

**NPASCNA**  
**MOTION FORM**

DATE: MARCH 26, 2020 (Prior Month  
Take back to homegroups)

MOTION (please print legibly): ARTICLE 5 SECTION 9

TO RESIND THE POLICY IN THE ACTIVITIES COMMITTEE  
GUIDELINES AND POLICIES THAT STATES ~~THE~~  
~~THE~~ COMMITTEE CANNOT HOLD A 50/50  
RAFFLE. CHANGE POLICY GIVING PERMISSION FOR  
50/50 RAFFLE WITH A \$25.00 PER PERSON LIMIT.

INTENT:

TO GIVE COMMITTEE MORE FUND RAISING  
OPTIONS. THIS WILL ENABLE THE COMMITTEE  
TO HOLD MORE FUNCTIONS. A \$25.00 ~~PER~~  
PURCHASE LIMIT PER PERSON WOULD BECOME  
POLICY.

INITIATED BY: VALERIC BENSON

2<sup>ND</sup> BY: DAVE SKELLY BELLEVUE BEGINNERS.

TOTAL VOTING MEMBERS PRESENT	<u>13</u>	
YES VOTES	<u>12</u>	<u>2</u>
NO VOTES	<u>0</u>	<u>0</u>
ABSTAIN VOTES	<u>1</u>	<u>4</u>

RESULT: PASSED

**NPASCNA**  
**MOTION FORM**

DATE: 9/30/22

MOTION (please print legibly):

Table the motion - re-renewing bank acct. until more information is  
provided.

INTENT:

To receive clear information for groups to vote on this motion

INITIATED BY: Chuck - Simply Recovery

2<sup>ND</sup> BY: \_\_\_\_\_

TOTAL VOTING MEMBERS PRESENT	<u>14</u>
YES VOTES	<u>3</u>
NO VOTES	<u>6</u>
ABSTAIN VOTES	<u>5</u>

RESULT:

did not pass

NPASCNA

MOTION FORM

Date: 3/26/2022

(Prior Month  
taken back to homegroups

Initiated by: Ally L (Treasurer)

Seconded by: \_\_\_Julie B.\_\_\_\_\_

7 Yes

5 No

2 Abstains

Motion:

To create a second NPASCNA Banking Account.

Intent:

After our NPASCNA Bank Account was compromised (account information was taken from a check), PNC bank recommended that we discontinue checks and use an online, virtual payment option for all expenses. For a variety of reasons, that is not feasible for NPASCNA. The other recommendation they had was setting up a second checking account in which we would store a majority of our funds. It would be set up as the following:

Bank Account A (current)	Bank Account B (second, new)
<ul style="list-style-type: none"><li>All checks and deposits will be done using this account. (Rationale: thereby the only account number that is circulated is this one)</li><li>The balance in this account will always be the \$500 minimum required by PNC, plus any outstanding checks written for expenses (e.g. if we write a \$20 check for rent and a \$250 donation, the balance in this account will be \$770 until those checks are cashed). Once all expenses are paid, this account should only sit at a \$500 balance. (Rationale this minimizes the quantity of funds that could be taken if our account number is compromised)</li><li>Any additional funds, by way of deposits, will be transferred to Account B. (Rationale: this limits the available funds in this account if it was compromised)</li></ul>	<ul style="list-style-type: none"><li>This account will hold all remaining funds at the Area level, with a minimum balance of \$500 (per PNC requirements).</li><li>No checks will be issued from this account, nor will deposits be made here directly. (Rationale thereby this account number is not anywhere except online. It's not circulated in any manner)</li><li>When checks are written at Area Service, the corresponding amount of funds will be transferred to Account A from Account B. This ensures there are enough funds in that account to accommodate those checks being cashed while maintaining the \$500 balance. Funds are available immediately and there are no associated fees.</li><li>All deposits made into Acct A, will be transferred to Acct B</li></ul>

*Example of the benefit:*

If our current ASC balance + activities is \$3100, all those funds would sit in Acct A. If the account information for A was compromised, someone could have the potential to take all \$3100.

Under this new set-up, Acct A would only have \$500 + outstanding checks. So for the example above, we'd only have \$770 sitting in the account to be stolen, with the remaining \$2,330 sitting in Acct B.

Although we would likely be reimbursed the stolen funds, having only one account and losing all the funds there would temporarily stop all NPASCNA business.

NOTES: This second account will be set up the same way as the first (acct A), it will have the name of the Chair, Vice Chair and/or Policy & Administration Chair on the account but not the treasurer or vice treasurer (per policy). The treasure and vice treasurer will retain access to the PNC accounts online, whereas the Chair, Vice Chair, and P&A Chair do not. This in no way provides additional access to any one individual that previously had access to an account.

Updates for policy (in addition to the aforementioned details):

- Funds transfers should be done the same day the checks are written. As the treasurer writes each check, they should perform an individual transfer for those expenses from Acct B into Acct A. By doing these individually, it will assist with auditing and tracking transfers between the accounts.
  - o B/c wifi is available in the church, this should be possible, but it does require that the treasurer have a laptop/computer available during Area Service.
- Deposits for donations and literature purchases, which are made the Monday following Area Service, should be transferred to Acct B within 1 business day of them hitting the account.
  - o The treasurer and/or vice treasurer should continue to make these deposits the first business day following area. This helps the groups to keep proper accounting and it also limits the amount of time a check from a group is in anyone else's hands.
- Monthly bank statement audits of both accounts should be available.

**NPASCNA**  
**MOTION FORM**

DATE: 4/30/22

MOTION (please print legibly):

Donate \$367.36 to Region

INTENT:

Flow NA Funds

INITIATED BY:

Don K.

2<sup>ND</sup> BY:

Cory U

TOTAL VOTING MEMBERS PRESENT

14

YES VOTES

13

NO VOTES

0

ABSTAIN VOTES

1

RESULT:

passed

**NPASCNA**  
**MOTION FORM**

DATE: 4/30/2022

MOTION (please print legibly):

To vacate the requirement to wait  
30 days to wait to vote on the  
new position.

INTENT:

To have a new ~~ps.~~ Academic chair.

INITIATED BY:

Coony U.

2<sup>ND</sup> BY:

Don K.

TOTAL VOTING MEMBERS PRESENT

13

YES VOTES

13

NO VOTES

0

ABSTAIN VOTES

0

RESULT:

passed

**NPASCNA**  
**SUB-COMMITTEE REPORT**

Month: APRIL

COMMITTEE NAME : ACTIVITIES  
COMMITTEE CHAIR : VALERIE B.  
COMMITTEE CHAIR TELEPHONE # : 412-816-6191  
COMMITTEE CHAIR EMAIL : VALERIEBLEY@gmail.com

REPORT: ST. PATRICK'S DAY EVENT WENT WELL,

MAY 7th WELCOME SPRING SPEAKER JAM IS  
READY TO GO. 8 SPEAKERS + 2 WORKSHOPS.  
SEE PAGER

ISSUE(S): ACTIVITIES COMMITTEE IS IN DESPERATE  
NEED OF COMMITTEE MEMBERS!

ANNOUNCEMENT(S): JUNE 25th (AREA SERVICE DAY) WE WILL  
BE CELEBRATING THE AREA 30th ANNIVERSARY AND HAVING  
A LEARNING DAY. PARTY NOON-2 <sup>W/CAKE 2-5</sup> WORKSHOPS, BEVERAGES  
AND SNACKS FOR FREE, LITERATURE, COINS AND TAGS FOR SALE.  
AREA AT 5:00

SUBMITTED BY: VALERIE BENSON

(please print name)

**NPASCNA**  
**SUB-COMMITTEE REPORT**

Month: APRIL 22

COMMITTEE NAME : H+I  
COMMITTEE CHAIR : Charles Papp  
COMMITTEE CHAIR TELEPHONE # : 412-295-0979  
COMMITTEE CHAIR EMAIL : \_\_\_\_\_

REPORT: 5th Monday in May cancelled Green Brier  
1st May Thur

ISSUE(S): 1st MAY Thursday will be  
open at 7pm

ANNOUNCEMENT(S): North AREA HAS 1 opening  
Thursday at 7 IF you would like to  
get on a list as a panel leader contact me  
at 412-295-0979

SUBMITTED BY: Charles Papp

(please print name)



**NPASCNA**  
**SUB-COMMITTEE REPORT**

Month: APRIL 2022

COMMITTEE NAME : NATALIE HUDDLESTON  
COMMITTEE CHAIR : LITERATURE  
COMMITTEE CHAIR TELEPHONE # : (412) 918-0711  
COMMITTEE CHAIR EMAIL : natalieehudd@yahoo.com

START: 1,787.48  
BOUGHT: 256.81

REPORT: \_\_\_\_\_  
TOTAL : 2,044.29  
\_\_\_\_\_  
SOLD : 365.77  
\_\_\_\_\_  
TOTAL : 1,678.52  
\_\_\_\_\_  
EST : 600

ISSUE(S): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ANNOUNCEMENT(S): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SUBMITTED BY: NATALIE HUDDLESTON  
(please print name)