

Annual Hawaii Convention
Steering Committee Meeting Minutes
Aug 6th 2011

Members present: Patti L., Kunane D., Zeke J., T. A., Debbie G., Heidi G., Hugh C., Bob H., Ken K., Carolyn A., Judy P., Ernie A., Kathleen T., Pam D.

Meeting convened: The meeting convened with the Lord's Prayer at 10:39am.

Minutes: Motion by Patti to accept the minutes, seconded by T, motion passes.

Steering Committee Chair - Kunane: -Kunane reports he continues to work with Andrea from Helms Briscoe and has copies of the 2012 contract to review. He is working with Debbie and Charlie for the AV needs and will hopefully be under budget. We have 3 suites and one junior suite. Since we do not need the additional suite for hospitality, the room will be used by Zeke. Heidi will coordinate this with the hotel.

Secretary's Report – Heidi G.: - Heidi reports that we have to date 261 registrations and that is 55 more than this time last year. All the speakers except Madeline have been booked and we are still looking at airfare for her. Heidi continues to work with the hotel on staff rooms, linen orders and smaller details. She is ordering supplies for packet stuffing and has coordinated that with the registration and coupons chairs.

Treasurer's Report – Debbie G.: See attached reports, nothing to add.

Area Committee Report – Ken/Bob: Still on ad-committee for S&G. Bob reports Area has not met so nothing new to report..

Convention Chair – Tayshea (T): T has received copies of the program and has sent it out to be reviewed by the Steering Committee. Please review and get the comments back to T so she can work with programs to finalize the program. The prices of our meals are over budget due to a 5% price increase at the hotel. T will work with Marcos to get the meals within our budget. The committees are going along smoothly.

Facilities: Nothing new to report. Facilities job descriptions to be discussed in old business.

Webmaster – Has been researching chat and blogs on our website for anonymity. We will discuss further in new business.

AI-Anon- : All is going well. They have turned in meeting topics to programs.

Old Business –

Appendix C –Kunane, Bob and Heidi will work together before the next Steering Committee meeting to make one document for the committee to review so it can be presented to the Area.

AI-Anon as facilities member – Judy mentioned that we add to Appendix C a “Relationship with AI-Anon” section. Kunane will meet with Carolyn and Judy to discuss further and propose a draft copy to bring to the Steering Committee for review.

Facilities job description – Ernie and Kathleen’s draft was reviewed by the committee. There are no major changes to add and Kunane will work with Ernie to make all the grammar corrections and finalize the job description.

Neighbor island chair: Zeke submitted a draft to present to the area. Zeke will research costs involved and submit to Heidi. All comments and changes to be submitted to Heidi so she can compile a proposal that can be brought to the Area.

Cost to bring Alt chair/delegate to Steering Committee meetings: This topic has been tabled until the

New Business –

Solutions job description: Tabled until next month, Heidi will write up a draft.

2012 Contract – Kunane submitted a draft of the 2012 contract with the Hilton Hawaiian Village for review. There were a few changes but nothing has been taken away. If anything, as we continue to build a relationship with the hotel they will provide us with more benefits in our contract for no additional costs. The dates are Nov. 1-4, 2012, however this is still tentative until the contract has been signed.

Blog on website: Zeke and T have looked in to possibly having a message board or blog on our website. They provided some background with some sites that do have blogs. There was some concern among the committee about anonymity and covering all bases so that people would need to opt into the site first. Hugh will do some further research and present a possible scenario at the next Steering Committee meeting.

Packet Stuffing will Nov 5th at 9:00am At Kunane’s office.

Adjournment: The meeting was adjourned at pm and closed with the Serenity Prayer at 11:42 am.

**Next meeting September 10, 2011
Patty’s house**