

# **CRCNA XXXVIII Meeting Minutes**

**January 13, 2024**

## **9:02 AM Open Meeting**

### **Serenity Prayer**

### **Clean Time Celebrations**

### **Ricky read 12 Concepts**

**Roll call:** Chairs of all filled positions were in attendance.

#### **Open Admin Positions (need to be elected at Region):**

Vice Chair (James nominated)

Treasurer (Ricky volunteered)

Vice Treasurer

Secretary (Sage volunteered)

#### **Open Subcommittee Positions (need to be elected at CRCNA Meeting):**

Print and Display Chair

Merchandise Chair

Registration Chair

## **Administrative Reports:**

### **Chair: Dan B**

Has been attending meetings around the region to find servants, attended CNAC meetings, Last Thu met Matt and Steve K at hotel (Mariott Denver Technical Center) and did walk thru, we'll have a Hospitality Room!

### **Vice Chair: Vacant**

James nominated for Vice Chair position

### **Treasurer: Vacant**

Ricky volunteered for Treasurer position

**Vice Treasurer: Vacant**

**Secretary: Vacant**

Sage volunteered for Secretary position, and has taken these minutes today.

**Subcommittee Reports**

**Program Chair: Sandra**

6 members, 5 were on the committee last year. Good ideas on what worked last year and what we'd like to do differently. Serenity Unlimited and Mountains West didn't have anything listed on their calendar; but she will attend OTW, Pikes Peak, and Boulder, to try to get representatives from each area. Discussion about making sure subcommittee meetings are posted on the Regional Calendar.

**Hotels & Hospitality Chair: Matt D**

*January 2024 Hotels and Hospitality Report*

*Hello all,*

*I submitted our 2<sup>nd</sup> deposit last week when Dan, Steve K. and myself toured the hotel space with hotel staff. The hotel is amazing and I believe we will have an amazing next three years at this hotel. Be warned, however, our fellowship may have been spoiled the last few years at the previous hotel because of size. The Marriott is huge, but in comparison to Embassy Suites it is smaller and may seem more cramped.*

*Important things to note:*

*Room rates will be \$139 and that is an amazing rate for a DTC hotel room. I am working with the hotel to get us the discount code as quickly as possible so we have the runway. Below is the number of rooms we need to fill to meet our minimum for the hotel. If we fail to fill these nights we are responsible for all of the banquet space rental, which is currently being comped as long as we hit these numbers.*

**Attendees**

<b>Date</b>	<b>Day</b>	<b>Hospitality Suite</b>	<b>Run of House</b>	<b>Total Rooms</b>
11/14/2024	Thu	0	25	25
11/15/2024	Fri	1	150	151

<b>Date</b>	<b>Day</b>	<b>Hospitality Suite</b>	<b>Run of House</b>	<b>Total Rooms</b>
11/16/20 24	Sat	1	150	151

*Finally, we need to decide on how we we will tackle parking. One option is to have the guests self-pay. Which will be about \$20 a day, or we can pay \$2,000 to have free parking all weekend. I strongly recommend this option, it just eliminates so many issues. But, we will discuss.*

*In loving service,*

*Matt*

\*Discussion today: Hanging banners will need to be done by hotel staff, will need to discuss if we want to pay for pipe and drapes for banners or if we'd like to pay hotel to hang them up high on the walls.

## **Print & Display Chair- Vacant**

## **Merchandise Chair- Vacant**

## **Registration Chair- Vacant**

Email from Sarah J:

*Hi all,*

*Following up on the registration chair position.*

*I know I said in my report that I had willingness to do it next year, but I've changed my mind. I need to take this next year off.*

*Thank you for letting me be of service and for contributing to an amazing CRCNA committee! It was an honor to be a part of it.*

*I'm happy to get the next registration chair up to speed on all the information I had last year, and to be a resource for any questions throughout the process. I also have the leftover registration packet items and can meet up with the new chair once that's figured out.*

*Please let me know if you have any questions.*

*Be well,  
Sarah J*

## **Convention Information & Website Chair: Grant K**

*January 2024 Web & Info Report*

*This month I worked on getting some of the contact info switched for the official @nacolorado.org CRCNA email accounts. I didn't realize until Matt pointed out that the password email reset link doesn't show the actual name of the account.*

*The account names/email addresses for each account are:*

- *Merch - [crcnamerch@nacolorado.org](mailto:crcnamerch@nacolorado.org)*
- *Treasurer - [crcnatreasurer@nacolorado.org](mailto:crcnatreasurer@nacolorado.org)*
- *Registration - [crcnaregistration@nacolorado.org](mailto:crcnaregistration@nacolorado.org)*
- *Hotels - [crcnahotels@nacolorado.org](mailto:crcnahotels@nacolorado.org)*
- *Web - [crcnaweb@nacolorado.org](mailto:crcnaweb@nacolorado.org)*
- *Chair - [crcnachair@nacolorado.org](mailto:crcnachair@nacolorado.org)*
- *Vice chair - [crcnavicechair@nacolorado.org](mailto:crcnavicechair@nacolorado.org)*
- *H&I - [crcnahi@nacolorado.org](mailto:crcnahi@nacolorado.org)*
- *P&D - [crcnapandd@nacolorado.org](mailto:crcnapandd@nacolorado.org)*
- *F&E - [crcnafande@nacolorado.org](mailto:crcnafande@nacolorado.org)*
- *Programs - [crcnaprograms@nacolorado.org](mailto:crcnaprograms@nacolorado.org)*
- *Secretary - [crcnasecretary@nacolorado.org](mailto:crcnasecretary@nacolorado.org)*

*Also, to send an email to the google group email blast, you can send an email addressed to [crcna@googlegroups.com](mailto:crcna@googlegroups.com) and it will send the email to everyone in the google group.*

*Thanks for letting me be of service!*

\*Discussion Today: Email to google groups: [crcna@googlegroups.com](mailto:crcna@googlegroups.com) for people to send their reports so everyone in the group can get them (committee members, liaisons, trusted servants who have been involved in past CRCNAs). Discussion about having old files archived for future CRCNA committees to reference as well. Grant is available to help with navigating Google Groups.

### **Hospitals & Institutions Chair: Zac H:**

Got a list of facilities to invite to CRCNA, 2 people on committee, meeting with Chris F for ideas on getting more prisons involved and getting the zoom platform to work right, and maybe getting live prison inmates to be able to attend CRCNA, and ensuring they're brought to H&I table when they arrive.

### **Fundraising & Entertainment Chair: Gari C.**

2 members on committee so far, meeting this Thu with Beth, then later with Grant to get some mentoring on this process.

### **Liaison Reports:**

\*Discussion today: When reporting to your areas, hitting key points, elections, important dates, etc is important. If Areas have questions, comments, or announcements, the liaison can bring that to CRCNA committee meetings to relay the info back (and vice-versa)!

**BFE:** None

**Boulder:** Kelly J (no report)

**Mile High:** None

**Mountains West:** None

**OTW:** Tamara J was liaison for OTW last year, wants to stay involved this year, welcome to the new liaisons!

**Pikes Peak:** Rob V (no report)

**Serenity Unlimited:** None

**Ute Pass:** None

### **Old Business:**

CRCNA 38, 39, and 40 will be held at:  
Denver Marriott Tech Center – 4900 South Syracuse Street, Denver, CO 80237  
Room Rates for CRCNA 38 will be \$139

Flyers for **Theme & Logo Contest** and **Call for Speakers** need to be made to distribute to liaisons and to Region. Grant will work on this.

\*Discussion today: Flyers should be kept to a minimum: one for Pancake Breakfast, one for Open Subcommittee positions, one for Theme & Logo, and one for Call for Speakers, to keep from having too many flyers disseminating.

## **New Business:**

### **Timeline Discussion:**

Committee Actions:

Elect Committee Chairs- vice treasurer open, no nominations/volunteers at this time

Pass out Books- ? Dan will ask Kathleen about this

Issue Sample Budgets- will need budgets submitted at the Regional Assembly, so this should be started on soon. **Last year's Treasurer Report is attached at the end of these minutes for reference.**

Guidelines/Timelines- can be found in Google Groups:

[CRCNA Timeline.xlsx - Google Sheets](#)

[CRCNA Guidelines \(Approved 21SEP2019\) - With Suggested Changes.pdf \(googlegroups.com\)](#)

Storage Keys have been located, got back to Matt

Regional Meeting- (CRCNA Admin Committee Elections will be held at this meeting)

Jan. 21, 2024 from 10:00 AM – 3:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/83967977795?pwd=ZmpxeDlDWlIxNkZkZ0FYSEZtWVJRUT09>

Meeting ID: 839 6797 7795

Passcode: CRSCNA

CNAC Meeting- Dan will attend

Bank Signatures being worked on

Programs- Form subcommittee, begin gathering CDs, prepare timeline

F & E- Form subcommittee, prepare timeline

Hotels- form subcommittee, prepare timeline

Merchandise- form subcommittee, prepare timeline

Registration- form subcommittee, prepare timeline

H & I- form subcommittee, prepare timeline

Web- form subcommittee, prepare timeline

P & D- form subcommittee, prepare timeline, theme & logo flyer, call for speakers flyer

**Parking discussion-** \$20 a day, or \$2,000 to have free parking all weekend?

Consensus: \$2000 for free parking

**Banquet Dinner Discussion-** Matt is working on figuring out if a beef option for the banquet dinner is viable as it will cost more (currently \$50 for a vegetarian or chicken dinner, option of members paying more for beef dinner) liaisons are encouraged to find out if their areas like this idea and bring feedback next month.

**Next month's meeting- Hybrid or Zoom?** Committee agreed that in-person meetings closer to the time of the convention would be helpful. For now we'll continue on Zoom.

### **Next CRCNA Meeting:**

**February 10, 2024 at 9:00 AM**

**Zoom ID: 290 350 0360**

**Passcode: CRCNARocks**

Adjourned at 10:40 AM

**Treasurer Report from last year, includes individual budgets compared to what was actually spent:**

## Income Statement

**Colorado Regional Convention of Narcotics Anonymous  
2022**

Consolidated P&L	Current Year	Budget	Variance
<b>Revenue</b>			
Registration	\$ 39,645.43	\$ -	\$ 39,645.43
F&E	\$ 1,806.00	\$ -	\$ 1,806.00
Merchandise	\$ 17,374.00	\$ 10,000.00	\$ 7,374.00
<b>Expense</b>			
Registration	\$ 4,187.67	\$ 7,665.00	\$ (3,477.33)
F&E	\$ 3,195.15	\$ 9,250.00	\$ (6,054.85)
Merchandise	\$ 2,232.47	\$ 600.00	\$ 1,632.47
Programs	\$ 890.29	\$ 3,295.00	\$ (2,404.71)
H&I	\$ 453.07	\$ 645.00	\$ (191.93)
Hospitality	\$ 1,516.22	\$ 26,150.00	\$ (24,633.78)
Printing	\$ 1,520.33	\$ 1,145.50	\$ 374.83
Administration	\$ 22,524.15	\$ 4,265.00	\$ 18,259.15
<b>Net Income (Loss) before Donation</b>	<b>\$ 24,170.08</b>	<b>\$ (43,015.50)</b>	<b>\$ 67,185.58</b>
Regional Donation	\$ -	\$ -	\$ -
<b>Net Income (Loss) after Donation</b>	<b>\$ 24,170.08</b>	<b>\$ (43,015.50)</b>	<b>\$ 67,185.58</b>

Stats			
Early Bird	53	-	53
Pre Registration	-	-	-
On Site Registration	-	-	-
<b>Total Registrations</b>	<b>53</b>	<b>0</b>	<b>53</b>
Profit on Merchandise	87%	94%	78%

Balance Sheet			
Hotel Deposit	\$ -	\$ -	\$ -
Cash Drawers	\$ 450.00	\$ -	\$ 450.00
<b>Total Balance Sheet</b>	<b>\$ 450.00</b>	<b>\$ -</b>	<b>\$ 450.00</b>

Bank Reconciliation		
Starting Balance - Balance Sheet	\$ 18,188.83	Starting Balance includes Ending E
Net Income (Loss)	\$ 24,170.08	
Ending Balance	\$ 41,908.91	Amount should tie with Bank Acco
	\$ 41,908.91	Bank Balance
	\$ 10,717.13	