



H.A.W.S., Inc. Minutes for 6/12/22

Meeting opened with the serenity prayer at 9:33 am.

1. Attendance:

-Pat B. (Rochester NY), Brandon H. (Birmingham AL), Vance S. (Canton OH), Ole C. (Phoenix AZ), Matt L (Austin TX), Wayne B. (Warren, OH), Zach A. (Rochester NY), Jon P. (Rochester NY), Erik S (San Clemente, CA), Trevor F (Oshkosh, WI), Alex L. (Rochester NY), Sara R (Indianapolis IN), Logan C. (Birmingham AL), Anna A. (Lafayette CO), Justin W. (Rochester NY), Adam D. (Phoenix AZ)

2. Tradition:

-Tradition 6 was read by Pat B.

3. Previous minutes read:

-Minutes read by Adam, motion to approve is passed after addition of Logan C and edits to new business.

4. Treasurer's Report:

-Wayne stated that he is wiring ATL money, Discussed QuickBooks with Monica, we cannot do away with QuickBooks, it allows us to comply with AZ state law. There may be ways around this which will be discussed in new business, trying to close AZ federal still. QuickBooks and Chase are fully matched up.

-Chase Balance: \$28,557.56

-Gross profit: \$479.40 Net Revenue: \$35.81

-Matt- PayPal account not syncing properly with QuickBooks, question about prudent reserve.

-Adam mentions that prudent reserve is in separate chase account, Adam will make sure finance committee has access, we are squared up with conference hotel payments, one more to come.

-Adam is also pleased to announce that our AZ federal account is finally closed out.

Motion to accept treasurer's report is seconded and passes.

5. Webmaster Committee Report:

-Sara reports that she is:

-Scheduling conflict postponed the webmaster meeting until the 19th.

-All domain contact information is now updated under HAWS Inc. and new email address

-Email changes have been updated including using the new webmaster email. We would still prefer to keep the old webmaster email though because there is a lot of useful and archived information since 2016

-Working with Chips and Lit to update the FAQ's on the website. The information is inaccurate and the link has been removed.

- the heroinanonymous.com domain, some discussion follows, more to come in new business. Update: GoDaddy reflects the domain as not available to purchase and would have to hire a broker plus commissions after the broker arranges a cost from the owner. I did send a contact request to the owner of the domain through godaddy. Ole and Adam offer discussion about purchasing other domain names. Erik S asks about the possibility of offering a reasonable bid to purchase.

-When you click on "finances and minutes", the contact for finance questions will be changed to secretary email

6. Chips and Literature Committee Report:

Sales - \$1503.40

Contributions - \$442.89

Shipping - \$237.65

Refunds - \$8.25

****Transfer of \$3315.69 was made on 6/7/22 from PayPal account to Chase Bank account****

Literature count was not conducted for this report. Will be included in next month's report.

Brandon and the paid employee have been actively communicating to prepare for conference motions that are being set forth by the LCF committee if passed. Two of which being the HA literature rack, and secondly, the printing of a physical general service manual. Brandon and the paid employee are reviewing the cost, viability, and sustainability of these items realistically. Specifically, projected shipping costs (inbound/outbound) and storage for the racks depending on their size. The main consideration for the WSM prints is acknowledging that it is a living document that will need a reprint every year. In addition to that, the LCF committee has communicated a need to possibly get their literature professionally edited before print. If this is decided on, they will let Brandon know their needs from that point forward. The paid employee did suggest to Brandon a local professional graphics company that would do the edits at a significantly reduced rate. This is because the editor is a member of HA. This will be relayed to LCF at their next meeting. Some apprehension was stated in discussion about losing the spirit of our literature through the editing process of non heroin addicts.

The webmaster informed Brandon that the "Frequently Asked Questions" tab for chips and literature orders was out of date. It was removed and suggested that Brandon and the paid

employee come up with a new set of “FAQs” for visitors on our website. This is currently in process. We requested the webmaster remove the options to order 46-50 year key tags on our website. It is listed in our FAQs to privately contact hawschipsandlit@gmail for a special request. However, this does not exist. Nor does the paid employee have any data to support it ever did exist. We only have up to 45 years in inventory. Brandon suggested the paid employee speak with Lucky Line to find out what these costs would be. This was only discovered when an order for a single 46 year key tag was received. A refund and a response email was provided to the member.

Lastly, both Heroin Anonymous domain emails (for starter kits and website orders) are live and active. The Paypal and USPS accounts also reflect these new emails. Two starter kits were mailed to Augusta, GA and Indianapolis, IN.

7. Mainline:

-Logan Mentions that:

First send 24.2% Opens, 3.5% clicks

Second send 9.1% Opens, 0.9% clicks

-Everything is going as usual with the mainline. Working on getting the numbers together from the past year for the slide at conference. Plenty of content coming in, pretty much good for the rest of the year.

8. Structure and Bylaws (Pat B.):

-Pat B. reported that he is providing support for new emails and working to update bylaws to reflect recent changes.

10. Haws Conference Liaison (Zach):

-Zach A. Said the committee discussed having all board members at conference, motion passed to create priority list (attached) of members to attend in limiting circumstances was passed. Working on getting agenda out still, looking to extend hours for conference meeting room. Room capacity block has been met, please reach out to Adam if you need to get block rate.

*The priority list would be as follows: Chair, Treasurer, Secretary, Chips&Lit, PI, Webmaster, Outreach, Mainline, Vice-chairs, Treasurer Vice chair, at-larger voting member(s), Advisors.

11. Personnel Committee:

-Ole C. Reports the committee met on 6/12 at 9:00am AZ time (Ole, Vance, Jon, Pat)

-Discussion about how to more accurately record attendance, Motion: to Add bylaw that attendance will be recoded at the beginning and end of meeting, partial attendance will result in a notation on the record, and 3 partial notations will result in one full absence

Motion: The Personnel Committee will periodically review attendance and conduct as laid out in the bylaws, the committee chair or designee will make contact with board members who

may have fallen short of guidelines and ask for re-commitment, as well as make HAWS Chair aware of any personnel issues or actions taken.

12. P.I. Chair:

-Adam reported the following on Brent's behalf:

The committee will be postponing our open house meeting for the moment. I have strep and have lost my voice for the most part. Should I type up a PI report for conference? The open house will cover the following.

- What is Public Information?
- End goal.
- Attraction vs promotion.
- Cooperation vs affiliation.
- Why we should remain anonymous.

We are working on an information flyer for HA to send out to various facilities based on one used by DAA.

- History of HA?
- What is HA?
- What is the HA approach?
- There will be two other sections we are still discussing.

13. Outreach:

-Anna said the committee reached out to inactive groups on website and made contact with some people. Contacted Illinois, who has been well established but not in touch with world to open that communication, working with new groups and areas, helping new delegates get ready for conference, spreading word about HA to clubhouses that don't have it yet

14. Intellectual Property:

Vacant

15. Trustees:

- Erik S.- In touch with groups and areas in region, attending business meetings, new delegate from Orange County.
- Justin W.- NE region has been well organized and meeting monthly since conference, after 8 meetings I was elected by "the hat", we have meetings all over with NE with two new delegates from the NJ/PA area, made contact with NH and the plan to come to conference next year, UNY Area submitted 2024 bid and are hoping to win at conference. Excited to support region moving forward. Asks on behalf of the other trustees, for any guidance or suggestions about what trustees should be doing. Adam mentions that we will provide opportunity for Trustees to ask this of the fellowship as it is not up to the board to define.

15. Old Business:

- 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.

-No update in April, may be delayed due to board vacancy

- Ole makes motion to change nominations committee to “Personnel” and restructure it to keep track of attendance and ongoing conduct of Board members, motion passes after some discussion.

*Update 6/12-

-Motion: to Add bylaw that attendance will be recoded at the beginning and end of meeting, partial attendance will result in a notation on the record, and 3 partial notations in a 12-month period will result in one full absence. Motion passes.

-Motion: The Personnel Committee will review attendance quarterly, and conduct as laid out in the bylaws, the committee chair or designee will make contact with board members who may have fallen short of guidelines and ask for re-commitment, as well as make H.A.W.S., Inc. Chair aware of any personnel issues or actions taken. Motion passes.

- Brandon makes motion- That mainline provide content distribution disclaimers for authors of articles, seconded. This would allow contributors to the mainline to be aware how their content will be distributed. Motion passes.

16. New Business:

- Wayne B. asks board permission to create letter to PayPal Stating that he and Matt are treasurer’s and Melinda is no longer a part of the organization, Pat will write this up on letterhead.
- HA Is a private foundation under a 501-C (3) meaning we are not eligible for all tax benefits of a standard non-profit, we can become a public charity after 5 years of being active, QuickBooks would be cheaper, all our conferences, contributions or payroll would be completely tax exempt. Wayne asks for Board’s guidance on this matter. Discussion to follow.

- Wayne Makes a motion to transition HAWS INC to a public charity from a private foundation under tax law, motion is seconded and tabled.
- Adam reminds board members to send slideshow updates about business highlights to him for the conference presentation by June 26th.
- Pat makes motion that chair that H.A.W.S., Inc. archives be stored and maintained by the Chairperson. Motion is seconded, discussed, and passes, is overturned, and voted down.
- Ole makes motion to ask paid employee to store HAWS archives, motion is seconded and passes.
- Motion to close passes at 11:47am