

## ARCNA 2018 COMMITTEE MEETING MINUTES

December 3, 2017 @ the Kenai URS Club

### EXECUTIVE COMMITTEE REPORTS

#### **CHAIR (Audrey C.):**

- Audrey will get a copy of THE TWELVE TRADITIONS and THE TWELVE CONCEPTS for future committee meetings.
- A ARCNA Dropbox has been created to ease accessibility/cohesiveness of communication.
  - The account includes file folders for each subcommittee.
- The logo and theme submissions fell to the wayside. The new due date for submissions is January 12, 2018.

**VICE-CHAIR:** Vacant position

#### **SECRETARY (Ariel C.):**

- Last month's minutes were approved.
- Ariel will post the minutes on ARCNA Dropbox from here on out.

#### **TREASURER (Tanya L.)**

- No report

### SUB-COMMITTEE REPORTS

#### **HOTELS & HOSPITALITY Dennis A.):**

- First I would like to thank all those who came down to Homer last week to look over the venue and gave input.
- The deposit for Land's End hotel is \$1,200.00 for the whole weekend.
  - The hotel will comp us 3 rooms for out-of-state speakers.
  - I will be asking for a room to be set aside for the committee, which I hope the hotel will comp as well.
- Here are the costs for the rooms:
  - Port City Room: \$81.00 per night
  - Port Bay Room: \$89.00 per night
  - Starboard Suites: \$116.00 per night
  - Starboard Suites (multi-bed): \$143.00 per night
  - 3 Bedroom Condos: \$323.10 per night
- Here is the proposed meal plan:
  - Friday night will be a spaghetti combo. I will be asking the Area to pay for this dinner in the hopes of making Friday a totally free night with dinner and a speaker and to help bring in the newcomer.
  - Saturday Night Buffet (\$55.00 per plate):
    - Prime rib *or* rock fish iliamna with roasted potatoes and vegetables
    - Both meals come with a dinner salad and coffee, tea, water

- Dessert will be carrot cake, New York cheesecake, chocolate cake
  - Sunday Breakfast buffet (\$25.00 per plate) will include spinach frittata, bacon, sausage, ham, blueberry cream French toast, fruit, and home fries.
  - Total cost for meals for the weekend: \$80.00
    - Includes tax & gratuity
  - Coffee will cost \$40.00 per gallon
- I am still working on charter flights from Anchorage with Grants Aviation
- When booking a hotel room, the promo code will be ARCNA 34
- That's about all for now. If any committee needs anything at the hotel please give me a call and not the hotel.

**FUNDRAISING & ENTERTAINMENT (Danna S.):**

- No report

**CONVENTION INFORMATION (Jolene G.):**

- No report

**REGISTRATION (Donna A.):**

- Our committee met on a couple of Wednesday nights following the Hotels & Hospitality committee after Clean Machine.
- Registration has a lot of co-operations with several subcommittees, as we need the information. Please maintain communication ☺
- So far there are 2 people on our subcommittee here in Kenai Area. We need at least 2 more people to help in service. I do have contact with people in Anchorage, Fairbanks, & the valley to help registration in those Areas.

**ARTS & GRAPHICS: Vacant position**

**PROGRAMMING (Enrique P.):**

- We are meeting on the 3<sup>rd</sup> Sunday of each month @ the URS Club
- Speaker CDs:
  - We are going over CDs already received, and expect more to come in.
  - A separate Dropbox account was set up by the Programming subcommittee (ARCNA 34)
    - We will be posting CDs there to ease accessibility between committee members.
  - We are looking at having 3 speakers (possibly 4 if we have a midnight meeting on Saturday).
- We went to Homer with Hotels & Hospitality, and are figuring out how we will work with this venue
- We will post the event on [NAWS.ORG](http://NAWS.ORG) with help from Shannon (Anchorage Area)

**MERCHANDISING:**

**DISCUSSION:**

## **OLD BUSINESS:**

### **Theme and Logo Submissions:**

- Will be due on January 12, 2018
- The committee originally decided to have no prize for the designer of the chosen theme/logo, feeling that it was an honor to have your submission chosen.
  - Donna feels there would be more incentive if there was a reward.
  - Jim motioned to have the winner receive a free merchandise item of their choice as a prize
    - Donna seconded, voted, passed unanimously.
- The committee will think about color schemes for the event and bring ideas back next month.

## **NEW BUSINESS:**

### **Merchandising Chairperson:**

- Enrique nominated Jim P. for Merchandising Chair
  - Would require a clean-time waiver or a co-chair
- The committee voted to waive the clean-time requirements (15 yes, 1 abstain, all yes from present subcommittee chairs). Passed.

### **Merchandise Ideas:**

- The committee brainstormed ideas for merchandise:
  - Hoodies, t-shirts, long-sleeve shirts, shirts w/ pocket on front, zip-up hoodies, caps (go through Heather & Heather)
  - Mugs, keychains, literature
  - Dennis mentioned that there are leftover items from previous years, and to be careful not to over-order items
    - Ariel suggested offering said previous merchandise for a lesser price, door prizes
  - Donna suggested that people who preregister receive a small gift, something unavailable at the actual event.
  - Jim suggested that if someone rents a room for the entire weekend, they would receive a t-shirt for free.

### **Cost of Registration:**

- Joel expressed concern, unsure how many people can afford to spend \$500 for the weekend.
  - Jim and Dennis pointed out that many people carpool/share rooms/ opt out of meals at these events to save on expenses.
  - Jim mentioned that there are always newcomer packages available
    - Donna suggested waiting to announce prices, newcomer packages until after everything is set up and finalized.
    - Dennis pointed out that ARCNA is our region's biggest fundraiser every year.

### **Subcommittee Meetings:**

- Not all subcommittees have scheduled meetings. Audrey requested that the chairs contact her when they have been scheduled.

**CLOSED@ 6:25pm**

**Next meeting: January 12, 2108 @6:30pm, same location**