

Agenda for RASCNA Zoom Meeting

RASCNA Agenda: Zoom, ID#: 870 539 69327, Password: RASCNA.

Physical Address: 3121 Moss Side Avenue, Richmond, VA 23222 (no mail at this address)

Date _____ Start time _____ End time _____

ASC Chairperson Opens with:	RASCNA with Serenity Prayer
A. Chairperson Reads Purpose:	<p>“The purpose of this Richmond Area Service Committee is to be supportive of its groups and their primary purpose. This is to carry the message to the addict who still suffers by associating the group with other groups locally and by helping a group deal with its day-to-day situations and needs when discussing issues that affect our groups. It is in the spirit of loving service a human thing for emotions to be bought out because each of us here cares enough about Home Groups and our Home Area to be here. Please remember that our purpose here is to help not to hinder. Your cooperation and input is welcomed, but let’s do it in a way which is conducive to our purpose here.”</p>
B. Chairperson asks for volunteers to read:	<p>12 Traditions _____ 12 Concepts _____</p>
C. Chairperson Reads:	<p>Thanks to all of you who are joining us today. It is important that we practice respect for each other doing this Zoom meeting. We ask that you PLEASE keep your mic muted unless you are sharing. To share use the raise hand feature in the participants section and the host will unmute you. If the host mutes you please do not take it personally, we do this in order to respect the atmosphere of recovery. Please respect the anonymity of this meeting by refraining from screenshots and pictures. Also, be mindful that if you have chosen video, that we can see you and request that present yourself in a respectful manner.</p>
D. Chairperson Reads:	<p>Any home groups here today that has information to present about their home group that can affect our primary purpose? Example changing of meeting time and/or location: meeting changing due to holidays; any problem with addicts’ behavior that could jeopardize a meeting space; meeting closing for any reason; and home group functions. To share, use the raise hand feature in the participant’s section and the host will unmute you.</p> <p>----- ----- -----</p>

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<p>E. Chairperson Reads:</p>	<p>All motions per our virtual format including order of the day and money matter motions.</p> <ol style="list-style-type: none"> 1) Should be submitted the Friday <i>before</i> Area Service Committee meeting to rascnapol@metrorichna.org or go to rvana.org on the Richmond page and click on Policy Chairperson. 2) Groups should state and include those motions in their reports that have been submitted virtually. 3) Procedural Motions developed on the floor can be written in the chat box directed to Policy. <p><i>I appoint _____ to keep track of the time (5 – 8 minutes) that a motion is being discussed. See note under “How Voting Is Conducted” found in the RASCNA Guidelines and Procedures.</i></p>
<p>F. Attendance Roll Call by Secretary:</p>	<p>Please unmute and state whether you are voting or reporting upon hearing your group’s name called. This is not to embarrass you, but allows the Secretary to report official counts.</p> <p>Groups: Voting: _____ Report Only: _____ Absent: _____</p> <p>Meetings: Present: _____ Absent: _____</p> <p>Attendance of Trusted Servants:</p> <p>Present: _____ Absent: _____ Vacant: _____</p>
<p>G. Chair asks all to review prior month’s minutes:</p>	<p>Old minutes reviewed, corrections listed and approved. Minutes can be viewed virtually if requested.</p>
<p>H. Secretary calls for Area Trusted Servants’ Reports:</p>	<ol style="list-style-type: none"> A. Chairperson Report B. Vice Chairperson Report C. Secretary Report D. Treasurer Report
<p>I. Subcommittee Reports (5 to 8 minutes)</p>	<p>FOR REPORTS LONGER THAN 8 MINUTES, PLEASE SUBMIT AN ELECTRONIC COPY BY THE FRIDAY BEFORE AREA SO ALL WILL BE ABLE TO VIRTUALLY SEE IT DURING THE MEETING AND REPORT ONLY ON INFORMATION THAT SHOULD BE TAKEN BACK TO HOME GROUP.</p> <ol style="list-style-type: none"> i. RACA ii. Policy iii. Public Relations iv. H & I Report v. Outreach vi. Special Events Reports (25 minutes with Reports and

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	<p style="text-align: center;">Voting)</p> <ul style="list-style-type: none"> vii. Special Events Treasurer Report viii. RCM Report (Alt RCM) ix. VRCC Director Report (Alt VRCC) x. Literature xi. Print Shop xii. Ad-Hoc Committee Report (if any) xiii. Other Subcommittees (if any)
J. Group Reports (3-5 minutes each)	<p>1) Financial information should be included in Group Report, but NOT TO BE READ on ASC floor. Reports should be emailed to Secretary at rascnasec@metrorichna.org or go to rvana.org, Richmond page and click on ASC Secretary.</p> <p>2) Groups should state and include motions in their reports.</p>
K. Attendance Sheet:	<p>If you are new to Area or wish to update your contact information such as name, phone number, email and/or mailing address, please email it to rascnasec@metrorichna.org or go to rvana.org, Richmond page and click on ASC Secretary.</p>
L. Old Business:	<p>(30 minutes maximum; 5-8 minutes per motion). The voting on all group conscience motions coming back from groups, regional, VRCC and tabled motions which were not heard at last ASC meeting.</p>
M. Nominations and Elections of Officers:	<p>The Recognition/Thank you to past Trusted Servants. All nominees must be present to accept the nomination and be elected.</p>
N. New Business:	<p>(30 minutes maximum; 5-8 minutes per motion). Motions (Groups, Area, Regional and VRCC) going back to Home Groups to be voted on as well as Procedural Motions. Vice Chair please read the motions.</p>
O. Money Matter Motions:	<p>(15 minutes before the close of ASC, all business will end).</p>
<p>At this time, all requests for money will be dealt with, if time permits, the ASC will return to business.</p>	
P. Next ASC Meeting:	<p>Date: _____ Time: _____ Location: <u>Zoom</u></p> <p>Meeting ID#: <u>870 539 69327</u>, Password: <u>RASCNA</u>.</p>
Q. Other Pertinent Announcements	<p>A spoken statement that tells people about an upcoming event and/or display a previously mentioned flyer.</p>
R. Motion to Close with the Serenity Prayer	<p>Time: _____ Motioned by: _____ 2nd: _____</p>
<p>Note: Literature orders will be filled on the 4th Saturday of each month from 8:30am-10:00am. Bring your literature and money orders for curb service. Check your order before leaving.</p>	