

CRCNA 39 Committee Meeting Minutes

April 12th, 2025 – 9:00am

Meeting ID: 290 350 0360 Passcode: CRCNARocks

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

9:00am Open Meeting – Serenity Prayer – Kevin W opened the meeting

Observance of Clean Time

Service Prayer – Nohnie read. "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 – James read the concepts

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.
- 12 Concepts of Service

CRCNA 39 Committee Roll Call

Liaison Reports:

- Pikes Peak: Tomasita - Present
- Mile High: James F. - Present
- Boulder: TJ filling in for Kelly – Present
- Off the Wall: Matt M. – Present
- Others: BFE, Mountains West, Serenity Unlimited, Ute Pass – Not present

Elections: None

CRCNA 39 Administrative Committee Reports:

- **Chair: Kevin W** – Verbal report given
- **Vice Chair: Matt D.** –

Hi all,

I didn't have a report for this month until I received an email late last night. I forwarded it along to Kevin and Jen, but I will put it here and read it for the committee. Archives is asking for a host of things, one being a lockable room for 18 tables for the display. I wrote back and said that that is probably unlikely unless we put their requested tables around the ballroom. But, obviously, I bring everything I get to the committee for discussion. Here is the email:

Hello Matt,

There were 5 people who met at the archive storage locker to discuss our plans for this years CRCNA display. Allen F, the originator of the archive material, has agreed to join the group and will show us how to get things done. We would like to pass on this information:
Space needs: a lockable room at least 44ft by 36ft using the common configuration (7 sets of 2 tables each for CRCNA displays , plus 4 additional tables for other items)
Hotel needs: 18 standard tables (6ft by 3 ft) with
Purchase: between \$80 to \$100 dollars in supplies to build the display boards for the last 4 CRCNAs. We would prefer to buy the items and then ask for reimbursement with a receipt if that works. Maybe a motion for expenses not to exceed \$100.00.
CRCNA needs: This is important, hopefully the committee can come up with these items. If not would you guys be willing to help distribute flyers seeking these items:
2024, #38 Tshirt and mug
2023, #37 Tshirt and mug
2022, #36 Tshirt, mug and registration packet (name badge and swag)
2021, #35 Tshirt, mug and registration packet (name badge and swag)

There are some missing items from other CRCNA's, but they can be dealt with later. We would to catch up the last 4 years to keep the display current. FYI, flyers looking for past items has not been very effective. If we can contact the people involved to see where the extra's went, that would be fantastic.

Anyway, I hope all has been well for everyone, as always, if anyone needs anything, I am happy to help.
ILS,
Matt D.

• **Treasurer: Karen B. –**

Hello everyone,

Not a lot to report this month.

1. I received an advanced funds request from Jules for the quilt. I have cut the check, but it has not been delivered. I haven't seen Ally, but I will get that to Mary this week.
 2. I am still in the process of being added to the CRCNA bank account, since according to Jay, it is a process to add anyone.
 3. It came up at the CNAC board meeting this month about adding JR (treasurer assistant) to the bank account as well and I didn't know what the "normal" course of action is. Do we add him or not? Who usually has access to the bank account?
- Thanks everyone,

In Loving Service,
Karen B.

During meeting, Karen sent additional info:

Hello again,

I have access to the bank account now (thanks Ricky!)

What I see right now is that there are no pending transactions. The most recent activity there is from 3/31/2025 for a \$2.00 "Activity Charge".

There are 2 Electronic Fund Transfers one for \$132.34 and the other for \$48.60, both on 3/24/2025.

The current verified balance is \$8,600.94 (please keep in mind that \$200 will be withdrawn when I can get the check completed to Mary Baltimore for the quilt).

Please let me know if anyone has any questions or concerns about this email.
Thanks everyone!

In Loving Service,

Karen B.

- **Vice Treasurer: JR** – no report
- **Secretary: Jasmine** – absent with notice

CRCNA 39 Subcommittee Reports/Elections:

- **Registration Chair: Mari** –

Hello committee we had our meeting in person we discussed registration/ kids registration. As well as the pancake breakfast. Kid registration will be \$5 online \$7 at the convention. We would like to get this on the website so we know a general idea of how many we would need to get. We will be attending the pancake breakfast I know if 3 of us for sure that will be there. Moving forward I will be reaching out for a bit of help as I feel a bit lost at this moment so any help would be greatly appreciated thank you for much for this opportunity!

Mari D

Discussion today: Registration Committee is meeting April 27th on Zoom. Dan B expressed willingness to host the Zoom meeting using the Regional Zoom acct, and to add the meetings to the Regional Calendar.

- **Hotels & Hospitality Chair: Jen S.** –

- I got the approval to add the atrium—I have it blocked for Saturday and Sunday. We have a group that requested the Atrium on Friday night for a reception, but it is not confirmed. I have been waiting for updates. So, I will keep you posted about Friday. I have the area blocked for 2026 already.
- We have held rooms 261 and 259 for your hospitality Suite.
- I have confirmation that we will extend the market schedule on Friday and Saturday until 8:00 p.m. for your group.

These are the answers to some of the question I have asked the hotel.

- **Fundraising & Entertainment Chair: Jules** –

CRCNA F&E Committee Report

Date: April 11, 2025

Submitted by: Jules Jeffery

Committee Members: 8

Pancake Breakfast Event

- **Date:** May 3rd
- **Location:** Hillside Church, 8085 E Hampden Ave, Denver, CO 80237
- **Cost:** \$10 per person

Speakers

- Doug (from Loveland, Colorado)
- Patty (Home Group: Clean and Serene, Pueblo)

Fundraising Activities

- Opportunity to win prizes
- 50/50 raffle

Additional Notes

- Still awaiting confirmation from the church on chair availability.
- Chair rental (if needed) is approximately \$1.95 per chair.
- I and another committee member will visit the "Do or Die" meeting to recruit more volunteers for cooking and setup and at that time we will go to the storage to do an inventory to determine if additional items are needed for the breakfast.

Jules Jeffery

F&E Committee Chair Report

Discussion today: People are welcome to come as early as 7:30 am to help with set up for the Pancake Breakfast.

● Merchandise Chair: Nohnie A. –

Hello CRCNA Committee!

I'm so excited to be able to be part of this year's CRCNA Committee with all of you! This is a great team and will be an awesome year!

April Merchandise Subcommittee Notes:

1. Subcommittee Formation & Meeting Schedule

The Merchandise Subcommittee was officially formed.

First meeting held on 3/27 at 7 PM via Zoom Link:

<https://us02web.zoom.us/j/88251223652?pwd=xrcjV8hpnluSwznFLrXajg2gJgACGW.1>

Subcommittee will continue to meet the 4th Monday of every month at 7 PM.
Meetings have been added to the Regional calendar.

2. Square Account & Unity Day Sales

Accessed and updated the Square account to include Unity Day sales.

Thank you to Dan, Sage, and Matt for attending Unity Day and supporting the sale of previous merchandise.

Total sales from old merchandise: \$270 in cash sales, \$187 in Square sales. Totaling \$457

3. Pre-Con Merchandise

Reviewed three vendor bids.

Subcommittee selected a vendor and placed an order for pre-convention merchandise.

Items will be available for pick-up at the Regional Assembly.

4. Alternate Merchandise Vendors

Subcommittee voted to have more than one alternate merchandise vendor at CRCNA.

Currently reaching out to alternate vendors for proposal submissions.

Reviewed options and floor plan and would like to discuss moving sales into the hallway opposite registration.

5. Silent Auction

Subcommittee is announcing in meetings and requesting donations, especially artwork, for the Silent Auction.

Would like to request that flyers be created for distribution to Areas for promotion.

6. Online Store

Dan (Web) has been working on making pre-convention merchandise available for purchase through the CRCNA online store.

7. Upcoming Events

Subcommittee will be present at the Pancake Breakfast with pre-con merchandise.

8. Next Meeting

Date: April 28, 2025

Time: 7:00 PM

Zoom Link:

<https://us02web.zoom.us/j/88251223652?pwd=xrcjV8hpnluSwznFLrXajg2gJgACGW.1>

In Loving Service,

Nohnie A.

● **Program Chair: Tina W.** – Verbal report given

● **Convention Information & Website Chair: Dan B.** –

Hello Fellow Servants,

I've had a busy month. I wear more than one service hat which can make it difficult to keep track of for whom and when. I've put some effort into the website. I got the correct guidelines posted. I also posted the minutes that weren't already available. I still need to post them from last month because they weren't available on the day I was working on it. I also started creating the merchandise pages for the Pre-Convention merchandise. I still have work to do before I publish the pages. I'm very happy with the progress I've made. I've had little experience with web design but I'm picking up on the tools and learning to use them.

I was called upon by the merchandise committee several times this month. I've gotten Nohnie all signed up with the google log ins. She has access to the Zoom service for her subcommittee meetings. She has access to the Square services we use. We also have her subcommittee meetings scheduled and added to the regional calendar. I passed along alternate merchandise contacts that I have received via email. I also attended the subcommittee meeting on the 24 th . I've been to the storage facility twice looking for merchandise left over from last year. I attended unity day till around 2:30pm. We set up a table and handed out Flyers. We also sold the leftover merchandise. We had a great experience and liquidated most of the merchandise. We raised a total of \$457.

Finally I worked on the Theme and logo submissions. We received a total of 6 submissions. I have created a power point presentation and we need to select our winner and runner up today. I'm not sure when in todays meeting that will be worked on.

Thank you for letting me be of service

Dan B

• **Print & Display Chair: Sage B. –**

Hello again! I went to Unity Day with Dan, and we sold some leftover merch and handed out flyers. I printed and brought flyers for the Pancake Breakfast, theme and logo submission flyer, and call for speakers. I also updated the poster announcing call for speakers and the poster for the H&I Invitation info, and brought those to Unity Day.

I'll be ready to order the banner after we select our theme and logo today, as well as put together the registration forms once we have prices, so that we have all of that at the Pancake Breakfast. So excited!!

Thank you for allowing me to serve!

ILS, Sage B. - P&D Chair

Discussion today: Sage will work on flyer asking for donations for the CRCNA Silent Auction, get to Nohnie. She'll work on flyer for mass email contacts so people can receive updates on CRCNA, get to Dan. She'll work on flyer for Hotel reservations, get to Jen.

• **Hospitals & Institutions Chair: Brandi J. –** nothing to report.

Other Business / Final Discussions

- **Vote on Theme and Logo**

Winner:



Runner up:



- **Set Convention and Meal costs**

Committee voted to raise registration costs by \$10.

Early Bird \$55, Pre-Reg \$65, On site reg \$70

Banquet prices: \$75 beef, \$75 chicken, \$75 veg, \$47 breakfast.

Discussion about Day Passes; Liaisons, please get feedback from your areas and groups about whether people want this option.

- **Open Online Registration**

Will open at Pancake Breakfast

- **Pre-Convention Merch**
Nohnie will have this ordered so it's available at Pancake Breakfast
- **Budget, costs, revenue tracking**
Discussed, everyone please utilize Google Drive to keep track of these things!
- **Upcoming schedule, items due**
Discussed timeline and staying on schedule

Next Meeting: May 10th, 2025 9am – Zoom

Zoom info:

<https://us02web.zoom.us/j/2903500360?pwd=TVBrSIF3TEF4QUZORHhaT0NVYk5FUT09&omn=83521660583>

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Closed with the serenity prayer – Kevin W

Adjourn Meeting