

P.R. Meeting Minutes (October 29th, 2023)

1. Call meeting to order (2:31 pm)
2. Moment of silence followed by serenity prayer.
3. Roll Call – P=Present A=Absent V=Vacant F=filling In

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| <ul style="list-style-type: none"> • PR Chair • Secretary • Literature Coordinator • Helpline Coordinator • Special Projects Coordinator • Web Coordinator 1 • Web Coordinator 2 | <table border="1" style="border-collapse: collapse; width: 30px; height: 30px; margin: 0 auto;"> <tr><td style="text-align: center;">P</td></tr> <tr><td style="text-align: center;">V</td></tr> <tr><td style="text-align: center;">A</td></tr> <tr><td style="text-align: center;">A</td></tr> <tr><td style="text-align: center;">V</td></tr> <tr><td style="text-align: center;">A</td></tr> <tr><td style="text-align: center;">V</td></tr> </table> | P | V | A | A | V | A | V | <ul style="list-style-type: none"> • PR Vice-Chair • H&I Coordinator • Schedules Coordinator • PI Coordinator • Newsletter Coordinator | <table border="1" style="border-collapse: collapse; width: 30px; height: 30px; margin: 0 auto;"> <tr><td style="text-align: center;">V</td></tr> <tr><td style="text-align: center;">P</td></tr> <tr><td style="text-align: center;">P</td></tr> <tr><td style="text-align: center;">P</td></tr> <tr><td style="text-align: center;">P</td></tr> <tr><td style="text-align: center;"> </td></tr> </table> | V | P | P | P | P | |
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- Other Subcommittee members present: Alan

4. Welcome new members
 - Chris M

5. Approval of Previous Meeting Minutes
 - Approved

6. Reports

- PR Chair
 - Attended regional PR and PI meetings. May join PI guidelines revamping committee to learn guideline writing process
 - Met with current and former PI coordinators
 - Met with schedules coordinator
- PR Vice-Chair
- H & I Coordinator
 - Small subcommittee meeting this month, discussed going back to hybrid meetings to increase participation.
 - No new orientees. Have 5th week coverage at Recovery Place (back in person again)
 - Seattle to host Regional Service Learning Days?
- Schedules Coordinator
 - Getting a hold of Dan to print batch of schedules ASAP
- PI Coordinator
 - Met with Jake H and others for panel orientation/info meeting.
 - Updated intro letter and sent to both agencies referred by Joe. No panel requests yet. Have new lead from KK.
 - Attended regional PI meeting- got idea to hand out schedules/flyers at downtown businesses.
- Newsletter Coordinator
 - November/December newsletter completed, ready for approval.
 - Keep pushing birthday QR code at meetings and soliciting submissions.

- Renewed Canva subscription, need reimbursement.
- Secretary
 - Have template ready to go for next person to take over this position
- Literature Coordinator
- Helpline Coordinator
- Special Projects Coordinator
- Web Coordinator 1 & 2

7. Old Business

- Adding members to the Google Group and Drive?
 - Tabled for next month when Greg is present

8. New Business

- Open Discussion
 - Oliver- Last print cost \$100, can print more copies this time. Yearly Canva subscription will save \$30 over the year. Will make template for newsletter.
 - Joe- Hosting RSLD in Seattle. Need dates and budget before January region. Maybe use food truck or kitchen at Edmonds Lutheran? Next planning meeting November 5th in the evening.
 - Nicole- Hosting in Seattle makes sense because we have a large membership body but small service body. Cost of day at Edmonds Lutheran Church is \$750.
 - Deborah- Can talk to former Unity Day committee members for catering and other suggestions.
 - Alan- Suggests announcing at SASC
- Motions
 - Motion to do yearly Canva subscription rather than monthly- approved
 - Motion to print 130 copies of newsletter- approved
- Elections
 - January - Newsletter Coordinator
 - February - PR Subcommittee Chair, PR Subcommittee Vice-Chair
 - March - PI Coordinator, Helpline Coordinator
 - April -Web Coordinator
 - May - PR Literature Coordinator
 - June - Schedules Coordinator
 - July - PR Recording Secretary
 - November - H&I Coordinator, Special Projects Coordinator

9. Call to close (3:09pm)

10. PI Meeting

- 4 attendees
- MAT list
 - Will ask homegroups do decide if they'd like to be on list of meetings that are more friendly to people on MAT. Will also announce at SASC
- Hoping to do 1st panel in November- following up on referral KK provided
- Hand out schedules to businesses in November?
 - Chris, Nicole and Deborah will hand out
 - Oliver will make small flyer w/QR code to attach to schedules
- Keep PI meeting immediately following PR meeting for now. Have Greg add to website.

Reports

Web Coordinator 1

PR Chair

Hi all!

Apologies for the delay. The following is my report for October.

- Attended Region all-subs meetings for PI and PR.
- Attended PI planning meeting. Thanks, Deborah for facilitating!
- Worked with Denis on printing schedules for the next area meeting. Apparently, we went through half the box in one month.
- Checked in with Mary to see what our literature needs are for this quarter.
- Confirmed our PR budget for this quarter. We have \$1194 allocated for Q4.

ILS,
Nicole

H&I Coordinator

October 29 2023

5th week coverages:

- 5th Thursday - Recovery Place - Joe
-

0 new orientees this month

Not much to report, we went over the main talking points from H&I region
We are considering going back to hybrid for our subcommittee meeting

PI Coordinator

October 2023 PI Coordinator report

We recruited Jake H, former PI Coordinator, to show us the ropes for our first panel. Had an informational meeting with Jake and a few others and learned how to do PI panel presentation.

Updated intro letter to professionals (see update in drive) and responded to inquiries at LIHI and Queene Anne Healthcare. Have not heard back. Have another lead from KK, will send letter as soon as I get contact info. Hopefully the first panel will happen in November.

I attended the regional PI and PR meetings- It was cool to hear what areas with more robust PR/PI committees have going on! One idea is to hand out schedules and flyers at businesses downtown, so they have resource to provide people who wander in off the streets. The topic of booths also came up, apparently we may have one in storage. This is not a priority, but something to think about down the road.

We will have a brief PI meeting immediately following PR meeting until the subcommittee is larger.

Looking forward to continuing to build PI over the next month!

Deborah S

Newsletter Coordinator

Hi everyone,

The newsletter was delayed. I apologize for that. Here is my report:

- I have formatted a newsletter for Nov/Dec which I plan to get printed and taken to Area next week to be distributed.
- I have received more submissions from the QR code for birthdays and one writing submission to be included in the current newsletter. Please keep sharing this information at the meetings so we can try to generate some movement.
- Renewed my monthly subscription for Canva, the site used to create the newsletter.

