

**East Coast Convention of Narcotics Anonymous, Inc.
Advisory Board Meeting Minutes
August 3, 2020**

I. OPEN MEETING

Meeting opened with moment of silence and serenity prayer by Victor H. @ 7pm. The meeting was held via Zoom and was properly noticed.

II. ROLL CALL/RESIGNATIONS

Position	Name	State	Term End Date	Notes
President	Victor H.	PA	10/2020	Present
Vice-President	Elizabeth E.	CT	06/2021	Present
Secretary	Lisa S.	GA	10/2020	Present
CFO	John A.	PA	07/2021	Present
CFO Alt	Debbie B.	NJ	07/2021	Present
Webmaster	Kim A.	VA	10/2020	Present
Director	John F.	OH	07/2020	Present
Director	Jimmy G.	GA	08/2020	Absent
Director	Nancy U.	PA	04/2021	Present
Director	Jacqueline T.	CT	07/2021	Present
Director	Diane H	FL	07/2021	Present
Director	John C.	FL	07/2021	Present
Director	Tom K.	FL	09/2021	Present
Director	Paul S.	PA	07/2021	Present
Director	Rob U	PA	12/2021	Present
Director	Duwan	PA	12/2021	Present
Director	Joann R	FL	03/2022	Present
ECCNA 24	Mike R.	MD	Host Chair	Present
ECCNA 24	Deanne F.	MD	V-Chair	Present

III. OPEN FORUM – None

IV. MINUTES – Minutes from July meeting approved

V. REPORTS –

President Report (Vic H)

This is normally a busy time with getting ready to start new convention year. We will be doing elections for admin position next month. We have several people with experience.

Vice-President Report (Elizabeth E) – No report

CFO Report (John A) -

July 2020 CFO Report

	<u>JULY 1-30</u>
Ordinary Income/Expense	
Income	
Fundraising Income	300.00
Total Income	<u>300.00</u>
Gross Profit	300.00
Expense	
B - Administrative Committee	
Bank Charges	19.00
Total B - Administrative Committee Registration Refund	<u>19.00</u>
Total Expense	<u>559.30</u>
Net Ordinary Income	<u>-</u> <u>259.30</u>
Net Income	<u>-</u> <u><u>259.30</u></u>

Balance Sheet for Fiscal Year

	<u>Jul 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
PNC - AB new	21,826.7
PNC - Host new	1
Total Checking/Savings	<u>2,822.45</u>
Total Current Assets	<u>24,649.1</u> <u>6</u>
TOTAL ASSETS	<u>24,649.1</u> <u>6</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Acc Exp - Books	0.00

	to Prisons	
	Total Other Current Liabilities	0.00
	Total Current Liabilities	0.00
Total Liabilities Equity		0.00
	Fund Balance	4,925.59
	Reserve for AB Taxes, etc.	500.00
	Unallocated Reserves	5,000.00
	Net Income	14,223.57
	Total Equity	24,649.16
TOTAL LIABILITIES & EQUITY		24,649.16

The Host Committee income for the month of July was \$300.00 from a fundraiser and a \$540.30 loss, due to registration refunds, which shows a net loss of \$259.30. The Host Committee has done a very good job with communications and it is greatly appreciated.

There was a \$17.00 Service Charge to the Advisory Board Account. A request for explanation was made to the bank by email with no reply, a second request was made. I made a call to the bank and did not receive a reply, my fault for not following up again, my schedule has been very chaotic. I will make another call this week.

The current balance in the Host Account is \$2,822.45, this balance is higher than normal due to outstanding refund checks that have not cleared. The current balance for the Advisory Board Account is \$21,826.71 for a gross amount of \$24,649.16.

I am planning to attend the Advisory Board meeting if work permits. I will not know this until the last minute.

Webservant Report (Kim A) – Nothing to report this month

Host Chair Report (Mike R) –

Hello, so we haven't met for a few months and I'm sorry that I have missed some AB meetings. All thanks to COVID.

(1) We hosted a zoom speaker jam on June 27. At the jam we sold all of our merchandise and 6 pre registration deposits

(2) We made some refunds after our letter about refunds and a deadline. One more came in and we processed it

(3) Dates from the college for the convention are : June 18-20 or June 25-27. I like June 18-20 because its the usual weekend, also the college has orientation on Friday June 25 at Decker until 1 pm. Both weekends should work and I'd like to discuss at our next host meeting.

(4) Next host meeting is Wednesday Aug 19 at 6 pm on Zoom. Upcoming discussion should be for events or merchandise

VI. NOMINATIONS/ELECTIONS -

- Jimmy G – Term expired 08/2020
- John F – Term expired 07/2020. Term will be extended for another two years with no opposition.

VII. OLD BUSINESS - None

- Operating policy – Debbie has nothing new to report. The operating policy is in progress.
- Contract – Waiting on date to finalize contract
- Non profit status – We have attempted this several times in the passed. Discussed how to handle moving forward. The AB does have non profit status. The concern is the state sales tax which will have to be dealt with each time we move to a new state. Paul agreed to look in to this. We did have to pay sales tax in GA. Discussed possibilities of how to handle at length. Agreed to create a special committee to research. Rob, Diane, Paul, Deanne, and Debbie agreed to serve on special committee. FYI Maryland sales tax is 6%.

VII. NEW BUSINESS -

- None

VIII. NEXT MEETING

- Our next meeting is on September 7 @ 7pm.

IX. MEETING CLOSED