

MZSS WORKGROUP AGENDA

Wednesday,

June 30, 2021 – 7:00 pm

Meeting ID: 893 0694 9518

Passcode: 1953

Open with moment of silence, Serenity Prayer and Service Prayer

God, grant us the knowledge that we may serve according to your divine precepts.

Instill in us a sense of your purpose, make us servants of your will and grant us a bond of selflessness – that this may truly be your work, not ours - so that no addict, anywhere, need die from the horrors of addiction.

Members present

Mary B. - cofac

Dyanne S. - recorder/secretary

De L. - registration

Randie B. - facilities

Sharon S. - treasurer – absent

Dez – co-treasurer - absent

Louis H. - programming

Kevin G. - IT - absent

Marc S. - arts and graphics

Andrea L. Merchandise

Scott M.

Troy S.

John H.

Reports

Registration (see report in Slack)

I have a printed registration badge & lanyard sample. I have also received the red dots, and the “food” stickers (Cow, chicken, fish and plant). I have made the tickets for each luncheon and the banquet. Those will be printed on different colored card stock. I assume with the virtual registrations there will be an email generated from MZSS and Paypal. I have not accounted for the refund yet. As long as I know when it happens I can correct my report accordingly, probably next meeting.

Discussion – put merchandise ordered with registration in a bag together. Marked with names.

Facilities: We are at 157 room nights! I'm concerned we won't make our meal block.

Mary – many people bought meals in the last meeting. Can we look at who has rooms that aren't registered? Send an email to remind them to get registered.

Randi – we need to keep sharing the MZSS information a few times a week.

Treasurer:

Refund status– change of RD/AD team. We need to refund. This has drug out too long. Sharon was going to send a check but now they might be coming. Cindi is reaching out to them. Sharon transferred

\$2399.65 from PayPal. De sent registration information to Sharon and Dez. Sharon also paid herself back for the hotel deposit she paid with her personal call.

Louis – Programming- Posted the spreadsheet in Slack with rooms assigned. The ASL interpreter was asking if we are supplying a room. - Clarification – No we are not. Did we get the AV equipment worked out? Did we secure 5 projectors? Troy is bringing 3 projectors. Lone-star is bringing theirs. Shane is bringing a couple.

I want to send out a letter with a form and Powerpoint template

NAWS – has not confirmed. We have them listed to do the NAWS update and the FIPT workshop on Saturday morning.

Arts and graphics:

Mary: There's too much artwork to put on a mug.

Andrea has picked out a black mug with a colored rim. Maybe we can just use the theme and the star from the artwork with MZSS 2021 San Antonio, TX. Remind people to not put cups in dishwasher.

Marc: I didn't separate the artwork because it wasn't clear, but now I know what you want.

Mary – I don't see masks being a selling item. Journals are \$7 a piece. Let's order mugs and shirts. Cindi is working with Andrea on merchandise. Andrea and Sharon will work out the mug order.

Marc: can we use the NAWS discount for printing? There is no money in Arts and Graphics budget for printing.

Mary – it's in programming budget.

John – we used the events XD app for the program.

Kevin said he wouldn't be here tonight because he had something to do.

We need signage for the rooms.

Marc – I need a list of what goes on the signage.

Louis – names of workshops, times and rooms, signage for registration

Marc – I need direction from programming for what signage is needed.

Host committee – absent

Co-treasurer is absent.

Tasks:

Signage

Send letter to presenters with PowerPoint template

Mary is going to reach out to Becky at NAWS

Mary is going to talk to Laurie F. about printing

Virtual registration needs to be on the website

Need to know from Kevin if he talked to hotel about the AV equipment

Need to review bids for next MZSS

Program needs to be on the website

Artwork for mugs before next meeting

Next meeting is in 2 weeks – 7/14/21 at 7pm

Meeting ID: 893 0694 9518

Passcode: 1953