

**East Coast Convention of Narcotics Anonymous
Advisory Board Minutes
April 6, 2015**

The meeting was opened at 7:05 p.m. by Jeff P. The meeting was held Conference Pro and was properly noticed. Minutes were recorded by Deanne F.

Roll Call/Resignations/Vacancies:

Position	Name	Term End Date		Liaison to:	
President	Jeff P.	7/2016	P	Site Liaison	
Vice-President	Victor H.	10/2015	P	Site Liaison	
Secretary	Deanne F.	10/2015	P	Auction	
CFO	Will S.	8/2015	P	Treasurer	
CFO Alt	OPEN				
Webmaster	Kim A.	11/2016	P	Webmaster	
Director	Enid O.	8/2016	P	Program	
Director	Jimmy G.	07/2016	A	Merchandise	
Director	Merle S.	2/2016	P	Entertainment	
Director	Mitch G	12/2016	P		
Director	Colleen C	03/2017	P		
Director					
19-Host Chair	Karen W.	2015	A		
19 Host V-Chair	Dave A.	08/2015	P	(IG)	

Others present:

A = Absent; V= Vacant; P=Present; R=Resigned; L= Late

Quorum met

Minutes: Motion to accept March minutes - passed: (Minutes can be posted to the website.) Kim asked about the attachments to that report. It was decided we will post the minutes as is and Deanne will send the attachments to Kim to integrate into those minutes.

Reports

AB President Report- Jeff P.:

I'm still in the process of obtaining insurance for the convention. I've received one bid and am awaiting one other. I should be receiving this other bid sometime this week and will forward the lower bid for payment. I'll then get an insurance certificate and send it to GCU so we can get their signature on the contract (that was the provision in the contract; their signature comes after receipt of the insurance).

I received our corporate non-profit tax returns a few weeks ago for the fiscal years ending September 30, 2012, 2013 and 2014. I sent them out to everyone and signed and mailed them to the IRS last week.

Over the course of the past month, we had voting on several items via e-mail. These were the results:

Main Speakers: 5 voted in favor of the host recommendations and one voted against one of those recommendations. Therefore, AB approval of the speakers was given to the host committee.

Photographer Bid: The bid from Quick Snap Photographers had 7 voting in favor with none opposed. Approval of the photographer was given to the host committee.

Taping Bid: The host committee recommendation of Com Pro Media received 7 votes and the other bid given from Hope 2 Go received 3 votes. Approval of the host committee recommendation was given to the host committee and I signed and sent the contract.

Alternative Merchandise Bid: The host committee recommendation of Golden Touch Designs had 10 in favor and none against. Approval of the host committee recommendation was given to the host committee.

At this point, it appears as if we won't have a bid for ECCNA 20 at this year's convention. I don't know of anyone who is looking to host the convention in 2016 but I do know that Connecticut people are looking into hosting again in 2017. Others might be as well. If that happens, we'll be faced with having to decide what to do with the excess materials we have. These items include the banners, merchandise, registration, auction and other items. I've contacted Danny M to see if he would hold the banners with the condition that if ECCNA was to dissolve due to lack of any future bids, he would get to keep them. I'm awaiting his response. Karen has stated that she could store the other items. As far as those things go, I have placed the issue in new business of tonight's agenda.

CFO Report- Will S.:

Hello all please see attached docs for AB account and Paypal Acct , TOTAL cash in banks as of today is **13,823.06** this amount reflects reimbursement for Annual filing for Jeff as well as our final installment of the 9,000.00 deposit to GCU, Last year this time total cash in banks was 21,522.85 just FYI.

	Summary Amt.
Beginning balance as of 03/02/2015	13584
Total credits	2023.61
Total debits	-192.56
Ending balance as of 04/05/2015	15809.34

Date	Description	Amount	Running Bal.
3/2/2015	Beginning balance as of 03/02/2015		13584
3/3/2015	PAYPAL DES:TRANSFER	1500	15084
3/12/2015	Check 1006	-192.56	14891.44
3/17/2015	Online Banking transfer from Checking	523.61	15415.05
4/5/2015	TRANSFER TO AB	394.29	15,809.34

PayPal Transaction -Mar 2, 2015 through Apr 5, 2015

Status Gross Fee Net

4/5/2015 Withdraw Funds to Bank Account: Bank USD -1,900.00 0.00 -1,900.00
Account

3/31/2015 Web Accept Payment Received: JOHN M USD 200.96 -6.13 194.83

3/26/2015 Web Accept Payment Received: Janet L USD 231.83 -7.02 224.81

3/24/2015 Web Accept Payment Received: Joel B USD 52.35 -1.82 50.53

3/20/2015 Web Accept Payment Received: roxanne D. USD 232.43 -7.04 225.39

3/19/2015 Web Accept Payment Received: George R USD 190.67 -5.83 184.84

3/18/2015 Web Accept Payment Received: Frank G USD 51.80 -1.80 50.00

3/18/2015 Web Accept Payment Received: Richard L USD 231.83 -7.02 224.81

3/15/2015 PayPal Here: SAMUEL H USD 15.42 -0.42 15.00

3/15/2015 Invoice Sent: noreply@here.paypal.com USD 15.42 0.00 15.42
ID: INV2-CTBN-MYAK-4SQW-CMF7
Paid

3/14/2015 Web Accept Payment Received: Debi A USD 401.92 -11.96 389.96

3/12/2015 Web Accept Payment Received: Gary D USD 231.83 -7.02 224.81

3/7/2015 Web Accept Payment Received: Sabrina J USD 51.80 -1.80 50.00

3/7/2015 Web Accept Payment Received: Lottie B USD 51.80 -1.80 50.00

3/2/2015 Withdraw Funds to Bank Account: Bank USD -1,500.00 0.00 -1,500.00
Account

CFO Alt Report: vacant position

ECCNA 19--Host Chair -Karen W. : (Given by Dave)

Committee Reports

Registration ~Karen and the treasurer met with the new registration person. We discussed how many dorm rooms were in each building as well as single rooms per building. Karen and she can possibly meet at the college on a Saturday. We will ask site contact to find out and bring it to tomorrow's meeting. I contacted the board president and asked how the dorm keys are handled.

Motions were made and passed to get 1000 wrist bands for registration (nontransferable). (~ \$20) and to have water bottles, buttons and magnets for our registration packet.

Water Bottle	4 Imprint	800	832
	Basic Stuff 4 U	800	960
	Marco	800	1216
Magnets	4 Imprint	800	146
	Basic Stuff 4 U	800	208
	Allen & Goel Marketing	800	220

Karen tried the button machine. We would like to order the materials needed for the buttons so that as soon as we get the graphics from Arts & Graphics I can start making the buttons. The cost of materials for 1,000 is \$200 with free shipping and will be further discussed tomorrow night.

We made and passed a motion that Naranon people register.

Arts & Graphics ~We motioned and passed to have Echodgraphics make our 5x7 banner for the Convention. **(\$71.50)**

Merchandising ~We have been selling merchandise at every speaker jam and convention. We are in the process of finding out a price for our first 100 registrant's special gift; a mug with our logo on it. We will be selling at the CPRCNA in April. Johnny is going to get a price on a jacket that has our logo embroidered to be raffled. He will come back with a price so we can make a motion.

We received several more merchandise bids. We are not sure how many outside vendors we would want or how many the AB will approve.

We are waiting for a third bid to submit. Bids I have for merchandise: Alex – 25% - Bandanas, Hats, Wearable, Jewelry, Cards, Book Bags, Etc. T-Sea – 25% - Cards, Blankets, Book Covers, Embroidered / Leather Products, Etc. Phoenix Recovery Gifts – 20% - Book Covers, Medallions, Etc. Recovery Ware – 25% - Jewelry Golden Touch Design – 25% - Jewelry, Key Chains, Leather Covers, Etc. – will donate 3 sterling silver pieces to the convention.

A motion was made and passed to have Golden Touch Design at out convention. We also have Serenity Shades approved.

Lori said that she would on the call tonight to address the location of the Florida merchandise and its' return. It's been in her possession and missing from the committee for the past 4 months.

F & E ~Mark has a tentative date for May 9, 2015 to have a Beach Party in Ventnor. A sign-up sheet went around for volunteering. Mark talked to the Comedian and his services are free and the Hypnotist is \$650.00. Mark made a motion to have the Comedian for free and the Hypnotist for \$650.00. Mark amended his motion to see if he can get Hypnotist to come down in price to \$500.00. Johnny will have the answer by the tomorrow night.

Auction ~We received 4 mugs and 2 t-shirts from Texas last week. We also talked to programming about where the Auction will be held and at what time. We discussed 2:00 pm on Saturday as the Auction time and opening the doors at 12:30pm or 1pm prior to the Auction. In discussions w programming for some feedback on the Auction time. I plan to attend our next walk through at the college to see the room that we plan to hold the Auction in.

Hospitality ~We have 2 cases of Citavo Columbian coffee coming. 96/2oz. bags/case. It says each bag makes a gallon. We've started stock piling IW muffins and Danish, lb. cake, brownies, apple pies. We've got a case of the Brookside chocolate covered Acai berries in the 3oz. bags. Also a case of small snack size bags of flavored Craisins. We're working on getting a case of bananas and apples donated. The hospitality room is in the casino building, I'm guessing the hosp room should be open from the time the 1st meeting starts until it ends (TBD)? If so, we'll work on lining up people to volunteer to hang out in that room while it's open. We have 4 of the games mounted. We will pick up some additional board games, Checkers, Chess, and Monopoly. We are making signs and will advise on what signs have to be made. (To be discussed tomorrow)

Programming ~The Program Sub-Committee has discussed the times & frequency of the workshops and has developed a tentative meeting log, we will adjust as needed. On March 29th we will begin to put topics to time slots then fit in speakers accordingly. Our program will display the diversity of our fellowship. Each meeting will consist of a male & a female which will be of different ethnicities. The AB has approved of our (3) main speakers & taper. All main speakers & taper have been notified. The program committee is still seeking volunteers for chair people. Programming needs 6 Readings for each Meeting.

A motion was made and passed to take money from our budget to pay for room and meals for our Saturday Night Speaker. (~\$150 cost)

Arguments: We are under budget on reg ~\$1000, A&G ~\$200 and H&H (800 budget) = < \$1500 under minimum. Others in our mid-atlantic community (A Region in Fla follow this practice as well) fund all of the main speakers, we want to fund the stay for the sat spkr.

Website~

*The Auction Site- <http://www.eccna19.info/auction.html>

* Facebook Site- <https://www.facebook.com/groups/520418404672923/>

Marathon ~Nothing new to report but would like to know how late into the morning does the Marathon meeting run. Kevin W. said about 7:30-8a.m. (11p.m.-8a.m.)

Site Liaison ~Position open

Serenity Keepers ~ Position open (candidate from SK committee to show up tomorrow night for election)

CI ~has been collecting the list of jails and prisons in our collective area. They have received from EPARNA's RD the list of every facility in PA; we just have to pull out the facilities within our zip codes. They received the contact info for the person that oversees D&A programs for PA DOC. They also found the list of state facilities for New Jersey and I think an email address for info on county facilities.

Q's from Jeff;

What's the status of the Merchandise Vendor? Has that been decided yet? We made a motion to have Golden Touch Design at our convention, the motion **Passed**

What about the registration/merchandise hours? (TBD tomorrow,, What were they last year)

Recommendation for Thursday/Sunday room pricing? >> K was going to suggest that the Thursday night fee be figured by: average package fee (\$200) - meals (\$75) - basic registration (\$30) divided by 2 and I come up with \$50. We don't know yet about Sunday night; that is something that we will have to ask during the site visit. There is an online committee vote/poll occurring now for Thursday night @ \$50.

>>>will review the results of the poll tomorrow night

Re asking host members if any of them are planning on staying at GCU on Thursday night, I will ask at our meeting tomorrow night,

ECCNA 19 Vice-Chair report- Dave A.: No Report

Website – Kim A.:

I have a question about the minutes that get approved and posted on the website. Shouldn't all the reports be included/attached to the secretary's notes and be included as part of the minutes?

- I put the January and February AB minutes put up on website.
- I will put up the updated registration flyer as soon as I have it.
- Do I need to put the tax returns up in the private area, too?
- The IG is now in the password protected area of the website.
- I added the box on the webstore as requested: [Full Packages includes meals, lodging, registration and all events. Prices for the double and triple are per person \(single has one bed in room, double has two beds and triple has two beds and a cot\).](#)
- I updated the registration chair info in the appropriate areas.
- I submitted my votes on the speaker selection and other items that needed my votes.

I am concerned with the reality that one board member quit during our last board meeting, another potential board member's second thoughts caused him to withdraw his application, the Chair stated his desire to quit, and a newly elected Board Member also privately expressed her misgivings about her decision to join the board.

In the spirit of unity and personal responsibility I just want to state that the antagonism displayed by one Board Member toward another during that meeting did not go unnoticed and made serving on this committee nearly intolerable. It is clear we are all passionate about this convention. I am hoping that moving forward we can all remember we have a policy which was put in place by group conscience and that's what it would take to change it. We are all responsible to the commitments we made. We are also responsible to uphold the traditions and the concepts. With those things in mind, we do not have the authority to exert any personal agendas or control over one another. We hold our "leaders" to a higher standard of behavior than was exhibited that night. Service, to me, implies a state of humility that can't be maintained if I am justifying and rationalizing defective behaviors.

Moving forward, please know that I, too, won't continue to participate as a Board Member on the ECCNA if the tone of last month's meeting becomes the norm. We have a responsibility to be the change we wish to see in the world. JFT I choose to concentrate my service efforts in places and ways that enhance my recovery and allow me to be useful to this fellowship and the addict yet to come.

Mailing List- Merle S.:

I have provided the host committee with addresses for facilities throughout Pennsylvania over the past two months. I had a conversation with last year's host committee chair, but was unable to provide the information he was seeking. Nothing else to report at this time.

Internal Guidelines: Dave A.: No Report – Question was asked if there were any additional

Liaison Reports:

Enid - Program Sub-Committee mtg was held Sunday, March 15. Chair Kevin confirmed AB approval of selected Main Speakers and taper. Sub-Committee members developed rough draft program with room designations, times, and some proposed topics. This was submitted to AB for insurance purposes. The sub-committee will continue to work on ideas for workshops. Next Program sub-committee mtg is scheduled for Sunday, April 26

Nominations / Elections

None

Open Forum:

OLD BUSINESS:

NEW BUSINESS:

Merchandise Vendor – To be discussed by host committee tomorrow night. AB will vote via e-mail after host recommendation.

Thursday/Sunday Room Pricing – Motion was made for \$50 rate for Thursday night room. It was then changed to \$40, seconded and passed unanimously. Kim will put this on the webstore.

Saturday Night Speaker – Motion was made to give the Saturday night speaker free room and meals. Motion was not seconded and therefore, died.

Hours of Operation for Registration and Merchandise – To be discussed by host committee tomorrow night. AB will vote via e-mail after host recommendation.

Accepting Registrations for ECCNA 20 – Motion was made, seconded and passed unanimously to accept registration deposits of \$50 for ECCNA 20 at ECCNA 19 with a note that this will be reimbursed should there be no ECCNA 20 by 2017 as well as a box on the form for anyone wishing to donate those funds to ECCNA instead of getting a reimbursement.

What to do with leftover items after ECCNA 19 – It was decided to table this issue to next month to allow board members to think about options for the best way to handle this.

Who is coming to ECCNA 19? – Jeff, Will and Mitch arriving Thursday; Victor, Enid and Dave coming Friday; Deanne and Kim not sure if they'll be attending and Colleen not attending.

Golf Carts – Motion for \$500 for two golf carts made, seconded and passed unanimously

Saturday Night Speaker (part 2) – Motion was made to give the Saturday night speaker a free room. Motion was not seconded and therefore, died.

Meeting adjourned at 8:25 PM in plenty of time for the National Championship Basketball game!!

Next meeting is on May 4th, 2015.