

Multi-zonal Service Symposium Workgroup Skype Notes Tues 1/30/14, 8:00pm central

Opened with moment of silence and serenity prayer at 8:07pm

Members Present

- Introductions by Barry B., Stacy M., Amanda M., Daniel C., Mary B., Cindi B., Pat P., Randie B., John S.
- New Members: Sharon S. and Brad D.

Recorder – Stacy M. volunteered
1/14/14 minutes reviewed and approved.

Workgroup Reports

Facilitator--Amanda M.

Dear workgroup,

I submitted our finalized article draft for the NA Way Journal. I also forwarded on the revised and approved CBDM language for our policy to Stacy. She inserted into guidelines, and now those are complete. The timeline and budget documents have been finalized and are up for approval tonight.

All 3 of our zones have met since our last workgroup meeting. There was much interest at the Plains States Zonal Forum, and we have a couple new workgroup members from Mid-America. We also got a \$100 donation from PSZF to MZSS. Some delegates don't think their regions will fund them to go to a zonal meeting and the MZSS, both of which may happen in the fall. We discussed the possibility of having the zonal meetings on the Sunday afternoon after the symposium, to which there are many pros and cons, and we need to have Pat find out if that is even a possibility with the hotel for space and cost. I look forward to hearing how the other zones are coming along with logistics, workgroup members, and enthusiasm or concerns about this event.

ILS, Amanda M

Co-Facilitator--Barry B.

nothing to report, been working with Amanda.

Treasurer--Michelle C.

11-19	Deposit	-Mid America Region	100.00	100.00
11-22	Deposit	- Iowa/Nebraska	200.00	300.00
11-26	Deposit	-Arkansas	100.00	400.00
11-30	Deposit	-Gr. Illinois/Minnesota	200.00	600.00
12-1	DB Card	- WM Checks	11.11	588.89

12-4	Sheraton Westport Plaza		500.00	88.89
12-4	Michelle C. - PO Box reimb.		60.00	28.89
12-6	Deposit	-Tennessee	100.00	128.89
1-3-14	Deposit	- Louisiana	100.00	228.89
1-11-14	Deposit	-Oklahoma	100.00	328.89
1-25-14	Deposit	- Show Me	200.00	528.89
1-25-14	Deposit	- Ohio & Red River	450.00	978.89
1-28-14	Deposit	- PSZF	100.00	1078.89
1-27-14	Barry B.	- Reimb. Tech costs	38.32	1040.57

I have given you a full report from the beginning to coincide with talking about the budget. The budget covers every expense (paid for or not) so that we have all bases covered in thinking about what to charge.

Michelle

Coordinators:

Arts & Graphics--Stacy M.

The workgroup met on 1/22 and we approved 2 designs. #1 to represent the MZSS on flyers and t-shirts to be sold ahead on the registration flyer and onsite and #2 for t-shirts to be sold at WSC. I mocked up #1 on a back t-shirt and would rather have "Service" appear in white ink which would work great if there is an underlayment of white ink.

Facilities--Pat P.

From the hotel:

To answer your below questions please review:

LUNCH

per contract I was providing a plated lunch at an inclusive price of \$26.00. This would be one meal that both groups eat (not a buffet) and you would serve the same meal to everyone.

These are on page 13 of the attached menu. These meals are generally \$30-\$32.00 Inclusive of service fees and tax but I am providing for you at \$26.00 Inclusive.

If you want to have a buffet/choices, I would suggest the deli buffet on page 11 which is \$27.00++ per person or \$36.00 Inclusive per person. I will discount this buffet to \$28.50 Inclusive per person for you.

DINNER

Regarding the dinner, per contract I was providing a 3 course plated chicken dinner at \$40.00 Inclusive per person.

We will always have a vegetarian plate option and it would be the chef's choice at the same price as the chicken dinner. If you want to have a choice of beef or chicken or vegetarian I can offer this at \$42.00 Inclusive per person. If you look at the attached menus the dinner options are on pages 25-29 and range from \$34.00- \$59.00 per

person before tax and service fees Inclusive is \$45.00-\$78.00 per person. Just wanted you to know I am providing discounted pricing to you.

For the \$42.00 Inclusive you would choose one salad for the entire group

Caesar salad

Westport salad which is mixed greens with a herbed vinaigrette.

Beef entrée- choose one

* Flat Iron Steak

* London Broil

* Roasted Sirloin w/ 5 peppercorn blend

Chicken- Choose one

* Chicken Dijon

* Chicken Marsala

* Chicken Capri- broiled breast with smoked gouda and wild mushroom sauce.

Vegetarian Entrée'- Chef provides

starch

I would suggest our signature potatoes, which are dauphinoise (layers of potatoes with cheese and egg- like a soufflé'- they are amazing) or you could have

Roasted New Potatoes

Vegetable

We generally let the chef choose the vegetables as they come in fresh every day and he/she chooses what will go well, taste good and add color to the plate.

Warm rolls and butter are served with the salad.

Dessert

For dessert choose one of the following:

Cheesecake with strawberries

Chocolate seduction cake

Lemon cake

Carrot cake (My favorite- it's awesome!)

Iced tea , coffee and decaf served for beverages.

I think you have a meeting about this tomorrow, so please call or email if you have questions. If you do not want to work with the pricing I provided you are welcome to choose anything off the attached menus and I can offer a 20% discount.

So if the price is \$20.00, with the discount it would be \$16.00 per person. Add 24% which is the service fee- so now \$19.84, then add the state tax which is 7.613% which would make the inclusive price be \$21.35.

Secretary note- Discussion: Lunch on Friday may be an opportunity for the professionals from the PR workshop to stick around and connect informally.

Merchandise--Randie B.

nothing new to report. Committee meeting Feb 10, 6p.

Programming--Cindi B.

Nothing to report this time. I do not have any other workgroup members. I am going to set a time of Tuesday night at 8:00 p.m. starting February 11th at 8 p.m. Hopefully, if we build it they will come.

Still need coordinator with PR Professional day.

Several random people have emailed/FB me about speaking or doing a workshop. I told them MWBR when program is being set.

I will be asking Arts/Graphics to help me make flyer with programming requests and meeting times w/Skype instructions.

ILS,

Cindi B.

Registration--Daniel C.

Hello MZSS family,

1-30-14

It has been an absolutely upside down last couple weeks. We have started discussions on Registration Fees. We are looking for Pre-reg pricing to be around \$20 to \$25 and \$30 at the door. So we still need to nail down some pricing for meals, and any other items for merchandise. Also we are still discussing newcomer packets/scholarship funds.

In Service,

Daniel C.

Host--vacant

Technology--vacant

(add report)

Old Business

Communications

- (in other areas of notes)

Guidelines

- Stacy working on corrections, will get those done ASAP.

Technology

- Working on directions for hosting Skype meetings with our account.
- Put together a general how to Skype.

Workgroup timelines/budgets

- Need to add income for the budget document.
- Approved expense side of budget.
- Approved consolidated timeline.

Arts & Graphics

- Add date and place to #2 t-shirt.
- Use white "Service" for #1.

NA Way article

- Need to forward logos.

Nominations/Elections

- Sharon S. approved as Recorder
- Also need Host Coordinator, and Technology Coordinator
- Individual track program coordinators (IT, PR/H&I, FD, PR professional event, etc.)--we each need to reach out to members.

New Business

- Registration: \$10 Early Bird, \$15 Pre-Registration, \$20 Onsite.
- \$15 for lunch, \$25 for banquet (But let attendees know that lunch costs us \$28.50 and \$40 for banquet)
- Deadlines: Early Bird May 15, Pre-Reg Sept. 1.

Next Skype meetings (all at 8pm CST):

- Tuesday, February 18
- Thursday February 27
- Thursday March 13

Closed at 10:56pm