



H.A.W.S., Inc. Minutes for 9/12/21

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

1. Attendance:

Adam D. (Phoenix, AZ), Katie C. (Birmingham AL), Chris G. (New Haven, CT) Pat B. (Rochester NY), Brandon H. (Birmingham, AL), Zach A. (Rochester, NY)), Billy N. (Del Ray Beach, FL), Sara U. (Indianapolis IN), Vance S. (Canton, OH), Jon P. (Rochester NY), Ole C. (Phoenix AZ)

2. Tradition: Tradition 9 was read

3. Previous minutes read:

Motion to accept minutes passes

4. Treasurer's Report (Melinda M.):

AZ Federal \$9.93
Convention \$27,634.59
Main Account \$18,418.89
PayPal \$1,463.74

The CPA is currently working on filing our past taxes and current taxes. She will also be filing our 1099's for our employee. The CPA is also filing the paperwork to move us from a private nonprofit to a public nonprofit. I have updated the board information with the AZ Corporation Commission. I did make a treasurer email to stop using my personal email.

Melinda will be stepping down from treasurer

*Pat B makes motion that HAWS Chair and Chips & Lit Chair take any actions necessary to immediately remove Melinda from applicable accounts. Motion passes

5. Webmaster Committee Report (Sara R.):

Had the Webmaster committee meeting last Sunday. Sara discussed an overview of the conference. Sara is now an active part of the conference IT committee and will keep the webmaster committee updated on any new ideas or integrations. There is a prospect for a new member on the Webmaster Committee from the conference that is willing to help with a new website. Sara will invite him to the next meeting in October.

- Conference and Convention registrations have been closed

- Committee spoke on reaching out to the referral's subcommittee for a more prominent place/explanation of the referral process. It appears there was a lot of confusion on where the referrals are on the website and what they are used for
 - New Cart is launched "as is" and will update literature or shipping with the direction of the LCF and Chip & Lit committee. There are lots of questions but will wait for direction
 - Discussed removing old users from word press access. Would like to ask the board for clarification of who the users are and if they need access. Create additional users to word press for Sara and Alex for documented changes rather than all changes being under the Admin user. -Jon mentions that is within Sara's right of decision to make the changes
 - The For the Press tab is outdated. Can Sara work with PI committee to be updated with new approved info and new writings?
 - Can the "Covid 19" tab be removed, and the relevant documents be repositioned in more prominent position within the website? Can the two 2020 Convention postponement announcements be deleted?
- *it was discussed that these can be removed as general upkeep within Sara's right of decision

6. Chips and Literature Committee Report (Katie C.):

Changed password to PayPal and sent to secretary, month to date \$2,926 in sales, new cart system is working, working with Sara to plug in things from conference. Adam asked Katie about issues with lost orders from Bobby.

7. Mainline (Adam gave update):

-Adam spoke with Aiden, there are new committee members, there is a new Chair-elect, board is waiting on resume for approval, new editor, and content gatherer

8. Structure and Bylaws (Pat B.):

-Worked on nominations sub committee and trustee flyer proposals, plans to inquire with World S&B committee about changing charter's 2/3 group voting clause

9. Outgoing Convention Chair Final Report (Chris G.):

Around 500 people attended the convention, and it went very well. Final number of funds taken in after paying hotel is \$26,797.44. Chris will work with treasurers to submit final financial and wrap up report to HAWS Secretary. Gender breakdown was 50/50, ages 25-36 average, major states were Georgia, Alabama, Arizona and NY.

10. Haws Conference Liaison (Ole):

Nothing to report.

11. 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

- Pat B. will submit blurb in the Mainline outreaching open positions

Update 9/12/21- Pat asks Adam to get him contact info of new Mainline Members

- 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.

Motion: That the board have one 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

Motion: That the HA board set a maximum of \$1500 at this time to have him handle the official paperwork for us to get the trademark on Heroin Anonymous as that is the top priority.

-Discussion 8/8/21 Billy states that Tom M is a good choice because he has worked with 12 step fellowships in the past.

*Motion passes

12. New Business:

- **Motion to approve proposed Nominations Committee (Pat)**- Approved after some discussion
- **Discussion about Trustee Election flyer (Pat)**- Board feels this needs to be reworked
- **Brandon**- Discussion- what are the channels to make fellowship aware of open positions on the board as the mainline doesn't seem to get the word out enough, concern that we will not have enough attendance. Would like a mechanism to solicit more applicants for service resumes. Discussion about difference between motions and formal discussion.

Motion to close passes at 11:19am