



## CRCNA XXXV July 10, 2021 Minutes

Meeting Opened 9:04 am Via zoom  
Opening Prayer- Third Step Prayer  
Reading of Concepts: Mark M  
Clean time observed for: Karl W 6-24-1987, Paul M 6-24-2007  
Approval of Minutes: Approved pending adding H&I report to minutes  
Visitors: none

### **Chair Written Report:**

CRCNA XXXV Chair Report Joann D. 07/10/2021

This month I attended the Merchandise Sub Committee meeting. Merchandise chose a jewelry vendor and spoke about preconvention t-shirt sales and convention merchandise sold to date.

I picked up the completed quilt from Marcia on 6/24/21. It is a little bit smaller than a twin size bed. It did turn out nice. Please continue to announce that we need CRCNA t-shirts for the 2022 quilt.

I confirmed with Lucy from Burning Queens for the Poker Tournament to be held on Friday night.

The June event at Collyer Neighborhood Park was a success. We made \$71.00 in the 7<sup>th</sup> Tradition and sold \$34.00 in raffle tickets. Mark completed the taxes for sales at the event to the City of Longmont in the amount of \$4.00. We lost \$10.00 total but sold registrations and preconvention t-shirts. It was a good time.

Our next event is being planned for Saturday August 21, 2021. Kathleen has graciously agreed to put this one together with our help. I have spoken to the Activity Chairs from Off the Wall, Mile High, and the Pikes Peak areas to get the events in the planning stages. I have been working with Sarah L, Mile High Activities Chair in trying to get a venue for the Aug 21 event to no avail yet.

Currently our open subcommittee chair positions are Fundraising and Entertainment. Please let the fellowship know we need a Vice Chair and a Vice Treasurer. The next regional meeting will be 07/18/2021, virtually via zoom at 10:00AM.

Our next meeting will be via zoom on 08/07/21 at 9:00am.

In Loving Service,

Joann D

### **Treasure Written Report:**

CRCNA XXXV Treasure Report Mark M. 07/10/2021

Our balance from last CRCNA meeting was \$11,621.35. Income from PayPal was \$6,113.00. Income from Square was \$45.00. Income from the Picnic was \$105.00 in Merchandise and \$107.00 F&E. Cash returned was \$200.00. Apparently, Joann sold a Pre-Convention T for \$15.00 plus \$6.00 shipping. More on that later. Expenses were \$194.78 PayPal charges. Cash out for change was

\$200.00. Square charged \$1.37. We paid Top Shelf \$469.68 for t shirts. We also paid \$4.00 sales tax to the City of Longmont and a \$2.00 bank charge. This brings our available balance to \$17,334.52.

Since the cost for putting on the Picnic was \$105.00 that means we made \$2.00 or \$107.00 if we look at it as cash taken in at the event. Since we took in \$1,935.56 in online registration and merchandise that total would be \$1937.56 or \$2042.56.

The other thing I noticed was that whoever sold the 3 Pre-convention t shirts on Square also deposited the amount into the bank account. I am not sure that I am ok with that. That is my job as I see it, but I don't know if that is the proper stance I should take.

Lastly, when Joann sold the Pre-convention T she also charged shipping but it did not show up in the bank account so I did not record it. To do so I would need a receipt for that amount.

We are starting to Rock and Roll now so let's get with the program people.

### Income Statement

#### Colorado Regional Convention of Narcotics Anonymous 2021

Consolidated P&L	Current Year	Budget	Variance
Revenue			
Registration	\$ 11,173.00	\$ 10,300.00	\$ 873.00
F&E	\$ 722.00	\$ 1,431.00	\$ (709.00)
Merchandise	\$ 2,319.00	\$ 6,274.20	\$ (3,955.20)
Expense			
Registration	\$ -	\$ 7,665.00	\$ (7,665.00)
F&E	\$ 274.48	\$ 4,875.00	\$ (4,600.52)
Merchandise	\$ 1,493.38	\$ 10,600.00	\$ (9,106.62)
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	\$ 899.32	\$ 4,762.50	\$ (3,863.18)
<b>Net Income (Loss) before Donation</b>	\$ 13,972.02	\$ (38,927.30)	\$ 52,899.32

Regional Donation	\$ -	\$ -	\$ -
<b>Net Income (Loss) after Donation</b>	\$ 13,972.02	\$ (38,927.30)	\$ 52,899.32

### Stats

Early Bird	168	-	168
Pre Registration	4	-	4
On Site Registration	-	-	-
<b>Total Registrations</b>	172	0	172

Profit on Merchandise	36%	-69%	-130%
-----------------------	-----	------	-------

### Balance Sheet

Hotel Deposit	\$ 6,637.50	\$ -	\$ 6,637.50
Cash Drawers	\$ -	\$ -	\$ -
<b>Total Balance Sheet</b>	\$ 6,637.50	\$ -	\$ 6,637.50

### Bank Reconciliation

Starting Balance - Balance Sheet	\$ 10,000.00	Starting Balance includes Ending Bank Balance and Ending Balance Sheet Balance
Net Income (Loss)	\$ 13,972.02	
Ending Balance	\$ 17,334.52	Amount should tie with Bank Account Balance
	\$ 17,334.52	Bank Balance
	\$ -	

Mark M

**Vice Treasurer:** Position Open

### Secretary Report

CRCNA XXXV report Red B. 07/10/2021

Mailbox was checked, one letter delivered to Joann D. Please confirm your contact information the contact sheet is mailed out.

## **Subcommittee Reports:**

### **Hotel/Hospitality Written Report:**

CRCNA XXXV Hotels and Convention Chair Report Kurt B. 07/10/2021

Hello Fellow committee members,

No updates on room nights except to say we have slim pickens

I apologize for not having that information. I was in San Diego for most of the end of May and June. I lost my best friend in just a few months to cancer. My focus was on him and his immediate family. I will catch up this month and be back on schedule.

The overflow hotels are as follows;

- Marriot Suites in Loveland or SpringHill Suites;

9 room nights plus an additional 3 room nights that we requested from the "H&H Hotline".

My Place in Loveland did not get back to me currently.

We will contact Candlewood Suites and Holiday Inn (if necessary) but they require a contract. The first two hotels do not so we have contacted them first.

- The guest speaker rooms have been confirmed, Confirmation number 87963080. I need to put names on them unless Kathleen has already taken care of that.

I received the estimated cost for the AV at Embassy Suites. He received the Program and put together an estimate that is too expensive. I will work this month to lower the costs and reduce the fat. The need for certain equipment is needed and we may be able to reduce cost if we do not have to hire techs. The other charge that stands out is a 25% charge from the hotel. I am not sure that is something we require, but I will check with Stephanie.

H & I will need to work with me to find out what their needs will be for their Friday orientation meeting and the SUNDAY Spiritual Breakfast.

I contacted Serenity Sam and have a few ideas for table gifts. I am going to take advantage of the whole sale price that we can get from him and order this month.

This month is finalizing the AV budget and making sure we have rooms laid out for the correct orientation. Order table gifts, (Do I request the funds now?).

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. 07/10/2021

Vice Chair: Open

Marathon Meeting Lead: Jim M

Speaker Seeker: Trino F.

Subcommittee Members/Guests: Joann D. Karl W.

**Old/Current Business/Main Focus**

Taper Selection	Complete 2 Tape Audio Productions
MM Schedule	Complete see attached
Main Speakers	Complete
Program Schedule/Topics	Complete see attached
Register Speakers	July

We need access to the storage locker for easels and other supplies

August Speaker Jam August 21, 2021 Denver

Possible Location 2100 Wadsworth Blvd, Lakewood, CO (C&S BL Church), 2pm to 11pm, 4 speakers PP, MH, OTW, Boulder, 2pm set up (speaker room, merch, registration, etc), 3pm to 5:30pm speakers (3), chance to win, 6pm potluck, 7pm speaker, 8pm to 10pm DJ

### **New Business**

Speaker Flights/Gifts	July (Probably Sept/Oct)
Program Schedule to P&D	August/Final September
Finalize Workshop Speakers	September
Submit Program to Taper	September
Create QR Code Link	September (On back of name tags?)
Workshop Chairs/Readers	September/October
Hotel Needs to H&H	September Final/May Room & AV Needs
Finalize Speakers/Chairs	October
Final Report	December

### **Elections**

Program Subcommittee Vice Chair	Open
Next Meeting	

### **Merchandise Written Report:**

CRCNA XXXV Merchandise Report Karl W. 07/10/2021  
We met on June 29 5 members present.

We spent 469.68 on 51 shirt's. profit was 250.32(see attached pdf) Still have 2 shirts for the silent auction table. And 4 shirt's for out of town folks.

Online sales were reported and hopefully keep going.

We sent a check to Westpress for 1,023.70 for cup's. (delivery in 45 to 90 days)

Lapel pins were kicked around as an idea.

Next meeting is July 27 @ 7:00pm.

Karl W. Merchandise Chair

**Registration Written report:**

CRCNA XXXV Registration Report Lena S. 07/102021

Good Morning Family! Only 4 months away from an AMAZING convention!!!

Happy to report a lot of progress in the last month. Registration numbers continue to promise a successful convention this year. The Speaker Meeting in Longmont was a smashing success. Thank you, Kathleen. The registration subcommittee did a fantastic job showing up, interacting, and helping members get registered online. Almost every single non-registered member at that event was registered by the end of the event due to personalized attention by the registration subcommittee. Way to go! Love the shirts, Karl! Also, a great addition to this year.

With a budget of \$7,665 as follows:

\$2,325	Badges/Lanyards
\$5,175	Registration Packets
<u>\$165</u>	Admin Supplies
\$7,665	

We have come up with a rough estimate at this time of \$5,390 for registration.

“Swag bag” supplies. This includes the following:

Masks	\$2.38 x 1000 = \$2,380
Pens	\$.78 x 1000 = \$780
Magnets	\$1.31 x 1000 = \$1,310
Stickers	<u>\$.92 x 1000 = \$920</u>
	\$5,390

*\*\*\* All of these are based on the highest price between types of each item\*\*\**

We currently have 353 bags inventoried from past years that we are planning to upcycle as discussed before. With a budget of \$2,275 left in our budget we will have to spend some on bags. I will have that info at the next meeting.

Due to travel, the subcommittee meeting has been rescheduled to 7/17/21 at 11 am. We will vote on & finalize items for swag bags & discuss attendance & manning events, etc.

With so many GREAT ideas and continued commitment and hard work by all, revenue is looking promising. Let's get everyone in Colorado registered!

Early Bird Registration	200	\$7,000
Pre-Registration	12	\$540
Friday Dessert Bar	23	\$391
Saturday Banquet	75	\$4,125
Sunday Breakfast	54	\$1,890
NewComer Donations		\$200
Quilt	46	\$92
Velvet Rope	31	<u>\$155</u>
		\$14,393

Questions:

How can Registration support Programs for August 21 event? What do you need from us Kathleen?

What other fundraising event are we having? Reminder

Lena S

**Website and Information Written report:**

CRCNA XXXV Web/Info Report Mike H. 07/10/2021

I changed online registration from Early Bird (\$35) to Pre-Registration (\$45) on July 1st. I have provided summary spreadsheets to Merchandise, Registration, and Hotel and Hospitality as well as a full sheet of all order details.

I have verified and made requests that all local NA area websites have convention flyers and information posted.

Timeline of future website action...

*July ??? Open Hospitality Room Sign up*

July ???      *Update Topics and Open Marathon Room Sign up*

Sept 1st      Stop Pre Registration and start full Registration

Sept 30th     Close Online Merchandise

Oct 31st      Close Online Registration

Online Store Sales for CRCNA XXXV \$14,305.00

Registrations / Meals / Misc.

Item Name	Quantity
Early Bird Registration Total	200
Pre-Registration	12
Friday Night Dessert Bar Total	23
Quilt Chance to Win Total	46
Saturday Night Banquet - Beef Plate Total	41
Saturday Night Banquet - Chicken Plate Total	29
Saturday Night Banquet - Vegetarian Plate Total	5
Sunday Morning Breakfast Total	54
Newcomer Fund Donation Total	220
Velvet Rope Seating for Saturday Main Speaker Meeting Total	31

Merchandise

Item Name	Quantity
Ballcap (Black) Total	4
Fleece Pullover 1/4 Zip (No Hood) Total	3
Full-Zip Hooded Fleece Total	15



Large Coffee Mug Total	37
Long Sleeve T-Shirt Total	9
Pre-Convention Short Sleeve T-Shirt Total	37
Short Sleeve T-Shirt Total	15
Leggings	0
Sweatpants	1

I have attached recent spreadsheets for merchandise and registrations summaries and the full online store orders.

I will be late to the meeting as I have a vet appointment at 9am.

Thank you for allowing me to serve.

Mike H

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

CRCNA XXXV P&D Report (Open) 07/10/2021

No Report

**Hospitals/Institutions:**

CRCNA XXXV H&I Report Matt D. 07/10/2021

We did not meet as an entire group this month. We are continuing consistent outreach to facilities. We have a template format finalized for the convention.

Next steps

- 1) Decide on literature order
- 2) Get 2 more speakers (we have 1 selected)

We meet every other Saturday at 2pm. Is 7/17

<https://www.gotomeet.me/DeneuveConstruction/crcna-hi>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (872) 240-3412

- One-touch: <tel:+18722403412..234760069#>

Matt D.

**Fundraising/Entertainment:** Position Open

**Elections:**

F&E: Open

Vice Treasurer: Mike H. has volunteered to be Vice Chair. He will be voted on at the next region meeting July 17, 2021.

**CRCNA Liaisons:**

<b>BFE</b>	Not represented
<b>Mile High</b>	Paul M. present
<b>Boulder</b>	Matt D. present
<b>Off the Wall</b>	Ernie S. present
<b>Pikes Peak</b>	Jerri Ann K. present
<b>Ute Pass</b>	Not represented

**Old business:**

- August 21 speaker jam is being finalized. Venue will be decided on this week.
- Saturday night entertainment will be decided this next week also.

**New Business:**

- New events discussed- Colorado Springs in September and OTW in October

**Open Discussion:**

- Masks and Swag for registration bags still being discussed.

**Meeting Closed: 11:40 am**

**Next Meeting:** August 7, 2021. Meeting will happen both virtually and in person at the CRCNA XXXV hotel convention center.

Zoom ID 290 350 0360  
Password CRCNARocks