

OAC Final Report - 10/5/2024

1. Things went well; we had a lot of compliments from attendees, especially on the talks. I want to especially recognize Sandy F., whose experience was priceless; Mimi R., who took charge of the speakers and programming, and made good use of her wide range of contacts; Yvonne G., who did yeoman's work running registration, among other things; Carolyn D., our indefatigable treasurer; Peter K., who used his professional experience in PR to promote the event; Kim S. and Ginette B., who ran ways and means so successfully; Linda L., who ran our Spring Fling fundraiser and generated over \$1400 for our account; Margie W., who ran a smooth and much appreciated hospitality room; whoever contributed the art work for the program and T-shirts (no one ever told me who that was!) and all the others who pitched in volunteering on the day of the event. I will also extend my thanks to the hotel staff, who were so responsive to our needs and changes.
2. Numbers: we had 126 paid attendees, of whom 81 attended the banquet!
3. We made money! We charged \$30 for admission and \$32 more for the banquet, and:
 - (a) After paying all the bills and returning what we borrowed from the Area, we have an additional \$1163.64 in profit. I have attached Quickbooks reports for the finances.
 - (b) I would like to note that without our Spring Fling fundraiser, we would have lost money. Prices for venues, rooms, and catering have definitely gone up compared to before the pandemic, and a little extra revenue really helps. It also helped promote the event.
 - (c) We do have 20 remaining T-shirts to sell, but they have been paid for, so we may increase our profit by \$320 if we sell them all.
4. I cannot thank our speakers enough; they were amazing, and we received many compliments for their sharing.
5. Our Alateens were amazed; they sold enough jewelry and other material to pay for everyone's attendance at KOMIAC (\$1300)! Many thanks to all the attendees who supported them.
6. Our literature office team sold about \$400 in literature, which went to the office. They also offered a literature basket raffle of their own.
7. Many thanks to Mary Pat, who represented AA at this convention, and hosted a separate room for AA meetings.
8. Nuts and Bolts Suggestions for the Next Team
 - (a) When choosing a venue, I would recommend talking to our AA friends first. They put on more events than Al-anon does, and taking advantage of their experiences can save a lot of time.
 - (b) Yvonne G. used a Google Form for registration that sent registrants' information directly into a Google spreadsheet. This saved a lot of time.
 - (c) We tried to connect a Square account to the Google Form to allow people to register

and pay online with a credit card. We did not get that to work, largely because Intergroup in Cincinnati shares an EIN number with the Literature Office here, which would have made our IRS records confusing. Another team may be able to make this work, but it will add \$4-\$5 to the cost of each admission.

- (d) Make sure that there is a microphone and loudspeaker in each room. Passing the microphone around the room after the presentation for questions and comments brought some great recovery into the event!
- (e) We had a screen and projector that went completely unused. Don't waste your money unless you have a primary speaker who needs it.
- (f) Our local Alateens sold enough jewelry and other program items to fully fund their trip to KOMIAC this year (\$1300!).
- (g) Our local Literature Office sold roughly \$500 in literature and more in their own raffle for baskets of literature. Thank you, Caroline and company.
- (h) Our groups and members contributed thirty baskets for the raffle! And Thomas, our Alateen who volunteered to pull and announce the basket winners did a super, funny, and energetic job at the last moment. Thanks, Thomas! The raffle generated \$610, and split-the-pot some \$130 more.
 - i. One suggestion I would like to make is to restrict winners to just one basket each. Statistically, it is almost certain that someone will win more than one. We had three multiple winners, which I feel badly about. One multi winner was the Alateen group, and they actually redistributed some of their basket winnings to other people, bless them.
 - ii. A second suggestion is to make sure that those who sell raffle and split-the-pot tickets have money aprons for change.
 - iii. Another comment is that it's hard to find rolls of tickets in different colors. The ones from Staples were covered in sticky glue! A couple of people suggested Party City and Amazon as possible other sources.
- (i) We generated some profit from T-shirt sales, but could have done a better job selling them at registration by simply hanging one up. We still have 20 left over, and I did send out an email blast to the groups promoting the sales of the remainder.
- (j) We could not have cleared our expenses without the Spring Fling fund raiser. The Holiday Inn venue was great, but prices have definitely gone up after the pandemic. Many, many thanks to Linda L. for running that event!
- (k) We learned too late that WSO needs thirty days notice to put an event up on their online calendar. Pick a date and a venue early; for WSO purposes, you don't need more than that.
- (l) We frankly had some confusion about printing the programs, and had easily twice as

many as we needed.

- (m) We needed more and better signs for the lobby, which the hotel staff did promptly address when it was requested. Thanks, Natalie! Given the size of the atrium, a lot of people had trouble finding the registration desk and hospitality room.
 - (n) The hospitality room was perfect in layout and well stocked, but was a loooooong way from the lobby, as was the elevator to the hotel rooms.
 - (o) We did not anticipate the need for money aprons for the basket raffle and split-the-pot sales. And the tickets purchased from Staples had sticky adhesive on them. We learned afterward that there were better ones available from Amazon and Party City. Getting two colors was a problem.
 - (p) The LibreOffice Write free word processor does a MUCH better job than Microsoft Word with inserting, resizing, and moving images around a docx document, and runs on Windows and Apple, among other OS's. That saved us hours at one point. (Note: LibreOffice is free for the download, I have no \$ in this, just experience, strength, and hope.) Someone else may have a better solution, but not for the cost.
 - (q)
9. I've attached copies of our flyer and our final program.