



## CRCNA XXXV April 3, 2021 Minutes

Meeting Opened 9:01 am Via zoom

Opening Prayer and Reading of Concepts: Steve K

Clean time observed for: Jerry Ann K-18 years 03/04/2021

Approval of Minutes: Approved

Visitors: Eric C, Steve K

### **Chair Written Report:**

CRCNA XXXV Chair Report Joann D. 04/03/2021

This month I attended the Registration, H & H, Merchandise & Program Sub Committee meetings. All subcommittees are on target for a successful convention. Pre-Convention merchandise was launched this month and is available in our webstore for \$15.00 each. Concerning the sale and delivery of merchandise we are asking the Liaisons to assist in delivery of t shirts in June. I have received the format for our Kickoff Event and looking forward to reviewing the PowerPoint deck soon. I will chair the event and each subcommittee will have a spot to speak about the happenings of their committee. Will the Liaisons be at the Kickoff Event on April 24, because I would like to ask each one to read a reading at the event? I would also like to ask Mark, Mike, and Red to read.

Karen C resigned this last month. She is moving out of state to be closer to her family. Red B was voted in as our new Secretary at the last Regional meeting. Thank you and would like to welcome Red to our committee. Our budget was approved as written by the region on 03/21/21.

The quilt is now with McKinzie for completing the final quilt stitching. We need to announce that we need CRCNA t shirts for the 2022 quilt. I have contacted Dave A and Tiffany S about providing a poker tournament on Friday night of the convention. Planning on following up on the information I received this next month.

Mike H, Bob D, Ian D, and I went to Micro Center and purchased a new computer on March 29, 2021. It is with Mike currently for configuration and then will be given to Mark for use this year.

Currently our open subcommittee chair positions are Print & Display, F & E, and H & I. Please let the fellowship know we need a Vice Chair and a Vice Treasurer. The next regional meeting will be 04/17/21, virtually via zoom at 10:00AM and this is our Regional Assembly.

Our next meeting will be via zoom on 05/01/21 at 9:00am.

In Loving Service,

Joann D

### **Vice Chair: Open**

### **Treasurer Written Report:**

CRCNA XXXV Treasurer Report Mark M. 04/03/2021

Our starting balance was \$8,000.20. Expenses were \$433.23 for new laptop, \$4.99 PayPal charge and a \$2.00 Bank charge. Income was \$120.00 giving us an available balance of \$7,679.98. So far, we have sold 8

preconvention shirts. Let's get them out there so people can see what they're missing. We have another hotel deposit of \$2212.50 coming up in May so let's get as many of these sold as possible.

I have begun to fill in the spread sheet with our budgeted expenses and our projected income based on an average between XXXIII and XXXIV. If we do half as well this year as XXXIII, we will be ok.

## Income Statement

### Colorado Regional Convention of Narcotics Anonymous 2021

#### Consolidated P&L

	Current Year	Budget	Variance
<b>Revenue</b>			
Registration	\$ -	\$ 10,300.00	\$ (10,300.00)
F&E	\$ -	\$ 1,431.00	\$ (1,431.00)
	\$		
Merchandise	120.00	\$ 6,274.20	\$ (6,154.20)
<b>Expense</b>			
Registration	\$ -	\$ 7,665.00	\$ (7,665.00)
F&E	\$ -	\$ 5,500.00	\$ (5,500.00)
Merchandise	\$ -	\$ 10,600.00	\$ (10,600.00)
Programs	\$ -	\$ 2,660.00	\$ (2,660.00)
H&I	\$ -	\$ 645.00	\$ (645.00)
Hospitality	\$ -	\$ 24,580.00	\$ (24,580.00)
Printing	\$ -	\$ 1,145.00	\$ (1,145.00)
	\$		
Administration	440.22	\$ 4,762.50	\$ (4,322.28)
<b>Net Income (Loss) before Donation</b>	\$ 2,104.98	\$ (39,552.30)	\$ 41,657.28

Regional Donation	\$ -	\$ -	\$ -
<b>Net Income (Loss) after Donation</b>	\$ 2,104.98	\$ (39,552.30)	\$ 41,657.28

#### Stats

Early Bird	-	-	-
Pre Registration	-	-	-
On Site Registration	-	-	-
<b>Total Registrations</b>	0	0	0

Profit on Merchandise	100%	-69%	-72%
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#### Balance Sheet

Hotel Deposit	\$ 4,425.00	\$ -	\$ 4,425.00
Cash Drawers	\$ -	\$ -	\$ -
	\$		
<b>Total Balance Sheet</b>	\$ 4,425.00	\$ -	\$ 4,425.00

#### Bank Reconciliation

Starting Balance - Balance Sheet	\$ 10,000.00	Starting Balance includes Ending Bank Balance and Ending Balance Sheet Balance
Net Income (Loss)	\$ 2,104.98	
Ending Balance	\$ 7,679.98	Amount should tie with Bank Account Balance
	\$ 7,679.98	Bank Balance
	\$ -	

**Vice Treasurer:** Position Open

**Secretary:** All subcommittee chairs can go to the following to find the email associated to their subcommittee. If your contact information is not current, get with Mike H.

1. [nacolorado.org/crcna](http://nacolorado.org/crcna)
2. CRCNA Resources
3. CRCNA XXXV Subcommittees

**CRCNA Liaisons:**

**BFE** Not represented  
**Mile High** Paul M/present  
**Boulder** Matt M/present  
**Off the Wall** Ernie S/present  
**Pikes Peak** Jerri Ann K/present  
**Ute Pass** Not represented  
**Serenity Unlimited** Not represented

**Subcommittee Reports:**

**Hotel/Hospitality Written Report:**

CRCNA XXXV Hotels and Convention Chair Report Kurt B 04/03/21  
Hello Fellow committee members,

I know you've heard rumor that rooms are selling out. The rumor is true. We are selling rooms quickly.

This is your breakdown:

Nov 10th - 5 rooms available, 0 rooms sold  
Nov 11th - 8 rooms available, 15 rooms sold  
Nov 12th - 32 rooms available, 67 rooms sold  
Nov 13th - 43 rooms available, 68 rooms sold  
Nov 14th - 12 rooms available, 3 rooms sold

I had a meeting with Stephanie Scharfenberg on Friday and we discussed some great news.

Room capacities are now at 50% which puts us at 500 people for our large meeting room. The table rounds are at 6 per round and by summer should be at 8 people per round.

They love the idea about having household counts on our registration and will set seating up accordingly.

The code is confirmed.

SRP Code/RL Code: **CNA - call in reservations can be made by calling 1-800-362-2779**

The item of MAJOR DISCUSSION was working with us to add additional capacity for our workshops. We will be able to use the large rooms for our Saturday workshops. We will open the Aspen, Elderberry and Goldenglow into one workshop. The River Birch ABC will be another room and finally the largest room will be the Mountain Holly. This allows us to have at least a room or hallway separating the workshop rooms. It will also keep us in a set up that will allow us to utilize the rooms to meet capacities.

The other rooms such as Mechandise, NA History, Hospitality and Marathon rooms will need a chaperone to control capacities. This will be difficult, and we will need to be vigilant.

The desert bar (registered event) may have to move into a larger area based on tickets. We may want to think about moving it to the hotel area. (open for ideas)

The other item is we may want to consider a comedy act or some kind of organized event. Six foot social distancing dance does not sound like fun.

I am working on the Audio Visual this month and will work on table gifts for someone who gets the gifts.

Thanks for letting me serve.

Your humble servant - Kurt Breuer

Hotel and Hospitality Chair [abaynard@yahoo.com](mailto:abaynard@yahoo.com)

**Programs Written Report:**

CRCNA XXXV Program Chair Kathleen L. 04/03/2021

**Subcommittee Members**

Chair: Kathleen L

Vice Chair: Open

Marathon Meeting Lead: Jim M

Speaker Seeker: Trino F

Subcommittee Members/Guests: Joann D, Amy J

Lead for Workshop Chair & Readers: Open

## **Current Business**

Continue Listening to Speaker Tapes	Thru May 1, 2021
Complete PP for April Event	Set walk thru date
Taper Selection	2 Tape Audio Production
Workshop and Marathon Mtg Topics Draft	Due April (Attached)
Main Speaker Suggestions	Due April
Reserve Speaker Rooms	Due April
Hotel Convention Room Needs to H&H	Due April (in attached draft)
Program Budget	Complete
Program Timeline	Complete

## **New Business**

Workshop/Marathon Mtg Topics Final	June CRCNA/CRSCNA July
Main Speakers Final Selection	June CRCNA/CRSCNA July
Register Speakers	June CRCNA Registration
Program Schedule Complete	June CRCNA/CRSCNA July
Speaker Flights/Gifts	July (Probably Sept/Oct)
Program Schedule to P&D	August/Final September
Room Set Ups/Tables, Etc to H&H	September
Finalize Workshop Speakers	September
Submit Program to Taper	September
Workshop Chairs/Readers	September/October
Final Report	December

## **Basic Text Book Drive – overview**

Discussion about possibly switching the CO History Room to Carter Lake and Hospitality in the Lake Loveland Room due to capacity. It will give Hospitality a larger space.

CO History Room will also have a “Narcotics Anonymous Eternity Wall”.

## **Elections -**

Program Subcommittee Vice Chair – Open

Lead for Workshop Chairs & Readers – Amy J

**Next Program Meeting – May 28, 2021 at 3:30pm**

ID: 691 241 1364 Password: Programs

**Merchandise Written Report:**

CRCNA XXXV Merchandise Report Karl W. 04/03/2021

In attendance Karl W, Bob D, Joann D, James R, Mary J, & Glenn F.

Talked about pre-conv shirts on sale now.

Voted on items to sell at convention:

- Short and long-sleeved shirts.
- Legging and sweatpants.
- Coffee cups.
- Ball caps.
- 1/4 zipped pull-over without hood.
- Full zipped fleece lined Jacket with hood.
- Book bags, espresso cups, socks, and wind chimes.
- Custom embroidered flannel shirts.
- Other items for possible sale are still being talked about.

Notation for Web Store

1. Actual availability will depend on demand.
2. Cutoff date September 30th.
3. Limited merchandise at convention.

Our next merchandise meeting will be April 27 @ 7: PM.

ILS

Karl W Merchandise Chair

**Registration Written report:**

CRCNA XXXV Registration Report Lena S. 04/03/2021

Good morning family. I am excited to be serving again with you all and look forward to a great convention this year.

Subcommittee meeting was held, attendance was low, 3 in attendance including myself. CRCNA chair was also in attendance.

There was not any clean time observed. I gave an update on the open positions on the committee.

I briefed the subcommittee on the theme and logo contest and the basic text book drive. The flyers were sent out via email. We will be making announcements at meetings. Sara L will touch base with the Merchandise chair Karl W to discuss masks and to get the vendor information before our next meeting on 05/01/21.

The registration for is being modified to include the following statement. **"ALL ATTENDEES AND THEIR GUESTS WILL BE REQUIRED TO SIGN A COVID 19 WAIVER UPON ENTRY TO THE CRCNA XXXV CONVENTION AREA"**.

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

In Loving Service,

Lena

### **Website and Information Written report:**

CRCNA XXXV Web/Info Report Mike H. 04/03/2021

I helped Red get connected with WhatsApp and the [crcna@googlegroups.com](mailto:crcna@googlegroups.com) and set [cncnasecretary@nacolorado.org](mailto:crcnasecretary@nacolorado.org) email to forward to him.

I set up the online store for Pre-Convention shirts. So far, we have sold 8 shirts (2 M, 3 L, 1 XL, 2 2XL).

I assisted the chairperson with choosing a new laptop to be used by our treasurer and set it up with our Microsoft Office account and anti-virus software. I also took possession of the secretary laptop and am in the process of cleaning it up and updating software on it. I will meet with the treasurer soon to exchange the older machine he has for the new laptop.

I am recommending that committees use the OneDrive cloud storage option available with our Microsoft Office 365 account for storing committee documents. We get 6TB of storage with our subscription.

I collected all the theme and logo submissions and organized them into a presentation that I will show during the committee meeting Saturday. We had 9 submissions.

I will be getting online registration ready soon in preparation of the April 24th kickoff event.

I will ask a couple of people to help test out the functionality when it is ready. I will assist with the April 24th kickoff event.

Thank you for allowing me to serve.

Mike H

### **Print/Display Written Report: Position remains open**

CRCNA XXXV Print & Display Report for March 2021

### **Subcommittee Members**

Chair: Open            Vice Chair: Open

### **Current Business**

Flyers:                                  Event, BT Drive, Registration Form Updated, Hotel, Elections

PowerPoint:	April Event w/Programs
Program Timeline:	Due March (Compete)
Program Budget:	Due March (Complete)

### **New Business**

Preconvention Merchandise	March
Convention Merchandise	April
Registration form updated	April

Work with Web Subcommittee on Logo dimensions, etc for Merch, Reg, and P&D needs  
Follow the lead of CRCNA XXXV to execute the timeline.

**Elections** – Matt M volunteered for the H&I Chair and was voted in. Thank you for your service!

**Fundraising/Entertainment:** Position Open

### **Elections:**

F&E: Open  
Print/Display: Open  
Vice Treasurer: Open

### **Old business:**

- Theme & Logo Event 4/24/21 6 – 8:00 pm
- Pre-Convention T-Shirts are for sale in the Merchandise store and will available until 05/31/2021.

### **New Business:**

- Theme & Logo was voted in and will be revealed at 04/24/21 kickoff event. Updates to the original to include city, date and possible color changes before being finalized.
- Nar Anon – Literature table for Nar Anon will be allowed outside registration room.
- Liability Waiver. Everyone attending CRCNA XXXV will be required to sign a Liability Waiver before attending CRCNA XXXV.

### **Open Discussion:**

Due to time constraints, open discussion was postponed until the next meeting.



**Meeting Closed:** 12:58 pm  
**Next Meeting:** May 01, 2021 9:00am MT

Zoom ID 290 350 0360  
Password CRCNARocks