

SANAC 16 COMMITTEE MEETING MINUTES

SUNDAY 3rd Jan 2025, 2PM - Hybrid

Dean C took the meeting as chair of SANAC 16.

Meeting started with a moment of silence to welcome the spirit of recovery into the room followed by the reading of the 12 Concepts.

Attendance

Dean C – SANAC 16 Chair

Tom – Chair Treasurer

Peter W – Venue liaison Chair

Rose – Chair crèche

Katie M – Vice Chair crèche

Shawn – Chair of programming

Adam M – Vice Chair programming

Pat – Chair of healing

Theresa S – Vice Chair healing

Laura M – Vice Chair Merchandise

AI:

A brief discussion was held on if in line with traditions to use AI to record meeting and use notes as a basis for minutes. It was agreed yes. Katie volunteered to turn them into minutes this month, and this responsibility will be shared amongst the committee until the minutes vacancy is filled.

Committee positions:

Dean started the meeting with a focus on filling outstanding positions. Positions read out.

Dean requested that the committee announce vacant positions at meetings and describe the roles and skills required. Alongside this committee members to approach possible fellows, who may have necessary skills and clean time.

It was discussed how this is a Sussex Convention and it is important to reach all the areas and encourage participation and representation from all of Sussex. As Hybrid

was being offered it was felt travel to Brighton for the monthly meeting should not be a barrier.

Question was raised if committee members had to reside in Sussex and the decision was yes.

Dean shared that Lee no longer wished to take up the role of Chair of merchandising. Laura questioned if she can move forward with planning and ideas. It was agreed that yes she should continue and can bring any ideas or questions to the group. Laura will consider taking on the Chair and aske for support with deadlines and time management in this role.

Theresa mentioned some members of her home group expressed interest in service positions.

POSITIONS VACANT AND SUGGESTED CLEAN TIME REQUIREMENTS, Filled positions highlighted.

Vice Chair 4 years

Treasurer 5 years 4 years

Venue Liaison 4 years 3 years

Registration 4 years 3 years

Minutes 2 years 1 year

Fundraising 2 years 1 year

Arts and Graphics 2 years 1 year

Programming 4 years 1 year

Merchandising 3 years 2 years

Hospitality 2 years 1 year

Healing Space 2 years 1 years

Stewarding 1 year 6 months

Sound/Tech 2 years 1 year

Creche 1 year 6 months

Budgets:

Dean emphasized the need for the committees to start putting together their budgets, with the treasurer's role now filled. He stressed the importance of knowing exactly what funds are needed for and how they will be raised so full accountability was met. He explained he would only ask for money from area, when budgets were submitted and agreed on by committee, so all funds were clearly allocated.

Dean explained to the committee to not limit their initial budget, if things needed to be 'slimmed down' then that can happen after, when Tom and himself have a 'big picture' of the costing of the event. It was noted that budgets could be reviewed after June when ticket sales could be considered.

In-House F and E Committee Discussion

Dean emphasized the importance of having an in-house Fundraising and Entertainment (F and E) committee for the convention, separate from the Sussex area F and E committee, to ensure unified efforts. Adam pointed out for the need to start raising funds soon to allow time. Adam suggested a basic t shirt (basic text) to be printed and sold leading up to the convention, this was discussed by the committee and all agreed a good idea. This had proved to be a successful endeavour in a previous SANAC. Adam also suggested a NA quiz to be run monthly to raise money and this could be held in different areas of Sussex.

Dean suggested reaching out to entertainers in recovery for potential involvement for fund raising events. Theresa offered to speak to a friend who plays in a band and is in recovery.

Report - Venue Liaison

Committee discussed the University. It was agreed that it was an ideal venue for the convention. Dates were shared -31st of May and the 1st of June, which were initially thought to be too early. Second weekend free was 29th – 31st August. The committee favoured this date. No other NA events were currently advertised for that date.

Pricing was discussed - £1600 for venue and £200 for breakout rooms. It was agreed that additional breakout rooms could be added after ticket sales were taken into consideration later in the year. In the meantime, creche needed two rooms, healing one space.

Final decision on how many rooms will be confirmed by programming later.

A discussion was had to decide if the convention should begin on Friday. It was felt that some offer should be provided to those traveling from out of town. It would support an increase in revenue for ticket sales. It was discussed that a 4:00 pm start with a meeting could be an option. Dean felt a meeting in the main room was

beneficial for the atmosphere of the convention. Peter raised concern that the room would not be filled. A conversation around the costing for Friday and this would be had with the University.

Dean requested visiting the University to look at venue and view the accommodation. This was a selling point of the venue as an affordable package that could be sold to people from outside of Sussex. Peter agreed to organise this

A group vote was held on the date and site. A unanimous decision was carried to have the convention on the last weekend of August 2025 at Sussex University.

Next Steps:

- Peter to arrange site visit to Sussex University for Dean and himself to view accommodation
- Peter to liaise with representative and confirm refreshments and catering options and to discuss including Friday from 4:00pm in the price.

Programming Report

Shawn gave an outline of possible structure of the weekend. He explained how Adam and himself would be attending events around the UK in a bid to find out of town speakers with a strong message. He proposed a rotating format of additional meetings – LGBTQ, women's etc.

A.O.B.

- A bank account with Tom and Dean as signatories would need to be set up.
- Support to creche would be given by Dean to Rose and Katie regarding budgeting.
- Next meeting would focus on individual budgets and fund raising.

The meeting was closed with the serenity prayer

Next meeting will take place at the recovery hub the level Brighton, 2nd February , 2pm, this will be a hybrid meeting.

Link : Join Zoom Meeting

<https://us02web.zoom.us/j/5101563887?pwd=dW40NlNiOEJOaVNESmROZFZXS3pEdz09&omn=83266875232>

Meeting

ID: 510 156 3887

Passcode: 276743