

Annual Hawaii Convention
Steering Committee Meeting Minutes
April 2nd, 2011

Members present: Kunane D, Zeke J., Debbie G., Heidi G., T A., Hugh C., Bob H., Ken K., Judy P., Carolyn A., Marcos from the Hilton Hawaiian Village

Meeting convened: The meeting convened at am with the Lord's Prayer at am 9:06 am.

Minutes: Bob motions to accept the February minutes, seconded by Ken motion passes.

Steering Committee Chair - Kunane: - Welcome everyone. Patti had surgery yesterday and is home and resting. Between February's meeting and now, Kunane met with Andrea from Helms Briscoe to discuss contracts for the next two years. Kunane attended the Area committee meeting in February and will attend the April Inform the Delegate Assembly. Kunane let Marcos know we want to order bentos from the hotel to sell in the hospitality room, and will be working with Marcos to set that up.

Secretary's Report – Heidi G.: Heidi reports that we have 89 registrations to date which is 36 more than this time last year, The speakers have been contacted and the confirmation letters will go out this week. We have received one resume for the 2012 Chair position which has been forwarded to Kunane and the Steering Committee. Heidi is working with Hugh on the bulk mail. After Hugh "washes" the database, Heidi will make the labels and forward them to Sandy for the bulk mailing. There are some issues with the database that we are hoping Hugh or Bob can help fix.

Treasurer's Report – Debbie G.: See attached reports. Included is a updated final report for 2010. The bank signature cards have been updated for 2011. Debbie worked on the 2011 budget with T, Kunane and Zeke. It is based on 950 people and is \$116 income over expenses.

Area Committee Report – Ken/Bob: Bob reports the Budget Assembly was moved to October 1-2 in order to fully review the budget and the final General Service Conference Report. Ken reports that he has been assigned to chair an ad-hoc committee to review the S&G for Area and wanted to let us know the Convention is a part of that in Appendix C.

Convention Chair – Tayshea (T): - T reports that the positions are getting filled. T worked on the budget this morning with Debbie, Zeke and Kunane and waiting to get a quote from Charlie for the AV to complete the budget.

Facilities – Kathleen reports that Ernie is working with T and they are looking at getting another person on the facilities team as one person resigned.

Webmaster – Hugh C.: - Hugh reports that the website is as complete as can be for now and when speakers are confirmed we will list them. Hugh is working on putting the post convention survey online as well as a place to sign up for service after they have registered. Website activity is low and will start to pick up in the summer.

AI-Anon- : Carolyn reports AI-Anon is doing well. They are still working on getting the main speaker and will coordinate with T for the AA / AI-Anon kick off meeting on Thursday.

Old Business –

Appendix C – Needs to be updated. Kunane asked that Heidi head up the revisions, Steering committee to review Appendix C, send comments to Heidi to compile and we will discuss it at the next meeting, make any changes and then forward it to the Area for review hopefully at the October Assembly.

Dignitaries – Kunane has received feedback and it was discussed at the Steering Committee. The committee feels that if dignitaries want to attend, as they have in the past as a guest that's great however we don't want to extend individual invitations on behalf as it may send a message of political affiliation.

Next year's Chair – Please continue to announce and spread the word that we will select the person at the June 4th meeting.

New Business –

Scholarships – We have them to give away on the Thursday of the convention but we cannot give out or promise any in advance to people either here in Hawaii or traveling from the Mainland. The Committee will look in to setting up and implementing some guidelines on how scholarships are given out.

Programs – In the past, people are in service and listed in the program and then end up not being registered. After discussion, Zeke motioned that anyone in the program and committee chairs need to be registered by Aug 31st, seconded by Bob, motion passes.

Patti asked thru Zeke if we could add a suite for hospitality perhaps on the second floor. Zeke and Kunane will check with Marcos to determine if this is possible.

Adjournment: The meeting was adjourned at pm and closed with the Serenity Prayer at 11:28am.

**Next meeting May 7th, 2011
Kunane's office**