

BOD Minutes
ECCNA, INC (AB)
February 7th, 2022

- I. OPEN MEETING – Mtg open at 7pm
- II. Julie read the 12 concepts
- III. ROLL CALL/RESIGNATIONS/VACANCIES

Position	Name	State	Term End Date	Notes
President	Rob U	PA	10/2022	Present
Vice-President	Mike R	MD	11/2022	Present
Secretary	Jacqueline T	CT	10/2022	Present
CFO	Debbie B.	NJ	10/2022	Present
CFO Alt	Open			
Webmaster	Julie B	PA	12/2023	Present
Director	John F.	OH	07/2022	Present
Director	Elizabeth E	CT	10/2022	Present
Director	Nancy U.	PA	07/2022	Present
Director	John A.	PA	10/2022	Absent
Director	Duwan	PA	12/2022	Present
Director	Mark C	VA	12/2023	Present
ECCNA 25	Jeff H	VA	Host Chair	Present
ECCNA 25	Greg F	VA	V-Chair	Present

**Need to address absences.*

- III. OPEN FORUM –
- IV. NOMINATION: Web Master: Debbie nominated Julie B second by Jacqueline. Qualified and No objections
- V. MINUTES – Tabled

REPORTS:

PRESIDENT: Verbal

VICE PRESIDENT- Vice President, Web Master, Past Chair Report

No Vice President Report

Past ECCNA Books

Book are ordered and coming to Baltimore. Frank says we will get them late this week / next week. I don't know how long they can sit there, so lets get together soon

The local jail list is getting massaged right now. When I get the info aout how many jails we have, I will have a recommendation about how many go to which places.

Web site

Congrats Julie on your new position

The host committee has sent me some info on changes they would like, but without content.

The webstore is working good, I think

I'm glad to pass on all account info for all web services to Julie.

In loving service,

Mike R

Addendum,

I'm glad to update prices in the webstore and figure out how to eliminate a 2nd payment method option.

CFO:

Hi

Hope everyone had a great month. The flyers are out and registrations are starting to come in.

So exciting!!!! The current Host account balance is \$1,183.50. The Treasurer is anticipating

another t-shirt purchase within the next week with an approximate cost of \$800. I will be making a \$1,116.50 deposit to the Host account this week to cover this cost and to bring the balance back up to \$1,500. I filed our annual report to the state of Florida. Filing fee of \$165.00 was paid.

Current income / expense report to date for East Coast 25 is shown below:

Income

ECCNA25 - Day Registration	315.00
ECCNA25 - Donation	30.00
ECcNA25 - Fundraising	3,816.00
eccna25 - Host \$\$	96.90
ECCNA25 - Linens	120.00
ECCNA25 - Merchandise	1,910.00
ECCNA25 - PreReg @ Wash College	5,083.10
ECCNA25 - Registration	5,766.13
ECCNA25 - Thurs Nite Reg	100.00
Total Income	<u>17,237.13</u>

Expense

ECCNA25 - Merchandise Cost	260.00
ECCNA25 - Registration Cost	543.43
Total Expense	<u>803.43</u>
Net Income	<u>16,433.70</u>

Current balance in the AB account is \$28,099.18. A snapshot of our current financial position is shown below:

Current Assets

Checking/Savings

Host 25 - Wells Fargo	1,183.50
PNC - AB new	28,099.18
Total Checking/Savings	<u>29,282.68</u>
Total Current Assets	<u>29,282.68</u>
Equity	
Fund Balance	5,014.84
Reserve for AB Taxes, etc.	7,000.00
Reserve for Basic Text	5,409.38
Unallocated Reserves	5,000.00
Net Income	6,858.46
Total Equity	<u>29,282.68</u>

A check for \$30,066.03 was sent to Free State RSO for the purchase of Basic Text. As you can see on the balance sheet above, we are still holding \$5,409.38 in the reserve for Basic Text anticipated shipping costs and other minor expenses.

In other news –

- Still nothing new on the IRS issue regarding our request to waiver late fees and interest related to our late filings in the past. We did get another letter from the IRS but it said the same thing as last time – we need more time to review
- The new webstore is up and running with payments coming through PayPal. There is option to pay with Venmo which I am not sure we want to keep as we haven't agreed as a Board to use Venmo.
- Most of the rates charged on the webstore are not netting the “charge” amounts the Board agreed to – these are some minor differences due to fees. Do we want to discuss adjusting the rates?
- Now that we are using PayPal do we need to purchase new swipe devices? The ones we have are for Square and I don't know if they work with PayPal.
- Nothing new on the status of the Virginia Sales and Use Tax Exemption. I checked the website last week and our application is still listed as pending. I did call hoping to speak with someone directly but that didn't happen. I left a voice message, and I will call back

again within the next few weeks. The website does say to allow 90 days for processing. We are only about 35 days at this point.

In loving service,
Debbie B.

WEBSITE: None

ECCNA 25 CHAIR:

Hello Family,

Thank you for approving our convention flier. I apologize for being impatient, it was a lot moving parts to get it ready to print. We were able to print them in time for our regional convention, we have been working to get the word out and the flier has gotten a great response.

Our last host meeting was on January 29. We elected a new Auction chairperson Chris T. He did auction in 2014 and did a great job. We also approved some artwork for a fundraising tie-dye t-shirt.

Fundraising has been having a hard time, but we are having A&Gs and merchandise step in and help the tie dye party on March the 5th, Our area is having a spiritual breakfast on March 12th and a local home group is having a Bingo night on March the 26th. We have started a new raffle, the pick will be in later part of April, \$10 a ticket to win weekend packages to ECCNA25.

Entertainment has been slow, but we have a DJ for Friday and Saturday at no cost available. For Saturday we have a comedian who would like to come there would be some cost or we could have Chris and Boyd do a History Presentation at no cost.

We are working on our final artwork for the convention logo, banner, merchandise and registration gift.

Merchandise subcommittee is doing well, helping with fundraising and waiting for final convention artwork.

Convention Information is doing very well, they a strong subcommittee, they have sent convention information to 260 Areas on the east coast. They are also sending our invitations to all treatment facilities and RCOs in the Richmond metro area. (Explain how the invitation works).

Program got off to a slow start but is doing well now. We had a glitch in the dropbox for speaker submissions. That has been resolved. We are getting submissions and files are being reviewed. We have broken down the space for workshops and speakers. we have tentative times. this month we will be starting to fill in the workshop names and selecting workshop speakers.

Serenity Keeper have been slow to get started but are getting ready, I feel they will do good.

Working with VCU has still been difficult, their communication has been poor. We have two contacts we communicate with, one for the meeting space and one the entire contract. We have had a list of questions about the meeting space for several weeks that haven't been answered. We have a Zoom call scheduled February 8th to discuss these questions. Our contract is in the Legal Department for review and should receive it very soon, maybe this week.

We have a lot of questions about going cashless that I would like to discuss in business to night, we will need to take credit card payment at the convention. It looks like will need to have a place for donations like, newcomer, coffee, etc. We will also need to take payments from Treatment centers and RCOs.

Our next Host meeting will be held on February 26th 1-3 pm

ILS Jeff H

ECCNA 25 VICE CHAIR: None

OLD BUSINESS: ECCNA 25: Jeff spoke about cashless convention and security which is need per request of VCU.

NEW BUSINESS: Tabled the Venmo button, Mike V from PA expressed interest on the Board. We have informed him to send his resume posted on the ECCNA website to our new mtg March 7th.

CLOSE @ 8:01pm

IX. NEXT MEETING –March 7th, 2022