

Annual Hawaii Convention  
Steering Committee Meeting Minutes  
June 4<sup>th</sup> 2011

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

**Meeting convened:** The meeting convened with the Lord's Prayer at 9:00 am.

**Minutes:** motion by Bob to accept the April Minutes, seconded by Zeke, motion passes. Bob motions to accept May minutes, seconded by Zeke, motion passes.

**Steering Committee Chair - Kunane:** - Absent. Kunane emailed his report to the Steering Committee (see attached) and met with Patti, Zeke and T after the last committee meeting.

**Secretary's Report – Heidi G.:** - Heidi reports that we have 155 registrations to date which is 61 more than this time last year. Confirmation letters have gone out to all speakers. Both the Friday and Al-Anon speaker will not be bringing a guest so that will save expenses for two people (@ \$272 each for a total of \$544). Next month Heidi will file the yearly business report with the DCCA, will be working with the speakers to coordinate their travel arrangements and order supplies for the convention.

**Treasurer's Report – Debbie G.:** See attached reports. No checking reconciliation as we have not yet received the bank statement. Debbie and Kunane are working with Charlie R. to determine if he can get microphones cheaper than the Hilton. Zeke reports that Glenn K., the taper, can also assist with no additional cost to us. Zeke will contact Glenn.

**Area Committee Report – Ken/Bob:** - Ken reports that he made a commitment on the ad-hoc committee based on review of the S&G to present at the September budget assembly. Convention and Corrections will do their own portion of the S&G.

Bob reports he made a revision to Appendix C. There is a new proposal on the table to separate Area from the Convention. There was discussion and they took it back to their district (East Hawaii) and it may or may not come up at the next meeting on the agenda.

**Convention Chair – Tayshea (T):** T reports positions have all been filled except let co-chair. She will be working with the tapers to get the contract and Souvenirs to get a draft. We will be using a long-timer to lead the long-timers meeting.

**Facilities:** There were six names submitted for the open facilities position. There was discussion among the committee that we need to select an individual who is qualified and has been in service with the convention prior. Also discussed was the principles versus personalities and that the most qualified should be selected without regard to gender or home group. Ernie A., as Facilities Chair made his selection and it was approved by the Steering Committee. The new facilities coordinator is Misty P. Ernie will contact Misty.

**Webmaster – Hugh C.:** - Nothing to report, still working on database issues.

**Al-Anon- :** - Carolyn reports that they have selected their speaker, Mary Gregory who will be coming from Florida. Al-Anon spoke with the entertainment chair and advised him they want to work with the harpist again. They also want to use the same menu as last year. T will advise Marcos accordingly.

## Old Business –

Appendix C – Bob suggests that we look over both documents and review next month with both him and Kunane here.

Facilities job description – Zeke advises that's something we need to look at. Patti reminded the committee that Ernie and Kathleen, as current members, would work on that and bring back to the next Steering Committee. Patti offered to contact other conventions and see if they have job descriptions. Bob will email to the committee the PRAASA facilities position description.

Bentos/hospitality: Kunane is working on this and it was included in his report. Patti expressed concerns about the noise and wants to surround this suite with other rooms in our block to decrease noise complaints. Judy asks if we are liable if we were to bring in outside food and any one should become ill. Patti will check on that with our insurance company and report back to the committee.

Computer prices in contract: we will continue to see if this can be negotiated down from \$100 per computer, per day.

## New Business –

**2012 Convention Chair-** Candidates submitted resumes, were interviewed and the 2012 Convention Chair has been selected.

**Secretary/Treasurer:** - Zeke motions that the secretary and treasurer serve not more than 2 consecutive 3 year terms, T seconds. Four approve, 1 abstain and 1 absent. The person who abstained stated, it was because it was not stated in Appendix C. It was also brought up that this would not necessarily be the business of Area as the Convention writes its own portion (Appendix C) of the Area Structures and Guidelines. The Area is currently in the process of revising Appendix C for presentation at the September Budget Assembly.

**Bi-Laws:** Patti and Kunane researched and it was determined that Appendix C is the current bi-laws for the convention.

**AI-Anon as facility member:** We will table this for discussion at the July SC meeting.

Zeke wants to put in for discussion provisions for a Neighbor island chair or co-chair.

Bob wants to add that we split the cost with Area to bring Alt. Delegate and Alt Chair to the SC meetings and will discuss with the Area officers.

**Adjournment:** The meeting was adjourned at pm and closed with the Serenity Prayer at 11:39 am.

**Next meeting July 9, 2011  
Kunane's office**