



Connecticut Regional Service Committee Minutes

February 16th, 2019

The CTRSC met at **Middlesex Memorial Hospital, 28 Crescent Street, Middletown, CT**
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 **Brian F.** and the 12 Concepts were read by **Sharon B.**

Visitors: Sharon B. (GHA), Anissa M. (USA), Bob L. (GNHA), Al D. (USA),

Roll Call: (see attached attendance/contact sheet)

Recognition of New Areas - none

Secretary's Minutes - Submitted and read by **Bill B.**

Motion: to accept

Maker: MSUA 2nd by, USA

Passed: 8.0.0

Amendment: none

ADMINISTRATIVE COMMITTEE REPORTS:

Chairperson - Submitted and read by **Alex W.**

I retrieved the mail from the PO Box and will distribute to the appropriate trusted servants. There were 4 new requests for a COI last month. I spoke to the Web Servant about a COI template that can be filled out on the NA website and then be e-mailed to the chair. This will eliminate the need to scan and then e-mail the document. We can discuss this at this meeting. Please do not wait until the last minute to submit your requests.

As addressed in our policy I contacted the chair for the GDA because they have not attended the past 2 Regional Meetings. The GDA is having serious issues with meetings, subcommittees and the area service structure. I suggested that they should send a representative to region to let the fellowship know what is happening. There is a wealth of knowledge sitting at the Regional table that can be tapped to help resolve issues or at least give information as to what has worked in the past.

I was reviewing the CTRSC policy and found that there is nothing in it about the procedure for archiving records. Is this something that can be addressed at the regional table or do we need an ad-hoc to look at this?

Lastly this body discussed creating a region wide waiver for people taking part in NA events. Did get one that was being used by the USA area and was expecting one from another area that I never received. Once again, is this something that can be addressed at the regional table or do we need an ad-hoc to look at this

I would like to see a kind of bring a friend to Region initiative for the coming month. We can't fill unfilled positions if everyone in the room already has a commitment. Any Ideas?

Vice Chair – Submitted and read by **Andrew S.**

I reached out via email to this body for help with updating our CTRSC Policy and received guidance from a few members of the CTRSC who have either worked on our Policy in the past or have since compiled any motions that have been omitted from (or at least not yet added to) our Policy.

Having both irregular Secretary minutes and an inconsistent Policy Chair over the past year, it seemed an important focus of mine for the early months of 2019.

I expect to spend some quality time with Josh K., Adam H., Alex W., Bill B., and others over the next few weeks and months to get us up to date while we wait for our new CTRSC Policy Chair to appear. My goal is to incorporate any and all missing Policy changes while "streamlining" wherever possible. The experience of similarly updating our SFCA Policy last year will come in handy. A draft highlighting adjustments and additions will be brought here for the RSC to approve.

I look forward to continuing to learn the practices and policies of the CTRSC so I can serve our fellowship more effectively in the coming months.

Treasurer – Submitted and read by **Gail S.**

The RSC opening balance was \$5025.28. Donations received were \$5288.33. Expenditures were \$1613.42.

Fund Flow to World was \$3674.91. The RSC closing balance is \$5025.28 which is Prudent Reserve.

The Schedule opening balance was \$1513.91. Sales were \$803.50. Expenditures were \$0., leaving a schedule balance of \$2317.41.

The checkbook balance is \$7342.69.

Note: RD/RDA is over the total budget. However, per an email from our RD, \$390.69 will be returned as the RD and RDA determined it was not prudent to attend MARLCNA.

Beginning Balance	\$5,025.28
Donations Received	\$5,288.33
Miscellaneous Donations/Funds Returned	\$0
Expenditures	\$1,613.42
Donations to WSO	\$3,674.91
Ending Balance	\$5,025.28
Schedule Opening Balance	\$1,513.91
Schedule Sales	\$ 803.50
Schedule Expenditures	\$0
Schedule Closing Balance	\$2,317.41
Checkbook Balance	\$7,342.69

Note added verbally – after written report was submitted, Treasurer had discovered that the RD/RDA returned funds of \$692.?? was not added back to correct fiscal year... it is a strong possibility that the RD/RDA may not be over budget.

Motion: to accept

Maker: MSUA 2nd by, TVA

Passed: 8.0.0

Alternate Treasurer – OTF

Regional Delegate (RD) & Regional Delegate Alternate (RDA) – Submitted and read by Bryan D.

NAWS - Current Projects:

The Fellowship Intellectual Property Trust workgroup has met several times and has submitted its recommendations to the World Board.

The World Service Conference of the Future workgroup has only met once. The Conference Participant webinar Troy and I participated on last Saturday, February 9, 2019 was solely geared toward gathering input from Conference Participants for submission to the WSC of the Future workgroup. The questions we discussed in small group were:

- * How can we benefit from zonal collaboration? [That could be collaboration between zones, between zones and NAWS, or among communities within a zone]
- * What might we get out of a virtual meeting of zones? What information would you like to see captured from such a meeting?
- * What would you like to see in a draft of Zonal Basics; what do you see as the basics of the role of zones? [Some characteristics may be common to all zones; some may be shared by just some zones. Zones around the world share some common attributes but perform different services]

NORTHEAST ZONAL FORUM

NEZF Web Meeting: Our next NEZF web meeting will be February 24, 2019 and the next face-to-face NEZF meeting is scheduled for April 26 - 28, 2019 at the Radisson Hotel, 175 Jefferson Road, Rochester, New York.

CONNECTICUT REGIONAL SERVICE COMMITTEE

IDT Workshops: My Home Group submitted a Motion at the United Shoreline Area meeting for the Area to host an IDT workshop. The USA members overwhelming voted yes. The GSR for the Lost Then Found Home Group that meets in New Canaan on Saturday evening has informed Troy that they also voted to host an IDT workshop. Troy has spoken with the Midstate Unity Area Chair who agreed to look into a couple of locations in the MSU Area for a central location for IDT workshops. More information on dates, times, and locations to follow. Again, if your Area would like to host IDT workshops, please let us know.

MARLCNA

After our last RSC Meeting, we received the Agenda for the World Board workshops that were going to be conducted at MARLCNA. The workshops were primarily going to be IDT workshops. As such, we determined it would not have been a worth the expense and did not attend. The advanced funds we received last month are being returned to the RSC today.

New England Service Symposium

Troy and I have been approached by the Delegate Teams from the New England Region and the Northern New England Region - and other interested NA members - with the idea of developing a proposal for a service symposium. An initial Zoom meeting was held to discuss the idea. The thought is for the three Regions to collaborate and host a service symposium. A proposal for the event will be developed and presented to the three Regions for consideration. Troy and I will update the RSC as more information becomes available. Adam is a part of the initial planning group of members and can share more on the idea of the service symposium. If anyone has questions, we can discuss them during the sharing session.

BOD – Absent (report submitted via email by – Ron W.)

The BOD has not met for the months of January and February. The next meeting will be March 10th, 2019.

The banner consolidation and retouch project are happening and should be done in June.

The convention was well attended, and the final accounting is being worked on and should be done for the April regional meeting.

I believe there will be a new Executive Director reporting to Region next month, but I will be there to give the final accounting report to the body.

SUBCOMMITTEE REPORTS

H&I – Verbal report/budget submitted via email by – **Josh K.**

H&I met on Wednesday February 5th. There were 9 out of 9 Areas present. The proposed H&I 2019/2020 budget was voted on and a copy sent to the RSC secretary, hand written copies were handed out to the RCMs.

Basic Texts from ECCNA have been distributed. Remaining copies will be distributed accordingly.

Public Relations – Submitted and read by **Heather S.**

We talk about the phone line system we will hope to have it up after new website is up
Convention Presentation Ad Hoc gave report said we have some presentation that are going to be asked for and there was some talk about doing again next year.

The expenses for the presentation are as follow:

\$250.00 for DJ

\$125.60 and \$131.63 for literature

\$50.00 for two registrations for the members that supplied the projector and screen

\$75.00 for a large poster that we still have to decide on if we do it next year, we need to start planning earlier

We talk about sharing the video with WSO we are going to do it.

Talked about that region had two tablecloths and they are missing so talked about getting one for now.

We also talk about getting t-shirts

AREAS:

CCA - OTF

GDA - OTF

GHA - OTF

GNHA- Chip A.

GWA - absent

MSU - Mark R.

SPCA - absent

TVA - OTF

SFCA - absent

USA - absent

Vice Chair - OTF (2 years of clean time and 6 month of involvement in PR required)

Secretary - OTF (6 months clean time required)

Mobile Meeting Coordinator - OTF (2 years clean time and 6 months of involvement)

List of other trusted servants' terms:

Chairperson - (Heather S. - elected May 2018)

Secretary - (Adam H. - elected February 2018)

Phoneline Coordinator - (Chip - elected July 2018)

Spanish Phoneline Coordinator - (Debbie B. - elected January 2019)

Convention – Verbal Report by **Convention Chair**

Convention Committee Minutes Kickoff 2019 February 10, 2019. The meeting was opened by the convention chair with a moment of silence followed by the Serenity Prayer at 1:00pm.

Readings: Twelve Traditions: read by Robert M. Service prayer was read by Chrissy W.

26 Total Voting Members. At this time all subcommittee tasks have been filled only position not filled was treasurer which is out to the fellowship. At this meeting today we will be looking to go over some of the policy changes which will be on the motion sheet for today

The next Convention Committee meeting: Sunday- March 10, 2019 @ 1:00pm Hopkins Center 34 Hopkins St. Waterbury, CT

Web Servant & Web Servant Alternate (including Website Ad-hoc) – Submitted and read by **Bill W.**

We decided to do one combined Web Servant & Alternate Report since we all worked together all month. I did provide Garrett a copy of the Web Servant Basics and log in information.

There were some updates to the schedule and several events added as requested by Areas. While upcoming Events & schedule changes were added to the old site, we didn't spend much time with other changes so we could focus more on getting the new WordPress site up and running.

There was an issue with the Check that was mailed out for the new hosting provider, InMotion Hosting. The check was initially lost in the mail for a few weeks, so we worked with the Regional Chair & Treasurer to get the account activated with a personal credit card since the ImageWorks bill was also due. The check did finally show up & the credit card was reimbursed by InMotion, so it worked itself out perfectly.

With all that being said, we're very happy to announce that the New WordPress CTNA Site was made live last night. We spent the past day working out any bugs that we could find. We are asking all Areas & Subcommittees to look over the site & if you find any issues, send in an email to the Webservant.

Garrett met with Middlesex Hospital yesterday to be trained on the projector so we could show the Region the new site & features during today's meeting.

All email accounts were setup & if the account has been used within the past year or had relevant email stored, then all email was copied over to the new server. You may want to go through & delete all mail that's not needed. All email addresses & passwords are the same with the exception of two that had insecure passwords (123456). You can access your email through the Webmail link located at the bottom of each page & you will also see information on how to set up an email client when you log in if you prefer. The user name is the full email address & the password is the same as it was before. If you do not know your login information, email or call the webservant team for help. There is an email address for each Area, Sub Committee, RD and Executive Committee. It's easier if you would actually use them and you may find out you are already receiving emails you do not even know about.

There is a new form to submit schedule changes, there is also a form on the new Calendar page to submit your events as well. We plan to add a form for Insurance requests soon. All files, minutes, etc. were also copied from the old site. If your Area is missing minutes & you want them added, send the PDF file so we can add it.

The BMLT root server was set up on the new server. Since we now have a Secure Server, the Maps & Location features are now working. We did make it so the user can choose to use the Map or a tabbed meeting list. We did find that there are several meetings that have meeting lengths incorrectly shown on the BMLT. Since the default is 90 minutes, some Meetings that are different may not have been communicated or even noticed and it was always listed incorrectly. This is indicated with a pie graph for the online schedule. (🟡🟢 = 90 minutes)

It's also possible there could be other schedule issues, formats, times, location, etc. So, we are asking all RCM's to ask each Group to check their meeting on the CTNA Online schedule. If there is anything incorrect just simply fill out the meeting change form located right on the 'Find A Meeting' page or contact the Webservant.

There is still more work to do, we will continue to improve the site while also doing regular updates going forward. Any suggestions, errors, etc. can be emailed right to the webservant email address.

WSR – WSR Minutes submitted by Mike C.

Meeting opened by Michael C. with a moment of silence followed by serenity prayer.

No new Step Guides were present for orientation.

12 Tradition read by Sue S. - 12 Concepts read by Jim K.

Last month's minutes read by Michael C.

Chair report read by Michael C. : WSR needs to submit 2019 Budget to Region.

Laura Beth reported: Men Step Writer- New Assigned 2 Continuing 4.

Sue S reported: Men Step Writer - Out of State 1

Jim K reported receiving; 7 Male, 8 Female, 1 Out of State letters.

Old Business:

Michael C., Laura Beth C., and Joe G. met via zoom to work on application to process letters.

Laura Beth C. is still reviewing orientation packet to streamline the process.

Elections:

Jim K moved to elect Michael C. as Chair, Laura Beth 2nd - Unanimous.

New Business:

Laura Beth C. moved to reassign the duties of the Out of State coordinator with the Male Coordinator to increase efficiency. Sue G., 2nd - Unanimous.

Michael C. moved to nominate Sue G. as vice chair. Jim K. 2nd - Unanimous

Policy Facilitator – OTF

Schedule Facilitator – OTF (Submitted and read by Heather S.)

3,850 meeting schedules sold within the Fellowship, totaling \$541.50

3,000 schedules transferred to RSC Subcommittees

920 meeting schedules sold to outside customers, totaling \$184.00

7,770 meeting schedules sold - totaling \$725.50

	Jan-19	Feb-19	Mar-19	Apr/May-19	Jun-19
BEGINNING	18,000	10,230			
Sold to Areas	3,850				
Subcommittees	3,000				
Outside Sales	920				
Samples/Recycled					
TOTAL SOLD	7,770				
New Schedule Printing					
REMAINING	10,230				

Strategic Planning Workgroup – verbal by Bryan D.

The Strategic Planning Workgroup has no formal report. They will not meet again until next Thursday, February 28, 2019. The CTNA Membership Survey has been distributed and so far, has had approximately 35 responses. The survey will be active for 60 days. Will have results at April RSC. Please encourage members to take the survey.

AREA REPORTS:

Area	OTF	Status	RCM
CCA	OTF	Vice Chair, Treasurer (Alt.), RCM (Alt.), PR Chair	John S.
	Events		
	Concerns	None	
	Fund Flow		\$554.68
GDA	OTF		
	Events		
	Concerns		
	Fund Flow		\$0
GHA	OTF	Secretary, Treasurer, Treasurer (Alt.), RCM, Activities	Chick K.
	Events		
	Concerns	Filling Commitments, "Take What We Need" meeting folded	
	Fund Flow		\$293.40
GNHA	OTF	Secretary (Alt.), Policy (Alt.), Webservant (Alt.)	Brian M
	Events	<i>March 16th, Corned Beef & Karaoke</i> <i>March 20th, Spring Breakfast</i> <i>May 11th, Motown Dance</i>	
	Concerns	None	
	Fund Flow		\$554.50
GWA	OTF	Vice Chair, Policy, BOD, Treasurer, Web Servant	Christine T.
	Events	<i>February 23rd, Mac -n- Cheese Cookoff</i> <i>February 24th, Miracles Happen 36yr Anniversary</i> <i>June 21,22,23 GWANA Family in Recovery Campout</i>	
	Concerns	None	
	Fund Flow		\$0
MSUA	OTF	RCM, RCM (Alt.)	Adam H.
	Events	<i>March 23rd, MSUA Game Night</i> <i>April 5th ~7th, Became Willing Retreat</i>	
	Concerns	Meetings in danger of folding	
	Fund Flow		\$0
SFCA	OTF	PR Chair, Treasurer (Alt.)	Claire B.
	Events		
	Concerns	None	
	Fund Flow		\$0
TVA	OTF	PR Chair, RCM (Alt.)	Tom R.
	Events		
	Concerns	None	
	Fund Flow		\$240.74
USA	OTF	Treasurer (Alt.), RCM (Alt.)	Mike R.
	Events	<i>March 17th, Keeep'n it Green</i> <i>May 11th, Rockfest 2019</i>	
	Concerns	None	
	Fund Flow		\$0
Total Fund Flow			\$1,643.32

SHARING SESSION

Web Servant & Web Servant Alternate :

Presentation of the new CTNA.org website

Alex W. (Chair):

Waiver for CT NA Activities – Signer does not hold NA responsible for injury(ies) sustained at an CT NA activity.

John S., Adam H. & Alex W. will look to find that form.

Archiving of RSC NA records – Adam H., Claire B., Bill W., & Garrett W. will look into procedures for archiving RSC meeting information (minutes, reports, flyers etc...).

OLD BUSINESS

None – 19Jan19 RSC motions tabled to Areas for 60 days due back at RSC meeting next month.

NEW BUSINESS

Agenda - none

Motions

Motion #1 (02/16/2019): to approve 2019-2020 Writing Steps for Recovery budget

Rent	\$120.00
PO Box Rent	\$106.00
Literature	\$90.00
Stationary	\$75.00
Postage	\$500.00
Printing	\$200.00
Learning Day	\$50.00
Total	\$1,141.00

Maker: WSR **2nd by:** MSUA

Intent: to be financially responsible

Motion: **Table to Areas for 60 days**

Maker: USA **2nd by:** CCA

Motion #2 (02/16/2019): to amend CTRSC Policy VI.A.3.c.i.(a)

To Amend – Be an active member on Convention Committee with voting privileges. In the event no active member desires to serve as Chairperson, then any addict with the remaining qualifications that lives within the Connecticut Region may volunteer or be nominated and elected.

To Read – Have been an active member on the Convention Committee (not sub-committee) with voting privileges in the last five (5) years. In the event no active member desires to serve as Chairperson, then any addict with the remaining qualifications that lives within the Connecticut Region may volunteer or be nominated and elected.

Maker: Convention Committee **2nd by:** TVA

Intent: to better serve the fellowship

Passed 7.0.1

Motion #3 (02/16/2019): to amend CTRSC Policy VI.A.2.a.

To Amend - Date and Time. The Convention Committee shall meet from February to January on the 3rd Sunday of every month at 1:00 p.m. The first meeting ("Kick-Off Meeting") shall be held in February. During the month of November, the Convention Committee will meet on the first and third Sunday and then beginning in December, will meet every Sunday, if necessary, until the Convention. The duration of each meeting will not exceed two and one-half (2 1/2) hours.

To Read - Date and Time. The Convention Committee shall meet from February to January on the 2nd Sunday of every month at 1:00 p.m. The first meeting ("Kick-Off Meeting") shall be held in February. During the month of November, the Convention Committee will meet on the first and second Sunday and then beginning in December, will meet every Sunday, if necessary, until the Convention. The duration of each meeting will not exceed two and one-half (2 1/2) hours.

Maker: Convention Committee **2nd by:** TVA

Intent: to better serve the fellowship

Passed 8.0.0

Motion #4 (01/19/2019): to approve 2019 - 2020 H&I proposed budget

HOSPITALS & INSTITUTIONS	18-19 Budget	18-19 Expenses	Budget 2019-2020
	\$ 5,300.00	\$ 2,380.67	\$ 4,300.00
Rent	\$ 300.00	\$ 300.00	\$ 300.00
Copies	\$ 150.00	\$ -	\$ 150.00
Literature	\$ 500.00	\$ -	\$ 300.00
Workshops	\$ 350.00	\$ 260.67	\$ 350.00
Schedules	\$ 3,000.00	\$ 1,820.00	\$ 2,200.00
Workshop Attendance	\$ 1,000.00	\$ -	\$ 1,000.00
Merchandise Per Budget	\$ 1,200.00	\$ 1,130.00	\$ 1,200.00
Income	\$ (1,200.00)	\$ (1,130.00)	\$ (1,200.00)

Maker: H&I **2nd by:** GHA

Intent: to ensure NA funds are distributed in the spirit of the 7th tradition

Motion: **Table to Areas for 60 days**

Maker: USA **2nd by:** GHA

ELECTIONS

Treasurer (Alt.) - OTF

Schedule Facilitator - OTF

Policy Facilitator - Bob L. volunteered and was voted in

BOD Seats: CCA - Dave A., Area recommendation and was voted in

GWA - OTF

GDA - (as of Mar - OTA)

MSUA - (as of Mar - OTA)

Vacant: Technical Director, Alt. Tech Director and Alternate Treasurer

With no further business - A motion to close was made (USA) and seconded (SFCA) @ 4:28pm

Next RSC meeting will be held on **March 16th, 2019** @ **Middlesex Memorial Hospital**
28 Crescent Street
Middletown, CT