

**East Coast Convention of Narcotics Anonymous, Inc.
Advisory Board Meeting Minutes
October 5, 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	07/2022	Present
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	Absent
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 September meeting approved

V. REPORTS –

President Report (Vic H) –

I would like to take this opportunity to thank the board members (past and present) for having faith in me by allowing me to serve on this board. The friendships that have taken place during my time

on this board are priceless and forever. My health was in question several times over the past few years. You have seen at my best and at my worst. I thank you for your confidence in me. My first exposure to the fellowship was thru reading the Basic Text. This book has touched me in so many ways. I know firsthand what happens when an addict in prison or on the streets gets their first look at our Basic Text.

I must apologize to Mike. I promised Mike that I would see this thru with him. Sadly, that will not happen, Elizabeth is more than ready. I am certain that Elizabeth is the right person to serve as your president at this time. I like the tone and make up of this board right now. Most of you have found your voice and have a good understanding of what is happening here, believe active board members are just as important as members of the executive committee.

I have two concerns that will mention. First, I have concerns about the amount of money we are holding back. In most situations in our fellowship, the account balance is brought down to a predetermined level at the end of the fiscal year. in our case that is not possible because the host committee may be limited by the amount of funds that they can raise. That is because Of the corona virus. We must be double vigilant about checking our account balances. This is not to say I have concerns with the treasurer. do not. I have complete confidence in their trustworthiness. But we must remember this is what caused this convention to fold years ago. That is one of reasons that Jeff P (past board member) was so diligent about overseeing the funds.

Second, we may have to consider our ability to deliver our basic texts into prisons. This may mean some electronic solutions. I do not have any ideas, but we should be thinking about the day that we cannot get our basic texts in to jails. In our region, we to get creative in several ways to place them in the prisons. The day when we Cannot get our basic texts in to the addicts that are locked up may be here sooner than we can imagine.

I have been honored and blessed by my participation. I thank all of you. I will see you at the next convention. Remember that we are the East Coast Convention not ECCNA.

Vice-President Report (Elizabeth E) – No report

CFO Report (John A) -

September 2020 CFO Report

	9-30- 2020
Ordinary Income/Expense	
Income	
ECCNA24 - Full Registration Fundraising Income	1,184.00
	<hr/> 322.00
Total Income	<hr/> 1,506.00
Gross Profit	1,506.00
Expense	
B - Administrative Committee	
Bank Charges	<hr/> 17.00

	Total B - Administrative Committee	17.00
	Host Committee Service Charge	2.00
	Registration Refund	50.00
	Total Expense	<u>69.00</u>
	Net Ordinary Income	<u>1,437.00</u>
Net Income		<u><u>1,437.00</u></u>
		9-30- 2020
ASSETS		
	Current Assets	
	Checking/Savings	
		21,822.
	PNC - AB new	71
		4,274.4
	PNC - Host new	5
		<u>26,097.</u>
	Total Checking/Savings	16
		<u>26,097.</u>
	Total Current Assets	16
		<u><u>26,097.</u></u>
TOTAL ASSETS		<u><u>16</u></u>
LIABILITIES & EQUITY		
	Liabilities	
	Current Liabilities	
	Other Current Liabilities	
		Acc Exp - Books to Prisons
	Total Other Current Liabilities	<u>0.00</u>
	Total Current Liabilities	<u>0.00</u>
	Total Liabilities	0.00
	Equity	
		20,597.
	Fund Balance	19
	Reserve for AB Taxes, etc.	500.00
		5,000.0
	Unallocated Reserves	0
		<u>26,097.</u>
	Total Equity	19
		<u><u>26,097.</u></u>
TOTAL LIABILITIES & EQUITY		<u><u>19</u></u>

The Host Committee had \$1,184.00 in Registration income and \$322.00 in donation income from the Speaker Jam for the month of August.

The \$17.00 Service Charges to the Advisory Board Account has again appeared on the AB checking Account. Phone calls and emails have not been returned. The bank resolved and credited our account from previous months but is still deducting this Quick Books service charge. I will visit the bank in person to see if I can get their attention and get a final resolution.

The current balance as of the end of the month of the Host Account is \$4,272.45, The Host Committee Treasurer submitted his report and information of two checks of \$50 each outstanding. The Host committee's account has been drawn down to \$1672.45 as of 10/4, this will be shown on next months report.

The current balance for the Advisory Board Account is \$21,805.71 for a gross amount of \$26,097.19.

After elections we will have a Zoom meeting to discuss the review of the CFO record that will be passed on to the new CFO.

In Loving Service,
John Agostinelli, CFO

Webservant Report (Kim A) –

Final Website Report October 2020

I added the minutes to the website and fielded a couple of emails.

I want to thank you all for allowing me to serve in my various commitments these past 5 years. I have enjoyed feeling a part of such a wonderful group of addicts and such a wonderful convention.

With the close of this term I am standing down from the board. I have other matters that need my attention and I feel it is a good time for me to focus more of my energies on them. As always, if my experience would be helpful, please do not hesitate to contact me. I look forward to turning over all the information the new webservant will require. I can continue to handle the website until such time as someone else is available.

Thank you again,
Kim A

Host Chair Report (Mike R) –

No report this month. There has been no change since last report.

VI. NOMINATIONS/ELECTIONS -

- President – Elizabeth E. – passed with no opposition
- Vice President – Rob U – passed with no opposition
- Secretary – Jacqueline T – passed with no opposition
- CFO – Debbie B – passed with no opposition
- CFO Alt – Vacant
- Webservant – Vacant (Mike said he would assist in the interim and Tom expressed interest in learning how to do WordPress and filling the position)

VII. OLD BUSINESS - None

- Operating policy – Debbie has nothing new to report. The operating policy is in progress. Waiting on secretary duties from Lisa. She will send to Debbie before next meeting.
- Contract – Mike will follow up and get the contract to Elizabeth.
- CFO record review – Paul sent email. John concurred on his suggestion and asked that Paul be allowed to head up the record review of all financials during the transition with the CFO position. John will make contact with Paul later this evening. Copy of email Paul sent is below:

*Hello, My home group is back in our meeting place for the first time tonight so I won't be attending the meeting. I am still interested in participating in the review of the records in whatever fashion you wish me to. As some of you may know, I was the past CFO and I am retired from IRS where I worked as a Revenue Agent/Exam Manager for 29 years. I have also done reviews for my fishing club which has similar financial footprint to ours. I think Jacqueline or Nancy had requested to be on the review committee as a totally uninterested party which sounds like a good idea. If you like, I can set up what I think would be a sufficient methodology to accomplish this and send it to Jacqueline or Nancy and they can approve and also be the final reviewer of our findings. We should be able to accomplish this task via email. Take care everyone, and I do intend to be a resource with the next CFO on an "as needed" basis for my remaining year on the board.
Paul Shirey*

VII. NEW BUSINESS -

- None

VIII. NEXT MEETING

- Our next meeting is on November 2 @ 7pm.

IX. MEETING CLOSED