

ECCNA 29 Host Committee Meeting 11.11.25

1. Opening Serenity Prayer –
2. Twelve Traditions –
3. Roll Call – (quorum is half +1 from last mtg)

P: Present	A: Absent	A/E: Absent Excused	
POSITION	NAME		11/11/2025
Chair	Rosemary Hancock		P
Vice Chair	Lisa Sparks		P
Treasurer	Shawna Barr		P
Alt Treasurer	Jason Whitener		A ¹
Secretary	Anita Sweet		P
Alt Secretary	Johnna Anderson		A ¹
Site Liaison	David Hicks		P
Arts & Graphics Chair	Michael Stone		P
Arts & Graphics Vice Chair	Don Knapp		P
Auction Chair	Ben Beaumont		P
Auction Vice Chair	VACANT-Pending Nom/Election		Nom. Pdg.
Convention Information Chair	Susan Harris		P
Convention Information Vice Chair	Edith Taylor		P
Entertainment/Fundraising Chair	Joe Toal		P
Entertainment/Fundraising Vice Chair	Bobbie Jo D.		P
Hospitality Chair	Estelle Hilfstein		P
Hospitality Vice Chair	Frank Jones		P
Marathon Chair	Natasha Mullinax		A ³
Marathon Vice Chair	VACANT		Vacant
Merchandise Chair	John Phelps		P
Merchandise Vice Chair	Ray Schandera		P
Program Chair	Tony Owens		P
Program Vice Chair	Lindsey Page		A ¹
Registration Chair	Sherry Hopkins		P
Registration Vice Chair	Bill McWhorter		P
Serenity Keeper Chair	Richard Esco		P
Serenity Keeper Vice Chair	Fred H		AE

4. Previous Meeting Minutes – Accepted
5. Chair Report - Rosemary — attached
6. Vice Chair Report – Lisa – attached
7. Treasurer Report – Shawna - attached (full excel sheet attached in email)
8. Site Liaison Report – no report
9. Subcommittee Chair Reports – *notes below or attached and included in the minutes.

Arts/Graphics-Michael/Don - *flyer attached for March fundraiser in Albany

Auction-Ben

- a. has some cool auction items for the fundraiser and is working on more.
- b. Also has a nomination pending for another “Ben” as Vice-Chair. 😊

Convention Information-Susan

Entertainment/Fundraising-Joe

Hospitality-Estelle

Merchandise Chair-John

Programming-Tony-

- a. speakers set for F-Giving Fundraiser
- b. 1 each from Extreme Northern, Northeast Ga, and Chattanooga Areas

Registration-Sherry

Serenity Keeper-Richard – *will pass out recruitment fliers; needs volunteers

Marathon-Natasha-no report

10. Nominations/Elections —

- **Open Positions —**
 - Auction Vice-Chair
 - Marathon Vice-Chair

11. Old Business -

- Pre-Convention T-shirt Pricing
 - Discussion of charging the same price for all shirts – no up-charge for larger shirts
 - Motion - \$25 per shirt regardless of size. Proposed by Lisa, seconded by Estelle.
- November 22nd Fundraiser
 - Soups – will have plenty
 - Desserts – multiple (pies, cakes, cookies, brownies, etc...)
 - Lisa makes notes on who is bringing what (add'l notes attached.)
 - Susan to check the facility for utensils and power outlets
 - Will need tables for food, merchandise, and registration
 - Reg to bring fliers, iPad, and sign-up packets
 - Don K to bring 2 coolers and ice

12. New Business –

- None currently...just focusing on fundraiser.

13. Open Forum –

- Discussion on absences – what is the policy? Nothing really in the policy about absences. We are encouraged to stay in contact with our committee members.

14. Announcements/Upcoming Events:

- **“F-Giving” fundraiser, 11/22 at 10 am – 4pm**
 - St Peter’s Episcopal Church (fellowship hall) –
 - 848 Ashland Terrace, Chattanooga, TN 37415
 - Please attend if you can.
 - Please announce it & share the Flyer!

15. Next Meeting – **December 9, 2025, 7 PM**

16. Closing Serenity Prayer

Host Committee Chair Report

Hey everyone!

Lisa and I met with the Board President to review the contract and there were changes that needed to be made and more negotiating to be done. I have been back and forth with the college and I am truly hopeful we can get a price set for our different registration packages by next month. At this time, we don't have the contract signed.

I am looking forward to the fundraiser the 22nd of this month and I look forward to seeing a lot of you there.

I have been in contact with several sub committee chairs and all are moving along nicely! I am so excited about all of their ideas!

A longtime supporter from South Florida asked for our printer package for the preconvention artwork, as they are planning a tie die fundraiser. I will let you all know the dates when I know them.

I was able to grab our preconvention shirts from Athens last week and they look so good! We need to get that price voted on tonight in old business.

I am available should you need anything at all.

Thank all of you for serving with me. It's truly an honor.

Rosemary H
404-889-2142

Host Committee Vice Chair Report 11.11.25

Dear Family,

This past month I met with Rosemary and the Advisory Board President to review the college contract. It looks good so far and I am confident we will get a good price set for registration. I also assisted the board with working on the bylaws and met with Auction Chair about the raffle items needed for the fundraiser. I have been preparing for the fundraiser and have some notes* to go over with each subcommittee when we discuss the fundraiser.

In service,

Lisa

*Notes to be included in minutes.

NOVEMBER FUNDRAISER

NOVEMBER 22 – F-Giving

SCHEDULE:

9AM – SET UP

10AM – OPEN DOORS

11AM – FELLOWSHIP SPEAKER

12PM – LUNCH

1PM – FRIENDS SPEAKER

2PM – BREAK & RAFFLE

2:30PM – FUN SPEAKER

4:00PM – CLOSE

SOUPS:

LISA – TACO SOUP & LADLE

BOBBIE JO VEGETABLE BEEF SOUP & LADLE

ROSEMARY – WHITE CHICKEN CHIL & LADLE

JOE – DOUBLE BATCH OF CHILI & LADLE

SUSAN – LENTIL SOUP & LADLE

LINDSEY – LOADED BAKED POTATO SOUP

ANITA – TORTELLINI SOUP & LADLE

DESSERTS:

LISA – PEANUT BUTTER BROWNIES

SHERRY – APPLIE PIE AND PECAN PIE

ANITA – PUMPKIN BARS

JOHN – PIE

ROSEMARY – RED VELVET CAKE AND COOKIES

EDITH CARROT CAKE AND COOKIES

JOE – BROWNIES

ESTELLE – PACKAGED COOKIES FOR KIDS

TONY – CHEESECAKE

RAY – PIE

ADMIN/SUBCOMMITTEE RESPONSIBILITIES:

CHAIR – BRING COLOR PRINTED PROGRAMS AND SIGNS FOR PLATES

VICE CHAIR – BRING ACRYLIC STANDS, MULTI PLUG OUTLETS, EXTENSION CORDS, SIGNS FOR SOUP, SCISSORS, TAPE, SHARPIE

TREASURER/ALT TREASURER – PROVIDE CASH BANKS FOR MERCHANDISE, TICKET TABLE AND RAFFLE TICKETS: SET UP TABLE TO SELL MEAL TICKETS

SECRETARY – ASSIST WHERE NEEDED

ARTS AND GRAPHICS – COOLERS AND ICE

AUCTION – RAFFLE ITEMS

CONVENTION INFORMATION – ASSIST WHERE NEEDED

ENT AND FUNDRAISING – SELL RAFFLE TICKETS AND ASSIST WHERE NEEDED

HOSPITALITY – BRING/PURCHASE PAPER PRODUCTS, DRINK, COFFEE AND SUPPLIES AND CHIPS. ASSIST WITH SERVING FOOD

MERCHANDISE SET UP TABLE AND SELL PRECONVENTION MERCHANDISE

PROGRAMMING – PROVIDE FORMAT AND READINGS; CONFIRM WITH SPEAKERS

REGISTRATION – SET UP TABLE FOR REGISTRATIONS

SERENITY KEEPERS – ASSIST WITH PARKING, NOISE CONTROL DURING SPEAKERS AND SMOKING AREA

ECCNA 29 Treasurer Report

Date:	7/8/2025	8/12/2025	9/9/2025	10/14/2025	
Beginning Balance:	-	(12,560.14)	(13,828.23)	(14,325.21)	(16,296.43)
Less Adjustments:	-	-			
Starting Balance:	-	(12,560.14)	(13,828.23)	(14,325.21)	(16,296.43)

Money In	June	July	August	September	October
Registration	(11,193.00)	(360.50)	(515.00)	(256.00)	(154.50)
Merchandise	-	-	-	(705.00)	-
Fundraising	-	(950.00)	-	(1,440.15)	-
Newcomer Donation	(115.00)	-	-	(151.50)	(21.58)
Gross Profit	(11,308.00)	(1,310.50)	(515.00)	(2,552.65)	(176.08)
Square Fees	237.00			32.05	
PayPal Fees	12.09	42.41	18.02	6.83	5.85
Net Income	(11,058.91)	(1,268.09)	(496.98)	(2,513.77)	(170.23)

Money Out:	June	July	August	September	October
AB Expenses					
Host Admin					
Convention Info					
Arts & Graphics					
Entertainment & Fundraising				-	480.00
Serenity Keepers					
Hospitality					
Registration					
Merchandise				542.55	897.91
Auction					
Program					
Site Costs					
Total Expense	-	-	-	542.55	1,377.91

Net Profit:	(11,058.91)	(1,268.09)	(496.98)	(1,971.22)	1,207.68
Accounting Adjustment	(1,501.23)	-	-		
Ending Balance:	(12,560.14)	(13,828.23)	(14,325.21)	(16,296.43)	(15,088.75)

Notes:

Check 2326 for \$80.00 was written to reimburse Sherry for the \$89.45 she spent on fundraising supplies in September. The remaining \$9.45 was donated. Rosemary was reimbursed \$400 cash prior to making the deposit for the \$412.13 in fundraising supplies she spent in Septmeber. The remaining \$12.13 was donated.

I have adjusted the entertainment and fundraising amount for September to reflect this.

Old Guard Graphics
290 Dairy Pak Rd. Athens, GA 30607
haywood@oldguardgraphics.com
(706) 549-5058
EIN #: 26-2287110



Tax ID: 305462145

Sales Order # 73536

ECCNA Tees

SALES REP INFO
Tim Gardiner
gardiner@oldguardgraphics.com
QT#
51402

SALES ORDER DATE
10/29/2025
TERMS
COD

DUE DATE
11/07/2025
SHIPPING METHOD
Pickup

ORDERED BY
East Coast Convention of NA

CONTACT INFO
John Phelps
johnphel0622@gmail.com
(404) 409-2936

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE																				
1	<div><div><div><div><div>ECCNA Tees</div></div></div><div><div>Part #32 64000 Gildan Unisex Softstyle® T-Shirt 32 0.0</div><div><div><div>Color: Heather Purple</div><table><tr><th>S</th><th>M</th><th>L</th><th>XL</th><th>2XL</th></tr><tr><td>2</td><td>8</td><td>10</td><td>10</td><td>5</td></tr></table></div><div><div>Color: Forest</div><table><tr><th>S</th><th>M</th><th>L</th><th>XL</th><th>2XL</th></tr><tr><td>3</td><td>9</td><td>10</td><td>10</td><td>5</td></tr></table></div></div></div></div></div>	S	M	L	XL	2XL	2	8	10	10	5	S	M	L	XL	2XL	3	9	10	10	5	72	Each	\$11.20	\$806.40	Y
S	M	L	XL	2XL																						
2	8	10	10	5																						
S	M	L	XL	2XL																						
3	9	10	10	5																						
2	<div><div><div>Upcharge</div><div>XXL & Larger Items</div></div></div>	10	Each	\$2.50	\$25.00	Y																				

Thank you for your order. Please review for your sales order for accuracy and let us know if anything needs to be revised. Payment is expected prior to or at time of pick up. Payment is expected prior to shipping. Visa, MasterCard and American Express accepted.

Cancellations:
Should an unforeseen incident arise and your order must be cancelled, you will be responsible for any cost incurred by Old Guard Graphics up to the point of cancellation. Once an order has been printed, cancellation is no longer an option.

Returns:
Please verify artwork is correct before approving the final proof; be sure to check spelling, grammar and design. Please verify your sales order is correct; check shirt style, color and quantities are accurate. Old Guard Graphics is not responsible for any errors overlooked once a proof and sales order have been approved.

We do not accept returns but we do strive to satisfy our customers and will accept responsibility for any errors made on our end. We allow the industry standard of 72 hours from the time of pick up to notify us of any issues.

Subtotal:	\$831.40
Sales Tax (8%):	\$66.51
Total:	\$897.91

SIGNATURE:

DATE:

Convention Information Report

November 11, 2025

Convention Information has been busy over the last month. Our full committee met and in addition to catching everyone up on the big picture structure and purpose of East Coast, we dug in to our work of identifying areas and regions for communication. We have our contact list over 90% built out. Additionally, we have a new gmail address: convention.info.eccna29@gmail.com that we will use when we send communication to those regions and areas. We will wait to send that information until we get the final flyer with full registration information.

For the upcoming November 22nd fundraiser, we have shared the flyer at area and begun announcing at home groups in Chattanooga. We sent it to Extreme Northern and Edith attended their last area PI subcommittee meeting. Rosemary was sharing in NE GA. We have also posted it in various social media groups in Chattanooga, north GA and east TN.

In loving service,

Susan H. and Edith T.

susan.harris@epbfi.com

423.322.7357

edithbgreatful@gmail.com

423.923.8658

Hotels Closest to the Fundraiser Location

Event Location: St. Peter's Episcopal Church

848 Ashland Terrace

Chattanooga TN 37415

Hotel	Address	Phone	distance to Venue	Notes
Hampton Inn	1920 Hamill Rd, Hixson TN 37343	423.877.3100	2.1 mi	May be dated, but great location
Holiday Inn Express	4820 Hixson Pike, Hixson TN 37343	423.877.6464	2.1 mi	Clean / dated
LaQuinta Inn & Suites	5000 New Country Dr., Hixson, TN 37343	423.402.9306	2.3 mi	Lowest end hotel in list
TownPlace Suites	5248 Highway 153 Hixson TN 37343	423.397.7191	2.4 mi	Fairly new - great location
Doubletree	407 Chestnut Street, Chattanooga TN 37402	423.756.5150	7.4 mi	Downtown - good location
Hampton Inn & Suites Downtown	400 Chestnut Street, Chattanooga TN 37402	423.693.0500	7.4 mi	Downtown - good location
Hilton Garden Inn	311 Chestnut Street, Chattanooga TN 37402	423.308.9000	7.4 mi	Downtown - good location
Courtyard by Marriot - Downtown	200 Chestnut Street, Chattanooga TN 37402	423.755.0871	7.5 mi	Downtown - good location
Residence Inn - Downtown	215 Chestnut Street, Chattanooga TN 37402	423.266.0600	7.5 mi	Downtown - good location
Embassy Suites	345 Broad Street, Chattanooga TN 37402	423.954.0969	7.5 mi	Downtown - good location
The Edwin	102 Walnut Street Chattanooga TN 37403	423.713.5900	7.7 mi	Highest end - amazing location

ECCNA 29
Fundraising and Entertainment Report
November 11, 2025

Hello Family,

Not much to report this month other than I am still selling raffle tickets and the fact that I talked to the comedian Bob Perkell about his pricing and needs. Bob, had reached out to the convention board and Rosemary forwarded his information to me. He has done both GRCNA and Spirituality is the Key conventions. Rosemary informed me that we needed to get three quotes for any entertainment. We talked about the possibilities of having a magician, hypnotist, or a DJ for a dance. I'm open to any suggestions that you folks may have. I did have a question about whether these activities were an extra charge. (It was addressed during the zoom meeting that there was no extra charge).

ILS,

Joe T

Hospitality Report - November Report

1. There is not much movement at this time in our preparation for ECCNA 2026.
2. We have our list of our items. It's a matter of how much we need to buy of everything, and that will reflect the registration numbers and then some.
3. Between items left over (which Frank has and will bring up to the fundraiser), the items that need to be purchased, and what will be handed to Rosemary on the 15th to bring to the fundraiser on the 22nd will be All of our items (we're bringing on the 22nd.)
4. Regarding the fundraiser in Chattanooga, I unfortunately will not be there, but Frank, our Vice Chair of Hospitality will attend.
5. If anybody would like to volunteer helping Frank (serving food, etc.) please let me know. You can text me at 305-797-7667.
6. As far as sending something for dessert for the 22nd, I don't know what is needed at this time. I should know more about this soon.

Frank and Estelle

11/11/2025

Merchandise report

Hello to all. We have ordered and received 72 pre-convention shirts. Will be asking the group to vote on selling prices. Suggest \$25.00 for sizes small to x-large and \$28.00 for plus sizes. I look forward to seeing all at the November fundraiser.

ILS, John P.

ECCNA 29 – Registration Report

Submitted by Sherry H

Date: 11/11/25

Please make a note – Registration email is GeorgiaEccna@gmail.com

Registrations:

Onsite Pre-Registrations (in St. Augustine at ECCNA 28)

- Saturday Night = 146
- Sunday morning = 69

Total On-Site Pre-Reg = 215

(these receive the early reg gift and 10% off total registration cost)

- *June total registrations = 219*
- *July total registrations = 5*
 - *2 day passes*
- *August total registrations = 10*
- *September registrations = 6*
 - *1 for raffle, name assigned + 5 more registrations*
 - *2 day-pass winners from cornhole event*
- *October registrations = 4*

Total Registrations as of 244 + 4 day passes as of 11/11/25

Budget Information:

- None

Additional Registration Information:

- Ready for 11/22 Fundraiser event in Chattanooga, confirm myself & vice chair will attend.
 - 3 clip boards with forms, pens, etc – for cash registrations
 - Bring iPad and personal computer if people want to register online to pay with CC
 - Need table with wifi code
 - Bringing cash drawer & POS system, to be used by other committees (merchandise / hospitality)
- Met with GCi – Georgia Corrections Industries – see information,
 - Manufacture items made at Georgia State Prisons
 - Received quotes for a few registration items:
 - Magnets = 4 in, consider for pre-pre special items
 - Decals – 3 in
 - Street Blades

Upcoming Tasks to be completed:

- Dorm room pictures & descriptions – get from Rosemary, Young Harris website
- Obtain prices set by AB for full reg & meal tickets
- Set-up webstore with product / prices for registrations
- CAP quantities set for each room type (to not oversell)
- Pre-reg flyers (policy, 8 months prior to convention)
- Distribute flyers to all Regions on East Coast, and additional
- Upload flyer to NAWS Events & Calendar – currently posted up to March 2026
- Email invoicing for remaining balances due, 10% off list
- Email invoicing for remaining registrants with full balance due

Fundraiser Operations

- Prepare square for event onsite registrations
- Booth set up with information flyers and forms
- Equipment set-up & testing prior to events
- Back-up forms (just in case)
- Extension Cords & secure electrical outlet location

Direct Mailing:

- To all previous NA members on attendance roster
- Purchase envelopes

Budget for Registration Packets

- Set quantity with options for overage
- Registration badges
- Work with the Merchandise committee to gain three (3) bids for each item
- Registration items
- Pre-reg gift for 215
- Map of Facility / Parking
- Registration Packet Assembly

Submitted proposed budget:

<u>Registration</u>	<u>ECCNA 29</u>	
		200 @ .78 cents postage =
Mailings	\$200	\$156
Envelopes	\$20	
	\$1,50	
Pre-Reg Onsite Special	5	215 pre-reg on site, est \$7.00
Registration Flyers	\$600	at .10 cents each, estimated 6,000 flyers
	\$1,80	
Registration Packages	0	based on 500 total @ \$3.60 each
Misc	\$50	

Registration Assignments – Beds / Dorms

- Update list with all shared names
- Room assignments based on bed types / registration / shares
- Reconcile all registrations fully paid

Registration Operations

- Registration hours set – Host Committee & AB Approval
- Schedule – review with Programming Committee
- Dorm Room Keys signature forms created / received from YHC

COURAGE TO CHANGE GROUP & ECCNA 29 PRESENTS:

BOOKS

BEHIND BARS

**“SPEAKER JAM”
&
FUNDRAISER**

Let's come together to raise money to buy
Basic Texts for those in jails and prisons!

**March 21, 2026
12 PM - 6pm**

**1012 N. Van Buren St.
Albany, GA 31701**

FOOD & DRINKS FOR SALE!

- Chicken Wings • Fish • French Fries
- Hot Dogs • Pasta Salad • Soda & Water

T-SHIRTS FOR SALE!

*The group raising the most monies
gets ALL the Bragging rights!!!*

