

## Spring 2020 ETAAA Final Report

District 5 had many obstacles to face while planning the Spring 2020 ETAAA. Our District Representative stepped down and our Alternate DR stepped into the role of DR as well as Host District Chairperson. At the same time, our HDC Treasurer stepped down. The District 5 Treasurer stepped in until a new HDC Treasurer was in place. Two months after all the positions were filled and the planning began to smooth out, we were faced with a Global Pandemic which brought it's own obstacles.

In looking at the CDC Guidelines and the restrictions placed on the City of Houston and Harris County, one half of our HDC Committee expressed that they would not physically be present due to compromised immune systems. These concerns were shared with our Area Chair. Though we missed being with everyone, we were relieved that the decision was made to cancel the event.

As a result of canceling the event, District 5 had another set of duties at hand. We were able to get a full refund from the hotel without penalty. Also, we were able to refund all the ETAAA registrations. Eventbrite absorbed all transaction fees. However, we were not able to recuperate the following expenses:

- P.O. Box
- Registration Flyer printing cost
- Raffle supplies & decorations
  - These supplies will be passed on for the next Area Event

### What did we learn?

Life happens and you have to adjust.

Members like to be informed on changes sooner than later.

The sooner you request the startup money the better.

Submitted by:

Heather N.

District Representative

East Texas Area 53 District 5

<b>Description</b>	<b>Amount</b>
<b>Income</b>	
start up money from Area	3,500.00
<b>Total Income</b>	<b>3,500.00</b>
<b>Expenses</b>	
Hotel Deposit	800.00
Banking - Order Checks	10.00
Mailbox Rental	118.00
Printing/Flyers/Mailing	104.94
Raffle Supplies	93.89
Decorations	103.87
Travel Expense for WSO Speaker	497.01
<b>Total Expenses</b>	<b>1,727.71</b>
<b>Expenses Recuperated</b>	
Hotel Deposit - Returned	800.00
Reimbursement for Travel	497.01
<b>Total Recuperated</b>	<b>1,297.01</b>
<b>Shortfall of start up funds</b>	<b>430.70</b>

**\*Note: Registrations were halted while the facts were being considered in deciding to cancel the Assembly. The Registrations that came in were reimburse.d in full with no additional fees**