



WISCONSIN STATE NARCOTICS ANONYMOUS CONVENTION

WSNAC BOD Meeting March Minutes
Radisson Paper Valley, Appleton, Wi
March 12th and 13th, 2011

Call to Order

The meeting was called to order at 10:14 am by Corey W. followed by a moment of silence and the WE version of the Serenity Prayer.

Roll Call/Introductions

Attendance:

*President	Corey W.	Present
*Vice President	Tammy C.	Present
*Treasurer	Ann W.	Present
*Secretary	Mark N.	Present
WSNAC XXVII Rep(3 yr)	Larry A.	Present
WSNAC XXVIII Rep(2yr Bid 1Yr)	Steve H.	Present
WSNAC XXVIII Rep	Cindy S.	Present
WSNAC XXIX Rep	Willis C.	Present
WRSC Rep Even Yr	Jack M.	Present
WRSC Rep Odd Yr	Vacant	Present
*Director at Large	Steve E.	Absent
*Director at Large	Rand W.	Absent
*Director at Large	Gene J	Present
*Director at Large	Bits P	Present
*Director at Large	Adam K.	Present

** = Denotes positions that are also considered Director at Large*

Service Worker/Twelve Traditions

Gene J. Read the Service Worker Prayer

Adam K. Read the Twelve Traditions

Approval of Previous Meeting Minutes

Gene J Motioned approval

Willis C. Second

12-0-0

Reports:

President's Report - Corey W. - Host Chair Liason.

I'm Corey an addict serving as your president. I want to start by welcoming our additional BOD members for 2011. If issues come up that the liaisons can't answer, please direct them to the WSNAC XXVIII reps (Steve H., Cindy S.) If they can't answer the question or concern, have them get ahold of me. I have the contract for WSNAC XXIX in Stevens Point and it has NOT gone up any since the last time we were there. The only thing different are the food prices. They are also in the process of revising their menu. So, more will be revealed there. I Have not heard much from this years host committee so I believe that they are on track with the matrix. I am excited for this year and look forward to to working with you all. As a last note, I would like people to start using the WSNAC email system. And, I have just heard here were a couple of Host Committee problems that will be talked about later.

Corey W.

WSNAC BOD President

Vice President's report - Tammy C - H&H Liason.

Did binders up for everyone that contains all the WSNAC Doc's that she could find. We should go through the Bid Package doc which we should Will turn in receipts for supplies.

Secretary Note: Tammy did send me a written report. I can't find it.

Treasurers Report - Ann W.

\$24,419 in account Ann will print financials as needed. Having problems with new computer. Crystal issue Guy ordered Crystal and never got it. There is not a invoice copy going to Gene. We need to put Genes address in order processing of store.

Mark N - Secretary

WSNAC Secretary Report March 2011 - Mark N.

This has been an interesting and enlightening 2 months. I came home and figured I should get things done as quick as possible while things were still fresh. To that end here is how it went.

I did the minutes. Okay that was quick. Now to send them out. At this point things started getting to be some work. I set up the email system within Go Daddy. I created an email account for all the BOD members. I set up a contact list for all the BOD members. I authored an email telling everyone how to get into their account and sent it out. I then sent out the contact list and the minutes.

A few days later I fixed some of the things within the website that were brought to my attention. One of the items was the website contact list. I manufactured that list pointing subcommittee liaison emails to BOD Website email addresses. Through all of this process and I am sorry I mention it so late, Steve H. worked very closely with me. It has been truly a pleasure to work with someone like Steve. He asked me to also do the same thing for the host committee. Now, they have their private email addresses not WSNAC addresses. So, the committee emails get pointed to both the host chairs and the WSNAC liaisons. Doing this was a lot harder than I thought it was going to be.

That was good for quite a while. Tammy sent me a copy of the May flyer that is pretty cool and we will talk about that later. I spoke with Corey a couple times and Bits once. Tammy and I just sent emails or texted. Not sure there. Of course I emailed Gene a bunch.

As the meeting got closer all of these things started popping into my head. Get the minutes edited and finalized for BOD review. Get all the docs onto computer media and

printed. Oh and ask Gene to print some. I started working on doing spreadsheet budgets that we approved at the last meeting but can't find a copy of the BOD budget. Thought that maybe I should help Corey out and work with him on an agenda. I have all the archive records. I have taken a look through all of it. This will take some time to go through and get straight. For now I am looking for a blank WSNAC motion form.

Steve H. and I are going to get together on Friday and we will work on getting him comfortable doing website maintenance. This is so just one person doesn't know everything about a function. Multiple people do.

This report may sound a little scattered but it isn't bad for 11:00 on Thursday night. Especially after all the hoopla in Madison this week. Thank you all so much for letting me be the WSNAC Secretary.

Mark N.

Larry A. - WSNAC XXVII Rep 3 Year - A&E Liason

Hi Family! My name is Larry A. I am the WSNAC XXVII Rep and A&E liaison. I am looking forward to serving this committee in any capacity that is needed. I am also excited to work with the subcommittees of WSNAC XXVIII.

Steve H. WSNAC XXVIII Rep 3 Year - Arts & Graphics Liason

Written will email - Hugger Design is done. Merchandise has some ideas. Programming speakers are lined up but I don't have the list yet. The Host committee wants to do gift baskets. (we the BOD need to know the who and where for airline tickets) A&G is doing banner and other signage. A&E is having magician and/or comedian. Magician doing floor magic and a couple other times through Sat night. Comedian money requests should go through Steve. They should work with their Liaisons but Steve should bring things to us. With money it goes through Steve to Ann and then get reimbursed. General conversation about Host/Liaison relationships.

WSNAC 28 Host Committee February Report

WSNAC 28 Host Committee (H.C.) met Sunday February 20. Every committee seems to be on track. There have been many subcommittees I attended the last 2 months.

Registration has a few items they are looking a few things to put into the registration packet including a key tag (looking for a tie dye tag), and ice scrapper. The chair received information from Cindy W. on registration notes and has also been in contact with Bitz P.

H&H has a design for the hugger shirts and has been in contact with hotel with time schedule for the workshops and events. A smoking area has been designated. The convention is at a standstill because of waiting on the NFL schedule for other rooms we are looking to use on the lower level. There is an alternate plan in case the lower level rooms are not available.

Merchandise is meeting with vendors and has some merchandise he is looking at, including shirts, sweatshirts.

Programming picked all speakers and has sent the list to Steve E.

Arts & Entertainment has a magician and comedian picked as well as a DJ, Rock band and an acoustic singer. She has gone to many functions to promote awareness for the upcoming convention. The chair has been directed to turn in all money to the treasurer personally.

Convention Guides have met a few times and has picked a design for convention guides shirt. The chair has been in contact with the BOD liaison.

I am asking the BOD for direction. A few of the chairpersons feel they are only to report to the BOD liaison. Some information has not been passed onto me such as the programming list because of this. I am looking for feedback.

Steve H – (WSNAC 28 Representative)

Break for 10 minutes

Cindy S. WSNAC XXVIII Rep 1 Year

Next meeting Dates. Corey read BID package from Host committee that just came in. Entertainment Q/A and we don't want contract. We should use WSNAC contract. Bernie is working with Towsley's. Cindy will meet with Steve and split up some of the committee stuff.

Willis C. WSNAC XXIX Rep Bid 1 Year - Convention Guides Liason

Secretary Note: Willis did send me a written report. I can't find it.

Corey Read Bid Package for WSNAC XXIX. This is on file and available for viewing upon request.

Jack M. - WRSC Rep Even Yr.

Did upgrades on both WSNAC Computers. Will talk about need for WSNAC BIDs by September for WSNAC XXX. Discussion about areas perception of WSNAC draining an area. do marketing of it on-line, by flyer and word-of-mouth. Corey and Gene will have a list of hotels that can hold a WSNAC. Host committee should have awareness function in each of the four Regional quadrants.

WRSC Rep Odd Yr.

Open till later today

Steve E. - DAL - Programming Liason

Rand W. - DAL- Merchandise Liason

Rand has had conversations with Lori C. and reports that we have some pretty solid vendors that give us a great deal and are reliable. Towsley's and Bella's are the two that will do the best for us.

Gene J. - Director at Large

Suggests to Tammy “lets add some inserts for minutes etc. to the binder.” Add a cord and surge protectors for plugging in at the meetings. These cords are dangerous. If we do extra mugs again, it needs to be twice the cost of the original to cover all the extra costs. Flyers - MZF will need flyers next month. Gene has about 75% of emailed flyers posted across the US.

Bits P. - DAL - Registration Liason

Greetings to all, Please allow me to begin by expressing my gratitude for your faith in allowing me to be of service to WSNAC. I look forward to a great experience.

Since we last met I have busied myself reading the WSNAC by-laws. familiarizing myself with information from past conventions and trying to make some functional sense of it all. At the time of this writing, I must say it is a bit overwhelming. While I maintain confidence that in time and proper training in the established procedures, all will be well. I have been in touch with the previous registration chair Cindy W. and she has been most helpful. Although, there remains much work to be done before I feel up to speed. Therefore I will arrange to travel

to meet with Cindy for training in order to be of competent service to the BOD and 2011 Host Committee.

As some of you are aware, several issues have surfaced with regard to the online “WSNAC Store”. We have encountered several situations where customers found difficulty in following the payment procedure, or have not received merchandise purchased through the site. I am working to resolve these issues and I hope for your assistance as we develop these systems as the convention evolves.

In Gratefule Service,
Elizabeth “Bits” Porter

Bits and former registration liaison will form a procedural manual for the future.

Questions: Who has all the pre-registrations from this year. Lets get data from old chair.

Corey reads letter from old Registration chair Cindy W. This letter is on file and available for inspection upon request

Adam K. - DAL

Break for Lunch 1:40pm
Reconvene 2:40pm

OLD Business:

Refurbishing our old banners doing only so many a year based on cost. Appleton sign said \$250 a year. discussion about how to redo it. Take picture and blow it up or take picture and redraw it. They want to do all and give us a price break. Steve will put together quotes. Aware of peoples opinion about recreating some of the originals. Changing the tube storage to a revolving flat device.

Steve H offered to re-design recreate them as opposed to refurbish Re-creating not refurbishing old banners Discussion.

WRSC Donation - \$500 per cycle

Discussion about Paying Half for Trailer which was begun in 2010. Tabled in January - Gene J. Not going to do it

Mark N and Steve H have the blessing to do a WSNAC Facebook page.

WE have received archive stuff from WSNAC XX backwards from Tim B in the Badgerland area.

Review Contract for WSNAC XXIX - Same room rate for Sunday We are going to sign contract so we are locked in for 2012. Remind host committee that there is a single point of contact for any changes on convention weekend. This is a standard for all WSNAC's

May Flyer - Tammy C. Need to approve - Change font on one heading. Add WSNAC logo to flyer. Tammy will get flyer to Gene by Thurs. Gene will distribute to WRSC 500 copies at a cost of \$20.

Discussion about various types of facilities and their feasibility to have a convention there.

WSNAC hosting flyer approval

MOTIONS:

Gene J - WSNAC will purchase cords and surge protectors.

Second Tammy C

9-0-1 motion passes

Mark N. Second Steve H - Do bid for two banner redo

11-0-0 motion passes

Jack M Second Gene J Purchase Quickbooks Pro 2011 which is an amended motion with 3 users. \$471

10-0-0 motion passes

Break 4:15

Reconvene 4:35

Chair Corey Appoints Bits as Vice Treasurer. Tammy as Registration Liaison Jack M is Hotels and Hospitality Liaison. (ALL OF THIS NEEDS TO BE CHANGED IN WEBSITE) DONE!

Talk about WSNAC XXVIII centerpiece being a fishbowl with etching and a Beta fish.

Two shirt designs approved for WSNAC XXVIII Hugger and Convention Guides.

Document Review: Bid Package - 5:00pm

Motion to adjourn - Willis C
Second - Steve H.
Passes 12-0-0 6:09pm

Sunday March 13th 2011

Call to Order

The meeting was called to order at 8:32 am by Corey W followed by a moment of silence and the WE version of the Serenity Prayer.

Service Worker/Twelve Traditions

Willis C. Read the Service Worker Prayer
Steve H. Read the Twelve Traditions

Roll Call

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Continue approval of Flyer for WSNAC bid attraction. Discussion and changes. Gene and Tammy are working on it again.

Discussed Simple contract for WSNAC use.

Comedian the Host Committee is looking at is \$1800

Discussion about entertainment costs and types

Back to bid package editing

Break 9:45am

Resume 9:55

Bid package editing

Motion to Adjourn Willis C10:52am

Second Steve H

Motion carried 11-0-0