

MZSSNA MINUTES
September 20th, 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.	T	George B
Vice-Chair	Scott M.	P	Facilities	Stuart L.	A	Cindi B (P)
Treasurer	OPEN		Local Host	Mike F	P	Rob U
Co-Treasurer	Randi B.	P				
Recorder	Michelle B.	P				
Arts & Graphics	Amanda M.	P				
Merchandise	Andrea	P				
Registration	De L.	P				
Programming	Louis H./ Laura H.	P				
IT	Barry B.	P				

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

NA-versaries: None

Approval of August 30th Minutes: No objections

Reports:

Chair: Posted on Slack Check register & Working budget spreadsheet - Noticed Metro Detroit is having an area dance on Saturday night. Possibly make transportation available to event? Have round tables at 10:00 pm. Event is probably 25 minutes away. Maybe will not affect us.

- Unless there is strong objection I will close the PO box. Only thing we may get in mail would be a new card that could travel with treasurer, for now to go to Mary. No objections heard. Approved.
- Still no answers back on changing dates. Was hoping to have it to announce.
 - Will have time after event to personally call people to get feedback.
 - May not have had time for response.
 - Initial response took about a year.
 - Would like to not close out the account for committee and also wait to hold elections 3-6 months after the event.
 - A lot changes in the last few weeks.
 - Also allows time to sell left over the merchandise after the event
 - Perhaps just think about it, tackle letter on the follow-up meeting after event.
- Insurance \$189.00, so was cheaper. Have a policy. Sent to Stuart so hotel will have it.

Vice Chair: Made another round of posting on social media and posted on NA Instagram account global events for the last design with topics on it. If anyone needs anything Scott is available.

- Scott want to take possession of of banners after convention?
- Will figure out how to get them back, maybe ship them

Secretary: No report

Co -Treasurer: Not much to report. Been logging into the spreadsheet and turning in to Mary. Have been attending the PR to professionals

- When transferred over to profit loss spreadsheet, kept having 181 more in the bank and found it in the close out. Bottom line started a little higher than expected. Through Monday we had 10,294 in bank reconciled. Everything is paid. We have 2700 in paid food, 3600 in merchandise ordered, \$3,000 to hotel. I think we are in pretty good shape. Bottom line on merchandise, I think we are about 1200 less merchandise because we cut down the shirts. All spreadsheets are updated. Will work with Cindi to get her up to speed on it all.

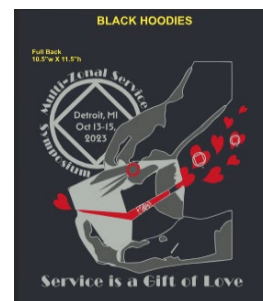
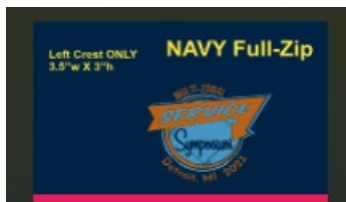
PR to Professionals – 3 people showed up to the training will go to Michigan service office to put together the trifolds. Need to know what goes in the packages for the professional, what ones, where to get them, etc.

- Have list from Craig. Stuart was going to price IPs at service office there.
- Talk to Stuart.
- Order 30
- Ordered one of each book to have there.
- MSO will be there and have a table there. We can purchase there also if needed.
- When should I be looking for the banner & T-shirts
 - T-shirts should be about 3 weeks. We can't wait 3 weeks. We are 22 days out.
 - Should be around the 6th for the T-shirts. Will email the exact date.
 - Meeting tomorrow night. Will practice with Craig.

Note: Mindy - Bringing things to hotel Wednesday afternoon and organize Thursday? will work on having merchandise stacked up and ready to pull for pre-registration. Mary will keep in contact with you.

Merchandise: Talked to Mark and sent the screen shots. Happy with the colors. Ready to go!

- De has one square, do we need another?
- Mary will go on Square an order
- Suggested to buy two. No objections.



Arts & Graphics: Submitted the image on Slack to banner guy. He's 3 days out for mailing once ordered. Probably get it end of next week. Background is all aqua not gradient. He thought it was the program not on the print, If not gradient, is solid aqua going to be ok? Any objection to just lighter aqua. Consensus to trust Amanda's judgement. Louis needs me to make handouts/notes paper with logos B&W for the tables.

- Amanda will make posters as needed for event since we are driving.
- Need registration & Merchandise signs
- Registration \$35, Meal Tickets \$30 lunch – \$45 dinner
- Merchandise: T-shirt \$20, garage shirt....., etc, use big lettering to see from a distance.
- A couple of posters with weekend schedule. One poster with entire weekend with simple name, not presenters, not descriptions. Time, title, room name
- Check with Mike about table with local help desk table "Welcome Table"
- Barry is working on page for website for the QR code
- Cindi forwarded an email to Amanda with pictures of all the signage.
- Will need to work with Stuart in case need signs with arrows for directionals.

Programming: Looking forward to seeing you tonight! Quick report:

- I have been sending out presenter updates with the Speaker Release form (thanks Barry!). Several have already sent the workshop descriptions; I've even received a preso!
- Two of the IDTs have not yet been posted on NA.org. I just confirmed with Steve R that they will be ready by Detroit and there is no need to change the program.
- We have the ASL interpreter for Friday history presos and Saturday night speaker meeting.
- I asked Amanda to design note paper for the participants to take notes during the workshops.
- We have completed the workshop format. See attached.
- We will need copies of the Concepts and Traditions for the tables.
- We will need flipchart post-it notes. Do we have flipchart easels? (I have two that I am bringing.)
- Workshop format posted in SLACK
- Release agreement posted in SLACK
- MZSS Programming spreadsheet in SLACK
- Need post-Its for rooms

Facilities: No report. Mary has been in contact.

Host: Planning on talking with Stuart about the hospitality. Want to talk with the region to host the hospitality refreshments. Will have coffee going so will not need coffee from hotel. Has more volunteers for Barry. Will send list. George & I will be there all weekend for hospitality table. Game night set up on Saturday will get with Louis about game night/ card nights. Note Mary likes cookies in the hospitality room. Need a mix of salty and sweet 😊

IT: The IT group met last week, scheduled a training zoom training next Wednesday at 4:30 central time. Use 1 Zoom ID for the entire weekend password protected. Will have breakout rooms. May be able to require them to register to enter, otherwise send info to our gatekeepers that hang out in the virtual lobby. Give list of registered people. We don't want to be the NA police. If someone doesn't pay, not going to have people police it. Just want to track how many are attending virtually. Will have a donation button set up within the main zoom room. Can donate when they log in. But not be enforceable. If they want to be there, then great. Two volunteers for breakout rooms. Still have an issue with audio. Stuart was going to check into options. Options will cost. Have approx. 1,400 budgeted if needed for AV equipment (up to \$2,00 max only if needed). House sound will be the best options. Other options may not give as good of quality. Recording options has not been discussed. Quit using a taper. We can record on Zoom to the cloud. Add into format about speaking clearly to go up to a mic to talk.

Registration:

MZSS Registration Report

9/20/23

Good evening, everyone,

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

		<u>THIS MONTH</u>		<u>YEAR TO DATE</u>
# of Reg:	17	\$ 510.00	67	\$2010.00
# Virtual Reg:	6	\$ 120.00	6	\$ 120.00
SS Tee's:	2	\$ 40.00	13	\$ 260.00
LS Tee's:	2	\$ 60.00	10	\$ 300.00
Hoodie (Zip):	3	\$ 150.00	11	\$ 550.00
Hoodie (PO):		\$ -0-	3	\$ 135.00
Garage:		\$ -0-	3	\$ 120.00
Fri Men Lunch:	2	\$ 60.00	7	\$ 210.00
Fri Women Lunch:	9	\$ 270.00	24	\$ 720.00
Sat Banquet:	13	\$ 585.00	45	\$2025.00
Newcomer Donation:		\$ 37.00		\$ 157.00

Grand Totals: Registrations: 2,287.00 (This includes Newcomer Donations)

Food: 2,955.00

Merchandise 1,365.00

Less Fees (213.66)

Total Income: \$ 6,393.34

I have received lanyards, inserts and badges. The thank you bags will be here tomorrow.

Meeting adjourned & closing 3rd step prayer led by Mary

Next scheduled meeting: September 27th, 2023 at 6:30 PM central time – * **Quick Check-in** *

- October 4th, 2023 at 6:30 PM central time
- Meeting Thursday night @ Hotel 6:00 PM

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

Respectfully submitted by Michelle B.