



## H.A.W.S., Inc. Minutes for 7/10/22

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), 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), John C. (Birmingham AL), Eric E. (Green Bay WI), Brent B (Birmingham AL)

### 2. Tradition:

-Tradition 7 was read by Pat B.

### 3. Previous minutes read:

-Minutes read by Adam, motion to approve is passed after addition of minor edits

### 4. Treasurer's Report:

-Wayne gives treasurer's report, approved after some discussion  
-Net revenue was \$1,093.45, expenses were \$97.74 and Chase balance is \$23,139.32  
-Wayne says books are off by about \$7 but pretty much balanced  
Discussion about what 30 day period per month would be best for treasury reports and how to formulate these reports.  
-Matt gives report from 6/1-6/30  
-Wayne discusses issues with QuickBooks feeling glitchy and giving numerous issues with inaccuracy, feels that using numbers from chase account for monthly report would be best

### 5. Webmaster Committee Report:

Sara reports that:

-The webmaster meeting will be after the conference. Had our last meeting on June 19th  
-The tech members are working on why the convention tab is not secured by the ssl certificate  
-Chips and Lit updated the FAQ's for the website. LCF updated some of the literature pamphlets  
-Went over the webmaster report for the 2022 conference

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

Brandon reported the following:

-Contributions - \$1151.29

-Shipping Refunds - \$10.10

-Shipping Costs - \$196.90

-Sales - \$2505.74

-PayPal Transfer (7/9/22) - \$1181.48

-Start-Up Kit Costs - \$12.93

-Through efforts combined with the webmaster and treasurer- an accurate reflection of our annual costs and sales report was conducted. The paid employee has been tasked to receive quotes for the motion regarding literature racks. Brandon has generated quotes from two sources for the motion regarding a printed general service manual. Paid employee was asked if he would be open to receiving the archived materials for HA as part of his duties. Paid employee stated he would be willing to take on that responsibility. Brandon obtained a receipt from the last pamphlet order that was placed in 2020 with "Arizona Correctional Industries". The paid employee was asked to contact this facility Monday to see if they still operate; and if we can continue to place future orders with them. One starter kit was distributed in June to Portland, OR.

## **7. Mainline:**

Logan reports:

First send

23.7% Opens

2.9% click

Second send

5.8% opens

2.9% clicks

Mainline going as usual. Got all the data we needed for conference. Will have 2 out of 4 members of the mainline committee there (50%)!

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

-Pat talks about his plans to present updated bylaws for ratification at the conference to fall in line with requirements of HA charter. Pat also worked with the personnel committee on new bylaws.

## **10. Haws Conference Liaison:**

-Adam for Zach: Conference agenda should be out soon, 8am-6m weds, 8-7 on thurs, can extend either night, 8-12 hard stop Friday. Total cost is a little over \$4,500, the \$1800 food and beverage minimum

has stayed the same, but inflation has driven up the cost of food, negotiated down the cost of coffee and will be providing our own electronic support materials. 55 current registrants.

#### **11. Personnel Committee:**

-Ole C. Reports the committee met on 7/5 discussed changes to operations and new duties and have some changes to bylaws in old business.

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

Brent reports:

-The PI committee will meet again next Sunday to allow me to focus on upcoming conference.

-Not much to report since I was sick last meeting, so I missed both this meeting and had to postpone our committee meeting and open house

-Had one facility in Las Vegas reach out to me asking about HA meetings in the area. I reached out to the only meeting in the state and am creating a flyer for them and sending said flyer to the facility seeking info. I have also reassured them that I am happy to help guide them in anyway regarding PI as HA grows in their area

-Reviewed PowerPoint and saw no issues with the PI slide

-Worked with a joint effort between the New York and Alabama Areas in the creation of an HA PowerPoint for the two areas to use in their PI efforts. Once finished they will submit to the PI committee of conference for submission at the 2023 conference

#### **13. Outreach:**

Outreach Chair, Anna A., reports recent outreach work includes:

-Continued duties (responding to emails from new meetings and new areas, sending resources, etc.)

-Helping prepare new delegates for conference

-Working with webmaster to keep website meetings updated

-Preparing Conference report

#### **14. Intellectual Property:**

Vacant

## 15. Trustees:

- Erik S.- nothing to report
- Justin W.- working with his delegates to field questions and gauge feelings about agenda items for conference
- Eric E.- nothing to report
- John C.- nothing to report

## 15. Old Business:

- Billy- Trademark the name “Heroin Anonymous” motion seconded and passed.

Billy says should cost less than \$1,250

-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

\*Update on 7/10 Adam asks for discussion about updates or if this should stay on old business, will stay as a reminder for future business

- 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.  
\*Update on 7/10- Logan and Brandon have been working on this, not quite done yet
- 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.  
\*Update on 7/10- Wayne has this letter and will be uploading this today
- Wayne Makes a motion to transition HAWS INC to a public charity from a private foundation under tax law, motion is seconded and tabled.  
\*Update on 7/10- Motion is taken off the table, discussion is to follow, motion passes

- Ole makes motion to ask paid employee to store HAWS archives, motion is seconded and passes.  
\*Update on 7/10 Brandon spoke to paid employee who is willing to accept archives and may even be able to take custody at conference

#### **16. New Business:**

- Motion: The Finance Committee will review reporting procedure and implement best practices reporting on all profit, loss and balance activities for H.A.W.S., Inc. Motion is seconded, discussion follows. Trevor suggests utilizing IRS guidelines as one option.

Motion is amended to: the finance committee will review reporting procedure, develop and define best practices for reporting on all profit, loss and balance for HAWS Inc by sept, 1, 2022, seconded and passed.

- Motion: Brandon proposes raising key tag price from 40 to 50 cents after conference, motion is seconded and passes
- Motion: Brandon proposes raising pamphlet cost from 15 to 20 cents after conference, motion is seconded and passes
- Motion: Pat proposes that the HAWS Bylaws will be presented to the conference for ratification during HAWS opening report, seconded and passes
- Motion: Ole presents new personnel bylaws, these are seconded and passed
- Adam presents new slideshow for conference
- Motion to close passes at 12pm