

HAWS Meeting 11/13/2016

Open at 9:37 AM with the Serenity Prayer.

Paul stepped down- Sharymn now acts as a chair.

Susan not present- Faith sitting as secretary.

Attendance: Sharymn, Marie, Jason, David, Ole, Jason, Chris, Faith, Chris, Michael, Josh.

Votes: 7

Quorum: 4

### **Reports**

Sharymn reads minutes from 10/16. David motions to accept minutes. Marie seconds. Motion passes.

### **Treasurer: Josh**

Reserve: \$6,000

Beginning: \$10,765.25

Ending: \$8729.91

Chris makes motion to accept treasurer's report. Maries seconds motion passes.

### **Webmaster: Chris**

Making lots of progress, lots of changes to various features and improvement. Website is becoming very sustainable.

Need for committee to do it "for real," guidelines have been drawn up several months ago- capable of being run through skype or remotely so webmaster can change hands soon.

### **Chips/Lit: Faith**

Changed shipping fees from flat rate of \$7.95 to \$6.95, \$13.95 & 18.95 to reflect the fees USPS charges HA. Issues with Paypal not charging some customers shipping at all, difficulties resolving that.

Now ordering chips on the first of the month- takes about one month to fill an order. Ordering literature every two months to keep up with supply, no need to give NH the PDF.

Key tags now go up to 40 years.

### **Conference Chair:**

Attach to world convention OR have in phoenix if that's not possible. Immediately vote in a vice chair, fill in positions, recognize areas, pass service manual- utilize Mainline to publish a form to put out a request to have areas let the conference know they would like to participate and be recognized.

Discussion of using the money from the first world convention to fly people in from parts of the country to attend the conference.

**Literature: Claire**

Not present

**Structures/Bylaws: David**

Specific guidelines to govern the first conference- in manual for two to infinity.

Biggest hurdle is creating election guidelines for conference. Aligned with CA trustees who are wise and experienced and willing to help us with our conference- David to send rough draft of service manual, needs and goals to HAWS and then to trustees for second opinion.

**Convention:**

Mainline published bid application- have not received any submissions. Have received feedback that some are seeking to do local area conventions.

**Old Business**

Logos pending being trademarked? Submitted? –Sharymn to follow up on.

**New Business**

Submitting an agenda before the meetings-along with minutes. List subcommittees, tabled items, submitted new business, elections, printed or pdf version of financial statement etc.

Someone in WV would like to receive the minutes from our HAWS.

Chris motions that an additional responsibility of the secretary is that the minutes are “sanitized” to be put on the website monthly. Faith seconds. Vote. Motion passes.

Discussion of electing co-chair to fill Sharymn’s position. Discussion of updating officer’s documents with corporations papers to take Paul off the records.

Chair, vice-chair, advisors, 5 voting at large members all roll over in February- Outreach, Outreach Outreach.

Marie motions to close. Faith seconds. Close with the “we” version at 11:15 pm.

Next meeting December 11<sup>th</sup>, 9:30 AM.