



HAWS Minutes for 5/21/2017

Keywords: 2018 world convention, account signers, convention hotel contract, heroinanonymous.com, translation, marketplace, conference outreach, writing committee chair

Meeting opened with the serenity prayer at 9:35 am.

Attendance

Jason S. (Phoenix, AZ), Chris G. (Phoenix, AZ), Sharmyn T. (Phoenix, AZ), Paul F. (Portland, OR), Ian F. (Prescott, AZ), David S. (Phoenix, AZ), Mike L. (Phoenix, AZ), Meagan F. (Birmingham, AL), Josh Q. (Phoenix, AZ), Satia M. (Portland, OR), Denver P. (Phoenix, AZ), Claire F. (Portland, AZ), Bryan L. (Toledo, OH), Tim H. (Portland, OR), Jessica H. (Portland, OR), Izzi R. (Las Vegas, NV), Faith B. (Phoenix, AZ)

Previous minutes read

Motion to accept with minor corrections. Motion passes.

Treasurer's Report (Josh Q)

- Prudent reserve: \$6,000.00
- Beginning balance: \$2,744.47
- Ending balance: \$5,634.01

Josh needs to set up a Chase Bank account for the HAWS Convention so they can access the convention funds. This is because the previous convention account is a bank based out of Phoenix. He talked to the Convention Fundraising committee and they need \$300 - \$500 of seed money for events. We will revisit the distribution of these funds when the Chase account is set up.

Josh will soon finalize the budget for next year.

Trademark of logo: Got together with Chris G. We need to show examples of how the logo is already in use in order to complete the trademark paperwork. Chris and Josh are working on it.

Josh is working with the Convention Committee to finalize the hotel contract (credit card is required, signer from the bank account is required).

Motion to accept. Motion passes.

Webmaster Committee Report (Meagan F.)

Someone in S. Africa requested a translation for the upcoming conference. Sharmyn T volunteered to help this individual. Meagan will forward the person's information to Sharmyn.

Meagan is going to draft a letter to heroinanonymous.com because they use the Heroin Anonymous name without being affiliated with the program of Heroin Anonymous. Previously, it was discovered that donations meant for HA were going to their web site instead of going to Heroin Anonymous. Meagan will send the draft to the committee for approval.

The Convention Chair (Paul F.) asks Meagan to change the Convention section of the web site. Paul will send the information to her.

Chips and Literature Committee Report (Faith B.)

There has been a lot of difficulties with chip orders and customer complaints. She is considering writing a disclaimer on the web site.

A chips and literature committee was established.

Most orders are bundles.

We will need a new chip order in the near future.

The startup kit chair says that the startup kits are being sent at a rate of about 10 kits per week. He is checking in with people about 3 months after the kit was sent. He has only received a few messages so far.

We are planning to switch marketplaces (away from PayPal). Faith will get with Meagan and the rest of the webmaster committee to achieve this.

Writing Committee (Vacant)

No report.

Structures and Bilaws Committee (David S.)

David has some information to send with 2017 conference attendees regarding delegates and other facets of general service.

The draft of the HA Service Manual will soon be complete and be a part of that information.

Convention Chair (Paul F.)

The convention committee is eager to get the hotel contract officially signed and approved. Paul will work with Josh and Mike to get the bank account signer situation resolved (a requirement for the hotel contract completion).

A draft of the registration page was shown to the board and the board offered suggestions. Some other information and registration options will be added.

David suggested that this page be used for conference attendees as well but it was decided that a better option was to use a separate page for delegates while providing the same link for the hotel registration so that room nights for the delegates go toward the convention requirements.

Conference Chair (Sharmyn T.)

Tara has called about 2/3 of the contacts from the HAWS web site. They will finish these and make follow-up calls. Members from the following states have confirmed: NH, PA, WV, WI, OR, AZ, MO, AL

Old Business

The Writing Committee Chair is still vacant. Ian F. (Prescott, AZ) was nominated for this position. Discussion was held and motion was passed. He now holds both an at-large position and the writing committee position.

New business

Chris needs to work on the bidding application and guidelines for the convention for 2020.

Mike will get ACC application from Josh to adjust the signers on the HAWS bank account.

Josh should take another look at the treasurer's reports to make sure they are updated and consider changing the format.

Motion to close. Motion passes.

Next HAWS board meeting: Sunday, June 11th, 2017 at 9:30 am at AZ time