

ECCNA HOST COMMITTEE MINUTES
March 27, 2010

Meeting opened at 10:30 am

Attendance: Tom K , Jeff, Patty , Kevin, Darla, Stormy, Gen; Stewart.

Darla read the 12 Traditions

Chair -o	Registration - a
Vice Chair - p	Marathon - a
Secretary - p	Merchandising - p
Treasurer - o	Program - o
Arts & Graphics - p	Entertainment - o
Auction - p	Serenity - a
Site Liaison - o	Convention Info - p
Hospitality - p	

There were originally 5 voting members present; Quorum was met after Gen showed up late.

Vice-Chair Report – Good morning, For those who have not heard, the Board president has resigned as well as a board member. The president position was picked up by Lisa S. She has been very proactive and I feel we are in good hands. We are working on the contracts and are in communication most every day either by e-mail or on the phone. I have the AB report (our first one) which Kevin will read later. Lisa will also be coming down next month to spend a few days in Fort Myers, see the campus and try to meet with all of us if we can have our meeting on that weekend which will be Memorial Day weekend. This will be discussed later. We need to also make sure we get approval from the committee as a whole on any of the items that we might be digging into our own pockets to provide. They will still be represented at the convention and need AB approval in order to be used at the convention. We have been getting a lot of activity on the phone about the convention and there are a lot of interested people out there. Thanks for being here. ILS Tom K.

AB Report – Since our last meeting, we received resignations from the President of the AB as well as another AB member. While we regret having to accept the resignations, we are doing our best to work on any issues that we can to build a stronger and more reliable AB. We have nominated and elected Lisa S. as the new President of the AB. Some of the tasks we have been working on are as follows: Facility contract review, creating bylaws for the AB, policy ad-hoc committee (to address conflicts in current policy), and the program liaison is working with the host committee on reviewing the proposed program. In addition, several of the AB members have been working on scaling down the costs associated with the convention. More will be revealed on this. Earlier this month we sent a letter out to all the regions on the East Coast (copy of letter attached) along with a copy of the flyer. In addition, one of the AB members delivered 1,000 flyers to the Georgia Regional Service Committee meeting held earlier this month. We all need to pull together and do our best to get registrations. With the convention only being three months away, now is the time to talk up ECCNA 14!! Please let your Vice Chair know if you need assistance or information from the AB. In Loving Service, ECCNA AB

There was \$3104.27 in the AB bank account as of Feb 28, 2010. Stewart procured the checkbook from Dan and gave it to Tom who gave it to Kevin.

Secretary's Report - Jeff - Motion was made and passed to accept previous months minutes after quorum was met.

Treasurer's Report – Open – Report was prepared by Patty: On February 27, 2010 rent was paid for January's host meeting space \$30.00. February's bank service charge was \$17.00. March 1, 2010 \$329.00 was deposited in the host account from t-shirt sales in Connecticut and for one registration. The ending balance of the host account ~ \$1759.19. Attached is the February bank statement. Attached is the receipt for the deposit (\$1000.00) given to FGCU. The books balance.

Arts & Graphics (Patty): I got someone to donate the banner 4'x6'. The quotes I found for the same size were \$150 and \$200. I brought in samples for meal tickets. Should we use different colors for each meal? I have the same size 4'x6' banner only using a smaller graphic to be signed by everyone at the convention. Maybe we'll put it in the Hospitality room and use it for the raffle. Suggested raffle items would be a basket, banner, signed book from Dinosaur Days fundraiser and a framed art piece. There is no cost for any of these items and the estimated revenue could exceed \$400. Stewart and I have been working on the cards and there is no financial impact. ILS, Patty.

Auction (Gen): Nothing to report. We will ask the Advisory Board members to donate any items they might have, especially Kermit, hint, hint. **AB**

Convention Info (Stewart): Report attached (with sample badge)

Entertainment/Fundraising Report - Open Position;

Hospitality (Stormy): Not much to report. I received an e-mail from Jeff about getting items donated for the hospitality room.

Marathon (Lisa): Not present. No report.

Merchandising (Darla): I have three quotes for one gross of t-shirts; East Coast t-shirts for \$598.00, Broken Arrow for \$703.12 and Gold Coast Active wear for \$865.65. I am turning in \$50 for t-shirt sales. The total turned in so far is \$716 plus whatever was turned in prior to us getting the check book. Stewart will be taking 16 t-shirts to the Gold Coast H&I Gratitude dinner to sell and Jeff will be taking 10 t-shirts to the South Broward 20th Anniversary picnic. Thank you Stewart and Jeff. We have the following t-shirts in inventory: 2-small, 5-medium, 12-large, 3-xl, 3-tank tops.

Program (open); Report by Jeff – I have a program to submit today for approval. Thanks go out to my AB liaison Al for liaising in this task, Tom for sticking his .05 cents in at every opportunity and Lisa S. for being Lisa S.

Registration (Melody); Not present. 33 Registrations, 9 paid in full.

Serenity (Tom S.): Not present. No report.

Old Business:

1) Program – We went over the proposed program and made the following changes: Removed all the items from Room 213. Moved to Eagles Landing the Hospitality Room, Marathon meetings and Merchandising. Moved the Registration and Convention Information area to the 1st floor hallway in the Student Union Building. Made the Friday night main meeting a speaker meeting. Changed the Friday night Bonfire to “Midnight Madness” as an open discussion meeting. Changed the Just for Today meetings from a start time of 7:00am to 7:30am. Changed the closing time for the Hospitality room to 9:00am Sunday. Changed the Saturday Pool party to read as “Live Music” only. Added the breakfast to Sunday. Jeff will prepare the finalized program in two

formats and we'll vote on the format at our next meeting.

2) Vendor Bids – Received 3 bids for jewelry. Golden Touch Designs received 4 votes, Parable Designs 2 votes, Phoenix Mission 0 votes. **AB**

Other Merchandise – 3 bids received. Basic Stuff 4 U received 3 votes; Golden Touch Designs received 3 votes and Phoenix Mission received 0 votes. The Vice Chair broke the tie and voted for Basic Stuff 4 U. **AB**

Tape to tape approved awaiting a 3rd proposal from board to meet policy guidelines

3) Convention Info Letter - Tom will get a letter from sfrca archives.

4) East Coast Fundraiser – We discussed this and felt there was no open times remaining to be able to put on a fundraiser on the east coast of Florida.

5) Friday and Saturday Night Speakers – Motion was made and passed to ask the Advisory Board to select the main speakers for the convention. Intent: The taping process per the guidelines have not been met. **AB**

6) Registration Package Costs – We went over the entire budget and removed as much as possible.

7) Contracts – The AB is responsible and we are still waiting on them.

Nominations and Elections:

Tom K was nominated and elected as Host Committee Chair.

Patty K was nominated and elected as Host Committee Treasurer. (She will also continue performing the duties of Arts and Graphic Chair)

New Business:

Stewart was appointed to monitor the eccna@live.com e-mails

Motion was made and passed to approve a 4'x6' banner.

Motion was made and passed to accept the lanyard shown by Stewart at \$.38 per piece plus shipping at a quantity of 500. Black.

Motion was made and passed to accept the bid from East Coast shirts for the printing of t-shirts (see bids in Merchandising Report). **AB**

We discussed our meeting schedule between now and the convention and set the following dates:

May 1

May 29

June 5

June 19

Next meeting be 10:00 am on May 1 at Last Connection Clubhouse.

Meeting closed at 1:30