

EAST COAST 27 CHAIR REPORT

February 5, 2024

Our last meeting was held on the zoom platform on 1/16. All future meetings will be in person. Next meeting scheduled for Sunday 2/18.

Contract has been signed and deposit of \$1,250 paid. Estimated cost for tech services is \$500-\$700 depending on actual needs convention weekend. Tech rate schedule attached.

I am working on creating time lines for each subcommittee with specific deadlines for specific tasks. Timelines to be presented and discussed with each subcommittee Chair during the next month.

ARTS & GRAPHICS

- Still working on fine tuning the logo – final version to be voted on at Feb meeting
- Developed flyers for 2 fundraisers

AUCTION

The committee continues to solicit donations. A flyer requesting donations for the auction was emailed to all Board members on 2/4/24.

CONVENTION INFORMATION

- Fine tuning treatment facility letter
- Narrowing down list of treatment facilities/recovery houses to send letters to → using a 30 mile radius
- Host committee will be discussing how we intend to handle registrations for this group at our next meeting
- List of local restaurants finished
- Working on list of local hotels

ENTERTAINMENT & FUNDRAISING

- Committee has been meeting weekly
- Next event → Bingo to be held 2/17/24 in Oaks, PA (Montgomery County). Online sales shut down 2/3 – we are at 83 with a room capacity of 100. All prizes and raffles have been donated. Should be a great event
- March 9th → speaker jam with 3 speakers to be held in NE Philadelphia. Flyer has been released
- April 27th → full spaghetti dinner, 1 speaker – original location may not suffice so we are vetting others
- May → working on having an event in the Cape Atlantic Area
- Convention Entertainment – contract signed and deposit paid

HOSPITALITY

A smoker will be raffled off at our Bingo event. All proceeds will be earmarked for this Hospitality.

MARATHON

Nothing new to report

MERCHANDISE

- We continue to sell merchandise at as many events as possible
- Confirmed to sell shirts at following conventions:
 - Cape Atlantic Feb 23-25, 2024 – Sunday Only
 - CPRNA April 12-24, 2024 – Sunday only

PROGRAMMING

- The committees recommendations for main speakers:
 - Friday night :
Diane T is our choice (from PA)
Peggy R is our second (from PA)
 - Saturday night main speaker:
Ed G is our choice (from PA)
Ron H is our second (from NJ)
 - Sunday morning :
Tony D is our choice (from DE)
Muareen M is our second (from NJ)
- Work continues on program format and meeting topics

REGISTRATION

Chair's report from last host meeting (1/16/24)

- 52 Suite Beds sold.
- 5 Singles sold.
- 12 Doubles sold
- 10 Weekend Registrations sold

Some of the Suites have individuals who haven't paid their registration. Emails will go out soon notifying them that the missing registrations need to be paid otherwise they may lose the Suite. Expect registrations to pick up in the spring.

SERENITY KEEPERS

Discussed borrowing walkie talkie's from Mark or renting – a motion was made and seconded to purchase. Motion tabled to New Business portion of the meeting. Marker of the motion was not present at time of New Business so the motion is tabled until our next meeting.

FINANCIAL REPORT

There is a high balance in the host checking account (\$4,172.97). We only \$2,500.

Income/expense as of 02/03/24

INCOME	
CONVENTION DONATION	106.87
CONVENTION REGISTRATION	15,602.14
Fifty - Fifty	246.00
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FUNDRAISING	11,199.19
MERCHANDISE PAST CONVENTION	10.00
MERCHANDISE PRE-CONVENTION	4,217.01
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PRE-REGISTRATION	5,938.64
RAFFLE	609.64
TOTAL INCOME	37,929.49
EXPENSES	
ADMIN FEES	1,549.23
FUNDRAISING EX	5,840.84
MERCHANDISE PRE-CONVENTION ...	3,178.00
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TOTAL EXPENSES	10,568.07
OVERALL TOTAL	27,361.42

Thank you for allowing me to Serve.

ILS,
Debbie

BRYN ATHYN COLLEGE



FOUNDED IN 1877

Proposal Date:

1/23/24

Richard Daum
Director of Network Services
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267-502-2699
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TO: [Christin Lennox/Narcotics Anonymous]

Rates:

- Labor (regular business hours) \$28/hr
- Labor (night, weekends, holidays) \$42/hr
- Tech On Call \$11.20/hr
- Daily Equipment Fee \$25/classroom/Brickman Great Hall Sound/Loaner Laptop
- Daily Equipment Fee \$50/mobile tech (moving equipment to different locations)
- Daily Equipment Fee \$50 Pendleton Auditorium
- Daily WiFi for access other than GuestWiFi
 - Devices WiFi 1-5 \$20/wk, 5-10 \$40/wk, etc.
 - Account Created for WiFi Access \$50/wk

Based on our recent planning meeting on 1/23/24 here is our best estimate of costs for the NA Retreat 2024 planned for June 21-23. **NOTE: Costs will vary depending on needs.** This is just a tool to help you manage costs and not a guaranteed price quote.

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Planning, Preparations and Support Labor		
3 Hours	Meetings/Communications/Tech Prep	\$28	\$84
1 Hours	Admin (Quotes; Billing)	\$28	\$28
1 Hour	Tech Support - 6/22 morning overflow	\$42	\$42
1 Hour	Tech Support - 6/22 afternoon	\$42	\$42
1 Hour	On Call Tech Support - Treasure Login	\$11.20	\$11.20
	Equipment Fees		
1	College Center and Loaner Laptop for streaming	\$50	\$50
	TOTAL		\$257.20