



## HAWA Minutes for 1/12/20

*Keywords: Paypal, Open Positions, Password manager, Producing literature*

Meeting opened with the serenity prayer at 9:37 am.

### **Attendance**

Mike L. (Phoenix, AZ), Faith M. (Phoenix, AZ), Ole C. (Phoenix, AZ), Melinda M. (Phoenix, AZ), Josh Q. (Phoenix, AZ), Chris G. (New Haven, CT), Adam D. (Phoenix, AZ), Pat B. (Rochester, NY), Tom H. (Atlanta, GA), Jonathon W. (Atlanta, GA), Dalton L. (Birmingham, AL), Brian B. (Albany, NY)

**Tradition:** Tradition 1 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: \$15,494.36
- Ending balance: \$17,029.91

Josh Q. said he spoke with the Co-Work representative about using their facility this month but wanted to try it before we signed any contract and then she seemed to disappear when he tried to continue communication. He has been in contact with a couple different accounting firms to get prices put together to help repair our Non-profit status. Once he hears from them, he will send an email to the board to open discussion about approving any expenses that may come from that. Josh did receive the conference budget; it appears right now that it is about \$15,500 output before the conference starts. The conference estimates that they will generate around \$3,000 from registrations. Our Paypal is set up now with a new account having the chips & lit chair be the personal guarantor. There were no orders effected by the change.

Motion to accept, motion passes.

### **Webmaster Committee Report (Chris G.)**

Chris G. said everything on the site seems to be up to date. He was able to get all the new buttons for Paypal, that he has received, integrated and are now working. It appears that the Mainline link is now working correctly. Chris did get a submission into the Mainline outreaching the committee and did receive a small response with interested members, he will be meeting with them soon to start delegating some of the responsibilities. The conference wants a referral section placed on the website, the conference I.T. committee is building a page for this which should be live soon once the small kinks are worked out. They will provide a link when its ready.

### **Chips and Literature Committee Report (Faith B.)**

Faith said that Paypal is not releasing money until they can prove that the shipments of orders have occurred. They are asking for a state issued I.D. which she has uploaded and is waiting to hear back. The research she did with how other fellowships operate with literature sales is that they provide them for .25- \$2.00. Also, she looked into buying a printer but with the overhead of ink, electric, etc. it doesn't make sense. Faith reached out to the prison and they said it would be around .05 cents which may be a viable option for us moving forward. We had 30 orders go out last month. She paid the P.O. box for the next year.

### **Mainline (Aiden F.)**

Not present; report given by Brian B. They have 1,156 total subscribers. 22 new subscriptions and 7 unsubscribes in the last month. They had an open rate of 60% but the click rate was still 5.9%. They have a new design that they rolled out. They are looking for new content to include in their January edition as the backlog of content they had has been used over the last several months.

### **Structure and Bylaws Committee (Vacated)**

Not present; no report.

### **Convention Chair (Jonathan W.)**

Jonathan said they have \$11,204 in the bank account with \$1,100 (roughly) being deposited next week. They have had a few more registrations since last month that also include banquets. They are bringing on a new events coordinator to help with outreach and raising awareness.

### **Conference Committee Liaison (Dalton L.)**

They met in December as well as last weekend, he thinks that Josh (HAWS treasurer) has everything he needs for the budget.

### **Haws Conference Liaison (Faith M.)**

Kennedy (conference chair) was supposed to reach out to Mike (HAWS chair) to go over the vetting process. Sharmyn (conference member) is the point of contact for the referral committee. The conference approved guidelines are now listed on the website. Their committees seem to need support. Mike said he has not heard from anyone on the conference yet.

### **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, still in process)

Josh has a draft of a numbering list for meetings. It includes a 3-digit country number, 4-digit area number, and 4-digit meeting number. The numbers will be in consecutive order. He will continue working on this with Melinda and have it ready to present it at the next conference. Chris (webmaster) said we currently have a numbering system from when the meeting was uploaded, he will send to Josh to review. Discussed as old business and realized it has been resolved.

Aiden makes a motion that the Secretary drafts a referral to create what the criteria should be for creating a meeting name. Motion seconded. Motion was spoke against. Motion to table the motion. Motion seconded, motion passes. This motion was voted on, motion does not pass.

Adam D. will set up a free password manager and go over it next month.

Adam D. will resubmit blurb in the Mainline outreaching open positions.

Aiden was able to get pricing on several meeting space options; however, he is not in attendance to answer questions about leasing terms. Will continue discussion next month. (from previous meeting from December, still in process.)

Through research Faith found that the prison can print pamphlets for 05. cents. Motion to start using them as printers, motion seconded, motion passes.

Adam spoke with the trademark lawyer and received a copy of the trademark paperwork. He is still waiting to hear anything about trademark infringement regarding the book that was published and will report back next month.

### **New business**

Chris G. has drafted an amended set of our structure & bylaws to reflect each member of the WSOB and which conference sub-committee they should serve on at the conference. Motion to adopt, motion seconded, motion passes.

Josh will discuss the conference budget with the conference finance committee next week and report that next month.

Josh Q. motions to have Pat B. take over the structure & bylaws position, motion seconded, motion passes.

Adam D. will invite Katie C., who submitted a resume for an at-large position, to join us next month for Q&A.

Ole motions to meet at his house for February meeting, motion seconded, motion passes.

AA reached out to us asking if we can have a board member in attendance at the world convention to be apart of a panel in Detroit this year. We will check our calendars and decide next month which board member should be there.

Motion to close. Motion passes.

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