Monterey Bay Area Roundup (MBAR)

2026 Committee Meeting Minutes

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Committee Meeting Minutes

Saturday, August 15, 2026 – 10:00 AM
Zoom Meeting
Co-Host/Recording Secretary: Michael B.

I. Call to Order

a. Meeting called to order.

II. Serenity Prayer

a. The committee opened with the Serenity Prayer.

III. Twelve Traditions

a. The Twelve Traditions were read.

IV. Approval of Previous Minutes

a. The August 8, 2026 meeting minutes were approved.

V. Chairperson's Report – Jenn G.

a. Jenn thanked committee members for their continued participation and service as MBAR enters the final three weeks before the event.

b. The committee's two major priorities during the final stretch are:

   i. Outreach

   ii. Recruiting onsite volunteers/helping hands

c. There has been a fabulous response to both the Dinner and Ice Cream Social. Pre-registration is particularly important because it allows the committees to accurately determine food quantities and prepare appropriately.

d. Committee members were encouraged to continue sharing MBAR information, flyers, registration information, volunteer opportunities, and announcements throughout the fellowship.

VI. Treasurer's Report – Leslie S. & Tony I.

a. Period Ending August 15, 2026

   i. Beginning Balance: $34,371.40

   ii. Wix Registration Transfer – 8/6: +$1,804.61

   iii. AA/Al-Anon Travel – 8/6: -$771.42

   iv. Wix Registration Transfer – 8/13: +$208.70

   v. Wix Registration Transfer – 8/13: +$111.94

   vi. Net Activity: +$1,353.83

vii. Ending/Bank Balance: $35,725.23

viii. Variance: $0

ix. Cash Box/Change Fund: $200

VII. Registration Numbers

i. Total Registered: 263

ii. Dinner: 119

iii. Ice Cream Social: 124

b. Leslie also presented registration information organized by city/ZIP code, giving the committee a visual picture of where attendees are coming from. Registrations represent the Monterey Peninsula and surrounding Central Coast communities as well as attendees traveling from other parts of California and beyond.

c. This information can assist the committee in evaluating current outreach and identifying areas where additional outreach may be helpful.

VIII. Al-Anon Update – Dawn C.

a. Dawn has been actively working with Al-Anon members and coordinating participation for MBAR.

b. Al-Anon will have a presence in the hallway with three tables, including space for Al-Anon literature.

IX. 50/50 Raffle – Karen

a. Friday 50/50 Raffle time was identified as:

b. Friday: 4:00–5:30 PM

c. Saturday and Sunday times need to be confirmed.

X. Facilities – Brittney B.

a. Brittney presented detailed facility maps and proposed layouts for the Monterey Conference Center.

b. The committee reviewed placement and traffic flow for:

i. Registration

ii. Merchandise

iii. Raffle/50-50

iv. Literature

v. H&I

vi. Activities

vii. Hospitality

viii. Marathon Meetings

ix. Recovery information

x. Signage

xi. Patio/high-top areas

xii. Photo Booth

xiii. Ballroom and meeting-room configurations

XI. Friday Layout

a. The Serra Ballroom is planned for approximately 500 theater-style seats, with the ability to accommodate additional seating if necessary.

b. The lobby/entrance area will include Registration, 50/50 Raffle, Merchandise, Recovery information/cards, Literature, H&I and other attendee resources.

XII. Spanish Community

a. A room will be configured for approximately 80 people for Spanish-language programming.

b. Saturday/Sunday Room Transitions

c. The committee reviewed room transitions necessary for meetings, activities, dinner and dance programming.

d. Saturday dinner planning includes approximately:

i. 15 rounds

ii. 150 seats

e. The committee also reviewed theater-style seating, airwall changes, AV/screen needs and transitions required before the dance.

XIII. Stevenson 2 – Activities

a. Saturday activities discussed included:

i. 8:30 AM – Sound Bath

ii. 1:30 PM – Waterwolf

iii. 3:00 PM – Somatic Meditation

b. Sunday activities include:

i. 9:30 AM – AA Trivia

ii. 3:00 PM – Ice Cream Social

iii. 3:30 PM – Line Dancing

c. Approximately 24 chairs are available in the activities area, with additional tables, rounds and/or high-top tables available as needed for Ice Cream Social overflow.

d. Facilities will also work on providing an additional table/appropriate space for Conor and the Raffle Prize Committee.

XIV. Facilities Motion

a. A motion was made regarding the presented facilities/layout plan.

b. Motion voted on and approved.

XV. Water Stations

a. Water service options were discussed:

i. Water station: $45 each

ii. Refill: $25

iii. The Conference Center also provides free water-bottle refill stations for attendees.

XVI. Raffle / Speaker Meeting Coordination

a. Carolyn raised the issue of how and when raffle winners should be announced so that raffle activity does not interrupt the speaker meeting.

b. One option discussed was to post winning numbers on a board and allow winners to pick up their prizes after the speaker.

c. Discussion continued regarding the best procedure. The committee moved forward with planning, but the exact raffle announcement/pickup process remains to be finalized.

XVII. AA Trivia Prizes

a. The committee discussed using leftover 2024 MBAR merchandise as prizes for AA Trivia.

b. A motion was made.

c. Motion voted on and passed.

d. Leftover 2024 merchandise may therefore be used as AA Trivia prizes.

XVIII. Photo Booth

a. The committee discussed whether the Photo Booth needs to be staffed continuously.

b. The intention is to make the Photo Booth available throughout MBAR as a self-service activity, as it is relatively easy for attendees to operate.

c. A sign will be posted reminding attendees not to congregate or block the walkway/escalator area.

d. Photo Booth needs include:

i. Small table for props/wearable items

ii. Access to an electrical outlet

iii. Extension cord brought by the committee

e. The committee will bring its own extension cord to avoid unnecessary additional charges from Encore.

XIX. Registration & Accessibility – Edwin

a. Edwin proactively contacted individuals who indicated that they may require special assistance or accessibility accommodations.

b. Two attendees have identified assisted-listening/accessibility needs, including one Spanish-speaking attendee.

c. Available accommodations discussed include:

i. Closed captioning

ii. Spanish closed captioning in the main room

iii. Possible assisted-listening headphones

d. Carolyn will assist Edwin in determining whether closed captioning adequately meets the identified needs or whether assisted-listening headphones are also required.

XX. Pre-Event Email Blast

a. Edwin discussed sending a comprehensive pre-event email blast to registrants.
b. The communication will include important MBAR information, reminders and instructions, including information about onsite purchases and payment procedures.
c. MBAR will utilize QR codes and POS technology, including Tap to Pay and other electronic payment options, reducing the need to manually enter credit-card numbers.
d. The technology was successfully used previously at Bingo.
e. À la carte QR codes will be available for various purchases and activities.

XXI. Cross-Committee Coordination

a. Edwin requested coordination and assistance between:
    i. Registration
    ii. Al-Anon Outreach
    iii. Spanish Community
    iv. Welcome Committee
b. The goal is to work together on attendee communication, outreach and welcoming participants.

XXII. Ice Cream Social

a. Carolyn reminded the committee that MBAR previously ran out of ice cream.
b. Pre-purchased/pre-registered attendance numbers will be used to help establish accurate quantities.
c. The committee is actively planning inventory and quantities to ensure sufficient ice cream is available this year.
d. A budget increase is needed for the Ice Cream Social.

XXIII. Breakfast / Bingo

a. Breakfast burritos will be $15 per person.
b. A budget increase is needed for the Breakfast/Bingo burritos due to a misunderstanding regarding the original needs and associated costs.

XXIV. Decorations – Katherine

a. Katherine and May are working together on decorations.
b. There is a large quantity of decoration materials/items to organize and coordinate.
c. They will also communicate with Conor regarding space and areas where decorations and raffle-prize setup may overlap.
d. An additional decorations budget increase is needed.

XXV. Welcome Committee – Gary / Ali

a. Welcome Committee volunteer spots/shifts are filling up.

b. Gary expressed confidence that the remaining positions will be covered before MBAR.

XXVI. H&I – Mark F.

a. Mark reported that the H&I setup is in good shape.

b. William G. will staff the H&I table.

c. Committee members were encouraged to pass along names of anyone who may be interested in volunteering so additional coverage can be coordinated.

XXVII. Marathon Meetings – Noah & Jesus

a. Jesus is working with Noah to divide and organize the Marathon Meeting schedule and speakers.

b. Carolyn has also assisted with the planning and helped keep the process on track.

c. Jesus is creating the Marathon Meeting posters/signage.

d. The Monterey Conference Center will allow MBAR to use easels for the signage.

e. Mark S. has also assisted Noah and Jesus by helping guide them through the process and setup.

XXVIII. Seventh Tradition Procedure

a. Seventh Tradition envelopes will be provided for the hourly Marathon Meetings.

b. Contributions will be placed into the appropriate envelope and turned over promptly to the Treasurer so that money does not remain unattended or accumulate in meeting rooms.

c. Jesus will meet with Leslie to coordinate the collection and handoff procedure.

XXIX. Merchandise – Kevin

a. Kevin provided an overview of merchandise needs based on previous sales, remaining inventory and current preorders.

b. Previous merchandise sold out or nearly sold out across many items, and the committee reviewed anticipated demand by shirt size.

c. Particular attention was given to having adequate Large and XL sizes, while maintaining appropriate quantities of Medium and Small.

d. Jenn prepared an analysis to assist with determining quantities.

XXX. Approved Merchandise Order

a. Proposed order:

   i. 110 short-sleeve shirts @ $14 = $1,540

   ii. 50 long-sleeve shirts @ $21 = $1,050

   iii. 45 mugs @ $25 = $1,125

b. Total: 205 items
   Total order cost: $3,715

c. Current preorders discussed:

i. 22 shirts preordered
ii. 5 mugs preordered
iii. 27 total merchandise preorders

d. Sweatshirts were discussed but were not included in the proposed order. They may still be ordered separately if warranted.

XXXI. Merchandise Motion

a. A motion was made to approve Jenn's proposed merchandise order.
b. Motion voted on and passed.
c. The approved order is therefore:
d. 110 short-sleeve shirts, 50 long-sleeve shirts and 45 mugs for a total cost of $3,715.

XXXII. Merchandise Staffing & Procedures

a. Carolyn recommended that Kevin obtain additional help because the merchandise area will be responsible for both:
   i. Distributing preordered merchandise
   ii. Processing onsite merchandise sales
b. Kevin would like one or two volunteers to assist.
c. A procedure will be developed to clearly separate preorder fulfillment from onsite sales.
d. Merchandise preorder reminders will also be included in attendee communications.

XXXIII. Additional Ordering/Fulfillment

a. Merchandise can be:
   i. Ordered for Conference Center pickup
   ii. Shipped directly to a customer's home
   iii. Ordered during MBAR if an item or size sells out onsite
b. Customers choosing home delivery will be responsible for shipping costs.
c. This provides MBAR with additional flexibility if certain merchandise sells out during the weekend.

XXXIV. MBAR Coffee Huddle

a. The committee discussed holding a Coffee Huddle before Friday setup.
b. The schedule must take the Whale Watching Tour into consideration.
c. Conference Center move-in/setup can begin at approximately 2:00 PM Friday.
d. A tentative Coffee Huddle time of approximately 1:00 PM was discussed.
e. Possible locations mentioned included:
   i. Carmel Bakery
   ii. Ad Astra
f. Final time/location remains to be confirmed.

XXXV. Post-MBAR Committee BBQ / Celebration

a. The committee discussed holding a gathering following MBAR to:
   i. Celebrate the committee's service and accomplishments
   ii. Compare notes
   iii. Review what worked well
   iv. Identify areas for improvement
   v. Preserve lessons learned
   vi. Help prepare the next MBAR committee
   vii. Introduce/connect outgoing and incoming committee members
b. A motion was made to hold a post-MBAR BBQ/celebration and introduction gathering.
c. Motion voted on and passed.

XXXVI. Key Follow-Up / Action Items

i. Continue aggressive outreach and volunteer recruitment.
ii. Confirm Saturday/Sunday 50/50 Raffle times.
iii. Facilities to coordinate additional table/space for Conor.
iv. Bring extension cord for Photo Booth.
v. Finalize Photo Booth placement and walkway signage.
vi. Edwin/Carolyn to finalize assisted-listening/headphone needs.
vii. Spanish closed captioning to be available in the main room.
viii. Edwin to coordinate comprehensive pre-event email blast.
ix. Registration, Al-Anon Outreach, Spanish Community and Welcome Committee to coordinate attendee outreach.
x. Address requested Ice Cream Social, Decorations and Breakfast/Bingo budget increases.
xi. Kevin to recruit 1–2 Merchandise volunteers.
xii. Develop procedure for merchandise preorders, pickup and onsite sales.
xiii. Send merchandise preorder reminder to registrants.
xiv. Jesus and Leslie to coordinate hourly Seventh Tradition envelope procedures.
xv. Continue recruiting additional H&I volunteers.
xvi. Finalize raffle-winner announcement/pickup procedure.
xvii. Finalize Coffee Huddle time and location.

XXXVII. Upcoming Meetings

a. Next MBAR Committee Call:
   Saturday, August 22, 2026 – 10:00 AM
b. Additional committee meeting previously scheduled:
c. Saturday, August 29, 2026 – 10:00 AM

XXXVIII. Adjournment

a. Meeting adjourned and closed with the Serenity Prayer.

b. Respectfully submitted,
Michael B.
Recording Secretary
Monterey Bay Area Roundup 2026