

Central Ohio Area Service Committee Meeting Minutes 21 January 2024

Meeting called to order at 2:03 P.M. by **Casey V-P**

Serenity Prayer recited by: **All**

Service Prayer read by: **All**

The Twelve Traditions of Narcotics Anonymous read by **Shay B**

The Twelve Concepts for NA Service read by **Jasper**

The Twelfth Concept of the month read by **James G**

BACK TO GROUPS:

- **Outreach Policy**
- **Motions**
 - None at this time
- **Nominations for open ASC positions:**
 - RCM- OPEN No nominations made
 - RCM Alt - OPEN No nominations made
 - Vice Treasurer - OPEN No nominations made
 - Area Office Chair - OPEN No nominations made
 - Newsletter Chair - OPEN No nominations made
 - **COACNA 31 Chair- Ben L**
- **Nominations for open Ohio Region positions:**
 - ALL regional positions are open for nomination and election at the next regional meeting (in April). Please submit nomination at area service meeting for area to submit regional nomination.

Roll Call:

1. Janet W, Vice Treasurer and GSR You Grow Girl
2. Maureen K, GSR-alt I Can't We Can
3. Lisa G, GSR Aging in Recovery
4. Byron B, GSR Text Discussion Group
5. James G, GSR Meshugeneh, ASC Vice chair
6. Fred S, GSR Promise is Freedom
7. Debbie, GSR Never Alone Never Again
8. Jasper G, GSR Reach One Teach One
9. Shay B, Outreach Chair
10. Monty, GSR Serenity Group
11. Paul M, WSR Chair
12. Kenny H, GSR Grateful Not Deadhead
13. Deborah C, GSR We Came To Believe
14. Megan P, PR Chair
15. Claire B, GSR Good Morning Group
16. Corey G, GSR Gay, Joyous, and Free
17. Tammy S, GSR Rush Hour to Recovery
18. Casey V, ASC Chair,

19. Wanda, GSR Unity Through Service
20. Nicholas D., GSR Alt Reach One Teach One
21. Tim D, GSR Alt Grateful Not Deadhead
22. Liz G, GSR The Journey Continues
23. Aaron H, GSR Trust the Literature
24. Caity C, GSR Out in Recovery
25. Harold P, Concerned Member
26. Kenny W, COACNA 30 Chair
27. Cody C, H&I Chair
28. Ben L, GSR Another Day
29. Maya I, GSR Alt Out in Recovery

Minutes approved:

Minutes for December were approved without objections.

New Group Recognition:

- None

New Group Service Representative(s):

- Thanks to our trusted servants willing to step up and step out to be of service!

Brief financial assessment from Treasurer:

Open financial report forms/receipts:

Shay B. – Addithon - \$750.00

Reimbursement:

Reimb. of \$750.00 Shadena Carter – Unity Day Event – reconciliation attached to this month’s acctg. report

Outstanding checks not reflected in current balance:

There are six (6) outstanding checks:

- ORSCNA August donation - check #1228 in the amount of 143.13;
- ORSCNA September donation - check #1233 in the amount of \$82.80;
- ORSCNA October donation - check #1238 in the amount of \$167.99; and
- Paul Matherny – check #1237 reimb. of \$108.46 - stamp for library books;
- Shadava Brown – check #1242 in the amount of 750.00 – Addithon; and
- ORSCNA November donation - check #1243 in the amount of \$138.84.

Total amount of outstanding checks = \$1,391.22

Starting Balance	\$6825.90
Group Donations	\$678.73
Donations	

Expenses	\$744.94
Stmnt Ending Balance	\$6759.69

Actual bank balance is \$5,368.47 – which is bank ending balance (\$6759.69 – \$1,391.22) all outstanding checks mentioned previously.

Current expenses: As of today are:

Breezeline	\$123.94
Area Office rent	\$300.00
ORSCNA donation– Dec. (20% of 678.73)	135.75
Total expenses	\$559.69

Unfinished Business:

- Outreach policy approval (**TABLED for February ASC-** attached to minutes for review by GSRs)

Agenda Business:

- Budgets and Check Requests:
 - Paul M requesting \$1500 budget for **WSR** to provide literature to inmates (**TABLED**)
- Elections:
 - **Tammy S** for RCM - nomination withdrawn by nominee
- Motions
 - **Motion 2023-09:** Brought by Rush Hour to Recovery group, this would change policy to allow the RCM/Alternate RCM to be reimbursed up to \$400 (currently \$250) for attendance of regional meetings. (fix **exact** wording)

Yes _7_ No _3_ Abstain _4_ Disposition of Motion ____ **PASS**

Group Reports:

Up to date meeting information is on the website, NACentralOhio.org. Please email any revisions needed due to closing or changes to a meeting to PR at coascna@gmail.com.

Groups needing support:

Meshug- same
 Jasper/R1T1- Same
 Kenny/GNDH- Donation
 Claire/GMG- NEED SUPPORT from experienced members
 GJF- Service positions open in Feb, Changing description on the web
 Liz/JC- 48 JC Books donated
 Monti/Serenity- Same
 Fred/PIF- NEED SUPPORT, Feb 25th potluck (look for flier)
 Aaron/Trust the Literature (Maya alt)- giving books to newcomers
 Debbie/NANA - NOW HYBRID
 Lisa/Aging- Same, Post n pass

Caity/Out- Same
Deborah/WCTB- NEED SUPPORT and SERVANTS
Wanda/Unity through service- NEED EXPERIENCED MEMBERS
TAMMY/RHTR- NEED SUPPORT
Maureen/ICWC- Donated \$78
Janet/H2H- Donated \$25

Administrative Reports:

Chair Report: (Casey V-P)

Good afternoon Family,

First off, thank you to the COACNA 30 subcommittee and everyone who put in the work to make this year's convention a success! I'm excited to hear more specifics in your report. I greatly enjoyed our area speaker and the men's RAP session. One of my favorite feelings at the convention is walking around and recognizing only a few faces- I get a sense of wonder and connectedness knowing each one of us was there for recovery.

I would love to see a few folks (GSRs this means you!) with the willingness to work with our treasurer and the COACNA 30 treasurer to form the ad-hoc audit committee for the convention. We need to put the committee together in the next month so that the audit can be completed, and convention books closed, by our March ASC meeting.

Next, I want to encourage each subcommittee chair to take time in your next meeting to draft a budget for your subcommittee. I asked our treasurer to pull the records of active subcommittee budget requests... the last budget submitted was PR's in July of 2023. Our area has funds above and beyond our prudent reserve of \$1,200. I would like to see these funds go to use in carrying the message to the still sick and suffering addicts in our area, and that starts with the servicework of our subcommittees. Budgets must be submitted, voted upon by the GSRs, and approved, prior to the issuance of any checks. Subcommittee budgets are vital to follow our traditions and concepts in remaining accountable to each other and our area as a whole.

I am excited to see more folks here at ASC, as GSRs, interested members, and trusted servants. Please continue to announce the area's open service positions at your homegroups and subcommittee meetings! Openings are listed at the end of the agenda each month, today's include Regional Committee Member Alternate, Vice-Treasurer, Vice-Secretary, Area Office Chair, and Newsletter Chair.

A quick reminder that any questions, comments, or concerns stemming from administrative, subcommittee, or group reports will be addressed in the Sharing Session near the end of today's meeting. In order to keep this meeting timely and efficient, discussion will be held during that time with a 15 minute timer per topic.

Our next ASC meeting is February 18th at 2pm at the 1066 Bellows Ave Church. Please arrive early to help set up. As always, I welcome folks to reach out to me with questions, concerns, or other feedback regarding the ASC meeting and happenings in the area. My cell phone is 330-523-8924 and email is c.varabkanich@gmail.com

In loving service,

Casey V.
COASCNA Chairperson

Vice Chair (James G)

Happy Sunday NA,

As my 1st report as your Vice Chair, all I have to say is I am buckled up and ready for the ride. As much I am going learn about our Area policy, Roberts rules of order and our NA administrative body, I will no doubt learn a lot by myself..

Thank you COASCNA for this opportunity.. James G.

Treasurer: (Janet)

Good afternoon family, thank you for the opportunity to serve our area. Please continue to announce the following during group announcements:

Here are the tasks that were completed for the month of December:

The bank account beginning balance was \$6,759.69

- PayPal (electronic) donations totaled: \$370.00
 - Checks/money orders deposits totaled \$344.39
- Total December group donations totaled: \$714.39**

Interested members and groups can donate with PayPal to coascna.treasurer@gmail.com

If anyone wants to know if their group donated, please see me before or after the meeting to confirm. Also, if donating through PayPal, please indicate the name of your group.

Account withdrawals/debits:

- Ck#1237 to Paul Matherny - reimb. of \$108.46 - stamp for library books;
- Ck# 1239 for \$300.00 to Randy Burchfield office rent for December;
- Ck#1242 to Shadava Brown in the amount of \$750.00 – Addithon;
- Ck#1244 to Breezeline in the amount \$123.94 – office phonenumber/internet; and
- Ck#1248 to Janet Williams – reimb. of \$93.54 – check binder, checks, and stamps.

Total December withdrawals totaled: (\$1,375.94)

The ending balance bank account balance is: \$6,098.14

There are six (6) outstanding checks:

- ORSCNA September donation - check #1233 in the amount of \$82.80;
- ORSCNA October donation - check #1238 in the amount of \$167.99;
- ORSCNA December donation - check #1243 in the amount of \$138.84;
- Randy Birchfield – check #1245 in the amount of \$300.00 – December rent;
- ORSCNA December donation - check #1246 in the amount of \$135.75; and
- Lower Lights Church – check #1247 in the amount of \$60.00 – 3 months rent (ASC monthly meeting)

Total amount of outstanding checks = \$885.38

December ending balance (\$6,098) – outstanding checks (\$885.38) = actual bank balance of \$5,212.76

The following items will be attached for record and attached to the minutes.

- Bank Statement for September 2023
- Account Log File
- Financial workbook
- Group Donations file

In loving service,

Janet B.W., COASCNA Treasurer

Secretary: (Lis R)

I'm an addict called Lis. First and foremost I'd like to say don't forget to sign on the signup sheets that are the table in the hall (or floating around the meeting table if you get here late) and if you have anything to put on the sharing section, make sure you put that on there as well. I appreciate that help with record keeping, and be sure to write your contact information in if you're having any issues getting minutes. Sometimes minutes also show up in spam because there are so many recipients and I use a BCC (Blind Carbon Copy) list to send out minutes so as to protect people's anonymity.

ILS,
Lis R.

Regional Committee Member: (OPEN)

NONE

Subcommittee Reports:

Convention Committee: (Kenny W)

Hello family,

Our area Convention, was very successful due to the Na message was carried, members had fun & were able to celebrate there recovery. The icing on the cake we even

made money.

As some of you know, approximately 1 year ago COACNA30 made a decision to rent storage space To secure coacna Property.

That storage has been paid up, until December of 2024. According to the hotel contract that was in place when this committee came on board. A master account was

created Which allowed the hotel to Access our account charge And take money owed them. The problem I found with that, they were able to do it without coacna signing any documents.

What that being said The treasure and myself came up with an amount expected to be charged by the hotel before we received the final bill. When we did receive the final bill from the hotel they had already took it in out of the master account. What we expected and what they took, didn't match. After several requests to the hotel, for an itemized/ Full price breakdow, they final provided what we requested. The hotel had charged us approximately \$600 for taxes. In case some of you don't know the convention tax exempt with the State of Ohio and, this hotel has the necessary documentation on file them. I have emailed the hotel and I'm just

waiting on their reply.

1.) The convention committee donation is \$8,092.65 to area service. (That amount will increase after the hotel situation is resolved)

2.) \$7000.00 prudent reserve and \$1936.69 early bird registration will be passed on to the next Convention committee.

It has truly been an honor to serve as your COACNA30 Chairperson.

SERVING WITH PURPOSE

KENNY W.

Convention Treasurer Report:

Central Ohio Area Convention of NA 30 Treasurer Report for January 2024:

Good afternoon family,

Thank you for allowing me to be of service and thank you for your service. I have provided copies of the December 2023 Bank Statement, Account Log ("check book"), and Treasurer workbook to all the email addresses I had for the committee. Our bank balance on 12.31.23 was **\$6,247.56**. The account balance for COACNA 29 in December 2021 was **\$12,211.35**. It does not appear that the hotel had been paid by COACNA 29 at this point. COACNA 30 has paid the hotel for hosting the event.

This report will likely update for the January 2024 ASC meeting.

ILS,
Jarrod G.
COACNA 30 Treasurer

COACNA 30 Treasurer Report Update 12.30.23

- Current balance: \$6,268.02
- Expected expenses
 - Table settings: \$120
 - DJ: \$600
 - Interpreter: \$900
 - Microphones: \$600
- Potential updated balance: \$4,048.02

- Income since 12.16.23: \$858.21
 - Banquet tickets: 5 at \$250.95
 - Full registrations: 6 at \$478.94
 - Basic registrations: 1 at \$31.07
 - New comer donations: \$97.25
- Expenses since 12.16.23: none

COACNA 30 Treasurer Report Update 12.16.23

- Current Balance: \$5,409.81
- Expected expenses

- Programs [Programming]: \$200
 - Table settings [Welcoming]: \$200
 - DJ: \$600
 - Interpreter: \$600
- Potential updated balance after expense: \$3,809.81

- Income since 12.09.23: \$660.00
 - Merchandise sales: \$0.00
 - Registration sales:
 - § Basic: 0 for \$30.00
 - § Full: 7 for \$560.00
 - § Banquet Tickets: 2 for \$100.00
 - § Newcomer donation: \$0.00
- Expenses since 12.09.23: \$1,357.32
 - Water for registration packets: \$59.70
 - Programming supplies: \$24.80
 - Literature: \$874.30
 - Laminating pouches for registration: \$16.58
 - Draw string bags: \$381.84

COACNA 30 Treasurer Report Update 12.09.23

- Current balance: \$6,107.13
- Expected expenses: \$2,073
 - Programs,etc. [Arts and Graphics]: \$200
 - T-shirts [Serenity Keepers]: \$200
 - Books [Welcoming]: \$813
 - Table settings [Welcoming]: \$200
 - DJ: \$600
 - Water [Registration]: \$60
- Potential updated balance after expenses: **\$4,034**

- Here are the final numbers from the Skating Party fundraiser:
 - Ticket sales and donations: \$1,880
 - Payment to United Skates of America: \$859.05
 - Net revenue: \$1,020.95

Area Service Office (Chair currently open; Janet W presenting):

Good afternoon family, we have been selling literature, answering the phones, connecting members to groups and resources, and provide other services to members and groups in our area. Our subcommittee will be meeting the first Sunday of the month at 4PM. We will continue to a hybrid meeting. Here are some updated statistics from the month of December 2023:

- **Number of sales:** 28 *(from office monthly reporting at a glance)*
- **Total sales dollars:** \$2,546.10 *(from office monthly reporting at a glance)*

- **Month ending bank account balance:** \$3,389.0 *(from bank statement)*
- **Inventory:** \$6,409.99 *(from inventory document)*
- **Number of phone calls:** 76 *(from Breezeline call log)*

We wanted to thank our area, groups, and individuals as we work through developing processes to better serve our area. If you need to reach our service office with any issues you may experience, we recommend emailing us at cbusofficeofna@gmail.com. We also wanted to remind everyone that service office hours and literature costs are available at nacentralohio.org. We wanted to update you on the following:

- Service office hours:
 - Monday 4 PM – 6:30 PM
 - Tuesday 4PM – 6:30 PM
 - Wednesday 4PM – 6 PM
 - Thursday 4PM - 6:30 PM
 - Friday 11AM – 1PM
 - Saturday 10AM – 1PM
- We are in need of additional phonline office volunteers and we ask that you please announce at your groups. Please call or email cbusofficeofna@gmail.com.
- If you have an update to group information, please email coascna@gmail.com to have the website and downloadable PDF updated. We are happy to take group updates but we just pass them on to our Public Relations committee.
- Even though we do not have a service office chairperson in place for our committee will continue to do its best to operate in service of our area and provide reporting to this body.

ILS,

Service Office Committee

Hospital and Institution (Cody):

Good afternoon!

Each month we reach the following:

Approximately 70 inmates per month across 4 Jail Facilities

Approximately 455 inmates per month across 4 Prisons

Approximately 245 clients per month across 10 Detoxes & Treatment Centers

April 13th is our second annual Jail break and pancake fundraiser from 10am-1pm at 404 S 3rd st.

Money raised goes toward literature for our subcommittee! Hope to see y'all down there!

We are always in need of more volunteers to help share a clear Narcotics Anonymous message to addicts in these facilities. There is truly something available for everyone and more options coming available. If anyone wants to get involved, please attend our

next subcommittee meeting. I also brought copies of the lists of facilities including dates and times as well.

Our next subcommittee meeting will take place on Sunday, February 3 from 2-3 at 1423 North High St short north Library
Meeting room 2

Thanks!
Cody C

Newsletter (Open):
NONE

Outreach (Shay B):
Limited report as sub committee was unable to meet between December and January ASC.

Public Relations: (Megan P.):



PUBLIC RELATIONS SUBCOMMITTEE REPORT

DATE 1/6/24

CHAIR MEGAN P.

WEB DATA

- Prior month: 4447 visitors / 11237 pages
- November: 3765 visitors / 9540 pages

NEXT SUBCOMMITTEE MTG

- Sunday, January 7 @ 1pm

SUBCOMMITTEE MEETING

ATTENDEES

- Paul M.
- Liz G.
- Byron
- Cody C.

DISCUSSION

- Edits to Post N Pass docs.
- Professional Event: OSU Addiction Studies July 17-19
 - Presentation due Feb 28.
 - Liz to assist with outline.
- Public Event: PRIDE June 16
 - Volunteer: Wendy A, Liz G, and Corey G.
- Byron suggested a PR training day, potentially do this in tandem with meetings.
- Budget created by end of the year for 2024.

CURRENT COMMITMENTS

- All website updates
- All social media updates
- Coasca.org - we answer all inquiries
- Monthly subcommittee meeting / we stay for other committee meetings
- We provide letterhead and write communications to the public
- Monthly meeting with ODRC (Ohio Department of Rehabilitation & Corrections) and Ohio Mental Health & Addiction Services
 - Regional Supervisor for Northwest
 - Director of Behavioral Health of ODRC
 - Director of Correctional Recovery Services
- Monthly OSU Med School Presentation
- Monthly Pilot: Virtual Meeting with WJA/H&I Collaboration

UPDATES

- Met with new PR of Lima - Northwest Ohio area, to collaborate with Allen Oakwood Prison
- Flyer being made for Convention
- Meeting updates for Christmas/Holiday
- Concerns about treatment center buses and patients being dropped at buildings and not attending meetings
- Pending event: Cincinnati Pharmacy School Presentation (in contact with PR in that area)

BUDGET 2024	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
Business Cards			\$200										
Post N' Pass Prize				\$150									
PRIDE PARADE						\$400*							
Professional Event Materials							\$100						
PR Learning Day									\$200				
Total Per Month	\$ -		\$ 200	\$ 150	\$ -	\$ 400	\$ 100	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 1,050

*185 for pick up truck, 20 walkers (\$7 walker add-ons), car banners, and t-shirts

Writing Steps for Recovery: (Paul M)

Writing Steps for Recovery Subcommittee, Paul M Chair
 January 21, 2024 report for ASC



Hi Family,

Thank you for allowing me to be of service! It is exciting and fulfilling to be volunteering directly with addicts who are incarcerated and who are seeking recovery through NA's 12 Steps.

We are exploring options for funding so that we can provide literature to Writers who have been paired with a Guide. The request for additional budget presented at the last ASC on 12/17/2023 was tabled until today's ASC. See attached for budget request and justification.

Some of the Writers have expressed strong desire for our NA literature, beyond what is (sometimes) available on their computer tablets.

The breadth and depth of our Fellowship's experience is contained in our literature, such as It Works How and Why, Guiding Principles, SPAD (Spiritual Principle A Day), JFT (Just For Today), and Living Clean. We feel it is imperative to provide these resources to Writers who have been paired with a Guide. (Note that in order to be paired with a Guide, the Writers must first write to WSR for info, and then respond to three homework assignments. This shows their commitment to their recovery and that they have the desire to stop using.)

We believe that any member of NA who requests NA literature should have access to it, not just members on the outside. The daily SPAD and JFT are available for free to anyone with a smart phone. ALL of NA's IPs are available for free download from na.org/ips. Groups and individual members often subsidize books for newcomers who can't afford them. There are links to all of our book length literature floating around the internet.

Status of Writers:

1. Data management
 - a. All info on writers, volunteers, and correspondence has been transferred to a free online database
2. Status of all potential writers – 35 in active communication
 - a. 7 "first" letters, each from men, five at Allen Oakwood in Lima, one at Toledo Correctional, and one from the CRC (Corrections Reception Center) in Orient OH (Pickaway County)

- i. Two of them have too little time left on their sentence to pair them with a Guide, so we will send them a tip sheet on other ways to connect with NA while serving time, and how to reach NA upon release.
- b. Five in status 0, meaning we cannot pair them, but we can help them get connected to local NA community. Some who are incarcerated outside of our Area are being released to our Area.
- c. Three in status 2, meaning we have sent them HW1
- d. Seven in status 4, meaning we have sent them HW2
- e. Five in status 6, meaning we have sent them HW3
- f. Eight in status 9, meaning they are paired with a Guide and communication is happening

There have been some problems with the mail. There is a new address where we need to send letters to the incarcerated. I have alerted all the Step Guides of this change.

I frequently hear that the Writers sent us something, but never heard back. (And not just when writing to our Area, but also when they write to NAWS for resources.) I also hear that when we've sent something, the incarcerated don't always get it. Could be typo in the address, or the booking number, or sent to the facility instead of the central mailing address, or some other reasons. For these reasons I also reach out to the incarcerated by email, so that we can touch base about the (un)reliability of snail mail. This is not necessarily the fault of the USPS. It could be the prison facility, our processes here at COAONA and how mail is handled at the Area Office, and incorrect addresses.

We meet the first Sunday of the month, usually at a public library. Please see website for most current info. As of today, we will meet at 1pm on Sunday 02/04 at 1pm in room 1B at the Main Library on Grant. In March and April we will meet in room 3 at the Parsons Ave branch.

Please reach out to me if you have any questions or would like to participate in the WSR subcommittee. You can email me at wsrnaoh@gmail.com, or come to our subcommittee meeting which is held on the first Sunday of the month at 1pm at the Northside Branch of the Columbus Public Library at 1423 N High St, Columbus, OH 43201.

In loving service,
Paul M

KEY

WSR
Writing Steps for Recovery

SBTW
Steps Behind The Walls

Writer (also known as Step Writer)
An incarcerated person who has been (or wants to be) paired with a Guide

Guide (also known as Step Guide)
An NA member on the outside who is committed to guiding an incarcerated addict through NA's 12 Steps

12 STEP PROCESS FOR GETTING PAIRED, and for communication between Guide and Writer as facilitated by WSR

1. A potential Writer sends a letter to WSR at Central Ohio
2. WSR Chair confirms with the Writer by email that their letter was received, and sends a reply letter by USPS with information on what our subcommittee does and does not do, Assignment #1 *Another Look*, a tip sheet for those who are up for release soon on how to get connected to NA in their community, and a tip sheet for those who have a long time left on their sentence on how they can stay connected to NA while under incarceration.
3. Writer sends the WSR their completed Assignment #1, *Another Look*

4. WSR responds by sending the Writer Assignment #2, *The Triangle of Self Obsession*
5. Writer sends the WSR their completed Assignment #2
6. WSR responds by sending the Writer Assignment #3, *Self Acceptance*
7. Writer sends the WSR their completed Assignment #3
8. WSR pairs Writer with a Guide, and sends the Guide all of the mail received from the Writer
9. Guide sends Writer a letter with the WSR as the return address
10. Writer sends their step work reply to the WSR, and the WSR forwards that to the Guide
11. Guide replies to the Writer's letter with the WSR as the return address
12. Rinse and repeat

WSR Budget Request

We believe that any member of NA who requests NA literature should have access to it, not just members on the outside.

- *For example, for members on the outside, the daily SPAD and JFT are available for free to anyone with a smart phone at jftna.org and spadna.org*
- *ALL of NA's IPs are available for free download from na.org/ips.*
- *Groups and individual members often subsidize books for newcomers who can't afford them.*
- *There are links to all of NA's book length literature floating around the internet.*

Our incarcerated NA Family doesn't have easy access to literature, and in some cases, they have no access at all, easy or otherwise.

While some progress has been made in freely sharing with them the ESH of our program through literature, there is still much work to be done.

The WSR proposes funding NA literature for incarcerated members who have been paired with an NA Step Guide on the outside. The literature will go directly to individuals who have done the footwork to be paired with a Guide, have limited (or no) access to NA literature, and have expressed desire to be able to fully participate in our program of recovery. Similar subcommittees across the US and other countries always provide literature to their Writers.

The process to pair a Writer (aka inmate) with a Guide is extensive. See the last page for details. So, we have some assurance that Writers are committed to working the program, and that they NA Texts would go to good use.

Below is some background info on ways the Clients have been provided with literature up to this point. It includes contributions by individual members, eLit delivered by tablet, and purchases by the Dept of Corrections.

- NAWS has a system in place for sending BTs to clients, but it is inconsistent
 - However, NAWS did send a one-time shipment of BTs and other NA texts to Madison at our request, but they made clear that it was a one time thing **(\$300)**
 - See attached. We attended an NA meeting at Madison and helped the guys with their request to NAWS
 - We are consulting with NAWS on how to streamline the process and make it more reliable when clients write to them for a BT or other NA text
- ODRC funded a very large purchase of literature, but it may not have been as effective as was hoped
- ODRC is purchasing one bundle of Reaching Out per prison
- ODRC will allow us to purchase and ship directly from the NAWS web store to the prisons; they only allow shipping directly from the publisher (NAWS)
- We have used personal funds to provide literature up this point

- Two sets of texts for Michael J. in Allen Oakwood (AOCI). He has 8 years clean and a peer supporter, meaning that he can move freely between housing units and help carry the NA message across the yard. We purchased one set in English and one set in Spanish (he says there are a number of clients at AOCI who do not read English well and need literature in Spanish).
- One set of texts for the recovery services supervisor at AOCI, who is helping to establish virtual meetings at AOCI and all Ohio prisons
 - **\$209.00**
- 5 SPAD and 5 JFT to Grafton (**\$140.50**), which is where Cody, Matt and I shared and where they allowed us to speak with Clients about the materials on their tablets, and take pictures of the resources on the tablets
- Two books for Jelicia at Dayton Correctional Institute (DCI) for **\$26.80**. Jelicia requested the Step Working Guide and It Works How and Why

We go to many lengths to get Clients access to NA's literature.

- We got numerous IPs pushed out to the tablets, but access via tablet is unreliable.
- We facilitated the purchase of Reaching Out for all Ohio prisons.
- We send info directly to Clients by mail and email on how they can request a BT from NAWS, and how to get individual subscriptions to Reaching Out
- We were instrumental in getting the purchase order from ODRC to NAWS for literature
- We got \$300 worth of texts donated and shipped by NAWS to Madison
- We coordinate closely with recovery services supervisors to determine whether the clients actually have access to NA materials
- We use personal funds to purchase literature

Notes on Areas and Regions in Ohio

1. There are at least 6 of 28 prisons (21%) who are not geographically located in an active Area, meaning there might not be any H&I commitment active in those prisons.
2. Writers/Clients in any prison in Ohio can get released to our Area (we have heard this a few times, and makes sense since our Area has the capital city Columbus and is a major population center).
3. Allen Oakwood is in NWOASCNA (Northwest Ohio Area), but there is no active in person H&I there
4. Grafton and Lorain prisons are in Lorain County in the Buckeye Region, and there are no active H&I commitments there per the recovery staff

We request reimbursement of \$376.30 for the books we purchased using personal funds if possible (209 + 140.50 + 26.80 = \$376.30).

We also request budget for future purchases. If we allocate \$35 per Client (2-3 books, plus shipping) who gets paired with a Guide, then a **budget allocation of \$1500** will directly help approximately 40 Clients, and indirectly help the many people they will share the literature with.

Process for Writer to get paired with a Guide:

1. WSR sends info to specific prison or through ODRC admin about the program
2. Client sends a letter to WSR
3. WSR chair responds to that letter, and sends Assignment 1
4. Client completes Assignment 1 and returns it by mail to WSR
5. WSR chair responds and sends Assignment 2
6. Client completes Assignment 2 and returns it to WSR
7. WSR chair responds and sends Assignment 3
8. Client completes Assignment 3 and returns it to WSR
9. WSR chair pairs the client with a Guide and sends all materials by mail to the Guide

10. Guide sends a letter directly to Client
11. Client responds to Guide's letter and sends it to WSR
12. WSR forwards that letter to Guide
13. Rinse and repeat

Ad-hoc Reports:

Addithon (Shay/Outreach):

Was a success! Thanks for all the help.

New Year's Eve (Better Late than Never):

Was a success! Thanks for all the help.

Unity Day (Open):

NONE

Audits (Open):

NONE

OCNA FUNDRAISER (Laura P):

Hello Family, i am not feeling well or I would definitely be there today! I have attached a flyer. We need helping hands that day. If anyone has the willingness to be of service please contact me. All day event. We will be merging with Outreach for our next meeting and it will be the 2nd Sunday of the month at the Outreach location. The Fundraiser committee meeting will still be zoom also for those who cannot attend in person. Please contact me for the Zoom coordinates if you are interested. Come and support our fundraiser and have some clean NA fun! Official flyer coming out SOON!

ILS,
Laura

ARCHIVES: (Casey V)

Good afternoon Family,

The Archives committee does not have anything new to report at this time. I will be working with my husband's new printer to scan the physical files that are in my possession. Once they are uploaded to Google Drive, I will be finalizing the digital files for preparation of uploading to our NACentralOhio.org website.

As always, please feel free to reach out to me if you are interested in helping to preserve this area's history! I would love any and all help in bringing this project across the finish line.

In loving service,
Casey V.

Archives Ad-Hoc Committee Chairperson
330-523-8924

Nominations to Fill Open ASC Positions:

Current Open Positions:

- RCM - Tammy S nomination withdrawn; position OPEN No new nominations made
- RCM Alternate - OPEN NO NOMINATIONS MADE

- Vice Treasurer - OPEN No nominations made
- Area Office Chair - OPEN No nominations made
- Newsletter Chair - OPEN No nominations made

Nominations to Fill Open RSC Positions:

Current Open Positions:

- OCNA 41 Chair - Adam D.
- Public Relations Chair - No nominations made
- Vice-Webmaster - No nomination made

Sharing Session:

- NONE

Unplanned Business:

- NONE

Pre-Agenda Business:

- None

Adjournment:

Chair Adjourned the meeting with a moment of silence followed by the serenity prayer

Next ASC meeting: 17 December 2023 @ 2pm EST

Central Ohio Area Service Committee of Narcotics Anonymous Trusted Servants			
Administrative Committee			
Chairperson	Casey V-P.	330-523-8924	c.varabkanich@gmail.com
Vice-Chairperson	James G	614-204-3432	Jtlgreen@yahoo.com
Secretary	Lis R.	419-231-2204	lkgregula@gmail.com
Vice-Secretary	***OPEN***		
Treasurer	Janet W.	614-506-0768	jbogin3@gmail.com
Vice-Treasurer	***OPEN***		
Regional Committee Member	***OPEN***		
Regional Committee Member Alternate	***OPEN***		
Subcommittee Chairpersons			
Area Office Chairperson	***OPEN***		
COACNA 30 Chairperson	Kenny W.	614-402-3984	wward3@twc.com
Hospitals & Institutions Chairperson	Cody C.	740-249-8076	codyjustincline@gmail.com
Newsletter Chairperson	***OPEN***		
Outreach Chairperson	Shay B	614-456-8773	coascna.outreach@gmail.com
Public Relations Chairperson	Megan P.	614-600-6339	megpowell11@gmail.com
Writing Steps in Recovery Chairperson	Paul M.	614-745-7530	cbusnapaulm@gmail.com

COASCNA Activities Calendar for 2023-2024

December, 2023

Sunday, December 17th – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. OCNA Fundraiser proposal due.
2. Quarterly subcommittee budgets due for January – March

Friday December 24th Addithon

Saturday December 25th- Addithon

Thursday, December 31st – **New Year's Eve Event**

January, 2024

Friday – Sunday, January 5th to 7th – **COACNA 30** @ Crown Plaza 6500 Doubletree Ave Columbus, OH 43229

Saturday - Sunday, January 13th & 14th - **ORSCNA Quarterly Meeting** @ Hyatt Place Sharonville Convention Center 11345 Chester Road, Cincinnati, Ohio 45246

Sunday, January 21st ASC meeting- 2pm @ Lower Lights Church 1066 Bellows Ave

1. Form Audit Ad-hoc subcommittee to complete audit of COACNA account.

February, 2024

Sunday, February 18th – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. Announcement of Unity Day proposal due at March ASC.
2. COACNA audit (*after convention is over*)

March, 2024

Sunday, March 17th – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. Quarterly subcommittee budgets due for April - June.
2. Unity Day Proposal Due
3. ASC shall conduct a bi-annual Area Service Inventory (*as outlined in "A Guide to Local Service"*) - Proposal due in April. (*Odd years*)
4. Voting on CAR motions (*even years only when WSC is held*)

April, 2024

Saturday – Sunday, April 13th & 14th – **ORSCNA Quarterly Meeting** @ Location TBD

Sunday, April 21st – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. Announcement of the election of COASCNA Trusted Servants in June
2. COACNA audit (*for the off years*)

May, 2024

Sunday, May 19th – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. Nominations due for COASCNA Trusted Servant elections in June.

Friday – Sunday, May 10th – 12th – **ORSCNA Spring Retreat** @ Tar Hollow State Park – 16396 Tar Hollow Rd.

June, 2024

Sunday, June 23rd – **ASC Meeting (MOVED FROM JUNE 16th DUE TO FATHER'S DAY)** – 2:00pm @ Lower Lights Church 1066 Bellows Ave and on

1. Elections of COASCNA trusted servants except Convention Chairperson.
2. Area Conscience for ORSCNA Trusted Servants nominations.
3. Quarterly subcommittee budgets due for July – September.
4. Form Addithon and New Year's Eve ad hoc committees – proposals due at July ASC.

July, 2024

Saturday – Sunday, July 13th – 14th – **ORSCNA Quarterly Meeting** @ Canton, Ohio

Sunday, July 21st – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. The records of the COASCNA General Fund will be audited by the Area Auditing Ad hoc Committee.
2. Form Audit Ad-hoc subcommittee to complete annual audit of COAONA account.
3. Addithon and New Year's Eve proposals due.

August, 2024

Sunday, August 18th – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. Results of the Audit of the COASCNA General Fund due (*The fiscal year of COASCNA extends July 1 through June 30*)
2. Results of the Audit of the COAONA account due
3. ASC Treasurer begins filings for IRS, State of Ohio, & Ohio Attorney General (*due by November 15th*)

September, 2024

Sunday, September 15th – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. Quarterly subcommittee budgets due for October – December

October, 2024

Friday – Sunday, October 10th – 12th – **ORSCNA 12th Step Retreat**

Saturday – Sunday, October 15th - 16th – **ORSCNA Quarterly Meeting** @ Location TBD

Sunday October 20th- 2:00pm @ Lower Lights Church, 1066 Bellows Ave

November, 2024

Sunday, November 20th – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. OCNA Fundraiser Ad-hoc subcommittee – proposal due at December ASC.
2. Annual Area Office insurance payment due.