

MZSSNA MINUTES
August 16th, 2023

Open with a moment of silence, followed by the Serenity Prayer, followed by the Service Prayer.

Attendance:

Trusted Servants			Trusted Servants			Members @ Large
Chairperson	Mary B	P	PR (Local committee)	Mindy E.	P	Patsy P
Vice-Chair	Scott M.	P	Facilities	Stuart L.	P	Cindi B
Treasurer	OPEN		Local Host	Mike F	P	Stillani E.
Co-Treasurer	Randi B.	P				
Recorder	Michelle B.	P				
Arts & Graphics	Amanda M.	P				
Merchandise	Andrea	P				
Registration	De L.	P				
Programming	Louis H.	P				
IT	Barry B.	P				

Introductions were made (see members at large in attendance above)

NA-versaries: None

Approval of July Minutes: No objections

Reports:

Chair: Verbal report. Budget Spreadsheet posted in Slack. Check register info posted in Slack. Checks have cleared, balanced the books. Reviewed merchandise orders. Watching registrations coming in.

Vice Chair: Posted on FB for flyers on event. Posted on Detroit page

Secretary: No report

Treasurer: OPEN - Budget Spreadsheet posted in Slack. Check register info posted in Slack. Balance 8,192.92. Mary is appointing Cindi in the treasurer position. Randi wishes to remain as co-treasurer and continue to learn the role. If no objections, Cindi will complete the term. Will help at the event. No objections, approved. Mary will meet with Cindi to get her up to speed.

Co-Treasurer: Everything up to date. Have been working with Mary getting trained. Feeling confident on keeping up on things. Have been helping with the PR to professionals also.

Facilities: 112 room nights booked. Southwestern buffet for dinner. What was selected for lunches. Please someone refresh memory. No trouble with banners. Chicken/ Fish / or Veggie for meal – 3 options

- Number of easels - Will round some up. Hotel has some, and the regional has some too. Can put sticky notes on walls.
- Have electronic signs outside each door for each time one program is completed.
- Will check on rooms – maybe only King rooms available? Stuart will check on double rooms
- Budget for Hospitality? \$300 What is that for – That is for host to decide? Used it for copies, meeting lists, misc items.
- \$300 has been donated for coffee and snacks by the local area. – Small room, can set it up for refreshments. Welcome Stillani who will assist with hospitality & IT needs.
- Local meeting lists will be available.

MENU:

Luncheon options: Chicken / Fish / Veggie - \$30 is what we charge.

- Mojo Pork Loin
- Fresh Atlantic Salmon

Dessert: New York Cheesecake with strawberries

Dinner Menu Buffet: 2 entrees - Pork & Flank Steak choices for Buffet **Salads:** Corn & Black bean salad, Fuit salad with Agave Yogurt

Dessert: Switch out for Kahlua chocolate and Italian lemon cake.

Need \$45 inclusive for meal

Merchandise: Talked to Mark. Does not do a mockup or proof. Just need a picture or a proof. Not a T-shirt, just a picture of what it will look like.

Registration:

MZSS Registration Report

8/16/23

Good evening, everyone,

Below are the numbers. The first column is "since the last meeting" and the 2nd column is year to date.

	THIS MONTH	YEAR TO DATE
# of Reg:	9 \$ 270.00	45 \$1350.00
SS Tee's:	\$ -0-	9 \$ 180.00
LS Tee's:	3 \$ 90.00	7 \$ 210.00
Hoodie (Zip):	3 \$ 150.00	8 \$ 400.00
Hoodie (PD):	1 \$ 45.00	2 \$ 90.00
Garage:	2 \$ 80.00	3 \$ 120.00
Fri Men Lunch:	2 \$ 60.00	5 \$ 150.00
Fri Women Lunch:	3 \$ 90.00	12 \$ 360.00
Sat Banquet:	7 \$ 315.00	28 \$1260.00
Newcomer Donation:	\$ 4.00	\$ 108.00

Grand Totals: Registrations: 1,458.00 (This includes Newcomer Donations)
Food: 1,770.00
Merchandise 1,000.00
Less Fees (135.59)

Total Income: \$ 4,092.41

As before, I am keeping track of all the individual orders for types of meals and sizes of merchandise.

I have prices for registration stuff that I need and would like to get approval to purchase:

200 Flat Lanyards w/bulldog clip (teal)	\$ 80.00
200 4 x 6 Badge Holders	\$ 46.00
200 Avery Badge Inserts 4 x 6	\$ 32.00
Totalling	\$158.00

I still don't know if there are any bags left over.

ILS,
De L.

- Do we need bags? Had bags last year, not many left.
- Ready to order stuff for badges.
- Lanyards will be teal.
- \$250 in budget; only need to ask if need over budget.
- Talked about having QR code for schedule or short version of program on badge.
- QR code would need to be phone ready for a schedule. Let Barry know what is decided.
- No opposition to QR Code on back of badge. No objections; approved.
- Barry will start working on it.

Host: Have 3-4 IT people. Transportation may have to do Uber. Spoke with Amanda recently about what need to be doing. Hotel says it does not do shuttle service. Stuart is going to check on it.

Programming: Schedule posted in Slack.

- Possibly a game night for the locals. Do we need to purchase games. Local area may be able to provide them. Louis stated he could bring some. Mike can get cards/ dominoes.
- No Dance. Some people may not want to play games. Perhaps make arrangements for people to go to an outside meeting.
- Should we present our program in advance of the event. People want to know. What format should we put it in. Amanda can create something ready for social media and for a printable flyer.
- Email for a verbiage needs to also be completed for an email blast. Cindi will work on the verbiage and post on Slack.

Letter to MZSS Presenters:

August 2023

Greetings MZSSNA-V Workshop Presenters!

Thank you for agreeing to present a workshop at the Multi-Zonal Service Symposium V in Detroit, October 13-15, 2023. The celebration of service is two months away, and the program is looking great.

In preparation for the event, attached is a PowerPoint template that you may use for your workshop. Also attached is the registration flyer; there is now a virtual registration option.

I will be forwarding the release form granting to MZSSNA the rights to your presentation. Presentations will be available after the event on mzsna.org.

If you have not already done so, **please send me a 2-3 sentence description of your workshop ASAP.** This will be used in the program. If you have any special IT needs beyond microphone/projector, please let me know by September 15. Finally, send us your PowerPoint or other presentation by October 1, 2023.

Thanks!!

Louis H
Programming Workgroup Chair

Power Point Slides Completed:



Workshops for programming:

Policies and Guidelines: Helpful, or an Outdated Encumbrance?
Recovery Based Services, Service Structure, NA Symbol
IDT: DRT/MAT
Fellowship Development: Area/Group Outreach
H&I Basics in a Virtual World
NAWS Update: How NAWS Serves the Regions
NA History
In the Spirit of Service: What is it and Why it's Important?
BMLT/YAP
Collaboration of US Zones
IDT: Disruptive Behavior
Gathering CAR/CAT Conscience
Effective project management/tips for Measuring the Impact of Our Service Efforts
Unity vs Organization
Trusted servant recruitment, training/onboarding/mentorship
Planning Basics
How Do We Help Service Offices?
Our Common Welfare: What Is it?
IDT: Reimagining and Revitalizing Service Committees
Getting Clean on the Screen
CBDM
PR Basics in a Virtual World
Sponsorship best practices
Benefits of Selfless Service --- Gift of Service
Virtual Service Workspaces, Virtual Service Structure, Virtual Homegroups
PR: Presenting and Cooperating with Law Enforcement
IDT: Gender Neutral Language

Arts & Graphics: Banner - Add the service symbol after the wording? Any objections to the below? No objections, approved. Amanda needs info for the printer to get the banner printed. Is there a local person for banner printing so we don't have shipping cost if price is right. Andy usually does a good job too. Send all contact info to Amanda.

- Need at least 2 poster boards to put up with schedule. Maybe print in Detroit? What size - 16x20? Amanda will make a file and possibly print in Detroit. Could possibly order online and pick up there. Amanda will coordinate something for printing needs.



PR to professionals: We talked on the last Zonal meeting to bring in Craig G. from Tennessee and Craig brought in Patsy P from Texas. Public relations committee has met on August 2, and August 9. Patsy and I have been putting together email addresses. Patsy wants to have at least 500 email addresses. She has been putting them in a spreadsheet. I believe she has close to 300 now. We are changing the invitation that is going out to the professionals to look more professional. We have the email address for PR so all the questions and correspondence come to one email address. As of now I do not have access to it. I do not know how to set it up for my use. I need help. I know we have talked about literature being on hand, but I'm not sure where that is as of now. I called the Michigan service office to secure a minimum of 50 cards that have the QR symbol, the helpline number, and the BMLT search app on it to put in the folders for the professionals. We will not be charged for those.

Our plan is to email out:

Save the date flyer.

August 20. 2023

A letter explaining everything.
Final reminder email out.

September 17. 2023
October 8. 2023

We need 3 to 4 people for the panel
We need people to set the room up (Lesia T,
We need a greeter at the door (Terra K,
We need somebody to work the zoom computer

We talked about how important it was, that if any of the professionals wanted a workshop that we needed to be prepared. Craig has a virtual public relations, workshop on September 16, 2023. I had that flyer posted on Detroit's NA Facebook. With my number in case anybody had questions. I also posted it on my personal Facebook.

I have secured the NA information boards for the event.
In Loving Service,
Mindy E.

- Mary cautioned that we don't want to order too much literature.
- Mindy, Patricia, & Stillani will get connected for PR connections & volunteers.
- Just to clarify PR Event is not for the local fellowship.
- Next PR on Aug 24th

IT: Productive meeting on the 9th. We will provide IT needs for the PR presentation. 2 people that are volunteers to coordinate for the rooms. Next meeting will go over items to make sure we have everything we need. I will turn them on and hook them up to make sure they are working. Borrowing from several Zones. Looking pretty good at this point. Have been trouble shooting the website and removed the problems. If you see other issues please let me know. Forms program was throwing up error messages move forward with fixing the site after the event so online orders are not messed up. Will then put back on all the workshops. Will meet with Patty & Mindy top trouble shoot the PR address.

- Did you get the AD list? No, just got the RD list. Mary will send it again for the regional responses to the request we sent out. Responses come to website. Only 2 responses. Had to change the form that it was going to, but do have the old record from the 2 submitted from Lone star & South Dakota.
- Next meeting Sept 13th. Barry will send the link. Will have a zoom training prior to next meeting.

Old Business

- Reviewed above in reports.
- Still have journals to sell (close to 100 to sell at event)

New Business:

Meetings:

Down to 60 days – Next meeting Sept 13th, second, not 3rd weekend, 20th or 27th depending where we are and a meeting on October 4th prior to the event.

13th conflicts with Barry's meeting & Amanda has a conflict.

Will be meeting only on September 20th, 27th, and October 4th

Possibly meet in 2 weeks, Aug 30th.

REGISTER AT MZSSNA!!!! www.mzssna.org

Meeting adjourned & closing 3rd step prayer led by

Next scheduled meeting: Wednesday, August 30th, 2023 at 6:30 PM central time

- September 20th, 2023 at 6:30 PM central time
- September 27th, 2023 at 6:30 PM central time
- October 4th, 2023 at 6:30 PM central time

Reminder: 90 minutes may not be enough time for our next few meetings 😊

Respectfully submitted by Michelle B.