

Central Ohio Area Service Committee Meeting Minutes 21 April 2024

Meeting called to order at 2:00 P.M. by **James G**

Serenity Prayer recited by: **All**

Service Prayer read by: **All**

The Twelve Traditions of Narcotics Anonymous read by **Wanda**

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

The Introduction and Section 1 of ASC Policy Manual read by **Joseph and Lisa G**

BACK TO GROUPS:

- **Motions**

- **NONE**

- **Nominations for open ASC positions:**

Responsibilities described in the [area policy manual](#)

Administrative Body includes:

- *-Chair-* James G (Motion by Lisa G, 2nd by Catie)
- *-Vice Chair-* Corey G (Motion by Corey G, 2nd by Lisa G)
- *-Secretary-* Lis (Motion by Lisa G, 2nd by Catie)
- *Vice Secretary-* NONE
- *-Treasurer-* Janet (Motion by James, 2nd by Lisa G)
- *-Vice Treasurer-* Jamie (Motion by Jamie, 2nd by Lynnette)
- *-Regional Committee Member* (represents COANA at the [Ohio Region](#))- Lynnette (Motion by Lynnette, 2nd by Lisa G)
- *RCM Alternate-* NONE

Subcommittee chairs include:

- *-Outreach-* Byron B (Motion by Byron B, 2nd by Lis R)
- *-Hospitals and Institutions-* Kenzie (Kenzie T, 2nd by Lis R)
- *Public Relations-* Megan (Motion by Megan H, 2nd by Liz)
- *-Writing Steps for Recovery-* Aaron H (Aaron H, 2nd by Lisa G)
- *Newsletter-* Jasper (tentative)
- *-Area Office-* Lisa G (Motion by Lisa G, 2nd by Catie C)

***Area Office Audit Ad Hoc- NEEDED

- **Nominations for open Ohio Region positions:**

- **NONE**

Roll Call:

1. Janet W, Vice Treasurer and GSR Heart2Heart
2. Caity C, GSR Out In Recovery
3. Aaron H, GSR Trust the Literature
4. Deborah, GSR We Came To Believe
5. Kevin T,
6. Bruce R,
7. Leighton M, GSR Good Morning Group
8. Alli M.,

9. Kenzie T, Vice H&I Chair
10. Charlie S, GSR
11. Dani T, GSR The Meeting Up North
12. Brack G, GSR Free At Last
13. Lisa G, GSR Aging in Recovery
14. Byron B, GSR High Hopes
15. James G, ASC chair
16. Fred S, GSR Promise is Freedom
17. Monty, GSR Serenity Group
18. Kenny H, GSR Grateful Not Deadhead
19. Corey G, GSR Gay, Joyous, and Free
20. Wanda, GSR Unity Through Service
21. Laura P, OCNA Fundraising Chair, GSR Never Alone Never Again
22. Lis R, ASC Secretary
23. Josh, GSR Monday Miracles
24. Liz, GSR The Journey Continues
25. Cody C, Chair H&I
26. Joe P, GSR A New Way of Life
27. Jamie, GSR Women in Recovery
28. Lynnette, Concerned Member
29. Nicole P,

Minutes approved:

Minutes for April were approved

New Group Recognition:

- New Group recognition A Werk in Progress (Bruce- GSR) (up on web once they are fully self supporting)

New Group Service Representative(s):

- New GSR recognition Dani- Meeting up North, Bruce- A Werk in Progress

Brief financial assessment from Treasurer:

Open financial report forms/receipts:

Laura Polovich – OCNA Fundraiser Event - \$750.00

Reimbursement:

Outstanding checks not reflected in current balance:

There two (2) outstanding checks:

- ORSCNA March donation - check #1261 in the amount of \$149.07
- ORSCNA April donation - check #1266 in the amount of \$118.40

Total amount of outstanding checks = \$267.47

Starting Balance	\$14,474.45
Group Donations	\$433.36
Donations	
Expenses	\$4,021.70
Stmt Ending Balance	\$12,817.08

Actual bank balance is ~~\$12,817.08 (ending balance) – \$267.47 (outstanding checks) = \$~~

Current expenses: As of today are:

Breezeline	\$116.66
Area Office rent	\$300.00
ORSCNA donation– for April (20% of \$433.36) = \$86.67	\$86.67
Total expenses:	\$503.33

Unfinished Business:

- NONE

Agenda Business:

- Budgets and Check Requests:
 - o NONE
- Elections:
 - o NONE
- Motions
 - o Motion 2024-03

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.

Administrative Reports:

Chair Report: (James G)

5/19/2024

Chairpersons report

Hello area glad to see everybody today. Several GSR's has spoken to me asking to extend the timeline to return the area survey questionnaire that was handed out last month. Seeing how my home group had some miscommunication and did not complete the survey ourselves I am extending the timeline to next month ASC meeting.

I am hoping that today we will have received several nomination forms for the open positions here at ASC. I would like to encourage our committee members to reach out to our COASCNA Chair- Ben L who was hospitalized and is currently recovering at a family member residence.

We halfway thru the COASCNA 30 Convention audit, with another meeting set for June 2.

Let's have great and focused meeting today..

In loving service James G.

Vice Chair (NONE- vacant)

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 March:

The bank account beginning balance was \$14,474.45.

- PayPal (electronic) donations totaled: \$53.36
- Checks/money orders deposits totaled : \$380.00
- **Total March group donations totaled: \$433.36**

There was also a deposit of \$1,930.97, which are the H&I funds from their Pancake Breakfast fundraiser.

April's bank deposit totaled \$2,364.33.

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 you donate via PayPal, please include the name of your group so that it can be appropriately credited.

Account withdrawals/debits:

- check #1252 in the amount of \$142.80 - ORSCNA January donation
- check #1255 in the amount of \$104.51 - ORSCNA February donation
- check #1258 in the amount of \$223.38 - Breezeline - office phonline/internet
- check #1259 in the amount of \$333.45 - Paul Matherny – WSR -books for inmates
- check #1260 in the amount of \$750.00 - Laura Polovich – OCNA Fundraiser Event
- check #1263 in the amount of \$300.00 - Randy Birchfield – May rent
- check #1264 in the amount of \$2,092.56 – Robin K. – reimb. for H&I 2023 literature budget
- check #1265 in the amount of \$75.00 – Cody Cline – reimb. for facility – H&I Pancake Fundraiser

Total April withdrawals totaled: (\$4,021.70)

The ending balance bank account balance is: \$12,817.08
LESS prudent reserve. -\$1,200.00
 \$11,617.08

There are two (2) outstanding checks:

- ORSCNA March donation - check #1261 in the amount of \$149.07
- ORSCNA April donation - check #1266 in the amount of \$118.40

Total amount of outstanding checks = **\$267.47**

April bank statement ending balance (\$12,817.08 – \$1,200.00 = \$11,617.08) – outstanding checks (\$267.47) = \$11,349.61 actual bank balance.

Outstanding budgets (\$9,050.00) are:

- ☐ H&I (2024) - \$2,500.00
- ☐ PR (2024) – \$5,050.00
- ☐ WSR (2024) - \$1,500.00

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

- Bank Statement for February 2024
- Account Log File
- Financial workbook
- Group Donations file

In loving service,

Janet B.W., COASCNA Treasurer

Secretary: (Lis R)

Be sure to sign in for ASC meetings with contact information and position so that I can cross check this against our roll call. SENSORY processing disorder is one way that autism shows up for me, and with the acoustics of our meeting space, it is really hard for me and my transcription service to hear folks, especially if there are side conversations.

If you have not been getting minutes, reach out to me so that we can get it sorted out. I'm happy to help if I know that there's a problem.

Please submit reports in a written form of some sort, and preferably not a PDF as those are a challenge to merge into our minutes packets.

Please use the placard/name card for your group for voting. Green dots are active groups who have voting rights, red dots have missed more meetings than allowed in order to vote, and orange means your group will be able to vote next month if you come again then. From our [policy](#):

“Only GSRs from active groups may vote. 1. A group becomes an active group at the beginning of the 2nd consecutive meeting that they are represented at, and can vote at that meeting. 2. An active group will become inactive only after having no representation for 2 consecutive ASC meetings, and shall stay inactive until they are represented at 2 consecutive meetings once again.”

Regional Committee Member: (OPEN)

NONE

Subcommittee Reports:

Convention Committee: (BEN L)

NONE

Convention Treasurer: (Jarrod)

NONE

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 and treasurer reporting from the month of April 2024:

- **Starting Balance:** \$2,479.38
- **Literature sales:** \$1,753.37
- **Actual amount received** \$1,755.87
- **Additional receipts:** \$0.00
- **Expenses:** \$1,379.61
- **Discrepancy between sale amount and amount received:** \$2.50 [there are sometimes differences between order total and money order amount]
- **Square processing fees:** \$30.58
- **Number of sales:** 37
- **Treasurer workbook ending balance:** \$3,424.86 [accounts for all pending deposits and checks]
- **Month ending bank account balance:** \$2,694.35 (*from bank statement*)
- **Inventory:** \$6,903.68 (*from inventory document*)
- **Number of phone calls:** 119 (*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
- 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.
- It seems that an audit of the service office treasury was not scheduled at the end of the last fiscal year. Our previous service office treasurer stepped down and has been replaced by a new treasurer. We would recommend that ASC create and assign an audit ad hoc committee to audit the office treasury.
- The following treasurer documents have been provided to our area service committee secretary:

- o April 2024 Huntington Bank Statement
- o Service Office Treasurer Workbook
- o Service Office Account Log
- Our charitable organization reports have been filed with the State of Ohio for 2022 and 2023
- 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. Our goal is to complete the updates to the service office policy by the end of this service term.

ILS,

Service Office Committee

Hospital and Institution (Cody):

May 2024

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

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, June 2nd from 2-3 at 1423 North High st. Short north public library

Thanks!

Cody C

Newsletter (Jasper):

NONE

Outreach (Shay B, via Byron):

NONE

Public Relations: (Megan P., via Liz):



PUBLIC RELATIONS SUBCOMMITTEE REPORT

DATE

5/16/2024

CHAIR

MEGAN P.

WEB DATA

NEXT SUBCOMMITTEE MTG

CHECK REQUESTS

Sunday, June 2nd @ 1pm
Grant Main Library, Meeting Room 1

Business Cards for PI, events, and Pride event.
Approved PR Budget.

Total Check Requests: \$359.02

*If I need to be physically present, will request June.

THIS MONTH'S SUBCOMMITTEE MEETING

ATTENDEES

Megan P., Alyce S., Paul M., Corey G.,
Izzy S., Katherine M., Bryon

• Post N' Pass

- Leading group is Journey Continues with 12 posts. WeCovery schedule for after Memorial Day. Never Alone Never Again will participate. U Grow Girl has a post n' pass bin - update?

• Columbus PRIDE Parade: June 16

- Wendy A. and Megan P. attending ambassador training 6/6. Committee will create a PR training video of how to carry the message in public setting; all walkers must confirm they have watched. Committed walkers: 20-25
- business cards in cellophane with candy in progress to pass out as PI during march.

• Billboards

- Subcommittee voted on top 4 locations; visiting in person to observe any visual obstructions.
- Votes: Alum Creek/Livingston, Frank Rd/High, W Broad/Phillipi Rd, W Broad / Hilliard Rome Rd.

• High Schools (Alyce S. leading)

- HS specific presentation in progress. Google Drive document has list of schools to contact with principal or staff contact. Alyce S. + Megan working on email draft to send and will start reaching out in June for possible Fall presentation.

• Website (Izzy S. leading efforts)

- Developing a survey to send to members to share feedback on website. Byron willing to help with outreach efforts for members to complete surveys. After survey, make a list of top 5 requests/changes and work with webmaster.

• PR Info Tables (Corey G. leading efforts)

- Response from Stonewall to have a table space at future Gallery Hops. Discussed Franklinton Fridays, Westerville, others.

• ODRC/Prisons

- Monthly meeting with ODRC leadership.

•

- ODRC/OHMAS Zoom Call (Kelsey G, Megan P, Paul M)

- Discussed virtual meeting pilot; VMs are to supplement not replace in-person; incarcerated can participate and feel part of a group. Emphasized any facility interested must notify Central OH PR. Emphasized in-person NA commitments trumps virtual meeting.

- Franklin Jail / LGBTQIA+ (Paul, Alyce S)

- Discussed PI opportunities in the jail (resources, business cards, information). Shared special-interest LGTQIA+ recovery meetings. Forwarded request for on-site meeting to H&I Subcommittee.

- Virtual Prison Meeting Pilot (Robin K, Paul M)

- 6-8 facilities attend, 220 incarcerated members.
- Those who join are vetted' typically years of clean time/service and incarcerated background.
- Once we know a facility is joining, PR contacts the H&I/PR chairs in that Area for awareness.

COMPLETED PRESENTATIONS

- OSU Med Schools - May 6

UPCOMING PRESENTATIONS

Writing Steps for Recovery: (Paul M)

NONE

Ad-hoc Reports:

Addithon (OPEN):

NONE

New Year's Eve (OPEN):

NONE

Unity Day (OPEN):

NONE

Audits (OPEN):

NONE

OCNA FUNDRAISER (Laura P):

Hello Family, the OCNA fundraiser was successful just not as much as I had hoped. We raised \$960. Returning the \$750 to the area with the remainder \$210 going towards OCNA. Huge Thanks to Byron B who helped at the door and the raffle, Paul L, a bunch of newcomers including Daulton P. with lots of help and kitchen crew Steve Z from Cleveland and his sponsee plus Jay. If it weren't for Doris G hanging out after the event and helping me with clean-up, i don't know how i could have got it all done. We had some amazing speakers and despite 2 speakers not showing up, 2 recovering addicts stepped at the last minute. Everyone who showed up seemed to have a good time and we had lots of good food and some cool auction items. Thanks Casey V for your auction donations.

ILS,

Laura P

Nominations to Fill Open ASC Positions:

Current Open Positions:

- ALL!

Responsibilities described in the [area policy manual](#)

Administrative Body includes:

- *-Chair-* James G (Motion by Lisa G, 2nd by Catie)
- *-Vice Chair-* Corey G (Motion by Corey G, 2nd by Lisa G)
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- *Vice Secretary-* NONE
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- *-Writing Steps for Recovery-* Aaron H (Aaron H, 2nd by Lisa G)
- *Newsletter-* Jasper (tentative)
- *-Area Office-* Lisa G (Motion by Lisa G, 2nd by Catie C)

***Area Office Audit Ad Hoc- NEEDED

Nominations to Fill Open RSC Positions:

Current Open Positions:

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

Sharing Session:

- From The Journey Continues- members from recovery centers continuing to wander during meetings

Unplanned Business:

- NONE

Pre-Agenda Business:

- NONE

Adjournment:

Chair Adjourned the meeting at 3:16 PM with a moment of silence followed by the serenity prayer

Next ASC meeting: 19 May 2024 @ 2pm EST**Central Ohio Area Service Committee of Narcotics Anonymous Trusted Servants****Administrative Committee**

Chairperson	James G	614-204-3432	Jtlgreen@yahoo.com
Vice-Chairperson	***OPEN***		
Secretary	Lis R.	419-231-2204	COASCNASec@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 31 Chairperson	Ben L	614-580-5128	blaceytape@aol.com
Hospitals & Institutions Chairperson	Cody C.	740-249-8076	codyjustincline@gmail.com
Newsletter Chairperson	Jasper G	614-452-2433	goodwinjibril@gmail.com
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

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 Addition 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. Addition 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.