

Minutes for the 219th Regional Service Conference
 Central Atlantic Region
 February 18th, 2023 Zoom meeting

Open Forum began at: 10:00am RSC began at: 11:15am

Serenity Prayer: Reading of Purpose, Traditions, and Concepts:

OPEN FORUM:

1. Meeting about Article 501 (C) 3
2. Powerpoint
3. Need Assistant
4. H & I Chair
5. List of Expenditure for AZF
6. Going over every CAR
7. Convention (Rappahannock Area) Needs speakers in Sept.
8. Banking for Region -Debit card for RD Team
9. World asking for Regions to fund RD
10. Movement for votes to be handed by zones
11. Regional report

Roll Call	Executive Members	10/2022	12/2022	2/2023
Chair	Antoinette B.	P	P	P
Vice-Chair	Open	O	O	O
Secretary	Jennifer D.	A	P	P
Treasurer	Etta L.	P	P	p
Vice-Treasurer	Open	O	O	O
Regional Delegate	Randy D.	P	P	p
Regional Delegate Alternate	Sherry V.	P	P	P
Regional Delegate Alternate 2	David H.	O	P	P
VRCC Chair/Vice-Chair	Michelle M.	A	P	P
Hospitals and Institution Chair	Open	A	O	O
Policy	Open	P	O	O
Public Relations	Richard S.	P	P	P
Speaker Jam	Open	O	O	O

Ad-Hoc Committee 501c3	Etta L.	O	P	P
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Areas	RCM/RCM-Alt	10/2022	12/2022	2/2023
Almost Heaven	Dora R. Alt.	P	P	P
Appalachian	Kim C.	P	P	P
Beach	Mark N.	P	P	A
Blue Ridge	Rick V.	A	P	A
Gateway		A	A	A
New Dominion	Chelsea R. & Marcus E. Alt	P	P	P
New River Valley	Jeff B.	P	P	A
Outer Limits		A	A	A
Peninsula	Beverly A.	P	P	P
Piedmont	Brian K.	P	P	P
Rappahannock	Cat E. & Rudy C. Alt	P	P	P
Richmond	Val R.	P	A	A
Roanoke Valley	Greg H	P	P	P
Shenandoah Valley	Chris M. & Danny M. Alt	P	P	P
Southside	Krista H.	A	A	A
Tidewater	Roland C. & Darrell S. Alt	A	P	P
Tri-Cities	Kelley G.	A	P	P

Note: Any area that missed two consecutive RSC will be referred to the Outreach Subcommittee (Project Driven) Recognition of new attendees / identify members willing to mentor that they could sit next to.

Motion Maker: Greg H. RCM Roanoke Valley

Seconded: Roland C. RCM Tidewater

To approve the 218th RSC Minutes

Approved as written. 0-7-0 passed

Please note that we had 10 RCMs during Open Forum and 10 RCMs at the start of the 219th RSC.

New Members

Maria H. Tri-cities RCM Alt.

TRUSTED SERVANTS REPORT

Chair Report: Greetings, I want to thank all that are showing up for service today truly grateful for your attendance. The chair went to meet the former Treasurer and picked up the materials for the new treasurer along with 30 basic texts that I have currently stored in my storage until a decision is made on how we want to distribute the leftover Basic Text. The Regional

Subcommittee met on January 21st, 2023 at 10 am. The only people in attendance were the Chair, Treasurer, and Public Relations Chair. We reviewed the mail for H&I that was sent to the P.O. Box the mail was dated 2022 most of the requests could not be met due to the severe delay in receiving the mail. This subcommittee primarily was to give those who did not attend the previous subcommittee to allow the Adhoc committee to revisit the information that was presented in regards to 501c status being obtained by this Region. The Adhoc Chair presented the information on both the pros and cons. Further information will be included in their report. I understand the position of the Chair is not to have an opinion but the fact remains we cannot cover our Trusted Positions at current to move forward with this 501c seems daunting when we cannot even have people just simply show up to their request. I have been asked to reach out to see if we can go back to Charlottesville or another in-person meeting space I have not I need to get the information again from David H. The April 2 Day is fast approaching however it's a Car/Cat year so I believe the Delegate Team will be informing the body of the Agenda for the Two Day. I have nothing further to report.

In Loving Service,

Antoinette B. Regional Chair

Vice Chair: Open; No Report.

Secretary Report: Good Morning: Everyone

Just as a reminder, due to my work schedule I will not be at the April's 2-day regional, if someone is willing to take notes, I will gladly do the minutes unless we elect a new secretary at that time.

I just want to say thank you to everyone for allowing me to serve as your regional secretary for the past 2 years.

Thank you and ILS

Jennifer D.

Treasurer Report: Good Afternoon,

I still don't have access to the mailbox as I can't seem to coordinate a time when the signatory on the account can meet with me to forward the mail. I have located the key and will pick it up from Brian on March 1. So, if any checks are there I will deposit them.

I finally got the bank card attached to the twilo acct last night. I was having problems with the Email allowing me the message to change the password. But it is now up to date.

I went to Truist just to sit with the banker and make sure everything matched and found that there was \$272.78 stuck in transfer from the old account. She said that sometimes this happens in the transfer of funds when you close one account and transfer funds. I have never heard of that nevertheless it is now in our current account. The balance today is \$19178.34

I have heard from Almost Heaven that they were trying to send a zelle payment to us but it did not go through. I asked about it at the bank and they did not see it in route.

They will now send this by mail.

Some of this is still a bit cumbersome but at least the deposits and income are current and up to

date. I also received all of the old treasury records from Brian 2 weeks ago. I have not gone through the bins but they are in my possession. I had a conversation with the banker about debit cards and it seems that there would be no charge to get the delegate team cards that I could control the limits on. If this is something that you would like to bring up again Please let me know. I will not be available for the April 2 day as I have a prior commitment but will supply all updated reports.

ILS Etta L

February 2023 Treasurer's Report

Summary		
Starting Balance as of	12/17/23	18,382.41
Income		1,071.93
Expenses		276.00
Current Balance as of	02/17/23	19,178.34
Prudent Reserve		9,384.25
Uncleared Checks		276.00
Projected World Donation		9,518.09

Income Since Last RSC

Source	Date	Amount	Comment
Appalacian	15-Jan-23	250.93	donation
Shenandoah	17-Feb-23	156.42	donation
Shenandoah	17-Feb-23	391.80	donation
Other/Misc	17-Feb-23	272.78	truist
TOTAL		\$ 1,071.93	

Expenses Since Last RSC

Expense Type	Check #	Amount	Payee	Purpose
A002-Mailbox	1003	276.00	us postal service	mailbox
Total		\$ 276.00		

CRM
3/2/2023

RD Report: Hello 219th Regional Service Conference, I am grateful to be of service to this Region.

I attended the **Mid Atlantic Regional Service Convergence** on January 20, 21, 2023 in Lancaster Pennsylvania where members of the World Board Facilitated a Conference Agenda Report presentation with questions and answers. My expenses were \$20.00 for registration, \$54.00 for gas, \$53.00 for food and \$128.76 for hotel totaling \$255.76. That would be \$124.24 under budget. I have receipts to send to the treasurer. I would like to be reimbursed when our budget passes. I have put in 2 money matter motions that need to be second by an RCM to our secretary.

I helped set-up and facilitated the **Autonomy Zonal Forum** on January 28, 29, 2023 at the Comfort Inn Aikens Center in Martinsburg West Virginia. My expenses were \$110.88 for hotel, \$39.00 for gas, \$16.03 for food totaling \$165.91. That would be \$334.09 under budget. I would like to be reimbursed when we get our budget please. I have receipts for this commitment. The AZF has an invitation from the Southeastern Zonal Forum for us to join their Zonal meetings discussions at anytime. <https://sezf.org/wp-content/uploads/2020/12/SEZFGuidelines-120620.pdf>.

I attended the **US Collaboration of Zones quarterly virtual meeting**, hosted by the Plain States Region on January 8, 2023. 7 out of 8 zones were present. For complete minutes of this meeting, here is the link

https://uszonesofna.slack.com/files/U03MJAPKB9P/F04NSJM7TTJ/1.8.23_us_collab_notes.docx.

We reviewed the survey results. We would like more responses to the survey and have extended it until July. Went over 1 page overview from task team. Form a task team headed by Dennis M to develop a demo website and come back with recommendations. Next meeting April 2, 2023, 6-8pm EST hosted by the Rocky Mountain Region. I also attended the 1st National Multizone Workshop featuring the 2023 CAR/CAT presentation facilitated by members of the WB. Audio recordings have been downloaded to the delegate team web page and an e-blast that came out yesterday to our Region.

World Service Conference 2023, I am registered with World Services, and I have found a roommate from our zone. Just in case we decide to use the RDA2 budget to fund our RD, my flight cost \$637.80 and the room rate half is \$91.94 per night x 9 nights. Other expenses include luggage, food per diem of \$60.00 per day and transport from and to the airport. The World Services Office has already paid for the flight ticket, and it is a refundable ticket.

GSR assembly is vastly approaching. Our flier is on the website. Please spread the word to all GSRs and interested other members to get their votes in. Everyone's vote matters.

ECCNA donated Basic Text was passed out at the AVCNA in Virginia Beach in January. Each Area received 5 soft back Basic Text except Brana and Peninsula Area's. There are 11 English books left after distribution to the 2 Area's mentioned. We must figure who gets them. The next ECCNA convention will be June 9, 10, 11, 2023 at La Roche University 9000 Babcock Blvd, Pittsburg PA. I have sent the flier to our secretary to attach to the minutes.

In loving service,
Randy D
Regional Delegate

RDA Report: Hi Everyone

Hope all are well. On December 19th I attended the US task group. I have been monitoring and passing along info from our survey that has been extended. Our RD is reporting on more of this. I also attended the US car/cat task group hosted by the Plains State Zone to discuss the setup of the first US car/cat workshop.

January 20-21, 2023 Attend the Mid-Atlantic Regional Learning Conference better known as Marlcn.

We had two world board members in-person on their own dime. On Saturday we had the two in-person and 2 or 3 online for input. On Friday night we had a NA world services update.

- 🚩 We have 76,075 weekly meetings in 143 countries now including Nigeria Moroccan and others.
- 🚩 We as NA choices are made at World Service that would not be made in regular corporations.
- 🚩 The 2021 Annual Report can be seen on NA.org. It took 6-9 months to put together.

- ✚ In 2020 90% income came from Literature Sale after pandemic it has decrease to approximately 85%.
- ✚ It is felt that Literature sales are not sustainable as an income. The crisis has helped us move toward being self-supporting through members contributions.
- ✚ During pandemic staff, NA Way, Reaching out and travel were cut. Reaching out is back.
- ✚ Silver Lining our reserve funds have helped us keep going.
- ✚ In 2021 member contributions covered at least 70% of expenses-but also decreased expenses.
- ✚ Supply chain challenges are price increases. Our literature sits on boats and delivery is difficult.
- ✚ Inmate tablets were subsidized and over \$800,000.00 worth free literature even with financial challenges more than previous years.

There were other items on the update and we will try to get a set of .pdf's to put up on the website. On Saturday we spent the day going over the CAR motions and survey. We had several members there that spoke in detail on several of the motions.

On Motion 1 I question the term used as zonal seating. The response received did not feel acceptable. Your delegate team brought it up at the 2-day AZF that we hosted and our RDA2 will give more information. We need your input as to whether or not to proceed.

On January 22, 2023 I participated in a Q&A for the Western States Zonal Forum with two other members to answer questions on the collaboration of US Zones.

On Jan 22, 2023 attended the monthly Multi-Zonal video tools task group. There is a survey with suggested video and what members feel would be beneficial in carrying our message. The survey is <https://www.surveymonkey.com/r/F63KDRV> Please feel free to fill it out. Your input would be very helpful in prioritizing the needs of our members.

I am attending NEZF's task group for FD and PR. I am attending SEZF task group for PR Week in June 2023.

We now have our survey set up to gather your input on the CAR and CAT. The flier on the website has been updated to include the link or QR code which ever one is easiest for you. We will have it available on Sunday for our first CAR/CAT workshop. I have included it in my report.

<https://www.surveymonkey.com/r/CARNA2023>



YIS....Sherry V. RDA Central Atlantic-304-261-0401

Additional information attached at the end of the minutes

RDA2 Report: Greetings family,

Though I attended MARLCNA and multiple Delegate Team meetings, I will be only reporting on the Autonomy Zonal Forum as the other Delegate Team activities have already been reported.

The Autonomy Zonal Forum was held in Martinsburg, WV on January 28th - 29th. The first day was spent in a CAR/CAT workshop facilitated by World Board Members, Hammed and José Luis, and later joined by WB members Danny and Irene. 41 members were present. We continued to express concern, first brought up at MARLCNA, to the World Board members about Motion 1 in the 2023 Conference Agenda report using the language of “seated Zones.” Concern was expressed that because we have no mechanism to unseat a seated Region, there is a potential problem of difference in representation and disunity regarding how to “unseat” a Zone that no longer meets the requirements of having two unseated Zones.

The following day, during the AZF business meeting, all member regions signed a letter to the WB expressing our concerns regarding Motion 1. The RD from the Free State Region also submitted an amendment and later met with a Jack from the WSO, who explained that it is the WB and WSO’s reading of the minutes of the 2018 WSC discussion of Motions 18-21 that a Zonal Seating process was created at that time. RDs from Free State and Chesapeake & Potomac Regions were satisfied by this explanation. However, it was the consensus of the CARNA delegate team that we did not find this explanation satisfactory, so we will be seeking in New Business to poll the RCMs for direction in this matter: specifically, would the RCMs support us meeting with Jack before possibly offering an amendment to change the language of Motion 1 to eliminate the term “seated Zones.”

The Greater Philadelphia Region announced at the beginning of the business meeting that they would be leaving the AZF. The remaining regions (Free State, C&P, and CARNA) decided that for the purposes of consensus-based decision making a majority would count as consensus.

I was appointed as the Zonal contact for AZF, which will allow me to be on Conference Participant Webinars, as well as participating in the Virtual Meeting of the Zones and the US Meeting of the Zones.

Finally, pending the approval of the CARNA 2023 budget, we will be seeking reimbursement of \$1000 from the Region, which is the proposed budgeted amount. Total amount spent for the AZF was \$2338.96, with \$1338.96 being covered by the Zone. The full breakdown is expenditures is:

2023 January AZF 2-Day Event			
	\$1,800.00	room 2 days	
	\$108.00	State Tax	

Receipt	\$360.00	Meeting Room set up		
Receipt	\$9.36	water 48 -8oz		
Receipt	\$41.09	snacks		
Receipt	\$20.53	pizza 8 lg pizzas		
	\$2,338.98			

ILS,

David H.

RDA2

VRCC Report: Hello Family,

The AVCNA 40 was well attended. It was great to see so many faces. Overall it was a great convention. As mentioned in an announcement at the convention, no bids were put in to hold the 41st in January of 2024. The directors voted to follow policy which states that bids are due 18 months prior to the convention and not accept any bids for 2024. We are accepting bids for the 41st to be held in 2025. I have attached the bidding guidelines to my report so that they may be brought to the areas.

I have also attached our budget and spend down for the 40th. The VRCC lost over 16,000 on the 40th convention. The directors voted to create an adhoc to look into the future of the AVCNA, our procedures, policies, fundraising, etc... Over the next year while planning for the 41st we will be visiting all these topics.

Lastly, our next meeting is March 19th in Charlottesville as well as via zoom.

ILS,

Michelle M

Additional information attached at the end of the minutes

H&I Chair Report: No Report Submitted

Policy Chair: No Report Submitted

Ad-Hoc Committee 501c3: Good afternoon,

The Adhoc met on 1.21.23. Unfortunately, even with the interest shown no one attended except the Chair, the PR – Chair and myself. I presented my power point which was met with some resistance from the PR chair. I have attached it for your review today. I have also called and discussed the information with the World Services Office regarding questions I had regarding one of the statements made in his presentation that “most regions in the fellowship are a 501 (c) 3.” I find that it is important that all involved have access to Pros as well as Cons. It is important that your voice and decisions on this is very important and must be looked at very carefully as the future of the Region depends on it. In the spirit of humility, I have remained caring and compassionate after the PR chair called my presentation and my concerns about not having the manpower to establish a consistent board of directors “diseased.” I have no fear. Only facts that we can’t fill positions at the region currently. (Vice chair, vice treasurer, Policy chair, speaker jam chair) He said that the reason people don’t show up is because “we “ longtimers won’t leave. If that were true than it would be a case of not practicing principles over personalities and there are those like myself that would love to have the service break to do other things but responsibly fill positions until others show interest to serve as the regional business must continue so that our areas can focus on the primary purpose. This is not personal for me. I have learned to provide information so that others can make informed decisions, but I was hurt by the ‘Mean spirited ness and am Invoking the 10th concept as I was wronged and deserve amends. I even reminded Him that this was not personal and that I respected and cared about him as a member should he ever need me. He said that was good to hear but never offered The same assurance that I could count on him. (I know, that is my expectations) That is not the love of this fellowship. I can’t change others, but I can continue to stand up for myself and I don’t have to show aggression nor raise my voice to do so. Where one works and there education has no real bearing of credibility here. This is anonymous program and when we walk through the door even though we may have titles and letters after our name or even experience from the education and jobs

(As he touted where he worked and his experience and diminished mine)
We are just “addicts” prayerfully not acting in prestige but opting for humility Instead. The 8th Concept says that “Our service structure depends on the integrity and effectiveness of our communications.” Therefore, there should be pros and cons to consider. The 9th Concept says “All elements of our service structure have the responsibility to carefully consider all viewpoints in their decision making processes. To check judgement, to guard against hasty or misinformed decisions. And to invite the sharing of new ideas, our services must consider all viewpoints when making plans. This is essential to the development of a fair, wise, balanced group conscience. I am enclosing a letter from the world services offices as I reached out to them and the power point. Thanks

ILS

Etta L.

Additional information attached at the end of the minutes

Public Relation: See attachment at end of minutes

Speaker Jam Report: No Report

AREA REPORTS

Almost Heaven: The almost Heaven area ASC met over the past two months on the first Saturday of the month at Emmanuel's House located at 713 Buxton Street, Martinsburg WV in person. We have 15 meetings meeting regularly via in-person and zoom.

There was an average of 13 homegroups in attendance for both ASCs. We do have a homegroup that has a request to the region regarding the AZF. It reads as follows:

- Hope and Gratitude which is a homegroup in our area has asked that I submit a request to obtain information on a list of expenditures and also asked the question as to why we are sending money to the AZF. They are requesting a detailed report that I can take back to my area and present to satisfy their request.

If the conference would be able to provide this information that I can take back to one of my groups it would be greatly appreciated.

The AHA ASC has begun alternating our meeting between Martinsburg and Hagerstown. The rotation is Jan, Mar, May, July, Sept, November in Hagerstown and Feb, Apr, Jun, Aug, Oct and Dec in Martinsburg.

Also, we would like to report that due to losing our convention space in Front Royal, VA and the inability to secure a different venue for 2023 we may not be having our convention this year however, we are looking into a few options for 2024. More will be revealed as information becomes available after our next convention committee meeting on February 20th, 2023.

I have been given a vote of confidence by my area in the event we are able to vote on the budget today.

Our contribution to the region for the past two months is as follows:

- December \$197.74
- January \$134.94

ILS,

Dora R.

RCM Alt. Almost Heaven Area

Appalachian: Dear Regional Members,

The Appalachian Area meets the first Sunday of the month. I attended in January & February, 2023. The Area meets at 2420 Memorial Ave. Lynchburg, VA at 3:30 pm. We have 7 groups. The positions we have open in our Area are: RCM, RCM Alternate, Public Relations and PhoneLine, Policy. These positions will be voted on in March. My term is up however, I stated to the area my willingness to take the position for another year. All positions went back to the

groups and elections will be in March. The positions filled this month were Secretary & Co-Treasurer,

Our policies have been completed and unfortunately our Policy Chair is not going to take another term. Alex has done a really good job!

I brought to the area the information for the Conference Agenda Report (CAR). Unfortunately, besides my homegroup only one group has shown interest in responding to the questions. I announced at area, at the meetings and placed in my report for Area and the respective dates in which CAR would be on the Zoom Platform providing information that would be available. I also offered to attend any home group business meeting to help out with the filling of the questions on the CAR. As of this writing no one has contacted me.

H&I is doing a wonderful job! The sub-committee is having more and more people get involved, They have picked up a new commitment Pathways. They presently go into Lynchburg Jail, both the men and women units, Amherst Jail & The 12,

Celebrations

We Do Recover Group: Lynchburg

March 12 - Dennis B 14 years

March 19 - Carrie W. 17 years

Just for Today Group: Lynchburg

March 14 - Lindsey O. 1 year

Together We Care: Bedford

February 19 - Anthony S. 33 years

Keep the Faith is moving on March 1 to Fairview Christian Church 2701 Campbell Ave.

Lynchburg.

In Service & Fellowship

Kim C. RCM Appalachian Area.

Beach:

Blue Ridge: I apologize for my absence today. Our area voted to pass the regional budget, I am not sure if the vote even matters since I am absent. I am quite torn about not fulfilling my service obligation today. I was offered a last minute opportunity, and felt I regret not participating for years to come.

Please see attached report.

ILS,

Rick V. RCM-BRANA

Gateway: No Report Submitted

New Dominion: Hello all,

We met last Sunday the 12th. In January we had a total of 39 GSRs and in February we had 34 GSRs. These numbers have increased a lot of the past few months. We sent our donation of \$8,496.36 to the PO Box in Chesterfield because this is still the mailing address on the website. We suffered an extreme loss in our recovery community Larry R. suddenly passed February 2. He had just celebrated 32 years in January and is greatly missed. Since he hosted most of our events on his farm, 2 campouts are in limbo until the insurances and everything can be transferred to his family which will continue to provide a safe place for events for the recovery

community. March 11th Campout is hosting a Brunswick Stew fundraiser at Hatcher Memorial Baptist Church 2300 Dumbarton Rd from 4-7pm suggested donation of \$15 (includes refreshments, stew and desserts) for admission and quarts of stew will be sold for \$10 a piece. July 28-30 the flier has the costs for cabins and RV spots. Currently we have Vice Treasurer and RCM Alt open with Policy and Outreach chairs coming open next month. In January we did have a new meeting open called Spiritual Sisters which meets Wednesdays at 7pm Bon Air Methodist Church 2531 Buford Rd, Richmond VA 23235. We have a total of 61 Homegroups with 70 meetings per week. NDANA's ASC is the 2nd Sunday every month except when voted for change due to conventions or holidays at 3:30pm at Hatcher Memorial Baptist Church 2300 Dumbarton Rd, Richmond VA 23228. Our website is www.rvana.org/areas-served/new-dominion-area. H&I is serving a total of 8 facilities at this time VCBR and Beaumon Correctional is needing some support if anyone lives near or is interested in volunteering their time once a month especially at VCBR in Burkeville, VA.

ILS, Chelsea R

New River Valley:

Outer Limits: No Report Submitted

Peninsula:

Piedmont Good morning, family,

The Piedmont Area of NA met twice since the 218th RCM Conference.

Both the January 8 and February 5 meetings were held at Church of our Saviour Church on E. Rio Road in Charlottesville and were hybrid.

I only have approved minutes from the 1/8/23 meeting at the time of this report.

Quorum was met at both meetings.

Group Service Representatives:

1. Addicts in the Belfry Vince S. Present
2. Changing Perspectives Patsy G. Present
3. New Attitudes Adam D. Present
4. New Life Matt F. Present
5. No Matter What Anand H Present
6. Off the Tracks Roy C. Present
7. SOS Kyle W. Present
8. Serene in Greene Tracy A. Present
9. Spiritual Solutions Jason B. Present
10. Sunday Serenity Linda L. Present
11. We Choose Recovery Megan B. Present

Trusted Servants:

Chair: Dana R Present

Vice Chair: Vacant

Secretary: Lauren H. Present
Alternate Secretary: Vacant
Treasurer: Ben C. Present
Vice Treasurer: Vacant
RCM: Brian K. Present
RCM II: Vacant
Literature Chair: Kyle W. Present
Alternate Literature Chair: Vacant
Public Relations Chair: Grace H. Present
H&I Chair: Jim W. Present
Special Events Chair: Erick H. Present
Special Events Vice Chair: Vacant
VRCC Director: Tee T. Present
Alternate VRCC Director: Tracy A. Present

H&I outreach continues to strengthen to pre-covid times with groups participating at the following locations:

Albemarle Charlottesville Regional Jail

5 East at UVA Medical Center

Mohr Center (Region Ten)

Boxwood Recovery Center

The RSC Motions 218.2 and 218.3 were presented at the January meeting. GSRs brought the motions back to their groups

GSRs then brought their group conscience back to the February PASC meeting, where both motions were voted on.

Many open area service positions are available including RCM 2.

Chris P was nominated Vice Chair at the February meeting.

The next meeting of the PASC will be Sunday, March 5, 2023, at 4pm.

Yours In Service,

Brian K

RCM

Rappahannock: Hi Carna family, I attended the area service for the Rappahannock area region via zoom February 5, 2023, 4 pm. We also meet live at Trinity Episcopal Church in Fredericksburg va. H n I is meeting all commitments. 13 home groups present to meet quorum. We have several positions open vice chair, treasurer 2, vrcc, Activities and PR.. We have a new meeting started in Culpeper. We voted to pass the proposed budget for the Region. Celebrations Stephanie h 1yr Sunday feb 24 , Greg G 1y feb 28, Lisa b march 18 24 yrs! FORMED A AD HOC COMMITTEE TO ATTRACT TRUSTED SERVANTS WITH 1-4 YRS TO COME TO LEARN ABOUT AREA SERVICE AND ALSO HAVING A LEARNING DAY BEFORE AREA IN APRIL. I HAVE ALSO EMPHASIZED TO GSR 'S DURING AREA CONCERNING CAR

CAT HAPPENING IN APRIL and where to access information . We are having several fundraisers for our RACNA 3 convention "Change I Must or Die I Will " happening September 16-18, 2023 at the Fredericksburg Expo Center, see flyer on rappna.org. February 25th 2023 10-12 we are having a spiritual breakfast at St George's in Fredericksburg 10.00\$ now and 15.00 at the door, March 25 2023, talent show with taco bar at Fredericksburg methodist church(Dumpster location) 20.00. See Etta for entering into the talent show by March 1st. APRIL 22, 2023, WE ARE HAVING A SCAVENGER HUNT STARTING AT TRINITY 345p-545p, come have fun exploring Fredericksburg, while helping us raise funds for RACNA 3. Raffle tickets are 10.00 each , a winning ticket will include lodging, banquet meal, registration, all information is on on Rappna.org, MORE TO BE REVEALED. THANKS FOR ALLOWING ME TO SERVE, CAT E

Richmond: No Report Submitted

Roanoke Valley: Hello Family,

The ROVNA had it's meeting on February 12th. There were 7 groups in attendance at the January ASC meeting and 10 in February. Presently there are 15 groups with 23 weekly meetings. The H&I subcommittee currently has 4 weekly meetings and one that occurs once monthly.

All Area positions are filled.

We were supposed to have a Join Administrative Committee meeting before last area, but it failed to occur. It was discussed and stated that it would occur before the next area. This meeting was to look at our prudent reserve to see if it was set too high or not.

There was a motion presented (and approved) to round up many literature items to "make it easier". There was lengthy discussion and ultimately it passed.

The area provided me with a group conscience to vote on the two motions today.

We are still under prudent reserve and as such we have no donation today.

I have passed on the CAR/CAT meeting information as well as the link to the CAR/CAT to the area. I keep encouraging GSR's to get involved and I guess more will be revealed.

The RVANA ASC meets the 2 Sunday of every month at 4231 Garst Mill Road, Roanoke, VA 24018.

The Mailing address is P.O. Box 3338 Roanoke, VA 24015

Contact: roanokevalleyareaofna@gmail.com website: www.roanokena.com

With Love of the Fellowship,
Greg H. RCM

Shenandoah Valley: Hello family

Shevana has 19 groups and 25 meetings

There were 15 GSRs present at ASC on Feb.13th

Open positions-

VRCC, VRCCalt,HNI chair, newsletter, and parliamentarian

Elections-

Michelle M- chair, Ian B-outreach, Meredith S- secretary, Sarah M- RCM, Wendy D- public relations, Bailey R- special events, Liz C- treasurer

There is a new meeting called Vision of Hope

It meets Fridays at 7:00-8:15 pm @ Strasberg Christian church 165 high st. Strasberg VA, 22657

No special events are scheduled as of today but they are working on a few things.

Next ASC meeting will be March 12th at 6:30pm at canvas community church in Winchester VA.

HNI commitments-

3 facilities- behavioral health unit, juvenile detention and northwestern adult detention center commitments are juvenile 2 a month adult 2 male 1 female a month behavioral health 2 a month.

I would like to thank everyone who has helped me at the RSC these past two years. My time as RCM for shevana has come to an end.

Thank you

In service

Chris M

RCM- SHEVANA

Southside: No Report Submitted

Tidewater: Pleased to report the Tidewater area is thawing out well, we recorded 22 active groups on the area current rooster with 11 groups present the last area however quorum was . All subcommittees are once again functioning with active chairs and working on re-establishing their operational budgets post Covid. We will be hosting Recovery 365 our Tidewater 19th Convention March 3-5 2023 at the Norfolk Waterside Marriot 235 E. Main Street Norfolk Va, 23510 All Addicts are welcome also visit our website <https://tidewaterareana.org/events/> to see convention flier. Also tonight our Convention committee will be hosting a Recovery 365 Jersey Dance tonight 2-18-2023 8pm-12 am at the United Methodist Church 1112 Norview Ave, Norfolk again all addicts are welcome. H& I continues to service the 8 current commitments. The area will now be addressing its audit committee for march post-convention so any profits above its prudent reserve can be passed on to the Area and eventually hopefully before June 1 Region. More will be revealed. We are thankful to the CARNA Delegate team for getting the CAR/CAT info out and we have passed the info on responsibly, we look forward to seeing You tomorrow.

ILS Roland C

Tri- Cities:

February 18, ,2023

Hello Family Tri-Cities Area is struggling a little several of our officer are wearing more than one hat right now. And listening to open forum today that seems to be happening everywhere.

We do although still have opening in our area chair positions they are: Policy, H and I, and public Relations.

We had 8 of 9 home groups participate in area service this month with 2 more home groups being dropped from quorum.

We have several celebrations of clean time happening they are: clean and serene

Stephanie T on March 10, 2023 6yrs

End of the road

Amie S February 24 1yr
Randy W. March 3, 2023 6yr
Madison P. March 16, 2023 7yrs

Our donation this month is \$266.71

My Alt RCM is attaching our chairs reports from area because i don't have my teacher with me today.

Thank You

RCM Tri-Cities Kelley G.

OLD BUSINESS:

218-1 2023 Proposed Budget:

Mover: Roland C. Tidewater Area

Second: Marcus E. New Dominion Area

Description/Background:

CARNA RCM's were in receipt of the 2023 CARNA Proposed budget by 10-24-2022 via email from our Treasurer though unorthodox it was well received in a timely manner for the RCM/groups review.

Intent:

Motion intended to start the Jan1 thru 12-31-2023 in a timely manner.

Motion:

To allow 10 to 15 minutes discussion on the 10-25-2022 emailed version of the 2023 proposed budget then have an up or down motion today to incorporate it beginning Jan 1, 2023 as our newly adopted CARNA 2023 Budget.

Pro: like the wording of the motion unorthodox

Con: Outside the guidelines

Con: Out of order and against our guidelines

After much discussion a vote was called as A: 4 Y: 5 N:3 motion failed

218-2 2023 Proposed Budget:

Mover: Sherry V. Almost Heaven Area

Second: Dora R. Almost Heaven Area

Description/Background:

This is our annual budget for our services

Intent:

To be financially responsible to pay for our Services in 2023

Motion:

To approve the 2023 budget.

Passed 1-8-0

218-3 Relocate Funds for the RD

Mover: Randy D. Shevana Area

Second: Roland C. Tidewater Area

Description/Background:

World asked that Regions who can fund their RD's participation at the WSC 2023

Intent:

To utilize RDA2 RSC Line Item to fund the RD for the upcoming 2023 WSC in the RDA2 planned absence to ease the world funding.

Motion:

RDA2 RSC line item to be utilized by the RD.

Passed 1-8-0

1: Basic Text: 5 basic texts will be given to each area including a Spanish version. List is as followed

AHA: 4 English 1 Spanish, Beach: 3 English 2 Spanish, Piedmont: 3 English 2 Spanish, Appalachian: 3 English 2 Spanish, Tidewater: 3 English 2 Spanish, Tri-cities: 3 English 2 Spanish, Roanoke Valley: 4 English 1 Spanish, Shevana: 5 English, Gateway: 5 English, BRANA: 5 English, Rappahannock: 5 English, New River Valley: 5 English, Richmond: 5 English, Outer Limits: 5 English.

Most will be distributed at the AVCNA. However, your best bet is to check with Randy D. or Antoinette B.

2: World Board request from each zones to have a member to serve on the workgroup for the Future of the World Service Conference. Sherry V. wants to put her name in for be consider for, for the AZF. Straw Poll: yes all in favor.

ELECTIONS & NOMINATIONS

1-Vice treasurer: Open (open since 173rd) {June 20th 2015}

2-Speaker Jam: Open {open since 203rd RSC} {June 20th 2020}

3- Vice Chair: Open {open since 209th RSC} {June 19th 2021}

4- H&I Chair: Open {open since 213th RSC} {Feb 18th 2022}

5- Policy Chair: Open {open since 214th RSC} {April 17th 2022}

6- Secretary: Open for nominations only

7- RD: Open for nominations only, Sherry V. Automatic nominee

- 8- RDA: Open for nominations only
- 9- Chair: Open for nominations only

NEW BUSINESS:

1. Ad-Hoc Committee: 10th Concept: Any member of a service body can petition that body for redress of a personal grievance, without fear of reprisal.

The Ad-hoc chair was interrupted, felt hurt, reason people can not fill positions is because old-timers won't leave. Ad-hoc chair is asking for an apology from the PR Chair regarding everything that he said. Pr Chair apologized to that member and the entire RSC body.

2. Ad-Hoc powerpoint and letter will be attached at the end of the minutes. Questions that were asked.

1) What was the direction when the ad-hoc was created, was it to meet and then come back with a recommendation? [yes](#)

2) If we did get 501c3 status, would this body be open to public scrutiny or would it just be the board? [yes](#)

3) There were several times where the cost for incorporation in the state of VA was mentioned, would we then need to incorporate in the states of Maryland, North Carolina and West Virginia? [Not sure](#)

Ad-hoc Committee was asked about a recommendation on this matter, and was told that she could give any recommendations.

[Chair tabled this, then after some discussion members will have 90 days to review all material and give input back at June RSC.](#)

3. RD Team Money Matters

RD: Expenses for the AZF on Jan 28 & 29 in Martinsburg, WV \$165.91
Expenses for MARLCNA in Lancaster, PA \$255.76

RDA: Expenses for the AZF on Jan 28 & 29 in Martinsburg, WV \$110.88 (room)
Expenses for MARLCNA in Lancaster, PA \$275.38
Tenative Expenses for WSC in Woodland Hills, CA \$2,189.44

RDA2: Expenses for the AZF on Jan 28 & 29 in Martinsburg, WV \$1,000.00
Break down: Rooms \$1,800.00 for 2 days
State Tax \$108.00
Receipt: Meeting Room set-up \$360.00
Receipt: Water 48- 8oz \$9.36
Receipt: Snacks \$41.09
Receipt: Pizza (8 large) \$20.53

Sub-total: \$2,338.96

Zonal Covered: \$1,338.96

Balance; \$1,000.00

Divided by 2: \$500.00 to David H. and \$500.00 to Randy D.

219-1 Debit Card Motion

Motion Maker: Roland C. Tidewater RCM

Second: Greg H. Roanoke Valley RCM

Motion: To amend Policy to allow the Treasurer to order and distribute debit cards to the RD Team only and transfer approved budgeted item request.

Intent: To change Policy to allow Treasurer to order debit cards for the RD Team budgeted item request..

Needs to be voted on

Pro: Would be extremely helpful for members who cannot truly afford it.

Pro: Would be like a prepaid card, where the only amount on the card can be used.

Con: Not spelling that out not a debit, but put a cap on it or what part of policy needs changed.

Every RSC will begin at 10am

Next Subcommittee Meeting will be held on March 18th 2023 at 10am,
Meeting ID: 304 156 278

Next RSC will be held on April 15th & 16th 2023 at 10am on Zoom.

This is the GSR Assembly

Meeting ID: 828 898 368

Close with the Serenity Prayer

Expense Report

Purpose: 2023 Marlona

2-day

from: 1/20/2023

to: 1/21/2023

Name Sherry V.

Position RDA

Attended On-Site

Final

Date	Account	Description	Hotel	Transport	Fuel	Per Diem	Misc.	Total
1/20/2023	RDA		\$165.39					\$165.39
1/21/2023	RDA	Registration (Misc.)			\$28.99	\$55.00	\$26.00	\$109.99

SUBTOTAL **\$275.38**

Approved :
 Budgeted _____

Notes: _____

ADVANCES \$0.00
 TOTAL **\$275.38**



Wyndham Lancaster Resort and Convention Center
 2300 Lincoln Highway East
 Lancaster, PA 17602
 Tel. (717) 299-5500 Fax (717) 869-5511
 frontdesk@lancaster.com

Sherry Vorbach
 815 front tier dr
 Bunker Hill , WV 25413
 US

Room No. : 417
 Arrival : 01-20-23
 Departure : 01-21-23
 Page No. : 1 of 1

INFORMATION INVOICE

Membership No : WR 136244687B
 Group Code : 012023MAR_001
 Company Name :

Cashier No. : 26
 Folio No. :
 Conf. No. : 8000916
 TA Record :
 Locator:

Thank You For Staying With Us

Date	Text	Charges USD	Credits USD
01-20-23	Room Charge	149.00	
01-20-23	Sales Tax 6%	8.94	
01-20-23	Occupancy Tax - 5%	7.45	
01-21-23	Visa		165.39
Total / Balance		165.39	165.39 / 0.00

Merchant ID
 Transaction ID 645833
 Approval Code 08363C
 Approval Amount 165.39

Credit Card # XXXXXXXXXXXXX6710
 Credit Card Expiry XX/XX
 Capture Method Manual
 Transaction Amount 165.39

Please contact the Hotel Manager about any issues with your stay. Wyndham Hotels and Resorts or affiliates may contact you about goods and services unless you call 888-946-4283 or write Wyndham Worldwide Hotels, Inc. 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Wyndham Hotels and Resorts website about our policy.



MARLCNA

www.marlcna.org/store/

MARLCNA Online Registration
P.O. Box 8346
Lancaster, Pennsylvania 17604
United States

Customer service

+1 717-823-9187
cherylwall5@msn.com

Oct 5, 2022, 10:47 AM

Sherry Vorbach
815 Frontier Drive
Bunker Hill, West Virginia 25413
United States
svorbach@live.com

Shipped via Transaction Fee 4%;
pick up your packages Jan. 20-
22, 2023, at the Wyndham
Lancaster Resort
Payment method Credit or debit
card

Order #807

MARLCNA Online Registration

1

\$25.00

SKU : 00000

Purchase Items Individually:: Registration

Make a Donation to Help a Newcomer Attend MARLCNA: Donation
for Newcomer Package 2

Items	\$25.00
Shipping	\$1.00
Total	\$26.00

Thank you for your order!



ORDER-807

Don't forget to pick-up your packages at the Conference Pre-Registration Area! Thanks for doing your MARLCNA Registrations Online. and we look forward to seeing you at the Conference!



STORE 752
 1530 Rest Church Rd
 Winchester, VA 22624
 (540) 678-3641
 01/23/2023

SALE
 Transaction #: 99972859

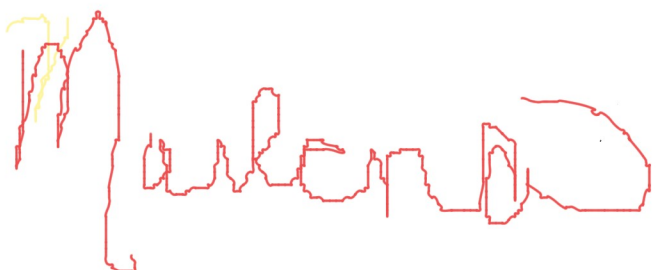
Qty Name	Price	Total
1 Regular Unleaded	28.99	28.99
Pump:	18	
Gallons:	8.707	
Price / Gal:	3.329	

Subtotal	28.99
Sales Tax	0.00
Total	28.99

Received:
 VISA 28.99
 XXXXXXXXXXXXX6710 CHIP
 Approved
 Auth #: 02438C

Savings/Gallon - \$0.05 Off

YOU SAVED \$0.44
 OFF YOUR FUEL PURCHASE
 WITH YOUR MYREWARDS CARD!



MyRewards Card# XXXXXXXXXXX4660

POINTS:

Current Balance:	0
Earned This Visit:	0
FREE DRINKS:	
Balance:	0
PILOT DRINK CLUB:	
Current Purchases:	1/9



075299972859

Pos:1 Clerk:1233 01/23/2023 07:40:09
 #ORIGINAL RECEIPT

Expense Report

Purpose: 2023 Autonomy Zonal Forum 2-day

2-Day Event

from: 1/28/2023

to: 1/29/2023

Name Sherry V.

Position RDA

Attended On-Site

Final

Date	Account	Description	Hotel	Transport	Fuel	Per Diem	Misc.	Total
1/28/2023	RDA		\$110.88					\$110.88
SUBTOTAL								\$110.88

Approved
: Budgeted _____

Notes: _____

ADVANCES	\$0.00
TOTAL	\$110.88



Comfort Inn Aikens Center (WV023)

1872 Edwin Miller Blvd.
Martinsburg, WV 25404
(304) 263-6200
GM.WV023@choicehotels.com

Account: 847354749

Date: 2/19/23

Room: 418 GROUP-

Arrival Date: 1/28/23

Departure Date: 1/29/23

Check In Time: 1/28/23 5:33 PM

Check Out Time: 1/29/23 12:08 PM

Rewards Program ID:

You were checked out by: cdwyer

You were checked in by: cdenne

Total Balance Due: 0.00

VORBACH, SHERRY
AUTONOMY ZONE
815 FRONTIER DR.
BUNKER HILL, WV 25413

Post Date	Description	Comment	Amount
1/28/23	Visa Payment		(110.88)
		XXXXXXXXXXXX6710	
1/28/23	Room Charge	#418 VORBACH, SHERRY	99.00
1/28/23	State Tax		5.94
1/28/23	City / County Tax		5.94

Folio Summary 1/28/23 - 1/28/23

Room Charge	99.00
State Tax	5.94
City / County Tax	5.94
Visa Payment	(110.88)

Balance Due: 0.00

Unfortunately, with this rate you are not able to earn Choice Privileges points. Ask at the front desk to find out how to earn points for your next stay!

We hope you loved it here! Our team cannot thank you enough for choosing our Comfort Inn Martinsburg!

x _____



Expense Report

Purpose: World Service Conference

10 day event

from: 4/27/2023

to: 5/7/2023

Name Sherry V.

Position RDA

Attending On-Site Woodland Hills, CA

Tentative

Date	Account	Description	Hotel	Transport	Fuel	Per Diem	Misc	Total
4/28/2023	RDA	Per Diem/ticket insur.	\$827.46	\$537.20		\$55.00	\$33.58	\$1,453.24
4/29/2023	RDA	Tolls		\$23.20		\$55.00		\$78.20
4/30/2023	RDA	Transport to/from Hotel		\$198.00		\$55.00		\$253.00
5/1/2023	RDA	Per Diem				\$55.00		\$55.00
5/2/2023	RDA	Per Diem				\$55.00		\$55.00
5/3/2023	RDA	Per Diem				\$55.00		\$55.00
5/4/2023	RDA	Per Diem				\$55.00		\$55.00
5/5/2023	RDA	Per Diem				\$55.00		\$55.00
5/6/2023	RDA	Per Diem			Gas	\$55.00	\$20.00	\$75.00
5/7/2023	RDA	Per Diem				\$55.00		\$55.00
Subtotal						\$550.00		

SUBTOTAL

\$2,189.44

Approved: Budgeted

Notes: Hotel cost 1/2 due to sharing with another

Advances **\$1,120.78**

pending

Airline Ticket Purchased Already Purchased
\$570.78-2/22/2023

TOTAL

\$1,068.66

Uber \$53.99

107.98

svorbach@live.com

From: Alaska Airlines <service@ifly.alaskaair.com>
Sent: Monday, November 28, 2022 11:52 AM
To: svorbach@live.com
Subject: Your confirmation receipt: JVBWFY for your flight to Los Angeles, CA on 4/28/23.



Sherry, you're all set.

We can't wait to see you on board. Before you fly, [view full reservation](#) details or make changes to your flight online.

[MANAGE TRIP](#)

Confirmation code:

JVBWFY

Alaska

Flight 345
Airbus A321

Traveler(s)

Sherry Vorbach
Seat: 27F, Class: N (Coach)

Fri, Apr 28
06:15 AM

IAD

Washington, DC-Dulles



Fri, Apr 28
09:15 AM

LAX

Los Angeles, CA

Alaska

Flight 310
Airbus A321

Traveler(s)

Sherry Vorbach
Seat: 18A, Class: V (Coach)

Sun, May 07
10:20 AM

LAX

Los Angeles, CA



Sun, May 07
06:10 PM

IAD

Washington, DC-Dulles

Summary of airfare charges

Sherry Vorbach
Mileage Plan # *****6205
Ticket 0272318349291

Base fare and surcharges	\$472.56
Taxes and other fees	\$64.64
Per-person total	\$537.20
Total charges for air travel	\$537.20

[View all taxes, fees and charges.](#)

Nonrefundable fare of \$537.20 was charged to the Alaska Airlines Visa card with number *****6710 held by Sherry Lea Vorbach on Nov 28, 2022.

Trip insurance by Allianz Global Assistance

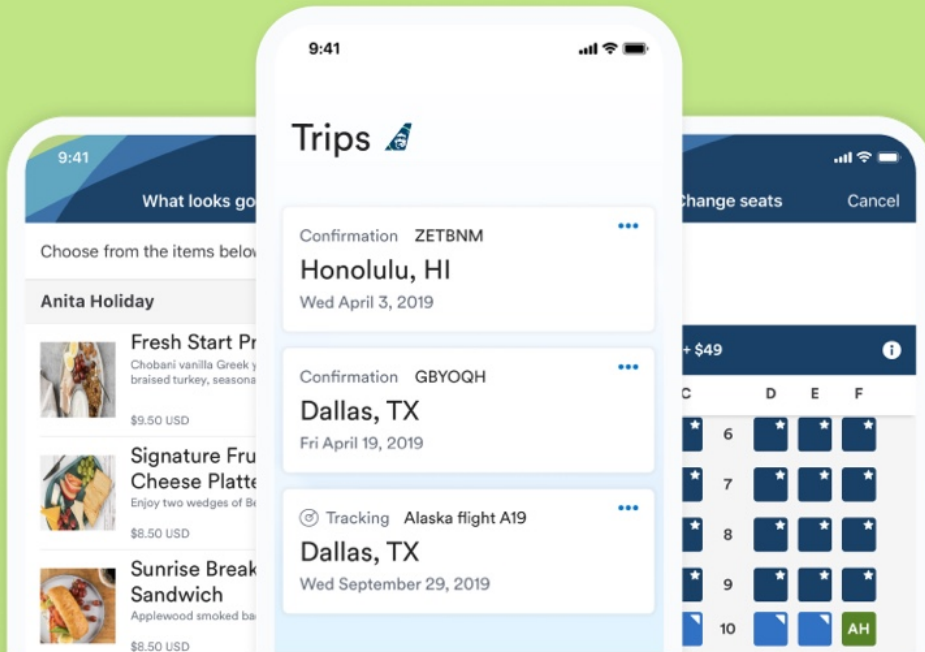
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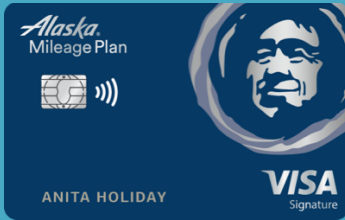
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Reference number TL04358685. Requested at 11/28/22 16:52 PM.

This email was sent to svorbach@live.com.

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From: Allianz Global Assistance
<donotreplypolicy@allianzassistance.com>
Sent: Monday, November 28, 2022 11:53 AM
To: svorbach@live.com
Subject: Your travel insurance plan: EUSP2307665819



Here's your plan information



Hi Sherry,

Thank you for protecting your trip with us.

Your insurance plan at a glance

Plan: Domestic Travel Protector III	Purchase Date: November 28, 2022
Plan Number: EUSP2307665819	Effective Date: November 29, 2022
Total Amount Paid: \$33.58	Travel Date(s): Apr. 28, 2023 – May 7, 2023

[Read full plan details](#)

If you're not completely satisfied, you have 15 days (or more, depending on your state of residence) to request a refund, provided you haven't started your trip or initiated a claim. Premiums are non-refundable after this period.

Please save this email for future reference, and be sure to review your full plan documents using the button above. Let us know if you have additional non-refundable reservations (lodging, rental car, or activities), and would like to include these in your insurance coverage.

You can easily [make changes to your plan](#) on our website. If you have questions, [contact us online](#) or call [1-800-496-6593](#).

Sincerely,
Allianz Global Assistance



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REV 06/2021

Proposed Budget for 40th AVCNA
Preliminary Profit and Loss statement- Updated 2/17/2023

Committee's	Budget	Spent	Deposits	Total profit	amount left in budget
Convention Information	650	261.2			388.8
Preconvention	5000	3528.72	5518.97		1471.28
Arts & Graphics	2900	2529.01			370.99
Executive	1050	1091.17			-41.17
Additional Needs	1100	1080			20
Program	5800	4949.98			850.02
Entertainment	2000	850			1150
Registration	5750	4,425.23	28797.27		1,324.77
Hospitality	1750	1275.9	5488.47		474.1
Merchandise	6000	5,225.20	9803.07		774.80
Vendor Donations			1171		
Retreat	4,500.00	3,624.81			875.19
VRCC Exec & Storage	5000	3674.64			1325.36
Hotel & convention Center	27000	36958.75	540.58		-9958.75
newcomer Donation			1264.71		0
Total	\$ 68,500.00	\$69,474.61	\$ 52,584.07	\$ 16,890.54	\$ (974.61)
				amount loss	Over budget

Bidding Guidelines

AVCNA CONVENTIONS

Requirements in submitting bids to the VRCC:

1. The corporation (VRCC INC) must receive bids no later than February 15th, 18 months prior to the convention they wish to host. At that time, the board will review the bids for cost effectiveness and criteria.
2. A letter of need from the bidding area must be submitted with the bid. The Directors in their decision will then use this letter. Votes will be tallied by the VRCC Inc. and announced at the main speaker meeting of the upcoming convention.
3. Bids submitted on time and not chosen will be held over for consideration for the next convention unless withdrawn.
4. The bidding area is not to have hosted the AVCNA in the last 3 years prior to the next convention they are bidding on.
5. An area must have a letter of need to be sent off for the group conscience as to why the convention should be hosted in their area. No prices are allowed in this letter of need.
6. A hotel fact sheet is to be filled out and submitted with the bid.

Suggestions:

1. Each bid should be submitted from an area where there has been an active ASC for two years.
2. The area submitting the bid should have a letter of support from their ASC and at least one surrounding area.

FOR YOUR INFORMATION:

1. Only the Corporation (VRCC Inc.) is authorized to execute contracts with hotels (however a tentative contract from proposed hotels including price and number of rooms, cost of meal packages, coffee prices (if any), and any other pertinent financial data, must be submitted by each bid committee).
2. Our corporate by-laws state in Article 3, first sentence; the object of this Corporation shall be to provide administrative services for the celebrations of recovery from addiction, for the Central Atlantic Region of Narcotics Anonymous. The local hosting committee will be directly responsible to the Corporation, (VRCC Inc.) who in return will file a report with the Central Atlantic Region's RSC.
3. Within 60 days the Corporation (VRCC Inc.) will conduct elections, within the hosting area, of officers for the convention committee. Any member who wishes to be considered for the convention committee position must be elected by the host area fellowship. Chairperson five (5) years , Vice-Chair five (5) years, Secretary two (2) years, Treasurer five (5)

Hotel Fact Sheet

Name & City of Facility _____ Date _____

Phone _____ Sales Representative _____

Convention needs:

1. Divide number of expected attendees by 2.4 to determine the approximate amount of sleeping rooms needed. _____
2. Dates _____

Pertinent Data from Hotel:

A. General Information:

1. Size (number of rooms) _____
2. Conference space _____
3. Recreational facilities _____

B. Rooms:

1. Best Rates:

- a. Single _____
- b. Double _____
- c. Triple _____
- d. Quad _____

2. Rates guaranteed for how long before convention? _____

3. Maximum number of persons per room permitted? _____

4. Check in and out times? _____

C. Meeting Room Needs (These rooms should be furnished by the hotel at no additional charge, contingent on the number of rooms booked).

1. Space for the 24-hr marathon meeting

2. Space for additional 3 meetings per day:

a. Friday: Registration/Marathon meeting: _____

b. Saturday: Approximately 3 rooms, 80-120 people each, Main speaker meeting (900-1200 attendees) _____

3. Complimentary (no cost) meeting space? _____
4. Hospitality Suite? _____
5. Dance space? _____
 - A. How many people will it fit? _____
 - B. Both Friday and Saturday night? _____
 - C. Curfew? _____
6. Registration Booth/Room? _____
7. Committee Offices? The VRCC needs one (1) secure room to meet, with enough space for up to 50 people. _____

D. Miscellaneous Needs

1. Coffee needs?

- a. Complimentary (contingent on number of rooms booked)? _____
- b. Cost per person? _____
- c. Hours of service? Replenishing/Resupply commitment? _____

2. Pool

- a. Pool Hours Fri-Sun _____
- b. Hot Tub? _____

3. Parking

- a. Valet available or required? _____
- b. Free or adequate space available? _____
- c. parking costs? _____

4. Complimentary /Discount Attraction Passes? _____

- a. Buses and/or transportation provided to attractions? _____

5. Lobby Meeting Privileges? _____

6. Free shuttle services to/from airports? _____

E. Notes/Comments _____



CARNA CONS FOR BECOMING A 501 (C) 3



**USA BANKING, EIN AND TAX LIABILITY
#32 (REVISED NOVEMBER 2005)
USA BANKING, EIN, AND TAX LIABILITY INFORMATION**

► *This paper, written in 2005, is meant to provide interested groups with information regarding three related topics: 1) group bank checking (demand deposit) accounts, 2) Employer Identification Numbers, and 3) potential tax liability. Please keep in mind that the information is directed toward the NA groups that are in the USA and may at any time become outdated by some action beyond our purview. Further, this information may not be applicable for NA service committees. We suggest that NA service committees in the USA contact a licensed local tax professional for advice on these matters.*

GROUP CHECKING (DEMAND DEPOSIT) ACCOUNTS

Many NA groups make the decision to utilize a bank checking account to help manage and protect the NA funds they collect. While this commitment to accountability is commendable, caution should be exercised when a group decides to open a bank checking account. Such accounts typically require an Internal Revenue Service (IRS) identification number to be obtained. Two different numbers are used for this purpose: a Social Security Number (SSN) for individuals and an Employer Identification Number (EIN) for groups and entities other than individuals. These identification numbers can be used by the IRS for financial tracking purposes, and banks are required to report certain account activity information to the IRS, large cash deposits and interest income, for example.

It is important that NA groups refrain from using an individual's SSN to open a checking account. If an individual's SSN is used to open an account, he or she will be held responsible for the financial activity of that account regardless of whether he or she has knowledge of or has participated in the checking account activity. Also, the funds in the account may be considered the personal funds of the individual whose SSN is on the account, and in some cases may be accessed by that individual as long as that SSN is on the account. For these reasons, we recommend that any group that decides to open a checking account use only an EIN.

Please keep in mind that using a SSN to open an account is different from supplying identification, like a driver's license number, for authorized signatures on an account. Banks typically require those who have the authority to withdraw funds to supply specific information to be kept on record at the bank. This information is not used to initiate the bank account, does not assign IRS responsibility for account activity, and is changed as signatures on the account change.

EMPLOYER IDENTIFICATION NUMBER

The Employer Identification Number, also known as a federal tax identification number, is used by the IRS for identification purposes. If your group is interested in acquiring an EIN, you will need to complete IRS Form SS-4. A copy of the form can be obtained by contacting the IRS, logging on to their website at <http://www.irs.gov/index.html>, or stopping by a US Post Office. The application form is straightforward, and there is no registration fee.

Here is some information that may help when filling out an EIN application form. The form asks about the type of organization, and usually NA groups will choose "An unincorporated group of individuals." The form also asks the reason for applying for the number, and most groups will select "for banking purposes only." In addition, we recommend that when asked, the activities of the group be stated simply so as to be understandable to those outside of NA, for example, "provide a non-medical, self-help atmosphere for those with drug problems to stop using drugs" would probably work well.

The EIN may take a few weeks to be issued, or you can contact the IRS via phone to obtain the EIN on the same day, before sending the application. Once your group is assigned an EIN, you may receive a notice from the IRS to file a Form 940 or 941 (for employers); simply return the notice marked “no employees and no payroll” as long as that is the case. Care should be taken not to use the number for any purpose other than the group’s business. It is important to keep in mind that the original applicant is responsible for all financial activity linked to the EIN. If anyone uses the number inappropriately, it may cause a report to be made to the IRS and result in considerable difficulty to the EIN holder.

Any NA group that acquires an EIN should consider that the IRS could at some point in time contact them and request valid financial activity information. This is one reason that NA groups will want to maintain detailed records, including treasurer's records, bank statements, receipts and any other documentation of their financial activities. We suggest that NA groups maintain accurate financial records by using the group record worksheets in the *Group Treasurer's Workbook*. The worksheets and other above mentioned records should be kept for at least five years. Care should be taken when assigning responsibility for storage of the records, so that they remain available to the group if needed.

The EIN is sometimes mislabeled a "nonprofit" number. It is not, nor is it a "tax-exempt" number. For more information on issues of nonprofit and tax-exempt status, see the following sections of this bulletin.

TAX LIABILITY

Whether an NA group must file a tax return depends on how much money they receive each year. Though we cannot say definitively who needs to file a return, we can say that an NA group that takes in less than \$5,000 total income (regardless of the source) in a year is typically not required to file a tax return. If your group takes in more than \$5,000 or there are any special circumstances, we suggest checking with a licensed local tax professional for advice on how to best meet your IRS reporting obligations, if any.

Nonprofit Organizations

A nonprofit organization is one that, when it generates income in excess of expenses, does not use that excess in ways that personally “profit” its members or directors. For example, if a group collected \$1,000 during the year and actually spent only \$900, the group would not divide the leftover \$100 among its members. The money can, however, be used to reimburse individuals for personal expenses incurred from activities related to the purpose of the organization. In other words, reimbursing gas or meal expenses for a trusted servant who is required to travel as part of his or her service commitment would not be in conflict with the nonprofit concept. Nor is it a conflict for an NA group to send money to service boards or committees to fund their work in service to the fellowship.

While NA groups practice the principle of being nonprofit, the legal status of an NA group is a different matter. Such status is discussed further in the next section.

Tax-Exempt Status

- As we said earlier, acquiring an EIN and securing tax-exempt status are two different things. An EIN can be obtained relatively easily; tax-exempt status is a much more complex endeavor. Typically, tax-exempt status is achieved as part of the process of becoming a corporation. The IRS number associated with this type of corporation is 501C-3, also known as a not-for-profit corporation. This sometimes-costly process of incorporating requires formal, detailed reporting and financial accountability to the IRS and state agencies on an ongoing basis. For these reasons, we recommend against incorporating and seeking tax-exempt status for most NA groups whose annual gross income is below \$5,000. If your group takes in more than \$5,000 annually, while NA World Services is available as a resource, we strongly recommend also discussing the topic with a licensed tax professional familiar with not-for-profit and tax-exempt entities.
- It is also important to remember that a tax-exempt or not-for-profit status cannot be “loaned” to any other element of the fellowship. If an NA group does not have tax-exempt status and that status is required in order to secure a facility, they may want to find an alternative location for activities or meetings.

State Sales Tax or End-User Tax

- The last tax liability topic we will address is sales tax or end-user tax liability. Many states require consumers to pay a tax on goods and services purchased or used in their states. Typically, NA groups must pay these taxes. We recommend to those groups who have secured 501C-3 status to check with their state tax agency for the application of this tax in their state.

Fast Facts

Below is an overview of the paperwork, cost, and time to start a Virginia nonprofit.

Paperwork

- Form SCC819: Articles of Incorporation of a VA Nonstock Corporation Bylaws
- IRS Form SS-4: Obtain an EIN
- IRS Form 1023: 501(c) Tax Exempt Application
- IRS Determination Letter
- Form R-1: Virginia Department of Taxation Business Registration Form
- Form NPO: Retail Sales and Use Tax Exemption Application
- URS Charitable Registration, if applicable

Paperwork (cont.)

- URS Charitable Registration, if applicable
- Form 102: Charitable Organization Registration or Form 100: Virginia Exemption Application for a Charitable or Civic Organization

Cost

- Incorporation: \$75
- 501(c): \$275 or \$600 IRS fee
- Virginia charitable registration: \$100 + \$30-\$325 depending on contributions (\$10 if exempt)

Time

- Incorporation: ~7 business days by mail. ~3-7 business day online
- Expedited options available for a fee - 501(c): 2 weeks to 3 months

What are the disadvantages of a 501(c)(3)?

Another disadvantage associated with operating a 501(c)(3) is that **the finances of a nonprofit are made open to public inspection, and thus, open to public scrutiny.** Personal control over the policies and practices adopted by a nonprofit corporation is also limited. May 24, 2021

Disadvantages

Cost: Creating a nonprofit organization takes time, effort, and money. Fees are required to apply for incorporation and tax exemption. The use of an attorney, accountant, or other consultant may also be necessary.

Paperwork: As an exempt corporation, a nonprofit must keep detailed records and submit annual filings to the state and IRS by stated deadlines in order to keep its active and exempt status.

Shared control: Although the people who create nonprofits like to shape and control their creations, personal control is limited. A nonprofit organization is subject to laws and regulations, including its own articles of incorporation and bylaws. In some states, a nonprofit is required to have several directors, who in turn are the only people allowed to elect or appoint the officers who determine policy.



Some nonprofits, because of the size of their annual budgets, or because of the sources of their funding, are required by state or federal law to conduct an independent audit. In other situations, a charitable nonprofit has a choice whether or not to conduct an independent audit.

How much should a nonprofit audit cost? A nonprofit audit usually costs between \$10,000 and \$20,000 depending on the size and scale of your organization.

Public accountant must conduct an audit. Public accountant must conduct an audit or review engagement. If no public accountant is appointed, then only a compilation is necessary.

Final

- Poor participation means difficulty in supplying Board of Directors
- Finances are unpredictable as areas recover from Covid 19
- We are not a business but a service body.
- Proposed discounts are negligible since we purchase very little.
- We could combine with AVCNA.
- Most US Regions are not 501 (c)(3)'s the body responsible for their convention is or they run a service office that supplies literature etc.
- Does this promote our primary purpose?
- How does this solution meet the needs as expressed in our regional survey?
- Is this a move that benefits the entire region or an individual state?
- What state would this incorporation happen in as we are a multiple state region?
- Would this cover all geographies or just VA?
- Structural changes to the service body?

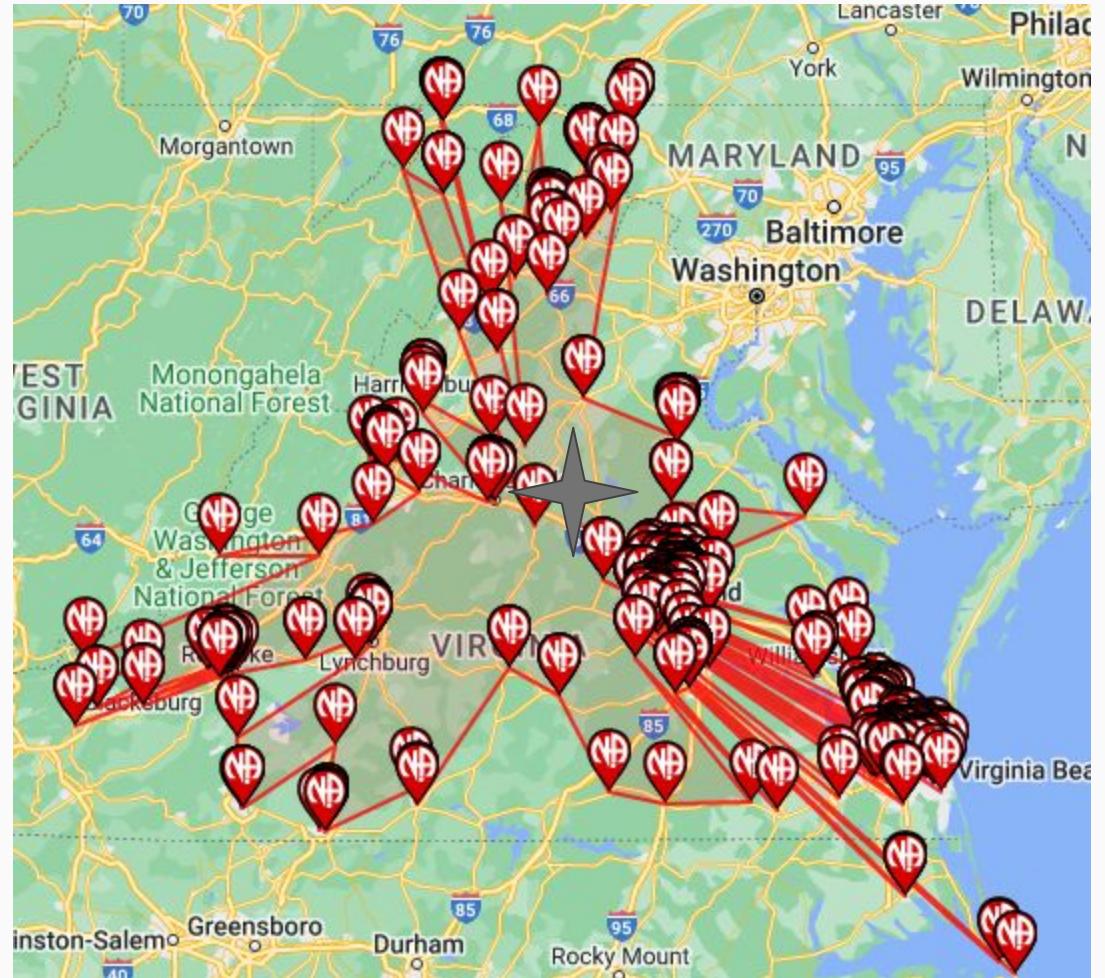
Public Relations February 2023



Carrying the Message

Central Atlantic Region

Centered in Between Richmond and
Charlottesville...



PR H&I Ad Hoc Finished

Regional PR met with Virginia Department of Corrections several times to discuss action to facilitate various H&I initiatives.

- ECCNA Book Distribution - Completed
- Literature Distribution - VADOC already did once
- Virtual H&I - VADOC open to this, need to start with one facility and add others
- Waiting on VADOC to help coordinate
- Coordinating Area to local Facility contacts - VADOC open for business for Areas
- Coordinated Speakerjam on Jan 23th at Fluvanna Women's TC unit (40+) with multi Area task group

H&I and Virginia Department of Corrections

If any areas want help coordinating H&I with VDOC, please let me know. PR_chair@car-na.org

Actions this Period

- Paid for all bills
- Attended Regional Subcommittees including Non-Profit Ad-Hoc Meeting.
- Attended several Area's PR Committee meetings.
- Edited websites, maintained services, security updates, bug fixes.
- Working with Richmond's Metro committee to redesign their website.
- Attended NEZF Planning Meeting
- Tried to help Treasurer enable regional paying of bills.

Bills in need of Personal Reimbursement

Twilio Charges For YAP

Jan 06 \$10.05

Jan 24 \$10.06

Feb 17 \$ 10.01

Website Charges (IONOS.COM)

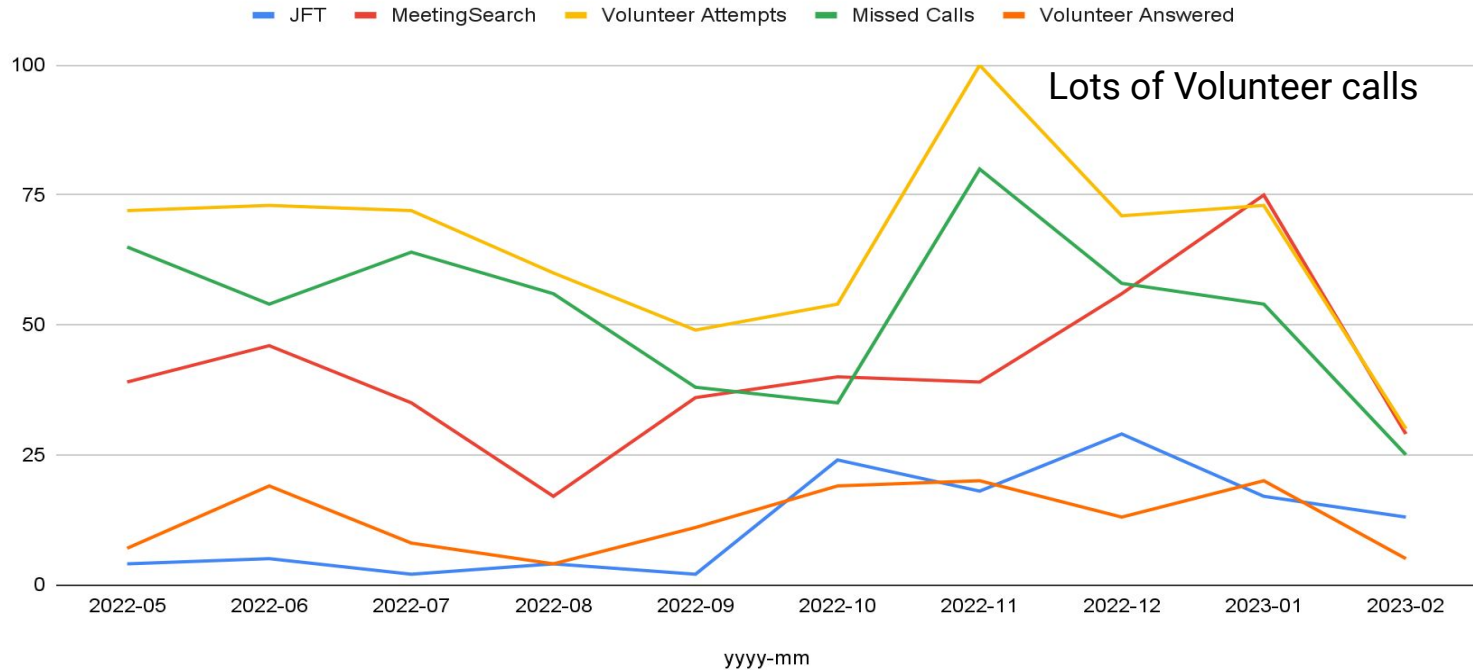
1/22/23 \$16

12/22/2022 \$36

Total: \$82.12

Meeting Search / JFT Automated Counts

JFT, MeetingSearch, Volunteer Attempts, Missed Calls and Volunteer Answered



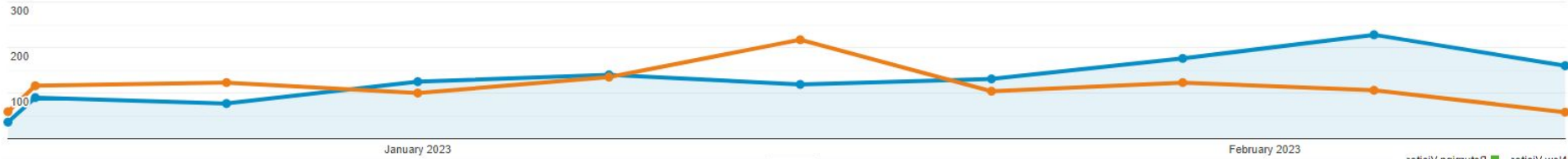
Last 90 Days of Volunteer Calls, the Percentage connected to the caller from total calls provided, factoring out Voicemail or Forwarding settings.

Areas	Volunteer	Caller	Voicemail	Volunteer	Volunteer	Call	Volunteer	Percentage
	Search	Hungup		Dialed	Answered	Forwarded	Connected To Caller	
Almost Heaven Area (9)		12	6	6	6			100%
Beach Area (11)		6	6	2	16	5	4	80%
Blue Ridge (12)		5	5		80	5	2	40%
Metro Richmond Committee (2)		32	32		97	40	20	50%
New Dominion Area (3)		4	4		21	10	3	30%
New River Valley (21)		4						0%
Peninsula Area (15)		5	5		29	11	5	45%
Piedmont Area (16)		1	1		4	1	1	100%
Rappahannock Area (17)		9	4	2	4	1	1	100%
Richmond Area (4)		1	1		1			0%
Roanoke Valley Area (18)		8	8	4	27	13	3	23%
Shenandoah Valley Area (19)		21	13	6	17	15	6	40%
Southside Area (20)		2					2	100%
Tidewater Area Service (8)		4						0%
Tri-Cities Area (5)		3	3		12	3	1	33%
Baltimore Area (32)		1					1	100%
Battlefield Area (68)		1					1	100%
Bay Area (33)		1					1	100%
Dulles Corridor Area (71)		1					1	100%
East of the River Area (72)		1					1	100%
Frederick Area (73)		1					1	100%
Freedom Area (99)		2					2	100%
Montgomery Area (74)		1					1	100%
North Central Area (105)		2					2	100%
North East Freedom Area (66)		1					1	100%
Norvana Area (75)		4					4	100%
Susquehanna Area (40)		1					1	100%
Tri-County Area (78)		1					1	100%
Grand Total		135	88	20	314	104	20	63%

Web Traffic Increase from last year...

Dec 17, 2022 - Feb 16, 2023: ● Users

Dec 17, 2021 - Feb 16, 2022: ● Users



Users

13.98%

1,174 vs 1,030

New Users

13.66%

1,123 vs 988

Sessions

8.09%

1,576 vs 1,458

Number of Sessions per User

-5.17%

1.34 vs 1.42

Pageviews

-1.76%

3,565 vs 3,629

Pages / Session

-9.12%

2.26 vs 2.49

Avg. Session Duration

-6.68%

00:01:30 vs 00:01:36

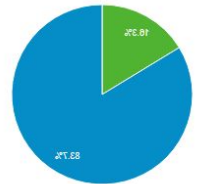
Bounce Rate

13.35%

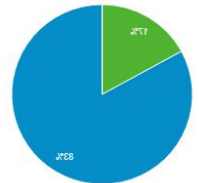
57.99% vs 51.17%

New Visitor ■ Returning Visitor

Dec 17, 2023 - Feb 16, 2023



Dec 17, 2021 - Feb 16, 2022



Users % Users

In Loving Service,
Richard S.

Carna Public Relations

Non-Profit Incorporation Ad Hoc

Motion to Approve Edited Papers of Incorporation

- Had three cycles to review and edit
- Had a Session to Discuss and Edit at Ad Hoc
- No one had anymore edits.
- All Agreed to the motion at the Ad Hoc meeting.

Why?

- Tax Exemption/Deduction
- Formalize Our Structure
- Limits Liability of Trusted Servants / Ensures Trusted Servants are Responsible to the Groups
- Allows Tax Exemption for Purchasing
- Proclaims Narcotics Anonymous and Central Atlantic Region as a Responsible, Law Abiding, Consistent, Capable Organization
- 44 out of 82 Regions in 2006 are incorporated.

https://www.na.org/admin/include/spaw2/uploads/pdf/cr/Regional_Reports_6Apr06.pdf

For list of Regions and their Legal status.

Tax Exemption/Deduction

Organizations that qualify as public charities under Internal Revenue Code 501(c)(3) are eligible for federal exemption from payment of corporate income tax. Once exempt from this tax, the nonprofit will usually be exempt from similar state and local taxes. If an organization has obtained 501(c)(3) tax exempt status, an individual's or company's charitable contributions to this entity are tax-deductible.

Formal structure

A nonprofit organization exists as a legal entity in its own right and separately from its founder(s). Incorporation puts the nonprofit's mission and structure above the personal interests of individuals associated with it.

Limited Liability

Under the law, creditors and courts are limited to the assets of the nonprofit organization. The Trusted Servants are not personally liable for the nonprofit's debts. However, there are exceptions. A person cannot use the corporation to shield illegal or irresponsible acts on his/her part. Also, Trusted Servants have a fiduciary responsibility; if they do not perform their jobs in the nonprofit's best interests, and the nonprofit is harmed, they can be held liable. This Ensures Accountability.

Non-Profit Status for Region

- Could Allow Region to Acquire good Insurance for All Areas/Meetings
- Protect Trusted Servants from
 - Personal Legal Liability (Such as Myself)
 - Tax Issues handling Moneys and Accounts not in a separate corporation would be liable to the Trusted Servant
 - Online Donation Apps to Separate Tax Issues

Getting 503c1 is simple

- File with State and Federal Annually
- Enclose last meeting Minutes
- Board (Chair/Vice-Chair/Sec/Treasurer/Vice-Treasurer) Signs as Board

Filing online is 75 dollars and takes a couple of minutes in Virginia

Filing Requirements

Required Fees **Filing Fee: \$75.00**

File Online Today Paper Filing

Visit <https://cis.scc.virginia.gov> to file articles of incorporation for a Virginia Nonstock, Nonprofit Corporation in real time.

Questions?

Visit the CIS help page at <https://scc.virginia.gov/pages/CIS-Help> for how-to guides, answers to frequently asked questions, and helpful videos.

Download from <https://scc.virginia.gov/pages/Virginia-Nonstock-Corporations> complete, print, and mail or deliver to below address:

State Corporation Commission Courier Delivery Address
Clerk's Office 1300 E. Main St, 1st floor
P.O. Box 1197 Richmond, VA 23219
Richmond, VA 23218-1197

Pay online with a credit card or eCheck. No additional processing fees apply for filing online. Include a check payable to State Corporation Commission. **DO NOT SEND CASH.**

Instructions to Form SCC819NP – Guide for Articles of Incorporation for a Virginia Nonstock, Nonprofit Corporation

This template for articles of incorporation has been prepared by the Clerk's Office of the Virginia State Corporation Commission to assist persons who intend to form a Virginia nonstock corporation that will seek recognition of status as a tax-exempt organization from the Internal Revenue Service.

This template contemplates the inclusion of various provisions that are required by the IRS for such recognition. See IRS Publication 557 and, in particular for a corporation that will seek an exemption under § 501(c)(3) of the Internal Revenue Code, Articles Third, Fifth, and Sixth in Draft A of the Appendix "Sample Articles of Organization."

Important: The Clerk's Office makes no attempt to determine if apparent tax-exempt provisions in the articles of incorporation comply with IRS requirements. All questions regarding the sufficiency of income tax provisions and tax-exempt status, in general, should be directed to the IRS or a qualified tax or legal advisor.

This template also references the provisions that are required under Virginia law to be set forth in the articles of incorporation of a Virginia nonstock corporation. For additional options and more complete instructions, see Clerk's Office form SCC819, which is available on the Commission's website at <https://scc.virginia.gov/pages/Virginia-Nonstock-Corporations>. For additional information regarding Virginia nonprofit organizations, see the Clerk's Office's Virginia Nonprofit Organization Toolkit

This template is formatted with one-inch margins in Times New Roman font with 12-point type. Replace the text set forth in brackets or delete the text that is not used and remove all italicized text before submitting the articles to the Clerk's Office of the State Corporation Commission for filing. **DO NOT INCLUDE THIS INSTRUCTION PAGE WITH YOUR FILING.**

Getting a Federal EIN takes a minute

To apply for recognition by the IRS of exempt status under section 501(c)(3) of the Code, use a Form 1023-series application. The application must be submitted **electronically on www.pay.gov** and must, including the appropriate user fee. See Application Process for a step-by-step review of what an organization needs to know and to do in order to apply for recognition by the IRS of tax-exempt status. Frequently asked questions about applying for exemption are also available. You may also want to view some of our tools designed to help you apply for exemption.

The organization should also request an employer identification number, even if it does not have any employees. See Form SS-4, Application for Employer Identification Number, and its related instructions to learn how to obtain an EIN. **You may obtain an EIN by applying online**, by fax or by mail. International applicants may call 267-941-1099 (not a toll-free number).

Except for churches, their integrated auxiliaries, and public charities whose annual gross receipts are normally less than \$5,000, organizations will not be treated as described in section 501(c)(3) unless they notify the IRS by applying for recognition of section 501(c)(3) status. Generally, organizations required to apply for recognition of exemption must notify the Service within 27 months from the date of their formation to be treated as described in section 501(c)(3) from the date formed. When the IRS determines that an organization qualifies for exemption under section 501(c)(3), it will also be classified as a private foundation, unless it meets the requirements to be treated as a public charity.

A charitable organization must make available for public inspection its approved application for recognition of exemption with all supporting documents and its last three annual information returns. The organization must provide copies of these documents upon request without charge (other than a reasonable fee for reproduction and copying costs). Penalties are provided for failure to comply with these requirements. For more information, see our frequently asked questions, the final regulations published in Internal Revenue Bulletin 1999-17, or Disclosure Requirements.

Learn more about the benefits, limitations and expectations of tax-exempt organizations by attending the courses at the online Small to Mid-Size Tax Exempt Organization Workshop.