

**Alaska Regional Convention NA XXV
Convention Committee Meeting
September 8, 2009**

Meeting was opened with a Moment of Silence followed by the Serenity Prayer read by Arlene L. at 5:36 pm.

Service Prayer read by Joe C.

Decorum Statement read by Charlotte D.

Twelve Traditions read by Arlene L.

Twelve Concepts of Service read by Mary K.

Roll Call – Entertainment and Registration were absent. All others present.

Motion to accept the minutes by Kim L. seconded by Heidi U.

Executive Committee Reports

Chair – Arlene L. – written report attached

Vice Chair – Terri H. – written report attached.

Treasurer – Kim L. – Balance in checkbook is \$5683.87.

Secretary – Charlotte D. – no written report

Subcommittee Reports

Hotels and Hospitality – Heidi U. – Had walk through of hotel.

Convention Information – Joe C. – written report attached

Merchandising – Mary K. – written report attached

Registration – Neil H. – absent

Entertainment – Dena J. – absent

Arts and Graphics – Ross B. – Got bids on 4.25" x 4.25" 8 page booklets with cover stapled and folded ready to go, 1 color printing \$125.00, will get together with Heidi and see what she needs as far as signs. Will be working on sign design and will return to Terri.

Programming – Tony L. – Fran D. is Sunday Speaker, filling workshop speakers, will be done by next meeting.

Old Business

Announce Registration

Auction items

New Business

Next committee meeting will be Tuesday, September 22, 2009 at 6:30 pm.

Motion to Close by Ross.

ARCNA XXV

Chairperson

September 8, 2009, 6:30 pm

Report to Committee

My name is Arlene and I'm an addict. We are a month out until the Convention and 3 more meetings left.

In the beginning of August I made a list of responsibilities for each Sub-Committee as a guideline to follow. I want to take this opportunity to find out if anyone has added anything to it? The reason I ask, I would like to pass this tool on to the next Convention Committee. I would also like to make sure your merchandise and registration orders are in order, speakers and comedian fares bought. I would like to make sure that everyone has coordinated with Hotels & Hospitality and Programming their workshops, meetings, meals, entertainment, schedules set, banners, final program, an auctioneer, and enough time for all treatment centers to participate. Did I leave anything or anybody out? Please help collect auction items. If any of you need assistance with anything at all please call me or Terri.

All of you have done a fantastic job in spite of summer and the busy lives we all have, for the 8 meetings that we've had so far. I'm proud to be in your Committee!

In Loving Service,

Arlene L.

ARCNA XXV

Vice-Chair Report

September 8, 2009

Time is a ticking and we are all busy!

Programming:

I have started the sign-up sheet to chair the Narathon Meetings and will be handing it off to Tony tonight. I have made travel arrangements and purchased tickets for Buzz (San Jose) and Tom (Hilo). I am requesting reimbursement of \$1,198.00 for these tickets. Need to get name information to Hotels and Hospitality so we can book their rooms on the master account.

Merchandise:

Still need to get together with the Merchandise Chair and the Treasurer to develop something for inventory tracking and sales. Met with Merchandise Chair and others to finalize the order. Everything looks good.

Registration:

PayPal is up and running. If you are not registered yet, please visit www.akna.org and get registered today! Neil has been out of town this week and will be providing a update and full report at the next meeting.

Arts & Graphics:

All committees need to let Arts and Graphics know of any other signage that will be needed.

Hotels and Hospitality:

Registration will begin providing a copy of the registration ledger to the H & H committee so they can plan meals. H & H should make a list of questions for each of the committees or visa versa.

Convention Information:

Have a couple of places to call and follow up on. I will report back to Joe.

Entertainment:

Still keeping an eye out for Auction items.

Please don't hesitate to call me at 907-242-4803 or email at harpers@gci.net if you need help with anything.

In Loving Service, Terri H.

Convention Information Report

September 8th , 2009

On August 30th , we mailed registration forms with the correct address to 150 relevant sources within the state. A letter was included explaining the address change.

The flyer will be distributed again to all the groups during the September 14th Area meeting.

We are now in the process of personally contacting area treatment facilities that are likely to come to our convention.

I have a budget of about 300 bucks, and I have some receipts to submit.

9/8/09

Merchandise

Hi, my name is Mary. On 8/31 when I went to Stellar Designs, I realized things weren't right so I called Terri and we had a meeting at Kim's. Present were Terri, Arlene, Kim, Bob, Heidi and myself. They helped me go over the order and gave me input on where to cut back in order to have a variety of merchandise. Merchandise has been ordered and we'll be going by Stellar to get art proof. Total order cost is \$4661.02.

Deposit of \$2261.00

Leaving total of \$2400.02 owed.

So everything is good to go!

In loving service, Mary K.