

Marietta Area NA

24-Hour Room Subcommittee

Meeting Minutes

December 20th, 2022

Next Meeting TBD
Bethany United Methodist Church
760 Hurt Road Southwest, Smyrna, GA 30082
OR
Zoom (Meeting ID: 822 1415 5626, Passcode: 24hoursNA)

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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






- Opening Night Dinner
 - What Can We Do Homegroup
 - Greg will send opening night dinner money to Adam - \$200
 - Intend on bringing desserts, drinks, plasticware
 - Adam will deliver food around 3-3:30pm
 - Committee members can bring other sides, but are not required
- Closing night dinner
 - \$250 budget
 - Lasagna - voted and passed
- Decor
 - Talked about opening night decor and lighting
- Translator
 - We have an opening night speaker ASL translator
 - David M. - Still looking for closing night speaker ASL translator
 - Will use Google Meet for Live English to Spanish translation
 - David M. will bring a tv, mic, and laptop with software for this for opening and closing night speakers
- Covid plan
 - David M. will make a flyer to post on front door about covid precautions
 - Nicole will bring box of masks
 - Keep open communication with the group if you notice a large amount of sick people attending or if you notice illness circulating or spreading. If you do notice, recommend wearing mask as a committee member
- Firewood
 - Nicole and Kyle will bring a load of firewood opening day
- Coffee
 - Nicole - Lonnie will be back in town 12/22, and will follow up
 - Need to buy sugar still
 - We may need to buy buy some coffee for opening night, Nicole will follow back up after speaking to Lonnie
- Merchandise
 - Will be sold around events




- Announce at opening night
- Auction items
 - Currently collecting items from donation for the auction
 - Need to go through items in inventory
 - Discussed raffle, we do have raffle tickets for this already
 - **David M. will create silent auction bidding sheets**
- Banner
 - One will be hung, the other will be signed
 - Rachel ordered some sharpies for signing the banners
 - Both banners will be signed
- **Need 7th tradition envelopes**
- **Need at least 6 decks of cards for spades and general gaming**

Misc Info

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

Agenda - ToDo Summary



- **Setup & Opening Night**
 - We will meet at 10:00 AM on December 23rd to begin setup of the event
 - **Milford Baptist Church**
1030 Milford Church Rd SW, Marietta, GA 30060
Meet near the bottom church doors on the left side of the building
Google Location:  Milford Baptist Church
 - Committee members are encouraged to bring sides for opening night dinner, but are not required
- **Action Items**
 - David M.
 - Will make silent auction bidding sheets
 24 Hour Room Silent Auction Bid Sheet
 - Will make covid precautions / info flyer
 - Stop the spread of germs flyer -  Stop-the-Spread-of-Germs.png
 - Hand Washing flyer for bathrooms -  Hand-Washing.png
 - Nicole
 - Will follow up with Lonnie about coffee
 - Will bring some masks
 - Kat
 - Will buy sugar for coffee
 - Will buy decks of cards (6+) for spades and gaming
 - Someone?
 - Will buy 7th tradition envelopes
- **Open shifts**
 - Group shifts -  Group Shift Schedule 2022.xls







- 1 Group shift available: December 25th 1pm - 4pm
- Personal Shifts -  Personal Shift Calendar 2022.xlsx
 - 7 empty shifts (shifts with both slots empty) (down from 16 at last meeting)
 - 28 open slots (down from 48 at last meeting)
- **Spread the word!**
 - **Added pdf and images of our flyer to the shared folder:**
Image for online sharing:  24-Hr-Room-Flyer.jpg
PDF for printing:  24 Hr Room Flyer.pdf
 - **Highlight these when announcing 24 Hour Room**
 - Men's Meeting (Men of NA on Group Shift Schedule):
 - December 24th, 11:00 AM
 - Women's' Meeting (Women of NA on Group Shift Schedule)
 - December 27th, 11:00 AM
 - H&I Workshop
 - December 26th, 4:00 - 7:00 PM

Agenda for Next Meeting (TBD)

- Review the event!

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
8. **Group Shift Responsibilities Sheet**
 24 Hour Room Group Shift Responsibilities
9. **Personal Shift Responsibilities Sheet**
 24 Hour Room Personal Shift Responsibilities
10. **Contact List**
 24 Hour Room Contact List
11. **Karaoke Signup Sheet**
 24 Hour Room Karaoke Signup Sheet
12. **Spades Tournament Signup Sheet**
 24 Hour Room Spades Tournament Signup Sheet
13. **Silent Auction Bid Sheet**
 24 Hour Room Silent Auction Bid Sheet

14. **Covid and Handwashing Flyers**
 - 📎 Stop-the-Spread-of-Germs.png
 - 📎 Hand-Washing.png

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