**NAWSC XXXIV (34)**

**HOTEL COORDINATOR** – GEORGE O

* Get deadline for how many meals: George O. - hotel confirmed 4/29/19 for meals headcount. Both meals are buffet so if 10 people register on the first day, it will still be okay..
* Walk through date: Do after 1st of the Year, and make sure we have a list of what to look for when we go. George, John, and who else wants to go?

**VOLUNTEERS -**

-We need someone to be in charge of the volunteers.

-Commitment card has been sent out to the fellowship. - JOHN

**HOSPITALITY SUITE** –

* Friday night volunteer:
* Saturday morning volunteer:
* Saturday afternoon volunteer:
* Sunday morning volunteer:
* Sunday afternoon volunteer:

**MARATHON MEETINGS** –

* coordinate meetings to host time slots – JOSEPH W.
* We need to decide best times to host just a few meetings based on schedule from NAWS.

**TREASURER** – Angie B. w/assistance from Gary M.

* Final payment for hotel
* Organize literature order (half order) to be sent to John D.

**PUBLICITY –**

* mailing to delegates from last 2 conferences,
* make and send flyers to Intergroups,
* encourage local people to attend - commitment cards - jobs list coordinater (cards going out in December mailing to Fellowship)
* conference agenda with map to put in folder
* **S**cholarships flyer (Stephen F. partially paid registration for 3 people in 2013 so that they could ‘volunteer’ to help us at the NAWSC 2013. They each only had to pay $10 for registration.) Draft flyer sent to Angie by Angela for editing and artwork.

**REGISTRATION** –

* Before Conference – Gary M. and Mary P. They will keep in touch with Angie who is making the flyer.
* Friday evening volunteer 3:00-10:00 pm
* Saturday morning volunteer 8:00 am - 11:30 am
* Saturday afternoon volunteer 12:30 - 5:00 pm
* Sunday morning volunteer 8:00 - 11:00 am
* No volunteer freebies – everyone registers / everyone pays (except non-NicA spouses)

**LITERATURE** –

* Gary coordinating shipment of literature to us prior to Conference
* Friday evening - Bill H. has volunteered to cover the Literature table
* Saturday morning volunteer - Bill H.
* Saturday afternoon volunteer - Bill H.
* Bill suggests we close the table Sat. before dinner
* Literature order will be sent to: (John D. volunteered)

**MERCHANDISE -**

* T-shirts – The white shirt will have the Conference logo surfboard in blue, NAWSC XXXIV (34), and Fullerton, California below that. 2019 is on the logo. Minimum order is 72 shirts and it costs $550. Each shirt costs us $7.63 and we sell for $10. Angie needs to send the format to George for the t-shirt order - GEORGE
* Bookmarks (Angie is finalizing the artwork for 3 bookmarks, needs help with getting quotes from printers) – ANGIE B. and \_\_\_\_\_\_\_\_\_\_\_\_\_
* Silent auction - ask businesses to donate things to help us raise money, or members can bring their own things to donate to the auction - Need Coordinator
* SCINA Business cards to go in conference packet - ANGELA-Done
* Front sticker with conference logo on conference packet folder - Angela P. - Done
* Nic A logo on notepad - Angela P. - Done

**SPEAKERS -**

* JOHN D. - Will ask Lamont to do the spirituality speaking for 30-40 minutes. Ask him though if he’s okay with doing 15 minutes and Mary P 15 minutes. Otherwise, Mary can be back-up for Lamont.

**ENTERTAINMENT -**

* JOHN D. will ask Gregory B. and George R if he can play an instrument during the conference

**CONFERENCE PACKET -**

* Letter from World Services – John
* Get AGENDA from World Service – John or Gary
* HOTEL MAP – George - Done
* Videotaping Flyer – B&C - Gary (NAWS is looking into doing it themselves)
* List of Officers – get from World Services Secretary
* By Laws -
* Any new and revised pamphlets
* Business Cards – Angela
* Literature Order Form – (Retrieved from NicA website)
* Activity List – (see Group/Self Activities below) need volunteer to put together flyer
* Restaurants list - Mary
* NAWS Travel Policy –
* Name Tags
* Colored stickers for meals

**RECORDING -**

Gary M. received a quote from B & C’s and it was forwarded to Chad for NAWS review. Chad is looking into NAWS doing the recording themselves. Angela asked her friend for a quote but they are not able to help us with this event. Ultimately NAWS pays for this and will make the decision.

**DECORATIONS** – (Saturday Banquet)

* Volunteers needed – surfing theme. Ideas: retro-pictures, bubbles, $150 budget, place setting, no ashtrays

**SIGNS - ANGELA**

* Registration - Chad is bringing the NAWS tablecloth for the registration table
* Literature
* For-Sale
* Gratitude Meeting
* Hospitality Room
* Marathon Meeting
* Grat-i-grams - brought from previous
* Arrow Right
* Arrow Left
* Arrow Up