



H.A.W.S., Inc. Minutes for 8/14/22

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), 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), Anna A. (Lafayette CO), Adam D. (Phoenix AZ), Eric E. (Green Bay WI), Zach A. (Rochester NY), Stevie S. (Austin TX)

2. Tradition:

-Tradition 8 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 stated that:

-Chase balance is \$23,588.26

-Balance is current, all conference fees paid

-Paypal:

1. CONTRIBUTIONS- \$571.58 MINUS THE PAYPAL FEE OF \$21.91= GROSS DONATIONS \$549.67
2. SHIPPING REFUNDS- \$7.75 SHIPPING COSTS- \$284.10
3. ORDERS- \$1379.25 MINUS PAYPAL FEE OF \$60.37= Net sales \$1318.90

-Working with CPA to catch up chase account in QuickBooks, Alex helped a lot with fixing the system.

-Treasurer's Report approved

-Adam asks how the new reports being submitted to webmaster will look. Wayne clarifies that moving forward only annual statements will be on website.

5. Webmaster Committee Report:

Sara stated that:

- We have new members that joined the committee, and we went over webmaster information.

- The tech members are still working on why the convention tab is not secured by the SSL certificate. We have one of the new tech guys assigned to this.

- Talked about an ad-hoc website committee to do the redesign together. There is not enough time within the hour webmaster meeting to go over all of the ins and outs of a redesign/upgrade.
- Updated the literature tab with only approved pamphlets
- Went over some of the information from the conference and the committee is prepared for updating the website and material as it comes in from the conference committees.
- Changed conference registration to closed right after the conference
- Updated all the prices in the cart right after the conference and put a notice on the top page of the price increase.

6. Chips and Literature Committee Report:

Brandon stated:

-Post conference, the paid employee stated he was comfortable with taking on extra responsibilities. Our pamphlet vendor is prepared to take orders at our earliest convenience. Brandon met with the LCF committee who stated they needed their formats to be up to date before we placed the order on pamphlets. The next LCF meeting will be 8/21/22. Brandon spoke with the S & B chair who stated they also need another meeting or two before the recent edition of the general service manual will be ready for print.

-The paid employee and Brandon placed an order for 14,000 key tags due to some low inventory. The approximate cost of this order is \$3,700. The order will be charged when it is processed and shipped. The projected delivery date for this order will be late October. Brandon instructed the paid employee to cease including all non-conference approved literature on current bundle orders. Brandon also let the webmaster know to exclude those items for available purchase on the website to avoid having members purchase them mistakenly through our former "bundle" options. Bundle options were modified accordingly on the website as well.

-Starter kits were shipped and received in the states of NH, AL, WI, WA, and TN the month of July. Our updated 'Welcome Letter' is being included with all current kit requests.

7. Mainline:

Logan reports:

-All is well with the mainline. Getting started on some new ideas after conference. Starting a new article in the mainline specifically for stories on amends! Changed our meeting time from 7:00CST to 6:30CST. Committee has some ideas on how to raise money for HAWS, example being used was, the GSO of AA sends out an email to groups and areas and districts at some point during the year saying that if each member donates ___\$ then our expenses will be paid for the rest of the year. That wasn't exactly how we would phrase it, but the idea was to put a blurb out in the Mainline that HAWS needs help. Will consult with board on this matter Once I'm in attendance next month. The Disclaimer has been completed, and will be attached to my report.

8. Structure and Bylaws:

Pat reports:

-He plans to present process for straightening out HAWS liaisons to HAWSC Committees, also worked on new bylaw for Personnel Committee

10. Haws Conference Liaison:

Zach A reports:

-They met today, talked about being more active throughout the year, reworking issues with functionality that came up at conference, reformatting template for conference agenda, making submission timeline guidelines clearer, changing opening reports

11. Personnel Committee:

Ole states that:

-Discussion with Vance about comments at conference, he understands the issue and will apologize to the board on Sunday.

-Discussion about Matt L issues with missing HG money and fellowship conduct, members will reach out to contacts and gather information, will meet again and offer interview to Matt ON 8/13 AT 11am eastern

-Bylaws discussion- should we be able to drug test? Not in favor. Should the personnel committee be able to temporarily suspend board members when conduct is under review? We agree, drafting motion

Motion: The Personnel Committee be granted the duty and authority to temporarily suspend members from the HAWS Board while their conduct is under review, this requires a majority vote of Personnel Committee. Suspensions include sitting out of HAWS Board meetings, HAWS Subcommittee Meetings and Conference Committee Liaison roles, accessing HAWS emails or accounts, and refraining from any HAWS Board related business until restored by majority vote of the Personnel Committee. Suspensions should be immediately reported to HAWS Chair so necessary administrative measures may be taken.

-Discussion about Matt L., after following up on leads and talking to members of Dopeless Hopefiends in TX. Consensus is that Matt did send \$740 of his homegroup's money to HAWS without their consent, he should be removed from the board and the money returned.

Motion: To remove Matt L has HAWS Vice-Treasurer

Motion: That HAWS, Inc. render payment in the amount of \$740 to the Dopeless Hopefiends Group in TX

-Discussed three applications, at-large, H&I and Non-Addict Advisor, moving to interview all three

12. P.I. Chair:

Brent reports:

- Responded to several emails in the last month from members about various PI efforts.
- Struggling to get momentum back in my committee. Several of the members took up new positions causing scheduling conflicts.
- Had a great first meeting with the PI conference committee. Edrik, the new chair is really killing it. I think we will have our most successful year of working together to improve PI efforts for the fellowship.
- One of the main focuses right now is, defining cooperation vs affiliation both for my role of working with the fellowship as well as the PI conference committee's handbook.

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.)
- Meeting with HA Book Task Force to plan surveying fellowship on HA book interest
- Meeting with Conference Committee as liaison/committee officer
- Creating a HA virtual sponsor list for isolated or foreign aspiring HA members seeking more involvement
- Creating a bilingual HA list of HA members willing to speak with non-english speaking aspiring HA members

14. Intellectual Property:

Vacant

15. Trustees:

- Erik S.- Working on getting region's meeting info updated on website
- Stevie S.- Had regional meeting, big question was "what are we supposed to be doing" still looking for answers, Asks anyone in the southwest to join regional meeting to brainstorm

- Eric E.- Planning on having a regional convention, meeting soon to start working on this
- Discussion follows about how trustee duties and how to work with HAWS and their regions

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 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

*Update on 8/14- Wayne still working on this

- 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

*Update on 8/14- Adam still working on this

- Motion: 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.

*Update on 8/14, discussion about how this looks and where it would exist in HAWS bylaws

16. New Business:

- Ole makes the following Personnel Committee motions:
 - Remove Vice-Treasurer: Seconded. Ole speaks to the motion, highlighting that this person was found to have taken \$740 from their homegroup and sent it to HAWS without their consent. -- Motion passes.
 - The Personnel Committee be granted the duty and authority to temporarily suspend members from the HAWS Board while their conduct is under review, this requires a majority vote of Personnel Committee. Suspensions include sitting out of HAWS Board meetings, HAWS Subcommittee Meetings and Conference Committee Liaison roles, accessing HAWS emails or accounts, and refraining from any HAWS Board related business until restored by majority vote of the Personnel Committee. Suspensions should be immediately reported to HAWS Chair so necessary administrative measures may be taken. Motion is seconded and passes
 - The personnel committee will further define what is expected by board member conduct. Motion is seconded and passes.
 - That HAWS, Inc. render payment in the amount of \$740 to the Dopeless Hopefiends Group in TX. This is seconded and passed. It should be noted that PayPal will keep a service charge of \$21.88
 - Sara mentions that getting away from PayPal and its fees would be financially responsible for the Board
 - Stevie mentioned how working on this task was a difficult but rewarding project as a new Trustee
- Alex L gives Book Task Force update: Conversation about rolling out a survey, google forms survey template is created, making sure questions are correct and survey should be out within the next month, question of who this survey should be going to. Discussion to follow.
- Pat B motions that he be appointed HAWS Liaison to the 2024 HAWS Convention. Motion is seconded and passes.
- Pat B makes motion that HAWS develop a plan to roll out HAWS Merch. Seconded, discussion to follow, Wayne feels it should be a finance committee task, Brandon talks about logistics, motion passes with the amended language: "The finance committee will develop a plan to sell HAWS Merch".
- Pat announces that we need a Vice-Treasurer, please send resumes or applications to the Secretary
- Motion to close passes at 12:06 pm