

CRCNA XXXIV
February 1st, 2020

Meeting opened @8:50

8:45: Open Meeting

Observance of Clean Time: None

12 Concepts of Service

Approval of Minutes: Approved

Administrative Reports:

Chair: Dave

I am saddened by our F&E chair stepping down and wish him and his family well. However we did get a Vice Chair and Secretary elected at the regional mtg. Welcome Joann and Karen! Passed out the dual sided flyers for program needs and the logo contest. Brought more here. Met with the hotel staff twice. First to get clarity on the billing cycle of 5 payments of \$2215.50 each. We were very late in paying the second instalment. Second mtg was to give them a check and do a walk through with the program SC. We were able to get the room space expanded to meet our needs with no extra charges. Got the menus for dinner, breakfast and the dessert bar along with AV prices. Getting an H&H chair would be most helpful so please beat the bushes and shake some trees. And for P&D and F&E as well. To say nothing of a vice-treasurer. Zach and Kathleen have done a magnificent job with flyers and the registration template. Without P&D, H&H and F&E chairs there is lots of work to do. At the same time it is easy to want to jump in and help but we need to make sure we are not duplicating effort. Some of us have lots of convention experience and that needs to be shared. Please ask for help and be willing to jump in when holes are obvious. It is easy to want to ignore the guidelines, like waiting until April to vote on the logo. Going over the timeline with the guidelines at hand has helped me a lot. Over communicating is imperative. Mark and I talked about what to do with the XXXIV checking account. We decided to deposit \$10K (our – 2 x 2215.50 = \$5569. We are waiting on a new signer page from CNAC to be able to get Joann added.

Joann and I met to work on the pancake breakfast et al. She had a possible venue and called them and I called this church. Crossroads only allows reheating. Her work paid off!

I updated the secy laptop to office 365 so hopefully Karen won't have issues using word.

Ally, the quilt maker, wanted to turn over the extra shirts so I pointed her at Lena. Please announce more shirts/bandanas/etc are needed. I was contacted by a quilt maker in OTW and Paul said he had 1 or 2 possibilities. Maybe we can combine that request with the flyer for the breakfast?

Updated timelines are available. Please look at them for any mistakes or other issues. Pass along any desired changes to me by next month, per the timeline. Also, please review the guidelines for your position so that all necessary tasks and direction are known. There could easily be something that has been overlooked that needs to be on the timeline or understood. For example, H&I has "Distribute save the date flyer" for this month. In the guidelines it talks about getting the message about the convention out. So that makes much more sense to me.

Any questions, Dave A

Vice Chair-Joann D.

Greetings! I am so grateful to be elected and to work with old and new friends. I am looking forward to a successful CRCNA XXXIV.

With that, I hit the ground running, I have attended two Program meetings and believe this committee is passionate and through in their endeavors. They are in line to meet deadlines and are well on their way to a successful program for our convention. I also attended the Hotel walkthrough and got many questions answered.

Dave and I were able to sit down and get on the same page. Our first and most important task was to find a location for the Pancake Breakfast. I secured a location at 2100 Wadsworth Blvd. for April 25th, 2020. This is where Clean & Serene meets. It is a nice facility with two stoves, two dishwashers, ample seating, and great parking. The church will rent us their facilities for 100.00. This is not too far from where the breakfast has been held the last couple of years. I am excited for this venue change.

I have also been reviewing the hotel menu options and will discuss this further in New Business.

In Loving Service, Joann D

CRCNA XXXIV Treasurer Report

Per the CRCNA guidelines we are allowed \$10,000 seed money. Since two deposits of \$2212.50 for the Embassy Suites for CRCNA XXXIV were taken out of the CRCNA XXXIII funds the amount of \$4225.00 was taken from that \$10,000 leaving \$5575.00. That was deposited to the new account at 1st Bank. The account was opened originally with \$10.00 so our starting balance is \$5585.00. The online account has been activated, but we are having trouble linking to Pay Pal or Square because it requires verification through email addresses or phone numbers that are unknown or no longer active. At this time, we don't have a checkbook or a debit card, but I have five counter checks for disbursements that are required at this meeting.

There is a new form, the CRCNA Purchasing Information form, that is to be attached to each Expenditure Voucher. In it is stated that purchases more than \$500.00 are subject to competitive bidding and that at least three written bids are required. Each sub-committee chair is to keep a copy of this for their committee.

Our next deposit to the Embassy Suites of \$2212.50 will be due in May.

- o Vice Treasurer: Open

Secretary: Karen C.

I have my budget prepared and I am happy to be here.

Grateful, Karen C

Subcommittee Reports:

Programs Chair:

Call to Order – 9:03am Service Prayer Joann * 12 Concepts – Britt B.

Attendance & Contact

Chair - Kathleen L. crcnaprograms@nacolorado.org

Vice Chair (elect) - Britt B. brittsbirds@hotmail.com

Joanne D. shadoweagle4@msn.com

Old Business

- The timeline will be reviewed at each subcommittee meeting
- Hotel Walk thru (see attached)
- Speaker review and scoring continues
- Program schedule and MM drafts continues
- “The Early Years” Narcotics Anonymous presentation, confirmed

New Business

- Review taper contracts
- Budget draft ready for review from CRCNA Chair & Treasurer (see below)
- Will contact RD about Conference topics & ideas for presentation
- Will also contact Region PR Chair for input

Open Discussion

- Basic Text Book Drive – to present to CRCNA Committee
- Would like to have late night speaker workshop Saturday about 11pm

Budget

Budget proposal draft for review by CRCNA Chair & Treasurer

Category	Amount Proposed	Amount Requested	Amount Paid	Amount Difference
Speaker Rooms	$\$141.19 \times 8 =$ \$1129.52	\$1130		
Speaker Gifts	$50 \times 4 =$ 200	\$200		
Speaker Travel	\$2000	\$2000		
Speaker Meals Banquet/Breakfast	$\$60 \times 4 =$ \$240	\$240		
Speaker Registration	$\$35 \times 4 =$ \$140	\$140	?	
Workshop Expenses	0	0	0	0
Clerical Supplies	\$175	\$175		
Total		\$3885		

Next meeting February 22, 2020 Same Time Same Location

Print & Display Chair: OPEN

F&E Chair: OPEN

Merchandise Chair: Jeff R.

Hello All, The first merchandise subcommittee meeting went very well. We have a great team that has come with some really great ideas and enthusiasm. There are many things that I would like to bring back to this body on behalf of the subcommittee.

Budget is definitely the most important thing to discuss. As a committee we looked at last years' budget of \$10250 and the amount spent of \$5765.67. We spoke about ways we would like to see this year's merchandise be produced and how that will directly affect our budget. We would like to speak to this in more detail as a committee shortly. But based of the invoices we have received we feel we could have a successful year with a budget of \$10,000. With that budget we plan to start things off with a pre CRCNA shirt. Something we can offer at F&E events. We will offer higher end items for sale on the online store only. We will offer the more standard items we have come to be accustomed to seeing at the convention. (shirts, hoddies, mugs, etc...) We would also like to see quite a few new and exciting items available as well. All the items we look forward to selling this year will be picked with our member poll strongly in mind and finally approved by this body. (Side note. Member poll for merch is up and live @ www.nacolorado.org please spread the word.) We would also like to see the online store be re-opened after CRCNA. We spoke about being able to produce items and send them out to members with shipping being paid by the buyer. We spoke about the importance of having literature available for sale at cost to the member. We also thought it would be important to have a second square device available to merch. And all supplies needed for the year. As I stated above we have a hard time locking down exact costs on items at this point as we need to come up with a solid game plan, approval and guidance from this body to move forward.

· As many of you know myself and the committee feel really passionate about producing the CRCNA wearable items in house. Let me explain in more detail. We have a vision of having an online company produce our logos on a heat transfer material. We will buy our plain garments online. We will rent heat press machines. We will produce a fair amount of these items to be ready for sale at the start of CRCNA. As we sell through certain items we will produce only as many more as are needed. This style of production will benefit us in many ways. First of all, it will keep costs down. It will allow us to only produce as many items as we need. Whatever we do not print on and produce can be returned to the vendor or saved for the following year. This idea would allow us to open the variety of items available to our members. In return we feel this would up the number of items sold. People would feel like they were getting something different and interesting. We also spoke about being able to possibly do limited customization on the fly. Say a name or clean date to be printed on their item while they wait. This is just an idea of course. But just an example of the way we can make merchandise fun and exciting this year. Depending on how far we want to go with this idea, we could even print our own mugs. We could use this process in all areas of this convention. Example, registration bags, trusted servant t-shirts, etc...

We know there are concerns. We know that this is stepping away from the old ways of doing things. We just ask that as a committee we discuss this in a loving and caring way. We feel that there is a way to follow traditions, concepts and guidelines and still be able to go with a new route of production. I can tell you from experience that when we start talking about money things can get unspiritual very quickly. I really hope this is not the case with this. I have taken much time to read through the traditions, concepts and guidelines. I have spoke with members with substantial clean time and knowledge of the traditions. Members involved in all different levels of service. These members do not feel that this would be a violation in any way. I was advised to reach out to NAWs. I did so and wrote out our vision just as above. They too did not see a problem with this idea. They did state that this would ultimately be a decision for this board to decide. (This email will be attached in a separate page.) I whole heartedly agree. Again I just ask that we talk about this, ask questions and ultimately turn it over to our higher power. If the committee decides against this, myself and the committee will be totally ok with the decision and move forward with your guidance. Last couple things. When speaking with a member he said that we have to remember that CRCNA is a profit builder for the region. It is not an NA meeting. Of course we need to follow traditions. But we can work together in service to try new things here. We have the freedom and anonymity to do what is

right for the committee and CRCNA as a whole. Myself and the subcommittee look forward to a loving discussion and hope for guidance.

· Last couple things to mention, we have started working on the pre CRCNA shirt ideas. We really wanted to go with a vibrant 70s rock style shirt. I will attach the final ideas and hope that we can pick one and start moving forward with bids and such.

I have reached out to world for an approved list of vendors. We have this and we will start looking into jewelry vendors and reaching out to them this month. Angie will be spear heading this.

I have started looking into online vendors for special items. After we get a tally from our member poll we can really start making some decisions on this. But the looking and shopping has begun.

I want to close with just how thankful I am for this opportunity of service. I can tell you that I feel growth in just this report. I feel like I learn more and more about how we do this thing together.

Thank you! In loving service. Jeff R.

Registration Chair: Lena S.

CRCNA XXXIV REGISTRATION SUBCOMMITTEE REPORT

Good Morning Family I'm excited to be serving with you all and look forward to a great convention this year. I am happy to report that the first subcommittee meeting was held and four members showed up to form a Registration Committee. We are up and running and excited to be of service.

We held roundtable intros, observed cleantime, and I familiarized everyone with CRCNA Guidelines, Roles & Responsibilities of my position as well as encouraging them to review the 12 Concepts.

Introduced timelines and budget to committee to give them a basic understanding of the flow and responsibilities we will be meeting together.

Questions that came up were:

LY Registration Cost,

#'s from LY,

How to determine tiers for (early/reg & onsite)

% of increase from LY budget based on what

Identified Action Items

Subcommittee meeting flyer - Alissa B to make and bring to next meeting (done)

Contact list - Elizabeth Z to create a contact list (done)

Meeting schedule list - Committee agreed to all future planned

dates. Sub-committee meetings the 2nd Saturday of the month @ noon @ GreekTown Cafe 2910 E. Colfax Ave, Denver, 80206

Discussed Importance of Events and our Attendance

Pancake Breakfast (April) August Event Discussed any known absences

Moving forward I have concerns about the timelines. After speaking with Devin my understanding about registration cost is that the CRCNA Committee is the voting committee. What does the committee need from me for this?

March guidelines also reflect budgets due, timelines due and merchandise offerings.

I may need support identifying what "merchandise offerings" means. At what point do swag-bag ideas and bids need to be turned in/decided by the subcommittee? I don't have any Vendors and could use any support or suggestions in this area.

Thank you all for the opportunity to be a part of something beautiful and service to others.

CRCNA XXXIII Web and Information Monthly Report – February 2020

All email forwarding addresses have been set for current committee members. I realize the forwarding has not always worked for everyone. If it's not working and you want to log on to webmail, let me know and I will send you info on how to do that. Liaisons now have @nacolorado.org addresses that forward to personal email. All addresses are on this page: <https://nacolorado.org/crcna/contact-crcna>

I have submitted this year's CRCNA convention details to na.org twice and it has not shown up in the listings. I contacted Fellowship Services on 1/29 and provided convention information. They will manually add it. I will follow this up in the next few days.

I am looking for another committee member that is proficient in web design and would be able to make a commitment to serving as the vice chair of this committee. Please contact me if interested or if you know of any members that have web experience and are willing to serve.

In Grateful Service, Zach V.

H&I Chair: Katie V. (Not present-w/Report

My subcommittee meeting was supposed to meet last Saturday on the 25th of January. Unfortunately 3 out of the 4 members were sick. So we will meet on Saturday the 8th. During that meeting we will be going over our timeline along with our budget. I will also be forming a list of hospitals and institutions along with sober houses that we will be contacting later on in our timeline to invite to CRCNA XXXIV. Kathleen, I will scan and email you the speaker sheet I have. I can do that on Monday

Liaison Reports:

- BFE: Open
- Mile High: Paul
- Boulder: Leonard
- Mountains West: Open
- Off the Wall: Patrick
- Pikes Peak: Open
- Serenity Unlimited: Open
- UTEPAS: Open

Old Business:

- Pancake Breakfast is set at 2100 Wadsworth Blvd. for April 25th, 2020. flyers are available. Vice Chair is asking all committee to attend to help.
- We have confirmed Breakfast and dinner menu and prices.

Elections:

- CRCNA XXXIV Chair Elections – F&E, P&D and Hotels & Hospitality -No nominations

New Business

*Basic text drive-hoping our homegroups and Liasons get excited about the idea and we will implement and the Liasons will be the point of contact.

*Costs for meals- We have selected Breakfast and Meals for Dinner and prices. (Good job)

*Lakeside/Elitches -Not enough time

*Timeline Review -Not enough time

Open Discussion: Merchandise, guidelines, Intellect properties. Dave tabled discussion.

Next Meeting: March 7th

Adjourn Meeting by 12:00 pm