



## H.A.W.S., Inc. Minutes for 3/13/22

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

### 1. Attendance:

Adam D. (Phoenix, AZ), Pat B. (Rochester NY), Brandon H. (Birmingham AL), Vance S. (Canton OH), Ole C. (Phoenix AZ), Brent B (Birmingham AL), Matt L (Austin TX), Anna A. (Boulder CO), Wayne B. (Warren, OH), Zach A. (Rochester NY), Jon P. (Rochester, NY), Erik S (San Clemente, CA), Trevor F (Oshkosh, WI), Logan C. (Birmingham AL)

Adam welcome Trevor F, new At-Large Voting Member!

### 2. Tradition: Tradition 3 was read

### 3. Previous minutes read:

Minutes read by Adam and discussion was had about trying to standardize reports to make them more uniform in the minutes, Adam asks that "Chair" be changed to "President" for February minutes, minutes are approved.

### 4. Treasurer's Report:

Wayne B went over the following numbers: Chase Account \$34,518.03, Net Revenue was \$ -1,336.70

Matt L mentioned that the hotel deposit for conference was declined and needed to be resubmitted, and conference registration is now live.

### 5. Webmaster Committee Report:

Adam gave report for Sara- The committee is working on cloning of the website, checking plug-ins, domain paths, and SSL certificates. Also, working with LCF on updated conference approved literature.

Anywhere on the website that mentions "Donation" or "Donations" has been changed to "Contribute" or "Contributions" and the buttons have been placed or rearranged as discussed or suggested. Please let Sara know if any were missed.

Sara Spoke to chair of the conference committee. The registration and cost have been approved. The registration page and hotel link are updated and open for registration. Registration for the conference and convention will be the same website, Regfox. Made sure all account numbers were updated for the registration.

We have already started gathering information on the HA documents from the website's media files for Billy. 2016 is as far as the media files go and when the site first got built. Any documents before then are inaccessible through the website.

#### **6. Chips and Literature Committee Report:**

Brandon H gave the following report-

-Shipping Costs: \$141.45

-Donations received: \$387.45

-Gross sales: \$849.10

-Chips Order costs: \$738.96 for 3,000 yellow key tags

-Paypal: \$3,500 transferred to the chase account. \$1,729.88 remains in the paypal account.

LCF is finalizing the format for Step One and The Fellowship and the Program pamphlets. The paid employee will follow up with our vendor who prints literature to check current costs and lead times. LCF is also going to review and modify the starter kit memo provided to new groups. We are up to date on almost all orders. The last of all backordered purchases will be shipped out tomorrow- besides 6 year key tag purchases. We are still out of 6 year key tags at this point. We have relisted the "Small Bundle" on the website for purchase. Everything should be back to normal functions and receive our standard quarterly order in early April. Starter kits were sent to the states of Indiana, Utah, Washington, California, and New Hampshire this month.

#### **7. Mainline:**

Logan C. stated that things at the mainline are going well and shared the following stats-

-First send 29.1% opens 3.4% clicks

-Second send 30.9% opens 1.5% clicks

#### **8. Structure and Bylaws (Pat B.):**

Pat B. reported that the retraction to the trustee memo was sent out and met with positive regard by the World S&B Committee, he also worked on updating the bylaws and officer handbook to reflect recent changes.

#### **10. Haws Conference Liaison (Zach):**

Zach A. Said that the conference committee went over approved budget, will cost \$17,150 before taxes and fees, see figures below:

Date	Category	Description	Notes	Amount
	Nondelegate Essential Servants	Travel costs + hotel + food stipend	This accounts for 15 board members, 1 non-delegate chair, non-delegate conference coordinator, and 5 Trustees	\$16,500.00
	Hotel Contract	\$1800 food & bev + Room rental for Tuesday	Continental Breakfast Wed & Thurs. Price doesnt include taxes	\$2,050.00
	Sound Equipment	Recording/Speaker Equipment	TBD	\$500.00
	Misc.	Any last minute costs to conference		\$500.00
	Projected Income	60 people @ \$40	Projected Pre-Registration is set at \$2,400. Total Expenses for the event are \$19,550	-\$2,400.00
				<b>\$17,150.00</b>

**11. Nominations Committee:**

Ole C. Reports no need to meet in February, will meet as resumes come in for vacant at large position.

**12. P.I. Chair:**

Brent B. reported the following-

New email for committee has been created. Not as much activity in our WSOBPI email this month, we may have been hit with a lot of events and rehab marketing all at once. One interesting email of note was from a member in Illinois requesting information about his home group collecting money for the burial service of one of their members who had passed. The Conference PI committee is finishing their submissions for the upcoming Conference. No report Board PI committee, we have had to change the day of the month we meet so it will meet the night of the WSOB meeting.

**13. Outreach (Anna):**

Anna A. shared that outreach work includes-

-continuing to check in with new or aspiring HA meetings, connecting new meetings with nearby meetings and information on becoming an area etc.

-calling meetings on website without established areas or attendance at conference and confirming they're meeting is active and giving information on conference

-discussing potential future Outreach duties

#### 14. Intellectual Property:

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

-Update 2/13- clarification is made that intellectual property is existing committee. Billy is asking for complete list of recovery literature to be trademarked and if the ones on website are. Anything printed is automatically copywritten when created, but we need to establish timeline of their ago because after a certain amount of time the copywrite must be gained again. Going to work with pat to establish this timeline.

-discussion follows about past and future trademarks/copywrites

-3/13 No Report or update

#### 15. Old Business:

- 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.

\*Update 3/13, email item staying 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. \*February Minutes Updated to effect this change
- Billy- Trademark the name "Heroin Anonymous" motion seconded and passed.

Billy says should cost less than \$1250

-Billy- Trademark double circle logo containing the words "No More Suffering" with capitol "HA" in center be trademarked regardless of color, motion seconded and passed.

-Billy mentions that the biggest violators of trademarks are going to be program members and are difficult to enforce. Billy suggests compiling list of recovery literature and when they were written. Adam will look into this.

- Adam- motion to send ATL are 20% of net profit from 2021 HAWS Convention for hosting event, motion is seconded, and discussion follows, motion passes

#### 16. New Business:

- Ole- Motion to vacate William N. as Non-Heroin Addict Advisor, seconded. Discussion follows about while his service and experience is valued the failure to meet attendance requirements or keep up on various projects, has been a hinderance to business. Motion passes.
- Wayne asks if balance due to hotel in May will be paid automatically or must be submitted manually, Matt assumes card on file will be run automatically and we should receive a notification either way.
- Adam- motion to require receipts before reimbursement for any travel and lodging expenses for the 2022 HAWSC, seconded. Discussion follows, motion passes.
- Adam- Discussion about funding for Trustees to travel to conference and how our bylaw changes should be reported to the conference

**Motion to close passes at 11:05am**