



HAWS Minutes for 3/8/20

Keywords: CPA, AA Panel, Password manager, Mainline subscribers

Meeting opened with the serenity prayer at 9:40 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), Dalton L. (Birmingham, AL), Aiden F. (Phoenix, AZ), Katie C. (Birmingham, AL), Brent B. (Birmingham, AL), Jonathan W. (Atlanta, GA)

Tradition: Tradition 3 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: \$15,634.74
- Ending balance: \$16,314.35

Josh Q. sent an email motion during the interim of this board's meetings to get an approval to start working with the CPA which will run roughly \$775, that fee will vary based on how long this will take, the motion was not completed so it will be brought up during old business. Josh recommends that she (CPA) maintains records for us to prevent something like this from happening in the future when new members join this board. The conference finance committee did not have a chance to meet in the last month so there is nothing new to report with that budget. The conference has not submitted a new budget including non- delegate chair- people yet.

Motion to accept, motion passes.

Webmaster Committee Report (Chris G.)

Chris G. said everything is going great. Everything on the site is being updated regularly. They have assigned a committee member to come back with a list of appropriate plug-in options to replace the ones that are currently there. They have also realized that there are some issues with the ordering process online that they hope to get corrected. They are working with chips and lit and should have everything resolved next month.

Chips and Literature Committee Report (Faith B.)

Faith said they are working with the webmaster committee to help with the ordering issues. They placed their first order with the prison for literature, which went well. It ended up being a little bit more expensive because of the paper we use so they were around .11 cents each. The pamphlets that were ordered, that were provided by the LCF committee, had a lot of grammatical error, the correct files have still not been sent over to avoid this in the future. There is now a cost for shipping on all orders and they have increased the shipping cost to avoid us taking a loss. The new start up kit chair has recommitted and is doing great now.

Mainline (Aiden F.)

Aiden said there are currently 1,195 subscribers. There was a 21.6% open rate. The open rate was low based on previous averages. The click rate was 5.6% which was a little higher than our average. Our unsubscribe rate is only 1% which is great and much lower than the industry average. They have put together their survey out for the fellowship of "how do you read the mainline?" They will be sending this out in March's bulletin. They have not had time to get together with the P.I. committee.

Structure and Bylaws Committee (Pat B.)

Pat has reached out to the conference S&B chairperson and is waiting to hear back from them. He has inquired with the conference committee to see if they have a S&B chair and is waiting to hear back. He has a draft file of this board's S&B but has not made any drastic changes to it yet.

Convention Chair (Jonathan W.)

Jonathan said they currently have \$15,503 in their account. The hotel rep they were working with no longer works for the hotel so they are currently working to find out who the new rep is so they can continue planning for the convention. They are still doing merchandising and events leading up to the convention. They will be putting out the topics of the panel workshops in the Mainline and on social media to raise awareness and excitement from the fellowship.

Haws Conference Liaison (Faith M.)

Faith said they have met twice in the last month. The registration has increased to \$40 to help cover the expenses. They are creating a credentials position to track each delegates credential as far as what area they are representing. They are working on adding a conference registration form onto the HAWS website. There was an issue on the website where the conference registration button was charging shipping, but it has been corrected. They are revamping the suggested requirements of a delegate (unsure if that is referring to that specific committee or the conference as a whole). They are also working on getting an agenda put together. The conference is looking at a Coronavirus prevention plan to put out if it is needed.

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)

Adam D. will set up a free password manager and go over it next month. (will remain but originally from January)

Adam D. will resubmit blurb in the Mainline outreaching open positions. (will remain but originally from January)

Aiden was able to get pricing on several meeting space options. Will continue discussion next month. (from previous meeting from December, still process.)

Tom spoke with AA GSO about that HA book and how that might infringe on our trademark and will follow up next month with more information but has not had a chance to read all of the book yet.

Chris reached out to Brent B. (P.I. committee conference chair) about what things we may want to present at the AA Convention for the panel on "Cooperation not affiliation." They have put together a power point presentation on this topic to be used more as informational points for the presenter not to show at the panel. Through this discussion it was realized that this board is now in a place where a P.I. position may be a real necessity to help continue the growth of this fellowship. It was recommended that we draft up guidelines on what that position might entail. Chris makes a motion that Brent B. participates as the presenter of this at the convention and a \$500 budget if needed, motion passes.

Josh Q. had made a motion via email in the interim of our meeting for up to \$900 to cover fees of the CPA, motion passes.

New business

Due to the changes with Covid-19 there was an interim meeting held to discuss how to handle listing all online meetings. The outcome was to create an statement of best practices for conducting an online meeting, creating a letter to the fellowship letting them know that many meetings have moved online during this time, and the webmaster has created a list of all available online meetings.

Adam D. makes motion to hold next HAWS meeting at Ole's unless otherwise instructed via email because don't we have a meeting space locked down, motion passes.

Ole C. motions to move our next meeting to the 3rd Sunday next month, April 19th, to avoid conflict with Easter, motion passes.

Motion to close. Motion passes.

Next HAWS board meeting is Sunday, April 19, 2020 at 9:30 am AZ time.

