

October 2023 CASC  
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### GSR CHEAT SHEET

- **18/44 home groups** (40.09%!) had GSRs in attendance.
- **2 Area motions passed**
- **2 CASC positions and 2 Convention Subcommittee positions elected:**  
Area Policy Subcommittee Chair and Alternate Chair;  
Convention Subcommittee Merchandise Chair and Alternate Chair
- **Our RD/AD need your input for NAWS Strategic Planning!**
- **Home Group Speaker Swap** needs homegroup participation  
<https://capitalareancna.com/hgss>
- **CASC will be hybrid** until GSRs decide differently
- **Next Monthly Clean Time Celebration Potluck** will be October 28<sup>th</sup>
- **Issue Discussion Workshop** will be October 21<sup>st</sup>
- **Next RSC** will be October 28<sup>th</sup>
- **Next CASC** will be November 5<sup>th</sup>

- **Opening**

- Opening prayer
- Concept of the month/ 10th
- Vision for NA Service (updated following 2023 WSC):  
[https://www.na.org/admin/include/spaw2/uploads/pdf/conference/WSC2023%20Vision\\_corrected.pdf](https://www.na.org/admin/include/spaw2/uploads/pdf/conference/WSC2023%20Vision_corrected.pdf)
- 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)
- Agenda review
- To use our time effectively, please refer to the Secretary’s report from August meeting on business meeting protocols.
- We will be using ballot sheets for voting  
*Note: New motions need to be submitted prior to start of new business*

Officers	Name & contact info	✓
Chair	Richard J. (267) 997-0896 rjones9144@msn.com	✓
Vice Chair	Leah P. (440) 532-9100 LeahPierce2830@gmail.com	✓
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. (919)-998-9974 secretary@capitalareancna.com	✓
Secretary Alt.	VACANT - submit a service resume if you are interested in this position	
RCM	Sebastian D. (919)-627-7607 j.sebastian.dorin@gmail.com	✓
RCM Alt.	VACANT - submit a service resume if you are interested in this position	

Subcommittees	Chair name & contact info	✓
H&I	Toi R. (919)-454-4251 lovetoi7@yahoo.com	✓
Public Relations	VACANT - submit a service resume if you are interested in this position Currently exists as a Task Team	
Policy	Filled during this ASC meeting Craig R. (919) 618-7771 Craigrobertson87@yahoo.com	✓
Outreach	VACANT - submit a service resume if you are interested in this position	
Activities	Shahid W., (919)-758-4332 powra1231@gmail.com	✓
Convention	Kay W. (919)-756-4674 Kaychambers26@gmail.com	✓ (Julius)

Home Group	GSR info	✓
A New Beginning	Emma	✓
A New Way to Live		
Basic Text Study Group	Donald	✓
Came to Believe		
Candlelight Recovery		
Daily Reprieve		
Experience, Strength, and Hope		
Faith Through Principles	Robin	✓
Freedom Thru Recovery	Sarah	✓
I Can't We Can		
In From The Storm		
Let The Healing Begin		
Life On Life's Terms	Madison	✓
Life Worth Living	One person	✓
Lunatic Fringe		
Morning Miracles		
NA at Noon		
NA Way	John	✓
Never Alone Never Again		
New Beginnings		
New Way of Life II		
Peace in the AM		

Home Group	GSR info	✓
Principles B4 Personalities	Aaliyah	✓
Recovery at Noon	(someone)	✓
Recovery in The Hood	James L	✓
Rediscovery Thru Recovery		
Serenity in the Morning	Latoya	✓
Simple Solution	Dudley	✓
Southside Recovery	Donna	✓
Spiritual Change		
Spiritually Connected	Shell	✓
Staying Alive		
Sunday Serenity Group	Shonna	✓
The Journey Continues		
The Primary Purpose Group	David H	✓
Thursday Night LIT		
Together We Can	Sue	✓
Trust The Process	Cotina	✓
Tuesday Night Live		
Unity in the Mornings		
Way to Grow Group		
We Do Recover		
Women of Substance		
Young Connections to Recovery		

**18/44 in GSR attendance captured. Several GSRs entered 45 minutes late after the Convention Subcommittee meeting; all of them may not be captured here.**

- **Old Business**

- Approval of CASC minutes from previous month
  - 11 in favor, 0 opposed, 0 abstained
  - **Minutes approved**

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

- Spiritually Connected:

- GSR would like to know what happened to their August 2023 motion about printing meeting schedules
  - Response: As discussed in both August and September, there were two motions about printing meeting lists submitted in August. Both motions were submitted to the PR Task Team (in lieu of a standing subcommittee) by the Area chair as per policy, in order for the Task Team to investigate and bring back recommendations in September. The task team presented their recommendations in September, and this was included in their September report.
  - The section of the September 2023 PR Task Team report about these motions and recommendations was read aloud at the October CASC.
  - A GSR asked for the recommendations to be repeated, so the section was read a second time
  - The recommendations, as pulled directly from the Task Team report, were as follows:
    - *The meeting list is a living document that is constantly changing. Therefore, printing something that changes so quickly doesn't make sense. We used to print and some were thrown away. The policy was changed when 500 were printed and 450 were thrown away.*
    - *Create a business card with a QR code that goes to the meeting list on the website and is linked to the helpline number.*
    - *This may need to be done on an as-needed basis or upon request.*
    - *Our first inclination is to move away from printed meeting lists and utilize QR cards, etc.; but also recognize everyone might not have cell phone*
    - *The motion is vague as to some details*
    - *Lottie and Joe will work on a QR code with phone lines on the back of the card.*
  - GSRs did not discuss the recommendations whatsoever. The GSR submitting one of the motions reiterated the need to vote on the original motions without commenting at all on the recommendations provided.
  - The Homegroup Involvement Ad Hoc facilitator (same GSR who submitted the motion) stated that printing meeting lists at Area may get homegroups more involved.
  - Someone clarified that policy doesn't currently say that meeting lists *won't* be printed, it just removed the mandate
  - GSRs chose to vote on the motions anyway. They are as follows.
    - Motion 1: ASC will print 50 meeting schedules every month and the Outreach subcommittee chair will deliver 10 of those meeting schedules to home groups that are not attending the monthly area meeting.
      - **7 in favor, 16 opposed, 1 abstain**
      - **Motion does not pass**

- Motion 2: Capital Area Service Committee print/supply all Capital Area home groups Meeting schedules!
  - **12 in favor, 10 opposed, 0 abstain**
  - **Motion passes**
- **Secretary notes:**
  - Any member or homegroup of the area has been able to print meeting schedules for **years**. There is a button right above the meeting list online that creates an up-to-date PDF of our meeting schedule that is automatically in pamphlet format. Some GSRs regularly bring concerns that the Area does not print meeting lists when they themselves have been able to the entire time and have **chosen not to**.
  - The online meeting list will **always** be the most accurate source of meeting information – as long as the web admin is notified of any changes. As soon as a change is made online to any meeting, existing printed meeting lists are out of date and no longer accurate. **<https://capitalareancna.com/meeting-schedule>**
  - Our Area maintains a helpline that is answered by addicts in this area. Anyone can call this number and find local meeting information. This number is **1-877-590-6262**.
- Faith Through Principles in need of support with attendance and finances
- PR received a request from Oak City Baptist Church – they would like to host an NA meeting at their church, if a group is interested. They are located at **726 Method Road, Raleigh 27607**
- Individual concern: more than one individual from Daily Reprieve has brought a concern that the homegroup is having internal issues
  - Not having business meetings when the majority of members would like to have business meetings
  - No consensus on how to spend money or record of where the collected funds are going
  - Individual collecting money has not addressed when homegroup members have asked for accounting/receipts
  - Suggestion: have a subcommittee visit the homegroup and investigate and show guidance on how to have a successful business meeting
  - CASC Chair stated that the admin committee would discuss and brainstorm solutions
- Welcome any new GSRs/Alternate
  - James from Rediscovery through Recovery
- **Officer Reports**
  - Chair – Richard J
  - Treasurer – **VACANT** (Leah P)
  - Treasurer Alternate – **VACANT**
  - Secretary - Jason S
  - Secretary Alternate - **VACANT**
  - RCM – Sebastian D
  - RCM Alternate – **VACANT**
- **Subcommittee Reports (if there are discussions about a subcommittee report please attend their meetings which are held at 12:30pm the day of area)**
  - Convention – Kay W
  - Hospitals & Institutions –Toi R (**not provided before Area; provided verbally during Area; written report provided after Area**)
  - Public Relations – **VACANT** (Task Team report provided)
  - Policy - **VACANT**
  - Outreach - **VACANT**
  - Activities – Shahid W

- AD Hoc Committees
  - Service Delivery – Tammy Y
  - Home Group Involvement – Shel W (not provided before Area; provided verbally at Area; written report not provided)
  
- **Questions on Reports**
  - No questions for CASC Chair or Secretary; no questions for PR Task Team
  - **Treasurer:**
    - **Question:** What is the concern with PayPal about entering a tax ID?
      - PayPal was holding one of our donations until we entered a tax ID and she did
        - Concern: didn't know the Area had a Tax ID number. Alternate Chair states that we do.
    - **Rhetorical Question:** Are GSRs okay with us not having an elected treasurer and having someone just stepping in?
  - **RCM:**
    - **Alternate Regional Delegate gave a short report for IDT Workshop**
      - Issue Discussion Topics are structured discussions designed to provide World Services feedback + develop a conscience for projects in the upcoming WSC cycle. The first IDT workshop will be on Saturday, October 21<sup>st</sup> from 11:00AM-2:00PM at Christ the King Church. The two topics to discuss will be gender-neutral changes in our literature & predatory behavior. This is a free workshop and pizza will be provided. Full information can be found here: <https://capitalareancna.com/event-calendar/issue-discussion-topic-workshop>
      - The next regional meeting will be on October 28<sup>th</sup>, starting at 1:00PM, at Holly Springs United Methodist Church. More information may be found here: <https://capitalareancna.com/event-calendar/north-carolina-region-service-committee-quarterly-meeting>
      - Our regional delegate (RD) and alternate delegate (AD) would like your input for the NA World Services Strategic Planning Survey. Every area, group, and member is invited to participate.
        - Responses should be submitted by mid-November to provide the delegate team time to compile responses before the NAWS deadline.
        - <https://ncregion-na.org/delegate-team/naws-strategic-planning-survey/>
  - **Convention Subcommittee Report**
    - Are there still other positions that need to be filled?
      - Yes, Arts & Graphics (Secretary note: One resume submitted following Area), Treasurer, others.
        - Most specifically, need a permanent treasurer – the CASC Alternate Chair is currently volunteering
    - Are there *potential* ideas of dates?
      - Somewhere between October-December of 2024
    - Question: No one in official Treasurer role for Convention subcommittee either, in addition to the CASC?
      - **Answer: Correct**

- **Clarification:**
  - **We actually need 4 people (2 for CASC, 2 for Convention subcommittee) so we can get alternates and establish learning and continuity**
- **Comment:** Passed out a QR code for the programming // would like to fill out for ideas + if you would like to get involved
- **Comment:** If you have ideas, suggestions, new anything etc.; if you submit a logo for the convention and your logo is selected you will receive free registration + t-shirt
- **Fundraising:** If you have an idea, please give to Willie
- **Question:** Due to treasurer position not being fulfilled, doesn't that fall to Alt Chair?
  - **Response:** Already been worked out
- **Hospitals & Institutions**
  - H&I still have some available positions (Secretary and panel coordinator)
  - **Question:** Since Wake Brook has closed down, are we trying to find a replacement facility?
    - Response: PR working on it
  - **Question:** Have we reached out to Central Prison?
    - Not sure
  - **Question:** Consideration of PR for an ongoing meeting at Healing Transitions?
    - Should be discussed more
    - Member concern: Even though some residents at Healing Transitions can attend outside meetings, the majority of people cannot; they would be well served by exploring an ongoing meeting.
- **Activities Subcommittee**
  - **Comment:** All money was not used from last event and the remaining money was refunded to Area
  - Next event (excluding monthly potlucks) would be area anniversary which is being planned
  - **Question:** How can we be sure activities start and end on time?
    - **Response:** All area events have been started and ended on time for events attributed to the Activities subcommittee
      - *This response was disputed, but in the interest of time the meeting was continued*
- **Service Delivery Ad Hoc**
  - **Comment:** Want to plant the seed, that eventually the ad hoc will bring suggestions to the Area, which aren't necessarily new ways but different ways. Just encouraging to keep an open mind, some of us have experienced things that haven't worked in the past in this Area and the idea is to improve.
    - Let's find ways to carry the
- **Homegroup Participation Ad Hoc**
  - Looking for a date for the next meeting, will look to post on the website, flyers, etc.

- Continuing to go to different meetings, making announcements, where we have area service, time we meet, etc., sharing about getting your email address so you can get information on Area

- **New Business**

- Welcome new home groups joining Capital Area NA of NC (if any).
  - Breaking Ground submitted a motion to join the Area:
    - Who is running the meeting?
      - Response: The meeting takes place at Healing Transitions; homegroup members are the residents
        - Facility is missing a lot of education about NA, traditions, etc.
    - Question: Anyone in the facility that has over a year clean?
      - Response: No
    - Question: Could H&I help?
      - H&I discussion: Don't believe it's necessarily appropriate as an H&I meeting, but PR may be able to help and educate.
    - Question: Are there any contention about being at H&I at this facility being AA-based?
      - *Secretary note: No clear response captured here; not necessarily a question for the homegroup member to answer*
    - Comment: This is not an NA meeting and is just a book study
      - Response: This is inaccurate, this was rejected and the meeting has a normal rotating format
    - Question:
      - What's the most clean time in this meeting?
        - Response: Only a few months right now. We want to be accountable, want to be a part of, and be able to teach people that won't be able to be a part of another way.
    - **New Homegroup Motion: Breaking Ground**
      - **Yes: 14, No: 2, Abstain: 0**
      - **Breaking Ground is accepted to the Area**
        - Wednesdays from 8-9PM at 1251 Goode Street; Men's Healing Transitions Campus, Joe McQ Room. To be added to Area meeting list
  - Last call for new motions, and service resumes

**Service resumes to be heard and voted on next month**

- None submitted thus far

- **Elections**

- Nominations for open CASC positions sent back to home Groups
  - **Convention Subcommittee Merchandise Chairperson: Falton W.**
    - **Passed**
  - **Convention Subcommittee Merchandise Alternate Chairperson: Reggie W**
    - **Passed**
  - **CASC Policy Subcommittee Chairperson: Craig R**
    - **Passed**
  - **CASC Policy Subcommittee Alternate Chairperson: James L**
    - **Passed**
- *Other open positions at the Area level:*
  - Treasurer
  - Alternate Treasurer
  - Outreach Chairperson
  - Alternate Secretary
  - Public Relations chairperson
  - RCM Alternate

- **Announcement:** New NA Meeting (not joining the Area at this time)
  - Miracles Happen
  - Mount Christian Church, 1731 Trawick Road, Raleigh 27604
  - 12:00PM – 1:30PM, open discussion, **starting Thursday, October 19<sup>th</sup>**

- **Closing Prayer**



# CASC New Motion

Secretary note: This motion is from August 2023; sent to PR Task Team for recommendations then voted on at October 2023 CASC

- ▶ 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](http://www.CapitalAreaNCNA.com) for more info on Capital Area NA and the Capital Area Service Committee.

Motion made by \*

Nick R.  
.....

Secretary note: Staying Alive homegroup

Motion seconded by (if seconded before being submitted)

SECOND: NA WAY HOME GROUP  
.....

Motion reads as follows \*

ASC will print 50 meeting schedules every month and the Outreach subcommittee chair will deliver 10 of those meeting schedules to home groups that are not attending the monthly area meeting.  
.....

Intent: \*

To help new comers find meetings on the schedule if they don't have access to the internet or a cell phone. This will also help newcomers get phone numbers from experienced members before leaving the meeting.  
.....

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# CASC New Motion

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Motion made by \*

Spiritually Connected home group GSR Shell

Motion seconded by (if seconded before being submitted)

Karen C

Motion reads as follows \*

Capital Area Service Committee print/supply all Capital Area home groups Meeting schedules!

Intent: \*

ASC provide all home groups with paper Meeting schedules to carry our message!  
Area is created to serve our groups, all groups!

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# CASC New Motion - home group joining Capital Area NA

- ▶ Complete all required fields
- ▶ Answer 'n/a' if a field is required but not applicable
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Home group name \*

Breaking Ground

Motion seconded by (if seconded before being submitted)

Contact info for GSR (or other home group member if no GSR) \*

 (until group e-mail is created)

Home group location (facility name, physical address including room name/number, and/or online access information) \*

1251 Goode Street Joe McQ Room, Men's Healing Transitions Campus

Special criteria for entering facility, if any

---

Meeting days and times (e.g. Monday's 8-9 PM and Saturday's 12-1 PM) \*

Wednesday 8-9 p.m.

---

## Meeting format (check all that apply) \*

- Open (all are welcome)
- Closed (addicts only)
- Wheelchair accessible
- Beginner/Newcomer
- Men
- Women
- LGBT
- Children Welcome
- Restricted Access
- Candlelight
- Smoking
- Non-Smoking
- Young People
- Basic Text
- 12 Concepts
- Discussion/Participation
- IP Study
- It Works Study
- Just For Today Study
- Literature Study
- Meditation
- Questions & Answers
- Speaker
- Step
- Step Working Guide Study

- Guiding Principles Study
- Topic
- Tradition
- Living Clean
- Format Varies

Additional information / notes

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# CASC Service Resume

- ▶ 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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Name \*

Craig R

Clean date \*

MM DD YYYY

10 / 16 / 1987

Street Address/City/State/Zip \*

[REDACTED] Raleigh NC [REDACTED]

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. \*

1987- Present Secretary, Treasurer, GSR numerous times with several home groups

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

1988-1990 H&I Chair two consecutive terms / Capital  
1990 Vice Chair Area Convention / Capital  
1991 H&I Panel Coordinator / Capital  
1992 H&I Secretary / Capital  
2001 ASC Secretary / Capital  
2002 ASC Chairperson / Capital  
2011 Area H&I Panel Coordinator / Montco (PA)  
2012- 2013 H&I, Public Relations Chair / Montco (PA)  
2015 Public Relations Subcommittee member/ Frederick (MD)  
September 2016-June 2017, Public Relations Chair/ Capital  
Dec 2021-June 2022 Public Relations Chair/Capital  
June 2022-June 2023 ASC Chairperson/ Capital

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

1990 Regional H&I Mobile Unit Chair / Carolina  
1991 Regional H&I Vice Chair / Carolina  
1992-1994 Regional H&I Chairperson two consecutive terms / Carolina  
1994 RSC Vice Chair / Carolina  
1995 RSC Chairperson / Carolina  
2010 Regional H&I Mobile Unit Chair / Greater Philadelphia  
2010-2012 Regional Advisory Board Vice Chair / Greater Philadelphia  
2014 Regional Convention First Vice Chair/ C&P  
2015 Regional Public Relations Chairperson/ Carolina  
Jan 2018-August 2018 Regional Delegate/ Free State  
August 2018- 2019 Regional Public Relations Chairperson/ Free State  
Jan 2019-Jan 2020 Facilitator/ Autonomy Zonal Forum  
Oct 2021-Oct 2022 Fellowship Development Chairperson/ Northeast Zonal Forum  
Nov 2021-Present Action Plan Task Team Leader/ United States Zones Collaboration

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

1996 World Service Conference H&I Vice Chair

1997 World Service Conference H&I Chairperson

1998-2010 World Board / NA Way Editorial Board, Reaching Out Newsletter Panel, Public Relations Committee Leader, Service Materials Workgroup Leader, WB Treasurer, WB Vice Chair, WB Chairperson

2008-2012 World Board Service System Workgroup Leader

2012-2013 WCNA 35 Workgroup Leader

June 2017- June 2018, Audit Committee (World Board Business Plan Workgroup)

June 2018-2023 Human Resources Panel World Service Conference

---

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. \*

1990 Resigned as convention vice chair to serve as H&I chair/ Capital

2012- Resigned as area H&I chair in PA when my marriage ended tragically, and I came back to NC to focus on healing. I went back to PA after a month and the ASC elected me PR chair.

2013- I was nominated to the C&P Region (MD) convention chairperson but unexpectedly moved back to NC before elections. I went back to MD and was elected convention first vice chair

2014- Resigned as C&P Region convention first vice chair after moving back to NC in September 2014

2015- Resigned as Carolina Region PR Chairperson after deciding to move back to Maryland in December 2015

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Are you financially stable? \*

Yes

No

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

Yes

No

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Google Forms

# CASC Service Resume

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Name \*

James L

Clean date \*

MM DD YYYY

03 / 09 / 2008

Street Address/City/State/Zip \*

██████████ Raleigh NC

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 Secretary note: this was updated at Area to "Policy Subcommittee Alternate 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. \*

Secretary, GSR 2008- 2009 From the bottom up home group New Hope Area.NC 2021 to present I serve as GSR Recovery in the Hood home group Capital Area NC

---

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

H&I 2010 - 2011 in New Hope Area Durham NC Literature Chair 2011-2012 New Hope Area Durham NC PR Alt New Hope Area 2009-2010

---

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

- ▶ 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](http://www.CapitalAreaNCNA.com) for more info on Capital Area NA and the Capital Area Service Committee.

Name \*

Falton w [REDACTED]

Clean date \*

MM DD YYYY

06 / 18 / 2017

Street Address/City/State/Zip \*

[REDACTED] Raleigh NC [REDACTED]

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: Merchandise 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. \*

None Secretary note: clarified at Area as Homegroup Secretary for Seekers

---

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

Merchandise vice chair 2022

---

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

Nonenone

---

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. \*

I have not held a homegroup position.

---

Are you financially stable? \*

Yes

No

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

Yes

No

# CASC Service Resume

- ▶ 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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Name \*

Reggie W.

Clean date \*

MM DD YYYY

12 / 24 / 2021

Street Address/City/State/Zip \*

██████████ Knightdale NC ██████████

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: Merchandise Alternate 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. \*

Treasurer 3/23 - 7/23. "Faith Thru Principles"

---

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

Fundraiser Sub Committee 1/22 - 12/22. H&I Committee 3/23 - Currently Active

---

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

NA

---

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

NA

---

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. \*

NA

---

Are you financially stable? \*

Yes

No

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

Yes

No



CASC Chairperson: Monthly Report

Richard J. / October 1, 2023

Good Afternoon:

Past month's activities:

- 1) Last month's meeting time was much better as we continue will continue to manage our time while attending to the business of our area by observing business etiquette.
- 2) I attended the mid-month executive body meeting where we discussed the recent and upcoming ASC meetings and ways to improve our service to you
- 3) Attended our arena NA AS A WHOLE event on September 16, 2023
- 4) We will have our area quarterly town hall session on October 14<sup>th</sup> (Location to be determined)
- 5) We scheduled the IDT workshop with our RD/AD for October 21<sup>st</sup>, 2023
  
- 6) If there is anyone who is available/interested in serving on the ASC, please submit your service resumes and pass this invite on to others seeking to be in service.

Thank you for your confidence in choosing to allow me to serve as CASC Chairperson.

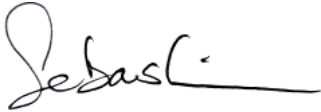
Richard J.

**October 2023 RCM report for CASC**

Dear Capital Area NA -

Nothing to report this month, as we've covered all business since the last RSC at the Aug. 6 and Sep. 10 ASC meetings. The next RSC meeting is Oct. 28. Greenwood Forest Baptist Church has declined to host it - some members are working on an alternative location. Details will be announced once finalized, and of course I'll be there and report back at the Nov. ASC.

Don't hesitate to reach out if you have any questions - you don't have to wait until the next ASC for that.

A handwritten signature in black ink that reads "Sebastian D." with a long horizontal flourish extending to the right.

Sebastian D., CASC RCM

[contact info provided under separate cover]



## CASC TREASURERS REPORT

Date: 10/01/2023  
From: Leah P, CASC Vice-Chair  
Re: Treasury Report for the month of September 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.
- I have made some changes to the reporting for the treasurer reporting. I have added a report that resembles your check book register and may be easier for you to read. It is a form I use in preparing the monthly Donations (notice I did not say home group) and Income and Expense Report.
- We donated \$173.43 to the World Service Office which is 40% above prudent reserve. We donated \$260.14 to the NC Region which is 60% above prudent reserve.
- 

### September 2023 STATEMENT

The beginning balance on 9/1/2023 was:	\$ 2,233.57
Deposits totaled:	\$ 506.13
Checks and deductions totaled:	\$ 871.19 - See attached detailed Income & Expense Report
Ending balance on 8/31/2023:	\$ 1,868.51 See attached PNC Bank Statement
Outstanding checks not cleared:	\$ <u>100.00</u> -
<b>Available balance on 8/31/2023:</b>	<b>\$ 1,768.51</b>

This available balance puts us \$ BELOW the policy mandated prudent reserve of \$1,800.00. See attached PNC bank activity report and the Income and Expense statement. There was a \$0 donation to World and a \$0 donation to Regional Service Committee this month.

Thanks for allowing me to be of service.

Your trusted servant,

Leah P., CASC Vice Chair

### Attachments:

- Income & Expense report
- PNC Bank Statement through 9-23-23
- Pay Pal Activity Statement
- Donations and September paperwork
- Cash App Statement
- Convention Committee PNC Bank Statement

Capital Area NA  
Treasurers Report Income Expense

Beginning Balance:	9/1/2023	\$2,233.57		Period: 9/01/23 -9/23/2023
<b>Type of Deposit/debit</b>	<b>Date</b>	<b>Amount</b>	<b>Notes</b>	<b>Description</b>
Group Donations	9/23/2023	\$506.13		Group donations received during the Month
<b>Total Income/ Revenues</b>		<b>\$506.13</b>		
<b>Expense Section</b>				
<b>Type of Bill or Payment</b>	<b>Date</b>	<b>Check #</b>	<b>Amount</b>	<b>Notes</b>
<b>SUB COMMITTEES</b>				
<b>H&amp;I Committee</b>				
H&I Literature				H&I Literature - \$190
H&I Office Supplies				H&I - Office Supplies
H&I Learning Day one per year				<b>One Learning Day - per Policy \$200</b>
<b>PR and Website</b>				<b>Town Hall</b>
Phone Line - Auto Draft Monthly	5th monthly	AD		<b>Varies slightly - averages \$30.93/ month</b>
Twilio			\$11.93	new phone line service
Meeting Directories				<b>Varies slightly - Quarterly Printing</b>
Website - Auto Draft Go Daddy	16th monthly	AD		<b>On Auto draft</b>
Text Blasting-Auto Draft Monthly	9th monthly	AD		<b>On Autodraft-TEXTEDLY.COM</b>
PR Literature				<b>\$75 Monthly Budget-\$65 facebook</b>
PR Table Cloth			\$178.30	
Car Workshop				<b>\$35 Monthly allocation per policy</b>
			\$9.61	<b>Soda for Activity Day</b>
Activities Committee available				
<b>AREA SERVICE COMMITTEE</b>				
Fairmont United Methodist Church	1st monthly		\$100.00	ASC - Rent July
Greenwood Forest Baptist				
Christ The King				
St. Ambrose				
Secretary				<b>Varies slightly</b>
Treasurer - Office Supplies				<b>Checks Replenished/Harland Clarke</b>
Treasurer -Storage Rent	9th monthly	AD	\$124.99	<b>Security Self Storage</b>
Chairperson				
Area Supplies				
RCM Travel/ Expenses				<b>Refund Receipts</b>
Bank Fees		AD		<b>Service charge - Bank Account</b>
Mail Box - Due yearly on March 31st				<b>CASC Mailbox at Cameron Village</b>
Misc. ZOOM and Website				
ZOOM			\$12.79	
Activities Ad-Hoc Unity Day				
Regional Donations - 60% - CRNA			\$260.14	<b>Per Policy</b>
World Donations - 40% - NAWs			\$173.43	<b>World Donation Per Policy</b>
<b>Total of All Expenses</b>			<b>\$871.19</b>	
<b>Revenue</b>			<b>\$506.13</b>	
<b>Beginning Balance:</b>			<b>\$2,233.57</b>	
<b>DIFFERENCE: Income-Expenses</b>			<b>-\$365.06</b>	
<b>Ending Balance</b>			<b>\$1,868.51</b>	
<b>Previous Month's Checks Not Yet Cleared</b>				
<b>Check Payable to:</b>	<b>Date</b>	<b>Check #</b>	<b>Amount</b>	
	09/16/23		\$100.00	Greenwood Forest Baptist Church
		<b>TOTAL:</b>	<b>\$100.00</b>	
<b>Available Balance</b>			<b>\$1,768.51</b>	
<b>Prudent Reserve- Per Policy</b>			<b>\$1,800.00</b>	
<b>Amount Above/ Below P.R.</b>			<b>-\$31.49</b>	

## Secretary note: Treasurer - Register sheet

Date	Item	Description	Check number	Income Amount	Income Debit	Expenses Credit	Balance	Code
9/1/2023	Opening Balance						2233.57	
9/2/2023	North Carolina Re	7th Tradition	cash app	260.14		260.14	1973.43	
8/28/2023	Cash App	Keep it simple	cash app	14.03	49.13		2022.56	
8/20/2023	Cash App			35.1			2022.56	
9/5/2023	NAWS	7th Tradition	paypal pa	173.43		173.43	1849.13	
9/8/2023	Security Self Storage		card	124.99		124.99	1724.14	
9/10/2023	Homegroup Depo	Trust the process	Cash app	25			1724.14	
9/11/2023	Homegroup Depo	Freedom through Recovery	cash app	68			1724.14	
9/11/2023	Homegroup Depo	Principles b4 personalities	Cash	100	100		1824.14	
9/11/2023	Homegroup Depo	Simple Solutions	Cash	25	10		1834.14	
	Homegroup Depo	Simple Solutions	cash		15		1849.14	
9/11/2023	Homegroup Depo	A New Beginning	cash	25	25		1874.14	
9/11/2023	NAWS	PR Table Cloth	card	178.3		178.3	1695.84	
9/11/2023	Fairmount United	August and Sept casc monthly meetings	check	100		100	1595.84	
9/12/2023	Homegroup Depo	Women of Substance	cash app	17			1595.84	
9/12/2023	Homegroup Depo	Southside	cash	307	307		1902.84	
9/16/2023	Greenwood Fores	activity day rental fee	check	100		100	1802.84	
9/18/2023	CVS Cary	Activity Expense for Soda	card	9.61		9.61	1793.23	
9/19/2023	Twillo	phone service	card	11.93		11.93	1781.3	
9/19/2023	Zoom US	Rental payment	card	12.79		12.79	1768.51	
9/26/2023	Homegroup Depo	Trust the process	cash app	25			1768.51	
9/26/2023	Homegroup Depo	Freedom through Recovery	cash app	68			1768.51	
9/26/2023	Homegroup Depo	Women of Substance	cash app	17			1768.51	
					506.13	971.19		

Secretary note: Treasurer - Donations sheet

Name	Donated
A New Beginning	25
Came to Believe	
Candlelight Recovery	
Daily Reprieve	
Experience, Strength, and Hope	
Faith Thru Principles	
Freedom Through Recovery	68* on hold with cash app
I Can't, We Can	
In From The Storm	
Ladies Night Out	
Let the Healing Begin	
Life on Life's Terms	
Lunatic Fringe	
Mid Day Miracles	
NA at Noon	50 *on hold with paypal
Never alone Never Again	
New Beginnings	
Peace in the AM	
Pride in Recovery	
Principles B4 Personalities	100
Recovery at noon	
Recovery In the Hood	
Rediscovery thru recovery	
Serenity In The Morning	
Simple Solution	25
Southside Recovery	307
Spiritual Change	
Spiritually Connected	
Staying Alive	
Sunday Serenity Group	35.1
The Journey Continues	
The Primary Purpose Group	
Thursday Nite Lit	
Together We Can	
Trust the Process	25 *on hold with cash app
Tuesday Night Live	
Unity in the Mornings	
Way to Grow Group	
We Do Recover	
Wolfpacking	
Women of Substance	17*on hold with cash app
Young Connections in Recovery	
Keep it Simple	14.03
A New Way to Live	
na way	
Serenity in the Morning	
Unity day	
	506.13

 Cash App

 Activity

 Money

 Pay & Request

 Tax Filing 

 Documents

Account

 Support

 Log out

Cash Balance

**\$0.00**

 Search activity

 Filter 1

 Sort









 Download

This month 

Transaction

Amount

SEPTEMBER 2023

 Jennifer G  For women of substance group	+ \$17
 Sarah S  For Freedom thru recovery home grou...	+ \$68
 Gregory W  For Trusttheprocess donation	+ \$25
 North Carolina Region Replied 	\$260.14

 **You have money on hold** >

Add your tax ID by Nov 15, 2023 to end the tax ID hold and avoid 24% IRS backup withholding.

9/23/23 entered Tax ID Number, would not go through



Filter by

Date: This Month

Pending



**Shawn [REDACTED]**  
Sep 13 · Money Received · On Hold  
"NA@Noon 7th Tradition - August 2023"

**\$50.00**





Account Activity

Saturday, September 23, 2023

**Business Checking XXXXX** Available Balance: **\$1,868.51**

Account Summary

Available Balance:	\$1,868.51	Interest Paid to Date:	\$0.00
Ledger Balance:	\$1,868.51	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$307.00 09/12/2023
Pending Deposits:	\$0.00	Last Statement Balance:	\$2,233.57 08/31/2023

Account Details

Nickname:	None
Type:	Business Checking
Text Banking Nickname:	None
Address:	

Pending Transactions

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

Date	Description	Withdrawals	Deposits
You have no pending transactions			

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
09/19/2023	RECURRING DEBIT CARD XXXXX ZOOMUS XXXX WWWZOOMUS CA	\$12.79		\$1,868.51
09/19/2023	RECURRING DEBIT CARD XXXXX TWILIO INC TWILIO.COM CA	\$11.93		\$1,881.30
09/18/2023	POS PURCHASE POS CVS/PHARMACY # CARY NC	\$9.61		\$1,893.23
09/12/2023	DEPOSIT XXXX		\$307.00	\$1,902.84
09/11/2023	CHECK	\$100.00		\$1,595.84
09/11/2023	PAYMENT POS NAWSCHATSWORTH San Jose CA	\$178.30		\$1,695.84
09/11/2023	ATM DEPOSIT DEPOSIT		\$10.00	\$1,874.14
09/11/2023	ATM DEPOSIT DEPOSIT		\$40.00	\$1,864.14
09/11/2023	ATM DEPOSIT DEPOSIT		\$100.00	\$1,824.14
09/08/2023	RECURRING DEBIT CARD XXXXX PY Security Self Stor NC	\$124.99		\$1,724.14
09/05/2023	PAYMENT NAWORLDSERV San Jose CA	\$173.43		\$1,849.13
09/05/2023	DEBIT CARD PURCHASE XXXX CASH APPNORTH CARO XXXX CA	\$260.14		\$2,022.56
09/05/2023	VISA MONEY TRANSFER C XXXX VIS CASH APP*CASH OUT Visa Direct CA		\$49.13	\$2,282.70

08/29/2023	CHECK [REDACTED]	\$150.00	\$2,233.57
08/28/2023	RECURRING DEBIT CARD XXXX [REDACTED] TWILIO INC TWILIO.COM CA	\$10.02	\$2,383.57

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## October 2023 Secretary Report

Hello Capital Area,

This month's Secretary report is brief and contains a summary of actions taken in the previous month.

- Attended the mid-month CASC admin body meeting
- Participated in the Service Delivery ad-hoc

Kind Regards,

Jason S.

Secretary

activities report.

our NA AS A WHOLE was a great turn out. very educational and fun. we had 12 members from their Homegroup to show up. 4 of them was new to the area which gave us the opportunity to know a little about them, also to give a warm welcome to the CAPITAL AREA. next activity wud be our AREA ANNIVERSARY 39yrs. still looking for members who would like to be apart of the activities committee. just your present would be a level of service.

thx....

activities chair (Shahid W)

## H&I Report October 2023

Name: Toi R.

Position: H&I Chairperson

Greetings:

Thank you for allowing me to serve. This is our subcommittee update for the last 30.

Position available:

Secretary

Panel coordinator

Attendance 14

Facilities we served :

Triangle Springs : good attendance/ spiritual principles

New Waters : good attendance/topic on sponsorship and importance of making meetings

Wake Brooke : closed

Wake Detention:

attendance was good, about people showed up. We had a panel of 4 people showed up.

Number of new volunteers 4 oriented

Women DOC :

good attendance we have 8 new people wanting to get their blue card. The next blue card orientations October:

Concerns :

Account ability as panel leaders

Thank you for allowing me to service.



## Capital Area Service Committee

Subcommittee: PR Task Team

Date: Oct 1, 2023

### Activities

- We conducted a presentation at the Raleigh Women's Center. They would like a literature rack placed there and asked about possibly establishing an NA meeting in the facility. Even though this is not a place H&I would typically prioritize, we will pass on to H&I. Also, will discuss what we can do to help increase awareness of NA with the women who show up and/or drop in to the center
- Completed presentation to the Raleigh Men's Homeless Shelter. We committed to helping establish a meeting there. Provided some NA resources that provide guidance on starting an NA meeting in an institution (Institutional Group Guide)
- Completed presentation about NA to Mount Christian Church on Trawick Road at request of members that are starting a meeting at the church

### Upcoming Activities/Tasks

- Tabletop presentation at Recovery Rally on September 30
- Tabletop presentation at Poe Center Health Fair October 21
- Working on creating a recruitment flyer to invite members to participate in PR task team
- Working on a poster/card with QR code directing members to meeting list
- Request received for a tabletop presentation at Mount Christian Church on October 9 from 11-12 PM as part of raising awareness of resources in the community for substance abusers

### Financial Update

Purchased NA tablecloth \$175

## Convention Subcommittee Report October 2023

Hello Family:

I'm an addict named Kay, first I want to apologize for the delay in getting my report in on time, and moving forward I will do better. However, our report is as follows. I met with Leah to add my name to the Convention Committee bank account, and that went well. On Sunday, 9-24-23 we had a Special Convention meeting and there were a total of eleven(11) members in attendance including Sebastian whom I would like to thank for attending. This proved to be a great turn, and in the future, we welcome any other members who would like to attend.

We were able to discuss a lot including our upcoming first Friday which we are looking forward to on 10-6-23,( please come out to support your upcoming events)

The committee is moving forward. with our Secretary searching the web calendar for upcoming Conventions in 2024, and possibly dates for the Capital Area to look at for planning our Convention if there is to be one in 2024. We plan to come back to the Area body in November prayerfully with prospective 2024 dates as well along with information on the Logo Theme for the Convention.

Our Convention Secretary is working on a calendar for our committee so that we as a body along with any other members of our area will have prior knowledge of our scheduled Special meetings which we found out is needed in moving forward with planning for the year.

Our Policy Chair will be working closely with Sebastian and Julius to revise our current Policy in the areas where needed. As you can see we, (the Convention Committee) are excited and off to a great start. We still have a need for an Arts and Graphics Chairperson and committee. Sebastian has agreed to assist us in that area along with our Vice-chair Julius, but has stated he has no interest in the position.

Please take back to your home groups and share in the meeting that we need a member from our area to run for that position. I've about said it for now, Thanks for allowing me to serve.

In Loving Service,

Kay W./ Convention Chair



Secretary note: Convention subcommittee bank account, provided by CASC Treasurer

Account Activity

Saturday, September 23, 2023

Business Checking XXXXXX [REDACTED] Available Balance: \$8,116.39

Account Summary

Available Balance:	\$8,116.39	Interest Paid to Date:	\$0.00
Ledger Balance:	\$8,116.39	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$100.00 08/10/2023
Pending Deposits:	\$0.00	Last Statement Balance:	\$8,116.39 08/31/2023

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>
08/10/2023	DEPOSIT XXXXX [REDACTED]		\$100.00	\$8,116.39



## AD HOC: SERVICE DELIVERY

The group met virtually on Sunday September 17<sup>th</sup>. We had 6 people in attendance including myself. We reviewed the intention of this group and discussed some leads on discovering examples of ASC's that operate differently than CASC. Members were tasked with providing working examples of other ASC's that operate on a different service structure while also reviewing our current guidelines and procedures.

Our next meeting is currently scheduled for October 8<sup>th</sup> at noon, utilizing the CASC Zoom account with the intention of discussing the information provided. I urge those who have a passion for delivering Narcotics Anonymous service to join us at our next meeting where we will continue to discuss our vision.

ILS,

Tammy Y