



## December 7, 2025 Meeting Minutes

### Meeting Open

**Open:** Off the Wall area opened at 9 AM with a moment of silence, followed by the Serenity Prayer and the reading of 12 Concepts and Spiritual Agreement from our guidelines.

**New GSRs/Visitors to ASC:** Jake, Riley, Katie, Sarah

**Birthdays:** Kaity – 5 years

**Prior ASC Minute Approval:** Motion to approve. Minutes Approved.

Please submit Group and Sub-committee reports via the new Online Report Form (or [otwsecretary@gmail.com](mailto:otwsecretary@gmail.com)). Both forms can be found at [otwna.org](http://otwna.org) (double click on GSR Checklist in the dropdown menu). Reports not emailed or submitted through the Group Report form will not be added to the minutes. Reports will only be accepted up to 7 days after Area.

### Executive Committee Reports

**Chair** - Dana I. – Hello All in Off The Wall-

The next ASC is this **Sunday, December 7th @ 9 am (agenda attached)**

*Odd Fellows Lodge  
2495 E 13th St  
Loveland, CO 80537*

**OPEN POSITIONS:** CRCNA Liaison

See you all on Sunday!

-There is no room at the Odd Fellows Lodge that can be used as storage.

**Vice Chair** – Lauren C. – Nothing new to report

**Secretary** – Tom G – Nothing new to report

**Treasurer** – Brian S.

- We began the month of November with \$1686.07 in checking.
- Account reconciliation for October includes \$1314.09 in total deposits (Canvas, Venmo, PayPal), and \$ **1322.26** in monthly expenses. We had \$3 in Literature income.
- Canvas actual month end closing balance is **\$1576.74** in checking and \$380.27 in savings (Prudent Reserve



A	B	C	D	E	F	G	H	I	J	K	L
November 2025											
Previous month's closing Balance-Canvas	\$1,587.91										
<b>Group Donations &amp; Literature Orders (Inactive groups are hidden)</b>	<b>Donation Reported</b>	<b>Donation Received?</b>	<b>Pvt Method (Cash@ASC/Venmo/Paypal/Canvas)</b>	<b>Literature Order Reported</b>	<b>Lit\$ Received?</b>	<b>Pvt Method (Cash@ASC/Venmo/Paypal/Canvas)</b>					
Addicts Seeking Sanity				\$4.00	\$4.00	cash					
Drug Busters	\$10.00										
Windsor Lighthouse	\$50.00	\$50.00	cash								
Freed From Insanity	\$96.00	\$96.00	cash	\$42.00	\$42.00	cash					
Fun Addicts	\$98.16	\$98.16	canvas	\$168.13	\$168.13	canvas					
Hope Shot				\$192.20	\$192.20	cash					
Primary Purpose				\$14.00	\$14.00	cash					
NA Meeting											
NA SWM											
Solutions Group	\$97.00	\$97.00	cash								
Stairway to Freedom	\$91.00	\$91.00	venmo	\$129.00	\$129.00	venmo					
SWAG'D Out				\$171.60	\$171.60	venmo					
Steps and Traditions Roulette											
When At The End Of The Road				\$70.00	cash						
<b>TOTAL 7th Reported</b>	<b>\$442.16</b>	<b>\$502.16</b>	<b>-\$60.00</b>	<b>\$791.93</b>	<b>\$791.93</b>	<b>\$0.00</b>					
				Difference reported vs. rcvd			Difference reported vs. rcvd				
<b>Subcommittee Income</b>											
Activities											
Literature				\$3.00							
Merchandise											
Miscellaneous											
<b>Subcommittee Income Total</b>	<b>\$3.00</b>										

Check Budgets tab to update upcoming expenses for each month.

EXPENSES	Paid	Budget	Difference	Notes
Literature	\$788.57	\$1,000.00	\$211.43	Monthly
PI		\$100.00	\$100.00	Monthly
H&I		\$55.00	\$55.00	Monthly
Merchandise			\$0.00	Bi-annually (June-Nov & Dec-May)
Region	\$250.00		\$0.00	Monthly
PO Box		\$194.00	\$194.00	November
Rent		\$550.00	\$550.00	August (paid in full for the year)
Activities	\$250.00	\$250.00	\$0.00	Monthly
Coffee/Donuts	\$33.69	\$45.00	\$11.31	Monthly
GoDaddy Webservant (Security Certificate)		\$379.00	\$379.00	Biennially (due again in 2025)
Microsoft 365		\$69.99		
Standard SSL - otwna.org		\$99.99		
Misc			\$0.00	
<b>TOTAL EXPENSES</b>	<b>\$1,322.26</b>		<b>\$1,500.74</b>	<b>Available funds</b>
<b>End of ASC Balance</b>	<b>\$1,854.20</b>			
<b>CANVAS Checking Actual Month</b>	<b>\$1,576.74</b>			
<b>CANVAS Savings Account - Prudent</b>	<b>\$380.27</b>			

We checked the PO box and nothing pertinent to our group was in there.

We also paid the PO box fee but it does not reflect in this report.

Please remember to put notes with your deposits and transactions including month the donation should be posted to. Thank you! ILS, Brian S



## **RCM1 – Dave A. –**

### **RCM1 Report to OTW ASC 12/7/25**

The November CRSCNA was held on Zoom. Of some interest is that the OTW area is the only area with two elected RCM's. For one of the smaller areas in the state that is something to be proud of. We have started using the AI zoom companion to record a synopsis of the mtg. It is useful to get a better idea of all that went on instead of trying to get information through all the reports that are submitted as well as discussions that take place. CRCNA 39 hopes to make a profit pf \$9000 but the final numbers will be available in January. Over 400 H&I registrations from 65 facilities were handed out and over 650 paid registrations as well. CRCNA 40 sold 82 pre-registrations at a greatly reduced price that was open on Nov 16<sup>th</sup> only. The women's retreat will be held at Peaceful Valley Ranch in Lyons next August. Next Saturday the 13th at 9am will be a CAR review at the Zonal Forum.. All interested members are encouraged to attend. Zoom Meeting ID: 882 5359 2023 Passcode: 2026CAR There are a number of surveys separate from the 5 CAR motions that members or groups can provide feedback. There will be an online voting mechanism for groups in Colorado to give the Regional Delegates their votes. We decided to wait to send a donation to the World until January once the final numbers for CRCNA come in. Closing balance was \$8967.56.

Dave A.

[da8654@gmail.com](mailto:da8654@gmail.com)

970-682-0437

## **RCM2 – Dave L. – no report submitted**

## **Sub-Committee Reports**

### **Activities – Shannon T.**

Committee Report:

Next activities meeting

December 20th 11am

16th St, Greeley, CO 80631

We had a quite month in November. Our next event coming up will be The New Years Party we have 2 speakers and a taco bar. I have looked into speakers and found a couple a good one I have found is \$259.99. I am still looking into storage units.

And we request our monthly budget of \$250

Thank you for letting me serve

### **CRCNA Liaison - open**

### **Hospitals & Institutions (H&I) – Nissa M. – see attached report**

### **Public Information (PI) – see attached report**



## Literature—James R.

Hello to all in Off the Wall,

Lit prices will go up Jan 1st 2026, the new order form will be sent out in the blast after this ASC and posted online soon for next month.

Audio "Intro Guide" is available in English and Spanish on the na.org website

Review and Input for the Service Pamphlet "Group Business Meetings" will be held Dec 13th from 1-3pm at LINC (Meeting Room 1) and online via zoom.

Address is

501 8th Ave in Greeley, CO 80631

Zoom ID: 826 3635 8325 Passcode: 804068

November lit order from World was \$788.57

Lit orders were from 10 groups and 1 individual and PI totaling \$841.30

Current inventory of \$2201.01, down \$57.36

Orders for September – 1 individual - \$31 (cash given to treasurer) - Steps and Traditions - \$3.92, Hope Shot - \$258.60, Stairway to Freedom - \$53.28, Freed From Insanity - \$59.05, Drugbusters - \$81.77, SWAG'D OUT - \$32.68, Primary Purpose - \$8.85, NA meeting - \$6.25, Step Writing Meeting – \$10.70, Fun Addicts - \$140.20, WATEOTR – (1) - \$2.50 (cash given to treasurer), WATEOTR – (2) – \$132.50, PI - \$20

## ASC Positions/Elections:

See yellow highlights for trusted servant/election updates. See blue highlights for open positions.

Executive Committee	Election Month	Trusted Servant
Chair	June	Dana I.
Vice Chair	June	Lauren C.
Secretary	June	Tom G
Treasurer	June	Brian S.
Alternate Treasurer	January	Matt M
Subcommittee		
RCM 1	May - odd years	Dave A.
RCM 2	May - even years	Dave L.
H&I Chair	May	Nissa M.
PI Chair	May	Dave W
Activities	May	Shannon T.
Literature	May	James R.
CRCNA Liaison	January	Open



~~~~~**15 Minute Break: Resume with moment of silence**~~~~~

## Group Reports

### **Addict Seeking Sanity - James**

We meet at 1800 21st Ave on Sundays at 4pm. Starting Jan 7th, 2026, we will be starting a Wednesday 6-7pm at the same address, in the Youth room. It will be a step and traditions meeting from the basic text.

Concerns:

Votes: We voted to move forward with the template change for our website

Area Donation: \$84.00

Lit Order: N/A

GSR: James R

### **Drug Busters – Brandon**

Group Name: Drug Busters

Group Report:

Group is still meeting at 1709 W Elizabeth in Fort Collins. Meeting attendance is good.

Concerns: None at this time

Votes: N/A

Area Donation: \$50.00

Lit Order: A literature order was placed by JC to James for \$81.77

GSR: Brandon B

### **Freed from Insanity – Shane**

Hello, Off the Wall! Freed From Insanity is an open meeting.

We meet at 7PM every Sunday, Tuesday & Friday at 801 Cleveland Ave in Loveland.

We celebrate clean time at every meeting and we host a speaker meeting the last Sunday of each month.

Our meetings have been solid.

The atmosphere of recovery is strong with a good mix of women and men, new comers and more experienced members.

We have no concerns at this time.

We have a \$60.00 literature order and a \$80.00 ASC donation.

Concerns:

Votes:

Area Donation: \$60.00

Lit Order: \$80.00

GSR: Shane R

### **Fun Addicts – Lauren**

We meet at 7p m, w, & Sun at 301 E Drake and Fri at 7p at 4825 S Lemay in Fort Collins. Meeting attendance is consistent. Our Friday night meeting could use more support. We have our quarterly potluck Sunday 12/14 at 6pm; bring a dish to share! Speaker is at 7pm and is Sara A.

Concerns:

Votes:

Area Donation: \$92.93

Lit Order: \$140.20



## **Hope Shot - Maria**

Emmaus Road Church 2101 S Lemay Ave. Fort Collins, CO

Meeting Schedule

- Sunday @ 3:00 PM — Women's meeting
- Tuesday @ 5:30 PM
- Wednesday @ 2:00 PM
- Thursday @ 5:30 PM
- Friday @ 2:00 PM and 9:00 PM

Concerns: None at this time.

Votes:

None at this time.

Area Donation: \$400.00

Lit Order: \$266.50

GSR: Maria B

## **N.A. Step Writing – Red**

We meet at 3800 W 20th Street in Greeley CO at the Trinity Episcopal Church from 6-7pm.

Meeting have a steady attendance and are going well.

Concerns: None

Votes:

Area Donation:

Lit Order: \$11.00

GSR: Red B

## **N.A. Meeting** – no representative – no report

## **Primary Purpose - Alex**

Group Report:

Primary Purpose meets every Thursday at 7:00 pm.

Our meetings have been going well, averaging 15-20 addicts in attendance. We have no concerns to report at this time.

Concerns: None

Votes: None

Area Donation: \$0.00

Lit Order: \$9.00

GSR: Alex V.

## **Solutions Group - Katie S.**

We meet on Monday nights from 7pm-8pm, and on Saturday nights from 6pm-7pm at 1015 9th Avenue, #4013 in Greeley Colorado. Last Monday of the month is a speaker meeting. At this time, it is the conscious of our group that we will not be reopening our Wednesday night meeting and would like to leave the space open for another group to open a meeting if they would like.

We have an area donation of \$144 this month, and no Lit order.

Everything is going well on our end!



## **Stairway To Freedom - Jules**

Our group meets on M, W, Th, and Sat at 533 Grant Ave, at 7 p.m. We celebrate clean time at every meeting and our Thursday meeting is a lit study meeting.

Meeting attendance is steady with between 10 and 15 addicts in attendance on average with a reflective 7th. We also give away books to newcomers. No needs wants or concerns at this time. We had a \$55 literature order and a \$156 area donation.

Concerns: none

Votes: none

Area Donation: \$156.00

Lit Order: Lit Order sent to Lit chair on excel sheet.

## **Steps and Traditions – Jake**

We meet at 1401 W Vine on Thursdays at 7pm. Meeting attendance has been steady at an average of 12 attendees.

Concerns: None

Votes: None

Area Donation: \$108.00

Lit Order: None

GSR: Jake S

## **Swag'd Out - James**

We meet every Tuesday at 7:00 PM at 300 E. Oak St. in Ft. Collins. Our attendance has been growing with an average attendance of 25–30 addicts.

We also meet every Sunday at 12:30 PM at 300 E. Oak St. in Ft. Collins with an average attendance of 25–30 addicts.

Our next Group Conscience is 12/30 following the Tuesday night meeting.

Our rent has been paid.

Concerns: We have no concerns at this time.

Votes: We are, as a group, working on the CAR report and have tabled discussion and votes until our next Group Conscience.

Area Donation: \$150.20

Lit Order: \$32.68 (Paid – Venmo)

GSR: James P.

## **When at the End of the Road – Jo Jo**

Meet at 301 E Stuart, Fort Collins Mon, Wed, Thr noon Sat 7:30 1st Sat Speaker & Potluck Bring food or drink Last Sat Birthday Celebration Mtg With cake & ice cream

Thanksgiving event was amazing, we had 88 people

Concerns: People have been announcing non NA related stuff at the end of the meeting on Thursdays so we've been pulling them aside after the meeting.

Votes: Voted Harrison to chair Wednesdays

Area Donation: \$60.00

Lit Order: \$132.50 - books, key tags, medallions

GSR: Anna G (gsra)

## **Windsor Lighthouse – no representative – no report**



## *Inactive Groups:*

New Horizons – no representation and no report

## Unfinished Business

- James will be leading a literature review and input session for the service pamphlet Group Business Meetings. There will be doughnuts.

Literature Review and Input Session: Group business meetings service pamphlet

December 13 @ 1:00 pm - 3:00 pm

HELD AT: LINC Library Innovation Center Room

LINC Meeting Room 1

501 8th Ave

Greeley, CO 80631

Or attend on zoom:

Meeting ID: 826 3635 8325

Passcode: 804068

- Website Changes due to technical and security reasons: the website will be mostly the same. There will only be some functionality change and it is asked that the Web Servant be given the freedom to make the changes this individual deems appropriate.

1) Are there any additional costs?

-no additional costs

2) Can we see a 'beta' version before roll out?

-we will be able to see a beta version of the website before it is rolled out.

- Shannon: Proposal to Fund a Bluetooth speaker for a Bluetooth speaker w/ microphone. This would be used for Activities Events. This would help offset the cost of a DJ. This would be an addition to their normal budget. Right now they pay \$50 per event for the DJ. Tabled for next month.

-\$300.00 budget for a speaker approved

- Shannon: Proposal to look at getting a small storage space to store. Size/cost? Dana to check with Pete @ OddFellows re: storage space availability first.

-Odd fellows does not have any storage space available for us. Activities will continue to research costs associated with this. Further discussion to be had regarding if this falls under the Activities sub-committee or if it will be a shared storage for Area usage. This would affect where the costs would come from.

## New Business & Written Proposals

Kathleen reviewed portions of the CAR with us

## Disbursements & Final Treasurer Report

| Amount  | Disbursed To: | For:   |
|---------|---------------|--------|
| \$38.34 | Tom G         | Donuts |
| \$18.99 | Tom G         | Coffee |
|         |               |        |



|                                     |       |
|-------------------------------------|-------|
| Region Donation                     | \$800 |
| Final Balance (after disbursements) | \$470 |

## GSR Checklist

### Important Dates to Remember:

Next ASC: Jan 4, 2025 @ 9am

### ASC Subcommittee Open Positions:

- CRCNA Liasion
- ASC Position Requirements/term:

| ARTICLE IV: ELECTION OF TRUSTED SERVANTS |                        |                              |         |                  |
|------------------------------------------|------------------------|------------------------------|---------|------------------|
| 1) Trusted Servant Election Schedule.    |                        |                              |         |                  |
| Position                                 | Clean Time Requirement | ASC Service Experience       | Term    | Election Month   |
| Chair                                    | 3 years                | 2 years                      | 1 year  | June             |
| Vice Chair                               | 2 years                | 1 year                       | 1 year  | June             |
| Secretary                                | 2 years                | 6 months                     | 1 year  | June             |
| Treasurer                                | 5 years                | 2 years                      | 1 year  | June             |
| Alternate Treasurer                      | 5 years                | 1 year                       | 1 year  | June             |
| RCM 1                                    | 3 years                | 1 year + attended 1 assembly | 2 years | May – odd years  |
| RCM 2                                    | 3 years                | 1 year + attended 1 assembly | 2 years | May – even years |
| H&I Chair                                | 3 years                | 1 year                       | 1 year  | May              |
| PI Chair                                 | 3 years                | 1 year                       | 1 year  | May              |
| Activities                               | 2 years                | 6 months                     | 1 year  | May              |
| Literature                               | 4 years                | 2 years                      | 1 year  | May              |
| CRCNA Liaison                            | 1 year                 | 6 months                     | 1 year  | December         |

### Groups needing support –

- H&I – need more women involved in service
  - H&I Greely Detox needs support (Wednesday at 5pm)
  - Longview
  - Wings
- Activities Sub-Committee could use some support

**CAR Presentation** December 13<sup>th</sup> 9am-noon MT

Meeting ID 882 5359 2023 Passcode: 2026CAR

**CAT Presentation:** Feb 7th 7am-10amMT Meeting ID 834 9495 6063 (no password)

**Literature Review** - James will be leading a literature review and input session for the service pamphlet Group Business Meetings. December 13 @ 1:00 pm - 3:00 pm

**Public Information** – Website Updates: we need to make updates to the website due to technical and security reasons. The website will be mostly the same. There will only be some functionality change and it is asked that the Web Servant be given the freedom to make the changes this individual deems appropriate.

-We need the groups to vote on granting Area permission to implement these changes.



**Friendly reminder** from your ASC Treasurer – For groups depositing funds directly into Canvas, please be sure to include a memo which includes the month the donation is for and your group name, otherwise funds may not be correctly allocated to your group.

### Meeting Close

**Next ASC:** January 4, 2025 @ 9 am

Odd Fellows Lodge

2495 E 13th St

Loveland, CO 80537

**Meeting Closed @ 11:15 am**