

GSR CHEAT SHEET

22/42 Homegroups (52.3%) GSRs in attendance ✓

● 0 Homegroup motions – **FAILED 0** – **PASSED 0**

● 1 Motion to go back to homegroups

● Chair voted in this month

● 1 New resume this month

● Next CASC monthly business meeting - Date: May 4, 2025

Opening Prayer: Read

12 Traditions: Read

12 Concepts: Read

Roll Call:

CASC Officers:

- Chair – Kim L.
- Vice Chair – **Vacant**
- Treasurer – **Vacant**
- Secretary – **Vacant**
- Policy – James L.
- RCM – **Vacant**
- Convention Chair – Kay W.
- H&I – Janice H.
- Literature – Michele W.
- Activities – Angela M.
- Outreach – David K.
- Public Relations – **Vacant**

GSR's: (alt and proxy)

HomeGroup	GSR	April
A New Beginning	Emma	X
A New Way To Live		
Basic Text Study Group	Donald	X
Breaking Ground	Victor	X
Came to Believe	Cammy	X
Candlelight Recovery	Andrew	X
Clayton Group	James	

Daily Reprieve
Experience, Strength, and
Hope

Freedom Thru Recovery	Jess L	X
Genesis Reflections	Ron T	X
I Can't We Can		
In From The Storm		
Let The Healing Begin	Ebony L	
Life On Life's Terms	Madison	
Lunatic Fringe		
Morning Miracles	Chris	
NA En Tu Idioma	Joe	
NA Way	Herbert C	X
Never Alone Never Again	Douglas L	X
Peace in the AM	Janice	X
Principles before Personalities	James W	X
Recovery in The Hood		
Rediscovery Thru Recovery	Burke	X
Serenity in the Morning	Ms Red	X
Southside Recovery	John	X
Spiritual Change	Weesee	
Spiritually Connected	Gina L.	X
Staying Alive		
Sunday Serenity Group	Heather	X
The Journey Continues	Delphyne F	X
The Primary Purpose Group	Rajiv	X
Thursday Night LIT	John	X
Together We Can	Jay online	X
Trust The Process	Darryl L	X
Tuesday Night Live	Tim H	
Unity in the Mornings	Deborah	
Way to Grow Group	Leah	X
We Do Recover		
Women of Substance	Sarah	
Wonderful Women of Clayton	Raven	
Young Connections to Recovery		

22

22/42 = 52.3% Home Groups Present

Old Business

- **Vote on Motions sent to Home Groups:**

No motions to vote this month.

**Reminder there is a motion still out for home groups to vote on in reference to accepting the convention committee guidelines draft.

<https://capitalareancna.com/wp-content/uploads/2025/03/CACC-Guidelines-Jan-2025.pdf>

Motion attached.

- **Vote on Resumes:**

Stephie G. - Chair

Kim L. - Chair

Stephie asked to address the body before the vote. Stephie has asked that the body vote for Kim L as this is an interim position. She has asked to withdraw her resume.

Angela - asked if she was going to assume Alt Chair. Stephie stated she would not.

Vote for Kim L.: For 12 plus 3 online -- Against 1 -- Abstentions 1 plus 3 online.

Kim L. is now the chair for CASC.

New Business

Leah P. has submitted a resume for Treasurer. Attached

Weesee asked if she was capable of providing the service? Leah stated yes.

Delphyne - asked that she mentioned she liked money to elaborate. Leah reiterated that she is great with numbers and really enjoys doing it.

Weesee - stated that she was amazing when she held the position before.

Ron T. – Brought up the issue raised by the last treasurer and their social security number being on the account. Leah does not have a problem with her SSN being tied to the account.

It was mentioned that Leah is already on the bank account from before.

Craig - asked why was she still on the account? Michelle answered that CASC guidelines require 2 people on the account. There was no official letter of resignation. She resigned during mid month. Craig encouraged that a process is needed when a person resigns as commentary and warned of the potential issues.

Home Group Concerns

Janice - Peace in the AM may be moving effective June Mt Peace Church.

John - There will be an event 2nd weekend in July at the Wilson meeting. No flyer. Will be starting at 10am.

Delphyne - The Journey Continues is looking for a brick and mortar. Wednesdays 12p to 1:15. Asking GSR to take it back to home groups for discussion. Janice mentioned there is a place.

Subcommittee Chair Reports

Acting Treasurer: Gave report, provided details of the audit performed by literature chair, policy chair and outreach chair. see attached.

Ron T. - expressed thanks to Liam for his service.

Donald - thanked Liam and everyone for their service.

Leah - Everyone has stepped up and is appreciative of the work they have done.

Ron T. – Expressed gratitude for the acting secretary.

Literature: Gave report. See attached.

Policy: No report provided.

Convention: Gave report. An internal audit was performed after a sponsorship dinner. Explained that everything was great. The annual sponsorship dinner was a success. Right where they need to be for the convention. Please see the report attached.

Final payment to hotel 7779.06

Balance 12317.47

4538.38 is left.

Donald – stated they are doing a great job to emphasize; we have had problems with theft. He stated a closeout statement would be great.

Weese - complained that the tickets were \$25, and the meal was not good. Other area members that attended were not impressed.

Kim L. – gave kudos to convention committee, has asked that they keep up with seed money and to keep up with ancillary and the next convention and upcoming budgets. Kay acknowledged and stated there would not be another convention for a couple of years due to the CASC policy.

Andrew – asked for a financial breakdown.

Chris - asked when was it voted on that conventions are bi-annual? Was this a motion and voted on? Chris stated that it was voted on to skip a month but not every 2 years. Kay asked for the convention policy chair to confirm, and he will address once he finds the answer.

Gina – Chris is correct as this was not a motion but an assumption this would be every 2 years. She will wait to see if this was a motion or was voted on.

Hnl: Gave report, see attached. Spoke on the need for meeting attendance. Shared there is a real need for women to be oriented for healing transitions. Orientation forms were available and asked that they be completed before the end of the meeting.

Activities: Changes for the 40th will be June 7th at Fairmont from 1 to 7. She didn't realize the previous date of May 10th is mother's day weekend so this was changed. Rent paid. Contract is attached. Flyers are being worked on. Stated she is looking for assistance with finding a history speaker.

Asking home groups for donations of drinks and water. A breakdown of the costs attached.

Spells - stated he has area history. Angela is waiting to hear from Craig.

Donald- when is the next meeting? Asked about deposit. Next meeting is. April 26th 1:00pm 102 Sunrise Ave. Smithfield NC. Deposit has been paid.

Kim L. - asked if the budget is \$1400, why ask for donations? Angela wanted to ask for people to donate if they want. Kim reiterated group have already donated with the allotted 1400.

Donald – homegroups have always donated.

Angela will revise the budget to include those added items.

Outreach: Provided report, attached. No questions.

PR Task Force: Chris gave a report that they did no presentations. PR Week is the first of June. The agenda is still being worked on for a poster drive and Unity Day. 10 am to 4 for the event to promote unity.

Gina - Gave a suggestion on timing with the 40th.

Motion - Weesee made a motion to close, Delphyne seconded.

Meeting Closed 3:48pm



Capital Area Service Committee
Motion Form

Date: 2-2-25

Motion made by: Convention Chairperson (Kay W)

Second: Policy Chairperson (Dan M)

Motion reads as follows: The Revised January 2025
Convention Guidelines Draft is complete as of
Jan. 3, 2025 as ask of CASC. And was sent to
Area Vice-Chairperson to be put with the January
minutes. To be approved by the Capital Area.

Intent: To get approved and continue accountability
stability and responsibility of the Convention body,
presently and future bodies of the North Carolina
Capital Area of NIA.

Carried ☐

Failed ☐

Tabled ☐

Amended ☐

Back to
Home Group ☐

Policy
Change ☐

Yes ☐

No ☐

Abstain ☐

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 for more info on Capital Area NA and the Capital Area Service Committee.

Name *

Leah Pierce

Clean date *

MM DD YYYY

09 / 22 / 2017

Street Address/City/State/Zip *

449 Campbell Ridge Place, wendell, NC 27591

Phone number(s) *

440-532-9100

Email address *

Leahpierce2830@gmail.com

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. *

2017, 2018, 2019 gsr, homegroup treasurer, secretary

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

Vice Chair h&l, 2019
Chair H&l, 2020
Treasurer, 2021-2023
Vice Chair 2023
Chair 2024

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. *

Have been really ill this year and resigned from chair position

Are you financially stable? *

☒ Yes

☐ No

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

☐ Yes

☒ No

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Google Forms

Capital Area Service Committee [REDACTED] Available Balance: **\$3,998.94**

Account Summary

Available Balance:	\$3,998.94	Interest Paid to Date:	\$0.00
Ledger Balance:	\$3,998.94	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$123.00 03/27/2025
Pending Deposits:	\$0.00	Last Statement Balance:	\$3,554.35 02/28/2025

Account Details

Nickname:	Capital Area Service Committee
Type:	Business Checking
Text Banking Nickname:	[REDACTED]
Address:	PO BOX 10953 RALEIGH, NC 27605 - 0953

Pending Transactions

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

Date	Description	Withdrawals	Deposits
You have no pending transactions			

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
03/27/2025	VISA MONEY TRANSFER C [REDACTED] VIS 0326 CASH APP*CAPITAL AREA* Oakland CA		\$123.00	\$3,998.94
03/19/2025	RECURRING DEBIT CARD X [REDACTED] ZOOMCOM XXXXX9866 ZOOMUS CA	\$12.79		\$3,875.94
03/10/2025	CHECK 2 [REDACTED]	\$39.80		\$3,888.73
03/10/2025	RECURRING DEBIT CARD X [REDACTED] TWILIO INC TWILIO.COM CA	\$10.24		\$3,928.53
03/10/2025	RECURRING DEBIT CARD X [REDACTED] PY Security Self Stor XXXXX9038 NC	\$124.99		\$3,938.77
03/03/2025	CHECK [REDACTED]	\$38.59		\$4,063.76
03/03/2025	ATM DEPOSIT 78195955 DEPOSIT 1959 CLARK AVE RALEIGH NC		\$1.00	\$4,102.35
03/03/2025	ATM DEPOSIT 78195464 DEPOSIT 1959 CLARK AVE RALEIGH NC		\$40.00	\$4,101.35
03/03/2025	ATM DEPOSIT 78195393 DEPOSIT 1959 CLARK AVE RALEIGH NC		\$61.00	\$4,061.35
03/03/2025	ATM DEPOSIT 78195425 DEPOSIT 1959 CLARK AVE RALEIGH NC		\$204.00	\$4,000.35
03/03/2025	ATM DEPOSIT 78195490 DEPOSIT 1959 CLARK AVE RALEIGH NC		\$242.00	\$3,798.35

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A1 : 2025 TREASURER AUDIT: IN ATTENDANCE: MICHELE W./DAVID K./JAMES

MONTH	BEGINNING BALANCE	HG DONATIONS	EXPENSES	ENDING BALANCE
01/24	\$2,468.22	\$986.77	\$850.02	\$2,604.97
02/25	\$2,654.48	\$1,041.90	\$1,805.48	\$1,890.90
03/25	\$1,910.90	\$772.51	\$359.88	\$2,323.53
04/25	\$2,001.41	\$1,087.60	\$1,514.13	\$1,827.00
05/25	\$1,923.01	\$895.50	\$1,007.66	\$1,800.20
06/25	\$1,908.64	\$902.23	\$393.63	\$2,308.80
07/25	\$2,003.52	\$643.25	\$1,070.03	\$1,882.00
08/25	\$2,395.00	\$892.35	\$374.90	\$2,345.69
09/25	\$3,113.45	\$1,152.02	\$218.48	\$3,279.23
10/25	\$3,593.23	\$578.38	\$1,850.12	\$2,007.49
11/25	\$2,129.01	\$648.52	\$259.69	\$2,396.32
12/25	\$2,776.32	\$642.00	\$496.18	\$2,542.14
01/25	\$2,664.14	\$992.20	\$260.86	\$3,273.48
02/25	\$3,445.48	\$614.00	\$333.13	\$3,554.35
03/25	\$3,796.35	\$671.00	\$226.41	\$3,998.94

Sheet1

Ready Accessibility: Investigate 100%

2025 TREASURER AUDIT: IN ATTENDANCE: MICHELE W./DAVID K./JAMES L.

3/30/2025 Temporary Treasurer Report Audit was conducted over a two week process. We used bank statements, home group donations and treasurer report to conduct audit. Findings were in compliance overall. There were a few recorded amounts on treasurer report that was below what was deposited but in his reports he acknowledge the discrepancies. March rent was not paid so March and April rent will be paid 4/6/25. Money will also be sent to World and Region starting April 2025. Two Pay Pal donations were accepted 3/30/25. will be reflected on April report once deposited into account. Beginning Balance: \$3,796.35 HG Donations: \$671.00 Expenses: \$226.41 Ending Balance: \$3,998.94 Thank you for allowing me to be of service. Michele W

4/6/2025

Literature Committee Report

Hi everyone,

Below you will find our report and please remember to have orders placed by the 15th of the month.
Email (capitalarealit@gmail.com) and Cash App (\$CALIT2024)

Beginning balance:	\$833.35
Deposit:	\$241.89
Purchases:	\$556.45
Ending Balance:	\$518.79

Thank you for your support and for allowing us to be of service

LIT COMMITTEE



Account Activity

Sunday, March 30, 2025

Literature Subcommittee XXXXX [REDACTED] Available Balance: \$518.79

Account Summary

Available Balance:	\$518.79	Interest Paid to Date:	\$0.00
Ledger Balance:	\$518.79	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$203.30 03/24/2025
Pending Deposits:	\$0.00	Last Statement Balance:	\$518.35 02/28/2025

Account Details

Nickname:	Literature Subcommittee
Type:	Business Checking
Text Banking Nickname:	[REDACTED]
Address:	PO BOX 10953 RALEIGH, NC 27605 - 0953

Pending Transactions

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

Date	Description	Withdrawals	Deposits
You have no pending transactions			

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
03/24/2025	N0324 2030 PAYMENT POS69031888 2251368 NAWSUS XXXXX1161 CA	\$384.85		\$518.79
03/24/2025	POS RETURN POS69031888 2251367 NAWSUS XXXXX1161 CA		\$203.30	\$903.64
03/04/2025	N0304 2030 PAYMENT POS69031888 0664073 NAWSUS XXXXX1161 CA	\$171.60		\$700.34
03/03/2025	ATM DEPOSIT 79419749 DEPOSIT 925 RIDGEFIELD RALEIGH NC		\$38.59	\$871.94
03/03/2025	ATM DEPOSIT 79419741 DEPOSIT 925 RIDGEFIELD RALEIGH NC		\$315.00	\$833.35

April 6, 2025
Convention Committee Report
Kay W. Conv. Chair

Hi Family,
Thanks for allowing me to continue to serve as your upcoming 2025 Convention Chair.

On March 22, we had our annual Sponsorship Dinner fundraiser. There was such a great turnout and support, and we are so delighted to announce that we are right where we're supposed to be compared to our Convention timeline.

Our Policy Chair has submitted the draft of the new policy to the area, and we are praying that it is ready to be voted on.

Our Merchandise Committee will be ordering new merchandise this week and we ask that you continue to support us by purchasing these items.

Our Programming Committee is working endlessly finalizing our speakers/workshops and individuals to chair these workshops at our convention. Please contact Donna N. Programming chair if you are interested in supporting this sub-committee in any capacity.

Arts and Graphics is working hard with flyers and assisting in any way that they can.

Our Hotel Liaison was able to schedule a walk through for the body this past Thursday night and it was more than we could have asked for. Speaking of hotel, we are proud to announce to the area that we have made out room block of more than 70 per cent. We would also like to inform the area that we will be making our final payment to the hotel this coming week. The final payment is \$7779.06 Our balance is \$12,317.47 in the bank before we make our final hotel payment. This will leave our balance of \$4538.39 which is more than enough to build from moving forward toward purchasing items for convention.

On May 3rd Basic Text will be hosting a fundraiser in the park for the convention. The flyers will be out soon if they are not already being distributed.

This is about it for now, if there's any questions, please feel free to contact any of us on the body.

In Service/ Kay W.



H&I Chair Report

March 30, 2025

Hello CASC,

Since our last meeting:

Women's Prison orientations were held for Blue card/ March 18, 2025. It seems there were 5 orientated and 2 new orientations for the Women's Prison a total of seven.

The H&I learning day is not schedule as of yet. The 26th of April was not available and I also tried different dates in April due to the holiday everything was kind of booked. I did try to include the learning day with the Area Anniversary. The Area 40th Anniversary is a special event maybe the Area Family and Friends day would be a better event to have the Learning day. It's still open for more input.

Last month only 2 in attendance. Myself and a panel leader. The other panel members did text they would not be at the meeting and sent in their report. Just life and things came up.

Orientations for March- 0

We did receive Literature and receipt for payment given to Treasurer. Please forgive me I'm not sure of the amount maybe \$38.00

I did meet up with some Panel leaders and gave out Literature.

H&I is still in need of a Vice chair

Thank you for allowing me to be of service,

H&I Chair,

Janice H.

ACTIVITIES COMMITTEES REPORT

April 6, 2025

Thanks for allowing me to be of service.

The following represents the March 2025 Activities Committee report:

- The 40th Anniversary of the Capital Area is scheduled for June 7, 2025 at Fairmont Church (Clark and Horne). The rental for the facility, \$100.00, has been paid.
- The next meeting is scheduled for April 26, 2025 at 102 Sunrise Ave, Smithfield, NC..
- Donald has agreed to identify two speakers.
- The Capital Area Historian is still being sought.
- Spells is preparing the flyers.
- The committee is still looking for additional assistance. Anyone interested contact Angela M., Janet W., or Raven
- Looking for help with printing out flyers.

Respectfully Submitted

Angela M.

ACTIVITIES COMMITTEE

2025 BUDGET – JUNE 7TH

Fairmont Methodist Church	\$100.00 – paid
	\$100.00- clean up fee
Disc Jockey	\$150.00
Food	\$500.00
Flyers	\$ 80.00
Decorations	\$182.00 \$45.00
Estimate	\$1122.00 \$975.00

Capital Area Treasurer will provide the total amount budget
\$~~1122.00~~^{975.00} at the May 2024 meeting. The Activities Committee
Chair, Angela M., will be responsible for providing receipts for
each item. All remaining funds will be returned to Capital Area.

Respectfully Submitted,

Angela M.

Fairmont United Methodist Church
Agreement for Use of Church

Group Name: Activities Comm of NA
Contact Person: Angela Thompson
Day time phone: 984 285 9195 Home phone: _____ Email address: millerangela1972@gmail.com
Type of Event: Andraiser
Date of Event: 6/7/25 Start Time: 12 noon End Time: 4pm
Room(s) requested: Fellowship Hall ☒ Youth Room _____; Sanctuary _____; Nursery _____
Large Kitchen ☒; Small Kitchen _____; Other _____
Estimated number of people attending event: Adults _____ Youth _____ Children _____

Use of church fee is \$100 PD WRR 3/24/25

A Cleaning/Damage deposit of \$100.00 must be paid in addition to the use fee. Deposit will be returned if all requirements are met and at the time key is returned.

Meet with custodian (if necessary) _____

No smoking, alcohol or drugs allowed — If alcohol or drugs are found during event, group will be asked to leave immediately. Deposit will not be refunded and group will not be allowed to meet at Fairmont in future.

Use of church is restricted to room(s) requested above, excepting rest room use. Children must be supervised by one or more adults at all times, and must be kept in the room(s) listed above.

No decorations are to be used unless approved in advance by custodian. Exit lights must not be covered and exits must not be blocked. Heating and air conditioning will be set prior to meeting and no changes may be made by the group.

Set Up—The room(s) used must be left as found unless other provisions are made. [To be noted in space below.] Tables, chairs, and other furnishings may not be moved from other rooms without prior permission.

If you plan to bring in equipment or other large items, please list below:

All equipment and other items brought in for an event must be removed at the end of the event.

Set Up—The room(s), including rest rooms and kitchens, must be cleaned after use.

Cleaning supplies are available. If rooms are not clean before event starts, please contact

Clean Up: **All trash must be bagged and removed.** (Our garbage pickup has changed to once a week and we already have overflowing garbage cans!)

Floors should be swept (or mopped, if necessary).

Tables and chairs should be returned to original positions. (Remember to pick tables up; do not drag them across the floor.)

If you use the kitchen(s) be sure to wipe all counters and do not leave food behind.

CASC OUTREACH CHAIR REPORT



OUTREACH Chair: David K

Contact Info: 919.691.5452

Report Date: 3.20.2025

HOMEGROUP – UPDATES

Homegroups Visited –

Upcoming Outreach Events & Workshops –

Waiting on direction for the 40th annual event.

Update from the chair–

Hello Everyone,

Outreach has been busy assisting with secretary duties for the past few months. Outreach also assisted with the audit as it was required due to the outgoing treasurer.

We are working on bringing another motion to the groups to add the passed motion that requires annual GSR training. Although the intent for the passed motion was for it to be added to policy, it was missing that language specifically. Currently outreach is working with the groups to make sure the language satisfies the intent as well as the steps, traditions and concepts.

Thank you for allowing me to serve.

David K. |

GSR ORIENTATION UPDATES

Date of Orientation: _____

of Attendees: _____

Homegroups Represented: _____

Topics Presented: The GSR Orientation Handbook; The CASC Policy Manual (8/2/24); CASC Service Resume; The CASC Motion Form; The 12 Concepts of Service; The 12 Traditions; and The 12 Steps.