

H.A.W.S., Inc.
Monthly Business Meeting
9-10-23
9:30am AZ time



Meeting opens at 9:35am AZ time with Serenity Prayer

I. Attendance:

1. Adam D. (Chair; Phoenix, AZ)
2. Ole C. (Co-chair; Phoenix, AZ)
3. Wayne B. (Treasurer; Warren, OH)
4. Sara R. (Webmaster Chairperson; Columbus, OH)
5. Lindy H. (Hospitals + Institutions; Menominee, MI)
6. Eric E. (Trustee (Central); Green Bay, WI)
7. Pat B. (Secretary; Rochester, NY) (Covered as Chairperson)
8. Anna A. (Outreach Chairperson; Lafayette, CO)
9. Logan C. (Mainline Chairperson; Birmingham, AL)
10. Ben S. (Conference Liaison; Ohio)
11. John C. (Trustee (Southeast); Hoover, AL)
12. Alex L. (Non-Heroin Addict Advisor); Rochester, NY)

II. Tradition of the Month

-Read by Pat B, Tradition 9

III. Minutes (August 2023)

-Minutes approved

IV. Reports

A. Treasurer

-Given by Wayne B:

-Paypal Balance: \$1,000.00 and \$1,402.34 is in the process of being transferred to the Chase - main account

-Chase Account Balance \$18,846.56 and with the transfer from Paypal. It will total in the amount of \$20,248.90

-HAWS Convention Chase Account Balance: \$7,910.26 and there were no transactions to be deposited from WePay

-Chase Savings (Prudent Reserve) Balance: \$6,001.18

B. Webmaster

-Given by Sara R:

- Updated PI Committee guidelines, added the Mainline for August, changed the referral tab with the HAWS secretary per last month's vote
- All meetings and emails are being checked/updated in a timely manner
- A few members of the committee have stepped down. There is one member from New York and I, running the committee
- Updated WordPress and plugins. Will have automatic withdrawal renewals for our domains in October. Will get that information over to the treasurers
- Some items were set as out-of-stock on the website (6 year keytags, Step one pamphlet and Who is a heroin addict pamphlet). All bundles have been adjusted in amount and price. A disclaimer is set on the products and on the Order tab
- Wayne asks question about delay in pamphlet ordering and stock on website
- Sara mentions that date is wrong on recent mainline, Logan says will explain date further in his report and that this is because old mainline was recycled due to lack of content

C. Chips + Literature

-Given by Pat for Brandon H:

We are currently out of stock of 6 year keytags, Who is a heroin addict pamphlet, and the Step One pamphlet. 6 year key tags were ordered. Brandon is currently awaiting LCF to complete the final proof of the conference approved pamphlets with the addition of the QR codes. Brandon has ACI on standby to submit an order upon receiving said PDFs.

Brandon, Pat, and the H.A.W.S Subcontractor met to go over the formal established guidelines of their job functions in correlation to their current responsibilities to reflect on their needs and compensation.

The merchandise committee met to establish positions and bylaws. The committee has requested the board to approve the bylaws that will be presented and motioned in new business. The committee is next scheduled to meet Thursday September 28th to resume business of merchandise now that official policy has been implemented within the committee.

No starter kits forms were submitted or shipped the month of August.

D. Mainline

-Given By Logan C:

-32.4% opens 3.7% clicks

-We ended up having to publish an old mainline article due to the lack of content at the moment,

-other than that everything is running as usual

E. Structure + Bylaws

-Given by Pat B:

-Working on personnel bylaws

- sent memo for changing referral process, any feedback? No responses.
- Have not started conference committee email project yet

F. World Convention (2024)

- Given by Pat B:
- Committee is meeting bi-monthly as things ramp up
- Elected new secretary, Jess A., delegate from LI
- Issues working out group number with hotel being sorted
- Holding media contest with free registration as prize
- Discussed sub-committee spending policy
- Adam asked Pat to have convention committee look into having HA archives shipped from bobby to 2024 convention

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

- Given by Ben S.
- Conference committee plans to use QR codes for contributions instead of passing baskets next year

H. Personnel Committee

- Given by Ole:
- Discussion about reaching out to members with attendance concerns, asking them to confirm commitment but also share ideas for improvement and how they can be better utilized
- Discussion about how to attract consistent non-heroin addict advisors, Alex and team will reflect and continue looking at this, time commitment is a barrier for many skilled volunteers. Idea of non-heroin addict advisor committee to share tasks and rotate attendance at Sunday board meetings.
- Discussion about paid employee projects and next steps, committee wants to push for a raise for the paid employee. Pat is going to draft new bylaws and run them by Bobby/Brandon and Personnel, Ole will get legal information to add to this as well
- Wayne asks about legal and wage information , agrees to send personnel anything he has relating to this

I. Public Information

- Vacant
- Discussion on the need for this role to be filled

J. Outreach

- Outreach Chair, Anna A., reports recent outreach duties include:
- Communication with an aspiring H.A. member in Stockholm, Sweden about starting a new H.A. meeting there

- Speaking with an AA member in Michigan that held a group inventory meeting and feels limited in helping heroin addict attendees. I connected this member with a nearby H.A. member Lindy H. who plans to hold a "How to Start H.A. meeting" meeting for these members soon
- Sending information on how to start an H.A. meeting to aspiring members in the following locations: Akron, OH, Delray Beach, FL, Maple Shade, NJ, Indiana, Buffalo, NY
- Troubleshooting H.A. zoom meeting links or passwords changing
- Connecting a pacific zoom meeting with an international speaker
- Reminding Trustees of request for representation from their region, awaiting response from Southwest Region and Pacific Region
- Working on restructuring bylaws, positions, and duties in Outreach Committee

K. Intellectual Property

- Vacant

L. Hospitals + Institutions

- Given by Lindy H:
- Working on getting a committee meeting going, kind of dropped the ball there. But i been doing P.I. at all the recovery events outreach and H&I in my area to grow HA more. Working on getting HA responders on the tablets in the jails and prisons, it's not a easy task I am finding. Going to Lansing next month to start HA down there, an AA group reached out to Anna from Outreach and sees the need for HA in their area, their heroin addicts are dying left and right and can see how they are limited on helping them, so Eric E. and I are going to drive down there and do a presentation for them on what HA is, incorporating the importance of reaching heroin addicts behind the walls and in treatments to grow their fellowship in the future with Q&A of course. How to chair a HA meeting, give them materials, rally up the herion addicts and get them excited for this. They have a ton of rehabs and need help building the structure to get heroin anonymous going. Super excited!

M. Trustees (by region)

-Pacific

Erik S: Met as region in July, restructuring region, talking about possibilities for events

-Southwest

Stevie S: not present

-Central

Eric E: Still planning regional convention for October 20th speakers and merch lined up \$115 registration, sponsored registrations available, Wayne has speaker lineup, Lindy mentions \$115 covers 2 nights in hotel, reg, banquet!

-Northeast

Justin W: not present

-Southeast

John C: People are willing to give people homes to stay in for their upcoming regional convention.

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. 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.

4. May- Zora is continuing her work on this matter

5. June- No update

6. July/August/ September- No update

B. Pat makes motion that HAWS will examine and redefine the roles and responsibility of "independent contractor", motion is seconded and amended to read *personnel committee will*

-Pat suggests inviting Adam, Brandon and possibly contractor too, Alex asks if any information is needed from board before personnel looks in. Trevor says it is important to use correct language that contractor is **NOT** employee and should be referred to as contractor, not in bylaws. Pat says maybe adding description to handbook and suggests the board define the role in a more accurate legal term. Trevor mentions that anything removed from the paid entity will fall on a volunteer. Sara brings up spirit of rotation. Brandon says the paid entity currently files taxes as independent contractor.

-Motion passes

-update 7/9- Personnel has started this project see report above

-Update 8/13- This was discussed on personnel and an internal to-do list was made, first step will be interviewing Brandon/Bobby to get an accurate picture of current role

-Update 9/10- Guidelines coming together, plan to submit new guidelines, pay raise, legal documents within next few months

- C. Motion to give “.org” emails to all conference committees. Seconded. Motion passes.
- D. Book task force- Adam asks if it should be assigned to Alex again, as new book writing liaison chair, discussion follows. Adam will review recordings to verify that the Board is tasked with this project. Board plans to ask Alex to head up task force in September. Ole suggests outreaching task force head with personnel if Alex does not want to.

-Update 9/10- Alex agrees to head up new ad-hoc, this will become standing report “BWC book writing committee” on agenda.

VI. New Business

- A. Personnel motion: All internal and external communication related to H.A.W.S., Inc. business will utilize approved and provided organization resources such as “.org” emails and google meets video and text chats. If members wish to use personal means to communicate, or have an outside/existing friendship, this is permissible as long as both parties are in agreement with the method being used.
Seconded, discussion follows, passes.
- B. Anna- discussion about outreach flyer, whether it needs motion or not and content of this needs to be changed. Discussion about whether this flyer is Public information
Pat- Motion to allow Outreach chair to contact and send material to the public and fellowship specifically related to starting HA groups or contacting HA while PI chair is vacant, motion passes
Anna- Discussion on flyer, motions to approve flyer, seconded, anna offers amendment to and language that is inclusive to opioid addicts and offers directions to access our literature. Motion to approve amended flyer passes
- C. Merch committee guidelines- Pat presents guidelines and it is realized that sub-committee guidelines do not need Board approval and chairperson guidelines are already approved. Good job Brandon.
- D. COVID Policy notice- Adam brings up member question about removing COVID guidelines notice from website. Sara suggests updating best practices for online

meetings listed. Adam suggests sara look into this and come back. Ole notes that COVID can be politicized and members can reach out privately to Sara to share concerns.

- VII.** Next HAWS meeting is October 8th, 2023. Meeting adjourns, with motion to close accepted, at 11am AZ time