

Region III Convention & Assembly – Spring 2019

February 11, 2017

11am

Attendees: Elaine, Chair; Lynn, Ron, Kara, Carrie, Curtis, Sharon

1. Begin with Serenity Prayer, Traditions 1 & 2
2. Recap August 2016 meeting
3. Review timeline

24-18 months

Discuss possibility of hosting a Region III Assembly within your intergroup – DONE – August 2016

Select possible dates, being careful about avoiding any religious holidays

Form an initial planning committee – DONE – August 2016

Investigate hotel possibilities

Pickup material about your city, restaurants, and points of interest

Make bid presentation to Region III assembly – DONE – Presented at Fall 2016 Assembly (Sept. 10) by

Noe G., Regional Rep and accepted by Assembly

Distribute copies of this manual to appropriate chairs.

Open a Convention checking account

18-12 months

Select hotel (site inspection), go over the contract, securing space as needed and work with chef to obtain suitable menus.

Select a disc jockey (optional)

Select a program taper

Determine convention theme

Recruit members to serve as sub-committee chairs

Negotiate and submit hotel contract to Region III Vice Chair for signature

Request \$500 see money from Region III Treasurer, if needed

4. Elect Spring 2019 Convention & Assembly Treasurer – no volunteers at this time
5. Elect Spring 2019 Convention & Assembly Hotel Liaison – no volunteers at this time; Lynn will contact San Antonio Convention and Visitors Bureau about soliciting hotel bids. Tentative Convention & Assembly dates are March 1-3, 2019 or March 29-31, 2017
No conflicts with Spring Breaks, Christian, Jewish or Muslim holidays
6. Elect Spring 2019 Convention & Assembly Secretary – Carrie will serve.

Other volunteers: Hospitality – Sharon V.; Literature - Valerie

7. Set next meeting – March 11 after Intergroup
8. Adjourn