

July 2, 2023 CASC Meeting Agenda

Secretary note: This PDF
arranged in order of:

1. Minutes
2. Motions
3. Resumes
4. Reports

GSR CHEAT SHEET

- **25/43 home groups** (58%!) had GSRs in attendance.
- **1 motion passed:** All future service resumes to be sent to homegroups a month before voting
- **Two CASC service positions elected:** Policy Subcommittee Chair, Outreach Subcommittee Chair
- **Six service resumes for homegroups (One CASC, 5 Convention subcommittee officers); vote in August**
- **One motion** sent back to homegroups; vote in August
- **Homegroups to brainstorm** approaches to address “Issue #2” from the Planning Day – more information in the June 2023 minutes.
- **Open NA meetings at Healing Transitions** need support from experienced members
- **Home Group Speaker Swap** needs homegroup participation <https://capitalareancna.com/hgss>
- **CASC will be hybrid** until GSRs decide differently
- **07/29/2023** will be the **next Monthly Clean Time Celebration Potluck**
- **2023-2024 CASC meetings are scheduled** – see ASC tab of website for details
- **Next CASC will be August 6th, 2023**

• Opening

- Opening prayer
- Concept of the month/ 7th
- Vision for NA Service
- ASC Purpose

“Workhorse” of the service structure—maybe that’s the best way to describe the area service committee. Most of the hands-on work of delivering NA services to the groups and the community occurs at the area level. Area service committees are ultimately responsible to the groups they serve. Narcotics Anonymous groups send group service representatives (GSRs) to serve on the area committee. While still maintaining final responsibility and authority for area services, they invest enough delegated authority in their GSRs—and through them, in the area committee—for the necessary work to get done. NA groups also send money to the area committee, money needed to coordinate panels, maintain phonelines, and conduct public information activities. Through their contributions of money and manpower, the groups exercise both their responsibility and their authority for NA services.

- Roll call and Introductions
 - CASC Officers and Subcommittee Chairs
 - GSRs (or alt. or proxy)
 - No one new signed up for receiving minutes via email
- Agenda review

Note: New motions/proposals need to be submitted prior to start of new business

Officers	Name & contact info	✓	
Chair	Richard J. [REDACTED]	✓	
Vice Chair	Leah P. [REDACTED]	✓	
Treasurer	VACANT - submit a service resume if you are interested in this position		
Treasurer Alt.	VACANT - submit a service resume if you are interested in this position		
Secretary	Jason S. [REDACTED] secretary@capitalareancna.com	✓	
Secretary Alt.	VACANT - submit a service resume if you are interested in this position		
RCM	Sebastian D. [REDACTED] admin@capitalareancna.com	✓	
RCM Alt.	VACANT - submit a service resume if you are interested in this position		

Subcommittees	Chair name & contact info	✓	
H&I	Toi R. [REDACTED]	✓	
Public Relations	VACANT - submit a service resume if you are interested in this position		
Policy	VACANT - submit a service resume if you are interested in this position		
Outreach	VACANT at beginning of Area; position filled. Johnny B. [REDACTED]	✓	
Activities	Shahid W., [REDACTED]	✓	
Convention	VACANT at beginning of Area; position filled. Kay W. [REDACTED]	✓	

Home Group	GSR info	✓	
A New Beginning	Emma	✓	
A New Way to Live			
Basic Text Study Group	Donald	✓	
Came to Believe	Bryan	✓	
Candlelight Recovery			
Daily Reprieve	Doreen	✓	
Experience, Strength, and Hope			
Faith Through Principles	Robin	✓	
Freedom Thru Recovery	Sarah	✓	
I Can't We Can			
In From The Storm	Marilyn	✓	
Let The Healing Begin			
Life On Life's Terms			
Lunatic Fringe			
Mid Day Miracles			
NA at Noon	John	✓	
NA Way	Stephie	✓	
Never Alone Never Again			
New Beginnings			
Peace in the AM	Janice	✓	
Pride in Recovery			
Principles B4 Personalities	Aaliyah	✓	

Home Group	GSR info	✓	
Recovery at Noon	Will	✓	
Recovery in The Hood			
Rediscovery Thru Recovery	Ben	✓	
Serenity in the Morning	Latoya	✓	
Simple Solution	Dudley	✓	
Southside Recovery	Donna	✓	
Spiritual Change	Weezy	✓	
Spiritually Connected	Karen	✓	
Staying Alive	Nick	✓	
Sunday Serenity Group	Tammy	✓	
The Journey Continues	Delphyne	✓	
The Primary Purpose Group	Elizabeth	✓	
Thursday Night LIT			
Together We Can			
Trust The Process	Chris G.	✓	
Tuesday Night Live			
Unity in the Mornings	Jennifer O	✓	
Way to Grow Group			
We Do Recover			
Women of Substance	Jen → Kate	✓	
Young Connections to Recovery			

25/43 homegroups present = 58%

- **Old Business**

- Approval of CASC minutes from previous month
 - Motion to approve, seconded
 - None opposed; **June 2023 minutes approved**
- Motion to remove the “three-month vacancy” clause for service positions – mandate all resumes go back to homegroups
 - Discussion: Any position that policy calls for a vote, this would apply to this
 - Clarity: Motion states that every resume needs to go back to homegroups a month ahead of the vote
 - All in favor: 13; opposed: 3, abstain: 1
 - **Motion passes**

- **Home Group Q&A and Concerns**

- Welcome any new GSRs/Alternate
 - 1 new GSR
- **Spiritual Change:**
 - Last Saturday in August, Wilson will be having their Unity Day (pork, chicken, hot dogs, free)
 - Will submit a flyer to the web admin for the website
- **Question: Is the SPAD book a consistent price online?**
 - Response: Dependent on what service body it's ordered from for shipping costs; discussed outside of Area
- **GSR concern: is Pride in Recovery consistently meeting?**
 - Response from two members: Yes
- **Faith through Principles has changed location: 623 Poplar Springs Church Rd.**
 - July 8th from 3:30-4:30pm, parking in the rear
 - Would like this sent out via e-blast
- **Concern about homegroups not having printed meeting lists**
 - Reasoning: Most useful for the newcomer; useful for writing phone numbers and circling meetings; may not have access to the website
 - Response: The website will always be the most accurate; homegroups can print their own meeting lists from the website (there's a button for it). Last time we printed them, we printed a large number that were thrown out for being made out of date very quickly. Printed meeting lists run the risk of sending someone to the wrong location when it could already be updated on the website.
 - Response: All of us are Outreach – if you're going to homegroups that are struggling, encourage them to send someone to come to Area representing their group
 - Concern: Homegroups having old meeting lists and are providing inaccurate information
 - Resolution: Homegroup presenting concern to write a motion concerning printing meeting lists; to be revisited next month

- **Officer Reports**

- Outgoing Chair - Craig R.
- Chair - Richard J.
- Treasurer – **VACANT** (Leah P)
- Treasurer Alternate – **VACANT**
- Secretary - Jason S.
- Secretary Alternate - **VACANT**
- Outgoing RCM - Joe M.
- RCM – Sebastian D.
- RCM Alternate – **VACANT**

- **Subcommittee Reports**

- Hospitals & Institutions – Toi R.
- Public Relations - **VACANT**
- Policy - **VACANT**
- Outreach - **VACANT**
- Activities – Shahid W.
- Convention - **VACANT**

- **Ad Hoc Reports**

- Unity Day, Final Report/ Chris G

- **Report Notes**

- Treasurer:

- Question: Perhaps we wait on sending donations to region and World to allow for the money to be used for other purposes
 - Response: Good idea, needs to be a motion.
 - Response: We have a motion already in about spending the money in a different way
 - Response: Region and World are also trying to do the same things we are and carry the message. We shouldn't hold money from them carrying out their purposes when we're not even sure what we want it for.
 - Response: Policy is restrictive here and we should be more flexible
 - *Lengthy discussion, no motion submitted at this time*

- Secretary:

- Question: Could policies be printed?
 - Response: This was removed from the policy subcommittee role last year. The most accurate policy (which still requires updates at this time) is located on the website.
 - More than one outdated printed policy present in the room at the ASC.

- H&I Report

- Concern about the security of applications with sensitive information.
- *Discussed and resolved.*

- Unity Day Ad-Hoc Report

- A grill was not able to be acquired from members for the event; used some funds to purchase a small grill for the Area's use
- \$1100 was raised from the event. \$500/1100 are the funds Area approved for the event and were returned. The remaining \$600 were "profits" above what the Area approved for the event. All funds remitted to the Treasurer.
 - Part of it is captured in the Treasurer's report; the rest will be included in the August Treasurer report as there were still pending electronic transactions at the time of the CASC.

- **New Business**

- Welcome new home groups joining Capital Area NA of NC (if any).
- Last call for new motions, proposals, and service resumes.
- **Homegroup Motion:** Removing proposals as an alternative to motions (see attached document for full motion)
 - Will go back to homegroups as it is a change to policy
 - Freedom Through Recovery + Unity in the Morning seconds (and thirds)
 - Does this remove anyone's ability to submit?
 - RCM – currently able to submit proposals but not motions
 - *Will be sent back to homegroups, to be voted on at August ASC*
- **Homegroup Motion:** "To allocate the funds made at the Unity Day on June 24th" (see attached document for full motion)
 - Question: Does this refer to the entire amount of funds collected, or only those above the \$500 the Area initially contributed?
 - Motion clarified: Only including the funds made above the \$500 that the Area contributed
 - Motion clarified: These funds would be for the Convention subcommittee
 - Concern: If the motion is tabled, then the funds will be donated to Region and World before it is brought back up

- Comment: We don't normally earmark funds. We typically make decisions based on budgets, earmark funds based on percentage to region and world, but don't earmark funds
- *Significant and lengthy discussion about this motion as well as related and unrelated topics, including the motionless request (mentioned above) to reserve funds for the time being.*
- **Chair decision to move things along: Motion tabled; Funds will be held until next month for the motion to be clarified and resubmitted.**
- *Clarification: All other funds above the prudent reserve will be donated as per usual; only these contested \$1100 will be withheld for this month.*

- **Elections**

- Voting on Resumes sent back to homegroups:
 - Outreach Subcommittee Chair: Johnny B.
 - All in favor: 21 in favor; none opposed, 2 abstain
 - **Passes; Johnny B. elected as Outreach Subcommittee Chair**
 - Convention Subcommittee Chair: Kay W.
 - All in favor: 14; Opposed: 5; Abstain: 4
 - **Passes; Kay W. elected as Convention Subcommittee Chair**
 - Comment: Important to represent the body as a whole and put principles before personalities
- Nominations for open ASC positions:
 - Treasurer
 - Alternate Treasurer
 - Alternate Secretary
 - **Policy Subcommittee Chairperson – John B. (resume attached)**
 - Question: What's your experience with Alt-Policy chair, how were you keeping the policy up to date?
 - Previously didn't have computers; does now.
 - Q: Are you prepared to deal with conflict as people interpret policy differently?
 - Policy is interpretable like steps and traditions; using a dictionary is a useful way to ensure the basic sense of the policy
 - Q: Why do you want the role?
 - People can take the policy and flip it however they want – want a way to standardize and make sure everyone follows the same rules
 - Clarify: Last experience with Policy?
 - 80s and 90s
 - Question: Willing to do the position... but willing to take direction? Open-minded to get help once in the position?
 - Has already discussed this with people, is comfortable with the computer skills needed
 - Have you read the current policy front-to-back? Because you asked for a printed copy today?
 - Yes
 - Are you up to date on the computer software necessary for updating policy?
 - Response: The secretary demonstrated willingness to update the policy already
 - *Secretary Response: this is only in the absence of a policy subcommittee chair, as indicated by policy*
 - When was the last time you read the policy in full?
 - 3-4 weeks ago
 - Comment: Policy needs to be updated online, so the "current one" still has flaws
 - Question: Any plan to empower GSRs to learn the policy themselves?
 - Plans to submit a motion to provide everyone with a printed copy of the current policy
 - Concern: Resume incomplete because did not provide dates
 - Straw poll: should the resume be held up for being incomplete (i.e.
 - *Will be sent back to homegroups; voting in August*
 - Public Relations Subcommittee Chairperson
 - RCM Alternate
 - Outreach Subcommittee Chair
 - Convention Subcommittee Chair
- **Nominations for Convention Subcommittee Officer Positions presented at Area:**
 - **Rasheed S. – Convention Subcommittee Programming Chair (resume attached)**
 - Q&A took place at June ASC

○ **Donna N – Convention Subcommittee Programming Vice Chair (resume attached)**

- General Question (not for Donna): Can we investigate the problems we caused at the hotel for a previous convention in Raleigh?
- *Will be sent back to homegroups; voting in August*

○ **Willie T. – Convention Subcommittee Fundraising Chair (resume attached)**

- Question: How will you gather broad support and involve people?
 - Would like to do a variety of different events
- Question: What will your approach be to have fundraisers be attractive to newcomers?
 - Open to suggestions
- Would your personal business interfere with position as fundraising chair?
 - No; any time the convention committee asks for an event, etc. makes sure his work will not interfere with service
- *Will be sent back to homegroups; voting in August*

○ **Jessie N. – Convention Subcommittee Programming Chair (resume attached)**

- Question: What makes you want to do programming?
 - Has a very full life, a lot revolving around NA service; GSR position ended and leaves open to do more service; don't have all the time in the world, but with available resources could deliver most impact in this position. With broad experience in different Areas, can use this to make our best Area convention
- *Will be sent back to homegroups; voting in August*

○ **Delphyn F. – Convention Subcommittee Policy Chair (resume attached)**

- Question: What's different between running for Area policy and convention policy?
 - Was Convention Policy last year, so she knows it and has read it
- Question: Why do you want to do policy for Convention?
 - Likes policy; has passion for Convention subcommittee
- *Will be sent back to homegroups; voting in August*

● **Closing Prayer**

CASC New Motion

Secretary note: GSRs to vote on this motion at August ASC

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

Service resumes, motions and proposals are typically presented, discussed and voted on at the monthly CASC meeting, following guidelines in the CASC Policy Manual.

Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Motion made by *

Sunday Serenity

Motion seconded by (if seconded before being submitted)

Motion reads as follows *

To strike proposals, as an option/alternative to motions, from policy

Intent: *

To reduce confusion and simplify decision-making. Having two methods (motions and proposals) is a source of confusion. Proposals are leftover from when the area investigated (but did not adopt) consensus-based decision-making. There are no significant differences indicated in policy between motions and proposals.

Policy affected: Section 5.04 Rules of order : Proposals and all other references to proposals.

CASC New Motion

Secretary note: Motion to be rewritten with clarifications and resubmitted in August

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

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Motion made by *

SPIRITUAL CHANGE

Motion seconded by (if seconded before being submitted)

NA AT NOON

Motion reads as follows *

TO ALEGATE THE FUNDS MADE AT THE UNITY DAY ON JUNE 24TH

Intent: *

TO HELP THE CONVENTION COMMITTEE, DUE TO THE DELAY IN FUNDRAISING FOR UP COMING CONVENTION

CASC New Motion

Secretary note: Motion passed

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

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Motion made by *

Principles B4 Personalities

Motion seconded by (if seconded before being submitted)

Motion reads as follows *

Modify CASC policy from 'All election nominations must go back to the groups one month before elections unless the position has been vacant for three or more consecutive months'

To: 'All election nominations and resumes must go back to the groups'

Intent: *

To remove the vacancy exception for elections to any trusted servant position and engage our homegroups in the selection of trusted servants. Our home group found a lot of value in reviewing the resumes that were sent out. We believe this reinforces the partnership between the groups and ASC and can encourage others to become involved by highlighting opportunities to serve. This also helps members and groups have awareness of who their trusted servants are.

This content is neither created nor endorsed by Google.

Google Forms

CASC Service Resume

Secretary note: Homegroups to vote on this resume at August ASC

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

Service resumes, motions and proposals are typically presented, discussed and voted on at the monthly CASC meeting, following guidelines in the CASC Policy Manual.

Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

John B [REDACTED]

Clean date *

MM DD YYYY

07 / 25 / 2010

Street Address/City/State/Zip *

[REDACTED] Wilson NC 27893

Phone number(s) *

[REDACTED]

Email address *

[REDACTED]

Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other: _____

If the position you are interested in is **not** an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes
- No

List all home group services position you have held and dates served. *

GSR-Treasurer-Secretary

List all area service committee service position you have held and dates served. *

Alt-Rcm - Alt Policy

List all regional service committee service position you have held and dates served. *

None

List all world service committee service position you have held and dates served. *

None

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

All Completed

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

This content is neither created nor endorsed by Google.

CASC Service Resume

Secretary note: Homegroups to vote on this resume at August ASC

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

Service resumes, motions and proposals are typically presented, discussed and voted on at the monthly CASC meeting, following guidelines in the CASC Policy Manual.

Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Delphyne F.

Clean date *

MM DD YYYY

10 / 23 / 1993

Street Address/City/State/Zip *

Raleigh NC 27603

Phone number(s) *

[REDACTED]

Email address *

[REDACTED]

Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other: Convention Subcommittee Policy Chair

If the position you are interested in is *not* an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes
- No

List all home group services position you have held and dates served. *

Spiritually High 1997 - 2000 all positions; Peace in the AM Member; Faith Thru Principles GSR; Journey Continues GSR

List all area service committee service position you have held and dates served. *

Convention Subcommittee started 1993 Hospitality, didn't do treasurer, arts & graphics. Still a part of convention; CASC Policy 2017

List all regional service committee service position you have held and dates served. *

N/A

List all world service committee service position you have held and dates served. *

N/A

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

No - step down of alternate programming. Had issues with the Chair of Programming because of speakers chosen.

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

Secretary note: The paper form filled out for this resume is not one we use in this Area. Not all of the questions match our form. I've noted this below where relevant.

CASC Service Resume

Secretary note: Homegroups to vote on this resume at August ASC

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

Service resumes, motions and proposals are typically presented, discussed and voted on at the monthly CASC meeting, following guidelines in the CASC Policy Manual.

Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Donna N.

Clean date *

MM DD YYYY

06 / 13 / 2006

Street Address/City/State/Zip *

NA

Phone number(s) *

[REDACTED]

Email address * **Form did not ask for email**

Not provided

Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other: Convention Subcommittee Programming Vice Chair

If the position you are interested in is *not* an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Form did not ask for prior experience.

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes **Form did not ask if policy is understood. I selected yes as it was required to submit this online form.**
- No

List all home group services position you have held and dates served. *

GSR

List all area service committee service position you have held and dates served. *

Vice Chair, 2020; Area Chair, 2021

List all regional service committee service position you have held and dates served. *

N/A

List all world service committee service position you have held and dates served. *

N/A

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

I completed all service commitments.

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

CASC Service Resume

Secretary note: Homegroups to vote on this resume at August ASC

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

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Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Jessie N.

Clean date *

MM DD YYYY

02 / 06 / 2010

Street Address/City/State/Zip *

Fuquay Varina, NC

Phone number(s) *

[REDACTED]

Email address *



Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other: Convention Subcommittee Programming Chair

If the position you are interested in is **not** an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes
- No

List all home group services position you have held and dates served. *

.....
All group-level positions from 2010 - now

List all area service committee service position you have held and dates served. *

.....
WAHASC Secretary, WAHA RCM, PR Subcommittee Member, H&I Subcommittee Member, Activities Subcommittee Member, Outreach Subcommittee Member, Living Clean Campout Childrens' Activities Chair; 2010 - now

List all regional service committee service position you have held and dates served. *

.....
MNRSC RD-A, MNRSC RD, MNRSC FST Member, DoC Transition Fairs, Convention Fundraising and Activities Subcommittee Member ; from 2012 - 2020

List all world service committee service position you have held and dates served. *

NA World Services Literature Workgroup Member, 2018 - 2019; Multi-Region: NESSNA Programming Chair, 2020

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

All except Secretary were completed; I did not enjoy it and someone else wanted it.

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

CASC Service Resume

Secretary note: Homegroups to vote on this resume at August ASC

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

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Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Rasheed S

Clean date *

MM DD YYYY

02 / 02 / 2003

Street Address/City/State/Zip *

Wilson, NC

Phone number(s) *

--

Email address *

[REDACTED]

Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other: Convention Subcommittee Programming Chair

If the position you are interested in is **not** an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes
- No

List all home group services position you have held and dates served. *

GSR, Treasurer

List all area service committee service position you have held and dates served. *

Convention Alt Registration, Convention Alt Programming Chair, Convention Programming Chair

List all regional service committee service position you have held and dates served. *

N/A

List all world service committee service position you have held and dates served. *

N/A

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

Had to resign due to lack of participation and then COVID-19

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

This content is neither created nor endorsed by Google.

CASC Service Resume

Secretary note: Homegroups to vote on this resume at August ASC

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

Service resumes, motions and proposals are typically presented, discussed and voted on at the monthly CASC meeting, following guidelines in the CASC Policy Manual.

Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Willie T.

Clean date *

MM DD YYYY

12 / 27 / 2009

Street Address/City/State/Zip *

Raleigh, NC

Phone number(s) *

Email address *

[REDACTED]

Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other: Convention Subcommittee Fundraising Chair

If the position you are interested in is *not* an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes
- No

List all home group services position you have held and dates served. *

GSR, Treasurer, Secretary

List all area service committee service position you have held and dates served. *

Convention Subcommittee Alt. Program Chair (2014?); HI Chair (2012?); Convention Subcommittee Alt. Fundraising Chair (2018?)

List all regional service committee service position you have held and dates served. *

N/A

List all world service committee service position you have held and dates served. *

N/A

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

N/A

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

CASC Service Resume

Secretary note: Johnny B. elected as Outreach Subcommittee Chair

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

Service resumes, motions and proposals are typically presented, discussed and voted on at the monthly CASC meeting, following guidelines in the CASC Policy Manual.

Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Johnny B

Clean date *

MM DD YYYY

08 / 05 / 2012

Street Address/City/State/Zip *

Raleigh 27613

Phone number(s) *

--

Email address *

--
.....

Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other:

If the position you are interested in is **not** an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes
- No

List all home group services position you have held and dates served. *

GSR, Alt GSR, Treasurer

List all area service committee service position you have held and dates served. *

Convention Merchandise Chair 2019-2022;
Convention Alternate Merchandise Chair 2014-2016
H&I committee member 2023

List all regional service committee service position you have held and dates served. *

N/A

List all world service committee service position you have held and dates served. *

N/A

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

--

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

This content is neither created nor endorsed by Google.

CASC Service Resume

Secretary note: Kay W. elected as Convention Subcommittee Chair

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
- ▶ Click or tap the Submit button

Service resumes, motions and proposals are typically presented, discussed and voted on at the monthly CASC meeting, following guidelines in the CASC Policy Manual.

Visit www.CapitalAreaNCNA.com for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Kay W

Clean date *

MM DD YYYY

06 / 05 / 2011

Street Address/City/State/Zip *

--

Phone number(s) *

[REDACTED]

Email address *

[REDACTED]

Service position you are interest in *

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary
- Regional Committee Member (RCM)
- Alternate Regional Committee Member (RCM)
- Hospitals & Institutions (H&I) Chair
- Public Relations Subcommittee Chair
- Policy Subcommittee Chair
- Outreach Subcommittee Chair
- Activities Subcommittee Chair
- Outreach Subcommittee
- Convention Subcommittee Chair
- Other: _____

If the position you are interested in is **not** an alternate position, do you have previous experience in this position or the related alternate position? *

- Yes
- No
- n/a

Do you understand the responsibilities defined in CASC policy for this position? (Visit <https://capitalareancna.com/area-service-committee> to access the latest version of the CASC Policy Manual.) *

- Yes
- No

List all home group services position you have held and dates served. *

N/A

List all area service committee service position you have held and dates served. *

Convention Hotel, Convention Alt Chair, Convention Programming, Area Chair, Regional Chair, Regional Alt Chair

List all regional service committee service position you have held and dates served. *

N/A

List all world service committee service position you have held and dates served. *

N/A

Were all home group, area, regional and world service positions held completed? *

Yes

No

n/a

If you answered 'no' to the previous question then please explain fully. *

--

Are you financially stable? *

Yes

No

Can you travel if/when required by this service position? *

Yes

No

This content is neither created nor endorsed by Google.



Capital Area Service Committee

Name/Position: Craig R/ASC Chairperson

Date: July 2, 2023

Greetings-

First of all, I got my signals crossed and thought my last report to you was last month. My term actually ends on June 30. On behalf of your ASC Admin committee, this report will be dedicated to the highlights of the past month and some of the changes and successes we saw in our area this year. We also look forward to the suggestions your group brought back regarding approaches for Goal 2 and the establishing of 2 task teams/adhocs to discuss reaching the goals identified.

- We met this month; reviewed process for resumes being submitted and clarity around the process for our members
- Helped support the Unity Day event which was awesome and successful. I want to thank the members and home groups who contributed to the day; Chris will report on details
- Some highlights and accomplishments this service year:
 - 5 groups joined our area
 - Two town halls facilitated and supported; first annual Strategic Planning Day hosted
 - Participated in 12+12= 23 New Year's Eve function
 - Home Group Speaker swap established
 - H&I subcommittee revitalized, and services reestablished
 - Phonline revitalized with new volunteers; service expanded to include text messaging; utilizing a task team approach communicating via WhatsApp
 - Monthly potluck events established
 - PR continues to utilize a task team approach communicating via WhatsApp; 4 presentations completed; new presentation to Advisory Commission on Substance Abuse on July 12; they are a group accountable to the Raleigh City Council to make recommendations on prevention and treatment of drug use

Lastly this is my last report serving as your chairperson. All the successes we have seen this year have been the result of all of us working together. On behalf of the Admin body, I want to thank you and your home groups for their support and trust.

Craig R

Outgoing RCM - final report

Highlights:

- July Regional Service Conference

Hello, It has been a pleasure serving as the RCM for our Area. Thank you for trusting me. It was really cool seeing our Area service continue to come back to life post Covid. Having worked so close with the Admin body, I can say that I couldn't have asked for better trusted servants to serve alongside.

Our Area will be hosting the next RSC meeting which will be held on July 29th at the Greenwood Forrest Church in Cary.

I have nothing further to report and am looking forward to a new year of service with Sebastian as your RCM.

NC REGION WEBSITE: www.ncregion-na.org

Upcoming Dates:

WCNA 38: August 29th - September 1st, 2024 in Washington, D.C.

Joe McC.



CASC TREASURERS REPORT

Date: 6/26/2023
From: Leah P, CASC Treasurer
Re: Treasury Report for the month of June 2023

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 via paypal or cash app. When using Paypal, please send payment to friends and family as there is now a large fee associated with Goods and Services payments.
- We donated \$310 to the World Service Office which is 40% above prudent reserve (double payment unknown reason). We donated \$232.58 to the NC Region which is 60% above prudent reserve.
- No individual is making payments at this time.

June 2023 STATEMENT

The beginning balance on 5/28/2023 was:	\$ 2,487.58
Deposits totaled:	\$ 2,009.51
Checks and deductions totaled:	\$ 1,207.03- See attached detailed Income & Expense Report
Ending balance on 6/26/2023:	\$ 3,290.06 See attached PNC Bank Statement
Outstanding checks not cleared:	\$ <u>332.58</u> -
Available balance on 6/26/2023:	\$ 2,957.48

This available balance puts us \$1,157.48 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 \$463.00 donation to World or and a \$694.48 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 through 6-26-23
- Pay Pal Activity Statement
- Home Group Donations
- Cash App Statement
- Convention Committee PNC Bank Statement

Capital Area NA
Treasurers Report Income Expense

Beginning Balance:	6/26/2023	\$2,487.58		Period: 5/29/23 -6/26/2023	
Type of Deposit/debit	Date	Amount	Notes	Description	
Group Donations	5/28/2023	\$2,009.51		Group donations received during the Month	
Total Income/ Revenues		\$2,009.51			
Expense Section					
Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
SUB COMMITTIIES					
H&I Committee					
H&I Literature			\$6.25		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			Town Hall Varies slightly - averages \$30.93/ month
Twilio					new phone line service
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	\$17.00		On Autodraft-TEXTEDLY.COM
PR Literature					\$75 Monthly Budget-\$65 facebook
PR Chair Travel Expenses					
Car Workshop					\$35 Monthly allocation per policy
Coolers/Coffee Pot. Approved by gsr			\$400.00		\$30 Monthly allocation per policy
Activities Committee available					coffee pot returned
AREA SERVICE COMMITTE					
Fairmont United Methodist Church	1st monthly		\$150.00		ASC - Rent april & May & June
Greenwood Forest Baptist			\$100.00		
Christ The King			\$100.00		april and may pot luck
St. Ambrose					
Secretary					Varies slightly
Treasurer - Office Supplies					Checks Replenished/Harland Clarke
Treasurer -Storage Rent	9th monthly	AD	\$110.99		Security Self Storage
Chairperson					
Area Supplies					
RCM Travel/ Expenses					Refund Receipts
Bank Fees		AD			Service charge - Bank Account
Mail Box - Due yearly on March 31st					CASC Mailbox at Cameron Village
Misc. ZOOM and Website					
ZOOM			\$12.79		
Activities Ad-Hoc Unity Day					
Regional Donations - 60% - CRNA					Per Policy
World Donations - 40% - NAWS			\$310.00		World Donation Per Policy
Total of All Expenses			\$1,207.03		
Revenue		\$2,009.51			
Beginning Balance:		\$2,487.58			
DIFFERENCE: Income-Expenses		\$802.48			
Ending Balance		\$3,290.06			
Previous Month's Checks Not Yet Cleared					
Check Payable to:	Date	Check #	Amount		
Greenwood Forest Baptist	05/28/23	2032	\$232.58		unity day
		2034	\$100.00		
		TOTAL:	\$332.58		
Available Balance		\$2,957.48			
Prudent Reserve- Per Policy		\$1,800.00			
Amount Above/ Below P.R.		\$1,157.48			

Home Group Name	Donated	Deposited	Home Group Name	Donated	Deposited	Home Group Name	Donated	Deposited
A New Beginning	30	\$30	Pride in Recovery			Unity in the Mornings		
Came to Believe			Principles B4 Personalities	29	\$29	Way to Grow Group		
Candlelight Recovery			Recovery at noon			We Do Recover		
Daily Reprieve			Recovery In the Hood			Wolfpacking		
Experience, Strength, and Hope			Rediscovery thru recovery	20	\$20	Young Connections in Recovery		
Faith Thru Principles			Serenity In The Morning			Keep it Simple	124	\$124.00
Freedom Through Recovery			Simple Solution			A New Way to Live	35	\$35
I Can't, We Can			Southside Recovery	323	\$323	anymous		
In From The Storm			Spiritual Change	100	\$100	na way		
Ladies Night Out			Spiritually Connected	28	\$28	Serenity in the Morning	25	\$25.00
Let the Healing Begin			Staying Alive	100	\$100	Unity day	1010	\$1,010
Life on Life's Terms			Sunday Serenity Group					
Lunatic Fringe			The Journey Continues					
Mid Day Miracles			The Primary Purpose Group	47.75	\$47.75			
NA at Noon	72.76	\$72.76	Thursday Nite Lit	40	\$40			
Never alone Never Again			Together We Can					
New Beginnings			Trust the Process	25	\$25			
Peace in the AM			Tuesday Night Live					
			Home Group Donations		\$2,009.51	Total Other Income		
							Total Income	\$2,009.51

Business Checking XXXXX [REDACTED] Available Balance: \$3,290.06

Account Summary

Available Balance:	\$3,290.06	Interest Paid to Date:	\$0.00
Ledger Balance:	\$2,280.06	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$372.00 06/25/2023
Pending Deposits:	\$1,010.00	Last Statement Balance:	\$2,387.58 05/31/2023

Account Details

Nickname:	None
Type:	Business Checking
Text Banking Nickname:	None
Address:	[REDACTED]

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
06/26/2023	ATM DEP 4000 CAPIT CARD [REDACTED]		\$372.00
06/26/2023	ATM DEP 4000 CAPIT CARD [REDACTED]		\$382.00
06/26/2023	ATM DEP 4000 CAPIT CARD [REDACTED]		\$30.00
06/26/2023	ATM DEP 4000 CAPIT CARD [REDACTED]		\$85.00
06/26/2023	ATM DEP 4000 CAPIT CARD [REDACTED]		\$141.00

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
06/20/2023	RECURRING DEBIT CARD [REDACTED] ZOOMUS XXXX [REDACTED] WWWZOOMUS CA	\$12.79		\$2,280.06
06/12/2023	CHECK [REDACTED]	\$50.00		\$2,292.85
06/12/2023	CHECK [REDACTED]	\$100.00		\$2,342.85
06/09/2023	DEBIT CARD PURCHASE XXXX [REDACTED] PAYPAL NAWSUS XXXX [REDACTED] CA	\$6.25		\$2,442.85
06/08/2023	RECURRING DEBIT CARD XXXX [REDACTED] TEXTEDLY HTTPSTEXTED CA	\$17.00		\$2,449.10
06/08/2023	RECURRING DEBIT CARD XXXX [REDACTED] PY Security Self Stor XXXX [REDACTED] NC	\$110.99		\$2,466.10
06/06/2023	CHECK [REDACTED]	\$100.00		\$2,577.09
06/05/2023	ATM WITHDRAWAL PNC [REDACTED] 1959 CLARK AVE RALEIGH NC	\$400.00		\$2,677.09
06/05/2023	ATM DEPOSIT [REDACTED] DEPOSIT 1959 CLARK AVE RALEIGH NC		\$25.00	\$3,077.09
06/05/2023	ATM DEPOSIT [REDACTED] DEPOSIT 1959 CLARK AVE RALEIGH NC		\$28.00	\$3,052.09
06/05/2023	ATM DEPOSIT [REDACTED] DEPOSIT 1959 CLARK AVE RALEIGH NC		\$29.00	\$3,024.09

06/05/2023	ATM DEPOSIT [REDACTED] DEPOSIT 1959 CLARK AVE RALEIGH NC		\$75.00	\$2,995.09
06/05/2023	ATM DEPOSIT [REDACTED] DEPOSIT 1959 CLARK AVE RALEIGH NC		\$100.00	\$2,920.09
06/05/2023	ATM DEPOSIT [REDACTED] DEPOSIT 1959 CLARK AVE RALEIGH NC		\$100.00	\$2,820.09
06/05/2023	ATM DEPOSIT [REDACTED] DEPOSIT 1959 CLARK AVE RALEIGH NC		\$323.00	\$2,720.09
06/05/2023	ACH CREDIT T3R8N6PCKDPEAPF CASH APP * CASH APP		\$124.00	\$2,397.09
06/05/2023	ACH CREDIT XXXX [REDACTED] PAYPAL TRANSFER		\$35.00	\$2,273.09
06/02/2023	N060 [REDACTED] PAYMENT [REDACTED] NAWORLDSERV SAN JOSE CA	\$155.00		\$2,238.09
06/02/2023	N060 [REDACTED] PAYMENT [REDACTED] NAWORLDSERV SAN JOSE CA	\$155.00		\$2,393.09
06/02/2023	ACH CREDIT XXXX [REDACTED] PAYPAL TRANSFER		\$40.00	\$2,548.09
06/02/2023	ACH CREDIT XXXX [REDACTED] PAYPAL TRANSFER		\$47.75	\$2,508.09
06/01/2023	ACH CREDIT XXXX [REDACTED] PAYPAL TRANSFER		\$72.76	\$2,460.34
05/30/2023	CHECK [REDACTED]	\$100.00		\$2,387.58
05/30/2023	[REDACTED] PAYMENT [REDACTED] NAWORLDSERV SAN JOSE CA	\$56.00		\$2,487.58

 Cash App

 Activity

 Money

 Pay & Request

 Tax Filing 

 Documents

Account

 Support

 Log out

Cash Balance

\$0.00










 Search activity

 Filter 1  Download

This month 

Transaction Amount

JUNE 2023

	Cash Out PNC Bank	\$26
	Reginald  For Auction (shirt&hat)	+ \$26
	Cash Out PNC Bank	\$242.06
	Janice  On Jun 24, 2023	+ \$20
	Kenneth  For Dinner	+ \$14
	Callie  For Auction 2 bags	+ \$10
	Iris On Jun 24, 2023	+ \$7

	Theresa [REDACTED] On Jun 24, 2023	+ \$10
[REDACTED]	Janice [REDACTED] On Jun 24, 2023	+ \$15
[REDACTED]	Callie [REDACTED] For dinner	+ \$7
[REDACTED]	Liam O. For 🍷	+ \$10
[REDACTED]	Jessie [REDACTED] On Jun 24, 2023	+ \$5
[REDACTED]	Iris For book	+ \$55
[REDACTED]	Iris On Jun 24, 2023	+ \$2
[REDACTED]	Janice [REDACTED] On Jun 24, 2023	+ \$10
	Elizabeth [REDACTED] For sneakers lunch/dinner	+ \$21
[REDACTED]	Pamela [REDACTED] On Jun 24, 2023	+ \$30
[REDACTED]	Leah [REDACTED] For auction	+ \$15
	Kenneth [REDACTED] For Donation	+ \$11.06
	Cash Out PNC Bank	\$124

🔍 Search by name or email



Filter by

Date: This Month

Completed

2 weeks ago



Narcotics Anonymous World Services, Inc
Jun 8 · Payment

– \$6.25



[Redacted]

[Redacted]



PNC BANK, NA
Jun 2 · Transfer to Bank

– \$35.00



Jacob [Redacted]
Jun 2 · Money Received
"A new way to Live 7th tradition"

+ \$35.00



PNC BANK, NA
Jun 1 · Transfer to Bank

– \$40.00



Joseph [redacted]

Jun 1 · Money Received

"Thursday night lit"

+ \$40.00



[redacted]



Account Activity

Monday, June 26, 2023

Business Checking [REDACTED] **Available Balance: \$8,016.39**

Account Summary

Available Balance:	\$8,016.39	Interest Paid to Date:	\$0.00
Ledger Balance:	\$8,016.39	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$871.16 01/03/2023
Pending Deposits:	\$0.00	Last Statement Balance:	\$8,016.39 05/31/2023

Account Details

Nickname:	None
Type:	Business Checking
Text Banking Nickname:	[REDACTED]
Address:	[REDACTED]

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>
You have no pending transactions			

Posted Transactions

<i>Date</i>	<i>Description</i>	<i>Withdrawals</i>	<i>Deposits</i>	<i>Balance</i>
You have no posted transactions				

Secretary Report – July 2023

Good evening Capital Area,

This is my final report to you as Alternate Secretary. From now on, you will hear from me as Secretary. I appreciate the opportunity of refining my skillsets and grow in these roles. This report contains 3 main topics: **1) keeping policy up-to-date, 2) our collective responsibility to understand policy, and 3) Secretary responsibilities and alt-secretary recruitment.**

I was reminded by another member that our policy states that, in the absence of a Policy Subcommittee Chair, the duty of keeping policy up to date falls to the Secretary. I am working with our previous Policy Subcommittee Chair to get the editable policy document. After that, I will backtrack through our minutes and ensure our policy document is brought up to date, if necessary.

However, I would like to emphasize that the other role we often place on the Policy Subcommittee Chair is to be the sole individual who understands the policy. This is not conducive to effective Area business, and it is the responsibility of all GSRs and officers to familiarize themselves with the policy (including bringing questions or suggestions for improvement). I would like to see individuals go to the policy document (which is accessible to everyone on the Capital Area website, under the Area Subcommittee tab) during Area instead of looking to any one individual for the answers.

Finally, as part of my “final report,” I want to touch on what the workload has looked like for me in the previous year. My hope is that members will see this is not a crazy lift.

- On average, I typically spend approximately 1-2 hours (like, right now) before Area compiling other officer resumes, motions/resumes submitted since the last Area, and writing this report. The main tasks here are redacting any personally-identifiable information to protect member anonymity, and then compiling all documents into a single PDF.
- I spend the same amount of time in Area as anyone else who attends. During this time, I take attendance of officers and homegroup GSRs and write detailed notes on discussions had during Area.

- Within the week following Area, I spend approximately 2-4 hours revising the minutes, compiling new documents (such as new motions or reports, etc.), redacting personally-identifiable information, and again compiling into a single PDF.
- Outside of Area, I manage the secretary@capitalareancna.com email account. I receive a very low number of questions/requests a month; probably 0-2. If I don't know the answer, someone else on the admin body does. I am also who receives all motions, proposals, resumes, and homegroup applications when someone fills one of these Google Forms out. These just require redacting personally identifiable information and including them in the minutes.

Now would be the perfect time for someone to *learn* the role by taking on Alternate-Secretary while I serve as Secretary. This is a fantastic role to get “in the middle” and know what’s going on.

I am happy to be a part of the growth we’ve had in the past year. It has not been without pain, but I believe there are several advances we’ve made that we can leverage moving forward.

Kind Regards,

Jason S.
Secretary-Elect
Outgoing Alternate Secretary
Substitute Alternate Secretary (retired)

July 2023

Toi.R- Chair Person

H&I subcommittee

Good afternoon,

We had an excellent attendance today.

17 people

5 oriented

1 elected for panel leader for Triangle Springs

Triangle Springs

Wake Brooke

New Waters

DOC Women

All facilities has been covered.

Men's Central Prison has not responded yet. We are reaching out to them this week.

New Business:

We are preparing a panel for wake Detention

We have gathered a list of 14 men and 10 women to be submitted for background checks. We are in the process of gathering NC ID's & social Security numbers for those members background checks.

1 Elected member for a panel leader

Thank you for letting me share

Toi R

Activities report

My name is Shahid serving as the area activities chair. My apologies on the delay on my report, but the activities body had to meet first. We're putting together an event on September 16th, 2023 during Recovery Month, an event: NA AS WHOLE - WE DO RECOVER. It will be at Glenwood Forest Baptist church. We are reaching out for someone to share about how the World, our Region, our Zone, and our Area each met for the first time. Then we're asking home groups to have a home group member share on the theme NA AS A WHOLE- WE DO RECOVER. Also asking home groups to bring a dish for the potluck. We will welcome in the new admin body as well as the activities body. Any questions or suggestions I'm open.

thx for allowing me to be of service
Shahid

Good afternoon family,

Greetings from the unity ad hoc. All is well. Our Living in Harmony Day was held on June 24th and from all appearances was a success. As the Ad Hoc Chair I would like to thank every individual and group that helped the committee with the successful outcome. It's always amazing what we can accomplish when we come together and further strengthening the chains that bind us together. Thanks for your time, food and monetary donations. Most importantly thanks for your participation in our pop-up auction.

The financial breakdown will be given by the ASC Treasurer who attended and helped with the collection of funds. Thanks for allowing me to serve the groups one more time. I am forever grateful for the opportunity to give back what was freely given to me.

Auction \$548.00

Food \$437.00

Flash Drive \$30,00

Seventh Tradition \$ 85.00

Total \$1100.00

-500.00

+600.00