**RCNA XXXVI Minutes                                        Meeting : Jan 8, 2022 Held by Zoom**

**9:00 Open Meeting – Serenity Prayer**

**Introductions of CRCNA 36 Members**

**Clean Time Celebration: Tony V. 1 year, Nick 7 years**

**Administrative Reports:**

* + Chair: Mike H: CRCNA XXXVI Chair Report and Agenda 12/04/2021 We are currently focused on forming the committee for next year and working with the outgoing CRCNA XXXV committee. The admin committee so far consists of myself as chairperson, Lindsey B as vice-chairperson, Mike P as treasurer, Nick P as assistant treasurer, and Beth R as secretary. Kathleen L is our registration subcommittee chair, and Alanna M is our convention information and website chairperson. Open Sub Committee positions are: Fundraising and Entertainment, Print and Display, Hotel and Hospitality, Hospitals and Institutions, Merchandise, Programs Beginning in January, the CRCNA XXXVI committee will start holding its own meetings (rather than combined with XXXV). The meetings will probably remain on the morning (9am) of the first Saturday of each month, except when holidays would make the 2nd Saturday more convenient. Those could include January, July, and September. Possibly this could mean that just always doing the second Saturday might make sense. CRCNA XXXIV and XXXV were meeting either at Crossroads Community Center - 10451 Huron St, Northglenn, or online. For CRCNA XXXVI we may choose a different location based on where the new committee’s members live. We will also decide if online or hybrid meetings make the most sense to make it more accessible. Agenda ● Elections ● Meeting Schedule ● Transfer of information from CRCNA XXXV members to new committee Thank you for allowing me to serve Mike H

* + Vice Chair: Lindsey B: I have nothing to report for this month but look forward to a great year of service with everyone!

* + Treasurer: Mike P: There is nothing to report regarding the accounting for CRCNA 36 at this time. I look forward to the opportunity to work with this body! In Service, Mike P.

* + Vice Treasurer: Nick P-verbal report with nothing new to report

* + Secretary: Beth R-verbal report; met with former CRCNA secretary for guidance and will obtain mail key from Mike H

**Subcommittee Reports:**

* + Hotels & Hospitality Chair: Tiff S.-verbal report; Will be introducing herself to Hotel Staff and is forming committee

* + Program Chair:  OPEN at time of meeting nomination and election held at the time of this meeting

* + Print & Display Chair: OPEN

* + Fundraising & Entertainment Chair:   OPEN

* + Merchandise Chair:  Ernie S-verbal report; Would like to understand revenue versus available merchandise and would also like to introduce website/online pre-orders as an option for CRCNA 36

* + Registration Chair:  Kath L:  Following are a couple of topics: 1. Registration Timeline – we already have a ‘where’ & ‘when’ for CRCNAXXXVI along with a signed contract. We would like to roll out the Early Bird Registrations at events around the Region by March 2022 2. We would also like to have the reg packets ready once the theme/logo are ready 3. We would also like to have a register/SquareUp training prior to Unity Days 3/26/2022 4. If possible, can we look into having two separate stores for Reg & Merch? 5. Please see our proposed timeline for other info 6. Above is the budget from the CRSCNA for CRCNA Reg 7. We will revise this (downsize) as we move forward and get direction from the CRCNA Committee 8. Would like to talk about possibly a ‘Full Registration Packet’ which would include convention Reg, Fri/Sat Entertainment, Meals, etc along with Ala Carte The Registration Sub mtg will be either February 5 th or before or after the cash register training. Let us know if you would like to attend. After the initial mtg we will set a time and place for monthly mtgs moving forward. (Full report attached to include proposed timelines and registration form sample). Subcommittee would like to discuss and determine if there will be activities such as Dessert bar, Live Band, Dance party, Velvet Rope etc to include in registration.  Would also like to discuss a Basic Text book drive and the plans going forward.

* + Convention Information & Website Chair:  Alanna M-verbal report; Has help and is working with Mike and will update website

* + Hospitals & Institutions Chair:  Matt D-verbal report; Currently recruiting for committee, plans to have a meeting in March and is requesting the Bin for CRCNA from storage.

**Liaison Reports:**

* + BFE:
  + Mile High:
  + Boulder:
  + Mountains West:
  + Off the Wall:
  + Pikes Peak: Tony V
  + Serenity Unlimited:
  + Ute Pass:

Tony V is present-nothing to report

**Elections:**

* CRCNA XXXV Sub Committee Chair Elections
  + Program Chair:   
    Tamara was nominated, nomination held a second and elections took place. Tamara was elected at this time.

* + Print & Display Chair: OPEN
  + Fundraising & Entertainment Chair:   OPEN

**Old Business: None**

**New Business**

* + Theme and Logo Contest: Discussed a prize for the winner would be free registration.  Discussed the vote for winner should take place in April and deadlines for submissions will be March 31, 2022
  + Subcommittee Tasks: Requests for the following from subcommittees
    - Meeting Schedules
    - Timelines
    - Budgets
  + Kickoff Event Planning: Ad Hoc to be held to discuss and plan for Entertainment, speakers, and fundraising.

**Open Discussion:**

1. **Discussion around a contact list, Google group email and using What’s App for communication**
2. **Proposed discussion to have child care at convention. Possibility of outside providers, discussion of potential coverage under current insurance. Will continue to discuss and explore.**
3. **Discussion of providing Sign Language and Spanish Interpreters for the convention.**
4. **Discussion of future meeting locations: Options are; In Person, Hybrid and Zoom. Next meeting will be held via Zoom with In person meeting possible in March.**
5. **Group to plan discussion on Fundraising events.**

**Next Meeting**:  March 12, 2022 at 9:00am

**Meeting Adjourned.**

**Thank you for letting me be of service.**