



## SheVANA ASC Minutes

Monday, June 10, 2024

Meeting opened by Michelle M. @ 6:31 pm with a moment of silence followed by the Serenity Prayer.

The Twelve Traditions were read by Chris M.

The 12 Concepts for NA Service were read by Luke T.

The SheVANA Purpose was read by Heather R.

First ROLL CALL		
Group Name	Representative / Title	Status
Experience Strength & Hope	GSR – Robin M.	Present
Eyes To the Sky	GSR – Andre A.	Present
Finding a New Way to Live	GSR – Brandon G.	Absent
Fire, Faith and Fellowship	GSR – Logan O.	Absent
Last Connection	GSR – Chris M.	Present
Midday NA	GSR Alt – Augusta W.	Present
NA at Millcreek		Inactive
New Chance	GSR – Tony B.	Present
New Freedom	GSR – Alex B.	Absent
N.O.A.N.D.A.	GSR Alt – Liz C.	Present
Out of the Cage	GSR – Willie W.	Present
Recovery and Beyond	GSR – Danny C.	Present
Regardless Of	GSR Alt – Archer C.	Present
Renegade	GSR – Kevin I.	Present
Save Uranus	GSR – Kenny D.	Absent
Sisters in Spirit	GSR – Barbara S.	Inactive
Solution Seekers	GSR Alt – Meredith S.-C.	Present
Vision of Hope		Inactive
Welcome Home in Recovery	GSR – Wendy D.	Absent

**Quorum Met for the first roll call. 3 home groups are inactive. 11 home groups present.**

### REPORTS

- **Chair: Michelle M.** – Present and read the following report:

Hello Family,

First, I would like to thank Meredith for covering last month. I will do my best to stay on track for today's meeting. I would ask for grace and harmony at today's meeting, my family and I have had an emotional day. Last ASC some questions were asked about our bank accounts. Upon my arrival to the bank to add new members I was informed that some previous members were still on the bank account. I had them removed and current trusted servants only remain. We also had a snafu with our P.O. Box, the billing email was sent to our previous chair. It was forwarded to me but to an old email address that I rarely check so when we tried to access the mailbox it was locked, and we could not get the mail. Our treasurer did go and pay the bill today. I will go to the P.O. Box tomorrow and get the mail and bank statements and send them electronically to those that need them.

ILS,

Michelle M

- **Vice Chair: Meredith S.-C.** – Present and read the following report:

Dear Family,

Nothing new to report at the present time. Thank you for allowing me to Chair last month's ASC meeting. I continue to be grateful to be of service. I will not be at next month's meeting but will see you all again in August.

In Loving Service,

Meredith S-C

- **Chris M. moved and Willie W. seconded a motion to approve the May 2024 minutes:**

**MOTION PASSES - ABSTAIN – 1 YES – 10 NO – 0**

- **Secretary: Norman C.** – Present and read the following report:

Dear ASC,

I am pleased to report that the May minutes were completed and distributed, both via email and snail mail, in a timely fashion. If you did not receive the minutes via email, please check the box on the attendance sheet that is headed "New email" so that I can add your email to the list.

Also, a reminder to please send all reports and/or attachments to be included in the minutes to my email address, Norman2500@aol.com, no later than the end of the week to ensure their inclusion in the minutes.

Thank you for allowing me to serve.

ILS,

Norman C.

- **RCM: OPEN**
- **RCM Alt: Heather R.**—Present and read the following report:

Hello my name is Heather. I am the Regional Committee Member Alternate, and I am an addict.

I have nothing to report from The Central Atlantic Region today. I will be attending the bi monthly meeting on June 15th 2024.

So the whole pie in face at the picnic might not work out.

In loving service,

HEATHER

- **VRCC: Stephen P.** – Absent and no report sent
- **VRCC Alt: OPEN**
- **H & I Chair: Chris M.** – Present and read the following report:

Hello

We had our hand book study on June 3rd with 5 in attendance and our subcommittee with 11 members present all positions are currently filled I would like to request 25 dollars for rent to Adams Nelson Thank you

In service

Chris M

- **Newsletter: OPEN**

- **Outreach: Danny C.**—Present and read the following report:

Hello Family....

This past month I've attended various NA Meetings around the area. My HG in Capon Bridge, the Renegade Meeting in Winchester, Weekend Survivors in Ft. Ashby (WV) and NOANDA in Winchester.

I took a Newcomer to NOANDA and made sure he had a Basic Text.

Our next subcommittee meeting will be 6:00 pm, Tuesday June 25th, at Recovery & Beyond, in Capon Bridge.

In Loving Service,

Danny C.

Outreach Chair

- **Parliamentarian: OPEN**

- **Public Relations: Luke T.** – Present and read the following report:

Hey family,

PR met on May 28th and had 2 members in attendance. This was the first month of our PR Handbook study. This month we are requesting a check for a copy of the PR Handbook. We are working to get meeting lists into the WATTS program, TRC, libraries, parole and probation, and the courthouse. We discussed how we can better reach the student population and hispanic population here in Shevana. We will be recording meeting minutes from here on so that our area can see what we do. The next PR Handbook study and PR meeting will be June 30th 4:15-6:00. If you have any events or celebrations to add to the calendar please contact Wendy or me.

Wendy D: (540) 303-1675

Luke T: (754) 303-6805

In loving service,

Luke T.

- **Special Events: Bailey** – Present and gave report which was not received by secretary
- **Financial Audit Ad-Hoc: Linda A.** – Present and gave oral report during which she resigned the position.
- **AVCNA Fundraiser Ad – Hoc: Stephen P.** – Absent and no report sent

### **QUESTIONS ON REPORTS:**

1. Danny M. to Chair: Who is on Checking Accounts? Chair, Vice Chair, Treasurer, RCM and RCM Alt.
2. Linda A. to Chair: Who signs Literature Checks to Literature Chair? No answer given
3. Linda A. to Chair: Is online banking active? No
4. Archer C. to Chair: What is appropriate way to change audit to reconciliation? By motion
5. Heather R. to Chair: How does check to region get there? Given to RCM to send
6. Linda A. to Special Events: Are check numbers in report? No
7. How many PO Box keys are there? Onw

### **NON-STANDING BUDGET REQUESTS: NONE**

### **OPEN FORUM:**

1. Sixth Concept read
2. Home groups cannot use area's Taxpayer ID Number to open a checking account.

3. Literature has problem accessing the storage unit. Chair to investigate changing name on account and obtaining extra keys.
4. In the absence of a Parliamentarian no one has duty to update the policy. Secretary volunteered to insure that the policy reflects all changes enacted since date on the front of the current policy.
5. Conversation regarding including the PR minutes with the area's minutes.
6. Literature intends to include attachments to its report for minutes and inventory
7. Vice Chair agrees to get involved with correcting and/or revising Policy.
8. Concerns about the lack of 7<sup>th</sup> Tradition funds flow from Home Groups to the Area and the resulting lack of funds in the Area checking account.
9. PR intends to add a PR tab on our website
10. Interest in having a GSR training session.

**\*\*\*\*\*10 MINUTE BREAK\*\*\*\*\***

Michelle M. called the meeting back to order at 7:47 with a moment of silence and the Serenity Prayer.

<b>Second ROLL CALL</b>		
<b>Group Name</b>	<b>Representative / Title</b>	<b>Status</b>
Experience Strength & Hope	GSR – Robin M.	Present
Eyes To the Sky	GSR – Andre A.	Presnet
Finding a New Way to Live	GSR – Brandon G.	Absent
Fire, Faith and Fellowship	GSR – Logan O.	Present
Last Connection	GSR – Chris M.	Present
Midday NA	GSR Alt– Augusta W.	Present
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Save Uranus	GSR – Kenny D.	Absent
Sisters in Spirit	GSR – Barbara S.	Inactive
Solution Seekers	GSR – Meredith S-C	Present
Vision of Hope		Inactive
Welcome Home in Recovery	GSR – Wendy D.	Absent

Quorum met for the second roll call.

Norman C. read the announcements.

• **ANNOUNCEMENTS**

- |              |          |                             |         |
|--------------|----------|-----------------------------|---------|
| 1. Archer C. | 7 years  | Regardless Of               | June 12 |
| 2. Rich B.   | 23 years | Experience, Strength & Hope | July 27 |
| 3. Robin M.  | 1 year   | Experience, Strength & Hope | July 6  |
| 4. Frank Y.  | 25 years | Eyes to the Sky             | June 25 |
| 5. Roscoe M. | 1 year   | Eyes to the Sky             | June 18 |
| 6. Amanda    | 1 year   | Renegade                    | July 12 |
| 7. Kevin I.  | 8 years  | Renegade                    | July 12 |
| 8. Kevin M.  | 37 years | Solution Seekers            | July 9  |

9. Meghan G.	10 years	Solution Seekers	July 23
10. Maria S.	1 year	Fire, Faith & Fellowship	July 6
11. Solution Seekers Picnic		2-5 pm	June 29

- **OLD BUSINESS – AREA MOTIONS – None**
- **AREA OPEN POSITIONS & NOMINATIONS & ELECTIONS**

No nominations were received for the following positions, which remain open:

- A. RCM
- B. Parliamentarian
- C. Newsletter Chair
- D. VRRRC Alternate Director.

- **OLD BUSINESS – REGIONAL MOTIONS – None**
- **NEW BUSINESS**

1. Motion 6-01-24: Augusta W. moved and Robin W. seconded a motion to:

**Change 13.2.1 1<sup>st</sup> bullet point** of SheVANA Policy **from:**

“To bring literature supply to each ASC meeting for GSR purchase” **to**

“To bring fulfilled orders to each ASC meeting for distribution to GSRs”

**Intent:** Better marry NAWS Literature Handbook, SheVANA Literature Subcommittee Guidelines and SheVANA ASC Guidelines.

**Questions:** A. Wasn’t this already done? Yes, but then undone  
 B. What about last-minute emergencies? They will be handled

**Pros:** 1. Will make literature chair position more attractive and will no longer force lit. chair to be responsible for failure to timely order literature. (Luke T.)  
 2. This is a middle of the road approach. (Robin M.)

**Cons:** None

**BACK TO HOME GROUPS**

2. Motion 6-02-24: Ashley W. moved and Danny M. seconded a motion to:

**Add** to agenda for homegroups to state their donation to Area.

**Intent:** To provide transparency on fund movement through the NA service structure.

**MOTION FAILS FOR LACK OF SECOND AFTER SECONDER  
 WITHDREW HIS SECOND**

3. Motion 6-03-24: Linda A. moved and Tony B. seconded a motion to:

**Reduce** Special Events prudent reserve from \$1,000 to \$700.

**Intent:** To be financially responsible. Any event S.E. has put on has never needed nor used or come close to \$1,000. It also gives S.E. the option to pass on funds in excess of new and previous prudent reserves of \$700.

**Questions:** 1. Can Special Events request extra funds if they needed more than \$700? Yes, but it would have to be approved by GSR's  
2. Can SE make donation to Area? Unclear, but probably.

**Pros:** 1, Special Events could request extra funds if it needed more than \$700. (Luke T.)

**Cons:** 1. It will limit SE's ability to plan events, including a big event this fall that they are in the beginning stages of planning. (Bailey R.)  
2. Special Events was not intended to be a fundraiser for the Area. (Augusta W.)

### **BACK TO HOME GROUPS**

4. Motion 6-04-24: Luke T. moved and Liz C. seconded a motion to:

**Add** a bullet point under Duties of Literature and Special Events that will read

“Submit copies of receipts from all withdrawals and deposits pertaining to previous month's expenses to area treasurer.”

**Intent:** This motion is intended to improve our financial records and make for a smooth reconciliation of our bank accounts come December. Additionally, it will improve transparency to ensure NA funds are being used responsibly.

### **RULED OUT OF ORDER BY THE CHAIR**

5. Motion 6-05-24: Archer C. moved and Robin M. seconded a motion to

**Change** the word “audit” of Area Service bank accounts

**To** “reconciliation” of Area Service bank accounts throughout Policy.

**Intent:** None given

**Pros:** Language is important and “audit” implies involvement of a CPA.

**Cons:** None

### **BACK TO HOME GROUPS**

6. Norman C. appointed chair of Audit *ad hoc*

7. Chair created Policy *ad hoc* and named Meredith S-C chair

- **NEW BUSINESS – Regional Motions – None**
- **LITERATURE REPORT: Augusta W.** – Present and gave oral report and then submitted the following written report:

Hello ASC Family!

Literature held its first meeting on June 1 and Ashley W was elected as Vice-Chair of the subcommittee. There were four people in attendance and it was decided that while the Secretary position remains open, the Vice-Chair would take on the responsibilities of Secretary at Business Meetings until one is elected by the subcommittee. The Chair holds the duties of Treasurer. We held a second meeting on June 8 with five people in attendance and began the task of reviewing the 2017 SheVANA Literature Subcommittee Guidelines to update. We will continue working on that project until the task is completed, at which time the new guidelines will be provided at the ASC meeting following completion.

The subcommittee decided that we will hold monthly business meetings on the Saturday following the monthly ASC meeting, 10 am, at Edgehill. This will allow for a group consensus on what should be ordered from NAWS that month based on GSR orders and allow review of our financial standing to determine whether we are at Prudent Reserve or over, in which case donations to the service structure can then be voted on.

Literature will be creating a list of the suggested minimum stockpile of inventory it should hold to meet the ASC needs. Literature will begin storing the bins and inventory in the ASC storage unit upon receipt of a key. We will no longer be hauling the inventory in its entirety to each ASC business meeting to follow the NAWS Handbook for Literature Committees, as it is suggested to bring the top 10% of the most in demand items. We will continue to bring all fulfilled orders, all medallions, all keys tags and then as suggested, the top 10% of in demand books.

The next Literature Subcommittee meeting is June 15th, 10 am at Edgehill. The current standing of funds is \$379.60 at the time the oral report was given to the June ASC meeting. We have included an attachment (SLSCRA.6.10.24) to this written Chair report that has the full financial report, full current inventory and a copy of the last Literature Subcommittee's business meeting minutes. For a more in depth look at any records please attend our monthly business meeting or contact me directly.

In Loving Service,  
Augusta W.

- **TREASURERS REPORT** – Present and gave report that was not received by secretary

**NEXT ASC MEETING:** Next Area Service Meeting will be held on Monday, July 8 at 6:30 pm. at Canvas Community Church, 2333 Roosevelt Blvd. Winchester VA 22601

**MOTION TO CLOSE** - Motion to close made, seconded and approved.

Meeting Adjourned at 8:57

