Image

**SheVANA ASC Minutes**

*Monday, August 8, 2022*

Meeting opened by Stephen P. @ 6:30 pm with a moment of silence followed by the Serenity Prayer.

The Twelve Traditions were read by Leigh S.

The 12 Concepts for NA Service were read by Chris M.

The SheVANA Purpose was read by Stephen P.

|  |  |  |
| --- | --- | --- |
| **First ROLL CALL** | | |
| **Group Name** | **Representative / Title** | **Status** |
| Experience Strength & Hope | GSR – Leigh S. | Present |
| Eyes To the Sky |  | Inactive |
| Finding a New Way to Live | GSR - Nora F | Present |
| Fire, Faith and Fellowship |  | Inactive |
| Last Connection | GRS - Chris M. | Present |
| Midday NA | GSR – Vi N. | Present |
| New Chance | GSR – David T. | Present |
| New Freedom | GSR – Lee B. | Present |
| N.O.A.N.D.A. | GSR – Liz C. | Present |
| Out of the Cage | GSR – Willie W. | Present |
| Recovery and Beyond | GSR – Danny C. | Present |
| Renegade | GSR – Noah M. | Present |
| Regardless Of | GSR – Brandon R. | Present |
| Save Uranus |  | Inactive |
| Sisters in Spirit | GSR – Barbara S. | Present |
| Solution Seekers | GSR – Paul G. | Present |
| The War Is Over |  | Inactive |
| Welcome Home in Recovery |  | Absent |

*Based on the current attendance, quorum was met with 13 groups present (4 inactive/14 active home groups).*

Welcome to first time attendees from Stephen P.

**EXECUTIVE REPORTS –**

* **Chair: Stephen P -** present – report read

Dear ASC,

All is well and nothing new to report this month.

The Picnic was a blast and thank you for all who showed up and for those two who

took the pie in the face LOL that was a good time. Thanks again for all the hard work you all

do to keep NA Alive and well.

ILS,

Stephen P.

* **Vice Chair:** **Michelle M.** – absent– no report
* **Secretary:** **Meredith S.** – present – read report

Dear ASC,

Good Evening! My apologies for not getting the minutes to everyone within the 10-day guideline. I will try to do better and am typing the minutes as we go tonight. Please continue to email your reports to my work email which is [meredith@therecoveryconnectionllc.com](mailto:meredith@therecoveryconnectionllc.com). I did amend last month’s minutes to take out names associated with items discussed during open forum.

In Loving Service,

Meredith S.

* **Motion – Motion made to approve last month’s ASC minutes.**
* This Motion was made by Chris M. and seconded by Willie W.
* MOTION PASSES UNANIMOUSLY – YES – 11 NO – 0 ABSTAIN – 1
* **RCM:** **Chris M.** – present – read report

Open positions for region are vice chair, vice treasurer HNI chair, Policy chair, speaker jam chair. Our chair is doing all these positions if you know someone who would be willing to fill one of these positions please ask them to attend the RSC on august 20th. Nothing else to report at this time I will be attending RSC on the 20th

Thank you in loving service, Chris M.

* **RCM Alt:** **Danny M.** – present – read report

Hello family, I did attend the regional subcommittee on July the 16th. There were four other members present and only one thing was discussed before early termination of the meeting at !0:30am. The discussion was about incorporating the region to protect themselves from lawsuits, discussion was very short and there was no other business discussed.

ILS, Danny M.

* **VRCC: OPEN**
* **VRCC Alt:** **OPEN**
* **H & I Chair: Linda A.** – present – read report

Maybe, you did not die because of H & I held their Handbook Study Group and regular H & I meeting. We are still getting new people to this sub committee.

#1 – We have 1 position open at this time – RSW Jail Panel Coordinator.

#2 – We are in the process of reviewing the H & I guide – and hopefully an update will be brought to the area later in the year. The 2018 Guide lines listed are NOT CORRECT.

#3 – We will be requesting our standing budget of $25.00 for the facilities rent.

#4 – We had 1 addict processed at Orientation for the Juvenile Detention Center and awaiting results of 3 other addicts.

#5 – No word from the NRADC Jail at this writing.

In Loving Service,

Linda A., Addict and Chair – H & I

* **Literature Chair:** **Vi H.** – present – read report

Greetings ASC,

LITERATURE SUBCOMMITTEE REPORT

V- LITERATURE CHAIR 8/8/22

No accurate audit could be completed for Literature due to lack of proper systems, records, and record keeping on part of the Literature Subcommittee. Specifically, better care in adherence to guidelines set forth in area and literature guidelines needs to happen. A part of this issue stems from the past issues with having access to a bank account, literature issues throughout 2021, and poor record keeping.

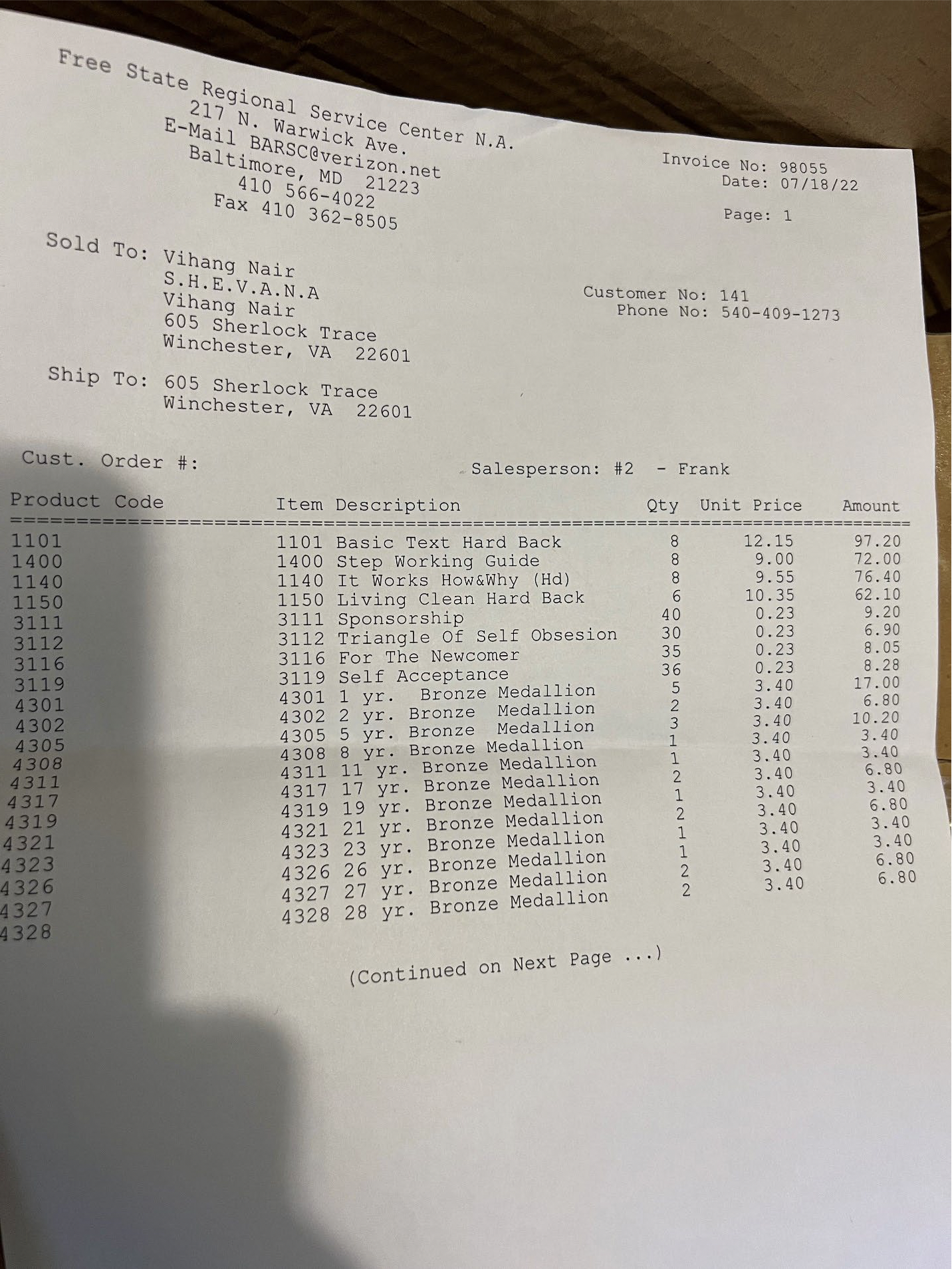
I’m attaching to monthly literature reports all documents relating to invoices, expenses, bank deposit recripts, checks written, etc. from here on out.

**Financial Reporting:**

Starting Balance – $633.22  
Income – $142.60  
Deposit Total= $0  
Expenses – 2$ bank service charge + $582.22 (FSRSC ORDER) Ending Balance- $191.60

Accounts Receivable – None

* Vi N.



* **Newsletter: OPEN**
* **Parliamentarian:** **Norman C. –** present – read report

To: SheVANA ASC

From: Norman C., Parliamentarian

Re: August 2022 Report

Dear ASC,

First, I wish to apologize for not making the last two ASC meetings. It

was not how I intended to begin my tenure as your Parliamentarian.

However, just before the June meeting, I broke my elbow and for the July

meeting, I did not get out of work until after 8 p.m. While I don’t anticipate

breaking another bone, I cannot guarantee that I won’t be kept late at work

in the future. I do promise that barring that, I will be in attendance at all

future ASC meetings.

Second, last night, I emailed everyone the updated version of the

SheVANA Guidelines reflecting all changes made through the July

meeting. If you did not receive a copy, please let me know.

Third, when you review the updated Guidelines you will see that I did

not change the Guidelines to reflect the contents of Motion 06-01-22. This

is because, despite the Chair’s ruling that the motion had passed, in

actuality, it failed for lack of a two thirds vote. There were 13 GSR’s voting,

thus a minimum of 10 votes in favor was required. According to the

minutes the motion only received 8 votes. I’m sorry I wasn’t here last

month to advise the body of this. I request that discussion of this matter be

placed under Old Business tonight.

Thank you for allowing me to serve.

ILS,

Norman C.

* **Public Relations:** **Wendy D.** – absent – Meredith read report

Hello Family!!  PR met on July 31st @ The Daily Grind in Front Royal, VA.  It was only me in attendance.  I updated the website, and have uploaded the current minutes, and updated the Events page.  As always, please send me any announcements and I will get them uploaded asap.  Next PR subcommittee meeting is August 28th at 3 pm, at Daily Grind in Front Royal.

I will not be at area service as I am in Kentucky with my mother, who is in the hospital…please send your prayers or good juju our way.  Love you all

ILS, Wendy

Wendy Horton Darr

540-303-1675

[wj\_horton@yahoo.com](mailto:wj_horton@yahoo.com)

* **Special Events: Bailey** – present – read report

August 8th, 2022

Shevana Special Events ASC August Report

Hello everyone!

This past month has been fairly busy! We had 2 meetings. The first meeting had 5 attendees. The second one had approximately 12. We hosted the picnic at Jim Barnett Park on July 30th. We had a great turnout and everyone seemed to enjoy themselves.

Our beginning balance this month was 791.12. We brought in a total of 424.26. Our costs for the month included 125.48 for the picnic food. We have a total of 1,089.90 currently in the account. There was a check written on 5.28.22 to Erica B. for the amount of 183.55. She reports that on her end, she has received the money, but it has not come out of the SE account yet. Our treasurer Peyton C. is planning to call the bank to see what is going on since it has been so long.  In the meantime, a check has been written out to Shevana Area of Narcotics Anonymous in the amount of 206.35. Which leaves us with $700, plus the 183.55 which has yet to come out of the account.

We are in the process of planning the next event which will be a speaker/ kick ball event. The date is tentatively Oct. 1st. We are also considering another game night, a chili cook-off, a new years event, and possibly a learning day in the coming months. We will have more information after our next meeting on Aug. 21st @ 3:15 pm at Edgehill. Signed- Shevana Special Events ASC Chair Bailey R.

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* **Ad-Hoc:** **Barbara S.** – present - read report

Ad Hoc Audit Report August 2022

The annual audit has now been completed. Linda A and myself (Barbara S) both attended each of three audit segments – Literature, Special Events and Area Treasurer.

With greater reliance on online banking, people do not as often use a physical checkbook so the current directive for Annual Audits found in the SheVANA Guidelines may need updating.

In general, for all three segments, each of the committee chairs, position holders provided all of their paperwork, receipt books, bank statements, order forms, etc. for audit review. No anomalies, problems or irregularities were noted. Kudos to all three position holders who have held their positions for a relatively short time, come into those positions under challenging circumstances and may not have received much mentoring before assuming the role.

Based on our meeting with each of the three Points of Contact (POCs) for positions that hold bank accounts we would make the following recommendations:

LITERATURE

* Get access to the online account
* Provide picture/copy of actual bank statement for report
* Sales price for items should be set at actual cost with an addition to reflect shipping which is sometimes higher for short orders
* Gather ‘dead/stale’ items to promote (offload). Maybe bring them to a future NA Event or Area Service. (We were thinking maybe for the recent picnic, but this did not occur).
* A little more organization with the Receipt Book – maybe start/stop for each month to include an inventory of current items

SPECIAL EVENTS

* Also needs access to online account
* Maybe a notebook that tracks by event – like each event is a story
* Starting balance
* Checks for expenses
* Itemization of expenses
* Attendance at event
* Income from event
* Inventory of remaining non-perishable items
* Track waste as may contribute to future event planning

AREA TREASURER

* No real suggestions here – just to include picture of actual bank statement for report
* (I received clarification that the end of ASC Treasurer report is for financial activity through beginning of current ASC – meaning donations from THAT ASC would be included on next month report)

These would just be recommendations – not even anything that would prompt a motion for change. The POCs know the duties of positions and the requests and requirements from the area. They were elected because we trust them and so to micro-manage would contradict and possibly undermine that trust. The same could maybe even be said for the audit itself. I did some research on guidelines for other areas and in many areas, audits are not conducted unless a problem arises. SheVANA also now has better transparency in requiring the actual monthly bank statement be included in the minutes. So perhaps that safeguard and lessons we learned with our recent financial challenges (made larger by COVID) have moved us to a place where this audit is no longer needed. We struggle to get it completed every year and it just feels icky in many ways. Perhaps that could be this subcommittee’s greatest accomplishment – to offer a motion to get rid of this awkward and antiquated practice.

**QUESTIONS ON REPORTS:**

* Linda A. asked the Literature Chair, Vi N., for clarification regarding the figures read in his report (see Literature report).
* Linda A. asked the RCM Alternate, Danny M. for more information regarding what was discussed at the Regional Meeting that he attended.
* Barbara S. asked the Literature Chair, Vi N., if he is going to include everything in his report. Suggestions were provided during Open Forum.

**OPEN FORUM:**

* Norman C. read the 8th Concept.
* Congrats to Special Events for an incredible picnic. Good job, Bailey, and our pie in the face participants.
* SheVANA is in need of a VRCC Director and VRC Alternate. This is a good opportunity to be of service and broaden your base! It is nice to meet other NA members with a lot of clean time.
* A member recommended that Literature does not need to include every single receipt/document in the report. Is this necessary? The member then said whatever the chair elects to include in the report should be sufficient and to be mindful of what is included in the report.
* There is a flyer regarding H & I and Special Events meetings that will be distributed soon once it has been revised. Another member had an idea to include all of the sub committees on the flyer. Please share this with your home groups.
* Article XII of the Guidelines/Vice Chair Duties – Bullet #3 was brought up. This states that the Vice Chair serves as a co-signer on the ASC bank account. Currently the Vice Chair is not on the bank account. The RCM is not on the account either.
* There was a discussion regarding protecting the regional from lawsuits. A member of the body asked the RCM if there is any sort of documentation regarding this conversation at the regional level. The RCM has not seen any information regarding this in any previous reports. Public Relations is asking the reason to get incorporated.
* Last Connection is in need of support. They meet on Wednesdays at 7 pm at Grace Downtown of Winchester.
* New Freedom Group, Solution Seekers and Regardless Of has moved to Room #138 at Braddock Street United Methodist Church.
* Home groups are encouraged to bring up challenges and issues during Open Forum. Great job SheVANA area for being a place where members can discuss these issues.

**\*\*\*\*\*\*\*\*\*\*BREAK \*\*\*\*\*\*\*\*\*\***

Stephen P. called the meeting back to order @ 7:30 pm and read the Serenity Prayer.

|  |  |  |
| --- | --- | --- |
| **Second ROLL CALL** | | |
| **Group Name** | **Representative / Title** | **Status** |
| Experience Strength & Hope | GSR – Leigh S. | Present |
| Eyes To the Sky |  | Inactive |
| Finding a New Way to Live | GSR - Nora F. | Present |
| Fire, Faith and Fellowship |  | Inactive |
| Last Connection | GRS - Chris M. | Present |
| Midday NA | GSR – Vi N. | Present |
| New Chance | GSR – David T. | Present |
| New Freedom | GSR – Lee B. | Present |
| N.O.A.N.D.A. | GSR – Liz C. | Present |
| Out of the Cage | GSR – Willie W. | Present |
| Recovery and Beyond | GSR – Danny C. | Present |
| Renegade | GSR – Noah M. | Present |
| Regardless Of | GSR – Brandon R. | Present |
| Save Uranus |  | Inactive |
| Sisters in Spirit | GSR – Barbara S. | Present |
| Solution Seekers | GSR – Paul G. | Present |
| The War Is Over |  | Inactive |
| Welcome Home in Recovery |  | Absent |

Quorum has been met for the second roll call with 13 groups present.

Meredith S. read the announcements.

* **CELEBRATIONS OF RECOVERY**
  + **Jeff B. 31 Years Eyes to the Sky August 9 @ 7 pm**
  + **Chris M. 8 Years Last Connection August 10 @ 7 pm**
  + **Bill S. 28 Years To Tell the Truth (Hagerstown) August 13 @ 10 am**
  + **Leigh S. 1 Year Experience, Strength & Hope August 13 @ 7 pm**
  + **Keith 1 Year Regardless Of August 31 @ 7 pm**
  + **Kathy C. 27 Years TBD TBD**
  + **Danny M. 12 Years New Chance September 15 @ 7 pm**
  + **Chris E. 10 Years New Chance September 15 @ 7 pm**
  + **Danny C. 22 Years Recovery & Beyond September 28**
* **ANNOUNCEMENTS**
  + **No listed on Announcement Sheet.**
* **OLD BUSINESS**
* Motion 06-01-22 – This motion should not have passed per the Parliamentarian because it does not have the 2/3 majority vote. The minutes were already approved.
* **REGIONAL OPEN POSITIONS & MOTIONS**

None discussed.

* **NEW BUSINESS**
  + **Motion –** **Barbara S. RE: AUDIT**

**Motion # 8-1-2022**

**Mover – Barbara S. Seconded by: Leigh S.**

**Motion:** To dispense with the annual audit for Special Events, Literature and Treasurer. To delete all reference to the audit practice in the guidelines.

**Intent:** Since bank statements are now required this gives the Area needed visibility into finances and so the audit would no longer be needed.

**Questions –** Norman asked that if the audit process has ever revealed any discrepancy? Linda A. said “no – we discovered things as a result of not doing an audit.” Danny M. asked if sub committees with bank accounts are required to submit an end of year and beginning of the year report. Stephen P. said that reports are to be submitted at the end of the year. Norman said that every trusted servant is to submit a full financial and annual report and share recommendations for the coming year.

**PROS –**

Barbara S. said that we already have safeguards in place. The audit does not produce

fruitful results nor has it revealed discrepancies. Bank statements will be able to be

reviewed when the minutes are sent out.

Nora F. said that we can misappropriate our resources and people are elected because

they are trusted to do their jobs.

**CONS -**

Vi N. said that the audit helped the Literature Sub Committee get more organized and

without doing the audit it would not provide this opportunity.

TAKE BACK TO HOME GROUPS TO VOTE ON THIS MOTION!

– Check has been given to Chris M. in the amount of $1,421.11.

* **AREA OPEN POSITIONS & NOMINATIONS & ELECTIONS**
* VRCC – NO NOMINATIONS/TAKE BACK TO HOME GROUPS
* VRCC ALT – NO NOMINATIONS/TAKE BACK TO HOME GROUPS
* NEWLETTER – NO NOMINATIONS/TAKE BACK TO HOME GROUPS
* OUTREACH - NO NOMINATIONS/TAKE BACK TO HOME GROUPS
* **BUDGET REQUESTS – standing budget requests only - none discussed.**
* **TREASURERS REPORT – Chris E –** present – read report – resigned from position

Starting Balance: $2557.61

Incoming Funds: $90.00

Outgoing Funds: $4.73 Literature

$50.00 GCC rent

$25.00 Adams Nelson for rent

$25.00 Adams Nelson for rent

Ending Balance: $2542.88

I wanted to thank the area for allowing me to serve in multiple positions over the last few years. Due to multiple current life circumstances, some good, some bad, I am no longer able to continue to serve the area. I appreciate your understanding in this matter. I will get everything turned over to the appropriate person at the end of this meeting.

Thanks,

Chris

* Another check should be given to the Region. Stephen P. made a Motion to table this to until next month when we have an updated report. No one seconded this motion. GSR’s voted -

8-1-1

* Norman brought up issues regarding H&I’s budget discrepancy. Norman asked if he is able to make an administrative change to the guidelines so that reflects the accurate standing budget for H&I. The consensus was that he is able to make this change.

**NEXT ASC MEETING:** The next Area Service Meeting will be held on Monday, September 12th at 6:30 pm. at Grace Community Church 2333 Roosevelt Blvd. Winchester VA 22601.

**MOTION TO CLOSE – Made be Norman C. and seconded by Danny C.**

Meeting Adjourned at 8:01 pm.



***ASC MEMBER CONTACT INFORMATION***

|  |  |  |  |
| --- | --- | --- | --- |
| Barbara S. | 540-327-6134 | [Barbara.Sadhana@fema.dhs.gov](mailto:Barbara.Sadhana@fema.dhs.gov) | *GSR – Sisters In Spirit* |
| Chris A. | 571-450-0094 | [Chrisanders1089@gmail.com](mailto:Chrisanders1089@gmail.com) | *GSR-Last Connection* |
| Danny Mc. | 540-303-4936 | [Dannym246@gmail.com](mailto:Dannym246@gmail.com) | *RCM Alt.* |
| Linda A. | 540-664-6077 | [cleanduetona@yahoo.com](mailto:cleanduetona@yahoo.com) | *VRCC Director* |
| Michelle M. | 540-532-9631 | [Ponylady90@hotmail.com](mailto:Ponylady90@hotmail.com) | *Secretary* |
| Randy D. | 540-322-3335 | [Der12296@comcast.net](mailto:Der12296@comcast.net) | *Alt GSR-Exp., Str., & Hope* |
| Archer C | 540-664-6752 | [acrebbs@aol.com](mailto:acrebbs@aol.com) | *GSR – Exp, Str, & Hope* |
| Peyton C | 804-302-3024 | [peytoncrebbs@yahoo.com](mailto:peytoncrebbs@yahoo.com) | *New Freedom* |
| Chris M. | 304-279-2966 | [Chrismauck84@yahoo.com](mailto:Chrismauck84@yahoo.com) | *RCM* |
| Emily K |  | Ekingq31@gmail.com | *GSR Midday* |
| Mike H. | 540-247-3426 | [Michaelkhorne1@gmail.com](mailto:Michaelkhorne1@gmail.com) | *GSR Noanda* |
| Lyle R. | 850-445-8203 | [lylearolfes@gmail.com](mailto:lylearolfes@gmail.com) | *GSR Regardless Of* |
| Jennifer S | 757-739-6015 | Shibley.jennifer@gmail.com | *GSR NOANDA* |
| Trevor D | 540-486-3353 | [gitterdontrev@aol.com](mailto:gitterdontrev@aol.com) | *GSR - Eyes to the Sky* |
| David T | 540-514-5077 | [dtcustombuilds@gmail.com](mailto:dtcustombuilds@gmail.com) | *New Chance* |
| Dave C |  | [Cleanbecuz\_1@yahoo.com](mailto:Cleanbecuz_1@yahoo.com) | *GSR – Recovery & Beyond* |
| Liz C |  | elizabethchppll@yahoo.com | *GSR - Noanda* |
| Chris E | 540-323-0259 | Chrisesposito89@yahoo.com | *New Chance GSR*  *ASC Treasurer* |
| Stephen P | 540-539-2177 | stephen.price02@comcast.net |  |
| Paul G | 540-550-7116 | paulgallagherrealtor@gmail.com | *GSR – Solution Seekers* |
| Erica B | 540-550-9562 | a4047@gmail.com | *GSR Alt Experience, Strength, & Hope* |
| Kevin I | 202-944-0386 | jazirock@gmail.com | *GSR Renegade Meeting* |
| Bill M | 540-820-4225 | billmyersvalleyauto@gmail.com | *GSR - New Chance Group* |
| Vijay H | 540-409-1273 | Nairvihang@gmail.com | *GSR Midday* |
| Kenny D | 540-327-3160 | KENDARRLL@gmail.com | *GSR Save Uranus* |
| Julie M | 540-222-4497 | [Julie.grubbs@gmail.com](mailto:Julie.grubbs@gmail.com) | *GSR Finding a new way to live* |
| Noah M | 540-664-1459 | Noahmahoney1999@gmail.com | *GSR Alt Renegade* |
| Lee B | 540-532-5133 | [bowmanhomeremodeling@gmail.com](mailto:bowmanhomeremodeling@gmail.com) | *GSR – New Freedom* |
| Brandon R | 757-819-8777 | brandonrumbaugh@gmail.com | *GSR Alt – Regardless of* |
| Augusta W | 240-723-3315 | augustaweschler@gmail.com | *Renegade Fill In* |
| Wendy D | 540-303-1675 | Wj\_horton@yahoo.com | *GSR – Welcome Home in Recovery & PR* |
| Karla S | 540-303-7888 | kshort86@gmail.com | *GSR Fire, Faith, & Fellowship* |
| Leigh S | 202-292-9191 | leigh.stride108@gmail.com | *GSR Experience, Strength, & Hope* |
| Christina H | 717-743-3944 | [Christinahans1975@gmail.com](mailto:Christinahans1975@gmail.com) | *GSR – Just Stay* |
| Phil R | 202-747-2077 | pgrockstroh@gmail.com |  |
| Norman C | 540-931-5042 | [Norman2500@aol.com](mailto:Norman2500@aol.com) | *New Chance* |
| Meredith S | 703-582-5639 | [meredith@therecoveryconnectionllc.com](mailto:meredith@therecoveryconnectionllc.com) | *ASC Secretary* |
| Bailey R | 772-773-0713 | lynnb9498@gmail.com |  |
| Willie W | 540-368-1603 | [mrwadesr@hotmail.com](mailto:mrwadesr@hotmail.com) | *GSR – Out of the Cage* |
| Robin M | 540-660-1809 | [graciousmountain@protonmail.com](mailto:graciousmountain@protonmail.com) | *Experience, Strength & Hope* |
| Maria M | 540-233-3687 | [marialee452@gmail.com](mailto:marialee452@gmail.com) | *Finding A New Way to Live* |
| Nora | 540-630-0164 | [norafinny0176@gmail.com](mailto:norafinny0176@gmail.com) | *Finding A New Way to Live* |