

UTAH NA WOMENS RETREAT COMMITTEE MEETING

MEETING MINUTES FEBRUARY 13, 2024

LOCATION: Clearfield Community Church

DATE: 02/13/2023

TIME: 6:30 PM – opened 6:33

I. OPEN MEETING

- a) MOMENT OF SILENCE FOLLOWED BY SERENITY PRAYER;
- b) Read the 12 Concepts of Service; Sarah
- c) Read Service Prayer Chelsey S

ATTENDANCE- Quorum (voting Members in red bold; 50% of voting members must be present for quorum) and at least 2 executive committee members in attendance.

| Executive Committee | Chair | Vice Chair | Secretary | Treasurer | Alternate Treasurer |
|-----------------------|-------------------------------|---------------------------------|---------------------------------|-------------------|---------------------|
| Status | Mandee Perea | Vacant | Collyn B. | Vacant | Collyn Burleson |
| Subcommittee Chairs | Fundraising & Raffle Chair | Registration Chair | Merchandise | Program Chair | Catering Chair |
| Status | Chelsey W. | Tammy B. | Chelsey S. | Shelly H. | Vacant |
| Subcommittee Chairs | Activities Chair | BTS/Grunts & Gratitude Chair | Convention Information Chair | Facility Chair | |
| Status | Vacant | Amy S. | Vacant | Vacant | |
| Subcommittee Co-Chair | Fundraising & Raffle Co Chair | Registration Co-Chair | Merchandise Co-Chair | Program Co-Chair | Catering Co-Chair |
| Status | Robin P. | Vacant | Shanda | Shauna B. | Vacant |
| | Activities Co-Chair | BTS/Grunts & Gratitude Co-chair | Convention Information Co-Chair | Facility Co-Chair | |
| Status | Nicole B. | Bianca | Sarah W. | Vacant | |

II. Approval of minutes from last meeting -Tammy motioned Sarah seconded

III. Presenting Reports

- a) Mandee report (inserted written report at the end of the minutes). Discussion – America First Credit Union – IF/when we lose our ad-hoc committee status the tied CU account will be closed-Options for different parent structure – Women’s Retreat Group including a monthly meeting with our own EIN -talked about approaching the two upper Utah areas to for our WR Group. Need decision – do we want to be a subcommittee of Region. Tammy states- we should do the region and do the campout – polly (?) retreat- they have a get together and their own meeting/campout – Amy-do not have time to change the flow. Back to report....
- b) Collyn – I will not be in Utah during June 2-16- the minutes are my report. Alt Treasurer report at end of minutes
- c) Fundraising and raffle (written report attached at end) – silent action for big ticket items; table – can we get register and sell merch at NUACNA. Silent action for registration – March 13 – we will put together a signup sheet for manning booth for registration and pre-reg mech!
- d) Registration Chair – Tammy –prices for registration **\$25** or \$30 – will reduce the budget; Chelsey S and Tammy will get together for learning/training.; we will utilize items in storage. For reg contents = journal & Inspirational stickers; 100 bags in storage, pens, and other items (see report below)
- e) Merchandise Chair - Will get mech quotes, Shall we get committee shirts? Yes, committee members will pay for our own shirt. NO SHIRT FOR SHELLY, check in to online ordering, coffee cups, long sleeve, 3 bids vote on it. Square to Alt T to connect to CU Account.
- f) Program has nothing to report
- g) Catering – Mandee – (written report below) - \$112 sat breakfast; \$56 Sunday yogurt and granola; blueberry and banana grapes; dinner \$203. Pre registration hobo dinner food – fire pits; use regions equipment or taco salad bar beef and chicken – more price to come \$450 for food
- h) Activities Chair – nothing to report – Printer and Ideas abound
- i) BST – (written report below)– handfuls of bracelets with inspirational hope, believe, etc; - hot glue; need glue gun, Shauna – coffee cups that may go with lid; will you get ahold of Region storage stuff Ryan and Caleb

- j) Convention info – nothing new to report; no meeting; everything has been posted
- k) Facility - \$468; Box Elder; discount Shauna will give Mandee the address; check in time at 3 pm check out 12; **25 vehicles** and 125 ppl

IV. Old Business

- a) Discussion of Nicole being moved into Activities Chair – Shelly motions to vote Nicole Shauna into Activities Chair – Nicole would like clarification on why we voted against making her chair. In mature NA committee meetings this is not the norm. However, as a learning tool we embraced the following:
 - i. Tammy states that she was confused; activities builds connections – better to herself and wants to recall her previous vote. Collyn suggested, leave previous and vote again.
 - ii. Amy – learn service structure and be mentored – be of service sometime taking on too much service can be destructive; learning and watching; that is where I was coming from. Too much too fast – learned in service holding a position. Shauna does not remember why; Shelly honestly your perception may be skewed –
 - iii. Nicole: Why are funds brought up – it is brought up with *every* position in NA Service as “qualifying” Sarah – clarification – not because she was not fitted for it that there was lack of service experience. CS – unfair to you to throw you into a position without roll model or guidance; Nicole states she wants this not to happen to another addict.
 - iv. Activities chair one-year clean time
 - 1. 12 traditions
 - 2. Planning and carrying out all entertainment events
 - 3. Recovery related activities
 - 4. Written report
 - 5. Signing financial agreements
- b) Voted Nicole to above position 5 yea, 1 nay, 1 abstain
- c) Discussion of ad-hoc positions (Convention information & activities) having voting rights – Tabled
- d) Turn in financial responsibility agreements to Collyn. I need financial forms from Nicole, Robin and Shanda

V. New Business

- a) Voting on logo and theme for the retreat – Done and Socialized!
- b) Discussion of where we are – ad hoc; tabled
- c) Solidifying registration cost and creating a flyer for the retreat – tabled
- d) Motion to give \$100 to fundraising – Shelly; Chelsey W will submit receipts

VI. ACTION ITEM REVIEW

VII. NEXT COMMITTEE MEETING-**Tuesday March 12th via Zoom**

VIII. CLOSE MEETING WITH THIRD STEP PRAYER

***Addendum: New vote on Logo. Six votes for #7 and 2 abstain.

| Position | Name | Attendance 1/16 | Fin | vot | |
|---------------------------------------|-----------------|-----------------|-----|-----|--|
| Chair | Mandee P | x | X | | |
| Vice Chair | Vacant | | | | |
| Secretary | Collyn B | x | | x | |
| Treasurer | vacant | | | | |
| Alt Treasurer | Collyn Burleson | x | | | |
| Fundraising and Raffle Chair | Chelsey W | x | X | x | |
| Fundraising and Raffle Co Chair | Robin P | absent | | | |
| Registration Chair | Tammy B | x | X | x | |
| Registration Co Chair | vacant | | | | |
| Merchandise Chair | Chelsey S | x | X | x | |
| Merchandise Co Chair | Shanda | absent | | | |
| Convention Information Chair | Sarah | x | X | x | |
| Convention Information Co Chair | Vacant | x | | | |
| Program Chair | Shelly H | x | X | | |
| Program Co Chair | Shauna B | x | X | x | |
| Catering Chair | Vacant | | | | |
| Catering Co Chair | Vacant | | | | |
| Activities and Entertainment Chair | Vacant | | | | |
| Activities and Entertainment Co Chair | Nicole B | x | | | |
| BST/Grunts and Gratitude Chair | Amy G | x | X | x | |
| BST/Grunts and Gratitude Co Chair | Bianca J | x | X | | |
| Rihanna | | | x | | |

Written reports:

Utah NA Women's Retreat Chair Report

I attended the Regional Committee Meeting on Saturday February 10th. We are approved to open a bank account using the Regions EIN and Jess will be opening an account hopefully this week with Collyn and I will be signers on the account. As soon as the account is open, and we have an account number we will attach the account number to Collyns Venmo account and the square account. If we are not approved to become a subcommittee of Region after this cycle then we will need to cancel the bank account and create another account using a different EIN since we will be connected to a different parent structure. Region approved the \$600 seed money to get us started which will go into the account as soon as it is created. Central does not have a webpage so for announcements purposed they utilize the regions webpage for now.

Facilities Report

Box Elder Campground C was booked on my debit card for \$468.02 and as soon as the funds are transferred and collected, I will need to be reimbursed. I do still need to call and ask if they would be

willing to give us the discount if we use a Weber County address. The campground check in time is 3:00 pm on Friday and check out is 12:00pm on Sunday. The campground can accommodate 125 people and 25 vehicles so we need to recommend that women carpool.

Catering Report

I have created a budget that includes a Saturday morning breakfast, Saturday evening dinner, and Sunday morning breakfast. I will present the budget and would love some feedback.

Fundraising and Raffle report for NAWR meeting 2/13/2024

We have our first event this Friday Feb 16th. We will team up with lakeside for Bingo and a bake sale. All proceeds from the bake sale will go to us and we will also have a raffle that we will be collecting all the proceeds from. So far I have 10 people that have committed to bringing items for the bake sale. We still need to decide how many items to raffle off, and what items they should be. I am thinking of raffling 2 items at this event, the wooden serenity prayer and the light. I am getting raffle tickets donated from lakeside and will make the boxes myself to put the tickets in. Our next event will be a table and auction at NUACNA. I have talked to Marconi and he said we can have all the proceeds from the auction. We will be doing a silent auction for the 2nd edition basic text and a minky blanket. I am not sure of how to run a silent auction so I will need help. Will we be ready to have a table at NUACNA? Will we have a theme, logo, and the ability to pre register people? If not how can we get ready this will be a great opportunity. For our next fundraiser we have a couple ideas. Vision boards or a ladies tea. We are looking into doing the next one in April.

BST Monthly Report- FEB

Made it to the storage unit to inventory the past Womans Retreat items, please see the below inventory. Committee will begin a list of items necessary for the retreat, but these items can be borrowed from Region this year.

- Inventoried the storage unit on 2/09, Steve w/ Northern met me there.
- 100 cup lids
- Half a box of 5,000 stir straws
- 6 pack of toilet paper
- Box of 80 white letter envelopes
- 108 registration bags (primary color's assortment)
- 4 decks of playing cards
- Binder with readings
- Tent: 6 x 5 ft
- 2 Helium Tanks
- 2 packs of balloons (note these balloons are 10 years old)
- 1 white tote
- 2 large grey totes
- Canopy White- Top & Bottom size: 10'x10'
- 23 small notebooks

- 5 small scissors with rounded tips
- 2 24 packs of colored pencils
- 4 packs of 10 foam sheets in assorted colors
- 2 bags of Hobby Shells- no weight or size given; I have a picture.
- 1 full gallon zip lock of small hobby river rocks
- 1 small zip lock and paper bag of silicone bracelets (I brought the paper bag with me to the meeting)
- $\frac{1}{4}$ full zip lock of foam shaped cut outs for crafting (shapes include hearts, circles, squares, triangles, etc.)
- Zip Lock bag of ribbon spools, thinner ribbon.
- Zip lock of black/blue pens (these are 10 years old)
- 6 rain ponchos
- Bag of multicolored pens (these pens are 10 years old)
- 2 packs (24 in a pack) of large glue sticks: 10" x 44"
- 1 Northern Utah Area Women's Retreat vinyl banner
- 1 cloth 1st Annual Women's Retreat banner 2005
- 2 utensil holders
- 3 large zip lock bag of plastic knives
- 1 $\frac{1}{4}$ large zip lock of plastic spoons
- 1 large zip lock bag of assorted cutlery

1 large zip lock of for

Programs – nothing to report

Alt Treasurer –