**1.**  **Date:**  Sunday, March 12, 2023, **Start time:**  3:00pm 1211 Porter Street, Richmond, VA 23224

**(*Mailing Address Above*)**

**2. ASC Chairperson:**

Open RASCNA with the Serenity Prayer

Chair Read: Purpose

12 Traditions: Tyira H.

12 Concepts: Rondell D.

Chair Read: Purpose, Privilege and Home Group Information

***a.*** It is a privilege for NA to use this facility. We must ask that all children remain under adult supervision at all times. The space that has been rented to us consist of the meeting room, NA Literature room, and the rest rooms.

***b.*** Any home groups here today that has information to present about their home group that can affect our primary purpose? For example, changing of meeting time and/or location; meeting changing due to holidays; any problems with addicts’ behavior that could jeopardize a meeting space; meeting closing for any reason; or home group functions.

**Home Groups/Area Concerns:**

* None

***Notes:***

All motions to change the order of the day must be turned in prior to the start of the business to be considered. Motions to change the order of the day turned in *after* the start of business must be approved by the Chairperson in order to be considered. All changes to the order of the day must be heard and receive a majority vote of the GSRs before the change to the order of the day can happen.

Motion to change the order of the day. None.

**3. Timekeeper:** Tyira H.

**4. Attendance Roll Call by Secretary:** Open: 26 / Closed: 14 / Voting: **13** / Reporting: **3** / Absent: **8** / Meetings: **2**

**TOTAL: 24 Groups 2 Meeting(s)**

| Richmond Area Groups | | | | | |
| --- | --- | --- | --- | --- | --- |
| Open | Closed | Voting | Reporting | Absent | Meetings |
| 1. Atmosphere Of Recovery 2. Church Hill 3. Clean & Serene 4. Clean Connection 5. East End Men’s Rap 6. Easy Pace/ Stepping Out 7. Freedom Group 8. Good Orderly Direction 9. Growing In Recovery 10. H.O.P.E. 11. Keeping It Simple In The A.M. 12. Long Haul 13. Monday Reality 14. More Will Be Revealed 15. Never Alone 16. New Beginnings 17. New Birth 18. Open Minds 19. Positive Thinking 20. Rainbow’s End 21. Shot Of Hope 22. Simple Basics Of Recovery 23. Staying Clean 24. Staying Clean Together   [meeting]   1. Sunday Spiritual 2. White Flag [meeting] | 1. A Vision Of Hope 2. Blackwell Recovery 3. Friday Freedom [meeting] 4. For The Newcomer 5. Friday Feelings/ Sunday Basic Text 6. In Times Of Illness 7. Miracles in Recovery 8. NA Sisters In Stride 9. Not In The Fan 10. Southside Recovery 11. Stepping On Sundays 12. T.G.I.F. 13. The Promise 14. We Do Recover | 1. Church Hill Group 2. Clean Connection 3. East End Men’s Rap 4. Easy Pace / Stepping Out 5. Freedom Group 6. Good Orderly Direction 7. Growing In Recovery 8. Monday Reality 9. New Birth 10. Rainbow’s End 11. Simple Basics of Recovery 12. Staying Clean 13. Sunday Spiritual | 1. Clean & Serene 2. Positive Thinking 3. Shot of Hope | 1. Atmosphere Of Recovery 2. Hold On Pain Ends (H.O.P.E.) 3. Keeping It Simple In The A.M. 4. Long Haul 5. More Will Be Revealed 6. Never Alone 7. New Beginnings 8. Open Minds | 1. Staying Clean Together  2. White Flag |

**5. Money Matters:**

* 1. None

**6. Old Minutes reviewed and accepted**: February 12, 2023, Minutes: Minutes Approved by: Antonio W./ Seconded by: Alecia V.

**7. Executive Body Reports: March 12, 2023**

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| --- | --- |
| **ASC Chair** | Good afternoon everyone, I’m happy to say that the carpets have been cleaned and the church is very happy with the finished results. With that being said, I have forwarded the invoice for the cleaning to the Treasurer for payment as agreed at the last ASC meeting. To avoid this issue going forward please remind your groups to keep all food and drinks in the kitchen area. I have also spoken with our Vice Chair, Charlean G., and she has informed me that she will not be in attendance today as she is out of town. I look forward to a peaceful and productive day with all of you.  In Loving Service, Stephanie T |
| Announcements: | Stephanie T., (804) 677-4395. Email: rascnaasc@metrorichna.org |
| **ASC Vice Chair** | No Report  In Loving Service, Charlean G. |
| Announcements: | Charlean G., (347)471-7396. Email: rascnaasv@richmond.org |
| **Secretary** | Hello Family, apologies for the delay in my email containing the Minutes for March 2023. I was ill for nearly 3 weeks and then life showed up, so I had to show up for life which hindered the efficiency of my service. Please fill out the Group Report Form to reflect the amount of your literature order and area donation if you want this information included in Minutes. I have taped the sign in sheet to table to avoid them being removed. If you arrive late or leave early, please alert Secretary to prevent the need for me to question your voting, reporting or absent standing.  In Loving Service, Adriene G. |
| Announcements: | Email: rascnasec@metrorichna.org |
| **Treasurer Report** | RASCNA TREASURER REPORT  MARCH 2023  Hi family, I’m an addict named Bridget C.  I would like to thank each of you for trusting me as your new treasurer. I purchased Office for my personal computer to be able to complete the area treasurer monthly reports and the receipt is attached.  Attached for your review is the February 2023 bank statement, income and expense report as well as a simplified profit and loss statement. If you have any questions, please see me.  Income for February 2023 is:  \_\_\_$2,040.74\_\_\_\_\_\_\_\_\_\_\_\_ and expenses are \_\_$2,229.42\_\_\_\_\_\_\_\_\_\_\_\_\_ which include cashed checks and outstanding checks.  Our reconciled check book balance is \_\_\_$7,695.66\_\_\_\_\_\_\_\_\_\_\_\_\_\_ which includes $591.38 dollars held in escrow for Special Events, 3064.00 for Prudent Reserve, and outstanding checks for \_\_$1,412.29\_\_\_\_\_\_\_\_\_\_\_ giving us \_\_$4,040.28\_\_\_\_\_\_\_\_\_\_\_ over Prudent Reserve.  The following checks are outstanding:  Check #5274 to New Dominion for $136.80  Check #5272 to WSO/NAWS for $1,275.49  I understand there is an issue with Special Events funds, but I am not sure what the issues are and cannot comment on these issues at this time. Also, after reviewing Policy, I did want to ask how Special Events has any money in escrow when they have not raised any funds this year?  ILS, Bridget C. |
| Announcements: | *-*Bridget C., (804) 909-3607. Email: rascnatre@metrorichna.org  *-See* attached full Treasurer’s Report,February 2023 w/Income and Expense breakdowns.  **-Group, Member and Literature donations can be made at CashApp: $RASCNA** |

**8. Group Reports: March 12, 2023**

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| **Atmosphere Of Recovery** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **Church Hill** | Donation: $ 11.80 Literature Order: $ 44.50 |
| Report: | We, the members of The Church Hill Group, are continuing to carry the message of hope. Our Tuesday meetings are running with a steady attendance of 50 or more addicts. For that we are truly grateful.  In Loving Service, Ray W. |
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| **Clean & Serene** | Donation: $ 19.20 Literature Order: $ 42.80 |
| Report: | The group is doing well. We are always looking for people to share on Steps 1,2, or 3. If you would like to share contact home group members.  In Loving Service, Dennis R. |
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| **Clean Connection** | Donation: $ 36.54 Literature Order: $ 55.46 |
| Report: | The home group is doing well. We have a lot of newcomers.  In Loving Service, Lawrence S. |
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| **East End Men’s Rap** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | East End Men’s Rap is doing very well and slowly growing. An addict Leonard E. will be celebrating on March 17, 2023, 6:00 PM at 1010 N. Thompson Street. All are welcome.  In Loving Service, Leonard E. |
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| **Easy Pace/ Stepping Out** | Donation: $ 15.20 Literature Order: $ 53.20 |
| Report: | The meeting is doing very well and growing rapidly. We are seeing between 25 – 30 members weekly. There are no celebrations at this time.  In Loving Service, Norris L. |
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| **Freedom Group** | Donation: $ 53.15 Literature Order: $ 66.85 |
| Report: | The Freedom Group continues is doing well. We average 45 – 50 members weekly. On March 15,2023 an addict, Jared W, will celebrate 4 years of recovery. On March 22,2023 an addict Sanjay H. will celebrate 6 years in recovery. Please come out and help us celebrate.  In Loving Service, Rondell D. |
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| **Good Orderly Direction** | Donation: $ 25.66 Literature Order: $ 11.02 |
| Report: | We have some anniversaries coming up. Sammy H. celebrates 20 years on March 17, 2023, Hakim L. celebrates 7 years March 24, 2023, Tonya D. celebrates 6 years March 31, 2023. Lucinda C. celebrates 30 years April 7,2023 and a double celebration for Cheryl S. 12 years & Lesa L. 6 years April 21, 2023. The home group is doing well.  In Loving Service, Tawanda T. |
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| **Growing In Recovery** | Donation: $ 50.00 Literature Order: $ 0.00 |
| Report: | Growing In Recovery is growing in numbers. We meet every Monday, Wednesday, and Friday at 12:00 P.M. - 1:15 P.M. Cheryl B. is celebrating 6 years on Monday, March 27, 2023. We have a great, loving, and caring home group.  In Loving Service, Antonio W. |
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| **H.O.P.E.** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **Keeping It Simple In The AM** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **Long Haul** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **Monday Reality** | Donation: $ 10.09 Literature Order: $ 33.12 |
| Report: | Monday Reality is continuing to grow with newcomer attendance increasing weekly. We are a rotating format between literature and reality with a speaker. Come out and help us continue to carry the message.  In Loving Service, Simone W. |
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| **More Will Be Revealed** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
| **Never Alone** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **New Beginnings** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **New Birth** | Donation: $ 18.37 Literature Order: $ 318.63 |
| Report: | New Birth Home Group continues to carry the message according to the 5th Tradition. The home group continues to grow in numbers and is in need of a bigger space to meet. If anyone has information on a space, please advise. Alexis S. will celebrate 9 years on March 18,2023.  In Loving Service, Edwina P. |
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| **Open Minds** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **Positive Thinking** | Donation: $ 0.00 Literature Order: $ 3.67 |
| Report: | Positive Thinking home group is still in need of support. An addict Paul H. will be celebrating 8 years on March 30, 2023.  In Loving Service, Bridget C. |
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| **Rainbow’s End** | Donation: $ 0.00 Literature Order: $ 32.94 |
| Report: | All are welcome to join us on Friday nights at 9:00 P.M. Several members will be celebrating, come by and support them: George A. is celebrating 27 years on March 17, Gary P. is celebrating one year on April 14, Adam B is celebrating 19 years on April 21 and Charles W. will celebrate 20 years on May 20, 2023.  In Loving Service, Erykah C. |
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| **Shot Of Hope** | Donation: $ 12.00 Literature Order: $ 58.75 |
| Report: | Shot Of Hope is doing well. We are a Step, Tradition and Concept meeting. There are usually approximately 30 – 35 members in attendance, mostly newcomers. We are always looking for speakers with E, S, H. We meet every Thursday at 22 E. Leigh Street 6:30 P.M.  In Loving Service, Karen C. |
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| **Simple Basics Of Recovery** | Donation: $ 66.62 Literature Order: $ 14.00 |
| Report: | Russell V. will be celebrating 4 years on Friday May 26,2023. Simple Basics is growing we meet every Tuesday – Friday 9:00 A.M. – 10:15 A.M.  In Loving Service, Alecia V. |
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| **Staying Clean** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | No Report |
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| **Sunday Spiritual** | Donation: $ 0.00 Literature Order: $ 0.00 |
| Report: | Sunday Spirituals meeting time has changed, we now meet from 9:00 – 10:30 A.M. We continue to do well with attendance and growing. Jeff R. will be celebrating 5 years on March 19, Derrell C. will be celebrating 2 years on March 26, 2023. Come out and support our home group and theses addicts.  In Loving Service, Neal E. |

**9. Area Trusted Servants’ Reports: March 12, 2023**

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| **RACNA II Chair** | | Good Evening Family,  The convention is moving along well, and all our Chair positions have been filled with the exception of Hotels & Hospitality Chair. We will be submitting flyers at the next ASC with a listing of all subcommittee meeting dates, times and information. The Convention Committee discussed the proposal for the Narcotics Anonymous History Conference (NAHC) that was established. The Convention Committee has voted not to sign for any contracts nor participate in any fundraising efforts as a group for this conference. We are also reminding this body that we do not have the authority to make a decision whether or not the Area decides if it wants to be responsible in our efforts to participate. We will not be making a motion to participate as a body. The Convention Committee also discussed their thought on postponing RACNA II in 2024. The group was divided, and the discussion was tabled after further discussions with the hotel. We will keep this body informed on this subject.  The fashion show fundraiser was successful, and we appreciate all the love and support the comes from, not just this area but, the families of members as well.  The book balance is approximately $38,839 to date. This does not include subtractions from the upcoming event due to our meeting being on the third Sunday. We are looking forward to working with Special Events to continue of responsibility to maintaining our area. I  ILS, Tyira H. |
| Announcements: | | See Bingo Flyer |
| **H & I** | Good Evening Fam,  I hope all is well. We’re taking the message to those addicts that still suffer. We’re doing an excellent job with carrying the message. We’re in need of facilitators. We meet on the second Sunday, virtually, from 1:00 – 2:00 P.M. and the fourth Sunday, in person, from 1:30 – 3:00 P.M. The location for in person meetings is 1211 Porter Street. On February 26, 2023, the Area Chair and Literature Chair attended our meeting.  In Loving Service, Tonya D. |
| Announcements: | NONE |
| **Outreach** | The workshop today was a success. Outreach will continue to service the Area with future workshops. I have retrieved all receipts from members and will have the final cost and receipts next month to turn in. Thank you all who showed up today.  In Loving Service, Beverly D. |
| Announcements: | NONE |
| **Ad Hoc** | Good Evening,  The Ad Hoc committee is no longer meeting. The final report was given at February’s Area Service meeting. The final report / suggestion of the Ad Hoc was for the Chair of Area to send out the letter to Sheila G. in reference to the monies that are still owed for the free event. The outstanding amount is $200. The duties of the Ad Hoc Committee are to fact find. And we found that the money given to the trusted servants Sheila G. and Elliott C. were misused and / or mismanaged according to Richmond are Guidelines and Procedures policy. However, on Sunday March 19,2023 I saw Elliott C. at a meeting, and he gave me two $100 bills in cash to bring back Area Service next month.  In Loving Service, Simone W. |
| Announcements: | NONE |
| **Policy** | Hello Family,  The Policy Subcommittee is meeting regularly and doing well. Due to the recent case of misappropriation of NA funds, we have discussed the confusion the Executive Body was faced with when we found there were no clear guidelines on who should write and send a letter to the member(s) in question. Also, there was no letter template set up in Policy for our use. The members of Policy have created an “Action Letter” to add to the Policy. This letter is to be sent to the person(s) in question after the Ad Hoc Subcommittee has done their part and a refusal to admit and repay the back funds has been made. The letter is to inform that RASCNA is taking legal action.  *Read Letter*  We would like to add two other documents to the Policy. The first is a RASCNA Financial Policy, to be read and signed by each member that will handle NA funds and a witness. The signed policy will be kept in hard copy form with Chairperson and in archives.  *Read Policy*  The second document is an updated version of the “Theft Restitution Agreement” that is already in Policy. The only changes made to this document were punctuation and spelling corrections.  All three documents have been printed for your review. They will be added to the Policy Addendum this evening and will be printed in the new Guidelines and Procedures that come out in June.  The updated addendum will be emailed to the Public Relations Chair to add to the website this evening.  Our next Policy Subcommittee meeting is scheduled for March 23,2023 at 6:00 P.M. here in this room. You may also join via Zoom: I.D.: 856 8130 8897/ Password Policy (capital P).  In Loving Service, Angel. K., |
| Announcements: | Email: rascnapol@metrorichmond.org |
| **Public Relations** | NONE |
| Announcements: | See Flyers |
| **Special Events Chair** | New subcommittee being formed to put on events. We are new and willing to learn. Any experienced members to educate us would be greatly appreciated. We me to on March 4, 2023, and agreed to meet the 1st and 3rd Saturday of each month. I have been reaching out to members with experience.  In Loving Service, Waddell W. |
| Announcements: | NONE |
| **RCM - Alt RCM** | VACANT |
| Announcements: | NONE |
| **VRCC / Alternate VRCC** | VACANT |
| Announcements: | NONE |
| **Literature** | The literature order was delivered, inventoried, and stamped. We would like to thank Area for their patience dealing with the adjustments and changes in the literature forms. GSR’s must have their literature order on the new form moving forward or it will not be filled. The new form was updated today.  In Loving Service, Bobby L |
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| Announcements: | NONE |
| **Print Shop** | Hello Family,  All forms needed for today’s meeting were printed and placed on the table. Meeting schedules will be printed in April. New literature forms were updated, and copies made and placed on table. Three pages were printed with updates to Guidelines and Procedures: Action Letter, RASCNA Financial Policy and the Theft Restitution Agreement. Copies are on the table as well  In Loving Service, Catherine S. |
| Announcements: | NONE |

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1. **Old Business:**

**Procedural Motion:** Motion to refund church for carpet cleaning was approved.

**Guideline Motion:** None.

**Regional Motion(s):** None.

**11. Nominations and Elections**

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| **ELECTED** | |
| Names | Position |
| None | None |
| **NOMINATIONS** | |
| Names | Position |
| None | None |
| **VACANT** | |
| No nominations received | Assistant Secretary |
| No nominations received | RCM / Alternate RCM |
| No nominations received | VRCC / Alternate VRCC Director |

***\*\*Please announce open positions and inquire for nominations at your home groups and return to March’s ASC meeting with your group’s conscience for nominations and elections, and/or nominee in attendance.***

**12. New Business:**

**a.** At the beginning of Area Service Sheila G. approached Angel K. and handed her a handwritten note and a money order for $20.00. The note said, “3/12/23 Good Evening, I want to apologize for the mismanagement of the receipts for the free event that was held in September 2022. Here is a money order of $20.00 to start paying back Area Service. Every other month I will pay $20.00.

In Trusted Service, Sheila G.”

I explained to Sheila that she would need to sign the Restitution Agreement form and handed it to her. She stated that she did not want to sign her name on any documents, took the form and walked out, leaving Area Service at 3:21 P.M.

In Loving Service Angel K. (Policy Chair)

1. **Next ASC Meeting:** April 16, 2023/ 3:00pm/ 1211 Porter Street, Richmond, VA 23224

Date Time Place

1. **Other Pertinent Announcements:**

* **See Attached Flyers**

**Motion to Close with the Serenity Prayer:** Neal E. / seconded by Rondell D., at 4:53 P.M.