

**East Coast Convention of Narcotics Anonymous
Advisory Board Minutes
MAY 5, 2014**

The meeting was opened at 7:03 p.m. by Tom K. The meeting was held Conference Pro and was properly noticed. Minutes were recorded by Mike R.

Roll Call/Resignations/Vacancies:

Position	Name	Term End Date		Liaison to:	
President	Tom K.	8/2014	P	Site Liaison	
Vice-President	Mike R.	10/2015	P	Host Chair	
Secretary	Open	10/2014	V		
CFO	Rocco A.	10/2014	P	Treasurer, Arts & Graphics	
CFO Alt	William S.	8/2015	P	Registration	
Director	Karen W	8/2015	P		
Director	Dave A.	8/2015	A	Entertainment	
Director	Victor H.	10/2015	P	Program (& Merchandise)	
Director	Bryan F.	10/2015	A	Convention Info	
Director	Deanne F.	10/2015	P	Auction	
Director	Duwan M.	10/2015	A		
Director	Merle S.	02/2016	A	Hospitality	
18-Host Chair	Jeff H	2014	P	Serenity Keepers	
18 Host V-Chair	Dave H.	2014	P	Marathon	

Others present: Jimmy G (Georgia)

A = Absent; V= Vacant; P=Present; R=Resigned; L= Late

Quorum met

Open Forum:

Nothing

Minutes: April minutes approved with no corrections
Motion to accept: Minutes can be posted to the website.

Reports

AB President Report: (submitted by Tom):

Bid package from Karen & Rocco
Missing copy of minutes from Rocco
turns out cfo and treasurers dept is reviewing 501 c 3 from June
at this rate we should have by 2015

question: karen. about non profit
tom we are non profit but we are backlogged for the fed status

Vice-President Report:

changes to website
added thursday night room option to webstore

changed description to double occupancy rooms
changed flyer with corrections twice, added one page flyers,
plan to add info regarding early arrival thursday event

sold 3 copies of delaware dinosaurs, and accepted a donation of \$5 for speaker meeting from last year
took money directly into eccna paypal account

tom: question: did you post on that we bought 240 books after ECCNA 14?
not yet. Someday Tom

In service, Mike R

CFO Report (Attached

CFO ctd....

talks about 501 C 3 expects work on it by July

virginia has rased a little over \$19,000 in fundraisers to this point, including when they were
Ed C wants to know about how many paypal card readers are needed (for new business)

CFO Alt Report: will s

Did everybody get my attachment (attached)

Tom: I will email you archive stuff

Any questions for Will?

Jeff H: room count May 20, meal count June 12

Jeff: Host meeting 18th, Board meeting 19th, turn in room count May 20

Tom: lot of leighway with the college. we will not run out of food. everyones shuffling a lot of paperwork

Will: leaving meeting will return in about 40 mins

31 day, 112 full reg, 97 are double, 15 are single

ECCNA 18--Host Chair (Jeff H): Report as attachment

Report as submitted (attached)

Rocco: questions about paypal readers

ECCNA 18 Vice-Chair report: Dave H.

Event over weekend brought in about \$700

Also got in touch with CI chair and received a letter which is an invite for call in participation which has been sent to
76 institutions.

tom: did your committee approve the letter before it was sent out?

jeff: its the one written in February that it was approved.

Mailing List

Jeff called and asked for someone else from CPR

Karen: don't think we should update til July or Aug so that we have current ppl

Tom: Jeff past CFO plans to return to AB in August.

Karen: this year I'm going to try to act stupid. This year Arthur said we have to start paying for shipping

Internal Guidelines

Dave A (absent)

Nominations / Elections

Jimmy G - Georgia - listening in . may be willing. may be willing after convention
Rocco: nominates Deanne to be secretary. Declines. because she is moving.

OLD BUSINESS

Last month talked about Jeff bringing in the merchandise bid for mugs and shirts
Discussion about early registration shirts

Mike r talked about making a few extra shirts as a buffer.

Tom: is anybody opposed to Jeff having a few extra shirts made ? cost est" \$30

Hearing no objections? Lets call it to a vote? Is anyone against? (no speaking)

Jeff: you know we are over budget on this item? Tom: we understand

Internal guidelines

we approved the bid for \$65, the budget. what is the budget, Rocco?

Mike R: isn't it \$300? Tom: I think its 200.

Are there any objections?

Tom. Mike, Can you send the timeline to everybody?

Jeff : Mike doesn't have it

Tom talks about time lines, deadlines

Talks about late arrivals

Talks about registration flyer on website

Go on your local websites and get the flyer out

Two weeks: finalize room count,

discussion about discount, shipping, book quantities

This meeting is adjourned 8:23 PM

Next meeting is on May 19, 2014

ATTACHMENTS: Host Chair Report, CFO report, CFO Alt Report

ECCNA 18 Chairperson Report to AB May 5, 2014

A lot is going on here with the ECCNA18. All the committees are working to pull this convention off. We have a great committee but we are to starting to feel the tension of our final weeks.

Arts and Graphic are doing well. They are working with the printer to finalize the the art on the merchandise. The bid we accepted for the banner fell through; we have one to replace it for 100.00 instead of 65.00

Auction is doing well; we are planning it to be right after the Saturday night meeting. They have a lot of cool items, custom quilts, blankets, many mugs and shirts. Even some pie in the face will bring a few laughs and some high bids.

Convention Information needs some help. He has been disconnected and we are working to help him with his task.

Entertainment and Fundraising are doing well; they hosted a preview for the convention entertainment this weekend. It will be a music festival with folks from recovery. Fundraisers are still going on throughout the hosting areas. We have two more that I know of. The raffle we made over \$1200.00. Thanks for all who helped with selling tickets.

Hospitality is on board; they need to present their bids for food. I don't have those bids today. We may need to have a special meeting to approve them. I understand as long as we stay in budget we don't need approval. Marathon is working to fill all the time slots and has a flier out soliciting members to commit to a slot.

Merchandising has been busy working on our final order, getting quotes and working with A&G. We have our final order together for approval. Please put that in business for tonight.

Program will have everything ready on May 18th for host approval. Will the AB need to meet to approve the context of the program? We will send in out so everyone can proof it.

Registration has been getting calls daily from people all over the east coast. They are says we will have over 1000 people there. We have offer Thursday night on ECCNA.org . We will need a list of all the early arrivals to give to W&M. If anyone arrives between 10pm and 8am on either Thurs or Fri they will need to call 757-221-4084 to get into the dorm. We will send Will the parking pass. This will need to be emailed to everyone who preregisters so they can bring a copy to display in their car. We need to give the room count by May 20th and the meal count by June12th. We need to discuss both in business tonight.

Serenity Keepers are doing well; W&M gave us a list of regulations about golf cart use that SK will enforce. They are asking for folk to join to help greet at the convention.

We purchase two PayPal readers for 15.00 each. Ed will need to be reimbursed. This is an AB budget item; we will pass them on to the 19th. How many do we need?

Our next host meeting will be on May 18th at the Farley Center, we will meet on June the 1st and June 14th

We have planned a Meet and Greet on June 19th from 3-6pm. It will be a cook out, bring a covered dish and donations are accepted. This is not a fundraiser but we are trying to cover the expenses.

***ILS
Jeff H***

ECCNA, INC.

EAST CONVENTION OF NARCOTICS ANONYMOUS 18 WILLIAMSBURG, VIRGINIA

CFO REPORT May 5, 2014

AB Chase Account -Savings (To be closed)

Beginning Balance - \$.11

Ending Balance \$.11

AB Operating - Bank of America – Checking opened September 9, 2013

Beginning Balance \$ 19,986.46

Statement Ending 4/30/2014 Balance \$ 20,726.41

Available Balance as of 4/07/14 - \$ 23,127.00

Actual Balance as of 4/7/14 - \$ 26,127.00

Paypal Account

Funds Received: 4/07/14 - 5/05/14 - \$ 3435.46

Fees paid: \$ 104.51

Net Proceeds: \$ 3,330.95

Refund \$ 380.24

Balance before Transfer - \$ 3,109.10

Funds Transferred to AB Account - 5/05/2014 - \$ 3,000.00

Newcomer Donations - \$1.27

Ending Balance - \$ 109.10

Host Account – ECCNA 18 –Bank of America

Beginning Balance \$ 1,000.00

Statement Ending 04/30/14 Balance \$ 2,540.59

Transfer to AB Account on 05/05/14 of \$ 1,620.59

Balance Before Transfer as of 05/05/14 \$ 2,620.59

Balance as of 05 /05/14 - \$ 1,000.00

Total Cash in Banks \$ 27,236.10

(this total excludes the \$.11 balance in the Chase Savings account above)

ECCNA 18 Alt/CFO
Will S.

Good Evening,

A final limited edition count was given To the merchandise chair Dale C which totaled 84 in various sizes.

There are a few refund requests:

1. Mike A 50.00
2. Frank A 380.00 (rocco)
3. Scott McA 190.00

Registrations right now we are at a total of 143 registrations of that 31 are day registrations and 112 are Full registrations.

ROOM COUNT

15 single Rooms and 50 double Occupancy rooms.

THURSDAY ROOM COUNT- 13

MEAL COUNT

112 fri dinner through sun breakfast FOR FULL REGISTRANTS.

EXTRA MEAL COUNT

FRI DINNER 1

SAT BREAK 3

SAT LUNCH 3

SAT DINNER 6

SUN BREAK 3

I am finished the archives and will email it to Tom K as soon as I get home.

IN LOVING SERVICE

Will S
ALT/CFO
ECCNA 18