

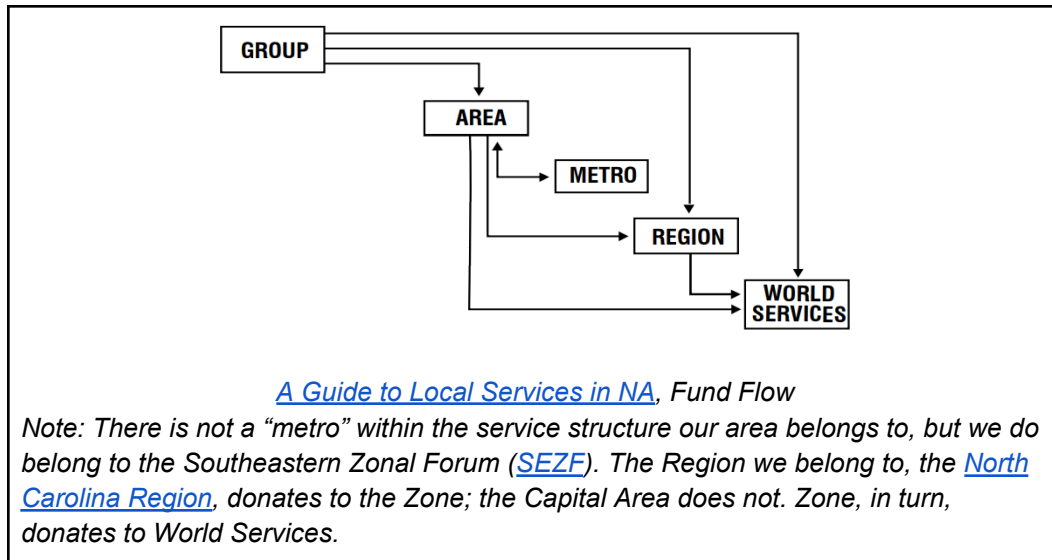
## August 2023 Area Service Committee Clarifications

### Why does Capital Area NA donate to the North Carolina Regional Service Committee?

As determined by Capital Area NA home groups, Capital Area Service Committee policy section 2.04(e)ii reflects the flow of funds model suggested in [A Guide to Local Services](#) and other NA literature, and is consistent with many other NA Areas.

The Treasurer shall monthly remit all funds in excess of the prudent reserve of \$1,800.00 to the Region (60%) and the World (40%). If the CASC body is made aware that upcoming expenses warrant a higher prudent reserve these donations may not be remitted.

[Capital Area Service Committee Policy Manual](#), Section 2.04(e)(ii)



As explained in our [Eleventh Concept for NA service](#), funds donated to NA service committees and NA World Services (NAWS) are to support various ways of carrying the message to the addict who still suffers.

As you can see from the above diagram, *all* levels of the fellowship may donate directly to *all* NA service bodies and the NA World Services - even home groups. For more info check out [IP 24 - Money Matters](#).

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### Why did the admin body include funds from the June Unity Day event in a RSC and NAWS donation?

Here's what did *not* happen:

- No individual member or Capital Area home group decided the funds should be donated.

Here's what *did* happen:

- A motion was made at the [July 2023 monthly CASC meeting](#), which read:

<b>Motion made by</b>	SPIRITUAL CHANGE
<b>Motion seconded by</b>	NA AT NOON
<b>Motion reads as follows</b>	TO ALEGATE THE FUNDS MADE AT THE UNITY DAY ON JUNE 24TH
<b>Intent</b>	TO HELP THE CONVENTION COMMITTEE, DUE TO THE DELAY IN FUNDRAISING FOR UP COMING CONVENTION

- The amount in question was \$1,010.00, as shown on the July 2023 CASC Treasurer's report.
- Several homegroup representatives voiced concerns that the motion did not address the funds the ASC approved for the event itself. After some discussion, the motion was retracted and the homegroup representative bringing the motion stated they would submit a new motion clarifying the concerns brought up. The topic was then tabled until the Aug. 2023 monthly CASC meeting.
- After the Aug. 2023 CASC meeting the CASC Treasurer initially held back the funds, and did not include them in the donations made to RSC and NAWS.
- The CASC admin body discussed the withdrawn motion and related funds at the mid-month meeting on Aug. 14, and interpreted policy to mean that the funds in question should not be suspended. An updated motion had not been submitted at this time (nor following this meeting). At this point the admin body decided the funds should be included with other receivables, and the CASC policy of donating funds above prudent reserve to RSC and NAWS was applied.
- Consistent with monthly CASC treasury accounting and reporting for the last 4 or 5 years, exactly what portion of the \$1010.10 was donated to RSC and what portion was donated to NAWS cannot be traced. (It would be the same thing if you deposited two checks into your bank, paid all your bills, and then bought a cheeseburger - there's no way to know which check paid for the cheeseburger.) However, even without the \$1010.00, donations exceeded our prudent reserve threshold of \$1800.00.

**What the heck are these two new ad hoc subcommittees for? (Also, what the heck is an ad hoc subcommittee?)**

The two ad hoc subcommittees formed at the Aug. 2023 monthly CASC meeting are tasked to follow up the two goals identified at the May 2023 Capital Area Planning Day.

<b>Issue #1: Groups not coming to Area</b>
<b>Goals:</b>

- 75% of the homegroups attending area 75% of the time
  - Area understands why groups are not participating
- Approaches: See attached details

**Issue #2: Area Structure is rigid**

Goals:

- Service delivery is flexible
- Having a service structure that focuses on outcomes instead of process

Minutes from the Planning Day were included in the email containing the June 2023 upcoming CASC agenda, and were summarized within the Chairperson report in the [June 2023 CASC meeting minutes](#).

The ad hoc for Issue #1 Goals is led by Shell M.

The ad hoc for Issue #2 Goals is led by Tammy Y.

“Ad hoc” simply means when necessary or needed. CASC Policy section 3.04(h) explains how ad hoc subcommittees are formed in Capital Area NA.

The CASC may create other Subcommittees, including but not limited to ad hoc/temporary Subcommittees when and if the need arises, by a majority vote.

[Capital Area Service Committee Policy Manual](#), Section 3.04(h)

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**What is an “All Vote”? What guidelines does CASC follow when it comes to voting on motions and elected service positions?**

CASC motion voting procedures are defined in [the CASC Policy Manual](#), section 5.03(g).

**(g) Voting**

- Each member has but one vote. See Section 1.04 (a) for the definition of CASC Members.
- The Chairperson only votes in cases of a tie.
- Voting will be by anonymous ballot or show of hands.
- Members may vote ‘yes’, ‘no’, or ‘abstain’. No other votes will be considered valid.
- Amendments are voted on before the motion itself is voted on.
- After an amendment has been voted on, the motion is then voted on.
- If the motion is not carried then related amendments, if any, automatically do not carry as well.

[CASC Policy Manual](#), section 5.03(g)

Electing a trusted servant is a little different, as it is an “all vote” as defined in CASC Policy Manual section 1.04(b)(x). Although the monthly CASC meeting where votes are taken is open

to all, “all vote” is *not* interpreted to mean all in attendance. CASC Policy Manual Section 1.04(a) defines who participates in an “all vote”.

- (x) Elections are an all vote, that includes the following: GSRs, Alternate GSRs in their absence, member designated proxy by group in the absence of a GSR or Alternate, CASC Officers and Subcommittee Chairpersons.

[CASC Policy Manual](#), section 1.04(b)(x)

**(a) CASC Members**

The CASC is comprised of its members, as follows:

- The GSR's (or GSR Alternates in the absence of the GSR) from groups in the area, representing CASC member home groups.
- CASC Officers: Chairperson, Alternate Chairperson, Regional Committee Member (RCM), Alternate RCM, Secretary, Alternate Secretary, Treasurer, and Alternate Treasurer. The CASC may create other offices from time to time, as per Section 2.04 (i).
- The Chairpersons from the following standing Subcommittees (or Alternate Chairpersons in the absence of the Chair): Hospitals & Institutions (H&I), Public Relations (PR), Convention, Policy, Outreach and Activities. The CASC may create new Subcommittees from time to time as it sees fit. The CASC may also create temporary or ad hoc Subcommittees from time to time as it sees fit, as per Section 3.04 (h).

[CASC Policy Manual](#), section 1.04(a)

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**Why are all the Convention Subcommittee positions being voted on by the CASC? What are the positions on the Convention Subcommittee, and what do I do if I want to run for one?**

The electable positions on the Convention Subcommittee are being voted on by the CASC because of a motion that was passed by home group representatives at the [June 2023 CASC meeting](#).

The motion read as follows:

<b>What is being proposed?</b>	For this service year only, that any member who wishes to serve on the Capital Area Convention Subcommittee in a trusted servant role (ie. Vice chair, secretary, treasurer, subcommittee chair) submit a resume to the ASC to be sent back to home groups. If this proposal is supported, the communications, in collaboration with the new convention chairperson, would go out that a new convention subcommittee is being formed and anyone who is interested and wants to serve in a trusted servant role can submit a resume by the July 2023 ASC meeting. The resumes would be read as current
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	policy states, and then sent back to homegroups for review. Elections would be by the GSRs at the August 2023 ASC.
<b>Reason for the proposal</b>	Our home group found a lot of value in reviewing the resumes that were sent out. We believe involving the home groups in the selection process of the convention subcommittee for this year only, since there is no subcommittee in place, would help further the reset of the convention. There has been internal strife around the convention, and we want to help move away from that. We believe engagement from the groups can help stimulate new involvement, interest, participation, and support for our convention during the year and at the event itself.
<b>Intent</b>	For this service year only, have the homegroups be involved in the selection process of trusted servants for the convention subcommittee and help generate awareness, interest, and support for the convention. We want to hopefully attract new involvement.
<b>Proposed by</b>	Principles B4 Personalities

This means that for one service year only, based on this motion, all electable positions on the Convention Subcommittee shall be elected by the CASC.

[Convention Subcommittee guidelines](#) define which positions are filled by election, and other position responsibilities. Nominations for elected positions on the current Convention Subcommittee should complete a service resume either [online](#) or [a printable version](#), and plan on attending the following two monthly ASC meetings to answer questions and be present for a vote. It's also a good idea to attend one of the Convention Subcommittee meetings before taking these steps.

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**I have something important to bring up at the monthly meeting. When should I bring it up exactly?**

We all get excited, passionate, and sometimes angry. But considering the monthly meeting is shared with all the group representatives and members present, it's important to make every effort to participate in a respectful, constructive, and orderly manner.

- Prepare in advance, especially if you don't attend the monthly meeting consistently.
  - Familiarize yourself with relevant [ASC meeting minutes](#) and [CASC Policy](#). You can also request meeting minutes, monthly meeting agenda, and reports be emailed to you on a regular basis - contact [secretary@capitalareancna.com](mailto:secretary@capitalareancna.com) or ask at the monthly ASC meeting.
  - Reach out and talk with ASC trusted servants prior to the monthly meeting.

- Ask yourself: Is raising your question/comment/concern helpful to anyone besides yourself?
- Always raise your hand and wait to be recognized by the ASC chairperson. Don't interrupt others when they have the floor.
- Get to the point. Skip the history of the world.
- Remind yourself: Our primary purpose is to carry the message to the addict who still suffers.

The monthly meeting agenda typically includes time for trusted servant reports, group and individual concerns, resolving "old business," from a previous ASC, new motions, and elections.

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### **Why do we move on from discussing a topic when I (or others) still want to discuss it?**

Before every ASC, the Secretary emails out a tentative agenda with all of the reports, motions, and relevant documents that have been received at that time. Of course, more documents are submitted after this agenda is sent out, such as new motions and new resumes. We have a significant number of topics to discuss and/or vote on at every ASC. To give appropriate time to every topic and end at our stated time, we cannot give unlimited time to each topic for discussion (or arguments), especially without any useful outcome for homegroups.

An easy question to ask here is: Is there a motion to be presented and voted on here? If the answer is no, then the topic is likely not at a stage to continue discussion.

**(d) Debate**

- Obtain the Floor.
- State pro or con to motion or amendment.
- Debate on divided issues may be limited at any time by the Chairperson.

**(e) Amendments**

- May be made at any time after the motion has been made and seconded.
- Must be seconded in order to move forward.
- Must be stated aloud by Chairperson or Secretary.

**(f) Call for Vote**

After all viewpoints have been heard, the Chairperson may call to a vote or otherwise render a discussion complete.

[CASC Policy Manual](#), section 5.03 sections (d), (e) and (f)

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## **My home group is having an event. How can I get it announced to the rest of the Capital Area NA home groups?**

Email the event details to [admin@capitalareancna.com](mailto:admin@capitalareancna.com). Include a couple of points of contact for the event, for anyone that may have questions. Share how you would like the event shared – would you like it sent in a text/email blast? Posted to the CASC [announcements page](#) and [event calendar](#)? If you have a flier for the event, please provide this too so it can be shared, too! Last but not least, don't forget to post it to [the Capital Area Serenity facebook](#) group.

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## **Why do we vote by raising hands sometimes, but vote anonymously other times?**

Both options of voting, via show of hands or by anonymous ballot, are protected in policy. Some of the reasons that anonymous ballots are selected are to eliminate the social pressures of voting, especially when concerning trusted servant positions. Elections should not be personality contests and every voting individual should be able to vote on the merit of a motion or resume without undue pressure from other voters in the room. The July ASC meeting used anonymous election ballots for these reasons and had several growing pains. At our mid-month meeting, we discussed an approach to the anonymous ballot that is more streamlined, less confusing, and aligns with the voting options presented in policy.

### **(g) Voting**

- Each member has but one vote. See Section 1.04 (a) for the definition of CASC Members.
- The Chairperson only votes in cases of a tie.
- Voting will be by anonymous ballot or show of hands.
- Members may vote 'yes', 'no', or 'abstain'. No other votes will be considered valid.
- Amendments are voted on before the motion itself is voted on.
- After an amendment has been voted on, the motion is then voted on.
- If the motion is not carried then related amendments, if any, automatically do not carry as well.

[CASC Policy Manual](#), section 5.02(g)