

TAR-ROANOKE AREA SERVICE MINUTES

June 1, 2013

Macon United Methodist Church
 107 Church St., Macon, NC 27551



- Meeting was called to order at 1:00 pm
- Twelve Traditions was read by: Eric
- Twelve Concepts was read by: Willie

Roll Call

<u>ADMINISTRATIVE POSITIONS</u>	<u>NAME</u>	<u>ATTENDANCE</u>						
Chair	Steve W.	Absent – Sabrina Mc. assist			4/6	3/2	2/2	1/12
Secretary	Open	Open-Eric Webb/Sabrina Mc. assist		5/4	4/6	3/2	2/2	1/12
Treasurer	Eric W.	Present	6/1		4/6	3/2	2/2	1/12
Policy	Sabrina Mc	Present	6/1	5/4	4/6	3/2	2/2	1/12
Outreach	Michael J.	Present	6/1	5/4				
<u>HOMEGROUPS</u>	<u>GSR or Rep.</u>	<u>ATTENDANCE</u>						
Courage to Change	John K.	Present	6/1	5/4	4/6	3/2	2/2	1/12
Keeping It Real	Michael Mc.	Present	6/1	5/4	4/6	3/2	2/2	1/12
New Horizons	Tony M./Steve W.	Present (Michael J. - proxy)	6/1	5/4	4/6	3/2	2/2	1/12
Primary Purpose	Sabrina Mc.	Present	6/1	5/4	4/6	3/2	2/2	1/12
Recovery Road	Phillip B./Billy G.	Present (Michael J. - proxy)	6/1	5/4	4/6	3/2	2/2	1/12
Saturday Night Miracles	Billy Ray	Present (Michael J. - proxy)	6/1	5/4	4/6	3/2	2/2	1/12
Serenity Seekers	Melissa G./Reuben E.	Present	6/1	5/4	4/6	3/2	2/2	1/12
Walk Your Talk	Chris C.	Present	6/1	5/4	4/6	3/2	2/2	1/12
Circle of Hope	Robert S	Absent		5/4	4/6	3/2	2/2	1/12
New Life	James H.	Present	6/1	5/4	4/6	3/2	2/2	1/12

Total of 11 people in attendance

Executive Reports

Chair: None

Secretary: None

Treasurer: See attachments. An amendment has been made to the report that was provided at area. The asterisks in the Home Group Donations report made the totals incorrect for the Serenity Seekers group and the total for the April period.

Policy: Hello Family, while working on revising the Policy Handbook to reflect the approved policy motions from April and May 2013 ASCs, I came across a couple things and I want to bring it to the attention of this body.

- 1) On page 5, #2 sections B, C, and D are referring to additional information in another section. I have reviewed those sections and they do not apply, so I want to remove the wording.
- 2) Also on page 5 section B indicates officers also include RCM, RCM Alternate, and Policy Chair, however for the motion regarding GSRs & officer positions, it was limited to Chair, Secretary, and Treasurer and their alternates.
- 3) On page 6, #4 already indicates that the term of office for any ASC officer & subcommittee chairperson is one year – in accordance to the new policy change approved 4/2013, I believe I should just take out

anything referring to a position being a two year term. On the second line, it should read “Any officer or subcommittee chairperson.....”

- 4) Same page, #5, section B refers to “except as noted above”, that should be removed.

I had created the addendum I am about to pass out prior to going through what I just mentioned above. I also want to let you know I have not forgotten about the concerns previously addressed by The New Horizon Home Group. I will be spending more time on re-reading and reviewing those concerns and the current policy to bring to this body for approval/disapproval of changes within the next few months. The goal of this subcommittee would be to have any policy changes/corrections made prior to 2014 and my term being up, so that the next printing will reflect all concerns. Thank you for allowing me to serve. In Loving Service, Sabrina Mc.

Outreach: Attended Walk Your Talk meeting 5/22/13 at 705 Paul St., Rocky Mt., NC. Their meeting is open discussion & literature study, they held a business meeting and they have no group problems or situation. The topic for the night was Suffer the Consequences of our actions.

Attended Nash Correctional Prison meeting on 5/30/13 in Nashville, NC. Their meeting is Tradition, Step, IP, & Speaker. There was an average of 25 offenders and 1 newcomer. They hold a business meeting the 3rd week of the month. They are in need of IP literature.

Home Group Reports

Keeping It Real

Average weekly attendance 9 Total newcomers for the month 3 ASC donation \$10. Michael Mc celebrates 19 years July 4th.

Primary Purpose

Average weekly attendance 10 Total newcomers for the month 7 ASC donation \$6

Serenity Seekers

Average weekly attendance 10 Total newcomers for the month 4 ASC donation \$0. Group celebration of 25 years cookout (Sept.) TBD. Marsha C. celebrates 13 yrs. on June 17, Reuben E. celebrates 23 yrs on June 2 – celebration dated TBD

Walk Your Talk

Average weekly attendance 20 Total newcomers for the month 1 ASC donation \$25. Group positions open: Alt. GSR. NA Birthday: Debbie W

New Horizons

Average weekly attendance: 25 Total newcomers for the month 2 ASC donation: \$62

Recovery Road

Average weekly attendance: 23 Total newcomers for the month: 1 ASC donation: \$80

Saturday Night Miracles

Average weekly attendance: 30 Total newcomers for the month: 11 ASC donation \$9

New Life

Average weekly attendance: 4 Total newcomers for the month: 1 ASC donation: \$7

Group positions open: yes

Courage to Change

Report given, but not received. Alisa K. celebrating 2 years 6/5/13 and Ann celebrating 10 years 6/12/13

Open Forum

The fifth concept was read by: Willie. Discussion on concept and check signing due to not having two executive officers (see new business).

Old Business

- Open positions. Received one resume from Willie A. for Vice Chair – not elected.

New Business

1. **MOTION:** Home groups select one option:

- **Treasurer approved to be the one signature on check (1 signature)**
- **Two signatures: Treasurer & policy chairperson (policy change)**
- **Two signatures: Treasurer & existing authorized officers provide signatures (Michael Mc-secretary & Steve W-chairperson)**

Intent: To continue to conduct area business and adhere to policy. Current policy requires two signatures from executive officers (chair, secretary, and/or treasurer). The treasurer is required to sign, the chair and secretary positions are not filled at this time.

Mover- Treasurer (Eric W.) 2nd Serenity Seekers (Melissa G.)

Amendment: Ad-hoc/Temporary policy until such time as officers are in place.

Financial Impact: If not resolved the area may not be able to process checks within policy.

Policy Affected: Potential update to financial policy.

Tabled until next ASC to be taken back to home groups.

2. **MOTION:** Join North Carolina Region of NA (NCRNA)

Intent: To be connected to the service structure to better carry the message.

Mover- Keeping it Real (Michael Mc.) 2nd New Life (James H.)

Financial Impact: Possible travel expense. **NOTE:** Meets quarterly in Greensboro, next meeting 7/27/13

Policy Affected: NAWS donation.

Is this a Policy change motion? Yes.

Tabled until next ASC to be taken back to home groups.

Announcements:

☐☐CHAIRPERSON, SECRETARY, Vice Chairperson, Alternate Secretary, and Vice Treasurer POSITIONS ARE OPEN. PLEASE TAKE TO HOMEGROUPS.

☐☐Meet 1 hour prior to ASC for Policy and Outreach subcommittees and to support and form any others. Anyone interested on serving on subcommittee or has questions/concerns need to attend.

ASC Adjourned at 3:07pm

Next ASC Saturday July 13, 2013 at 1 pm

Stanley White Church, 607 Ashton St., Roanoke Rapids, NC

Subcommittees meeting 1 hr before ASC at 12noon

Tar Roanoke Area of NA
Treasurer's report
June 1, 2013

Dear Family,

Thank you for the opportunity to be of service to our area. I look forward to our continual growth as we strive to support our local home groups and the individuals they serve in our communities. As most of us are aware, trusted servants are needed at the area level at this time. My hope is that we, as a collective body, will serve in a manner that will attract members with experience to serve at the area level.

In the attached report, you will see a detailed description of how much money was received at last month's area meeting, which home groups made the donations, and what the cost was associated with each expense.

In reviewing the home group contributions worksheet you may note that an adjustment has been made to reallocate the donations for the Serenity Seekers and Primary Purpose groups. Primary Purpose made no donation for the April period, and Serenity Seekers made a donation of \$42.00. I humbly request that each GSR confirm the cash receipt provided has their home group name listed, correct donation amount, and date before the area meeting is adjourned.

In addition, the total cash received for the May period was \$286.35 where as the total receipts and home group contributions were recorded at \$285.35. It is possible that a dollar was inadvertently added after the contributions were recorded. I had the bank count the cash twice before processing the deposit for the total cash amount of \$286.35. To record this deposit adjustment, an entry has also been made within the income portion of the treasurer's report.

In reconciling the bank statement, you will notice all outstanding checks and deposits listed that do not appear on the statement.

In reviewing the treasurer's report, you will notice there was a donation made to NA World Services of \$236.35. We are currently operating at our prudent reserve of \$750.00.

Please do not hesitate to ask me if you have any questions.

Thank you for allowing me to be of continued service,



Eric T. Webb
Area Treasurer
252-943-7707 (cell)
etwebb1@gmail.com (email)

Group Donations Tar Roanoke Area

Group Name	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Circle of Hope	7.00	10.00	-	15.00	5.00								\$ 37.00
Courage to Change	4.00	20.00	36.00	24.00	-								\$ 84.00
Keeping it Real	20.00	15.00	-	20.00	15.00								\$ 70.00
New Horizons	116.00	42.00	71.00	96.00	100.00								\$ 425.00
Primary Purpose	14.00	-	-	-	13.00								\$ 27.00
Recovery Road	40.00	20.00	30.00	50.00	100.00								\$ 240.00
Saturday Night Miracles	10.00	-	20.00	13.00	12.35								\$ 55.35
Serenity Seekers	8.00	-	-	42.00	-								\$ 50.00
Walk your Talk	-	20.00	10.00	20.00	20.00								\$ 70.00
New Life	-	-	10.00	-	20.00								\$ 30.00
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Total for Month	219.00	127.00	177.00	280.00	285.35	-	-	-	-	-	-	-	\$ 1,088.35

*An adjustment has been made to reallocate the donation of \$42.00 from the Primary Purpose group to the Serenity Seekers group.

*The total cash received was \$286.35. The bank deposit was made for \$286.35.



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 NC 0005200279265

185-02-01-00 94902 U 0 C 001 26 T 63 002
 TAR ROANOKE AREA OF NA
 PO BOX 8036
 ROCKY MOUNT NC 27804-1036

Bank Balance \$1126.90
 Outstanding Checks
 #123 \$50
 #127 \$46
 #128 \$50
 #129 \$230.90
 #130 \$50
 #131 \$286.35
 Total Outstanding Checks \$663.25
 Outstanding Deposits
 5/31 \$286.35
 Total Outstanding Deposits \$286.35
 Actual Ending Bal \$750.00

Your account statement

For 04/30/2013

Contact us



(800) BANK-BBT or
 (800) 226-5228

A Strong Employee Benefits Package Can Give Your Company a Competitive Edge

Today, more than ever, resources are tight. At BB&T, we are committed to ensuring you have the right solutions to keep your costs under control while helping you attract and retain your most valuable resource - your employees.

The BB&T@Work program is an exclusive financial services package available to your employees that provides valuable savings on a wide range of BB&T products and services. BB&T@Work:

- Is a no-cost enhancement to your employee benefits package
- Encourages direct deposit of payroll
- Promotes employee financial well-being
- Requires no additional time investment from you for support

For more information on how your company can take advantage of BB&T@Work, visit your nearest BB&T financial center or www.BBT.com/atwork.

■ COMMUNITY CHECKING 0005200279265

Account summary

Your previous balance as of 03/29/2013	\$846.00
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 280.90
Your new balance as of 04/30/2013	= \$1,126.90

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
04/30	COUNTER DEPOSIT	280.90
Total deposits, credits and interest		= \$280.90

BB&T Cash Rewards

ACCOUNT NUMBER ENDING	STATUS	AS OF	EARNED BALANCE(\$)
*****9265	Active	00/00	

Log on to BB&T OnLine to find the latest cash back offers from participating retailers.

Questions, comments or errors?

Member FDIC

For general questions/comments or to report errors about your statement or account, please call BB&T Phone24 at 1-800-BANK BBT (1-800-226-5228) 24 hours a day, 7 days a week. BB&T Phone24 Client Service Associates are available to assist you from 6 a.m. until midnight ET. You may also contact your local BB&T financial center. To locate a BB&T financial center in your area, please visit BBT.com.

Electronic fund transfers

In case of errors or questions about your electronic fund transfers, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, contact us as soon as possible. You may write to us at the following address:

BB&T Liability Risk Management
P.O. Box 996
Wilson, NC 27894-0996

You may also call BB&T Phone24 at 1-800-BANK BBT or visit your local BB&T financial center. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the error or problem appeared. Please provide the following information:

- Your name and account number
- Describe the error or transfer you are unsure about, and explain in detail why you believe this is an error or why you need more information
- The dollar amount of the suspected error

We will investigate your complaint/concern and promptly take corrective action. If we take more than ten (10) business days to complete our investigation, your account will be credited for the amount you think is in error, minus a maximum of \$50 if we have a reasonable basis to believe that an unauthorized electronic fund transfer has occurred. This will provide you with access to your funds during the time it takes us to complete our investigation. You may have no liability for unauthorized Check Card purchases, subject to the terms and conditions in the current BB&T Electronic Fund Transfer Agreement and Disclosures. If you have arranged for direct deposit(s) to your account, please call BB&T Phone24 at 1-800-BANK BBT to verify that a deposit has been made.

If your periodic statement shows transfers that you did not make, tell us at once. If you do not inform us within sixty (60) days after the statement was mailed to you, you may not get back any money you lost after sixty (60) days. This will occur if we can prove that we could have stopped someone from taking the money if you had informed us in time. If a good reason kept you from informing us, we will extend the time periods.

Important information about your Constant Credit Account

Once advances are made from your Constant Credit Account, an **INTEREST CHARGE**

will automatically be imposed on the account's outstanding "Average daily balance." The **INTEREST CHARGE** is calculated by applying the "Daily periodic rate" to the "Average daily balance" of your account (including current transactions) and multiplying this figure by the number of days in the billing cycle. To get the "Average daily balance," we take the beginning account balance each day, add any new advances or debits, and subtract any payments or credits and the last unpaid **INTEREST CHARGE**. This gives us the daily balance. Then we add all of the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "Average daily balance."

Billing rights summary

In case of errors or questions about your Constant Credit statement

If you think your statement is incorrect, or if you need more information about a Constant Credit transaction on your statement, please call 1-800-BANK BBT or visit your local BB&T financial center. To dispute a payment, please write to us on a separate sheet of paper at the following address:

BankCard Services Division
P.O. Box 200
Wilson, NC 27894-0200

We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the error or problem appeared. You may telephone us, but doing so will not preserve your rights. In your letter, please provide the following information:

- Your name and account number
- Describe the error or transfer you are unsure about, and explain in detail why you believe this is an error or why you need more information
- The dollar amount of the suspected error

During our investigation process, you are not responsible for paying any amount in question; you are, however, obligated to pay the items on your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount in question.

Mail-in deposits

If you wish to mail a deposit, please send a deposit ticket and check to your local BB&T financial center. Visit BBT.com to locate the BB&T financial center closest to you. Please do not send cash.

Change of address

If you need to change your address, please visit your local BB&T financial center or call BB&T Phone24 at 1-800-BANK BBT (1-800-226-5228).

How to Reconcile Your Account		Outstanding Checks and Other Debits (Section A)			
		Date/Check #	Amount	Date/Check #	Amount
1. List the new balance of your account from your latest statement here:					
2. Record any outstanding debits (checks, check card purchases, ATM withdrawals, electronic transactions, etc.) in section A. Record the transaction date, the check number or type of debit and the debit amount. Add up all of the debits, and enter the sum here:					
3. Subtract the amount in line 2 above from the amount in line 1 above and enter the total here:					
4. Record any outstanding credits in section B. Record the transaction date, credit type and the credit amount. Add up all of the credits and enter the sum here:					
		Outstanding Deposits and Other Credits (Section B)			
		Date/Type	Amount	Date/Type	Amount
5. Add the amount in line 4 to the amount in line 3 to find your balance. Enter the sum here. This amount should match the balance in your register.					
For more information, please contact your local BB&T relationship manager, visit BBT.com, or contact BB&T Phone24 at 1-800-BANK BBT (1-800-226-5228).					

**TAR ROANOKE AREA OF NARCOTICS ANONYMOUS
TREASURER REPORT JUNE 2013**

BEGINNING BALANCE **\$750.00**

INCOME

Contributions from Groups	\$	285.35	
Deposit adjustment	\$	1.00	
<i>Cash amount \$1.00 greater than HG contributions</i>			
TOTAL INCOME			\$ 286.35

TOTAL BEGINNING BALANCE Plus INCOME **\$1,036.35**

EXPENSES

	Ck #	\$	
AREA SERVICE COMMITTEE			
Area Rent - Sunset Church of God	Ck # 130	\$	50.00
Treasury Expenses	Ck #	\$	-
Secretary Expenses	Ck #	\$	-
Policy Expense	Ck #	\$	-
ASC Meeting Schedule Print Expenses	Ck #	\$	-
Greensboro Region Meeting Fuel Expense	Ck #	\$	-
Bank Service Charges -	N/A	\$	-
REGIONAL DONATION 0%	Ck #	\$	-
WORLD DONATION 100%	Ck # 131	\$	236.35
TOTAL EXPENSES			\$ 286.35
ENDING BALANCE			\$ 750.00



**TAR-ROANOKE AREA SERVICE COMMITTEE
POLICY HANDBOOK ADDENDUM**

New Policy changes will be added to this addendum sheet, but placed in the original Policy Handbook, until such time as a new printing. Please attach this to the current Policy Handbook.

- 1) All Alternate Officer positions are a term of 1 year. (approved 4/6/2013)
- 2) ASC Officers and their Alternates (Chair, Treasurer, and Secretary) cannot serve as a GSR for their home group. (approved 5/4/2013)