

SANAC PLANNING COMMITTEE

MEETING MINUTES MARCH 2026

SUMMARY

The SANAC committee met on March 1 to plan the August 15 pop up convention at Barham Community Centre. Members agreed the event will serve as a one day unity and fundraising convention, not a full three day event. Key actions include choosing a theme and name by email this week, finalising flyer design for April 1, and confirming tech and hospitality needs. Programming remains a top priority role to fill. The next meeting will be Sunday April 5 at 7 PM on Zoom, moved later to avoid Easter Sunday daytime.

Date Sunday, March 1, 2026

Platform Zoom

Chair Steve L.

Opened with readings of the 12 Concepts and 12 Traditions and a moment of silence to remember the still-suffering addict.

1 ATTENDANCE AND ROLES

Members present included Steve (Chair), Peter W (Treasurer), Peter K (Graphics Chair), Adam (Tech Chair), Theresa (Wellbeing & Healing Chair), Charlie (new volunteer), and others who joined or dropped in during the call.

Apologies were noted for Daniel (technical issues). New attendees welcomed.

2 READINGS

- 12 Concepts: Read by Steve.
- 12 Traditions: Read by Peter K.

3 VACANT AND ACTIVE SERVICE ROLES

- Peter K confirmed his role as Graphics Coordinator.
- Theresa remains Chair of Wellbeing and Healing.
- Adam confirmed he serves as Tech Manager and will seek a vice/support person.
- Peter W is the ratified Treasurer; will recruit a vice for support.
- Steve reminded everyone to take initiative in filling vacant service positions.

VOLUNTEER UPDATES

Charlie introduced himself (four months clean). The committee welcomed him and agreed he could help with stewarding or set up on the day, roles not requiring clean time requirements. Members vouched for his reliability and engagement in NA.

4 TREASURER AND FINANCE DISCUSSION

- Steve explained delays with accessing funds due to lacking a confirmed treasurer.
- Peter W will connect with outgoing treasurer Ben to resolve account access and electronic payment options.
- Discussion about payment systems for event sales (food, registration, raffle tickets): options include SumUp, PayPal, or QR codes for different income streams to simplify accounting.
- Need to track pre registrations clearly.
- Peter will handle setup and testing, with results to be shared at the next meeting.

5 EVENT FINANCES AND VENUE

- Venue: Barham Community Centre booked for a one day convention on 15 August 2026 (10 hour hire, £500 total).
- Facilities include a fully equipped kitchen and outside barbecue area.
- The committee agreed the cost is fair given capacity and flexibility.
- Potential support from Campout Committee for BBQ operations was noted.

6 ADDITIONAL VOLUNTEERS

- Theresa mentioned Phil, experienced with sound at NA conventions, is keen to join later meetings to assist with audio setup.

7 FLYER DESIGN AND EVENT NAME

- Need to decide a name/theme for the event quickly to produce flyers before the London Convention (April 11-13) and distribute at other events.
- Flyers to be used also at the UK Convention (early July) and European Convention (Stavanger, Norway, late July).
- Peter K will design the flyers once a theme is agreed. Printing 1,000 double sided A5 flyers via Hello Print estimated at £50 total.

NAMING PROCESS

- Members to submit up to three suggestions by email (not WhatsApp) this week.
- “Pop Up Convention” and “Strength in Surrender” were well liked ideas.
- The group favored “Presented by SANAC” branding, without numbering (e.g., not “SANAC 17”).
- Consensus: focus on a one day “pop up” or “unity” convention theme rather than numbering continuity.

8 PROGRAMMING AND OPEN ROLES

- Programming identified as a high priority vacancy.
- Adam M (pending) may assist but could be abroad; alternatives to be sought.
- Steve invited members to mention programming needs at other meetings and scout possible trusted servants.
- Other vacant positions include: Registration, Hospitality, Fundraising, and Housing Liaison.

9 PROMOTION AND OUTREACH

- Plan to distribute flyers widely beyond Brighton—covering Sussex areas like Chichester, Worthing, Portsmouth, and Haywards Heath.
- Theresa will take flyers to the London Convention and distribute with another member.
- Steve and others plan to attend the UK Convention in Birmingham (July 2–5) for outreach.
- Possibility of listing future NA fundraisers (e.g., charity walk between two meetings) discussed.

10 TICKETING AND REGISTRATION

- Proposal to reuse last year's printed registration tickets.
- Debate between printing new batches or ordering rubber stamps to mark dates.
- Peter K to research both options and report back with cost comparisons (expected around £20–25 per stamp or small reprint order).

11 NAMING, ROLES, AND COMMITTEE BOUNDARIES

- Clarified that only committee members can propose or vote on official plans.
- Non members are welcome to attend and observe but not to drive decisions.
- Addressed questions about external input and emphasized maintaining unity and boundaries.
- Members agreed to refer outside feedback kindly to the committee rather than engaging individually.

12 FUTURE PLANS AND BRANDING

- Discussion on the design look:
 - Steve prefers recognisable NA visual (logo, green and gold palette).
 - Peter K will create a modern, recognisable version suitable for flyers and social media while keeping NA identity visible.
 - Proper proof reading protocol to be added before final print approval.
- Flyer print deadline set for April 1, 2026 (April Fool's Day).

13 EVENT LOGISTICS

- Consideration of hospitality for out of town attendees (e.g., local B&Bs, member accommodation lists).
- Venue walk through to be arranged: Adam to visit and assess tech/equipment needs (projections, screens, lighting).
- Two fabric banners of the 12 Steps and 12 Traditions are being donated for display.
- Equipment from previous conventions (cash boxes, etc.) to be transferred for this event.

14 GENERAL DISCUSSION

- The committee unanimously agreed the event should be friendly, structured, and in keeping with NA's primary purpose—not a “fun day.”
- Ideas such as karaoke or dog shows were considered inappropriate for a recovery convention.
- Agreement reached that all programming should focus on recovery, speakers, and healing sessions.

15 NEXT MEETING

- Date: Easter Sunday, April 5, 2026
- New Time: 7pm (moved from afternoon slot for better attendance)
- Hosted on Zoom (Jez to update website listing).
- Tasks before next meeting:
 - All members to email naming suggestions.
 - Peter K to begin flyer design once name agreed.
 - Adam to coordinate recording and upload audio for transcription.
 - Steve to arrange venue visit and contact manager.

16 CLOSING MEETING CLOSED WITH THE SERENITY PRAYER, LED BY ADAM

Members expressed gratitude and optimism for smoother planning and strong unity moving toward the August pop up convention.

