

**EAST COAST CONVENTION
HOST COMMITTEE MEETING
AGENDA – April 14, 2018**

- 1) **Opening Serenity Prayer**
- 2) **Twelve Traditions-** read by Charlotte E.
- 3) **Roll Call/Quorum (One more than half of the previous meeting attendance)-** see attendance
- 4) **Open Forum**
 - a. The importance of attendance was discussed.
 - b. *The next two meetings are MANDATORY.*
 - c. The dismissal policy was read out loud. If a Subcommittee chair misses two consecutive meetings without notifying the Chair or Vice Chair then that position can be voted in with someone else.
 - d. All Vice Chairs and Subcommittee Chairs should be communicating weekly at this point.
- 5) **Chair Report-**see report.
- 6) **Vice Chair Report-**He received a check from Piedmont for \$304. Jimmy will be absent next month.
- 7) **Treasurer Report-** see report.
- 8) **Site Liaison Report-** no report
- 9) **Subcommittee Chair Reports:** All subcommittees were reminded of their individual budgets
 - **Arts and Graphics-**report by Frank S. Two Banners with logos are purchased; one to hang and one to auction. 4x5 feet. \$85.00. If you want flyers made it is your responsibility to get those to Frank S as he cannot take responsibility to know what you need.
 - **Auction-** see report by Brain G.
 - **Convention Information-** see report Frank J.
 - **Entertainment and Fundraising-** see reports.
 - **Hospitality –** see report.
 - **Merchandise-** report by Steven S. He orders tee-shirts (#144), mugs, and hoodies for \$1537 + tax. He now has a vice chair, Peter V. See New Business; if there is enough left over monies in the budget then zip up jackets will be ordered.
 - **Programming-** see report
 - **Registration-** see report.
 - **Serenity Keeper-** see report.
- 10) **Nominations/Elections**
 - **Alternate Treasurer (4 years clean time requirement)-** no interest today
 - **Arts & Graphics Vice Chair**
 - **Convention Information Vice Chair-** no interest today
 - **Merchandise Vice Chair-** filled by Peter V.
- 11) **Old Business**
 - **College Contract –** see attached information sheet with basic information

- **Speaker Proposal**

- Friday night: Charles K.
- Saturday night: Tonya J. 27 years clean
- Sunday morning: Jeff H. "Spirit of Recovery"

12) New Business

- a. Motion was passed that if there is remaining money in the merchandise budget to purchase zip up lightweight jackets then that will be done.
- b. **DJ Quote:** We want to use the same guy from last year who is available to us, but we need to formally get two more quotes to satisfy the Board of Directors request. A quote is attached.
- c. **Merchandise and Registration Hours**
 - Friday: 9am-5pm, 9:30pm-11pm
 - Saturday: same
 - Sunday: 9am-12pm
 - Hospitality Hours: 9am-11pm

13) Announcements

14) **Next Meeting** – Saturday, May 12, Time: TBA

15) **Closing Serenity Prayer**

East Coast Convention 22
Host Chair Report
April 14, 2018

Hey family. It's good to be back with all of you today. I have been very busy working with several of the subcommittee's and getting things in place for the convention. We finally got a contract from the University Center and that has been forwarded to the board. They have approved the contract pending a few changes. We are waiting on those to come back now. I also had a very lengthy conversation with the coordinator at the college and have some information to share with you all today.

I was able to work with merchandise and registration on getting their orders placed. They will fill you in during their report. As most of you know we met today to work on the auction items and getting those sorted. I also had a meeting with the programming committee to help finalize the program. Unfortunately, I didn't get to meet with all the subcommittees over this past month. My plan is to start working closely with hospitality, entertainment fundraising, convention information and the serenity keepers over the next month.

We had an amazing fundraiser last Saturday. Good food, good fun, good fellowship. The Q & A panel meeting went great!! I was so happy to see such a great turnout up in Jefferson, GA and we had several volunteers from my home group helping. Great times! Thanks to Rosemary and Christy for all their hard work!

Our next meeting will be on May 12th in Valdosta. I'm hoping the local Home Group there can host us again for our meeting. I am still waiting on a time for the walkthrough. It is imperative that everyone attend the rest of the meetings from here until the convention. We only have 2 left! Time seems to be going by fast now. It will be here before we know it.

Please let me know if you have any questions.

In Loving Service,
Lisa S.
Host Chair

East Coast Convention 22
Treasurer Report
April 14, 2018

Hi Family,

Since our last meeting, I have not received any expenses against budgets. I am asking that each chair keep all receipts for reimbursements, and feel free to call, email or text me if monies are needed for your committees.

Admin Fundraiser 04/07/2018

Fundraising: 1155.00

Merchandise: 15.00

Total: \$1155.00

Deposits:

1/23/2017

Donation \$55.00

Registration \$195.00

Fundraising \$418.00

2/6/2018

Registration \$125.50

Total Deposits: \$793.50

Expenses:

Check 1507 Lisa Sparks \$251.40 Hotel Rm SPIK reimbursement

Check 1508 Elizabeth Hill \$113.50 Refund

Total Expenses \$121.80

I don't receive a bank statement, but the CFO sends in a report for the board meeting, and that is sent to me. I have attached Jeff's report from the board, reflecting our total balances for both accounts, totaling \$25,127.12

ILS,

Christy

**East Coast Convention 22
Treasurer Report
April 14, 2018
CFO REPORT**

APRIL 2, 2018

AB Account - Checking

Beginning Balance - \$ 16,767.12

Deposits 3,935.83 Mar 5–Apr 2 from Square: Full Package 12@195=\$2,340;
Reg Payoff (10% discount) 2=\$251; Reg Payoff (Mug)
4=\$580; Reg Deposits 7 @50=\$350; 5-mo plan 1=\$39;
Thursday night room 5@35=\$175; 4-mo plan 1=\$48.75
Fundraising = \$109.50; Merch= \$45; less sq fee (\$2.42)

29.95 3/06 Reverse Bank Charge
4,394.22 4/02 Transfer from Host Account

Expenses 0.00

Ending Balance - \$ 25,127.12

Paypal Account

Beginning Balance - \$ 305.80

Funds Received \$

Transfers: \$

Ending Balance \$ 305.80

Host Account – Checking

Beginning Balance \$ 4,422.22

Deposits 972.00 3/15 Pre-Reg (mug) paid in full (\$145); Merch \$60
Fundraising \$767

Expenses (4394.22) 4/02 Transfer to AB account

Ending Balance \$ 1,000.00

Total Cash in Banks \$ 26,432.92

Currently, we have 42 full-package registrations paid in full, 51 registration deposits, and two on payment plans. If all deposits and payment plans pay in full, that would be 95 staying on campus. We had one payment plan that has requested a refund and that payment plan has already been removed from the numbers noted previously. At this point last year we had 54. We had 95 at this point for ECCNA 19. The only time we've had more was 100 for ECCNA 17. We also have one day registration and 14 Thursday night rooms.
ILS, Jeff

ECCNA 22- Auction Committee – April 2018

We have taken our inventory so far for most things and am looking forward to packing packages and moving it on to Lisa's

Mom's porch if we can get most or all of it packed that day. GRCNA donated more as well as others and we are very grateful. Forgive me if I have gotten picky with inventory but I have never had to inventory auction items before. They were simply items to the side of new merchandise that needed to be

Inventoried in bulk as opposed to mostly one of each here. I still have no denim jackets donated but after today hopefully will be able to inventory our packages to let people get a program of what is being auctioned also be able to look at auction items that Saturday for one hour at convention, and then lock room back up for dinner. After that, our Auction should be at 6/23/2018 around 10 pm and I have numbers for people to pick up as they come in for bidding. We will make programs to list what is being auctioned in sets as in ECCNA before. I will talk to Steve again soon as I talked to him last month to make sure he is ready for auction in June and this type of layout of this one.

Thanks to you all, for all of your help!!! ILS Brian G

Brian G [REDACTED] (478)957-5988

Mike S [REDACTED] (478)297-9647

ECCNA 22 Agenda for 4/14/2018

FRANK JONES JR [REDACTED] [REDACTED]
[REDACTED] [REDACTED]

Hello,

I advised Lisa and some others that I am on a sponsorship retreat this weekend. I had planned on going to this monthly meeting but could not pass up opportunity to benefit my recovery.

For Convention Information I do not have much to report other than wanting to make as much use of time remaining before June 22nd to continue contacting as many areas and nearby regions with registration and other info. Also will work this month at contacting hospitals and institutions in Valdosta as well as visit locations when in Valdosta in May.

Mike R had agreed to represent me at this month's meeting and can address questions and concerns as Information Co Chair.

Sincerely,

Frank Jones

FUNDRAISING & ENTERTAINMENT REPORTS

14 April 2018

Greetings!

What a great fundraiser we had in March although we only had about forty people to show up all day, it went well, and we raised 330.00 and had an amazing recovery experience by all. Our speakers carried a clear message and we had fun at the auction and the cake walk. We owe the group (It's in the Book) 25.00 for the cost of their facility

We have received bids for the comedian and the DJ and have attached them as the ones selected for the convention. We would like to host a scavenger hunt and to put two puzzles in the hospitality suite; one of the puzzles will have the ECCNA 22 Georgia Logo and the other to have the principles of service that we have on our pre-convention shirts. The puzzles can be purchased at Walmart for fourteen dollars and change with tax, turnaround time of 5-8 days from being ordered. We have the option of auctioning off the finished product or we can have each person who works on the puzzle put their name in a pot and once the puzzle is complete have a drawing.

We are looking at ideas for prizes for the scavenger hunt (maybe one of the puzzles).

There were other fundraisers that were held in March as well as in April and those reports are forthcoming by other committee members.

ILS,

Medina H.

rosemary peek [REDACTED]
To: Charlotte [REDACTED]

Hey, here ya go. I would like to add that in Madinas report it says the group needs 50 for reimbursement but it should be 25.

My report is:

I am so excited about how well our North GA fundraisers did. The raffle fundraiser raised just over 1000. The winner was Wayne g. And the room and registration has been placed in his name. The dinner fundraiser went well 1155 was raised.

As far as entertainment, we are going to look in to cornhole tournaments and a "dancing though the ages" dance on Friday or Sat, along with the stuff mentioned in Medinas report.

HOSPITALITY REPORT

April 14, 2018

Good morning,

We have one place that checks out for the popcorn rental Dexter Sharper Party Rentals. The other rental places in Valdosta, GA. Dexter will have a bid for me next week. The fundraiser was a success re raised 330.00 plus. There were no registrations completed because we did not have paper ones which would have worked better for the crowd attending the fundraiser vs. using paypal or other sources for registering. We have registration circulating as we speak. There is an So GA Area event today and hopefully there will registration on hand. So far we have about 20 people signed up for hospitality in So GA Area, some people in Columbus, GA, Atlanta, GA and Macon, GA which should total around 35 at this time. I am sure the list will grow. Sent a sign up sheet at the event for hospitality and Serenity Keeper no one signed up. There were six people at the fundraiser on the HC. We have the games and posters ready. Ashley has vendors for the coffee. Lisa is going to work Land and me later on regarding hospitality needs. I started a new work schedule and at the end and working on getting a balance.

In loving Service,

Johnnie

PROGRAM COMM

4-7-18

ALL MOST THERE
WE HAVE FINALIZED THE PROGRAM.
WE HAVE SET THE TIME FOR MEETINGS
AND THE TOPICS. WE HAVE ALSO SET OUR
MAIN SPEAKERS, ONCE THE BOARD HAS
APPROVED THEM WE WILL NOTIFY THEM.
THERE WILL BE 17 WORKSHOPS, WITH 2
SPEAKERS PER WORKSHOP. WE ALSO HAVE
A HISTORY PANEL MEETING ALONG WITH OUR
3 MAIN SPEAKERS. WE WILL NEED VOLUNTEERS
FROM HOME GROUPS OR SPONSORS TO CHAIR
THE WORKSHOPS (17 PEOPLE TOTAL). THIS WEEK
WE WILL BEGAN PLACING SPEAKERS WITH
A TIME AND TOPIC. I HAVE BEEN ASKING
FOR HELP WITH SPEAKERS FOR 3 MONTHS
NOW AND BRIAN HAS BEEN MY ONLY HELP
IN SUGGESTING SPEAKERS. WE ARE MOVING
RIGHT ALONG, SO BY NEXT MEETING EVERY
THING SHOULD BE SET.

IN LOVING SERVICE

MICHAEL R

Registration Report

Sherry [REDACTED]

Cc: Me [REDACTED]

Hi ECCNA Family,

We currently had 47 pre-pre, with 4 of those cxld, and 15 paid in full.

We have 49 pre-reg, with 29 paid in full.

This equals total of 92 ppl.

2 additional with payment plan = 94

We also have 1 day pass.

We do have 15 paid for Thursday night.

Registration packet items are approved and hope to get proofs soon.

Pre-Reg specialty mug are approved and look awesome!

Received 200 lanyards left over from prior year and will use them this year. This reduces # of lanyards needed for purchase to get to requirements.

Upcoming Tasks to complete:

1. Send eblast to providing links for payoff amounts to those who have paid deposits.
2. Call all registered attendees for dorm requests.
3. Pick up Registration Packet items and stuff packets.
4. Encourage additional registrations, deadline was extended to May 7th to receive specialty mug.
5. Use database of paid registrants to send announcements. Will work with Rosemary for events at convention.
6. Will work on registration signage needed and get it to Frank.
7. Create onsite 2018 registration form, that includes day pass and meal tickets.
8. Create pre-pre registration form for next years Convention to allow onsite 2019 registration
9. Finalize spreadsheet for dorm assignments
10. Determine actual registration hours onsite with assigned hours allotted for registration committee members.
11. Newcomer - Romer knows of 20 or so in Facilities May get scholarship to come. We can utilize newcomer donations to give Reg Packet. And all other gets Program Badge only. Romer to bring details next committee meeting.

Being of Service,

Sherry H

Sent from my iPhone

SERENITY KEEPERS REPORT

Hello Family

I think that we will have around 20 people on our committee and the big question is do we need 2 shirts per person in which would run the cost kind of high.

SM-XL/11.00, 2X-3X 12.50, 4X-5X 13.50 also \$50.00 setup fee

I also got a quote on the golf carts

Shivers carts / A deposit \$100. 2 seater \$85.00 /4 seater \$125.00. \$75.00 delivery fee

Battery Source /deposit \$ 100. 2 seater \$95.00 / 4 seater \$145. 00. No delivery

Radios

Titan Tr400

5 Radios

1 case for radios that is required when you order 5 or more radios

2 chargers

\$140.00

For any questions or suggestion please call me

220-563-3084