

Aloha Everyone!

It's great to be back in Hawaii after a month on the mainland. I visited Colorado where I visited our past Archivist Ted K. He sends his warmest Aloha to all. I also rode my bicycle across Iowa, Illinois, and Wisconsin and attended meetings all along the way where I didn't forget to mention our Annual Hawaii Convention (and though none of those places are in the Pacific Region, I did mention our Pacific Regional Forum and suggested they attend their own regional forums when possible).

I was even lucky enough to attend several meetings and visit with past trustee from the West Central Region who also rode the RAGBRAI.

I was not completely 'on vacation' while away though. I kept up with Annual Hawaii Convention updates and information, though I did not participate in steering committee meetings.

My main report is rather long and concerns the 2016 Pacific Regional Forum. It is important and I do ask that you take the time to read it completely.

I spoke with Steve S. and Ivy R. and received detailed information on what we need to provide to make this a great Pacific Regional Forum.

First however, let me extend thanks from GSO for all the hard work you've already done in getting word out about the PRF. I was informed that as of last week we were at 350% of our room block. Yes, that's 3.5 times as many room nights as we agreed to fill. Needless to say, GSO is happy.

But this means if you are planning on attending and staying at the Hilton Waikoloa Village you MUST book your room by September 8th as that is the cutoff date for reservations using the PRF code.

I heard one report that the hotel had already stopped taking reservations using the code but I verified by phone this morning that we may still book rooms by phone or on the web using the link at:

<http://www.hilton.com/en/hi/groups/personalized/K/KOAHWHH-PRF-20160926/index.jhtml>

Before I get to the requirements, I would like to spend a few moments on the opportunities we have to provide extra Aloha at the PRF. These are things that are not considered part of the PRF and, should we go ahead, we would be responsible for financially.

1. Hospitality Room - This is something we are welcome to do arrange but not a requirement. Some areas have provided one, some have not. As it is likely that there are plenty of places for us to socialize on the grounds it may not be necessary. I have

asked Kunane to check with the hotel and inquire what it would cost us to host a room, probably a suite.

2. Ice Cream Social - Again this is an extra. This would work by having us purchase ice cream from the hotel and then sell it. Should we fail to sell enough, we would take the financial loss on the pre-purchased ice cream.

3. Airport Greeters/Information - We may wish to have a few folks stationed at the airport with information.

4. Coffee - Generally, here in Hawaii, it is not possible to provide coffee for attendees at any affordable rate. The 'script' at the opening can mention that folks can purchase coffee at hotel vendors. If we do have a hospitality suite we could probably provide some there.

5. Luau - After the event we may have a luau provided by West Hawaii. Tommy G. is coordinating this if it comes to pass. This would only be for the visitors from GSO and our local community.

6. Lei Greeters for Speakers – Cheryl N., our delegate, has volunteered to provide the leis and will be working with Kunane to see that they are distributed to our GSO guests, speakers, and other servants.

Anything requiring a notice in the program must be finalized by 9/22 so it can be included in the program.

We are also required to provide services and servants for staffing the forum. In no particularly order they are:

1. Transportation for the General Service Office Manager, the Chairman of the General Service Board, our Pacific Regional Trustee Joel, as well as other GSO staff if possible. Our delegate Cheryl has agreed to oversee this as she both lives in West Hawaii and has contact with them.

2. AA Meetings - We should provide AA meetings Friday at 4:00 PM, and both Saturday and Sunday at 7:30AM. Kunane is checking with the hotel on available space, outdoors could work of course though a room might be preferable. He is checking on whether we can piggyback on rooms already booked by GSO. I have asked the West Hawaii District, through Cheryl, to run the meetings.

3. Set Up/Tear Down Crew - We have been asked to provide a minimum of 3 to 4 people who are available for both set up and tear down. It works best if the same crew is available for both. Heavy lifting is required. They are needed on Friday at 10:00am for several hours and again on Sunday from 12:00 PM till completed.

4. Registration Chair and registration volunteers. The registration chair needs to meet with Steve and Ivy on Friday at 11:00 AM to go over procedures and stuff preprinted badges into holders - this is at least an hour to 90 minutes of work. Volunteers will be needed to man the desk and distribute information throughout the conference.

5. Translation Equipment Chair and volunteers - Translation equipment is provided by GSO and we will need folks to both distribute and collect the equipment. The chair and volunteers will meet with Ivy at 1:00 PM on Friday and need to staff the desk on Friday from 2:00 PM to distribute equipment, Saturday from 8:00 AM, and Sunday from 8:00 AM to 1:00 PM (also collect equipment on Sunday).

6. Volunteer Check-in Table Chair - All volunteers should be checked in and we'll need a few folks to manage this.

7. Workshop Signage Chair and Volunteers - The chair will meet with Ivy on Friday at 3:00 PM to go over requirements. The volunteers will put up signs (provided) on Saturday at 6:30 PM for the 7:00 PM meetings and at 8:00 PM for the 8:30 PM meetings. Only two people are really needed for this I'm told.

8. Greeters and Information - If possible we should have greeters at each of the meetings to assist folks in finding the right workshop. They may also be the lei greeters for the presenters.

I do not have a complete list of GSO visitors at this time. We expect 12-15 people, including the chair, the office manager, the Pac Region trustee, Steve and Ivy, as well as others. I will be getting more information after I have talked with them again following this budget assembly. That conference call would also be a great time to ask them any other questions you might have about this event and our role in it. I will be asking for your questions at the assembly and will pass on any we can't answer directly when I connect with GSO again.

Thanks for taking the time read this document. It may seem there's a lot of work ahead of us and there is. However, I want to stress that though we don't have a lot of time until the beginning the PRF we are exactly where we need to be at this point. GSO does a lot of these and has a lot of practice. We have received all this information on their schedule and they feel, and have proven in the past, that there's plenty of time to get everything done provided we follow through.

I have no doubt that our area will step up to the challenge and I want to thank you in advance for all the hard work, all the fun, and all the fellowship to come!

Thank you for letting me be of service.

Yours in fellowship, Bob H.