

**RASCNA TREASURER'S REPORT**  
**February 2020**

---

March 7, 2020

Report Prepared by: Lisa H. – 804.918.2379



Greetings Family,

Attached for your review is February, 2020 RASCNA Income and Expense Reports (Income - \$1,751.34 and expenses <\$3,213.23>).

Our reconciled book balance is: **\$12,595.96** (which includes <**\$2,226.00**> for Special Events Escrow thur December 31,2019, Prudent Reserve of <\$3,064.00>). Thus, we have **\$7,405.96** over prudent reserve.

Atlantic Union Bank

<b>Reconciled Book Balance @ 1/31/20</b>	<b><u>\$ 14,057.85</u></b>
Income:	
Groups – 2/10/20	1,751.34
Special Events	
Other Income – Add back ck #3985	100.00
Expenses – 2/10/20	<u>(3,213.23)</u>
Reconciled Book Balance @ 2/29/20	<b><u>\$ 12,695.96</u></b>

Please note that I did not write the check for the Money Matter for Associated Insurance Systems for \$639.06 as voted by this body. The chair contacted me shortly after AREA to inquire so I wrote that check and hand delivered to Charles the next day. It is NOT customary to handle any AREA business outside of AREA; however, this was **my mistake**. The GSR's had approved this expenditure. My apologies.

I've been nominated for the Treasurer's position for our 1<sup>st</sup> ever – RACA – 1 and I accepted. So, as a result I will have to step down as RASCNA pro-temp Treasurer. I had already fulfilled my term thur last month. I'd like to thank the AREA for allowing me to serve. NA has given me so much that it is, indeed, an honor to serve in any capacity, much less a position that requires as much accountability as the Treasurer's position. I hope I've made it simple enough for the next Treasurer or Vice Chair to follow☺ (Feel free to review my October, 2018 report. - I have one handy, if needed!)

I am a bit disappointed that no-one looked to serve in the V. Treasurer's spot for over seven "8" months and be in position to step up. I **DO NOT** believe that any position, other than the Alt. GSR's position, is a "learning" or "Training" position at Area Service. Both Treasurer & Vice Treasurer need the same qualifications and capabilities to fulfill this position. This IS NOT an "I'm Willing" only position. We need to be more prudent than that as this bank account is NOT any one person's Personal Account, so accountability and integrity are good character traits. I hope that the AREA will continue to hold our Trusted Servants Accountable and be in compliance with Concepts 1,3-5, 8 & 11.

So, today, I will be turning over the following to the Chair:

- 1) **Bank book** – (Audit is scheduled for today too, prior to AREA – so the Chair will report accordingly.) Last check in the bank book is Check #4160. Today's Area Check is check #4086.

## 2) Bank Stamp

- 3) **Three Files:** *My Group Donation file, Group Expenses, and Bank Rec* file from 10/2018 – 3/2020). As I only used what was given to me in 2004 (by 'lil Mike, Treasurer at the time), I'm passing same format forward that can be used in the interim if wanted. If it's not wanted by the incoming Treasurer, I would recommend that the Chair or Policy Chair obtain as these files contain banking information. Perhaps they can be kept with our "Retention Items" for the 3-year period and then shredded. I have blackened our A/C on the actual statements but will not be accountable for this info once turned over.

**I've also sent my reports electronically from that same time period, so the AREA has a retention's copy as well.**

I've kept my monthly Treasurer's report for my own record of work. I can access this in the event the AREA needs explanation of anything, or the New Treasurer needs any assistance. I am more than willing to make the transition smooth.

## 4) Old Stuff

- *Checks numbered 3675-3833 (5/21/17 – 4/8/18)* plus Check book deposit slips. (which the bank no longer needs as submit Money Orders only that they run thru their system...I attach that sheet when making the deposits)
- Four "4" deposit books that we used prior to New Bank Name
- Two Receipt Books (one from 11/18/187/14/19) & the other still has sheets. (I stopped writing receipts as many group GSR's never picked them up at the end of AREA
- Old receipt copies (I've put these on the table for hopefully last pick up)
- **Bag full of OLD Treasurer's Records/Reports prior to my position – Our banking info is clearly listed and as such needs to be in a safe place until such time it's shredded.**

**Sorry for the lengthy report, but I wanted to be as detailed as possible.**

**So, if the AREA does NOT object, I can complete this month's report, which would allow the new Trusted Servant access to me for help or NOT in the upcoming month...but the report will be done and sent after deposit made. HE or she will only need to provide the Bank Reconciliation as it won't be included. This will also ensure that we have the two signatures required.**

**The chair will need to update the signatures on this account and ensure that I am DELETED and my personal info – DELETED☺**

**Lastly, I am returning the PO box key as well. I think that's it now... I love ya'll Family☺**

**RASCNA  
Atlantic Union Bank  
2/29/2020**

**BANK BALANCE** \$ 14,910.17

**DIT**

	0	14,910.17
--	---	-----------

**Outstanding Checks:**

	Ck #:	Payee	Amt
6/10/2018	3866	Kenny Harris - NO AMT RECORDED	
9/8/2019	4037	Charles Watson (S.E. Supplies)	-50.00
10/13/2019	4048	Kim Myers	-35.00
10/13/2019	4049	Reg. Of Virginians	-500.00
11/10/2019	4053	St. James - Rent - AS	-145.00
11/10/2019	4058	New Dominion (Angelia)	-107.00
1/19/2020	4073	AS Lit + OR lit	-929.81
1/19/2020	4074	New Dominion	-107.00
1/19/2020	4076	WSO - H&I	-233.40
2/9/2020	4079	New Dominion (PR-20, PSA's 87)	-107.00

-2,214.21

2/29/2020	Adjusted Bank Balance	<u><b>\$ 12,695.96</b></u>
-----------	-----------------------	----------------------------

<b>BOOK BALANCE @ 2/29/20</b>	12,595.96
-------------------------------	-----------

**ADJ/OUTSTANDING CKS**

4/14/2019	3985	Add back check - Angelia Berry	100.00
-----------	------	--------------------------------	--------

TOTAL	<u>12,695.96</u>
-------	------------------

<b>RECONCILED BOOK BALANCE</b>	<u><b>\$ 12,695.96</b></u>
--------------------------------	----------------------------

<b>DIFFERENCE</b>	<b>0.00</b>
-------------------	-------------

**Notes:** \*

	DONATIONS	LITERATURE	TOTAL	Deposit
Atmosphere of Recovery	45.00		\$45.00	
Blackwell Recovery			\$0.00	
Church Hill Group			\$0.00	
Clean Connection	13.70	48.30	\$62.00	
East Ends Men's Rap			\$0.00	
Easy Pace/Stepping Out			\$0.00	
For the Newcomer			\$0.00	
Freedom Group			\$0.00	
Friday Feelings/Sunday Basic	210.29	39.71	\$250.00	(2 MO's)
Friday Freedom			\$0.00	
Good Orderly Direction	140.10	67.98	\$208.08	
Growing in Recovery	10.14	72.30	\$82.44	
In Times of Illness			\$0.00	
Long Haul Group			\$0.00	
Miracles in Recover (New-10/2019)	10.00	3.67	\$13.67	
Miracles in Recover		28.51	\$28.51	
Monday Reality	46.44	14.10	\$60.54	
More Will Be Revealed	22.39	17.66	\$40.05	
	<b>498.06</b>	<b>292.23</b>	<b>790.29</b>	<b>\$ 790.29</b>
NA Sisters in Stride	10.00	32.29	\$42.29	
Never Alone	10.00		\$10.00	
New Beginnings	29.92	32.08	\$62.00	
New Birth	34.44	65.56	\$100.00	
Not in the Fan	46.84	106.38	\$153.22	
Open Minds	64.10	27.90	\$92.00	
Positive Thinking	29.95	54.16	\$84.11	
Rainbows End	20.54	25.97	\$46.51	
Rainbows End	7.19	1.81	\$9.00	
Rainbows End	7.03	7.34	\$14.37	
Shot of Hope			\$0.00	
Simple Basics of Recovery	178.86	8.69	\$187.55	(2 MO's)
Southside Recovery			\$0.00	
Staying Clean	1.31	14.69	\$16.00	
Stepping on Sunday			\$0.00	
Sunday Spiritual	19.87	24.13	\$44.00	
T.G.I.F	10.00		\$10.00	
The Promise	23.76	26.24	\$50.00	
Ties That Bind			\$0.00	
We Do Recover	14.75	25.25	\$40.00	
			\$0.00	
			\$0.00	
<b>Group Totals</b>	<b>508.56</b>	<b>452.49</b>	<b>\$961.05</b>	<b>\$ 1,751.34</b>
Other:				
Print shop				
Special Events				
Special Events				
Special Events				
Special Events				
Outreach			0.00	
Secretary - return from Postage			0.00	
Other Items Totals			0.00	
<b>Grand Total</b>	<b>1006.62</b>	<b>744.72</b>	<b>\$1,751.34</b>	
Bank Deposit made 2/10/20				<b>\$1,751.34</b> ok:-)
<b>Note: *BOLD Grp amounts - did NOT pick up their Group's receipt.</b>				

RASCNA MONTHLY EXPENSES

February, 2020

Expense Reimbursement	Check Made Payable to: (First & Last Name)	Monthly Budget Amt	Actual Amount	Check #
Rent (OR-30,HI-20,P-35,PR-30,SE-25)	St. James Church	145.00	145.00	4081
Rent (ASC, Literature)	Atlee Church	150.00	150.00	4082
Print Shop (Supplies & Maintenance)	Catherine Seay	150.00	100.00	4083
Phone Line Provider (other Area Don)		20.00	0.00	
Secretary	Carolyn Robertson (1/20 & 2/20 adv)	50.00	96.20	4084
Special Events		550.00	950.00	4080
<b>Primary Subtotal</b>		<b>1065.00</b>	<b>1441.20</b>	
<b>Literature (actual amt from grp sheet)</b>	WSO - Area		<b>744.72</b>	4077
<b>Total Primary Expenses</b>			<b>\$ 2,185.92</b>	
Secondary Bills				
H&I Literature	WSO	232.00	231.25	4078
Outreach Literature	Literature - WSO	60.00		
Special Events (1/2 Seed Money)	(SE Treasurer - Pam B)	550.00		
Special Events Supplies	Pamela Bland	50.00	50.00	4080
Special Events Ga		25.00	0.00	
Area's Treasurer (Clerical)	Lisa Hooper	10.00	0.00	
PR - Website (phoneline - Angel)	New Dominion PR (\$20 + \$87)	20.00	20.00	4079
PR - Literature	Angelia Berry	100.00	0.00	
PR PSAs (Angel)	New Dominion PR	87.00	87.00	4079
Literature Supplies	Bobby Lee	60.00		
RCM Travel Expense	Kim Myers	35.00	0.00	
VRCC Travel Expense	<b>Fred Brown/ Ron Burton</b>	35.00		
<b>Sumcommittee Workshops (up to 3)</b>	James Dixon - Policy Wkshop	600.00	0.00	
<b>**Post Office Box Rental</b>		140.00	0.00	
Donation to Region (bi-monthly)	RSC		0.00	
Total Secondary Expenses			<b>\$ 388.25</b>	
Money Matters:				
RASCNA - Area Groups Insurance coverage	Associated Insurance Systems		639.06	4085
<b>Grand total Expenses February, 2020</b>			<b>\$ 3,213.23</b>	
<b>Note:</b>				

## Special Events Treasure Report for 3/9/2020

Hi I'm a recovering addict name Pam

The ticket sales for the upcoming event/ Jersey dance is going well. Special events have secured Hatcher Memorial Baptist Church for 3/14/2020, also the DJ and the photographer for this event.

Special Events has looked into several "Free Event" Locations for July 18, 2020.

**The Shield Lake Shelter – Byrd/Mammoth Park, which we hosted last year's event is not available** July 18, 2020 nor July 25, 2020.

**Hadad's Lake located at 7900 Osborne Tnpk Henrico Va.** Open 10:00 AM. – 7:00 PM on Saturdays. Space 4 is available on 7/18/2020 it holds 250 or more people has grill, electrical power and refrigerator for use. Cost is \$325.00 to rent, there is a band stand near and can be rented for \$50 more if we wanted to have a DJ. The admission will be \$11 per person plus the space rental fee of \$325. This could easily cost more than \$2000 without food. It seems be too expensive for the budget.



**We have also looked at Park 365 located at 3600 Saunders Ave, RVA behind the Richmond Technical Center**



It has 2.4 acres of fun for children of every ability, plus a sizable covered area for eating, playing and protection from the elements, PARK365 is idea for having families.

While the park is otherwise free, there is a fee for reserving party space. It will cost us \$225 to reserve the picnic pavilion and patio from 10am-7pm. This is the recommendation from the Special Events subcommittee. We are requesting the \$225 today from the \$2226 in our Special Events fund.

In loving Service Pamela B

## Special Events “Free Event” Locations

February 29, 2020

City of Richmond Parks and Recreation		Cost \$75.75
Shield Lake Shelter – Byrd/Mammoth Park	Not Available	July 18, 2020
	Not Available	July 25, 2020
	Available	July 11, 2020
Forest Hill Park- Shelters #1 and #2	Available after 1pm	July 18, 2020

Park 360 Cost starting \$45 plus donation \$????

3600 Saunders Ave, RVA behind the Richmond Technical Center

With 2.4 acres of fun for children of every ability, plus a sizable covered area for eating, playing and protection from the elements, PARK365 is the idea party venue.



Park365 is free and open to all ages and all abilities.



While the park is otherwise free, there is a fee for reserving party space that starts at \$45. You can reserve from 3 to 15 tables under the picnic pavilion and patio.

POLICY GUIDELINE MOTION FORM

Date: 8 March 2020

Motion: Page 7.

b. Duties of Vice-Chair

Now Reads:

- 11) If Chairperson wishes to express his/her opinion on procedural or nomination issues, they must relinquish the Chair to the Vice Chairperson for the duration of the issue.

Change to:

- 11) The vice-chair will assume the duties of the chairperson when the chair wishes to express an opinion on any guideline, procedural, or nomination issues beyond the duties of conducting area service.

Intent:

To correct the improper wording in the vice-chair duties section

Made by: Policy Subcommittee Seconded: \_\_\_\_\_ \*Do not write below this line Vote by closed ballot, simple majority needed to send to home groups.

Yes 16 No 0 Abstain 0 Blank \_\_\_\_\_ \*If motion passes then it goes back to home groups.

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Blank \_\_\_\_\_ \*Two-thirds majority vote of the home groups needed to pass. \*Do not write below this line

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

POLICY GUIDELINE MOTION FORM

Date: 8 March 2020

Motion: Page 7.

b. Duties of the Vice-Chairperson

Now Reads:

- 9) Serves as Chairperson of any subcommittee when there is no subcommittee chairperson.

Change to:

- 9) Serves as the temporary Chairperson of any subcommittee when there is no subcommittee chairperson until one is pro-temp or elected.

Intent:

To make clear that this duty should be temporary and that the election and pro-temp processes should continue monthly until someone is elected to the position or time has expired on the pro-temp assignment.

Made by: Policy Subcommittee Seconded: \_\_\_\_\_ \*Do not write below this line Vote by closed ballot, simple majority needed to send to home groups.

Yes 15 No 0 Abstain 0 Blank \_\_\_\_\_ \*If motion passes then it goes back to home groups.

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Blank \_\_\_\_\_ \*Two-thirds majority vote of the home groups needed to pass. \*Do not write below this line

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



POLICY GUIDELINE MOTION FORM

Date: 8 March 2020

Motion: Page 7.

b. Duties of Vice-Chair

Now Reads:

- 12) If Area Service is unable to meet at its regular scheduled time and day due to inclement weather or an unforeseen event, area service will be rescheduled. The chair will notify the body of the time and place of the next meeting. The Area Chair must inform the facility point of contact that we will not meet due to the emergency condition(s) and request use of the facility for the following Sunday.

Change to:

- Delete

Intent:

To remove from the vice-chair duties because this task is found in the area's chair duties on page 6, #13.

Made by: Policy Subcommittee Seconded: \_\_\_\_\_ \*Do not write below this line Vote by closed ballot, simple majority needed to send to home groups.

Yes 15 No 2 Abstain 0 Blank \_\_\_\_\_ \*If motion passes then it goes back to home groups.

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Blank \_\_\_\_\_ \*Two-thirds majority vote of the home groups needed to pass. \*Do not write below this line

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

POLICY GUIDELINE MOTION FORM

Date: 8 March 2020

Motion: Page 22

Now Read:

1a) Before Area Service Subcommittee Meeting Activities:

- Print any single item with 150 pages or more, before day of area service
- Change to Read:
- Print any single item with 150 pages or more at the subcommittee's meeting scheduled during the fourth week of each month following area service.

Intent:

To add clarity as to when the print shop subcommittee will print items over 150 pages each.

Made by: Policy Subcommittee Seconded: \_\_\_\_\_ \*Do not write below this line Vote by closed ballot, simple majority needed to send to home groups.

Yes 15 No 0 Abstain 0 Blank \_\_\_\_\_ \*If motion passes then it goes back to home groups.

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Blank \_\_\_\_\_ \*Two-thirds majority vote of the home groups needed to pass. \*Do not write below this line

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

POLICY GUIDELINE MOTION FORM

Date: 8 March 2020

Motion: Page 6.

**b. Duties of the Chairperson**

Change from:

- 8) Participates in Policy Subcommittee meetings.

Change to:

- 8) Participates in Policy Subcommittee meetings in person or by phone.

Intent:

To enhance the area's chairperson ability to fulfill the duties of the position by utilizing the most modern technology to carry our message and assist trusted servants in their service positions.

Made by: **Policy Subcommittee** Seconded: \_\_\_\_\_ \*Do not write below this line Vote by closed ballot, simple majority needed to send to home groups.

Yes 15 No 0 Abstain 0 Blank \_\_\_\_\_ \*If motion passes then it goes back to home groups.

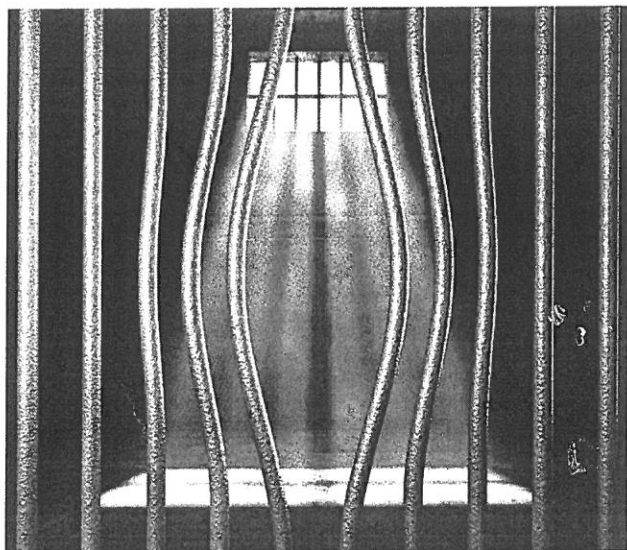
Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Blank \_\_\_\_\_ \*Two-thirds majority vote of the home groups needed to pass. \*Do not write below this line

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Come join the Richmond Area Hospitals & Institutions Subcommittee for our workshop...

## **Saving Lives on the Inside**



When: Saturday April 4th, 2020

Where: 1133 West Franklin St. Richmond, VA  
23220; St. James Annex Basement

Time: 1:00pm to 3:30pm

Join us for an afternoon of food, fun, fellowship, and information about service in Narcotics Anonymous.



The Richmond Area  
Outreach Subcommittee  
Presents



**2020 Conference Agenda Report (CAR)  
Overview**

**When: March 9, 2020 and March 23, 2020**

**Where: St. James' Episcopal Parish House Basement  
1205 West Franklin Street, Richmond, VA, 23220**

**Time: 6:00pm to 7:30pm  
Light Refreshments Provided**

All Richmond Area Trusted Servants and GSRs/Alt-GSRs are encourage to attend because *“Experience in service comes slowly over time through understanding and application”* and to learn what motions and survey’s to review with your homegroup.

What do you need to bring with you?

- ✓ A copy of the 2020 CAR if you have one
- ✓ Pen or pencil to take notes and to write questions.

Outreach will provide a copy of the CAR Motion Talley Sheet.

Directions: Travel W Broad St/US-33 W/US-250 W until you reach N Lombardy St. Enter next roundabout and take the 3rd exit onto W Franklin St. **DO NOT PARK IN FRONT OF CHURCH BEFORE 6pm**. The church has a parking lot on the left.



April 2-Day: 202nd Regional Service Conference@Wingate  
by Wyndham

Apr 19@10:00 am – 4:00 pm

**GSR Assembly will be held Saturday from 10 am to 4 pm**  
– Agenda to be announced

**GSR Assembly located at:**  
**Braddock Street United Methodist Church**  
**115 Wolfe Street**  
**Winchester, VA 22601**

**Video Conference**

Join Zoom Meeting

<https://zoom.us/j/304156278>

One tap mobile

+16465588656,,304156278# US (New York)

+16699006833,,304156278# US (San Jose)

Dial by your location

+1 646 558 8656 US (New York)

+1 669 900 6833 US (San Jose)

Meeting ID: 304 156 278

Find your local number: <https://zoom.us/j/304156278>