

# TCASC ROLL JANUARY 2018

## OFFICERS & SUBCOMMITTEES

	1ST ROLL	2ND ROLL	REPORT	SEP.	Oct.	NOV	DEC.	JAN.
ASC CHAIR	Y	Y	Y	E	Y	Y	Y	Y
ASC VICE CHAIR	Y	Y	Y	E	Y	Y	Y	Y
SECRETARY	Y	Y	Y	E	Y	Y	Y	Y
TREASURER	Y	Y	Y	E	Y	Y	Y	Y
RCM	Y	Y	Y	E	Y	Y	Y	Y
RCM ALTERNATE	Y	Y	Y	E	Y	Y	Y	Y
C&E MEMBER	Y	Y	Y	E	Y	Y	Y	Y
PUBLIC RELATIONS	Y	Y	Y	E	Y	Y	Y	Y
ACTIVITIES	Y	Y	Y	E	Y	Y	Y	Y
LITERATURE	Y	Y	Y	E	Y	Y	Y	Y
SCHEDULES	Y	Y	Y	E	Y	Y	Y	Y
SUMMER SIZZLERS	Y	Y	Y	E	Y	Y	Y	Y

### GROUPS

1	SUN SERENITY STATION	1	1	Y	E	1	1	1	1
2	SUN SURVIVORS	1	1	Y	E	1	1	1	1
3	SUN DISCOVERY	1	1	Y	E	1	1	1	1
4	MON NIGHT STEPS & TRAD	1	1	Y	E	1	1	1	1
5	MEN'S NIGHT OUT	1	1	Y	E	1	1	1	1
6	RECOVERY IN A BASKET	1	1	Y	E	1	1	1	1
7	STEPSISTERS	1	1	Y	E	0	1	1	1
8	TUES NIGHT NEW BEGINNING	1	1	Y	E	0	1	1	1
9	SERENITY AT SIX	1	1	Y	E	1	1	1	1
10	RUSH HOUR	1	1	Y	E	1	1	1	1
11	WED NIGHT NEWCOMERS	1	1	Y	E	0	1	1	0
12	MIDDAY MIRACLES	1	1	Y	E	1	1	1	1
13	BACK TO BASICS	1	1	Y	E	1	1	1	1
14	COURAGE TO CHANGE	1	1	Y	E	1	1	1	1
15	BENT-ON RECOVERY	1	1	Y	E	1	1	1	1
16	FRI NIGHT LIFEBOAT	1	1	Y	E	1	1	1	1
17	STEPMONSTERS	1	1	Y	E	1	1	1	1
18	WE ARE GLAD YOU ARE HERE	1	1	N	E	0	1	1	0
19	WHEN IT WORKS	0	0	Y	E	1	1	1	1
20	FREE SPIRIT	1	1	Y	E	1	1	1	1
21	SAT NIGHT LIVE	1	1	Y	E	0	1	1	0
22	WE DO RECOVERY	1	1	Y	E	0	1	1	0
23	JUST FOR TONIGHT	1	1	N					1
	GROUP TOTALS:	19	22	20	0	16	22	22	19
	QUORUM: 11								

\* No ASC, all groups shown as present for voting purpose

\*\*Voting privileges are restored at the beginning of the 2nd consecutive TCASC meeting

## **TCASC MEETING AGENDA**

- OPEN MEETING
- READ THE TWELVE TRADITIONS
- READ THE TWELVE CONCEPTS
- FIRST ROLL CALL
- TREASURER WITH BEGINNING BALANCE
- READING AND APPROVAL OF PREVIOUS MINUTES
- OFFICER AND SUBCOMMITTEE REPORTS
- READING OF GROUP REPORTS
- BUDGETS
- OLD BUSINESS
  - ELECTIONS
  - NOMINATIONS
  - OLD MOTIONS
- RSC BUSINESS
- MEETING ARRANGEMENTS
- ANNOUNCEMENTS
- OPEN FORUM
- NEW BUSINESS
- TREASURER'S UPDATE
- SECOND ROLL CALL
- CLOSE MEETING

### **1/07/18 MINUTES**

Mike called the meeting to order at 12:30 pm with a moment of silence followed by the Third Step Prayer. The Twelve Traditions were read by Bruce, followed by Karen reading The Twelve Concepts. 1<sup>st</sup> roll call was taken with 21 out of 22 groups present. All groups present had voting privileges. There was a quorum present. The Treasurer reported a beginning balance of \$3,242.92. The minutes for December were read by TCASC Secretary Brandelyn and approved. The Officer and Subcommittee reports were read. Budgets were read and approved. This was followed by Old Business, Elections, Nominations, RSC Business, Meeting Arrangements, Announcements and Open Forum. The Treasurer's ending balance was \$3,575.21. The meeting was adjourned at 2:15pm with the Third Step Prayer.

### **OFFICER AND SUBCOMMITTEE REPORTS**

TCASC Chair:	Mike R.
TCASC Vice Chair:	Debbie T.
TCASC Secretary:	Brandelyn H.
TCASC Treasurer:	Pam G.
TCASC Regional Committee Member:	Tyler H.
TCASC RCM Alternate:	Melissa
TCASC Conventions and Event Member:	Tracy G.
TCASC Public Relations Chair:	Cyndi H.
TCASC Activities Chair:	Trish P.
TCASC Literature Chair:	Carmen D.
TCASC Schedules Chair:	Chris
TCASC Summer Sizzlers Chair:	Allen P.

## **OFFICER AND SUBCOMMITTEE ELECTION SCHEDULE**

The following are the months in which elections are to be held for TCASC service positions:

January	1. Literature Chair	2. Treasurer	3. Public Relations Chair
May	1. Convention and Events Committee Member (2 year position)		
June	1. RCM	2. RCM Alternate	
September	1. Schedules Chair		
October	1. Activities Chair	2. Summer Sizzlers Chair	3. TCASC Secretary
November	1. TCASC Chair	2. TCASC Vice Chair	

## **BUDGETS (A=APPROVED)**

- (A) Cindy \$40.00 Gas
- (A) Tyler \$145.00 Gas/Region
- (A) Melissa \$145.00 Gas/Region
- (A) H&I \$33.00

## **ELECTIONS**

- TCASC Literature Chair-Courtney was voted in with 19 votes.
- TSASC Public Relations Chair-Cindy was voted in with 19 votes.

## **NOMINATIONS**

- TCASCT Treasurer (Pam is willing train) NO NOMINATIONS MENTIONED

## **OLD MOTIONS**

- Motion 2017-10-01  
Treasurer will obtain a debit card to manage our online accounts. (REVIEW)  
Pam stated at ASC (1-7-2018) that she will be obtaining a bank card and will be letter the TSASC Chair know when she has received it.

## **RSC BUSINESS**

Discussion of CAR. RD will present an opportunity for questions and explanations. Donations will be accepted for snack. Please attend the CAR workshop. CAR workshop is scheduled for January 21<sup>st</sup>, @ 12:30. Requesting that subcommittees come to the All Subs Day.

## **MEETING ARRANGEMENTS**

- January meeting will be held on the 7<sup>th</sup> of January at the Benton County Health Department; the regular body will meet at 12:30 pm. PRC will begin at 11:00am.
- January meeting will be held February 4<sup>th</sup>, 2018 at the Benton County Health Department; the regular body will meet at 12:30 p.m. PRC will begin at 11:00 a.m.

## **ANOUNCEMENTS**

- Summer Sizzlers Subcommittee meeting will be held at 2:00 p.m.at United Way 401 N. Young St. Kennewick, WA 99336.
- January 21, 2018 CAR Workshop (CAR is the Conference Agenda Workshop) this workshop discusses RD will explain in detail what is on the CAR report which is an 86 page document. If you want to view The CAR report go to [www.NA.org/conference](http://www.NA.org/conference).
- PRC is looking for a Public Informations Coordinator. Interested? Meet on January 20<sup>th</sup>, 2018 660 G. Washington Way @ 1:00, (Elijah Family Homes)
- Donate to Regionals (FOOD) see Tyler
- We have a new NA meeting. Just for Tonight is on 615 Wright Ave. @ 10p.m. This is a 1 hour meeting
- On our February ASC we will have our Step Sisters Retreat registration forms

## **OPEN FORUM**

- Marathon Meeting possibility. Thinking around 2018 Holidays, (Thanksgiving & Christmas). If home groups want to be involved come the Activities Meeting on next ASC Sunday.
- Transportation possibilities for our phone line. If a new comer calls, can we set up transportation from a member or should we give them the info for Public Transit System. Something to discuss and think about for our next ASC. Please bring your home groups thoughts so that we can discuss.

## **NEW MOTIONS**

- NO NEW MOTIONS

## **BACK TO GROUPS**

- Review the minutes and attached sub-committee reports.

## **TREASURER'S UPDATE**

The Treasurer's ending balance was \$3575.21.

\*Donations will be accepted to go up to Regionals. If anyone has questions, ask Tyler or Melissa. Our Area is hosting concessions. TYLER AND MELISSA NEED OUR HELP!

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*Here is a Space for any Notes You need to share with your Home Group*

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6000 afternoon

Sorry for any confusion on the location switch for today's ASC we forgot to get the key for the FPUD, for future reference if it happens again a change notification will be posted via FB, and by email AND if you do not have access to either we will use the contact info that is in the contact sheet for the area groups.

We will also be including a quick reference sheet that pertains to the most frequently used motions and a brief description on how and when they are used in the area minutes, this will only be included in the minutes once (1x) after that we will keep a few extra copies available at ASC

Mike R

[REDACTED]

## MOTION TABLE

TYPE OF MOTION	PURPOSE	INTERRUPT	SECOND	DEBATABLE	VOTE
Adjourn	To end the committee meeting.	No	Yes	No	Simple
Amend	To change part of the language in a main motion.	No	Yes	Yes	Simple
Amend by substitution	To alter a main motion by completely rewriting it, while preserving its intent.	No	Yes	Yes	Simple
Appeal ruling of chair	To challenge a decision the chair has made about the rules of order.	Yes	Yes	Yes	Simple
Information, point of	To be allowed to ask a question about a motion being discussed, <i>not</i> to offer information.	Yes	No	No	None
Main motion	An idea a committee member wants the committee to put into practice.	No	Yes	Yes	Varies
Order of the day	To make the committee return to its agenda if it gets onto another track.	Yes	No	No	None
Order, point of	To request clarification of rules of order when it appears they are being broken.	Yes	No	No	None
Parliamentary inquiry	To ask the chair about how to do something according to rules of order.	Yes	No	No	None
Previous question	To stop debate and vote right now on whatever motion is at hand.	No	Yes	No	Two-thirds
Privilege, personal	To make a personal request of the chair or the committee.	If urgent	No	No	None
Reconsider	To reopen for debate a motion previously passed.	No	Yes	Yes	Simple
Refer, commit	To halt debate, send motion to subcommittee or ad hoc committee before vote.	No	Yes	Yes	Simple
Remove from the table	To resume consideration of a motion previously tabled before the time set.	No	Yes	No	Simple
Rescind, repeal	To void the effect of a motion previously passed.	No	Yes	Yes	Two-thirds
Table	To put off further consideration of a motion until a later date and time.	No	Yes	No	Simple
Withdraw a motion	To allow a motion's maker to take back that motion after debate has begun.	Yes	No	No	Unanimous



## Parliamentary Motions Guide

Based on *Robert's Rules of Order Newly Revised (11<sup>th</sup> Edition)*

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

	<b>YOU WANT TO:</b>	<b>YOU SAY:</b>	<b>INTERRUPT?</b>	<b>2<sup>ND</sup>?</b>	<b>DEBATE?</b>	<b>AMEND?</b>	<b>VOTE?</b>
\$21	Close meeting	I move to adjourn	No	Yes	No	No	Majority
\$20	Take break	I move to recess for	No	Yes	No	Yes	Majority
\$19	Register complaint	I rise to a question of privilege	Yes	No	No	No	None
\$18	Make follow agenda	I call for the orders of the day	Yes	No	No	No	None
\$17	Lay aside temporarily	I move to lay the question on the table	No	Yes	No	No	None
\$16	Close debate	I move the previous question	No	Yes	No	No	Majority
\$15	Limit or extend debate	I move that debate be limited to ...	No	Yes	No	No	2/3
\$14	Postpone to a certain time	I move to postpone the motion to ...	No	Yes	No	Yes	2/3
\$13	Refer to committee	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
\$12	Modify wording of motion	I move to amend the motion by ...	No	Yes	Yes	Yes	Majority
\$11	Kill main motion	I move that the motion be postponed indefinitely	No	Yes	Yes	Yes	Majority
\$10	Bring business before assembly (a main motion)	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority



# Parliamentary Motions Guide

Based on *Robert's Rules of Order Newly Revised (11<sup>th</sup> Edition)*

**Incidental Motions** - No order of precedence. Arise incidentally and decided immediately.

YOU WANT TO:	YOU SAY:	INTERRUPT?	2 <sup>ND</sup> ?	DEBATE?	AMEND?	VOTE?
§23 Enforce rules	Point of order	Yes	No	No	No	None
§24 Submit matter to assembly	I appeal from the decision of the chair	Yes	Yes	Varies	No	Majority
§25 Suspend rules	I move to suspend the rules which ...	No	Yes	No	No	2/3
§26 Avoid main motion altogether	I object to the consideration of the question	Yes	No	No	No	2/3
§27 Divide motion	I move to divide the question	No	Yes	No	Yes	Majority
§29 Demand rising vote	I call for a division	Yes	No	No	No	None
§33 Parliamentary law question	Parliamentary inquiry	Yes (if urgent)	No	No	No	None
§33 Request information	Request for information	Yes (if urgent)	No	No	No	None

**Motions That Bring a Question Again Before the Assembly** - no order of precedence. Introduce only when nothing else pending.

§34 Take matter from table	I move to take from the table ...	No	Yes	No	No	Majority
§35 Cancel or change previous action	I move to rescind/amend something previously adopted...	No	Yes	Yes	Yes	2/3 or maj. w/ notice
§37 Reconsider motion	I move to reconsider the vote ...	No	Yes	Varies	No	Majority

V. Chair

Hi all,

Sorry for last minute notice I forgot to pick up  
Key due to work schedule. I have set up the  
Audit for Activities and will set up area audit today  
I also have scheduled storage clean up next Sat @ 1pm  
all volunteers plz meet at gate 1pm.

Thank you

Debbie T





Customer Service:  
1-866-486-7782

TRI CITY AREA ACTIVITY OF NA  
PO BOX 3925  
PASCO WA 99302-3925

Last statement: November 30, 2017  
This statement: December 31, 2017

Improve cash flow, streamline accounts payable and simplify bookkeeping with business credit cards. Features include company spending reports and online reporting tools to easily track and monitor employee spending. Contact your Umpqua Bank Relationship Manager for details.

**BUSINESS FREE CHECKING**

Account number	<b>[REDACTED]</b>	Beginning balance	\$1,832.26
Low balance	\$1,682.26	Deposits/Additions	\$91.75
Average balance	\$1,765.72	Withdrawals/Subtractions	\$197.45
Interest earned	\$0.00	Ending balance	\$1,726.56

**Deposits/Additions**

<u>Date</u>	<u>Description</u>	<u>Additions</u>
12-14	Deposit	47.50
12-14	Deposit	44.25
<b>Total Additions</b>		<b>\$91.75</b>

**Daily Balances**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
11-30	1,832.26	12-13	1,682.26	12-18	1,726.56
12-11	1,732.26	12-14	1,774.01	12-31	1,726.56

**Overdraft Fee Summary**

	<b>Total For This Period</b>	<b>Total Year-to-Date</b>
<b>Total Overdraft Fees</b>	\$0.00	\$0.00
<b>Total Returned Item Fees</b>	\$0.00	\$0.00

**Checks**

<u>Check #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Date</u>
1132	\$100.00	12-11	1134	\$47.45	12-18
1133	\$50.00	12-13			

(\* Skip in check sequence, R-Check has been returned. + Electronified check)

Total Checks paid: 3 for **-\$197.45**

Tri-Cities Literature 2017

	Beginning Balance	Receipts	Debits	Ending Balance
January 2017	\$1,196.93	\$0.00	\$0.00	\$1,196.93
February 2017	\$1,196.93	\$1,089.40	\$1,028.06	\$1,258.27
March 2017	\$1,258.27	\$556.75	\$395.68	\$1,419.34
April 2017	\$1,419.34	\$721.00	\$607.52	\$1,532.82
May 2017	\$1,532.82	\$1,150.00	\$1,076.32	\$1,606.50
June 2017	\$1,606.50	\$693.15	\$723.28	\$1,576.37
July 2017	\$1,576.37	\$742.35	\$884.78	\$1,423.94
August 2017	\$1,423.94	\$859.55	\$0.00	\$2,283.49
September 2017	\$2,283.49	\$0.00	\$1,014.21	\$1,269.28
October 2017	\$1,269.28	\$1,231.95	\$600.63	\$1,900.30
November 2017	\$1,900.30	\$671.50	\$1,011.02	\$1,560.78
December 2017	\$1,560.78	\$890.11	\$991.91	\$1,458.98

Report by Carmen

SUBCOMMITTEE REPORT ASC DATE: 1/7/2018

COMMITTEE NAME: Tri Cities Literature

CHAIR: Carmen

REPORT:

VICE CHAIR: open

SECRETARY: open

TREASURER: open

Everything is running well.

NWWS will be doing price changes soon. So our prices will be going to change soon. Will keep you posted.

Greatful to serve.  
Carmen



TRI CITIES LITERATURE  
 3820 W GRANDE RONDE AVE  
 KENNEWICK WA 99336-2690

UB

Customer Service:  
 1-866-486-7782

Last statement: October 31, 2017  
 This statement: November 30, 2017

Manage your business funds remotely with online banking and bill pay. Whether you are traveling or working from home, you can track your banking activity with confidence. Visit [umpquabank.com](http://umpquabank.com) or stop by your neighborhood store to learn more about the benefits of Business Online Banking.

**BUSINESS FREE CHECKING**

Account number	██████████	Beginning balance	\$1,900.30
Low balance	\$1,560.78	Deposits/Additions	\$671.50
Average balance	\$2,106.95	Withdrawals/Subtractions	\$1,011.02
Interest earned	\$0.00	Ending balance	\$1,560.78

**Deposits/Additions**

<u>Date</u>	<u>Description</u>	<u>Additions</u>
11-08	Deposit	671.50
<b>Total Additions</b>		<b>\$671.50</b>

**ACH and Electronic Payments/Subtractions**

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
11-15	ACH Debit Harland Clarke Chk Order 20171115	20.85
11-22	ACH Debit Harland Clarke Chk Order 20171122	20.85
<b>Total ACH and Electronic Payments/Subtractions</b>		<b>\$41.70</b>

**Daily Balances**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
10-31	1,900.30	11-15	2,550.95	11-30	1,560.78
11-08	2,571.80	11-22	1,560.78		





Chair – Allen P.  
Vice – Daniel M.  
Secretary – Shelly S.  
Treasure – Jamie P.

1-7-18

Dear Area,

Summer Sizzlers held there last meeting on 1-6-18. We are still in need of some Subcommittee Chairs; Programming, and Fundraising. Nominations will remain open until these positions are filled. The next subcommittee meeting will be held at the church on 395 and Yelm on Jan 20<sup>th</sup> at 2pm. Please let your home groups know that we are starting our Summer Sizzlers logo contest. The flyers will be distributed after the Jan 20<sup>th</sup> meeting. (prizes to be announced after flyer is approved). This year is your 30<sup>th</sup> year. If you have any questions, Please let me know.

In Loving Service,

Allen P.

SUBCOMMITTEE REPORT		ASC DATE: 1/7/18
COMMITTEE NAME: Rcm 2		Melissa R.
CHAIR:	REPORT: Good After noon -	
VICE CHAIR: Rcm 2		
SECRETARY:	Region is next weekend - looking	
TREASURER:	forward to representing our Area -	

As a reminder our Region requests that if you are a chair of a Sub Committee that you attend All Subs Day Jan 13, 2018 10-2 at First United Methodist 210 W. Ruby

Also please consider Donations for Snacks -

CAR  
Work Shop  
1/21/18

Thank you -  
Melissa R