

**East Coast Convention of Narcotics Anonymous
Advisory Board Minutes
November 4, 2013**

The meeting was opened at 7:04 p.m. by Tom., AB President. The meeting was held Conference Pro and was properly noticed. Minutes were recorded by Mike R.

Quorum = 5

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	L	Treasurer	
CFO Alt	William S.	8/2015	A	Registration	
Director	Karen W	8/2015	P	Host Chair	
Director	Dave A.	8/2015	L	Entertainment	
Director	Al P.	8/2015	R		
Director	Victor H.	10/2015	P	Program Committee	
Director	Bryan F.	10/2015	A	Convention Info	
Director	Deanne F.	10/2015	A	Auction	
Director	Duwan M.	10/2015	A		
18-Host Chair	Jeff H	2014	P	Serenity Keepers	
18 Host V-Chair	Dave H.	2014	P	Marathon	

Unassigned:
Hospitality
Merchandise

A = Absent; V= Vacant; P=Present; R=Resigned; L= Late
Others present - none

Open Forum: nothing

Minutes: October minutes approved with no corrections (Motion to approve: Karen W)

Reports

AB President Report: (submitted by Tom): See Attached report
Patty has submitted receipt for shipping things to Rocco

Vice-President Report: (Mike R): No written report
Nothing to report. Waiting for contract so we can update website with registration.

CFO Report (Rocco): Summary report attached

Did she just send the computer. i got the receipt so i am all set. did everyone get the cfo report? Anybody that didn't?
First thing in ref to the report. We are overdrawn on the chase account and Kevin needs to close it. Trying to find out if sun trust has been closed. I'll get in touch with jeff and ask. everything is all set for the boa reports. everything is ok

with paypal and people registering. i just overnighted the check acct to ed the tres of host . There is a 1010.72 bal in host. Total cash in banks is 16k some. Donation from nj for 2032. That's about it.

Mike r : to check about closing sun trust acct

CFO Alt Report (Will): Absent

ECCNA 18--Host Chair (Jeff H): Report as attachment read & type it later.

Over the past month all subcommittees doing well. a lot of fundraisers happening. i was the contact for the carna region. i received the 3 cases of books. sent & included letter . did a mailing to all remaining east coast regions with pre reg flyer. sent to 21 regions. right on the shirt tail of receiving the books. received sig card, signed and returned to Rocco. paid rent for host meetings, paid for mailing to regions and a few other minor expenses. Ed c will give Rocco all details on that. we have a bal of 1894.52 we will transfer all funds into host account and close that account. we have several motions. 1 purchase 72 shirts. tom received. also want to by 72 ls shirts and 72 hoodies. motion 3 to set prices of ls shirts and hoodies. new fundraisers coming up. diff areas are hosting. fr commitee wants to support diff fundraisers. chili cook-off, brunch, alt merch at avcna , beach area 2 diff events - dec 1 feb 8. lot of things coming up to sell shirts. want a nice merch table. ready to travel with pre reg merch. in contact with college of w&m , sent me meal price and said contract by end of week. req meeting for nov 18 to discuss contract , may need a motion to do that.

end of report. next host nov 24 @ 1 pm Williamsburg

Dave A joined meeting at 7:27 pm

any other questions for jeff:

tom: on tshirt , how many have you sold. bought a gross, printer didn't give any large. sold about 50, out of M,L, 3X. Gave us 144 shirts, but no Large.

questions about the no larges received.

Discussion about cd submission

Discussion about program committee.

Fundraising good. contract soon. get to tom whenever you can. if there's nothing glaring we need to send to everybody on the board so we can look at it over the weekend.

dave a: what are the plans for entertianment. we have done nothing yet. will you give me contact info for the entertain ment chair?

jeff: he's been fundraising.

tom: the link up? jeff: lance is taking this on as a program committee reponsibility.

jeff: nothing to report at this time

tom: if we have (fla) any type of workshops on pen pal,, running into prisoners writing. pen pal committees in the mid west , asking as a host chair if you guys are gearing workshop towards pen pal or bringing message into institutions in one form or other.

jeff: in our region we have been trying to develop this stuff

wouldn't be bad to have presentations we send stuff to Minnesota who pen pals hundreds of addicts

ECCNA 18 Vice-Chair report:

dave h: only thing that i would add to what jeff said. Peninsula rea changed their rep & i added info to wcna event page & we hope to be in next na way. dave h - acting as conv info rep. i submitted it today and takes 4 - 5 days to approve and validate .

any questions for dave?

no report from web master?

put him last

Basic Text Distribution Report

next report: mailing list. karen w.

did everybody get my report 5 pages, a few weeks ago. i just got the last address from floriday region where they want their books going. artur at world services really worked well with us. we had an issue in boston where the books were returned because ups is not on their toes in boston. sent back out and rocco just got those books. everybody got their books and labels. i cut and pasted all the thanks. i did talk to greater ny region, jay . i had to check and i was invited to go to region next sat to answer questions if possible. tom said we could go to region and introduce ourselves and say who we are. contacting people one on one is a good way to carry the message of eccna. books dist, til next year. those 5 sheets of paper is my report.

any other questions for karen, other than great job!

jeff: can you send me the other address you received?

karen: vancouver. what i sent you was all the regions addresses

jeff: ok. thought you were missing one.

karen: maybe eastern ny, ill have to check.

karen: can i bring something up, as far as archives is concerned. rocco mentioned cds and us aging. i think we should put all our archives on a memory stick rather than paper. keep it moving.

tom: are you talkin about minutes or other things

karen: everything

more paper for you to store, not me

Internal Guideline Report

internal guidelines : daVe ,

did anybody not get my report

thank mike for being willing to take notes.

held ig meeting on oct 21

working on dev bid package , a checklist for potential bidders. developing a pecking list of 6 remaining things left over from previous ig group.

is there an ig meeting now? in between now and next month?

dave: request a list of items that should be in the bid package. prior to both . everyone has ig , redundancy.

what i heard first was develop bid package, then a pecking order of the 6 leftover items from prior ig group.

jeff: dave, i sent you the website for avcna . did you review that?

dave: i looked at it shortly. that's going to be included with whatever you send.

jeff: its got some info that we might be able to use. that's all. as long as you saw it.

dave: yes i remember. let me get to it. that was, when did you send it. this is jeff right?

jeff: correct

dave: when did you send it?

Webmaster:

Mike R: all is well, done nothing

rocco:

mike: we could do it all, a whole info page, calendar, request for speaker recordings, etc

OLD BUSINESS

we don't have a secretary.

tom thinking miker r run the meeting, and i'll take minutes.

jeff; secretary still open

motion nj/phila host 2015 eccna: motion was tabled until after we talk about bid cycle. motion 02-09-13 that nj & phila co host the 2013 eccna. karen: pulls motion off table.

tom: you want to pull it off?

yep

tom: any opposition to pulling ?

jeff: property of the floor onces its been seconded. its not proper

rocco: objects to it being pulled

tom: 02-09-13

rocco: karen are you pulling it off permanently?

dave: i think she was going to her home group

call vote:

for: dave a

opposed: mike r, rocco, victor, jeff h, dave h

redundant question

motion fails. needed 2/3s

tom: any motion can come back up on the floor without fear of reprisal

lecture on procedure on how policy change is handled by hosting body.

NEW BUSINESS

motion 1-11-13: t shirts 72

Discussion about needing 3 bids or not for reorder of shirts.

Tom: careful consideration was already made in negotiation, so we are good. No need to waive policy, to approve this purchase

Mike r: second motion

Any opposition? no

72 for \$336 as state, passes

Motion 02-11-13: Motion 2 : To purchase 72 long sleeve t shirts and 72 hoodies.

second by : Victor.

submitted 4 quotes. prices range \$1500 to 2500

Tom: this is your merchandise money

Tom: you are spending all the merchandise budget.

Jeff: sold \$880 worth of merch at fundraiser last weekend.

We want to spend \$1521.83 on these.

2nded

Dave H: opposed to spending this much money.

For: Mike R, Victor, Jeff, Dave A

Opposed: Dave H

Abstain: Rocco

passes 4-1-1 motion carries

Motion 03-11-13: To sell the long sleeve t shirts for \$20.00.

no one complained when we charged \$15 for ss, so we are charging \$20 for the long sleeves.

second: rocco

Passed with no opposition

Motion 04-11-13: Motion 4 : To sell the hoodies for \$30:00

second: Victor H
Passed with no opposition

Any motions that I did not bring up under new business

Two things going to come out in between meetings:

Contract

Dave is going to put together his list & get out to us AND that's it

Next scheduled meeting is Dec 2

No scheduled IG at this point.

Leave it open, or Nov 18 7:00 pm meeting, contingent on having a contract to go over. Not to exceed 2 hours. Set it up that if we get the contract and it's something we can talk about we meet on Nov 18. Contract review meeting.

Hearing no objections, Victor do you want to review the business of the day?

laughing

Good meeting guys. Again, next month, Mike R will run the meeting and Tom will secretary. then following month will have a different secretary.

This meeting is adjourned 8:54 pm

Next meeting Monday January 6, 2014 7:00pm

AB President Report **11-04-2013**

Hello all,

Good to see ya. Over the last month we have gotten the 501c3 ready and at this point, sent in to the IRS. Rocco had to cut a check for the application fee which he will address in his report. The ECCNA laptop has been downloaded and sent to Rocco as well as the registrations sent to the PO box so William can enter the info into our data bank. Still waiting on some sort of contract from the college. We had a nice IG meeting, or so I thought, due to high attendance. I would like to encourage all of us to attend more of these. This could help us wrap up the items we feel need to be addressed. I had a talk with Al P. and due to personal reasons he would like to reapply for his position on the board at a later time. Still no word from Al from Connecticut. ISS Tom

K.

CFO REPORT

Total Cash in Banks \$ 16,128.86

Registrations: 38 Pre- registration deposits of \$50.00 = \$ 1,900.00

Reserves for registrations received:

Total ECCNA 18 Pre-registrations: \$ 1,900.00

AB Reserve for Taxes, etc.: \$ 45.00

Total Cash less Reserves: \$ 14,183.86

Rocco.

ECCNA 18

Chairperson Report AB Nov.4, 2013

All is well on the host committee. Looks like the subcommittees are meeting the time-line. We chose our logo this past host meeting and fundraisers are happening.

I was the contact for the CARNA region and received the 3 cases of books for the ECCNA17. I put the labels in the books and sent them to our Oct RSC. I also sent a package of fliers to all 17 areas in the region with the new registration deadline. I also sent a mailing out to 20 east coast regions with the same fliers. I received the signature card for the host bank account, I signed it and mailed it back to Rocco. We have been using our bid account to write rent checks and minor expenses. We have also been depositing the fundraising money into it. We have a balance of \$1,894.52.00

We have several motions:

1. To purchase 72 t shirts of our first design for 336.55
2. To purchase 144(72 long sleeve and 72 hoodies)
3. To set sales price for the Long sleeve shirts for 20.00
4. To set sales price for the hoodies for 30.00

We are ready to travel to events to set merchandise, please let us know if there are any events we can sell our merchandise.

We have several fund raiser coming up. Chilly cook off on Nov. 9 Gratitude brunch on Nov.30, Selling merchandise at the AVCNA, and the Beach area announced 2 event s Dec 1 and Feb 8.

I made contact with W&M and she sent me the meal prices. She also said we would have a contract by the end of this week. I would like to request a Contract review meeting on Nov. 18th.

Our next meeting is Nov. 24 at 1:00pm

ILS. Jeff H

ECCNA Internal Guidelines

Report to AB

11/4/13

Hello all,

We held an Internal Guideline meeting on October 21st with 8 members attending. Thanks to all who attended.

Mike R was kind enough to act as recording secretary and his minutes are attached, thank you Mike!

To the point, those present felt that the two year bid cycle is not a viable option at this time, as the Cons outweighed the Pros.

Moving fwd, I will be working on developing a "Bid Package" for review and comment; a checklist of items for potential bidders to include on any bid to be submitted to the AB. Concurrently, I will also develop a "pecking list" for your review from the 6 items left over from the prior IG committee; both as requested.

I will have more on these for our next AB meeting.

Thanks for allowing me to continue to serve,

dave a

From IG:

List of items that still need to get done?:

- 1) The procedure for setting registration prices, day registration pricing, and when to make day pricing available for purchase**
- 2) Creating a book project (this is something that S Fla Regional H&I does already. Need to review our regional policy)**
- 3) Bid Process and how it works at convention.**
- 4) The idea of BOD slots devoted specifically to east coast RSC's**
- 5) Further explanations of AB admin duties**