**BOD Minutes**

**ECCNA, INC (AB)**

**April 4th, 2022**

1. OPEN MEETING – Mtg open at 7pm

1. 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 | Open |  |  |  |
| 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** |
| Director | Julie B | PA | 12/2023 | **Present** |
| ECCNA 25 | Jeff H | VA | Host Chair | **Present** |
| ECCNA 25 | Greg F | VA | V-Chair | **Present** |

*\*Need to address absences.*

1. OPEN FORUM: Minutes for Feb & March will be submitted together for approval next month.
2. MINUTES – See below

**REPORTS:**

**PRESIDENT: None**

**VICE PRESIDENT- (** East Coast Convention 24 books )

Hello,

We have shipped 60 cases of texts to regions.  I talked to Shawn M from ABCD and they received 6 cases of books.  It was weird we labelled all the boxes, and we didn’t have any for North Carolina region: so probably ABCD had 6 labels printed for them.  Since they are putting them in jail, I said keep them.  I still have 6 cases for New Jersey which I will give to Debbie this weekend. I have distributed 15 cases in Md/Del/Va and have notes about what I paid for UPS for the ones that were shipped.  Also, I received the missing books from Free State and the books I ordered from NAWS.  I stickered most of these and will finish and assemble the cases with volunteers & Work on getting a few more Md / Delaware addresses.  Sorry, this is taking so long, but I am committed to the project and promise to be done before ECCNA 25 with a full report, a total final count, probably one last order of books, and a summary of shipping costs for reimbursement. We sent 3 cases to NC region after those boxes were left at the end.  I'm not sure how we sent 3 extra cases to ABCD but it must be God's will.

In loving service

Mike Realslow

**CFO:** Hi All

Hope everyone had a great month. The current Host account balance is $2,117.93. I spoke with Arnold (Host Treasurer) yesterday and he has some deposits to make and checks to write this week. Once I know these are done, I will transfer money to the AB account to bring the Host balance back down to $1,500. Current income / expense as of Saturday afternoon for East Coast 25 is shown below: Income ECCNA25 - Day Registration 340.00 ECCNA25 - Donation 30.00 ECcNA25 - Fundraising 4,316.00 eccna25 - Host $$ 96.90 ECCNA25 - Linens 560.00 ECCNA25 - Merchandise 1,910.00 ECCNA25 - PreReg @ Wash College 5,083.10 ECCNA25 - Registration 8,764.04 ECCNA25 - Thurs Nite Reg 600.00 Total Income 21,700.04 Expense ECCNA25 - Convention Info Cost 41.34 ECCNA25 - Fund Raising Cost 655.79 ECCNA25 - Merchandise Cost 260.00 ECCNA25 - Registration Cost 596.12 ECCNA25 - Registration Refund 374.74 Total Expense 1,927.99 Net Income 19,772.05 According to my records breakdown of registrations is as follows: Single 13 Double 17 Full 20 Day 1 Linens 14 Thurs night 12 Current balance in the AB account is $26,982.68.

A snapshot of our current financial position is shown below: Current Assets Checking/Savings Host 25 - Wells Fargo 2,117.93 PNC - AB new 26,982.68 Total Checking/Savings 29,100.61 TOTAL ASSEST 29,100.61 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 6,676.39 TOTAL EQUITY 29,100.61

In other news –

We have been approved for our Virginia Sales and Use Tax Exemption. I emailed a copy of the certificate to Jeff and Arnold (Host Treasurer). • I contacted PayPal regarding the fee issue we discussed last month. In addition to the “regular” fees there can be added fees depending on which credit card is used vs debit card, using PayPal balances to pay and who knows what else. The net we are getting is all over the place. I have looking at each transaction and I think we should $0.50 to each product. I emailed Julie yesterday asking her to make this change • Still nothing new on the IRS issue regarding our request to waive late fees and interest related to our late filings in the past. In loving service, Debbie B.

**WEBSITE**: I set up a SharePoint folder for any items requested to be added to the website which can be accessed here: [ECCNA](https://pitt-my.sharepoint.com/:f:/g/personal/jab567_pitt_edu/EsF2QPIaz_5JmUFyurQwh-UBVv0wpcZsqr9lnrtXlvA1ug?e=hh6oO1)

**Actions Completed:**

* AB minutes for January and February have been added and ECCNA 24 minutes moved to archive.
* Front page updated to read: “ECCNA 24 - 2021 - Basic Texts Purchased: 2506”
* ECCNA 24 updated to read: “Thanks to the efforts of trusted servants in the East of the Bay and Bay Areas of NA.  The 24th East Coast Convention of NA was a huge success, and 2,506 Basic texts were distributed to correctional institutions all along the east coast!!”

**Questions:**

* Would it be possible to get copies of ECCNA 24 host minutes? Currently only October 2019, September 2019, and July 2019 are available.
* Would it be possible to get current host committee minutes?
* Do we want a page for convention information (directions, eateries, attractions)?
* Do we want to add the group photo from ECCNA 24 (the current phot is of the committee)?

In Loving service, Julie

**ECCNA 25 CHAIR:**

Hello Family,

Over this past month we have been busy. We had our last host committee on February 26 with all committees present. It has been difficult getting everyone working together but it finally feels like a team working towards a common gold.

Arts and Graphics is working on our final artwork we should have logo and merchandise artwork ready for approval in our next host meeting.

Auction is on fire collecting items and already started a raffle for an older east coast t-shirt. They will do well.

Convention Information is doing an exceptional job, they found nearly 260 areas on the east coast and sent them convention information. They have also invited many RCOs and Treatment centers which some have already stated they were bringing many clients. We expect many newcomers due to the amount recovery organizations in Richmond. We feel it is a great opportunity to carry the NA message to those seeking recovery.

Fund raising and Entertainment is still having a difficult time. To help fundraising other subcommittees have helped organize and have a tie-dye event this past Saturday. We sold almost a ½ gross of shirts and sent other ½ gross to Mike R to tie dye the rest. All remaining tie dye shirts we will take to cprcna to sell in alternative merchandise.

Entertainment has decided to have a DJ dance both Friday and Saturday night. We discussed having a comedian on Saturday night but the only way we could have him was to charge at the door. The host committee decided not the have the extra door charge. We will be having Chris and Boyd doing their NA history presentation in the theater as a main attraction on Saturday night in hopes to continue to educate many about the birth of our fellowship and continue to carry the message.

Hospitality is on board and have a strong subcommittee. They will be serving and selling coffee.

Marathon will be having meetings in the dorms Friday and Saturday night when the student commons building is closed.

Merchandise is doing well; they got our tie dye shirt order in time for our event. They are waiting for our convention artwork to get final quotes together.

Program has been working hard the past few months. They have the main speakers selected for the AB to approval. Brian P. San Antonio Texas for Friday night. Patrick S from Austin Texas for Saturday night. Cynthia Z. from California for Sunday morning. Steve D. from Pittsburg is our backup speaker. They have all the time slots and meeting space figured out and are naming workshops and selecting workshop speakers. They decided to have the taper, Here the Hope, and are trying to work out the details. Program is still looking for a few more members to help.

Registration has been trying to get a system to confirm registrations and email those with early bird deposits. Many emails went into members spam folders and didn’t receive the email. Registrations to date are,

4 Early Bird Full Package-Single

5 Pre-reg Full Package-Single

0 Full Package-Single

5 Early Bird Full Package-Double

3 Pre-reg Full Package-Double

1 Full Package-Double

13 Full Registration

0 Friday Registration

0 Saturday Registration

7 Thursday Lodging

6 Linens

We also need an option for newcomer donation in our webstore.

Serenity Keepers are organizing to be able enforce registration, our plan is to have everyone register either through registration or convention information, everyone should have a wristband to enter all meetings.

VCU has continued to be difficult, they finally committed to a dormitory, but in the same breath said they would not be supplying the linens. Previously told us we could rent them for $40.00 per set. We have been selling them in the web store for $40.00. VCU gave us a few contacts to contact, we have found some linen sets for around $25.00. We are not sure how to handle the difference in cost. They also increased the cost of the meal package by $5.40. Can we discuss this in new business please?

We had a walk through on February 22, with all the committees to see the meeting space. VCU also surprised us with added security for the entire weekend at our cost, it could cost an additional $2700. This is over and above any security for cash transactions. They gave us a concession area that we can have cash transactions without security, we are trying to use this area for all cash collections and counting of cash. If we can do this, we can cancel 2 spaces that we were going to collect cash. These 2 spaces will be a savings if we don’t use them.

They keep telling us that we will have contract soon. More will be reviled

Upcoming Fundraisers are, Spiritual Breakfast March 12, Piedmont Area March 19, and Bingo night March 26. We have another raffle for convention packages.

We want to have a slide show of the East Coast history to use for the main meeting,

We have planned for our Group Picture.

Our next Host Committee meeting will be March 26th. We have also scheduled the remaining host meeting for the rest of the year.

ILS Jeff H

**OLD BUSINESS:**

**NEW BUSINESS:**

CLOSE:

IX. NEXT MEETING: May 2nd, 2022