**Minutes**

**ECCNA, INC (AB)**

**October 3rd, 2022**

1. OPEN MEETING

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 | 10/2023 | Present |
| CFO Alt | Mark C, | VA | 08/2023 | Present |
| Webmaster | Julie B | PA | 12/2023 | Present |
| Director | Nancy U. | PA | 07/2023 | Present |
| Director | Elizabeth E. | CT | 10/2023 | Present |
| Director | Tom K | FL | 07/2023 | Present |
| Director | John A | PA | 10/2022 | Absent |
| Director | Eliesha J | CT | 08/2023 | Present |
| Director | Greg | VA | 09/2023 | Present |
| Director | Duwan | PA | 12/2022 | Present |
| ECCNA 26 | Steve D | PA | Host Chair | Present |
| ECCNA 26 | Nick | PA | V-Chair | Present |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*\*Need to address absences.*

1. OPEN FORUM – Pat C. Philly, Mark H Philly, Lee Lee VA, Barbara WV

(Present)

1. MINUTES – CHANGES/APPROVAL (Approved and Submitted)

REPORTS:

PRESIDENT – I sent an email to (3) AB applicants inviting them to the meeting; I see that two of them are here tonight. I also made phone contact with another interested member who is also here tonight. Hopefully we can vote them onto the Board.

At the close of this meeting my term as your president is over. Thank you for allowing me to serve this great Board.

VICE PRESIDENT – No Report

SECRETARY – Hello everyone, I would like to thank you all for allowing to serve as a BOD member for a year and 2 years as secretary. Thank you kindly

In loving service, Jacqueline T.

CFO-

**October 2022 CFO REPORT**

Hi All-

The Wells Fargo host account is still active. The plan is to close it out once the mailings are completed.

Below is the most current income/expense summary for ECCNA26:

|  |  |  |
| --- | --- | --- |
|  |  | **Jun 12 - Oct 3, 22** |
|  |  |  |
| **Income** | |  |
|  | **ECCNA26-Merchandise Preconv** | 140.30 |
|  | **ECCNA26-Registration Deposit** | 297.97 |
|  | **ECCNA26-Virginia PreReg** | 3,732.30 |
|  | **ECCNA26 - Fundraising** | 3,033.00 |
| **Total Income** | | 7,203.57 |
|  |  |  |
| **Expense** | |  |
|  | **ECCna26-Admin Cost** | 110.29 |
|  | **ECCNA26-Campus Cost** | 500.00 |
|  | **ECCNA26-Misc Cost** | 891.55 |
| **Total Expense** | | 1,501.84 |
|  |  |  |
| **Net Income** | | **5,701.73** |

A snapshot of our current financial position is shown below. The Reserve for Basic Text has decreased a bit from last month due to additional expenses incurred.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  | **Oct 2, 22** |
| **ASSETS** | |  |  |  |
|  | **Current Assets** | | |  |
|  |  | **Checking/Savings** | |  |
|  |  |  | **Host 25 - Wells Fargo** | 1,195.76 |
|  |  |  | **PNC - AB new** | 63,012.51 |
|  |  |  | **PNC - Host new** | 1,581.16 |
|  |  | **Total Checking/Savings** | | 65,789.43 |
|  | **Total Current Assets** | | | **65,789.43** |
|  |  |  |  |  |
| **LIABILITIES & EQUITY** | | | |  |
|  | **Equity** | |  |  |
|  |  | **Fund Balance** | | 2,221.16 |
|  |  | **Reserve for AB Taxes, etc.** | | 7,600.00 |
|  |  | **Reserve for Basic Text** | | 50,968.27 |
|  |  | **Unallocated Reserves** | | 5,000.00 |
|  | **Total Equity** | | | **65,789.43** |
|  |  |  |  |  |

Comments:

* No update on the IRS issue
* Our Fiscal Year has ended. All files will be forwarded to the accountant by month end for preparation of our tax return

ILS,

Debbie

CFO ALT-

Good evening,

I am currently working on obtaining the Pennsylvania Tax Exempt Status. I sent this out Thursday 09/29. Will follow up with call next week to make sure they received everything needed. Debbie continues to groom me to step up and fill her role when the time comes.

In Loving Service,

Mark C

WEBMASTER-

**Actions Completed:**

* Host committee minutes for August have been uploaded
* AB minutes for August and September have been uploaded
* Updated webstore products and prices to align with the host committee registration flyer (This will go live if/ when other prices are approved)

**Actions to be Completed:**

* Host committee printable registration flyer will be placed on the website
* Host committee minutes will be uploaded as they are approved by the host committee

In loving service,

Julie

ECCNA 26 Host Chair:

Greetings AB members,

It is my pleasure to report that all the committees have been formed and have scheduled regular meetings. A second visit to the University occurred on September 16, 2022. Members who attended the second visit had a chance to meet the security staff, grounds keeper, taste the food and reported it was excellent quality. Everyone is working hard to make this a quality convention.

We currently have 4,129.55 in our account.

The Auction committee wants to have a live zoom auction at the convention. They want people who are unable to attend the convention to be able to bid on auction items via Zoom. Bidders on zoom will be able to view the items and make a bid if interested.

Additionally, the auction committee would like to create a zoom address allowing people to view items available for bid.

The fundraising committee held an event on Sept 10th (The Basic Dinner), the fundraiser profited a total of $2023.05.

The fundraising committee have four more events planned with the next to take place on New Year’s Eve in Pittsburgh

The Arts and Graphics committee have received three bids regarding the printing of the T-shirts, sweatshirts, and hoodies. ANG promotions has been selected for the printing of our merchandise. The selling of merchandise will begin upon receiving the items. The merchandise committee plans to sell the T-shirts at the TSR convention at the end of October. The committee also developed the registration flyer.

The program committee has developed a blueprint that includes dates and times for all the meetings. The committee plans to begin filling in the blueprint with the types of meetings at their next meeting. The program committee is also working on a link, to be placed on the ECCNA website that will allow members to recommend speakers and chairpersons for the convention.

The Tickets and Registration committee proposed lanyards, similar to last years, that would contain the entire program along with a QR code. They are seeking three bids for the cost of the lanyards. The Tickets and Registration chairperson has decided not to resign and to keep her commitment for the coming year.

ECCNA 26 Co-Host Chair: No Report

NOMINATIONS/ELECTIONS: Pat C From Philly submitted her resume for nomination of BOD. Barbara also submitted her resume for nomination.

They were both nominated and start their term in November till 2023.

Mike R was nominated and accept to President till Oct 2023.

Jeff was nominated for Vice President and accept till Oct 2023.

Eliesha was nominated for secretary and voted and accept till Oct 2023.

Deb accepted and will serve as CFO until Oct 2023.

1. OLD BUSINESS:
2. NEW BUSINESS: Mention to approve the logo for the ECCNA 26th

(Passed)

IX. NEXT MEETING – November 7th, 2022 @7pm

1. CLOSE