

CENTRAL TEXAS AREA OF NARCOTICS ANONYMOUS
AREA SERVICE COMMITTEE MEETING MINUTES
October 3, 2021

This meeting was held virtually.

CALL TO ORDER

Chair calls ASC to order at 2:00pm. Moment of silence was observed. Followed by service prayer, 12 traditions, and 12 concepts.

ATTENDANCE

Secretary took Admin, Sub-Committee Chairs, and Group attendance.

EXECUTIVE BODY	03/21	04/21	05/21	06/21	07/21	08/21	09/21	10/21	11/21	12/21
Chair	OPEN	OPEN	L	Y	Y	Y	Y	Y		
Vice Chair	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN		
Secretary	Y	Y	Y	Y	Y	Y	Y	Y		
Asst Secretary	OPEN	OPEN	Y	Y	N	Y	Y	Y		
Treasurer	Y	Y	Y	Y	Y	Y	Y	Y		
Asst Treasurer	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN		
Policy	Y	Y	Y	Y	Y	Y	Y	Y		
Asst. Policy	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN		
RCM1	Y	Y	Y	Y	Y	Y	Y	Y		
RCM2	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN		
Literature Bank	Y	Y	Y	Y	Y	Y	E	Y		
Lit Vice Chair	Y	Y	Y	Y	Y	Y	Y	N		
SUBCOMMITTEES										
Activities	Y	OPEN	Y	Y	L	Y	Y	E		
H&I	Y	Y	Y	Y	Y	Y	Y	Y		
Public Relations	Y	Y	Y	Y	Y	Y	Y	Y		

Group Name	Current	Voting	5/21	9/21	06/21	07/21	08/21	09/21	10/21	11/21	12/21
Another Chance	Y	N	N	Y	Y	Y	L	L	Y		
	Y	N	N								
Clean and Free	Y	Y	N	L	N	N	Y	N	N		
Courage to Change	Y	N	N	N	N	N	N	N	N		
Desencadenados	Y	N	N	N	N	N	N	N	N		
Desire to Stop Using	Y	N	N	N	N	N	N	N	N		
Eastside	Y	Y	N	Y	Y	Y	Y	N	Y		
El Nuevo Camino	Y	N	N	N	N	N	N	N	N		
Far Out	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Free at Last	Y	Y	Y	Y	Y	Y	N	Y	Y		
Here and Now	Y	Y	Y	Y	Y	Y	N	N	Y		
Hill Country	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Just for Today	Y	N	N	N	N	N	N	N	N		

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Keep Coming Back	Y	Y	Y	Y	Y	Y	Y	Y	N		
Lost and Found	Y	N	N	N	N	N	N	N	Y		
Men at Work	Y	Y	N	N	N	N	Y	N	N		
Miracles & Solutions	Y	Y	Y	Y	Y	Y	N	L	N		
Serenity in the Dark	Y	N	N	N	N	N	N	N	N		
Never Alone	Y	Y	Y	Y	Y	Y	Y	N	Y		
New Beginnings	Y	N	N	N	N	N	N	N	Y		
New Hope	Y	N	N	N	N	N	N	N	N		
New Way of Living	Y	N	N	N	N	N	N	N	N		
Non Fiction Addiction	Y	N	N	N	N	N	N	N	Y		
Our Gift	Y	Y	Y	Y	N	N	N	N	N		
Out & About	Y	Y	Y	Y	Y	Y	N	Y	Y		
Primary Purpose	Y	Y	Y	Y	Y	Y	N	Y	N		
Regeneration X	Y	Y	Y	Y	N	N	Y	N	Y		
Rhythm of Recovery	Y	Y	N	N	N	N	N	N	N		
Right Stuff	Y	Y	Y	Y	N	N	Y	Y	Y		
Searching and Fearless Women	Y	N	Y	N	N	N	Y	Y	Y		
Serenity Now	Y	N	N	N	N	N	N	N	N		
Serenity the NA Way	Y	Y	Y	Y	Y	Y	Y	N	N		
Solid Foundation	Y	N	N	N	N	N	N	N	N		
Spiritual Mechanics	Y	Y	Y	N	N	N	N	Y	Y		
Spiritual Seekers	Y	Y	Y	Y	Y	Y	Y	Y	N		
Stay-n-Change	Y	N	N	N	N	N	N	Y	N		
Step It Up	Y	Y	N	Y	Y	Y	Y				
Taylor's NA				Y	Y	Y	Y	N	Y		
Tuesday At Last	Y	N	N	N	N	N	N	N	N		
Twisted Sisters	Y	Y	N	Y	N	N	Y	Y	N		
Un Dia a la Vez	Y	N	N	N	N	N	N	N	N		
Unloaded	Y	N	N	N	N	N	N	N			
We Can	Y	Y	N					N	N		
Why We Stay	Y	Y	N	Y	N	N	Y	Y	Y		
Wild with Flair	Y	Y	Y	Y	Y	Y	Y	N	Y		

Key: Y=Present at first Roll Call (3 in a row gains voting rights), L=Late, counts as present at roll call for voting purposes, N=Absent (3 in a row costs you voting rights), D=Departed, counts as absent at roll call for voting purposes, E=Absent with Notice (for Admin/Subcommittees).

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Of 19 groups eligible to vote, quorum is set at 10 and ACHIEVED with 11 eligible groups present.

New Groups and GSRs

NAME	EMAIL	SERVICE POSITION	NEW GROUP	ADDRESS	MEETING DAY / TIME
Lizzy R	Lizzyloveaj1@gmail.com	GSR	JOURNEY	Grace Presbyterian Church 1795 Gattis School Rd. Round Rock, TX 78664	Mon & Thu 12 noon to 1:30

Open Discussion

APPROVAL OF MINUTES

Motion to Approve: Spiritual Seekers
Second: Free At Last

APPROVED

ADMIN REPORTS

Chair Report

Agenda

Vice Chair Report

OPEN

Secretary Report

No Report.

TREASURER REPORT

<i>Total Income</i>					\$1,367.22

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Expenses					
Ck #	Date Written	To	For		
Debit Card	Date	To	For		
		9/7/2021 Texas Bluebonnet	Quarterly Donation		\$226.06
	9/10/2021 N		Literature Purchase #NAW 065228		\$1,105.41
		1 Public Storage	Storage unit		\$133.00
		1 Phone.com	Phoneline subcommitte		\$35.78
	9/7/2021 L		Reimbursement Zoom Area		\$63.96
Stop Payment Fee					
Total Expenses					\$1,564.21
Outstanding Checks					
Ck #	Date	To	For		
Ending Balance					\$7,182.45
Ending Bank Balance (as of 9/30/21)					\$

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					7,182.45
<i>Difference equalling outstanding checks</i>					\$ -
<i>Pay Pal balance 9/30/21</i>					\$ -
<i>Available Balance(less Prudent Reserve)</i>					\$ 5,682.45

Group Donations					
Group Name	Pay Pal Transfers	Bank Deposit/Money Orders	Amount		
Addicts R Us			\$0.00		
Clean and Free Group			\$0.00		
Courage to Change			\$0.00		
DesencadeNAdos			\$0.00		
Desire to Stop Using			\$0.00		
Eastside Group			\$0.00		
El Nuevo Camino			\$0.00		
Far Out Group	\$131.58		\$131.58		
Fearless and Searching Women			\$0.00		
Free At Last	\$86.91		\$86.91		
Freedom Group			\$0.00		
Here and Now	\$82.90		\$82.90		
Hill Country Recovery			\$0.00		
How It Works			\$0.00		
Just For Today			\$0.00		
Keep Coming Back			\$0.00		
Keeping It Real			\$0.00		

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Lakeway Hope			\$0.00		
Men At Work			\$0.00		
Miracles & Solutions			\$0.00		
Mixed Nuts			\$0.00		
Never Alone	\$116.04		\$116.04		
New Beginnings			\$0.00		
New Way of Living			\$0.00		
Omid Group			\$0.00		
Our Gift			\$0.00		
Out & About			\$0.00		
Phoenix Rising			\$0.00		
Primary Purpose	\$64.72		\$64.72		
Recovery South			\$0.00		
Regeneration X			\$0.00		
Right Stuff			\$0.00		
Saturday Night Live			\$0.00		
Serenity Now			\$0.00		
Serenity the NA Way			\$0.00		
Spiritual Seekers			\$0.00		
Spiritual Mechanics			\$0.00		
Stay N Change			\$0.00		
Tuesday At Last			\$0.00		
Twisted Sisters			\$0.00		
Un Dia A La Vez			\$0.00		
Unloaded			\$0.00		
Walnut Creek Group			\$0.00		
We Can			\$0.00		
Why We Stay			\$0.00		
Wild With Flair			\$0.00		
General Donation			\$0.00		

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Total Group Donations	482.15	0	\$482.15		
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Motion to Approve: Keep Coming Back
Second: Spiritual Seekers
Yes - 13
No - 0
Abstain - 0

RCM 1 Report

CTANA RCM Report October 3, 2021

Greetings,

Thank you for allowing me to serve and represent you conscience at the region.

The Fall 2021 Regional Service Conference – November 13th, 2021 – Coastal Bend Area. 9:00 am. We don't have the Zoom info yet, but if all goes well, this one will be a hybrid conference, online and in person. I will be in Corpus Christi for the event if this actually happens. I should have room in the car if any want to join. I have not attended any events and honestly I have been so overwhelmed with work that I did not seek out any of the world service events. I missed the Subcommittee meetings again but I will commit to attending them all from now on.

There are events announced around the region. Here are a couple:

- **Northside Area** has announced-**Fellowship by the Lake** - Saturday Oct 9th 9AM - 10PM<https://nascona.org/>
Huntsville State Park, Raven Lodge - Games, Fun, Fellowship Speakers. Serving Breakfast, Lunch and Dinner

Thanks again for allowing me to serve in this wonderful position. I recommend the RCM2 position as a great way to experience Regional Service. I have to remind you that I am not planning on another term at this time.

Yours in service,
Chris H. / RCM
rcm@ctana.org

RCM 2 Report

OPEN

SUBCOMMITTEE REPORTS

Activities Report

Hello Family,

I will not be able to attend this month's ASC meeting due to work commitments.

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I would however like to announce the Holiday H&I event has a location and a date!!!! Save the date 12/04/2021 where Stay-N-Change meets. I will update yall more next month.

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Thank you,
Jessica R

H&I Report

H&I Subcommittee Report - October 2021

We are having **IN-PERSON** meetings at:

- Cenikor - **Justin S**: Every Sunday at 7pm.
- Rock Springs - **Michiel R**: Wednesdays @ 6pm; must have a negative TB test.

We have **ONLINE** meetings at:

- Sage Recovery - **David A**: Meets every other Thursday online at 6:30pm.
- Recovery Unplugged - **Marcos R**: Meets every Thursday online at 7:30pm, shared zoom meeting with RU Detox.
- RU Detox - **Tammy F**: Meets every Thursday online at 7:30pm, shared zoom meeting with Recovery Unplugged.

Inactive Facilities:

- Del Valle - **John R & Becky F**: SUSPENDED until we can go back in person. •
- Halbert - **Ed F**: Still not allowing visitors inside.
- CTTC - **Kent L**: No communication from the facility.

We are still discussing the best method for creating "libraries" for facilities that we typically serve, in order to make sure our life-saving message is available to those addicts we are having difficulty reaching, due to the pandemic. We plan on using funds from the previous book drive to do so; as soon as we have a plan in place, I will bring it to ASC.

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I am aware that I need to come up with a budget for next year, and have no experience with doing so, or how exactly this is done and presented. If someone with some knowledge and experience could help me, I would really appreciate it!

We decided to change our next subcommittee meeting to **Sunday, October 24th at 3:30pm**, so as not to meet on Halloween, per group conscience.

Lit Bank Report

Lit Bank Report – October 3rd, 2021

Chair – Patrick H.

Assistant Chair – Billy G.

Greetings CTANA:

NAWS is out of hard cover basic texts until late October. As I will be making my next order at the end of October please do not expect me to have Basic Texts in stock. Currently, we have 15 BT in stock so first come, first served. We will have BT hardcover available in early November after our 15 in stock have been sold according to NAWS.

Please keep in mind that I am able to accept orders less than 10 dollars in cash. All other literature sales must be made via money order and/or group checks payable to CTANA. Please sign and add your group name to any money orders.

Please be aware of the fact that I live in Bastrop. As such, I request orders be made 48 hours before needed so we can make arrangements to meet up ½ way. Or in Elgin, whichever is more convenient for you. Thank you to all the groups and individuals who have purchased literature thus far for meeting up or driving to Bastrop.

Just a reminder that we will continue filling requests for black keytags with the multilingual keytags until we run out. However, if your group prefers to NOT use these keytags, please be sure to clearly note “ENGLISH ONLY” on your lit order. Currently, we have 486 multilingual multi year keytags in our inventory. Whenever possible, please order keytags and pamphlets in sets of 10. This makes it much easier for us to fill orders quickly, since we keep these bundled in sets of 10.

Remember that if you complete your order form online, it will automatically calculate your total AND your tax for you, preventing errors and processing delays. You don’t even have to print out the order form. You can email it directly to the email below. Feel free to call me with any questions.

In Loving Service, Patrick H.

+++++BEGINNING INVENTORY

	w/o Tax	w/ Tax
English	\$2395.17	\$197.60
Spanish	\$0.00	\$0.00
TOTAL	\$2,592.77	

NAWS ORDER – Shipped 9/28/2021

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NET order	\$526.05
Less Discount	\$34.19
Shipping	\$42.08
Tax	N/A
TOTAL	\$533.94

CASH ON HAND: \$48.58

Patrick H.

e-mail: literature@ctana.org

Motion to Accept: Why We Stay

Seconded: Spiritual Seekers

Yes - 16

No - 0

Abstain - 0

PASSES

CTANA ASC - POLICY CHAIR REPORT

10/3/21

Below is my written report as Policy Chair.

A. NEW BUSINESS

1. NEW QUESTIONS FROM ASC

- Nothing to report - no questions were referred to Policy.

2. NEW MOTIONS

- Nothing to report - no motions were referred to Policy.
- No proposed changes to the policy currently pending or under consideration.

3. GSR ORIENTATION

The following new GSRs/Alt-GSRs attended today's GSR orientation.

NAME	EMAIL	SERVICE POSITION	NEW GROUP	ADDRESS	MEETING DAY / TIME
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Lizzy R	Lizzyloveaj1@gmail.com	GSR	JOURNEY	Grace Presbyterian Church 1795 Gattis School Rd. Round Rock, TX 78664	Mon & Thu 12 noon to 1:30
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4. **EXPENSES:** Did not incur any expenses this month.

B. OLD BUSINESS:

NEEDED CLEAN VERSION OF CTANA POLICY FROM 2020 POLICY AD-HOC COMMITTEE

- Prior Policy Chair shared with me that an Ad-hoc Committee worked last year (2020) on a proposal for a cleaner version of the Policy. Members of that 2020 Ad Hoc Committee were: Brenda B, Tony C., Geo C., and Mary W.
- As of October 3, 2021, I have yet to receive that proposed clean version.
- That clean version of our policy is much needed, as current version has many errors and numerous redundancies that create confusion, including qualifications for the very positions we are trying to fill.
- With elections coming up, the need for a clean copy of our policy is ever more urgent.

Thank you for allowing me to be of service.
In Loving Service,

Eduardo A.

CTANA P.R. Subcommittee Monthly Report

F.Y. 2022 Proposed Budget		F.Y. 2021 Budget	
Description	Cost	Description	Cost
Meeting Schedules	\$2,200.00	Meeting Schedules	\$2,200.00
Phone Line	\$600.00	Phone Line	\$600.00
Website	\$800.00	Website	\$550.00
Poster Days	\$400.00	Poster Days	\$400.00
P.I. Booth at Events	\$1,000.00	P.I. Booth at Events	\$1,000.00

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Media Outreach	\$3,000.00	Media Outreach	\$4,000.00
Travel to Region	\$300.00	Travel to Region	\$300.00
Monthly Meeting Space	\$300.00	Monthly Meeting Space	\$300.00
Total FY 2021	\$8,600.00	Total FY 2021	\$9,350.00

GROUP REPORTS

Regeneration X is having a meditation meeting the last Sunday of the month.

Wild with Flair is going to all virtual due to limited attendance

OLD BUSINESS

none

NEW BUSINESS

Web Services motion

Since the PR Chair is vacant, and we have a significant issue to report, I am preparing a report direct to the ASC.

On September 21st, at around 7 PM, an unauthorized person operating from Koln, Germany gained access to our web server. Initially, the individual deleted the media content (posters, service downloads, images, etc.) from the site. They then proceeded to delete the actual WordPress programs and configurations from the site. At this point (about 9 PM) I was notified that there was an issue with the site.

We promptly terminated the offender's access to the site, changed the 20-character random password he used to gain access, and restored the site from an offsite backup. There was no permanent loss of data, and normal functions were resumed by 1 AM.

We take as much care as we can to safeguard CTANA's asset. Access to the site is restricted to the three team members who maintain the site, and the Secretary, who maintains the email mailing list. Our accounts are protected by password complexity rules and 2-Factor Authentication using an app that changes the access token every minute, rather than just texting an access token. All site data is backed off site up weekly (more often if significant changes are made) and an email audit trail of updates to the site is maintained in real time.

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We also run antivirus, access control, and failed login detection software. Our web site is also secured by SSL/TLS (https) security. We take additional steps which should not be publicly disclosed.

Unfortunately, there are gaps in our protection. In this case, the offender gained access through a rather insecure program called FTP which our web site provider, GoDaddy, requires us to have active even though we do not use it. We are also at risk for some forms of direct attack on the site through the web server itself. While we can take steps to secure these channels, our site is a small, non-commercial one. The risk was considered low. Obviously, that has changed.

To provide additional security, the Web Services team recommends that CTANA subscribe to an external firewall, which will allow us to disable the FTP channel used, provide better screening and antivirus protection, and allow us to restrict access to the actual site to users from North America and Mexico. It will also provide daily secure backups, and will give us access to GoDaddy's web security team who can respond to any future incidents without the need for CTANA to be dependent on volunteer resources. The cost for this service is approximately \$190/yr. A motion will be introduced this month to approve this expenditure.

We regret the incident which occurred last month, however we have attempted to use NA resources prudently by balancing cost against risk. The changing nature of on line threats suggests that a small additional expenditure is now appropriate.

A motion to table the previous motion was made by Never Alone and Second by Searching and Fearless Women
Y-6
N-6
A-0
Fails

A motion was made to accept by Wild With Flair and seconded by Free At Last
Y-13
N-0
A-0
Passes

ELECTIONS/NOMINATIONS

James from Wild With Flair volunteered for Assistant Treasurer.
Yes-3
No-9
Failed

Andrew S. volunteered for RCM 2
Yes-9
No-3
Approved

NEXT ASC MEETING

Next CTANA meeting, online November 7 @ 2 pm

MOTION TO CLOSE

Motion to Close: Why We Stay
Seconded: Keep Coming Back

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Third Step Prayer

Meeting closed: 4:50