ECCNA Committee Meeting

September 17, 2022

Brighton Heights Lutheran Church

3830 California Ave, Pittsburgh, PA 15212

10:00 AM

Attendance:

**Host Committee:**

**Chair: Steve D.**

**Vice Chair: Nick R.-Absent**

**Treasurer: Jim A.**

**Vice Treasurer: Shari B.**

**Secretary: Chris C.**

**Site Liaison: Bob W.**

**Sub Committee(s):**

**Activities: Bob P.-Chair**

 **Steve S.-Vice Chair**

**Programmi**ng: **Dennis H.-Chair**

 **Silvio M.**

**Arts/Graphics: Angelo N.-Chair (Absent)**

 **Benny B.-(Absent)**

**Merchandise: J.C.-Chair**

**Auction: Bill W.-Chair-Absent**

 **Joe B.-Vice Chair**

**Regional Liaison/Convention Information: George M.**

**Hospitality/Marathon Meeting: Rachelle Z.**

 **Destiny D.**

**Tickets/Registration: Robin C.**

**Serenity Keepers: Joe D. (Absent)**

**Attendees:**

**Mike Y.**

**Ray N.**

**Jeremy H.**

**Garrett H.**

**Eric B.**

Meeting opened at 10:06 am by ECCNA Chairperson with a moment of silence and the Serenity Prayer. The Chair requested that August 20, 2022 meeting minutes for approval. August ECCNA XXVI meeting minutes approved by all members. Chaircalled for the following reports:

Treasurer Report- given by Vice Chair of Treasury.

Some errors to treasury report, vice chair will correct the excel errors. After the errors on spreadsheet are corrected, the treasury report will be attached/forwarded to September minutes. Report accepted; however, the errors will be corrected and new report will be forwarded today.

The Basic Dinner grossed $3,000.00. Net profit $2,032.00.

Discussion of the possibility of flyers for treatment centers and recovery houses to advertise for the ECCNA. Report accepted.

Site Liaison-Second tour of La Roche University took place on 9/16/2022. Five committee persons attended the tour. There is only one concern with the number of attendees and if everyone will fit in the buildings. Many people will only be coming to the convention for the day; overnight lodging will not be an issue. The committee members were introduced to Site Security, Head of Groundskeeping and some of the kitchen staff. The committee members did eat lunch on site and reported that the meal cost $9.00. Report accepted.

Arts/Graphics reports- Chair was absent. Arts and Graphics report was given by Merchandising Chair. Arts/Graphics Chair will be seeking 3 bids for the t-shirts and once the bids are approved the t-shirt printing will begin. BIDS are still being sought for the T-shirts. Report accepted.

Activities-Chair gave report-Basic Dinner grossed $3,000/net $2,023.05. Next fundraiser being held on December 31st. Brighton Heights Lutheran Church. Tickets will be available for sale soon. Report accepted.

Auction-Vice Chair reported they had a motion for website auction. Flyers to be made to post in home office. Committee still discussing zoom for live auction at convention. The BOD may have to approve zoom auction. Next Auction committee meeting scheduled for October 2nd via zoom. If zoom auction is still being considered, committee must draw out the details and the Host committee Chair will present to BOD for approval. Report accepted. Auction committee meeting minutes will be attached and sent to all sub-committee and host committee members.

Merchandise-Chair had no new business to report.

Programming-No formal meeting yet. Nomination sheet for soliciting speakers. In the process of creating a nomination sheet for chairperson. Programming chair went over floor plan of La Roche and troubleshooting various obstacles. Special interest groups may be able to meet in the library or somewhere in the facility. May be sign up sheets, etc. Chair of Programming is hoping to provide email list for programming committee to stay in touch electronically. Special interest group meetings must be approved by BOD. Speaker nomination form access with QR code. Must refer to guidelines referring to all speakers. Report accepted.

Serenity Keepers-Chair absent/no report

Regional liaison/convention information-Chair reported he will be attending regional meeting the second Saturday in October, October 8, 2022. Report accepted.

Tickets/registration-9/6/22 via zoom. Meetings will take place every 2nd Tuesday via zoom at 6:30pm. P.O. Box set up #99381. Cost-$182.00 a year. Reimbursement will be requested for the cost of the P.O. Box. Chair and Vice Chair of Tickets/Registration have the key to the P.O. Box. The Tickets/Registration Chair had questions regarding, if meal tickets will be sold separately? The site Liaison will find that information out and let the Tickets/Registration Chair know. Tickets/Registration committee approved lanyards and bracelets with ECCNA XXVI logo on them. They will seek out 3 bids for these items. Report approved and the Tickets/Registration meeting minutes will be attached and sent to all sub-committee and host committee members.

Hospitality/Marathon meeting: Chair reported that the committee may set forth a motion for the “hospitality room to be open 24/7”. The hospitality committee will discuss this at their next meeting. Report accepted.

Collection Basket passed at 11:07 am.

Miscellaneous:

All sub committees must submit any motion(s) to be voted on at the monthly ECCNA XXVI meetings on a Motion form. Motion form will be attached to these meeting minutes.

Next ECCNA XXVI committee meeting will be held on Saturday, October 15, 2022.

All sub-committee chairs are responsible for notifying their own committee members of any pertinent information discussed at our monthly meetings. The secretary of the host committee will disseminate all pertinent information to the sub committee chairs and vice chairs throughout the month. It is the responsibility of the chairs and vice chairs to disseminate this information to their committee members as needed. Keep in mind that the secretary only has access to the chair and some of the vice chairs contact information; therefore, is unable to send out information to many of the members on sub-committees at this time.

Next meeting will take place on Saturday, October 15, 2022 at 10 am at Brighton Heights Lutheran Church.