

Area Service Committee Business Meeting Minutes

May 18th 2025 at 1600 12th St, Cayce, SC 29033

START TIME 3:01pm

CALL TO ORDER Serenity Prayer

READINGS

- Service Prayer: Ali L
- 12 Traditions: Liz E
- 12 Concepts: Vaughn J

ROLL CALL Quorum = 5 Homegroups Present = 11 [Full Roll Call Attached]

NEW GROUPS/NEW GSRs: none

ACCEPTANCE OF MINUTES

1. Mike V
2. Nick A

REPORTS

Steering Committee Reports:

Chairperson—Patrick P: Expressed gratitude for the opportunity to serve. Reflected on the past year, acknowledged challenges and personal growth. Stated confidence in Andrew B as nominee for Chairperson. Shared update regarding digitization of Area's archives: physical records are now being stored in his office to allow archivist a safe and efficient means of access. Informed that archivist recently graduated from University of South Carolina's College of Library Science. Expressed care and willingness to continue supporting this effort in an ad hoc capacity until the digitization project is complete. Requested that any members who may have old Area minutes or other records, please bring them to an Area meeting. [Full Report Attached]

- A member expressed concern about records being stored in Chairperson's office, rather than the CCANA storage unit, without bringing the matter to area beforehand. Chairperson acknowledged the concern, pointing out that he is bringing it to area now; he explained that it is more convenient and accessible for the archivist to work with records in a safe climate-controlled setting.

Vice Chairperson—Andrew B: Absent With Report. Apologized for absence due to a funeral service. Expressed gratitude for learning and growing this year. Shared about anxiety related to the service position and stated that "this Steering Committee has made much progress, but there is more to be done." Reflected on policy changes and discussions that facilitated achievement; stated that everyone here should be proud of our area's ongoing strive to improve upon our primary purpose. Provided update on fraudulent charges from November 2024: the Attorney received correspondence from Wells Fargo legal department denying the legal request to return our funds. Informed that compared to other banks policies, Wells Fargo clearly has "the most strict requirements for reporting fraudulent drafts" and this along with "their lack of willingness to make this right" lead him to believe it is time to change banking

institutions. Suggested that we move all accounts to another banking institution with better policy and customer service. Stated that if he is seated as chair, this will be a top priority. Expressed plans to be at the June meeting. [Full Report Attached]

Treasurer—Jay N: Month's Total Revenue = \$125.00, Total Expenditures = \$37.80 (monthly QuickBooks balance). Reported that Wells Fargo is still denying our claim; see attached. Proposed Budget for next fiscal year total \$5,000.00 including \$1,500 for ASC (storage, P.O. Box, secretarial expenses), \$500 for RCM (travel), \$600 for H&I (literature), \$700 for PR (presentations, schedules, cards, Learning Day), \$900 for Web (website and monthly schedules), and \$800 for activities. [Full Report Attached]

Alt Secretary—Emily E: Emailed minutes from 04/13/2025 meeting on 04/26/2025. Apologized for the delay and inconvenience. Passed around a sheet requesting announcements and contact info. Gave reminder to submit new business before the break. [Full Report Attached]

Regional Committee Member—Jennifer P: Absent With Report. Reminded that the regional budget will be voted on at the next regional meeting, so please reach out with any questions, concerns or comments. Stated that she mailed the check to the region right after the last meeting, unsure whether it has been deposited. Expressed willingness to chair the ad hoc committee, if approved, and asks for 2-3 members to assist; will plan a committee meeting for 06/01/2025 with willing members. Tabled discussion of consensus decision making. Reminded that 05/20/2025 is the last day for idea submissions for the CAR Survey. Listed upcoming regional activities (calendar on <https://www.crna.org/>). [Full Report Attached]

- 05/23/2025—05/25/2025 NCCANA Woodstick XXXVII Roots of Recovery CampOut at Kings Mountain State Park, 1277 Park Rd. Blacksburg, SC 29702 Camp York
- 05/31/2025 from 1pm-6pm Unity Day at Col. Francis Beatty Park, 4330 Weddington Rd, Matthews, NC
- 06/07/2025 from 11am-4pm Service Day Event about NA Service at St. Phillip Lutheran Church, 6200 N Kings Hwy, Myrtle Beach, SC
- 07/12/2025 from 9am-3pm Never Alone Group 22nd Anniversary at Hunting Island State Park Pavilion, 2555 Sea Island Parkway, St. Helena Island, SC
- 07/12/2025 Next RSC meeting, hosted by Twin City Area, 10am-5pm at New Story Church, 1401 Trademark Blvd, Winston-Salem, NC
- 07/19/2025 from 11am-7pm GCANA Learning Day at 6500 N Trenholm Rd, Columbia, SC

GSR Reports: none

Subcommittee Reports:

Hospitals & Institutions—Vaughn J: Reported that H&I Subcommittee met 04/27/2025, no orientation. Informed that orientation and facilities liaison positions were changed to Panel Leader for Orientation and Panel Leader for DOC Facilities, to reflect policy. Stated Nikki Lowder has received and is processing applications, more information to come. Informed that the Subcommittee discussed concern about women going into men's facilities; according to DOC it is acceptable, but the committee's consensus opinion was that this should not be allowed, so only women go to women's facilities and men to men's. Reported that the subcommittee is trying to reduce literature purchases; one facility purchased their own literature, so the H&I representative does not have to provide it. Because of the Memorial Day holiday weekend, H&I orientation and business meeting moved to the following Sunday, 06/01/2025 at 2:15pm at 5220 Clemson Ave, Columbia, SC 29206. [Full Report Attached]

Policy & Procedure—Nick A: Informed that the area budget will be presented today. Presented two conflicting policy motions; after discussion, if neither is withdrawn, the second motion will be tabled until next month. Reviewed information about nominations:

- Chairperson nominations will close today; one nominee, Andrew B
- Vice Chairperson nominations will close today; one nominee, Clif L
- Secretary nominations will close today; one nominee, Emily E
- Alt Treasurer nominations will close today; one nominee, Jay N
- RCM nominations will close today; one nominee, Jennifer P
- Web Development Subcommittee Chairperson nominations will close today; one nominee, Ethan H
- Positions still open for nomination include Alternate Secretary, Treasurer, Alternate Regional Committee Member, Activities Subcommittee Chairperson, Literature Review Subcommittee Chairperson, Mid-Carolina Hospitals & Institutions Subcommittee Representative, Policy & Procedure Subcommittee Chairperson, Public Relations Subcommittee Chairperson

Encouraged all members to participate in Area Subcommittees. Emphasized financial transparency and responsibility, reminding that we will continue to vote on all financial expenditures and have a separate motion for every check written. [Full Report Attached]

Public Relations—Chris F: Absent With Report. Informed that the committee is still looking for a trusted servant to take over as PR Subcommittee Chairperson. Stated willingness to train his replacement and serve on the committee, potentially as vice chair. Stated next meeting will be the last Sunday of the month at 2:00pm at 5220 Clemson Ave, Columbia, SC 29206. [Full Report Attached]

Recovery Under the Stars—Blake S: Present, nothing to report.

Web Development—Heather F: Absent With Report. Informed that she removed April 2024 and June 2024 minutes from the website until they can be amended [see Motion #20250413-02]. Provided updated schedules for GSRs. Requested that if anyone has schedule updates or events to announce, contact us on cca-na.org. Sent well wishes and expressed gratitude. Reminded trusted servants, “this is all for the newcomer.” Next Web meeting will be 05/25/2025 at 6:00pm at the Starbucks on 475 Piney Grove Rd, Columbia, SC 29212. [Full Report Attached]

Welcome Home Convention—Rick M: Provided a paid in full invoice Brookland Baptist CLC (Christian Learning Center). Preregistration flyer is being distributed. Informed that the Chicken Bog and Games fundraiser on 04/26/2025 was successful, bringing \$306.35 net profit. Next fundraiser will be a Cookout and Speaker Meeting at Cayce Riverwalk Park on 05/24/2025 from 2-6pm, Hermina B will be speaking. Informed that checking account received an unexpected deposit of \$366.00 from Blake S (previous WH treasurer) and further investigation determined that Blake’s CashApp was still linked to the WH account, and another erroneous deposit of \$210.00 was found from 11/24/24 (after last year’s audit). Blake provided documentation of these deposits and confirmation that his CashApp is now “unlinked” to WH bank account. Stated the WH Subcommittee agreed to refund Blake, and they gave him a check for \$576.00. Current WH balance is \$3,896.64. Informed that Programming Chair and Subcommittee are hard at work and plan to meet today after ASC. Several Subcommittee Chair positions remain open, including Vice Chair, Merchandising, Arts and Graphics, and Convention Information. Invited all members to participate, noting there is no clean-time requirement to get involved and serve on Subcommittees. Next business meeting is 05/31/2025 at 1600 12th St, Cayce, SC 29033 at 4:00pm. [Full Report Attached]

GROUP CONCERNS

GROUP PROBLEMS—Home Group Problems: none

GROUP ISSUES—Area Committee Issues:

- One member asked a question about how we would go about changing banking institutions and whether that requires a motion. P&P chairperson explained that in the past, it has been done at the treasurer's discretion. Another member asked whether we need an ad hoc committee to determine our ideal banking institution. Treasurer stated he is not going to do anything without the support of the group.
- Another member pointed out concern about recent expenditures with Wells Fargo (purchased dual-signature checks) and the fact that we have no current nominations for next year's Treasurer, only for Alt Treasurer. Current Treasurer expressed hope that someone will step up to serve as Treasurer, and although this has been a challenging position for him, he is willing to continue fulfilling responsibilities as Alt Treasurer next year, even if no one serves as Treasurer.
- One member compared the money spent on checks (roughly \$300) to the money lost in unauthorized transactions (\$1,150).
- A member asked for clarification and received confirmation that if we change banking institutions, this will include moving the Welcome Home and RUTS accounts as well.
- Brief discussion about various banking options and how to make the switch.

BREAK 4:05pm—4:18pm **READING** Service Prayer: Emily E

ROLL CALL Quorum = 5 Homegroups Present = 13

OLD BUSINESS

- **Motion #20250209-03:** to reimburse [Chris F] in the amount of \$25.92 for the printing of 300 paper schedules for the GSR's. Intent: to follow our 7th Tradition regarding our fellowship's self-sufficiency. [Full Motion and Receipt Attached] **tabled**
- **Motion #20250413-01:** to establish an ad hoc committee to discuss cost saving measures that can help groups save money working collectively for example bulk literature ordering. Intent: NA Concept 11—NA funds are to be used to further our primary purpose, and must be managed responsibly. [Full Motion Attached] **10Y 1N 0A 2NI carried**
- **Motion #20250413-02:** to amend ASC business meeting minutes from 04/14/2024 and 06/09/2024 to remove Stephanie R's phone number. Intent: to respect personal anonymity and honor our 12th Tradition. [Full Motion Attached] **8Y 1N 4A 0NI carried**

NOMINATIONS and NEW BUSINESS (to be voted on by home groups)

- **Motion #20250309-03:** to nominate Andrew B as chairperson [of the ASC]. Intent: to maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants." [Full Motion and Service Resume Attached]
- **Motion #20250309-04:** to nominate Clif L as vice chairperson [of the ASC]. Intent: to maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants." [Full Motion and Service Resume Attached]

- **Motion #20250309-05:** to nominate Jennifer P as regional committee member. Intent: to maintain the 4th Concept of NA Service which states “Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.” [Full Motion and Service Resume Attached]
- **Motion #20250309-06:** to nominate Ethan H as web development subcommittee chairperson. Intent: to maintain the 4th Concept of NA Service which states “Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.” [Full Motion and Service Resume Attached]
- **Motion #20250413-04:** to nominate Emily E as secretary [of the ASC]. Intent: to maintain the 4th Concept of NA Service which states “Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.” [Full Motion and Service Resume Attached]
- **Motion #20250413-06:** to nominate Jay N as alternate treasurer [of the ASC]. Intent: to maintain the 4th Concept of NA Service which states “Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.” [Full Motion and Service Resume Attached]
- **Motion #20250518-01:** to update the CCANA Guide to Area Policy, Financial Policy I. B. which currently says “All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region.” To add “At the last monthly ASC meeting before the weekend of each quarterly regional service committee meeting a donation will be made in the form of a check for the amount of all funds above the prudent reserve less the amount of any and all outstanding checks and after all current expenses are paid. The check will then be mailed to the region. This donation will be made promptly at the conclusion of new business without a motion, vote or discussion of any kind.” Intent: to provide a process by which quarterly donations will be made and sent to the region without making a motion, taking a vote or having a discussion about the donation. Also to maintain the 11th Concept of NA Service which states “NA funds are to be used to further our primary purpose, and must be managed responsibly.” [Full Motion Attached]
- **Motion #20250518-05:** to approve the attached area budget submitted by the treasurer for the 2025-2026 fiscal year. Intent: to comply with the conscience of the home groups in CCANA Guide to Area Policy, Financial Policy and to remain financially responsible and effective in maintaining our primary purpose. [Full Motion Attached]

NEW BUSINESS

- **[TABLED] Motion #20250518-02:** to update the CCANA Guide to Area Policy, Financial Policy I. B. which currently says “All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region.” to add “Two monthly ASC meetings before the weekend of each quarterly regional service committee meeting a motion will be automatically made by the steering committee to make a donation in the form of a check. The amount of the donation will set at the time that the motion is made as the amount of all funds above the prudent reserve less the amount of any and all outstanding checks and after all current expenses are paid. The motion will be sent back to the home groups for a vote regardless of the donation amount. If this automatically made motion passes then this donation will be made promptly at the conclusion of new business and the check will be mailed to the region.” Intent: to provide a process by which a motion for a regional donation will be made automatically and sent back to the home groups on a recurring quarterly basis.

Also to maintain the 11th Concept of NA Service which states “NA funds are to be used to further our primary purpose, and must be managed responsibly.” [Full Motion Attached]

- **Motion #20250518-03:** for the area to pay \$240 for RUTS’ portion of the annual storage bill. Intent: Due to the timing of when the policy changing motion for storage payments was passed it could be interpreted that RUTS is technically not responsible for 1/3 of this year’s annual storage bill. Hopefully RUTS will choose to reimburse the area for this payment, but even if they do not, it’s important that we pay our bills on time. [Full Motion Attached] **11Y 0N 2A 0NI carried**
- **Motion #20250518-04:** to make a donation to the Carolina Region. The amount will be our account balance plus any group donation yet to be deposited or posted to the account minus our prudent reserve amount of \$6k and any outstanding checks at the end of our business meeting today. The donation amount will be based on this calculation and also up to \$299 at the most to meet the requirement for a housekeeping motion to be voted in the same business meeting in which it is presented. Intent: to maintain compliance with the CCANA Guide to Area Policy, Financial Policy I. B. which states “All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region.” Also to maintain the 11th Concept of NA Service which states “NA funds are to be used to further our primary purpose, and must be managed responsibly.” [Full Motion Attached] **5Y 6N 2A 0NI failed**

ANNOUNCEMENTS

- 05/23/2025—05/25/2025 NCCANA Woodstock XXXVII Roots of Recovery CampOut at Kings Mountain State Park, 1277 Park Rd. Blacksburg, SC 29702 Camp York
- 05/31/2025 from 1pm-6pm Unity Day at Col. Francis Beatty Park, 4330 Weddington Rd, Matthews, NC
- 06/01/2025 at 2:15pm Next H&I orientation at 5220 Clemson Ave, Columbia, SC 29206; business meeting follows
- 06/07/2025 from 11am-4pm Service Day Event about NA Service at St. Phillip Lutheran Church, 6200 N Kings Hwy, Myrtle Beach, SC
- 07/12/2025 from 9am-3pm Never Alone Group 22nd Anniversary at Hunting Island State Park Pavilion, 2555 Sea Island Parkway, St. Helena Island, SC
- 07/12/2025 Next RSC meeting, hosted by Twin City Area, 10am-5pm at New Story Church, 1401 Trademark Blvd, Winston-Salem, NC
- 07/19/2025 from 11am-7pm GCANA Learning Day at 6500 N Trenholm Rd, Columbia, SC

NEXT ASC MEETING 06/09/2025 at 3:00pm at 1600 12th St, Cayce, SC 29033 (Next Right Thing)

MOTION TO CLOSE

1. Robert
2. Brett M

ADJOURNMENT Serenity Prayer

END TIME 4:50pm

Steering Committee			
Position	Name	Email	Phone Number
Chair	Patrick P.	r.patrickpellicer@icloud.com	(803) 331-2980
Vice Chair	Andrew B.	andrewbeckhamjr@gmail.com	(803) 234-0844
Treasurer	Jay N.	jenash627@gmail.com	(803) 206-1506
Alt Treasurer			
Secretary			
Alt Secretary	Emily E.	ccanasecretary803@gmail.com	(803) 260-1352
RCM	Jennifer P.	ccanarcm@gmail.com	(803) 931-2174
Alt RCM			
Sub Committees			
Sub Committee	Name	Email	Phone Number
Activities			
H&I	Vaughn S.	vaughncoder@aol.com	(617) 905-5032
Literature Review			
P&P	Nick A.	agostas@gmail.com	(803) 665-1067
PR	Chris F.	chris.fite@serenityhomerepairs.com	(803) 354-6273
RUTS	Blake S.	blakesparks123@gmail.com	(803) 269-6554
Web Servant	Heather F.	hdseal2@gmail.com	(803) 973-2864
Welcome Home	Rick M.	medhands1@gmail.com	(803) 239-8070

CCANA ROLL CALL

CCANA ROLL CALL												
	July	August	September	October	November	December	January	February	March	April	May	June
Steering Committee	Chair	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	
	Alt Chair	P/P	P/P	P/P	P/P	ANR	P/P	AWR	P/P	P/P	AWR	
	Secretary	P/P	P/P	P/P	P/P	AWR	AWR	P/P	O	O	O	
	Alt Secretary	O	O	O	P/P	P/P	P/P	P/P	AWR	P/P	P/P	
	Treasurer	P/P	P/P	P/P	P/P	AWR	P/P	P/P	P/P	P/P	P/P	
	Alt Treasurer	O	O	O	O	O	O	O	O	O	O	
	RCM	O	O	P/P	ANR	P/P	O	AWR	P/P	P/P	AWR	
	Alt RCM	O	O	O	ANR	ANR	O	O	O	O	O	
Subcommittees	Activities	O	P/P	AWR	ANR	ANR	O	O	O	O	O	
	H&I	P/P	P/P	P/P	ANR	AWR	P/P	P/P	AWR	P/P	P/P	
	P&P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	
	Literature Review	O	O	O	O	O	O	O	O	O	O	
	Public Relations	O	AWR	P/P	P/A	ANR	P/P	AWR	AWR	AWR	AWR	
	Web Servant	P/P	P/P	AWR	AWR	AWR	P/P	AWR	AWR	AWR	AWR	
	Welcome Home	AWR	P/P	P/P	P/P	P/P	P/P	AWR	P/P	AWR	P/P	
	RUTS	P/P	AWR	P/P	P/A	AWR	O	P/P	P/P	P/P	P/P	
	A New Perspective	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	
	Avenue Q		P/P	P/P	P/P	A/A	P/P	P/P	P/P	P/P	P/P	
	Better Together				P/P	P/P	P/P	P/P	P/P	A/A	P/P	
Home Groups	Building Recovery	P/P	P/P	A/A	P/P	A/P	A/A	P/P	A/A	A/A		
	Clean Living											
	Freedom Group	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	A/A	P/P	
	Hope Hole	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	
	How It Works	P/P	P/P	P/P	A/A	P/A	P/P	P/P	P/P	P/P	P/P	
	Ladies' Night	A/A	P/P	P/P	P/P	P/P	P/P	P/P	A/P	P/A	P/P	
	LeGrand Recovery											
	Life of Hope						P/P	P/P	A/A	A/A	A/P	
	NANA	P/P	P/P	P/P	A/A	A/A						
	Naturally High	P/P	P/P	A/A	P/P	P/P	P/P	P/P	A/A	P/P	P/P	
	New Beginnings	P/P	A/A	A/A								
	New Noon	P/P	A/A	P/P	A/A	A/A				A/P	P/A	
Next Right Thing	P/P	A/A	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P		
Rainbow Group	P/P	P/P	A/A	P/P	P/P	P/P	P/P	P/P	A/A	A/P		
Rays of Hope	P/P	P/P	P/P	A/A	A/A							
Recovery Comes First	P/P	A/A	A/A	P/P	A/A	A/A	A/P	A/A	A/A			
Step One												
Second Chance	P/A	A/A	A/A	P/A	A/A	A/A	P/P	A/A	A/A			
Serenity at Sunset	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P	P/P		
TOST												
There Is A Solution		P/P	A/A	P/P	P/P	P/P	A/A	P/P	P/P	P/P	A/A	
Worth The Ride	A/A	A/A								A/A	P/P	
HG Attendance Today	15	12	11	14	11	13	13	16	12	11	14	
HG Attendance Within Last 2 Months	13	17	18	15	18	15	14	16	18	17	14	15
HGs Needed (minimum)	5	6	6	5	6	5	5	5	6	6	5	5

May 18, 2025

Good Afternoon,

First, I want to thank everyone who helped make today's meeting possible. With this being my second-to-last Area Service meeting as Chair, I've found myself reflecting with a lot of gratitude—for the challenges, the lessons, and most of all, for the people I've had the honor to serve alongside.

I want to speak honestly and with humility: this past year of service hasn't always been easy. There were bumps in the road, and it took me some time to find my rhythm in this role. Looking back, I probably would've benefitted from first serving as Vice Chair—but I've done my best to learn as I went, and I'm proud of the progress we've made together. I've grown in ways I didn't expect, and I'll always be grateful for the trust you placed in me. As we look ahead, I have full confidence that Andrew B., if elected, will bring even greater clarity, consistency, and heart to this position. I truly believe he will exceed anything I've done here.

I also want to share a major update regarding the digitization of our Area's archives—a project that many of us have long hoped to see move forward. The physical records are now being stored in a climate-controlled closet at my office. This location is allowing our new archivist—who recently graduated from the University of South Carolina's College of Library Science—to safely and efficiently access one box at a time for review and digital processing. I spoke with her this past Friday, and she's making great progress. It's exciting to see this project finally taking shape in a real and tangible way.

Although my time as Chair is winding down, I would like to continue supporting this effort in an ad hoc capacity until the digitization project is complete. It's something I care deeply about, and I want to help ensure we preserve our history for the members who will come after us.

If any members happen to have old Area minutes or other records tucked away, now is the perfect time to dust them off and bring them to an Area meeting. Every piece helps complete the picture.

Thank you all again for the opportunity to serve this Area. It has truly been a privilege.

With loving service,

Patrick P.

CCANA Area Chair

2025-05-18 Vice Chair Report

Fellow Addicts,

I would first like to apologize for missing this month's meeting. As we all know, Self, God, Society, and Service are principles that not only apply here but in our personal lives as well. I have an unexpected funeral service that is preventing me from attending. As we near the end of this service year, I would first like to express gratitude for the learning and growing that has taken place in my personal/recovery life.

When I started this journey, there was some anxiety about the work that needed to take place as well as my abilities to assist. I feel that this steering committee has made much progress, but there is more to be done.

Through, common sense policy changes, and simple (not always orderly) discussions, we have been able to achieve many things. We, as an area have strived to continue to improve upon our primary purpose. Everyone here should be proud of that.

A quick (and likely my last) update on the fraudulent charges from last fall are as follows:

The Attorney finally received correspondence back from the Wells Fargo legal department denying the legal request to return our funds. Although this is disheartening, it was a long shot/last ditch effort to recoup our funds. After looking into other banks policies, it's clear that Wells Fargo has the most strict requirements for reporting fraudulent drafts I have found. Their lack of willingness to make this right, along with their highly unreasonable window of reporting requirement makes me think it's time to find a new banking institution. We don't have a full time book keeper to monitor our account(s) 24/7 like large corporations do.

My suggestion is we move all accounts to another banking institution better policy and that will actually provide the customer

service we deserve as a not for profit 501c3. If seated as chair this will be among the top priorities for us to implement. I am looking forward to being back with you all at the June area meeting. Thank you for allowing me to serve.

Your trusted servant,

Andrew B.

Treasurer Report 04/16/2025

Total Revenue for the month is \$125.00. See Statement of Activity for Area Donations.

Total Expenditures is \$37.80 for the QuickBooks monthly charge.

Wells Fargo balance is \$7082.69 which matches QuickBooks balance.

Please see attached letter from Wells Fargo to our attorney. They are still denying the claim.

After conversing amongst the Steering Committee the recommended Budget for next fiscal year is as follows:

\$1500 ASC (Storage, P.O. Box) (Secretarial Expenses)
\$500 RCM (Travel)
\$600 H&I (Literature)
\$700 PR (Presentations, Schedules, Cards, Learning Day)
\$900 WEB (Website and Monthly Schedules)
\$800 ACTIVITIES

\$5000 TOTAL

Thank you for allowing me to serve,

Jay N.

CCANA, Inc.

Statement of Activity

April 14 - May 17, 2025

	TOTAL
Revenue	
Donations	
A New Perspective	100.00
Rainbow Group	25.00
Total Donations	125.00
Total Revenue	\$125.00
GROSS PROFIT	\$125.00
Expenditures	
ASC Miscellaneous	
Treasurer Supplies	37.80
Total ASC Miscellaneous	37.80
Total Expenditures	\$37.80
NET OPERATING REVENUE	\$87.20
NET REVENUE	\$87.20

CCANA, Inc.

Statement of Activity

July 1, 2024 - May 17, 2025

	TOTAL
Revenue	
Donation In Honor of Sandy G	200.00
Donations	
A New Perspective	655.00
Avenue Q	22.00
Building Recovery	350.00
Clean Living	213.77
Freedom Group	450.00
Hope Hole	321.19
Ladies Night	100.00
New Noon	600.00
Next Right Thing	899.50
Rainbow Group	225.00
Rays of Hope	50.00
Recovery Comes First	100.00
Second Chance	250.00
Total Donations	4,236.46
Unity Events	79.00
Total Revenue	\$4,515.46
GROSS PROFIT	\$4,515.46
Expenditures	
Activities	150.00
Activities Donations	50.00
Total Activities	200.00
Annual Storage Fee	240.00
ASC Miscellaneous	
Annual PO Box Fee	91.00
GSR Orientation Packets	25.00
Office Supplies	48.45
Treasurer Supplies	899.96
Total ASC Miscellaneous	1,064.41
H&I	
Literature Order	158.00
Total H&I	158.00
Miscellaneous	1,150.00
Public Relations (PR)	
Learning Day Expense	-35.00
Printing of Schedules	120.96

CCANA, Inc.

Statement of Activity

July 1, 2024 - May 17, 2025

	TOTAL
Web site	274.61
Total Public Relations (PR)	368.57
Total Expenditures	\$3,172.98
NET OPERATING REVENUE	\$1,342.48
NET REVENUE	\$1,342.48

CCANA, Inc.

Initiate Business Checking® (2597) - 2 Bank Balance: 7082.69 Ending Balance: \$7,082.69

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat	Balance Auto
05/07/2025		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks	\$37.80		C	\$7,082.69
		ASC Miscellaneous:Treasurer Supplies	Onl 250506 2025057 CCANA AREA				
05/05/2025							
	Deposit	-Split-		\$125.00		C	\$7,120.49
04/11/2025							
	Deposit	-Split-		\$220.35		C	\$6,995.49
04/07/2025		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks	\$37.80		C	\$6,775.14
		ASC Miscellaneous:Treasurer Supplies	Onl 250406 0940167 CCANA AREA				
03/28/2025							
	Deposit	Donations:A New Perspective		\$40.00		C	\$6,812.94
03/18/2025		CHECK 2064	Mount Tabor Lutheran Church	\$50.00		C	\$6,772.94
		Activities:Activities Donations					
03/17/2025							
	Check	ASC Miscellaneous:GSR Orientation Packets	CHECK 2065	\$25.00		C	\$6,822.94
03/14/2025							
	Deposit	Donations:Freedom Group	DEPOSIT	\$100.00		C	\$6,847.94
* 03/07/2025		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks	\$37.80		C	\$6,747.94
		ASC Miscellaneous:Treasurer Supplies	Onl 250306 9906458 CCANA AREA				
03/05/2025							
	Expenditure		DEPOSIT	\$25.00		C	\$6,785.74

Date	Ref No.	Payee Type Account	Memo	Payment	Deposit	Stat	Balance
						Auto	
02/11/2025	Deposit	Donations:Rainbow Group Brittany Gaines		\$48.45		C	\$6,760.74
	Check	ASC Miscellaneous:Office Supplies					
02/10/2025	Deposit	-Split-		\$250.00		C	\$6,809.19
02/07/2025	Expenditure	QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 250206 8642673 CCANA AREA	\$37.80		C	\$6,559.19
		ASC Miscellaneous:Treasurer Supplies					
02/07/2025	Deposit	Donations:A New Perspective		\$135.00		C	\$6,596.99
02/03/2025	Deposit	-Split-		\$296.03		C	\$6,461.99
01/29/2025	Check	Public Relations (PR):Printing of Schedules		\$28.08		C	\$6,165.96
01/27/2025	Check	Annual Storage Fee		\$60.00		C	\$6,194.04
01/17/2025	Check	David Parker		\$158.00		C	\$6,254.04
01/13/2025	Deposit	H&I:Literature Order		\$222.00		C	\$6,412.04
		-Split-					
01/07/2025	Expenditure	QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 250106 7380311 CCANA AREA	\$37.80		C	\$6,190.04
		ASC Miscellaneous:Treasurer Supplies					
01/02/2025	Check	ASC Miscellaneous:Annual PO Box Fee		\$91.00		C	\$6,227.84
12/13/2024	Deposit	Donations:Next Right Thing		\$524.15		C	\$6,318.84
12/10/2024				\$400.00		C	\$5,794.69

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
12/09/2024	Deposit	-Split-	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 241206 6102729 CCANA AREA	\$37.80	C		\$5,394.69
	Expenditure	ASC Miscellaneous:Treasurer Supplies					
12/02/2024	Deposit	-Split-	DEPOSIT	\$104.00	C		\$5,432.49
11/21/2024			BUSINESS TO BUSINESS ACH BANK OF AMERICA QRM T Pymt 241119 GRANITEHOS XXXXXXXXXXXXX2158 00	\$400.00	C		\$5,328.49
	Expenditure	Miscellaneous					
11/19/2024			BUSINESS TO BUSINESS ACH BANK OF AMERICA QRM T Pymt 241116 GRANITEHOS XXXXXXXXXXXXX2158 00	\$750.00	C		\$5,728.49
	Expenditure	Miscellaneous					
11/07/2024		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 241106 5399748 CCANA AREA	\$37.80	C		\$6,478.49
	Expenditure	ASC Miscellaneous:Treasurer Supplies					
10/29/2024		chris Fite	CHECK 1989	\$34.56	C		\$6,516.29
	Check	Public Relations (PR):Printing of Schedules					
10/21/2024		Fast Casual Storage	CHECK 2058	\$180.00	C		\$6,550.85
	Check	Annual Storage Fee					
10/15/2024		-Split-	DEPOSIT	\$696.19	C		\$6,730.85
	Deposit						
10/07/2024		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 241006 5071327 CCANA AREA	\$37.80	C		\$6,034.66
	Expenditure	ASC Miscellaneous:Treasurer Supplies					
10/02/2024			DEPOSIT	\$25.00	C		\$6,072.46
	Deposit	Donations:Rainbow Group					
10/01/2024			DEPOSIT	\$60.00	C		\$6,047.46

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat	Balance
	Type					Auto	
09/17/2024	Deposit	Donations:A New Perspective					
		Harland Clarke	HARLAND CLARKE CHECK/ACC. 091624 XXXXXXXXXX575482 C C A N A INC	\$132.56	C		\$5,987.46
09/09/2024	Expenditure	ASC Miscellaneous:Treasurer Supplies					
		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 240906 4971686 CCANAAREA	\$37.80	C		\$6,120.02
09/09/2024	Expenditure	ASC Miscellaneous:Treasurer Supplies					
		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 240906 4971686 CCANAAREA	\$37.80	C		\$6,157.82
09/09/2024	Deposit	Donations:Rays of Hope					
		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 240906 4971686 CCANAAREA	\$37.80	C		\$6,107.82
09/09/2024	Deposit	Donations:A New Perspective					
		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 240906 4971686 CCANAAREA	\$37.80	C		\$6,107.82
09/03/2024	Deposit	Donations:Clean Living					
		Heather Seal	CHECK 1987	\$274.61	C		\$5,837.82
08/23/2024	Check	Public Relations (PR):Web site					
		Chris Fite	CHECK 1984	\$58.32	C		\$5,794.64
08/20/2024	Check	Public Relations (PR):Printing of Schedules					
		Nick Agostas	DEPOSITED OR CASHED CHECK	\$357.00	C		\$6,069.25
08/12/2024	Check	ASC Miscellaneous:Treasurer Supplies					
		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 240806 4668516 CCANAAREA	\$37.80	C		\$6,127.57
08/12/2024	Deposit	Donations:Rainbow Group					
		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 240806 4668516 CCANAAREA	\$37.80	C		\$6,484.57
08/07/2024	Expenditure	ASC Miscellaneous:Treasurer Supplies					
		QuickBooks	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 240806 4668516 CCANAAREA	\$37.80	C		\$6,459.57
07/31/2024	Journal	-Split-	Move bank	\$6,497.37			\$6,497.37

Initiate Business CheckingSM

April 30, 2025 ■ Page 1 of 5

WELLS
FARGO

C C A N A INC
3901 MACGREGOR DR
COLUMBIA SC 29206-2827

Questions?

Available by phone Mon-Sat 7:00am-11:00pm Eastern Time, Sun 9:00am-10:00pm Eastern Time:

We accept all relay calls, including 711

1-800-CALL-WELLS (1-800-225-5935)

En español: 1-877-337-7454

Online: wellsfargo.com/biz

Write: Wells Fargo Bank, N.A. (367)

P.O. Box 6995

Portland, OR 97228-6995

Your Business and Wells Fargo

Visit wellsfargo.com/digitalbusinessresources to explore tours, articles, infographics, and other resources on the topics of money movement, account management and monitoring, security and fraud prevention, and more.

Other Wells Fargo Benefits

Keep your accounts and money safe. Know how to spot a scam with these two tips.

1. Question unusual payment requests.

Scammers prefer payment methods that make it difficult or impossible to recover your money. Be cautious if anyone asks you to pay with gift cards, prepaid cards, cryptocurrency, wire transfers, or a payment app. These payment methods are like sending cash. Remember that requests for gift cards are almost always a scam.

Learn more at wellsfargo.com/saferpayments

2. Don't allow anyone remote access to your devices.

Scammers may call you posing as a computer technician, or you may get a pop-up window on your screen warning you about an issue with your device. If you engage, they'll ask you to allow them into your computer or to do a screen share.

Know that legitimate tech support companies don't contact you and ask for access to your computer. If this happens to you, it's a scam. If you have an issue with your computer or device, go to a company you know and trust. Never rely on someone reaching out to you and don't allow them access to your device.

It's your money and your personal information. Protect it.

Learn more at wellsfargo.com/scams

Statement period activity summary

Beginning balance on 4/1	\$6,812.94
Deposits/Credits	220.35
Withdrawals/Debits	- 37.80
Ending balance on 4/30	\$6,995.49

Account number [REDACTED] (primary account)

C C A N A INC

South Carolina account terms and conditions apply

For Direct Deposit use

Routing Number (RTN) [REDACTED]

For Wire Transfers use

Routing Number (RTN) [REDACTED]

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.

Transaction history

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
4/7	<	Business to Business ACH Debit - Intuit * Obooks Onl 250406 0940167 Ccana Area		37.80	6,775.14
4/11		Deposit	220.35		6,995.49
Totals			\$220.35	\$37.80	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

< Business to Business ACH: If this is a business account, this transaction has a return time frame of one business day from post date. This time frame does not apply to consumer accounts.

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 04/01/2025 - 04/30/2025

Standard monthly service fee \$10.00

You paid \$0.00

The bank has waived the fee for this fee period.

How to avoid the monthly service fee

Have any ONE of the following each fee period

- Average ledger balance
- Minimum daily balance

Minimum required

This fee period

\$1,000.00

\$6,930.00



\$500.00

\$6,775.14



CVC1

Account transaction fees summary

<i>Service charge description</i>	<i>Units used</i>	<i>Units included</i>	<i>Excess units</i>	<i>Service charge per excess units (\$)</i>	<i>Total service charge (\$)</i>
Cash Deposited (\$)	0	5,000	0	0.0030	0.00
Transactions	4	100	0	0.50	0.00
Total service charges					\$0.00



IMPORTANT ACCOUNT INFORMATION

Effective June 4, 2025, we are updating the following sections of the "Availability of Funds Policy" in our Deposit Account Agreement:

The "Longer delays may apply" section is deleted and replaced with the following:

In some cases, we will not make the first \$400 of a business day's check deposits available to you on the day we receive the deposits. Further, in some cases, we will not make all the funds that you deposit by check available to you on the first business day after the day of your deposit.

Depending on the type of check that you deposit, funds may not be available until the second business day after the day of your deposit. The first \$275 of your deposit, however, may be available on the first business day after the day of your deposit.

Except as otherwise explained in this paragraph, if we are not going to make all funds from your deposit available on the business day of deposit or the first business day after the day of deposit, we will notify you at the time you make your deposit. We will also tell you when the funds will be available. If your deposit is not made directly to a Wells Fargo employee, or if we decide to take this action after you have left the premises, we will mail you the notice by the first business day after we receive your deposit.

If you need the funds from a deposit right away, you should ask us when the funds will be available.

In addition, funds you deposit by check may be delayed for a longer period under the following circumstances:

- We believe a check you deposit will not be paid
- You deposit checks totaling more than \$6,725 on any one day
- You redeposit a check that has been returned unpaid
- You have overdrawn your account repeatedly in the last six months
- There is an emergency, such as failure of computer or communications equipment

We will notify you if we delay your ability to withdraw funds for any of these reasons, and we will tell you when the funds will be available. The funds will generally be available no later than the seventh business day after the day of your deposit.

The "Special rules for new accounts" section is deleted and replaced with the following:

If you are a new customer, the following special rules apply during the first 30 days your account is open. Incoming wire transfers, electronic direct deposits, and cash deposited at a teller window and at a Wells Fargo ATM will be available on the day we receive the deposit. Funds from your check deposits will be available on the business day after the day we receive the deposits; no funds from a business day's check deposits are available on the day we receive the deposits.

If we delay the availability of your deposit the following special rules may apply:

- The first \$6,725 of a day's total deposits of cashier's, certified, teller's, traveler's, and federal, state, and local government checks, and U.S. Postal Service money orders made payable to you will be available on the first business day after the day of your deposit, if your deposit meets certain conditions. For example, the checks must be payable to you. If your deposit of these checks (other than U.S. Treasury checks) is not made in person to one of our employees, the first \$6,725 may not be available until the second business day after the day of your deposit.

- The excess over \$6,725 and funds from all other check deposits will be available no later than the seventh business day after the day of your deposit. The first \$275 of a day's total deposit of funds from all other check deposits, however, may be available on the first business day after the day of your deposit.

We will notify you if we delay your ability to withdraw funds and we will tell you when the funds will be available.

Effective May 15, 2025, the section of the Deposit Account Agreement titled "Availability of Funds Policy," subsection "Your ability to withdraw funds," is deleted and replaced with the following:

Our policy is to make funds from your check deposits to your checking or savings account (in this policy, each account) available to you on the first business day after the day we receive your deposits. Incoming wire transfers, electronic direct deposits, cash deposited at a teller window and at a Wells Fargo ATM, and the first \$400 of a day's check deposits at a teller window, at a Wells Fargo ATM, and with the Wells Fargo Mobile Banking app will be available on the day we receive the deposits. Certain electronic credit transfers, such as those through card networks or funds transfer systems, will generally be available on the day we receive the transfer. Once they are available, you can withdraw the funds in cash and we will use the funds to pay checks and other items presented for payment and applicable fees that you have incurred.

Effective May 15, 2025, the section of the Deposit Account Agreement titled "Fund Transfer Disclosures-General," subsection "ACH transactions," is deleted and replaced with the following:

These additional terms apply to payments to or from your account that you transmit through an ACH:

- Your rights as to payments to or from your account will be based on the laws governing your account.
- When we credit your account for an ACH payment, the payment is provisional until we receive final settlement through a Federal Reserve Bank or otherwise receive payment.
- If we don't receive final settlement or payment, we're entitled to a refund from you for the amount credited to your account and the sender of the payment will not be considered to have made the payment to you.
- For ACH debit entries that debit your non-Wells Fargo account and credit your Wells Fargo account, Wells Fargo Bank generally holds those funds for 3-4 business days to make sure that the funds will not be returned unpaid before we credit your Wells Fargo account. Longer holds may apply, or we may return the funds to the sending bank and not make the funds available to your Wells Fargo Account, if we - in our sole discretion - believe the transfer is irregular or suspicious.
- Any Originating Depository Financial Institution (ODFI) may initiate, pursuant to ACH Operating Rules, ACH debit entries to your account for presentment or re-presentment of items you write or authorize.

NEW YORK CITY CUSTOMERS ONLY -- Pursuant to New York City regulations, we request that you contact us at 1-800-TO WELLS (1-800-869-3557) to share your language preference.

- To dispute or report inaccuracies in information we have furnished to a Consumer Reporting Agency about your accounts: Wells Fargo Bank, N.A. may furnish information about deposit accounts to Early Warning Services. You have the right to dispute the accuracy of information that we have furnished to a consumer reporting agency by writing to us at Wells Fargo Bank N.A. Attn: Deposit Furnishing Disputes MAC F2304-019 PO Box 50947 Des Moines, IA 50340. Include with the dispute the following information as available: Full name (First, Middle, Last), Complete address, The account number or other information to identify the account being disputed, Last four digits of your social security number, Date of Birth. Please describe the specific information that is inaccurate or in dispute and the basis for the dispute along with supporting documentation. If you believe the information furnished is the result of identity theft, please provide us with an identity theft report.
- In case of errors or questions about other transactions (that are not electronic transfers): Promptly review your account statement within 30 days after we made it available to you, and notify us of any errors.

- If your account has a negative balance: Please note that an account overdraw that is not resolved 60 days from the date the account first became overdrawn will result in closure and charge off of your account. In this event, it is important that you make arrangements to redirect recurring deposits and payments to another account. The closure will be reported to Early Warning Services. We reserve the right to close and/or charge-off your account at an earlier date, as permitted by law. The laws of some states require us to inform you that this communication is an attempt to collect a debt and that any information obtained will be used for that purpose.
- To download and print an Account Balance Calculation Worksheet(PDF) to help you balance your checking or savings account, enter www.wellsfargo.com/balancemyaccount in your browser on either your computer or mobile device.

1. Use the following worksheet to calculate your overall account balance.
2. Go through your register and mark each check, withdrawal, ATM transaction, payment, deposit or other credit listed on your statement. Be sure that your register shows any interest paid into your account and any service charges, automatic payments or ATM transactions withdrawn from your account during this statement period.
3. Use the chart to the right to list any deposits, transfers to your account, outstanding checks, ATM withdrawals, ATM payments or any other withdrawals (including any from previous months) which are listed in your register but not shown on your statement.

A. The ending balance
shown on your statement \$ _____

B. Any deposits listed in your register or transfers into your account which are not shown on your statement.

***** TOTAL \$ _____

*****		TOTAL \$	
-------	--	----------	--

C. The total outstanding checks and withdrawals from the chart above..... - \$

This amount should be the same as the current balance shown in your check register. \$

[illegible]

WELLS FARGO

BUSINESS CHECKING

Account



Routing numbers

\$7,082.69

Available balance

Account & balance info



Ending collected balance as of 05/17/25	\$7,082.69
Current posted balance	\$7,082.69
Pending withdrawals/debits	\$0.00
Pending deposits/credits	\$0.00
Available balance	\$7,082.69

Monthly Service Fee Summary

Activity

- First
- Previous
- Next

Date	Description	Deposits/Credits	Withdrawals/Debits
Pending Transactions			
No pending transactions to view.			
Posted Transactions			
05/07/25	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 250506 2025057 CCANA AREA		\$37.80
05/05/25	DEPOSIT View Details	\$125.00	
04/11/25	DEPOSIT View Details	\$220.35	
Totals		\$510.35	\$188.40

04/07/25	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 250406 0940167 CCANA AREA		\$37.80
03/28/25	DEPOSIT View Details	\$40.00	
03/18/25	CHECK # 2064 		\$50.00
03/17/25	CHECK # 2065 		\$25.00
03/14/25	DEPOSIT View Details	\$100.00	
03/07/25	BUSINESS TO BUSINESS ACH INTUIT * QBooks Onl 250306 9906458 CCANA AREA		\$37.80
03/05/25	DEPOSIT View Details	\$25.00	
Totals		\$510.35	\$188.40

[Back to top](#)

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* Account Disclosures

Deposit products offered by Wells Fargo Bank, N.A. Member FDIC.

 Equal Housing Lender

April 15, 2025

Via email (joseph.berry@lewisbabcock.com)

Joseph B. Berry, Esq.
Lewis Babcock, L.L.P.
1513 Hampton Street
Columbia, SC 29201

RE: **CCANA, Inc.**

Mr. Berry:

I am Senior Counsel for Wells Fargo Bank, N.A. ("Wells Fargo"). I write in response to your letter dated March 11, 2025, regarding your client CCANA, Inc. ("CCNA"). Please direct all future communication about this matter to my attention.

As I understand the alleged facts, on November 19 and 21, 2024, two unauthorized ACH debit transactions occurred from CCANA's business checking account ending in [REDACTED] (the "Account") in the amounts of \$750 and \$400, totaling \$1,150 (the "ACH Transactions"). CCNA alleges that on November 22, 2024, it requested that Wells Fargo "stop payment" on the ACH Transactions. CCNA disputes Wells Fargo's previous denials of its claim as untimely and demands that Wells Fargo pay it \$1,150.00.

CCANA, Inc. is a long-time, valued customer and this is an unfortunate situation. Wells Fargo, however, denies liability and stands by its previous response letters regarding this matter. The ACH Transactions are governed by the Deposit Account Agreement (the "Account Agreement") and the National Automated Clearing House Association ("NACHA") rules. The Account Agreement contains the following provision regarding the "Return of ACH debit entries" that applies to the ACH Transactions:

Business accounts only: Under the ACH Rules, the Bank can seek the return of an unauthorized non-consumer ACH debit entry until midnight of the business day following the business day the Bank posted the ACH debit entry to your account. To ensure the Bank is able to meet this return deadline, you must notify us no later than 3:00 p.m. Central Time on the business day following the business day the Bank posted the ACH debit entry to your account. If you don't notify us in a timely manner of the unauthorized non-consumer ACH debit entry, we won't be able to return it without the cooperation and agreement of the originating bank and the originator of the debit entry. Any other effort to recover the funds must occur solely between you and the originator of the entry.

Here, CCANA, did not timely notify Wells Fargo that it disputed the ACH Transactions. The ACH Transactions posted to CCNA's Account on November 19 and 21 as shown on CCNA's November 31, 2024, account statement:

11/19	< Business to Business ACH Debit - Bank of America Qrmt Pymt 241116 Granitehos 5474151535492158 00	750.00
11/21	< Business to Business ACH Debit - Bank of America Qrmt Pymt 241119 Granitehos 5474151535492158 00	400.00

CCNA notified Wells Fargo on November 22, 2024, at approximately 8:39 p.m. Central Time that the ACH Transactions were unauthorized. Per the Account Agreement, CCNA was required to notify Wells Fargo by 3:00 p.m. Central Time on the business day following the business day that each disputed ACH transaction posted to its Account. Thus, CCANA, Inc. failed to timely report either of the ACH Transactions.

As a courtesy and without guarantee of recovery, Wells Fargo filed a late return claim with the originating bank (here, Bank of America) for the ACH Transactions. Unfortunately, the originating bank did not grant permission for a late return. Per the Account Agreement, any other effort to recover funds from the ACH Transactions must occur solely between CCANA and the originator of the transactions. As Wells Fargo previously stated in its Letter dated November 28, 2024, we recommend that CCNA contact the merchant directly to resolve this matter.

In sum, Wells Fargo respectfully denies CCANA's demand for payment because CCNA failed to timely notify Wells Fargo of the disputed ACH Transactions.

Sincerely,

/s/ Megan S. Clinefelter

Megan S. Clinefelter
Senior Counsel

Alt Secretary Report

CCANA ASC

May 18th, 2025

Good afternoon,

Minutes from the 04/13/2025 meeting were emailed on 04/26/2025. With technical difficulties and life on life's terms, it took me longer than usual. I apologize for the delay, and I will not make this a habit. I sincerely regret that so many groups were inconvenienced.

I will pass around a sheet, please write down any announcements and updated contact information.

Please remember to submit new motions before the break. I hope to see more nominations today!

Thank you for allowing me to serve,

Emily E

(803) 260-1352

ccanasecretary803@gmail.com

CCANA RCM May 2025 Report

Good afternoon,

I have a family emergency and am unable to attend today's meeting. Things have been quiet on the regional end the last month. I hope you were able to read all the attachments that were sent last month. I have not received any questions or comments. We will need to vote on the regional budget at the next regional meeting so please let me know if there are concerns or comments. I mailed the check to the region right after the last meeting. I am not sure if it has been deposited yet.

If the ad hoc committee is approved, I am willing to chair and ask that 2-3 members assist me. I will plan a committee meeting for the first of June with the willing members.

We can table the consensus decision making discussion for the next meeting I can be present.

May 20th is the last day to submit submissions for the CAR Survey .
https://naws.formstack.com/forms/car_survey_idea

No new information on GCANA and the BMTL schedule changes.

Here are some regional activities coming up:

May 23-25 NCCANA Woodstock XXXVII Roots of Recovery CampOut
Kings Mountain State Park 1277 Park Rd. Blacksburg SC 29702 Camp York

May 31st Unity Day 1-6 pm Col. Francis Beatty Park, 4330 Weddington Rd, Matthews, NC

June 7th 11am-4pm Service Day Event about NA Service St. Phillip Lutheran Church
6200 N Kings Hwy, Myrtle Beach, SC

July 12th 9am-3pm Never Alone Group 22nd Anniversary Hunting Island State Park
Pavilion 2555 Sea Island Parkway St. Helena Island, SC

July 19th GCANA Learning Day 11 am-7 pm 6500 N. Trenholm Rd. Columbia, SC

Here is the website with a running calendar of all events: <https://www.crna.org/>

Next RSC to be held in Winston-Salem, hosted by the Twin City Area on **July 12, 2025**:
10am-5pm - New Story Church, 1401 Trademark Blvd, Winston-Salem, NC

Thank you for allowing me to serve. If you have any questions, I am available by email
CCANARCM@gmail.com

Yours in Service,

Jennifer P.

CCANA RCM Rep

H & I Sub-Committee Meeting

April 27, 2025

12 Traditions Read
12 Concepts Read
Service Prayer Read.

Past Minutes read and approved.

Orientation: There were no new members oriented this month.

Agenda:

- 1) H & I Policy and Procedure: A portion of new business was devoted to reviewing policy changes. The positions of orientation and facilities liaison were changed to Panel Leader for Orientation and Panel Leader for DOC Facilities, to be consistent with titles in the Mid-Carolina H & I policy.
- 2) Application have been received by Nikki Lowder and are in process, but things are moving slow. Panel Leader for DOC facilities is having difficult time reach Ms Lowder, still not sure who is cleared and who is not. Another issues discussed was women going into men's facilities. The consensus opinion was this should not be allowed.
- 3) Panel Leader Reports.

We have moved to have short report with stat to be reported on paper.

Thank You for allowing me to service.

Vaughn J.

Central Carolina Area of Narcotics Anonymous
Area Service Committee Meeting
Policy and Procedure Subcommittee Chair Report
May 18, 2025

Hello Area Service Committee,

The area budget will be presented in new business today and a motion to approve the budget will go back to the home groups for a vote.

Also two conflicting policy changing motions will be presented in new business today. After the discussion is concluded if neither motion is withdrawn then the second motion will be tabled until the next monthly business meeting in order to avoid the possibility that two conflicting policy changes could be passed at the same area meeting.

I want to go over some information about nominations.

- Chairperson nominations will close today and be sent back to the home groups for a vote, currently we have one Chairperson nomination for Andrew B
- Vice Chairperson nominations will close today and be sent back to the home groups for a vote, currently we have one Vice Chairperson nomination for Clif L
- Secretary nominations will close today and be sent back to the home groups for a vote, currently we have one Secretary nomination for Emily E
- Alternate Secretary (Alt Secretary) nominations will remain open unless we receive a nomination today in old business, currently we have no Alternate Secretary nominations
- Treasurer nominations will remain open unless we receive a nomination today in old business, currently we have no Treasurer nominations
- Alternate Treasurer (Alt Treasurer) nominations will close today and be sent back to the home groups for a vote, currently we have one Alternate Treasurer nomination for Jay N
- Regional Committee Member (RCM) nominations will close today and be sent back to the home groups for a vote, we currently have one Regional Committee Member nomination for Jen P
- Alternate Regional Committee Member (Alt RCM) nominations will remain open unless we receive a nomination today in old business, currently we have no Alternate Regional Committee Member nominations
- Activities (AC) subcommittee chairperson nominations will remain open unless we receive a nomination today in old business, currently we have no Activities subcommittee chairperson nominations
- Mid Carolina Hospitals and Institutions (MCH&I) subcommittee representative nominations will remain open unless we receive a nomination today in old business, currently we have no Mid Carolina Hospitals and Institutions subcommittee representative nominations, I hope that we will nominate Rob G next month as he has expressed his willingness but he is unable to attend the meeting today
- Literature review subcommittee chairperson nominations will remain open unless we receive a nomination today in old business, currently we have no Literature review subcommittee chairperson nominations
- Policy and Procedure (P&P) subcommittee chairperson nominations will remain open unless we receive a nomination today in old business, currently we have no Policy and Procedure subcommittee chairperson nominations
- Public Relations (PR) subcommittee chairperson nominations will remain open unless we receive a nomination today in old business, currently we have no Public Relations subcommittee chairperson nominations

Central Carolina Area or Narcotics Anonymous
Area Service Committee Meeting
Policy and Procedure Subcommittee Chair Report
May 18, 2025

- Web Development subcommittee chairperson nominations will close today and be sent back to the home groups for a vote, we currently have one Web Development subcommittee chairperson nomination for Ethan H

In our area, CCANA, we have lost focus on subcommittees. The whole point of the ASC is the work that the subcommittees do to help the newcomer and while attendance is up at the monthly ASC meeting almost no one from our area is attending subcommittee meetings. I want to encourage all of you to participate in our area subcommittees.

Lastly, I want to continue to emphasize financial transparency and responsibility. We still have a large budget with donations covering significantly less than our budgeted expenses. Also in accordance with our policy we will continue to vote on any and all financial expenditures. We will have a separate motion for every check written from the area service committee bank account.

As always please feel free to contact me anytime if you have any questions or concerns about this or anything else.

Thank you for allowing me to serve

Nick A
Policy and Procedure Subcommittee Chairperson
8036651067
agostas@gmail.com

PR Report

5/18/2025

Good afternoon,

We are still looking for someone interested in taking over the PR position. I am willing to train the replacement and serve on the committee or as vice chair, if necessary. Thank you for allowing me to serve.

Next meeting is the last Sunday of the month, 2 o'clock, Natty High.

Chris F.

WEB Report

5/18/2025

I hope everyone is well. I have removed April and June 2024 minutes from our website, until they can be amended to remove personal information. Updated schedules are here for GSRs, please take some to your home groups. If there are any schedule updates or events you would like to post to our website, let us know by contacting us on cca-na.org. It's been a pleasure to serve. For those being voted in, please remember, this is all for the newcomer.

Next committee meeting will be next Sunday at the Starbucks on 475 Piney Grove Rd. Columbia, SC 29212, 6pm.

Thanks for letting me serve,

-Heather F.

Welcome Home XXVII
Report to the ASC
May 18, 2025

Good afternoon,

We have had another busy month.

We have received a paid in full invoice Brookland Baptist CLC (Christian Learning Center). We have created a preregistration flyer and have distributed it on multiple NA Facebook pages and have hard copies here to give out to all GSRs.

Our Chicken Bog and games fundraiser on April 26th was a success.

Income	
We had a cash income of	\$387.00
+ Cash app income	<u>\$66.13</u>
For a gross income of	\$453.13
Expenses	
Food cost	- \$71.78
Facility Rental	- \$50.00
1 Pre-Registration	<u>- \$25.00</u>
Total Expenses	\$146.78
For a net profit of	\$306.35

Our next fundraiser is a Cookout and Speaker meeting at Cayce Riverwalk Park on May 24th (next Saturday) from 2-6pm. Hermina B. will be our speaker.

We noticed an unexpected deposit of \$366.00 in our checking account from last year's treasurer's (Blake S.) cash app account on May 6, 2025. I called him immediately and after he investigated in his cash app account, he discovered another erroneous deposit to our account on November 24, 2024 (after the audit of last years convention) of \$210.00. for a total of \$576.00 of accidental/erroneous transfers from his cash app account. Blake came to our WH business meeting with documentation of the erroneous deposits and a statement from Cash app showing that our account was "Unlinked" from his cash app account at his request on 5/7/2025. Our committee voted unanimously to refund Blake \$576.00 and gave him a check that day (May 10, 2025).

I am including a print out from our account(printed yesterday) showing all activity since our committee gained control of the account in January 2025. Our balance today with all checks cleared is \$3896.64.

Our Programing Chair and her committee have been busy putting together an exciting program and listening to potential speakers. The next programing meeting is here today after the ASC meeting. Please stay and join us if you can.

The Convention will be here before you know it (only 3 months away).

Here is a list of several key positions open on our committee. While Sub-Committee chair positions do have cleantime requirements, there is no cleantime requirement to be a member of the committee and serve on these sub-committees. Please come and help us create a wonderful celebration of recovery. Our next scheduled meeting is May 31 at Cayce United Methodist, 1600 meeting street, Cayce, SC at 4:00 PM.

	Suggested Cleantime requirements per our policy
Vice Chair	4 years
Merchandising	5 years
Arts and Graphics	2 years
Convention Information	2 years

Thank you for allowing me to serve,
Rick M
803-239-8070
Welcomehomeccana@gmail.com



INVOICE

Christian Learning Center

Date:
August 22 -23, 2025

Carketa Hampton, CLC Coordination
(803) 744-1964
Champton@brookland.cc

CCANA, INC
c/o Rick Miller
Welcomehomeccana@gmail.com
803 239-8070

Christian Learning Center

Friday & Saturday, August 22 & 23, 2025

Friday: 2:00 PM – Midnight

Saturday: 7:00 AM - Midnight

**Youth Classroom, Adult Classrooms 1 & 2,
Dining Hall, Multi-Purpose Room, 3 Vender Tables
(2 Day Rental of CLC)**

2,600.00

Youth Class Room 3 (Staff Room)

Dining Hall – Tables of 6-8 - Food Tables

CLC Adult Classrooms 1-2 – Theater Style Seating for 50
Table up front with Podium

Multi- Purpose – Seating for 200

Note: Client will provide ash trays for patio

AV

200.00

Security (Both Days)

500.00

TOTAL

\$ 3,300.00

PAID CHECK #1524 4/29/25

-0-

Make all checks payable to Brookland Baptist Christian Learning Center

Thank you for your business!

Brookland Baptist Christian Learning Center, 1066 Sunset Boulevard, West Columbia, SC 29169

WELLS FARGO

BUSINESS CHECKING

Account

Routing numbers

\$3,896.64

Available balance

Account & balance info

Ending collected balance as of 05/16/25	\$3,896.64
Current posted balance	\$3,896.64
Pending withdrawals/debits	\$0.00
Pending deposits/credits	\$0.00
Available balance	\$3,896.64

Monthly Service Fee Summary

Activity

First

Previous



Next

Date	Description	Deposits/Credits	Withdrawals/Debits	Ending Daily Balance
------	-------------	------------------	--------------------	----------------------

Pending Transactions

No pending transactions to view.

Posted Transactions

05/16/25	CHECK # 1524 	BROOKLAND BAPTIST	\$3,300.00	\$3,896.64
05/12/25	CHECK # 1522 	CHICKEN BDL FUNDRAISER	\$36.78	\$7,196.64
Totals			\$17,198.69	\$19,506.07

05/12/25	CHECK # 1525	BLAKE S. REFUND.	\$576.00	
05/06/25	Cash App Blake Spar 250506 T39AX33B6 KM1RNB Welcome Home		\$366.00	\$7,809.42
05/05/25	DEPOSIT View Details		\$387.00	CHICKEN BOG \$7,443.42
05/01/25	DEPOSITED OR CASHED CHECK # 1523	CHICKEN BOG	\$35.00	\$7,056.42
04/29/25	CHECK # 1521	CHICKEN BOG	\$50.00	\$7,091.42
04/29/25	MONEY TRANSFER AUTHORIZE D ON 04/29 FROM C C A N A INC SC S58511949 3795864 CARD 0759		\$66.13	CHICKEN BOG
04/01/25	DEPOSITED OR CASHED CHECK # 1520	SPAGHETTI DINNER	\$53.13	\$7,075.29
03/20/25	CASHED CHECK # 1519	SPAGHETTI DINNER	\$39.53	\$7,128.42
03/18/25	CHECK # 1518	SPAGHETTI DINNER	\$50.00	\$7,167.95
03/10/25	DEPOSIT View Details		\$600.00	SPAGHETTI DINNER \$7,217.95
Totals			\$17,198.69	\$19,506.07

01/27/25	CHECK # 1517	<i>STORAGE UNIT</i>	\$240.00	\$6,617.95
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11/26/24	Cash App * Cash App 241126 T3NPX5PPA 8SMYAP Welcome Home	\$210.00		\$6,857.95
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09/13/24	CHECK # 1516	<i>PREVIOUS</i>	\$921.67	\$6,647.95
----------	-----------------	-----------------	----------	------------

09/13/24	CHECK # 1515	<i>YEAR</i>	\$727.20	
----------	-----------------	-------------	----------	--

09/11/24	Cash App * Cash App 240911 T3KRQH5VF RSGD09 Welcome Home	\$380.00		\$8,296.82
----------	--	----------	--	------------

09/09/24	PURCHASE AUTHORIZE D ON 09/07 PUBLIX SUPER MAR 2800 ROS COLUMBIA SC P46425173 5021932 CARD 1847		\$216.04	\$7,916.82
----------	--	--	----------	------------

09/09/24	ATM CASH DEPOSIT ON 09/09 101 Dutch Square Blvd Columbia SC 0004831 ATM ID	\$1,644.00		
----------	--	------------	--	--

Totals

\$17,198.69

\$19,506.07



CCANA Welcome Home <welcomehomeccana@gmail.com>

Fwd: Your bank account was unlinked from your account

1 message

Blake Sparks <blakesparks123@gmail.com>
To: CCANA Welcome Home <welcomehomeccana@gmail.com>

Sat, May 10, 2025 at 5:30 PM

Proof of account removal

----- Forwarded message -----

From: **Cash App** <cash@square.com>
Date: Wed, May 7, 2025 at 6:01 PM
Subject: Your bank account was unlinked from your account
To: <blakesparks123@gmail.com>



Bank Account Unlinked

Your bank account ending in [REDACTED] has been unlinked from your Cash account.

Not you? Turn on security lock and contact customer support.

For any issues, including the recipient not receiving funds, please contact us at support or you can reach Cash App Support by calling 1 (800) 969-1940. We're here to help every day from 9 AM to 7 PM ET.

[Privacy Policy](#) | [Terms of Service](#)



Cash App is a service of Block, Inc., 1955 Broadway Street, Suite 600, Oakland, CA 94612. Review licenses.

Cash App is a financial services platform, not a bank. Banking services are provided by Cash App's bank partner(s). Prepaid debit cards issued by Sutton Bank. Money transmission and bitcoin services by Block, Inc. Tax preparation services by Cash App Taxes, Inc.

2:55

5G% 93



BLAKES. WAS REIMBURSED \$586.00
WITH CHECK # 1525



Withdrawal

Nov 24, 2024 at 11:17 AM

\$210.00

Transaction details



Complete

Funds arrived in your external bank on
Tuesday, November 26



Transferred from
Cash balance



Transferred to
Wells Fargo Bank

What you can do



Contact Support





Withdrawal

May 3 at 1:24 PM

\$366.00

Transaction details



Complete

Funds arrived in your external bank
yesterday, May 09



Transferred from

Cash balance



Transferred to

CHECKING 4047

What you can do



Contact Support



20250209-03 Motion #

Central Carolina Area of Narcotics Anonymous Motion Form

Motion made on (date); 2/9/25 By the group, (name) PR;

Presented here by representative, (name) Chris F.

Seconded by the group, (name) Web; Represented by (name) Heather F.

THE MOTION READS AS FOLLOWS:

To reimburse me in the amount of \$25.92
for the printing of 300 paper schedules for
the GSR's.

INTENT:

To follow our 7th Tradition regarding our
fellowship's self-sufficiency.

Carried

Failed

Tabled

Amended

Open

Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes _____ no _____

Date voted on: _____



Order Date 02/09/2025 7:41am

Order Details

Pickup

Office DEPOT.
1001 Harden Street Suite 100
Columbia, SC 29205 USA
(803) 544-9204

Payment

Account #: 69438439

Amount: \$25.92



Additional Info

Ordered By:
WEBSERVANT_CCANA
Phone: (803) 354-6273
Last Updated: 02/09/2025

Updated By:
WEBSERVANT_CCANA

Comments:
Please print immediately
Can't get discount in store
You're the best, thanks!

Order Summary

Order Placed February 9, 2025

Item Subtotal:	\$24.00
Taxes:	\$1.92

Order Total	\$25.92
--------------------	----------------

**Store Pickup 1 of 1**

ORDER NUMBER	ORDER STATUS	TOTAL
409512601-001	Processing	\$25.92

Pickup on February 9, 2025

**Copies**

Item #870284

Qty: 300 @ \$0.08 / each

\$24.00

▶ Custom Product

Comments: CCANA PR

Store Purchase



409512601 001

Item Subtotal:	\$24.00
Taxes:	\$1.92

Order Total	\$25.92
--------------------	----------------

Motion # 20250413 - 01
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 4/13/25;
By the ^{represent RCM} group (name) Jennifer P.;
Presented here by representative, (name) _____;
Seconded by the group, (name) Serenity @ Sunset;
Represented by (name) Ali L.

THE MOTION READS AS FOLLOWS:

Establish an ad hoc committee to discuss
cost saving measures that can help
groups save money working collectively
for example bulk literature ordering

INTENT:

NA Concept 11- NA funds are to be used to further our primary
purpose, and must be managed responsibly.

Carried

Failed

Tabled

Amended

Open

Conscious For 10; Conscious Against 1; Abstentions 0; Not Included 2

Policy Change: yes _____ no X; Motion voted on (date) 5/18/25

Central Carolina Area of Narcotics Anonymous
Guide to Area Policy
CCANA Motion Form

Motion # 20250413-02
Y Y Y Y M M D D - 0 0

Motion made on (date) 4/13/2025;

By the group, (name) Alt Secretary;

Presented here by representative, (name) Emily E.;

Seconded by the group, (name) Hope Hde;

Represented by (name) Stephanie R;

The motion reads as follows

to amend ASC business meeting minutes from 04/14/2024
and 06/09/2024 to remove Stephanie R's phone
number

Intent

to respect personal anonymity and honor our
12th tradition

Carried

Failed

Tabled

Amended

Open

Conscious For 8; Conscious Against 1; Abstentions 4; Not Included 0

Policy Change: yes _____ no X; Motion voted on (date) 5/18/25

Motion # 20250309-03
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 3/9/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

THE MOTION READS AS FOLLOWS:

To nominate Andrew B as chairperson.

INTENT:

To maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants."

Carried	Failed	Tabled	Amended	Open
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Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes _____ no X _____; Motion voted on (date) _____

Central Carolina Area of Narcotics Anonymous
Guide to Area Policy
CCANA Service Resume

Name ANDREW BECKHAM Clean Date 3/21/2009

Email Address andrewbeckhamjr@gmail.com Phone Number (803) 234-0844

Group Service (list positions and dates served)

WORTH THE RIDE GSR 2009-2012
A NEW PERSPECTIVE TREASURER 2023-2025

Area Service (list positions and dates served)

H&I VICE CHAIR 2013
H&I CHAIR 2014

Regional Service (list positions and dates served)

N/A

World Service (list positions and dates served)

N/A

What positions do you currently hold?

CCANA VICE CHAIR

Have you ever not completed a service commitment? NO

If so, why? _____

Are you familiar with the Twelve Steps and Twelve Traditions of Narcotics Anonymous? YES

Are you familiar with the Guide to Local Services from NAWS Inc and the Structure and

Procedure of the CCANA? YES

Please list any other pertinent information

I AM WILLING TO SERVE TO THE BEST OF MY
ABILITY,

Can you travel in connection with this service commitment? _____

Central Carolina Area of Narcotics Anonymous
Chairperson

The area committee chairperson is responsible for conducting committee meetings, preparing the agenda, and various administrative duties. The chair's primary tools are the short-form rules of order, which appear at the end of this guide, a firm hand, a calm spirit, and a clear mind. The chairperson can find additional help in books about business meetings, decision-making processes, and volunteer organizations that are often readily available at local bookstores and libraries.

NA Guide to Local Service, The Area Service Committee p48
<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

IX. Duties and Responsibilities:

A. Chairperson:

1. Is responsible for performing all duties of Chairperson as described in the Guide to Local Service.
2. Chairs regular and special meetings.
3. Maintains frequent contact with other members of the committee.
4. Has complete discretion with relation to the length and entirety of experience, strength and hope shared on a particular concern (ie taking three (3) suggestions, hearing them, considering them, and asking whether the concern has been addressed).

I. All Officers:

1. Perform from time to time various duties given by other members of the steering committee and serve on various sub-committees.

VIII. Motions and Voting:

- E. The Chairperson has the authority to decide which motions are housekeeping motions and which are motions that affect the groups as a whole.
- I. The Chairperson shall vote only in case of a tie.

Central Carolina Area of Narcotics Anonymous
Chairperson

V. Officers:

B. Criteria for selection of candidates for each office are as follows:

4. Familiarity with The Twelve Steps of NA, The Twelve Traditions of NA and the GTLS.
5. Familiarity with the Structure and Procedure of CCANA.
6. Any ASC officer or subcommittee chairperson or representative who is absent from two consecutive ASC meetings without a report or any four ASC meetings in his or her term of office without a report will be considered to have voluntarily resigned. A relapse is also grounds for immediate voluntary resignation. Dismissal of an officer for any other reason should be referred to Appendix B Removal of CCANA Officers and Subcommittee Chairpersons.
7. A member may not hold more than one office on the steering committee, which is made up of the ASC officers. Upon election, the officer shall resign as GSR or Alt GSR enabling the groups' equality of representation. Alternates on the steering committee may keep their positions on the group level in the case of no available replacement.

CCANA Guide to Area Policy, Revised February 9, 2025, Structure and Procedure

Central Carolina Area of Narcotics Anonymous
Chairperson

ADMINISTRATIVE OFFICERS

Many area service committees have six administrative officers: a chairperson, a vice chairperson, a treasurer, a secretary, and two regional committee members (RCMs). Areas belonging to a metropolitan services committee also have one or more metropolitan committee members (MCMs). (See the chapter later in this guide for information on metro committees and the role of MCMs.) These individuals are responsible for administering the general affairs of the entire area committee. Because of that, it's important that great care be taken in their selection. A substantial amount of clean time and personal maturity should be the first consideration, along with experience in the steps, traditions, and concepts of service. Our trusted servants should demonstrate the stability and personal sense of direction that serve as an example to others. They should be capable of serving without attempting to govern. The specific amount of clean time required for each office will vary from area to area according to how long the local NA community has been in existence.

Significant area service background often makes more effective administrative officers. Experience both as a group service representative and an area subcommittee member is helpful. Recent leadership experience as a subcommittee chairperson will prove invaluable. For more discussion of the role of leadership in NA services, see the essay on Concept Four in the chapter on the Twelve Concepts for NA Service appearing earlier in this guide.

NA Guide to Local Service, The Area Service Committee p47-48
<https://www.na.org/admin/include/spaw2/uploads/pdf/GLS.pdf>

Motion # 2025 03 09 - 04
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 3/9/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

THE MOTION READS AS FOLLOWS:

To nominate Clif L. as vice chairperson.

INTENT:

To maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants."

Carried	Failed	Tabled	Amended	Open
Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____				
Policy Change: yes _____ no <u>X</u> _____; Motion voted on (date) _____				

Central Carolina Area of Narcotics Anonymous
Guide to Area Policy
CCANA Service Resume

Name Clif L Clean Date 1/4/13

Email Address clifl.wingston@yahoo.com Phone Number 803 238-4237

Group Service (list positions and dates served)

GSR Worth the Ride 2017-2020

GSR Better together Oct 2024- Present

Area Service (list positions and dates served)

Activities 2019-2020 stepped down due to Covid

H&I coordinator for Adolescent Recovery

2014-2017

Regional Service (list positions and dates served)

World Service (list positions and dates served)

What positions do you currently hold?

GSR Better Together

Have you ever not completed a service commitment? Yes

If so, why? Stepped Down due to new infant in Covid

Are you familiar with the Twelve Steps and Twelve Traditions of Narcotics Anonymous? Yes

Are you familiar with the Guide to Local Services from NAWS Inc and the Structure and Procedure of the CCANA? Yes

Please list any other pertinent information

Can you travel in connection with this service commitment? Yes

Central Carolina Area of Narcotics Anonymous
Vice Chairperson

The primary responsibility of the area committee vice chairperson is the coordination of the area subcommittees. The area vice chair keeps in regular touch with the chairpersons of each subcommittee to stay informed of their projects and problems, attending subcommittee meetings whenever possible. If disputes arise within a subcommittee or between subcommittees, the ASC vice chair helps find solutions to them. The vice chairperson works closely with subcommittee chairs when they prepare their annual reports and budget proposals.

The vice chairperson is also responsible to assist the chairperson in conducting area committee meetings and to conduct ASC meetings him or herself in the chairperson's absence.

NA Guide to Local Service, The Area Service Committee p48

<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

IX. Duties and Responsibilities:

B. Vice Chairperson:

1. Is responsible for performing all duties of the Vice Chairperson as described in the GTLS.
2. Presides when the Chairperson is absent.
3. Performs all duties of the Chairperson when he or she is absent.
4. Serves on the Policy & Procedure subcommittee.

A. Chairperson:

1. Is responsible for performing all duties of the Chairperson as described in the GTLS.
2. Chairs regular and special meetings.
3. Maintains frequent contact with other members of the committee.
4. Has complete discretion with relation to the length and entirety of experience, strength and hope shared on a particular concern (ie taking three (3) suggestions, hearing them, considering them, and asking whether the concern has been addressed).

I. All Officers:

1. Perform from time to time various duties given by other members of the steering committee and serve on various subcommittees.

VIII. Motions and Voting:

- E. The Chairperson has the authority to decide which motions are housekeeping motions and which are motions that affect the groups as a whole.
- I. The Chairperson shall vote only in case of a tie.

**Central Carolina Area of Narcotics Anonymous
Vice Chairperson**

V. Officers:

B. Criteria for selection of candidates for each office are as follows:

4. Familiarity with The Twelve Steps of NA, The Twelve Traditions of NA and the GTLS.
5. Familiarity with the Structure and Procedure of CCANA.
6. Any ASC officer or subcommittee chairperson or representative who is absent from two consecutive ASC meetings without a report or any four ASC meetings in his or her term of office without a report will be considered to have voluntarily resigned. A relapse is also grounds for immediate voluntary resignation. Dismissal of an officer for any other reason should be referred to Appendix B Removal of CCANA Officers and Subcommittee Chairpersons.
7. A member may not hold more than one office on the steering committee, which is made up of the ASC officers. Upon election, the officer shall resign as GSR or Alt GSR enabling the groups' equality of representation. Alternates on the steering committee may keep their positions on the group level in the case of no available replacement.

CCANA Guide to Area Policy, Revised February 9, 2025, Structure and Procedure

**Central Carolina Area of Narcotics Anonymous
Vice Chairperson**

ADMINISTRATIVE OFFICERS

Many area service committees have six administrative officers: a chairperson, a vice chairperson, a treasurer, a secretary, and two regional committee members (RCMs). Areas belonging to a metropolitan services committee also have one or more metropolitan committee members (MCMs). (See the chapter later in this guide for information on metro committees and the role of MCMs.) These individuals are responsible for administering the general affairs of the entire area committee. Because of that, it's important that great care be taken in their selection. A substantial amount of clean time and personal maturity should be the first consideration, along with experience in the steps, traditions, and concepts of service. Our trusted servants should demonstrate the stability and personal sense of direction that serve as an example to others. They should be capable of serving without attempting to govern. The specific amount of clean time required for each office will vary from area to area according to how long the local NA community has been in existence.

Significant area service background often makes more effective administrative officers. Experience both as a group service representative and an area subcommittee member is helpful. Recent leadership experience as a subcommittee chairperson will prove invaluable. For more discussion of the role of leadership in NA services, see the essay on Concept Four in the chapter on the Twelve Concepts for NA Service appearing earlier in this guide.

NA Guide to Local Service, The Area Service Committee p47-48
<https://www.na.org/admin/include/spaw2/uploads/pdf/GLS.pdf>

Motion # 20250309 - 05
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 3/9/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

THE MOTION READS AS FOLLOWS:

To nominate Jennifer P as regional committee member.

INTENT:

To maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants."

Carried

Failed

Tabled

Amended

Open

Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes _____ no X____; Motion voted on (date) _____

Central Carolina Area of Narcotics Anonymous
Guide to Area Policy
CCANA Service Resume

Name Jennifer P. Clean Date 11-6-2009

Email Address jennifer762009@aol.com Phone Number 803-931-2174

Group Service (list positions and dates served)

GSR - Roasters Group, New Moon, Ladies Night
multiple years

Area Service (list positions and dates served)

Chair Policy + Procedure 2019
RCM 2025

Regional Service (list positions and dates served)

RCM rep 2025

World Service (list positions and dates served)

N/A

What positions do you currently hold?

RCM rep 2025

Have you ever not completed a service commitment? NO

If so, why? _____

Are you familiar with the Twelve Steps and Twelve Traditions of Narcotics Anonymous? Yes

Are you familiar with the Guide to Local Services from NAWS, Inc and the Structure and Procedure of the CCANA? Yes

Please list any other pertinent information

my job has high responsibilities

Can you travel in connection with this service commitment? Yes

Central Carolina Area of Narcotics Anonymous
Regional committee member (RCM)

Regional committee members are just that: They serve as the core of the regional service committee, a body which coordinates service forums throughout the region, is responsible for the regional convention, and conducts the regional assembly. The regional committee also serves year around as a contact point between NA world and local services. Detailed information on the services provided by regional committees can be found later in this guide.

RCMs keep their areas in touch with the larger world of NA by providing information on activities in neighboring areas, functions being sponsored by the regional committee, reports relevant to subcommittee affairs, and important issues being discussed at various levels of service.

Both the region and its areas depend on RCMs to be well-versed in NA service practices and principles. RCMs should be closely acquainted with the Twelve Traditions and Twelve Concepts, the fundamentals of service in our fellowship. Familiarity with all published service manuals and bulletins puts the resources of the whole fellowship at the RCM's fingertips.

RCMs should carefully study the reports from their own areas' groups, officers, and subcommittee chairs so that they can pass their areas' experience on to others at the regional meeting. RCMs will be more effective contacts between their areas and the regional committee if they take time to talk personally with other participants in their area committees. That way, they can get a better idea of what needs and concerns the regional committee should address.

Regional committee members serve two-year terms. Most areas have two RCMs serving at any one time, one elected in odd-numbered years and the other in even years. This helps regional committees maintain a balance between experienced members and those just learning the ropes. It also ensures that a regional committee serving only three or four areas will have enough members to be able to do its work.

NA Guide to Local Service, The Area Service Committee p50

<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

Central Carolina Area of Narcotics Anonymous
Regional committee member (RCM)

IX. Duties and Responsibilities:

G. Regional Committee Member (RCM):

1. Attends all regional committee meetings, represents the CCANA at the regional level carrying the conscience and concerns from the CCANA groups.
2. Works for the good of Narcotics Anonymous as a whole.
3. Takes part in any decision which affects the region as a whole, speaking as a voice of the CCANA's group conscience.
4. May serve on one or more subcommittees.
5. Include in his or her report, minutes (open forum, old business, and new business) from the regional committee meetings.
6. Provides the Secretary with a copy of the CAR for inclusion in the archives.
7. Takes CCANA donations to the region.
8. Provides the area with a list of all home group votes on CAR motions and our areas vote for each motion.

I. All Officers:

1. Perform from time to time various duties given by other members of the steering committee and serve on various subcommittees.

V. Officers:

B. Criteria for selection of candidates for each office are as follows:

4. Familiarity with The Twelve Steps of NA, The Twelve Traditions of NA and the GTLS.
5. Familiarity with the Structure and Procedure of CCANA.
6. Any ASC officer or subcommittee chairperson or representative who is absent from two consecutive ASC meetings without a report or any four ASC meetings in his or her term of office without a report will be considered to have voluntarily resigned. A relapse is also grounds for immediate voluntary resignation. Dismissal of an officer for any other reason should be referred to Appendix B Removal of CCANA Officers and Subcommittee Chairpersons.
7. A member may not hold more than one office on the steering committee, which is made up of the ASC officers. Upon election, the officer shall resign as GSR or Alt GSR enabling the groups' equality of representation. Alternates on the steering committee may keep their positions on the group level in the case of no available replacement.

CCANA Guide to Area Policy, Revised February 9, 2025, Structure and Procedure

Central Carolina Area of Narcotics Anonymous
Regional committee member (RCM)

ADMINISTRATIVE OFFICERS

Many area service committees have six administrative officers: a chairperson, a vice chairperson, a treasurer, a secretary, and two regional committee members (RCMs). Areas belonging to a metropolitan services committee also have one or more metropolitan committee members (MCMs). (See the chapter later in this guide for information on metro committees and the role of MCMs.) These individuals are responsible for administering the general affairs of the entire area committee. Because of that, it's important that great care be taken in their selection. A substantial amount of clean time and personal maturity should be the first consideration, along with experience in the steps, traditions, and concepts of service. Our trusted servants should demonstrate the stability and personal sense of direction that serve as an example to others. They should be capable of serving without attempting to govern. The specific amount of clean time required for each office will vary from area to area according to how long the local NA community has been in existence.

Significant area service background often makes more effective administrative officers. Experience both as a group service representative and an area subcommittee member is helpful. Recent leadership experience as a subcommittee chairperson will prove invaluable. For more discussion of the role of leadership in NA services, see the essay on Concept Four in the chapter on the Twelve Concepts for NA Service appearing earlier in this guide.

NA Guide to Local Service, The Area Service Committee p47-48

<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

Motion # 20250309 - 06
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 3/9/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

THE MOTION READS AS FOLLOWS:

To nominate Ethan H as web development subcommittee chairperson.

INTENT:

To maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants."

Carried

Failed

Tabled

Amended

Open

Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes _____ no X; Motion voted on (date) _____

Central Carolina Area of Narcotics Anonymous
Guide to Area Policy
CCANA Service Resume

Name Ethan Hanner Clean Date 7/14/2024

Email Address _____ Phone Number _____

Group Service (list positions and dates served)

GSR for Avenue Q since 8/2024

Area Service (list positions and dates served)

N/A

Regional Service (list positions and dates served)

N/A

World Service (list positions and dates served)

What positions do you currently hold?

GSR for Avenue Q

Have you ever not completed a service commitment? No

If so, why? _____

Are you familiar with the Twelve Steps and Twelve Traditions of Narcotics Anonymous? Yes

Are you familiar with the Guide to Local Services from NAWS Inc and the Structure and Procedure of the CCANA? Yes

Please list any other pertinent information

I work as a web application developer (2 years in current position)

Can you travel in connection with this service commitment? yes

Central Carolina Area of Narcotics Anonymous
Web Development

X. Subcommittees:

- A. All subcommittees present and future shall submit a monthly report to the ASC. Each subcommittee shall keep accurate records of expenditures; ie money spent on anything; literature, stamps, paper, food, travel, merchandise, etc and include such expenses in their monthly reports.
- B. Subcommittees include Mid Carolina Hospitals and Institutions (MCH&I), Public Relations (PR), Policy and Procedure (P&P), Literature Review, Web Development, Activities (AC), Welcome Home convention and Recovery Under The Stars (RUTS) campout.
 - 1. These subcommittees are each responsible for formulating their own policy and procedures adhering to GTLS, H&I, PR, AC, and Convention guidelines and handbooks published by NAWS INC for guidelines and should be given to the policy and procedure chairperson on an annual basis.
 - 4. Only one treasury position may be held at any one time by any one person for treasury positions above group level.
 - 5. All subcommittees shall consult home groups before hosting functions at facilities where NA meetings are currently established.
- D. Each subcommittee except the Welcome Home convention and Recovery Under The Stars campout subcommittees shall submit an annual budget to be turned in no later than the April meeting.

V. Officers:

- B. Criteria for selection of candidates for each office are as follows:
 - 6. Any ASC officer or subcommittee chairperson or representative who is absent from two consecutive ASC meetings without a report or any four ASC meetings in his or her term of office without a report will be considered to have voluntarily resigned. A relapse is also grounds for immediate voluntary resignation. Dismissal of an officer for any other reason should be referred to Appendix B Removal of CCANA Officers and Subcommittee Chairpersons.

CCANA Guide to Area Policy, Revised February 9, 2025, Structure and Procedure

Central Carolina Area of Narcotics Anonymous
Web Development

SUBCOMMITTEES

In some ways, the relationship between an ASC and its subcommittees is very similar to the relationship between NA groups and their ASC; in others, it is quite different. Just as groups create an area committee to help them fulfill their primary purpose, so the ASC creates subcommittees to do the actual work involved in delivering its direct services—H&I, PI, phonelines, activities, and the rest. If area subcommittees are to serve effectively, the ASC must delegate them sufficient authority to exercise their best judgment in fulfilling their duties. However, because an area committee must account to the groups for the actions of its subcommittees, ASCs generally maintain a somewhat tighter rein on their subcommittees than groups do on their area committees.

The balance between accountability and delegation is a delicate one. If an area committee exerts too much control over its subcommittees, those subcommittees will not be able to serve well. If the ASC delegates too much authority to its subcommittees, on the other hand, the area committee will not be able to account fully for itself to the groups it serves. An ASC should pay careful attention to the Twelve Concepts, especially Concept Five, when creating subcommittees, giving them sufficient liberty to serve freely while still maintaining their accountability.

The ASC is responsible not only to develop and maintain subcommittees in each field of service but also to coordinate the work of each of those subcommittees with the work of the others. For these reasons, all area committee participants need to become as informed as they can possibly be about subcommittee activities. Area committees devote significant portions of their meetings to reports from subcommittee chairpersons and discussions of subcommittee activities. Handbooks are available from the World Service Office for most of the subcommittees listed below. Specific directions for subcommittees in your area can be found in your log of policy actions and (if applicable) your area guidelines.

Most newly formed area service committees will probably not be able to support the same wide range of subcommittee services as a longer-established committee. Rather than attempt to set up all their subcommittees at once, it's recommended that new area committees take their time. Make sure the responsibilities of new subcommittees are well coordinated with those of existing ones. Bring subcommittees on line one at a time and give a great deal of attention to developing each subcommittee before bringing on another.

NA Guide to Local Service, The Area Service Committee p51-52
<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 04/13/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

THE MOTION READS AS FOLLOWS:

To nominate Emily E as secretary.

INTENT:

To maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants."

Carried	Failed	Tabled	Amended	Open
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Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes _____ no X _____; Motion voted on (date) _____

CCANA Service Resume

NAME: Emily G

CLEAN DATE: 10/30/2022

EMAIL ADDRESS: emilyelgin01@gmail.com PHONE NUMBER: (803) 260-1352

Group Service (list positions and dates served):

GSR for NANA (01/2024 - 10/2024)

chaired meetings at New Noon (01/2023 - 06/2023)

chaired meetings at Hope Hole (05/2022 - 10/2022)

Area Service (list positions and dates served):

Alternate Secretary (10/2024 - present)

2024 ASC Financial Review Ad Hoc Committee member

Welcome Home XXVII programming subcommittee member (01/2024 - 09/2024)

Regional Service (list positions and dates served):

N/A

World Service (list positions and dates served):

N/A

What positions do you currently hold?:

CCANA ASC Alternate Secretary (10/2024 - present)

Have you ever not completed a service commitment? No If so, why? N/A

Are you familiar with the Twelve Steps and Twelve Traditions of Narcotics Anonymous? yes

Are you familiar with the Guide to Local Services from NAWS Inc. and the Structure and Procedure of the CCANA? yes

Please, list any other pertinent information:

My toddler will be with me at meetings, we require wheelchair accessible facilities; thank you for your patience, understanding, and support.

Can you travel in connection with this service commitment? yes

Central Carolina Area of Narcotics Anonymous
Secretary

Area secretaries handle all their committees' paperwork, a formidable job. Their first responsibility is to take clear, accurate minutes of area committee meetings and distribute those minutes to all committee participants within a reasonable period of time after each meeting.

In the process of keeping the minutes of each meeting, secretaries should regularly update a log of area policy actions. The log lists motions the committee has passed regarding the activities of administrative officers and subcommittees. These motions should be listed chronologically under a heading for the officer or subcommittee they affect. Secretaries should have copies of the most recent printing of the log of policy actions available for new GSRs and should periodically distribute updated versions to all area committee participants.

Because most secretaries mail minutes to area committee members, they need to keep an updated list of participants' addresses. With their committees' permission, they should mail copies of these lists once or twice a year to the World Service Office. These lists will make it possible for the WSO to provide groups, subcommittees, and administrative officers with current information pertinent to their areas of service.

NA Guide to Local Service, The Area Service Committee p48

<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

IX. Duties and Responsibilities:

C. Secretary:

1. Takes minutes of regular, special, and steering committee meetings, and distributes the minutes to GSRs, subcommittee chairpersons, and steering committee members.
2. Maintains an up to date list of representatives to include representatives telephone numbers and email addresses.
3. Prepares an agenda with input from members of the steering committee and GSRs.
4. Includes copies of original motions in the meeting minutes.

I. All Officers:

1. Perform from time to time various duties given by other members of the Steering Committee and serve on various sub-committees.

Central Carolina Area of Narcotics Anonymous
Secretary

VII. Meetings:

F. Minutes:

1. Group reports shall be written on group report forms. Each group shall decide what part of their report will be contained in the minutes.
2. Meeting minutes shall be sent to GSRs, subcommittee chairpersons, and steering committee members no later than ten (10) days after the ASC meeting. The minutes shall show the results of all votes taken at the ASC meeting. The minutes shall reflect the names of all people making and seconding motions. The minutes shall reflect any amendments made at the prior month's meeting. The minutes shall include a current list of all steering committee members and subcommittee chairpersons, their names and phone numbers.
3. The Secretary may record (audio only) the ASC meetings for the purpose of accurate transcription of the events. If the Secretary does wish to record the meeting, he or she must announce this at the beginning of the meeting.

V. Officers:

B. Criteria for selection of candidates for each office are as follows:

4. Familiarity with The Twelve Steps of NA, The Twelve Traditions of NA and the GTLS.
5. Familiarity with the Structure and Procedure of CCANA.
6. Any ASC officer or subcommittee chairperson or representative who is absent from two consecutive ASC meetings without a report or any four ASC meetings in his or her term of office without a report will be considered to have voluntarily resigned. A relapse is also grounds for immediate voluntary resignation. Dismissal of an officer for any other reason should be referred to Appendix B Removal of CCANA Officers and Subcommittee Chairpersons.
7. A member may not hold more than one office on the steering committee, which is made up of the ASC officers. Upon election, the officer shall resign as GSR or Alt GSR enabling the groups' equality of representation. Alternates on the steering committee may keep their positions on the group level in the case of no available replacement.

CCANA Guide to Area Policy, Revised February 9, 2025, Structure and Procedure

ADMINISTRATIVE OFFICERS

Many area service committees have six administrative officers: a chairperson, a vice chairperson, a treasurer, a secretary, and two regional committee members (RCMs). Areas belonging to a metropolitan services committee also have one or more metropolitan committee members (MCMs). (See the chapter later in this guide for information on metro committees and the role of MCMs.) These individuals are responsible for administering the general affairs of the entire area committee. Because of that, it's important that great care be taken in their selection. A substantial amount of clean time and personal maturity should be the first consideration, along with experience in the steps, traditions, and concepts of service. Our trusted servants should demonstrate the stability and personal sense of direction that serve as an example to others. They should be capable of serving without attempting to govern. The specific amount of clean time required for each office will vary from area to area according to how long the local NA community has been in existence.

Significant area service background often makes more effective administrative officers. Experience both as a group service representative and an area subcommittee member is helpful. Recent leadership experience as a subcommittee chairperson will prove invaluable. For more discussion of the role of leadership in NA services, see the essay on Concept Four in the chapter on the Twelve Concepts for NA Service appearing earlier in this guide.

NA Guide to Local Service, The Area Service Committee p47-48

<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 4/13/25;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

THE MOTION READS AS FOLLOWS:

To nominate Jay N as alternate treasurer.

INTENT:

To maintain the 4th Concept of NA Service which states "Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants."

Carried	Failed	Tabled	Amended	Open
Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____				
Policy Change: yes _____ no <u>X</u> ____; Motion voted on (date) _____				

Alt- Treasurer

Central Carolina Area of Narcotics Anonymous
Guide to Area Policy
CCANA Service Resume

Name Jay Nash Clean Date 04-28-2021
Email Address jenash627@gmail.com Phone Number 803-206-1506

Group Service (list positions and dates served)

Literature Chair (2 yrs) New Perspective

Area Service (list positions and dates served)

Treasurer (Current term)

Regional Service (list positions and dates served)

N/A

World Service (list positions and dates served)

N/A

What positions do you currently hold?

Treasurer (CCANA)
Lit. Chair (A New Perspective)

Have you ever not completed a service commitment? NO

If so, why? _____

Are you familiar with the Twelve Steps and Twelve Traditions of Narcotics Anonymous? YES

Are you familiar with the Guide to Local Services from NAWS Inc and the Structure and Procedure of the CCANA? Yes

Please list any other pertinent information

N/A

Can you travel in connection with this service commitment? Yes

Central Carolina Area of Narcotics Anonymous
Alternate Treasurer

The area treasurer's job is critical to the committee's work. Because of the added responsibility of handling money associated with service as treasurer, it's especially important that area committees select their treasurers with care. If the committee selects someone who is not capable of handling the job, then the committee is at least partly responsible if money is stolen, area expenses are not paid, or funds aren't properly accounted for. It's recommended that areas elect people to this position who are financially secure, good at managing their personal finances, inspire the trust of the committee, and have substantial clean time. Experience in business, accounting, bookkeeping, or as a successful group treasurer is also very helpful.

The treasurer receives contributions from the groups, administers the area's checking account, pays the rent for the committee's meeting hall, reimburses officers and subcommittee chairs for their budgeted expenses, keeps careful records of all transactions, and reports on the financial condition of the area committee at each of its meetings. As the administrator of the area's unified general fund, the treasurer is also responsible to prepare an annual budget for the area committee. The Treasurer's Handbook, available from the World Service Office, contains a more detailed description of the treasurer's job and most of the forms treasurers need for keeping their records.

Cash transactions can create a number of problems for ASC treasurers. Having large quantities of currency can make an area treasurer particularly vulnerable to robbery. Handling large undocumented sums of cash may also leave the treasurer open to unwarranted accusations of theft, or may even provide an unnecessary temptation. That's why we encourage groups to make their ASC contributions in the form of checks or money orders payable to the area service committee whenever possible. When treasurers receive cash contributions for their areas, they should always make out receipts to the contributors immediately, keeping copies for themselves with their official records.

Wide experience also strongly suggests that, to help prevent theft, area committees should only use two-signature checks to pay their bills. In order for a check to be valid, it should be signed by the treasurer and another ASC administrative officer.

These cautions are offered to protect the treasurer from controversy as well as to protect area funds. Discussions of other considerations relating to both the treasurer's responsibilities and area finances appear later in this chapter. Readers can find more on general NA funding issues, including security and accountability, in the essay on Concept Eleven appearing in the chapter on the Twelve Concepts for NA Service earlier in this guide.

NA Guide to Local Service, The Area Service Committee p49
<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

IX. Duties and Responsibilities:

F. Alternate Treasurer:

1. Assist Treasurer in his or her duties.
2. Performs the duties of the Treasurer in his or her absence.

Central Carolina Area of Narcotics Anonymous
Alternate Treasurer

E. Treasurer:

1. Maintains a mailing address where the groups may send their contributions to help support the area.
2. Maintains a checking account with a local bank to cover expenses current and future for the operation and maintenance of the area.
 - a) Maintains current signature cards for the area account. The signatures on this account are that of the current Treasurer, Alternate Treasurer, Chairperson, and Vice Chairperson.
3. Maintains a yearly non-profit registration of CCANA Inc with the Secretary of State of South Carolina and the Internal Revenue Service.
4. Prepares and presents monthly bank statements, monthly detailed profit and loss statements, and monthly register statements with year-to-date summaries.

I. All Officers:

1. Perform from time to time various duties given by other members of the steering committee and serve on various subcommittees.

X. Subcommittees:

- B. Subcommittees include Mid Carolina Hospitals and Institutions (MCH&I), Public Relations (PR), Policy and Procedure (P&P), Literature Review, Web Development, Activities (AC), Welcome Home convention and Recovery Under The Stars (RUTS) campout.

4. Only one treasury position may be held at any one time by any one person for treasury positions above group level.

V. Officers:

- B. Criteria for selection of candidates for each office are as follows:

4. Familiarity with The Twelve Steps of NA, The Twelve Traditions of NA and the GTLS.
5. Familiarity with the Structure and Procedure of CCANA.
6. Any ASC officer or subcommittee chairperson or representative who is absent from two consecutive ASC meetings without a report or any four ASC meetings in his or her term of office without a report will be considered to have voluntarily resigned. A relapse is also grounds for immediate voluntary resignation. Dismissal of an officer for any other reason should be referred to Appendix B Removal of CCANA Officers and Subcommittee Chairpersons.
7. A member may not hold more than one office on the steering committee, which is made up of the ASC officers. Upon election, the officer shall resign as GSR or Alt GSR enabling the groups' equality of representation. Alternates on the steering committee may keep their positions on the group level in the case of no available replacement.

Central Carolina Area of Narcotics Anonymous
Alternate Treasurer

Financial Policy

In December of 2001 the CCANA passed a Financial Policy Trusted Servant Agreement that requires signatures of trusted servants who handle money or merchandise on behalf of CCANA (See Appendix A).

I. Disbursement of Funds:

A. Priorities for disbursement of funds shall be as follows:

1. Hard copy CCANA bills not related to subcommittee expenditures to include but not be limited to:
 - a) phone hotlines
 - b) PO boxes
 - c) printing expenses ie area meeting minutes, CAR reports
 - d) secretarial expenses
 - e) taxes, tax fees and legal fees
 - f) bank fees and check and deposit slip orders
 - g) storage ie storage unit(s)
 - h) accounting software ie quickbooks
 - i) office supplies, postage and stamps
 - j) GSR orientation printing and supplies
 2. Meeting schedule printing expenses
 3. Web Development Subcommittee expenses to include but not be limited to:
 - a) domain registration
 - b) DNS hosting
 - c) website hosting
 4. Policy and Procedure Subcommittee expenses ie annual printing of policy documents as required by area policy
 5. MC H&I Committee and PR Subcommittee expenses, not including billboard or travel expenses
 6. Area prudent reserve
 7. Literature Review Subcommittee expenses
 8. Activities Subcommittee expenses
 9. Billboard expenses
 10. Any and all service related travel expenses
 11. Welcome Home Subcommittee and RUTS Subcommittee expenses only ever if deemed necessary and approved by vote
 12. Region and/or world level contributions
- B. All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region.
- C. Any checks not cleared within 6 months of the date written shall have payment stopped.
- D. The fiscal year shall run from July 1 to June 30.

Central Carolina Area of Narcotics Anonymous
Alternate Treasurer

- E. The Chairperson will appoint an ad hoc committee in August to review financial records including all subcommittees (ie Welcome Home, RUTS, H&I, etc) handling money and/or merchandise. An ad hoc committee will also be appointed to review area finances thirty (30) days after the election of a Treasurer if the Treasurer was elected in the middle of a term after the report has been submitted to ASC. The ad hoc committee report should be presented at a scheduled ASC meeting no later than October of the given fiscal year. The ad hoc committee will include but not limited to at least three (3) members who have not been signatories at any time during the previous year.

II. Budgeting:

- A. The annual budget, after being prepared by the Treasurer and/or Alternate Treasurer, will be submitted to the home groups at the May ASC meeting.
- B. The annual budget is to be voted on at the June ASC meeting to be in place for the beginning of the next fiscal year.
- C. If for any reason the annual budget is not passed at the June ASC meeting then the previous year's annual budget will be rolled over to the new fiscal year to be used until a new annual budget is passed.
- D. The annual budget total will be based on a realistic projection for group donations no more than 25% above the total of group donations received in the previous 12 months.

III. Contractual Agreements:

- A. The area and its subcommittees will not enter into contracts, legal agreements or financial agreements that in any way directly benefit individual members or member owned businesses other than NAWS licensed vendors unless otherwise approved in advance by a simple majority vote of the home groups.
- B. The area and its subcommittees will not enter into contracts, legal agreements or financial agreements that include individual members except when the member is acting as a trusted servant and included solely for the purpose of representing the area or its subcommittee unless otherwise approved in advance by a simple majority vote of the home groups.
- C. The area and its subcommittees will not enter into contracts, legal agreements or financial agreements that include member owned businesses other than NAWS licensed vendors unless otherwise approved in advance by a simple majority vote of the home groups.
- D. Member owned businesses are to be prohibited from representing the area or any of its subcommittees in a contract, legal agreement or financial agreement unless otherwise approved in advance by a simple majority vote of the home groups.

Central Carolina Area of Narcotics Anonymous
Alternate Treasurer

- E. Anytime a contract, legal agreement or financial agreement is signed physically or electronically on behalf of the area or one of its subcommittees the trusted servant who signed is required to submit a complete copy of the signed document at the next monthly area service committee meeting to the area Secretary for inclusion in the minutes.

IV. Reimbursement of Expenses:

Area business expenses incurred by representatives will be reimbursed upon presentation of a properly produced receipt and subject to CCANA approval at regular business meetings. Advances on representative's expenses can be made upon approval of the CCANA at regular business meetings and are subject to the following policies.

- A. In order to receive funding for travel expenses, trusted servants must submit a proposal to the CCANA treasurer (at least 30 days prior to the date of the event) for recommendations, which has the final vote of approval.
- B. All reimbursement requests must be accompanied by a properly produced receipt and made within sixty (60) days of receipt date. No reimbursement is approved unless these two guidelines are followed.
- C. Funding for service related travel expenses of trusted servants from CCANA and its subcommittees will be disbursed according to the following priority list. (In descending order, depending on availability of funds)
 1. Regional Committee Member (RCM)
 2. Alternate Regional Committee Member (Alt. RCM)
 3. Subcommittee chairpersons (or vice chairpersons in the event that the chairperson cannot attend).

Service related travel in this section is defined to include only travel to and from Regional Service Committee quarterlies, Regional Service Orientations, Regional Conference Agenda Report meetings, Regional Subcommittee meetings, workshops, etc or any combination of these. Service related travel expenses may include transportation expenses (gas to and from event) and food expenses (not to exceed \$12 per day).

For lodging: CCANA pays for up to two (2) standard rooms at the prevailing rates, one (1) for females and one (1) for males, up to four (4) people per room. Rollaway beds, linens, etc are not to be paid for by CCANA. Examples are as follows:

Different gender	(1 male / 1 female) = 2 rooms
Same gender	(2 females) = 1 room
Same gender	(2 males) = 1 room

Service related travel, as defined in this section, does not include funding for travel to and from CCANA meetings, CCANA workshops, or CCANA subcommittee meetings.

Central Carolina Area of Narcotics Anonymous
Alternate Treasurer

ADMINISTRATIVE OFFICERS

Many area service committees have six administrative officers: a chairperson, a vice chairperson, a treasurer, a secretary, and two regional committee members (RCMs). Areas belonging to a metropolitan services committee also have one or more metropolitan committee members (MCMs). (See the chapter later in this guide for information on metro committees and the role of MCMs.) These individuals are responsible for administering the general affairs of the entire area committee. Because of that, it's important that great care be taken in their selection. A substantial amount of clean time and personal maturity should be the first consideration, along with experience in the steps, traditions, and concepts of service. Our trusted servants should demonstrate the stability and personal sense of direction that serve as an example to others. They should be capable of serving without attempting to govern. The specific amount of clean time required for each office will vary from area to area according to how long the local NA community has been in existence.

Significant area service background often makes more effective administrative officers. Experience both as a group service representative and an area subcommittee member is helpful. Recent leadership experience as a subcommittee chairperson will prove invaluable. For more discussion of the role of leadership in NA services, see the essay on Concept Four in the chapter on the Twelve Concepts for NA Service appearing earlier in this guide.

NA Guide to Local Service, The Area Service Committee p47-48
<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 05/18/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

The motion reads as follows

To update the CCANA Guide to Area Policy. Financial Policy I. B.

which currently says "All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region."

To add "At the last monthly ASC meeting before the weekend of each quarterly regional service committee meeting a donation will be made in the form of a check for the amount of all funds above the prudent reserve less the amount of any and all outstanding checks and after all current expenses are paid. The check will then be mailed to the region. This donation will be made promptly at the conclusion of new business without a motion, vote or discussion of any kind."

Intent

To provide a process by which quarterly donations will be made and sent to the region without making a motion, taking a vote or having a discussion about the donation.

Also to maintain the 11th Concept of NA Service which states "NA funds are to be used to further our primary purpose, and must be managed responsibly."

Carried

Failed

Tabled

Amended

Open

Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes X no _____; Motion voted on (date) _____

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 05/18/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Hope Hole;

Represented by (name) Stephanie R.

The motion reads as follows

To update the CCANA Guide to Area Policy, Financial Policy I. B. which currently says "All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region." to add "Two monthly ASC meetings before the weekend of each quarterly regional service committee meeting a motion will be automatically made by the steering committee to make a donation in the form of a check. The amount of the donation will set at the time that the motion is made as the amount of all funds above the prudent reserve less the amount of any and all outstanding checks and after all current expenses are paid. The motion will be sent back to the home groups for a vote regardless of the donation amount. If this automatically made motion passes then this donation will be made promptly at the conclusion of new business and the check will be mailed to the region."

Intent

To provide a process by which a motion for a regional donation will be made automatically and sent back to the home groups on a recurring quarterly basis. Also to maintain the 11th Concept of NA Service which states "NA funds are to be used to further our primary purpose, and must be managed responsibly."

Carried

Failed



Amended

Open

Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes X no _____; Motion voted on (date) _____

Motion # 20250518-03
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 05/18/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

The motion reads as follows

For the area to pay \$240 for RUTS' portion of the annual storage bill.

Intent

Due to the timing of when the policy changing motion for storage payments was passed it could be interpreted that RUTS is technically not responsible for 1/3 of this year's annual storage bill. Hopefully RUTS will choose to reimburse the area for this payment, but even if they do not, it's important that we pay our bills on time.

Carried

Failed

Tabled

Amended

Open

Conscious For 11; Conscious Against —; Abstentions 2; Not Included —

Policy Change: yes — no X; Motion voted on (date) 5/18/25

Motion # 20250518 - 04
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 05/18/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

The motion reads as follows

To make a donation to the Carolina Region. The amount will be our account balance plus any group donation yet to be deposited or posted to the account minus our prudent reserve amount of \$6k and any outstanding checks at the end of our business meeting today. The donation amount will be based on this calculation and also up to \$299 at the most to meet the requirement for a housekeeping motion to be voted in the same business meeting in which it is presented.

Intent

To maintain compliance with the CCANA Guide to Area Policy, Financial Policy I. B. which states "All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region." Also to maintain the 11th Concept of NA Service which states "NA funds are to be used to further our primary purpose, and must be managed responsibly."

Carried

Failed

Tabled

Amended

Open

Conscious For 5; Conscious Against 6; Abstentions 2; Not Included 1

Policy Change: yes _____ no X; Motion voted on (date) 5/18/25

Motion # 20250518-05
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous

Motion Form

Motion made on (date) 05/18/2025;

By the group, (name) A New Perspective;

Presented here by representative, (name) Nick A.

Seconded by the group, (name) Next Right Thing;

Represented by (name) Mike V.

The motion reads as follows

To approve the attached area budget submitted by the treasurer for the 2025-2026 fiscal year.

Intent

To comply with the conscience of the home groups in CCANA Guide to Area Policy. Financial Policy and to remain financially responsible and effective in maintaining our primary purpose.

Carried

Failed

Tabled

Amended

Open

Conscious For _____; Conscious Against _____; Abstentions _____; Not Included _____

Policy Change: yes _____ no X _____; Motion voted on (date) _____

Motion # 20250518 - 05
Y Y Y Y M M D D - 0 0

Central Carolina Area of Narcotics Anonymous
Annual Budget Fiscal Year 2025-2026

\$1500 ASC Miscellaneous (Storage, QuickBooks, PO Box, Secretarial Expenses, etc)

\$500 RCM Travel

\$600 H&I Literature

\$700 PR (Presentations, Schedules, Cards and Learning Day)

\$900 Web (Website and Monthly Schedule Printing)

\$800 Activities Events

\$5000 Total

Central Carolina Area of Narcotics Anonymous
AREA BUDGETING

A budget helps an area committee be a better manager of the funds it receives. The basic process for developing an area committee budget is pretty simple; for your convenience, a budget worksheet has been included in the Treasurer's Handbook, available from your World Service Office. On a quarterly or annual basis, administrative officers and subcommittee chairpersons present their plans for the next work period along with estimates of how much that work will cost. By comparing the projected work plans and expenses with income reports from the last work period, the area committee will have a pretty good idea of how feasible the budget proposal is and can vote to either adopt it or alter it.

Narcotics Anonymous groups directly support area, regional, and world services from money left over after covering their own expenses. Area committees, after setting money aside to cover budgeted expenses, are encouraged to do the same with their surplus funds, sending it on to the other levels of the service structure.

NA Guide to Local Service, The Area Service Committee p61-62
<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

OTHER FUNDING CONSIDERATIONS

Area committees generally assign their treasurers the responsibility of managing all ASC funds. When officers or subcommittee chairpersons need money for a budgeted project, they ask the treasurer to write them a check to be countersigned by another ASC officer. The same general procedure can be applied by area committees that do not develop quarterly or annual budgets, except that specific spending proposals must be presented by officers and subcommittees to the full area committee before funds can be drawn from the treasury. The officer or subcommittee chair turns receipts for their expenses in to the treasurer along with whatever money may be left over from their advance. If the project produces income, that money is also returned to the treasurer for deposit back into the general fund. A single general fund helps ensure that the area committee is able to maintain final responsibility for the activities of its subcommittees. It also eliminates the need for each subcommittee to duplicate the treasurer's job.

Most areas periodically struggle with the question of fundraising versus group contributions for support of their work. Activities subcommittees usually plan to have their projects come out in the black (as opposed to coming out in the red) so that unexpected expenses can be covered. As a result, most activities do in fact generate some excess funds. The time and energy that goes into putting on activities is contributed by NA members in the spirit of our Seventh Tradition, so depositing the extra money generated by those activities in the area committee's general fund is not inappropriate. But the primary purpose of an area activity is to promote unity within the NA community, not specifically to raise funds for the area committee.

Central Carolina Area of Narcotics Anonymous
AREA BUDGETING

Some area service committees come to depend too greatly on extra income from activities. These area committees then sometimes tend to ignore the expressed needs of the groups. An area committee that finds itself in such a situation must ask itself whether it has become more a fundraising agency than a group of trusted servants devoted to the delivery of Narcotics Anonymous services. Once the question has been asked and the committee has engaged in an honest evaluation of its activities, the area committee can correct its course and return to its work.

NA Guide to Local Service, The Area Service Committee p62-63
<https://na.org/wp-content/uploads/2024/06/EN-GLS-English-Jan2024.pdf>

X. Subcommittees:

- D. Each subcommittee except the Welcome Home convention and Recovery Under The Stars campout subcommittees shall submit an annual budget to be turned in no later than the April meeting.

CCANA Guide to Area Policy, Revised February 2025, Structure and Procedure

I. Disbursement of Funds:

- D. The fiscal year for CCANA shall run from July 1 to June 30.

II. Budgeting:

- A. The annual budget, after being prepared by the Treasurer and/or Alternate Treasurer, will be submitted to the home groups at the May ASC meeting.
- B. The annual budget is to be voted on at the June ASC meeting to be in place for the beginning of the next fiscal year.
- C. If for any reason the annual budget is not passed at the June ASC meeting then the previous year's annual budget will be rolled over to the new fiscal year to be used until a new annual budget is passed.
- D. The annual budget total will be based on a realistic projection for group donations no more than 25% above the total of group donations received in the previous 12 months.

CCANA Guide to Area Policy, Revised February 2025, Financial Policy

ASC Business Meeting Agenda

06/08/2025 at 3:00pm

1600 12th St, Cayce, SC 29033 (Next Right Thing)

CALL TO ORDER Serenity Prayer

READINGS

- Service Prayer
- 12 Traditions
- 12 Concepts

ROLL CALL **Quorum = 5**

NEW GROUPS or NEW GSRs?

ACCEPTANCE OF MINUTES

REPORTS

Steering Committee Reports:

- Chairperson
- Vice Chairperson
- Treasurer
- Alternate Secretary
- Regional Committee Member

Group Service Representative Reports

Subcommittee Reports

- Hospitals & Institutions
- Policy & Procedure
- Public Relations
- Recovery Under the Stars
- Web Development
- Welcome Home Convention

GROUP CONCERNS (SHARING SESSION)

- Group Problems (Home Group Problems)
- Group Issues (Area Committee Issues)

BREAK

READING: Service Prayer

ROLL CALL **Quorum = 5**

OLD BUSINESS

- **Motion #20250209-03:** to reimburse [Chris F] in the amount of \$25.92 for the printing of 300 paper schedules for the GSR's.
- **Motion #20250309-03:** to nominate Andrew B as chairperson [of the ASC].
- **Motion #20250309-04:** to nominate Clif L as vice chairperson [of the ASC].
- **Motion #20250309-05:** to nominate Jennifer P as regional committee member.
- **Motion #20250309-06:** to nominate Ethan H as web development subcommittee chairperson.
- **Motion #20250413-04:** to nominate Emily E as secretary [of the ASC].
- **Motion #20250413-06:** to nominate Jay N as alternate treasurer [of the ASC].
- **Motion #20250518-01:** to update the CCANA Guide to Area Policy, Financial Policy I. B. which currently says "All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region." To add "At the last monthly ASC meeting before the weekend of each quarterly regional service committee meeting a donation will be made in the form of a check for the amount of all funds above the prudent reserve less the amount of any and all outstanding checks and after all current expenses are paid. The check will then be mailed to the region. This donation will be made promptly at the conclusion of new business without a motion, vote or discussion of any kind."
- **Motion #20250518-05:** to approve the attached area budget submitted by the treasurer for the 2025-2026 fiscal year.

NEW BUSINESS

- **[TABLED] Motion #20250518-02:** to update the CCANA Guide to Area Policy, Financial Policy I. B. which currently says "All funds remaining after payment of all area expenses (over the prudent reserve of \$6,000) shall be sent to the Carolina Region." to add "Two monthly ASC meetings before the weekend of each quarterly regional service committee meeting a motion will be automatically made by the steering committee to make a donation in the form of a check. The amount of the donation will set at the time that the motion is made as the amount of all funds above the prudent reserve less the amount of any and all outstanding checks and after all current expenses are paid. The motion will be sent back to the home groups for a vote regardless of the donation amount. If this automatically made motion passes then this donation will be made promptly at the conclusion of new business and the check will be mailed to the region."

ANNOUNCEMENTS

NEXT ASC MEETING July 13th, 2025 at 3:00pm

MOTION TO CLOSE

ADJOURNMENT Serenity Prayer