

SANAC 12 – 2020“Moving on up”

Committee meeting minutes	30.11.19 11.00		
Chair of the meeting:	Acting chair was John S	The meeting was started with a moments silence	
Reading of 12 Concepts:	Steve L		
Agenda items for meeting:	<ul style="list-style-type: none"> • Moments silence • 12 Concepts • Introductions/apologies • Convention • Old business - Treasury - Registration - Programmes - Hospitality - Arts & Graphics - Merchandise - Stewarding - Fundraising 		
Those present:	<p>Steve L-member John S-vice treasurer Dave P-tea person Phil T – Registration Chair Suzanne B – Arts & Graphics Chair Neil P – A/V & Production</p> <p>Ronnie E-H vice programmer Acting minutes secretary jft</p>		

	Marc S – Programmer		
Apologies:	Ricky H – Merchandise Chair John S-treasurer		
Positions vacant	Vice-Chair, Minutes Secretary, Vice- Minutes, Vice- Arts &Graphics, Hospitality Chair, Vice- Hospitality, Vice- Registration, Fundraising Chair, Vice-Fundraising, Vice-AV/Production		Please announce in meetings
Position voted in	Chairperson -Steve L		
Venue update:	Contract has been signed and confirmed by the hotel. Friday 26/06 14:00 – 22:00 for both rooms Saturday 27/06 09:00- 23:45 for Arundel and 09:00 – 22:00 for Lancing Sunday 28/06 09:00 – 17:00 for Arundel and09:00 – 16:00 for Lancing No deposit to secure is required but full payment is due by 01/05/2020		
New business	Steve L voted in as chair of committee and was advised that he will need to act as hotel liaison		

	<p>until we have one voted into which he has agreed.</p> <p>Suzanne has received outstanding stuff from the outgoing chair which includes documents and merchandise.</p> <p>There where discussions about the committee recruiting other members to fill positions that are vacant.</p>		
Treasury:	<p>Opening balance £1588.13</p> <p>John S has said that we have received the cheque from area to the amount of £1500.</p> <p>Steve L is to be added into communications and has agreed to be a signatory to the HSBC account. Both treasurers have gone through the banking applications with no issues so far.</p> <p>John S has said that from his past experience of PI treasury that they may need to go into the bank for a meeting but feels that it will be workable.</p>		All signatories to discuss this business
Registration:	<p>Phil T has said that we have had 1 enquiry so far on the registration phone. Phone and email card reader is still to be purchased nearer the time.</p>		Members to share at meetings that it would be helpful for other members to pre-register at the rate of £20 for the weekend
Programmes:	<p>Marc S has stated that we still have 3 main shares confirmed and that himself and Ronnie are to meet this Tuesday to discuss matters around programming and should have an agenda put together by the latest April</p>		Ronnie and Marc to meet this Tuesday at 5.30 in Brighton

Hospitality:	NTR		
Arts & Graphics:	Plan for example flyer to be ready for the next meeting		
Merchandise:	NTR but Suzanne has received last year's merchandise		
Stewarding:	NTR		
Fundraising:	Sponsored walk in Feb and Suzanne will have raffle tickets ready to print before the next meeting		
Any other business	<p>Pot was passed, no expenses where required today for members.</p> <p>Steve L to be ratified at the next ASC on the 18th</p> <p>Flyers to be made for sponsored walk.</p> <p>Proposal voted in that we allow other members to take part in the sponsored walk but not to have sponsorship forms</p>		<p>Flyers to be made for other members to come on board with the sponsored walk but not to do their own sponsorship forms as there were some concerns raised about obtaining sponsorship from outside of NA and also with newcomers handling money.</p>
Closing balance	£1754.59p		
Next meeting date:	14.12.19 @ 11.00	Pavilions Richmond House Richmond Road Brighton BN2 3FT	