



Connecticut Regional Service Committee Minutes

March 17, 2018

The CTRSC met at **Middlesex Memorial Hospital**

The Chairperson opened the meeting at 2:00 p.m. with a moment of silence and the Serenity Prayer.

The 12 Traditions were read by Al W. and the 12 Concepts were read by Brian D.

Visitors: Shannon, Brian D., Dave and Leanna

ROLL CALL:		
Chairperson	Alex W.	Present
Vice Chairperson	Brian D.	OTF
Secretary	Renet B.	Present
Treasurer	Gail S.	Absent
Alternate Treasurer	Alfred D.	Present
Regional Delegate	Troy B.	Present
Regional Delegate Alternate	Lisa Marie S.	Present
Web Servant	Bill W.	Present
Alternate Web Servant	Bill B.	Present
Schedule Facilitator	David M.	Present
Policy Facilitator	Jason L.	Present
H&I Chairperson	Michael B.	Present
PR Chairperson	Heather S.	Absent
WSR Chairperson	Leonard S.	Present
Board of Directors	Ron W./Ron B.	Present
Convention Chair	Sharon B.	Present
Ad Hoc - Policy	Al W.	Present
Ad Hoc - Web Design	Bill B.	Present
Ad Hoc - Involvement in Service	Antonio H.	Present
RCMs:		
CCA	John S.	Present
GDA	Michael A.	Present
GHA	Chick K.	Present
GNHA	Antonio H.	Present
GWA	Cameron T.	Present
MSUA	Al W.	Present
SFCA	Andrew S.	Present
TVA	Devon	Present
USA	Aldo D.	Present
Total Voting Members: 9		

No New Areas to Recognize.

Secretary's Minutes: January 2018 reviewed by Chairperson

Motion: to accept the Secretary's minutes

Maker:

Passed:

ADMINISTRATIVE COMMITTEE REPORTS:

Chairperson – Alex W.

I retrieved the mail from the POB and distributed the letters. There were several requests for COI's at the February RSC meeting. I relayed all of these to the Insurance Agent. I submitted a request to our insurance carrier for a COI for the new meeting space at Middlesex Hospital. I have printed a copy for our records and a copy was sent to the Hospital contact person Rachel Olsen. It was brought to this body's attention that some RCM's feel the meeting does not go in the direction they would like. I would just like to point out that the RCM's have the power to direct the meeting as they wish and if it is not going the way they like, they should decide in what direction they feel the meeting needs to go. After review of the CTRSC Policy I found that there is nothing in policy about auditing the regional checking account. All trusted servants should have checks and balances and be accountable to the Region as a whole. (agenda item).

Vice Chair – OTF

Treasurer – Alfred D. read written report.

Beginning Balance	\$3,206.67
Donations Received	\$1,631.15
Miscellaneous Donations/Funds Returned	\$ 208.75
Expenditures	\$1,314.87
Donations to WSO	\$ 0
Ending Balance	\$3,731.70
Schedule Closing Balance	\$3,000.00
Checkbook Balance	\$6,731.70

The RSC opening balance was \$3,206.67. Donations received were \$1,631.15. Miscellaneous donations/funds returned were \$208.75. Expenditures were \$1,314.87. The RSC closing balance is \$3,731.70 (\$525.03 over Prudent Reserve). The Schedule opening balance was \$3,000.00. Sales were \$140.00 and \$140.00 was transferred to RSC leaving a closing balance of \$3,000.00. The checkbook balance is \$6,731.70. Due to the RD and RDA motions passing for expenditures of \$3,558.82 (\$352.15 more than Prudent Reserve) to be written out this month, before mailing the previous month fund flow of \$1,412.24 to World and writing last month fund flow-check of \$525.03, I did some calculating. Forwarding fund flow to World will leave us with a checkbook balance of \$2,647.85 (-\$352.15 RSC plus \$3,000.00 Schedule). This is a serious financial emergency unless close to \$2,300.00 is received in donations and no other checks are written for reimbursements. Our policy states that if we fall below 40 percent of our Prudent Reserve we are in financial emergency. Financial emergency remains in effect until we reach 60 percent of our Prudent Reserve. During an emergency, no funds are disbursed unless voted on. Just to reiterate - the RSC balance will be at negative \$352.15 if fund flow checks are sent to World. If we do not fund flow, our checkbook balance is \$4,585.12 (\$1,585.12 RSC plus \$3,000.00 Schedule). 40 percent of Prudent Reserve is \$1,282.67. Therefore, no financial emergency (depending on disbursements and donations). I brought this information to the Chair and we thought it best that in order to be financially responsible we should not mail the \$1,412.24 check to World and not write out the \$525.03 check to World until all RCM's can review this information. It is our policy to fund flow any money over Prudent Reserve each month so holding back the fund flow is technically going against RSC policy. However, we are allowed per Treasurer guidelines to hold money for known large future expenses. I believe this falls in the category of known large future expenses

Motion to accept by SFCA RCM, 2nd by GWA RCM. **Passed 9-0-0.**

Alternate Treasurer – Included in the Treasurer's Report.

Regional Delegate (RD) – Troy B.
Report is attached

BOD - Ron B.

I attended the Board meeting on March 11th. One At Large Board seat is still open. We also have the Technical Director, Alternate Technical Director and Alternate Site Selection Seats open. Heather S. was elected to the TVA Board Seat. I met with the Treasurer, Alternate Treasurer and Alternate Executive Director in February and March to produce the final accounting report. My term as Board Member from SFCA is up as of this month. I am willing to serve another term if the opportunity presents itself. Ron W. will be taking over as Executive Director and Howard T. has been elected as Alternate Executive Director. Roberta T. from USA has not been voted in as of yet. I assume she will make the next meeting.

SUBCOMMITTEE REPORTS

Convention - Sharon B.

All subcommittees have secured a meeting location with the exception of Convention Information which should have a place within a week. All Subcommittees will begin meeting in April. Convention Secretary is still OTF.

H&I - Michael B.

We met on Tuesday, March 13. Unfortunately, due to the weather only two areas were present: CCA and GWA. Spoke with Joe from Torchlight Graphics and he was able to email us an invoice for this year's H&I T-shirt order. The invoice will be given to the Regional Treasurer to appropriate a check. This check request is for \$1130.00. Any questions concerning the higher budget amount is due to the increase of the number of schedules purchased from 2017 to 2018. This was based on 1,500 schedules last year to this year's 2000 needed. We ran out of schedules several times last year.

Public Relations - Heather S.

Report is attached

Web Servant - Bill W.

No written report this month.

Alternate Web Servant - Bill B.

I've been in contact with the newly elected Webservant. I emailed him a copy of the web servat basics "user guide" that has all the current login information for the various accounts and procedural instructions. Included in this report is an updated copy of the 2017/2018 Webservant Budget. The update includes the registration renewal for the domain name CTNA.org and CTNA.com which was paid last month to Go Daddy for the 2018/2019 years. Next renewal would be January 2020. I look forward to a productive year as Alternate and working with our new Webservant. As always... I continue to update the Area Websites, Calendars and Meeting Information as it comes in. If I missed posting any Committee's/Area's info, please let me know.

Web Design Ad Hoc - Bill B.

There was no meeting.

WSR - Leonard S.

Orientation started at 7:00pm. No one showed up. One person showed up for the 7:30pm meeting. I received numbers over the phone: men = 14. (5 new and 9 continuing). Women = 4 (1 new, 2 continuing and 1 returned). Address cards were not discussed but will be during our next meeting.

Policy Facilitator – Jason L.

Nothing to report. Reviewing policy.

Schedule Facilitator – David M.

No report. We have less than 400 schedules left. Need to reorder.

Opening Balance	\$3,000.00
Income	\$ 140.00
Trans. From subcommittees	\$ 0
Expenditures	\$ 140.00
Balance	\$3,000.00

Policy Ad Hoc – Al W.

There was a heated discussion on voting rights and who can make motions. Continuing to ask all Subcommittee Chairs to review policy for any possible changes/corrections. Policy Ad Hoc meets before Region @ 12:30. Needs support.

Involvement in Service Ad Hoc – Antonio H.

No meeting.

Area	Status	RCM	
CCA	<i>OTF</i>	Alternate Treasurer & PR Chairperson	John S.
	<i>Events</i>	<i>Chili Cookoff/Comedy Show 4:00pm-10:00pm – April 28.</i> 164 Hanover Street, Meriden CT 06450	
	<i>Concerns</i>	None	
	<i>Flow</i>		\$190.10
GDA	<i>OTF</i>	RCM, Vice Chair, Lit, Activities & Treasurer	Michael A.
	<i>Events</i>	<i>Spiritual Brunch 10:00am-2:00pm May 12.</i> 12 Cottage Street, Danbury CT 06810	
	<i>Concerns</i>	Filling commitments & finding a meeting place for PR.	
	<i>Flow</i>		\$0
GHA	<i>OTF</i>	RCM, Alt. RCM & Secretary	Chick K.
	<i>Events</i>	None	
	<i>Concerns</i>	7 Meeting changes	
	<i>Flow</i>		\$0
GNHA	<i>OTF</i>	Policy, Alt. Policy, Alt. Sec., RCM & Alt., Alt. Treas.	Antonio H.
	<i>Events</i>	None	
	<i>Concerns</i>	None	
	<i>Flow</i>		\$0
GWA	<i>OTF</i>	Treasurer, Campout, Events, & Webservant	Cameron T.
	<i>Events</i>	None	
	<i>Concerns</i>	None	
	<i>Flow</i>		\$0.00
MSUA	<i>OTF</i>	Treasurer & Activities Chair	Al W.
	<i>Events</i>	<i>Pancake Breakfast 9:00am-noon April 29.</i> Soup Kitchen 617 Main Street, Middletown CT 06457	
	<i>Concerns</i>	None	
	<i>Flow</i>		\$0
SFCA	<i>OTF</i>	PR Chair, & Policy Chair	Andrew S.
	<i>Events</i>	<i>Survivor Group Anniv. 6:30-9:00pm</i> Saugatuck Church, WWestport CT.	
	<i>Concerns</i>	None	
	<i>Flow</i>		\$0.00

TVA	OTF	Alternate RCM & RCM	Devon B.
	Events	None <i>35th Annual Pig Roast 05/19/2018</i> Quassy Amusement Park, Middlebury CT 06762	
	Concerns	None	
	Flow		\$231.26
USA	OTF	Alternate Treasurer	Tad V.
	Events	<i>Recovery Rockfest 05/12/2018; 12:00pm - 5:30pm</i> McCook's Point Park, Niantic CT	
	Concerns	None	
	Fund		
	Flow		\$101.25
Total Fund Flow			\$522.61

SHARING SESSION

GWA RCM

A Regional Inventory example with 14 questions to consider was brought to the Region. Discussion: There were suggestions to take 1 or 2 questions to discuss during new business, possibly asking for outside assistance, & see what the Area's think. The Chair believes we have a diverse cross section of experience in this room already and the inventory example appears to be an assessment rather than an inventory. The local guide to service has an inventory and questions can be discussed during the Sharing Session for 15 minutes. Straw Poll taken and result: Passed by Majority.

Policy Chairperson

Regional Treasury Audit. Are we auditing annually? Ans: No. We need to know how we operate, where we are spending money, with less money going into the basket, how are we creating budgets? Are we financially responsible? etc.. Who would be responsible? Ans: suggested 1 Executive Committee Member, 1 RCM and incoming Treasurer. Discussion went off track to autonomy and fund flow and ended.

Policy Chairperson

V.B.10. Funds Held by the Convention Corporation.

V.B.10.a. All funds left over from the CT Convention shall be considered RSC funds by the March RSC meeting. In every respect, these funds are to be handled and accounted for in the same manner as other regional funds. In effect, the Convention Corporation Treasurer acts as a banker to the Regional Treasurer with regards to this money. The Regional Treasurer instructs, in writing, the Convention Corporation Treasurer to make payments for expenditures authorized under regional policy. The Convention Corporation Treasurer provides the Regional Treasurer with a monthly statement of payments and balances. In some places, regional policy explicitly states that these funds should be treated in the same manner as other regional funds. This principle should be applied in all cases, even when it has not been explicitly stated. For example, in the policy on fund flow, "amounts paid out during the RSC meeting" includes any amounts the Regional Treasurer has determined will be paid by the Convention Corporation. (5/25/91, 5/17/2014) Should this policy be changed to April instead of March? Moved to New Business.

Schedule Facilitator

We will be printing schedules in April. Please send in any updates ASAP. Deadline is about a week and a half from today.

Regional Delegate

NAWS is requesting that Regional Delegates submit a separate response from their Regions by April 7, 2018 on the CAR survey. The RD took a poll on tally sheets that the RD team will organize and report to NAWS.

Policy Chairperson

III.C.1. Making of Motions

III.C.1.a. The only people allowed to make or second a motion are the following: (7)

III.C.1.a.i. RCM, or RCM-Alt in their absence.

III.C.1.a.ii. RD, or AD in their absence.

III.C.1.a.iii. Subcommittee Chairs, Resource Position trusted servants, or Ad-Hoc Chairs can make motions pertaining only to their subcommittee or position.

III.C.1.a.iv. Treasurer, or Alternate Treasurer in their absence, on any financial matters.

III.C.2. Voting on Motions

III.C.2.a. RCMs are the only voting members, or their Alternate, or a temporary representative elected at the ASC, if the RCM is not present. There is a discrepancy between III.C.1 and III.c.2a about voting privileges. Moved to New Business.

OLD BUSINESS

Motion #3 (01/20/2018): To approve the Admin Budget for 2018-2019 in the amount of \$2,700.00

Maker: Chairperson 2nd by

Intent: To be financially responsible.

Tabled to Areas for 60 days

Motion #6 (02/17/2018) To approve the 2018-2019 Regional Delegate Team Budget of \$4,602.22.

Maker: RD Troy B., 2nd by MSUA Al W.

Intent: To be financially responsible

Tabled to Areas for 60 days

Motion #7 (02/17/2018) To submit a revision for approval of the H&I Budget. Total amount \$5,300.00.

Maker: H&I Michael B. 2nd by SFCA Andrew S.

Intent: To be accountable for all monies needed and used for Regional H&I.

Tabled to Areas for 60 days

Motion #8 (02/17/2018) To approve the 2018-2019 WSR Budget. Total amount \$1,070.00

Maker: WSR Chair Leonard S. 2nd by MSUA Al W.

Intent: To be financially responsible.

Tabled to Areas for 60 days

Motion #10 (02/17/2018) To approve the 2018-2019 PR Budget. Total amount \$4,880.00

Maker: PR Chair Heather S. 2nd by GWA Cameron T.

Intent: To be financially responsible.

Tabled to Areas for 60 days

Motion #11 (02/17/2018) To approve the 2018-2019 Webservant Budget. Total Amount \$1,000.00.

Maker: Alt. Webservsnt Bill B., 2nd by SFCA Andrew S.

Intent: To be financially responsible.

Tabled to Areas for 60 days

Motion #12 (02/17/2018) To have Region pay for refreshments at the next meeting limit is \$80.00.

Maker: GNHA Antonio H., 2nd by GHA Chick K.

Intent: To provide refreshments

Ruled Out of Order

ELECTIONS

Regional Vice Chairperson - OTF

BOD Seats Vacant: At Large Seat (2), Tech Dir., Alt. Tech Dir., and Alt. Site Selection CCA & SFCA.
Troy B. volunteered for At Large and was voted in.

NEW BUSINESS

Motion #1 (03/17/2018) To approve the presented expenditure budgeted for H&I T-shirts summarized in the invoice amounting to \$1130.00

Maker: H&I Vice Chair Josh K., 2nd by GWA Cameron T.

Intent: To fulfill our annual order of T-shirts to continue the outreach of H&I in the CT Region Which will be sold.

Passed 8:0:1

Motion #2 (03/17/2018) To change policy *V.B.10.a. All funds left over from the CT Convention shall be considered RSC funds by the March RSC meeting.* From March to April.

Maker: Policy Chair Jason L. 2nd by GNHA Antonio H.

Intent: To allow proper time for Connecticut Convention Committee to finalize accounting.

Tabled to Areas for 60 days

Motion #3 (03/17/2018) To change the wording of the policy section from *III.C.1.a.i. RCM, or RCM-Alt in their absence.* To: RCM or RCM ALT or a temporary representative elected at the ASC in the RCM's absence.

Maker: GWA Cameron T. 2nd by MSUA Al W.

Intent: To clarify policy

Tabled to Areas for 60 days

Motion to close @ 5:00pm Leonard S. 2nd by Mike A.

ALL CTRSC meetings will be held at:

Middlesex Memorial Hospital

28 Crescent Street

Middletown, CT 06457

Next CTRSC meeting will be held: *April 21, 2018*

rbb