

NDANA AREA MEETING MINUTES FOR December 8, 2024

*Tina S opened with the Serenity Prayer*

Purpose read by: Mary

Twelve Traditions read by: Nick M

Twelve Concepts read by: Thomas

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

Administrative Committee			
Title	Name	Email Address	Phone Number
Chair	Tina S.	<a href="mailto:NDANAchair@gmail.com">NDANAchair@gmail.com</a>	804-439-7777
Vice Chair	Bryan M.	<a href="mailto:NDANAViceChair@gmail.com">NDANAViceChair@gmail.com</a>	757-635-7414
Secretary	PowPow	<a href="mailto:NDANAsecretary@gmail.com">NDANAsecretary@gmail.com</a>	703-258-2477
Treasurer	Deb W.	<a href="mailto:NDANAtreasurer@gmail.com">NDANAtreasurer@gmail.com</a>	856-323-4673
Vice Treasurer	Scott M	<a href="mailto:sjmiles2013@gmail.com">sjmiles2013@gmail.com</a>	703-999-4091
RCM	Carol M.	<a href="mailto:cmdaid7@icloud.com">cmdaid7@icloud.com</a>	202-669-1991
RCM Alternate	Linda C.	<a href="mailto:scootzie48@gmail.com">scootzie48@gmail.com</a>	804-986-2686
VRCC	Jeff H.	<a href="mailto:fcbcjeff56@gmail.com">fcbcjeff56@gmail.com</a>	804-512-6222
VRCC Alt	Mackenzie M.	<a href="mailto:mmireles323@gmail.com">mmireles323@gmail.com</a>	804-389-5655

Subcommittee Name			
Subcommittee	Name	Email Address	Phone Number
Campout	Andrew C.	<a href="mailto:corbinaj@vcu.edu">corbinaj@vcu.edu</a>	804-513-6838
H&I	Chelsea R.	<a href="mailto:ndanahni@gmail.com">ndanahni@gmail.com</a>	804-735-3852
Literature Chair	Hilary A.	<a href="mailto:hilarya93@gmail.com">hilarya93@gmail.com</a>	804-988-2088
Outreach	Esteban G.	<a href="mailto:estgut699@gmail.com">estgut699@gmail.com</a>	757-589-2287
Policy	Allison R.	<a href="mailto:allisonrulli@yahoo.com">allisonrulli@yahoo.com</a>	804-822-1851
Public Relations	Richard S.	<a href="mailto:ndanaevents@gmail.com">ndanaevents@gmail.com</a>	804-519-7367
Special Events Chair	Robert C.	<a href="mailto:upatree.rc@gmail.com">upatree.rc@gmail.com</a>	804-909-7214
AD Hoc AVCNA Chair	Ben F.	<a href="mailto:hostchair@avcna.org">hostchair@avcna.org</a>	804-938-5045
Ad Hoc History	Linda C	<a href="mailto:scootz44@yahoo.com">scootz44@yahoo.com</a>	804-986-2686
Ad Hoc Policy Review	Allison R.	<a href="mailto:allisonrulli@yahoo.com">allisonrulli@yahoo.com</a>	804-822-1851
Ad Hoc Child Accounts	Deb W.	<a href="mailto:NDANAtreasurer@gmail.com">NDANAtreasurer@gmail.com</a>	856-323-4673

**Administrative Committee Reports:**

**Chair:**

Good Afternoon Family,

I hope you all were able to enjoy your Thanksgiving with family and friends. Today we have a great amount of business to attend to. There were ten motions that were sent back to homegroups to be voted on today in Old Business. We also have three elections today; Area Chair, Area Secretary and Literature Chair.

As you all know today my term ends as Area Chair. It has had me thinking over this past month my

journey in NA service. When I got clean again in 2013 I knew I wanted to stay clean but in order to do that I had to look at what all the oldtimers in the program were doing and what I noticed was they were all involved in service. So I got involved in our Area and served as Area Literature Chair. I have since continued in numerous service positions throughout our Area these past 11 years. Some may call me a service junkie haha but I am truly grateful to serve and plan on continuing in some capacity. Thank you to all who have allowed me to serve and thank you for your service.

In Loving Service,  
Tina S

**Vice-Chair:**

No report.

ILS  
Bryan M

**Secretary:**

Hey fam!

All is well, aside from getting over a little sickness. Reminder once again to please state your names so I can record accurately as I take my notes. Anybody who needs to be added to the mailing list, please add your name to this sheet I'm passing around now. This month marks my last in this term as Secretary. It's truly been a pleasure serving the New Dominion Area over the past year, thank you.

ILS  
PowPow

**Treasurer:**

Hello family -

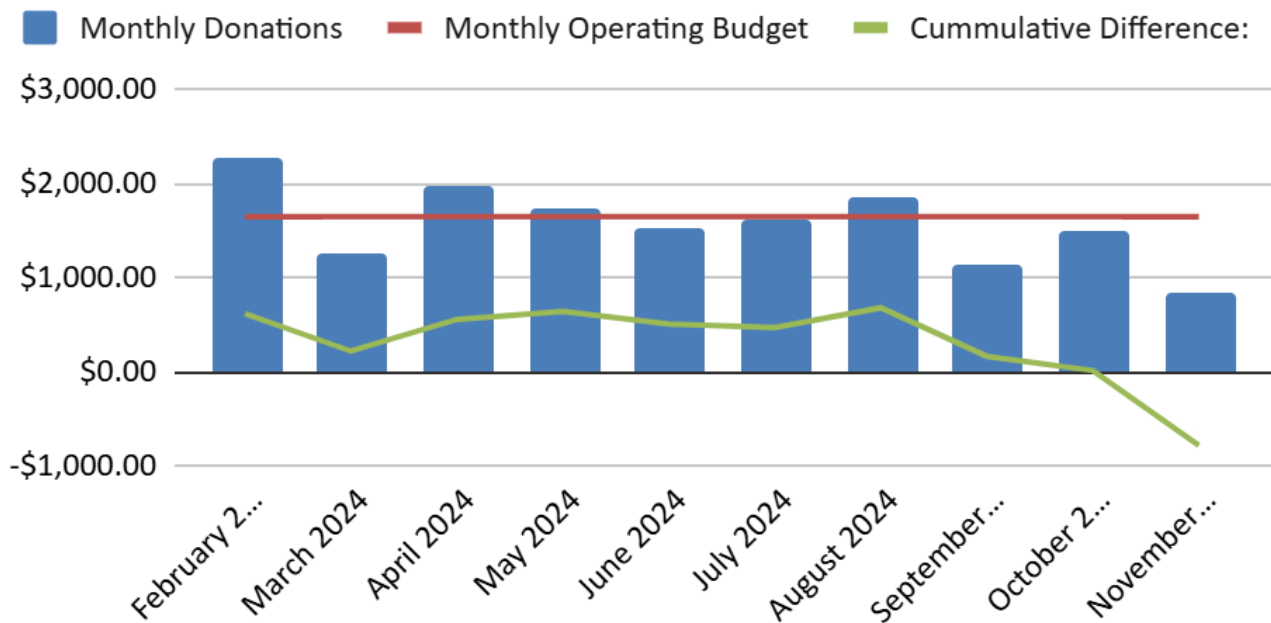
We have an account balance of \$30,015.15 and our current expenses have been fully paid with no outstanding balances or uncleared checks. Myself and Vice Treasurer, Scott M, have begun our audit and will be meeting over the next month with committee chairs. We are asking each committee to please know what your annual budget is and what you have spent so far this year so when we meet we can set a realistic budget for next year. One area that will need to be addressed quickly is clarifying what is expected from ASC budget line 1100 as its main expenses under this budget - namely rent, insurance, and PO Box - exceed annual budget.

I have heard from Charles L from Walking the Walk who has shared that, in addition to that homegroup closing, they had a \$80 donation from September that was never received at area and the person who was GSR has been MIA. Without recovery, we are sick and suffering.

Thank you for letting me serve.  
Deb W

**Vice-Treasurer:**

## Monthly Donations, Monthly Operating Budget and Cumulative Difference:



Hey Family,

Last month, again, our monthly donations were below our monthly operating budget. Remember that our monthly operating budget is \$1645.42. In November, we had \$850.99 in donations which leaves us \$794.43 short of our operating budget for the month. We are now \$784.10 BELOW our operating budget for the year to date. I have included a pretty graph this month with my report to demonstrate that information.

With that being said, It is likely that there will need to be significant changes to budgets and allocations going forward. Deb and I will begin meeting with all subcommittees with a budget starting this month to begin the process of audits. I know I sent a sheet around last month for chairs to put their name and when their subcommittee meets. Unfortunately I don't know what happened to that sheet, so I am sending around another one. Please put the name of the chair, their contact information and the date/time of your subcommittee meeting or other time that you would like to meet with us. Keep in mind this may take 20-30 minutes and if you have a treasurer for your subcommittee, it could be helpful for them to be present as well with any financial documentation you may have from the year.

ILS,  
Scott M

### **Policy:**

I apologize for my absence from Area today. All is well with Policy. As mentioned in a previous report, I will be unable to fulfill the Policy Chair position through March as my job requires me to work every other weekend. I have spoken with Tina about possibilities to fill the position, and believe something has been worked out. I will continue to fill the ad hoc position, and send reports and updates as needed. Pending results of motions to homegroups this past month, I will update the policy and forward the most recent draft to appropriate parties. Thank you for allowing me to serve.

ILS

Allison R. [*in absentia*]

**RCM:**

[*No report, absent*]

**RCM Alternate:**

No report.

ILS

Linda C

**VRCC Director:**

Hello Family.

The Virginia Regional Convention Corporation is doing well. All positions are filled except the Policy position. I was appointed to chair a policy review ad hoc committee that will start after the first of the year.

We currently have two conventions operating, the 41st is in their final planning stages for the convention here next month. I feel they are doing well, although it is always difficult to tie up the loose ends. We also have the 42nd AVCNA host committee beginning with the planning of the 42nd AVCNA in Roanoke, January 2026. They are on schedule to have preconvention merchandise and early bird registration here at the 41st.

The continued development of AVCNA rotation is evolving. The VRCC voted to approve a contract with Founders Inn in Va Beach Va, to be the hosting hotel for the 43rd AVCNA in January of 2027. Areas [interested] in bidding for the 43rd will need to have their bid into the VRCC May of 2025.

The next VRCC meeting will be a close out meeting for the 41st on Sunday January 12th after the convention.

Thank you for allowing me to serve.

ILS

Jeff H

**VRCC Alt. Director:**

Hi fam,

All is well with VRCC alt. I attended my first VRCC meeting last month and am looking forward to continuing to learn my position and excited for the AVCNA in January.

ILS

Mackenzie M

**Subcommittee Reports:**

**Campout:**

All is well with Campout committee. We met on Tuesday 12/3, and filled all open service positions. We also set the date for the brunswick stew fundraiser for February 8th from 4-7pm at Hatcher Memorial

Baptist. If you are looking to get involved in service we would love to have you. Our next committee meeting is January 7th 5:45pm at Tomahawk Baptist Church. There are flyers available for the brunswick stew over on the table.

ILS

Andrew C

### **Hospitals & Institutions:**

Hey Family,

H&I meets the second Sunday of every month at 2pm here at Hatcher Memorial prior to ASC. We currently have multiple positions coming open for next month Chair, Vice Chair, Liaison Chair and H&I Regional Representative Chair. We are always in search of men and women or nonbinary trusted servants that would like to be of service taking meetings into our institutions. We will be bringing our nomination for Chair next ASC that will have been voted on by the H&I subcommittee body. Please see the list of facilities and contact information in the minutes.

- Beaumont Prison every other Thursday 7-8 (need clearance) Mark C [jaws7658@gmail.com](mailto:jaws7658@gmail.com)
- VCBR Wednesdays 7-8 (need clearance) Mike "Monte" [livninthesticks@aol.com](mailto:livninthesticks@aol.com)
- James River Juvenile every other Thursday 6:30-7:30 Chelsea R (need clearance)

[chelsearndana@gmail.com](mailto:chelsearndana@gmail.com)

- The Healing Place Friday 6:30-7:30 [corbinaj@vcu.edu](mailto:corbinaj@vcu.edu)
- Women's State Farm Work Camp [scootz44@yahoo.com](mailto:scootz44@yahoo.com)

Here are the requirements of facilitators and co-facilitators:

#### H&I Meeting Facilitator

Requirements include:

- A minimum of one year clean time
- A minimum of at least three months involvement in the area H&I Committee

Responsibilities include:

- Facilitate meetings in assigned facilities on a regular basis
- Facilitators, as well as co-facilitators and panel members, shall be responsible for their conduct in any facility, and will take responsibility to become informed, in advance, regarding regulations of the facility.
- Responsible for acquiring the regulations of the facility.
- Ensure policies and guidelines listed in the H&I Handbook and H&I Committee policies, including do's and don'ts, are provided to any guest speakers and co-facilitators for the facility
- Attend monthly H&I business meeting and provide a report for the assigned facility to the H&I Committee
- Obtain supplies for the facility meeting.
- Provide H&I Literature coordinator with any orders for their facility at least two weeks before each ASC.
- Maintain via a motion form at the H&I business meeting if needed

#### H&I Meeting Co-Facilitator

Requirements include:

- A minimum of one year clean time, and a willingness to serve

- Must be assigned by the H&I Committee, qualified and be cleared by the facilities whenever necessary.
- Must be trained by the meeting facilitator on the H&I meeting/presentation format by attending a minimum of three meetings in the facility
- Must be trained by the meeting facilitator on committee guideline and facility rules

Responsibilities include:

- Directly accountable to the meeting facilitator with regard to all aspects of the meeting carried
- Help carry the meeting and be able to share a message of recovery in Narcotics Anonymous
- Ensure that panel members and volunteers going into facilities are familiar with H&I Handbook and H&I Committee policies, including do's and don'ts
- Ensure that only NA approved literature is be taken into facilities

Facilitators, as well as co-facilitators and panel members, shall be responsible for their conduct in any facility, and they will take responsibility to become informed in advance regarding the regulations of the facilities

Please reach out to me at 804-735-3852 for more information.

ILS,  
Chelsea R.

**Literature:**

Hello family, all is well with literature. I want to apologize for the shortage of keytags for a few of you; Freestate did not include the keytags I ordered in their shipment, so I ran out of several colors. This will be my last month fulfilling literature orders, so I just wanted to sincerely thank you all for your patience and allowing me to serve. I'm willing to help the next Literature Chair learn the ropes their first month.

ILS,  
Hilary

**Public Relations:**

This Months activities:

1. Meeting lists unable to be printed before Area. Will order 48 hours before Area in the future.
2. Attended Unified PR subcommittee meeting
3. Helped Rappahannock with Website issues
4. Updated plugins for RVANA and CAR-NA.org and all other sites on the regional Multisite tenant.
5. Contacted DOC officials, will be following up with a phone call to statewide SUD director with other UPR people.

Last 30 Day Statistics

Phone Line

93 meeting lookups on the Regional Phone Line.

2 out of 6 Volunteer calls were successfully answered for New Dominion.

Website Traffic 3.04k users, 2.56k new users.

ILS  
Richard S

*Questions for PR:*

Tina S: When you get with the DOC and make that phone call, will you be including H&I Chair?

Richard: This is more of an introduction thing, we would make introductions to the appropriate party when/if it comes time.

**Outreach:**

Hello Family,

I will not be at the area today, for accountability it's my first time missing. Outreach has met for the past three months on the last Sunday of the month on Zoom at 4 p.m. We have secured the location for our planned GSR Learning Day and will have a flyer for it at next Area. It is February 16th. 1-5 p.m. One speaker, One speaker has been asked, and we would like to find one more. We are asking that all with experience from none to 100 please attend.

I do need to know how to find out what my budget is for this event as Outreach Coordinator.

Thank you for allowing me to serve.

Esteban G.

**Special Events:**

All is well with Special Events. We met today and discussed possible new events for the next year. Our next event, the Spiritual Breakfast, is set for February 8th and we are waiting on venue confirmation for flyer. We have discussed splitting the cost of replacing the coffee pot with Campout and have agreed to do so.

ILS

Robert C

*Questions for Special Events:*

Jeff H: Isn't Campout doing an event February 8th?

Robert: Yes but it's in the afternoon/evening, so would not conflict with the breakfast.

Linda C: Time and place?

Robert: Noon to three, M3.

**[Ad Hoc] 41st AVCNA:**

All is well, we are progressing nicely. Convention is January 10th thru 12th, 45 dollars for the weekend, fliers are on the table. Additional needs subcommittee needs trusted servants, they meet on Tuesday, December 10th at 5pm 2604 North Parham Rd. Thanks for everyone's continued support.

ILS

Bryan M

**[Ad Hoc] Policy Review:**

All is well with the subcommittee. We chose not to meet this past month in lieu of all the motions pending. I apologize for the abundance of motions brought last month, and have learned from the experience for future policy changes. Thank you all for bearing with me through the process. Although I am not able to attend Area in the coming months, I am more than willing to continue to chair the ad hoc committee. Thank you for allowing me to serve.

ILS  
Allison R

**[Ad Hoc] Child Accounts:**

No report due to pending motion.

ILS,  
Deb W

**Home Group Reports:**

<b>A New Way to Live</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>A Spiritual Connection</b>	<b>Voting</b>
Donation:	238.00
Literature Order:	0
Special Needs:	None
Announcements:	Spiritual Connection meets Saturdays from 6:30-7:30. We are averaging 15-18 addicts each week. We would love for you to join us!
In Loving Service,	Robin B

<b>A Simple Solution</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Another Chance</b>	<b>Voting</b>
Donation:	135.00
Literature Order:	25.00
Special Needs:	Attendance has been low, we could use some support.
Announcements:	Papa John celebrates on Jan 29 (23 years)
In Loving Service,	Papa John

<b>Any Lengths</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	



In Loving Service	
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<b>Atheists Recover Too</b>	<b>Reporting</b>
Donation:	0
Literature:	0
Special Needs:	None
Announcements:	None
In Loving Service,	Steve P

<b>Back Door Group</b>	<b>Reporting</b>
Donation:	0
Literature Order:	77.40
Special Needs:	None
Announcements:	Matt C celebrates 4 yrs. clean on 12/13/24
In Loving Service,	John

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

<b>Building Bridges</b>	<b>Voting</b>
Donation:	0
Literature Order:	0
Special Needs:	None
Announcements:	None
In Loving Service,	Jeff E

<b>Clean Air</b>	<b>Voting</b>
Donation:	100.00
Literature Order:	0
Special Needs:	None
Announcements:	An addict Raymond R will be celebrating 9 years at It Works How and Why 900 Park Ave Room 303  Clean Air is a zoom meeting on Saturdays at 8pm average 50-65 attendees
In Loving Service,	Alan B

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

In Loving Service,	
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<b>Courthouse Freedom</b>	<b>Voting</b>
Donation:	30.74
Literature Order:	17.26
Special Needs:	None
Announcements:	Addict named Justin S. will be celebrating his 1st year in Recovery January 17th
In Loving Service,	Thomas G

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

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

<b>Fan Club Winner's Circle</b>	<b>Voting</b>
Donation:	25.00
Literature Order:	141.53
Special Needs:	None
Announcements:	Rook S - 3 years - Jan 16
In Loving Service,	James S

<b>Find Your Tribe</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service:	

<b>Friday Night Alive</b>	<b>Voting</b>
Donation:	0
Literature Order:	4.06
Special Needs:	None
Announcements:	Shawn P. is celebrating 17 yrs on the 17th of January
In Loving Service:	Thomas S

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

<b>Hanover Hope</b>	<b>Voting</b>
Donation:	0.90
Literature Order:	10.10
Special Needs:	In need of attendees
Announcements:	Dec 17th 5:30-7:30 Our 1st Annual Holiday Open House. All are welcome to fellowship with appetizers & sweets. There is a flyer that was passed around. Please share at your homegroups.
In Loving Service,	Emory

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

<b>Hope Fiends</b>	<b>Voting</b>
Donation:	0
Literature Order:	0
Special Needs:	We are in need of a GSR and Secretary.
Announcements:	None
In Loving Service,	Seth H

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

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

<b>I Can't We Can</b>	<b>Reporting</b>
Donation:	20.00

Literature Order:	28.10
Special Needs:	None
Announcements:	None
In Loving Service,	PowPow

<b>It Works, How &amp; Why</b>	<b>Voting</b>
Donation:	117.00
Literature Order:	0
Special Needs:	None
Announcements:	None
In Loving Service,	KK

<b>Just for Today</b>	<b>Voting</b>
Donation:	0
Literature:	0
Special Needs:	None
Announcements:	Robert C celebrating 5yrs on January 6th Jingle Mingle December 16th 5-7 meeting at 7.
In Loving Service,	Robert C

<b>Just Steppin'</b>	<b>Voting</b>
Donation:	0.20
Literature:	44.80
Special Needs:	None
Announcements:	Adam B celebrating 4 years at Just Stepping on Monday 1/13/25 @ 7pm at Hatcher
In Loving Service,	Adam B

<b>Keep Coming Back</b>	<b>Voting</b>
Donation:	0
Literature:	0
Special Needs:	None
Announcements:	None
In Loving Service,	Pam K

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

<b>Let the Healing Begin</b>	
Donation:	
Literature:	
Special Needs:	

Announcements:	
In Loving Service,	

<b>Living Clean</b>	<b>Voting</b>
Donation:	95.78
Literature:	18.22
Special Needs:	None
Announcements:	December 29th Living Clean is having a open house starting at 5pm with food and meeting at 7pm. We have flyers
In Loving Service,	Brandon H

<b>MFS</b>	<b>Voting</b>
Donation:	0
Literature:	0
Special Needs:	In need of support, especially from Black Keytaggers
Announcements:	None
In Loving Service,	Scott M

<b>Miracles Happen</b>	<b>Voting</b>
Donation:	0
Literature Order:	0
Special Needs:	Hello everyone. We are mostly well at Miracles Happen. Attendance has been low so we could use support and black key taggers. We meet Thursdays @ 7pm at Biltmore Baptist and welcome new members.
Announcements:	None
In Loving Service,	Steve K

<b>Moment of Clarity</b>	<b>Voting</b>
Donation:	68.00
Literature Order:	10.10
Special Needs:	None
Announcements:	Holiday Open House Tues 12/17 5-8pm w/ speaker @ 7:00 *Food, Fun, Fellowship
In Loving Service,	Victoria L

<b>MONA</b>	<b>Voting</b>
Donation:	6.72
Literature Order:	15.70
Special Needs:	None
Announcements:	Mike M celebrates 30 years Monday 12/16 Jason B celebrates 7 years 12/23
In Loving Service,	Nick M

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

<b>No Matter What</b>	<b>Reporting</b>
Donation:	52.00
Literature Order:	52.00
Special Needs:	None
Announcements:	None
In Loving Service,	Trevor S

<b>No Strings Attached</b>	<b>Reporting</b>
Donation:	52.40
Literature Order:	27.60
Special Needs:	None
Announcements:	None
In Loving Service,	Kyle G

<b>Not High Noon</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

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

<b>Outside the Walls</b>	<b>Voting</b>
Donation	20.00
Literature Order:	0
Special Needs:	None
Announcements:	None
In Loving Service,	Rais A

<b>RAW Recovery</b>	<b>Reporting</b>
Donation:	192.19
Literature Order:	152.00
Special Needs:	None
Announcements:	None

In Loving Service,	Craig E
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<b>Recovery Rockstars</b>	<b>Voting</b>
Donation:	0
Literature Order:	139.30
Special Needs:	None
Announcements:	Robin S will be celebrating Tuesday Dec 17th 6:30 - 11 years come help her celebrate
In Loving Service,	Chris C

<b>Riverside Recovery</b>	<b>Voting</b>
Donation:	0
Literature Order:	0
Special Needs:	None
Announcements:	Riverside is hosting its 3rd annual Polar Plunge on Jan. 5th after the meeting.
In Loving Service,	Cam B

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

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

<b>Show Me How To Live</b>	<b>Voting</b>
Donation:	0
Literature Order:	0
Special Needs:	Always in need of black key taggers. We meet every Monday @ 5:30pm
Announcements:	None
In Loving Service,	Chelsea R

<b>Simplicity</b>	<b>Voting</b>
Donation:	63.00
Literature Order:	0
Special Needs:	None
Announcements:	None

In Loving Service,	Jon H
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<b>Spiritual Sisters</b>	<b>Voting</b>
Donation:	20.00
Literature Order:	0
Special Needs:	More black key taggers & general support
Announcements:	None
In Loving Service,	Davis B

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

<b>Strength In Diversity</b>	<b>Voting</b>
Donation:	20.65
Literature Order:	8.40
Special Needs:	None
Announcements:	As far as we know we will have access to our location on Christmas Day Wed, Dec 25th, 6:30 at Diversity Richmond
In Loving Service,	Taylor D

<b>Sunday Hope</b>	<b>[neither circled]</b>
Donation:	42.00
Literature Order:	0
Special Needs:	None
Announcements:	None
In Loving Service,	Archie J

<b>Survivors</b>	<b>Voting</b>
Donation:	154.76
Literature Order:	179.45
Special Needs:	None
Announcements:	Eddie N 12/11 5 years Emily 12/18 2 years Dug 1/1 34 years Linda 40 years & Moses 43 years 1/8 celebrating together
In Loving Service,	Eddie N

<b>The Fellowship Meeting</b>	<b>Voting</b>
Donation:	0
Literature Order:	16.42
Special Needs:	Looking for women w/ black keytags Diversity 6pm on Thursdays



Announcements:	None
In Loving Service,	Emily G

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

<b>Veterans In Recovery</b>	<b>Reporting</b>
Donation:	17.47
Literature Order:	25.20
Special Needs:	None
Announcements:	We are starting our meeting time from 7pm-8pm starting this Tuesday (December 10th)
In Loving Service,	Anthony A

<b>Visions Without Limits</b>	
Donation:	
Literature Order:	
Special Needs:	
Announcements:	
In Loving Service,	

<b>Walking the Walk</b>	<b>Reporting</b>
Donation:	66.00
Literature Order:	0
Special Needs:	None
Announcements:	Shutting down due to lack of support, turning in a money order via Gratitude.
In Loving Service,	Charles L

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

<b>Who's An Addict</b>	<b>Voting</b>
Donation:	0
Literature Order:	6.60
Special Needs:	None

Announcements:	Addict named Carson will be celebrating 1 year Wed. Dec. 11th at Who's An Addict, 7pm
In Loving Service,	Carson B

Roll call by Vice Chair to establish quorum:

Total GSRs: 36

Voting GSR's Present: 29

Number needed to vote: 15

Quorum to pass: 20

November 2024 Minutes: **Approved with amendment.** Pam K motioned to approve, Victoria L seconded. Scott M asked for an amendment, to change himself from being listed as Vice Treasurer to being listed as GSR MFS for motion numbers 11-24-8 & 11-24-11. One abstention, passed.

**Old Business:**

**Motion 11/24-9** (read by Tina S)

Motion 11-24-9

Date: 11/10/24

Motion: Increase budget line 13000 (Inventory Storage) from \$2040 to \$2160 beginning Feb 1, 2025.

Intent: The Storage Unit costs are increasing by \$10/month beginning Dec 13, 2024. There is enough money accrued to cover the change in fees however, as we pay the year in advance, this budget change will cover any new fees that are assessed in Dec 2025.

Made by: Deb W (Treasurer)

Seconded by: Thomas G (GSR Courthouse Freedom)

Pam K motioned to vote. Scott M seconded.

Cam B asked what the practice was regarding voting when a person is part of multiple homegroups.

Tina S advised a person can only vote in one.

**Motion passed.**

Four homegroups abstained. Tina S asked them why. They advised that either the motions weren't carried or voted on, or they had not been at ASC for a while.

Tina asked why groups abstained (there were 4) – motioned weren't carried or voted on or group had not been at ASC for a while

Linda C asked that motions be voted on in the order they were presented last month, since some GSRs only have their group's votes on each listed in order from the minutes without the actual motion numbers.

**Motion 11/24-1** (read by Tina S)

Motion 11/24-1

Date: 11-10-24

Motion: Add subset [i) At the discretion of the Executive Committee, rent may be paid in advance or multiple months.] to p. 10, i) ASC Rent

Intent: To avoid missed rent payments and reduce purchasing costs.

Made by: Allison R (Policy Chair)

Seconded by: Thomas G (GSR Courthouse Freedom)

Mary motioned to vote, JJ seconded.

**Motion passed.**

**Motion 11/24-2** (read by Tina S)

Motion 11/24-2

Date: 11-10-24

Motion: To strike “the start of” from p. 7 p) Literature Orders

Intent: To have policy reflect order deadlines to allow Literature Chair time to receive orders.

Made by: Allison R (Policy Chair)

Seconded by: Thomas G (GSR Courthouse Freedom)

Nick M motioned to vote, Victoria seconded.

**Motion passed.**

Robert C made a motion to vote by hand to speed up the process. Tina S stated that the previous Vice Chair found it easier/faster to vote this way and declined to entertain the motion.

**Motion 11/24-3** (read by Tina)

Motion 11/24-3

Date: 11-10-24

Motion: To clarify certain Secretary Responsibilities, including  
p. 13 j) Secretary Responsibilities

ii [Produces and distributes ASC minutes and amended minutes no later than the 4th Sunday of each month]

p.14 viii) [Works with Executive Committee to compile required documents for Bank Signature Card]  
add x) Maintains mailing list and removes members immediately upon request.

Intent: To clarify Secretary responsibilities.

Made by: Allison R (Policy Chair)

Seconded by: Thomas G (GSR Courthouse Freedom)

Pam K motioned to vote, Jeff E seconded.

**Motion passed.**

Motion 11/24-4 had been tabled last month. PR Chair Richard S spoke with John M and agreed he did not want those responsibilities moved to his subcommittee but that there should be a webmaster (per John M). Nick M pointed out as the motion was tabled it shouldn't be on the floor for any discussion right now.

**Motion 11/24-5** (read by Tina)

Motion 11/24-5

Date: 11-10-24

Motion: To change several areas of policy related to financial audit

p. 10 k) “get together between ~~Jan~~ [Dec] ASC and Feb”

“then the Treasurer shall give a report at the ~~Dec~~ [Feb] ASC with the results”

p. 12 f) Treasurers Responsibilities

vii) “Perform account audit between the ~~Jan~~ [Dec] ASC and Feb ASC”

viii) “presents a ‘fiscal year closeout report [including audit]”

Intent: To correct discrepancies and give additional time for audit to be completed.

Made by: Allison R (Policy Chair)

Seconded by: Thomas G (GSR Courthouse Freedom)

Scott M motioned to vote, Adam B seconded.

Chelsea R had a question, believing there was more to this motion than Tina had read aloud. It became clear that there was some confusion between motions 5 and 6 when sent out—in the minutes the motion was written correctly, following the official motion form Policy Chair Allison R had submitted. However, in the attachment and handout she had provided, motions 5 & 6 were written in such a way that they appeared to be a single item. Scott M motioned to table both, Victoria L seconded. Chelsea R asked if Secretary PowPow would fix and re-send these motions with this month's minutes, PowPow advised she would.

**Motion tabled.**

**Motion 11/24-7** (read by Tina)

Motion 11/24-7

Date: 11-10-24

Motion: To add AVCNA Rotation Bid guidelines to appendix VIII-AVCNA Bidding

Intent: To have more comprehensive information included in bidding guidelines.

Made by: Allison R (Policy Chair)

Seconded by: Thomas G (GSR Courthouse Freedom)

Chelsea motioned to vote, Victoria seconded.

**Motion passed.**

**Motion 11/24-8** (read by Tina)

Motion 11-24-8

Date: 11/10/24

Motion: To add to policy the ability to there to be Committee-specific debit cards with the following:

Literature, Campout, Special Events, H&I, and Public Relations Committee chairs can be issued modified debit cards for the purpose of purchasing supplies and depositing income. The debit cards will be attached to NDANA's bank account with pre-set debit card limits.

The Treasurer will be responsible to ensure only the set spending limit amount is available on each card based on monthly accrual, special request of funds, or a specified budgeted amount. The holders of these debit cards will be able to use them to purchase required items as designated in their committee scope. Requests for funds should be made at ASC through a money matters request form. The Treasurer will then transfer the requested amount onto the card. The debit card holder is able to deposit funds into the NDANA ASC account associated with their budget line.

Monthly, at ASC, Committee Chair or designee will turn in receipts to the Treasurer or Vice Treasurer that correspond with any and all transactions to their account.

The committee debit card will be issued to the elected chairperson in their name. No personal expenses may be charged to the debit credit card, and any "points" earned on card expenditures will be retained by the area. Abuse of any portion of this policy will result in cancellation of the debit card and penalties up to and including dismissal from their position. The Committee Chair shall cancel and surrender the debit card to the Treasurer at the end of their term.

Intent:

Several committees have expressed difficulty with the need to use personal accounts to accommodate the committee needs in between area service or not being able to order/purchase supplies efficiently. The proposed policy, which has been discussed with our bank representative, allows each committee to

manage their budgets while also maintaining accountability to NDANA fiscal expectations. This would also require committees to have corroborating receipts for Special Events and Campout which are currently not required. In addition, this would provide Special Events and Campout committees to be able to immediately deposit cash into NDANA account instead of depositing into someone's personal account for the money order to turn into area. Each debit card is able to have individualized card controls set in place.

Made by: Deb W (Treasurer)

Seconded by: Scott M (GSR MFS)

Chelsea R motioned to vote. Scott M seconded.

Victoria L asked if the motion was intended to be added to policy as written. Tina S and Deb W said yes. Davis B asked if these would be separate cards per subcommittee and if the cards would be cancelled at end of year. PowPow advised that yes, the motion was for separate cards per subcommittee and included that the cards would be cancelled at the end of each subcommittee chair's term. Jeff H asked if Scott M is a GSR, Scott M advised he is GSR of MFS.

**Motion passed.**

John M: Motions 10 & 12 were sent out along with the minutes, but were not brought to the floor.

PowPow: Yes that's my fault for the confusion, I had them in my folder for the month so they got sent out as attachments in the email when the minutes went out, though in my defense they were not actually in the minutes nor the back to homegroup summary. Regardless, I should have either made sure not to include them as attachments or have made it much clearer that they were not being voted on and just included for informational transparency.

**Motion 11/24-11** (read by Tina)

Motion 11-24-11

Date: 11/10/24

Motion: To add budget line 14000 - AVCNA New Member Packets - to policy

Intent: Our Budget spreadsheet includes a budget line item of \$900 for AVCNA New Member Packets however it is not listed or found in our policy or policy appendix. This money is not available to spend as there is no policy allowing the expenditure or to be in the budget.

Made by: Deb W (Treasurer)

Seconded by: Scott M (GSR MFS)

Robert C motioned to vote, Thomas G seconded.

**Motion passed.**

## Elections

Chairperson:

John M motioned to have Tina S continue as Chair, Nick M seconded. Tina stated her qualifications. No other nominations nor volunteers. Scott M motioned to vote, Nick M seconded.

**Tina S re-elected as Chair.**

Secretary:

James S nominated PowPow, Cam B seconded. Chelsea R motioned to close nominations, JJ seconded.

**PowPow re-elected as Secretary.**

Literature Chair:

Bryan M nominated John M, Nick M seconded. Chelsea R motioned to close nominations, Victoria L seconded. Chelsea R motioned to vote, Scott M seconded.

**John M elected as Literature Chair.**

**New Business:**

**Policy Chair Pro-Temp**

Tina S: Per Policy Chair's report, she's resigning as Policy Chair due to work conflicts. So we are in need of a pro temp through March.

Bryan M nominated Nick M, Chelsea R seconded. Nick M accepted. Scott M motioned to close nominations, Chelsea R seconded. Chelsea R motioned to vote, Scott M seconded.

**Nick M elected as Policy Chair pro temp.**

**Motion 11/24-10**

Motion: To amend current Fiscal Year Policy as such:

The Fiscal Year shall start on February 1st and end on January 31st of the following year, deleting the current wording which adds " to best accommodate the financial needs of the Special Events subcommittee related to the annual New Year's Eve event".

Intent: The fiscal year policy does not require reasoning for the decision to be listed in the policy as it would be found in archival minutes. Additionally, there has not been a NYE event in several years.

Made by: Deb W (Treasurer)

Seconded by: Pam K (GSR Keep Coming Back)

*Discussion around this motion:*

Scott M: Would this be considered a clerical change, rather than a change to policy?

Tina S: Yes.

Robert S motioned to vote, Taylor D seconded.

**Motion passed.**

**Motion 11/24-12**

Motion: To designate a new budget line item of 9110 titled "Literature Shipping".

Intent: NDANA covers the shipping costs for all homegroup literature requests submitted to area. Since Feb 2024, our shipping costs have totaled \$807.29. It is important for good fiscal awareness to understand these costs which could give the Literature committee opportunity to explore other options to reduce costs, if possible, and for the NDANA fiscal and budgetary review process to be more accurate as to our needs and expenditures. If motion passes, a subsequent motion will be presented with a recommended annual budget amount for Fiscal 2025

Made by: Deb W (Treasurer)

Seconded by: Scott M (GSR MFS)

*Discussion around this motion:*

Victoria L: So this is not adding an amount in, just a budget line?

Deb: Correct.

**Take back to homegroups, to be voted on at January ASC.**

**Regional Motions:**

None.

**Money Matters:**

None.

**Open Forum:**

None.

**Announcements:**

***Reminder!!! Next ASC is the THIRD Sunday of the month, January 19th, due to the 41st AVCNA.***

Robert C motioned to close, Chelsea R seconded. Meeting closed at 5:18pm.

**ASC next meeting is January 19th, 2025, 3:30pm at Hatcher.**

Meeting closed with the Serenity Prayer.