

SANAC 12, 2020 “Movin on Up”

Committee meeting minutes	06/09/20 4:00pm	Zoom - https://zoom.us/j/94275170398	
			Action Points, Moving Forward
Chair of the meeting:	Wayne H	The meeting was started with a moments silence	
Reading of 12 Concepts:	Neil P		
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 - Treasury - Registration - Programming - Hospitality - Arts & Graphics - Merchandise - Stewarding - Fundraising - AV/Media 		

SANAC 12, 2020 “Movin on Up”

	<ul style="list-style-type: none"> • AOB • Request for funds • Closing treasury balance • Next meeting date 		
Those present:	<p>Marc S Dave P John S Ricky H Neil P Ronnie EH Wayne H Phil T Helen T Karl C Mark K</p>	<p>- Programming Chair - Arts & graphics - Treasurer - Merchandise Chair - Vice Merchandise - Vice Programming - Chair - Registration Chair - Vice Registration - Stewarding Chair</p>	
Apologies:	<p>Steve L Kat M</p>	<p>- Hotel Liaison</p>	
Position Vacant:	<p>Vice-Chair, 4yrs CT Vice – Treasurer, 3yrs CT Minutes Secretary, 2yrs CT Vice- Minutes, 1yr CT Vice- Arts &Graphics, 1yr CT Hospitality Chair, 3yrs CT Vice- Hospitality, 2yrs CT Fundraising Chair, 2yrs CT Vice-Fundraising, 2yr CT AV/Production, 2yrs CT Vice-AV/Production 1yr CT</p>	<p>Mark K put himself forward as Hospitality Chair. CV given. Phil T seconded. Vote passed (Unanimous)</p>	<p><u>Please announce in meetings.</u></p>

SANAC 12, 2020 “Movin on Up”

Approval of last meetings minutes:			
Opening treasury balance:	£4201.03		
Venue update:	Contract has been signed and confirmed by the hotel.	Question was asked about discounted hotel rooms. Have we confirmed the discounted rooms? What price have we agreed?	Steve L to clarify at the next meeting.
Treasury:	John S (Chair) – John thanked Phil for collecting the cash that various member had from sponsorship and raffle sales, this has now all been deposited in the SANAC account. John asked about signatories. Currently we have John S, John B and Steve L.	Signatories: Do we need to take John B off and add someone else? Is John B going to take on another position on the committee so he can remain as a signatory? <i>Questions were raised about the raffle ticket money – see AoB below.</i>	John S to attend ASC for ratification. Wayne will contact John B for clarification on signatories.
Registration:	Phil T (Chair) – Nothing much to report at this time. Monitoring emails, has burner phone ready to go once we launch pre-reg. Helen T (Vice Chair) – Nothing to report.		No date for Pre-reg launch as yet. Phil to send John S an update pre-reg sheet. (Payments taken for 2020 cancelled event that are being carried over)
Programming:	Marc S (Chair)– Nothing much to report at this time. Plan is to try and stick with		

SANAC 12, 2020 “Movin on Up”

	the cancelled 2020 line up as much as possible. Ronnie EH (Vice Chair) Nothing to report.		
Hospitality:	No Report		
Arts & Graphics:	Dave P (Chair) – Nothing to report at present.		Dave will start design ideas for the stewarding T-shirt.
Merchandise:	Ricky H (Chair) – First batch of 50 T-shirt have been printed and collected from our supplier. Neil P has these for sale and distribution. Neil P (Vice Chair) –6 shirts sold to local members. Neil has a call arranged with the Sussex website special worker on Tuesday to look at options for getting the webstore up and running.	T-shirts paid direct from SANAC account £220. Selling for £10 each + P&P £60 in sales so far, money transferred to SANAC account. Sales spreadsheet emailed over to John S. Phil T asked about the colour quality of the logo print. Neil P explained that there was a compromise due to the type of print, but that the shirts were of better quality.	Karl C will collect last years left over merch and drop it off with Neil. Neil to liaise with the special worker to get the webstore up and running.
Stewarding:	Karl C (Chair) – Nothing much to report at present. Hoping to have most of the same volunteers available that were lined up for 2020.	KC asked DP if he could start looking into a design for the stewarding T-shirts.	
Fundraising:	No Report		
AV/Media	No Report		

SANAC 12, 2020 “Movin on Up”

AOB:	<p>Karl C asked about the raffle draw. Are the original tickets still valid and is there a new date for the draw?</p> <p>Marc S clarified that the committee had agreed that the original draw was void as it could not be completed due to lockdown. Members were to be offered a refund or if they wanted to leave the money with the committee as a donation.</p>	<p>There seemed to be some confusion around the decision. Steve L did report the committee decision to ASC in April. Taken from ASC minutes 15/04/20 – “<i>Pre-reg tickets can either be refunded or carried over to next year. Cost of raffle tickets can also be refunded if needed. Committee has set aside £250 for refunds. Email convention@sussexna.org to request a refund</i>”</p> <p>Neil P suggested that the committee release a statement to clarify the situation.</p>	<p>Karl C and Ricky H to check with their raffle ticket buyers to see if they would like a refund.</p> <p>Phil T to draft a statement to clarify the situation. This will be checked by the committee on the whatsapp group then sent to Kat M to be forwarded to the ASC mailing list.</p>
Request for funds:	Nil		
Closing treasury balance:	£4261.03		
Next meeting date:	Sunday 4 th October 4pm	Zoom - https://zoom.us/j/94275170398	