

**East Coast Convention of Narcotics Anonymous, Inc.
Advisory Board Meeting Minutes
March 4, 2019**

I. OPEN MEETING

Meeting opened with moment of silence and serenity prayer by Vic H. The meeting was held via Zoom and was properly noticed. Minutes were recorded by Tom K.

II. ROLL CALL/RESIGNATIONS/VACANCIES

Position	Name	State	Term End Date	Roll Call
President	Victor H.	PA	07/2020	P
Vice-President	Elizabeth E.	CT	06/2019	P
Secretary	Lisa S.	GA	06/2020	A
CFO	Paul S.	PA	06/2019	P
CFO Alt	John A.	PA	06/2019	P
Webmaster	Kim A.	VA	07/2020	P
Director	Dave A.	NJ	12/2019	P
Director	Michael R.	GA	07/2020	A
Director	Kevin D.	FL	08/2019	P
Director	John F.	OH	07/2020	P
Director	Jimmy G.	GA	08/2020	P
Director	Wilvena G.	NY	01/2021	P
ECCNA 23	Tom K.	FL	Host Chair	P
ECCNA 23	Gen W.	FL	V-Chair	P

III. OPEN FORUM – Jimmy has a committee member asking why there are not any pics from last years convention. Tom and Jimmy will send Kim some pics. Kevin wants the new logo posted

IV. MINUTES – Motion to accept. Approved

V. REPORTS:

President Report – Vic H. No report

Vice-President Report – Elizabeth E. No report

CFO Report – Paul S.

PNC – AB Checking
Beg Bal. \$10,514.28

+Deposits	2,953.95	
-Checks	(500.00)	
End Bal		12,968.23
PNC – Host Checking		
Beg Bal.	2,207.44	
+Deposits	4,030.00	
-Checks	(1,880.00)	
End Bal		4,357.44
Total		\$ 17,325.67

ECCNA 23

Registration Deposits at ECCNA 22	\$3,150.00	
Registration at ECCNA 22 – Payoffs	1,292.67	
Registration after ECCNA 22	4,315.60	
ECCNA 23 Fundraising – Bid T Shirts	244.72	
ECCNA 23 Fundraising – Tee shirts (net)	864.21	
ECCNA 23 Fundraising – Halloween Raffle	206.00	
ECCNA 23 Chili Cook-Off Raffle	317.00	
Virginia Fundraiser	1,028.00	
Unity Day Fundraiser	427.00	
Tri-State Fundraiser	2,129.00	
Fishing Charter Fundraiser (net)	420.00	
Superbowl Fundraiser (net)	300.00	
Raffle & Donations	<u>891.11</u>	
Gulf Coast Univ – Payment	(3,267.83)	
Net ECCNA 23 Activity	\$12 317.48	
Seed Money	5,000.00	
Total ECCNA 23 Funds		(17,317.48)
Excess funds not spent		\$

8.19

Tax bill of \$365 was paid from PNC – AB – not charged to Host
 \$65 Florida State Registration Fee is due and will be paid with Annual Filing

NOTES:

PNC -AB: 5 new Full Paid Registrations and 2 Mug Deposits New Registrations transferred from Square. 9 10% Discount Registrations paid in full and 4 Mug Deposits paid in full. Two Day registrations paid in full. And.98 cents in donations.

PNC-Host: See Host committee report.

ECCNA 23 Preregistrations: FULL: We started this month with 87 and added 7 from Square for 94 DAY Registrations. Started with 5 and added 2 for 7 paid.

2017 Tax Return – Tax return signed and check sent to CPA. Return and check were returned via mail, new ones sent and CPA acknowledged receipt. Waiting for notice of filing and acceptance from IRS.

Basic texts to New England Region were returned to NAWS. Pam alerted me, but couldn't deal with it now. Elizabeth provided a phone and email for the New England contact and we will try again. NAWS is going to want paid for

additional shipping costs to and fro. Originally was billed at \$54.43 for one way. I am guessing it's a total of \$108.86. Per above we have excess funds of \$108.86. Email sent to Pam, awaiting instructions.

Outstanding Items:

- Memory stick received from Jeff.
- Review and update financial procedures for ECCNA23 – Meet Saturday Jan 12 with Victor and John A. We made good progress on this and will need one additional meeting to finalize. One with less detail to be shared with the relevant Host Committee Chairs, another with full detail to be shared with Host Chair and Treasurer. NEEDS ACTION ON MY PART. I Will send this out to you all for review this month.
- Continue my learning of Quick books – Need to set up another meeting with John A and review procedures.
- Follow up with CPA if not heard from in a week.

Webmaster – Kim A. Wants to know how to get the registrations paid for on the web. Will put up pics and logo when received Thanks

ECCNA 23 Host Chair Report – Tom K.

All is good in Fort Myers. We had a great turnout for the Fishing trip, Brought in \$850.00, Regional event brought in another \$500.00. We have another fundraiser planned for March 30th (Glow Party) and April 6th (Tye Dye), We are over 100 registrations now and have had a lot of communication with out of towners. We would like to ask for a hundred dollar budget increase for the golf carts. Everything else is good.

ECCNA 23 Host Vice Chair Report – Gen W. No report broken arm.

VI. NOMINATIONS/ELECTIONS ---- Chantelle J submitted a resume two months ago. She was invited to attend the zoom meeting last night but did not sign on to the meeting. Victor left her a message with no call back. No further action needed at this time.

VII. OLD BUSINESS

1. Financial guidelines ----Still being worked on
2. Geographic boundaries – No action needed

VII. NEW BUSINESS

1. What email address to use for the Org. (CFO), what mailing address to use for the Org. (Tom)
2. Motion to set cost for Thursday and Sunday night @ \$50.00, No opposition

VIII. NEXT MEETING

- Next meeting will be on April 1 @ 7pm.

IX. MEETING CLOSED