



**Monterey Bay Area Roundup (MBAR)  
2026 Committee Meeting  
Saturday, March 14, 2026 10:00 AM  
Zoom ID: 330 100 7207 | Password: 2026  
Recorder: Michael B.**

**I. Financial Report**

- a. Current cash balance reported estimate \$20,906.
- b. March registrations to date exceed \$3,000.
- c. Two upcoming fundraisers remain (St. Patrick's and Bingo).
- d. Committee openings: Raffle Prize Chair, Hospitality Chair, Social Media Co-Chair.
- e. Action items:
  - i. Treasurer to continue tracking deposits and reconcile cash boxes after events.
  - ii. Treasurer to provide change fund and coordinate cash box distribution for events.

**II. St. Patrick's Day Event (March 21st)**

- a. Setup at 11:30am; event starts at 1:00pm.
- b. Needs: setup, cleanup, parking guidance, trash removal, cash / registration table(s), raffle table, 50 / 50.
- c. Food: potluck plus provided entrées; ice chests to be supplied.
- d. Tables / chairs: venue has some; committee to bring extras as needed.
- e. Incentive: leftover 2024 travel mugs to be used for on-site registration giveaways.
- f. Payment options: venue accepts Venmo; checks generally not accepted.
- g. Action items:
  - i. Event team to confirm list of needed cash boxes (registration, raffle, 50 / 50) and ensure availability.
  - ii. Volunteers to staff setup / cleanup / parking / trash; assign leads for each function.
  - iii. Raffle coordinator to collect donated prizes and bring receptacles for ticket buckets.
  - iv. Registration team to confirm onsite laptop / table and process for marking cash payments.

**III. Registration (Online and Paper)**

- a. Primary registration workflow is the website (tiered pricing); single registration page preferred over multiple QR / payment codes.
- b. Spanish community requested and developed a paper registration form to accommodate preferences / barriers.
- c. Need designated ownership for: distributing / collecting paper forms, secure handling of cash, and data entry into the registration system.
- d. Cash payments entered as "unpaid" in backend until reconciled with deposits.
- e. Action items:
  - i. Identify and designate paper registration coordinators (one for Spanish community + backups) to distribute / collect forms and forward funds.

- ii. Data entry volunteers to input paper registrations into website and flag payment status.
- iii. Treasurer to receive collected cash / checks and reconcile deposits against website records.
- iv. Committee to provide scheduled onsite registration support at upcoming meetings / events (list to be published).

#### **IV. Outreach & Flyers**

- a. Estimate 600 flyers distributed across central and southern counties; plans to expand to coastal districts.
- b. Next round of flyers to include QR code directing to the registration page (not multiple payment QR codes).
- c. Consider consolidating flyers so single packet can serve AA, AI-Anon, and Spanish-speaking audiences where appropriate.
- d. Request for additional printed flyers; low-cost printing being coordinated.
- e. **Action items:**
  - i. Outreach team to add QR code to all flyers and coordinate distribution quantities per area.
  - ii. Communications to consolidate messaging across A.A. / AI-Anon / Spanish where legally / format-appropriate.
  - iii. Reimbursement requests to be submitted for outreach printing costs (budget available ~\$750).

#### **V. Program, Venue & Activities**

- a. Venue logistics: conference center rooms reserved; setup Friday afternoon; possible terrace / fire pit dependent on scheduling.
- b. Preliminary schedule drafted: Friday setup / whale watch options, kick off speakers, Spanish folklorico performance, workshops, panels, activities (rock painting, photo booth, line dancing, sound bath / Pilates), dinner & main speaker, Sunday panels / bingo / raffle.
- c. Concerns raised about time-packing in large rooms and transitions between sessions.
- d. **Action items:**
  - i. Program team to finalize schedule with realistic transition buffers; confirm room assignments and audio-visual needs.
  - ii. Activities team to prepare budgets and supply lists for planned activities; present at next committee call.
  - iii. Events / logistics to plan crowd control and swap-out procedures (consider countdown / clocks or emcee / host to keep schedule).
  - iv. Raffle / Prize team to secure locked storage for prizes overnight and define prize pickup process (allow proxies).

#### **VI. Hybrid / audio-visual Considerations**

- a. Hybrid / Zoom option for at least one meeting under discussion; cost and audio-visual logistics to be confirmed.
- b. Local meetings reported simple laptop-based hybrid setups possible at low / no cost.
- c. **Action items:**
  - i. audio-visual / Tech subcommittee to evaluate hybrid streaming options and costs; report recommendations.

**VII. Coordination & Next Meetings**

- a. Emphasis on consulting registration / web team before proposing process changes (to avoid scope / technical issues).
- b. Upcoming dates: committee call March 31; full committee April 11; Al-Anon speaker meeting March 15; St. Patrick's March 21; Birthday meeting March 28; Bingo May 11.
- c. Action items:**
  - i. Chair to publish meeting schedule and volunteer signups for immediate events.
  - ii. All teams to report progress at next committee call (March 31) and provide any request for resources.

**VIII. Closing**

- a. Meeting ended with gratitude; serenity / prayer closed the meeting.

**IX. Submitted by: MBAR Committee (minutes prepared per group consensus)**