

H.A.W.S., Inc.

Monthly Business Meeting

3-12-23

9:30am MST



Meeting opens at 9:35am MST with Serenity Prayer

Alex L., and the HA book committee task force gave presentation about their work to survey the fellowship and went over findings. This presentation is available to the fellowship in the HAWS Board Conference submission. This presentation took place at 9:35am, and non-board visitors left after its conclusion.

I. Attendance:

*In respect of time due to allocation of slot for the presentation, the acting Chair chose to record attendance visually, foregoing roll-call

1. Ole C. (Co-chair; Phoenix, AZ)
2. Brandon H. (Chips + Lit Chairperson; Birmingham, AL)
3. Wayne B. (Treasurer; Warren, OH)
4. Trevor F. (Co-Treasurer; Oshkosh, WI)
5. Sara R. (Webmaster Chairperson; Columbus, OH)
6. Anna A. (Outreach Chairperson; Lafayette, CO)
7. Logan C. (Mainline Chairperson; Birmingham, AL)
8. Lindy H. (Hospitals + Institutions; Menominee, MI)
9. Zora J. (At-Large; Atlanta, GA)
10. Vance S. (At-Large; Akron, OH)
11. Alex L. (Non-Heroin Addict Advisor; Rochester, NY)
12. Erik S. (Trustee (Pacific); San Clemente, CA)
13. Eric E. (Trustee (Central); Green Bay, WI)
14. Stevie S. (Trustee (Southwest); Austin, TX)
15. John C. (Trustee (Southeast); Birmingham, AL)
16. Zach A. (Conference Committee Liaison; Rochester, NY)
17. Pat B. (Secretary; Rochester, NY) (Covered as Chairperson)

II. Tradition of the Month

-Read by Pat B, Tradition 3

III. Minutes (February 2023)

*In respect of time due to allocation of slot for the presentation, the acting Chair chose to forego the reading of minutes, this saved time and the body agreed that they had ample time to review minutes before meeting.

-Minutes approved

IV. Reports

A. Treasurer

- Given by Wayne
- \$1,019.65 gross profit, \$970.81 in expenses, \$48.89 operating budget in main
- Completed Arizona and IRS documents to move to charity, will be getting price reductions due to this status, all that is left to do is wait
- Added business Venmo for convention account to aid in fundraising merchandise sales
- Report approved
- Link to yearly report:
<https://drive.google.com/drive/folders/1ztOowazbba1PdiUN5QnStheh5oD8096G>

B. Webmaster

- Given by Sara R
- Will be updating PSA's on the website per the PI Committee
- Will be updating the convention tab with some new information from the convention committee
- Worked with the paid employee and Chips and Lit chair to get shipping corrected on the website. There were a few over or under charged orders for shipping due to shipping integration restrictions.
- The site has been extremely slow, and functions are starting to not work. Had to put in some premium support tickets. As of now all the plug-ins and themes are updated and working besides the meeting finder. The meeting finder was a custom code installed by a former webmaster committee member that we are no longer in touch with or he is no longer willing to work with us on how it was installed. For now, a ninja tables plug-in was installed for the meetings. This can be temporary if we find a better plug-in or pay for the pro version that has better integrations. I did reach out to the fellowship for a website programmer/developer that may be able to assist the webmaster committee on more technical issues when they arise again.
- The website continues to be slow even after everything has been updated. It is recommended by the premium support that there is no conflicts with our site causing the usage and physical memory stats to spike, and nothing else that can be done besides upgrading to a package with more memory.
- discussion follows, some short-term solutions offered to help with mobile view, zora mentions that current meeting list is editable by anyone, discussion about using more expensive packages or paid professionals to run website, pros and cons of changing this service, Erik said he may have option,

C. Chips + Literature

- Given by Brandon H
- Bobby, Brandon, and Sara have all been in close communication in regards to the launch of bookmarks and interference regarding shipping options on the website. Various issues occurred

such as a fluctuation of shipping rates, members being able to order without paying for shipping, and members not being able to place orders on the website period. Bobby and Brandon have addressed individual orders where these issues occurred to collect shipping on orders where it was due, as well as refunding any excess on orders where members were overcharged for shipping. These matters continue to be strictly monitored by Brandon and Bobby and are being addressed as they come. Currently, 231 of the 1500 bookmarks have been sold. Our current net profit on this item is \$444.

-Amidst the shipping dilemma, Brandon has had less focus and more apprehension about printing the general service manuals, at the risk of additional expense and a low return on the investment. Additionally, with it being so close to the conference and the potential of it being modified again, it no longer appears to be a fiscally responsible decision. Brandon will deliberate with Bobby some more this month in hopes to reach a decision on the matter.

-The merchandise committee met and inquired of our committee receiving an established budget to kick start projects. The general consensus is we have a range of different ideas but unclear of how to operate with no cash on hand. Brandon also spoke with Zach A. loosely about streamlining convention merchandise through the website and potentially implementing pre-registration merch bundles for the 2024 convention. The merch committee also loosely discussed the idea of a H.A.W.S merch table with novelty items at world conventions, or even state conventions with the approval of convention chairs and their respective areas.

-Brandon has been in contact with multiple C.A. World Service board members for some insight and experience seeing that they too sell merchandise on their website. As well as any leads and contacts they may have for the book task force committee.

-LCF did a group inventory last weekend and has redirected the focus of their needs to conference and their report as it approaches.

-Two starter kits were sent the month of February. One to a meeting started in Wisconsin, and one to a DOC treatment program in Pennsylvania for H and I started by a resident of the facility.

D. Mainline

-Given by Logan C

-28.8% Opens

-4.3% Clicks

-Both numbers trending higher than the past couple months

E. Structure + Bylaws

-Given by Pat B

-drafted motions for bylaws that will be addressed in new business

- Worked on Google Drive
- Sent Committee Assignment draft to Outreach

F. World Convention (2024)

- Given by Pat B
- Shirt designs are finalized
- Game day fundraiser coming up
- Got the business Venmo
- narrowing down hotel options

G. H.A.W.S. Conference Liaison

- Committee gave recommendation about travel budget, priority list of people specified at \$500 per to fall in line with budget given by board, working on committee guideline revisions. Deadline for submissions is approaching on or around 4/12

H. Personnel Committee

- Pat announced that Anna A, was recruited to Personnel

I. Public Information

- No Repot

J. Outreach

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

- Meeting with CA Unity Chair to learn about how that fellowship utilizes similar duties to Outreach
- Preparing data for 2023 Conference report
- Preparing Outreach Committee for organizational reboot
- Reaching out to unestablished ares about conference
- Emailed delegates, trustees, haws board, and conference floor with conference info
- Keeping zoom meeting list updated when emailed changes
- Talking with new meetings in Portland, Wisconsin, New Jersey, New Hampshire, and SoCal
- Engaging with members regarding their questions in various locations

K. Intellectual Property

- Given by Zora J

Ongoing tasks: update logo trademark to include all colors (currently only black and white allowed), update trademark to separate name of Heroin Anonymous and logo to allow for easier usage within trademark limitations

Completed tasks: verified what materials and usage have been granted from A.A.

- Tasks to be presented at 2024 conference:
- Guidelines for logo, name, and intellectual property usage

-Confirmation of updated trademark

L. Hospitals + Institutions

-Given by Lindy H

-Working on bylaws for this position with committee

-Continue efforts for getting HARP into Area prisons

-Still working on helping the conference committee fixing last year's submissions so they can get them on the website

-Bought my plane ticket for conference

-Zora mentions that HARP may be trademarked

-Brandon mentions H and I budget to support keytags and literature for prisons

M. Trustees (by region)

1. Pacific

Erik S: no report

2. Southwest

Stevie S: regional meeting last week, went really well, defining roles and positions, on the 25th there will be fundraiser to send me to conference, going to meetings and explaining purpose for fundraiser

3. Central

Eric E: (given by Lindy) February 25th meeting took place in person, 4 or 5 states represented it was astounding, central regional convention coming up in oct 19 2023 Michigan has very first delegate will be at conference

Northeast

Justin W: not present

Southeast

John C: had second regional meeting two weeks ago, everything going well, next meeting will be third weekend in May, formed exploratory committee for throwing a regional convention, unofficial event coming up in Birmingham a trivia night, Brandon chimes in to mention that collecting member support from cities around the region

N. Book Task Force

-Given by Alex at outset of meeting

V. Old Business

A. Trademark the name "Heroin Anonymous" motion (seconded + passed)

1. Notes:

a) Billy says should cost less than \$1,250

b) Billy: Trademark double circle logo containing words "No More Suffering" with capital "HA" in center to be trademarked regardless of color (motion seconded + passed)

- c) Billy mentions that the biggest violators of the trademarks are going to be program members and are difficult to enforce. Billy suggests compiling a list of recovery literature and when they were written. Adam will look into this.
 - 2. 07-10-22: Adam asks for discussion about updates or if this should stay on old business; will stay as a reminder for future business.
 - 3. 12-11-22: 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 a brief description of this. Please send interest to the personnel committee.
 - 4. Update in February Zora, name is trademarked with logo, only, looking into approving all colors and with name separate from the logo, Adam fills in some reasoning of this motion's history, Zora is planning to contact lawyer.
 - 5. March- Zora is continuing her work on this matter
- B. Brent- Motion to have section of the mainline with rotating board members submitting articles related to service, seconded. (seconded + passed)
 - 1. Updates:
 - a) 01-08-23: Logan: In process
 - b) 2/12 clarification about board members specifically sharing stories, Logan says this already exists in bylaws and it will be starting soon.
 - c) Committee corner published in last mainline (March)
- C. Pat B motions on Brent B's behalf:

To give the Public Information Chair of the board full admin access to any aspects of the Google non-profit account associated with H.A.'s public information and future possible Google Ads grants. Seconded and tabled

VI. New Business

- A. Dress code motion amended and passed (final version can be seen in HAWS Q2 Bylaws)
- B. Motion about information sharing policy passes (final version can be seen in HAWS Q2 Bylaws)
- C. Motion from Sara to upgrade package used by website. cost would be around \$75 more a year, not sure about exact cost but seems time sensitive, package would cost \$287 vs. \$215 a year. Discussion follows, questions about shopping around services. Motion passes
- D. Discussion about yearly reports being due for conference submission, and what to do with the book task force recommendation

Meeting adjourns, with motion to close accepted, at 12:15pm MST

