

Central Ohio Area Service Committee Meeting Minutes
18 May 2025

Meeting called to order at 2:00 P.M.

Serenity Prayer recited

Service Prayer read

The Twelve Traditions of Narcotics Anonymous read

The Twelve Concepts for NA Service read

BACK TO GROUPS:

- Motions
 - NONE
- Nominations for open ASC positions:
 - Responsibilities described in the [area policy manual](#)
 - Chair- James G
 - Vice Chair- Corey G
 - Secretary- Lis R
 - Treasurer- Jennifer S
 - H&I Chair- Jennie S
 - PR Chair- Katherine M
 - Newsletter- Brooke S
 - Open positions at the area level include:
 - Vice Secretary
 - Vice Treasurer
 - RCM
 - Alternate RCM
 - Outreach Chair
 - Office Chair
 - Archives Chair
 - WSR Chair
- Nominations for open Ohio Region positions:
 - NONE
- Action items
 - Survey from [NAWS](#)
 - Interim [WSC](#)

Roll Call:

As reported on the [sign-in form](#) (so please be sure that you are signing in with complete information; this is especially important for GSRs/Alt GSRs so that your group maintains their active status and can vote):

Brooke S.

GSR for Good Morning Group,

	Newsletter Chair
Landia C	GSR
Robert H.	GSR
Corey G	Vice Chair
Joshua h	Gsr Monday miracles
Wanda W	GSR
Kenzie T	H&I chair
Marinda P	GSR Clean for Today
Anna c	Gsr
Derrick K	
Maegan F	GSR
Helena D	GSR
Donnetta W	GSR of Free at Last Group
Mark R.	Archives ad-hoc

Also present were: Steve (GSR PNP), Charlie S (Meshugeneh), Kimerly (Surrender/Survive), Jennifer S (Out in Recovery), Robert (JC), Joshua (CFT Men's), Lis R, Seth G, Tina M (GSR), Lisa G (Office), Katherine M (PR), Megan P (PR Vice), Tracy S (GSRA), Gregory H (GSR), Kenneth B, Lynette CD (RCM), Jeff P (UTS), Chris H (SNR), Dani T (TMUN), Fred P (H2H), Mandi (ADAW), James G (ASC Chair), Ben L, Wendy, Catherine (AIR), Jennie S,

There were a total of 40 individuals in attendance, and 24 groups represented. Please remember to use the [sign-in form](#) to mark your attendance at the meeting, including the group you represent (for GSRs). To vote, a group needs to have had a GSR present at two of the last three Area Service Committee meetings.

Minutes approved:

April minutes approved

New Group Recognition:

- New Group recognition: None

New Group Service Representative(s):

- New GSR recognition: None

Brief financial assessment from Treasurer:

Good afternoon family, thank you for the opportunity to serve our area. The following transactions were completed for the month of April:

The bank account beginning balance was \$3,857.90.

- PayPal (electronic) donations totaled: \$ 702.65
- Checks/money orders grp deposits: \$ 80.00

group donations totaled: \$ 782.65

There was also a deposit of \$2,669.54. The H&I funds from the pancake fundraiser are maintained in our bank account.

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

Account withdrawals/debits:

ORSCNA (20% of \$782.65 = \$156.53)	Amount	ORSCNA	Check #
Service Office Phone/Internet	\$ 116.85	Breezeline	Auto Debit
COAONA office rent for May 2025	\$ 300.00	Randy Birchfield	1330
Juneteenth Event (Booth)	\$ 399.00	Megan Powell	1331
ORSCNA - Nov. donation	\$ 150.83	ORSCNA	1316
ORSCNA - Dec. donation	\$ 117.64	ORSCNA	1319
Post n Pass – reimb.	\$ 150.00	Megan Powell	1324
ORSCNA - Feb. donation	\$ 86.88	ORSCNA	1327
ORSCNA - March donation	\$ 135.26	ORSCNA	1332
	\$ 1,456.46		

There is one (1) outstanding check:

- ORSCNA January donation - check #1320 in the amount of \$172.03

April's statement ending balance \$5,853.63– \$1,200.00 = \$4,653.63 – outstanding checks (\$172.03) = \$4,481.16 - \$2,669.54 of this amount is H&I funds. Therefore, the actual bank balance is \$1,812.06.

The following items will be attached

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

In loving service,
Janet B.W., COASCNA Treasurer

Unfinished Business:

- **NONE**

Agenda Business:

- Budgets and Check Requests:
 -
- Elections:
 - None
- Motions

- o 2025-02: To bring the convention back to an annual event **FAIL** (11 yes; 12 no; 1 abstain)

Group Reports:

The meeting information is on the [COANA](#) website. Due to the limitations of our meeting space and policy stating that only prepared reports be included in the minutes, oral reports will not be included here. GSRs can submit written reports ahead of time ASC at [this link](#).

Please email any questions about the accuracy of meeting information or revisions needed due to closing or changes to a meeting to PR at coascna@gmail.com.

Administrative Reports:

Chair Report: (James G)

Chairperson May report

Good afternoon, all, hope all is well.

I want to remind everyone ASC will be on the 4th Sunday next month (June 22 @ 2pm) due to Father's Day being on the 3rd Sunday.

Our bank balance \$5,853.63 (which \$2600 is fundraiser money from H/I to buy literature)

I have to say I was surprised to see the motion for our area to have a convention yearly. For those who don't know, our area went to bi-yearly due to lack of trusted servants to fill this huge financial commitment every year.. In fact, at the time of my report the current Convention committee does not have the treasurer position filled.

If this motion does indeed pass, I look forward to having our area review the convention committee policy to create more accountability to this area (I.E The hotel contract should be brought back to area for review and approval, not the Committee itself as it states in the convention policy present).

Subcommittees, a reminder that your fiscal budget requests are coming up in July for approval that will run to June 2026.

Let's have a great and focused meeting today..

Loving service, James

Vice Chair (Corey G)

Hello! I do not have anything to report on at this time. I look forward to the convention next weekend, and I hope to see many of you there! Thank you for letting me be of service!

Corey G.

Treasurer: (Janet)

Good afternoon family, thank you for the opportunity to serve our area. The following transactions were completed for the month of April:

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In loving service,
Janet B.W., COASCNA Treasurer

Secretary: (Lis R)

Hi, my name is Lis, and I'm an addict currently serving as the area secretary. GSRs and alternate GSRs—please remember to turn in your placards before you leave so I can make sure everyone's stickers are up to date. Also, be sure to sign in using the QR code found on the placards inside the room or out on the table. I do have a list of names, but without your help to create the written record, I might misspell something or have outdated or missing contact info, especially if you're new in service. Signing in helps ensure you receive minutes

and other communications from the Area Service Committee. I've noticed fewer emails bouncing back lately, and the email open rate is creeping up, which is great, but some issues remain. If you're not receiving updates or run into any problems, let me know—I'm happy to help troubleshoot and get things sorted. We've been transitioning to digital forms, which really helps reduce errors and makes it easier to keep everything organized. I can direct you to those resources if needed. Thank you all for your service and for helping make this such a great area to be part of.

Regional Committee Member: (Lynette C-D)

(verbal)

Regional Committee Member Alternate (OPEN)

NONE

Subcommittee Reports:

Convention Committee: (Ben L)

(verbal)

Convention Treasurer: ()

(Attached)

Area Service Office (Lisa G):

ACTION ITEM: See highlights below for next steps with WSR

Good afternoon family. We have been selling literature, answering the phoneline, connecting members to groups and resources, and providing other services to members and groups in our area. Our subcommittee meets the first Sunday of each month at 4PM via Google Meet; login details are at nacentralohio.org. Area service office hours and literature costs are also available on the website.

Since the last ASC, the ASO sub-committee:

- Scheduled a physical supply inventory and decided to implement a new, more current monthly inventory task for office volunteers (to be implemented June-July and it will promote a quicker identification of any inventory-to-sales questions (and verify Square tracking))
- Communicated upcoming office close dates: Thursday-Monday, May 22-27 and Thursday, June 19 – hours are posted on the website and office door
- Is asking when/if sub-committees require a large literature purchase, to notify Lisa, Jarrod or Janet. We will check inventory and/or purchase as needed in order to support you. Please give 2 weeks notice or more, if possible.
- **Is awaiting the office key from the previous WSR Chairperson; is asking the area their recommendation for the 4 WSR letters the office has received**
- Is updating ASO procedures based on previous sub-committee decisions and addition of detailed duties/task list from Jarrod

We are also in need of pending/wait list **phone line and office volunteers**. This allows us to quickly fill gaps when members complete or step away from their current volunteer shifts. Please contact Lisa G. if interested.

Here are some updated statistics and treasurer reporting for May report (April stats):

- Starting Balance: \$2,576.35
- Literature sales: \$1,413.54
- Actual amount received: \$1,413.34 [credit card refund caused the larger than normal discrepancy]

- Additional receipts: \$14.60
- Expenses: \$1,248.48
- Discrepancy between sale amount and amount received: [there are sometimes differences between order total and money order amount]: -\$0.80
- Square processing fees: \$34.46
- Number of sales: 41
- Treasurer workbook ending balance: \$2,756.01 [accounts for all pending deposits and checks]
- Month ending bank account balance: \$2,600.77 (from bank statement)
- Inventory: \$7,357.73 (from inventory document)
- Number of phone calls: 102 (from Breezeline call log)

If you need to reach **our service office** with any issues you may experience, please email us at cbusofficeofna@gmail.com, or call Lisa G. at 614.209.3327. If you have an update to group information, please email coascna@gmail.com to have the website and downloadable PDF updated.

The following treasurer documents have been provided to our area service committee secretary:

- o April 2025 Huntington Bank Statement
- o Service Office Treasurer Workbook
- o Service Office Account Log

In loving service,
Lisa G. and the Area Service Office Committee

Hospital and Institution (Kenzie):

Good afternoon!

3 NA members attended the speaker jam at Maddison Correctional on April 18th. They said everyone seemed really engaged and overall it was a great experience

Facilities that need support:

Women's workhouse is requesting NA members come into their new facility on Fisher. Day and time to be determined. We need 4+ women to help with this.

White Light is needing women volunteers. This commitment is Tuesdays at 7.

CBCF needs 1-2 men to help fulfill their commitments. This is Wednesdays at 6:30.

CRC needs men for the 2nd and 4th Wednesday of the month at 6.

The JAK needs men to go in Tuesdays at 6:30.

Franklin Medical needs men for Tuesdays at 6:30.

H&I is a great way to give back. If you or anyone you know wants to get involved, please contact me at 614-204-375 or attend our next subcommittee meeting on June 1st at 2pm at 1113 Parsons Ave public library.

Thanks!

Kenzie

Newsletter (Brooke S):

"Good after noon family,

We have 36 subscribers now! The next issue will come out July 1st. We had our quarterly meeting yesterday and have nothing new to note. Please keep spreading the word about subscribing! You can subscribe at coascnanewsletter614@gmail.com Thank you for all the support!

Love

Brooke S."

Outreach (Donetta):

(verbal)

Public Relations: (Megan P):

COASCNA Public Relations Subcommittee Report - MAY 2025

Date: 5/17/2025

Chair: Megan P.

Last Subcommittee Meeting: 5/4/2025

Check Requests: n/a

Next Meeting: June 1, 1 pm Parsons Library

Projected June Check Requests: n/a

PR Highlights:

- Upcoming events:
 - May 24 - OCNA 41 PR Workshop - Addicts No Longer in Jeopardy.
 - June 2 + June 30 - OSU Med School Presentation.
 - OSU med students completed survey and Central Ohio NA received a 4.75/5.
 - June 14, NA tent at the park during PRIDE 2025.
 - June 21-22, Juneteenth PR table.
- Reoccurring commitments:
 - ODRC Leadership Call (attended by PR and H&I).
 - Working with H&I for coverage for recovery events at CCI & ORW, as well as Pride Behind the Walls at ORW.

- Virtual Prison Meeting Pilot coordinated w/ ODRC 1st and 3rd Tuesdays (ODRC still making changes to virtual meeting guidelines).
- Updates on PR Ad Hoc Committees:
 - Website Improvement Ad Hoc
 - Meeting monthly to make updates to nacentralohio.org; servicemembers are following the priority list developed from the fellowship survey.
 - Treatment Center Relations Ad Hoc
 - May 28 - Initial Meeting with Foundations
 - Identified a need to connect with: Lighthouse, Basecamp, Maryhaven Women's (with help of H&I), & Buckeye Clinic.
 - Note: If you have any experience/feedback to share please let us know by coming to the Subcommittee meeting, or contacting Wendy A. directly.
- Other Projects/Updates:
 - PSAs - Met with UrbanOne (PR Subcommittee will fundraise if we pursue)
 - Received proposal, reviewing at June's Subcommittee Meeting.
 - PR Workshops for the fellowship (planning for Fall)
 - Theme: We are ALL PR
 - COACNA - How can our Subcommittee support?
 - PR Table Opportunities
 - Franklinton Collaborative - Community Outreach meeting that allows organizations to build relationships and provide updates on resources.
 - Next Meeting is July 10; our Subcommittee will try to coordinate.
 - PR Policy – In process of updating Webmaster section so all COASCNA flyers are forwarded to Region so events are covered under insurance.

Writing Steps for Recovery: (NONE)

NONE

Ad-hoc Reports:

Addithon (OPEN):

NONE

New Year's Eve (OPEN):

NONE

Unity Day (OUTREACH):

Verbal

Archives (Mark R):

Audits (Mark R):

NONE

OCNA FUNDRAISER (Laura P):

NONE

Nominations to Fill Open ASC Positions:

Current Open Positions:

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

- *Chair- James G*
- *Vice Chair- Corey G*
- *Secretary- Lis R*
- *Vice Secretary- (none)*
- *Treasurer- Jennifer S*
- *Vice Treasurer- (none)*
- *RCM- Lynette CD*
- *RCM Alt- (none)*

Subcommittee Chairs:

- *Outreach- (none)*
- *H&I- Jennie S*
- *PR- Katherine M*
- *Office- (none)*
- *Newsletter- Brooke S*
- *Archives- (none)*
- *WSR- (none)*

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:

- NOTE: The Sharing Session is, by its nature, spontaneous and organic, with no previously prepared reports or materials (and policy states that "In order to be included in the minutes, reports must be neatly written or typed and submitted to the secretary via email or at the ASC meeting. 1. Forms will be provided by the Secretary each month for reports." Actions stemming from the Sharing Session are a part of Unplanned Business. If you know prior to the ASC meeting that you would like to request the body take a particular action, you can submit an item for inclusion in the agenda by completing the [Agenda Item Request](#) form. That and all other commonly used forms can be found on the [Forms Library](#).

Unplanned Business:

-

Pre-Agenda Business:

NONE

Adjournment:

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

Next ASC meeting: **22 June 2025 @ 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	Corey G	614-390-0394	coreymgreen4@gmail.com
Secretary	Lis R.	(330) 541-5872	COASCNASec@gmail.com
Vice-Secretary	Tammy S	(614) 323-4681	tammyk054@gmail.com
Treasurer	Janet W.	614-506-0768	jbogin3@gmail.com
Vice-Treasurer	Jennifer S		
Regional Committee Member	Lynette C-D	614-432-0601	iamlightlcd@gmail.com
Regional Committee Member Alternate	***OPEN***		
Subcommittee Chairpersons			
Area Office Chairperson	Lisa G	614-209-3327	lisagottmk@hotmail.com
COACNA 31 Chairperson	Ben L	614-580-5128	blaceytape@aol.com
Hospitals & Institutions Chairperson	Kenzie T	614-204-3765	kenz823@icloud.com
Newsletter Chairperson	Brooke S	614-284-1856	coascnanewsletter614@gmail.com
Outreach Chairperson	Byron B	614-354-8701	outreach.nacolumbusohio@gmail.com
Public Relations Chairperson	Megan P.	614-600-6339	megpowell11@gmail.com
Writing Steps in Recovery Chairperson	***OPEN***		
Archives	Mark R	614-270-1274	coascnaarchives@gmail.com

COASCNA Activities Calendar for 2025