

Annual Hawaii Convention
Steering Committee Meeting Minutes
October 8th 2011

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

Meeting convened: The meeting convened with the Lord's Prayer at 9:07 am.

Minutes: Motion by Zeke to accept the September minutes, seconded by Bob, motion passes.

Steering Committee Chair - Kunane: - Thanks to Patti for hosting the last meeting and representing the Convention at the Assembly. The insurance policies paperwork is in process and will be ready for the convention. Kunane is working with the hotel on the rooms for next year and we are trying to get some of them changed. The meal prices went up and we are not self-supporting at this time. Zeke is going to work with Marcos and see if we can get this resolved and also will be working with Marcos for next year. This is an issue and something to consider in the future as food and beverage charges are separate from the hotel, have to do with the union not deviating from or changing set menus, and unfortunately is not a item which is or can be negotiated into the contract.

Secretary's Report – Heidi G.: - Heidi reports we still need to get Madeline's airline ticket. She continues to work with Rita and Marcos at the hotel. Confirmation letters are sent to date, badges, wrist bands and security stickers have arrived and she is working on the ribbons and other items for packet stuffing.

Treasurer's Report – Debbie G.: See attached reports, walkie talkies have been paid, nothing else to add.

Area Committee Report – Ken/Bob: Ken reports there is some stuff that went on and will let Bob give the report. Bob reports there was a proposal again to separate Area from the Convention. Bob did explain that some of the items in the proposal are misconstrued. They also discussed the cost of bringing the Alt. Delegate and Alt. Chair to the Steering Committee meetings. The Area also felt that the Alt. Delegate and Alt. Chair had to be on-site so could the Convention provide home-stay? Kunane is working with the hotel to see if we can try and get another room in the contract to host Area people if need be. Also the registration, Area is looking at whether they should pay the registration fees for the Alt. Delegate and Alt. Chair as a good faith gesture.

Convention Chair – Tayshea (T):...We are having problems as the meal prices have gone up 5%. We have the Steering Committee looking at this so we can come up with a resolution. The mugs chair is having some difficulties and we are having a hard time getting those ordered. We are looking into an alternate solution to get them ordered this week. We had some non-communication in the program committee. The program chair has found someone she can work with and program is back on track. The (1000) pins are order and will be here shortly. We will most likely have enough for only the pre-registrations.

Facilities: Ernie reports that everything is ok, working on the drop off schedule for the on-site. He is working with the facilitators to get everything in place. Steering has asked that a list of the items needed to be given to Marcos by Nov 1.

Webmaster – Not much to report. Activity on the website is about double what it was last month. We put up the forum last month. A lot of people came to look but only one person commented.

AI-Anon- : AI-Anon had questions regarding decorations and times for meeting rooms and meals. The kick off meeting will be from 4:00-5:15pm and will be an AI-Anon/AA meeting with speakers from both fellowships.

Old Business –

Appendix C – Kunane will make an effort (with Bob and Heidi) to get this document cleaned up by the January Assembly. We will incorporate the Facilities job description in this document, and also incorporate AI-Anon's role in the Convention.

Neighbor island chair: Zeke will continue to research and Kunane mentioned that Steering Committee discuss further and decide if we will bring it to the Area for consideration.

Cost to bring Alt chair/delegate to Steering Committee meetings: Kunane and Bob have talked about it and they do not have to be physically present to be at the meeting and vote. Appendix C will be amended to include correct verbiage. Zeke motions we become responsible for airfare regarding Alt. Delegate and Alt. Chair travel to and from Neighbor Islands for Steering Committee meetings, when required, seconded by T, motion passes unanimously. This will also be included in Appendix C.

2012 flier: Zeke reports they have been working on it but are still waiting for meal prices. We also need to look at the overall registration fee and do we need to increase our registration fees in order to offset additional costs, such as airfare for the Area representatives. Kunane asked that Debbie work out the numbers and Zeke to communicate with Marcos at the hotel regarding plated meals and buffets and menu pricing.

New Business –

Kunane has signed the contract and has forwarded a copy to the Steering Committee.

A proposal to separate Area from the Convention was brought forth by a group on the Big Island. It is at the group level now and may or not be on the January agenda.

2012 Facilities Chair – We voted to select a chair for the 2012 Facilities Committee. T motioned Kathleen be selected as Facilities Chair for 2012, seconded by Kunane. Motion carries with 4 in favor, 1 absent and 1 abstain.

Program: Pam D. reports she is on her third co-chair and had a layout for the program. She would like to be able to print the program without daytime meeting speaker and chair names. The Steering Committee approved the request and said to also print a large size for display at the Convention.

Adjournment: The meeting was adjourned at pm and closed with the Serenity Prayer at 10:55 am.

**Next meeting November 5, 2011
Kunane's Office (Packet Stuffing)**