

ECCNA 20
Minutes- February 6, 2016

1. Meeting was opened with a moment of silence and the Serenity Prayer
2. 12 Traditions were read by Jason.
3. Roll call

<i>Position</i>	<i>Name</i>	<i>Email</i>	<i>Phone #</i>	
Chair	Victor H.	Samantha797@verizon.net	412-551-2605	P
Vice Chair	Den H.	Haggerty9@comcast.net	724-561-8851	Absent
Treasurer	Jim A.	Jalex56@verizon.net	412-889-4053	P
Vice Treasurer	Paul S.	Pauls87@verizon.net	724-683-5966	P
Secretary	Stephanie H.	s.hornick@comcast.net	412-216-0737	P
Vice Secretary	Jen E.	j.eshleman@yahoo.com	412-215-5122	Absent
Arts/Graphics	Dan L.	laffey@verizon.net	412-952-1103	P
Auction	Peggy K.	Peggy.kirich@gmail.com	412-977-9153	P
Conv. Info	Renee F.	Cricket.renee@gmail.com	412-855-6543	P
Entertainment/Fundraising	Rachelle Z.	rachellezeiler@yahoo.com	412-377-7996	P
Hospitality	Joel H.	Jhirsch5712@comcast.net	412-758-3423	P
Marathon	Laurie L.	becalmsmoke@gmail.com	724-622-9762	P
Merchandise	Jc C.	jim@atozqualityelectric.com	412-969-8433	P
Program	Steve D.	Stevdevlin61@comcast.net	412-400-2527	P
Tickets/Registration	Shari B.	Shari324@msn.com	412-913-6004	P
Serenity Keepers	Tom C.	Caughey74@yahoo.com	412-225-3078	P
Regional Liaison	George M.	gmoffatjr@verizon.net	412-951-8988	P

4. Quorum was set- 14 members
5. Secretary's report- Given by Stephanie- Minutes accepted
6. Chair's report- Given by Victor:
 - A group of members met with RMU at Yorktown Hall. Dennis is now the contact person for RMU. All RMU-related questions should be directed to Den.
 - Advisory Board info:
 - Budget was approved.
 - Clothing prices were approved: T-Shirts- \$12, Sweatshirts- \$22, mugs- \$7
 - Registration flyer was approved, with some changes
 - ECCNA 19 has items left over that they would like to give us. Since it is a considerable amount, Victor will need to take a truck to meet the ECCNA 19 folks and bring the items to Pittsburgh.

7. Subcommittee reports:

- a. **Arts & Graphics** – Written report submitted. Hospitality flyer, Subcommittee flyer, Registration flyer are all completed. Subcommittee changes were given to Dan, and flyer will be updated. Discussion ensued around the registration flyer, members thought that “No Children” should be moved to bottom of front page, and “Hosted by” should be moved to the top. Question arose about children: Are they permitted to be there during the day, but not overnight? Dennis will contact RMU for clarification. Registration flyers will be printed during the week of February 8th, and will be ready for Regional meeting on February 13, 2016. Copies will be made at Sir Speedy for \$290.
- b. **Auction** – Written report submitted. Thanks to Steve for bringing in donations for the auction. Peggy has gotten information from a few vendors. They are willing to submit bids. Enid O (from Maryland) contacted Peggy regarding auction, and items that she has to donate. Dan will get Johnny O’s contact info for Peggy. Victor will find out who the

jewelry vendors were for ECCNA 19. Question about vendors: Have they been given overnight accommodations in the past?

Motion: Jim A made a motion that no other clothing vendors should sell items at ECCNA 20. (Jewelry vendors are acceptable, just not clothing.) Motion accepted.

- c. **Convention Information**- Written report submitted. Renee needs a complete Area listing for all areas up and down the east coast. She has 22 tri-state addresses, and will send a letter, along with registration flyers. Shari will look and see if she can find the previous letter that was used, and will give it to Renee. Renee wanted to know if she could ask for auction donations in the letter. The committee agreed that this was fine. Steve will get a list of treatment centers and ¾ houses that should also be mailed flyers.
- d. **Entertainment & Fundraising** – Written report submitted. Dinosaur Dinner will be held April 8, 2016. Tickets are \$10 each. Budget for Dino Dinner was submitted with report. Murder Mystery will be held on May 6, 2016 at 6:00 PM at St. Peter’s Episcopal Church. Tickets are \$15. Plans for a talent show are pending. The E & T committee is trying to come up with additional fundraising activities that can occur during the talent show, such as a Chinese Auction, or Guess the Cleantime (keytags in a jar.) JC suggested they sell hot dogs, chips and a drink. Regarding activities at ECCNA 20: There is plenty of space in the cafeteria area for evening activities. Dennis will need to check with RMU to find out if we can sell snacks or drinks on site.

Motion: To have a dance at ECCNA 20 on Friday night, and comedy show on Saturday night. Motion passed.

- e. **Hospitality** – Written report submitted. Subcommittee will meet 3rd Saturday of each month after Just Do It group in Greenfield. George was given hospitality room flyer to take to Region.
- f. **Marathon** – Written report submitted. Laurie is researching prices for easels and poster board. Next meeting: Feb. 29th at 7PM.
- g. **Merchandise** – Written report submitted. Presale shirts and mugs will be printed in burgundy and white. At the convention, merchandise will also be printed in black and gold. JC submitted number of items that will be purchased, and prices. JC and his committee are willing to go to any events that occur prior to ECCNA to sell merchandise.

Motion: To give JC a check for merchandise order. Motion passed.

- h. **Programming** – After visiting Yorktown Hall, Steve feels that there is more than enough space to meet our needs. The only issue is that there is no space for the “History Guy” to set up and leave items in a locked room. Steve will speak to him about possibly bringing a sampling of items, instead of his whole collection. There is a great hospitality space, and the main meeting room is very big. Chairs are still a question mark. Once the students are gone for the semester, we will know how many chairs are on site, and how many we need to have delivered. Victor reminded Steve to put bid meeting and auction into program.
- i. **Registration** – Written report submitted. PO Box has been purchased. Shari has two vendors for registration packages, and will get 3 bids.

- j. **Serenity Keepers** – Written report submitted. First meeting was held, next meeting February 29th at 6:30 PM. Tom asked about subcommittee meeting times being put on Facebook.

8. Regional Liaison Report- George will take anything that we want distributed to the Areas. Registration flyers will be available for distribution. The next Regional meeting is February 13th.

9. AB Report- Written report submitted.

10. Treasurer's Report- Written report submitted. Non-profit checking account has been opened at PNC. All checks need to have two signatures. Signers are: Victor, Den, Stephanie, Paul, Jim (if necessary.) Current balance: \$1651.00. Proposed budget was also attached. Some subcommittee chairs had questions about why their budget had changed. Jim and Paul explained that budgets were adjusted based on last two year's needs. Victor assured everyone that if they needed money beyond their budget, it would be available (within reason.)

11. Old Business- all items were covered in subcommittee reports.

12. New Business

Question: Victor said that walk-ins have a certain time that they will need to leave the building. Dennis will check with RMU to find out if this is the case for the main floor as well, or only for the floors that contain dorm rooms?

Shari is willing to add subcommittee meeting times/locations/dates on ECCNA 20 Facebook site.

Victor will check with AB about need for cash boxes, cash registers.

Steve reminded Shari that there will be a cost for room keys that are not returned. She dealt with this last time, and will make sure that there is follow through to have all keys returned.

13. Next meeting- March 5, 2016 at 10:00 AM

14. Collection of \$43 was donated to the church

15. Meeting was closed with the Serenity Prayer.