

SUSSEX NA WOMAN'S UNITY COMMITTEE MEETING
23rd NOV 2024

Concepts & Traditions read

Attendees - Emily(chair), Millie(Teashop & vice mins), Lucy(minutes)

Apologies - Jen M(Treasurer)

Positions vacant -

New comer rep

Lucy put herself forwards for registration & got voted in

Millie put herself forwards for Teashop & got voted in

Treasurer opening report - £490.31p

-£33.68 fliers

Speaker Jam Detail Confirmation

Sat 14th Dec 3.45-7.15 (booked 3-8)

2.45 committee arrive

3.45 open doors

4-4.30 first chair

4.30-5 break

5-5.30 second chair

5.30-6 break

6-6.45 main share

6.45-7 break

7-7.15 raffle

7.15-8 clear down and clean

Pay £50 for venue after event so we can check it was cleaned and ready to use.

Raffle donations

Emily G - tarot reading

Emily G - gift basket

Millie - handmade santa hat

Lucy H - belief coding session

Jill -

Kat -

Baked goods donations

8 people donating baked goods

Members keep asking for donations

Registration

No number for pre-reg people to pay on the day, unless buying newcomer tickets, then they can transfer or give cash & Lucy to be told and keep log of newcomers tickets.

Food & drinks requests

Tea, coffee, sugar, cold drinks & some herbal we have already

Milk

Cream

Hot choc

Some herbal

Millie to send email to the venue & check if they have knives, plates, cups etc that we can use on the day.

Cake to be covered on day, we can get some foil & cling film if none at the venue.

Decorations

Lucy has tinsel & baubles.

Millie has table cake decorations.

AOB

Lucy ask Donna d for Na kids stuff for the day.

Lucy to ask lsc for banners, lit & keyrings(2 big, 3 90 days & less, 5 white)

Millie to ask about the sound system and we agreed to donate to be in line with the principals.

Ask about recording speakers on phone or dictaphone.

On the day we agreed to read who & what before the first chair, why & how before the second chair & traditions before last chair then finish with jft & we do recover.

Millie send the forms so Lucy can print them to write down clean time on registration.

Emily got ratified at area.

Everyone to share the flier far & wide.

Treasurer closing report

£456.63

Date of next meeting

7th Dec 12pm at Lucy's

Serenity prayer

Close