

Minutes: Reflect Your Recovery Winter Retreat Saturday, Nov. 6, 2010 in Tempe

Attending: Barbara L, Pat J, Ellen, Dee, Lynne, Dianna

Unable to attend: Donna, Charlene, Rosie, Francene, Jan, Yvonne, Heather, KiKi, Deanna

Serenity Prayer and introductions

1. Committee reports:
 - A. Secretary: Lynne took notes. Pat and Donna will put together the final report.
 - B. Treasurer: Charlene & Rosie could not attend: The committee updated the budget.
Lynne will get it to the treasurers.
 - C. Scholarships: Yvonne sent a report with her newsletter article for review.
 - D. Program/Entertainment: Francene, Dianna & Dee: We discussed probable workshops. All is on schedule as planned. Dianna has joined this committee in addition to her PI work.
 - a. Intimacy workshop: "Spirituality, sensuality and sunlight": Pat proposed ideas for this workshop. She and the program committee will finalize it.
 - E. Ways and Means: Co-chairs: Barb L. and Heather B. They will send an article to the newsletter and to Prue requesting assistance from meetings.
 - a. Heather B. : 50/50 raffle
 - b. Barb L. : donated items, silent auction and gift card tree (cash OK too).
 - F. Venue liaison & Food services liaison: Yvonne has resigned from just this subcommittee and is continuing with scholarships.
 - a. Dee is the new food services liaison. She will check on meal times and let the committee know.
 - b. A venue liaison is still needed.
 - c. Lynne will contact them for room capacity, a meeting room schematic and a local restaurant list.

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G. Registration: Pat and Donna

- a. Registration packets: A change in style was suggested for the Critique form. Fresh pens may need to be purchased. Program prayer cards will be included.
- b. The name tags have been started and will be included the packets. The program committee will provide the 3 day program page.
- c. Budget & printing was updated.

H. Literature: Deana: unable to attend. Lynne will contact her for a budget.

I. Taping: Need a chair

J. Love notes: Kiki has offered to take this subcommittee but could not attend today.

K. Hospitality: Jan & Ellen: Discussed set up, equipment, purchases (late Jan. or early Feb.) and budget.

L. Public information: Dianna: She will contact newspapers with an informational article soon to provide sufficient lead-time.

M. Next meetings:

- a. Saturday, Dec. 4, 12:30
- b. Friday, Dec. 17, 3:30 both at the OA office.

N. Venue Deadlines: Jan. 4 room/bed count due and Jan 21 final count due

Registration dealines: Late registration date: December 15, 2010 Jan. 4 deadline for scholarships.
Jan. 15 for final payment.

Timeline for Program Committee

- Create workshop format suggestions November 15
- Begin to select workshop facilitators -Backup plans for workshops/options Dec. 15
- Final selection Workshop facilitators End of Regist. + 1 week
- Send confirmation & format/instructions Jan 5
- Prepare readings/instruction for workshops Also program to packets by January 15
- Reconfirm facilitators/moderators January 24
- Finalize Behind the Scenes program script January 24
- Print Program for event participants. January 31