

## **CRCNA 39 Committee Meeting Minutes**

May 10<sup>th</sup>, 2025

Meeting ID: 290 350 0360 Passcode: CRCNARocks

<https://us02web.zoom.us/j/2903500360?pwd=TVBrSIF3TEF4QUZORHhaT0NVYk5FUT09>

**9:00am Open Meeting** – Serenity Prayer – Matt D

**Service Prayer** - "God grant us the knowledge that we may act according to Your divine precepts, instill in us a sense of Your purpose, make us servants of Your will, and grant us a bond of selflessness that this truly be Your work, not ours, in order that no addict, anywhere, need die from the horrors of addiction."

### **TWELVE CONCEPTS FOR NA SERVICE**

1. To fulfill our fellowship's primary purpose, the NA groups have joined together to create a structure which develops, coordinates, and maintains services on behalf of NA as a whole.
2. The final responsibility and authority for NA services rests with NA groups.
3. The NA groups delegate to the service structure the authority necessary to fulfill the responsibilities assigned to it.
4. Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.
5. For each responsibility assigned to the service structure, a single point of decision and accountability should be clearly defined.
6. Group conscience is the spiritual means by which we invite a loving God to influence our decisions.
7. All members of a service body bear substantial responsibility for that body's decisions and should be allowed to fully participate in its decision-making processes.
8. Our service structure depends on the integrity and effectiveness of our communications.
9. All elements of our service structure have the responsibility to carefully consider all viewpoints in their decision-making processes.
10. Any member of a service body can petition that body for the redress of personal grievance, without fear of reprisal.
11. NA funds are to be used to further our primary purpose and must be managed responsibly.
12. In keeping with the spiritual nature of Narcotics Anonymous, our structure should always be one of service, never of government.

- Dan B read the concepts

### **Observance of Clean Time**

Matt from Off the Wall celebrated 7 years

### **CRCNA 39 Committee Roll Call:**

- Vice Chair: Matt D.
- Treasurer: Karen B.
- Vice Treasurer: JR.
- Secretary: Jasmine
- Registration Chair: Mari D.
- Hotels & Hospitality Chair: Jen S.
- Fundraising & Entertainment Chair: Jules
- Merchandise Chair: Nohnie A.
- Program Chair: Tina W.
- Information & Website Chair: Dan B.
- Print & Display Chair: Sage B.
- Hospitals & Institutions Chair: Brandi J.

**Elections:** Vice Chair

### **Liaison Reports:**

- Pikes Peak: Tomasita – handed out all flyers to the area
- Mile High: James F. – attended area and pancake breakfast
- Boulder: Kelly – TJ is filling in - Absent
- Off the Wall: Matt M. – no report at this time
- Others: BFE, Mountains West, Serenity Unlimited, Ute Pass – Absent

### **CRCNA 39 Administrative Committee Reports:**

- Chair: Kevin W. -

It was a busy month. Thank you all for your attention and input on the questions brought up in email. While email is fine for simple questions, which was what was initially asked, it turned into something else. It is my responsibility to make sure our meetings run efficiently, and all relevant discussions are held to make quality decisions. I will do better to make sure we do not have any more reasons to address problems outside of normal committee meetings. I am also responsible and accountable for the decisions that come out of the committee. If new information comes to light, or if more consideration is needed, then we must have a conversation to ensure the decisions we are making are serving the fellowship and our primary purpose appropriately. We cannot allow discussion to get personal, or break decorum outlined in our regional guidelines to distract or divert us from that. I will do better to keep our meetings in alignment of those guidelines.

CNAC treasurer was able to get Karen and myself added to the bank account. Matt was not a previous customer with an account, and we decided it was not necessary with Matt's announcement

Thank you all for your support during the Pancake Breakfast. We had great turnout and support from the whole committee and your efforts are greatly appreciated. As always, the many

volunteers cooking and doing the work were fantastic!!! I do think final numbers will reflect attendance was down a little, it was still a successful event, and we did have good attendance, and the event ran very smooth. Again, thank you all, and CRCNA 39 is officially on!!!

Thank you for letting me serve,  
Kevin W.

- Vice Chair: Matt D. –

CRCNA 39 Vice Chair Report May 2025

Hi all,

I have a short report this month.

Thank you all for your help at the Pancake Breakfast, and a wonderful shout-out to Jules. You put on an amazing event!

The last thing that I wanted to update the committee on, I will not be running for Chair next year.

Professionally, I know I won't have the ability to commit the time and brain power that CRCNA

40 needs or deserves. I will still be here for 39 and will provide any help that is needed, where I can.

ILS,

Matt D.

- Treasurer: Karen B. - Absent
- Vice Treasurer: JR. – Verbal report given
- Secretary: Jasmine – Please have all reports in to me before the meeting or during the meeting. I would super appreciate it. Last month was amazing with most reports in!

**CRCNA 39 Subcommittee Reports:**

- Registration Chair: Mari D. – Absent
- Hotels & Hospitality Chair: Jen S. –

Good morning,

not a lot to report this month.

Thank you to everyone that has sent over contact information for AV vendors, I will be reaching out next week to collect bids and should have some by the next meeting in June.

Steve K asked for the contact information for the hotel to get the atrium space added to the contract, I sent him the email chain where I received this addition in writing along with the hotel contact.

thank you for letting me be of service.

Jen S

- Fundraising & Entertainment Chair: Jules H. –

CRCNA F&E Committee Report

Date: May 9, 2025

Submitted by: Jules Jeffery

Committee Members: 8

Pancake Breakfast Event

Pancake Breakfast Event Summary

- We came in \$543.84 under budget for the breakfast
- The only expense that was over was the chair rental. We expected a higher attendance.
- The event setup was smooth and we did a few things this year that really streamlined the process—the team worked well together with no issues reported.
- Receipts will be submitted to the treasurer shortly.
- Need to get update on total collected for Pancake Breakfast at door and Raffle from

Treasure

Upcoming Plans

- The committee has brainstormed exciting fundraising ideas for the summer.
- We're looking forward to fun, engaging activities in the months ahead.

Jules Jeffery

F&E Committee Chair

Jules Jeffery

Merchandise Chair: Nohnie A. –

Merchandise Subcommittee Meeting Notes

Pancake Breakfast was a great success!

Special thanks to Jules and her team for an awesome time!

Merchandise Sales (Pre-Convention – 5/3):

Total Sales: \$700

Cash: \$225

Square: \$475

Cash was turned over to Treasurer (JR)

Inventory & Equipment:

All merchandise items, Square reader, and cash box were taken home by Nohnie A and will have for the next event.

Archives:

Provided with one mug and one t-shirt from CRCNA 38

Vendor Updates:

Alternate vendor proposals have been received

Selection of alternate vendors will be conducted by the subcommittee on Monday, May 12.

Outreach to Vendors:

Merch Lists (including logo) have been sent out to 3 vendors requesting bids.

Next Subcommittee Meeting:

Date: Monday, May 12th

Time: 7:00 PM

Zoom address on the Regional Calendar

- Program Chair: Tina W. –  
Chair Tina W Pike Peak area  
Vice Chair Davis R Mile High

Programs 2025

Taper bids 3 will be here next month.

Workshop topic coordinator

Marathon Topic Coordinator

Friday night Speaker communication (cards, phone calls and emails) plus additional speaker when picked.

Saturday Night Speaker communication (cards, phone calls and emails)

Sunday Morning Speaker communication (cards, phone calls and emails)

Signed waivers for all speakers at the convention

Travel Arrangements

Gifts for speakers

Formats for all meetings include workshops, marathon meetings

Sign language interpreter will be available hopefully. Main speakers meeting.

Have we got information about using the ballroom for the interactive workshops?

Can I get a copy of the floor plan of rooms we have available for workshops?

Will DOC have in-person training on Friday? If so where and when?

Thanks for allowing me to be of service. Tina

- Convention Information & Website Chair: Dan B. –

Hello Fellow Servants,

I'd like to start by saying thank you to everyone involved with the pancake breakfast. I had a great time. I think it was a magnificent success. I enjoy being able to serve at this capacity.

I've had a busy month. I've put hours of effort into the website. It has been a roller coaster ride.

One minute I think I've mastered a new aspect of the digital domain. Only to find out it didn't work like I thought it should. The excitement and let downs have been numerous. However, I think I've got the website looking good. I would really appreciate anyone who wants to peruse all the pages and look for errors or improvements. My mind has never been tuned to the details. Every time I look at something I see another thing I've missed. I have the webstore up and running. Registrations have been available since the pancake breakfast. Pre-convention T-shirts are available to buy online. Reserving a room at the hotel is posted. The Theme and logo have been published. I've also started sending out emails to a broadcast list of addicts who have signed up. The recently approved guidelines are posted and the files in google drive have been updated. I've also posted the recent committee meeting minutes and updated committee and sub-committee meeting schedules

I spent a lot of time working on the square dashboard. I removed items that were from previous events and cycles. I created new items for this year and changed the logo and other information that the customer sees during their shopping experience and after check out. Some of this information hadn't been updated for several years. It wasn't easy to figure out how to make the changes and I believe this might be part of the reason. While making these changes, I discovered account ownership issues and have been working with CNAC to try to correct them. I had to change the Square log in password. I will get the new password to everyone who needs it. I was trying to figure out a way to track sales of Pre-convention t-shirt inventory simultaneously on square and the webstore. Unfortunately, I couldn't accomplish this on the free versions of Square and WooCommerce. It is possible to do this on fully paid

versions. The major concern is the cost of the fully paid versions. It's my opinion that \$89/per month for

4 locations, that's \$356 a month or \$4272 per year, is not a prudent use of NA funds.

The webstore has been working. We have sold a few registrations and collected some information from our registrants. I left the service survey in the checkout process. I have forwarded the

emails to the proper sub-committees. As this information is sent to me, I will determine who it should

be sent to and get it sent as soon as possible. So please be on the lookout for forwarded emails.

Guidelines have been changed and approved to allow decision making through email. I would like to point out that this process needs to be clear. All discussions about an important decision should

be handled with email transparency. We should not discuss the issue through outside channels or

personal correspondence. One issue that has been a problem in the past is replying to an email thread.

If we don't reply all the only one in the conversation to see the reply is the sender of the email. I was

looking through google groups and found a setting that will make it so everyone gets all responses. I

want everyone to be aware that if this change works like I think we can't reply without it going to the

whole group. However, I Just changed the setting. My experience has made me skeptical.

I would like to add that if an area would like me to include their calendar when scheduling events, I'm willing to see if I could perform this action on behalf of the area. If the area calendar is a

google calendar all I would need is the email address of the area calendar. I would simply add that email

as an invitee and the event would then appear on that calendar. I feel that it's our responsibility to make

CRCNA events as much of a success as possible. I will try to do what I can.

Thank you for letting me be of service!

Dan B

CRCNA 39 Web & Info

- Print & Display Chair: Sage B. –

CRCNA 39 Print & Display Report – 5/10/2025

Hello my wonderful, delightful, brilliant, magnificent , superlative, dazzling committee! (I had a little too much fun with the thesaurus this morning)

I was able to save a bit of money by printing the logo on a 3 x 4 foot instead of 4 x 4, as the image fit well on this layout. The total was \$81.10, well under budget. I brought it to the Pancake Breakfast and the reveal was great! After the event, Nohnie agreed to take the banner with her, as she'll be able to bring it to future events.

I also brought a call for speakers table sign, H&I invitation table sign, and Merchandise pre-order table sign. There was zero cost on these, as I repurposed last year's signs to use again this year.

The flyers I brought to the Pancake breakfast included Call for Auction items, Call for Speakers, Hotel Reservations, and Mailing List invitation.

Lastly, I brought 50 copies of the Early Bird Registration form, and still have about 25 unused copies left for the next event.

Today I have a Registration and Merchandise Pre-Order flyer to submit for approval (attached in my emailed report). I'll also update the Call for Speakers flyer with a deadline for submission added once Tina gets me that info.

ILS,

Sage B.

- Hospitals & Institutions Chair: Brandi J. –

CRCNA 39 H&I Chair Report May 2025

Hello all!

- We have a list of facilities we are reaching out to for CRCNA and it is getting bigger weekly.
- Chris F and I are proposing doing our Miraculous Monday on Friday

Thanks to everyone for your service at the pancake breakfast! It went so well!

ILS

Brandi J

### **Other Business / Final Discussions**

- H&I to join zoom with national meeting during training.
- Hotel space and any additional needs.
- The H&I committee proposed hosting a "Miraculous Monday" session on the Friday of the convention.
- The archives committee requested display archives every 2 years instead of every 5 years at CRCNA
- There are some technical challenges with email communications and the square payment system that are being addressed
- Possible softball game for F&E event

Next meeting:

- Speaker flights
- F&E events
- Jen is working on contracts
- Laying out hotel rooms
- Choose vendors for merchandise
- Early bird registration ends next month
- Open up hospitality sign up and marathon meeting sign up

**Next Meeting: May 10<sup>th</sup>, 2025 9am – Noon via zoom**

**Adjourn Meeting – Kevin led us out with the serenity prayer**