

Volume 41 Number 12
Capital Area Service Committee of Narcotics Anonymous (CASNA)

Reese R., Area Chair, opened the 445th meeting of CASNA on 12/07/2025, at 2:00 PM, with the Serenity Prayer. Cesar J. read the 12 Traditions, and Rob W. read the 12 Concepts.

Agenda

Serenity Prayer, 12 Traditions, 12 Concepts

GSR count/Attendance/Welcome new GSRs/New Meetings

Correction/approval of the minutes

Orders of the day

1. Discussion of motions will be limited to GSRs or a group representative only (supported by the 9th concept).
Extended discussion rests with the chair.
2. A member may speak once on an issue.
3. The Chair must recognize a member to speak.
4. Subcommittee reports will be limited to 10 minutes, plus questions and approval.
5. For an item to be placed on the agenda, it must be in motion form and with a second.
6. Discussion topics must be in written form and given to the Chair.
7. Each member may speak once on a discussion topic for a maximum of 5 minutes.

Opening the Treasurer's report Groups with problems/Group reports:

Subcommittee reports

RCM and Alternate RCM report

Old business

New business

Discussion Topics

Closing Treasurer's report

Quorum: 11

GSR count: 22 @ 02:05 PM

Attendance notes:

Open Positions:

Vice Secretary

Alt. RCM

*****Next Area Meeting is on 01/04/2026*****

New GSRs: Jody Message of Hope

New Meetings:

Corrections to Minutes: None Report.

Orders of the Day: Moved By: Cesar J. 2nd by: Rob W.

Opening Treasurer's Report: *See Attached

Groups with Problems: None Report.

Group Reports

Acceptance- Tues 7-8 PM- 64 E North St, Carlisle, PA- No Report

All Are Welcome- Wed 7-8:15 PM- 54 Bank St, Harrisburg, PA - No report

Any Lengths- Thurs 7:30- 8:30 PM- 210 W. Main St, Hummelstown, PA- No report.

Back to Basics- Wed 7:30- 8:30 PM- 135 W Simpson St, Mechanicsburg, PA- No Report.

Bottom Line- Mon-Fri 12- 2 PM- 7 N 14th St, Harrisburg, PA - We are doing well. We have anywhere between 3 - 50 people daily. Most are newcomers. Peggy L.

Clean and Free- Sat 12-2 PM- 750 S 29th St, Harrisburg, PA- No Report.

Commitment to Change- Wed 7- 8 PM- Cifelli House, 1422 Market St, Harrisburg, PA-No Report.

Cut and Dry- Fri 7- 8:30 PM- 914 S 21st St, Harrisburg, PA (21st & Derry)- No Report.

Desire to Grow- Tues 7:30- 8:30 PM- 300 Market St, Lemoyne, PA – 1 announcement 12/09/2025 will be our last day meeting at JFT. We are relocating to 1300 Market St. temporarily until our group can determine where we will be more permanently. Otherwise, no issues.

Early Bird Gets the Worm- Sat 9:30 AM- 11 AM- 300 Market St, Lemoyne, PA- Our 1 year anniversary was 12/06/2025. We held a breakfast and had a speaker from out of town for the meeting. It went really well and had the most attendance (20). Unfortunately JFT is closing and we are in talks with a new meeting place.

Exodus to Genesis- Sun 6- 7:30 PM- 5th & Camp St, Harrisburg, PA- Our group is open and attendance is good. Thanks for allowing us to serve.

Gathering Place, The- Sun 6-7 PM- 323 Reno St, New Cumberland, PA -No Report.

The Ties that Bond Us Together- No report

H.A.N.A- Fri 6:30- 8 PM- 901 N 6th St, Harrisburg, PA- The H.A.N.A Group is doing ok, We have a home group member that is celebrating an anniversary this month. The message of recovery is being spread. Thanks for letting me serve, Chris P.

Honesty- Thurs 7:30- 8:30 PM- 530 Bridge St, New Cumberland, PA- Attendance has been steady. We could use more active home group members. Thank you for letting me be of service David P.

H.O.W Group- Mon 5:30 PM – JFT 300 Market Street Lemoyne, PA- No Report.

Just for Today- Sun 12- 2 PM- 7 N 14th St, Harrisburg, PA- Our group is doing ok, opening and closing on time, and carrying a message of recovery. Thanks for allowing us to serve.

Just for Tonight- Sat 8- 9 PM- 300 Market St, Lemoyne, PA- The group is doing well, could use a bit of support. John J.

Keeping the Hope Alive- Sun 7:30- 8:45 PM- 300 Market St, Lemoyne, PA - No Report.

Life or Death- Sun 7-8 PM- 221 S 2nd St, Steelton, PA- Meeting is going well and numbers are growing.

Linglestown Meeting- Wed 7- 8 PM- 5834 Linglestown Rd, Harrisburg, PA- No Report.

Lunch Bunch- Mon-Sat 12- 1 PM- 309 Herman Ave, Lemoyne, PA (In person & Zoom)- No Report.

Message of Hope- Fri 8-9 PM- 4685 Mt Zion Dr, Enola, PA- No report.

Nothing to Fear- Mon 7:30- 8:30 PM- 216 S Market St, Mechanicsburg, PA- No report.

O.D.O.P.- Wed 7- 8 PM- 600 Evergreen Road, New Cumberland, PA - No Report.

Only Hams are Cured- Sat 7- 8:30 PM- 901 N 6th St, Harrisburg, PA – No report.

On Life's Terms- Mon 6:30- 8:15 PM- 901 N. 6th St. Harrisburg, PA- No report.

Saturday at Swatara- Sat 7-8 PM- 6300 Chambers Hill Rd, Harrisburg, PA- No report.

Share and Care- Mon 7- 8:15 PM- 228 Bridge St, New Cumberland, PA- Could use home group members for service commitments..

Steps and Traditions- Thurs 6:30- 8:15 PM- 750 S 29th St, Harrisburg, PA-No report.

Steps to Freedom- Tues 7- 8:30 PM- 901 N 6th St, Harrisburg, PA- Group is going well, always in need of new members. Our goal for the New Year is to have a speaker-jam 01/26/2026. Will have flyers for the next area's service.

Twisted Sisters- Tues 7- 8 PM- 32 S Front St, Wormleysburg, PA- Our home group is going well. Rent is paid and supplies are stocked. We are continuing to carry the message to the addict who still suffers!

Value of Life- Sun 6- 7 PM- 130 Nittany Dr, Mechanicsburg, PA- Our format has changed to Round Robin Literature Study. We have begun study of Living Clean = the Journey Continues Book and the Basic Text. Attendance is still light but we do still have newcomers showing up to whom we can carry the message.

We Do Recover- Mon 7- 8:15 PM- Cifelli House, 1422 Market St, Harrisburg, PA- No report.

Subcommittee Reports

Unity Committee: Committee doing well. Speaker Jam in November was a success. Have an upcoming Speaker Jam, "FREEDOM WITH NO LIMITS" coming December 20, 2025, flyers have been distributed. Will be trying to plan an upcoming event for NEW YEARS EVE DAY! Thanks for allowing me to serve! Rich B.

Unity Treasurers' Report: **See Attached Report**

Literature: I ordered \$1,266.08 of literature in November to bring us up to policy totals.

- I will be updating both meeting list and order forms for 2026. Please get me all meeting changes for updates.
- Starting balance \$60.26
- Total income \$791.35
- Ending balance \$832.32
- Gave \$791.35 to treasurer and I have \$40.92 to start next month. Candice M.

Policy: The policy log was updated to include M07.25 P5 directing the audit committee to prepare new guidelines for the sub-committee. Stephen T.

Public Relations: No Report.

RCM: **See attached**

Marathon: Our marathon went well there was a lot of support from the area. We welcome dishes for marathon Meal.

- Treasurer started with \$80.00 (sold soda and water at Unity Committee function). Ended with \$98. We bought miscellaneous things for marathon. After marathon ending with \$82. Gerald W.

Audit: No Report

AD-HOC- No Report.

Hospitals and Institutions: Rob G. opened the meeting at 12:30 PM. 12 people attended. 9 panel leaders, 1 panel leader voted 2 attending for their first meeting.

Matthew was voted as panel coordinator. Jody was voted as literature coordinator. Cesar was voted as panel coordinator. Jan voted for and accepted Chair position. Morgan voted for and accepted Vice-chair and Secretary position. Morgan B.

Facility Reports

- Arkview- David still goes. All is well.
- C-90 – Marlin all is well.
- Common Ground- Cesar J. and Jan A. All is well.
- Conewago – Matthew put paperwork in for clearance to take a meeting in.
- Dauphin Co Prison- Women's – Jenny and Jan. All is well.
- Men's Dauphin County Prison DCP– Marlin. All is well.
- New Insights – Dana. All is well.
- Women's Work Release (DC) – Open
- Men's Work Release (DC) – Marlin again because Scott G. moved out of the area
- NASR- All is well, Marlin.

New Business:

Election Results

Area positions are: Chair - Rachelle W., Vice Chair - Georgeanna H., Secretary - Amanda M., V. Secretary - Open, Treasurer - Chuck K., V. Treasurer - Open, Unity Vice Treasurer - Open, Alt RCM - Open, H&I Chair - Jan A., H&I Vice Chair - Morgan, PR Chair - Cesar J., PR Vice Chair - Dijawn, Lit Chair - Candice Mc., Lit Vice Chair - Tyler S., Policy Chair - Steven T., Policy Vice Chair - Heather B., Marathon Vice Chair - Lisa H.

M07.25 P6- The ASC executive committee, (ASC chair, vice chair, secretary and treasurer) confirm the amounts stolen from the unity subcommittee and the identity of those believed to have committed the thefts. Upon confirmation of the amount stolen and the persons responsible for the thefts, contact those individuals to arrange for a legally enforceable agreement to repay those funds. Any payments shall be paid directly to the subcommittee from which they were stolen (Unity Subcommittee) and reported by that SC and its monthly report. If either of those

individuals do not respond to attempts to contact them, refuse to enter into an agreement to repay the funds taken or fail to abide by the tems of that agreement, the ASC executive committee will make e police report against that person in the county where the thefts occurred. If criminal charges are filed and the obligation is met, agree to drop charges against the individual through a rule 586 motion, The executive committee will make monthly written report detailing the current status of each recovery effort, including steps taken by the committee during the previous month, any amounts paid by the individuals and the current balance of their accounts. Intent: to recover stolen fund's (11th concept), formally designate a single point of decision and accountability in this matter, (fifth concept)

provide clear communication to the ASC and groups regarding this matter. (8th concept).

Written by: Stephen T.,

2nd by Gerald. W.

Discussion: 10/2025 and Voting: 11/2025

Unable to vote due to lack of quorum

M10.25 P1- To amen current policy (CASNA Financial Policy 8E) regarding theft to include a timeframe within which to take legal action and to also specify what legal action is to be taken.

Contact the Individual, give them up to 1 year to replace the funds, in the event that they do not

comply, file a complaint with the district justice in small claims court in the count where the theft

occurred. Intent- To be able to clearly have direction in how to handle cases of theft.

Written by Rob W, Seconded by Gerald W.

Discussed in November, Voting in January (due to voting in December)

M10.25 P2- To amend CASNA Audit Committee policy to read: An audit committee will be

formed to audit all area accounts quarterly (every 3 months). To include Area Chairperson along with 3 other members of area who have knowledge and/or experience with Bookkeeping/ Finances to review all CASNA accounts and report results to ASC as audits are completed.

Intent- To clarify existing policy, CASNA policy page 29. To ensure integrity and effectiveness of communication. Concept 8. To ensure that NA funds are managed responsibly Contempt 11.

Written by Stephen T, Seconded by Peggy L.

Discussed in November, Voting in January (due to voting in December)

M10.25 P3- To amend Area Service Committee Chairperson duties as follows:

- i. Uphold the 12 Traditions and 12 Concepts of Narcotics Anonymous
- ii. Arrange the ASC agenda for each meeting.
- iii. Preside over regular ASC meetings in an orderly fashion.
- iv. Co-signer of ASC bank accounts.
- V. Assist Vice Chairperson in the coordination and liaison work between all sub-committees to assure cooperation of responsibilities.
- Vi. Representing CASNA in all matters outside the Fellowship that are not assigned by policy to other officers.
- Vii. to present a monthly written report to ASC detailing any events or actions that have occurred since the last meeting of ASC.
- Viii. To organize an audit committee as per policy, chair the committee, conduct audits of all CASNA accounts with the committee and report all audit findings to ASC.

Intent- to create a single point of decision and accountability for executive duties.

Concept 5. To ensure integrity and effectiveness of communication. Concept 8. To follow existing policy.

Written by Stephen T. Seconded by Peggy L

Discussed in November, Voting in January (due to voting in December)

M10.25 P4- To adopt the following as policy to replace current theft policy CASNA policy pages

6,8e

1. Verify the Theft
 - a. The Audit Committee shall thoroughly review all books and financial records within 30 days of the discovery of the theft.
 - b. Determine the amount taken.
 - c. Identify the individual responsible.
 - d. Assess which safeguards or procedures failed
2. Call a meeting within 30 days of the completion of the audit
 - a. Notify the individuals involved and give them a chance to speak

- b. Use a structured format for the meeting
- c. Include a spiritual break before deciding on action

3. Restitution Process (if needed)

- a. Develop a restitution agreement with a repayment schedule.
- b. Make the agreement legally binding, signed, and witnessed through a rule 586 Dismissal Upon Satisfaction Agreement that clearly delineates the legal consequences if the agreement is not met.
- c. Publish a report on the situation and provide updates.
- d. Remove the individual from service positions.

- a. Make every effort to contact them.
- b. Send a registered letter outlining the audit findings and consequences.
- c. Retain a copy of the letter for records.

5. If They Refuse, Default, or Disappear

- a. Consider criminal charges as a last resort
- b. Consult area/ regional committees and World Services before proceeding

6. Support Recovery

- a. Recognize emotional responses like hurt or anger.
- b. Encourage the individual to continue their recovery.
- c. Offer support as you would to someone who relapsed.

Intent- to update previous policy and clarify procedure in the event of theft. Concept 11: NA funds are to be used to further our primary purpose and must be managed responsibly.

Written by Stephen T, Seconded by Rob W.

Discussed in November, Voting in January (due to voting in December)

Housekeeping motions

12.25 – Motion to get rent for December marathon of \$100.00

INTENT: To pay for the building to hold marathons.

Gerald W., 2nd by Rich B.

PASSED: 13,1,3

12.25 - Motion to get rent for Jan (1) New Year's Eve/New Year Marathon of \$100.00

Intent: to pay for rent to hold the marathon.

Gerald W., 2nd Rich B.+

Old Business:

House Keeping Motions:

HK1: To get \$100.00 for the marathon committee for rent and supplies for upcoming event.

Intent: To further the message of NA during the holidays.

Rich B, 2nd by Peggy

Motion Passed 9-0-1

HK2. The unity committee is requesting \$100
Intent: To help the committee for their upcoming event.
Teresa P, 2nd by Rich B
Motion passed unanimously

Discussion Topics:

Final Treasurer's Report : **See Attached**

Motion to Adjourn Meeting at 2:41 PM. Moved By: Rob G., 2nd By: BJ. G.

Next ASC Meeting is: 08/03/2025

Subcommittee meeting at 12:30 PM and Area Service starts at 2:00 PM.

Positions	Jan	Fe b	Ma r	Apr	May	Jun	Jul	Au g	Se p	Oct	No v	Dec
Area Chair	P	P	P	P	P	A	P	P	P	P		
Area Vice Chair	P	P	P	P	P	P	P	P	P	P		
Secretary	P	P	P	A	A	P	P	P	A	O		
Vice Secretary	O	P	P	P	P	O	O	O	O	O		

Treasurer	P	P	P	A	A	P	A	P	P	P		
Vice Treasurer	P	P	P	P	A	P	P	A	P	P		

Unity Chair	O	P	P	P	P	P	P	A	P	P		
Unity Vice Chair	P	P	P	A	A	A	P	P	P	O	P	
Unity Treasurer	P	P	P	P	P	P	P	O	P	O	P	
Unity Vice Treasurer	O	O	P	A	A	P	O					
RCM	P	P	P	A	A	P	A	P	P	P		
Alt. RCM	P	O	O	A	A	A	O	O	O	O	P	
H&I Chair	A	P	P	P	P	A	P	P	A	P		
H&I Vice Chair	A	A	A	P	P	A	A	P	P	A		
PR Chair	P	P	P	P	P	P	P	P	P	P		
PR Vice Chair	O	O	P	P	A	P	P	P	P	P		
Literature Chair	P	P	P	P	P	P	P	P	P	P		
Literature Vice Chair	P	P	P	P	P	P	P	P	A	P		
Policy Chair	P	P	P	P	P	A	P	P	A	P		
Policy Vice Chair	O	P	P	P	P	P	P	P	P	P		
Marathon Chair	O	O	P	A	P	A	P	A	A	A		

Marathon Vice Chair	P	P	A	A	A	O	A	O	O	O		
Groups												
Acceptance	A	A	A	A	A	A	A	A	A	A		
All Are Welcome	P	P	P	P	P	P	P	P	P	P		
Any Lengths	A	A	A	A	A	A	A	A	A	P		
Back to Basics	P	A	P	P	P	P	P	A	P	A		
Bottom Line	P	P	P	P	P	P	P	P	P	P		
Clean and Free	P	A	A	A	A	A	A	A				
Commitment to Change	A	P	P	A	A	A	A	A	A	A		
Cut and dried	P	A	A	A	A	A	P	P	A	A		
Desire to Grow	A	P	P	P	P	P	P	P	P	P		
Early Bird Gets the Worm	P	P	P	P	P	P	P	P	P	P		
Exodus to Genesis	P	P	P	P	P	P	P	P	P	P		
The Ties that Bond Us Together	-	-	-	-	-	-	P					

The Gathering Place	A	A	A	A	A	A	A	A	A	A		
H.A.N.A.	P	P	P	P	P	P	P	P	P	P		
Honesty	P	A	P	P	P	A	P	A	A	A		

H.O.W Group	-	-	-	-	-	-	P	A	A	A		
Just for Today	P	P	P	P	P	A	P	A	P	P		
Just for Tonight	P	P	A	P	A	A	P	A	A	A		
Keeping the Hope Alive	A	P	A	A	A	A	A	A	A	A		
Life or Death	P	P	P	P	P	P	P	P	P	P		
Linglestown Meeting	P	A	P	A	A	A	P	P	A	A		
Lunch Bunch	A	A	P	P	P	P	A	P	P	P		
Message of Hope	A	A	A	A	A	A	P	A	A	A		
Nothing to Fear	P	P	P	P	P	P	P	P	A	A		
O.D.O.P.	A	P	P	P	P	P	P	P	A	A		

Only Hams are Cured	P	P	P	P	P	P	P	A	P	P		
On Life's Terms	A	A	P	P	P	P	P	A	P	P		
Saturday at Swatara	A	P	P	A	A	A	A	A	A	A		
Share and care	A	P	P	A	P	A	P	P	P	P		
Steps and Tradition	P	P	A	A	P	P	P	P	P	P		
Steps to Freedom	P	P	P	P	P	P	P	P	P	P		
Ties That Bind Us, the									A	A		

Twisted Sister	P	P	P	P	P	P	P	P	P	P		
Value of Life	A	P	P	P	P	P	P	P	P	P		
We Do Recover	P	P	P	A	A	A	A	A	A	A		
***Monthly Total Attendance**	17	20	23	20	17	18	22	18	18			

CASNA MONTHLY TREASURER DECEMBER

OPENING REPORT		Ck#
Opening Balance	\$2,088.71	
Less Prudent Reserve	\$1,600.00	
Working Balance	\$488.71	

INCOME	
Group Donations	\$340.17
Literature Income	
T-shirt match	
Literature	\$890.35

TOTAL INCOME \$1,230.52

EXPENSES		
Answer First	\$73.20	
Verizon	\$51.12	
Dex Media	\$10.70	
Area Rent	\$50.00	227
Meeting List		
Marathon GERALD	\$200.00	226
H I	\$99.00	
Litureture 1054728	\$1,266.08	229

TOTAL EXPENSES \$1,750.10

Working Balance	-\$30.87
PLUS Prudent reserve	\$1,600.00
Ending Balance	\$1,569.13
Less Reserve to T-Shirts	\$500.00
Balance Available to use	\$1,069.13

Group Donations

REM report 12-7-2025

November ~~2~~ region was interesting in the fact we almost didn't have quorum. Business was conducted and many motions were brought forth. There are 3 motions that will be discussed at the March region. They are included with this report. There are many open positions at region, most are subcommittee chairs & vice chairs. I received an envelope from the Treasurers without MARC H donation in it.

Are there any questions about the CAR? Are there any groups that would like there to be a workshop addressing the CAR? There will be a CAR workshop at MARLCNA if you're interested. Philadelphia region is doing ZOOM CAR workshops every Wednesday night 7-9 PM 894 3056 4000 Password 553 999 anyone may join this.

We received 6 primary purpose packages. These are to carry our primary support to newcomers. These are for newcomers under 1 year old and those who have never attended MARLCNA and less than 1 year old. To groups that may get one. Please return them to the MARLCNA post office address that is on the form.

Thanks for letting me serve
Nancy U REM