

SANAC 19 “Brighton Rocks Recovery”

Committee meeting minutes	20-04-2019 11.00	Pavilions Richmond House Richmond Road Brighton BN2 3FT	
Chair of the meeting:	Hayley T	The meeting was started with a moments silence	
Reading of 12 Concepts:	Ronnie E-H		
Agenda items for meeting:	<ul style="list-style-type: none"> • Moments silence • 12 Concepts • Introductions/apologies • Approval of last meeting minutes • Opening treasury balance • Positions vacant • Venue update • Subcommittee reports <ul style="list-style-type: none"> - Treasury - Registration - Programmes - Hospitality - Arts & Graphics - Merchandise - Stewarding - Fundraising • AOB <ul style="list-style-type: none"> - Fundraiser on 11th May • Request for funds 		

SANAC 19 “Brighton Rocks Recovery”

	<ul style="list-style-type: none"> Closing treasury balance Next meeting date 		
Those present:	<div style="text-align: right;"> Hayley T Zoe Y Neil P Jodie R John B Marc S Ronnie E-H Ricky H Phil T Nick S Zoe M Martin T Callum P Tom Suzanne S-B </div>	-Convention Chair -Secretary -Registration Chair -Hospitality Chair -Vice Treasurer -Programming Chair -Vice programming Chair -Chair Merchandise -Vice Merchandise -Stewarding Chair -Committee Tea Person	
Apologies:	<div style="text-align: right;"> Peter W Barry K </div>	-Vice Chair -Treasury Chair	
Approval of last meetings minutes:	Ronnie E-H		
Opening treasury balance:	£2,654.34		
Positions vacant:	<ul style="list-style-type: none"> Vice minute secretary 		

SANAC 19 “Brighton Rocks Recovery”

	<ul style="list-style-type: none"> Fundraising Chair Arts and Graphic 	No one put themselves forward for these positions.	
Venue update:	No update required for this meeting, all in hand.		
Treasury:	We discussed as a committee that we will move forward with the Lloyds account and ask current registrations to support us with accessing the account and making payments ect.	We are not going to look into an alternative account, due to the barriers this occurs.	-Hayley to discuss at area.
Registration:	<p>Pre-registration has now raised a total of £807.56 with 45 people have now pre-registered</p> <p>We discussed and agreed that we will sell pre-registration tickets at the unity day, the same as we did at the London convention.</p>	Neil will plan when he needs to order required merchandise for the registration.	-Martin to attend the unity day to promote and sell pre-registration.
Programmes:	<p>All in progress, we are in the process of confirming the chairs and secretary's for the weekend.</p> <p>Yoga has now been confirmed.</p>	<p>Mark brought the proposed timetable to the meeting with an outline of the meetings this includes:</p> <ul style="list-style-type: none"> - Marathon meetings - Themed - Main meetings - Workshops - Yoga - Meditation - Dance - Raffle Auction 	

SANAC 19 “Brighton Rocks Recovery”

		<ul style="list-style-type: none"> - Area recognition - Clean time count down 	
Hospitality:	<p>Hotel bedroom discount code: NA7</p> <p>Neil has added the venue bedroom prices and discount code to the website and the convention FB page, along with the Hospitality chairs contact number for people to contact re alternative accommodation info.</p> <p>We discussed putting a couple of links on the websites</p>	<p>We will add a few different options to the website, these will include:</p> <ul style="list-style-type: none"> - Budget hotel - Hostel - Luxury hotel 	<p>-Jodie to complete list of alternative accommodation links and liaise with Neil so he can add them to the website and FB page. (Done).</p>
Arts & Graphics:	<p>The new convention flyers have now been printed for us to take to other conventions.</p> <p>The fundraiser flyers have also been designed and some have been printed.</p>	<p>Martin has large drop down 12 & 12 for us to display at the convention.</p>	<p>-Suzanne to bring some to our next committee meeting.</p> <p>-Please can we all announce the fundraiser in meetings and distribute the flyers.</p>

SANAC 19 “Brighton Rocks Recovery”

Merchandise:	<p>The merchandise committee have been selling merchandise at other events.</p> <p>They are aiming to purchase more merchandise for the convention.</p>	<p>We now have the following to sell.</p> <ul style="list-style-type: none"> - T-shirts - Caps - Cups - Fridge magnets <p>We discussed other merchandise we would like to have for the convention.</p> <p>Opening balance -£173.25</p> <p>Closing balance -£403.25</p> <p>The committee have been given £550 from the treasurer so far and will keep a merchandise treasury report. The committee will now be self-sufficient, along with raising funds for the convention.</p>	<p>-Neil to request a quote for some keyrings for the event, this will be the starling NA design</p>
Stewarding:	<p>The T-shirts have now been printed.</p> <p>Nick has 6 male volunteers and 1 female to steward over the weekend</p>	<p>Nick will now focus on confirming some female members to support the committee.</p>	
Fundraising:	<p>Prize draw will take place at our next committee meeting on the 4th May.</p>		<p>-All – please can you bring all prize draw tickets you have sold to the next committee meeting for the draw.</p>

SANAC 19 “Brighton Rocks Recovery”

	<p>Fundraising event to be held on the 11th May,</p> <p>We discussed what the day will consist off and agreed that we will have the following with the doors being open between 2.30 – 9.00</p> <p>Entry payments which will include entry, food and quiz: -£7 Waged -£5 Unwaged</p> <p style="text-align: center;">Entry payments Pre-registration Meeting - 3.30 Food & drinks - 5.00 Quiz - 7.00 Merchandise Raffle</p>	<p>We have the Hanover centre May 11th 1.00 – 9.pm</p> <p>Deposit paid = £30 Payment remaining = £126.00</p> <p><u>Service agreed:</u> -Martin T -Martin T -Hayley/Nick -Zoe, Zoe, Jodie & Callum -Tom J - 7.00 -Merchandise committee -Ricky</p>	<p>If you are not able to attend – please contact another committee member to arrange picking them up.</p> <p>-All, can we announce in meetings that we are looking for raffle prize donations.</p>
--	---	--	---

SANAC 19 “Brighton Rocks Recovery”

	<p>We will sell drinks and cakes separately, along with holding a raffle.</p> <p>The prize draw will be held at our committee meeting on the 4th May</p>		<p>-Phil to speak to area merchandise to ask if they can donate a couple of books for the fundraiser raffle</p>
AOB:	Neil has looked into hiring the PA system and has been given a great quote at £625.00	We voted that we will go ahead with this.	
Request for funds:	<p style="text-align: right;">Hayley</p> <p style="text-align: right;">Ronnie</p>	<p>-£ 16.00</p> <p>-£ 7.00</p>	
Closing treasury balance:	£2,832.34		
Next meeting date:	Saturday 4 th May 11.00	<p>Pavilions</p> <p>Richmond House</p> <p>Richmond Road</p> <p>Brighton</p> <p>BN2 3FT</p>	The prize draw will take place at this meeting.