

## **Minutes from the 39<sup>th</sup> AVCNA Host Committee Meeting**

*(Meredith started taking Minutes during Section III)*

- I. Opening Call to Order and The Serenity Prayer
- II. Readings
  - A. Twelve Traditions
  - B. Twelve Concepts
  - C. Section 1.2 of Policies and Procedures
- III. Approval of minutes from last meeting and secretary's report
  - **Stephen P. read the minutes from last month's Host Committee meeting.**
  - **Sarah M. asked to amend the minutes under Old Business/Section B – "at the direction of the Host Committee per the November meeting."**
  - **Annette made a Motion to Approve last month's minutes with the one amendment. Meredith seconded the motion. MOTION APPROVED.**
- IV. Reports
  - A. Chairperson – Sarah M., present and read report

Dear Host Committee,

It has been a short 3 weeks since we last met. Following the last host committee meeting the executive committee met. We discussed the suggestion per the guidelines that an executive committee member should be present at host committee meetings. We have come up with a plan and intend to fulfill this suggestion to the best of our ability. I personally plan to attend the Registration subcommittee as frequently as possible and perhaps Program once we elect a chair.

We have much work ahead of us in Virginia Beach next Sunday, January 12th. Please communicate directly with Tanyla, Meredith, or Kevin I if you have any questions about the particular tasks for which they will need our help. We will need all hands on deck to assist these three subcommittees. Once we arrive at the convention, I will attempt to identify the area where we will be setting up pre-convention and registration on Sunday morning.

Thanks for allowing me to serve.

Sarah M

- B. Vice Chairperson – Thaddeus M. read report and it is included below in red

I attended entertainment, pre-convention and arts and graphics sub committee meetings.

- C. Treasurer – Stephen P. read report

Hello Family,

Nothing new to report this month. I have a copy of the Master Budget with me for my report. I have been keeping in contact with Susan the VRCC treasure and we are woking together so she can guide me in my service position. I am looking forward to AVCNA 38 and will be attending the Thursday night meeting. Hope to see you all there. Pleas feel free to reach out to me if you have any questions about your budgets. Please also remember to hold on to all your receipts for me to put into your budget. Thank you for allowing me to serve.

Stephen P.

39th AVCNA Treasurer

- D. Vice Treasurer – VACANT

- E. Subcommittee Reports

1. Preconvention – Tanyla E. read report

Hello committee pre convention reports we had Subcommittee meeting on Dec 21, 2019 we voted and discussed many issues, we talk about meeting timeline and doing raffle tickets throughout the year and flyer for dance, discussed DJ for dance paperwork to follow report

THANKS FOR LETTING ME SERVE

2. Program – VACANT

3. Registration – Meredith read report and it is included below in red.

Good Morning AVCNA Host Committee Members,

The Registration Sub-Committee has not met since our last Host Committee meeting. We will meet on Tuesday, January 14<sup>th</sup>, 2020, at 7 pm at St. Paul's on the Hill which is located off Senseny Road.

Last month this body approved the Early Bird registration form and today we need to finalize the Pre-Registration flyer. I am planning to print 100 Early Bird registration forms and 300 Pre-Registration forms this week.

See you in Virginia Beach!

In Loving Service,

Meredith S.

4. Merchandise – Bill T (ABSENT)
5. Arts & Graphics – Kevin I.
6. Entertainment – John A. (ABSENT) – received report see below.

Three in attendance we discuss reach out to obtain bids for DJ's 3 of them. Reach out to 3 comedians for Comedy Show Saturday night. Also checking pricing on karaoke machine for Friday night. Next Entertainment Sub Committee meeting is January 28<sup>th</sup> Tuesday night following Eyes to the Sky Group NA which meets at John Mann Church on Cork Street. We will be coming to a group conscience of a Vice Chair for the Entertainment Sub Committee. In Loving Service, John A.

7. Additional Needs – VACANT – David T. to fulfill position (see information under Elections in the Minutes)
8. Hospitality – Annette D.
9. Convention Information – VACANT

V. Comments from members of Narcotics Anonymous

- Thaddeus would like the host committee to explore handicap accessible options for Grace Evangelical Lutheran. Meredith will reach out to contact at the church.
- Thaddeus asked for assistance with meeting locations for vacant sub committees.
- Welcome to new attendees!

VI. Old Business

- A. David T. nominated for Program Chair Coordinator. Did not accept the application.
- B. David T. nominated for Additional Needs Chair – ACCEPTED the nomination. David’s qualifications are included below.

*Clean date is May 27<sup>th</sup>, 2005.*

*NA Sponsor*

*Working knowledge of 12 steps.*

*HG – Solution Seekers*

*Service Experience – HG Level (chair, GSR, Treasurer, Key holder and open/close mtg. place)*

*Area Level – RCM (Shevana – currently)*

*Shevana H&I Sub Committee – Panel Member and Panel Coordinator (Previous)*

*Willing and able to serve!*

- C. Pre-Registration Flyer – approved with proposed amendments – APPROVED UNANIMOUS.
- D. New Business

- A. Green & Serene Flyer – APPROVED with requested changes. APPROVED UNANIMOUS.

- B. Motion Maker: Meredith S.

Second: Annette D.

Motion: To amend the Early Bird flyer to include the dates of January 22-24, 2021, city (Harrisonburg), and state of Virginia.

Intent: To provide clarity and increase attendance for the 39<sup>th</sup> AVCNA.

APPROVED – UNANIMOUS.

- C. Motion Maker: Meredith S.

Second: Tanyla E.

Motion: Budget request to print 300 Pre-Registration flyers to take to Virginia Beach. \$133.32 and flyers will be printed at Staples.

Intent: To have flyers available for the 38<sup>th</sup> AVCNA.

APPROVED – UNANIMOUS.

- D. Motion Maker: Tanyla E.
  - Second: Meredith S.
  - Motion: Request \$200 for DJ
  - Intent: Secure DJ for Dance.
- E. Motion Maker: Tanyla E.
  - Second: Meredith S.
  - Motion: Requesting money for raffle tickets \$69.95 plus tax for 1000, 1<sup>st</sup> Place Prize \$100 gift card, 2<sup>nd</sup> Prize Registration and print raffle tickets. \$223.45.
  - APPROVED – UNANIMOUS.
- F. Motion Maker: Sarah M.
  - Second: Kevin I.
  - Motion: To acknowledge subcommittees/host committee as a group instead of individual chairs Saturday night at the 39<sup>th</sup> AVCNA.
- G. Review of Timeline
- H. No items to redact
- VII. Announcements – Next Host Committee meeting is on Saturday, February 8<sup>th</sup> at 10 am
- VIII. Close with Serenity Prayer