**NDANA AREA MEETING MINUTES FOR**

**December 2020**

*Open with the Serenity Prayer*

Purpose read by: This portion of the minutes is missing due to a recording error

Twelve Traditions read by: This portion of the minutes is missing due to a recording error

Twelve Concepts read by: This portion of the minutes is missing due to a recording error

**Subcommittee and Trusted Servants Points of Contact:**

|  |  |  |  |
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|  |  | Executive Committee |  |
|  |  |  |  |
| **Title** | **Name** | **Email Address** | **Phone Number** |
| Chair | Christian F. | Cfinkbeiner21@gmail.com | 804-666-1057 |
| Vice Chair | Allison R. | allisonrulli@yahoo.com | 804-822-1851 |
| Secretary | Jenny M. | [JennyMaynard0429@gmail.com](mailto:JennyMaynard0429@gmail.com) | 804-912-4039 |
| Treasurer | Lesley D. | lesley.davis1027@gmail.com | 804-277-1647 |
| Vice Treasurer | Eric G | [Eric.m.ground@gmail.com](mailto:Eric.m.ground@gmail.com) | 804- |
| RCM | Kurt D. | [dickersonkurt@gmail.com](mailto:dickersonkurt@gmail.com) | 804-999-1212 |
| RCM Alt. | Butch N. |  |  |

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|  |  | Subcommittee Name |  |
| **Subcommittee** | **Name** | **Email Address** | **Phone Number** |
| Campout | Bill S. | Williamsharkey2@gmail.com | 804-939-1307 |
| H&I | Tina S. | Tinajosmith79@gmail.com | 804-439-7777 |
| Literature Chair | Kristen E. | [Kristenedenstrom@gmail.com](mailto:Kristenedenstrom@gmail.com) | 804-982-6127 |
| Outreach | Mitch H. |  | 804-475-0031 |
| Policy | Blake R. | Blake.rosenbaum@gmail.com | 804-218-0004 |
| Public Relations | Emily N. | [Newstrength27@gmail.com](mailto:Newstrength27@gmail.com) | 804-591-5596 |
| Special Events Chair | Richelle H. | Richellehall1963@gmail.com | 804-252-3155 |
| VRCC | Kelly M. | Kelly123esnow@gmail.com | 804-307-1716 |
| VRCC Alt. | Erin M. | [eomdwg@gmail.com](mailto:eomdwg@gmail.com) | 804-380-8374 |

**Executive Committee Reports:**

**Chair:** This portion of the minutes is missing due to a recording error

**Vice-Chair:**  This portion of the minutes is missing due to a recording error

**Secretary:**  All is well with secretary. Thank you for allowing me to serve. If you know anyone who may be interested in this position, please nominate them.

ILS,

Jenny M.

**Treasurer:** Not present, no report

**Vice-Treasurer:** not present, no report

**RCM:** Good afternoon family.  I'm sorry I can't make it today via zoom.  With that being said I have nothing to report other than that I will be attending the rsc this coming Saturday via zoom.

In loving service,

Kurt D.

**RCM Alt:**  Not present, No report

**VRCC Director:** Not present, no report

**VRCC Alt Director:** Not present, no report

**Subcommittee Reports:**

**Campout:** This portion of the minutes is missing due to a recording error

**Hospitals & Institutions:** All is well. I am unable to attend today's Area meeting. I did not attend our Subcommittee meeting today as well. I was updated that only 2 showed up on Zoom. H&I is now going to start only meeting every other month. So the next H&I meeting will be the 2nd Sunday in February.  We have 2 active meetings at the moment, and working on starting up one another one. If you have any questions, feel free to reach out to me at [Tinajosmith79@gmail.com](mailto:Tinajosmith79@gmail.com) or (804) 439-7777.

**Literature:**  not present, no report

**Policy:** I want to thank the area for giving me the opportunity to serve as policy chair.

This month we need nominations for Area Vice Chair, Literature Chair, Area Secretary, and Area Chair

In January we will need nominations for Regional Committee Member (RCM),

RCM Alternate, Special Events Chair and Hospitals and Institutions Chair.

Anyone interested in learning about NDANA policy please give me a call. I hope to be forming a policy committee in the near future. 804 338 9477, Ehc123@verizon.net

In loving service,

Ed C.

**Public Relations:** Phone line numbers are: 13 volunteer calls, 20 meeting calls, 3 Just for Today calls.

Please keep letting us know if meetings are closing down so we can update the website.

**Outreach:**  Not present, no report

**Special Events:** All is well with Special Events, due to the Governors new restrictions, it looks like we will not have a whole lot going on until after the end of January. I do have the seed money from the campout and I am going to get a cash app account tomorrow so I can send the money to area.

ILS,

Richelle H.

**Ad-Hoc #1 (ECCNA):**  Not present, no report

**Ad-Hoc #2 (Hybrid Meeting):** I was unable to attend area last month. My understanding is that Brian helped facilitate the Ad-Hoc committee, I was told it went well. We are on Zoom not so there nothing more to report.

**Home Group Reports:**

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| **Any Lengths** | Reporting |
| Donation: | $102.26 via Cash App |
| Literature Order: | $0.00 |
| Special Needs: | 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. |
| Announcements: | No |
| In Loving Service, | Misty C. |

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| **Another Chance** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Another Look** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service |  |

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| **Crossroads** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Fan Clubs/ Winners Circle** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Friday Night Alive** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service: |  |

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| **Gifts of Recovery** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Good Morning** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Grateful Heads** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Gratitude Group** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **High Hopes** | Voting |
| Donation: | $76.00 via Cash App |
| Literature: | $0.00 |
| Special Needs: | No |
| Announcements: | We have gone to the hybrid format now with the caps being in place. Happy to represent the group today. |
| In Loving Service, | Ron H. |

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| **Hope Fiends** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |
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| **H.O.W.** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Hug Dealers** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **I Can’t We Can** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Inside Hope** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Into the Light** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **It Works, How & Why** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Just for Today** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Just Steppin’** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Keep Coming Back** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Keeping the Faith** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **KISS** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Let the Healing Begin** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Living Clean** | Voting |
| Donation: | $0 |
| Literature: | $0 |
| Special Needs: | No |
| Announcements: | We are 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. |
| In Loving Service, | Jon H. |

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| **MFS** |  |
| Donation: |  |
| Literature: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Miracles Happen** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Moment of Clarity** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **MONA** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **New Connections** |  |
| Donations: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **No Matter What** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **No Strings Attached** | Reporting |
| Donation: | $188.80 |
| Literature Order: | $11.20 |
| Special Needs: | No |
| Announcements: | 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. |
| In Loving Service, | Jason W. |

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| **Not High Noon** | Voting |
| Donation: | $0.00 |
| Literature Order: | $52.55 |
| Special Needs: | No |
| Announcements: | Due to not being able to have access to the facility we are still meeting on Zoom every Thursday at 12:15. |
| In Loving Service, | Richelle H. |

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| **On Our Way** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Outside the Wall** |  |
| Donation |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Powhatan Hope** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **RAW Recovery** | Reporting |
| Donation: | $108.18 |
| Literature Order: | $29.45 |
| Special Needs: |  |
| Announcements: | Raw Recovery has moved locations. We are not at Celebration Church at 5501 Midlothian Turnpike Richmond VA 23225. We have a motion this month. |
| In Loving Service, | Ray L. |

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| **Recovery Rockstar’s** | Reporting |
| Donation: | $0.00 |
| Literature Order: | $0.00 |
| Special Needs: | No |
| Announcements: | Robin R. will be celebrating 7 years on 12/15 via Zoom |
| In Loving Service, | Christian F. |

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| **Riverside Recovery** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Serene Recovery** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Serene Women** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Serenity of Farmville** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Show me How to Live** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Simplicity** | Reporting |
| Donation: | $27.75 |
| Literature Order: | $43.25 |
| Special Needs: | No |
| Announcements: | Connor C. celebrates 3 years on Dec 30th |
| In Loving Service, | Connor C/Austin |

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| **Spiritual Connection** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Sunday Hope** | Reporting |
| Donation: | $.20 |
| Literature Order: | $53.80 |
| Special Needs: | No |
| Announcements: | 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. |
| In Loving Service, | Ashley E. |

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| **Survivor’s** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **T.E.N.** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Together We Can** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Vision Without Limits** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **We Woman Do Recover** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **What Can We Do** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Who’s an Addict** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **Wild About Recovery** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

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| **YPNA** |  |
| Donation: |  |
| Literature Order: |  |
| Special Needs: |  |
| Announcements: |  |
| In Loving Service, |  |

Roll call established by Vice Chair to establish quorum: 8

Voting GSR’s Present: 3

\*\*\*\*\* NOT ABLE TO PASS LAST MONTHS MINUTES OR DO ANY BUSINESS

**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) What ever 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:**

Please see summary “Important information to Take Back to Home Groups” Page

Meeting was closed with the Serenity Prayer at : 4:25pm