

September 2018 DA HOW Phone Meeting Intergroup Business Meeting: 9/10/18
(Note re. August meeting: ISR was the only member present so no business was conducted in August!)

Members Present: (Melissa D. WA State, Domingo, CA)

Chair: Melissa D. Secretary: Melissa D.

Timekeeper: Domingo

Treasurer's Report was read by Secretary.

1. Allison House is stepping down as secretary as of October 1st of this year.
 - Discussion ensued regarding what to do with funds accrued by DA HOW PMI (Phone Meeting Intergroup) if no one steps forward to be Treasurer by October 1st.
 - Members noted that DA HOW PMI currently has an active ISR whose service term is still not completed. DA HOW PMI funds are needed for the ISR to attend DA's World Service Convention in 2019. A member noted that time and effort went into creating the bank account and recommended against closing it. Consensus was to keep the account open & retain funds.
 - ***Domingo R. offered to serve for two months as interim Treasurer*** All DA HOW members are encouraged to announce at meetings the need for a long-term DA HOW PMI treasurer. Domingo R. will send an email today to Allison to notify her of his decision to serve.

ISR Reports:

- ISR reviewed details of funds used to attend World Service Conference. Total approved spending plan was \$1,858.15. Actual amount spent was \$1400.37.
- ISR provided a report on highlights from 2018 World Service Conference

DA HOW PHONE List:

- Motion was approved to specify how the DA HOW phone list is and is not to be used, and for this to be put into writing, both on the DA HOW Website and on the actual phone list provided to members.
- A draft statement will be read and discussed at the next Intergroup Meeting. The phone list is not to be used by individual members sending group emails unless this has been approved at an Intergroup meeting. The Mailing list is to be used only by DA HOW members for the purpose of DA recovery.

Adding Podcasts to DA HOW Intergroup Website:

- **A Motion made** and approved to add podcasts of DA HOW Sponsors' recovery stories on the DA HOW website as long as these podcasts meet the DA traditions of anonymity. It was suggested to get information from other DA Groups that are using podcasts on their websites along with links to donations to Intergroup and World Service.
- The Webmaster will be contacted about the feasibility of doing this on the current website. The topic was tabled until the next meeting, to be addressed as the first item of business.

- **Updating Intergroup Info on DA Website:**

DA HOW Intergroup info was last updated in 2014 and is no longer accurate on the DA website.

- Melissa D. agreed to complete and submit a meeting update form with current information on our DA HOW Intergroup meeting to be provided to DA World Service Office.
- Two contacts are needed on the Website. Both Melissa D and Domingo R agreed to serve

		PLANNED	ACTUAL	Reimburse ISR
WSC Conference Registration and Meals				
Conference (Paid)		\$650	\$650	
Fellowship Day (Paid)		\$15	\$15	
Saturday Gala Dinner (Paid)		\$55	\$55	
John H. Scholarship (Applied)	\$530 scholarship	Income \$530	Income \$530	
Total Conference Registration and Meals		\$120	\$120	
Lodging				
\$124.83 per nite x 5 nites		\$624.15	\$624.15	
Lodging Tips		\$5	\$5	\$5
Total Lodging with Tips		\$629.15	\$629.15	
Airfare				
Flight (Paid)			\$299.66	
Baggage Fees RT (Paid)			\$40	
Air Travel Insurance (Paid)			\$25	
Taxes (Paid)			\$46.75	
RT Tips for baggage handling		\$4	\$1	\$1
TOTAL AIRFARE		\$600	\$445.41	
GROUND TRANSPORTATION				
Parking at shuttle site (Paid)		\$13	\$13	-\$4
Shuttle from home to airport (Paid)			\$41.50	
Shuttle from airport to home (Paid)			\$41.50	
RT Tips for Sea Tac and Minn. air shuttle drivers		\$12	\$5	\$3
Ground Transportation Minnesota		\$20	\$1	\$1
Ground Transportation Tips Minnesota		\$5	0	

GROUND TRANSPORTATION TOTAL		200 Max	\$104	
TRAVEL & OTHER MEALS (tips included)				
<i>Outgoing travel</i>				
Tuesday lunch		\$15	0	
Tuesday dinner		\$35	\$17.99	
Wednesady breakfast		\$15	\$2.15	\$2.15
Wednesday Lunch		\$15	\$11	\$11
<i>While at conference</i>				
Friday Dinner		\$40	\$39.32	\$39.32
<i>Incoming Travel</i>				
Sunday Lunch		\$15.00	\$13.37	\$3.04
Sunday Dinner		\$35	\$17.99	
TRAVEL MEALS TOTAL	140	\$140	\$101.82	
SUBTOTAL		\$1,689.15	\$1,400.38	
Contingency at 10%		\$169	\$0	
TOTAL		\$1,858.15	\$1,400.38	\$57.51