

08/12/23-Meeting Minutes NACONA III

Readings:

12 Concepts

Service Prayer

12 Traditions

Serenity Prayer

Attendees as follows: Mo, Terry, Barbara, Bob, Janet, Annette, Dave, and Joann

NACONA III – Chair Report – Moina B.

(Cut and pasted directly from her written report)

August 11, 2023

Good morning convention committee.

I trust all are doing well and are prepared for upcoming events in putting together this convention. I have brought with me for archives for the Halloween dance paperwork and receipts for the fundraiser that were having tomorrow.

I know that it has been a couple months since we actually met, I thought we came to a consensus we would be utilizing the messenger in order to communicate. What I have found is that not everyone is participating in utilizing this system. I would prefer that everyone gives their input on what is happening with the convention moving forward. Since we do have our location tied down and are in the process of doing fundraising in order to recoup funds, communication is paramount. I would like to say that I'm very appreciative of all of those who have given feedback and suggestions on the messenger. I am trying to not make decisions on my own since this is the reason, we have committee everyone's input is needed and appreciated to make sure that we have consensus-based decision-making.

I would like to hear suggestions on meeting locations for this committee that is not in Cottonwood since it seems to be an issue with people attending this meeting. I am concerned about attendance for this meeting as well since the more work we can get done now the last time we will have to work as we get closer to the convention.

I understand that life gets busy for all of us, I know my plate is extremely full so I will be eliminating the amount of time that I have to be part of subcommittees. I know that I did put a request in the messenger that we need to submit budget proposals at this meeting, the only the only person who reached out to me seeking assistance in this matter was our fundraising chair. I hope everyone else is ready to move forward today.

I would like to spend time in this meeting today discussing the brochure for the convention so we may get that set up and printed. I was able to print out a copy of the menu for little America to utilize in taking a meal to figure out how much were going to need to charge.

I am currently feeling a little frustrated with the tax accountant who I am sending emails to and calling and not receiving responses. The last communication was the end of July and was told that they had everything that they needed to complete the taxes and has figured out which

forms they need since we will be applying for nonprofits status. At that point I was told that taxes should be done. But have not heard back from them in the last two weeks. I will continue working on getting the response because I really need this to be one thing that's off my plate.

For this meeting I would like to be able to get the agenda and have reports, including proposed budgets for subcommittees and then focus on creating our brochure for the convention.

In loving service

Moina B

Vice Chair Report- Terry T.

(Cut and pasted directly from her written report)

Nothing to report.

Hotel & Hospitality Report – Janet B.

(Cut and pasted directly from her written report)

No report currently

However, Mo has asked her to be the liaison with room bookings.

Secretary Report – Barbara F.

(Cut and pasted directly from her written report)

- No report except to say I have been checking the PO Box and we have not received anything.
- I do not think I need a budget and will use the NACONA Funds Distribution form if I need funds.

In loving service,

Barb F.

Registration Report-Susan M.

No report given-

Fundraising and Entertainment Report – CJ

(cut and pasted from his email)

No report given – however fundraising and Entertainment proposed budget is below:



NACONA 3
Fundraising Budget 20

Webmaster Report – Dave

No report given. But there was discussion about website cost and length of contract and the starting with a new website.

Merchandise Report –

We are looking for a new Merchandise Chair as Alana is no longer available. We still need to find a new chair however Annette B. has created T shirts and is currently selling them for fundraising.

Programming Report – Bob F.

No report currently

Bob has asked for a budget of \$3000.00 to cover flights, centerpieces, pricing for brochures, programming stickers for the easels and Banners.

He would like to know what positions are still open.

Liaison Report –

I believe we no longer have a Liaison Chair- if this is incorrect, please let me know. There was no report at the committee meeting.

Arts & Graphics Report – Annette B.

(Cut and pasted directly from her written report)

Arts and Graphics has given a report on expense of t shirt purchasing:

August Merch / Graphics Report

We have new fundraising shirts. We will make \$1k profit from the 100 shirts. I would like to sell out of these and do an additional printing of the same design on another color. If we can do 3 colors, it would raise \$3k for the committee.

Here is a link to the budget spreadsheet I started to create. Chairs are free to add in their sections if they want so we can have a single source for all budgets. I also pulled some costs for other things that I thought were part of the Graphics/Arts budget.

<https://docs.google.com/spreadsheets/d/1EG4eAgB-a6zXBae40ri19DRbLd7a18gtCioiqGTSogM/edit?usp=sharing>

This is the proposed budget for the merch to be printed and sold at the convention:

I will get a couple of other cheap but unique options for merch we can sell.

There was discussion regarding a new NACONA website.

Sample NACONA Website Option:

<https://impressariapendere.wixsite.com/naconaiii>

This is a SAMPLE option. I only spent a couple of hours building this out. Anything can be changed or customized, this was a template option.

PRICING:

<https://www.wix.com/premium-purchase-plan/dynamo?siteGuid=fa41edab-24ef-44f0-8d6b-951511b914a0>

I would recommend using the \$16 per month account.

Thank you for letting me be of service.

Old Business

No old business

New Business

To clarify the use of the Messenger group -it was stated, in the last minutes, that the Messenger group was started for Arts and Graphics & Fundraising and Entertainment subcommittees, so that they could easily contact each other and get things moving forward.

However, it was explained at this last meeting that the Messenger group is not just for the for the Arts and Graphics & Fundraising and Entertainment subcommittees.

It is to be used to discuss all aspects of the convention.

We elected Joann R. as the new Information and Welcoming chair.

Mo has had a Zoom account since NACONA 1 however it is about to expire 8/29/23.

Discussion about the NACONA website and Zoom to be continued.

The next meeting will be a Zoom Meeting on 09/09/23 from 10:00am to 12:00pm.

You will be able to find the Zoom address on the website:

Please send me any updates/corrections to these minutes to barbflath@yahoo.com

In loving service, Barbara F.