

Marietta Area NA

24-Hour Room Subcommittee

Meeting Minutes

November 8th, 2022

Next Meeting Tuesday, November 22nd @ 6:30 PM
Bethany United Methodist Church
760 Hurt Road Southwest, Smyrna, GA 30082

OR

Zoom (Meeting ID: 822 1415 5626, Passcode: 24hoursNA)

Table of Contents

Member Roll Call	2
Elections	3
Open positions	3
Nominations	3
Agenda	3
Agenda - ToDo Summary	5
Agenda for Next Meeting (November 8th)	5
References	6
Attachments	7

Member Roll Call

Name	Phone Number	Email	Position
David H.	573-210-0387	d.anthony.ham@gmail.com	Chairperson
Greg V.	737-207-1354	gregvlahos21@gmail.com	Treasurer
Kim N.	678-323-6489	kimloveschevys@gmail.com	Group Shift Coordinator
David M.	404-551-8890	davidmiller.avatar@gmail.com	Secretary
Boo	404-551-0911		
Rachel W.	614-915-8923	wilson.rachel@ymail.com	Merchandiser
Nicole N.	678-333-7411	nnemecek82@gmail.com	Vice Chairperson
Kat L.	470-902-0898	katastic411@yahoo.com	Clean-up Coordinator
Anthony G.	770-527-0598	ant.glaser91@gmail.com	Decorations Coordinator
Brian R.	404-914-2452	bashiramir39@gmail.com	
Adam H.	678-519-7354	adamharvey912@gmail.com	Alternate Treasurer
Lonnie W.	770-826-8302	lonnie.waller@yahoo.com	
Megan H.	404-662-8040	tecumsehhooks@gmail.com	Personal Shift Coordinator
Rafaella	770-655-2534	sweetangel_ga@yahoo.com	
Darryl	770-905-2117	dbutler51@gmail.com	

Elections

Open positions

- H&I Liaison
- Alternate Secretary

Nominations

None

Agenda

Open Forum

- Merchandise
 - Nicole bought labels and chalkboard for merchandise table
 - Nicole reminded that we cannot not take digital payments for merchandise this year
 - Nicole Bought a sales book to record transactions
 - Record person selling the merch in book
 - David H. has a cash register to hold money
- Who will sell merchandise
 - Adam, Greg, Nicole, and David H., and Rachel are the only people approved to sell merchandise and handle the money
 - Peggy wants to help with merchandise booth
- Will post hours available to purchase merchandise on mariettana.org and facebook page
- We will meet every 2-3 weeks leading up to the event
- Kim brought up subcommittee members getting merchandise first
 - We could wear our merch to spread the word before the event
- Merchandise prices:
 - T-Shirts - \$20
 - Hoodies - \$35
 - If all merchandise is sold, this would bring in \$3,625 in merchandise revenue (revenue, not profit)
 - Committee voted and approved these selling prices

Old Business

- Decorations
 - At area, we moved \$180 from zoom meeting to decor supplies
 - Supplies budget is \$580 (this includes literature, cleaning, and decorations)
 - Will decide on decorations as event gets closer
- Games and puzzles
 - Committee will review current games and puzzles to consolidate and get rid off ones missing things or are unusable
 - Bring up at area and homegroups - Ask area and homegroups to bring new games and puzzles
 - Possibly have a drop off for games before opening of event

- Revisit at next meeting
- Opening Dinner
 - Opening dinner budget is \$250
 - Decided on Das BBQ as food vendor
 - Adam will ask to see if he can get a 50% discount and check on prices for next committee meeting
 - Talked to Lindsey about getting it at food cost
 - We will plan on serving 100 people at the opening night dinner
 - Food items to purchase:
 - Pork and Chicken
 - ½ of sides are mac and cheese
 - ¼ of sides are corn
 - ¼ of sides baked beans
 - WCWD funds for opening night dinner
 - Raised \$411, homegroup still needs to decide how they want to contribute
 - May order food at the same time and have it delivered at the same time
- Group Shift Calendar still has 11 group slots that are available

New Business

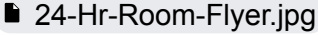
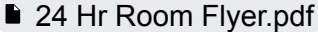
- Need opening and closing speakers!!
 - Nominations
 - Anthony - Sara Q. from Canton (heard at TUNA Con)
 - Nicole - Seconded Sara Q., mary w
 - Meghan - Stan S
 - Kat L - Sara Q or Amber
 - Adam - Candice
 - Kim - Sara Q
 - Committee voted and approved asking the following to be our speakers:
 - Opening night: Sara Q (voted and passed) 7pm
 - Anthony will reach out
 - Closing Night: Stan S. (voted and passed) 8pm
 - Megan will reach out
- Band
 - Band would go on 3-4pm and come back on after the clean time countdown, then dj would play for the dance
- Event commitments
 - Opening dinner and meeting chair - Nicole
 - Opening meeting
 - Every committee member should have a reading at the meeting, introduce selves
 - Setup - 12/23 @ 10am - 4pm: As many people as possible
 - Walk Across - 12/27 @ 4pm: David H. and Raphealla
 - Karaoke - 12/29 @ 10pm-1am: Greg and David H
 - Spades Tournament - 12/30 @ 7pm: Nicole and David M
 - Yoga/Sound Bath - 12/31 @ 10am: Rachel
 - Auction - 12/31 @ 6pm - 7pm: Lonnie and Greg
 - Closing night - 12/31 @ XX: David H.
 - Signup for personal shifts!
 - (David M.) I have added these names to the group shift schedule:
 - 📎 Group Shift Schedule 2022.xls

- Budget
 - Need to create a budget for next year by the 18th for area
 - Split supplies into decorations, literature, and cleaning supplies
 - Account for inflation

Misc Info

- All the events, with dates and times are available in this document's [References Section](#) and are also available on the flyer
- Minutes and a place for announcements are now available on the Marietta Area NA Website
 - <https://mariettana.org/24-hour-room/>



Agenda - ToDo Summary

- **Merchandise Hours:** Will post hours available to purchase merchandise on mariettana.org and facebook page
- **Games:** Bring up at area and homegroups - Ask area and homegroups to bring new games and puzzles
- **Food:** Adam will check on food prices from Das BBQ by next meeting
- **Speakers:**
 - Anthony will reach out to Opening night speaker Sara Q for confirmation
 - Megan will reach out to Closing night speaker Stan S for confirmation
- **Budget:** Need to create a budget for next by 11/18 for Marietta ASC
- **Coffee:** Check on coffee donation
- Group Shift Calendar still has 11 group slots that are available
- Spread the word!
 - **Added pdf and images of our flyer to the shared folder:**
 - Image for online sharing: 
 - PDF for printing: 

Agenda for Next Meeting (November 22nd)

- Finalize food order
- Confirm Speakers are available
- Approve budget
- Coffee - Lonie


References

1. **Marietta Area Policy**
<https://mariettana.org/wp-content/uploads/2022/01/MASC-Policy-2022.pdf>
See page 13 for 24-Hour Room Subcommittee as it relates to Area
See page 36 for 24-Hour Room Subcommittee Policy and Officer positions
2. **Marietta Website Activities Page:**
<https://mariettana.org/activities-flyers/>
3. **Marietta Website > 24 Hour Room Subcommittee Page (Past minutes and Flyers)**
<https://mariettana.org/24-hour-room/>
4. **Group Shift Calendar Spreadsheet**
 Group Shift Schedule 2022.xls
5. **Personal Shift Spreadsheet**
 Personal Shift Calendar 2022.xlsx
6. **List of Events**


6.1. Set Up:	12/23 @ 10:00am - 4:00pm
6.2. Live Music:	12/23 @ 4:00pm - 6:00pm
6.3. BBQ Dinner:	12/23 @ 6:00pm - 7:00pm
6.4. Opening Speaker Meeting:	12/23 @ 7:00pm - 10:00pm
6.5. Walk Across (activity):	12/27 @ 5:00pm - 6:00pm
6.6. Walk Across (sharing):	12/27 @ 6:00pm - 7:00pm
6.7. Karaoke:	12/29 @ 10:00pm - 1:00am
6.8. Spades Tournament:	12/30 @ 7:00pm - 10:00pm
6.9. Yoga/Sound Bath Meditation:	12/31 @ 10:00am - 1:00pm
6.10. Dinner:	12/31 @ 5:00pm - *
6.11. Auction:	12/31 @ 6:00pm - 7:00pm
6.12. Closing meeting & Clean Time Countdown:	12/31 @ 7:00pm - *
6.13. New Year's Eve Dance (Boo & Adam):	12/31 @ 10:00pm - 1:00am
6.14. Cleanup:	1/1 @ 7:00am - 10:00am
7. **Shared Folder with Artwork, flyers, merchandise, and spreadsheets**
https://drive.google.com/file/d/1WTNCutksRVYWiNrPhZKMFcmptyirL9N1/view?usp=share_link

Attachments

1. **Merchandise preview:**

 24 Hour Room Art Layouts.pdf

2. **Banner:**

 24 Hr Room Banner.pdf

3. **24 Hour Room Flyer:**



Document For editing:  24 Hr Room Flyer

Image for sharing online:  24-Hr-Room-Flyer.jpg

PDF for printing:  24 Hr Room Flyer.pdf

4. **Merchandise Invoice:**

 24 Hour Room Invoice.pdf