



HAWS Minutes for 8/9/20

Keywords: IRS filing approved, Positions filled, employee application, Mainline outreach

Meeting opened with the serenity prayer at 9:32 am.

Attendance

Faith M. (Phoenix, AZ), Melinda M. (Phoenix, AZ), Josh Q. (Phoenix, AZ), Chris G. (New Haven, CT), Adam D. (Phoenix, AZ), Pat B. (Rochester, NY), Katie C. (Birmingham, AL), Mike L. (Phoenix, AZ), Aiden F. (Phoenix, AZ), Ole C. (Phoenix, AZ)

Tradition: Tradition 8 was read.

Previous minutes read

There was a motion to accept the previous minutes and the motion passed.

Treasurer's Report (Josh Q.)

- Prudent reserve: \$6,000.00
- Beginning balance: \$14,962.64
- Ending balance: \$14,150.04

Josh Q. said the hotel contract for the convention and conference is now signed and ready for next year. We are waiting for the paperwork to come to the P.O. Box with our current federal filing paperwork, this will allow us to update G-Suites, but it is confirmed they received it. The Mainline has not reached out for money for their book yet.

Motion to accept, motion passes.

Webmaster Committee Report (Chris G.)

Chris G. said they have been working on a system for a new shopping cart for the website. This will allow the user to click on each bundle we offer and have a list of all the items that are included with that bundle. This will work for both the literature and chip bundles. There have not really been many updates to online meetings or any meetings for that matter, which is strange. As a result, the committee has chosen to have a submission placed in the Mainline to remind members to update their meetings.

Chips and Literature Committee Report (Faith M.)

Faith said they updated the guidelines for the committee. They combined several various positions to minimize the number of persons that is suggested to be a part of this committee. She had a recommendation come through that is interested in filling the employee position. She has spoken with

him, received an application, conducted a phone interview, and really likes him. He has prior service work in his background. She is scheduling a training day with him soon to make sure he is ready for the transition in a couple of months. Faith noticed that there has not been any mail at the P.O. Box for a while. There will need to be someone that takes over carrying the key for the box, it was suggested that Adam D. take over that. There has been a little over \$1,000 in sales in the last 30 days.

Mainline (Aiden F.)

Aiden said they had 16.2% open rate and 2.8% click through rate on the first send of the campaign. They had a 5.2% open rate and .6% click through rate on the resend campaign. The numbers seem to be settling, which means that the current subscribers we have seem to be fairly interested in reading the monthly content. There is still no update on the printing of the 2019 book, but the plan is still to get it done.

Structure and Bylaws Committee (Pat B.)

Pat said he has not completed the things that were asked last month but is continuing to make progress with them. He is going to work on guidelines for hiring and contracting paid employees to be added to the guidelines as well. He will have these things to present next month.

Convention Chair (Chris G.)

Chris said everything is going well. The fundraising chair has stepped down. This is not a huge concern since most places are still not available for in person events yet. The hotel contract has been finalized.

Haws Conference Liaison (Faith M.)

Faith said on August 29, 2020 the conference is hosting an online shindig. They will have break out rooms online for hospitality, a speaker (Andrew K. from Ten.), and more. This will help continue to raise awareness for the conference next year.

Old Business

G suites needs a current federal filing papers which takes a while to get. Josh will submit the request and let us know when he has received it so it can be submitted to Google. Will set up domain name email addresses when the G suites is completed. (from previous meeting in July 2019, still in process)

Adam D. will resubmit blurb in the Mainline outreaching open positions including an advisor and 2 at large positions. (will remain but originally from January 2020)

Aiden makes a motion to be granted \$322.70 to print 25 issues of the Mainline book they have created to be shipped to a few areas across the U.S. to test the response, seconded, passes.

Tom makes a motion for the board treasurer to get back to the board with what the requirements will be to broaden our trademark to be more inclusive by the end of 2021, seconded, passes. (Originally presented June 2020)

Aiden makes a motion to accept the new Mainline submission guidelines and have them replace the current ones that are on the website as well as be placed on the website with a downloadable PDF format on the resources page of the website, seconded, Josh motions to table this to allow the board to review the updates, seconded, passes. Ole motions to approve these guidelines, seconded, passes.

There was discussion that took place, through a concern of having members that are not on the board being a part of our meetings. There are, at times, other members that may have a reason to be present and in that circumstance we may want to welcome them at the beginning of our meetings and have them leave the meeting after they present their information, to allow this board to conduct our normal meeting after that. It was suggested that Pat starts to put some language together to make it clear that these meetings are closed and open to board members and invite only. (originally from July 2020)

There was a concern that the corporate filings with the state of Arizona have not been updated. Mike L. said he would update everything and report back to us when it is finished. (originally from July 2020)

Chris makes a motion that the board's finance committee give a look over to the convention contract before it is signed and that the language be added to the bylaws, seconded, passes. The contract has been signed but we are still waiting for the language to be added to the bylaws for future reference. (originally from July 2020)

New business

There was a long discussion on whether we should continue to use the Mainline to outreach this boards current open positions. There were suggestions of having the applicants submit references from other members of the fellowship, ideally board members or conference delegates. There was also a suggestion of possibly moving current at large positions into other positions and only out reaching at large positions. After the discussion it was suggested that we send an email out to include Tom since he was not available for this meeting and continuing this discussion next month before any decision is made.

Aiden makes a motion for the Mainline to have information about sending content and raising awareness of the Mainline included in all start up kits, seconded, passes.

Adam D. makes a motion to move Katie C. into the chips and literature position, seconded, passes.

Adam D. makes a motion to move Melinda M. into the treasurer position, seconded, passes.

Motion to close. Motion passes.

Next HAWS board meeting is Sunday, September 13, 2020 at 9:30 am AZ time.