

**East Coast Convention of Narcotics Anonymous
Host Committee
December 1, 2018**

The meeting was opened at 10:00 am by Gen W. – Minutes recorded by Patty & Andrea

Roll Call/Resignations/Vacancies:

Position	Name			Notes:
Chair	Tom K	A	2	Represented
Vice-Chair	Gen W	P	2	
Secretary	Andrea R	L		Tardy
Treasurer	Bob C	P		
College Liaison	Dale H	P	1	
Arts & Graphics	Patty K	P		
Auction	Steve H.	L		
Convention Info	Annette B.	P		
Entertainment	Ashley H	P		
Hospitality	Jay C	A	2	
Marathon	James M.	P	1	
Merchandise	Shelly L	A	1	
Programming	Barry G	A	1	Represented
Registration	Kevin D.	P		
Serenity Keepers	Dan F.	P		Represented by Bill K.

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

Quorum met = YES

Open Forum: Gen opened the meeting at 10:00am. Programming is requesting a list of those that had pre-registered in Valdosta to assist in speaker lineup for convention.

Minutes: October minutes were APPROVED

Reports

Chair Report-

Good morning, Sorry I am not present, I am attending a funeral this Am. Based on our meeting last month and the AB meeting we should have

registration pricing and day registrations finalized. The Virginia Region held a Fund raiser and Ashley will have that info in her report. Next week Pittsburgh will be having a fundraiser as well. Ashley and I are working on a Super Bowl party. More will be determined tomorrow night. There was additional information brought up about the vendor we sent to the AB for approval. Shelly will discuss this in her report. We really need to push the fishing tickets, this event will be here before we know it. I would also like to ask the AB for a full registration package to raffle off, always a big fund provider. We also should come up with the specialty item for pre-registration soon. That's all I have. Thanks

ISS Tom

Vice-Chair Report-

Nothing new to report.

Treasurer-

***ECCNA TREASURER'S REPORT
10/27/2018 thru 12/1 2018***

Opening Balance \$1,721.30

Income

10/27/2018	\$1,400.00	sold 14 tickets for fishing fundraiser
11/13/2018	\$ 206.00	Halloween Raffle
SUB TOTAL	\$1,606.00	

Expenses

11/5/2018	(\$1,000.00)	Transferred to AB account
SUB TOTAL	(\$1,000.00)	

NEW BALANCE \$2,327.30

ECCNA Budget Report

ADMIN	ARTS &	AUCTION	CONV	ENT &	HOSP	MERCH	PROGRM	REGIS	SERENE
HOST	GRAPH		INFO	FUND	ITALITY			TRATION	KEEPRS

	\$1,886.00	\$ 300.00	\$ 150.00	\$ 400.00	\$2,250.00	\$ 900.00	\$3,650.00	\$ 650.00	\$2,070.00	\$ 375.00
JUNE										
JULY										
AUG	\$ 72.77						\$ 601.00			
SEPT										
OCT					\$1,000.00		\$ 656.93			
NOV										
DEC										
JAN										
FEB										
MAR										
APRIL										
MAY										
JUNE										
BAL	\$1,813.23	\$ 300.00	\$ 150.00	\$ 400.00	\$1,250.00	\$ 900.00	\$2,392.07	\$ 650.00	\$2,070.00	\$ 375.00

Sub-Committee Reports

College---- No report

Arts & Graphics—

T-shirts were ordered and picked up November 7th. They were a great success as all were sold and I have turned in \$1080 to our treasurer.

We still are open to receive any art work from the fellowship as we may need another pre-convention shirt run and then the actual theme and artwork for the convention.

Today we need to choose yet another art and theme design for pre-convention. The vendor I recommend should be Heavenly D'Zines as we have thus far had good results with the last two orders. Not sure that this order will be done prior to the holidays for gift giving but I will try.

Our next meeting we should be choosing our actual theme to work with for the convention. As we have discussed before, we can build on what we have already used or something completely different. If anyone has any thoughts on this I am always available to develop those ideas.

ILS Patty K

Auction—

Good morning last month I only received one bag of shirts, so guys spread the word , if you know someone that would like to Donate any NA stuff please grab it or call me or Jon B. Remember more stuff more books .

ILS Steve H. 239-823-9332

Convention Information---

Letters have been drafted to be sent to treatment centers and list of treatment centers is being compiled. Day registration has been approved by area board and we will meet this month to get letters finalized to go out in February. Waiting on flyers to be updated so we can print out hard copies to send out specifically to local area home groups.

In loving service,

Annette B

Entertainment---

Sold 1 more Fishing Trip Ticket for \$100.00 last month and we've moved the fishing trip to February 24th. Tommy wants to have a Super Bowl Party and we're looking to find a space.

Thanks for letting me serve, Ashley

Hospitality--- No report

Merchandise-----

Committee didn't meet this month and nothing new to report.

Programming---

Hello all,

We have not met since the last committee meeting and do not have anything to report at this time, as there has not been much work to do yet. We will be meeting on December 6.

Thank you,

Programming Subcommittee

Registration---

Status: 11/30/18

63 pre-registrations deposits from Valdosta

18 pre-registrations deposits from Square

1 paid in full registration from Square

0 prepayment completions from Square

Tasks:

1. Design a registration flyer – Coordinating with Arts & Graphics
2. Registration flyer distributed to all Regions/NA.org on the East Coast – List ready, Awaiting flyer
3. Do a direct mailing to NA members listed on attendance rosters – waiting on 165.00 button on square for those that have paid 50.00 deposit
4. Assembling the registration packet 3 bids – Pending graphics
 - a. Proposal #1 is to avoid grandiosity & expense - toys/plastic bags
 - i. Perhaps just magnet and pen tucked in enclosure
 - b. Proposal #2 durable enclosure type badge holder that does not flip/spin (neck wallets)
 - c. Proposal #3 large print, easy to read schedule

- d. Proposal #4 limit packets to 400
- 5. Registration hours – Proposed: Fri 2-10p; Sat 8a-10p; Sun 8-10a (ttl 24hrs) 2hrshifts
- 6. Registration committee – Jeff P (vice chair), April D, Matt S – pending G
- 7. Registration logistics
 - a. Cash register - Rental: American Metro 110 per or buy 85.00 per Casio PCR-T273 Electronic Cash Register; 79.00 Casio SEG1SC Thermal Print Cash Register, 999 LookUps
 - b. Square –
 - i. iPad to be tested
 - ii. Patty has swipes
 - iii. Login needed
 - c. Logs – Jeff P
- 8. Newsletter
 - a. Activity – waiting on 165.00 button on Square for those that have paid 50.00 deposit

Yours,

Kevin D.

Serenity Keepers— No Report

Nominations / Elections:

All positions filled

OLD BUSINESS:

1. Voted to use cash registers and Square Readers at the convention.
2. Asked the AB for guidance on pricing for the “Daytripper Pass” and full registration-hoping to keep “Daytripper Pass” at \$20 and set special package pricing for multiple purchased registrations.
3. Special Mugs

NEW BUSINESS:

1. We got the Square Readers and we voted to get 2 cash registers.
2. Came up with final price of \$215 for full registration.
3. Voted to order 144 mugs- The first 144 to pay-in-full will receive a special mug.
4. Need to decide on a date to close pre-registration and figure out when we will need registrations to be paid by. It was suggested deposits end 4/1 and all registrations to be paid-in-full by 5/1- We decided to table until next month.
5. There are 200 beds included in budget- what is the cut-off date to LOWER beds if needed?
6. Need to vote on logo and theme for convention.

Meeting closed at 11:15pm

Next Meeting: January 5, 2018