**Piedmont Area Service Committee Minutes**

November 1, 2020

Virtual Meeting

**I. Call to Order and Serenity Prayer:**4:00 pm David H.

**Twelve Traditions:** Terry W

**Twelve Concepts:**  Brian K

**Definition of ASC:** David H.

**ROLL CALL**

**Trusted Servants**

Chair: Gilie G. (*November 2020*)

Vice Chair: David H *(October 2021)*

Treasurer: Kurt S. (*November 2020*)

Vice Treasurer: None

Secretary: Dana R. (*September 2021*)

Alternate Secretary: None

RCM:Chris P. (*September 2020*)

RCM II: None

Literature Chair: Jim W. (*August 2020*)

Alternate Literature Chair: Kyle W (*September 2020)*

Public Relations Chair: Brian K. (*December 2020*)

H&I Chair: Jim W filling in for Jake S. *(October 2021)*

Special Events Chair:  John B. *(Feb 2021)*

VRCC Director: Tee T.  *(February 2021) (absent)*

Alternate VRCC Director: None

**Group Service Representatives**

Quorum was met.

Addicts in the Belfry: Terry W.

Changing Perspectives: Erich H.

New Attitudes:  Jodi D.

New Life Group: Kevin O.

SOS: Kyle W.

Serene in Green: Tracey A.

Sharing What We Have (Kim S)

Spiritual Solutions: Anthony M.

Whatever It Takes:  Jake B.

We Choose Recovery:  Connie P.

Where I’m At: Ann Mason

**Groups removed from roll call:**

None

**Groups to be added:**

New Life Group

Sharing What We Have

**Also attending:**

Lawrence E.

**November Minutes:**Approved

Mover: Connie

2nd: Brian

**OPEN FORUM**

Connie P- We Choose Recovery would like to invite members to attend the 6 pm meeting and to encourage members to direct women to their meeting.

**II. REPORTS**

**Chair Report:** (*Gilie G)*

This is her last meeting as chair, and because of work changes she will not be able to continue in the role.

**Vice Chair Report: (***David H)*

Attended all scheduled subcommittee meetings today and they were held according to policy. Has a willingness to serve as Chair.

**Secretary Report:** *(Dana R)*

There has been difficulty with the google group actually delivering the emailed minutes. Will be looking for a better solution.

**Regional Committee Member Report** *(Chris P.)*

206th Regional Service Conference will be held in December, continuing to seek RCM II.

**VRCC/ECCNA Report: *(****Tee T.)*

The VRCC met on 11*/15/2*020 via zoom. The 39th host committee will start meeting up again in January for the 39th AVCNA convention in January 2022. The VRCC chair attended the October RSC and reported back that the RSC is concerned about the VRCC's financials and the status of the 40th convention.

Tam submitting with my report the November 2020 bank accounts for the VRCC. The VRCC has three accounts. One account is for the current (39th) convention. One account is for the next convention (40th) after the current convention. The final account is the main account. The current balance as of 1*1/1*0*/2*020 in the main account is $50,743.50, the 39th account has $500, and the 40th has $200. Money will be moved from the main account to the 39th once the convention starts moving forward. I will be glad to discuss the financials, to the best of my understanding.

Apparently there has been a lack of communication from the VRCC directors to their areas RCMS, hence the reason for concern over the 40th. I am one of the directors who haven't been in contact with our RCM, but I feel I report to the area the same thing I would report to the RCM. If I am mistaken or if the body feels I need to better job in reporting back to the area/RCM, please let me know and I will work on it. The VRCC approved the beach area for the 40th AVCN*A* well ahead of the normal timeline. Normally bids are approved 18 months in advance of the convention. This has made several areas upset because they possibly wanted to submit a bid to host the 40th or they are upset that the VRCC directors approved a one time policy changing motion to accept a bid well in advance of the normal timeline. Tvoted to approve the beach area for the 40th because we are supposed to be able to lock in current/2021 prices for a convention in January 2023 convention in a new hotel on the beach. The VRCC chair and VRCC vice chair are planning on meeting with the hotel before the next VRCC meeting in January and the directors are to approve the contract. I also voted to approve the Beach area's bid, they brought to the *3/*2020 VRCC meeting, because they were the only ones that brought a bid to host the 40th in 2022 before COVID pushed the 39th back into 2022. As a lot of you remember we didn't have a bid for the 38th, I may have acted hastily in voting to approve the Beach area for the 40th, but I still believe I made the right call.

Three directors completed the audit of the VRCC finances and reported back that there were no irregularities.

I met with two other directors and the vice chair of the VRCC on 10*/1*8*/*2020 to review the policies of the VRCC. There were a lot of clerical items we suggested to be updated. There are also a couple of other items that, as a group decided that we needed more information before making a recommendation. If interested, I will be glad to discuss further. We are planning on meeting again on *12/27/2*020 in Charlottesville.

The VRCC has been in communication with our attorney in regards on how to proceed on retrieving the original speaker tapes from the past AVCNA from the previous website chair. The tapes were given to him to upload onto the VRCC website.

The VRCC has the following open positions:

VRCC *W*ebsite Chair

VRCC Vice Treasurer

VRCC Policy Chair

VRCC Website Chair Qualifications include: 1.) 2 years clean time. 2.) Possess a working knowledge of the Twelve Steps, Twelve Traditions, and Twelve Concepts of NA Service. 3.) Have one-year VRCC service experience as a Director or Officer. 4.) Possess the knowledge of a computer and how to make the necessary approved changes.

VRCC Website Chair Responsibilities include: 1.) To maintain and update the AVCNA website and any contracts included therein with the approval from the VRCC Directors. 2.) To respond to the fellowships' communication needs through a presence on the web. 3.) To maintain the presence of the AVCNA in other marketing endeavors, i.e. The NA Wa*y*, other area and regional websites, etc. 4.) Assist the Host Committee in any graphic or communicative web presence as necessary. 5.) serves **a two-year** commitment. 6.) To put all business conducted by the VRCC at any time, be posted on website as unapproved minutes until voted as approved minutes then so listed. Will post minutes minus the treasurer's report and under the heading “treasurer's report,” will add: “please see your Director or VRCC Representative.” Will post an annual P&L statement on the website. 7.) To update digital policy as needed.

VRCC Vice-Treasurer Qualifications include: 1.) Four years clean time. 2.) Possess a working knowledge of the Twelve Steps, Twelve Traditions, and the Twelve Concepts of NA Service. 3.) Have one-year VRCC experience as a Director or Officer.

VRCC Vice-Treasurer Responsibilities include: 1.) To assist Treasurer in all duties. 2.) Assumes the position of Treasurer Pro-temp if the Treasurer is unable to complete his/her term. 3.) A signatory on the VRCC master and subsidiary checking accounts. 4.) Audits the Treasurer. 5.) Is responsible to the VRCC to report any financial irregularities.

VRCC Policy Chair Qualifications include: 1.) Three years clean time. 2.) a working knowledge of the Twelve Steps, Twelve Traditions, Twelve Concepts of NA Service, and Robert's Rules of Order. 3.) One year VRCC service experience as a Director or Officer.

VRCC Policy Chair Responsibilities include: 1.) To maintain the VRCC Policy, Host Committee Guidelines, and By-laws. 2.) To incorporate motions and amendments recorded in the official VRCC minutes into the appropriate Policy and*/*or By-Laws. 3.) To assist in the formation of guidelines and procedures as directed by the Board of Directors. 4.) To assist in the interpretation of any form of policy or procedure and ensure policies and procedures are being followed in accordance with the documents included herein. 5.) Submit yearly updates of VRCC & Host Committee Policies in May to VRCC Directors and Officers and approved in July. [05*/3*0*/*04). 6.) To store (on disc), maintain, and update the VRCC archives with new minutes and revised Policies and Guidelines. [10*/03/*04). 7.) Serves a two-year commitment. 8.) A signatory on VRCC master and subsidiary checking accounts. [10*/05/*03]. 9.) Ensures that all policy archives are placed in storage with banners and merchandise. [01/16/06]. 10.) Provide orientation to the Policies and By-Laws one hour before the regular VRCC meeting to all new Directors and Alternate Directors when needed. [06/19*/*07.]. 11.) The policy chair will have a petty cash fund of $100. [05*/07/1*7]

**Special Events Report:**

*John B.*

No report, will be planning local/regional Speaker Jam after Jan 1.

**Public Relations Report:**

*Brian K.*

**Website:** Zoom meeting report: 58 meetings took place on the PASC zoom account, with 460 logins. The noon zoom meetings on Saturday, Sunday, and Tuesday have been discontinued.

**Literature Racks:** Ben queries the group: Has NA ever posted flyers or information at community bulletin boards? Brian K and Steve P share that they haven’t seen anything like that. Discussion of amending PR guidelines to include planned review of locations for sharing flyers. Tabled for new business.

**Presentations:** Subcommittee meeting Monday Dec 7 at 08:00 on zoom. Presentation for OAR will be 12/9 at 2:45

**Meetings Lists:** Discussion of reprinting the meeting list, including the virtual and in-person meetings that are available. Groups will update status of meetings at ASC today, and Ben C will develop the flyer.

**Phone Line:** Brian reached out to Richard S who reports that Region hasn’t switched to YAP which is why it isn’t yet corrected. Brian will bring up the phone line with Chris P to take to Region in 2 weeks.Discussion of alternate options for phone line included google voice and inexpensive phones.

**Old Business:** Please refer to this mailing list for group emails. Please cc to Dana, PR Secretary, with your reports. The open PR Vice Chair Position will be announced at ASC.

**Elections:** Kevin O expresses a willingness to be the phone line coordinator after reviewing the position description. Kevin was unanimously elected phone lines coordinator.Ben C expresses a willingness to be the PR Chair. After reading the position description, Ben was unanimously elected PR Chair.

Chris P will take phone line concerns to RCM.

**H&I Report:** *(Jake S, chair, is absent. Jim W brings the report)*

The subcommittee met at 2:30 0n 12/6 and had 8 addicts in attendance. Boxwood remains the only active meeting; it is proceeding fairly smoothly though the facilities numbers are way down. It is difficult getting volunteers willing to go due to safety concerns, but we have some very willing volunteers who are mostly filling in the schedule. Anyone interested in volunteering talk to Kevin Oc.

We are happy to announce the election of Lauren H as the ACRJ Panel Leader and Kevin Oc as Boxwood Panel Leader. We still have open positions for Men’s ACRJ panel leader, Wellness Center panel leader and Secretary.

We have no literature needs this month other than meeting lists for Boxwood, but the Area has no more meeting lists other than those already at Home groups.

**Treasurer’s Report:** (*Kurt S.)*

Discussion about EIN needed for the paypal account. Discussion of the monthly literature budget.

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**Literature Report**: (*Jim W.)*

In November I distributed a total of $192.77 in literature.  The literature distribution per group was: H&I $19.60; Where I’m At $19.35; We Choose Recovery $60.30; Off the Tracks $65.87; and New Life $27.66.  Since I ordered some extra last month to exceed $500 and gain the discount, we have no need to order anything this month.

**Ad-hoc Reports:**

**25th ECCNA Bid Committee Report**: *(Tee T)*

The ECCNA bid committee meeting met on 1*1/22/2*020. Unfortunately I was unable to attend. At this point no report has been sent by the secretary. The chair did text me and said we will contact the colleges in *1/*20*2*1.

**Donations Adhoc committee:** In order to administrate the online 7th tradition account through paypal, an adhoc committee was formed. Ben C , David H, Kurt S are the members.

**RECESS**

*none*

**IV. OLD BUSINESS**

Motion: to amend the documented duties of literature chair to include oversight of an area email account for the literature chair- accessible also by area chair, vice chair, treasurer and alternate treasurer- so that we don’t have to change our account with world services every time we change literature chairs, as requested by world services.

Purpose: to maintain continuity and ease transitions of new literature chairs. Motion: Jim W., Second: Erick H.

Vote: 7 yes, 0 nay, 3 abstention *Motion passed*

**V. NEW BUSINESS**

None

**VI. ELECTIONS**

* Lawrence E elected as alternate secretary.
* Ben C elected as PR Chair

**VII. ANNOUNCEMENTS AND ANNIVERSARIES**

***ANNOUNCEMENTS***

*In keeping with our 7th Tradition, a reminder that the Paypal app on our website:*[*piedmontvana.org*](http://piedmontvana.org)*does have the ability to be set up with a recurring donation.*

*The following positions are open for those interested in serving the NA Community:*

*VRCC Alternate Director please contact Tee T.*

*H&I Secretary, please contact Jake S.*

*PR Vice Chair, please contact Ben C.*

*RCM 2, please contact Chris P.*

***ANNIVERSARIES***

*Unfortunately, Anniversary information was lost because of a technical problem with the chat log. If you have an anniversary to report, please send it in to piedmontasc@gmail.com*

**VIII. MOTIONS TO SEND BACK TO GROUPS**

None

**Next ASC:***The next Area Service will be held on January 3, 2021 at 4:00pm*

**Motion to Close: 5:17**pm

Made by: Brian K

2nd by: Jim W

Serenity prayer said by all.

ILS, Dana R.