**Central Ohio Area Service Committee Meeting Minutes**

**19 November 2023**

Meeting called to order at 2:05 P.M. by: **Casey V-P**

Serenity Prayer recited by: **All**

Service Prayer read by: **All**

The Twelve Traditions of Narcotics Anonymousread by **Shay B**

The Twelve Concepts for NA Serviceread by **Lisa G**

The Twelfth Concept of the month read by **Leighton**

| **BACK TO GROUPS:**   * **Motions**   + Motion 2023-08: * **Nominations for open ASC positions:**   + Vice Chair - James G. see attached nomination form   + 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 * **Nominations for open Ohio Region positions:**   + OCNA 41 Chair - Adam D.   + Public Relations Chair - No nominations made   + Vice-Webmaster - No nomination made |
| --- |

**Roll Call:** (Apologies to anyone we missed)

1. Lis R, ASC Secretary
2. Casey V, ASC chair/Archives chair
3. Janet W, Vice Treasurer and GSR You Grow Girl
4. Leighton, GSR-alt Good Morning Group
5. Maureen K, GSR-alt I Can’t We Can
6. Lisa G, GSR Aging in Recovery
7. Liz G, GSR Journey Continues
8. Byron B, GSR Text Discussion Group
9. James G, GSR Meshugeneh
10. Laura P, GSR Never Alone Never Again
11. Paul M, WSR Chair
12. Harold P, Concerned member, outgoing GSR of Free at Last
13. New GSR of Free at Last
14. Scot H, RCM
15. Fred S, GSR Promise is Freedom
16. Lenore, GSR
17. Steve L, concerned member
18. Rob S, GSR Saturday School
19. Aaron S, GSR Trust the Literature
20. Debbie,
21. Kenny, GSR Reach One Teach One
22. Shay B, concerned member

**Minutes approved:**

Minutes for October were tabled for approval in December.

**New Group Recognition:**

* Reach One Teach One: meets on Sunday’s from 5 to 6pm

**New Group Service Representative(s):**

* Harold P from Free at Last
* Rob from Saturday School
* Kenny from Reach One Teach One

**Brief financial assessment from Treasurer:**

Open financial report forms/receipts:

Shadena Carter – Unity Day - $750.00

Reimbursement:

Reimb. of $108.46 to Paul M. – for library stamp for library books

Outstanding checks not reflected in current balance:

There are four (4) outstanding checks:

* OCNA August donation - check #1228 in the amount of 143.13;
* OCNA September donation - check #1233 in the amount of $82.80;
* OCNA October donation - check #1238 in the amount of $167.99; and
* Paul Matherny – check #1237 reimb. Of $108.46 - stamp for library books

| Starting Balance | $9,232.29 |
| --- | --- |
| Group Donations |  |
| Donations |  |
| Expenses | 3,409.61  Includes $1,998.44 reimb. H&I – Pancake Breakfast |
| Stmt Ending Balance | $6,825.90 |

Actual bank balance is $6,166.65 – which is bank ending balance (minus) all outstanding checks mentioned previously.

Current expenses: As of today are:

| Breezeline | $43.94 |
| --- | --- |
| Area Office rent | $300.00 |
| Ohio Mutual Insurance – renewal | $401.00 |
| ORSCNA - November |  |
|  |  |
| TOTAL expenses | $744.94 |

**Unfinished Business:**

* Motion 2023-07 ruled out of order due to resignation of Outreach Subcommittee Chairperson

**Agenda Business:**

* Budgets and Check Requests:
  + Outreach subcommittee requesting $750 for Addithon event.
* Elections:
  + None
* Motions
  + None

**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](mailto:coascna@gmail.com).   
  
**Clean Machine:** ​​We are averaging around 10 people each week. We read the JFT Daily Meditation, then share on it and two topics. We'd love to see you there. As an early FYI- we WILL be open both Christmas Day and New Year's Day. ILS, Bekki M.

**Trust the Literature:** Normal meeting attendance is between 40-55 members each week and we have multiple home group members with significant clean time (especially women) who are available to sponsor new members. Our group made a $15 donation through PAYPAL. Thank you! Aaron H

**Never Alone Never Again:** Hello Family, all is well at Never Alone Never Again. We average 20 people.We will be closed for Thanksgiving. Hope everyone has a wonderful Holiday. ILS,Laura P

**I Can’t, We Can:** In the spirit of proactive communication, the I Can’t, We Can group wanted to provide the area with the

following update. We are hopeful that by providing this information directly to the GSR’s of our Area, we

can empower them with accurate information, should they be asked questions by our members, or hear

of this event through conversations held outside of meetings.

On Saturday 11/18/23 law enforcement did enter our meeting and approached a member who had shared

earlier in their comments that they had been experiencing thoughts of suicide and had a loaded weapon

in their vehicle. A staff member of the facility where our meeting is held, heard this comment and notified

the police. The member answered the questions of law enforcement and the matter was resolved without

incident.

While understanding the obligation of the staff member to report this comment upon hearing it, our home

group is concerned about this incident, and want to ensure that our meeting is aligned with our

fellowship’s principles and traditions, primarily those of anonymity and the guiding principle that our

meetings are under “no surveillance at any time”. Be assured that our home group members are

spending this week reading our literature, speaking with our sponsors, considering our options, and will

meet next week in Group Conscience to discuss what the next best steps will be for the group and our

fellowship. We will keep the area updated on any other pertinent developments.

Today we are submitting a $76.00 donation to the Area.

In Fellowship,

The I Can’t, We Can Group

**Groups needing support:**

Freedom From Fellowship: general support, increased attendance

Journey Continues: female members willing to sponsor, have extended clean time, and carry a clear NA message

Wednesday Text Discussion: general support, increased attendance, members willing to step up as trusted servants

**Administrative Reports:**

**Chair Report: (Casey V-P)**

Good afternoon Family,

Please continue to announce the area’s open service positions at your homegroups and subcommittee meetings. It is vital for our area service committee’s continued function and growth to have willing and able folks step up.

As the holidays approach, I want to encourage folks to discuss with their homegroups whether they will be meeting. Folks at the office, specifically Jarrod G, made an effort to reach out to each group to put together the Thanksgiving schedule that is now on the website. I’d like to have a similar schedule put together for the December and January holidays prior to December 1st. For reference, December 24th and 31st are on Sundays, while December 25th and January 1st are on Mondays. Please have a trusted servant from your homegroup email [COASCNA@gmail.com](mailto:COASCNA@gmail.com) with the name of the group, position of the trusted servant, and whether you will or will not be meeting!

In the spirit of our Eleventh Concept, I want to remind folks that any addict who handles COASCNA funds is responsible for signing the Financial Responsibility form. This form is Addendum I to our area policy and must be signed by the following: Administrative body (completed), Sub-Committee Chairpersons, and Sub-Committee members handling funds. I do apologize for my misunderstanding last month, the convention subcommittee is exempt from signing this form; their subcommittee policy includes a version of this form that members have already signed. Please see myself and our treasurer Janet W at the end of the meeting today to sign your copy if applicable.

Lastly, this month our secretary, treasurer, and myself met with addicts who previously served this body in various positions. One of the takeaways from this meeting was having a calendar of events for the entire area. We have updated the most recent one available and it is out on the table, if you haven’t grabbed one already. This document is meant as a loose guideline and recommendation, it is not binding since it is not part of our area policy. Please reach out to myself and our secretary Lis R with any updates or feedback on the calendar.

Our next ASC meeting is December 17th at 2pm at the 1066 Bellows Ave Church. Feel free to 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](mailto:c.varabkanich@gmail.com)

In loving service,

Casey V.

COASCNA Chairperson

**Vice Chair (OPEN)**

NONE

**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 past month:

The bank account beginning balance was $9,232.29

* PayPal (electronic) donations totaled: $674.25
* Checks/money orders deposits totaled: $329.00

**Total October group donations totaled: $1,003.22**

Interested members and groups can donate with PayPal to [coascna.treasurer@gmail.com](mailto:coascna.treasurer@gmail.com)

If anyone wants to know if their group donated, please see me before or after the meeting to confirm.

**Account withdrawals/debits:**

* Ck #1224 for 120.01 - ORSCNA July donation
* Ck #1228 for $143.13 - ORSCNA August donation
* Ck #1230 for $300.00 to Randy Burchfield office rent for October
* Ck #1232 for $750.00 to Shadena Carter – Unity Day Event
* Ck #1234 for $1998.44 to Chuck Miller – H&I Pancake fundraiser, which was retained by ASC; and
* Ck #1235 for 98.03 to Breezeline – office phoneline/internet

Total September withdrawals totaled: ($3,409.61)

The ending balance bank account balance is: $6,825.90

**There are three (3) outstanding checks:**

* Ck #1233 for $82.80 - ORSCNA September donation
* Ck #1236 for $300.00 to Randy Burchfield office rent for November
* Ck #1237 for $108.46 to Paul M. – reimb. for library stamp
* Ck #1238 for $167.99 - ORSCNA October donation

‘

Total amount of outstanding checks = $659.25

Today we will make a payment to Ohio Mutual Insurance for $401.00, which is an annual renewal payment.

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

* 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: (Scot H)**

Hello Family,

I was unable to attend last month’s Regional meeting because it was my final big training before the

marathon the following weekend. Speaking with a few people who did attend it seemed to be very lively

yet not too much to report on meeting. I have taken what I thought out of the minutes to bring our area

up to par with what was discussed. As always you can find a full report of the minutes at naohio.org

under Minute Archives.

To save time and long report, I would encourage all GSR’s to take a moment to go the regional website

and read the RD report on the items that are discussed at the different zones and Worlds.

The World Board is soliciting volunteers to serve on focus groups to address the workgroup topics that

were agreed to at the WSC. Any member may volunteer using this link:

https://naws.formstack.com/forms/volunteer\_form. Work has already begun on developing the IDTs for

this cycle. They are:

•DRT/MAT

•Disruptive Behavior

•Reimagining and Revitalizing Service Committees

•Gender Neutral Language

Collaboration of US Zones

The MZF Zonal Contact Team facilitated the meeting of the Collaboration of US Zones on July 9.

A draft national web site is being developed. https://usa-na.org/.

Regions are encouraged to view the website. It also lists the status of regional support for the

Collaborative. The MZF has always supported the Collaboration concept. However, only three MZF

Regions (Chicagoland, Ohio, and Wisconsin) have done the survey. For more information and for a link

to the survey, click this link from the website: https://usa-na.org/tell-us-whatyou-think/. Work has also

begun on general guidelines governing a Zonal Collaborative service body.

Around our Region:

DASCNA – Dayton’s convention is formed, and all positions are filled for 2025. They are working to get H

&amp; I up and going into different facilities and they have a new H &amp; I chair leading that effort.

FRASCNA – there has not been good participation in the area. Members have served for ever in

literature chair that does not come to area but take literature to meetings. meetings are still going on

and the message is being carried. New H &amp; I chair trying to collaborate with others. Martha suggested

she pick up literature and take it to area and perhaps people will start showing up to area again.

GCASCNA – Cincinnati’s convention is coming, and flyers is on website. Trying to get ideas so that we can

represent our community. There are lots of activities if you want to participate in workshop, please let

Glenn know to be submitted. Having issue with disruptive behavior. Had an issue with one addict in

conflict and went to get a firearm and discharged it and now looking for a solution to keep member

away. In depth discussion surrounding this issue and just come up with a viable solution on how to

police such a matter.

HAMASCNA – doing well. H &amp; I stepped up and doing well. Serenity in the woods is doing good. Have a

new activity chair and 99% sure all positions are filled.

MEASCNA – have a lack of female sponsor. Outreach &amp; pr chair is new and have some new ideas in

hopes to stir up participation. A meeting is getting very large and looking to find ways to be more

effective in carrying the message. Addict shared that his home group used to split and even into 3 do

reading and break people would not come back to meeting. Another group started at the same time,

which took some of the pressure of the one meeting. The meeting celebrated 42 years. Closure of the

center for hope and caused 3 groups to lose their meeting space. Flight to freedom would get large and

had to split them up Give option to go to different.

MOASCNA – trying to build our area back up. Confident that area will come back Had a recovery center

fall of and caused to lose members.

PUASCNA – area is doing a whole lot better; attendance is picking up doing new things with format

Friday fun night. Did change a couple meetings and times and will get information to web master. Raised

awareness and seeing a lot of results.

SASCNA – going pretty good have the same problem everyone else has. No one wants to step up. The

literature chair misappropriated funds and had to get them out.

SBASCNA – chili cookoff on the 28th and will be announcing the winner of capture the flag. Looking to

do it again.

SVASCNA – Sunday meeting decided to change from NA to DAA and now want to be NA again. Having

difficulty in deciding whether to accept them back in the area. Addict that was GSR is now in treatment

at this facility and has had a strong influence on others. Looking for a facility for meeting that’s in the

park because of the weather.

A full financial treasures report of the region can be found at naohio.org in the minutes archive.

Several motions that were voted on by the RCMs that did not need to go back to the areas are also listed

at naohio.org under minutes archives. All motions passed.

Lastly, I would like to give thanks to this area for allowing me to serve as your RCM. It has given me a

space to learn and grow in what I feel is one of the most important parts of recovery and that is service.

I have learned that by taking on challenges, looking for solutions, setting aside my ego for the good of na

as a whole and not allowing my personality to override my principles, I can continue to grow deeper and

grow closer to meeting my higher self.

As of today, I will be stepping down as this area’s RCM. Life presents itself in beautiful ways as we grow

in our recovery and if we are fully present with an open mind, heart and presence we can fully move

with grace into new and exciting paths of our lives.

In loving service, Scot H.

**Subcommittee Reports:**

**Convention Committee: (Kenny W, via email)**

Hello family, the convention committee held its last meeting on November 4th. Meeting was called to order at 1:05 by Kenny W . All subcommittees were in attendance some were on zoom the others were in person. As we move into December the convention committee will meet 4 Saturdays At 1:30pm at the host hotel which is Crown plaza North 6500 Doubletree Road.

Dates are :

December 2nd

December 9th

December 16th

December 30th.

CURRENTLY WITH WE HAVE (182) HOTEL ROOM NIGHTS BOOKED.

Per contract The block was a 192 the hotel added 20 rooms

for NA members to get the discounted rate of $102.00 per

night. We discussed the convention committee bringing back to the area, a nominee for Chairperson of COACNA31. The COACNA30 team doesn’t, have a nominee for the next

Convention Chairperson. I recently was giving Tax documents that was delivered To the Just for today club.

I have no idea what to do with them I will be asking Jarrod G.

We are in the fourth quarter with the final stages of planning for this upcoming convention in January. We are working very hard to make sure all our i’s are dotted and t’s crossed. Please excuse me for not being here today or the convention committee represented. As always I will be sending my report over to the area secretary.

ILS.

KENNY W.

COACNA30 Chairperson

SERVING WITH PURPOSE

**Convention Treasurer Report:**

Good afternoon family,

Thank you for allowing me to be of service and thank you for your service. I have provided copies of the October 2023 Bank Statement, Account Log (“check book”), and Treasurer workbook to all the email addresses I had for the committee. Our bank balance on 09.30.23 was $11,243.68. The account balance for COACNA 29 in October 2021 was $8,687.68.

Summary reporting

· Pending transactions:

o Check 184: Shipping costs to mail out registrations - $105.60

· Income in October 2023: $1,249.04

o Merchandise sales (for October): $00.00

o Registration sales (for October):

§ Basic: 1 for $30.00

§ Full: 2 for $164.32

§ Banquet Tickets: 7 for $350.00

§ Newcomer donation: $0.00

o Donations: $114.72

o Bowling fundraiser: $590.00

· Expenses in August 2023: $2,404.13

· American Airlines Ticket Purchase for Brian K.: $368.80

· American Airlines Travel Insurance Purhase for Brian K: $29.50

· Southwest Airlines (Wallace C.): $347.96

· Printing welcoming materials: $1,637.46

· HP Instant Ink: $20.41

ILS,  
Jarrod G

**Area Service Office (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 October 2023:

* **Number of sales:** 47 *(from office monthly reporting at a glance)*
* **Total sales dollars:** $2,368.28 *(from office monthly reporting at a glance)*
  + **Additional service sale through PR:** $1,386.60
* **Month ending bank account balance:** $7,087.23 *(from bank statement)*
* **Inventory:** $7,383.14 (*from inventory document*)
* **Number of phone calls:** 94 (*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](mailto: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
* Rides to Recovery: we have officially discontinued this program but will work with anyone who reaches out needing a ride and work to help get them to a meeting. We only get about one request per quarter for rides.
* Square: it was brought to our attention by Square that we are in violation of the Square terms of service when charging a fee to cover the costs of processing credit cards. If we did not stop charging the fee, we could have lost access to Square. Square offered a few suggestions to recoup the credit card processing fee but those suggestions were complicated and challenging to implement. The cost of processing credit cards is only $18 per month. We voted to forgo colleting the fee and will assess the need to build the cost of processing credit cards into our overall pricing structure the next time NAWS updates literature prices.
* Group registry: we are going to assist our area secretary in building a new group registry to collect contact information to assist in connecting groups to our service system and no whom to contact if there might be a schedule change if it is reported the group may no longer be meeting.
* Phoneline volunteer guidance document: our subcommittee has created a one pager from existing resources and NA service literature to have a one page reference guide for our phone line volunteers.
* We have collected updated meeting information for Thanksgiving and provided to our Public Relations subcommittee.
  + Thursday
    - Good Morning Group - meeting
    - Serenity Group - meeting
    - Spiritual Not Religious Group - meeting
    - Heart 2 Heart Group of NA - meeting
    - Urbancrest/Grove City NA Group - no meeting/facility closed
    - Another Day, Another Way - meeting
    - Never Alone Never Again Group - no meeting
    - Da Addict's Way Out - no meeting
    - Cuttin' Loose - meeting
    - Better Late Than Never Group - meeting
  + Friday
    - Free at Last Group will not be meeting on Friday Novembere 24th due to facility closure.
* We are in need of additional phoneline office volunteers and we ask that you please announce at your groups. Please call or email [cbusofficeofna@gmail.com](mailto:cbusofficeofna@gmail.com).
* If you have an update to group information, please email [coascna@gmail.com](mailto: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, via Aaron):**

Good afternoon!

Would like to start out by sharing some very exciting news that looks very promising for H&I and NA as a whole! Paul, Megan and myself had the opportunity to go up to Allen Oakwood prison in northern Ohio this past Wednesday to meet with their recovery services director and sit in with some addicts for a zoom NA meeting! This is a new practice that would be the practical solution to reaching addicts in many many prisons that are located in rural areas and have zero exposure to the solution of Narcotics Anonymous. Again, this is a new process that will take time to implement throughout the Correctional institutions but we are very hopeful that it works out for us! Feel free to ask you Higher Power for some assistance ��

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

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 most of the times as well. .

Our next subcommittee meeting will take place on December 3rd at 2pm at 1423 North high street.

Thanks!

Cody C

**Newsletter (Open):**

NONE

**Outreach (Shadena C):**

I would like to start by thanking this Area for allowing me to be of service, however, this

will be my final report as the Outreach Sub-Committee Chairperson. Due to my physical

changes and personal family situations with my children, my availability for the

committee has lessened. The committee met on Sunday, November 12, 2023, where I

presented a motion for the monthly sub-committee meetings to become virtual every

other month, if not every month (until further notice), if possible. However, the motion

was not seconded by the body. With the decision of the group conscience, I let the group

know that I would have to resign as the Chairperson because I would not be able to

fulfill the responsibility based on the decision. To close out as the Chairperson I am

going to report the final info on Unity Day and the “Sweetness of Service” GSR

workshop.

Unity Day: Monday Miracles was the group that the committee voted as the winner of

the flyer contest. They received the coffee pot. (Shay has more info). COASCNA

Registration attended the event and was able to sell a few registrations. The 50/50 raffle

winner donated to the registration committee for newcomer registration packets.

Thanks to Matt S. and Tracy C. for their messages of hope. We returned $123.00 today

(7th tradition and 50/50). (sent via PayPal)

“Sweetness of Service” GSR workshop: Was great. Had about 11 members in

attendance. It was good to see our Area Chairperson and Treasurer in attendance to be

a part of the discussion. I have attached a pdf copy of the updated slides for the area to

post if they like and for the new Chair to access.

Thank you again for allowing me to be of service.

In Loving Service,

Shadena C. Outreach Sub-Committee Chairperson

Outreach.COASCNA@gmail.com

**Public Relations: (Megan P.):**

**Monthly Web Stats – September**

• Visitors: 4,447 (last month: 4,373)

• page views: 11,237 (last month: 10,617)

• We have 3,000 more visitors for year-to-date 2023, compared to 2022.

**PR Updates**

• **“Post N’ Pass” Contest** is ready for final review. This is a flyer drive contest for the fellowship to post flyers and “pass” the service to other homegroups to share that NA is a credible program of recovery. o Attached are the following drafts:

▪ Internal fellowship info flyer

▪ Post N’ Pass Guide sheet that will go in the Post N’ Pass kit

▪ Best Posting Practices sheet for “tips”

o The committee is seeking feedback on these and will finalize at our next subcommittee meeting. Feedback can be texted or emailed to Megan P.

o PR will handle putting together the “kits” and getting them to the two starting homegroups. o Requesting $100 from area in March/April for contest winner – this is for a pizza party. • **Visited to Allen Oakwood Prison** in Lima with H&I and WSR chairs to discuss how NA can support incarcerated population.

• **Successful October subcommittee meeting**.

o Copy of agenda and notes are attached.

• NA World has a webinar on the New Meeting Finder, which our subcommittee will review. **Upcoming Events**

• Nov. 20 – OSU Med School.

• ODRC Monthly Meeting

• PR Subcommittee Meeting Dec 3rd at 1pm

**Check Requests**

• n/a

**Fellowship Ideas**

• **Central Ohio Subcommittee Service Sign-Up**

o Target April 2023

**Writing Steps for Recovery: (Paul M)**

WSRA black and white circle with blue text

Description automatically generated

Writing Steps for Recovery Subcommittee

November 2023 report for ASC

Chair, Paul M

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.

I am going through the old data and piecing things together. I have reached out to all the Writers (my preference of word rather than using the term inmates) who contacted WSR.

I have checked in with Guides to see if they are receiving and sending correspondence, and have heard back from most of them.

* The first group of Writers I reached out to are the 7 who were paired with a Guide (an NA member on the outside who is committed to working the Steps with incarcerated individuals). This is to ensure that two-way communication is happening as intended.
  + I sent them each a letter with our booklet Behind the Walls.
  + I sent each of them emails to confirm the facility where they are housed so that we are sure of where to send mail, and whether they got the letters from me and/or their Guide; I also send JFT readings as able.
    - The writers are thrilled to hear from us by email and to know that their request is being followed up on, and that clean addicts on the outside are committed to sharing our recovery with them.
* The second group of Writers I reached out to are the 6 who were sent assignment #3 and then we didn’t hear anything back from.
  + I sent them each two emails, one that has a JFT reading, and the other where I asked if they sent us the assignment(s).
    - It’s possible that we never received the letters, either because of poor postal service, or perhaps it got misplaced at our Area Office.
* The third group I am reaching out to are the 20 Writers who were sent Assignment #2, but we have no record of receiving anything back from them.
  + I send them the JFT reading for that day, ask if they have been trying to communicate with us, and/or if they would like to keep up with the WSR program.
    - As noted above, it’s possible that we never received the letters, either because of poor postal service, or perhaps it got misplaced at our Area Office.

Through reaching out to these Writers I learned that there is newly established Ohio Mail Processing Center (OMPC) in Youngstown, Ohio. A writer told me by email that postal mail for ORW (Ohio Reformatory for Women) now needs to be sent to the OMPC where it will be scanned and delivered to the Writers on their prison-issued computer tablets. During a meeting with ODRC and our PR and H&I subcommittee chairs, I asked for confirmation. The ODRC told us that mail for all three women’s facilities, not just ORW, needs to be sent to the OMPC; that this is a pilot project; and that the goal is eventually for *all* postal mail to go through the OMPC with none being sent directly to the institution.

We are exploring options for funding so that we can provide literature to Writers who have been paired with a Guide. Some of the Writers have expressed strong desire for our NA literature, beyond what is 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.)

I went on a tour of Allen Oakwood with the chairs of PR and H&I on Wednesday, 11/15/2023. While there we met Mike J., a Writer who has eight years clean, has been working the NA program the entire time, and is a peer recovery supporter at Allen Oakwood. This means that he can move freely between housing units and help carry the message of NA across the yard.

Mike J. said he definitely needs the richness of our collective experience, strength and hope as conveyed through all our literature. He said that there are many Spanish speakers on the yard who would benefit from our translated literature. We confirmed this information with our contact at the prison, the Recovery Services Supervisor, and he said that they desperately need Spanish and English literature. So, we sent him a set of books in English and in Spanish. We are grateful to be able to provide these essential NA resources for our siblings working this program and who don’t have the means to purchase our literature.

By the end of this year our goal is to send another announcement out to the prison system letting them know of the WSR program. I have reached out by FaceBook groups to many WSR committees and their equivalents across the US and world, to gather the experience, strength and hope from those who have run successful committees for years and even decades. I am confident we will have a good system in place to quickly and efficiently log all mail received, and to respond to our potential Writers in a timely manner.

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](mailto: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, 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
4. WSR responds by sending the Writer Assignment #2
5. Writer sends the WSR their completed Assignment #2
6. WSR responds by sending the Writer Assignment #3
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

**Ad-hoc Reports:**

**Addithon (Open):**

NONE

**New Year’s Eve (Open):**

NONE

**Unity Day (Open):**

Hello everyone,

It has been brought to my attention that there was some concern about the 2023 Unity Day financial report. Per Area Treasurer via text message, **"ASC needs itemized receipts, 2 of your documents are not acceptable. It is suggested that the financial requst form be complete aling with the itemized receipts, which would be self-explanatory, explaining the $150.00 and the $57.00. Also, we don't accept PayPal reimbursements. This was the 1st, so policy change is going back to groups. PayPal charges 3%, therefore, ASC does not receive the total amount of funds distributed. The committee needs an itemized receipt on the reimbursement document." (Janet W.)** After review of the request:

1. I have updated and completed the 2023 Unity Day Budget Reimbursement/Reconciliation Form and attached records. I have also scanned and uploaded the receipts that will verify reimbursement of monies paid out by a committee member, Jesse S. on the day of the event for food/supplies that I reimbursed using CashApp. (Actual Exp. $56.59 however, reimbursed member $57.00) If technical about the $0.41, please use towards the travel expense for the member.
2. In reference to the $150.00 handwritten receipt from the church, they did not have a receipt book to write us a receipt at the time of payment. However, I informed the financial secretary that I needed something in writing w/a signature to verify the payment was made to the facility so she wrote the receipt that has been submitted to this body. If there is a need to further verify, members can contact Ms. Elizabeth at Prince of Peace Lutheran Church at 614-863-3124 for more information.
3. In regards to the reimbursement of funds to the Area via PayPal this is not acceptable. I have not been made aware of this. I have attached several receipts that verify that I have refunded funds to the Area via PayPal with no issues in the past. Past Treasurer, Jarrod G. was in position at the time. Please review past records and clarify the "we don't accept PayPal reimbursements" and where this is located in the policy. We cannot enforce motions that have not been voted and assumed to be approved for this transaction.

* (Jan. 17, 2021) 2020 Addithon $283.24
* (Oct. 16, 2021) 2021 Outreach-Unity Day $100.85
* (Dec. 3, 2021) 2021 Zoom into Service $152.20
* (June 8, 2022) 2022 Spring into Service $122.04

I hope this clarifies the request of the Area Committee. If any other information is needed please feel free to reach out.

Thank you,

In loving service,

Shadena C.

**Audits (Open):**

NONE

**OCNA FUNDRAISER (Laura P):**

Hello family, the OCNA fundraising committee will pause during December do to the holidays. Our last zoom meeting did not bring any willing members. We will reconvene Sunday January 14th 2024 at a local branch of the Columbus Library. We will let everyone know at the December ASC meeting. Thanks and Happy Thanksgiving to all.

ILS,

Laura P

**ARCHIVES: (Casey V)**

Good afternoon Family,

The Archives committee is reaching its final stages! Existing digital files from 2003 to Present are sorted and uploaded to the COASCNA Archives Google Drive. I will be meeting with my fellow committee members to acquire the files prior to 2003 in order to scan and upload those monthly minutes as well.

Next steps include re-inventory of the months we are missing, as well as drafting ideas for a finalized product. Right now we are envisioning a “view only” link to the Google Drive that would be posted on the NACentralOhio.org website.

As work with the archives committee begins to wind down, I want to encourage any folks who are interested to reach out to me. My committee members Mark R and Scott H are both stepping away as their recovery and lives lead them elsewhere. I am grateful for their hard work and service. 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:**

* Vice Chair - James G
* 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:**

* Continued discussion regarding what defines an “active” group in our area. How can we better identify meetings needing support, meetings that have closed, meetings with inconsistent communication with the area
  + Outreach subcommittee, ASC secretary, Office subcommittee, and individual trusted servants willing to tackle this issue from several angles and continue to work towards a solution

**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](mailto:c.varabkanich@gmail.com) |
| Vice-Chairperson | \*\*\*OPEN\*\*\* |  |  |
| Secretary | Lis R. | 419-231-2204 | [lkregula@gmail.com](mailto:lkregula@gmail.com) |
| Vice-Secretary | \*\*\*OPEN\*\*\* |  |  |
| Treasurer | Janet W. | 614-406-0768 | [jbogin3@gmail.com](mailto: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](mailto:wward3@twc.com) |
| Hospitals & Institutions Chairperson | Cody C. | 740-249-8076 | [codyjustincline@gmail.com](mailto:codyjustincline@gmail.com) |
| Newsletter Chairperson | \*\*\*OPEN\*\*\* |  |  |
| Outreach Chairperson |  |  | [coascna.outreach@gmail.com](mailto:coascna.outreach@gmail.com) |
| Public Relations Chairperson | Megan P. | 614-600-6339 | [megpowell11@gmail.com](mailto:megpowell11@gmail.com) |
| Writing Steps in Recovery Chairperson | Paul M. | 614-745-7530 | [cbusnapaulm@gmail.com](mailto: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.