

**East Coast Convention of Narcotics Anonymous
Advisory Board Minutes
November 6, 2012**

The meeting was opened at 7:20 p.m. by Tom., AB President. The meeting was held via Skype and was properly noticed.

Approval/Changes to the Agenda: The AB President asked for corrections to the agenda. Hearing no opposition the agenda was approved as presented. Quorum = 8

Roll Call/Resignations/Vacancies:

Position	Name	Term End Date		Liaison to:	
President	Tom	8/2012	P	Site Liaison	
Vice-President	Vacant		V		
Secretary	Mary H.	2/2013	P		
CFO	Kevin D.	8/2013	P	Hospitality	
Director	Al D	8/2013	P	Auction	
Director	Jimmy C	8/2013	P	Program	
Director	Jeff P	8/2013	P	Registration	Treasurer
Director	Gail S.	9/2013	P	Convention Info	
Director	Lester O	10/2013	A	Marathon	
Director	Elizabeth E	10/2013	A	Merchandise	
Director	John A	10/2013	P	Entertainment	
Director	Gen W	10/2013	P	Arts & Graphics	
Director	Jeff H.	08/2014	P	Serenity Keepers	
ECCNA 17 Host Chair	Mike R		P		
ECCNA 17 Host Vice-Chair	Kevin R.		A		

A = Absent; V= Vacant; P=Present; R=Resigned
Others present: Mike P.

Open Forum: Jeff P noted that as a Board we might wish to look at filling the Vice-President and CFO Alt positions to maintain the life of the Corporation.

Minutes:

October Minutes: M/S/C "To approve as presented"

July Minutes: July minutes are incomplete.

Reports

AB President Report: (submitted by Tom): Tom reported that they were waiting for the contract to finalize. Tom indicated that all the concerns were addressed via the telephone call and the contract was sent to underwriting for finalization. Jeff asked about the verbalized costs and if everything was about the same so that we could set cost for registration. Jeff mentioned that we were a month behind because as a

Board we don't know what the cost is. At this rate, the registration cost might not be established until December. Jeff asked if Mike could get the finalized numbers from Gene, Host Site Liaison. Jeff asked about the meal numbers and Tom mentioned that there were only verbal numbers at this point. Jeff asked Mike to get the numbers for the meals and if it could be sent out for a vote to finalize the registration.

Vice-President Report: (Vacant):

CFO Report:

(Presented by Jeff P):

Description – AB Account		Amount
Checking		
Beginning Balance		\$ 7,704.43
Deposit		
10/15/2012	Transfer from ECCNA 17 Account	3,850.00
10/15/2012	Close out ECCNA 16 Account	123.81
Ending Balance		\$ 11,678.24
Bank Balance		\$ 11,678.24
Description – AB Account - Savings		
Beginning Balance		\$ 100.00
Ending Balance		\$ 100.00
Description – PayPal Account		
Beginning Balance		\$ 234.05
Funds Received	Pre-Registration Received 11/4/2012	50.00
Ending Balance		\$ 284.05
Description – Host Account – ECCNA 16		
Beginning Balance		\$ 117.22
Correction:	6.59 Void outstanding cakes 1044 & 1048 not cashed	6.59
Expenses		
Ck 1057	ECCNA Inc. – Close out account	(123.81)
Ending Balance		\$ 0.00
Bank Balance		\$ 0.00
Description – Host Account – ECCNA 17		

Beginning Balance		\$ 6,385.05
Deposits		
10/18/12	Pre Rag Deposits (350); Go Kart Fun(d) raiser (410); T's and Cookbooks (135)	895.00
Expenses		
Ck 1001	Transfer to AB Account	(3,850.00)
Ck 1016	Cost of Spiritual Breakfast	(1,974.00)
Ending Balance		\$ 1,456.05
Bank Balance		\$ 3,430.05
Outstanding Ck 1016		(1,974.00)
Balance		\$ 1,456.05
TOTAL CASH IN BANKS		\$ 13,518.34

Registrations (as of 11/4/2012): 21 Pre-registrations from ECCNA 16 getting 10% discount; 8 pre-registrations getting limited edition T-shirts.

Status of Basic Texts from ECCNA 16: Sent: Tri-State – 16 cases to State Prison Coordinator; WSO is working with Chris, Tri-State Regional H&I Chair, for shipment of 13 cases to county jails. RSC will pay for any additional shipping (\$411.84). October RSC meeting was to decide what to do with the additional 17 cases. I've yet to hear anything from that meeting.

All other regions plus those for Riker's Island have received their *Basic Texts* with the exception of New Jersey and Northern New Jersey Regions. They have a shared service meeting on October 27, 2012. One item on the agenda of that meeting was to determine the physical address where the books could get shipped to. I have tried contacting them after that meeting but they have yet to respond. Hurricane Sandy might have something to do with this.

Host Chair ECCNA 17 Report (presented by Mike R.)

We have recently held our 7th host committee meeting. Next meeting is Nov 12 7:00pm in Stevensville Md First Baptist Kl.

Most important issue - Washington College. I still do not have the contract. I had spoken with Manny Kunard on 10/22 and believe he told me that I would have the signed (by them) contract for our review at the latest on 11/2/2012. When I spoke with him Saturday, he said I should have in the next 2 days. I haven't spoken to Gene since the OGANA convention but I'm getting upset. I'll stay cool, tho. I toured the college with Mike A - Fundraising and Entertainment on Saturday as well and I think he's excited about the facility, layout and offering. Obviously we really need that contract.

We went over the budget and made a few tweaks. The largest one was that we want \$1,000 entertainment budget, instead of \$150. Seriously our fundraiser guy is raising huge money (\$4.5K) and support 1248 count) with his huge efforts. We've had great success and he plans to have a comedy hypnotist that we expect will make both a great fund raiser and headline event at the convention. I hope you will agree

Most of our subcommittees have begun to meet. Two subcommittees plan to begin in 2013 - marathon and serenity keepers. Arts and Graphics have designed 3 graphics that look really good and at this point, they are refining 2 of them, and abandoning one. Also they will have a banner logo based on our bid shirt. I emailed them to Mary and possibly she sent them around.

Only problem is that it appears Program Committee is a closed meeting. Elections have been held without them being announced. I'd rather talk about this with Tom and a smaller group if you guys would like. I think we can handle the problem and repairs at the host committee level. The program chair didn't report at the Sept meeting, skipped the Oct meeting, so we haven't had a report since the committee has been meeting. It may not be a problem, but there is an unknown that may be resolved next week with a report. This all may be aggravated by one guy who is not in EOTB or Bay telling people there is a problem with the Program Committee.

I don't have any update on our fundraisers. Maybe Jeff knows better than me. We have another breakfast planned for 12/16. George R from Bucks Co will be the speaker and all 350 tickets sold out in less than 2 weeks even with a 3 day storm affecting us. Only 24 tickets are left for East of the Bay people (including me) and Virginia people to buy / commit to at the next host meeting.

ECCNA 17 Vice-Chair report: (Kevin R.) No report.

Nominations and Elections: Tom indicated that Rocco had not accepted the Skype invitation so he will check on that. Mike P. was nominated and is present. After his nomination was read, Mike was removed from the call and it was unanimous to accept Mike to the Board.

M/S/C "For Mike P. to serve as an ECCNA Advisory Board Member"

Mike was invited back to the Skype conference call.

It was also noted that Rocco was willing to serve on the AB:

M/S/C "For Rocco A. to serve as an ECCNA Advisory Board Member"

It was unanimous

OLD BUSINESS

Internal Guidelines: There was a change to Internal Guidelines which Kevin asked Mary if she submitted to the full Board and she had not. It was postponed until the next AB meeting for the full Board to have time to review and discuss. There was another Internal Guidelines meeting set and Mike P has graciously volunteered to serve on that committee regarding the means in which we update our contact information.

Host Vice-Chair: There was concern raised around Kevin R's absence to the AB Meeting. Tom asked Mike R. to text him Kevin's phone number for Tom to speak with him.

Registration Pricing: It was agreed that Jeff would get a hold of Gene and together they would determine a suitable cost for registration. It was the general consensus that after Jeff reviewed the costs he submits to the AB members for an electronic tally.

July minutes: Pending

NEW BUSINESS

Host Budget: There was a motion placed on the floor to approve the Host Budget:

M/S/ “To approve the Host Budget”

Discussion ensued. There was discussion surrounding the comedian/hypnotist and the dances as part of the full registration and although entertainment at cost or separate cost was not as much of an issue as inclusion in the Full Registration Package and it might distract from the simplistic message of providing *Basic Texts* to institutions without a lot of fluff incentives. There was much discussion. The hypnotist/comedian would have an additional cost of approximately \$5 but the dances provided a greater financial accountability issues since its cost in reality might be less or equal to \$1 and therefore might be impractical to provide at cost. It was thereby discussed and decided that removal of the cost of the hypnotist/comedian would be presented and that venue would be an additional cost of \$3-\$5 per person who wished to attend.

M/S/F 4/5/0

M/S/ “that we have this function at cost of \$550 included in full registration and for all others a paid event”

Tom asked if there was any opposition and there was since the way in which the motion read if someone bought a full registration package, they would be limited in their ability to “gift” their ticket to someone else if they choose not to attend; thereby, the full registration would have something contained in it that was non-transferrable.

M/S/F 4/5/0

M/S “Paid events purchased at cost”

Discussion ensued. The dance would be cost prohibitive. There was discussion surrounding the Hospitality costs more than a dance and there was discussion surrounding refreshments being viewed differently by some AB members than entertainment. There was further discussion surrounding how the entertainment could also interfere with the auction and the auction raises around \$3,600.00 per year.

M/S/F 4/5/0

M/S “To make the hypnotist/comedian a paid event for everyone”

M/S/C 8/0/1

There was discussion surrounding the scheduling of the auction and being clear with programming to have the auction not conflict with other entertainments so that more people would participate in the auction.

M/S/C 6/0/2 “To approve the Budget as modified by Host 17”

Entertainment Contract: It was discussed that the hypnotist/comedian needed \$100 to secure the date and \$450 on the date of service.

M/S/C 8/0/1 “To approve the contract”

It was noted that the contract needs to state ECCNA, Inc. not ECCNA 17 and that the check will be written from the AB Account.

Williamsburg: Jeff H. noted that the first meeting of the ECCNA 18 Bid Meeting would be held in Williamsburg on November 18, 2012 at 2:00 p.m.

The next regularly scheduled meeting is December 3, 2012 at 7:00 p.m.

With nothing further, the meeting closed at 9:20 p.m.