

## **Piedmont Area Service Committee Minutes**

February 7, 2021

Virtual Meeting

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

**Twelve Traditions:** Dana R

**Definition of ASC:** David H.

**Twelve Concepts:** Terry W

### **ROLL CALL**

#### **Trusted Servants**

Chair: David H (Jan 2022)

Vice Chair: vacant

Treasurer: Kurt S. (absent) (*November 2021*)

Vice Treasurer: Ben C (Jan 2022)

Secretary: Dana R. (*September 2021*)

Alternate Secretary: Lawrence E (*December 2021*)

RCM: Chris P. (*September 2022*)

RCM II: Bryan K (Jan 2023)

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

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

Public Relations Chair: Ben C. (*December 2021*)

H&I Chair: Jake S. (*October 2021*)

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

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

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. (absent)

SOS: Tee T

Serene in Green: Tracey A.

Sharing What We Have: Kim S

Spiritual Solutions: Anthony M.

Whatever It Takes: Jake B.

We Choose Recovery: David D

Where I'm At: Ann Mason

**Groups removed from roll call:**

*None*

**Groups to be added:**

*None*

**Also attending:**

Amalie D

Kermit O

Ky L

**December Minutes:** Tee T was noted absent erroneously. Lawrence made a motion to approve the December minutes as amended, seconded by Terry.

**January Minutes:** Terry made a motion to approve the January minutes, Tracey seconded the motion.

**OPEN FORUM**

Erich H: Proposal for our area to input suggestions to NAWS for a daily meditation project. Kermit O has been participating in the Open Forum about the Spiritual Principle A Day book that's in development. Meetings will be taking place several days each week via zoom. Straw poll from GSRs to gauge support for forming a Literature Ad Hoc Committee revealed no opposition.

**II. REPORTS**

**Chair Report:** *(David H)* David was asked to serve as the Regional Planning Task Group which he doesn't anticipate will interfere with service in this body. As the Vice Chair is currently vacant, David attended all scheduled subcommittee meetings today and they were held according to policy.

**Vice Chair Report:** *(Vacant)*

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

No report

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

No RSC took place in January but a lot happened in our region. The AZF occurred over zoom on the 18th and it went off extremely well. An overview of the AZF, consensus-based decision

making, and accountability where the topics. I really enjoyed my time. All of the event was recorded so if you're interested in the least let me know.

I spoke with John B and he's picked a date for the regional speaker jam! When I attend the 207th RSC on February 20th we will get the funding.

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

I would like to start by apologizing for missing the January 2021 ASC and being late to the December

2020 ASC.

The VRCC met on 1/17/21 via zoom. The host committee has resumed their committee meetings and is working towards having the 39<sup>th</sup> AVCNA in January 2022. The chair and vice chair could not agree on prices with the Marriott in Virginia Beach to host the 40<sup>th</sup> AVCNA. As a result the VRCC has opened up bids from the region to host the AVCNA. Bids are due in May 16, 2021 @ the VRCC meeting. The treasurer provided bank statements from the three VRCC bank accounts. The 39<sup>th</sup> AVCNA account has \$500, the 40<sup>th</sup> AVCNA account has \$200, and the Master VRCC account has \$50,297.12 as 1/14/21.

The VRCC voted to waive policy this one time and not hold the annual audit that is normally done after the convention. I felt this was appropriate since there was no convention and for the safety of the directors I didn't want to have them directors meet in person to do an audit. The VRCC voted to waive policy and not have the annual retreat in May, but to have it in July. This will give the VRCC the ability to hold the retreat if the status of the pandemic approves. The retreat is important to the VRCC because it is designed to help orientate new directors and officers, walk through of the convention hotel, and brings the VRCC together in an extended format to better establish working relationships.

An Ad-hoc committee was created to research using Zoom for the 39 th AVCNA main speakers.

\*Please bring nominations for VRCC Website Chair, VRCC Vice Treasurer and VRCC Policy Chair. Qualifications and responsibilities are outlined below.

- 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 Way, 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 the 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. 6.) To store (on disc), maintain, and update the VRCC archives with new minutes and revised Policies and Guidelines. 7.) Serves a two-year commitment. 8.) A signatory on VRCC master and subsidiary checking accounts. 9.) Ensures that all policy archives are placed in storage with banners and merchandise. 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. 11.) The policy chair will have a petty cash fund of \$100.

My term as VRCC director ends at the end of this meeting. I am willing to serve another term.

**Special Events Report:** (*John B.*)

During late January 2021, the Special Events Subcommittee met via email to discuss the initial planning of the Regional Speaker Jam. After input from the Subcommittee members (over a

period of about 10 days), we have put forth a motion to hold a Regional Speaker Jam on Saturday June 12 from 1-5pm. Chris P. will take the motion to Region (where money has already been earmarked for the event).

Motion:

To host a Regional Speaker Jam on Saturday, June 12 from 1pm-5pm. This will be a hybrid Speaker Jam, which will be both streamed online AND physically in-person (at an outdoor location to be decided at a later date). The topic will be “No Matter What” and there will be subtopics of: Perseverance, Broadening the Base, Step 11, etc.

This motion will be made at the next Regional Meeting by Chris P., as the \$600 for the event has already been approved by Region.

Purpose:

To further the goal of strengthening the community of our Region, and to provide for support and fellowship between addicts.

### **Public Relations Report:** *(Ben C)*

#### **Panel Reports:**

#### **Website (Steve S):**

- In the last 30 days we've had 629 page visits, 0 file downloads, and 6 contact form submissions on the website.
- Brief discussion of potentially hosting email accounts for each of the positions at the Area level.

#### **Meetings Lists (Ky L):**

- After a quick audit of the various sources for meeting list info, the following seems to be the status:
  - **Paper Lists** – currently the traditional list is out of date and we are distributing “IP-19” as a card sized as 1 panel of a tri-fold list – it contains the Virtual Meeting list and encourages folks to reference our local website
  - **PiedmontNAVA.org** – the only up-to-date source for both virtual and in-person meetings
  - **BMLT** – this is the input form to publish and update and meetings for the regional site and it supposedly ties into the world meeting list site. Thanks to Richard S. it has been updated but it can be tricky to view the virtual vs. in-person meetings so I need to get that synchronized with Richard and continue to learn more about the process of working with the site.
  - **Regional site** – car-na.org – seems to be up-to-date but the search mode can be tricky when going in by city or area and whether the virtual meetings display or not.

- **World Site** -- NA.org –it appears that the meetings are not up-to-date at all so I will ask Richard if we need to start sending them updates despite the alleged connection with BMLT.

### **Literature Racks (Steve P)**

- New meeting lists have been distributed to all of the locations on the spreadsheet.
- Addiction Allies, 5 East Staff, ER Social Workers, Adam will deliver meeting lists to Wellness.
- The spreadsheet of meeting list locations is attached to these minutes.

### **Phone Line (Megan O):**

- Since our last sub-committee meeting, the phone line has received two calls, both went to Ben C.
- We have also added 10 new volunteers which includes 6 women and 4 men.

### **Presentations (Adam W, Nov 2020)**

- No new contacts for PR Presentations.
- Adam is working to build a spreadsheet of presentations contacts, Ben C will assist
- Goal to set up a presentation in the next month. Brief discussion of reaching out to Home to Hope.

### **Old Business:**

- Ben attended Regional PR Meeting and sends this report:  
I attended the Regional PR meeting on January 16th. Most of the discussion was surrounding the new YAP phone line, troubleshooting issues other folks had, as well as conversations around updating the BMLT meeting lists. I got to report our recent success w/ a presentation to the local drug court. The attendees asked for the format of that meeting, how we facilitated it. Fortunately Adam was available to send that information which I shared. Richard S., the Regional Chairperson, is working on more YAP configuration guidelines as well as PSA's which seem to be of interest to him as a PR tool. Next meeting in March.

### **New Business:**

- A brief discussion of changing the meeting time at future meetings was tabled for next month. March's meeting will take place at 1:00 PM March 7.

### **Elections**

- Cecily R expresses a willingness to serve as Phone Line Contact, the position description was read, Cecily met the qualifications, and was unanimously elected.
- Secretary and Literature Rack Coordinator remain open

**H&I Report:** *(Jake S)*

The H and I subcommittee met today at 2:30pm with 5 people in attendance - 2 of which were visitors. Boxwood re-opened to volunteers this month on a week-to-week basis. There are plenty of openings, so please contact Kevin O. if you are interested. We are also making headway in the realm of virtual H and I meetings. 5 East and ACRJ are on the verge of getting these programs up and running - hopefully within the next couple of weeks. If you are interested in volunteering for either of these opportunities, contact Melissa F. or Lauren H., respectively. We do not need any literature this month. Open service positions include H and I secretary, men's ACRJ panel leader, and women's center panel leader.

**Treasurer's Report:** *(Ben C.)*

<b>PIEDMONT AREA TREASURER REPORT</b>			
<b>Month</b>	<b>December '20</b>	<b>January '21</b>	<b>February '21</b>
<b>Beginning Balance</b>	<b>\$2,265.49</b>	<b>\$2,938.49</b>	<b>\$2,823.64</b>
<b>Donations</b>	<b>\$687.99</b>	<b>\$410.43</b>	<b>\$795.92</b>
<b>Expenses:</b>			
Literature Order (NAWS)	\$0.00	\$510.29	\$0.00
PR Expenses	\$0.00	\$0.00	\$0.00
Secretary Expenses	\$0.00	\$0.00	\$0.00
Treasurer Expenses	\$0.00	\$0.00	\$0.00
Special Events	\$0.00	\$0.00	\$0.00
PASC Rent	\$0.00	\$0.00	\$0.00
USPS PO Box	\$0.00	\$0.00	\$0.00
H&I Printing	\$0.00	\$0.00	\$0.00
Web Site	\$0.00	\$0.00	\$0.00
Bank Fee	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00
GoDaddy (Webpage)	\$14.99	\$14.99	\$14.99
CAR-NA Donation	\$0.00	\$0.00	\$500.00
NAWS Donation	\$0.00	\$0.00	\$500.00
<b>Total Expenses</b>	<b>\$14.99</b>	<b>\$525.28</b>	<b>\$1,014.99</b>
<b>Ending Balance</b>	<b>\$2,938.49</b>	<b>\$2,823.64</b>	<b>\$2,604.57</b>
<b>Difference +/- From Prudent Reserve (\$1,600)</b>	<b>\$1,338.49</b>	<b>\$1,223.64</b>	<b>\$1,004.57</b>

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

I handed out a grand total of \$12.40 worth of literature. Obviously no need to order anything this month.

### **Ad-hoc Reports:**

#### **25<sup>th</sup> ECCNA Bid Committee Report:** (*Tee T*)

The ECCNA bid committee met on 1/11/21 via zoom.

It was reported that the 24<sup>th</sup> host committee has put in a motion to cancel the 24<sup>th</sup> ECCNA held on June 25-27, 2021 @ Washington College. The motion was seconded then tabled to April. Their next meeting is on Feb. 17<sup>th</sup>, 2021.

I was directed by the chair of our bid committee to contact the colleges and see if they have availability in June 2022 to have the convention on their campuses. I have done so.

The raffle at the Brunswick stew held in October 2020 brought in \$1,290 and the stew at the event brought in \$491. This money will be used towards the ECCNA convention in 2022.

The next bid committee meeting will be 2/8/21 @ 6:30 via zoom. I will give the zoom link to anyone interested in joining the meeting.

### **RECESS**

*none*

### **IV. OLD BUSINESS**

*none*

### **V. NEW BUSINESS**

*none*

### **VI. ELECTIONS**

- Amalie D was nominated as Vice Chair, Amalie stated that she met the qualifications of the position. Amalie was elected with a unanimous vote of members present.

### **VII. ANNOUNCEMENTS AND ANNIVERSARIES**

## ANNOUNCEMENTS

*In keeping with our 7<sup>th</sup> 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, Men's ACRJ, Women's Center, and 5 East panel leaders. Please contact Jake S.*
- *We have several positions available in the PR Subcommittee or are coming up very soon. These include Secretary, Meeting Lists Coordinator, and the Literature Racks Coordinator. Please contact Ben C.*
- *We need more volunteers for presentations and the phone line. Please contact Ben C.*
- *Area Service Committee Vice Chair, please contact David H.*

## VIII. MOTIONS TO SEND BACK TO GROUPS

None

**Next ASC:** *The next Area Service will be held on March 7, 2021 at 4:00pm*

**Motion to Close: 5:12 pm**

Made by: Jake S

2<sup>nd</sup> by: Terry W

Serenity prayer said by all.

ILS, Dana R.