

Multi-zonal Service Symposium Workgroup
Minutes Wednesday Skype 12-9-2015, 7pm CST

• **Opened at 7:08 with moment of silence and the Serenity Prayer**

• **Members present**

- Introductions: Barry, Daniel, Mary, Randie, Scott, Lucy, Sharon, Amanda, Cindi, Jim. Pat joined a little late.
- NA-versaries: Mary – Nov. 10 – 35 years clean!
- Approve minutes: Hearing no objections, considered approved.

• **Reports**

- Facilitator: Thanks to Daniel for facilitating last time. Didn't send out guidelines yet... wants to add the next 2 meeting dates with them. Will start sending a pre agenda about a week before it gets sent out asking if anyone has something to add.
- Co-Facilitator: Didn't get another email blast sent out. Will get one out.
- Treasurer: Mary requested email list – Lucy will send out to all; it's also on Trello.

Date	Item	JPM CHASE Bank Account		Balance
		Deposit	Withdrawal	
9/28/15	Transfer from Sunflower Bank	239.90		239.90
9/28/15	GIRCNA(Greater Illinois	100.00		339.90
10/13/15	LSRCNA	100.00		439.90
11/3/15	Show Me	200.00		639.90
	OK Region	100.00		739.90
	MRSCNA	100.00		839.90
??	Red River	200.00		1,039.90
12/7/15	Nebraska Region	100.00		1,139.90
	Metro Detroit Region	100.00		1,239.90
	Ohio Region	100.00		1,339.90
	Minnesota Region	200.00		1,539.90
12/8/15	Post Office fees		80.00	1,459.90

- Co-Treasurer: No report.
- Facilities: Nothing new to report.
- Merchandise: Randie had no committee meeting – and has no committee except one other person. Spread the word and ask if anyone would like to be on committee, especially someone from host area. Has no art work. Amanda mentioned that Jesse N from Minnesota is interested in being involved – maybe include her on emails.
- Technology: Absent
- Programing: The programming task group last met on November 11th. We were going to meet on December 3rd, but most of us ended up having conflicts that evening, so we're meeting Thursday Dec 17th, 7:30pm CST. We finalized the programming timeline and discussed the budget some more but didn't finalize as we still needed more numbers from the hotel. Since our November meeting, Jim and

I got those numbers filled in for AV costs and IT costs for the workshop rooms at the hotel. Our task group hasn't finalized but I just sent the budget draft over to the treasurers, so they have that info and will update if our task group feels we need to adjust anything. We will be working on reaching out to the regions to get workshop topics and presenters, as well as to the two local Milwaukee areas. We are just beginning to use Trello, and hope to do so more.

I don't have any new information on the PR to Professionals event other than we are still making progress with contacts, etc.

Our next programming meetings are scheduled for Thurs December 17th and Tuesday January 12th, both at 7:30pm CST. Please let me know if anyone new would like to join us.

With love and gratitude in service,
Amanda M.

• **Old Business**

- New volunteers – Open Positions
 - Registration, Arts & Graphics, & Host: Does anyone know anyone willing to fulfil these positions?
- Follow up Guidelines: Nothing new to add.
- Budget Submissions: Budget discussed and Mary sent out this updated working budget to be included in the minutes

		MZSS	Working Budget for 2016		
			INCOME		EXPENSE
Regional Donations					
Regions/Zones			\$2,400.00		
Facilities					
Lunches	90	\$25.00	\$2,250.00		\$2,250.00
Banquet	100	\$30.00	\$3,000.00		\$3,000.00
Coffee/Pastry					\$400.00
Total Food & Beverage			\$5,250.00		\$5,650.00
Programing/AV/IT					
Onsite Hotel					\$2,640.00
Workshop Materials					\$200.00
Workshop Recording					\$200.00
A/V Totals					\$3,040.00

Arts & Graphics					
Programs					\$250.00
Banner					\$300.00
A&G Total					\$550.00
Registrations					
Early	\$10.00	50	\$500.00		
Pre-registration	\$15.00	85	\$1,275.00		
Reg-registration	\$20.00	50	\$1,000.00		
On-site	\$20.00	60	\$1,200.00		
Newcomer /Donation			\$450.00		
Pre-sold Merch			\$1,750.00		
Paypal Cost			-\$300.00		
Badges					\$580.00
Totals for Registration			\$5,875.00		\$580.00
Merchandise					
Pre-shirt			\$1,440.00		\$864.00
Onsite Shirt			\$1,440.00		\$864.00
Onsite Mug			\$864.00		\$432.00
Shipping					\$450.00
Totals Merchandise			\$3,744.00		\$2,610.00
Administrative Cost					
Hospitality Room					\$150.00
PO Box					\$80.00
Mailings					\$50.00
Misc Expense					\$50.00
Bank Fees					\$240.00
Phone					\$50.00
Total Admin					\$620.00

TOTALS			\$17,269.00		\$13,050.00
Potential Net Income					\$4,219.00

- Timeline Submissions: Anyone have a timeline? Programming has one and sent with previous emails (uploaded to Trello).

- **New Business**

- Filling Responsibilities of Open Positions: Registration, arts and graphics, and host. Arts and graphics and registration are pressing. How do we want to fill this? If we don't have a person, include on agenda what our needs are and ask if anyone on the call is willing to take on a task. Treat as a project based task. Flyer should be ready before WSC. We need art work now. If we don't get any, the stick people is fine art. Jeffery Spencer sent a few ideas to Amanda for art work (uploaded to Trello). Next meeting we need a decision on art work. Also, we need to come up with Registration cost. We could take the MZSS service logo and slap 2016 on it – and there's a preregistration shirt. The service logo could be our permanent logo – letterhead, email, etc., but we do new art work every year for our theme. Was there anything sent last time that wasn't used? Amanda has old ideas not used from 2014 (uploaded to Trello).
- Target Audience of this Symposium: Workshops not just RD level; workshops for local folks, too. “how do we let the fellowship know that we don't just want the RDs to come – how do we drum up passion and encouragement for RCMs, GSRs, phoneline, PR people, folks just getting into service to come? This isn't just an RD event. Ideas: Maybe recommend region paying for extra rooms and send others. Offer 2 registrations to each RD/RDA to bring people with them. Part of our purpose is to inspire people – ask inspired people to bring others to get inspired. Encourage areas to send people – share rooms – 4 to a room. Barry and Bob opened up their room to others from the region. Let's readdress this occasionally. Some of those ideas would affect our budget. For example, if we give away registrations, we need to revise the budget.

- **Next 2 Skype meetings:** Jan 13th.at 7 pm CST, Feb 3rd at 7 pm CST.

Artwork deadline = Jan 6th.

Cindi had a brain

- **Close**