**1.** **Date:**  Sunday, December 10, 2023 Start **time:**  3:00pm 1211 Porter Street, Richmond, VA 23224

**(*Mailing Address Above*)**

**2.ASC Chairperson:**

**Open:** Serenity Prayer

**Chair Read:** Purpose

**12 Traditions:** Kim J.

**12 Concepts**: Val 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:**

* 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

**Change The Order Of The Day**

* None

**3. Timekeeper:** Woodrow H.

**4. Attendance Roll Call Of Groups:** Open: **28** / Closed: **13** / Present: **20** / Reporting: 2 /Absent: **4** / Meetings: **2** / Voting: **20**/

**Attendance Roll Call Of Subcommittees:** Present: **12** / Absent: **2** / Vacant: **5**

**TOTAL: 26 Groups / 2 Meetings**

| 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  8.Freedom Group  9.Good Orderly Direction  10.Growing In Recovery  11.Hope On The Hill  12.In Times Of Illness  13.Keeping It Simple In The A.M.  14.Long Haul  15.Monday Reality  16.More Will Be Revealed  17.Never Alone  18.New Beginnings  19.New Birth  20.Open Minds  21.Positive Thinking  22.Rainbow’s End  23.Shot Of Hope  24.Simple Basics Of Recovery  25.Staying Clean  26.Sunday Spiritual | 1.A Vision Of Hope  2.Blackwell Recovery  3.Friday Freedom [meeting]  4.Friday Feelings/ Sunday Basic Text  5.Hold On Pain Ends (H.O.P.E.)  6.Miracles in Recovery  7.NA Sisters In Stride  8.Not In The Fan  9.Southside Recovery  10.Stepping On Sundays  11.T.G.I.F.  12.The Promise  13.We Do Recover | 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  8.Freedom Group  9.Growing In Recovery  10.Hope On The Hill  11.In Times Of Illness  12.Monday Reality  13.Never Alone  14.New Beginnings  15.New Birth  16.Open Minds  17.Rainbow’s End  18.Simple Basics Of Recovery  19.Staying Clean  20.Sunday Spiritual | 1.Good Orderly  Direction  2.Keeping It Simple In The A.M. | 1.Long Haul  2.More Will Be Revealed  3.Positive Thinking  4.Shot Of Hope | 1. Staying Clean Together  2. White Flag |

**5. Money Matters:**

* Motion: Print Shop Chair, Catherine S., is asking to be reimbursed $12.34 for cost of printing paper.

Intent: To reimburse for out-of-pocket expenses to cover Print Shop needs.

Made By: Catherine S.

Vote: Passed unanimously

* Motion: Special Events is asking for $1,000.00 to participate in joint event with Fundraising & Entertainment for the Richmond area of NA Pre New Year Eve event.

Intent: To carry the message of recovery through events of fun, food and entertainment.

Made By: Waddell W.

Vote: Passed unanimously

**6. Old Minutes Reviewed:**

* Motion to approve minutes made by Kim J. and seconded by Edwina P.
* Minutes were approved unanimously.

**7. Executive Body Reports: December 10, 2023**

|  |  |
| --- | --- |
| **ASC Chair** | Good Afternoon Family,  I just want to say it has been an honor and a privilege to serve as Area Chair over the last two years. I know there has been some ups and downs but being in this position has allowed me the opportunity to grow in my recovery in ways that I did not expect or even know were possible. The Richmond area of Narcotics Anonymous is my home and I look forward to ways that I can be of service in other areas come January when my term has come to a complete end. Thanks to all of you for your support, guidance and, most of all, your unconditional love.  In Loving Service, Stephanie T. |
| Announcements: | Stephanie T., (804) 677-4395 Email: rascnaasc@metrorichna.org |
| **ASC Vice Chair** | Hey Family,  I’m a grateful recovering addict named Kim M.  First, I would like to apologize for leaving Area early last month.  I did not attend any subcommittee meetings last month due to not feeling well. I will be attending all subcommittee meetings this month since my health is better.  ILS, Kim M. |
| Announcements: | Kim M., (804) 528-8082 |
| **Secretary** | Hello Everyone, let me begin with apologizing for my absence on last month. However, lost dreams are awakening, new possibilities are arising. For those who did not receive hard copies of the Minutes via mail, I apologize. I am requesting the funds allocated to the Secretary so that I can print copies to mail to those who request it. I feel like this causes a lot of undue waste and money due to the convenience of technology. I am required to email and mail the Minutes and then Print Shop is expected to put more copies on the table when they can print. This appears to be an impossible task for the last few months. The Minutes were late this month because I could not get trusted servants to email reports. With every second of my day being accounted for, I have not time to chase people down for their report. Please hand me your report or email it immediately after reading it.  I would like to address people walking out of Area Service and selecting a Vice Chair. Speaking to all the Traditions and Concepts regarding this conduct would take too much time so I’ll paraphrase Concepts 3 & 4. “Effective leadership is highly valued in Narcotics Anonymous. We cannot responsibly delegate authority either to those that are fundamentally incapable of administering the authority they are given or those who are not willing to account fully for their actions. Capable NA leadership exhibits the full range of personal characteristics associated with a spiritual awakening.  In Loving Service, Adriene G. |
| Announcements: | Adriene G., (804) 499-5105 |
| **Treasurer** | Hi Family I am an addict named Bridget C. Attached for your review is the November 2023 report with income and expense report and simplified profit and loss statement. Please let me know if you have any questions. Income for November was $3,564.42, expenses were $2,224.43 and $410.00 in outstanding checks. I received the seed money from Special Events last month for $1,100.00 and the profit of $38.62 which was split. $19.31 went to Area and $19.31 went into their escrow.  ILS, Bridget C. |
| Announcements | Bridget C., (804) 909-3607. Email: [rascnatre@metrorichna.org](about:blank)  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**: **December 10, 2023**

|  |  |
| --- | --- |
| **Atmosphere Of Recovery** | Donation $ 61.46 Literature $ 54.54 |
| Report | Loving and caring home group who welcomes newcomers each week and carries a message of hope. We meet on Sundays at 1920 Fairmount Avenue from 5:30-7:00 P.M.  In Loving Service, Jasmine W. |
| **Church Hill Group** | Donation $ 117.40 Literature $ 16.42 |
| Report | We the members of The Church Hill Group are maintaining in carrying the message of hope. We are growing as one and welcoming new members each week. Every Tuesday we are averaging 35-45 members ant at least 5 new members. We are blessed.  In Loving Service, Donald C./Antonio B. |
| **Clean & Serene** | Donation $ 00.00 Literature $ 00.00 |
| Report | Clean & Serene home group is doing great, our Thanksgiving event was a success. We collected $132.00 which we divided between the home group, Area, RACNA & the church. Our very own home group member, Dennis R., will be celebrating 10 years on January 19, 2024, come out and give him some support.  In Loving, Kim J. |
| **Clean Connection** | Donation $ 27.00 Literature $ 48.40 |
| Report | The home group is doing well. We have added 3 more home group members. We have a member, John W., celebrating 7 years on December 23, 2023, at Clean Connection from 2:00-3:30 P.M. Come out and help this addict celebrate.  In Loving Service, Lawrence S. |
| **East End Men’s Rap** | Donation $ 14. 57 Literature $ 86.43 |
| Report | East End Men’s Rap is doing well, and our attendance is growing. An addict, Mark T., will celebrate 22 years on December 15, 2023 at 6:00-7:30mP.M. at 1010 W. Franklin Street. All are welcome. We will be open on December 22, 2023.  In Loving Service, Leonard E. |
| **Easy Pace/Stepping Out** | Donation $ 00.00 Literature $ 00.00 |
| Report | The group is growing weekly. We are seeing between 20-25 members bi-weekly.  In Loving Service, Norris L. |
| **For The Newcomer** | Donation $ 91.74 Literature $ 00.00 |
| Report | We made our first donation to the Area of $91.74 since opening. We are still in need of newcomers to come out and enjoy being able to share first at our meeting. Tyira H. will celebrate 24 years on December 24, 2023. De Vonda R. will celebrate 28 years on January 9, 2024.  In Loving Service, Chanda S. |
| **Freedom Group** | Donation $ 36.00 Literature $ 4.10 |
| Report | Freedom Group continues to fulfill its primary purpose weekly with an average of 30 people. We would like to thank everyone for helping us celebrate our December celebrations. Robin W. will celebrate 7 years on December 6, 2024, DeBorah C. will celebrate 3 years on December 13, 2023 and Neal E. will celebrate 5 years on December 20, 2023.  In Loving Service, Deborah C. |
| **Good Orderly Direction** | Donation $ 00.00 Literature $ 137.05 |
| Report | Good Orderly Direction is doing well. The group would like to nominate Tonya D. for the Vice Chair of Area. Julie T. will celebrate 28 years on January 26, 2024 and Jose H. celebrates 18 years January 11, 2024.  In Loving Service, Good Orderly Direction |
| **Growing In Recovery** | Donation $ 387.17 Literature $ 44.92 |
| Report | We continue to grow and carry the message of recovery. We have at 20-30 in attendance.  In Loving Service, Solomon W. |
| **Hope On The Hill** | Donation $ 00.00 Literature $ 00.00 |
| Report | I am the new GSR, Kenneth P., for Hope On The Hill is fairly new. Currently, we are in need of members and support. We meet every Saturday 6:00 P.M. at 3201 Cedar St.  In Loving Service, Kenneth P. |
| **In Time Of Illness** | Donation $ 00.00 Literature $ 00.00 |
| Report | Our attendance is growing. We continue to carry the message to the still sick and suffering addict.  In Loving Service, In Times Of Illness |
| **Keeping It Simple In The A.M.** | Donation $ 00.00 Literature $ 00.00 |
| Report | Keeping It Simple In The A.M. maintains an average attendance of 30-35 members. We are a growing Zoom meeting Monday-Friday from 9:00-10:15 A.M. Please come join us in an atmosphere of recovery.  In Loving Service, Prince R. |
| **Long Haul** | Donation $ 00.00 Literature $ 00.00 |
| Report | No Report |
| **Monday Reality** | Donation $ 00.00 Literature $ 00.00 |
| Report | Good Afternoon, Monday Reality is doing well with continued good attendance. Candy P. will celebrate 21 years on January 8, 2024 and Ron B. will celebrate 32 years on January 15, 2024. Come out and help them celebrate.  In Loving Service, Simone W. |
| **More Will Be Revealed** | Donation $ 00.00 Literature $ 00.00 |
| Report | No Report |
| **Never Alone** | Donation $ 00.00 Literature $ 00.00 |
| Report | We are good. We are in need of members, trusted servants and support.  In Loving Service, Sterling P. |
| **New Beginnings** | Donation $ 00.00 Literature $ 00.00 |
| Report | We have good group participation and are doing well. Frank S. celebrates on December 17, 2023.  In Loving Service, Walter R. |
| **New Birth** | Donation $ 76.31 Literature $ 100.01 |
| Report | New Birth home group is doing great. Our home group continues to get new members. New Birth home group will celebrate their group anniversary on December 16, 2023 from 9:00 A.M.- 3:00 P.M. Edwina P. will celebrate 25 years December 30, 2023 at 9:00 A.M.  In Loving Service, Edwina P. |
| **Open Minds** | Donation $ 00.00 Literature $ 00.00 |
| Report | Open Minds home group is doing well with good attendance. Orry S. will be celebrating 5 years on December 11, 2023. The home group will be open on both Christmas and New Year holidays.  In Loving Service, Sarah S. |
| **Positive Thinking** | Donation $ 00.00 Literature $ 00.00 |
| Report | No Report |
| **Rainbows End** | Donation $ 19.41 Literature $ 00.00 |
| Report | The home group is doing well. We have an Open House planned for Friday December 29, 2023 from 7:00-9:00 P.M., with meeting following at 9:00-10:15 P.M. Our meeting address is 800 Blanton Avenue.  In Loving Service, Howvard B. |
| **Shot Of Hope** | Donation $ 00.00 Literature $ 00.00 |
| Report | No Report |
| **Simple Basics Of Recovery** | Donation $ 117.84 Literature $ 160.49 |
| Report | The group is doing extremely well, it has been growing in numbers. The group is planning a brunch in January to help raise funds for the Convention.  In Loving Service, Elliott C. |
| **Staying Clean** | Donation $ 00.00 Literature $ 00.00 |
| Report | Staying Clean continues to meet at 5:00 P.M. on Saturdays with 25-30 every week. Our home group is doing very well and if you guys are not busy on Saturdays at 5:00 P.M. please stop by and show us some support. There are no upcoming anniversaries.  In Loving Service, Shon R. |
| **Sunday Spiritual** | Donation $ 00.00 Literature $ 46.75 |
| Report | There is nothing but love and progress going on in Sunday Spiritual. We are growing in numbers and unity. Talley W. will celebrate 7 years on January 7, 2024.  In Loving Service, Anthony W. |
| **9. Trusted Area Servants Reports December 10, 2023** | |
| **RACNA II Chair** | Good Evening Family, thank you all for participating in fundraising efforts for our Convention. I met with a unified group from the Richmond Area which consisted of the Chairs from Policy, RACCNA, Fundraising & Entertainment, Special Events. The Area Chair was unable to attend. We met to discuss how we would work in unity when servicing the area with events throughout the year. It was a lot of discussion and the what the body of members present agreed upon was to collaborate and unify four events yearly. The motion will be brought forward by the Special Events Chair and those activities will be named there. A big kudos to all the participants involved in the discussion on unified events. The exact same motion will be presented to the Convention Committee.  We have tickets on sale today for $25.00 for the all-day speaker and talent show during the day and masquerade gala at night. You can come and go as needed from 1:00-5:00 P.M. and 7:00-11:00 P.M. You can sit and fellowship for 5:00-7:00 P.M. with games.  We still have a few caps, beanies and T-shirts for sale. If you would like a ticket to the December 30, 2023 event, please see me after this meeting. The raffle drawing will be at this event. You do not need to be present to win.  Our search for someone to draw the logo for our upcoming Convention is still in progress. The person who creates the logo will get a ticket to the banquet, a registration packet and a T-shirt. The deadline is March 2, 2024. See Derick R. for details.  Registration is currently $25.00 and will increase to $35.00 on January 1, 2024. You can register online at raccna.org or see Carolyn R. for more information.  Hotels & Hospitality is currently looking for members. That subcommittee will begin meeting in-person in January. This subcommittee is responsible for the hospitality room and the hug squad if decided by the committee.  Convention Information needs trusted servants to help carry the word about our convention in-person and via email. This includes all events, merchandising and registration information. See Sulaiman F. for details.  Programming is currently recruiting main and workshop speakers for the convention. Requirements are 10 years for main speakers and 5 years for workshop speakers. You must have clean time when request is submitted. There is a 1-year clean time requirement to chair. If you would like to chair or share, please contact Richard W. for details.  The current bank balance is $42,949.00. This does not include recent deposits as our Treasurer doesn’t report until the 3rd Sunday of the month. Thank you for your time and allowing me to be of service to this area.  In Loving Service, Tyira H. |
| Announcements | See attached flyers |
| **RACNA Vice Chair** | No Report |
| Announcements | None |
| **H & I Chair** | Good Evening Fam, I hope all is well. We are doing a great job on taking the message to those addicts that suffer. We are in need of facilitators. My last day as the H&I Chair it today. Thanks for allowing me to serve in this position.  In Loving Service, Tonya D. |
| Announcements | None |
| **Outreach** | Hi Family, Outreach is still doing well. We are still in need of members. See me, Val R., Cathy S., or Mason R. if interested in joining. Outreach will be putting on a workshop in the near future. We will keep you posted on the date. We meet every 2nd & 4th Monday at 6:00 P.M. on Zoom.  In Loving Service, Beverly D. |
| Announcements | None |
| **Policy Chair** | Hello Family, I would like to offer my sincere apologies to the body but most importantly to Adriene for failing to send my report in and holding up the process of having the minutes sent out in a timely fashion. I do have my report typed up and ready to send to Adriene as soon as I get home tonight.  I would like to make a personal announcement: I am having back surgery on Dec. 19th and the doctor says it will be 8-12 weeks for my recovery. I will be making plans with my Alt. Chair, Mason R., to make plans for him to take over for me while I am recovering. I will attend as many meetings as possible, but I will not be present at January’s Area Service. Please keep me in your thoughts and prayers on the 19th.  The Policy Subcommittee continues to meet on the 2nd and 4th Thursday’s at 7:00 pm via Zoom. Our next meeting will be this coming Thursday, Dec. 14th, 2023. The Meeting I.D. is 766-8244-6797; Meeting I.D. is 772646. All are welcome!  In loving service, Angel K. Policy Chair |
| Announcements | None |
| **Public Relations** | Meetings are going well. PR is hosting a Phoneline Training on this Saturday from 11:00 A.M.-1:00 P.M. The location is the Richmond Public Library 101 E. Franklin Street. There is no clean time required to participate in training.  In Loving Service, Howvard B. |
| Announcements | [rascnaprc@metrorichna.org](about:blank). |
| **Special Events Chair** | Special Events is doing ok. We are still in need of trusted servants. We would like to have a joint event with Fundraising & Entertainment on December 30, 2023. There will be a 60/40 split between expenses and profits. Also, we are planning a ‘Sweetheart Dance’ for February 10, 2024. DJ Terry, DJ Chaos and DJ Wee were the considerations for music. We chose DJ Terry. The options for venues were The Moose Lodge, 904 Leigh Street and 6503 Old Warwick Road. We agreed on 904 Leigh Street. The cost is $100.00 for the DJ and $550.00 to cover the venue with $150.00 refundable.  In Loving Service, Waddell W. |
| Announcements | See Attached Flyer |
| **Special Events Treasurer** | Special Events is requesting $1,000.00 to cover our portion of the ‘Pre-New Year Eve’ event with Fundraising & Entertainment. Information was given by Special Events Chair. For our upcoming February event we are requesting $1,000.00. The Special Events Chair will be giving a breakdown of expenses for the December 30, 2023 event.  In Loving Service, Waddell W. c/o Mike D. |
| Announcements | See Attached Flyers |
| **RCM/Alt. RCM** | Vacant |
| Announcements | None |
| **VRCC** | No Report |
| Announcements | None |
| **Alt. VRCC** | Vacant |
| Announcements | None |
| **Literature Chair** | Please use the correct literature order form. The Literature Committee is running smooth. All back orders have been filled.  In Loving Service, Kevin W. |
| Announcements | None |
| **Print Shop** | All forms for today’s meeting were placed on the table. Only 10 copies of Minutes will be printed due to cost. The literature order forms will be handed out by Angel K. once your report is read. Catherine S. wished to thank the Area for allowing her the opportunity to be of service.  In Loving Service, Bobby L. |
| Announcements | None |

**10. Old Business:**

The vote to order Starter Kits from World Service Organization passed with a 13/1/1 vote.

**11. Nominations & Elections:**

|  |  |
| --- | --- |
| **ELECTIONS** | |
| Bobby L. | Literature Chair |
| **NOMINATIONS** | |
| Names | Position |
| Kim M. | Chair |
| Catherine S. | Vice Chair |
| Tonya D. | Vice Chair |
| **VACANT** | |
| No nominations received | Assistant Secretary |
| No nominations received | RCM / Alternate RCM |
| No nominations received | Alternate VRCC |
| No nominations received | Public Relations Chair |
| No nominations received | H & I Chair |
| No nominations received | Social Media Coordinator |

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

**12. New Business:**

1. Vice Chair elections will take place at next ASC in January 2024.

**13. Procedural Motions:**

Motion: To amend Page 4, Section C., #11 to read: “In the event that two signers are not present for Area Service, financial business will be tabled until the following ASC. Signers must be present for the duration of Area Service to sign checks.”

Intent: To ensure that checks are signed only during Area Service, in keeping with Policy, that signers have knowledge of the business they are signing checks for.

Made By: Policy Chair / Seconded By: Kim M.

Outcome: Passed unanimously

Motion: To amend Page 4, Section C, #10 to read: “Check signer, must be responsible for getting with other signers at the bank to be added as a signer within 25 days of being voted into position.

Intent: To hold the persons voted into those positions responsible for signing checks and allow them to sign checks at the following ASC so that business continues as needed.

Made By: Policy Chair / Seconded By: Kim M.

Outcome: Passed unanimously

Motion: To establish a Memorial Day Special Event during the Memorial Day weekend that will pay tribute to all former members that have transitioned as follows: Special Events shall be responsible for obtaining a location for and coordination of a Richmond Area Memorial Daly Cookout consisting of all home groups and sponsorship families that wish to participate in remembrance of NA members that have transitioned.

* Special Events shall pay for the venue only.
* Groups and sponsorship families are responsible for providing all food, games, tables, chairs and entertainment in cooperation with the Special Events Subcommittee.

Intent: To allow all of the Richmond area groups and meetings can contribute, support and participate in paying tribute to their members who were part of those who have transitioned.

Made By: Howvard B. / Seconded By: Waddell W.

Outcome: Passed unanimously – Goes back to home groups.

**14. Guideline Motions:**

Motion: To change the Order Of The Day so that motions may be heard before Money Matters.

Intent: To clear all confusion.

Made By: Kim M. / Seconded By: Angel K.

Outcome: Passed unanimously

Motion: The Richmond Area Special Events and RACNA Fundraising & Entertainment may conduct joint events in July, September, October and New Year events. (F&E 60%/SE40% split in seed money and profits).

Intent:

(Concept 1) To fulfill our fellowship’s primary purpose, the NA groups have joined together to create a structure which develops, coordinates and maintains services on behalf of NA as a whole.

(Concept 3) The NA groups delegates to the service structure the authority necessary to fulfill the responsibilities assigned to it.

(Concept 5) For each responsibility assigned to the service structure, a single point of decision and accountability should be clearly defined.

(Concept 11) NA funds are to be used to further our primary purpose and must be managed responsibly (to prevent duplication of services and mismanagement of NA funds.

Made By: Waddell W. / Seconded By: Beverly D.

Outcome: Passed unanimously

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

**Next ASC Meeting:** January 21, 2024/ 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:** Lawrence S. / **Seconded by:** Deborah C. at 5:28 P.M.