

## H.A.W.S., Inc. Minutes for 12/11/22

Meeting opened with the serenity prayer at 9:42 am.

### 1. Attendance:

-Brandon H. (Birmingham AL), Ole C. (Phoenix AZ), Wayne B. (Warren, OH), Erik S (San Clemente, CA), 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), Brent B. (Birmingham AL), Logan C. (Birmingham AL), Lindy H. (Menominee MI), Zora J. (Atlanta GO), Pat B. (Rochester NY), Stevie S. (Austin, TX)

### 2. Tradition:

-Tradition 12 was read by Pat

### 3. Previous minutes read:

-Minutes read by Adam, approved with some minor changes.

### 4. Treasurer's Report:

Wayne reports-

-Chase Balance: \$23,236.47

-PayPal:

Total Balance for Donations and Contributions: \$1,074.35

Total Balance for Keytags and Pamphlets: \$2,171.40

Total Chase Bank Transfers: \$3,427.71

-Income is up for the month of November, yearly average will be presented after this month.

-Met and signed contract with bookkeeper, will cost \$200 a month, will bring September thru now up to date for free

-Monica charged us \$4,551 to get IRS straightened out and filed cleaned up ledger and account reconciliations, financial reports, tax exempt income return, tax notices, clerical tasks etc., IRS said we are good to go and reinstated. Adam asks for specific invoice and clarification about which mistakes we are paying for, wants to make sure we are paying correct invoices

-Unclear as to whether we will incur fees from IRS, a letter with more details should be coming  
Went to HAWSC finance committee and they are working diligently, aired concerns both ways and came to understanding

-Adam mentions that convention account is now open and there is \$1000 minimum in account

### 5. Webmaster Committee Report:

Sara R reports-

-Members of the webmaster committee are working on a few suggestions that we received with the new website

-Started to put the regional contacts and maps on the contact page but there was a discrepancy in one of the emails that is getting fixed

-Book survey got removed

- Removed 6-year tags and made them out of stock but made a video of how to do that in the cart system as well as explained how to put them back in stock, It is saved in the webmaster google drive for future use

- Changed the For the Press tab to all Public Information, Worked with the Public Information Chair on this and all of the PSA's are up, We will still be working together to further improve this tab

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

-Finance committee stated it would be ok to pursue launching H.A. bookmarks. Brandon is still in the process of looking through different quotes from different vendors. Brandon will also look into whether or not our current vendor for literature would be able to produce and provide a quote.

-Brandon has started searching for members of the merchandise committee with a projected time to begin meeting sometime February 2023. Ideally, the committee will consist of at least one member in each region to collaborate and construct future merchandise ideas in an effort to preserve unity in the process of creating items for the fellowship.

-During the confusion, board presence was requested at their area's next meeting on 12/11/22 at 6:00 PST for clarity and outreach related support. The matter does appear to be resolved at this time. Brandon informed the Pacific regional trustee, outreach chair, H.A.W.S Secretary, and H.A.W.S chair the matter at hand. It should be noted that the statement of policy regarding our logo and motto on the website (and page 14 of the General service manual) states a group is able to sell merchandise using our trademark logo and motto with their area's consent. Brandon strongly suggested that if the website remains active; it ought to clarify the origins of the group, the area it is permitted by, and that it is not directly affiliated with H.A.W.S Inc. Additionally, that there ought to be a direct way to contact the members responsible so H.A.W.S is not mistakenly held liable for any potential discrepancies on orders. So as not to interfere with any development of the official H.A.W.S merchandise committee.

-Lastly, Brandon identified that all of the "Higher Power" pamphlets were misprinted on the front and read "High Power". Upon further review it turned out to be an oversight by the LCF Committee, Brandon, and the paid employee. The file format is saved as "Higher Power" but the document reads "High Power". The paid employee stated we have sold 300 of these pamphlets to this point. Sold at 20 cents per we have earned 60 dollars from these pamphlets from the 1000 ordered. The remaining pamphlets at the cost are valued at 77 dollars. We are at a current 17 dollar loss for the Higher Power pamphlet if we were to discard the current inventory- excluding the reprint expense. LCF next meets on 12/18. The committee will be informed this week to modify the error. loss of approx- \$130, Brandon recommends scrapping pamphlets, reprinting, and sending, will report outcome next month.

-Three starter kits were shipped the month of November to Suwell NJ, Oakville CT, and Aberdeen Scotland.

## **7. Mainline:**

Logan C reports-  
Opens 28.7%  
Clicks 4%

We were all a little behind this month, we ended up publishing the mainline about a week late. It should not happen again. Had an committee matter about a certain submission that also set us back some. Other than that, everything ran smoothly. Still just 3 of us making things happen.

## **8. Structure and Bylaws:**

-Pat reports that he attended HAWSC S&B, discussed referrals to alter steps to be gender neutral and print the long form of traditions in HA Service manual, this led him to reach out to AAWS, waiting to hear back.

## **9. World Convention Liaison**

Pat reports that-

-Convention Committee held bake sale fundraiser, making around \$700 in 17 degree weather. Committee is working to streamline steering committee meetings and make them more efficient. Official bank account was opened. Adam asks Pat to inquire with the committee about seed money.

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

-Zach reports that the committee discussed signing contract, update coming soon with date and location, briefly discussed idea of adjusting conference date in the event that the 2024 conference meets earlier although this was voted down. Budget should be submitted soon.

## **11. Personnel Committee:**

Ole- has not met, open positions for Addict-Advisor, Non-Addict Advisor, At-large, S&B and Intellectual property. Committee needs to adjust bylaws to allow another member into ranks.

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

Brent said that he is-

-Working with webmaster and PI chair of Conference to refine the new public information tab on the website.

-I've been in communication with the PI chair of A.A. We are looking to have a meeting soon as I want guidance on how to go from the stage, we are in now of building PI resources to actively reaching out to the public at large.

-I would like time in new business to make two motions concerning the mainline.

## **13. Outreach:**

Outreach Chair, Anna A., reports recent outreach duties include-

-Finalizing spreading HA Book Survey to isolated areas, new HA groups, and trustees for distribution

-Meeting with HA Book Task Force to prepare for compiling data

-Working with new HA member stating meeting in Honolulu, HI

-Working with chips and lit chair regarding new meetings

## **14. Intellectual Property:**

-Vacant

## **15. Hospitals and Institutions:**

-Nothing to report

## **16. Trustees:**

### **Pacific Region**

· Erik S.- Nothing to report

### **Southwest Region**

· Stevie S.- Went to Colorado area meeting, had regional meeting on Nov 27<sup>th</sup>, lots of discussion about how areas could support getting trustee to conference, Areas struggle with money, looking into trustee specific fundraising, board of trustees meets next week

### **Central Region**

- Eric E.- Working on non-profit status for region, thanking St. Louis for sizable contribution

#### **Northeast Region**

- Justin W.- Not present

#### **Southeast Region**

- John C.- Not present

### **15. Book Task Force:**

Alex gives Update on 12/11- 632 final survey responses, delegated out tasks of data analysis, looking at existing literature to be used, meeting regularly until report goes to Conference committee in March. Data is clear that the fellowship is unanimous on a certain type of literature.

### **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

12/11- Vance is still interested in learning more about IP Chair, Brandon has more questions about how this would work and what they would do. Adam gives brief description of this. Please send interest to personnel committee

- 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

\*update on 9/11- As soon as the CPA completes the reconciliation process done we should be good to go

- 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

\*Update on 12/11- "Its like 80% of the way done" -Adam

- The personnel committee will further define what is expected by board member conduct. Motion is seconded and passes.

- Trevor makes motion to issue statement to fellowship about financial issues and plan to reconcile them that he will draft and have sent out pending majority approval. Motion is seconded, discussion follows. Motion passed. \*Update on 12/11- Letter went out in November with widespread approval

## 16. New Business:

- Wayne- makes motion to reduce all travel reimbursement by 50% in the year 2023, seconded. \$19,000 in bank account with 2k in inventory, inventory till increase by \$5,000 reducing operating funds temporarily. With the upcoming conference travel costs, we will be below \$5,000 and in danger of financial trouble if we do not do something. Discussion follows. Motion fails, consensus is that finance committee already has this ability.

- Brent- Motion to have the board discuss and develop new submission guidelines with the mainline to help the mainline define its purpose, seconded. Discussion follows. Motion Passes.

- Brent- Motion to have section of the mainline with rotating board members submitting articles related to service, seconded. Motion passes after some discussion.

- Brandon- Motion to produce HAWS bookmarks and sell them on the website for \$3, seconded. Motion passes

- Adam- Asks for motion that the board handles referrals to the conference committees instead of the conference committee, pat makes motion and is seconded. Passes

- Adam- asks for motion to have secretary handle referrals until a position is created, Zora motions, seconded and passes.

- Adam asks people to remember to send new business ahead of time to streamline agenda

· Motion to close passes at 12:09pm