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**NDANA AREA MEETING MINUTES FOR**

*December 2021*

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*Open with the Serenity Prayer*

Purpose read by: Bryan M.

Twelve Traditions read by: Dustin

Twelve Concepts read by: Ed C.

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

Executive Committee			
Title	Name	Email Address	Phone Number
Chair	Allison R	allisonrulli@yahoo.com	804-822-1851
Vice Chair	Coleen C.	coleen_cherici@premierinc.com	804-439-0612
Secretary	Mary R.	shropshire.marye@gmail.com	804-840-2757
Treasurer	Eric G.	ndanatreasurer@gmail.com	804-313-5958
Vice Treasurer	Wes		
RCM	Butch N.	jlnorris1968@verizon.net	
RCM Alt.	Mark	jaws7658@gmail.com	

Subcommittee Name			
Subcommittee	Name	Email Address	Phone Number
Campout	Ben F.	benfarley31984@gmail.com	804-938-5045
H&I	Tina S.	ndanahni@gmail.com	804-439-7777
Literature Chair	Stacey	<a href="mailto:staceydftomas@gmail.com">staceydftomas@gmail.com</a>	804 317-9838
Outreach	Jake E.	jaws7658@gmail.com	804-289-0545
Policy	Ed C.	ehc123@verizon.net	804-338-9477
Public Relations	Emily N.	<a href="mailto:newstrength27@gmail.com">newstrength27@gmail.com</a>	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	804-380-8374

## **Executive Committee Reports:**

### **Chair:**

Nothing new to report. All is well with the position. I look forward to transitioning someone new into the position. Thanks for allowing me to serve.

ILS,

Allison R.

### **Vice-Chair:**

This month I assisted Special Events & Campout Chair to rent a new unit at \$70/mo with savings of \$39/mo. Location is Public Storage on Midlothian Turnpike.

ILS,

Coleen C.

### **Secretary:**

Chrissy is recovering from surgery. I will stand in as Secretary.

ILS,

Mary R.

### **Treasurer:**

All is well with Treasury/Treasurer. Bank account balance is \$10,547.67 with \$238.00 in unclear checks. The regional donation this month will be \$2,158.29.

ILS,

Eric G.

### **Vice-Treasurer:**

Absent

### **RCM:**

Absent

**RCM Alt:** -

All is well. There was no RSC meeting in November. I will be on the RSC Zoom Call on December 18<sup>th</sup>, 2021, starting at 11:00 a.m.

ILS,

Mark C.

**VRCC Director:**

Unfortunately, I am on COVID quarantine awaiting PCR results because we had three positive cases at my workplace on Thursday, so I am sending this report via email.

The VRCC had their last bi-monthly meeting in November before the 39<sup>th</sup> AVCNA convention in January. We spent the day approving the final bids for services, including merchandise, programming, additional needs, Arts and Graphics and Hospitality. We also approved some pre-convention bids for the 40<sup>th</sup> AVCNA host committee.

The VRCC vice-chair attended the last regional committee meeting and reported VRCC business to them. The VRCC is seeking nominations and/or volunteers for the vice-treasurer position. The VRCC business meeting minutes and treasurer reports are available on [avcna.org](http://avcna.org).

The host committee of the 39<sup>th</sup> AVCNA in Shenandoah is still seeking trusted servants to assist on their various convention subcommittees and on the weekend of the convention in Harrisonburg. Please contact me at 804-307-1716 or [kelly123esnow@gmail.com](mailto:kelly123esnow@gmail.com) for service opportunities related to the convention. The 39<sup>th</sup> AVCNA will be Friday, January 21, 2022 to Sunday, January 23, 2022 at the Hotel Madison 710 S. Main St. Harrisonburg, VA 22801. Pre-registration requests must be post-marked or sent by December 31. I have attached a flyer and hope to see everyone there.

ILS,

Kelly M.

**VRCC Alt. Director:**

I was present at the VRCC meeting by way of Zoom. Several Bids were brought and voted on in preparation for the convention in January. All passed via voting. I'm excited to be of service during the convention and look forward to seeing lots of NDANA members there!

ILS,

Erin M.

**Subcommittee Reports:**

**Campout:**

All is well with Campout. We have been conversing via group thread we will be meeting in person before next area. The fundraising campout is being planned. It's looking like it will be at Zenrinity Farms April 29<sup>th</sup> – May 1<sup>st</sup>. We plan on selling BBQ at fundraising portion and plan on having support

from Special Events for an event on Saturday of that weekend. Our committee will be funding this. We are in need of help on this committee. My contact is 804-938-5045.

ILS,

Ben F.

### **Hospitals & Institutions:**

Hi everyone, all is well with H&I. We met today at 2pm. Today we voted Mark C. in as Policy Chair.

Next month we are taking nominations for Chair, Vice-Chair, and Regional Representative. At the moment we have five facilities up and running and Facilitators and Co-facilitators carrying the message of NA into them.

I have appointed Bryan M. as ad hoc – to look into having an H&I Learning Day, hopefully, in the springtime, in order to allow for others to know what H&I is and what we are about.

For all those who are looking to be of service and give back what's been freely given to you, we meet the 2<sup>nd</sup> Sunday of every month at Hatcher Church at 2:00 p.m. in the small side room.

ILS,

Tina

### **Literature:**

All is well. All orders filled.

Rent of 4-Basic Texts paid for Nov & Dec for a total of 8 texts.

My term is coming to a close. If anyone is interested in helping to learn before taking over please let me know.

ILS,

Stacey T.

### **Policy:**

Thank you to Brian C. for standing in for me last month. I thought I emailed a report last month but apparently, I did not. I apologize for not notifying ASC about the December service position elections. According to area policy, we should be electing a literature chair, an area secretary and an area chair this month. This was not reflected in the minutes, and I accept responsibility for this. I will leave it up to the executive committee and GSRs whether to take nominations for these positions or carry them over to next month.

We do need to have nominations this month for area vice chair.

GSRs-Please bring nominations in January for Regional Committee Member (RCM), RCM Alternate, Special Events Chair and Hospital and Institutions Chair.

The Policy committee is bringing one motion this month to correct an inconsistency in Area Policy.

ILS,

Ed C.

### **Public Relations:**

Absent

### **Outreach:**

Subcommittee met on 11/22/21 at Candelas. Compiled a list of meetings that has missed ASC 3 times. Also, made a list of those meetings that no longer meet and would like roll call to be updated. I have provided that list to the Vice-Chair. Vice-Chair of Outreach is still vacant. We will meet again on 12/20/21.

ILS,

Jake E.

### **Special Events**

All is well with S.E. Last month we discussed a Valentine's dance to support ECCNA. Richmond Area had already planned a dance for Valentine's to fund RCCNA. Ware now planning a breakfast in March. Date and location to be announced.

On Jan 2<sup>nd</sup>, we will be moving the storage unit to the new facility off Midlothian Turnpike.

The holiday calendar continues to be updated. Posted on RVANA.org, FB – Holiday Open House Calendar – if you know of any Open Houses please contact Dana S. at 804-988-1999 or Mary R. at 804-840-2757.

ILS,

Richelle H.

### **Ad-Hoc #1 (ECCNA):**

ECCNA Met on Nov 20. All is coming along well. We have some chair positions up for election, Entertainment & Fundraising, Hospitality, Arts & Graphics. The registration brochure will be voted on

in our next meeting on Dec 18, from 1-3pm. We are still thinking about a tye-dye event to be held during the spring.

To check out more of what's involved we meet the 4<sup>th</sup> Saturday of every month through July of 2022 at Hatcher from 1-3pm in this room.

ILS,

Chelsea R.

**Ad-Hoc #2 (Insurance Policy):** After numerous attempts, the insurance agent has been unresponsive. Since the insurance policy for her home group is being renewed, she would like to ask their agent for a quote, but needed details (for the service area).

ILS,

Richelle

**Home Group Reports:**

<b>Any Lengths</b>	Voting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	
Announcements:	
In Loving Service,	

<b>A Spiritual Connection</b>	
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	
Announcements:	
In Loving Service,	

<b>Another Chance</b>	Reporting
Donation:	\$100.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	Founding Home Group Member Larry R. celebrates 31 years on Wednesday, December 22 <sup>nd</sup> , 2021, at 7:00 p.m. All is welcome!
In Loving Service,	Larry R.

<b>Another Look</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service	

<b>Atheists Recover Too</b>	
Donation:	
Literature:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>The Back-Door Group</b>	Voting
Donation:	\$52.00
Literature:	\$0.00
Special Needs:	No
Announcements:	No
In Loving Service,	Matt C.

<b>Building Bridges</b>	Voting
Donation:	\$0.26
Literature Order:	\$69.74
Special Needs:	No
Announcements:	Meeting on Fridays at 7:00 p.m. at Mechanicsville United Methodist Church, 7536 Atlee Road, Mechanicsville, VA
In Loving Service,	Ron H.

<b>Basic Text</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Clean Air</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	

In Loving Service,	
<b>Courthouse Freedom</b>	Voting
Donation:	\$0.65
Literature Order:	\$44.35
Special Needs:	No
Announcements:	No
In Loving Service,	Chelsea R.

<b>Crossroads</b>	Voting
Donation:	\$100.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	No
In Loving Service,	Michael Mc

<b>Fan Clubs/Winners Circle</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Friday Night Alive</b>	Voting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	We are having a holiday open house at 5:30 p.m. Dec 17 <sup>th</sup> . Linda C. is celebrating 37 years clean Jan 7 <sup>th</sup> .
In Loving Service:	Christian F.

<b>Gifts of Recovery</b>	
Donation:	
Literature:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Good Morning</b>	
Donation:	
Literature:	
Special Needs:	
Announcements:	



In Loving Service,	
<b>Grateful Heads</b>	
Donation:	
Literature:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Gratitude Group</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>High Hopes</b>	Voting
Donation:	\$6.70
Literature:	\$3.30
Special Needs:	No
Announcements:	No
In Loving Service,	Ron H.

<b>Hope Fiends</b>	Reporting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	We are averaging 6-8 addicts at the meeting. Want people to know that the Hope fiends is alive and well and we meet at Redeemer Lutheran Church, 7:30 p.m. on Thursdays.
In Loving Service,	Jim C.

<b>H.O.W.</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Hug Dealers</b>	Reporting
Donation:	\$62.500
Literature Order:	\$110.50

Special Needs:	No
Announcements:	Jay G. celebrates 2 years Dec 18.
In Loving Service,	Jay G.

<b>I Can't We Can</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Inside Hope</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Into the Light</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>It Works, How &amp; Why</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Just for Today</b>	Voting
Donation:	\$44.80
Literature:	\$11.20
Special Needs:	No
Announcements:	An addict by the name of Jay T., celebrates 2 years of Recovery Monday Dec 20 <sup>th</sup> at 7pm (7900 Old Hopkins Rd)
In Loving Service,	Erin A.

<b>Just Steppin'</b>	Reporting
Donation:	\$70.00

Literature:	\$20.00
Special Needs:	No
Announcements:	No
In Loving Service,	Patricia

<b>Keep Coming Back</b>	Voting
Donation:	\$150.00
Literature:	\$0.00
Special Needs:	No
Announcements:	No
In Loving Service,	Pam K.

<b>Keeping the Faith</b>	
Donation:	
Literature:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>KISS</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Let the Healing Begin</b>	
Donation:	
Literature:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Living Clean</b>	Voting
Donation:	\$141.99
Literature:	\$61.01
Special Needs:	No
Announcements:	Papa John celebrates 20 years. Living Clean Eating Meeting is Dec 26 <sup>th</sup> at 5pm.
In Loving Service,	Kristy H.

<b>MFS</b>	
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Donation:	\$0.00
Literature:	\$0.00
Special Needs:	
Announcements:	
In Loving Service,	

<b>Miracles Happen</b>	
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	
Announcements:	
In Loving Service,	

<b>Moment of Clarity</b>	Reporting
Donation:	\$18.90
Literature Order:	\$31.10
Special Needs:	No
Announcements:	Dec 21 <sup>st</sup> Eating Meeting 5:30-7 Eating Out of Town Speaker at 7pm Tomahawk Church in Brandermill Jenny M. Celebrating 6 years on Jan 4 <sup>th</sup> , 2022.
In Loving Service,	Dustin J.

<b>MONA</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>New Connections</b>	
Donations:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>No Matter What</b>	
Donation:	
Literature Order:	
Special Needs:	

Announcements:	
In Loving Service,	

<b>No Strings Attached</b>	Voting
Donation:	\$100.00
Literature Order:	\$19.20
Special Needs:	No
Announcements:	No
In Loving Service,	J.T. I.

<b>Not High Noon</b>	Voting
Donation:	\$20.00
Literature Order:	\$28.00
Special Needs:	We are always in need of black keytaggers. This meeting has a lot of new women attendance. Please come out and show that it works.
Announcements:	No
In Loving Service,	Richelle H.

<b>On Our Way</b>	
Donation:	
Literature Order:	
Special Needs	
Announcements:	
In Loving Service,	

<b>Outside the Walls</b>	
Donation	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Powhatan Hope</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>RAW Recovery</b>	Voting
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Donation:	\$0.00
Literature Order:	\$56.10
Special Needs:	No
Announcements:	RAW will not be meeting on Saturday December 25 <sup>th</sup> , due to the church being closed.
In Loving Service,	Ray L.

<b>Recovery Rockstar's</b>	Voting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	Robin R. celebrates 8 years 12/21/21. Open House 12/21/21, 6-8pm.
In Loving Service,	Bryan M.

<b>Riverside Recovery</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Serene Recovery</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Serene Women</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Serenity of Farmville</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Show Me How to Live</b>	Reporting
Donation:	\$43.01
Literature Order:	\$5.00
Special Needs:	Show Me How To Live Home Group meets every Mon & Fri at 5:30 at Parham Road Baptist Church. We are currently in desperate need of support in attendance, & more so, in need of active home group members to help with acts of service. We have 2 members currently handling all service positions & in consistent attendance, in the coming months. If we do not receive additional support, we may not be able to keep the meeting open. Please spread the word. We appreciate any & all help.
Announcements:	No
In Loving Service,	Nikole K.

<b>Simplicity</b>	Voting
Donation:	\$39.92
Literature Order:	\$5.08
Special Needs:	No
Announcements:	7pm Open House on Dec 18: Chili Cook-off & speaker meeting at Redeemer Lutheran Church
In Loving Service,	Bobby O.

<b>Start Living</b>	Voting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	
Announcements:	
In Loving Service,	Dustin A.

<b>Sunday Hope</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Survivors</b>	Reporting
Donation:	\$83.00
Literature Order:	\$167.00

Special Needs:	No
Announcements:	No
In Loving Service,	Kristine P.

<b>T.E.N.</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Together We Can</b>	Reporting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	No
In Loving Service,	Pam S.

<b>Veterans of N.A.</b>	Reporting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	No
In Loving Service,	Logan H.

<b>Vision Without Limits</b>	Voting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	No
Announcements:	No
In Loving Service,	Ben F.

<b>We Woman Do Recover</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	



<b>What Can We Do</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Who's an Addict</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Wild About Recovery</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>YPNA</b>	Voting
Donation:	\$0.00
Literature Order:	\$0.00
Special Needs:	Support from Black Key Taggers
Announcements:	YPNA is having a speaker jam 12/24, 8 p.m. New Year's Eve Dance. Speaker Meeting, 8-9pm followed by dance until 1 a.m. with hors d'oeuvres provided – bring a dish or snacks please.
In Loving Service,	Stephanie T.

Roll call established by Vice Chair to establish quorum:

Voting GSR's Present: 18

November minutes were approved

**Old Business:**

**N/A**

## Elections:

Elections for the Vice-Chair and Secretary took place.

There were no nominations or volunteers for the Chair or the Literature Chair

Coleen C. was elected as Vice-Chair.

Mary R. was elected as Secretary.

Stacey T. agreed to pro temp as Literature Chair.

Allison R. agreed to pro temp as Chair.

Please bring nominations for Chair, and Literature Chairs. 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

### 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:**

Motion: To remove the line "Budget is not to exceed \$70 per month" from Area Service Procedural Policy – Monetary Section L) inventory storage pg. 10.

Intent: To correct an inconsistency in policy. The inventory storage budget was revised long ago to \$110 per month and this is reflected in Appendix III – NDANA – ASC Budget pg. 23.

Made by the Policy Committee

Seconded by Pam K.

This change to area policy was approved.

Proposed to form a new Ad-hoc Committee for Liability Insurance with a definitive deadline. The ad-hoc committee has a term of 90-days, starting 12/13/21 with an end date 3/12/2022 (allowing 90-days to obtain 3- quotes and report to the host committee).

Intent: To obtain liability insurance at an Area level to cover NA meetings and other ND affiliated events in the event of member accident or injury.

Purpose: To remove liability of injury/accident to hosting locations where NA meetings/events are held.

#### **Regional Motions:**

The consensus of the ASC was in favor of the Regional 2022 CARNA Proposed Budget.

#### **Money Matters:**

N/A

### **Open Forum:**

- Brian C. Proposed we discontinue the Zoom option for the area service meeting, as well as, discontinue recording.  
No one has attended the ASC meeting via zoom for the past three months. If a need arises, we can resume zoom meetings.  
The consensus was to discontinue the zoom option for now.
- The laptop, storage bag, and speaker will be added to the inventory list, and placed in storage. The approximate value is \$400. Serial numbers of the equipment will be recorded, as applicable.
- Christian inquired about the number of schedules printed. This month 300 brochures were printed, but it was not enough. Results of the straw poll was to increase the count to 400.

### **Announcements:**

- Connor C. Celebrating 4-years 12/29/2021.
- Paige P. celebrating 3-years on 1/3/2022.
- Richmond Area is in need of workshop chairs and speakers for the RACA.  
Workshop Chair minimum qualifications is 5-years.  
Speaker minimum qualifications is 10-years.

Please see summary "Important information to Take Back to Home Groups" page

Meeting closed with the Serenity Prayer.