

MINUTES

ECCNA, INC (AB)

SEPTEMBER 6, 2010

I. OPENING MEETING (MOMENT OF SILENCE/SERENITY PRAYER)

II. APPROVAL/CHANGES TO AGENDA

III. ROLL CALL/RESIGNATIONS/VACANCIES (Quorum = 7)

PRESIDENT: Lisa - Present

VICE PRESIDENT: Tom - Present (left at 7:48)

SECRETARY: Vacant

CFO: Kevin - Present

DIRECTOR: Al - Present

DIRECTOR: Jimmy - Present

DIRECTOR: Steve - Present

DIRECTOR: Jeff - Present

DIRECTOR: Kermit - Absent

DIRECTOR: Bo - Present

DIRECTOR: Lester - Absent

ECCNA 15 HOST CHAIR: Elizabeth - Present

ECCNA 15 HOST VICE CHAIR: Joe - Absent

IV. OPEN FORUM

Elizabeth mentioned that website needs to change items to New London.

V. MINUTES - Motion was made and passed to accept minutes.

VI. REPORTS:

PRESIDENT: Lisa – Since our last meeting I have been working on several different pending matters. As most of you know an email was sent to all the board members to find out your experience and what areas you could offer the most help with. Once the info was received the liaisons were assigned. The assignments are as follows: Arts and Graphics – Bo; Auction – Jeff; Convention Info – Lester; Entertainment – Tom; Hospitality – Kevin; Marathon - Al; Merchandise – Jimmy; Program – Kermit; Registration – Lisa; Serenity Keepers – Tom. Per policy, Kevin will be the liaison to the treasurer and I will be the liaison to the site liaison. In

addition I will also be making regular contact with the Host Chair. If anyone feels they have time or experience to be the liaison to the registration chair please let me know. I feel working with Host Chair and site liaison is probably enough for me to be doing. I hope everyone has had the opportunity to make initial contact with their respective subcommittee chair. I have talked to the site liaison about the status of the contracts. He will be giving a short report on this later. I sent an email to the registration chair but have not received a response. I will attempt telephone contact next week. Tom and I worked on tallying up the number of books to be purchased. We have purchased a total of 209. This will allow us to send each region 7 books. The remaining 48 books are for the Gulf Coast Area. I have created a label to go inside each book that says "Donated by the East Coast Convention of Narcotics Anonymous 14 hosted by the Gulf Coast Area". I have sent these labels along with a shipping label for each region to Tom. The letter to the regions has been drafted and was sent to all the AB on Friday for review along with the financial report for ECCNA 14. We will discuss and approve the letter and financial report in Old Business. Few other things I have been working on are updating our contact list...added new Host Chair and Vice Chair. I need a mailing address for the Host Vice-Chair. I have also been working with Kevin on updating the website. Once we get the regional packages sent out I will be making the bylaws my next priority as well as working with the site liaison on the facility contracts. Please let me know if you have any questions. Submitted by: Lisa S. President ECCNA, Inc.

CFO: Kevin –

Present Balance in the AB account: 5,748.13

Outstanding Checks: 3,432.47

Adjusted AB Account Balance: 2,335.66

Present Balance in the Host account: 444.73

Present Balance in PayPal: 1,660.56

Total Balance: 4,440.95

AB Activity

Income 20 from Tom TShirts

Paid 93.02 for mailing to Patty.

Thanks,

Kevin

HOST COMMITTEE: Elizabeth - We met on August 18th 2010 24 addicts in attendance. All subcommittee chair positions are filled. All committees have a time and place they will be meeting each month. We are hoping to have a theme and logo by October. Fundraising is moving along with great ideas and our first big event tentatively planned for thanksgiving weekend. The college is working on our contract and that should be out to us by this week we hope. The proposed budget for ECCNA 15 has been sent out for review and tweaking. All AB liaisons

we assigned to the host subcommittee chairs names and numbers were giving to each chair. We have retained a PO Box 101 Montville, CT 06353. We are just excited waiting to really get things moving. The Host Committee meets Wednesday September 15th 2010 5:30pm Deep River, CT. As it stands now we meet on the 3rd Wednesday of the month. ILS, Elizabeth

LIAISONS:

Arts & Graphics: Bo - Contact has been made with Jeff. Will stay in touch.
Auction: Jeff: Ana called me. We went over some questions she had. Things are well.
Conv Info: Lester – Absent
Entertainment: Tom – Talked to subcommittee chair. All is going good. Has an event coming up soon.
Hospitality: Kevin – Contact has been made.
Marathon: Al – Contact has been made.
Merchandise: Jimmy – In regular contact with merchandise chair.
Program: Kermit – Absent
Registration: Lisa – Email sent to registration chair. Will call next week.
Serenity Keepers – Tom - Contact has been made.

VIII. NOMINATIONS/ELECTIONS: None

IX. OLD BUSINESS

ECCNA 15 Budget - Went through proposed budget and the following changes were made: Conv Info - Removed meeting space; Entertainment - removed banquet décor; Registration - change reg packages to \$500; Merchandising: We won't have separate line items for pre and conv. Total for merchandise will be \$1600 subject to host committee coming back with any specific recommendations for changes to this. Program - remove hearing impaired signers and changing tags and texts to \$200. The final is \$8394 not including campus and food costs.

Non-profit status - Waiting on Bylaws

Income taxes - Waiting on non-profit status

Bylaws - Lisa will send something out in a few weeks

Book Packages - Letter was approved as sent. Tom will print letter after Kevin gets PO box

X. NEW BUSINESS

Jeff brought up the idea to get a recording secretary until such time that the board position is filled. Anyone who knows someone interested in taking the minutes of the AB meeting should send that information to Lisa.

Next Meeting: 10-04-10 at 7:00

XI. CLOSE MEETING (SERENITY PRAYER)

ECCNA 15 BUDGET		AB Approved
Host Admin		Proposed budget 2011
Meeting Space	\$225.00	\$225.00
PO Box	\$44.00	\$44.00
Misc.	\$100.00	\$100.00
Printing	\$400.00	\$400.00
Bank Charge	\$200.00	\$200.00
Totals	\$969.00	\$969.00
Convention Info		Proposed budget 2011
Lit (PI)	\$150.00	\$150.00
Press Pack	\$25.00	\$25.00
Schedules	\$100.00	\$100.00
Mailings	\$50.00	\$50.00
Meeting Space	\$60.00	\$0.00
Misc.	\$50.00	\$50.00
Totals	\$435.00	\$375.00
Arts + Graphics		Proposed budget 2011
Signs	\$100.00	\$100.00
Banner	\$300.00	\$300.00
Misc.	\$25.00	\$25.00
Totals	\$425.00	\$425.00
Entertainment		Proposed budget 2011
Fundraiser #1	\$300.00	\$300.00
Fundraiser #2	\$300.00	\$300.00
Fundraiser #3	\$300.00	\$300.00
DJ-1 dance	\$300.00	\$300.00
Banquet Decor	\$250.00	\$0.00
Fliers	\$125.00	\$125.00
Misc.	\$125.00	\$125.00
Totals	\$1,700.00	\$1,450.00
Serenity Keepers		Proposed budget 2011
T-Shirts	\$300.00	\$300.00
Fliers	\$50.00	\$50.00
Misc.	\$50.00	\$50.00
Totals	\$400.00	\$400.00
Hospitality		Proposed budget 2011
Supplies	\$150.00	\$150.00
Food/Coffee	\$975.00	\$975.00
Totals	\$1,125.00	\$1,125.00
Marathon		Proposed budget 2011
Fliers	\$50.00	\$50.00
Totals	\$50.00	\$50.00

Registration	Proposed budget 2011	
Mailings	\$200.00	\$200.00
Envelopes	\$50.00	\$50.00
Registration Fliers	\$500.00	\$500.00
Reg. Packages	\$1,000.00	\$500.00
Misc.	\$100.00	\$100.00
Tickets	\$50.00	\$50.00
Totals	\$1,900.00	\$1,400.00
Merchandise	Proposed budget 2011	
Pre-Con Merch.	\$875.00	
Convention Merch.	\$4,550.00	
Misc.	\$50.00	\$50.00
Merchandise		\$1,600.00
Totals	\$5,475.00	\$1,650.00
Auction	Proposed budget 2011	
Misc.	\$50.00	\$50.00
Totals	\$50.00	\$50.00
Programs	Proposed budget 2011	
Programs	\$500.00	\$250.00
Tags + Texts	\$400.00	\$200.00
Hearing Impaired Signers	\$250.00	\$0.00
Misc.	\$100.00	\$100.00
Totals	\$1,250.00	\$550.00
Grand Total	\$13,779.00	\$8,444.00

ECCNA, Inc.
PO BOX 832047
Delray Beach, FL 33483

PLEASE READ ALOUD AT YOUR NEXT REGIONAL MEETING

September 8, 2010

Dear Fellow Members,

Our first East Coast Convention in over 15 years was a success!! Hopefully you received our previous letter about the convention and you have been anxious to hear how things went. The convention was held June 25-27, 2010 in Ft. Myers, Florida at the Florida Gulf Coast University. The Gulf Coast Area was the proud host. It was so magical to watch the process. Many local people attended as well as addicts from up and down the East Coast. We went to workshops together, dined together and enjoyed simple fellowship.

Enclosed is the financial statement for the convention. As you will see this convention started with a zero balance. In the end, we are able to fulfill our convention purpose, help next year get started and take care of some the required legal matters for the Advisory Board. We have purchased a total of 209 books. The Gulf Coast Area was given 48 Basic Texts for their area jails and prisons. It is our policy to support the hosting area first. The remaining texts are being sent to each region on the East Coast (total of 23 regions). Please find enclosed seven (7) Basic Texts for your region. While we know this is a low number to serve an entire region, we are thrilled that we were able to purchase books our first year back up and running.

Next year the convention is being hosted the United Shoreline Area in Connecticut. A "Save the Date" flyer has been enclosed. As soon as we have a registration flyer available, we will send it out to your region. We hope we are able to increase support for our convention which will in turn increase the number of books we can buy for the jails and prisons on the East Coast.

In Loving Service,

ECCNA Advisory Board

Enclosures

ECCNA 14 FINANCIAL STATEMENT

INCOME

Beginning Balance	0.00
Fundraising	6,013.10
Registration	12,531.57
Donation	390.96
Merchandise	1,794.00
Auction	743.00
Other Income (inc pre reg)	803.09
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	22,275.72
Host Account Balance	461.73
Total Income	22,737.45

EXPENSES

Host Admin	1,090.32
Convention Info	-
Arts & Graphics	-
Entertainment	3,008.35
Serenity Keepers	-
Hospitality	-
Marathon	-
Registration	-
Merchandise	956.00
Auction	-
Programming	-
Campus	10,556.05
AB	168.70
Other	122.33
Total Expenses	15,901.75
Balance	\$6,835.70

PRESENT BALANCE 6,835.70

Books purchased	2,304.73
Reserved for ECCNA 15	2,500.00
Board Expenses (Taxes, Nonprofit application, shipping books, etc)	1,500.00

ENDING BALANCE \$530.97

SAVE THE DATE

15th EAST COAST CONVENTION
OF
NARCOTIC ANONYMOUS

JUNE 24, 25 & 26, 2011

NEW LONDON, CT



MORE WILL BE REVEALED



Elizabeth 860-961-7841

Joe T 203-506-5834

www.eccna.org