**Piedmont Area Service Committee Minutes**

February 2, 2020

Church of our Saviour, Charlottesville, VA

**I. Call to Order and Serenity Prayer:**4:00pm Gilie G.

**Twelve Traditions:** Brian K.

**Twelve Concepts:**  Ky L.

**Definition of ASC:**

**ROLL CALL**

**Trusted Servants**

Chair: Gilie G. (November 2020)

Vice Chair:    None

Treasurer: Lawrence E. (November 2019)

Vice Treasurer: Kurt S. (?)

Secretary: Martha F. (August 2020) absent – David H pro temp

Alternate Secretary - vacant

RCM:David H. (September 2020)

RCM II: (Chris P.)  absent

Literature Chair: Jim W. (August 2020)

Alternate Literature Chair: Kurt S.

Public Relations Chair: Brian K. (December 2019)

H&I Chair: Ky L. (December 2019)

H&I Vice Chair: Jake S.

Special Events Chair:  Jake S.  (August 2019)

VRCC Director: Tee T.  (February 2021)

Alternate VRCC Director: Erick H.  absent

**Group Service Representatives**

Quorum was met.

Addicts in the Belfry: Terry W.

Sharing What We Have: Bob S.

We Choose Recovery:  Connie P.

Where I’m At: Dana

Whatever It Takes:  absent

Serene in Green: Tracey A.

SOS: Tee T.

New Attitudes:  Mario B.

New Life: Amalie D.

Spiritual Solutions: John Tr.

ELIJAH: John C.

KISS: Roy C.

Off the Tracks: Clyde P.

Oak Ridge Gratitude: Lynn

Changing Perspectives: Jim W.

Together We Can: absent

**Groups removed from roll call:**

**Groups to be added: Morning Meditation**

**Minutes: Not approved due to their being out of order because of report given in error (i.e. incorrect Treasurer’s report)**

**OPEN FORUM**

Tee reported on what happened at the ECCNA bid meeting. Piedmont is supporting the convention along with New Dominion and Tri-Cities. He read the following report on the floor during open forum:

*I attended the first East Coast Convention of Narcotics Anonymous (ECCNA) 25 bid meeting on 1/26/2020 in Richmond. There were approx. 30 members of NA in attendance. Only 1 member was from the Piedmont Area. The executive committee was elected. Jeff H from the New Dominion area was elected as the chair. Greg F. from the Tidewater area was elected as the Vice Chair. Tina S. from the New Dominion area was elected as Secretary. Arnold S. from the New Dominion Area was elected as Treasurer. Tee T. from the Piedmont area was elected as Site Liaison. If we win the bid to host the 25 ECCNA Convention, then these 5 members will consist of the executive board of the host committee.*

*We have narrowed the proposed location to 7 college campuses. The campuses are UVA, Univ. of Richmond, Virginia State University, Virginia, Union, Randolph Macon, Richard Bland, and William & Mary. Prior to the next ECCNA bid meeting in February we plan on narrowing it down to a couple of campuses. We will be narrowing the campuses down by the responses on the Facility Fact sheet used for each campus. After the campuses have been narrowed down, the host chair and I plan on visiting the remaining campuses to determine which campus would be best to host the 25th ECCNA Convention.*

*The next bid committee meeting will be to elect subcommittee chairs. This will include Registration, Convention Information, Entertainment, Hospitality, Merchandise, Programming, and Serenity Keepers. We are looking and hoping to have members from all the hosting areas to be the chair of the subcommittee or be on the subcommittee.*

*The bid committee is also requesting we submit a letter of support from our area signed by our Chairperson. This is a requirement for submitting a bid to the ECCNA to host the convention. I will work with her on getting this done.*

*The next bid meeting will be on Sunday 2/23/2020 @ 1PM @ Hatcher Memorial Church, 2300 Dumbarton Ave. Richmond*.

Lawrence presented a motion form, to be used when making financial requests of the ASC. These will help provide accountability

 **II. REPORTS**

**Secretary Report:**

*Martha F.*

*Please remember to send report to the Area Secretary within 7 days of the Service meeting in order to get the minutes out in a timely fashion.*

**Regional Committee Member Report:**

*David H.*

*The Autonomy Zonal Forum two-day event was held in Charlottesville on January 25th and 26th, with members from the six member regions as well as a World Board member in attendance. Seven addicts from the Piedmont Area came to the event. We discussed the Conference Agenda Report (the “CAR”) and the Conference Approval Track (the “CAT”). I will be going over the CAR at the March ASC to help the GSRs go back their home groups and get a group conscience around the motions in the CAR.*

*The Central Atlantic Region of NA will hold the 201st Regional Service Conference at the University Hospital in Charlottesville, VA on February 15th at 11:00am. All members, regardless of clean time or service commitment, are welcome to attend.*

**VRCC Report:**

*Tee T./Eric H.*

*Eric and I attended the AVCNA 38 in Virginia Beach on Jan 10-12, 2020. 1600+ registration packets were sold for the 38th AVCNA. There was approx $30,000k in revenue generated from registration, merchandise, and vendor donation. Unfortunately, at this time we don’t have an expense report for the convention. However, the 30k is one of the largest amounts taken in at our convention. The main issue with the Convention Center was that there were no working elevators, and the escalator on our side of the Convention Center was not working. This made it difficult for some to get to the workshops and Merchandise. We have requested a major credit (not charge us for the 2nd floor of the Convention Center). We are making this request because our contract states that the facility will meet ADA requirements. We are waiting the results. The VRCC attorney is advising us on every step in the procedure to secure the credit.*

*The 38th host committee got a late start in preparing for the convention. We did have a lot of members with convention experience elected to the Host Committee. They worked and lived in the solution and had to deal with untimely speaker cancelations, a fire alarm, facility issues, entertainment issues, registration issues, communication issues, and health issues.*

*There was a lot of positive feedback from the members of the fellowship who attended the convention with the diversity and message from the speakers.*

*Even though the planning of the 38th AVCNA started late the convention was a success. The Host Committee and the VRCC worked in the solution so that no addict was turned away and that they were able to attend the convention.*

*For the 39th AVCNA we are working on the following:*

1. *Better communication, logistics, and behind the scene scheduling.*
2. *Host Committees that will consist of more than 1 member.*
3. *Ensuring the facilities is fully functioning prior to the start of the convention.*
4. *An easier way to scan the merchandise.*

*As a result of miscommunication and expectations the Vice Treasurer of the VRCC resigned.*

*Elections for ALL executive committee positions except for Treasurer will be held at the March VRCC meeting @ UVA Hospital on 3/15/2020 @ 1PM. These positions are Chair, Vice Chair, Secretary, Vice Treasurer, Policy, & Webmaster.*

*We can really use a Webmaster Chair since the VRCC website is down for maintenance. As a result of this, no convention merchandise (including speaker tapes from the AVCNA 38th) can be purchased online.*

**Special Events Report:**

*Jake S.*

*The Special Events subcommittee did not meet this month, so I do not have much to report. However, at the encouragement of the subcommittee, David H. is still working on getting our area to host the regional speaker jam this year. RANA ASC is meeting today and will be making a motion to support us, so more will be revealed.*

**H&I Report:**

*Ky L.*

***Hospitals and Institutions Sub-Committee Meeting***

*DATE: February 2, 2020*

*Held at Church of Our Saviour*

*Call to Order and Serenity Prayer: 2:30 Ky L.*

***Twelve Traditions:****Dean**N.*

***Twelve Concepts:****Justin V.*

*Attendees*

***Chairperson:****Ky L. (Pro Tem)*

***Vice Chair:****Jake S. (1/2020-1/2021)*

***Secretary:****Martha F. (1/2020-12/2020)*

***Men’s ACRJ:****Mike R. (Absent, Report Submitted)*

***Women’s ACRJ:****Patsy G. (Pro Tem)*

***Wellness Center:****Dean N. (1/2020-12/2020)*

***5 East:****Melissa F. (1/2020-12/2020)*

***Boxwood:****Jim W. (03/19-03/20)*

***Also Attending:****Kevin O., Justin V., Dana R.*

*Minutes from January: Approved*

*Mover: Jake S.*

*2nd  by: Dean N.*

*Panel Reports*

***Men’s ACRJ***

*Report read by Ky...*

*Mike R.*

*For the month of January we took a total of 7 meetings into the men’s jail. The first two weeks they were closed for holidays.*

*We have February scheduled thanks to our devoted volunteers.*

*Kevin  M is waiting for orientation. Kyle is expecting clearance so he can jump in for February to observe.*

*As a reminder when volunteers enter a facility as part of the H&I subcommittee,*

*their sole purpose in being there is to share a clear message of recovery from the disease of addiction through the program of Narcotics Anonymous. We are essentially a "walking, talking Basic Text."*

*ACRJ January 2020*

*Wednesday, 1/1  CLOSED FOR HOLIDAY*

*Thursday, 1/2  CLOSED FOR HOLIDAY*

*Wednesday, 1/8  Ky L / Robert P  meeting cancelled by jail*

*Thursday, 1/9 Dan C / Jim W    meeting held*

*Wednesday, 1/15 Mario  / Robert P meeting held*

*Thursday, 1/16  Adam W / Steve S  meeting held*

*Wednesday, 1/22  Ky L  /  Ben C  meeting held*

*Thursday, 1/23  Blane S / Brian K  meeting held*

*Wednesday, 1/29  Jason B / Joe P meeting held*

*Thursday, 1/30  Dan C /  Mike R  meeting held*

*ACRJ February 2020*

*Wednesday, 2/5  Robert P / Kurt S*

*Thursday, 2/6   Dean N / Jon T*

*Wednesday, 2/12  Ky L / Ben C*

*Thursday, 2/13  Mario /  Dan C*

*Wednesday, 2/19  Jason B /  Joe P*

*Thursday, 2/20   Mario / Brian K*

*Wednesday, 2/26  Robert P /  Blane S*

*Thursday, 2/27  Jim W /  Ky L*

***Women’s ACRJ:***

*Patsy G.*

*We had no meetings because the jail Cancelled both weeks. I had white bookmarks made at the uva copying center near where I work. She didn't charge for cutting, and she helped recise them so they devide up 1 sheet of card stock without wasting so much. At 8 bkmrks /page, and $0.09, I think, per sheet, for my $5.00 donation, I got 400 book marks. Much cheaper than fedexkinkos. I'll work on other colors this month.*

***Women’s Center:***

*Dean N.*

*All meetings took place in January at The Women’s Center with a total of 6 to 10 addicts attending each meeting. All attendees in January came from the Women’s Center except for 2 males who came from the Wellness Center on separate evenings. No attendees from the Mohr Center  to date.*

***January  Meetings***

*1/3/20: Beth H. & Hunter*

*1/10/20: Jim W. & Dan C.*

*1/17/20: Alexa & Beth H*

*1/24/20: Mario B. & Ruth Ellen W.*

*1/31/20: David D. & Lawrence E.*

***Future Meetings:***

*2/7/20: Jake S. & Jim W.*

*2/14/20: John Tr. & Patsy*

*2/21/20:  Alexa & Beth H.*

*2/28/20: Ky & Clyde*

*3/6/20: Dean N. & Ruth Ellen W.*

*3/13/20: \_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*3/20/20: \_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*3/27/20: Jake S. & \_\_\_\_\_\_\_\_\_*

*As a reminder to Volunteers, all NA materials are in the staff office on the bookshelf in the corner by the window*

***5 East:***

*Melissa F*

*All meetings but one took place for January.
January 7 Jim W. And John Tr.
January 14 Ruthellen W. And Lauren B.
January 21 Beth H. And Erick H.
January 28 Linda C. And Melissa P. ( we had some communication issues and didn’t end up going) We have worked this out however. I did let 5 east know. I also gave my phone number to the front desk just so they had it on hand.

February is looking good.
February 4. I’m looking for a partner for John tr. to go with. I do have a possibility.
February 11 Jake S. And Erick H.
February 18 Beth H. And Erick H.
February 25 Ruthellen W. And David D.*

***Boxwood:***

*Jim W.*

*There were four meetings scheduled for Dec. All meetings were held, all went smoothly and had around 20 clients present.  John C volunteered at the last minute to go with Steve and Ky on 1/23 since it was his first anniversary and he wanted to share that it works and be of service.

The following trusted servants took in meetings:

1/9 Chris P and Gilie G
1 /16 Brian K and Joe P
1/23 Ky L, Steve P and John C
1/30 Kermit and Leela

Below is the schedule for February:

2/13 John Tr and Jim W
2/20 Ky L and Steve P
2/27 David H and Jake S

Many thanks to our wonderful volunteers who keep sharing the message at Boxwood.****Open Forum:****Nothing*

***Old business****: None*

***New Business:****None*

***Elections:***

*Martha F. was voted by acclamation to serve another term as Secretary*

*Boxwood Panel Leader was sent to Groups for Nominations*

***Literature Order:***

***Men’s ACRJ:***

*10 White books- no staples*

*10 Meeting lists*

*10 Am I an Addict*

***Women’s ACRJ:***

*None*

***Women’s Center:***

*20 white Key Tags*

*10 Orange Key Tags*

*10 Red Key Tags*

***5E:***

*None*

***Boxwood:***

*20 white tags
15 orange
5 green
10 red*

***Total literature order: $60.90***

***Volunteer Updates:***

*Justin V. 434-806-5387**smith2boat@gmail.com**10/5/19*

*Kevin O. 434-327-6543**koconner7878@gmail.com**9/21/1989*

***Motion to Close:***

*Serenity Prayer:  Said by all*

*Next Meeting:*  *March 1, 2020 @ 2:30pm at Church of Our Saviour*

**Public Relations Report:**

*Brian K.*

*Our Public Relations Subcommittee of the PASC came to order at 1:35pm.*

***Members Present:***

* *Brian K, Chair*
* *Mario B, Vice-Chair*
* *Dana R, Secretary*
* *Ky L, Meetings Lists*

*1:40 pm Opening*

*After a moment of silence, the 3rd Step Prayer, and the readings, our January 2020 minutes were approved.*

* *Mario B made a motion to approve the January 2020 minutes, seconded by Ky L. January 2020 minutes approved.*

***Reports:***

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

* *For the month of January we had 607 page views, 8 file downloads, and 1 contact form submission.*
* *Does a process exist to update the meeting list with na.org and the Mid-Atlantic Region? Brian will discuss with David H. at Area Service Today.*

***Literature Racks (Steve P):***

* *Date needs to change to 2020 on the PDF*
* *Mario has some changes:*





***Presentations (Mike R)*** *Mike is not present, but sends a report****:***

* *"I spoke with someone at OAR and was referred to Katie the probation coordinator. She is expected to call me back Monday about a panel presentation. No other call backs or new leads."*

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

* *New meeting begins 2/3 7:15 am Meditation Meeting at St Paul’s Episcopal Church on University Dr.*
* *E.L.I.J.A.H. Saturday 8 pm is not on the NA.org app. When a specific procedure exists, Ky will follow up to ensure that it is*

***Phone Line (Mike R)*** *Mike is not present, but sends a report****:***

* *"No phone calls on the men’s phone line."*
* *Melissa P reports no phone calls on the women’s phone line.*
* *No follow-up was received about the Text issue that Mike reported at the January meeting.*

***New Business:***

* *Literature order for Steve P (Vice Chair Mario B will deliver literature order to ASC Literature Chair)*
* *Please refer to this mailing list for group emails. Please cc to Dana, PR Secretary, with your reports.*
* *Lawrence L no longer has a car and will be less likely to deliver meetings lists and other IPs to the various facilities he visits. Steve P will need to deliver literature to the facilities now.*
* *At ASC today, Brian will speak with David about coordinating the meeting list on the Piedmont website, the regional website, and the world website.*

***Elections***

* *No Elections are scheduled*

*Motion to close the meeting was approved.*

*Meeting closed at 2:25pm with a moment of silence and the Serenity Prayer.*

**Literature Report:**

*Jim W.*

*On 2/2/20 we distributed $614.13 of literature, which included $56.06 for a starter kit for the new meeting Morning Meditations.  I then made an order for $599.71.*

**Treasurer’s Report:**

*Lawrence W.*

*Budget*

*I’ve begun assembling numbers for the 2020/2021 budget. An initial budget will be ready for the March ASC.*

*Opening Balance Reconciliation*

*It has been a custom in the past to show that the credit union’s current balance equals the closing balance computed by the treasurer at ASC. There are several reasons the numbers won’t match. At ASC, we don’t know the debits to the account, such as web site costs. There is a minor amount of interest which we make the numbers unequal. If a check has not yet cleared, we’re out of balance. I found a few instances of checks being written and not included on the treasurer’s report, creating unequal numbers.*

*Motion*

*I’ve created a motion form for use by anyone requesting a check for any reason. After voting is complete, the chair signs the form and returns it to the treasurer. It is documentation for the check. We currently have no such backup.*

|  |  |  |  |
| --- | --- | --- | --- |
| February 2020 |  |  |  |
| Opening Credit Union Balance |           2,897.36  | Credit Union Balance |
| Donations | Cash | Check |  |
| Addicts in the Belfry |                65.00  |   |  |
| Changing Perspectives |                72.00  |   |  |
| E.L.I.J.A.H. |                10.00  |   |  |
| ESP |   |             94.00  |  |
| KISS |   |   |  |
| Morning Meditations |   |   |  |
| New Attitudes |                70.00  |   |  |
| New Life |   |            184.00  |  |
| Oak Ridge Gratitude |   |             30.00  |  |
| Off the Track |                20.00  |   |  |
| Palmyra |   |   |  |
| Serene in Greene |   |   |  |
| Sharing What We Have |                40.00  |   |  |
| SOS  |                50.00  |   |  |
| Spiritual Solutions |   |             10.00  |  |
| Together We Can |   |   |  |
| We Choose Recovery |                80.00  |   |  |
| Whatever It Takes |   |   |  |
| Where I’m At |                85.00  |   |  |
| Working the Steps |   |   |  |
| Subtotal: Cash & Check  |              492.00  |            318.00  |  |
| Total Donations |              810.00  |   |  |
| Special Events Return |   |   |  |
| Bank Differences |   | Explain:  |
| Other Monies In |   | Explain: |  |
| Other Monies In |   | Explain: |
| Other Monies In |   | Explain: |
| Total Other Income |                     -    |  |  |
| Total All Income |              810.00  |  |  |
| Check # and Payee | Amount |   |   |
| #469        NAWS #34969 |              526.18  | Literature |
| #470        COOS |                50.00  | Rent/Storage |
| #473   William Tucker |              344.58  | AVCNA Expenses |
| # |   | Explain: |
| # |   | Explain: |
| #471        NAWS Donation |              300.00  |   |
| #472       CARNA Donation |              300.00  |   |
| Total Checks |           1,520.76  |  |  |
| Closing Balance |           2,186.60  |  |  |
| Prudent Reserve |           1,600.00  |  |  |
| Above/(Below) Prudent Reserve | 586.60 |  |  |

**Ad-hoc Reports**-

**RECESS**

**IV. OLD BUSINESS**

*Motion about establishing Area Representative to ECCNA host committee*

**V. NEW BUSINESS**

*Motion 1 – To donate 300 dollars to NAWS and CARNA prior to our scheduled donation by policy – PASSED*

*Maker: David H*

 *2nd: Jim W*

*Motion 2 – Increase literature order ceiling by 100 dollars until such time as the amount can be raised in the next budget – PASSED*

*Maker: Ky L*

*2nd: Tee T*

*Motion 3 – To reimburse VRCC director 344.58 hotel charges in Virginia Beach for AVCNA 38 – PASSED*

 *Maker: Tee T*

 *2nd: Dana R*

*Motion 4 – To reimburse VRCC and VRCC-alternate up to $125/day for hotel room at AVCNA convention, for a maximum of three days. Receipts will be provided. Reimbursement will only cover the cost of the hotel room and all taxes associated with the room, and will not cover food or other room charges*

 *Maker: Tee T*

 *2nd: Dana R*

*DISPOSITION: BACK TO GROUPS*

*Motion 5 – To reimburse VRCC and VRCC-Alt up to 35 dollars for gas to attend the AVCNA. Receipts will be provided.*

 *Maker: Tee T.*

 *2nd: Dana R.*

 *DISPOSITION: BACK TO GROUPS*

*Motion 6 – to create an Ad Hoc committee for Area Representation for East Coast Convention of Narcotics Anonymous – PASSED with 2 abstentions*

 *Maker: Tee T*

 *2nd: Dana R*

**VI. ELECTIONS**

*Vice-Chair: no nominations*

*Alternate Literature Chair: Kyle W. was elected*

*Special Events Chair: John B. was elected*

**VII. ANNOUNCEMENTS AND ANNIVERSARIES**

***ANNOUNCEMENTS***

*H&I needs women to carry the message to the Women’s ACRJ. See Patsy G, Connie P, Ann Mason B., Rachel S, or Lauren B*

*H&I need volunteers for 5 East. Please see Melissa F. if interested.*

*The second East Coast Convention of Narcotics Anonymous (“ECCNA”) bid meeting with by on 2/23 at 1pm at Hatcher Memorial Church, 2300 Dumbarton Ave., Richmond, VA. Subcommittee chair elections will be held.*

*Open H and I positions: Women’s ACRJ panel leader and Boxwood panel leader*

*Open Area positions: Vice-Chair, and ECCNA Area Representative*

*New meeting: Morning Meditation will meet Monday mornings at 7:15am at St. Paul’s Memorial Church at 1700 University Ave. The format 15 minutes of silent meditation followed by sharing.*

*Special Events is going to have a short speaker jam planning meeting at Church of Our Saviour on Sat 2/22 at 11:30am. If you are interested in helping, or just want to share ideas, please come on Saturday.*

***ANNIVERSARIES***

*2/3 Megan O celebrates 10 years at New Attitudes Group, 8pm*

*2/13 Patsy G celebrate 30 years at Whatever It takes, 9pm*

*2/15 Erick H celebrate 31 years at Changing Perspectives, 4pm Eatin’ Meetin’*

*2/17 Richie celebrates 13 years at the New Attitudes Group, 8pm*

*2/23 Steve P celebrates 23 years at S.O.S., 8pm*

*2/24 Jerrica celebrates 1 year and Connie P. celebrates 16 years*

*at We Choose Recovery, 6pm*

*2/24 Jodi D celebrates 2 years at New Attitudes Group, 8pm*

*3/2 Chris K celebrate 3 years at New Attitudes Group, 8pm*

*3/4 Clyde P. celebrates 2 years at Off The Tracks, 8pm*

*3/4 Scott S. celebrates 1 year at the New Life Group, 12:15pm*

*3/9 Jennifer A celebrates 2 years at New Life Group, 12:15pm*

*3/10 Roy C celebrate 21 years at K.I.S.S. at 7:40pm*

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

*Made by: Tee T*

*2nd by:David H*

**Next ASC:***The next Area Service will be held on March 1, 2020*

*The Meeting was closed with the Serenity Prayer*

ILS Martha F. & David H.