

Sussex NA Camp Out Committee Minutes 09-Dec-2022: New Years Eve Planning

Meeting opened by Rachel and 12 concepts read by Janna

Present:

Ade - Treasury
Dave B – Entertainment
Ben - Minutes
Liv – Arts and Graphics
Steve – Tuck Shop
Dani - Registration
Rachel - Chair
Janna - visiting
Karl - Catering

Apologies:

Opening balance: £316.77 (£35 spent on flyers from previous close)

Positions Vacant:

Tea
Programming
Creche
Merchandise
Hospitality Person
Transport Coordinator
Volunteer Coordinator
Recycling Coordinator
Vice Chair
Vice Treasurer
Vice Programming
Vice Registration
Vice Entertainment
Vice Hospitality Person
Vice Merchandise

Reports:

Chair:

Entertainment: Dave: Ade and Dave went to look at St Andrews for NYE. There are some screens/partitions that we can use to create space for meeting and kids. Have combination for key safe to get in at 18:00 and can stay until 00:15. Good parking nearby at Tesco and George St. Very friendly venue. Donation to venue to be discussed after takings known – can aim for between £30 and £50: voted on and passed unanimously. Kitchen is great, everything that we need, plenty of tables and chairs. We could also to a Valentine fundraiser at the same venue.

Catering:

Treasury: Ade: Bank forms done, nothing heard back yet. Ade may visit bank with Dani. Hope to avoid asking for the £250 from ASC.

Arts and Graphics: Flyers printed.

NYE plan:

Tea person: Steve will do tuck shop/kitchen/refreshments. There is a hatch. He has helpers. Ade can get soft drinks. We are charging. Will buy for 75 people.

Treasurer: Ade. Steve will keep an eye on cash/cash handling.

Decorations: Liv will coordinate. Banners – Ade can get. Paper chains – Rachel.

Door: Dani and Janna will be at the door – Liv will get hand stamp. Only hand stamps should stay past the meeting but there will be no policing.

Clean Up: Janna has volunteered to lead the clean-up.

Meeting: Janna will take, will be a reading instead of a share. Steve will bring reading cards.

Quiz: Quizmaster: Ade volunteered.

Dance: 90s music. Ade will do this.

Shopping List:

Hot dogs	£2.00 each – Karl will do these on first shift.
Onions	
Rolls	
Soup	Ade will co-ordinate, Liv will do veggie.
Poppers	
Teas	£0.50 – free in meeting
Coffee	£0.50 – free in meeting
Soft drinks	£1
Milk	
Sugar	
Mustard	
Ketchup	
(Condiments)	
Paper cups	

Raffle: Ade has a couple of items, all offers of prizes welcome. Rachel will control. **Bring in next time! Request prizes in meetings from now until NYE.** Rachel will buy tickets and can sell before event. £1 for a strip of tickets.

Itinerary: Times post 20:30 are flexible.

- 19:00 to 20:00: ESH Share Meeting
Fundraiser begins: Payment required
- 20:00 to 20:30 Hot dogs/food/drink – available all night
- 20:30 to 21:00 Cluckers
- 21:00 to 22:00 Quiz
- 22:00 to 23:00 Raffle and Food
- Open mic/Dance/Disco (ad lib)

Closing Balance: £326.27 (£9.60 Tradition 7)

Date of next meeting:

23-Dec-2022 6pm Coldean (Dani and Janna may not be able to attend)

Thanks for your service!