



New Dominion Area of Narcotics Anonymous  
(NDANA)  
2300 Dumbarton Road  
P.O. Box 25336  
Henrico, Virginia 23228

## NDANA AREA MEETING MINUTES FOR

April 2022

*Open with the Serenity Prayer*

Purpose read by: Sam B.

Twelve Traditions read by: Bryan M.

Twelve Concepts read by: Jason

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

Executive Committee			
Title	Name	Email Address	Phone Number
Chair	Coleen C.	<a href="mailto:coleen_cherici@premierinc.com">coleen_cherici@premierinc.com</a>	804-439-0612
Vice Chair	Tina S.	<a href="mailto:tinajosmith79@gmail.com">tinajosmith79@gmail.com</a>	804-439-7777
Secretary	Mary R.	<a href="mailto:ndanasecretary@gmail.com">ndanasecretary@gmail.com</a>	804-840-2757
Treasurer	William 'Wes' S.	<a href="mailto:ndanatreasurer@gmail.com">ndanatreasurer@gmail.com</a>	804-677-5390
Vice Treasurer	Colley C.	<a href="mailto:Colleycroteau49V9@gmail.com">Colleycroteau49V9@gmail.com</a>	804-439-7777
RCM	Raymond R.	<a href="mailto:riversint@gmail.com">riversint@gmail.com</a>	804-338-8303
RCM Alternate	Chelsea R.	<a href="mailto:chelsearndana@gmail.com">chelsearndana@gmail.com</a>	804-735-3852

Subcommittee Name			
Subcommittee	Name	Email Address	Phone Number
Campout	Ben F.	<a href="mailto:benfarley31984@gmail.com">benfarley31984@gmail.com</a>	804-938-5045
H&I	Tina S.	<a href="mailto:ndanahni@gmail.com">ndanahni@gmail.com</a>	804-439-7777
Literature Chair	Stacey	<a href="mailto:staceydfthomas@gmail.com">staceydfthomas@gmail.com</a>	804 317-9838
Outreach	Jake E.	<a href="mailto:Jake_Elliot0607@comcast.net">Jake_Elliot0607@comcast.net</a>	
Policy	Christian F.	<a href="mailto:cfinkbeiner210@gmail.com">cfinkbeiner210@gmail.com</a>	804-
Public Relations	Emily N.	<a href="mailto:newstrength27@gmail.com">newstrength27@gmail.com</a>	804-591-5596
Special Events Chair	Richelle H.	<a href="mailto:richellehall1963@gmail.com">richellehall1963@gmail.com</a>	804-252-3155
VRCC	Erin M.	<a href="mailto:eomdwg@gmail.com">eomdwg@gmail.com</a>	804-380-8374
VRCC Alt	Kelly M.	<a href="mailto:kelly123esnow@gmail.com">kelly123esnow@gmail.com</a>	804-307-1716

### **Executive Committee Reports:**

#### **Chair:**

Chair is at the convention in Maryland, but she emailed this report read by Tina S. on her behalf.



Hello ASC attendees,

In the month of March there are several items for my report:

1. Thank you to Christian and Tina for standing in for Chair and Vice Chair this month. I appreciate your service!
2. The three people including Wes, Ginny T., and I went to the bank and we have yet another challenge that Wes will provide specifics for in order to change signatures on the checking account. I believe this is driven by the merger of SunTrust and BBT with new bank policies that requires different procedures than we have had to follow in the past.
3. The insurance quote is received for liability and property replacement and the quote is lower than expected. Will be reported under ad hoc committee report.
4. The CAR home group poll is open. I urge home groups to take summary back to homegroups and make their voices heard.

ILS,  
Coleen C.

**Chair Pro Temp:**

All is well. I'm happy to fill in this month.

ILS,  
Christian F.

**Vice-Chair Pro Temp:**

All is well.

ILS,  
Tina S.

**Secretary:**

All is well with the Secretary. Remember the forms are located on the table. There's a sign-in sheet going around for those that would like to be added to the email distribution list.

There's a flyer for the Central Atlantic Region of Narcotics Anonymous GSR Assembly 2022 that is 4/16 & 4/17 via zoom that is being passed around. Take a picture of it or get a flyer from the table.

Reminder to GSRs to turn in the completed Home Group Report. Thank you.

ILS,  
Mary R.

**Treasurer:**

All is well. I am working to get added to the bank signature card. I don't have access to bank records to provide a balance and detailed account information. I will have it to provide in the minutes for April. All March monies were deposited.

ILS,  
Wes S.



**Vice-Treasurer:**

I have nothing to report at this time.

ILS,  
Colley C.

**RCM:**

Present. No report.

Requested assistance with the obtaining regional meeting information, such as the next meeting and zoom link.

The website with regional info and the flyer for the April 16<sup>th</sup> and April 17<sup>th</sup> meeting was provided to him.

ILS,  
Raymond R.

**RCM Alt:**

The next Regional meeting is next Saturday April 16 from 1-6pm. The region is also having a GSR Assembly 2022 to discuss the CAR/CAT April 16 and 17. Mary will attached the flier with the minutes. <https://us02web.zoom.us/j/828898368> is the zoom link meeting will start at 10am on Saturday and The Regional Service Convention with be Sunday also starting at 10am on the same zoom link. Please discuss with your homegroup the CAT/CAR and complete the survey before Saturday if possible and all will be discussed at the GSR training. Please see attached document for information.

ILS,  
Chelsea R.

**VRCC Director:**

VRCC met last month and will have our annual retreat (VA beach) next month! Here are the numbers for the 39<sup>th</sup> AVCNA. I will email the report from the treasurer with my report as well.

39 <sup>th</sup> Spent	\$33,304.61
<u>Earned</u>	<u>\$24,189.30</u>
Loss	\$ 9,189.30

ILS,  
Erin M.

**VRCC Alt. Director:**

I was elected into the VRCC Vice Treasurer position at our last meeting. As such, I am resigning my position as the VRCC Alt Director. It has been a pleasure to serve as your Director and Alternate.

ILS,  
Kelly M.

**Subcommittee Reports:**



### **Campout:**

All is well with campout. We met via zoom on April 7<sup>th</sup> and communicating via text thread about campout at Zenrenity Farms "Weekend at Larry's". We will be meeting in-person every week until the campout at 2300 Dumbarton Rd, Thursdays at 6pm, 2<sup>nd</sup> Floor. Flyers have been out. Schedule of times are being finalized.

ILS,  
Ben F.

### **Hospitals & Institutions:**

Hi family, all is well at H&I. We met today at 2pm. We elected a new co-facilitator, Megan, to Hallmark Youth. At the moment we have 4 active meetings - Chesterfield Men, Chesterfield Women, Hallmark Youth and the Healing Place. James River Juvenile is in the works and our facilitator and co-facilitator for that facility are in the middle of having their background checks, they will be searching for speakers soon for it. If you are looking to give back and do some awesome service work we meet every 2nd Sunday of the month at Hatcher in the small room, 1st floor. Next month we will meet on the 3rd Sunday, due to Mother's Day being on the 2nd.

In Loving Service,  
Tina S

### **Literature:**

J.T. read the Literature report in Stacey's absence.

All is well with literature.

Orders filled by April 6<sup>th</sup> filled. Orders after that date will be delivered after April 11<sup>th</sup>. They must be paid for before delivery.

Review of rent policy & previous payments completed with over payments for in-person area service meetings. We are paid ahead thru Jan 2023.

ILS,  
Stacey T.

### **Policy:**

I wish to thank the area for giving me the privilege of serving. I spoke to Emily N., who stepped down as Public Relations Chair after three years of service. We will hold an election for that position at the May ASC meeting. This month, we will hold an election for area vice chair. All other positions are filled. If possible, please email motions and money matters to me at [cfinebeiner210@gmail.com](mailto:cfinebeiner210@gmail.com) prior to area service.

Thank you.

ILS,  
Christian F.



### **Public Relations:**

Vacant.  
ILS,

### **Outreach:**

All is well with Outreach. The last Outreach Meeting was at Candela's on March 21<sup>st</sup>. It was attended by 5 attendees. The next Outreach Subcommittee will be April 18<sup>th</sup> at 6:30 at Candela's on Midlothian.

ILS,  
Sean R.

### **Special Events**

Good Afternoon Family,

All is well with Special Events. We met today at 1pm at this facility. We are working on filling our calendar for the next few months.

We will be doing a joint venture with the Campout Committee on the 30<sup>th</sup> of April. Special Events will be doing a tie dye event and scavenger hunt during their weekend at Larry's event.

We are working on a Bingo event in June and a pool party in July or August.

We are reaching out to surrounding areas to provide a calendar of events for all of our areas.

Also, we want to make a correction from our report last month. Our donation to ECCNA25 was \$1,167, instead of the amount reported in March.

ILS,

Richelle

### **Ad-Hoc #1 (Liability Insurance):**

We have the quote for the area insurance. \$531.83 per year that gives us \$1,000,000 in liability, \$5,000 personal injury. It covers all NDANA sanctioned events and meetings. We have given a motion to policy to establish in our policy that we will maintain insurance coverage, and the point of contact for the insurance be the Vice-Chair of Area. The policy quote will in this month's minutes sent out by the Secretary. I have copies of the policy quote with me today for those that want to see it.

ILS,  
Richelle H.

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

We met on March 26 here at Hatcher. We are asking if home groups would be willing to donate their coffee urns for the weekend (please label your urns) they will be returned post convention.

The Tye Dye event was a great success, we raised \$1312 and were left with only 6 shirts which have now been sold.



We are discussing holding a speaker jam somewhere in May hosted by the Fundraising committee. It will be held here at Hatcher May 7 from 1-5 we will have 6 speakers with a range of clean time, 50/50 raffle and a suggested \$5 donation.

Come out and support the ECCNA! Flyer is attached.

ILS,  
Chelsea R.

**Home Group Reports:**

<b>Any Lengths</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs:	
Announcements:	
In Loving Service,	

<b>A Spiritual Connection</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs:	
Announcements:	
In Loving Service,	

<b>Another Chance</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs:	
Announcements:	
In Loving Service,	

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

<b>Atheists Recover Too</b>	
Donation:	\$0
Literature:	\$0



Special Needs:	No
Announcements:	No
In Loving Service,	

<b>Building Bridges</b>	Reporting
Donation:	\$42.00
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Walter S.

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

<b>Clean Air</b>	Voting
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	Hello Family. Clean Air continues to carry the message to the addict who still suffers worldwide. We are currently researching how to become or when to become hybrid.
In Loving Service,	Raymond R.

<b>Courthouse Freedom</b>	Voting
Donation:	\$63.00
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Bryan M.

<b>Crossroads</b>	Voting
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	Just for today Meditation and Basic Text Study/Discussion meeting every Thursday evening at 7pm in the far, far, far, West End serving industrial strength coffee and NA recovery.
In Loving Service,	Michael Mc.



<b>Fan Clubs/Winners Circle</b>	Voting
Donation:	\$0
Literature Order:	\$40.35
Special Needs:	No
Announcements:	No
In Loving Service,	Aaron K.

<b>Friday Night Alive</b>	Reporting
Donation:	\$80.00
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service:	Christian F.

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

<b>Gratitude Group</b>	Voting
Donation:	\$90
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Lewa N.

<b>High Hopes</b>	Voting
Donation:	\$00.55
Literature:	\$23.45
Special Needs:	No
Announcements:	No
In Loving Service,	Ron H.

<b>Hope Fiends</b>	Reporting
Donation:	\$0
Literature Order:	\$53.45
Special Needs:	No
Announcements:	No
In Loving Service,	Sean R.

<b>H.O.W.</b>	
Donation:	





Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Hug Dealers</b>	Reporting
Donation:	\$24.95
Literature Order:	\$75.05
Special Needs:	No
Announcements:	No
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>It Works, How &amp; Why</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Just for Today</b>	Voting
Donation:	\$40.00
Literature:	\$54.80
Special Needs:	No
Announcements:	Celebrations: Amy Beth – 5 years Richelle H. – 3 years Dana S. – 20 years
In Loving Service,	James R.

<b>Just Steppin'</b>	Voting
Donation:	\$23.55



Literature:	\$36.45
Special Needs:	No
Announcements:	No
In Loving Service,	Jason E.

<b>Keep Coming Back</b>	Voting
Donation:	\$50
Literature:	\$118
Special Needs:	No
Announcements:	No
In Loving Service,	Pam K.

<b>Keeping the Faith</b>	Reporting
Donation:	\$0
Literature:	\$0
Special Needs:	No
Announcements:	Good afternoon, all is good at Keeping the Faith group, average meeting attendance is 6,
In Loving Service,	Mike E.

Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Let the Healing Begin</b>	Reporting
Donation:	
Literature:	
Special Needs:	
Announcements:	An addict by the name of Diana S. will be celebrating 2-years Thursday, April 21 <sup>st</sup> at 7:30pm.
In Loving Service,	Diana S.

<b>Living Clean</b>	Voting
Donation:	\$81.95
Literature:	\$132.05
Special Needs:	No
Announcements:	No
In Loving Service,	Jenn S.

<b>MFS</b>	Reporting
Donation:	\$15
Literature:	\$0



Special Needs:	No
Announcements:	No
In Loving Service,	Sam B.

<b>Miracles Happen</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	

<b>Moment of Clarity</b>	Reporting
Donation:	\$10.00
Literature Order:	\$131.00
Special Needs:	No
Announcements:	Rick B. will be celebrating 17 years this week on Tuesday at Tomahawk Baptist Church on 288 and Hull Street Rd
In Loving Service,	Dylan B.

<b>MONA</b>	Reporting
Donation:	\$20
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Alex B.

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

<b>No Matter What</b>	Reporting
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Colley C.

<b>No Strings Attached</b>	Voting
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	CJ S celebrates his first year April 19 <sup>th</sup> .



In Loving Service,	J.T. I
--------------------	--------

<b>Not High Noon</b>	Voting
Donation:	\$47
Literature Order:	\$0
Special Needs:	This meeting has many newcomers in attendance. We are in need of black key taggers.
Announcements:	An addict by the name of Bill S. will be celebrating 31-years on April 18 <sup>th</sup> .
In Loving Service,	Richelle H.

<b>On Our Way</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs	No
Announcements:	No
In Loving Service,	Kim C.

<b>Outside the Walls</b>	Voting
Donation	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Rais (Rice)

<b>RAW Recovery</b>	Voting
Donation:	\$114.73
Literature Order:	\$23.00
Special Needs:	No
Announcements:	Addict by the name Lavander will celebrate 24 years of Recovery April 16 <sup>th</sup> at 12 Noon. Addict by the name of Noreen J. will celebrate 38 years Saturday April 30 <sup>th</sup> .
In Loving Service,	Ray L.

<b>Recovery Rockstars</b>	Reporting
Donation:	\$20
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Tiffany B.

<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>Show Me How To Live</b>	Reporting
Donation:	\$.70
Literature Order:	\$39.30
Special Needs:	No
Announcements:	No
In Loving Service,	Ron H.

<b>Simplicity</b>	Voting
Donation:	\$63.55
Literature Order:	\$62.45
Special Needs:	No
Announcements:	No
In Loving Service,	Bobby O.

<b>Start Living</b>	Voting
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Dustin A.

<b>Strength in Diversity</b>	Reporting
Donation:	\$35.45
Literature Order:	\$68.55
Special Needs:	No
Announcements:	No
In Loving Service,	Robert R.

<b>Sunday Hope</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	



<b>Survivors</b>	Voting
Donation:	\$49.05
Literature Order:	\$126.95
Special Needs:	No
Announcements:	GSR Assembly Links Corey C 6-years 5/3
In Loving Service,	Robert C.

<b>The Backdoor Group</b>	Reporting
Donation:	\$60
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	Matt C.

<b>Together We Can</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	

<b>Veterans of NA</b>	Voting
Donation:	\$59.30
Literature Order:	\$52.70
Special Needs:	No
Announcements:	Veterans will be moving locations as well as meeting format will be changing. Glen Allen Baptist Church 3028 Mountain Rd Glen Allen, VA 23060
In Loving Service,	Chris S.

<b>Visions 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>	Reporting
Donation:	\$20
Literature Order:	\$5.60
Special Needs:	No
Announcements:	No
In Loving Service,	Sam M.

<b>YPNA</b>	
Donation:	\$0
Literature Order:	\$0
Special Needs:	No
Announcements:	No
In Loving Service,	

Roll call by Vice Chair to establish quorum:

Voting GSR's Present:.

March Minutes Approved.

**Old Business:**

N/A

**Elections:**

ASC Vice Chair, Ben F., Nominated Tina S. Bryan M. seconded. Tina S. was elected.

Please bring nominations for PR Chair in May.

Qualifications and responsibilities are outlined below.

Public Relations 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 serving on the PR committee



### Public Relations 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) Becomes knowledgeable of procedures and policies outlined in PR Handbook published by WSO
- 4) Prints copies of Unified meeting lists
- 5) Shares phone line costs with Richmond and Tri-City areas
- 6) Makes PR mailings to areas of interest in the community
- 7) Gathers updated meeting information to put on Unified Meeting Lists
- 8) Puts on phone line learning day/orientation
- 9) Oversees Annual NA Poster Day
- 10) Oversees the management of the PR committee budget
- 11) Has key to NDANA PO Box and checks monthly
- 12) Is responsible for submitting bills for PO Box, website, and phone line to be paid by treasurer
- 13) Maintains NDANA website
- 14) Reports total number of home groups and meetings in area to RCM at the beginning of each month ASC

### VRCC Alternate Director 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

### VRCC Alternate Director Responsibilities

- 1) Gives written and verbal report at ASC
- 2) Gains knowledge of VRCC guidelines and the duties of the VRCC Director
- 3) Attends all VRCC meetings
- 4) Takes VRCC Director's place in case of his/her absence

### **New Business:**

#### Motion 4-22-1

Motion: To reschedule the June 2022 ASC meeting from 6/12/22 to 6/5/22

Intent: To stop the ASC meeting from interfering with the ECCNA25

Made by: Christian F.                      Seconded: JT I

Passed

#### Motion 4-22-2

Motion: That the NDANA adds to policy that we will carry liability insurance. That the Vice Chair will be point of contact for annual review/renewal.

Intent: That the NDANA functions and sanctioned meetings are covered by insurance.





Made by: Richelle H.                      Seconded: Ben F.

Carry back to homegroups; to be voted on at May area service committee meeting.

Motion 4-22-3

Motion: Revise policy to include instructions for removing and adding members to the NDANA bank account Deposit Account Resolution and Authorization for Business Entities (“DARA”) and signature cards.

Intent: To assist in the transfer of signatories and prevent wasted trips to the bank to get the run around.

Made by: Wes S.                              Seconded: Bryan M.

Carry back to homegroups; to be voted on at May area service committee meeting.

Instructions Provided for Policy by Wes S.

Title: Transfer of authorized bank account signatories.

The following process should be followed whenever it is necessary to add or remove signatories from the NDANA bank account.

1. Ensure that the minutes for the month include:
  - a. The full name, as displayed on the individual’s government ID, of those that are to be added or removed.
  - b. The minutes must be on NDANA letterhead and dated.
  - c. A printed copy should be taken to the bank.
2. Go to a local branch and request to update the Deposit Account Resolution and Authorization for Business Entities (“DARA”) and Signature Card.
  - a. At least one individual who is currently on the DARA and Signature Card must be present to make the changes, along with any persons being added.
  - b. Individuals being removed from do not need to attend.

**Regional Motions:**

N/A

**Money Matters:**

N/A

**Open Forum:**

N/A

**Announcements:**

N/A

Meeting closed with the Serenity Prayer.