



CASC December Meeting – Secretary Minutes
4/4/21

NEXT CASC MEETING IS SUNDAY, May 2, 2021 at 2pm on Zoom.

Available Positions at CASC

- ✓ Alternate Secretary
- ✓ Alternate Treasure
- ✓ Alternate RCM
- ✓ Outreach Chair
- ✓ Public Relations Chair

Opening

- The CASC meeting was called to order at 2:17 pm on the Zoom platform and began with the Serenity Prayer.
- The 12 Traditions of Narcotics Anonymous, The 12 Concepts of Narcotics Anonymous and the NA Service Prayer were all read.

Roll Call and Approval of Minutes

- 15 out of 53 groups represented
- 4 out of 8 officers attended
- 4 out of 6 subcommittees attended
- January minutes were passed and Teresa P. made the second.
- See attached roll call of groups, officers, and subcommittees (pg. 4 & 5)

Old Business

- Motion by Brendan O. (Constantly Searching): We move to reinstate monthly ASC donation to NAWS. Once our regional affiliation is clarified, to revert back to monthly donations to RSC & NAWS pursuant to our ASC policy.
PASSED
- Motion: Stephanie G. (Rediscovery Through Recovery): We move to join the NC Region of NA.
PASSED
- Motion: Stephanie G. (Rediscovery Through Recovery): For voting purposes, all Motions and Proposals shall be voted on pursuant to Roberts



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Rules of Order, wherein a “simply majority” shall carry a motion or proposal as passed.

PASSED

- Motion: David K. (Candlelight Recovery): To create a meeting list of Capital Area phone-based meetings
- PASSED

New Business

No New Business

Officer Reports

- Chair - Sam C – given verbally
- Alternate Chair – Donna N. – given verbally
- Secretary – Jennifer O. – given verbally
- Treasurer – Michele M. - given verbally and written - – see attached
- RCM – Elizabeth D. – Absent

Subcommittee Reports

- Activities – Donald D.- given verbally
- Convention – Teresa P. – given verbally and written – see attached
- H & I – Leah H. - given verbally
- Outreach – Vacant – No Report
- Policy – Richard J. - given verbally and written – see attached
- Public Relations- Vacant – No Report

Group Concerns

- None

Closing

- The CASC meeting was called to close roughly at 3:42pm with the “We” version of The Serenity Prayer
- This concludes the minutes for the April 4, 2021 meeting of the CASC



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Groups in Attendance (First Roll Call)

1	A New Beginning	x	27	Out To Lunch	
2	Basic Text Study		28	Peace In The AM	x
3	Came to Believe		29	Principles and Traditions	
4	Candlelight Recovery	x	30	Principles Before Personaliti	
5	Constantly Searching	x	31	Recovery In The Hood	x
6	Daily Reprieve		32	Rediscovery Thru Recovery	x
7	Expect A Miracle		33	Seeking Similarities	
8	Experience, Strength, and Hope		34	Serenity In The Morning	
9	Faith Through Principles	x	35	Southside Recovery	x
10	Freedom Thru Recovery	x	36	Spiritual Change	
11	I can't We Can		37	Spiritually Connected	
12	In From The Storm		38	Sunday Serenity	x
13	Let the Healing Begin		39	The Journey Continues	
14	Life on Life's Terms		40	The Primary Purpose	x
15	Living Clean & Serene		41	The Seekers	
16	Lunatic Fringe		42	Together We Can	x
17	Man Up		43	Trust The Process	
18	Mid Day Miracles		44	Tuesday Night Live	
19	Miracles In Progress		45	Unity & Positivity	x
20	NA At Noon		46	Way To Grow	
21	NA nd PM		47	We Do Recover	
22	NA Way	x	48	Welcome Home	
23	Never Alone Never Again		49	Why Are We Here	
24	New Horizons		50	Wolfpackin'	
25	New Way of Life II	x	51	Women in Recovery	
26	Our Common Welfare		52	Spititually High	
			53	Young Connections to Recove	



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Officers

Chair	x
Alt Chair	x
Secretary	x
Alt Secretary	VACANT
Treasure	x
Alt Treasure	VACANT
RCM	Absent
Alt RCM	VACANT

Subcommittee Chairs

Activities	x
Convention	x
H & I	x
Outreach	VACANT
Policy	x
Public Relations	VACANT

To: Capital Area Service Committee

From: Donna Norwood; Area Co-Chair

Date: April 2, 2021

First of all I thank God for another day to be clean and to be of service, I count it a privilege to be of service. I did attend the convention committee meeting on Saturday, March 27th. The committee is still trying to come up with a theme for our convention, and I believe if we al pull together as one, we can help them to put on a great convention. Remember let's all pull together and help out one another. Thank you again for allowing me to be of service. Have a great day.

Donna Norwood

Area Vice Chair



CASC TREASURERS REPORT

Date: 4/4/2021
From: Michele M., CASC Treasurer
Re: Treasury Report for the month of MARCH 2021

Dear Capital Area,

I would like to thank the Capital Area for allowing me to serve in this position. Service work is a suggestion of the program of Narcotics Anonymous and I am grateful to be doing so. Paid annual fee of \$350.00 for P. O. Box which is a slight increase from previous years. Please put your home group name in the note section when you make a donation.

MARCH 2021 STATEMENT

The beginning balance on 3/01/2021 was:	\$2,451.30
Deposits totaled:	\$ 142.25
Checks and deductions totaled:	\$ 511.36- See attached detailed Income & Expense Report
Ending balance on 3/31/2021:	\$ 2,082.19- See attached PNC Bank Statement
Outstanding checks not cleared:	<u>\$ 0</u>
Available balance on 3/31/2021:	\$2,082.19

1. This available balance puts us \$282.19 **ABOVE** the policy mandated prudent reserve of \$1,800.00. See attached PNC bank activity report and the Income and Expense statement.

Thanks for allowing me to be of service.

Your trusted servant,

Michele M., CASC Treasurer

Attachments:

- Income & Expense reports
- PNC Bank Statement
- Pay Pal Activity Statement



Account Activity

Wednesday, March 31, 2021

Business Checking XXXXX[REDACTED] Available Balance: \$2,082.19

Account Summary

Available Balance:	\$2,082.19	Interest Paid to Date:	\$0.00
Ledger Balance:	\$2,082.19	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$28.83 03/30/2021
Pending Deposits:	\$0.00	Last Statement Balance:	\$2,451.30 02/26/2021

Account Details

Nickname:	None
Type:	Business Checking
Text Banking Nickname:	None
Address:	PO BOX 10953 RALEIGH, NC 27605 - 0953

Pending Transactions

These transactions have been submitted to us since the last business day and are not yet posted to your account. When they have posted, they will be reflected in your Posted Transactions. Pending items may affect your Available Balance and are not a statement of your account.

Date	Description	Withdrawals	Deposits
You have no pending transactions			

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
03/30/2021	ACH CREDIT XXXXX4659 PAYPAL TRANSFER		\$28.83	\$2,082.19
03/26/2021	ACH CREDIT XXXXX2149 PAYPAL TRANSFER		\$23.97	\$2,053.36
03/19/2021	RECURRING DEBIT CARD XXXXX9078 ZOOMUS XXXXX9666 WWWZOOMUS CA	\$11.99		\$2,029.39
03/12/2021	CHECK 1978 084316665	\$350.00		\$2,041.38
03/09/2021	DEBIT CARD PURCHASE XXXXX8669 SECURITY SELF STORAGE XXXXX3870 NC	\$105.00		\$2,391.38
03/09/2021	ACH CREDIT XXXXX7736 PAYPAL TRANSFER		\$60.62	\$2,496.38
03/08/2021	RECURRING DEBIT CARD XXXXX8067 TEXTEDLY HTTPSTEXTED CA	\$10.00		\$2,435.76
03/05/2021	RECURRING DEBIT CARD XXXXX8064 J2 ONEBOX SERVICES XXXXX5400 CA	\$34.37		\$2,445.76
03/02/2021	ACH CREDIT XXXXX2324 PAYPAL TRANSFER		\$28.83	\$2,480.13
02/19/2021	RECURRING DEBIT CARD XXXXX9050 ZOOMUS XXXXX9666 WWWZOOMUS CA	\$11.99		\$2,451.30
02/09/2021	DEBIT CARD PURCHASE XXXXX8669 SECURITY SELF STORAGE XXXXX3870 NC	\$105.00		\$2,463.29
02/09/2021	ACH CREDIT XXXXX4237 PAYPAL TRANSFER		\$42.72	\$2,568.29
02/09/2021	ACH CREDIT XXXXX6006 PAYPAL TRANSFER		\$71.12	\$2,525.57
02/08/2021	RECURRING DEBIT CARD XXXXX8039 TEXTEDLY HTTPSTEXTED CA	\$10.00		\$2,454.45
02/08/2021	RECURRING DEBIT CARD XXXXX9038 DNHGODADDYCOM XXXXX8855 AZ	\$18.17		\$2,464.45

3/31/2021

PNC Online Banking

02/04/2021	RECURRING DEBIT CARD XXXXX8035 J2 ONEBOX SERVICES XXXXX5400 CA	\$34.37		\$2,482.62
02/01/2021	ACH CREDIT XXXXX3231 PAYPAL TRANSFER		\$43.50	\$2,516.99
01/29/2021	DEPOSIT XXXXX6637		\$100.00	\$2,473.49
01/19/2021	RECURRING DEBIT CARD XXXXX9019 ZOOMUS XXXXX9666 WWWZOOMUS CA	\$11.99		\$2,373.49
01/12/2021	CHECK 1977 084874490	\$156.00		\$2,385.48
01/11/2021	DEBIT CARD PURCHASE XXXXX8669 SECURITY SELF STORAGE XXXXX3870 NC	\$105.00		\$2,541.48
01/08/2021	DEBIT CARD PURCHASE XXXXX0758 TEXTEDLY HTTPSTEXTED CA	\$10.00		\$2,646.48
01/07/2021	ACH CREDIT XXXXX5503 PAYPAL TRANSFER		\$4.12	\$2,656.48
01/05/2021	ACH CREDIT XXXXX2232 PAYPAL TRANSFER		\$50.00	\$2,652.36
01/04/2021	RECURRING DEBIT CARD XXXXX8004 J2 ONEBOX SERVICES XXXXX5400 CA	\$34.37		\$2,602.36

MENU



Search activities



Completed

This week



PNC BANK, NA

- \$28.83

Mar 29

Transfer to Bank

Last week



Elizabeth

+ \$28.83

Mar 26

Donation Received



PNC BANK, NA

- \$23.97

Mar 24

Transfer to Bank



Janice

+ \$23.97

Mar 24

Donation Received

2 weeks ago



PNC BANK, NA

- \$60.62

Mar 8

Transfer to Bank



Inia [REDACTED] + \$56.50
Mar 7
Money Received
"Keep it Simple group donation"

 Brian [REDACTED] + \$4.12
Mar 6
Donation Received

 PNC BANK, NA - \$28.83
Mar 1
Transfer to Bank **ELIZABETH**

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Date	Description	Amount	Account
03/12/2021	Check 1978	\$350.00	X [REDACTED]

This is an image of a check, [substitute check](#), or deposit ticket. Refer to your posted transactions to verify the status of the item. For more information about image delivery [click here](#) or to speak with a representative call: 1-888-PNC-BANK (1-888-762-2265) Monday - Friday: 7 a.m. - 10 p.m. ET, Saturday & Sunday: 8 a.m. - 5 p.m. ET.

CAPITAL AREA
 PO BOX 10953
 RALEIGH, NC 27605-0953

(919) 268-7556

3-8-21 Date

1978
 15-3540
 819

Pay to the Order of USPS \$ 350.00

Three hundred and fifty/100

PNC BANK
 PNC Bank, N.A. (48)

For PO BOX 10953 *Wesley*

[REDACTED] 1978

Printed Name
 Signature
 Date
 Amount

MSL#

For Deposit Only
 USPS Fin #: 366356 Unit ID: 0198
 CAMERON VILLAGE NEW
 RALEIGH, NC
 Clerk #: 5
 Account #: [REDACTED]
 Date: 2021-03-10 08:00 AM



Capital Area Service Committee

PO Box 10953, Raleigh, NC 27605

Tel: 1-877-590-6262

April 12, 2021

Dear North Carolina Region of Narcotics Anonymous,

The Capital Area voted to join the NC Region of Narcotics Anonymous. This letter is a formal request to do so. If you see fit to accept our request, we look forward to serving with you in the years to come. We greatly appreciate your consideration. We hope to hear from you in the near future.

In Loving Service,

Sam C. Chairperson
Jennifer O. Secretary - (919) 674-6426
Elizabeth D. RCM

Good Afternoon:

Past month's activities:

- 1) No Policy Sub Committee Meetings until Post COVID-19 shutdown
- 2) No printed policy manuals until CASC resumes face to face meetings but it is available on the area site.
- 3) If you have an older copy of the policy and some pages are not visible. You have to reload the policy and all will be visible.
- 4) Due to the pandemic, the area has decided to withhold funds over prudent reserve to Region and World service committees which is a deviation to our Area Policy.
- 5) No Policy Updates (Last updated December 2019)
- 6) My contact phone number is (267) 997-0896

Thank you again for your vote of confidence to serve our area in this position.

Richard J.

Home Group Name	Donated	Deposited	Home Group Name	Donated	Deposited	Home Group Name	Donated
A New Beginning			Mid Day Miracles			South Side Recovery	
Basic Text Study Group			Miracles In Progress			Spiritual Change	
Came to Believe			NA At Noon			Spiritually Connected	
Candlelight Recovery			NA In the PM			Sunday Serenity	
Constantly Searching			NA Way Group			The Journey Continues	
Daily Reprieve			Never Alone Never Again			The Primary Purpose Group	
Expect a Miracle			New Horizons Group			The Seekers Group	
Experience, Strength, and Hope			New Way of Life II			Together We Can	
Faith Thru Principles			Our Common Welfare			Trust the Process	
Freedom Through Recovery	\$44.30	\$42.72	Out To Lunch			Tuesday Night Live	
I Can't, We Can			Peace in The AM			Unity and Positivity	
In From The Storm			Principles & Traditions			Way to Grow Group	
Let The Healing Begin			Principles B4 Personalities			We Do Recover	
Life on Life's Terms			Recovery In the Hood			Welcome Home	
Living Clean & Serene			Rediscovery Through Recovery			Why Are We Here	
Lunatic Fringe			Seeking Similarities			Wolfpacking	
Man Up			Serenity In The Morning			Women In Recovery	
						Young Connections to Recovery	
			Home Group Donations		\$42.72	Keep It Simple	11
						Brian B. 4.12	
						Total Other Income	114.62
						Total Income	\$15

Capital Area NA
Treasurers Report Income Expense

Beginning Balance:	3/1/2021	\$2,451.30		Period: 3/1/21 -3/31/2021	
Income/ Revenue Section 1					
Type of Deposit/debit	Date	Amount	Notes	Description	
Group Donations	3/31/2021	\$142.25		Group donations received during the Month	
Total Income/ Revenues		\$142.25			
Expense Section					
Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
SUB COMMITTEES					
H&I Committee					
H&I Literature					H&I Literature -
H&I Office Supplies					H&I - Office Supplies
H&I Learning Day one per year					One Learning Day - per Policy
PR and Website					
Phone Line - Auto Draft Monthly	5th monthly	AD	\$34.37		Varies slightly - averages \$30.93/ month
Meeting Directories					Varies slightly - Quarterly Printing
Website - Auto Draft Go Daddy	16th monthly	AD			On Auto draft
Text Blasting-Auto Draft Monthly	9th monthly	AD	\$10.00		On Autodraft-TEXTEDLY.COM
PR Literature					\$75 Monthly Budget-\$65 facebook
PR Chair Travel Expenses					
Outreach					\$35 Monthly allocation per policy
Policy					\$30 Monthly allocation per policy
Activities Committee available					\$500 For Area Anniversary Function(s)
AREA SERVICE COMMITTEE					
Fairmont United Methodist Church	1st monthly				ASC - Rent
Secretary					Varies slightly
Treasurer - Office Supplies					Checks Replenished/Harland Clarke
Treasurer -Storage Rent	9th monthly	AD	\$105.00		Security Self Storage
Chairperson					
RCM Travel/ Expenses					Refund Receipts
Bank Fees		AD			Service charge - Bank Account
Mail Box - Due yearly on Nov 1st		1978	\$350.00		CASC Mailbox at Cameron Village
Misc. ZOOM and Website					
ZOOM			\$11.99		
Regional Donations - 60% - CRNA					Per Policy
World Donations - 40% - NAWS					World Donation Per Policy
Total of All Expenses			\$511.36		
Revenue		\$142.25			
Beginning Balance:		\$2,451.30			
DIFFERENCE: Income-Expenses		-\$369.11			
Ending Balance		\$2,082.19			
Previous Month's Checks Not Yet Cleared					
Check Payable to:	Date	Check #	Amount	Description	
Regional					
World Donations					
		TOTAL:	\$0.00		
Available Balance		\$2,082.19			
Prudent Reserve- Per Policy		\$1,800.00			
Amount Above/ Below P.R.		\$282.19			