**December 2020 Announcements**

* **Any lengths** We have more people that are joining in the meeting from out of town, even out of the country. We are only able to fill some of the Chairperson slots. We were doing 2x a day, every day. We could really use the help with people chairing the meeting. With more meetings closing down, we are trying to open back up 2x a day, every day.
* High Hopes has gone to the hybrid format now with the caps being in place. Happy to represent the group today.
* Living Clean is meeting tonight. We have space inside and outside. I think we are only meeting outside tonight because it’s nice out. I don’t know what we are doing in regard to the restrictions. We are going to meet with the church. Everything is up in the air as of right now.
* No Strings Attached: I mailed money order on Saturday. I am working with Stacy to get the literature. We are not sure what is going on with our meeting. We have a meeting scheduled with the director of Henrico Mental Health Building on Monday to figure out if the restriction will affect us or not. We had been limited to 35 people. 25 in one room and 10 in the other. Some weeks we hit 35 people. Some weeks we were just under 35 people. I guess we will have more information next week as to any changes that may occur with our meeting.
* Not High Noon is still meeting on Zoom every Thursday at 12:15 due to not having access to the facility.
* Raw Recovery has moved locations. We are not at Celebration Church at 5501 Midlothian Turnpike Richmond VA 23225. We have a motion this month.
* Sunday Hope: Today we are meeting at Hatcher. Once we reach 25 people, we send people upstairs to the chapel. After today, we do not plan on meeting anymore.

**Old Business: N/A**

**Elections**

**Please bring nominations for Area Chair, Area Vice Chair, Area Secretary, and Literature Chair. Qualifications and responsibilities are outlined below:**

**Chairperson Qualifications: 1) Suggested three years clean time 2) Previous experience as Vice-Chair or a previous term as Chair, or at least one year of service at the ASC level 3) Has a working knowledge of the Twelve Steps, Traditions, & Concepts of NA & NDANA ASC policy 4) Has the willingness, time and resources to serve**

**Chairperson Responsibilities: 1) Submits written and verbal report at ASC 2) Arranges the location of ASC 3) Unlocks and locks ASC meeting place, or else assigns someone to do it 4) Appoints Ad-Hoc Committee & Chairpersons 5) Participates in ASC Policy Committee meetings 6) Leads ASC meeting and maintains order and direction of meeting, does not however offer opinions on Motions, Money Matters, or Elections (unless the Chairperson steps down and turns meeting over the rest of the ASC meeting to the Vice-Chair) 7) If unable to attend ASC notifies Vice-Chair as soon as possible 8) Receives motion forms from Vice-Chair on New Business and Money Matters after review by the Policy Chair 9) Reviews the on-line checking account monthly 10) Is authorized to sign checks per the dual signature policy 11) Prepares Monthly Agenda**

**Vice Chairperson Qualifications: 1) suggested two years clean time 2) At least one year of ASC experience 3) Knowledge and understanding of the Twelve Steps and Traditions of NA 4) Has the willingness, time and resources to serve**

**Vice Chairperson Responsibilities: 1) Submits written and verbal report at ASC 2) Accepts duties of Chairperson in his/her absence 3) Monitors status of NDANA subcommittees by either attending committee meetings and/or talking to committee chairs 4) Fills in for NDANA Treasurer in case of their absence at ASC 5) Takes over – temporarily - Chairmanship of committees that lack Chairpersons and may fill in for NDANA ASC Treasurer or Secretary 6) Reviews the on-line checking account monthly 7) Is authorized to sign checks per the dual signature policy 8) Responsible for keeping keys to storage facility along with Campout Chair and Special Events Chair**

**Secretary Qualifications: 1) Suggested two years clean time 2) Able to take accurate minutes, have clerical/computer skills, and access to necessary equipment 3) Experience at ASC level or as Group Secretary 4) Working knowledge of the Twelve Steps and Twelve Traditions of NA 5) Has the willingness, time and resources to serve**

**Secretary Responsibilities: 1) Passes out and collects attendance/address/phone/e-mail list at ASC 2) Produces ASC minutes and emails, mails and posts to the rvana.org website no later than the fourth Sunday of each month 3) Posts minutes on NDANA website as “Unapproved” as soon as compiled, and repost approved minutes as “Approved” once approved 4) Adds any needed corrections to the previous month’s ASC minutes 5) Gives verbal and written report at ASC 6) Calls Vice-Chair if unable to attend ASC 7) Collects Group, Committee, and Executive committee reports 8) Creates a document which lists the new Executive committee members, which would include the Secretary, Treasurer, Vice Treasurer, Vice Chair and Chairperson and then include this document in the December minutes for official record, providing official documentation for Bank’s signature card**

**Literature Committee Chairperson Qualifications: 1) Suggested two years clean time 2) Has the willingness, time and resources to serve 3) Working knowledge of the Twelve Steps and Traditions of NA 4) Previous experience as a Literature committee member**

**Literature Committee Chairperson Responsibilities: 1) Gives verbal and written report at ASC and if unable to attend ASC sends someone - preferably a committee member - to ASC with one 2) Organizes, sets time, and leads committee meetings 3) Has knowledge of Literature Handbook published by the WSO 4) Keeps records of literature sales & back orders and places literature order to replenish literature stockpile 5) Makes copies of “Literature Order Forms”, pays shipping expenses and buys supplies out of pre-approved budget 6) Maintains a stockpile of at least $2500.00 worth of literature 7) Accepts literature orders by phone, e-mail, or in person by the designated cut-off date 8) Confirms literature payments and turns over money orders for literature purchases to the Treasurer or Vice Treasurer during ASC 9) A copy of the literature order receipt(s) for the prior month shall be provided to the Treasurer at each ASC**

**New Business**

**N/A**

**Regional Motions**

**N/A**

**Money Matters**

**N/A**

**Open Forum**

Jon H. -According to the Governor’s most recent announcement “Religious Spaces” are exempt from the restriction. Does anyone have any further information regarding the restrictions? There are a lot of conversations. Some people say that we qualify for the exemption and some say we don’t.

Chairperson stated that his understanding is that it is up to the facility and that goes hand in hand if they are having services.

Bill S. – Shared his concern regarding restrictions that may be put on the Campout Committee. Information that was clarified is: 1) The allowed budget for 1 planned campout is $500 with seed money of $1000 2) That money does not HAVE To go towards the Panda campout 3) Whatever campout is planned must be scheduled before labor day.

\*\*\* RAW Recovery was asked to share the motion they plan to bring to the table next month:

Motion from RAW: we request  Area to provide a blanket liability insurance policy to cover New Dominion NA meetings//INTENT: to prevent NA OR new Dominion area from being sued in the event someone gets injured during a meeting. HISTORY--there's precedent~~ other areas and regions routinely provide liability insurance to cover meetings RAW recently moved our meeting to a church and were told we needed liability insurance; there is another New Dominion meeting also planning to move there.

**Announcements**

**Celebrations!!**

Robin R celebrates 7 years on December 15 @ Recovery Rockstar’s

Connor C. celebrates 3 year on December 30 @ Simplicity