

Multi-zonal Service Symposium Workgroup Minutes

Wednesday 06-01-2016, 7pm CST

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- **Open with moment of silence and serenity prayer (7:01 p.m.)**
- **Members present**
 - Introductions: Daniel, Barry, Lucy, Randie, Scott, Pat joined a little late, as did Amanda. **Since there were so few workgroup members present, it was decided to not make any decisions. A few items are on hold til next meeting.**
 - New members present: none
 - NA-versaries: none
 - Approved minutes 5/11/16
- **Reports**
 - Facilitator:

Greetings all. Since our last meeting Danial had a meeting with Jeff, and Angie about the web site and registration. I was not able to attend due to home group had a business meeting before our scheduled meeting. We are having one to night after our regular 8pm meeting. I may have to leave this call early. This should not occur again. I have corrected the front page of the web site due to a request from Amanda to change due to submissions for workshop still being listed on there. I have sent the signed contract to WRSO and an email to the Michigan Service Office. I have gotten notifications from Jim that he would not be here and Amanda that she would be late. Of course the email for Pat that went to us all. Hugs go to Pat with love.
Hugs, Barry
 - Co-Facilitator: Met with Jeff/ Angie. Online registration set up and ready to go. Needs to do the email blast – hopefully in the next few days and we'll get registrations coming in.
 - Treasurer: Absent, but emailed report (excel spreadsheet attached)

We have received one complete registration in the PO Box. Thank you Pat.
We have money for 18 Pre event Tshirts.
I have reimbursed Randie and Jeff for over \$209.24 in shipping cost.
Sorry I missed the call, was at work in a patients room.
In Loving Service
 - Co-Treasurer: Absent

- Facilities: Nothing to report. Had planned to get with Amanda about what will go where, but that has been put on hold for now.

- Merchandise

Shirts were shipped to all that requested them. A detailed inventory has been done and we are short by 6 shirts. I have sold 7 shirts and money has been given to Treasurer. I am working with Andy to get colors of original logo to blend with newest logo. We are changing the hoodie to a black instead of gray. In service, Randie Benno

Discussed the missing shirts and Barry will get with Cindi to see if we can figure this out. Maybe someone else got tshirts we can't remember. Who was with Cindi that last Saturday?

- Technology:

Programing:

We last met on Wednesday May 25th. We did not get any new input from John H. on behalf of Wisconsin Region, but did receive a couple more workshop submissions via our people using our website and have incorporated those ideas, as well as the suggestions from the large workgroup utilizing both 15 and 30 minute breaks, and allowing time on Sunday in case space is needed for either MZF or SZF business meeting. I haven't heard from SZF or MZF if space is needed or not, so more will be revealed on that (was informed tonight that SZF does not need business mtg time slot). Based on the input, we have a tentative schedule for your review tonight. Until presenters are finalized however, I don't want to publish the schedule, as I'm sure some of the workshop slots will need to move around, and possibly some of the topics revised, but the list did not change much from the draft.

We will be spending the next few weeks reaching out to people for facilitator/presenter options. We have tentative facilitators for about 10-20% of the slots. We will send an email/flyer to previously interested people, as well as submitting the workshop list with our needs for the next eblast and online. If you know of someone (or yourself) that is experienced in one of these topics, as well as a great presenter/engaging facilitator, please pass their contact info on to myself or anyone on the programming task group for consideration. Later we will email them formal invites that will also detail out their responsibilities and deadlines.

I confirmed with Gerald that he will be our recorder.

Our next meeting is Friday June 17th, 7:30pm CST via Skype.
With love and gratitude in service, Amanda M.

- Registration: Absent, but emailed report
Sorry to have missed the last meeting; work prevented me from attending. I want to find out, if you cannot be in front of your computer, during our web meetings, is there a way to listen in maybe using a conference call feature on a telephone? I will email to get info on that. There was a web training in which I attended on May 19. I was instructed on how to access the on-line registration & the paypal account in order to assess the registration in comparison to the monies paid in. At the time of this web training there were 3 paid registrations. I am notified by email everytime a new registration is filled out. I have have received two new notifications since that training. I will be drafting an informational email to send to registrants; just a friendly "glad your coming" & maybe a rough draft of the schedule. I hope to have that completed before our next meeting so as to get feedback from the committee.

Thank you.

ILS

angie

- Arts & Graphics: Absent

- **Old Business**

- New volunteers – Open Positions
 - Technology & Host. We really need a host.
- Online Registration.
 - Other website changes: none
- Email Blast. Other mailings. Barry sending email to delegates. Daniel sending out to the bigger list.

- **New Business**

- Target Audience of this Symposium: no comment
- Programming
 - What we give speakers/workshop leaders. Need to verify that we aren't giving anything to speakers/workshop leaders.... Will put on next meeting agenda.
 - Other? Nothing
- Filling Responsibilities of Open Positions: all ok now.

- **Next meeting:** June 22, 7pm CST gotomeeting.com

- **Closed at 7:42**