

**MINUTES
ECCNA, INC (AB)
JULY 7, 2014**

- I. OPENING MEETING (MOMENT OF SILENCE/SERENITY PRAYER)
 II. ROLL CALL/RESIGNATIONS/VACANCIES (Quorum = 5)
(Term expiration dates in parenthesis next to each name)

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, A & G
CFO Alt	William S.	8/2015	P	Registration
Director	Dave A.	8/2015	P	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	P	
Director	Merle S.	02/2016	A	
Director	Jimmy G	07/2016		Elected at this meeting
Director	Jeff P	07/2016		Elected at this meeting
18-Host Chair	Jeff H	2014	P	Serenity Keepers
18 Host V-Chair	Dave H.	2014	P	Marathon
19 host chair	Karen W	2015	P	
19 Host V-chair				

- III. **OPEN FORUM** – Karen expressed being upset about bid process used in Virginia.
- IV. **MINUTES – CHANGES/APPROVAL** – The minutes from last month taken by Tom were inadvertently not saved and therefore there are no minutes as of now. Mike has notes from that meeting and will try to prepare something.
- V. **REPORTS:**

PRESIDENT / Tom K – Great convention. I have nothing to report.

VICE-PRES / Mike R. – I just wanted to thank and congratulate ECCNA 18 for a great convention. You worked hard and it showed. I wanted to congratulate NJ/PA on winning the bid for ECCNA 19 and I'm looking forward to it. In Loving Service, Mike.

CFO/ Rocco – No report submitted

Alt CFO / Will - I want to take a minute to thank Virginia for an awesome convention. It was one for the BOOKS and I'm already looking forward to ECCNA 19 in my home state.....With that said the only thing I have to report on is that we took in 2100.00\$ from ECCNA 19 deposit on full registration that's 42 people already committed to attending next year. I will be sitting in on NJ/PA first host committee meeting tomorrow to lend any support or any questions I might be able to...looking forward would serving with you all for 2015.

ECCNA 18 CHAIR/ Jeff H. – First of all, I want to thank all of you for your support for the ECCNA18. We registered 837 people total. Our subcommittees all did their job, and I am very happy at our turn out. There were two accidents that were reported. Tom K helped with the accident reports. We had two members that were unhappy with their room and asked for a refund. They attended the convention and did eat all the meals. I told them I needed the AB to approve the refund. I had communication with W&M and asked about our final bill. She said they were waiting on catering and final meal counts. We hope to see the final bill this month. We had two of our members that made one of the W&M staff very uncomfortable. This upset me. I took it on myself to send the staff some flowers for their great service. Our host committee will have a final meeting. As a committee we want to decide how to distribute the books. We will schedule after we find how many books we will have. Along with that business I have asked all subcommittees to write a final report to share their ESH. I would like to suggest that the 19th have a pre-registration offer to run up closer to their convention to give members the incentive to register early. Thanks again for everything. I loved every minute of this experience. ILS
Jeff H

ECCNA 18 VICE CHAIR/ Dave H. – No report

MAILING LIST/ Karen - I will be sending an email out this week (did 7.9.14) to the contacts I have listed from last year. I will request from them any necessary undate on the contact for their region. I will also talk to WSO and try to get an estimate on shipping charges so that we can make a closer estimate on the number of cases we have available.

INTERNAL GUIDELINES/ Dave A - A summary of recommendations:

Re: Setting Registration prices

- 1) ECCNA should advise potential bidders what prior costs have been and to avoid submitting bids > 3% (avg annual cost of living incr) over those amounts.
- 2) Board to vett bids for cost feasibility from Facility Fact Sheet and (so as not to elect a host that has a potentially excessive cost) and advise that potential bidder.
- 3) Final registration price per attendee will be at the discretion of the Board, with a suggestion of \$40.00 (4 basic texts) over cost.
- 4) my input>>> "cost" includes (among others) rooming, meals, facility use, day use, recreation use, security, parking, other costs per contract, and any registration package goods.

Re: setting Day Registration prices

1) To be decided by Board on a case by case (year by year) basis. To include costs of day use fees, additional facility fees incurred per estimated amount of day attendees.

Re: when to begin the sale of Day Registrations

1) Include on initial Registration Flyers.

I am not sure how (or who) this gets into the 'publishes' this to the site and to the official doc.

ECCNA 19 CHAIR/ Karen – Our first meeting is July 8. At this meeting we will discuss the pre registration flyer, and fill positions for the various sub committees. I will report next month on the decision that was made in regard to money that was raised this past year.

ECCNA 19 VICE CHAIR/ Dave A - First of all, I felt that Va did a phenomenal job this year. Thanks to their efforts, we had 42 onsite registrations for 19! Additional thanks go to Tom and Will for helping get up to speed quickly and efficiently, and to Jeff and Russ for helping us with load out of the remaining material. I do believe that the bid meeting agenda could have been handled differently, but I believe that I understand why it was done as it was. Looking forward, I do have a few questions I'd like to ask;

Why does the host committee need a PO Box?

And as Host Vice-Chair, does this preclude me from continuing as IG chair?

I have 100's of 17 and 18 reg pkgs,,, I am assuming that these are now ours to use? We counted 169 remaining from 18; we did not count those from 17. (yes these are going to be 19's)

Our treasurer has receipts for monies turned over to Rocco. Will was given original copies of registration forms; copies of which he will return to us. (yes)

I also have the leftover merch and the lighted sign. Karen has an inventory on a spreadsheet. At what prices do we sell these? (TBD)

I have the banners.

We need an insurance cert for our church meeting place. (use NJ's)

VI. NOMINATIONS/ELECTIONS: Jimmy G and Jeff P - Both elected without opposition

VII. OLD BUSINESS

- Old accounts – Jeff will try and get with Kevin and Rocco to close the old Chase account.
- 501c3 – Waiting on accountant to get forms to Tom, who will then sign and send in to IRS.
- IG – Motion was made and seconded to table the May IG recommendations until our next meeting. PASSED

- Secretary – We need someone to step up and be Secretary. As of next month, Tom or Mike will not do minutes

VIII. **NEW BUSINESS**

- Final Bill from college – Still waiting on it
- Accidents at convention – There were two accidents. Accident reports were filed and Tom sent info to insurance company.
- Refunds – Two individuals who had problems with rooms have requested refunds. Motion made to give them \$70 refunds. Motion failed 3-4-2 Motion made to give them a 20% discount on ECCNA 19. Motion Failed 3-4-1 Karen will prepare an e-mail to send to them
- ECCNA 19 Chair and V-Chair serving in other board capacities (Mailing List and Internal Guidelines) – Nobody expressed concerns about them specifically doing multiple duties as long as they are willing to do so.
- Motion: To offer a \$50 preregistration deposit for the next 30 days that will include a special gift to be determined by the host committee. **PASSED**
- Webinar Software – Jeff P stated that he might have access to webinar technology at some point in the near future and we might consider using it.
MWBR

Next Meeting: Aug 4, 2014 7:00pm