

Sussex Area NA
AD-hoc 2019 Convention meeting.

(Amended)

Date: 22/09/2018 1pm. **Venue:** i360 Café, Brighton Promenade.

Purpose of the meeting: To bring NA members together to form a Convention Committee, to stage a Sussex Area Convention for NA, during the late spring/early summer of 2019.

Time and date for this initial meeting was notified to all GSR's present at ASC the on Wednesday 19th September.

Several NA members came together at the pre-arranged time and venue.

Those present: Michelle (Area V Chair): Marc S, Nick S, Neil P, Phil T, Barry K, Zoe HY, Wayne H, Ricky H, John B, Steve L.

Apologies: Hayley T

Michelle F, in the role of Area V Chair called the meeting to order at 1.25pm.

12 Concepts read by Marc S.

Steve L offered to take the minutes for this initial meeting. Members agreed.

Members were advised of the positions vacant that are required to be filled, consistent with suggested NA Convention Committee requirements.

Positions Vacant:

Convention Chairperson, Convention V Chairperson

Convention Treasurer, V Treasurer

Minutes Secretary

Programming Chairperson, Vice Programming Chair

Hospitality Chairperson, Vice Hospitality Chair

Venue Liaison Chairperson, Vice Venue Chair

Stewarding Chairperson

Merchandising Chairperson, Merchandising V Chair

Registration Chairperson

Arts and Graphics.

Fundraising

Michelle F asked if anyone had come forward to fill the positions of either, Convention Chair/V chairperson?

It was noted that there are members willing to come forward to fill these positions but were unable to be present at this meeting. (These two positions will be revisited at the next scheduled meeting)

Michelle F (Area V Chair) assumed role of Interim Chairperson in order to move business forward.

Convention Treasurer.

Barry K nominated himself for the role.

Seconded by Marc S. Barry gave a full NA service CV. Questions asked, answers given.

Vote taken. Barry K unanimously elected as Treasurer.

Convention V Treasurer.

John B nominated himself for the role.

Seconded by Marc S. John B gave a full NA service CV. Questions asked, answers given.

Vote taken. John B unanimously elected as Vice Treasurer.

Continued: -

Merchandising Chairperson.

Ricky HY nominated himself for the role.

Seconded. Ricky gave a full NA service CV. Questions asked, answers given.

Vote taken. Ricky HY unanimously elected as Merchandising Chairperson

Merchandising V Chair.

Phil T nominated himself for the role.

Seconded by Nick S. Phil gave a full NA CV, Questions asked, answers given.

Vote taken. Phil T unanimously elected Merchandising V Chair.

Programming Chairperson.

Marc S nominated himself for the role.

Seconded by Ricky H. Marc S gave a full NA service CV. Questions asked, answers given. Specifics of anonymity when selecting convention speakers, were explained, understood and agreed amongst the members present.

Vote taken. Marc S unanimously elected as Programming Chairperson.

Registration Chairperson.

Neil P nominated himself for the role.

Seconded by Steve L. Neil P gave a full NA service CV. Questions asked, answers given.

Vote taken. Neil P unanimously elected as Registration Chairperson.

Stewarding Chairperson

Nick S asked for clarity and clear expectation of what the duties are within the role. Explanations were put across from Steve L, Barry K and others. Role understood.

Nick S nominated himself for the role.

Seconded by Ricky H. Nick S gave a full NA service CV. Questions asked, answers given.

Vote taken. Nick S unanimously elected as Stewarding Chairperson.

Minutes Secretary

Zoe HY nominated herself for the role.

Seconded by Neil P. Zoe HY gave a full NA service CV. Questions asked, answers given.

Vote taken. Zoe HY unanimously elected as Minute Secretary. *(Steve L asked if he should continue to take minutes for this meeting? Agreed)*

Fundraising Chairperson.

Wayne H asked to put himself forward for the fundraising position. When asked, Wayne agreed that he currently holds a position within the Sussex Area F&E committee itself. This was then followed by a discussion amongst the members present. In general, it was agreed that the Convention would aim to manage its own fundraising commitments. However, it did not wish to rule out reaching out to Sussex F&E. Wayne H was asked he could feed this back to F&E.

It was also felt that we need to ensure Wayne avoids creating a conflict of interest for himself.

Other issues discussed at this meeting.

Communications:

Steve L passed a sheet of paper around for members to list their contact details and consent for these to be kept by the committee to this effect. All signed and agreed.

There then followed a discussion about creating a WhatsApp group for sole use of the Convention Committee for business purposes alone. Minutes will be circulated by email.

Proposal from Marc S.

Set up of a Convention Committee WhatsApp group.

Seconded by Ricky H. Short discussion concerning "ground rules" and Admin. Agreement reached.
Vote taken. Unanimously approved. (Marc S to be Admin for this group)

Further discussion took place regarding the approaches to Hotels/alternative venues for staging the Convention. In the absence of the Venue Liaison position being filled, it was agreed that this be followed up in the meantime by two members coming together to continue the research. Suggestions put forward: Approach the Grand Hotel, Holiday Inn, Brighton Centre. Other towns to be considered.
Anyone with any other ideas should bring them to the next meeting.
Schools and colleges discussed but ruled out due to term time unavailability.

Those members who were elected to the positions today were reminded of their task to recruit their team members and always maintain accountability to this committee as a whole.

Can we also ensure that the message is carried to those wishing to be of service to this committee?

Agenda items for next meeting: (as agreed)

Position Vacant:

Convention Chairperson, Convention Vice Chairperson
Arts and Graphics
Venue Liaison
Hospitality Chairperson

Approval of minutes.

Venue: Choice and location/ choice of calendar dates.

Title and Convention theme.

Preparation of report/presentation to ASC. (if appropriate)

Banking arrangements: 1) Request use of existing SANAC account/handover. 2) Apply to open new bank account.

New Business arising:

Discussion for a suitable time and venue for next meeting of this Convention Committee.

Marc proposed:

Saturday 6th October 2018, 11am -1pm Pavilions Offices, Richmond House, Richmond Road, Brighton, BN2 3RL

Agreed, but to be confirmed via WhatsApp.

Thanks to all those who attended.

ILF

Steve L