**CRCNA XXXVII Meeting Minutes**

**Meeting: June 8th, 2023 Held in person and on Zoom**

**9:00 a.m. Open Meeting**

**Serenity Prayer**

**Clean Time Celebrations:**

**12 Concepts read**

**Roll Call**

**Approval of Minutes from July; approved**

***Administrative Reports:***

* **XXXVII Chair: Lindsey B.**

Hi everyone,

It was a pretty quiet month for me, not a whole lot to report. I will be unable to attend region next

weekend, but in my report, I will include a reminder that there will be Admin Elections in September at

the Assembly and Subcommittee Elections in October during the CRCNA meeting for CRCNA XXXVIII. I

also wanted to get a consensus from our committee about having the CNAC Chair and Vice Chair do the

State Roll Call at the Saturday night speaker meeting and report this consensus to region. Traditionally,

the regional delegates do the state roll call but region wants CNAC to have an opportunity at the

convention to spread awareness to the fellowship about what CNAC is and that they exist.

As always, let me know what I can do to support your subcommittee.

Grateful to serve,

Lindsey B. CRCNA XXXVII Chair

* **XXXVII Vice Chair: Vacant**

* **XXXVII Treasurer: Nick P.**

Everything is looking good. The current balance is 18,212.41. This still includes the check that I wrote

to region which has not yet been deposited for last years donation. This was all in all a slow month in

terms of transactions. Please net me know if you need anything.

Thanks!

* **XXXVII Vice Treasurer: Vacant**

* **XXXVII Secretary: Matt D.**

No report, key to mailbox didn’t work for me. Ian pointed out that my I may have been looking at the wrong box, so I will go back down to the post office and double check.

ILS,

Matt

***Subcommittee Reports:***

* **XXXVII Program Chair: Ian D.**
* Selected Recording vendor (2 Tape Audio) and submitted contract to CNAC Board for review and approval
* Gained preliminary confirmation from Main speakers, they were all grateful and humbled by the request to serve
* Printed program draft completed by P&D
* Arranged schedule of Marathon meetings
* Anxiously awaiting CRSCNA meeting next week for final approval and next steps
* We’ve has had a few volunteers and suggestions already coming through for possible workshop speakers and other support for the committee

Thank you for letting me be of service,

Ian

* **XXXVII Hotels & Hospitality Chair: Kathleen L.**
* \*\*Primary Internet WiFi with password for CRCNA XXXVI sole access
* Access to these conference rooms Friday 11/10/2023 at 7am for DOC Training
	+ Mountain Holly
	+ Pinyon Pine
* Access to these conference rooms Friday 11/10/2023 at 10am for set up
	+ Big Thompson
	+ Carter Lake
	+ Lake Loveland
	+ River Birch A, B, &amp; C
	+ Snowberry
	+ Goldenglow
	+ Elderberry
	+ Aspen Leaf
	+ Registration Area
	+ Side Office
	+ Coat Room
	+ Business Center
* CRCNA Banner Set Up - Pinyon Pine/Mountain Holly, River Birch

Banners need to be in place prior to Friday 11/10/23 at 2pm

* 37 Pipe with Black Drape
* CRCNA XXXVII Banner on stage with remaining around the ballroom
* Hospitality Room Friday 10am (Aspen)
* 4 6ft tables, 4 sets of black tablecloths (16ct)
* 4 Conversation Tables
* 5 Round tables, 4 sets of black tablecloths (20ct)
* 10 Chairs around each table (50ct)
* 2 Large trash cans with 10 liners
* Game Room Friday 2pm (Elderberry)
* Set with Hotel game package
* A few conversation tables and small square tables with chairs
* Marathon Meeting Room Friday Noon (Big Thompson A&B)
* Chairs only
* 2 Circles - Inside circle &amp; Outside circle
* Merchandise Room Friday 10am (Goldenglow/Snowberry)
* CRCNA Merchandise and Jewelry Vendor
* 22 6ft and/or 8ft tables with black tablecloths
* 12 Chairs
* 3 Pipe with black drape
* 2 6ft tables for the hallway (OTW Lit) with black tablecloths
* 4 Chairs for the hallway table
* 2 Large trash cans with 8 liners
* Access to private hotel WiFi line and Electricity to all outlets
* 2 Tape Audio Productions (Merchandise Room)
* 6 6ft Tables with black tablecloths
* 3 Chairs
* Registration Room Friday 9am (Sarah J. &amp; Nick P.)
* Includes side office room, coat room, and business center
* 7 6ft tables in the Rotunda with black tablecloths
* 6 Chairs total
* 1 Velvet rope designating 2 registration lines
* Access to private hotel WiFi line
* Electricity to all outlets
* Clear the Rotunda furniture and place it along the hallway
* Have sitting areas with side tables in both hallways
* No smoking outside the Rotunda entrance
* Smoking outside the NE entrance past the Aspen Room
* Ashtrays in the smoking area
* A couple of benches in the smoking area if possible
* 2 Tall conversation tables with fitted sheet for comment cards (one each hallway)
* Hospitals &amp; Institutions Friday 10am - Sat (Front Range Hallway by Birch C door)
* 5 6ft Tables with black tablecloths

4 Chairs

* 2 Pipe with black drape
* Speaker Sign In Friday 10am - Sat (Front Range Hallway in front of Business Ctr)
* 3 6ft Tables with black tablecloths
* 3 Chairs
* Workshop Rooms See Program Schedule for Reference if Needed
* Water Station in High Meadows Hallway &amp; main ballroom each day
* Workshop Audio Production Recording Needs
* (1) Small table with black tablecloth &amp; chair front of each room by outlet starting Fri:
*  Mountain Holly (starts Fri 2pm)
*  Pinyon Pine (starts Fri 7pm)
*  River Birch A, B, C (one in each room/starts Fri 2pm)
*  Snowberry (starts Saturday 8am)
*  Carter Lake (starts Saturday 8am)
*  Lake Loveland (starts Saturday 8am)
* Friday
* 9am to 3:30pm Mountain Holly (DOC Annual Training)
* Theater with a couple of tables in front row
* Podium, Mic (keep setting for evening event)
* 1 6ft Table next to podium
* 2 Chairs
* 21&#39; Screen with 12K Laser Projector and all cabling
* AV for our personal laptop hookup
* Internet access
* 9am to 1:45pm Pinyon Pine (DOC Recertification Training)
* Theater with a couple of tables in front row
* Podium, Mic (keep setting for evening event)
* 1 6ft Table next to podium with 2 chairs
* 21&#39; Screen with 12K Laser Projector and all cabling
* AV for our personal laptop hookup
* Internet access
* 2pm River Birch A, B, &amp; C Friday - Saturday (3 rooms, one set each room)
* Theater, Podium, Mic
* 1 small table next to electrical outlet for taper
* 7pm to 9pm Friday Main Speaker Pinyon Pine and Mountain Holly
* Theater set up by 6:45pm (no banquets)
* 1 small table next to electrical outlet for taper
* Open airwall between Mountain Holly &amp; Pinyon Pine
* 20x20 Stage in Pinyon Pine - Remains in place all weekend
* 2Podium, Mic on stage
* 21&39; Screen with 12K Laser Projector and all cabling
* Dance floor in front of stage - please advise size
* 10pm to Midnight DJ Dance Pinyon Pine
* Close airwall between Pinyon Pine &amp; Mountain Holly
* Dance Floor
* Theater seating back from dance floor
* 9:30pm Poker Tournament Carter Lake A&amp;B
* 8 6ft banquet tables no table clothes
* ? Chairs
* 9:30pm to 10:30pm Dessert Bar Lake Loveland A&amp;B
* Dessert Bar set up
* 4 Round tables with black tablecloths
* 10 Chairs each table (40ct)
* White lantern centerpieces each table
* 4 Tall conversation tables with fitted tablecloths for standing
* Coffee and water station
* Front Range hallway for overflow
* Saturday
* 8:30am to 9:45am Carter Lake A&amp;B
* No Chairs/Open area for Yoga
* Headset for instructor
* Sound system/speaker(s) for playlist
* 8:30am to 4:45pm River Birch A, B, &amp; C, Lake Loveland (one set each room)
* Theater, Podium, Mic
* 1 small table next to electrical outlet for taper
* 10am to 4:45pm Carter Lake
* Theater, Podium, Mic
* 1 small table next to electrical outlet for taper
* 8:30am to 4:45pm Mountain Holly
* Theater, Podium, Mic
* 1 small table next to electrical outlet for taper
* Saturday Main Speaker and Event
* 1:45pm to 5pm Pinyon Pine for DJ set up
* 20x20 Stage remains from Friday
* Dance floor remains from Friday
* 5:15pm to 6:45pm Sat Night Banquet Pinyon Pine, Mt. Holly, River Birch A,B,C
* Lock all entrance doors except for Pinyon Pine doors
* Podium, Mic on stage
* 25 Round tables with black tablecloths, gold cloth napkins
* 250 Chairs - 10 chairs each table
* Salt, pepper, dinner condiments
* Centerpiece each table (25)
* Coffee and water station
* Theater style for the rest of the rooms
* 3 Screen drops 21&#39; Screen with 12K Laser Projector
* o Slide show all 3 screens
* 7pm to 9pm Main Speaker Meeting
* Room remains the same as banquet until after main speaker meeting
* Unlock all entrances Mountain Holly, Pinyon Pine, River Birch 6:45pm
* 3 Screen drops

o Mountain Holly River Birch screens project live speaker meeting

o Pinyon Pine screen CRCNA XXXVII with Theme/Logo

* 9:30pm to Midnight Pinyon Pine, Mountain Holly, River Birch A, B, C
* Illusionist and Masquerade Party
* Leave existing theater seating and all airwalls remain open
* 9:30pm to 11:30pm Lake Loveland Bingo
* 8 6ft banquet tables with chairs
* Podium, Mic
* 3 6ft Tables for prizes and bingo machine front of room
* 2 Bar stools
* Sunday Morning Breakfast and Main Speaker
* 8am to close Alternative Merchandise in the Rotunda
* 15 Tables
* 30 Chairs
* Set in Rotunda and hallway area
* 8am to 9:45am Breakfast Pinyon Pine, Mountain Holly, River Birch A, B, C
* Lock all entrance doors except for Pinyon Pine doors 9:45am
* Podium, Mic on stage
* 15 Round tables with black tablecloths, green cloths napkins front of stage
* 150 Chairs - 10 chairs at each table
* Salt, pepper, breakfast condiments
* Coffee and water station
* Theater style for the rest of the rooms
* 10am to 10:30am DOC Roll Call of Prisons
* Unlock all entrances Mountain Holly, Pinyon Pine, River Birch
* Room set up remains the same
* AV Equipment for phone line and virtual, Chuck &amp; Kathleen will coordinate
* 21&39; Screen with 12K Laser Projector and all cabling in Pinyon Pine
* Who is our hotel &amp; AV contact person for Friday, Saturday, Sunday?
* **XXXVII Print & Display Chair: Empty (Kathleen L. Stepping in)**

**SEE ABOVE**

* **XXXVII Merchandise Chair: Jessica H.**

Completed Business:

* Sent emails to people that had already ordered a full colored shirt about $5 refund.
* Got website fully updated with all color options
* Got completed list from Kathleen about what is needed for Merchandise at Convention

Current Business:

* Send out emails to people that ordered single color shirts.
* Still in the process of working on coffee mug order.
* Announcing art gallery at meetings and collecting art for this.
* Working on pre order master list to have at the convention

Upcoming Business:

* Subcommittee meeting in the next couple of weeks to get caught up
* Planning to attend DTC bbq
* Finish coffee mug order
* Decide on journals, stickers and other items to sell at convention.
* Pre order convention list from square and paypal
* **XXXVII Registration Chair: Sarah J.**

Subcommittee did not meet this month.

* PayPal total for June – $2,170
* Early Bird pricing will change at the end of July. Will work with Grant to get prices updated on the website and with Kathleen to update Square.
* Still need members to be of service at the convention for registration.
* Packet items status
* Pins - received. They are smaller than I realized but it is what it is.
* Neck wallets - received. They look great.
* Pens - on backorder until around end of July. Have not ordered yet.
* Magnets - received. A bit small but legible.

Be well,

Sarah

* **XXXVII Entertainment: Beth R.**

• Friday Night Entertainment: Maya and Dylan D have agreed to DJ on Friday night for

the dance party and for Masquerade Ball, they are working on creating a contract

• Saturday Night Entertainment: Currently awaiting contract/costs from Illusionist

Anthem and Aria!!! FOLLOWED by a Masquerade Ball with Maya and Dylan providing

music. **PLEASE ANNOUNCE THE MASQUERADE BALL AS MUCH AS POSSIBLE SO THAT**

**THOSE WANTING TO DRESS UP CAN PREPARE.**

• Quilt Maker Update: Spoke again with Mary, hope to have T-shirts collected and

delivered to her by late July. WE NEED T-SHIRTS. Any NA related t-shirts would be

appreciated, I am happy to come and get them-just let me know 719-838-1108.

• BINGO:

• Poker: Will contact Tiffany by next week to see if she is available to host.

* **XXXVII Convention Information & Website Chair: Grant K.**

Slow month but has been updated and cleaning the website.

* **XXXVII Hospitals & Institutions Chair:** **Erica H.**
* Sheet ordered
* In touch with Ian about a topic for H&I workshops
* Narrowing down speakers for H&I workshops
* Spoke with Sarah regarding last year’s numbers and how many new comer registrations

we will need this year

* Will send out mass email to facilities this month with flier for CRCNA
* In the process of acquiring new members for my team since most of them have bailed

out

***LIASION REPORTS:***

**BFE:  None**

**Boulder: Eric C.**

**Mile High: Hidy F.**

**Mountains West: None**

**Off the Wall: Tamara J.**

**Pikes Peak: Dan B.**

**Serenity Unlimited:**  **None**

**Ute Pass:  None**

***Elections:***

*Print and Display: no nominations*

***Committee Roll Call:***

***Administrative Committee:***

* Chair: Lindsey B.
* Vice Chair: **Empty**
* Treasurer: Nick P.
* Vice Treasurer: **Empty**
* Secretary: Matt D.

***Subcommittees:***

* Program Chair: Ian D. -
* Hotels & Hospitality Chair: Kathleen L. **(Absent w/ Notice)**
* Print & Display Chair: Kathleen L. (stepping in) **(Absent w/ Notice)**
* Fundraising & Entertainment Chair: Beth R
* Merchandise Chair: Jessica H.
* Registration Chair: Sarah J.
* Convention Information & Website Chair: Grant K.
* Hospitals & Institutions Chair: Erica H.

***Old Business:***Hotel chairs/tables/tablecloths and signage to Kathleen by July meeting!

IF WE DO ANY CHANGES AT THE CONVENTION, EACH CHANGE IS $250!

Square terminals are here and are set up

***New Business:***

Dan B asked about the hotels for upcoming conventions. The discussion revolved around the cost of hotels post-covid. The cost and size requirements (at least 1500 people) seriously limits the number of hotels available. Maintaining reasonable prices for registration and banquets demands that the cost be as low as possible.

***Next CRCNA XXXVII Meeting:***

***August 12th,2023 9:00am - Noon - On Zoom/In-Person***

***1178 Mariposa St, Denver, CO 80204***

*or*

***Zoom Meeting ID: 290 350 0360  Passcode: CRCNARocks***