

2021 Fall Assembly
Saturday | 20 November | 2021
Host District Tri-Island District 13
This agenda is subject to change

- 8:15 Waiting Room Opens
- 9:00 Call to Order | Responsibility Statement | Welcome Past Delegates | Sobriety birthdays | Reading: Structure and Guidelines for Area 17 General Service VER 71.0, page ii, (the Forward.
- 9:15 Guidelines for Discussion and Voting
- 9:30 Voting: Proposals attached.
Presentation of Proposal 1: To amend Section 7.
Presentation of Proposal 2: To Amend the Priority of Spending Section 7.5D.4*
- 9:50 Delegates Report
- 10:50 Breakout Groups
- 11:30 Report Backs (2 minutes)
- 11:45 Wrap up Comments – Area Chair
- 12:00 Motion to Adjourn | A Declaration of Unity

2021

~~January 9-10, 2021~~

~~*Virtual* Orientation Assembly Host
Kihei Maui District #11~~

~~February 21, 2021~~

~~*Virtual* Committee Meeting Co-Host
Puna District #12~~

~~March 27-28, 2021~~

~~*Virtual* Inform the Delegate Assembly
Co-Host Waikiki District #10~~

~~May 15, 2021~~

~~*Virtual* Committee Meeting Co-Host
Leeward District #3~~

~~August 28-29, 2021~~

~~*Virtual* Budget Assembly Co-Host
Windward District #4~~

~~*Virtual* Committee Meeting~~

~~October 9, 2021~~

~~West Hawaii # 08, Hawaii Island~~

***Virtual* Fall Assembly**

November 20, 2021

Tri Island #13, 3-hour Assembly 9:00
am to 12:00 pm

2022

***Virtual* Inventory Assembly: January
22-23, 2022 Waianae #17, Oahu**

**Committee Meeting: February 2022
Hilo Hamakua # 7, Hawaii
Island**

Other service or area events:

**Pacific Region Alcoholics Anonymous
Service Assembly (PRAASA)**

March 4 – 6, 2022
Portland, OR

72nd General Service Conference

April 24 – 30, 2022
Brooklyn, NY

Pacific Regional Forum

September 16 – 18, 2022
Salt Lake City, UT

*Agenda subject to change due to time management.

Proposal: To amend Section 7. Finances as follows:

- Leave 7.1, 7.2 and 7.3 as they are.
- Delete current 7.4 as it will be included in the NEW 7.5
- Rename CURRENT “7.5 Finance Committee” to “7.4 Finance Committee (F.C.)”
- Amend RELABLED 7.4.B Duties (of the Finance Committee) to include the following “The F.C. is responsible for maintaining the legal responsibilities of Hawaii Area Committee as a nonprofit corporation as outlined in Section 7.5.”
- Leave the rest of RELABLED 7.4 Finance Committee as is.
- Insert NEW Section 7.5 Legal Responsibilities as follows:

7.5 Legal Responsibilities

7.5.A. Legal Information: The legal name of this nonprofit corporation is **Hawaii Area Committee**, and all legal business shall be done under this name. Hawaii Area Committee’s Articles of Incorporation are filed with the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division (DCCA). Hawaii Area Committee’s 501c3 nonprofit status is granted by the IRS.

The Area carries a Trade Name/DBA appended to the Articles of Incorporation, which is Hawaii Area 17. This DBA was obtained solely for banking purposes, so that the Area may accept 7th Tradition Contributions remitted to its colloquial name.

7.5.B. Maintenance of legal responsibilities,

1. File Form 990 with the IRS annually by May 15th.
2. File and pay DCCA compliance filing every year.
3. Maintain the current roster of officers* with the DCCA, submitting changes to the DCCA upon Panel rotation, as follows:
 - a. Designated Agent = Treasurer
 - b. Chairperson = Chair
 - c. Vice Chairperson = Alternate Chair
 - d. Treasurer = Treasurer
 - e. Secretary = Secretary

*The Delegate, Alternate Delegate, and Registrar are not responsible for Area business in a legal sense and ought not be listed on the DCCA filing.
4. Trade Name/DBA must be renewed every 5 years, prior to expiration with the DCCA. Trade Name/DBA was first granted October 5, 2020.
5. Legal documents of the corporation must be retained in compliance with federal and state guidelines.
 - a. Original DCCA filings – permanently
 - b. Original 501c3 determination letter from the IRS – permanently
 - c. Original EIN letter from the IRS – permanently
 - d. Tax records - current year + 3 most recent past years
 - i. Tax forms
 - ii. Receipts
 - iii. Bank statements
 - iv. Check ledgers

- Leave Section 7.6 as is (It is required by law.)

Background Information:

Background:

In 2020, it was discovered that the Area was doing business under several variations of the legal name of the nonprofit corporation. All of those business situations have been amended and corrected to the Area's proper legal name, requiring a significant amount of time and energy.

These problems were caused by the ambiguity of "passing on" legal information and responsibilities via oral tradition rather than having these items written in our bylaws. This proposal directly addresses a solution to prevent any future legal mistakes and/or omissions by the Area's trusted servants.

Since the Structures & Guidelines function as the bylaws of the Hawaii Area Committee's nonprofit corporation, it has been suggested by legal counsel that inclusion of our legal information and responsibilities is necessary not only to amend for our past behaviors but also to prevent future errors and possible legal or financial consequences.

Submitted In Love & Service,

Rachel S

Hawaii Area 17, Panel 69 Treasurer

Proposal: To Amend the Priority of Spending Section 7.5.D.4* Other Spending

This proposal does NOT affect:

7.5.D.1 - Delegate Expenses

7.5.D.2 - Area Assembly and Committee Meeting Expenses

7.5.D.3 - Standing Committee Expenses

This is a proposal to split Section 7.5.D.4 Other Spending into two separate spending categories, 7.5.D.4 Area Operating Expenses and 7.5.D.5 Service Events.

The proposal is as follows:

- Strike 7.5.D.4 Other Expenses in total
- Add
Section 7.5.D.4 Area Operating Expenses
 - a. Pay the necessary legal responsibilities of the corporation (refer to Section **)
 - b. Pay post office box rental fees
 - c. Pay premiums on a general comprehensive liability insurance policy.
 - d. Pay all other business operating expenses of Hawaii Area
- Add
Section 7.5.D.5 Service Events
 - a. Fund expenses related to the Delegate's attendance to PRAASA and Pacific Regional Forum. In years that correspond, pay expenses to send the Delegate to the International Convention.
 - b. Fund expenses related to the Area Chair's attendance to PRAASA and Pacific Regional Forum.
 - c. Fund expenses related to the Pacific Region's Trustee biannual visit to the Area.

* This proposal references the Sections as they stand in the current S&G and would apply to the new section numbering recommended in the adjacent proposal.

** This reference will be numbered or omitted according to whether the adjacent motion to add a section on the legal responsibilities of the Area passes or not.

Background:

The first Priority of Spending was set in the 1980's as the Hawaii Area 17 Structures and Guidelines was written. The Priority of Spending is set according to the guiding principle of the Area, which is Service. The 4 main points of the Priority of Spending have not changed since the original inception.

As the years have rolled on, many changes have occurred in the Area. The Area became a 501c3 nonprofit corporation in 2000 to comply with federal and state tax and banking laws. The Area added on a liability insurance policy as deemed necessary due to societal changes. The Area began sending trusted servants to PRAASA and the Pacific Region Forum, when fiscally able. This past year, the Area unexpectedly and necessarily added a digital meeting platform to operating expenses. As the Area has grown and added responsibilities, important line items have been added to the Priority of Spending as the Area Assembly saw fit to make motions and amend the S&G.

This suggested amendment to the Priority of Spending is being made in order to help clarify and make transparent the Area's Priority of Spending for the entire body of the Hawaii AA community. The category 7.5.D.4 Other Spending has clearly evolved over the past 35 years to encompass 2 separate spending categories, which are a) the Area's business operating expenses and b) funding our trusted servants to attend Service events.

Based on my personal experience of presenting the past 2 budgets and researching well thought out questions about the ambiguity of the current Priority of Spending, I am bringing forward this motion in order to help clarify the Area's Priority of Spending. The hope is to create a transparent Priority of Spending and Area Budget in order to help every Hawaii AA member understand how their 7th Tradition Contribution will be used in Area General Service.

Submitted in Love & Service,
Rachel S
Hawaii Area 17, Panel 69 Treasurer