

**MOUNTAINEER REGIONAL SERVICE COMMITTEE  
OF NARCOTICS ANONYMOUS**  
PO Box 2381  
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**MRSCNA Minutes  
July 14 & 15, 2018**

**OFFICERS:**

Chair: Nick L.  
Vice-Chair: Anant V.  
Secretary: Beverly R.  
Treasurer: Kristyn G.  
Treasurer II: Candie B.  
RSD/RD: Cooper B.  
RSD/RD Alt: Ryan S.

**SUBCOMMITTEE CHAIRS:**

Convention: Sharon F.  
Literature: Matt K.  
PR: Kay M.  
H&I: Joe B.  
P&A: Anant V.  
Finance: Candie B.  
Phone Line: Erica P.  
Web Servant: Evelyn S.

**REGIONAL COMMITTEE MEMBERS:**

NCASCNA: Buzz W.  
Alt: Robert O.  
AFASCNA: Victoria P.  
Alt: Dee W.  
NANA: Tony P.  
Alt:  
METRO ASR: Nina Z.  
Alt ASR: Sarah C.  
MANA: Kay M.  
Alt:  
GTO: Sarah W.  
Alt: Maggie S.  
FANA: Eric M.  
Alt: Jake S.  
UPANA: Frank P.  
Alt:  
JAFASCNA: Diane T.  
Alt:  
GMANA: Pam T.  
Alt: Russell W.  
SCURA: Eric L.  
Alt: Alisha P.



Those in attendance to the MRSCNA meeting for January 6-7, 2018.

Shayne M. -- Member	Beverly R. -- RSC Secretary
Ryan S. -- RDA	Christian L. -- Member
Kay M. -- PR Chair	Rob O. -- NC RCM Alt.
Cooper B. -- RD	Erica P. -- Phoneline Chair
Eric L. -- RCM SCURNA	Candie B. -- Treasurer II
Nick L. -- RSC Chair	Buzz W. -- NC RCM
Kristyn G. -- Treasurer	Russell W. -- GMANA RCM
Anant V. -- RSC Vice-Chair	Frank P. -- Registration Vice Chair
Adam G. -- MANA RCM	Tasha W. -- Member
Erica B. -- GTO Vice Chair	Tony P. -- NANA
Pam T. -- GMANA RCM	Sarah W. --RCM GTO
Victoria P. -- RCM AFASCNA	Ryan D. -- Member
Jake S. -- FANA RCM Alt.	Sarah C. --Metro ASR
Lynze W. -- Merchandise Vice Chair	Matt K. -- Convention chair
Eric M. -- FANA RCM	

**MRSCNA Minutes**  
**July 14 & 15, 2018**

- Opened with Prayer
- Twelve Traditions read (Tony P.)
- Twelve Concepts read (Nick L.)
- 9 RCM's/ASR's attended

**Introductions**

**Secretary's Report:** Minutes were read from the April RSC and were approved by the body.

**Old Business:**

Elections: Ryan S. RD  
Rob O. RDA

**Treasurer I:** Kristyn G. gave report.

Treasurer's Report 4/8/18-7/14/18  
Beginning Balance = \$21,656.02

**Expenses**

4/7 Destini W (Convention Merchandise) 100.00  
4/7 Kevin E (Convention Refreshments) 250.00  
4/8 Sharon F (Convention Programs) 200.00  
4/8 Beverly R (Secretary Printer) 83.74

4/8 Kevin E (Convention Refreshments) 250.00  
4/8 Ryan S (RD) 437.50  
4/8 Cooper B (RD) 371.00  
4/8 Adam G (Convention Audio) 100.00  
4/9 Frontier 119.88  
4/11 Shirt Factory 4,685.32  
4/16 PayPal 4.95  
4/23 BB&T 4.00  
5/1 OneBox 79.95  
5/2 Kristyn G (Convention Seed Money) 400.00  
5/3 Lamar 200.00  
5/5 Doug Hall (Convention Basic Texts) 120.00  
5/7 Thomas Freeman (Convention DJ) 300.00  
5/7 Conv. Deposit Correction From Bank 100.00  
5/8 Frontier 119.20  
5/15 PayPal (new account set up test) 1.95  
5/15 Digital Ocean (Web) 5.00  
5/18 PayPal 4.95  
5/21 BB&T 4.00  
5/22 Cooper B (RD) 1,323.04  
5/31 OneBox 79.95  
6/7 Frontier 120.80

6/11 Digital Ocean (web) 25.00  
6/15 PayPal 4.95  
6/21 BB&T 15.50  
7/2 OneBox 79.95  
7/10 Frontier 120.34  
7/10 Mailroom 390.00  
7/11 Lamar 1,000.00  
Total Expenses = \$11,100.97

**Deposits**

4/11 Donations/Reimbursements 1,919.47  
5/7 Convention 534.95  
5/7 Convention 4,370.37  
5/7 Convention 5,278.00  
5/7 Convention 6,759.00  
5/7 Kristyn G (Convention Seed Money) 400.00  
5/7 Convention 2,181.44  
5/15 PayPal (new account test) 1.95

**Total Deposits = \$21,445.18**

**Bank Balance as of 7/14/2018 = \$32,000.23**

**Book Balance = \$32,000.23**

**Quarterly Report**

7/2018 – Fourth Quarter of the Fiscal Year 2018

Income: Donations 1,670.34

Reimbursements 122.38

Convention 19,023.76

Total 20,816.48

Expenses Administrative 107.24

Convention 6,005.32

RD 2,131.54

PR 2,354.92

NAWS 00.00

Total 10,599.02

**Total Income 20,816.48**

**Total Expenses 10,599.02**

**10,217.46 surplus**

Donations: Areas, Groups

Reimbursements: Areas reimbursement for Meeting Schedules

Convention Income: Any money made at Spring/Fall convention

Convention Expenses: Any money spent for conventions

Administration: Secretary, bank fees, mailing cost, insurance

RD: RD travel expense

PR: Hotline, Website, H&I, PR expense

NAWS: Donation to NAWS

Annual Report  
2018 Fiscal Year (7/17-7/18)  
Income: Donations 7,382.60  
Reimbursements 1,603.89  
Convention 39,536.00  
**Total** 48,522.49  
**Expenses:** Administrative 3,356.67  
Convention 18,222.12  
RD 3,712.04  
PR 9,766.03  
NAWS 5,000.00  
Total 40,056.86  
Total Income: 48,522.49  
Total Expenses: 40,056.86  
Surplus: 8,465.63  
Donations: Areas, Groups  
Reimbursements: Areas reimbursement for Meeting Schedules  
Convention Income: Any money made at Spring/Fall convention  
Convention Expenses: Any money spent for conventions  
Administration: Secretary, bank fees, mailing cost, insurance  
RD: RD travel expense  
PR: Phonenumber, website, H&I, PR expense  
NAWS: Donation to NAWS

FYI: Cedar Lakes Bill was paid in this FY, but was from the previous FY. That amount was 1,781.85. This is still reflected in this FY's report since it was a standing expense paid out by our region during this FY.

### **Area Reports**

#### **GMANA:**

Greetings from GMANA!! We have 16 meetings a week and 12 home groups. Our area is flourishing in attendance and service. 2 Home Groups have moved locations. The All Will Be Well and We Do Recover have moved to Harner Chapel UMC. Our previous location charged \$60 a month for rent. Harner welcomed us with open arms and both groups will donate \$20 a month for rent. Rents in Morgantown are high and we are grateful that they have welcomed us.  
Literature

Joe B recently stepped down as Lit. Chair and his Vice Chair, Mike A. stepped up to become the Lit. Chair.  
Our Literature Committee is doing very well. Most, if not all home groups buy literature from the Literature Chair. I have a copy of the Lit Chairs yearend report if anyone would like to see it.

H&I

The DDU unit is doing well. We started another meeting on Mondays at 7pm. The speaker meeting held once monthly at John D Good, is going very well. Hazelton is asking for a meeting to be taken in to the facility. More will be revealed.

PR

A PR policy meeting took place and we adopted policy for the Facebook page as well as the Website.

Morgan is organizing a flyer day. More will be revealed on that.

Activities

The Activity Chair stepped down and Ryan is now the Activity Chair.

The next activity is 08/11/2018, the GMANA picnic at Chestnut Ridge Park. It will start at noon and end at 6.

Please bring a covered dish if possible. This should be a fun event. Erica P from GTO will be the speaker. A flyer is on the website.

Odds and Ends

We have a 150.00 donation.

Our Treasure stepped down and Mead is the Treasure 1. Anant V. is Treasurer 2 until further notice.

As always, Grateful to serve,

Pam T.

### **AFASCNA**

As many of you know, the AFASCNA suffered a great loss last Tuesday in the death of NA member Joy H. Joy had a love of this program, was a huge fan of our convention, and we could always count on her to participate in area service. She tragically died, clean, as a result of burns suffered in a house fire. We want everyone to know that there are no services planned at this time, but we will let everyone know if and when something is organized.

I am happy to report that recovery in the Appalachian Foothills area of Narcotics Anonymous is growing. We currently have ten homegroups that facilitate 19 meetings a week. Meeting attendance is up at many of our meetings and holding steady for the rest.

We want to thank anyone who came out to celebrate recovery with us at our annual Freedom Day Blast at Mountwood Park on July 7<sup>th</sup>. We regret to inform everyone that we will not be having a fall campout this year. Our LSB is still working on what type of event to replace it with and we will let everyone know as soon as we get it figured out.

We continue to serve our community with H&I commitments. We bring a meeting to Camden Clark hospital every other week. We sporadically provide H&I to Amity treatment center when they request us and Wood County DRC. Over the last quarter we have been bringing the message to the Noble County Detention Center and the Oriana House detention facility.

We maintain and stock 10 racks within the area with area and region schedules, as well as various IP's.

We would like to make a \$150 donation to region at this time.

In Loving Service,

Victoria Poellot-Tauber, AFASCNA RCM

### **NCWVASCNA:**

Things are well in the North Central Area.

We have 6 total homegroups and 13 meetings held per week. Meeting attendance is growing.

The Policy Workshop that was held on May 19, 2018 had a decent turnout. We have a lot of willingness in our Area.

The Spaghetti Dinner and Throw a Pie for H&I was cancelled due to conflict with another areas event. We are hoping to reschedule this soon.

We are currently supporting H&I meetings in 3 facilities and our area is in the process of starting a new meeting in a Juvenile facility at Highland Hospital in Clarksburg.

We had a Spiritual Hike on June 16, 2018 at Valley Falls where local members hiked to a waterfall and held a meeting.

We have our Area Picnic scheduled for August 25, 2018 at Wave Tech Pool in Fairmont WV.

We have a Donation of \$404.17

Thank you for allowing me to serve.

Buzz W.

### **GTO:**

We currently have 30 homegroups on the schedule. 18 are active at Area Service.

**H&I**-Our area takes in 2 weekly H&I panels at Riverpark Hospital, Adolescent and Short-term, 1 weekly H&I panel at St. Mary's detox, and 2 weekly panels at Pinecrest, a men's and a women's. H&I elected new panel leaders last month and are working on updating contact information at each facility we visit. The subcommittee expressed that at least 1 facility could use the little white booklets, although we don't have a specific number. The subcommittee needs regional schedules.

**PR**-New positions have been announced and the subcommittee needs willingness for flyer day coordinator and secretary.

**Literature Supply**-All is well, although the subcommittee expressed a need for willingness to help serve on the 3<sup>rd</sup> Sunday of each month.

**Activities**-The annual campout at Old Towne Campground was a success, with a headcount of 97 during the speaker meeting. \$280 was returned to the GTOANA treasurer from an initial outlay of \$500 for the event.

The area expressed displeasure at the use of the proposal v. motion change and the use of consensus-based decision making by the region. The area feels that it violates the 2<sup>nd</sup> and 9<sup>th</sup> Traditions.

Our new P.O. Box address is:

GTOANA

P.O. Box 9232

Huntington, WV 25704

Grateful to be of service,  
Sarah W.

### **SCURNA:**

Hello again from the coalfields. We continue to carry the message to the addict who still suffers in southern WV. We have 7 weekly meetings by 6 home groups in Madison, Man, Gilbert, Oceana, and we'd like to welcome the Uphill Journey Group that meets at 2 pm on Wednesdays at 317 Smith Street in Williamson, WV. Other than that we have no changes and no needs from the region.

Gratefully,  
Eric L.



**NANA:**

Greetings to the Mountaineer Regional Service Committee. The NANA (Never Alone Never Again) Area of Narcotics Anonymous continues to carry a message of hope throughout our area. All together the area consists of 8 homegroups now from Ripley to Hurricane. Meeting attendance varies from 5 to 35 addicts

We currently still do not have any H&I commitments. Many facilities are beyond our geographical area and are not practical currently. However, if a need presented itself, the area would accommodate that need to the best of its ability.

We continue to deliver schedules to various local professional entities/organizations, so that the newcomer knows where to find us. We are continuing to use a rotating responsibility of home groups in the facilitation of these schedules. This has worked well thus far and has eliminated the possibility of one person holding all the responsibility, as has happened in the past. We continue to search for additional facilities where individuals may benefit from the rooms of Narcotics Anonymous.

We have an upcoming event, our annual picnic. The picnic will take place on July 29<sup>th</sup> with food served at 12 noon with a speaker to follow. The picnic will take place at the Teays Valley Wave Pool Park at shelter #1. Come and fellowship and eat our food.

We do not currently have a donation for region,  
In Service,  
Tony P.  
[tpava216@gmail.com](mailto:tpava216@gmail.com)  
(304)533-0351

**FANA:**

Recovery is alive and well in the Freedom Area of Narcotics Anonymous. We currently have 9 home groups and approx. 25 meetings per week in our area. All meetings ranging from just a few with up to 50 addicts. We are continuing to gain participation from new members and groups participating in service. We are distributing a good number of white key tags.

We are continuing P.R. at the Mercer County and Raleigh County Probation & Day Report Centers where we have placed literature racks.

We recently held a literature fundraiser on May 26<sup>th</sup> and the event was well received. We raised approximately \$ 460.00 to distribute literature to home groups in the area.

There is an event being held this weekend, the 1<sup>st</sup> annual Freedom Day Funtime Float and Fuckery on the Greenbrier River. The flyer is up on the website, they are holding a river float, cookout, fellowship, and speaker meetings. The event seems to be having a good amount of support and hopefully this will continue for years to come.

FANA will be holding our annual picnic on August 25<sup>th</sup> at the Bluestone Dam Picnic Shelter in Hinton WV. We will be having food, fun, fellowship, as well as a speaker & potentially a workshop. More will be revealed and a flyer will be up on the website.

FANA is maintaining our 2 new H & I commitments at the LEARN Center and Turning Point in Beckley. The men's meeting is continuing to meet every

Monday at 6:00 p.m. and is garnering good support. The women's meeting at Turning Point is continuing to meet every week

Due to the stability of the 2 new H & I Commitments we are in the process of starting an AREA H & I Subcommittee to keep everything organized, and we will be reaching out to the regional H & I Chair for input on this and we will be electing officers at our next area service.

Our continued combined area service with MANA has continued to serve both areas well, and has allowed us to continue to carry the message.

We have a 400.00.00 donation to the region.

As always grateful to serve Eric M.

**METRO:** Sarah C. gave report.

The MVASCNA (Metro Valley Area Service Committee of NA) is doing well with 9 home groups and 16 meetings per week. We have 15 open and 1 closed meetings that vary in formats — literature study, step study and discussion.

The H&I Subcommittee currently has two commitments — Highland hospital every Tuesday at 11:00 AM and the South Central Regional Jail (men's side) on the first and third Monday evenings. The Charleston Work Release H&I presentation has been suspended due to lack of participation from the facility. We hosted an H&I workshop on May 14, 2018 at UUC.

The Activities Subcommittee hosted our annual Picnic on June 17 at Coonskin Park. We thank everyone who supported our event. We will be hosting a Speaker Jam in September at Rock Lake Presbyterian Church Community Center in South Charleston. The exact date is to be decided.

Our Literature Subcommittee continues to purchase and distribute Basic Texts, at no cost, to addicts and home groups.

In Loving Service,  
Nina Z, ASR

**MANA:**

The Mountain Area's meetings continue on the same schedule. We have a meeting on Sunday, Monday, Tuesday and Thursday. We have given out several key tags for various amounts of clean time. The Lewisburg Group average attendance is 15 – 25 and has several new active home group members. The Just for Today Group attendance ranges from 3 – 8 and meets outside on the deck when the weather is nice.

Anthony Correctional Center is temporarily closed and the inmates have been moved to other facilities. We have reached out to Denmar to gauge interest in moving our H&I meeting there. More will be revealed on that.

MANA is preparing to host our 27<sup>th</sup> Annual Fellowship in the Forest Campout. It will be at Sherwood Lake on August 1 – 5. The flyer is on the MRSCNA web page and we brought a few with us. Highlights of the campout include the traditional t-shirt tie dye event, a phone line workshop, and the awesome Saturday night fellowship pot luck dinner. We will have a meeting on Wednesday, the Welcome meeting on Friday, and a speaker meeting on Saturday night. Agendas are also available for those that need proof of activities to turn in with a request to attend.

We have a donation of \$400

Grateful to serve,  
Kay M., RCM

### **New Area Motions and Proposals**

None.

### **Subcommittee Reports:**

#### **PR:**

The PR subcommittee met on July 14, 2018 in the first subcommittee slot; the following committees reported to the members attending:

#### **H&I**

Nothing to report.

#### **Phoneline:**

USAGE- 4/1/2018-6/30/2018- Call volume increased this quarter- 211 total incoming calls.

5 of the total calls were directed to PR, 13 calls to convention, 4 calls for other business, and the rest forwarded to an NA member.

Call duration ranged from 1 minute to 22 minutes

Updated timeslots to reflect new members who signed up for call routing

Most slots have 5 or more volunteers signed up to receive calls, but we always welcome new volunteers.

Discuss Updated Phoneline Workshop Packet-approved

#### **Web Maintenance:**

Greetings from the web site maintenance closet. Nothing much to report just the normal day to day tidying up of the site. Only one hiccup from Angelfire this quarter but with the help of the web servant got it fixed in a jiffy. Don't know how much longer this temp job will be lasting, but in the meantime continue to send me you latest updates and me and my broom/mouse will take care of it for you.

Grateful to be of service

Shayne M. Web Maintenance

#### **Web Page**

- Kay shared with the sub-committee that our Web Servant has resigned, and that our Web Servant II has expressed willingness to be nominated as Web Servant.
- Kristyn has been in touch with Danny G. who continues to have willingness to help us set up our BMLT on a new web page.
- Kay expressed willingness to be nominated for Web Servant II

- Shayne continues to be willing to be nominated as Web Maintenance Servant of current site
- The email address for submitting changes to meetings and upcoming events to the Web Maintenance Servant is [mrschnaservice@gmail.com](mailto:mrschnaservice@gmail.com)
- The email address for the Web Servant I is [mountaineer.region@gmail.com](mailto:mountaineer.region@gmail.com)

### **Public Information**

- Kay reported that she reached out to Lamar about placing billboards on the I79 Corridor and in Charleston, and the Lamar Sales Rep did not provide any information.
- There was brief discussion about free downloadable PSAs at NAWS and the opportunities each area has to write their own PSAs for broadcast in their areas and are welcome to reach out to the sub-committee for help.
- Emily submitted via email the following info for the bus signs - In Charleston (Metro) the bus system is operated by the KRT. Our PR chair contacts the KRT (our contact there has changed over the years) and asks how many bus signs they can put up. We pay for the printing (usually 50 or 100 at a time). We use a local printer - Image by Design - and they give us a discount. If anyone wants to use them, please contact me [Emily] and I can give them the name and rate. Metro's PR person then checks in every few months to see how many signs need replaced. There is no fee with KRT once we pay for the printing.
- Matt K has experience with sponsored ads on Facebook and offered to share his knowledge with anyone who wants to follow up on placing NA related sponsored ads on Facebook; Kay agreed to get with Matt and have a proposal at the next sub-committee meeting.

### Written Policy revision

- The revised Policy was approved by consensus and will be put on the web page.

### Schedules

- The schedules were printed and distributed.
- Areas receiving more than 200 schedules paid the treasure for the additional expense

### WV Appalachian Addiction & Prescription Drug Abuse Conference

- There was no consensus, but with straw polls, it was decided to submit a motion to RSC new business to rent space at the conference for our display only if we could negotiate the same payment that we paid last year. Erica B will call and ask for consideration as we are a non-profit volunteer organization. MOTION in new business.

### Elections

- The following slate was elected by consensus:
  - Chair -- Erica B
  - Vice Chair/Secretary -- Emily H
  - H&I Servant -- Adam G
  - H&I Vice Servant -- Christian L
  - Phone Line Servant -- Victoria
  - Phone Line Vice Servant -- Russell W
  - Web Servant I – Kristyn G
  - Web Servant II – Kay M
  - Web Maintenance -- Shayne

New PR Business

- After discussion we agreed to display pie charts with brief narrative to illustrate the breakdown of our expenses and income at the next convention. They will be placed on our PR display table near the registration table in the Assembly Hall. We also agreed to purchase a cheap plastic or paper table cloth so as not to expose our nice cloth to coffee spills. Kristyn agreed to make the pie charts and bring them to the October RSC meeting for approval.

Next quarter, in October, the PR subcommittee will meet in the second sub-committee slot on that Saturday.

Grateful to serve,  
Kay M, Outgoing PR Chair

**Convention:**

Convention Minutes of July 14<sup>th</sup>, 2018  
Prepared by Victoria P. Convention Secretary  
and Matt K., Convention Chair

The Convention subcommittee was opened with a moment of silence followed by the Serenity prayer.

Chairperson Report

I was unavailable for the last meeting and am honored to be trusted to serve the region has help keep me alive and growing in this capacity. I am grateful for Victoria P for her dutiful and accurate note taking, and Bev C-R for using her experience to help guide me in this new position. The following slate of trusted servants was approved by unanimous consent:

Chair - Matt K  
Beverly R., Vice-Chair  
Registration Chair – Frank P.  
Registration Vice-Chair – Kay M.  
Merchandise Chair – Lynze W.

Merchandise Vice-Chair – Sharon F.  
Refreshment Chair – Christian L  
Refreshment Vice-Chair – Kevin E.  
Audio Chair – Adam G.  
Audio Vice-Chair – Jake S.  
Audio Vice-Vice Chair – Jerrod R.  
Convention Secretary – Victoria P.

Convention information will be submitted to the NA Way by Bev.

A Recovery Epidemic was selected as the name for the spring convention

Art work chosen for this convention was "Peace Love and Hugs" (attached)

There was no objection to doing the clean time countdown in the dining hall at 6:45 before the speaker meetings. We could use help before and after moving chairs don't miss out on this great chance to serve.

#### Registration Report

- Nothing new to report

#### Merchandise Report

- There was a discussion about making sure that future mugs are ordered in larger sizes as there seemed to be some dissatisfaction with the 11 oz mugs.

#### Refreshments Report

- Everything seems to be good. A check on supplies will be conducted prior to the convention, there is nothing that indicates more than the normal funding is needed.

#### Audio Report

The case and sleeves discussed at the last meeting have been purchased.

After some discussion it was determined that all existing speaker CDs could be saved to a free cloud storage site.

#### Old Business

None

#### New Business

- Money Motions:
  - Registration \$500
  - Merchandise \$5,500
  - Refreshments \$800

- Audio \$300
- Dj \$300
- Basic Text \$150
- Indigent Packages \$2250
- Programs \$200
- Speaker Rooms \$700

Merchandise report:

First and foremost, I want to express my gratitude for having the opportunity to serve on this body for the last few years, and to also apologize for not being present much since my move last fall.

Spring convention 2018 was yet another success, no issues with the printer, that all went as smoothly as it possibly could. I highly suggest continuing to utilize Shirt Factory in the future. They are amazing to work with. The \$5000 budget seemed to work out perfectly we didn't have an excess left over yet again which is great. I didn't receive hardly any complaints at all about anything to do with merchandise, except the size of the mugs which I take full responsibility for because frankly I suck at gauging ounces vs cup size.

We continued to record starting items and what we ended with and that will be attached on a different page. So, we have better records of what is getting sold to better prepared in the future.

Yet again it's been an absolute honor to serve in this position.

In Loving Service,  
Destini W.

**Leftover merchandise from Spring Convention:** 1 small solid zipper jacket, 1 small solid tank, 6 medium solid tanks, 3 large solid tanks, 2 xl solid tanks, 1 xl solid tee, 1 solid long sleeve, 2 2X solid tanks, 1 3X solid tank, 1 4X solid tank, 1 small TD tank, 4 medium TD tank, 1 xl TD tank, 1 2X TD tank, 1 4X TD tank-Total 26 pieces.

**Treasurer's Report** Candie B. gave report.

Beginning Balance  
\$32,000.23

Area Donations or Reimbursements

150.00	AFASCNA	Donation
400.00	FANA	Donation
400.00	MANA	Donation
404.17	NCWVASC	Donation
33.00	Metro	Donation
150.00	GMANA	Donation
33.00	Metro	Schedules
22.00	NCWVASC	Schedules
41.25	GMANA	Schedules
5.00	Progress not Perfection	Schedules
10.00	FANA	Schedules

<u>92.00</u>	Audio Reimbursement
<u>+1740.42</u>	
33,740.65	

Projected Expenses	
1,200.00	LAMAR
239.85	OneBox
360.00	Frontier
14.85	PayPal
12.00	BB&T
400.00	MailRoom
62.00	Post Office Box
<u>75.00</u>	Ink
<u>2363.70</u>	
31,376.95	

Money Motions	
10700.00	Convention
250.00 PR	
<u>678.00 RD</u>	
<u>-11,628.00</u>	
19,748.95	

Prudent Reserve	<u>-2500.00</u>
	17,248.95
Recommended Donation	<u>-8500.00</u>
	8748.95

Ending Balance 19,748.95 - 2500.00 Prudent Reserve = \$17,248.95

Treasurer II has been in contact another accountant to check on our tax exempt status. Treasurer II will continue to work with the new accountant and feels hopeful that this matter will finally get resolved. Some discussion was had about a NAWS donation and 3 totals were discussed and we polled them. (1 for \$13,000, 3 for \$10,000, and 15 for \$8,500) It was decided to recommend donating \$8,500 to NAWS with the intent to explore putting some money in a CD. ASR and RCMs are asked to discuss this with their area and bring back input.  
Grateful to Serve, Candie B

**P&A**

Anant V. gave report.

Our October RSC meeting will be held **in FHA** on Saturday and Sunday, October 6<sup>th</sup> to 7<sup>th</sup>.

Dates for next three RSC meetings after October have been reserved with rooms yet to be determined; will know the room the RSC meeting prior.

- Continuing new schedule for RSC:  
Saturdays Sundays



11-12:30 RSC  
12:30-1:30 Lunch  
1:30-3:00 RSC  
3:00-3:15 Break  
3:15-4:45 RSC  
4:45-5:00 Break  
5:00-6:30 RSC  
6:30 Dinner

9:00-10:30 RSC  
10:30-10:45 Break  
10:45-12:15 RSC  
12:15-1:15 Lunch (optional)  
1:15-close RSC

Old Business:

- Proposal 18-04-01P (P&A) to be taken back to areas regarding implementing policy for how business is conducted at RSC regarding proposals in new business and motions in old business the following RSC→retaken back to areas for further input after additional clarification
- Motion 18-04-01: proposal form →has been added into policy
- Motion 18-04-04: two-year term for secretary →has been added into policy

New Business:

- Convention and PR may need to update respective policies with changes made over the past year
- Upcoming RSC's: October 6&7, January 5&6, Mar 2&3 (Regional Inventory), April 6&7, July 13&14 (not to conflict with Area 4<sup>th</sup> of July celebrations)

**PROPOSED ADDENDUM TO THE  
MOUNTAINEER REGIONAL SERVICE COMMITTEE  
OF NARCOTICS ANONYMOUS  
STATEMENT OF POLICY AND PROCEDURE  
(July 15, 2018)**

**Current Policy Reads:**

Section VI: Trusted Servants

**C. Secretary**

The secretary keeps accurate minutes of each RSC business meeting and gathers minutes and reports for all sub-committees and RD and RDA. These minutes will be verified by the RSC chairperson prior to making copies. The secretary produces and distributes paper copies of the RSC minutes including all reports and attachments no later than four weeks following each RSC meeting. The secretary will be responsible for: attending all RSC functions; emailing the minutes to all RSC officers and sub-committee chairs, mail copies of the minutes as requested, and to loner groups making reports of

that RSC meeting; and printing, or having on hand, copies of the information packets for new attendees to the RSC. The Secretary is expected to be involved in a two-year commitment to the position, and attend: all RSC functions, all 4 quarterly meetings of the RSC, and the March bi-annually alternating CAR/Inventory meeting.

The Secretary shall maintain a notebook of all past motion forms of all adopted motions. It is suggested that the Secretary have a minimum of one year (1) continuous abstinence from all drugs.

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**July 2018 Treasury Review Report**

Hello Family! As per our policy, we conducted a yearly Treasury Review this quarter. During this RSC our outgoing Regional Delegate, Vice-Chair, and Chair met after business was concluded on Saturday (July 14<sup>th</sup>, 2018) to conduct the review. We were provided with all of the necessary information to complete the review and finished much more quickly than we have in the past couple of years. Excluding some organizational details, our bank statements matched our ledger and accurately reflected all of our income and expenses. In short: all the numbers matched! Thank you to our Treasurer 1 and Treasurer 2 for making this task a painless experience for the review team!

In Loving Service from your Regional Chair,  
-Nick L.

## **RD Report**

Overall I thought the World Service Conference went really well. The change to a CBDM type process for old business worked much better than parliamentary based process that we had been using. We got through more motions in less time than previous conferences. We adopted the motions to create zonal delegates for zones with two or more unseated regions but not the one to move to zonal seating for everyone. We decided to create a project plan to write a piece of recovery literature regarding how we treat those addicts coming to us on MAT. We approved the service prayer, the motion to create special days, and the motion to designate certain weeks to focus on an area of service like PR. We did not approve reducing the World Board to one vote in new business, new key tags, or a new process for selecting IDT's.

Another good thing that happened is the resolution of South Florida's inspection request. Unfortunately we had to waste an evening discussing it first and then the next morning learned that an agreement had been reached to do the inspection. During new business we agreed that there would be no other inspection requests over the next two years while we look at possible changes to the inspection process in the FIPT.

Also during new business we approved the Future of the WSC project which we did not support. It appears to us to be a waste of money especially in light of the motions we passed in old business, but the conference approved it overwhelmingly. We approved all the projects that the WB proposed as usual.

The new process for discussing new ideas at the WSC worked much better than making motions in new business. We submitted ideas to be discussed and then prioritized which ones we wanted to talk about. Next we broke into small groups and did some brainstorming. It was far more productive than what we had been doing and took far less time. As I said earlier, overall it was a really good conference. We took some major strides forward toward a more discussion oriented, consensus based conference (for those of you who remember Resolution A.)

In closing I would like to thank the region for the opportunity to serve as your RD again. It has been an honor to do so. It was also a pleasure to mentor our RDA. I leave you in good hands.

In Loving Service,  
Cooper

## **RDA Report**

Greetings from your RDA, first off I will say that review information seems to be overwhelming and any additional questions you may have about the conference feel free to ask. When the conference began we got an introduction to the conference and heard some people speak about common ground in service as the theme was upon this common ground we stand. There were five zones participating in the conference as non voting members but were able to participate in discussions. We also for the first time had a delegate team from Iran and an alternate from Australia via zoom which is an internet connected video audio system like face time or Skype. They chimed in from time to time and voted via a NAWs staff member and stayed with us to the end of the conference which I'm sure was difficult because they are in other time zones. I thought this worked pretty good for the most part and allowed them for the first

time to be able to participate in the conference.

The coolest and most overwhelming part of the conference is the languages. We had 25 different language based on the serenity prayer. Often time's people would get "dinged" because they were speaking to fast. I have to say that the translators are what make the conference run they work tirelessly all day with hardly any breaks to make sure that people understand what is going on. They also have to translate the other way when people want to speak on the floor. On the first day we went straight into car motions and as we were trying CBDM the process went slow at first and then speed up later in the conference. I won't talk a lot about the car motions as you will have a copy of the decisions attached to this report. I will say some went the way we thought and some didn't, and although the world board didn't have any motions in the CAR they did have a CAT proposal that turned into a motion and passed. We have some stuff to talk about with this motion passing and how our zone is trying to decide who to send.

The next day on Monday we continued into car motions and ended the day the same. I can't remember if at the end of this day or wed. We talked about the FIPT request. The world board got to say their stance on it for what seemed like forever and then the RD from south Florida got to speak. They then took a straw poll asking if the conference agreed that a change is needed to article III of the operational rules there was strong support 76-19-10-9 then followed up by if we wanted to make a decision this week? There was lack of support on that one. The next question was if we wanted the world board to comply with the request 45, limit a response in some way 21, not attempt to fulfill the request 27, or none of the above 14. In other words we wanted them to comply and then talk about changes later. It was funny going through this because many people thought that we shouldn't even be talking about it because it was requested in a proper way and should be carried out. Needless to say they had a sit down with the RD from SF region and came to terms. Then the request was carried out the week after the conference. The decisions were mailed to RCM via the RD and can also be found attached to this report.

The third day we went over the NAWs report and went through the HRP report which reports on candidates which I do have to mention that our nominated candidate from our region more than qualifies compared to the candidates that did get nominated. I went through the ballots and picked what seemed to be the most qualified and people who we knew or knew of. This is not to say that people weren't qualified it just seems to me that the HRP picks the world board and other trusted servants for the conference. This is one of the few things I felt like was broke and not because our RD didn't get nominated but because of the way that they do it, we don't get to see who was willing and who barely made the cut. I would like to bring this up to see what the region and other experienced members think a solution to this might be because at this point it unknown to me. We adopted many procedural motions including using CBDM. The overall feeling of this was that experienced members at the conference were relieved because in past conferences the car motions and new business sessions were ridiculous. It did seem to run smoothly after some kinks were worked out.

The fourth day was a break some people went to the ranch for a day of soccer and festivities your RD team road with your old RDA to the beach and enjoyed a day of sightseeing we then went to a meeting in Hollywood which

was awesome because there were so many people from other countries that were at the conference that attended this meeting 2 basic text were given out and then we ate with the local fellowship in downtown Hollywood. Throughout the week we did break out sessions in different rooms brainstorming ideas some of the best ideas seemed to be creating new apps guides for how to start virtual meeting and CBDM how to booklet. Most of those were from my room but I'm not biased LOL. There were many other great ideas from other rooms but we didn't get to hear them all because the roomed voted on what they wanted to present. This seemed to be very good use of time and lots of those ideas will be in future IDT's and possibly proposals or motions. When it first began I felt like I was in high school again but then I got over myself and really tried hard to think of ways that we could better the fellowship for the addict who still suffered.

Moving on we decide that the IDT's for this conference cycle would be attracting NA members to service and carrying the NA message and making NA attractive. I am excited for these and will be work shopping them whenever possible in the future. The "FD" fellowship development is a huge thing that many zones focus on. They plan and try to carry out efforts in places where NA is not established. Many translators are very necessary for these efforts. It is the reason so many countries are present in our fellowship today. The efforts and stories about some of the experiences are bone chilling; we face a huge task in foreign countries trying to break down literature for people who may not even be able to read. Some of the videos of these FD efforts were great and were shared with us on the floor along with PR videos.

Both of the proposals that the mountaineer region brought were not really talked about they came out on a list with a shitload of other proposals and were not prioritized by the conference. There was also a time where they read letters from 10 years ago and one of them was from our RD it was about moving towards CBDM. That's pretty crazy considering that we just adopted it this cycle. We had a few more discussions about prioritized proposals and finished them up which can also be found in the decisions PDF attached. I do have to mention that the seating process was either overwhelmingly exciting or depressing. We cheered when regions we seated and cried when they were not, and just in my opinion many that were qualified didn't get seated which I felt like was kind of horse shit. Overall it was an information overload as I'm sure I left something out, but at the same time I am extremely grateful for you all at the MRSCNA picking me to help represent our region at the WSC I look forward to the next cycle and being able to serve you once again. I went with a predetermined idea of what it would be like, much like my first meeting. And after all of our discussion about the FIPT I was almost mad going there because I knew we would be asked to vote on it. Afterwards when the decision was made I felt relieved and realized that we are all addicts doing what we think is best and we won't ever agree on everything but it's ok because the outcome is never the end and we will continue to try to carry the message to the addict that still suffers. Thank you for letting me serve,  
Ryan S

**New Business:**

**MOTION #:** 18-07-01

**MAKER:** Convention

**MOTION:**

Registration: 500.00  
Merchandise 5500.00  
Refreshments 800.00  
Audio 300.00  
DJ 300.00  
Basic Texts 150.00  
Indigent Packages 2250.00  
Printing 200.00  
Speakers 700.00

**INTENT:** To put on the fall convention and carry the message

**RESULT:** Passed by consensus.

**MOTION#:**18-07-02

**MAKER:** PR

**MOTION:** To spend up to \$250 for an exhibit table at the Appalachian Addiction and Prescription Drug Abuse Conference, with the understanding that the PR chair will call and ask for special consideration as a non-profit organization directly involved in the solution.

**INTENT:** To carry the message of NA through Public Relations with medical and mental health providers.

**RESULT:** Carried by consensus.

**MOTION #:** 18-07-03

**MAKER:** RD and RDA

**MOTION:** Money for RD and RDA travel and food:  $484 \times 2 = 968$  miles  $\times 0.35 =$  \$338 mileage. \$35 a day for 2 people = \$70 a day  $\times 2$  days - \$140 for food. \$478 total for AZF 07/28/2018.

Also reimbursement to Rob O. for hotel price at October region.

**INTENT:** To travel to the AZF + up to 200.00 room for 1 night. **\$678 total.**

**RESULT:** Carried by consensus.

**MOTION #: 18-07-04**

**MAKER:** Finance, seconded by Anant V.

**MOTION:** Donation to NAWS of \$8500.00

**INTENT:** To further our primary purpose on a global level.

**RESULT:** 8 for, 1 against, motion carried.

### **PROPOSALS**

**PROPOSAL #:** 180-7-01P

**MAKER:** Finance

**PROPOSAL:** To increase the prudent reserve from \$2500 to \$10,000, and to be protected in a CD, money market, or our standing account.

**INTENT:** To be financially secure enough to cover 6 months of region's expenses and/or convention expenses.

**RESULT:** Sent to the areas.

**NAWS DONATION:** \$8500.00.

**NEXT REGIONAL SERVICE: 10/06/2018-10/07/2018**

**October 2018 RSC Order of the Day**

**10/06/2018**

**At Cedar Lakes**

**In FHA**

**Opening at 11am**

Reading of the Twelve Traditions of NA  
Reading of the Twelve Concepts for NA Service  
Introductions  
Secretary's Report (Reading of the Minutes from preceding RSC)  
Treasurer I Report  
Old Business  
Area Reports  
Open Sharing Session  
New Area Motions/Proposals  
Sub-committees  
Convention Subcommittee  
PR Subcommittee  
Web Page  
Phoneline  
H&I  
PR

Will adjourn at 6:30 pm and reconvene at 9:00 am Sunday

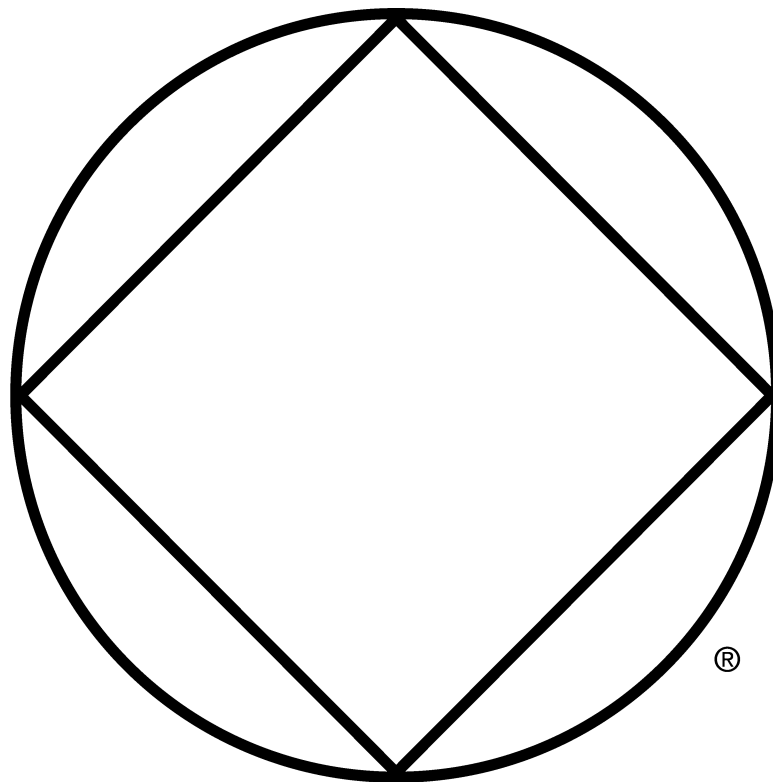
**10/07/18**

**In FHA**

Representative Report:  
1. Regional Delegate (RD).  
2. Regional Delegate Alternate (RD-Alt.)  
P&A Sub-Committee  
Finance  
New Business  
NAWS Donation  
Set Agenda for Next RSC Meeting  
Open Forum  
Announcements  
Closing Prayer



**MOUNTAINEER REGIONAL  
SERVICE COMMITTEE  
OF  
NARCOTICS ANONYMOUS  
STATEMENT OF POLICY AND  
PROCEDURE**



**Last Updated 07/15/2018**

## **The Twelve Traditions for NA Service**

1. Our common welfare should come first; personal recovery depends upon NA unity.
2. For our group purpose there is but one ultimate authority - a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for membership is a desire to stop using.
4. Each group should be autonomous except in matters affecting other groups or NA as a whole.
5. Each group has but one primary purpose - to carry the message to the addict who still suffers.
6. An NA group ought never endorse, finance, or lend the N.A. name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every NA group ought to be fully self-supporting, declining outside contributions.
8. Narcotics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. NA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Narcotics Anonymous has no opinion on outside issues; hence the N.A. name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films.
12. Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities.

# **MOUNTAINEER REGIONAL SERVICE COMMITTEE OF NARCOTICS ANONYMOUS STATEMENT OF POLICY AND PROCEDURE**

## **SECTION I: PURPOSE**

The Mountaineer Regional Service Committee of Narcotics Anonymous (MRSCNA) is a service committee of representative Areas bound by the Twelve Traditions and Twelve Concepts for NA Service. Its purpose is to be supportive to its Areas and Groups and their primary purpose by linking together the Areas and Groups within the Region, by helping Areas and Groups deal with their specific situations and needs, and by encouraging the growth of the fellowship of Narcotics Anonymous.

## **SECTION II: MEMBERSHIP**

The members of the MRSCNA are Regional Committee Members (RCMs/ASRs) and/or their Alternates (RCMs/ASRs), Regional Service Committee (RSC) officers and subcommittee chairpersons. All of these servants are considered RSC participants.

Area Service Committees (ASCs) are represented by sending one RCM/ASR or RCM/ASR/alt to an MRSCNA meeting. Loner groups may be recognized as voting participants by a majority vote of the RCMs/ASRs.

Other NA groups/meetings within the geographical boundaries of the MRSCNA, providing they follow the 12 Steps and 12 Traditions of NA, can be recognized for the limited purpose of being added to the Regional meeting schedule with quarterly written reports to the Regional Service Committee, the Web Servant, or the closest Area Service Committee so that Phonenumber and schedule can be updated.

## **SECTION III: MEETINGS**

### **A. Quarterly Schedule.**

The regular meetings of the MRSCNA will be held quarterly in January, April, July and October, unless otherwise decided by the RSC. Time and place will be arranged by the Policy & Administration Subcommittee.

The RSC Chairperson is ultimately responsible for cancelling RSC and is encouraged to consult with as many as RCM/ASRs as possible and when feasible.

If an RSC meeting is cancelled, the vice chair will reschedule the meeting for the first weekend of the next month. If that meeting is cancelled, the vice-chair will reschedule for the first weekend of the next month. The vice chair will communicate this information by phone.

The MRSCNA shall meet the first weekend in March (each year). In Conference years, the meeting will discuss the Conference Agenda Report (CAR), Conference Approval Track (CAT) material, and any related topics. In non-conference years, the meeting will center around a regional inventory/planning session. Subcommittees may meet if needed.

The RSC Vice-Chairperson will establish the schedule for the meetings of subcommittees and will notify RCMs/ASRs at least three (3) weeks prior to RSC. MRSCNA meetings are fully open to the fellowship and input from individual members is encouraged.

**B. Meeting Format.**

1. Meetings may be conducted by the following format:
  - a. Opening
  - b. Reading of the Twelve Traditions of NA
  - c. Reading of the Twelve Concepts for NA Service
  - d. Introductions
  - e. Secretary's Report (Reading of the Minutes from preceding RSC)
  - f. Treasurer I Report
  - g. Old Business
  - h. Area Reports
  - i. Open Sharing Session ("Consensus Based Decision Making" training each July)
  - j. New Area Motions/Proposals
  - k. Subcommittee Business
  - l. Representative Report
    1. Regional Delegate (RD)
    2. Regional Delegate Alternate (RD-Alt.)
  - m. Subcommittee Business (If needed).
  - n. Finance
  - o. New Business
  - p. NAWS Donation
  - q. Set Agenda for Next RSC Meeting
  - r. Open Forum
  - s. Announcements
  - t. Closing Prayer
2. In absence of written policy, A Guide To Local Services in NA may be used.

**C: Suggested Guidelines for Consensus-Based Decision Making**

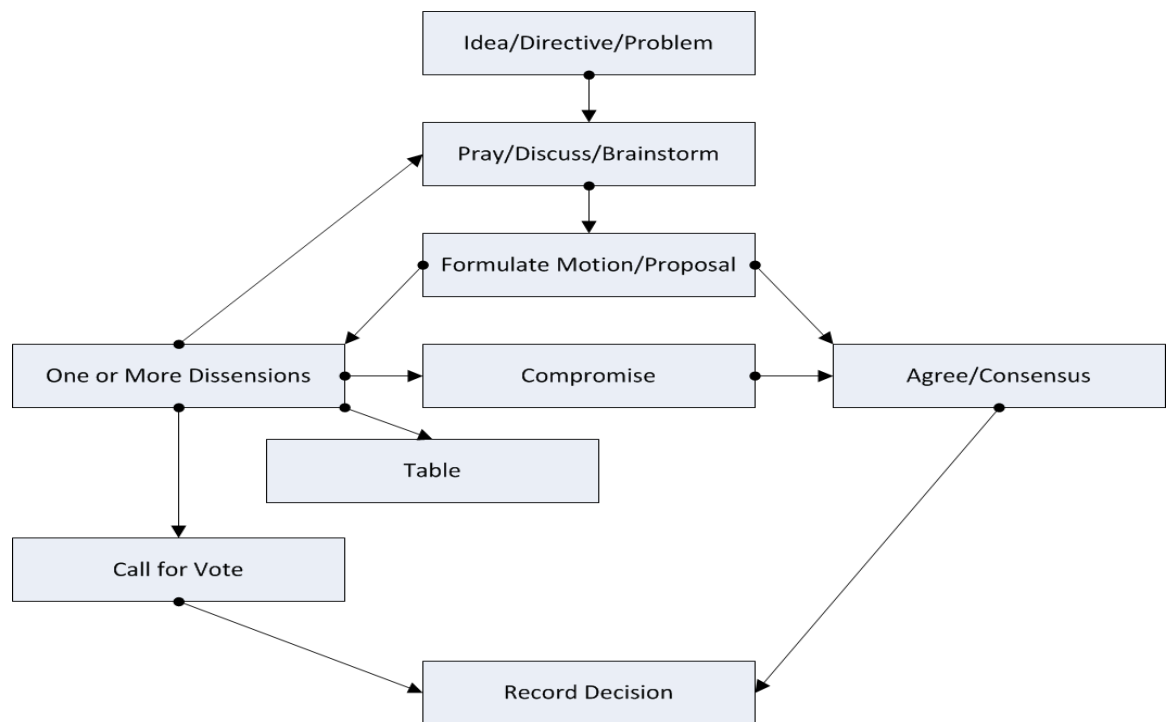
**How Decisions Are Made In Narcotics Anonymous:** "Developing a collective conscience provides us with the spiritual guidance we need for making service decisions. We pray or meditate together, we share with one another, we consider our Traditions and we seek direction from a

Higher Power.” [from 6<sup>th</sup> Concept—page 10, 2<sup>nd</sup> paragraph, “A Guide to Local Service in NA”]

The consensus-based process is designed to be less confrontational. Discussions focus on agreement rather than the pro-con polarity and positional arguments typical in the more traditional motion-making/voting process.

The process begins with an idea or directive and a motion or plan is formulated through the process of sharing (brainstorming, discussion, prayer). We participate in this process trusting that our Higher Power will help us formulate a plan that we can all support, knowing that we all have the same objective: what best serves Narcotics Anonymous.

**A simple flow chart illustrates the process:**



**New Area Motions:** New motions from Areas are presented. RCMs/ASRs may decide to (1) vote on the motion immediately, (2) refer to motion to subcommittee, where it will be discussed and a recommendation will be made by the subcommittee to the RSC in new business, (3) refer the motion to New Business for discussion, or (4) table the motion to allow RCMs/ASRs to get conscience. [NOTE: This is not the time for lengthy discussion. Motions requiring discussion should be referred to New Business. The primary purpose of this portion of the meeting is to allow RCMs/ASRs to refer motions to appropriate subcommittees before subcommittee business is conducted.]

**Subcommittee Business:** The order in which subcommittee business is conducted should be determined by the RSC vice-chairperson and the

subcommittee chairpersons. An order will be established for subcommittees and when one subcommittee ends its business, the next subcommittee will begin. This will continue through Saturday evening until whatever time is set to adjourn. If all subcommittee business is not completed on Saturday, it will be concluded on Sunday.

Subcommittee business will be conducted as it is currently. It is recommended that RCMs/ASRs and RSC officers be present and participate as members of the subcommittee. The subcommittee chair will run this section of the meeting. Only decisions requiring RSC approval will be submitted as motions in New Business. The subcommittee chair will include all decisions made by the Subcommittee in the subcommittee report which will be included in the RSC minutes. It is suggested that subcommittee chairs attempt to conduct business on a “consensus” basis and that when a consensus cannot be reached, the matter be tabled. If a decision must be made, the subcommittee may choose to vote or refer the matter to New Business for further discussion.

**Dinner:** Regional business will adjourn on Saturday at 7pm

**Subcommittee Business:** Resumes at 9am on Sunday

**New Business:** Conducted using the consensus-based decision-making process.

**D. Minutes**

Regional subcommittee meeting minutes, RSR reports, Area mailing addresses and other pertinent material, will be supplements to the RSC minutes each edition of the minutes. Minutes of subcommittee meetings held in between RSCs are to be also included in the next RSC minutes.

**E. Smoking Policy**

There is no smoking or vaping during meetings or in meeting rooms of the RSC and Subcommittees. A ten-minute break shall be observed every 90 minutes during these meetings as proceedings permit.

## **SECTION IV: VOTING PROCEDURE**

**A. Quorum**

At any MRSCNA meeting a simple majority of member RCMs/ASRs or RCM/ASR/Alts, shall constitute a quorum. It is the responsibility of each ASC to send a representative.

1. We shall have an active/inactive member policy to determine quorum.
2. Inactive status is conferred on a member area at the time of its second consecutive absence.

3. Active status will be conferred on a member area immediately upon presence of that area's RCM/ASR or alternate at an RSC meeting.

**B. Business Procedure**

1. RCMs/ASRs or RCM/ASR/alts may make motions or second them for discussion and vote.
2. Subcommittee Chairpersons and vice-chairpersons, RD and RD alts may make motions pertaining to their offices or subcommittees only. These motions must be seconded by an RCM/ASR or RCM/ASR/alt,
3. Motions adopted in ASCs and RSC Subcommittees for presentation at the RSC need no seconds for discussion. All other motions require seconds.
4. MRSCNA officers do not make motions or vote on MRSCNA business except in elections, removal of officers/chairpersons, and matters suspending policy (IV.C.2).
5. All motions, excluding procedural motions, and motions for breaks and dinner, made at RSC must be written on a motion form and submitted to the Secretary in a timely fashion.
6. Any motion presented by an Area of the Region cannot be presented by proxy and must have an intent stated

**C. Carrying a Motion**

1. For a motion to carry, a simple majority vote is required.
2. Motions to suspend policy require a majority vote of all RSC participants present and voting.

**SECTION V: NOMINATION AND ELECTION PROCEDURE**

**A. Nominations**

1. Nominations for RSC officers may be made by RCMs/ASRs and RSC officers.
2. The RSC Secretary shall send blank service resume forms to the Areas with the January RSC minutes. All nominees must submit a completed resume at the April RSC meeting or to the RSC Chairperson within two weeks after the April RSC meeting. After this, nominations for the July elections will be closed. The RSC Chairperson will forward copies of nominee's resumes to the RCMs/ASRs by May 1.
3. RCMs/ASRs may not serve as RSC officers.
4. Upon nomination, candidates must declare qualifications in writing on the service resume and may also declare in person:
  1. Willingness and commitment to serve.
  2. History of abstinence from all drugs.
  3. A working knowledge of the Twelve Steps, Twelve Concepts, and Twelve Traditions.
  4. Previous service experience.

5. Commitment to personal recovery.
6. Responses to questions asked by RSC participants.

**B. RSC Elections**

1. Elections take place at regular July (or summer) RSC meetings.
2. RCMs/ASRs and MRSCNA officers may vote in elections.
3. Elections may be held by secret ballot.
4. A simple majority of all votes cast is required for election. In counting ballots, all blanks are ignored.
5. The Chairperson and Vice-Chairperson (or Secretary if either is absent) shall count the ballots. Chairperson announces to the body:
  - a. The whole number of votes cast.
  - b. The number of votes necessary for election.
  - c. The number of votes received by each nominee and which nominee received the number of votes needed for election.
6. If no nominee receives a majority on first ballot, a second vote is taken between the two people who received the most votes on the first ballot.
7. Where there is only one nominee for an office, the chairperson may ask if there is approval from the body for a unanimous vote. If anyone objects, balloting will be done in a manner where yes and no votes are cast for the nominee. As usual, a majority is required for election.
8. If no nominee receives a majority of votes for election to an office, nominations are taken in the usual manner as for any vacant office.
9. Newly elected trusted servants will spend the remainder of the July RSC meeting shadowing the outgoing trusted servant and assume their elected position during New Business.

**C. Subcommittee Elections**

1. Nominations and elections of subcommittee chairpersons are conducted within each respective subcommittee.
2. Nominations are held at regular April (or Spring) subcommittee meeting, and elections held at regular July (or Summer) subcommittee meeting.
3. The subcommittee's eligible members vote in election of subcommittee chairperson.
4. Subcommittee chairperson elections are subject to approval by the RCMs/ASRs immediately following elections.
5. Deadlines and responsibilities are the same as those established for the RSC officers, to be carried out by each subcommittee chairperson (i.e. service resumes, etc.)

**D. Removal of Officers**

1. Any officer or subcommittee chairperson of MRSCNA who relapses shall immediately resign all his/her duties.



2. Officers and subcommittee chairpersons can be removed from office by a closed ballot of two-thirds (2/3) majority vote of RSC officers, RCMs/ASRs. This process can only be initiated by RCMs/ASRs.
3. The RSC Chairperson shall make motions to remove any MRSCNA officer or subcommittee chairperson at the time of his/her second consecutive absence from a regular RSC meeting.

**E. Vacancies**

Upon a vacant officer or subcommittee chairperson position, the RSC Chairperson will appoint a pro temp officer or subcommittee chairperson, subject to the approval of the RCMs/ASRs at the time of the appointment.

That appointee must submit a completed service resume to the RSC Chairperson within two weeks of the appointment. The resume will be added to the current minutes.

## **SECTION VI: TRUSTED SERVANTS**

**A. Chairperson**

The Chairperson arranges the agenda and presides over regular MRSCNA quarterly meetings. He/she is also responsible for correspondence and maintaining regional files and archives. The Chairperson shall be the single point of accountability for mail delivery and disbursements. The Chairperson must be capable of conducting a business meeting with a firm yet understanding hand. For this reason, it is suggested that she/he have a minimum of four (4) years continuous abstinence from all drugs. The Chairperson is expected to be involved in a two-year commitment to the position, and attend: all 4 quarterly meetings of the RSC, all RSC functions, and the March bi-annually alternating CAR/Inventory meeting. The Chairperson is responsible for convening the Treasury Review in July.

**B. Vice-Chairperson**

The Vice-Chairperson coordinates all subcommittee functions including scheduling of meetings at MRSCNA quarterlies. In the absence of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. It is the responsibility of the Vice-Chairperson to contact the RCMs/ASRs no less than three (3) weeks in advance all subcommittee meetings held outside of the regional quarterly weekends. It is also the responsibility of the Vice-Chairperson to schedule RSC meeting dates at least a year in advance and be in communications with Cedar Lakes to book specific rooms. The Vice-Chairperson also serves as Chairperson of the Policy & Administration Subcommittee. It is the responsibility of the P&A chair to incorporate changes to the policy into the policy document and email that document to the web servant to publish on the MRSCNA web site; this shall be done after each RSC in which changes are made. It is suggested that the Vice-Chairperson have a minimum of two (2) years

continuous absence from all drugs. The Vice-Chairperson is expected to be involved in a two-year commitment to the position, and attend: all RSC functions, all 4 quarterly meetings of the RSC, and the March bi-annually alternating CAR/Inventory meeting.

**C. Secretary**

The secretary keeps accurate minutes of each RSC business meeting and gathers minutes and reports for all sub-committees and RD and RDA. These minutes will be verified by the RSC chairperson prior to making copies. The secretary produces and distributes paper copies of the RSC minutes including all reports and attachments no later than four weeks following each RSC meeting. The secretary will be responsible for: attending all RSC functions; emailing the minutes to all RSC officers and sub-committee chairs, mail copies of the minutes as requested, and to loner groups making reports of that RSC meeting; and printing, or having on hand, copies of the information packets for new attendees to the RSC; and blank proposal and motion forms to be used at RSC. The Secretary is expected to be involved in a two-year commitment to the position, and attend: all RSC functions, all 4 quarterly meetings of the RSC, and the March bi-annually alternating CAR/Inventory meeting.

The Secretary shall maintain a notebook of all past motion forms of all adopted motions. It is suggested that the Secretary have a minimum of one year (1) continuous abstinence from all drugs.

**D. Treasurer**

The MRSCNA shall have a Treasurer I and Treasurer II, and these two positions are expected to involve a four-year commitment. The first two years will be served as Treasurer II, communicating and working with Treasurer I to learn all the duties of that position. Treasurer II will also serve as Chairperson of the Finance Subcommittee (See Finance Subcommittee Policy Guidelines). The second two years will be served as Treasurer I, assuming all treasurer duties and working with incoming Treasurer II.

Both Treasurer I and Treasurer II are officers of the RSC and members of the Policy and Administration Subcommittee. Additionally, Treasurer I should be a participating member in the Finance Subcommittee. Confirmation by RCMs/ASRs is needed for any person to serve in either position. The Treasurer is expected to attend all RSC functions, all 4 quarterly meetings of the RSC, and the March bi-annually alternating CAR/Inventory meeting.

**Requirements**

1. Three (3) years of continuous abstinence from all drugs.
2. Willingness and ability (basic math skills, etc.) to fulfill position.

3. Prior NA service experience of serving as treasurer of an Area or Group.

### **Duties**

1. Maintain Regional bank account.
2. Receive and record all donations and all income from regional activities.
3. Issue checks in a timely manner at the direction of the RSC, except for routine expenditures.
4. Maintain a ledger recording all income and expense transactions for the fiscal year.
5. Bring ledger sheet to each Finance Subcommittee and RSC meeting for review by all members.
6. Prepare and submit to the Secretary a written report (see Quarterly and Annual Reports) at each meeting of the RSC containing an itemized listing of income and expenses for the preceding quarter. Report is to be accepted by RCMs/ASRs.
7. Present a like annual report at the end of the fiscal year.
8. Must attend all Regional Conventions and activities to handle money at those events.
9. Responsible for having each subcommittee chairperson review the Treasurer's Report to verify the accuracy of any financial activity reported for that subcommittee.
10. The regional treasurer shall utilize a standard reporting format for quarterly and annual report which includes a breakdown by area of service.

### **E. Regional Delegate (RD)**

A Regional Delegate (RD) is to the Region what a GSR is to a Group and an RCM/ASR is to an Area. An RD represents and speaks for the members and groups that comprise the RSC. The primary responsibility of an RD is to work for the good of NA, providing two-way communication between the Region, Zonal Forum, World Service Conference (WSC), and the rest of NA. An RD is the fellowship's link with the WSC and the Narcotics Anonymous World Services (NAWS). The RD presents minutes of WSC and NAWS to the RSC. They attend all RSC meetings and functions, Zonal Forum, MARLCNA, WSC, and as many ASC meetings as possible. The RD and RD Alt. are expected to attend all 4 quarterly meetings of the RSC and the March bi-annually alternating CAR/Inventory meeting.

The RD and RD-Alt. attend the Zonal Forum and WSC, and vote at zonal forum and WSC, and to take part in any decisions which affect NA. An RD serves on one or more RSC subcommittees, communicates regularly with NAWS, works closely with regional officers and subcommittees, and is a source of information and guidance in matters concerning NA's Twelve Traditions and Twelve Concepts.

Every other year the RSC elects a Regional Delegate and an alternate from among the qualified members of the Regional. An RD normally serves for a period of four (4) years, the first two (2) serving as RD Alt., becoming familiar with the position by reading all WSC correspondence and performing other representative tasks as needed. The RD-Alt. will fill in for the RD if the RD is unavailable.

In order for the RD/RD-Alt to do a good job, it is recommended that each nominee have the following qualifications:

1. A commitment to service.
2. Service experience.
3. Willingness, time, and resources necessary to serve.
4. A suggested minimum of five (5) years continuous abstinence from all drugs.
5. An in-depth knowledge of the Twelve Steps, Twelve Traditions, and Twelve Concepts.

An RD is the voice of the Region and votes the group conscience of the Region at the WSC. In order to prevent the tabling of important clarifications and motions for two (2) years, the RD should be granted, before leaving for the WSC, a vote-of-confidence that she/he is authorized to vote their member group conscience at the WSC. An RD-Alt. should be elected from the best informed, most trusted and active members so that the needs of the Region, Narcotics Anonymous as a whole, and most importantly, the addict who still suffers are adequately served.

In the absence of the Chair and the Vice Chair, the RD shall perform the duties of the RSC Chairpersons.

## **SECTION VII: SUBCOMMITTEES**

Because of the complex nature of NA Service, the actual work of the MRSCNA will be done by subcommittees. As in all MRSCNA business, these subcommittees will be bound by the Twelve Traditions and Twelve Concepts for NA Service. Subcommittee membership is open to all regional members of the NA Fellowship. All subcommittee meetings will be announced at least (3) weeks in advance to facilitate member participation. Meetings will not be held at members' homes. Subcommittees will be headed by a chairperson appointed from regular members of the subcommittee and subject to confirmation by the RSC Officers. Subcommittee chairpersons are participants of the RSC and all guidelines of MRSCNA apply to their service. However, they do not vote on MRSCNA business (except to suspend policy or the election or removal of officers). Subcommittee chairpersons serve for a period of one year. They may succeed themselves but should not serve more than two consecutive terms. It is the responsibility of the subcommittee chairperson to maintain the function and purpose of the subcommittee, and to provide the MRSCNA with written minutes

of each subcommittee. It is suggested that the subcommittee chairperson hold regularly scheduled meetings and appoint a secretary. Care should be taken that Regional Subcommittee functions do not interfere or overlap with ASC functions. Upon a vacant subcommittee chairperson's position, the RSC Chairperson will appoint a pro-temp chairperson to fill the duties of the vacant position, subject to RCM/ASR approval. At annual elections, subcommittees will select a chairperson for the coming term, subject to RCM/ASR approval. The following subcommittees will operate on an ongoing basis within the Mountaineer Regional Service Committee of Narcotics Anonymous.

**A. Policy and Administration (P&A)**

The Policy and Administration Subcommittee will carry out the directives of the RSC pertaining to MRSCNA policies and procedures to facilitate more efficient functioning of the RSC. The P&A Subcommittee shall be comprised of RSC officers, subcommittee chairpersons, RCMs/ASRs and concerned members as voting participants, and will be chaired by the RSC Vice-Chairperson. The P&A Subcommittee will be responsible for making all arrangements (lodging, food, meeting rooms, etc.) for MRSCNA meetings. It is recommended Areas bring motions affecting policy and procedure to the P&A Subcommittee for review prior to RSC. It is the responsibility of the P&A chair to incorporate changes to the policy into the policy document and email that document to the web servant to publish on the MRSCNA web site; this shall be done after each RSC in which changes are made. It is the responsibility of the subcommittee chair to submit the report to the secretary 2 weeks from the date of Regional Service.

**B. Public Relations Umbrella**

The Public Relations (PR) Umbrella will be responsible for the following five areas of service: Public Relations, Website, Phone Line, Hospital and Institutions, and Literature – each of which will have a trusted servant responsible for that area of service. The PR Chairperson is the point of accountability for these services.

**B1. Public Relations**

The PR subcommittee will carry out the directives of the RSC pertaining to informing the public of the message of NA recovery and will maintain:

1. A regional meeting list to be updated quarterly.
2. Media materials including PSAs.
3. Maintain a web page and publish the address on publications that contain our physical address.
4. That we make the Regional minutes available for download off the regional web page while preserving members' anonymity.
5. P. R. Display: Requests

**WHO:** The RCM/ASR of the Area will be the only member who can request the display outside of the PR committee meeting.

A member of the PR committee appointed by the PR Chair or requesting Area RCM /ASR must accompany the display during the presentation.

If a PR committee member is asked to accompany the display to the presentation they will be given the same allotment of mileage and food as the RD's.

The Area requesting the display will be responsible for pickup and return. Requesting Areas will be responsible for any cost, such as mileage, incurred during delivery or return if a PR member is asked to do so.

**WHEN:** A request for the display can be made at any time. The request will be given as long as it doesn't conflict with PR committee use or other prior Area requests.

**HOW:** A Group will need to contact their RCM/ASR for any request of the display.

The PR committee will keep a calendar of requests and committee use.

All Area requests must be made 7 to 10 days in advance of the presentation and the return must be made 7 to 10 days after the presentation.

It is the responsibility of the subcommittee chair to submit the report to the secretary 2 weeks from the date of Regional Service.

**B2. Hospitals and Institutions (H&I)**

The H&I Subcommittee will carry out the directives of the RSC pertaining to carrying the NA message to residents in hospitals and institutions. H&I will direct literature requests to the ASC that serves that facility but will provide literature to facilities not covered by any ASCs. H&I has an annual budget of \$200.00 to be paid on an as needed basis.

It is the responsibility of the subcommittee chair to submit the report to the secretary 2 weeks from the date of Regional Service.

**B3. Phonline**

The Phonline Subcommittee will carry out directives of the RSC pertaining to management of the Regional Phonline. This includes holding regular Phonline workshops to train volunteers in order to meet volunteer requirements and maintaining a list of all Phonline volunteers. Dates and attendance lists for all workshops should be kept. This Subcommittee is also responsible for monitoring the effectiveness of the

answering service and providing a detailed report to the RSC, including a statistical breakdown of all calls made quarterly to the Phonenumber.

It is the responsibility of the subcommittee chair to submit the report to the secretary 2 weeks from the date of Regional Service.

**B4. Literature**

The Literature Subcommittee will carry out the directives of the RSC pertaining to review and input of NA literature on an as needed basis.

It is the responsibility of the subcommittee chair to submit the report to the secretary 2 weeks from the date of Regional Service.

**C. Convention**

The Convention Subcommittee will carry out the directives of the RSC pertaining to the planning and implementation of regional conventions. Speakers at Regional Conventions should not currently be officers serving on Convention Subcommittee.

It is the responsibility of the subcommittee chair to submit the report to the secretary 2 weeks from the date of Regional Service.

**Recording Equipment: Requests**

**WHO:** The RCM/ASR of the Area will be the only member who can request the recording equipment outside of the Convention committee meeting.

The RCM/ASR must contact the Convention Chair for any requests. A member of the Convention committee appointed by the Convention Chair who is qualified to run the equipment must accompany the equipment during its use.

If a Convention committee member is asked to accompany the equipment they will be given the same allotment of mileage and food as the RD's.

The Area requesting the equipment will be responsible for pickup and return.

Requesting Areas will be responsible for any cost, such as mileage, incurred during delivery or return if a Convention member is asked to do so.

**WHEN:** A request for the equipment can be made at any time. The request will be given as long as it doesn't conflict with Convention committee use or other prior Area requests.

**HOW:** A Group will need to contact their RCM/ASR for any request of the equipment.

The Convention committee will keep a calendar of requests and committee use.

All Area requests must be made 7 to 10 days in advance of the use and the return must be made 7 to 10 days after the presentation.

**D. Finance**

The Finance Subcommittee will carry out the directives of the RSC pertaining to tax, budget, and financial matters of the RSC. The Finance Subcommittee will develop and maintain a budgeting process to plan and review RSC financial needs. In addition, this subcommittee will be responsible for the tax, incorporation and other financial matters of MRSCNA. It will serve in an advisory capacity on all RSC financial matters. Subcommittee chairperson should direct all spending (money) motions to the Finance Subcommittee Chairperson no later than the beginning of the Finance Subcommittee's meeting. The Finance Chairperson summarizes these spending requests along with all fixed expenses in a standard format for presentation at the RSC meeting.

The following checklist is to be a standing part of the Finance Subcommittee report at all RSC meetings.

1. **Financial Recordkeeping:** Maintenance of a standard of financial recordkeeping and reporting by the Treasurer and conduct a yearly treasury review in July before the books change hands or as needed.
2. **Non-Profit Status:** Management and maintenance of non-profit status with Internal Revenue Service (501.C.3)
3. **Tax Exempt Status:** Management and maintenance of business filings with the WV State Tax Department and WV Secretary of State's Office.
4. **Banking:** Management of all banking relationships/agreements.
5. **Insurance:** Management of all insurance matters.
6. **Storage:** Management of all storage agreements related to properties.
7. **Accounting and Legal:** Authority for engaging accounting and/or legal services if needed.

It is the responsibility of the subcommittee chair to submit the report to the secretary 2 weeks from the date of Regional Service.

- E.** Additional subcommittees will be formed on an ad hoc basis and will adhere to the same guidelines as the above-named subcommittees.

**SECTION VIII: TREASURY AND FINANCIAL POLICY**



**A. Procedures for Transactions and Bookkeeping**

1. Expenses of \$175 or under may be paid by discussion and approval among RSC Chairperson, Vice-Chairperson, and Treasurer. Expenses that exceed \$175 must be approved by RCMs/ASRs polled by RSC Chairperson. These actions are to be reported by the Chairperson at the next RSC meeting and included in the minutes. Exception—See Reimbursable Items #8.
2. A receipt should be issued for all donations (individuals, Groups, Areas or other).
3. All checks written should contain a notation detailing the Spending Unit and what was purchased. This same notation should be entered in the checkbook ledger.
4. A receipt should be obtained and noted for all expenses paid by cash or check and kept in the Treasurer's files.
5. Checkbook should be reconciled (balanced) with the bank statement on a monthly basis.
6. Ledger book should be reconciled with the checkbook on a monthly basis and notation made and dated in the ledger.
7. Spending Units making purchases with regional funds should comply with applicable local, state and federal laws regarding payment of sales tax.
8. All personal checks to MRSCNA should contain a valid driver's license.
9. Upon receipt of a bounced check, Treasurer will write a letter requesting payment with response required within 30 days. If no response within 30 days, the check will be turned over to the Finance Committee for further action.
10. During the convention, only issues that require additional funding by the RSC in excess of \$100.00 shall require polling of the RCMs/ASRs.
11. The treasurer will make daily deposits at the convention and all deposits must be made by the end of convention.

**B. Quarterly and Annual Reports**

Quarterly and annual reports from the Treasurer (categories should contain date, check number, payee/source, amount, Spending Unit, and description of the transaction):

1. Beginning cash balance.
2. Income (Regular Account)—from all sources.
  - a. Itemized donations from groups and areas.
  - b. Convention and other regional activities.
  - c. Other
3. Expenses (Regular Account) all cash and check payments for the previous fiscal period.
4. Net change in cash (Income minus expenses).
5. Ending Cash Balance.
6. Other Accounts (understood to mean reserves, not separate bank accounts)

- A. Prudent Reserve—established at \$2500.00 all transfers to and from this account for the previous fiscal period should be recorded.
  - B. \$1000 of the \$2500 prudent reserve may be used to cover regular expenses between conventions. The remaining prudent reserve may be used only by majority vote of the RCMs/ASRs. All RCMs/ASRs need to be polled.
  - C. Current status of our interest-bearing CD.
7. Subcommittees activity for the previous quarter (or total year).
- A. Income
  - B. Expenses
  - C. Net balances
8. Income Statement: The Treasurer should use the yearly budgets obtained in December's Finance Subcommittee meeting and compare them to the actual expenditures on a quarterly basis. This is to be reported separately by listing each Spending Unit and showing the following:
- 1. Present quarter expenditures
  - 2. Year-to-date expenditures
  - 3. Annual budgeted expenses
  - 4. Variance (difference between budgeted and year-to-date expenditures).
- These figures should reconcile with figures reported in 1 through 7 above.

**C. Routine Expenditures**

These items may be paid by the Treasurer without RCM/ASR Approval:

- 1. Secretary copy and mailing costs
- 2. RSC Quarterly expenses
- 3. P.O. Box rental
- 4. Provide up to 200 meeting schedules to each area on an as needed basis per quarter
- 5. WSC and WSC interim meeting travel and lodging expenses for RD and RD-Alt. RSC's contribution for RDA meals to match amount given to the RD by NAWS.
- 6. Phoneline answering service
- 7. Monthly toll-free number and phone bills.
- 8. WSC donation (as determined by RCMs/ASRs)
- 9. Maintenance of Prudent Reserve at determined level.
- 10. Fund all RSC officers for food, lodging, and \$0.35 a mile for travel on an as needed basis to fulfill their regional duties.
- 11. Regional web page maintenance costs.
- 12. Treasurer shall purchase the most prudent phone card available, not to exceed \$25 per card, as needed for each area
- 13. That H&I have an annual budget of \$200 to be paid on an as-needed basis.
- 14. Liability insurance policy for the region.

**D. Reimbursable Items**

1. Meal allowance for RD and RD-Alt.
2. Travel expenses: flight, gasoline (auto travel @ \$0.35 per mile).
3. Lodging expenses approved by RSC.
4. Copying costs for subcommittees and Spending Units
5. Telephone costs applicable to Regional service.
6. Postage and simple mailing supplies for distribution of service materials.
7. Others as approved by the RSC.
8. MRSCNA will provide Convention package at the Mountaineer Motel to be upgraded at personal expense for Convention Chair, Vice-Chair, RSC Treasurer, Treasurer II, Refreshment Chair and Vice-Chair, Registration Chair and Vice-Chair, Merchandise Chair and Vice-Chair, Audio Chair and Vice-Chair as needed and as requested.

**E. Procedure for Reimbursement**

Expenses that exceed \$50 must be approved by the RSC Chairperson and Treasurer. Previously authorized or normal committee expenses of less than \$50 do not need additional authorization and will be reimbursed in the usual manner.

To be reimbursed for a service expense, a receipt must be presented to the Treasurer. The receipt should be one issued by the person, business or organization receiving payment, and should include letterhead or signature of person(s) issuing the receipt (except, of course, in the case of cash register receipt). It should contain the date, list of services or products purchased, and the amount of payment. A written piece of paper simply listing expenditures is not acceptable.

In the case of reimbursement for auto travel a receipt is not necessary. Written point of departure and point of destination along with the total number of miles driven will be required. Driving other than from point of departure to point of destination (i.e. driving to meals, recreation, etc.) is not reimbursable.

**F. Signature Authority**

One signature is required on all checks for routine expenditures. All others require two (2) signatures, including checks for cash. All checks over \$300.00 require two (2) signatures. The authorized signers on the bank account will be: RSC Chair; Vice Chair; Secretary; Treasurer I, Convention Chair and Treasurer II.

**G. Treasury Review**

A complete review of the treasury materials will be done annually in July at the July RSC before the books change hands and as needed. The Treasury Review should be conducted by at least three (3) RSC officers

other than the Treasurer I, and to include the RSC Chairperson. The purpose of this review should be to ascertain the propriety of transactions and bookkeeping, in accordance to financial policy.

Materials to be reviewed are the ledger book, checkbook, bank statements, receipts and other applicable treasury materials of MRSCNA. The Treasurer shall release these materials to the RSC Chairperson when notified that a review will be conducted. After completing the review, the review team should meet with the Treasure to discuss their findings, and for all to share improvement and problem-solving ideas, if needed. A written report will be made by the RSC Chairperson at the next RSC meeting and included in the MRSCNA minutes.

Due to potential sensitive and serious nature of money issues in NA, we ought to seek and contemplate spiritual principles and the guidance of a loving God during every step of this review. Such a review is to help us grow in our recovery and in our service, as well as to carry the message to the still suffering addict. This purpose should be foremost in our motivation and conduct.

## **SECTION IX: IRS AND TAX-EXEMPT STATUS**

MRSCNA is organized and at all times hereafter shall be operated exclusively for charitable, educational, and literary purposes within the meaning of ' 501(c)(3) of the Internal Revenue Code of 1986, as amended (hereinafter referred to as the ACode,@ which shall include any subsequent corresponding Code of Federal tax law), including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Code ' 501(c)(3). The general purpose of MRSCNA is to be a service committee of representative Areas bound by the Twelve Traditions and Twelve Concepts for NA Service and to be supportive to its Areas and Groups and their primary purpose by linking together the Areas and Groups within the Region, by helping Areas and Groups deal with their specific situations and needs, and by encouraging growth of the fellowship of Narcotics Anonymous.

No part of the net earnings of the MRSCNA shall inure to the benefit of, or be distributed to, its members, trustees, officers or other private persons, except that the MRSCNA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth above.

No substantial part of the activities of the MRSCNA shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation. The MRSCNA shall not participate in or intervene in (including publishing or distributing statements) any political campaign on behalf of or in opposition to any candidate for public office.

Notwithstanding any other provision of this Statement of Policy and Procedure, the MRSCNA shall not carry on any activity not permitted to be carried on by an organization exempt from federal income tax under Code ' 501(c)(3), or by an organization contributions to which are deductible under Code ' 170.

The MRSCNA shall conduct its activities and seek such sources of support, as will enable it to qualify as an organization which is not a private foundation as defined in Code ' 509. However, for any period during which the MRSCNA is a private foundation, the MRSCNA shall be subject to the following restrictions and prohibitions: (a) the MRSCNA shall make distributions for each taxable year at such time and in such manner as not to become subject to the tax imposed on undistributed income by Code ' 4942; (b) the MRSCNA shall not engage in any act of self-dealing as defined in Code ' 4841(d); (c) the MRSCNA shall not retain any excess business holdings which will subject it to tax under Code ' 4943; (d) the MRSCNA shall not make any investments in a manner such as to subject it to tax under Code ' 4944; and (e) the MRSCNA shall not make any taxable expenditure as defined in Code ' 4945(d).

In the event of dissolution of the MRSCNA, after payment of all necessary expenses thereof, all of the assets and property of the MRSCNA shall be distributed, as the Members of the MRSCNA may determine to (1) any other or successor organization then in existence in West Virginia having the same purposes as the MRSCNA, if such an organization then qualifies for tax-exempt status under Code ' 501(c)(3); (2) any organization organized for one or more exempt purposes within the meaning of Code ' 501(c)(3); or (3) to organizations described in above clause (1) and to organizations described in above clause (2) of this Article XII.

## **The Twelve Concepts for NA Service**

1. To fulfill our fellowship's primary purpose, the NA groups have joined together to create a structure which develops, coordinates, and maintains services on behalf of NA as a whole.
2. The final responsibility and authority for NA services rests with NA groups.
3. The NA groups delegate to the service structure the authority necessary to fulfill the responsibilities assigned to it.
4. Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.
5. For each responsibility assigned to the service structure, a single point of decision and accountability should be clearly defined.
6. Group conscience is the spiritual means by which we invite a loving God to influence our decisions.
7. All members of a service body bear substantial responsibility for that body's decisions and should be allowed to fully participate in its decision-making processes.
8. Our service structure depends on the integrity and effectiveness of our communications.
9. All elements of our service structure have the responsibility to carefully consider all viewpoints in their decision-making processes.
10. Any member of a service body can petition that body for the redress of a personal grievance, without fear of reprisal.
11. NA funds are to be used to further our primary purpose and must be managed responsibly.
12. In keeping with the spiritual nature of Narcotics Anonymous, our structure should always be one of service, never of government.