**1.**  **Date:**  Sunday, August 13, 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: Kim S.

12 Concepts: Mason R.

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:**

* Kim R. requested that Outreach visit her home group, The Freedom Group, to address concerns about money issues. She believes the funds that should be donated to Area are being withheld and 7TH money is only being used for literature.
* Stephanie T., Area Chair, reiterated that no drinks or food is to be consumed in the meeting space of 1211 Porter St. This includes water. The church had to have carpet shampooed again and noted that we are in jeopardy of losing our meeting space if this continues. She further advised that the church’s paper product i.e., cups, napkins, paper plates, etc., have been used without permission of the church.

**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

**Change The Order Of The Day**

* See Money Matters

**3. Timekeeper:** Woodrow H.

**4. Attendance Roll Call Of Groups:** Open: **27** / Closed: **14** / Voting: **14** / Reporting: **2** / Absent: **8** / Meetings: **3**

**Attendance Roll Call Of Subcommittees:** Present: **9** / Absent: **2** / Vacant: **9**

**TOTAL: 24 Groups / 3 Meetings**

| 1. Richmond Area Groups | | | | | |
| --- | --- | --- | --- | --- | --- |
| Open | Closed | Voting | Reporting | Absent | Meetings |
| 1. Atmosphere Of Recovery 2. Church Hill Group 3. Clean & Serene 4. Clean Connection 5. East End Men’s Rap 6. Easy Pace/ Stepping Out 7. For The Newcomer In The A.M. 8. Freedom Group 9. Good Orderly Direction 10. Growing In Recovery 11. Hold On Pain Ends (H.O.P.E.) 12. Keeping It Simple In The A.M. 13. Long Haul 14. Monday Reality 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. Sunday Spiritual | 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. Atmosphere Of Recovery 2. Clean & Serene 3. Clean Connection 4. Easy Pace/ Stepping Out 5. For The Newcomer In The A.M. 6. Freedom Group 7. Good Orderly Direction 8. Growing In Recovery 9. Keeping It Simple In The A.M. 10. Monday Reality 11. New Birth 12. Open Minds 13. Positive Thinking 14. Shot Of Hope | 1. Simple Basics Of Recovery 2. Sunday Spiritual | 1. Church Hill Group 2. East End Men’s Rap 3. Hold On Pain Ends (H.O.P.E) 4. Long Haul 5. Never Alone 6. New Beginnings 7. Rainbow’s End 8. Staying Clean | 1. More Will Be  Revealed 2. Staying Clean  Together   1. White Flag |

**5. Money Matters:**

A.) Money Matter: To give Special Events $1,100 for upcoming Day Halloween Party.

\* $300.00 Venue

\* $100.00 DJ

\* $75.00 Contest

\* Remainder is for food and supplies

Intent: To follow the guidelines of the Special Events subcommittee.

Motion Maker: Michael D. Seconded: Deborah C.

RASCNA Vote: Passed Unanimous

**6. Old Minutes reviewed and accepted**:

An error was discovered in the Nominations & Elections table under the Vacant section. The position for Outreach Chair showed that there were No Nominations Received. However, Beverly D. was nominated and elected in Area at July’s ASC meeting. Therefore, the entire row was deleted.

Motion Maker: Antonio W. Seconded: Aaron M.

RASCNA Vote: Passed Unanimous

**7. Executive Body Reports: August 13, 2023**

|  |  |
| --- | --- |
| **ASC Chair** | Good Afternoon Family,  I want to thank all of you for taking the time to attend our ASC meeting today. I hope that we are able to handle all Area matters in a loving and caring way and do what we as a group feel is best for our Area to continue to carry the message of Narcotics Anonymous.  I have received another communication from the church that they are still finding stains on the carpets. It has been stated on several occasions that there is to be no food or drinks outside of the kitchen area. The church has had the carpets cleaned again this past week because of stains that they believe are being caused by our members or people visiting our groups who use this facility. If this continues, we are in jeopardy of losing this facility as a meeting space, not only for Area Service meetings but also for all the groups that meet here. I am asking that you all please announce at your meetings that food and drinks are not allowed in this meeting space or the hallways. The church also mentioned that there are paper products missing from the kitchen i.e., plates, napkins, paper towels, cups and plasticware. They stated that Narcotics Anonymous is the only outside group who utilizes this building and that they have not held any events where these items would have been used. I have been asked to remind you all that if you are using the kitchen area it is your responsibility to provide paper/plastic products for your groups/events.  I was able to attend the Public Relations Subcommittee meeting this month and I am happy to report that despite the subcommittee no having an acting Chair or Vice Chair the members are still going strong. Charles W. has sent me a report to give on behalf of the subcommittee to bring you all up to speed with their efforts. If you are interested in the position of PR Chair or if you know anyone who would be interested, please let Area know or bring that person to out next ASC meeting to be nominated.    As we currently do not have a Vice Chair to represent our area, I will be reaching out to the Chairs of each subcommittee to touch base and see how things are going over the next few weeks and offer help if needed.  In Loving Service, Stephanie T. |
| Announcements: | Stephanie T., (804) 677-4395. Email: rascnaasc@metrorichna.org |
| **ASC Vice Chair** | No Report/ Vacant |
| Announcements: | None |
| **Secretary** | Hello,  RPlease, Please, Please sign in when you arrive at Area to ensure I am able to accurately record who is present. Group Report Forms must denote literature amount and donation amount to be included in Minutes.  In Loving Service, Adriene G. |
| Announcements: | Email: rascnasec@metrorichna.org |
| **Treasurer Report** | RASCNA TREASURER REPORT  Hi family, I’m an addict named Bridget C.  Attached for your review is the July 2023 bank statement, income & expense report, and a simplified profit and loss statement. If you have any questions, please see me.  Income for July 2023 is $2,194.05. Expenses were $3,863.70 and $3,493.99 in outstanding checks.  Our reconciled check book balance is $11,698.19 which includes $3,064.00 for Prudent Reserve, $823.28 in Special Events escrow and $1,100.00 in Special Events seed money. There are outstanding checks for $3,493.99 giving us $8,643.19 over Prudent Reserve.  The following checks are outstanding:  Check # 5274 to New Dominion for $136.80  Check # 5297 to New Dominion for $136.80  Check # 5299 to Michael D. for $1,000  Check #5300 to NAWS/WSO for $997.02  Check #5305 to New Dominion for $136.80  Bobby L. has advised me that WSO is stating that we have a credit in the amount of $997.02, for which we are unsure how this could be as that is the amount that we ordered last month.  I received the receipts from the workshop that Literature and Print Shop hosted.  The $332.00 for the area PO Box is due this month and I will be requesting the check today.  The hours that I work has recently changed and they are 9:00 AM – 5:00 PM, which are the bank’s hours. Therefore, I will be unable to get to the bank before the Saturday following Area.  Lastly, last month I was advised that some people do not like the spreadsheet used for the Treasurer’s report and wanted to see if we could create a new one that is more visible. I personally do not like the spreadsheet either, but it is the same one that was used by the last two treasurers and was passed on to me. I have had a busy month and did not get a chance to get with Kim M. as she has had some health issues. I do not have the knowledge myself to create an Excel document that would be able to replace it. The Profit & Loss sheets along with the bank statement shows all money incoming and outgoing. These show that there are no discrepancies in the Area’s funds which is they were created.  ILS, Bridget C. |
| Announcements: | *-*Bridget C., (804) 909-3607. Email: [rascnatre@metrorichna.org](mailto:rascnatre@metrorichna.org)  See attachments for: bank statement, income & expense sheet, profit &loss statement.  **-Group, Member and Literature donations can be made at Cash App: $RASCNA** |

**8. Group Reports: August 9, 2023**

|  |  |
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| **Atmosphere Of Recovery** | Donation: $ 280.00 Literature Order: $ 00.00 |
| Report: | We are a loving and caring home group who welcomes 10 - 15 newcomers each week. Krissy celebrates 2 years today and Jackie W. celebrates 29 years August 20,2023 at 1920 Fairmount Avenue. We are in the basement from 5:30 PM – 7:00 PM.  In Loving Service, Jasmine W. |
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| **Church Hill** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | No Report |
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| **Clean & Serene** | Donation: $ 5.32 Literature Order: $ 49.68 |
| Report: | Clean & Serene home group is doing well. We have regular attendance and continues to grow. More and more newcomers continue to show up for a message of hope. The group would like to thank all that come out to support our group.  In Loving Service, Kim J. |
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| **Clean Connection** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | The home group is doing well with a lot of newcomers.  In Loving Service, Lawrence S. |
| I |  |
| **East End Men’s Rap** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | No Report |
|  |  |
| **Easy Pace/ Stepping Out** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | The group is doing very well. It is growing in leaps and bounds. We have no celebrations this month.  In Loving Service, Norris L. |
|  |  |
| **For The Newcomer In The A.M.** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | We meet Monday’s at 10:00 AM -11:00 AM at 1205 W. Franklin Street. We have 10–15 addicts. Our literature is good, Outreach gave us a starter kit.  In Loving Service, Johnny J. |
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| **Freedom Group** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | The Freedom Group continues to fulfill its primary purpose with 40 – 60 in attendance each week. This month we will be celebrating Mira B., who will have 2 years clean on the 16th and Philecia C. who will have 3 years clean on the 30th. Come out and help us celebrate.  In Loving Service, Deborah C. |
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| **Good Orderly Direction** | Donation: $ 106.63 Literature Order: $ 68.36 |
| Report: | Paul B. is now Alternate GSR. G.O.D. will celebrate 32 years as a home group. Barbie H. will acknowledge 2 years and Kim M. will acknowledge 30 years. We continue to average 50+ weekly.  In Loving Service, James B.. |
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| **Growing In Recovery** | Donation: $ 50.00 Literature Order: $ 99.14 |
| Report: | Growing In Recovery is still growing. We average 30+ members weekly. An addict Kim S. will celebrate her first year August 28, 2023. Let’s support this addict.  In Loving Service, Kim S. |
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| **H.O.P.E.** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | No Report |
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| **Keeping It Simple In The A.M.** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | Keeping It Simple In The A.M. maintains an average of 30+ members in attendance Monday – Friday. This meeting begins at 9:00 A.M. and concludes at 10:15 P.M. Come out and support us in a virtual meeting. I.D: 826 64956954, Password: kis9am (lower case).  In Loving Service, Prince R. |
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| **Long Haul** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | No Report |
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| **Monday Reality** | Donation: $ 19.23 Literature Order: $ 72.62 |
| Report: | All is well, we are continuously growing. We are working hard to stay in good standing with the community and church where our meeting space is located. An addict, Tre’ Y., will celebrate 8 years on Monday August 28, 2023.  In Loving Service, Trey Y. |
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| **More Will Be Revealed** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | No Report |
| **Never Alone** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | No Report |
|  |  |
| **New Beginnings** | Donation: $00.00 Literature Order: $ 00.00 |
| Report: | No Report |
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| **New Birth** | Donation: $ 8.79 Literature Order: $ 215.62 |
| Report: | New Birth home group is doing well and continues to receive newcomers on a weekly basis. New Birth continues to carry the message according to our Fifth Tradition. New Birth continues to receive new home group members, we are growing in numbers. Denise J. will celebrate 32 years on August 26, 2023.  In Loving Service, Edwina P. |
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| **Open Minds** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | The home group is doing good, with 100+ people in attendance. We have two 4-year anniversaries.  In Loving Service, Carolyn C. |
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| **Positive Thinking** | Donation: $ 00.00 Literature Order: $ 31.54 |
| Report: | Positive Thinking is doing very well. Our meeting continues to grow. We see lots of new faces. Bridget C. celebrates 17 years August 17,2023.  In Loving Service, Katelyn W. |
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| **Rainbow’s End** | Donation: $ 00.00 Literature Order: $ 00.00 |
| Report: | No Report |
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| **Shot Of Hope** | Donation: $ 65.95 Literature Order: $ 37.15 |
| Report: | Shot Of Hope is doing well. We had a total of 11 newcomers and 225 people to attend our meeting for the months of July – August. We still need people to share on the 12 Steps, Traditions, and Concepts. Please contact any home group member.  In Loving Service, Karen C. |
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| **Simple Basics Of Recovery** | Donation: $ 55.54 Literature Order: $ 132.81 |
| Report: | Simple Basics is doing well. Ronald N. will celebrate 1 year on September 17,2023.  In Loving Service, Ronald N. |
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| **Staying Clean** | Donation: $00.00 Literature Order: $ 00.00 |
| Report: | No Report |
|  |  |
| **Sunday Spiritual** | Donation: $ 54.03 Literature Order: $ 64.97 |
| Report: | Sunday Spiritual is doing very well. We consistently see 30+ members weekly. Makiyn M. celebrates 2 years August 20, 2023. Danielle D. celebrates 23 years August 27, 2023. Khalil M. celebrates 7 years September 3, 2023.  Loving Service, Neal E. |

**9. Area Trusted Servants’ Reports: August 13, 2023**

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| **RACNA II Chair** | Good Evening Family,  The convention is moving along. We have a fundraiser coming up, The Retro 70’s Dance Party & Show on September 8, 2023. It will be held at 1407 Sherwood Avenue from 8:00 PM- Midnight. Tickets are $20.00 and food is included. We need a Merchandising Chair. Also, a Fundraising & Entertainment Chair is needed. Both prior Chairs resigned due to conflicts in their personal schedules. We are looking for individuals who have the time and willingness to serve in these positions. It is highly suggested that you not run for a position if you have a position on the RASCNA floor. We need people in place for both bodies of service and are not in competition with ourselves in the Richmond area.  Currently the bank balance is $39,310.03. We have an upcoming appointment with the liaison for the Marriott at 500 E. Broad Street to sign the contract after having gone over it. The contract was reviewed by both Chairs and Treasurers. The contract was also discussed in a live meeting in which all members of the subcommittees were invited to attend. The Area Chair had a prior engagement, but the Policy Chair attended. The dates of November 1-3, 2024, are locked in for the convention. We will announce when the room block opens. The website update is almost complete and pre-registration will be available in September.  I spoke with the Literature Chair about the items that are not selling. The convention is willing to buy the items at an economical cost to put inside of the newcomer packages. The prices will be agreed upon by the Literature Committee and the Convention Committee.  Thanks for your time and for investing in your area’s convention.  In Loving Service, Tyira H. |
| Announcements: | NONE |
| **H & I** | Good Evening Fam,  I hope all is well. We had three members to join us. We are doing an excellent job of carrying the message to those addicts that still suffer. We still need more facilitators.  In Loving Service, Tonya D. |
| Announcements: | NONE |
| **Outreach** | Outreach continues to meet from 6:00-7:30 PM every 2nd and 4th Monday of the month. We were able to meet with For The Newcomer In The A.M. home group and provide a starter kit. They appear to be doing well. We continue to meet regularly and need support.  In Loving Service, Beverly D. |
| Announcements: | NONE |
| **Ad Hoc** | NONE |
| Announcements: | NONE |
| **Policy** | Hello Family,  The Policy Subcommittee is doing well. We have handed out the 2024 Guidelines and Procedures today. Thank you for your patience through the misunderstanding last month.  I attended the RACC 2 business meeting that was held last month to represent our area’s support.  Policy is going to host a workshop on Saturday, October 7, 2023. There will be more information about the time and place at next Area Service. Please keep it in mind to invite your sponsees and sponsorship family to join us.  We meet every 2nd and 4th Thursday at 7:00 PM in this room. You are all invited to join us.  Thank you for allowing me to serve.  In Loving Service, Angel K. |
| Announcements: | Email: rascnapol@metrorichmond.org |
| **Public Relations** | We thank all of you who continue to provide the Public Relations subcommittee with updates to meetings, event information flyers and volunteer for the hotline. We continue to meet with other PR members from the New Dominion and Tri Cities areas in a unified effort to provide the most accurate information on the meeting schedules and our website [www.rvana.org](http://www.rvana.org). We invite new members to join us on the 1st Monday, 6:00 – 7:30 PM virtually for book study meetings. The 3rd Mondays are being used to meet in a unified effort with the New Dominion and Tri Cities Subcommittee Chairs. See the website for the Zoom access information.  We continue to get the work out that NA exists and where to find us. The NA cards are being distributed in various pharmacies. “Need Help With Drugs?” flyers are being created to be distributed throughout the Richmond libraries. We are collaborating with the other Areas to get ready for upcoming events during September as part of the National Recovery Month. We will be sending our invitation for volunteers as soon as we confirm the dates and times of the events.  We are making some revisions to the website, rvana.org, to provide more clarity such as the opening page will list events on the right side of the page. Some upcoming revisions being discussed include creating a shopping cart for the literature order form if an Area chooses to use it. Phone line volunteers will be contacted soon to ensure their wishes to continue as volunteers and make updates to their contact information.  In Loving Service, Charles W. |
| Announcements: | NONE |
| **Special Events Chair** | Special Events is doing well with a small committee. We need members and volunteers to help with the free event on August 19, 2023. Also, the committee has planned a “Day Halloween Dance” for October 28, 2023, from 4:00-8:00 PM. The flyer needs to be voted on. There are three potential vendors: Sandston Moose lodge is unavailable; Calhoun Center is $300.00, and the Robinson Theater is $1,100 with a $200.00 deposit. The group voted for the for the Calhoun Center. The three potential DJs are Wee, Chaos or Terry. The group voted for DJ Terry who charges $100.00. Tickets are $15.00 which includes food. Tickets will be available at the door.  In Loving Service, Waddell W. |
| Announcements: | SEE FLYER |
| **Special Events Treasurer** | Subcommittee is maintaining even though it is small. We are requesting $1,100 for the upcoming “Day Halloween Party”. The venue is $300.00, the cost of the DJ is $100.00, there is a contest that will pay $75.00 to the winner. The remainder of funds will be used for food and supplies. |
|  | SEE FLYER |
| **RCM - Alt RCM** | VACANT |
| Announcements: | NONE |
| **VRCC** | Sorry I was unable to attend the VRCC meeting due to work commitments.  ILS, Ron B. |
| Announcements: | NONE |
| **Alternate VRCC** | VACANT |
| Announcements: | NONE |
| **Literature** | The literature was ordered, inventoried, and stamped. The Secretary of WSO sent me an email stating that we had a $997.00 credit in our account. Of course, I spoke with her over the phone, and she gave me the check number 5300. I contacted our Treasurer and passed the information on to her. A lot of literature forms have been ordered, the DVD version of the white booklet instead of the white booklet. They cost the same amount, .80, but they are different.  In Loving Service, Bobby L. |
| Announcements: | NONE |
| **Print Shop** | All forms for today’s meeting were placed on the table. The Policy Chair, Angel K., will give the attending GSR’s a copy of the Guideline & Procedures. The cost for Minutes printed at Office Depot was $52.64, for which I need to be reimbursed today. I felt that it was inappropriate that I was not included in the decision of purchasing the printer for Area.  In Loving Service, Catherine S. |
| Announcements: | NONE |

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**10.Old Business:** None

**11. Nominations & Elections:**

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| --- | --- |
| **ELECTED** | |
| Names | Position |
| Ron B. | VRCC |
| Beverly D. | Outreach Chair |
| Kim M. | Vice Chair (Pro Temp) |
| **NOMINATED** | |
| Names | Position |
| None | None |
| **VACANT** | |
| No nominations received | Assistant Secretary |
| No nominations received | RCM / Alternate RCM |
| No nominations received | Alternate VRCC Director |
| No nominations received | Public Relations Chair |

***\*\*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) See Nominations and Elections Above.

Kim M. was Pro Temped in as Vice Chair in a unanimous vote on the Area floor.

B) Secretary, Adriene G., inquired about the status of former Special Events Treasurer, Sheila G., to pay the remaining balance of misappropriated funds. She still owes $75.14. It was decided that Policy Chair, Angel K., would try to contact individual to find out her intentions before seeking legal action.

**Procedural Motion(s): None**

**Guideline Motion(s): None**

**Regional Motion(s): None**

**Next ASC Meeting:** September 10, 2023/ 3:00pm/ 1211 Porter Street, Richmond, VA 23224

Date Time Place

**14.Other Pertinent Announcements:**

* **See Attached Flyers**

**Motion to Close with the Serenity Prayer:** Antonio W. / **Seconded by:** Aaron M. at 5:36P.M.