

Rappahannock ASC Minutes for

3 March 2019

Welcome new and returning ASC members!
16 Homegroups are currently in the Area!

Subcommittee Meeting Schedule:

Activities – Last Monday – 5:30 @ Dumpster
H & I – 1st Sunday – 3:00 @ Fairview Baptist
PR – 1st Sunday – 3:00 @ Fairview Baptist
RACC – 2nd Tuesday – 6:30 @ Wegmans
RACC Programming – 4th Wednesday – 6:30 @ Wegmans

I. Serenity Prayer/Motion to Record

II. Readings

- A. Service Prayer (Read by Trea H.)
- B. Purpose of Area Service (*Reading Absent*)
- C. 12 Concepts of NA Service (Read by Robb B.)
- D. 12 Traditions of Narcotics Anonymous (Read by Mark M.)
- E. Decorum Statement (Read by Joe B.)

III. Roll Call

A. Executive Committee Members and Subcommittee Chairs

POSTION	NAME	J	F	M	Report	Comment
Chair	John L.	A	P	A	Due Apr.	
Vice Chair	Victoria L.	A	P	P		
Secretary I	Robb B.	P	P	P	✓	
Secretary II	Akim E.	-	-	A		
Treasurer I	Richard M.	P	P	P		
Treasurer II	Derek V.	*	A	A		
RCM I	<i>OPEN</i>	-	P	A		Etta F. <i>Pro Tem</i>
RCM II	<i>OPEN</i>	-	-	-		
VRCC Dir.	Antoinette	P	A	A		
Activities	Britany M.	P	P	P		
H&I	Ron M.	P	A	P		
PR	Art M.	A	P	A		
Literature	<i>OPEN</i>	P	-	-		
RACC	Mark T.	P	A	A		

Legend: P = Present A = Absent * = Arrived Late

There are **22 meetings** in the Rappahannock Area every week!

Website: www.rappahannockareaofna.com ♦ Helpline Number: (800) 777-1515 (24 hours)

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B. Group Service Representative/Home Group Roll Call

GROUP NAME	J	F	M	NAME	POSTION
Primary Purpose	P	A	P	John T.	GSR
Welcome Home	P	P	P	Stephanie C.	GSR
Who Wants to Live	P	P	P	Mark M.	REP
In It to Win It	A	P	P	Jackie T.	GSR
Spiritual Connection	P	P	P	Summer M.	GSR
Standing by Recovery	A	A	P	Joe B.	GSR
New Beginnings of King George	A	P	P	Erin B.	GSR
Clean Works	*	A	P	Mark T.	REP
Start Living	*	P	P	Cat E.	GSR
Welcome to the NAborhood	P	P	P	Michele W.	GSR
Freedom from Bondage/SNL	P	P	P	Joe S.	GSR
Colonial Beach Survivors Group	A	A	A		
Back to Basics	P	P	P	Julie C.	REP
Experience, Strength, & Hope	A	P	P	Trea H.	GSR
Alive & Free	P	A	*	Charlie B.	GSR
Men's Sharehouse	P	P	P	Rich G.	GSR

Legend: P = Present A = Absent * = Arrived Late

IV. 1st Quorum Call

1 st QUORUM CALL -Must 8 per Bylaws	
Group Represented	14
Procedural Votes	14
Quorum Met?	✓

V. Adoption of the Agenda

Motion #3/3-02: To adopt March's Agenda as proposed.

Maker: Jackie T. 2nd By: Erin B.

VOTE: For:14 Against: 0 Abstain: 0

Motion: **PASSED**

VI. Adoption of Last Month's Minutes

Motion #3/3-03: To approve February's minutes.

Maker: Stephanie C. 2nd By: Summer M.

VOTE: For: 14 Against: Abstain:0

Motion: **PASSED**

VII. Secretary Report

A. Secretary I – Robb B.

Good afternoon everyone.

I hope everyone was able to go over the minutes this month. I had many report that the minutes somehow found their way to their junk folders, so you may want to check there if you don't believe you received them and gave me your correct information.

I am excited to welcome Akim E. as the new Secretary II and look forward to the service he will bring to this area.

As stated in my New Year report, I have been tweaking the minutes format, and will be rolling out a new format this month. This new format better reflects the agenda of the meeting, cuts down on color usage and printing costs, and takes advantage of new Microsoft Word formatting that allows for better page utilization and table formatting. Let me know what you think and please let me know of any suggestions you may have.

I am including a receipt today for \$6.29 for paper. I am also requesting that \$7.00 be taken out of the Secretary budget to obtain a copy of a Guide to Local Service for Akim to have as he is now a member of the Executive Board.

Thank you for helping me continue to serve, and please let me know how I may further help.

Yours in Service,

Robb.

B. Secretary II – Akim E.

(ABSENT, NO REPORT)

VIII. Chairperson Report – John L.

A. Next Report Due April 2019.

IX. Vice Chairperson Report – Victoria L.

- A. Next Report Due April 2019.
(Will be submitting motion for \$7.26 Reimbursement for printing)

X. Treasurer Report

- A. Treasurer I – Richard M.
Good Afternoon ASC,
Starting today we have \$3439.68. This includes a \$383.29 deposit from February, \$217.00 was from group donations and \$166.29 from literature. Outstanding checks include ck 1006 to Erin B for \$11.05, ck#1010 for \$4.40 and 1014 for \$22.00 to Victoria L and lastly ck#1019 to Britany M for \$30.00. Checks written in February include ck1019 for \$30.00 to Britany M. Ck#1020 to Robb B for \$14.16 and ck#1021 to Etta F for \$20.00. This leaves us \$1878.68 above prudent reserve. Speaking of prudent reserve, we did not have a meeting about prudent reserve like I was supposed to schedule, so I would like to nail down a date today possibly in open sharing with any interested members, so the ASC doesn't have to wait on my forgetful self to remember.
In Loving service
Richard M
- B. Treasurer II – Derek V.
(ABSENT, NO REPORT)

XI. RCM Report

- A. RCM I – OPEN – Etta F. *Pro Tem*
(ABSENT, NO REPORT)
- B. RCM II – OPEN
Regional Committee Member II– Qualifications and Duties
 - A. One (1) year clean time
 - B. One (1) year ASC experience
 - C. Two (2) year term
 - D. Represent the ASC at the RSC, in the absence of the RCM.
 - E. Attend at least each RSC meeting held in this ASC's quadrant.
 - F. Submit a written report to the ASC summarizing the RSC after each RSC meeting in the absence of the RCM.
 - G. Be an automatic nominee for RCM position upon fulfilling term as RCM II.
 - H. Provide receipts for gas, tolls, parking, hotel and administrative expenses incurred. Monies for which there is no receipt must be returned at the next ASC meeting. ASC will not reimburse for food.
 - I. Attend weekly budget review meetings in October of each year.

XII. VRCC Report – Antoinette B.

- A.
(ABSENT, NO REPORT)

XIII. Subcommittee Reports

A. Activities – Britany M.

Good evening everyone fulfillment

Activities met February 25th at the dumpster. We discussed our next two events. We are throwing a game day at the dumpster March 30th from 12-6. We will have pizza and sodas for free. We will have games for all ages. As well as feel free to bring your own games as well. Activities is asking for 150 to put on this event. Then on April 13th we are going to have an egg hunt/picnic. \$5 dollars all u can eat, raffle basket a dollar to play, we will have an egg hunt, egg walk, egg toss, and egg roulette. We will also have an activities member dressed up as a bunny for the kids. The location will be Kenmore Park from 12-6. Thank you in loving service

Britany

B. Hospitals and Institutions (H & I) – Ron M.

(Hello Rappahannock Area of NA,

Today was my first day at H&I subcommittee as chairperson, we had 11 in attendance. Today was mostly about exchanging information, phone numbers, contact info, seeing the)

C. Literature – OPEN

Literature Chair – Qualifications and Duties

- A. Three (3) years clean time
- B. Two (2) year term
- C. Two (2) years ASC experience
- D. Keep detailed records of expenditures and current balance.
- E. Store and protect actual physical inventory at all times.
- F. Ensure that physical literature inventory is brought to and from every scheduled ASC meeting for sale.
- G. Process and fill literature orders at each ASC meeting.
- H. Provide written receipts for each purchase.
- I. Read and become familiar with Literature Subcommittee Handbook.
- J. Attend weekly budget review meetings in October of each year.

D. Public Relations (PR) – Art M.

(ABSENT, NO REPORT)

E. RACC (Convention) – Mark T.

Good afternoon,

The RACC met on February 12th at Wegman's. There were six people in attendance. The February Spiritual Breakfast was a success. We realized \$213.17 after expenses. We also sold a registration for the convention and three pre-convention T-shirts. Our next events will be Speaker Jams on March 16th at the Dumpster location and April 6th at Tabernacle in King George. Weather permitting, we will hold the last one outdoors in the pavilion. The RACC will meet twice this month on the 12th and the 26th, 6:30pm upstairs at Wegmans. We will meet every Tuesday in April. I am grateful for all the support and the Convention Committee's tireless efforts in these great endeavors.

I.L.S. --- Mark T.

1. RACC Programming – Rudy C.

No Report, No Discussion.

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XIV. Group Service Representative Reports / Q&A

Home Group	GSR/ALT/REP	Meeting Day & Time	Homegroup Members	Avg. Weekly Attendance / Newcomers	Group Donation to Area	Literature Order
Welcome Home	Stephanie C.	Sun. 7:30 – 8:45 PM	10	50 / 2	-	-
Stephanie – 2 Years - March 10 Richard – 4 Years – April 7 Homegroup Celebration April 14 prior to meeting, more will be revealed!						
Who Wants to Live	Mark M.	Mon. – Fri. 12 – 1:15 PM	8	100 / 20	34	20.92
In It to Win It	Jackie T.	Mon. 7:00 – 8:30 PM		35 / 2	40	40.29
Crystal M – 1 Year - March 18 Billy M – 10 Years – March 25 Katie S. 1 Year April 1						
Spiritual Connection	Summer M.	Tue. 7:00 – 8:30 PM	10	20 / 2	-	-
Standing by Recovery	Joe B.	Tue. 7:30 – 8:30 PM	3	6 / 4	170	23.52
Clean Works	Mark T. (REP)	Wed. 7:00 – 8:15 PM	5	36 / 3	-	12
Derek V. – 3 Years – March 27						
Start Living Group	Cat E.	Thu. 7:00 – 8:30 PM	6	20-22 / 3-4	-	-
Denise R. – 3 Years – March 14 Jeremy K. – 1 Year – March 14 Everything going well!						
Freedom from Bondage / SNL	Joe S.	Thu. 9–10 PM Sat.10:00PM-?	4	10 / 4	33	-
Keyholder for Thu						
Welcome to the NAborhood	Michele W.	Thu. 7:00 – 8:30 PM	4	12-15 / 1-2	-	-
Mimi – 1 Year March 7						
Back to Basics	Julie C. (REP)	Fri. 7:00 – 8:30 PM	9	30-35 / 2	20	7.50
Teresa R. – 7 Years – March 29 Thomas W. – 19 – April 5						
Primary Purpose	John T.	Sat. & Sun. 12– 1:30 PM	7	25 / 10	20	35
Experience, Strength, & Hope	Trea H.	Sat. 7:00 – 8:15 PM	9	24 / 0	25	13.20
Final Surrender		M,W,F,Sat. 7:00 –8:00 PM				
Colonial Beach Survivors		Fri. 7:00 – 8:00 PM				
New Beginnings of King George	Erin B.	Tue. 7:00 – 8:00 PM	4	8 / 1		
Alive & Free	Charlie B.	Wed. 8:00 PM & Fri.7:00 PM	8	20 / 2-3	100	50
Wed. Group will be celebrating 11 Years on April 1. Brandon and Jess A – 1 Year on March 6.						
Men's Sharehouse	Rich G.	Tue. 7:00 – 8:30 PM	5	12-14 / 2	-	-
We are buying a cigarette tower for both groups.						

XV. 10 MINUTE RECESS

XVI. 2nd Quorum Call

HOME GROUP NAME	P/A	NAME	POSTION
1. Welcome Home	P	Stephanie C.	GSR
2. Who Wants to Live	P	Mark M.	REP
3. In It to Win It	P	Jackie T	GSR
4. Spiritual Connection	P	Summer M.	GSR
5. Standing By Recovery	P		
6. Clean Works	P		
7. Start Living Group	P	Cat E.	GSR
8. Freedom from Bondage/SNL	P	Joe S	GSR
9. Welcome to the NAborhood	P	Michele W.	GSR
10. Back to Basic	P	Chris R.	GSR
11. Primary Purpose	P	John T.	GSR
12. Experience, Strength & Hope	P	Trea H	GSR
13. Colonial Beach Survivors	A		
14. New Beginnings of King George	P	Erin B	GSR
15. Alive & Free	A		
16. Men's Sharehouse	P	Akim E.	GSR

2nd QUORUM CALL -Must 8 per Bylaws	
Group Represented	14
Procedural Votes	14
Quorum Met?	✓

XVII. Old Business – Motions from previous month

- A. No motions from February

XVIII. Open Sharing Session

- A. **Learning Day** – June 23 2019 @ Loriella Park – Next Meeting for ad hoc committee on Learning Day is March 26, 7:00 at Wegmans.
- B. **RACNA** – Checking in to see if the Area can do anything...come to convention meetings! The Convention Committee is meeting twice this month, then will be meeting every week starting in April. Rooms still need to be booked to meet the quota at Hospitality House. It's crunch time!
- C. **Upcoming Vacancies** – Chairperson and Vice Chairperson are coming up as vacancies. Please start announcing these in meetings.

Section 1 - Chairperson– Qualifications and Duties

- A. Four (4) years clean time
- B. Two (2) years ASC experience
- C. Two (2) year term
- D. Ascertain that a quorum is present, open the meeting at the appointed time and call the meeting to order.
- E. Announce in proper sequence business before the assembly.
- F. Recognize members of the ASC as they are entitled to the floor.
- G. State and put to vote all motions. Announce the result of each vote. Rule out any motion that is out of order.
- H. Provide clarification and maintain order according to ASC Guidelines and rules of order.
- I. Expedite business in a way compatible with the spiritual nature of Narcotics Anonymous.
- J. Respond to parliamentary inquiries.
- K. When presiding, refrain from discussion or expression of a personal opinion.
- L. Declare the ASC meeting adjourned when the assembly so votes.
- M. Prepare and distribute the agenda for each ASC meeting.
- N. Present quarterly reports at the ASC meeting excluding personal opinion.
- O. Conduct the ASC meeting with impartiality and fairness.
- P. Appoint an ad hoc subcommittee Chair when necessary who in turn accepts volunteers to serve on the committee.
- Q. Send the Consecutive Uninformed Absence Form Letter to any standing officer or subcommittee chair who has been absent or failed to send representation for two consecutive ASC meetings without prior notice to the ASC chair.
- R. Complete, or designate another member to complete, the (old) business left unfinished by Area subcommittee chairpersons whose position becomes vacant for any reason.
- S. Serve as a key holder and fiscal custodian to the ASC Post Office Box.
- T. Break a tie vote for ASC procedural motions, not group conscience votes. Ties for group conscience votes must go back to groups for a second vote.
- U. Serve as one of the "2 of 3" co-signers of the ASC's bank account.
- V. Attend weekly budget review meetings in October of each year.
- W. In the absence of an active Outreach Subcommittee, Outreach Subcommittee Chair, Outreach Subcommittee Chair Pro Tem, an active PR Subcommittee, PR Subcommittee Chair and PR Subcommittee Chair Pro Tem; to appoint a liaison to visit groups that have not been represented at 3 consecutive ASC meetings and report the group's status at the following ASC meeting.

Article 5 - Section 2 - Vice Chairperson– Qualifications and Duties

- A. Two (2) years clean time
- B. One (1) year ASC experience
- C. Two (2) year term
- D. Serve as Chairperson in the absence of the Chairperson.
- E. Be an automatic nominee for Chairperson.
- F. Serve as liaison between all standing subcommittees to ensure coordinated function. Monitor said committees per ASC guidelines and report actions to the ASC bi-monthly.
- G. Be a non-voting member of all subcommittees.
- H. Act as the point of contact for the ASC to the public for ASC business; specifically, for providing meeting times and space required for Area business.
- I. Maintain a record of RANA amended bylaws. Properly record any amendments to the RANA bylaws and have the record at every ASC meeting
- J. Serve as one of the “2 of 3” co-signers of the ASC’s bank account.
- K. Attend weekly budget review meetings in October of each year.

D. **Meeting Lists** – 2nd Quarter Meeting Lists are coming up. Corrections need to be brought to Area next month to make sure that all corrections can be put in time for printing. Please refer to paper lists and online listings and submit corrections to Richard M. and Robb B.

E. **Prudent Reserve** – ad hoc subcommittee on Prudent Reserve Review will be March 17, 3:00 at Wegman’s.

F. **GSR Assembly** – is in April, and will be hosted in the Rappahannock Area at the Hospitality House. It is currently scheduled on Easter Sunday, but there are talks of potentially moving this date. More will be revealed.

XIX. Election of New Officers

A. Literature – Stephanie C. has been nominated.

Motion #3/3-04: To waive the 3-year clean time requirement as well as 2-year ASC experience for Stephanie.

Intent: To fill Literature Chair.

Maker: Britany M. 2nd By: Trea H.

VOTE: For: 11 Against: 0 Abstain: 1

Motion: **PASSED**

Stephanie was elected as Literature Chair.

XX. New Business

Motion #3/3-05: Activities is requesting \$150.00 for March 30 Game Day.

Intent: To provide safe, clean event for addicts.

Maker: Britany M. 2nd By: Stephanie C.

Motion: **BUDGETED EXPENSE**

Motion #3/3-06: To reimburse Victoria L \$7.26 for printing costs for today’s GSR Orientation.

Intent: 7th Tradition.

Maker: Victoria L. 2nd By: Summer M.

Motion: **BUDGETED EXPENSE**

Motion #3/3-07: To reimburse Victoria L \$16.00 for pizza for today's GSR Orientation.

Intent: 7th Tradition.

Maker: Victoria L. 2nd By: Summer M.

Motion: **BUDGETED EXPENSE**

Motion #3/3-08: I am requesting \$35 for pavilion at Loriella Park for the Learning Day Event.

Intent: To hold the space for the event.

Maker: Ron M. 2nd By: Rich G.

VOTE: For: 13 Against: 0 Abstain: 0 **Motion:** **PASSED**

Motion #3/3-09: Ad Hoc group asking for \$315 for remaining expenses for learning day.

Intent: To provide food, drink, and supplies at Learning Day Event.

Maker: Ron M. 2nd By: Rich G.

Motion: **BACK TO HOMEGROUPS**

Motion #3/3-10: To take 7.00 out of secretary budget for "A Guide to Local Service".

Intent: To familiarize the Secretary II with the Guide per bylaws.

Maker: Robb B. 2nd By: Rich G.

Motion: **BUDGETED EXPENSE**

Motion #3/3-11: To reimburse Robb B. \$6.29 for paper used for minutes and form printing.

Intent: Budgetary fulfillment.

Maker: Robb B. 2nd By: Rich G.

Motion: **BUDGETED EXPENSE**

XXI. Review of Group Status and Business

The following groups have missed at least 3 consecutive ASC's:

- Standing by Recovery – Will close by May/June unless more people show up.
- Col. Beach Survivors Group - REPORTED AS FUNCTIONAL BY AREA ATTENDEES

XXII. Adjournment and Serenity Prayer

*The next ASC meeting begins at 4 p.m. on Sunday, 6 April 2019, at
Fairview Baptist Church, 900 Charlotte St. Fredericksburg.*

Submitted to RANA ASC for approval by Secretary I Robb B.