

Summary of Action items from August 2017 meeting:	
<ul style="list-style-type: none"> • Taurra will assist in getting contact information for committee chairs. • Ross will reach out to Jim to find out who to contact about the Hotline. 	
Attendees:	
Julie – Delegate	Jeremy – Monday Night Rep
Ross – Treasurer	Marla – Group Rep for Thursday
Dan – Monday Night Group Rep	Ryan – Group Development Chair
Shummy – Monday Morning Rep	
Secretary Report: Taurra	
<ul style="list-style-type: none"> • Review the August Notes, Action items and Motions <ul style="list-style-type: none"> ○ Motion to approve the minutes from August’s meeting. ○ Motion passed – accept the Secretary’s report 	
Treasurer Report: Ross	
<ul style="list-style-type: none"> • Reviewed August Financials • Ross will be out of town for next USI. Ross will have the reports and printouts ready. Julie said she will bring them to Intergroup. • Ross will call Jim to find out about who is monitoring the OA Phone Line (Angie H. doesn’t want to be involved.) • Motion: All USI 7th Tradition monies collected to be donated as rent to St. Joseph Villa (rather than splitting half to rent and half to delegate fund.) Marla explained that it made more sense to split the monies received when we were a larger intergroup. <ul style="list-style-type: none"> ○ Motion Passed • Motion to approve Treasurer’s report <ul style="list-style-type: none"> ○ Motion passed 	
Vice Chair Report: Position Vacant	
<ul style="list-style-type: none"> • 	
Delegate Report: Julie A.	
<ul style="list-style-type: none"> • Julie will be attending the September Convention <ul style="list-style-type: none"> ○ This will be her final act as delegate. She is stepping down ○ Let groups know that anyone who is interested in being the new Delegate that it doesn’t require a lot of monthly stuff and the delegate gets to attend two conventions a year • Convention <ul style="list-style-type: none"> ○ Marriott Courtyard - microwave, fridge, meeting rooms (we are not sharing this with the groups yet) <ul style="list-style-type: none"> ▪ Room Rates: \$129 per night for either one king or two queens ▪ Meals: lunch on Saturday is Asian Salad Bar with grilled chicken; Dinner will be steamed veggies, rice, choice of chicken, salmon or portabella mushroom (vegetarian entrée. ▪ Cost for meals: \$45 for both meals. ○ Registration Fee has to cover the \$45 for meals. 	

- In general, Region III usually charges \$100 for early registration and we can provide the option for a full registration (Fri-Sun plus meals) or partial registration (Saturday only with or without meals)
- We need set a cutoff date for early registration
- What is the cost of late registration?
- What is the cost for the “No Meals” option?
- What is the cost for Banquets/entertainment only? (that is, Guest Admission)
- What are the hotel costs for the convention?
 - This varies by the number of rooms rented out.
 - \$1800 Maximum Charge
 - If we use less than 80% of the room rate we will have to pay the difference.
 - The Region III steering committee will rent 8 to 10 rooms
 - 50 rooms have been reserved each night for the 2017 Fall Denver Conference.
 - Coffee and Tea will be provided.
 - Hospitality suite will be made available if we meet the room requirement
- Known Costs:
 - Split registration cost
 - Food expense
 - Printing expense
 - Lanyards
 - \$180 for speaker, Harlan G. (\$680 less \$500 anonymous donation)
- **Decisions:**
 - \$75 early registration
 - \$95 late (cut-off date will be postmarked February 28, 2018)
 - \$45 Food (not breaking out lunch/dinner)
 - \$30 Banquet Meal only w/Entertainment
 - We will use EventBright to handle online registrations (Marla will work with Jim on this.)
- Scholarship Discussion:
 - Sarah and Julie will receive the scholarship requests
 - We will ask scholarship recipients to provide service during the conference (examples, Timers for Speakers, working Registration, Hospitality Suite, etc.)
 - Please hold off announcing this at meeting until after next Intergroup
 - Julie has a sample scholarship request form she would like to use
- Discussion for printing brochure
 - We want a quality product and approved spending this money in advance.
- Jeremy will be the point person for all registration questions
- An audio recording of the event will be made available.
 - Note: If the person who does the audio for us doesn't sell enough copies during the convention, she will charge us a one night minimum.
- Let your groups know:
 - There will be lots of service opportunities
 - Julie will announce that online registration will be available soon
 - We will have a hotel room coordinator for anyone who wants a roommate.
 - All are invited to attend
 - Julie and Celia will be attending every group meeting to discuss everything

Activities Report: Position Vacant
<ul style="list-style-type: none">•
Group Development: Ryan
<ul style="list-style-type: none">• Ryan asked for and was given some posters• Celia has the PDF of posters with local contact information• Ryan suggested groups could provide service together to help pull the group together.<ul style="list-style-type: none">○ Groups will be asked to put together a basket for the opportunity drawing
PIPO Report: Kris
<ul style="list-style-type: none">• Kris not in attendance
Communications Report: Position Vacant
<ul style="list-style-type: none">• Communications reports read aloud.
Old Business:
<ul style="list-style-type: none">•
New Business:
<ul style="list-style-type: none">• No new business.
Summary of Motions Passed at the September meeting:
<ul style="list-style-type: none">• Motion to approve July Minutes• Motion to accept Treasurer's Report• Motion that all USI 7th Tradition monies collected to be donated as rent to St. Joseph Villa.