

Multi-zonal Service Symposium Workgroup Minutes

Wednesday 5-31-2017, 7pm CST

ZOOM

- **Opened with moment of silence and serenity prayer.**
- **Members present**
 - Introductions: Lucy, Daniel, Barry, Cindi, Scott, Sharon, Dinie, Mary, Randie, Sam, John, Matt, Amanda, Jim B, Marc G , Beth
 - New members present: Sam and Marc
 - NA-versaries: Cindi 19 years
 - Approved minutes for 4/12/17
- **Reports**
 - Facilitator (Daniel): I sent out a couple of e-blasts. One on artwork and the other on programming. Realized I probably should have done one more to get more interest in submitting artwork.
 - Co-Facilitator: open
 - Treasurer (Mary): Wants to find someone else to do the audit if it is ok with us. Closed books at end of 2016. Closed with a balance of 1747.27. Since then, put \$200 from Arkansas on 2018 books. Sharon brought back \$200 from Lonestar. On April 20, finished credit card deposit with Courtyard Marriot. We have a \$500 deposit on file at hotel. Now we have a \$1647.27 balance, which puts us over \$1500 mark for no bank fees. (treasurer spreadsheet attached to minutes and uploaded to Trello)
 - Co-Treasurer (Sharon): No Report
 - Facilities (Barry): Facility Coordinator Report.
I talked to the hotel and have gotten some answers to our previous questions. One was a question about recordings. We can patch into their system for recordings. The last question was about when we could start booking rooms. In November of 2017 we can start booking rooms. I have attended the programming work-group. There is nothing else to report.
Hugs,
Barry B.
 - Host (Amanda): Hello MZSS2018!
Not much new to report here. Just working on spreading the word of the event. We have about 5 people from Eastern and Central Nebraska that have

volunteered to be part of the host task group. We have not met yet and probably won't until a little later this summer. Working with Programming, we'll be getting out a topic survey document ready to distribute locally (Nebraska and Iowa) within the next week or so, to see what the local interest for types of workshops is.

Hugs,
Amanda

- Merchandise (Angie): Absent

- Programming (Scott):

Programming Work Group Meeting, May 3 2017

We had a very successful meeting on May 3rd. I did not keep track of how many joined the group, but I think we have a solid core of support including most of the members returning from the MZSS 2 Programming work group.

We discussed doing the PR to Professionals presentation and chose Matt L as Coordinator for that presentation, with local assistance from Mark B, Amanda M, and Barry B. Matt sent out an email inviting all those interested and a question about dates for the first meeting.

Barry B presented the results of the survey that was conducted post MZSS 2. The results were unanimously positive. Yay MZSS 2 Work Group!

I have had a couple of people show interest in the Work Group. One is from outside our Zones but is willing to come in to do a presentation on advanced BMLT. Mark F from Minnesota and Sam B from Best Little Region have contacted me about becoming involved.

Our next Programming Work Group will be 7:00 pm, June 14th, using the same Zoom settings. Issues to be discussed will be track we want to follow, timeline and an open discussion of topics for MZSS 3. Please feel free to join in if you would like to have input or email me any suggestions at programming@mzssna.org or call me at 816-517-3770.

ILS
Scott

- Registration (Dinie): No Report.
- Technology: Open
- Arts & Graphics: Open

- **Old Business**

- Audit: Is everyone ok with Mary finding someone else to do the audit? All ok.
- Theme: Couple turned in (Lucy & Daniel). Let's give folks time to get other ideas in - couple days before the meeting - send out an eblast or 2 and let folks know. Program meeting, artwork deadline, next meeting.
- Registration Flyer:
 - Motel Reservations - how far in advance? 1 year. See Barry's report above. November a good deadline to get it out. Dinie will work on a registration template to fill in details later.
- Elections:
 - Co-facilitator: Proposal for unanimous consent for Cindi. Any questions for Cindi? You realize 2020 will be in the Southern zone? A: Yes. Are you willing to be facilitator in 2020 unless unforeseen circumstances prevent it? A: Yes. Cindi is the new co-facilitator!
 - Arts and Graphics: Any willingness? None.
 - Technology: Any willingness? Marc interested. Q: Who was past Technology? Jeff S and Barry did most of the work although we didn't have someone in that position. Barry is moving site from one host to another (from Just Host to A2). Marc G will get with Barry and possibly have resume in at next meeting.

- **New Business**

- Timelines and Budgets: Although we're way ahead in planning - will everyone put together their timeline and budget. Barry could put together meal pricing option (see options on Trello) Everyone can look at the last treasurer's report in 2016 to get an idea about how much we spent then to help with budgets this time. Suggestion: not as many pre convention shirts as last time. Maybe not even a shirt. Maybe the hosting area/region could have a fundraiser 9 or 10 months out - mini multi zonal learning day - like a preview event. November might be a good time - registration opens. Or wait til May cause they'll be workshopped out because of CAR/CAT workshops earlier. FYI- info to remember for later- there is no Chase bank near actual event. The budgets will be reviewed at the next meeting. Cindi will let Angie know since she's not on the call tonight. Did Barry get a document put together of survey results? Can't find - will send to Lucy to be sent out with minutes and put on Trello.
- Next Meeting: July 12 at 7 PM

- **Closed around 8:07 PM**

In loving service,
Lucy O

	MZSS Working Budget for 2018			Actuals	
		INCOME	EXPENSE	INCOME	EXPENSE
Regional Donations					
Regions/Zones				400.00	
Facilities					
Lunches	90	\$25.00	\$2,250.00		
Banquet	100	\$30.00	\$3,000.00		
Coffee/Pastry/PR event			\$400.00		
Coffee Breakouts					
Room Credit					
Total Food & Beverage		\$5,250.00	\$400.00	0.00	0.00
Programing/AV/IT					
Onsite Hotel			\$2,640.00		500.00
Workshop Materials			\$200.00		
Workshop Recording			\$200.00		
A/V Totals			\$3,040.00		500.00
Arts & Graphics					
Programs			\$250.00		
Banner			\$300.00		
A&G Total			\$550.00		0.00

		INCOME		EXPENSE		INCOME		EXPENSE	
Registrations									
Early	\$10.00	50	\$500.00						
Pre-registration	\$15.00	85	\$1,290.00						
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					
Flyers									
Totals for Registration			\$5,890.00	\$580.00		0.00		0.00	

Merchandise

Pre-shirt									
Onsite T-Shirt		144							
Onsite Long Sleeve		36							
Hoodie		24							
Garage Shirt		36							
Tax									
Onsite Mug/Donations		144							
Shipping									
Merch after									
Totals Merchandise			\$0.00	\$0.00		0.00		0.00	

Administrative Cost

Hospitality Room				\$150.00				0.00	
PO Box				\$80.00					

	INCOME			EXPENSE			INCOME			EXPENSE		
Mailings						\$50.00						
Misc Expense						\$50.00						
Bank Fees						\$240.00						
Phone						\$50.00					0.00	
Insurance						\$176.00						
Total Admin						\$796.00					0.00	
Overage												
TOTALS			\$11,140.00			\$5,366.00			400.00		500.00	

Potential / Net Income	Income from 2017/18	-100.00
	Start up from last event	1,747.27
	Bank Balance	1647.27

Break Down Hotel Bill

	<u>IT</u>			
	Friday	Saturday	Sunday	
				0.00
Concourse				0.00
	0.00	0.00	0.00	0.00

Food and Beverage

	sc	Tx	Tx on SC	
Lunches				
Chick		0.00	0.00	0.00
Fish		0.00	0.00	0.00
Veg		0.00	0.00	0.00
				0.00
Dinner				
Beef		0.00	0.00	0.00

	INCOME		EXPENSE		INCOME	EXPENSE
Pork	0.00	0.00	0.00	0.00		
Veg	0.00	0.00	0.00	0.00		
coffee	0.00	0.00	0.00	0.00		
Dessert	0.00	0.00	0.00	0.00		
	0.00	0.00	0.00	<input type="text"/>		
Coffee	0.00		<input type="text"/>	0.00		
pr coffee	0.00			0.00		
pastry	0.00	0.00	<input type="text"/>	0.00		
coffee				-		
				-		
Room Credit						
IT						

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