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**34th Annual Sunshine of the Spirit**

**High Desert Convention**

**“Trudging the Road of Happy Destiny”**

**Debriefing Meeting Minutes**

**June 28, 2018**

1. **Call to Order**

Melissa S, Committee Chairman, called the meeting to order at 6:30 p.m. at the Victorville Holiday Inn with the Serenity Prayer led by Kim W.

1. **Approval of Minutes of May 24, 2018.** The minutes of the May 24, 2018 meeting were read. Shelly M moved and Deanna L seconded that the minutes be approved as read. The motion carried.
2. **Reports**
	1. **Chairperson/H & I –** Melissa S

No report.

* 1. **Co-Chairperson –** Carol W

Carol W stated the set-up for the convention went very well. She thanked Wesley and the committee members who came early on Friday morning to help. Set-up was completed by 9:30 am. Next year, Carol recommended that set-up start at 9:30 am. The area used for registration worked out well. It was “out of the way” and easily accessible. Carol stated she’d received comments from convention attendees about not having meetings, other than Marathon meeting, prior to 5 pm on Friday. She suggested that the Board of Directors look at possibly scheduling 1-2 meetings earlier in the day on Friday. Also, look at the schedule, especially on Saturday, to make sure major events do not conflict with each other. The GSR meeting was not well attended. It was suggested that the Board of Directors look at possibly scheduling a different type of meeting (i.e. Young People’s, Newcomer, Women’s, Men’s, etc). Carol also suggested that no meeting be scheduled longer than 1 ½ hours. Last, Carol shared that the co-chairman is in charge of facilities. For future conventions, she suggested that all needs, problems, questions, etc regarding facilities be filtered through the co-chairman. This will help us avoid miscommunications and mixed messages to the hotel.

* 1. **Treasurer –** Linda K

Linda K reported the Beginning Bank Balance was $8.863.87. There was a total of $11,404.31 deposits made and a total of $12,507.39 in expenses. This leaves an ending balance of $7,760.79. Two checks have not cleared the bank (Al-Anon, $1,256.00 and Abel Contreras $64.47). Linda also provided a report on each committee’s operating budget and actual costs.

**SUNSHINE OF THE SPIRIT – HIGH DESERT CONVENTION**

**2018 OPERATING & ACTUAL COSTS**

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| --- | --- | --- | --- |
| **DESCRIPTION** | **BUDGET** | **ACTUAL** | **OVER/UNDER** |
| Chairperson’s Gift | $75.00 | $75.41 | -$0.41 |
| Decorations | $600.00 | $428.81 | $171.19 |
| Entertainment | $900.00 | $951.00 | -$51.00 |
| Golf Tournament | $1,000.00 | $736.40 | $263.60 |
| Gratis – Speakers | $1,020.00 | $601.70 | $418.30 |
| Gratis – Long Timers | $120.00 | $0.00 | $120.00 |
| Hospitality | $250.00 | $50.80 | $199.20 |
| Hotel | $9,500.00 | $8,319.06 | $1,180.94 |
| Marathon | $50.00 | $0.00 | $50.00 |
| PayPal | $300.00 | $216.99 | $83.01 |
| P.O. Box | $106.00 | $108.00 | -$2.00 |
| Poker Run | $250.00 | $234.47 | $15.53 |
| Printing | $700.00 | $600.40 | $99.60 |
| Registration | $500.00 | $354.86 | $145.14 |
| Speaker Baskets | $150.00 | $181.71 | -$31.71 |
| T-Shirts | $750.00 | $902.14 | -$152.14 |
| PA & Sound | $0.00 | $682.26 | -$682.26 |
| Secretary/BOD | $0.00 | $119.01 | -$119.01 |
| Al-Anon Reimbursement | $0.00 | $1,256.00 | -$1,256.00 |
| **TOTALS** | **$16,271.00** | **$15,819.02** | **$451.98** |

* 1. **Co-Treasurer** – Shelly J

Shelly reported there were 63 PayPal transactions for a total of $3,900.00 ($2,830.00 generated from online registrations and $1,070.00 generated from onsite registrations). This resulted in our paying $123.33 in fees to PayPal for registrations. Shelly recommended that we consider raising the registration fee for the 2019 convention to cover these fees.

* 1. **Secretary –** Sue C

No report.

* 1. **Co-Secretary** – Angela J

Not present.

* 1. **Registrar** – Kim W

Kim reported we had 168 AA preregistrations and 177 onsite AA registrations for a total of 345 AA registrations. There were 58 tickets sold for the Friday Night Entertainment, 37 Pool Party tickets, and 129 Banquet tickets. 15 individuals paid for the Golf Tournament and 15 participated in the Poker Run. Kim stated the registration forms need revision. She also suggested that someone from the Registration Committee be onsite at the Golf Tournament to receive registrations. She also suggested we make certain that the Al-Anon Luncheon, Pool Party, and Banquet tickets are available for the Stuffing Party. This year, there was confusion with the hosts and hostesses. Are they required to pay for their registration? If not, how do we handle badges for them? Kim shared that being the Registrar is a huge commitment that should have their own committee.

* 1. **Co-Registrar** – Becky B

No report.

* 1. **Al-Anon Chairperson** – Thelma L

Thelma asked that the committee make certain to include Al-Anon in the Stuffing Party next year. Otherwise, all went well.

* 1. **Archivist** – Bill C

Not present.

* 1. **Decorations/Speaker Host –** Liz J

No report.

* 1. **Entertainment –** Jennifer P

No report.

* 1. **Golf Tournament** – David S and Richard B

No report.

* 1. **GSR** – Lesliee A

Sue C reported on Lesliee’s behalf. Stated there was low attendance at the meeting.

* 1. **Hospitality** – Ruby M

Ruby stated that Hospitality needs signage for next year. It was difficult for people to know where they were.

* 1. **Hostesses** – Michelle J and Sandy B

Suggested that Hosts/Hostesses have their own table to report to. Also, make certain volunteers know they must register to attend events.

* 1. **Hosts –** Carl Mc

Not present.

* 1. **Long Timers Meeting –** Abel C

No report.

* 1. **Marathon Meetings –** Deborah H and Caitlan Mc

Caitlan reported that the Marathon Meetings went great.

* 1. **Poker Run –** Abel C

No report.

* 1. **Printing** – Richard B

Richard B would like the information needed for the registration forms by the next meeting. He needs the names of speakers.

* 1. **Public Information/Social Media** - **OPEN**
	2. **T-Shirts –** Jeff L

Deanna L reported there are 44 t-shirts left over. She also stated she would like to get the AA and H&I boxes she is storing out of her garage.

* 1. **50/50 –** Deanna L and Shelley M

Deanna L reported the baskets were a good idea. She suggested that all baskets must be delivered on Friday. Raffle off the baskets after the Speaker meeting on Saturday. Do the 50/50 drawing and books on Sunday after the Spiritual meeting. She also added that in the past Noel, a Long Timer, has provided signage for the convention. She knows he would be willing to do it in the future. Also mentioned that the Birthday Meeting was always held in the Hospitality Room. May want to consider that. We could then hold the Newcomer Meeting with people sharing who have 30 days, 60 days, 90 days, 6 months, and 9 months.

1. **Old Business**

There was no Old Business.

1. **New Business**

There was no new business.

1. **Meeting Adjournment.**

There being no further business, the meeting be adjourned and was closed with the Serenity Prayer.

1. **Next Meeting**: Board of Directors, Tuesday, July 26, 2018; 6:30 pm; Jennifer P’s home

Committee Meeting, Thursday, August 23; 6:30 pm; Holiday Inn Victorville

Respectfully Submitted,

Carol W

2018 SOTS-HDC Committee

Co-Chairman