

SANAC 14 Committee Meeting
Sunday 5th March 2023 2pm

Wayne SANAC 14 Chair welcomed us to the meeting of the SANAC 14 2023 committee.

Rupert took the Minutes.

Meeting started with a moments silence to welcome the spirit of recovery.

Marc read the 12 Concepts.

In attendance: - Wayne - Chair
Lucy - Vice Chair
EJ - Treasurer
Marc - Chair of Programming
John - Chair of Hospitality
Rob - Stewarding
Leigh - Chair of Tea
Jamie - Chair of Sound
Adam - Vice of Programming
Rupert - Minutes Secretary
Chris - Vice Hospitality
Mark K - Visitor
Ash - Visitor

Apologies: - Donna - SANAC 14 Chair of Registration
Jordan - SANAC 14 Vice-Chair of Stewarding

Approval of last Minutes

Last month's minutes were approved by Marc and seconded by Rupert.

Positions Vacant

Vice Treasurer - 4 years clean time
Vice Minutes Secretary - 1 year clean time
Chair - Merchandise - 2 years clean time
Vice Chair Merchandise - 1 year clean time
Vice Chair Registration - 1 year clean time
Chair of Arts and Graphics - 2 years clean time
Vice Chair of Arts & Graphics - 1 year clean time
Chair of Stewarding - 2 years clean time
Chair of Fundraising - 5 years clean time
Vice-Chair of Fundraising - 4 years clean time
SANAC 14 Chair of Stewarding - 2 years clean time

Nominations

Ash put himself forward for Registration Vice-Chair, was seconded by Wayne, gave his CV, and was voted in unanimously.

Mark K put himself forward for Merchandiser Chair, was seconded by Marc, gave his CV, and was voted in unanimously.

Marc will add the new committee members to the SANAC 14 What's App group.

Programming Report

All main shares (but one) confirmed and all topics arranged. There are a few ideas for how to use the meeting rooms and Marc will go through these with Adam. 3 people already lined up to do the funky stuff in the holistic room.

Marc also met Holiday Inn fella to get discounts from hotel on guest rooms. Hotel basically offered 2 options: 1) No advance commitment on number of rooms with a pin number available for anyone to book room at -20% price off of the rate on the day (rates fluctuate) or 2) We commit to a number of rooms in advance and get better set-prices for guest rooms. The 2nd option could be good if for example we had 15 guest rooms booked out of 20 rooms committed to (hotel likely to be flexible) but it might not be good if we only had 7 rooms booked out of 20 rooms

we had committed to. Marc will chase the Holiday Inn man for their price options on 20, 30, 40 rooms committed to in advance.

Marc had also been in touch with the SANAC 13 Chair of Sound about equipment and insurance for equipment. The SANAC 13 Chair of Sound said no offense to anyone but he can't vouch for anyone about equipment coz very expensive but he would speak with Jamie. Insurance for equipment would need to be arranged. The 2nd option is to have someone from equipment company to handle the equipment which would also eliminate need to buy insurance. The SANAC 13 Chair of Sound will speak with the equipment company and update Marc. Jamie knows The SANAC 13 Chair of Sound and understands situation and will be in touch with The SANAC 13 Chair of Sound. Jamie also knows someone locally who could also help out.

Registration Report

Ash (Vice) read the report he received from Donna (Chair) and also gave the report to Rupert via Whatsapp:

"The subcommittee met on the 18th February to discuss shifts on the weekend of the convention.

We have decided to do 2 hour shifts with 2 NA members on the table at a time. We will meet again on the 13th May at 2pm to draw up the timetable venue yet to be decided.

The phone will be shared between Ash and Donna and we will continue to update the committee of how many people have pre-registered, the subcommittee still needs to pre-register, but everyone is happy to do so. Please can everyone keep announcing in meetings. If we miss a call for some reason we will call people straight back. Ash and I will share the phone on monthly swaps.

A couple of questions:

"So we can start to draw up a timetable please can we have the rough time that the registration table will be open on Saturday 24th June and Sunday 25th June?"

Marc indicated the convention opens at 10.30am. Wayne suggested arrive early to help set-up Registration Desk and area. Marc suggested we arrive about 8am to set-up whole things. But actually open the Registration Desk closer to 10am.

"NA members are asking when pre-registration stops what shall we tell them?"

Marc suggested June 1 closing Pre-Reg. It was agreed and also agreed that if at that date we need to extend it we can do.

Ash asked about process for taking cash (for Registrations) and getting cash to EJ and it was agreed how to do it (at committee's monthly meetings).

Treasurer Report

Opening Bank Balance £3,969.70

EJ has spent hours spent on the phone with HSBC trying to get EJ onto the bank account and to set up proper signatories on the account including adding EJ and getting rid of redundant people. New and clean mandate/forms have been sorted by EJ. She plans to go Eastbourne branch and try and get done or Brighton branch if Eastbourne branch can't help so EJ should have access to bank account soon. EJ also trying to get bank charges eliminated because we are a non-profit organisation.

Petty Cash £23

Pre Reg £30 cash today

Nothing to pay out recently

Request for Funds to committee made (a few requests made).

John also gonna give EJ a tenner for 2 Raffle Tickets he sold.

After ins and outs Closing Balance £3969.70 and £24.5 in Petty Cash

Chris needs to put £10 on the hospitality phone. Wayne suggested talking about the hospitality phone next.

Hospitality Report

Nothing to report about people phoning up the hospitality phone line. John handed over phone to Chris this morning but aware that the chip on the phone is invalid. It was ok last Sunday. 2 opinions on what might be wrong with chip: Could be because the phone has not been on for a long time or because it needs topping up.

Ash humbly suggested taking phone to Tesco Mobile shop in Hove to get new sim sorted (keep the same number) or ring up Tesco Mobile as the easiest way forward.

Chris OK with doing this and Wayne suggested taking a flyer with him so that Chris has the phone number and also encouraged Chris to explain to Tesco that we printed loads of flyers so need to keep the same number and do it as soon as possible and Chris cool with doing so.

John suggested that £10 be given to Chris today for buying credit and everyone agreed.

John also said about waiting to hear from Holiday Inn about discounted rooms and Marc will get onto the hotel man.

Fundraising Report

Marc went campout meeting about sponsored walk and the long and short of it is that the 2 committees will do the walk together on April 30th in the spirit of unity but to keep things simple the 2 committees will raise their own sponsorship.

Sponsorship Forms distributed to SANAC 14 committee members (we can only get sponsorship from NA members and we can only collect the money after the walk been done and we can ask for sponsorship of the walking committee even if we are not individually doing the walk ourselves). Coz we have a committee meeting the Sunday after the walk we can sort out then how we get the money into the SANAC bank account.

Marc also updated that the Holiday Inn has swapped our 3rd floor meeting room to the 1st floor so it is easier for people to access the marathon meeting/holistic stuff.

Marc also confirmed that the Double Bedroom that the Holiday Inn has donated to us for Raffling has been reserved and confirmed in name of "NA" for now. But as soon as the Draw for the raffle has been done we need to update the hotel straight away of the Guest's name. Raffle tickets (Donna and John received some tickets already) were distributed to other committee members. Marc confirmed how to do the tickets including Reference on any bank payments into SANAC's bank account ("Raffle" + "ticket numbers").

Flyers for SANAC 14 also distributed with Jamie and Rob taking some up London meets.

Any Other Business

EJ shared feedback from ASC about a link made available on website same like London and UK Conventions for easy and quick pre-registration and payment. EJ promised to investigate and bring to the SANAC committee. EJ investigated (via Treasurers at London & UK convention committees) and discovered it is a PayPal account and there are therefore PayPal charges which are high - up to 5% per transaction if credit or debit cards used. EJ suggested that we go back to ASC and explain that it is not viable for SANAC 14. Marc also backed EJ's suggestion explaining that UK and London conventions are massive and SANAC is small by comparison. Mark K explained why at ASC he put the link idea forward and also accepted that it is not viable while appreciative of EJ's investigation. Everyone agreed it would be nice to have the link but that for SANAC it is not very viable because size of ticket prices and size of charges.

EJ shared other ASC feedback that signage could be improved at SANAC 14 because SANAC 13 signage was not very clear (about what was on and where for example). Discussion of more signage will 100% be done at SANAC 14 including on Lanyards, Flyers at Event, and Big Notice Board/Sign near registration.

Marc asked if he can get ball rolling for the overcoat sign on front of stage on the table. EJ asked about the Signing One as well. Marc said he'll get them done and will pay for them and money back later. Everyone agreed. Lucy suggested they could then be auctioned and everyone agreed.

Marc also talked about the Tins we did last year and Fridge Magnets (cheap but popular). Mark K will ask Donna about how much the T-shirts cost and how many to order and which size. He asked for guidance about colour of T-shirts. Input from Wayne and Marc offered. Mark will share what discovers about merchandise/T-shirt costs/quotes on the committee's WhatsApp group as a start.

Wayne asked about any more Old or New Biz?

Jamie asked about when will Marc next go along Holiday Inn. Hotel man told Marc that when anyone wants to visit the venue they are welcome. Jamie indicated that Fridays are good for him to visit and it would be helpful if The SANAC 13 Chair of

Sound and Marc was about so he could understand how Sanac had the sound set-up done last year. Marc suggested there was a lot of surplus equipment like lights and scaffolding last year that we don't necessarily need.

Jamie asked do we record the shares at convention. We have not done before. But a few people have asked said Marc. Marc will ask speakers if they consent. EJ said recordings from conventions are sometimes used at Eastbourne meetings so thinks if possible we should.

Marc felt wanted to say that last year SANAC 13 cost about £5,500 and suggested that we might have to pay more in total for SANAC 14 because the extra sound equipment cost so encouraged everyone to do their best with fund raising via Raffle Tickets and Sponsored Walk and everyone agreed.

Tradition 7 done

Rent paid (Recovery Hub = £20).

Closing Balance £3,969.70 (in bank account) and £46.50 in Petty Cash

Next meeting Sunday April 2, 2023 2pm at The Recovery Hub, Brighton.

Ash led us out with the Serenity Prayer.