

East Coast Convention of Narcotics Anonymous, Inc.
Advisory Board Meeting Minutes
June 1, 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	Absent
CFO	John A.	PA	07/2021	Absent
CFO Alt	Debbie B.	NJ	07/2021	Present
Webmaster	Kim A.	VA	10/2020	Absent
Director	John F	OH	07/2020	Present
Director	Jimmy G.	GA	08/2020	Absent
Director	Nancy J.	PA	04/2021	Present
Director	Jacqueline T.	NY	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 for May meeting approved.

V. REPORTS:

President Report

Victor reported briefly of the administrated meeting they had regarding some misunderstanding all was resolved.

Vice-President Report

No report

CFO Report- Written report was submitted.

ALT CFO report- Spoke briefly reflecting CFO report.

May 2020 CFO Report

	<u>May 1 - 30, 20</u>
Ordinary Income/Expense	
Income	
Other Income	30.00
Total Income	<u>30.00</u>
Gross Profit	30.00
Expense	
B - Administrative Committee	
Bank Charges	15.00
Total B - Administrative Committee	<u>15.00</u>
Registration Refund	453.76
Total Expense	<u>468.76</u>
Net Ordinary Income	-438.76

Balance Sheet for Fiscal Year

	<u>May 30, 20</u>
ASSETS	

Current Assets	
Checking/Savings	
PNC - AB new	23,310.41
PNC - Host new	2,871.22
Total Checking/Savings	<u>26,181.63</u>
Total Current Assets	<u>26,181.63</u>
TOTAL ASSETS	<u>26,181.63</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Total Other Current Liabilities	<u>0.00</u>
Total Current Liabilities	<u>0.00</u>
Total Liabilities	0.00
Equity	
Fund Balance	4,925.49
Reserve for AB Taxes, etc.	500.00
Unallocated Reserves	5,000.00
Net Income	15,756.04
Total Equity	<u>26,181.53</u>
TOTAL LIABILITIES & EQUITY	<u>26,181.53</u>

The only income for the month of May was the bank refunding 2 Service Charges for \$15.00 each for a total of \$30. This resolved the issues with the bank that were reported last month.

The Expenses for the Month of May a \$15.00 Service Charge and \$453.76 for a Square Dispute. A member filed a dispute to have their registration refunded without notifying anyone. The Host Committee handled this well and reported to me that they are currently in the process of issuing refunds to those that requested it.

A transfer was made today, June 1, 2020, for \$1800.00 to the Host account to keep the balance above \$1500.00 when the refunds are issued. This will be part of the June report.

The current balance in the Host Account is \$2871.22. The current balance for the Advisory Board Account is \$23,310.41 for a gross amount of \$26,181.53.

I started a new job this month and I am working Monday nights. I am working on changing my schedule so I will not miss any future Advisory Board meetings.

In Loving Service,
John Agostinelli, CFO

Web Chair report- Sorry I probably won't make this month's meeting.

- Created guidelines
- Put a newsletter sign up option on website
- Fielded emails
- Removed registration links from website (links were in the top menu and the side menu as well as a link from the main body of the homepage)
- Sent mike a request to please review the forwarders on the website to be sure
- Met with exec committee – am willing to extend my term to October, discussed mentoring new Admin and Training and creating operational guidelines

Host Chair Report –

Currently we have a list of 15 customers representing 12 deposits of \$50 and 11 full paid packages that have requested a refund. This list comes from Registration. I plan to see the ECCNA host treasurer Wednesday night and should be mailing all the refunds on Thursday. EXCEPT there is one where the customer instead of saying what option they chose came at us through their bank requesting all fees, contesting the charge. The funds are now reserved by square and Christine has challenged the dispute. I regret the challenge and I want them to have their money. The problem we run into, is that if we issue a check and then their bank takes our money, we refund them twice. How do you want to handle it?

Our program committee has a speaker jam set up for June 27 with a full program noon til 9 pm , to be hosted on Zoom. I have seen draft flyers but not published yet. Part of our discussion was that we wanted a simple portal that we can refer folks to that would include the ability to pre register deposit or donate.

Sales Tax exemption. Wayne has applied for the Tax Exemption, and we have been denied. He believes there could be two issues. One is whether we are a stock or non stock corporation. We are a stock corporation. The other is a dissolution clause. We do not appear to have a dissolution clause in our by laws, and that appears to be required to be sales tax exempt. Does anyone want to form a work group to handle this, or make a motion to amend our by laws to include a dissolution clause?

Currently Maryland rules don't support the ability to have fund raisers, so we are on standby for future events and merch. Our next host meeting is June 3. I personally would like to take a break from this until the governor goes to the next phase, and will ask the others what they think about it. Its 12 months til the convention and I am ready to not meet for no reason.

Website. So anyway I asked about the possibility for updating website - \$50 deposit now gets reduced full package for 2021 convention. State the full package will be \$220 and the reduced rate will be \$198. Also clarification, how much the fees are and that they are not refundable.

Thanks for all your love , care , and concern during this unprecedented time. I was hoping to do a year of service, host the convention and wander off into the sunset as my duty here is done, but clearly I'm needed to do this for 2 years, so I will try to do it.

All the best

Love

Mike Realslow

realslow@goeaston.net

VI. NOMINATIONS/ELECTIONS: Motion passed to extend admin position term till October (President, Secretary, Webmaster).

VII. OLD BUSINESS: Status of convention refunds was discussed and covered.

VIII. NEW BUSINESS – Debbie is working on the operating policy for the AB.

IX. NEXT MEETING

- Our next meeting is on July 6th @ 7pm.

IX. MEETING CLOSED @ 7:40PM