

20220206 CASC Meeting Agenda & Minutes

[CASC Policy Manual \(click\)](#) section 5.01(c)

(c) Order of Business

The order of business shall be as follows (the CASC Chairperson may change the order of business as needed):

- Opening prayer
- Reading of the Twelve Traditions and the Twelve Concepts
- Minutes of previous months' meeting
- Old Business
- Treasurer's Report
- Subcommittee Reports
- Group Concerns
- New Business
- CASC Officer's Reports
- Closing Prayer

The order of business can be modified at the discretion of the CASC Chairperson.

- **Opening** CASC began at 2:06pm
 - Opening prayer
 - Twelve Traditions
 - Twelve Concepts
 - Service Prayer
 - Role call – See attached
 - CASC Officers and Subcommittee Chairs
 - GSRs (or alt. or proxy)
 - Agenda review – ***(No longer will reports be voted on, only discussion)***
- **Old Business**
 - Motion to accept CASC minutes for previous month? Delphyne made motion seconded by Jay - passed
 - Motion: Submitted by Delphyne F. "CASC will continue on the Zoom platform and revisit the issue of meeting in person vs, zoom at the March 6th, 2022 ASC." Seconded by Jay. – passed
- **Officer Reports**
 - Chair - Donna N. – verbal, written, submitted
 - Vice Chair - **VACANT**
 - Treasurer - Leah P. – verbal, written, submitted
 - Treasurer Alternate - **VACANT**
 - Secretary – Jennifer O. - verbal, written, submitted
 - Secretary Alternate - **VACANT**
 - RCM - Michelle M. – verbal, written, submitted
 - RCM Alternate - **VACANT**
- **Subcommittee Reports**
 - Hospitals & Institutions - Kelly M. – verbal, written, submitted
 - Public Relations – Craig R. – verbal, written, submitted
 - Policy - Richard J. – verbal, written, submitted
 - Outreach - Sebastian D. - verbal, written, submitted
 - **Activities – VACANT**
 - **Convention- Julius J. - verbal, written, submitted**

- **Home Group Question and Answer and Concerns**

- Does Angela K. (former Convention Subcommittee Treasurer) still owe repayment for misappropriation of funds?
- Confirmed by Leah P. Cotina (Nikki) repaid in full all misappropriated funds.
- Discussion and conscious made that the signed proposal from the Convention Subcommittee would not be sent back to the homegroups this month. To be revisited next ASC.

- **New Business**

- Welcome new home groups joining Capital Area NA of NC (if any)
- Last call for new motions, proposals and service resumes
- No resume, motions or proposals submitted at February's ASC
- Discussion about RCM report and having a presentation from Region regarding the Regional convention. Julius and Michele will get together with Ron from Region.

- **Closing Prayer** – CASC ended at 3:31pm

Role Call

Officers	Name & contact info	✓✓	
Chair	Donna N.	✓	
Chair Alt.	VACANT - submit a service resume if you are interested in this position		
Treasurer	Leah P.	✓	
Treasurer Alt.	VACANT - submit a service resume if you are interested in this position		
Secretary	Jennifer O.	✓	
Secretary Alt.	VACANT - submit a service resume if you are interested in this position		
RCM	Michelle M.	✓	
RCM Alt.	VACANT - submit a service resume if you are interested in this position		

Subcommittees	Chair name & contact info	✓	
H&I	Kelly T.	✓	
Public Relations	Craig R.	✓	
Policy	Richard J.	✓	
Outreach	Sebastian D.	✓	
Activities	VACANT - submit a service resume if you are interested in this position		
Convention	Julius J.	✓	

Home Group	GSR info	✓	
A New Beginning			
Came to Believe			
Candlelight Recovery	Owen M.		
Daily Reprieve			
Experience, Strength, and Hope			
Faith Through Principles	Delphyne F.	✓	
Freedom Thru Recovery	Maria M.	✓	
I Can't We Can			
Ladies Night Out	Chelsea D.	✓	
Life On Life's Terms			
Living Clean & Serene	Mia E.		
Mid Day Miracles	Gloria G.		
NA at Noon			
Never Alone Never Again			
New Way Of Life II	Andrew R.		
Peace in the AM	Joyce K.	✓	

Home Group	GSR info	✓	
Principles B4 Personalities	Ron H.		
Recovery in The Hood	James L.	✓	
Rediscovery Thru Recovery			
Simple Solution	Robert M.		
Southside Recovery	John S.		
Spiritual Change	John B.	✓	
Constantly Searching	Brendan O.	✓	
Sunday Serenity Group	Jessie N.	✓	
The Journey Continues	Sheryl M.		
The Primary Purpose Group			
Together We Can	Candice D.		
Trust The Process			
Tuesday Night Live			
Way to Grow Group			
We Do Recover			
Wolfpackin'			

9 GSR's present at Roll Call. Val is an Alternate GSR in attendance – I apologize, but I did not catch the group name.

Items to cut-and-paste into Zoom chat as needed

The Twelve Traditions of NA:

https://na.org/admin/include/spaw2/uploads/pdf/litfiles/us_english/misc/Twelve%20Traditions.pdf

The Twelve Concepts of NA:

https://na.org/admin/include/spaw2/uploads/pdf/litfiles/us_english/Booklet/Twelve%20Concepts.pdf

The NA Service Prayer

<http://www.yavapaina.org/assets/Files/NA%20Service%20Prayer.pdf>

Submit a new motion:

<https://forms.gle/WfWQ8AiE3VzXRPLW6>

Submit a motion for a new home group to join Capital Area NA of NC:

<https://forms.gle/dWaaJ6BQ7qJmEAh36>

Submit a service resume:

<https://forms.gle/4nV9FkPbgkRTigN87>

Submit a motion or service resume email:

secretary@capitalareancna.com. Suggestion: Include the same information required on a standard CASC form, which can be found at <https://capitalareancna.com/area-service-committee>.

Currently the following positions are open:

- Vice Chair
- Treasurer Alternate
- Secretary Alternate
- RCM Alternate
- Activities Subcommittee Chair

February CASC report;

I really don't have a lot to report because I was in the process of moving into my own apartment. But I do thank God for another day that he allow me to be clean. Thank you for allowing me to be of service.

Area Chair,

Donna N.



CASC Secretary Report

February 2022

02/06/2022

Hello members!

Welcome to all the new GSRs. Please email secretary@capitalareancna.com your name and last initial, your home group, and your phone number. I will assume the email address you send me the email from is the one you want the minutes sent to unless you notify me otherwise. If you did not receive last month's minutes please also email me the same information.

Please keep in mind that my service as Secretary will end in June. At this time we have no Alternate Secretary and really have a need to fulfill this trusted service commitment at our ASC level. Please pass the word. Thanks!

Thank you for allowing me to be of service to our ASC. Let's keep the communication flowing. If I can help, please don't hesitate to contact me.

Jennifer O.

CASC Secretary



CASC TREASURERS REPORT

Date: 2/1/2022
From: Leah P, CASC Treasurer
Re: Treasury Report for the month of January 2022

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. Please put your home group name in the note section when you make a donation. We donated \$0 to the World Service Office which is 40% above prudent reserve. We donated \$0 to the NC Region which is 60% above prudent reserve. An audit was done with Michele M. and approved in January. All items were verified through December 2021.

January 2021 STATEMENT

The beginning balance on 1/01/2022 was:	\$1,994.83
Deposits totaled:	\$ 443.69
Checks and deductions totaled:	\$ 534.59 - See attached detailed Income & Expense Report
Ending balance on 01/31/2022:	\$ 1903.93 See attached PNC Bank Statement
Outstanding checks not cleared:	\$ _____ -
Available balance on 1/01/2022:	\$1,903.93

This available balance puts us \$103.93 ABOVE the policy mandated prudent reserve of \$1,800.00. See attached PNC bank activity report and the Income and Expense statement. There will be a \$41.57 donation to World or and a \$62.36 donation to Regional Service Committee this month.

Thanks for allowing me to be of service.

Your trusted servant,

Leah P., CASC Treasurer

Attachments:

- Income & Expense reports
- PNC Bank Statement
- Pay Pal Activity Statement
- Home Group Donations

Business Checking XXXXXX2581 Available Balance: \$1,850.39

Account Summary

Available Balance:	\$1,850.39	Interest Paid to Date:	\$0.00
Ledger Balance:	\$1,869.56	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$19.17	Last Deposit Amount:	\$6.37 01/26/2022
Pending Deposits:	\$0.00	Last Statement Balance:	\$1,903.93 01/31/2022

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.

<i>Date</i>	<i>Description</i>	<i>Withdrawals</i>	<i>Deposits</i>
02/05/2022	DNH*GODADDY.COM CARD#5198	\$19.17	

Posted Transactions

<i>Date</i>	<i>Description</i>	<i>Withdrawals</i>	<i>Deposits</i>	<i>Balance</i>
02/04/2022	RECURRING DEBIT CARD XXXXX8035 J2 ONEBOX SERVICES XXXXX5400 CA	\$34.37		\$1,869.56
01/26/2022	ACH CREDIT XXXXX9371 PAYPAL TRANSFER		\$6.37	\$1,903.93
01/24/2022	RECURRING DEBIT CARD XXXXX8023 TEXTEDLY HTTPSTEXTED CA	\$20.00		\$1,897.56
01/21/2022	CHECK 1991 086331270	\$157.53		\$1,917.56
01/21/2022	CHECK 1990 086208690	\$80.73		\$2,075.09
01/19/2022	RECURRING DEBIT CARD XXXXX8019 ZOOMUS XXXXX9666 WWWZOOMUS CA	\$11.99		\$2,155.82
01/19/2022	ATM DEPOSIT 85010062 DEPOSIT 4000 CAPITAL BL RALEIGH NC		\$247.00	\$2,167.81
01/14/2022	ACH CREDIT XXXXX3223 PAYPAL TRANSFER		\$22.82	\$1,920.81
01/14/2022	ACH CREDIT XXXXX3565 PAYPAL TRANSFER		\$97.00	\$1,897.99
01/11/2022	ATM DEPOSIT 85034172 DEPOSIT 925 RIDGEFIELD RALEIGH NC		\$20.00	\$1,800.99
01/10/2022	RECURRING DEBIT CARD XXXXX8009 TEXTEDLY HTTPSTEXTED CA	\$16.00		\$1,780.99
01/10/2022	RECURRING DEBIT CARD XXXXX8009 PY Security Self Stor XXXXX9038 NC	\$108.95		\$1,796.99
01/10/2022	RECURRING DEBIT CARD XXXXX8009 NA WORLD SERVICES HTTPSDONORB CA	\$105.02		\$1,905.94
01/10/2022	ACH CREDIT XXXXX6335 PAYPAL TRANSFER		\$50.50	\$2,010.96
01/04/2022	RECURRING DEBIT CARD XXXXX8004 J2 ONEBOX SERVICES XXXXX5400 CA	\$34.37		\$1,960.46

12/22/2021	RECURRING DEBIT CARD XXXXX8356 EIGBLUEHOSTCOM XXXXX4678 UT	\$119.88		\$1,994.83
12/20/2021	RECURRING DEBIT CARD XXXXX8353 ZOOMUS XXXXX9666 WWWZOOMUS CA	\$11.99		\$2,114.71
12/14/2021	ACH CREDIT XXXXX8444 PAYPAL TRANSFER		\$73.06	\$2,126.70
12/08/2021	RECURRING DEBIT CARD XXXXX8342 TEXTEDLY HTTPSTEXTED CA	\$16.00		\$2,053.64
12/08/2021	RECURRING DEBIT CARD XXXXX8342 PY Security Self Stor XXXXX9038 NC	\$108.95		\$2,069.64
12/06/2021	RECURRING DEBIT CARD XXXXX8339 J2 ONEBOX SERVICES XXXXX5400 CA	\$34.37		\$2,178.59
12/03/2021	ACH CREDIT XXXXX5083 PAYPAL TRANSFER		\$38.35	\$2,212.96
12/03/2021	ACH CREDIT XXXXX4692 PAYPAL TRANSFER		\$112.06	\$2,174.61
11/22/2021	CHECK 1989 083523904	\$198.79		\$2,062.55
11/22/2021	ACH CREDIT XXXXX0506 PAYPAL TRANSFER		\$67.51	\$2,261.34
11/19/2021	RECURRING DEBIT CARD XXXXX8323 ZOOMUS XXXXX9666 WWWZOOMUS CA	\$11.99		\$2,193.83
11/18/2021	DEBIT CARD PURCHASE XXXXX5198 NA WORLD SERVICES HTTPSINSTAG CA	\$132.52		\$2,205.82
11/15/2021	ACH CREDIT XXXXX0697 PAYPAL TRANSFER		\$86.35	\$2,338.34
11/09/2021	RECURRING DEBIT CARD XXXXX8313 PY Security Self Stor XXXXX9038 NC	\$108.95		\$2,251.99
11/08/2021	RECURRING DEBIT CARD XXXXX8312 TEXTEDLY HTTPSTEXTED CA	\$16.00		\$2,360.94

Home Group Name	Donated	Deposited	Home Group Name	Donated	Deposited
A New Beginning			Mid Day Miracles		
Basic Text Study Group			Miracles In Progress		
Came to Believe			NA At Noon		
Candlelight Recovery			NA In the PM		
Constantly Searching			NA Way Group		
Daily Reprieve			Never Alone Never Again		
Expect a Miracle			New Horizons Group		
Experience, Strength, and Hope			New Way of Life II		
Faith Thru Principles			Our Common Welfare		
Freedom Through Recovery	\$97.00	\$97.00	Out To Lunch		
I Can't, We Can			Peace in The AM		
In From The Storm			Principles & Traditions		
Keep it Simple	50.5	50.5	Principles B4 Personalities		
Ladies Night Out			Recovery In the Hood		
Living Clean & Serene			Rediscovery Through Recovery		
Lunatic Fringe			Sunday Serenity	6.37	6.37
Man Up			Serenity In The Morning		
			Young Connections to Recovery		
				Home Group Donations	\$443.69

Home Group Name	Donated	Deposited
South Side Recovery	247	\$247
Spiritual Change		
Spiritually Connected		
Sunday Serenity		
The Journey Continues		
The Primary Purpose Group	22.82	\$22.82
The Seekers Group		
Together We Can		
Trust the Process		
Tuesday Night Live		
Unity and Positivity		
Way to Grow Group		
We Do Recover	20	\$20
Welcome Home		
Why Are We Here		
Wolfpacking		
Women In Recovery		

Total Other Income		
Total Income		\$443.69

Capital Area NA
Treasurers Report Income Expense

Beginning Balance:	1/1/2022	\$1,994.83		Period: 1/1/22 -1/31/2022	
Income/ Revenue Section 1					
Type of Deposit/debit	Date	Amount	Notes	Description	
Group Donations	1/31/2022	\$443.69		Group donations received during the Month	
Total Income/ Revenues		\$443.69			
Expense Section					
Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
SUB COMMITTIES					
H&I Committee					
H&I Literature			\$80.73		H&I Literature - \$190
H&I Office Supplies					H&I - Office Supplies
H&I Learning Day one per year					One Learning Day - per Policy \$200
PR and Website					
Phone Line - Auto Draft Monthly	5th monthly	AD	\$34.37		Varies slightly - averages \$30.93/
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	\$36.00		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	\$108.95		Security Self Storage
Chairperson					
RCM Travel/ Expenses					Refund Receipts
Bank Fees		AD			Service charge - Bank Account
Mail Box - Due yearly on Nov 1st		1978			CASC Mailbox at Cameron Village
Misc. ZOOM and Website					
ZOOM			\$11.99		
Regional Donations - 60% - CRNA			\$157.53		Per Policy
World Donations - 40% - NAWs			\$105.02		World Donation Per Policy
Total of All Expenses			\$534.59		
Revenue			\$443.69		
Beginning Balance:			\$1,994.83		
DIFFERENCE: Income-Expenses			-\$90.90		
Ending Balance			\$1,903.93		
Previous Month's Checks Not Yet Cleared					
Check Payable to:	Date	Check #	Amount	Description	
Regional					
World Donations					
		TOTAL:	\$0.00		
Available Balance			\$1,903.93		
Prudent Reserve- Per Policy			\$1,800.00		
Amount Above/ Below P.R.			\$103.93		



Search activities



Completed

Jan 2022



[Redacted]

- \$6.37

Jan 25

Transfer to Bank

[Redacted]

+ \$6.37

Jan 25

Money Received



[Redacted]

- \$22.82

Jan 13

Transfer to Bank

ED

[Redacted]

+ \$22.82

Jan 13

Money Received

"Primary Purpose Donation (Dec)"

[Print shipping label](#)

[Add tracking info](#)



PNC BANK, NA

- \$97.00

Jan 13

Transfer to Bank

NJ

[REDACTED]

+ \$97.00

Jan 12

Money Received

"Freedom Thru Recovery Donation"



[REDACTED]

- \$50.50

Jan 8

Transfer to Bank

[REDACTED]

+ \$50.50

Jan 7

Money Received

"Keep it Simple group donation"

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February 6th, 2022

Capital Area RCM Report

Hi Family,

I attended the virtual Regional meeting on Saturday January 22nd, 2022. The next meeting will be on April 16th, 2022 at 1pm.

Over all most areas are still struggling with donations but meeting attendances have increased as more in person meetings are taking place.

We were asked to join in with The Primary Purpose and New Hope Area to host the next CAR and CAT.

Region has asked each area to discuss and vote on the below proposal for a 2023 Regional Convention.

This is the proposal from the Regional Convention Ad Hoc Committee

Regional Convention Ad Hoc - Ron D

The Committee has worked diligently on this project: here is what we came up with: Date: Oct 28-30, 2023 Where: Sheraton (Greensboro) Cost: \$11,600 + 80% room booked **400 room** How to raise the money: 2 years of Fundraising all over the region Area donation Forming Convention Committee: a representative from each Area to be subcommittee chairs, WITH THE Host Chair, Vice Chair, Secretary, and Treasure appointed by region from nominations submitted by areas. Convention Guidelines / Policy: Drafted from CPRCNA & Suggestions from the WSC tailored to fit our needs

Upcoming events for all areas are posted on the Regional website <https://ncregion-na.org>

Thank you 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.

Sincerely,

Michele M.

February H&I Report

Hi all,

As always, thank you for allowing me to serve as the H&I Chair for this term, I am very grateful to be able to be of service. H&I is moving right along. We are still taking presentations into Wakebrook on Sundays and Triangle Springs on Thursdays.

A text and email blast were sent out this month urging people to get oriented/reoriented and it seems to have had some impact. I received a handful of calls and texts from people wanting to get oriented to be of service so that is very exciting.

Still no word on the women's prison and when it will be opening back up for us to bring presentations in; however, I do know that the liaison has a list of people that are up for card renewals and will be reaching out to them during their specified renewal months.

Our next subcommittee meeting/orientation will be:

Sunday, Sunday, March 6th @ 12:30pm.

Zoom ID: 81405280277

Pw: subcommit. (With the period)

In loving service,

Kelly M.



Capital Area Officer/Subcommittee Report Form

Name/Position: Craig R/ PR Chairperson

Date: February 6, 2022

Activities:

- Attended NC Regional PR subcommittee meeting on January 22; I suggested more collaboration between the area PR subcommittees and the Southeastern Zonal Forum PR Task Force
- Midmonth meeting on January 27; discussion of reschedule of round table open forum; selected February 26 same location in southeast Raleigh; we will communicate to our members
- Discussed reestablishing PR oversight of phonenumber; reviewed current process and support by 3 members; most immediate need is for someone to retrieve and review messages left; elected April B to be phonenumber coordinator with primary responsibility to check messages; we will be establishing regular phonenumber orientation to train members that get involved and want to help answer calls from suffering addicts; will also be looking at types of calls received for possible opportunities for improvement, such as when people are looking for a meeting, having the ability to text location of meetings to their phone
- Discussed reestablishing PR oversight of publishing meeting list; reviewed current process; area policy mandates quarterly printing; currently 450 lists remaining from last printing; recommending not printing any this quarter; will be researching ways other areas providing meeting lists
- Established utilizing the WhatsApp free messenger service for internal communication amongst the subcommittee between meetings

Website

996 Users

2,449 Sessions

3,758 Page Views (2,744 are the meeting schedule page)

Average time spent on site is 1:37

37% entered in our web address or had it bookmarked

61% found us via Search Engines

1% (13 users) from Social Media

1% were linked to us from other sites

We continue to send out texts and email blasts and Facebook posts as a service to the groups. We used more than our plan (1,000 texts) this month and bought an additional 500 texts.

The Facebook Group (Capital Area Serenity) is very active. There are a lot of posts now about virtual meetings not related to the Capital Area. We want to discuss with you what kind of posts you expect to see and what you don't want to see. Also, Joe will be stepping away as the area

Webservant in June and will not be doing another term. Even though we are not there yet please join me in thanking him for all his service for multiple years in maintaining our website. We would be where we are without his efforts!! Even though there has been a member from NY who was helping, which we appreciate, we are discussing establishing an IT team within PR.

Financial Expenses:

- \$20 for increasing text messages

Upcoming Activities:

- Facilitation of February 26 open forum/round table; establishing a monthly schedule
- Discuss other uses for mass text messaging to GSRs
- Review of internal guidelines for updates and/or changes
- Submit application for participation in 2022 Hybrid NC Prevention Conference May 2022; \$200 exhibitor expenses
- Build work plan
 - Discuss/review website, Facebook page for possible rebrand
 - Discuss/review current services for improvement and opportunities
 - Recruitment of new members

Miscellaneous:

We also need a Vice Chair, Secretary, and others to assist with the phonline and presentations. You are invited and welcomed to come out to our subcommittee meeting every first Sunday at 12:30. We also have a midmonth subcommittee meeting. Please share that information with your homegroup members and sponsees. If anyone is interested or need more information, you can contact me at 919.618.7771. We really need all our home groups (especially GSRs) engagement, direction and involvement in what we do, to deliver effective services!!

Everything we do is contingent on the ideas and active participation of the members in this area in carrying our message on your behalf. Help us help you!! If there is something we need to stop, start, or continue doing, let us know.

Thank you Capital Area for allowing us to serve!!

Craig R,
919.618.7771

Capital Area PR Subcommittee Presents:

Please note zoom login update

Commitment to Unity!!

Bring Your Voice, Passion and Ideas as
we are stronger together!!

11 AM- 3 PM
Saturday February 26, 2022

(in person)

St. Ambrose Episcopal Church
813 Darby St, Raleigh, NC 27610

Corrected zoom link on 2/23/2022

Link <https://us02web.zoom.us/j/81405280277...>

Meeting ID: 814 0528 0277

Passcode: subcommit. (include the period)

Contact: PR Chair, Craig R. (919) 618-7771 or
Joe Mc (919)457-6724

Good Afternoon:

Past month's activities:

- 1) Policy subcommittee meeting was held at 12:30 before CASC meeting.
- 2) If there is anyone who is available to serve on this committee, please join us.
- 3) No printed policy manuals until CASC resumes face to face meetings but it is available on the area site.
- 4) CASC Policy web site has been updated with the motions passed by the CASC in accordance with our policy.
- 5) The current updated policy is posted to the web site.
- 6) Contact phone numbers for committee members:
(267) 997-0896 (Richard J)

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

Richard J.

Please don't wait until the March CASC meeting if you have any questions or concerns about this report, or would like to get involved with the Outreach Subcommittee. Just give me a call at (919) 627.7607.

CASC Outreach Subcommittee Charter

CASC Policy section 3.04(f)

To assist in carrying the NA message to the still suffering addict, thus supporting the continuing growth and unity of the fellowship. It is suggested that additional information about the Outreach Subcommittee may be found in applicable World Service and Regional Service documents. The Outreach Subcommittee will carry out its function and purpose by:

CASC Outreach Subcommittee Report

Policy Section	Report
<p>3.04(f)i Acting as a resource and a coordinator in reaching out to: Loners, isolated groups, Loners and isolated groups in institutions and struggling groups.</p>	<ul style="list-style-type: none"> ● Facilitated monthly subcommittee meeting as usual. 0 attended this month. ● Scheduled visits to all home groups that have no recorded attendance at monthly CASC monthly meetings so far this service year (since July 2021). This schedule is subject to change at my sole discretion, based on health, weather, COVID, scheduling conflicts, or any other reason I decide. <ul style="list-style-type: none"> ○ Came to Believe 2/13 ○ Daily Reprieve 2/12 ○ Experience, Strength, and Hope 2/15 ○ Life On Life's Terms 2/20 ○ NA at Noon 2/19 ○ Never Alone Never Again 2/25 ○ Rediscovery Thru Recovery 2/26 ○ The Primary Purpose Group 2/23 ○ Trust The Process 3/4 ○ Tuesday Night Live 2/15 ○ Way to Grow Group 2/24 ○ We Do Recover 3/5 ○ Young Connections To Recovery 3/12
<p>3.04(f)ii To locate isolated members, groups, or meetings and to provide these members, groups and meetings with information about NA and its service structure.</p>	<ul style="list-style-type: none"> ● I need guidance on this one. Suggestions received so far: Send out a survey, digital and/or hardcopy. If anyone has suggestions or experience with this let me know.

3.04(f)iii To reach out to groups that have not been attending CASC meetings on a regular basis and to encourage participation through education. If a group does not have a representative at a meeting of the CASC during an entire quarter, the Outreach Subcommittee will personally deliver the group minutes in an attempt to address any problems that the group may be experiencing.

- Continued tracking home group attendance at CASC overall, to be used to prioritize reachout.

	n/a	9	13	11	n/a	17	9	0	0	0	0	0	0
	-	-	-	-	-	-	-	-	-	-	-	-	-
	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022
A New Beginning	DATA NOT AVAILABLE →												4
Came to Believe					DATA NOT AVAILABLE →								0
Candlelight Recovery													3
Daily Reprieve													0
Experience, Strength, and Hope													0
Faith Through Principles													3
Freedom Thru Recovery													5
I Can't We Can													1
Ladies Night Out													2
Life On Life's Terms													0
Living Clean & Serene													1
Mid Day Miracles													1
NA at Noon													0
Never Alone Never Again													0
New Way Of Life II													4
Peace in the AM													5
Principles B4 Personalities													2
Recovery in The Hood													5
Rediscovery Thru Recovery													0
Simple Solution													1
Southside Recovery													2
Spiritual Change													4
Sunday Serenity Group													5
The Journey Continues													1
The Primary Purpose Group													0
Thursday Night LIT													1
Together We Can													1
Trust The Process													0
Tuesday Night Live													0
Way to Grow Group													0
We Do Recover													0
Wolfpackin'													1
Young Connections To Recovery													0
Basic Text Study (not meeting)													2
Constantly Searching (not meeting)													3
In From The Storm (facility only)													1
Principles and Traditions (not meeting)													1

Policy Section	Report
<p>3.04(f)iii To provide orientation, group packets and CASC Policy Manuals to new GSRs. The orientation will be held 30 minutes prior to the monthly CASC meeting, and will be open to any NA member who wishes to attend, including experienced GSRs who may have missed or want a refresher.</p>	<ul style="list-style-type: none"> • Made myself available for GSR orientation at 1:30 2/6 as usual. 0 GSRs have participated in CASC orientation since I took office, although 1 GSR did express interest. • Answered a couple of GSR questions over the phone, since the last CASC meeting.
<p>4.07(c) Payment of Subcommittee Allocations The CASC Treasurer will administer pre-approved Subcommittee allocations in the following amounts: - H&I \$190.00 per month \$200 annually for the H&I Learning Day - PR \$75.00 per month - Policy \$30 per month - Outreach \$35 per month The appropriate Subcommittee Chairpersons should collaborate to produce an itemized list of expected spending for the Learning Day in order to receive funding, and at the CASC meeting following Learning Day report actual spending. Funds not used in a given month will be added to the next month. No funds will be retroactive past three months unless approved by the CASC. If necessary, the monthly budgets may be decreased on a temporary basis by a simple majority vote of the CASC without affecting preapproved guidelines.</p>	<ul style="list-style-type: none"> • No funds spent, as there is no current need or requests for printed GSR handbooks or CASC policy manuals.

Other items
<ul style="list-style-type: none"> • Answered the Capital Area phone line and helped callers find meetings and information about NA. • Attended interim PR meeting to help facilitate PR taking over coordinating the phone line again, and printed meeting directory. • Attended the mid-month CASC executive body meeting. Discussed online motion/proposal/resume facilitation, using the Capital Area Zoom account for monthly subcommittee meetings, bringing forward at the appropriate time for GSRs to discuss the idea of going to a hybrid meeting format (in-person and Zoom) for the monthly CASC meeting, the handling of the phone line, and handling of the printed meeting list. Also discussed vacancies in the CASC, and the importance of the service committee in helping member home groups carry the message to the addict who still suffers. • Facilitated the monthly subcommittee meeting Zoom, for H&I, PR, Policy and Outreach.

Convention Committee Chair

Good afternoon Great Day to be alive.

We come with an Account Balance of 4092.05\$
This balance reflects a check written to Rocky
Mount Events Center. Copy of the Contract has
been included in EMAIL.

Also a check for 300\$ was written for T-shirt
Production. After attending the Down East Area
Convention Last Week I feel it in our best Interest
to Push our June Date for Convention Date Back.
Great full we Have the Pandemic Clause. This will
also help this Body Raise more Funds Prior to
Convention. This is My Report

Julius J February 6 2022

Business Checking

PNC Bank



For the Period 01/01/2022 to 01/31/2022

Primary Account Number: [REDACTED]

Page 1 of 2

Number of enclosures: 0

NC CAPITAL AREA FAMILY REUNION
PO BOX 10953
RALEIGH NC 27605-0953

For 24-hour banking sign on to
 PNC Bank Online Banking on pnc.com
FREE Online Bill Pay

For customer service call 1-877-BUS-BNKG
PNC accepts Telecommunications Relay Service (TRS) calls.
Para servicio en español, 1-877-BUS-BNKG

Moving? Please contact your local branch

Write to: Customer Service
PO Box 609
Pittsburgh, PA 15230-9738

Visit us at PNC.com/smallbusiness

Business Checking Summary

NC Capital Area Family Reunion

Account number: [REDACTED]

Overdraft Protection has not been established for this account.
Please contact us if you would like to set up this service.

Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
7,098.39	1,018.66	.00	8,117.05
		Average ledger balance	Average collected balance
		8,020.68	8,020.68

Deposits and Other Additions

Description	Items	Amount
Deposits	3	1,018.66
Total	3	1,018.66

Checks and Other Deductions

Description	Items	Amount
Total	0	.00

Daily Balance

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
01/01	7,098.39	01/05	8,067.05	01/18	8,117.05
01/03	7,967.05				


Activity Detail

Deposits and Other Additions

Deposits

Date posted	Amount	Transaction description	Reference number
01/03	868.66	Deposit	051925434
01/05	100.00	Deposit	052528637
01/18	50.00	Deposit	047888387

Business Checking

 For 24-hour account information, sign-on to
pnc.com/mybusiness/

For the Period 01/01/2022 to 01/31/2022

NC Capital Area Family Reunion

Primary Account Number: 53-5305-7056

Page 2 of 2

Business Checking Account Number: 53-5305-7056 - continued

Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 02/01/2022 and will appear on your next statement as a single line item entitled Service Charge Period Ending 01/31/2022.

** Combined Transactions include ACH Credits, ACH Debits, Checks Paid, Deposited Item - Consolidated, Deposit Tickets Processed

Description	Volume	Amount	
Account Maintenance Charge		.00	Requirements Met
Combined Transactions	3	.00	Included in Account
Deposit Tickets Processed	3	.00	
Branch - Consolidated Cash Deposited	10	.00	Included in Account
Total For Services Used This Period		.00	
Total Service Charge		.00	



RMEC Proposal

Event Name:	NCCASRNA Convention	Booking #:	644
Event Status:	Tentative	Contract #:	
Event Manager:	Collins, Kasha	Account Manager:	Collins, Kasha
Client Name:	NCCASRNA Convention	Contact:	James Gibson, April Benson
Client Code:		Phone #:	9192929172 or 9198920615
Address:	4005 Deep Hollow Drive, Raleigh, North Carolina 27612 United States	Email Address:	jmsgibson22@gmail.com

This event covers three days Friday - Sunday (am)

Friday, June 17, 2022

Location: Edgecombe

From - To	Description	Attendance	Status	Charge	Tax
Starts - Ends	Room Rental				
2:00 PM-1:00 AM	NCCASRNA Convention	400	Tentative	\$3,500.00	
2:00 PM-1:00 AM				Discount: \$875.00	

Setup for Water/Ice Station Only (No other food or beverage needed currently with this request.

EDGECOMBE ROOM SET UP FRIDAY : stages for one person ,Podium Microphone, AV System and Dance Floor, Theaters style setting for 400 close edgecombe 5,4,& 6 theater style and 1,2,&3 for lunch buffet on saturday 10 table of round for lunch flip room at 2:30pm remove round table and add other chair for theaters style one 6ft table in each room Concession to be open for event time to be determine if there vendor selling in the Building a \$ 100 fee is to be charge per vendor for the event center prior to this events , one 6ft table in Hall of fame for registration.

Setup

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
12:00 PM-4:00 PM	Dance Floor	1	\$368.00	\$368.00	
2:00 PM-1:00 AM	Stage	1	\$368.00	\$368.00	



RMEC Proposal

Saturday, June 18, 2022

Location: Edgecombe

From - To	Description	Attendance	Status	Charge	Tax
Starts - Ends	Room Rental				
8:00 AM-1:00 AM	NCCASRNA Convention	400	Tentative	\$3,500.00	
8:00 AM-1:00 AM				Discount: \$875.00	
	Setup for Water/Ice Station Only (No other food or beverage needed currently with this request).Please note on saturday and sunday their will be a big tournament going on so parking will be \$5.00 .				

Catering Information

From - To	Description / Itinerary	Quantity	Charge	Total	Tax
12:00 PM-1:00 PM	Lunch Buffet - One Entree	75	\$18.95	\$1,421.25	CDES

ONE ENTRÉE

- One Salad
- One Entrée
- One Starch
- One Vegetable
- One Dessert

SALADS

- Tossed Garden Salad
- Mixed Green Salad

VEGETABLES

- Southern Style Green Bean
- Sautéed Broccoli with Garlic

STARCHES

- Roasted Red Skinned Potatoes
- Rice Pilaf
- Garlic Mashed Potatoes

POULTRY ENTREES

- Main Street Chicken Breast

DESSERTS

- Banana Pudding
- Chocolate Cake
- Coconut Cake
- Carrot Cake
- Red Velvet Cake



RMEC Proposal

Saturday, June 18, 2022

Setup

From - To	Description/Itinerary Item	Quantity	Charge	Total	Tax
8:00 AM-1:00 AM	Av System	1	\$263.00	\$263.00	
	Includes Microphone(s) Podium Microphone stand Screen(s) Projector(s) Cable cords				
12:00 PM-4:00 PM	Dance Floor	1	\$0.00	\$0.00	
	Dance floor already charged for Friday evenings event, and not re-set for Saturday evening. (No additional charge for use on Sat.)				

Staffing

From - To	Description/Itinerary Item	Hours	Quantity	Charge	Total	Tax
12:00 PM-2:00 PM	Wait Staff	2	3	\$15.30	\$91.80	

Sunday, June 19, 2022

Location: Edgcombe 5

From - To	Description	Attendance	Status	Charge	Tax
Starts - Ends	Room Rental				
9:00 AM-11:00 AM	NCCASRNA Convention	100	Tentative	\$450.00	
9:00 AM-11:00 AM	Theater set up for 100, head table for 2, water/ice (table) set up in back of room. Hotel are Hampton Inn , Holiday inn and courtyard .				

Location:	<u> </u>	\$7,450.00
Location Total:		\$7,450.00
Catering:	<u> </u>	\$1,421.25
Catering Total:		\$1,421.25
Setup:	<u> </u>	\$999.00
Setup Total:		\$999.00
Staffing:	<u> </u>	\$91.80
Staffing Total:		\$91.80
Discounts:	<u> </u>	\$1,750.00
Subtotal:		\$8,212.05
Sales Tax 7%:		\$120.19
Service Charge:	<u> </u>	\$295.76
Total:		\$8,628.00
Payments/Credits:	<u> </u>	\$0.00
Balance:		\$8,628.00

Please ensure all requirements are listed and correct. Thank you for choosing Rocky Mount Event Center

Contact: _____

Approval: _____

Agreement is deemed a written agreement for indemnity under the North Carolina Workers' Compensation laws. The provisions of this Section 12 shall survive any expiration or termination of this Agreement.

Condition of Licensed Premises. Except as expressly set forth herein, Licensors makes no warranty or representation to Licensee of any kind (express or implied) regarding the suitability of or compliance with applicable laws by the Rocky Mount Event Center, or any portion thereof, as built, for any aspect of the use Licensee expects or intends to make of the Rocky Mount Event Center. Accordingly, Licensee acknowledges and agrees that it has made an adequate investigation and inspection of the Rocky Mount Event Center and has made its own determination regarding the suitability of the Rocky Mount Event Center for Licensee's proposed use and is satisfied with the condition, fitness and order thereof. Licensee further agrees that the Rocky Mount Event Center shall be delivered by Licensor to Licensee "AS IS", "WHERE IS" and "WITH ANY AND ALL FAULTS" and without warranty, express or implied, as to the merchantability or fitness for the use thereof for any particular purpose. Licensee hereby waives any claims against Licensor and the Indemnities for defects in the Rocky Mount Event Center, including latent defects. Commencement of the use of the Rocky Mount Event Center by Licensee shall be conclusive that the Rocky Mount Event Center was in good repair and satisfactory condition, fitness and order when such use commenced.

Risk of Loss. None of Licensor nor any of its officers, partners, employees or agents shall be responsible or liable for any loss or damage to the personal property of Licensee or its employees, players, performers or agents in connection with Licensee's use of the Rocky Mount Event Center hereunder. Licensee acknowledges and agrees that all of its property or property of others in the Rocky Mount Event Center shall be used and/or stored in the Rocky Mount Event Center at the sole risk of Licensee, and Licensee hereby waives and releases Licensor and the Indemnities from any and all Claims or Costs related thereto to the fullest extent permitted by law.

The person executing this Facility Usage Contract on LICENSEE's behalf represents and warrants that he / she has all requisite authority to do so, and to bind LICENSEE to all terms and conditions hereunder.



The Rocky Mount Event Center policy requires that you are solely responsible and liable of all claims submitted in relation to this contracted event. Rules and regulation concerning conduct of participant during the event established by The Rocky Mount Event Center must be strictly observed.

All conditions and regulations set for on the attached documents are hereby incorporated as part of this Contract. Any changes or adjustments to any parts of the event must be made by the signed licensee. If any other person/agent will be given rights to make any changes to the event, the Rocky Mount Event Center must have in writing that person's/agent's name and any limitations noted (i.e. decorator, director, coordinator, parent).

For: Licensor, The Rocky Mount Event Center

By: 
General Manager, -RMCF SFM, LLC

Date: 1/27/2022

Licensee
For: 


Date: 01-27-22
01/27/2022

Capital Area Convention Committee

will be hosting

1st FRIDAY

3/4/2022

6pm-11pm

1950 New Bern Ave

Raleigh NC 27610

Speaker/\$5 dance

Food sold at cost.

For more info:

Fundraising chair

Shahid W 919-758-4332

Programming chair

Darren L 919-798-2723

**Capital Area Convention Committee will be
hosting a fundraiser on zoom.**

WHAT ABOUT THE NEWCOMERS

3/19/2022

2pm-6pm

30day speaker

60day speaker

90day speaker

6mth speaker

9mth speaker

1yr speaker

18mth speaker.

Contact persons:

Programming chair

Darren L 919-798-2723

Fundraising chair

Shahid W 919-758-4332

**Click [https://us02web.zoom.us/j/3964202584?
pwd=NohCUGhXUoU4dktpMzgoCW5DaVJJUT09](https://us02web.zoom.us/j/3964202584?pwd=NohCUGhXUoU4dktpMzgoCW5DaVJJUT09)
to join a Zoom meeting**