



ACA Monterey Bay Intergroup
Retreat Committee Meeting
Wednesday June 5, 2024 4:30-5:30 pm
Via Zoom 898 9797 7526 passcode 792214

Present: Carol, Dottie, Evie, Jeannie Mac

Missed: Beverle, Renée, Rosa

Visitor: Shari

Evie opened the meeting with the Serenity Prayer

Monterey Bay Intergroup Guidelines for Business Meetings were read

The May 22, 2024 Retreat Committee minutes were approved after revision made to delete Filled and Open Positions entry

Review of Open and Filled Positions

Filled positions

Co-Chairs – Evie and Dottie

Secretary – Jeannie

God Can – Dottie

Raffle – Dottie

Treasurer – Dottie

Contracts – Jeannie

Publicity – Evie and Jeannie

Literature – Intergroup (?)

Activities Scheduler Co-Chairs – Evie and Jeannie

Registration Chair – Renee

Open positions

Food – (Jeannie drinks)

Speaker Getter

Location Point Person

Hospitality

These positions to be announced at meetings to welcome members to join the Committee

Updates

• Contract Update

- Julia Kleeman sent email indicating we would be held financially responsible (and would be included in the contract) for the number of attendee lunches (guarantee minimum 40) at \$12.00 per attendee (\$480.00)
- Mention was made regarding deadline to sign contract – Jeannie will make sure there is no deadline
- Once the contract is signed the \$96.00 deposit must be received by facilities manager
- A certificate of insurance for \$1,000,000 coverage is needed and Jeannie will research and bring back estimate at next meeting
- Shari mentioned she would like to withdraw the overnight accommodations query since she felt bunk accommodations would not work



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New Business

• **Registration Options**

- Carol went through online ticket options and spreadsheet
- She will research the cost of Stripe (credit card processors)
- Carol will also research whether Comerica uses Stripe so registration funds automatically deposited into bank account
- Evie will link registration to event calendar on intergroup website

Retreat Budget

- More information needs to be collected
 - \$29.00 was discussed as registration cost – not set until further budget costs researched
 - Insurance cost
 - Stripe registration cost
- Next meeting we will work on drafting a proposed budget to present to Intergroup
- Mention made that art supply costs be part of the budget
 - It was determined these would be donated by committee members

Save the Date Flyer

- Evie drafted a great Save the Date Flyer
 - Jeannie to make copies and bring to the Saturday June 8th Workshop
 - Jeannie will send to the *Conscious Contact* email list
 - Carol to post on the intergroup website

Retreat Theme and Logo

- Evie requested we think about theme and logo and bring our ideas to the next meeting

Next Meeting Date/Time: Wednesday, June 12, 2024 4:30-5:30 pm

The meeting was adjourned at 5:30 pm with the Unity Prayer

Respectfully submitted,

Jeannie Mac
6/10/24