



H.A.W.S., Inc. Minutes for 1/9/22

-Meeting opened with the serenity prayer at 9:34 am.

*Chris C, World Conference Structures and Bylaws Committee Chair addresses board about concerns with a memo written and sent to delegates in October. His committee feels that information regarding trustees is misleading and against the intentions of the conference, the intention of trustees is that they would be members of HA. The crux of the committee's issue with this memo is that it implies that trustees could be non-addict volunteers.

1. Attendance:

-Adam D. (Phoenix, AZ), Pat B. (Rochester NY), Brandon H. (Birmingham AL), Sara U. (Indianapolis IN), Vance S. (Canton OH), Ole C. (Phoenix AZ), Brent B (Birmingham AL), Matt L (Austin TX), Logan C. (Birmingham AL). Anna A. (Boulder CO), Wayne B. (Warren, OH), Zach A. (Rochester NY), Billy N. (Del Ray Beach, FL), Jon P. (Rochester, NY)

2. Tradition: -Tradition 1 was read

3. Previous minutes read:

-Minutes read and approved

4. Treasurer's Report (Wayne):

-Chase balance: \$36,448.54

-Paid out \$109 for website and \$54 for expenses

-Wayne and Matt noted that there are inconsistencies in the PayPal account used by chips and lit, would like to be given access to this account for financial review

-Billy asks if we can change the way we approve treasurer's report, to a more uniformed way accepted by most nonprofits. Sarah and Wayne add discussion in favor of this idea.

-Adam suggests working with pat to recover treasurer email

-Treasurer's report is approved after discussion

5. Webmaster Committee Report (Sara R.):

-New tech committee member Geoff from WNY will be joining committee, looking at feasibility of new website. Attending LCF committee and following updates the literature on website. No more suffering reading is now on website. Convention speakers and wrap up are in process of being added. Small things are being added to new cart system. Working with Wayne to update financial information on website. Worked on shipping with chips and lit to resolve issue. Referrals and new emails, committees needed to login with emails to access referrals, trying to change the emails involved has proven difficult, system should be changed to be more uniform, Sara feels they should all be @heroinanonymous.org emails. Discussion follows about transitioning conference chair emails to be under our google nonprofits user setup. Brent feels this should be a conference decision

6. Chips and Literature Committee Report (Adam & Brandon in place of Katie):

-Adam describes executive board meeting that was held to go over discrepancies in missing funds (close to \$2,000) from the chips and lit PayPal account. Due to these issues, the executive committee voted to temporarily suspend Chips and Lit chair pending 2/3's vote by entire board

-Adam motions to Vacate Chips and Lit Chair position, motion is seconded. Discussion follows, motion passes unanimously

-Brandon describes measures he as been taking to get chips and shipping back on track while temporarily filling this position

-Discussion about defining paid "employees" or subcontractors correctly in legal terms

7. Mainline (Logan C):

-Clicks: 3.3%, Opens: 36.4%, Subscribes: 5, Unsubscribes: 7, Average open rate: 12.9%

-This last month we had a huge spike, almost double, in people opening the mainline. We published it on a weekend in December, and we're going to do a trial run of posting it on the weekend to see if the numbers stay consistent. Other than that, everything is going as usual with the mainline. The four of us are doing an excellent job of keeping things going.

-Mainline opens have doubled! Great news, discussion about concepts section in mainline

8. Structure and Bylaws (Pat B.):

-Planning to work on guidelines for executive committee and Chips and Lit Chair for next month, received amended section of minutes for HAWSC Lit committee from Conference Secretary

10. Haws Conference Liaison (Zach):

Voted in conference dates for July 13-15th in Crown Plaza Hotel near Phoenix Airport for price of \$1800++ with meeting rooms being free and provided breakfast each full day of session, Tuesday the 12th will cost \$250 for setup, discussed how to get information to delegates. \$94 per night with block of 20, 16 need to sell. Three new Areas have applied to be recognized. Discussion about who can sign for these contracts, it is unclear. Adam notes that confusion is expected because this is first ever standalone conference. Contract will be out to board for review and hopefully signed by the 21st of Jan.

11. Nominations Committee (Ole):

- Trevor F interviewed for at large, highly qualified, moving to look into socials and references
- Discussed Alex L application and resume for non-addict advisor, moving to offer interview on 1/16 or 1/17

12. P.I. Chair (Brent):

- Interview with Mainline went well and has started to expose the fellowship to the existence of the new PI position and email for my position.
- I have received a few emails to the new email and accordingly responded to them.
- I am giving a PI presentation today at 1pm central on PI to the New York Area. I am going to not only present info on PI but also try to use this as an opportunity to try to recruit members to my PI committee.
- I am reaching out to a few select people in the fellowship to start forming my committee which is my current focus.

13. Outreach (Anna):

- Developed position responsibilities and guidelines
- Has begun communication with fellowship and inquiries from new groups and areas
- Had some questions for board about the delegate list and where to forward complex concerns

12. Old Business:

- G suites needs a current federal filing papers which takes a while to get. Adam 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) updated 4/11/21: still have not heard back, Adam will email Google again. 5/2/21, Submitted new case but still has heard anything back, will review next month.

6/13/21 Adam still has not heard anything back Pat will submit new request with assistance from Adam and Melinda.

7/11/21 Pat received a notice from google that their support team will be in touch on this matter within 24 hours, more to come next week. Discussion took place about using GoDaddy emails instead of Google Workspace.

8/8/21 Pat has been in communication with google and initiated the process to switch our account to google for non-profit, this is under review, more updates to come

10/10/21- Pat states this has fallen on backburner, will provide legible report next month

11/14/21- Pat is tracking down emails from google to activate non-profit account, this should be the final step to transitioning our account and will allow us to have more “.org” emails

12/12/21- Pat had to go through the process to re-submit the non-profit validation from google, should finally be set up within 14 days

1/9/22- Pat is pleased to announce that our Google for Non-Profits is up and running! We have access to free @.org emails for all and many other useful services. Pat makes motion that all Board members migrate to official emails, after some discussion, the motion is tabled.

- Motion to close our Arizona Federal Credit Union checking and saving accounts, seconded, motion passes. updated 4/11/21: stays on old business until debit card and other issues are sorted
- Melinda M. makes a motion to remove Josh Quinn and Faith Mullender (Brewster) from all bank accounts, seconded, motion passes. updated 4/11/21: stays on old business until debit card and other issues are sorted.
- Billy N makes motion to look into the feasibility of trademarking the name “Heroin Anonymous”
*Seconded and passes

-Updated 5/2/21- got into discussion about 12 step copywrites with a paralegal involved with small trademark/ copywrite firm. Billy is sitting down with paralegal this month to go over recommendations.

-Report on 6/13/2021- giving written presentation on trademarking name Heroin Anonymous next month, meeting with paralegal was very productive.

-Report on 7/11/2021:

Billy identified a lawyer in Texas who could economically handle our Trademark issue for the name “Heroin Anonymous”.

Tom Mistili is admitted in several states to practice. He is experienced with non profit organizations business practices and some of those 12 Step Fellowships. His usual rate is \$295 per hour but he discounts for non-profits and I think he would accept \$250 an hour.

-Update 1/9/22 spoke to tom 2 weeks ago and is waiting for more information

- **Motion:** That the board have existing board member who chairs an Intellectual Property subcommittee. This could rotate every two years and I would be willing to chair the first time. (This was seconded and tabled in July)

-Discussion 8/8/21 Billy states that the term length and who will fill it are not set in stone. It is important to keep track of HA's intellectual assets like we do out financials.

*Motion passes, Billy and Pat will work on description of committee to submit for the board approval

-Update 1/9/22 Billy and Pat will touch base on this

- Pat B. presents S&B letter voicing concern for HAWS Trustee memo, the letter is discussed. Pat B. makes motion to honor Chairman's request to address HAWS at new board meeting, motion passes.

Update 1/9/22 after Chris's presentation, the board discusses the memo and if it should be retracted or any action taken. Motion for Pat to draft redaction to present next month is passed

13. New Business:

- Sara R- publishing and formatting our pamphlets: Motion to approve paying for Microsoft office for around \$65 for Conference Literature Committee to use. Motion is approved
- Adam D- makes motion to move Brandon into Chips and Lit Chairperson position, motion passes
- Brandon- makes motion to be reimbursed \$55.65 for incurred shipping costs, motion passes

Motion to close passes at 12:10pm