

ESPERANZA AREA CONVENTION OF NARCOTICS ANONYMOUS V

MINUTES APRIL 23, 2018

The meeting commenced at 7:38 P.M. with the recital of the Serenity Prayer.

- **SERVICE PRAYER:** Registration Chair
- **12 TRADITIONS:** Policy Chair
- **12 CONCEPTS:** Secretary

ROLE CALL

The Secretary takes roll call. All executive body members are present. In addition to the executive body, all subcommittee chair persons are in attendance as well.

REVIEW OF THE MINUTES

The convention Secretary reads the minutes for acceptance by the committee. The following corrections are required prior to accepting the minutes;

- Co-Secretary calls to attention an error under the Vice Chair's report in the discussion section. The minutes read, "Merch. Vice Chair asks why no Exec. Body representation at Merch. Sub Com mtgs? Vice Chair asks when Merch Sub Com mtgs, will be held, Merch Chair replies every Friday at 7pm. Vice Chair acknowledges and is dually noted." The minutes should be updated to state that the Merchandise Subcommittee meets every third Friday of the month, not every Friday.
- Merchandise Chair inquires as to why, under the discussion section of the Event Coordinators report, the minutes state, "Chair directs Merch Chair to follow up with Policy Chair and work out issues with contract negotiations for solution." The Merchandise Chair has a discrepancy with this statement because she was never directed to follow up with the Policy Chair. She was however, directed by the convention Chair, to meet with the Living Clean vendor and to work up a contract with them for all future Event Support Functions. The minutes should be amended to reflect this information by stating, "Chair directs Merch Chair to meet with Living Clean Clothing and secure a contract for future Event Support Functions."

At this time, the Merchandise Chair, also informs the committee that the convention Chair later contacted her and direct her to only secure a contract for the Event Support Function to be held on April 7, 2018. This information is followed by discussion amongst the committee as to the violation of the Second Tradition by the convention Chair. The Second Tradition states, "For our group purpose there is but one ultimate authority-a loving God as he may express himself in our group conscience. Our leaders are but trusted servants; they do not govern." Several members of the committee express their concern about governing being present in the Chairs actions. After hearing the concerns of the committee, the convention Chair informs the committee body, that his intention was not to cause upset within its members. He ensures the body that his actions reflect nothing but having the best interest of the convention in mind. He then states that he will discuss this further when giving his report.

- Co-Secretary calls attention to an error in the Hospitality report under the discussion section. Under this section, it states, “Alt. Sec. makes motion to allocate (budget) \$1K for Hosp. 2nd by Vice Chair (\$250 per increment) total of 4 increments.” This statement is incorrect, it should state, “Alternate secretary makes a motion to approve Hospitality’s request for a budget of \$1,000.00. Motion is seconded by the Vice Chair.”
- The Co-Secretary states that there is an error in the motion to close. The motion states that the Co-Secretary made the motion, which is incorrect. The motion should be amended to read, “Motion to close made by the Convention Information Chair.

The Co-Treasurer makes a motion to accept the minutes with the above stated amendments. The motion is seconded by the Registration Vice Chair. **Motion passes by acclamation.**

EXECUTIVE BODY REPORTS

Chair Report:

The Chair informs the committee, that per policy, only ten minutes should be allotted to each subcommittee to go over individual subcommittee chair reports. To better adhere to policy guidelines, the Chair will be keeping an eye on the time spent on subcommittee reports. He apologizes in advance if any persons feel as though they have been cut off.

He then expresses his gratitude for everyone’s service and dedication in making EACNA V’s first Event Support Function a success. The chair does however, have three areas that he would like to address. The first thing he addresses is that since having elected a Serenity Keepers Chair, there should no longer be any worries regarding having Serenity Keepers present at the function. The second area he addresses is the lack of Hospitality Subcommittee presence at the event. He expresses that they were left short handed in food prep and serving of the food. Individuals who were present to assist in other areas stepped up to lend a hand in these areas, and everything worked out in the end. Finally, he addresses the presence of Alternative Vendors at the function. He states that several members expressed concern about traditions possibly being violated and interfering with the sales of convention merchandise. The Chair has contacted the World Service Board to get some clarity on the issue. As directed by the WSB, the Chair will be taking these concerns to ASC on 5-20-18 to get direction regarding the conscience of the Esperanza Area regarding this matter.

In hearing that the Chair has consulted the World Service Board, several committee members express that the Chair is breaking tradition two by governing. Alternate Merchandise was discussed at the Convention Committee Meeting that was held on 3-26-18. At this meeting the Merchandise Chair was directed by the Chair to secure a contract with Living Clean Clothing after the conscious of the committee was that it was in fact not in violation of the traditions.

- Co-Secretary makes a motion to allow Licensed Vendors to sell merchandise at Event Support Functions with the approval of the Convention Committee Body. The motion is seconded by the Serenity Keepers Chair. **The motion passes by acclamation.**

The Chair brings up the motion made at last month meeting to table voting on the hotel. He feels as though he has exhausted all available options in his search of a hotel to host the EACNA V convention. The chair reports that there are only nine hotels large enough to accommodate the volume of attendees during the Saturday night main speaker. The Chair states that we can no longer delay in selecting a hotel and would like the committee to decide on the meeting space.

The Programming Chair informs the body that he has spoken with Anthony at the El Tropicano Hotel. Even though the hotel has been previously booked for the weekend of the convention, the booking is scheduled to depart on Saturday morning. On Friday night the Coronado Ballroom, Romeo & Juliet room, and the Monte Cristo room would still be available for use. In addition to this, there would still be numerous room blocks

available for attendees to reserve room nights. Having the above stated rooms available, would be more than sufficient to accommodate the speakers that would be scheduled for Friday night, as well as the room needed for Hospitality. The committee body agrees that the El Tropicano would still accommodate the convention needs.

- Co-Secretary makes a motion to suspend the order of the day. The motion is seconded by the Registration Vice Chair. **Motion passes by acclamation.**

The committee votes on the following hotels for EACNA V;

- Wyndham Riverwalk: \$5,000.00 food and beverage minimum with a room rate of \$115.00.
- Marriot River Center: \$15,000.00 food and beverage minimum with a room rate of \$189.00
- Hilton Airport Hotel: \$4,000.00 food and beverage minimum with a room rate of \$99.00
- El Tropicano: \$5,100 food and beverage minimum with a room rate of \$99.00

The El Tropicano Hotel wins by majority.

- The Treasurer makes a motion to set aside \$2,000.00 for the deposit required by El Tropicano once a contract is signed. The motion is seconded by the Serenity Keepers Chair. **Motion passes by acclamation.**

Vice Chair Report:

Mike H expresses his gratitude at being given the opportunity to serve as the EACNA V Vice Chair. He informs the committee that he was able to attend every subcommittee meeting, except for the Merchandise meeting due to being out of town. The Vice Chair also commends those able to be of service to the first Event Support Function for their hard work and willingness to be of service to the convention.

Treasurer Report:

Ashley B informs the committee that we currently have a balance of \$9,605.78, which is also the total of our available funds. She then reports that she was able to establish a new PayPal account once the bank information was release from the old account. The bank information and the new PayPal account were successfully linked to one another.

Ashley states that she did not set aside the \$1,000.00 that was approved for Hospitality's budget. There was some confusion as to whether the budget was only approved or approved with the intention of having the monies set aside at present. After gaining some clarity, from notes taken by the Co-Secretary, it is realized that the budget was only approved without further instruction on how and when the funds should be allocated to Hospitality.

- Co-Secretary makes a motion to set aside \$1,000.00 for the Hospitality budget. The motion is seconded by the Registration Vice Chair. **Motion does not pass.**
- Policy Chair makes a motion to allocate \$250.00 from each Event Support Function to the Hospitality budget, until the budget total of \$1,000.00 is fulfilled. The motion is seconded by the Arts and Graphics Chair. **Motion passes by acclamation.**

Policy Report:

Gilbert L expresses his appreciation at being of service to EACNA 5 as the Policy chair. At the current time, Gilbert, is continuing to work on creating a timeline for all executive and subcommittee bodies. He was hoping to have had the timeline completed already and assures the committee that he will do his best to finalize it as soon as possible. The Policy Chair also expresses his willingness to be of service to anyone, should they need assistance.

SUBCOMMITTEE REPORTS

Registration Report:

Liz S begins her report by expressing her gratitude as serving the EACNA 5 committee as the Registration chair. She also takes the time to thank the committee members who attended the Lone Star Convention and were able to sell two registrations for EACNA V. Liz was excited to report that there were nine registrations purchased at the first EACNA V Event Support Function. With these 11 new registrations, there are now 161 individuals registered for next year's convention! The next events that the Registration Subcommittee hopes to garner more registrations at, are the Taste of NA event and the New Possibilities Speaker Jam.

The Registration Chair reports that her subcommittee has narrowed down, voted upon, and formulated a bid amount for 750 registration bags. The items that they would like to include in the registration bags are; a lanyard/band pass, magnets, chip clip, a notepad and pen, highlighter, a keychain with flashlight, and a wrist band. She has attached a breakdown of three bids per item to her report. The approximated bid total is \$4,295.30 for 750 registration bags, which places the cost of each bag at \$5.73. There is some discussion amongst the committee regarding the possibility of the bids increasing in price if more time elapsed in purchasing the above stated items.

- Co-Treasurer makes a motion to set aside \$2,500 for the registration budget so that the subcommittee can begin purchasing registration bag items. The motion is seconded by the Hospitality Chair. **Motion passed by acclamation.**

Liz wraps up her report by informing the committee that she will finalize the Pre-Registration fliers once a contract is signed with the El Tropicana Hotel. She then asks the Arts and Graphics Chair if the EACNA V convention logo has been finalized, to which the A&G chair replies that it has not.

Arts & Graphics Report:

Anthony V apologizes for his lack of a paper report. The A&G subcommittee is still currently working on finalizing the convention logo. Anthony expresses some concern about not being able to work in unison with the Merchandise subcommittee on designs required for the Event Support Functions and the convention logo due to having to have the designs approved/voted on by the Convention Committee. He feels as though the Arts and Graphics subcommittee should have the ability to create and vote on these designs without having to present them to the entire committee body. Other subcommittees are given much more freedoms on decisions made within their individual committees, and the A&G chair feels as though the subcommittee could work more cohesively with the Merchandise Subcommittee if they were given the opportunity to make decisions on the final designs.

Convention Information Report:

- The Convention Information Chair resigns from her position

Due to the Convention Information Chair resigning, the CI secretary reads the subcommittee report. The reports states that the committee has added 88 registrants to the newsletter. In total, there are 122 individuals subscribed to the newsletter.

Event Coordinator Report:

Melanie F reports that the details for the next Event Support Function have been voted on and are as follows;

- Theme: "The Masks Have To Go"
- Location: 8900 Startcrest
- Date and Time: June 9, 2018 from 4-9 P.M.
- Food: Hamburgers, hotdogs, chips, and a drink for \$7.00
- Speakers: Evony M (Houston), Sarah S (Corpus), Patty R (San Antonio), and Joe R (Houston)

The Event Support Function held on April 7, 2018 made a total of \$1,987.28. A breakdown of the total was provided and is outlined below;

- Cash: \$1,487.89
 - Plate Sales: \$566.00 cash and \$84.00 square
 - Auction: \$442.00
 - Registration: \$90.00
 - Merchandise: \$507.00
 - Living Clean Donation: \$55.00
 - 7th Tradition: \$120.89
- Square: \$544.39

The Event Coordinator Subcommittee is still in the discussion process regarding entertainment for EACNA V. Melanie is hoping that the subcommittee will make their final decision and vote on entertainment at the subcommittee meeting scheduled to be held on 5-16-18.

Hospitals & Institutions Report:

Dustin J says that he does not have much to report. The H&I subcommittee is currently compiling a list of local treatment centers and attempting to get in contact with the proper individuals at each facility.

Hospitality Chair Report:

Lucy V begins her report by apologizing for her absence at the April 7th Event Support Function. She tried to help in the clean up process when she was able to arrive, and her assistance wasn't needed. Lucy informs the committee body that she received a phone call from the Chair inquiring about her absence. The Chair informed her that it was her responsibility to put together a crew of volunteers to assist at the event. Lucy has included the Hospitality Policy in her report. In the policy it does not outline Hospitality's assistance in Event Support Functions as a responsibility. The responsibility falls upon the Event Coordinator Chair, who was not aware that this was one of her subcommittee obligations. The Co-Secretary suggest that The Event Chair, in addition to the food/beverage/paper goods signup sheet, that there be a signup sheet for volunteers to assist in the food prep and serving process.

The Hospitality Chair expresses that she does not have any issues with being of help wherever possible, however, when elected as the Hospitality Chair, she did inform the body that she may not be able to attend every ESF. She has employment that can be very demanding, and she can not jeopardize her position to attend every function.

The Co-Treasurer then read the minutes from last months meeting which stated that the Hospitality Vice Chair would be present at the Event Support Function. The Co-Treasurer then asks why the Hospitality Vice Chair was not in attendance, to which the Hospitality Chair responds that she doesn't know.

Lucy asks the committee body if whether they believe her resignation from the position of Hospitality Chair would be advisable. Policy Chair expresses that no individual should be belittled for their inability to be of service. The consensus of the body was that Lucy V should not resign from her position, and that they are appreciative of her service thus far. The Vice Chair asks the Hospitality Chair if she will be able to attend every day of the convention. The Hospitality Chair ensures him that she will be in attendance.

Merchandise Chair Report:

Monica A reports that the merchandise subcommittee has sold \$582 in merchandise for the month of April. The Merchandise subcommittee will attend The Taste Of NA, the Texas State Convention, and the Freedom Function/New Possibilities Event to sell merchandise.

The merchandise subcommittee has discussed selling travel coffee mugs for EACNA V. The travel mugs would be orange with white lettering and would feature the San Antonio skyline with the EACNA V logo. The

Co-Treasurer inquires about which company, of whose bids were presented, has the best quality products. The Merchandise Chair responds that Discountmugs.com has the best quality of mugs.

- Co-Treasurer makes a motion Discountmugs.com for 100 mugs that would total an amount of \$490.00. The motion is seconded by the Treasurer. **Motion passes by acclamation.**

Programming Chair Report:

Raymond L begins his report by thanking the individuals who were able to be of service to the programming subcommittee. The subcommittee is continuing to review the audio of the main speaker submissions. He informs the committee that they have heard some great messages thus far. The programming subcommittee will continue to accept main speaker submissions until July 31, 2018. Raymond L encourages any individuals, who wanted to nominate a speaker to get into contact with one of subcommittee members prior to the above stated deadline.

Serenity Keepers Chair Report:

Roy E reports that Leandra A was selected as the Serenity Keeper Vice Chair and that Evelyn C was chosen as the Secretary. He also informs the committee that he has secured two bids for the radios to be used during the convention. He is currently in the process of securing the final bid and will present all three bids at next month committee meeting. Roy also reports that he has created a volunteer signup sheet and will begin to circulate it at meetings.

OLD BUSINESS:

No old business to resolve at present

NEW BUSINESS:

The Merchandise Chair asks for the committee's direction on the amount that the travel coffee mugs should be sold for.

- Co-Treasurer makes a motion to sell the travel coffee mugs for \$10.00. The motion is seconded by the Treasurer. **Motion passes by acclamation.**

The Co-Secretary makes a motion to close the meeting. The motion is seconded by the Serenity Keepers Chair. **Motion passes by acclamation.**

The meeting adjourns at 10:03 P.M. with the Third Step Prayer. The committee will reconvene at 7:30P.M. on May 28, 2018 at 307 Marshall St.