

P.R. MEETING MINUTES (12/29/2024)

1. Call meeting to order (3:01 pm)
2. Reminder to silence cell phones.
3. Moment of silence followed by serenity prayer.
4. Roll Call – P=Present A=Absent V=Vacant F=filling In

- PR Chair
- Secretary
- Literature Coordinator
- Helpline Coordinator
- Special Projects Coordinator
- Web Coordinator 1
- Web Coordinator 2

a/f
f/v
v
f/v
v
p
v

- PR Vice-Chair
- H&I Coordinator
- Schedules Coordinator
- PI Coordinator
- Newsletter Coordinator
-

v
p
a
v
a

5. Approval of previous meeting minutes (if applicable)

no objections brought forward

6. Read reports – FILL IN VERBAL REPORTS AND ATTACH FULL REPORTS TO BOTTOM BEFORE FINAL SUBMISSION

- PR Chair - by prior arrangement, Alan filled in for Lennox to facilitate the meeting.
- H&I Coordinator - H&I has been doing well - there is a new panel, people are showing up to the subcommittee meetings!
- Literature Coordinator-
- Web Coordinator 1- all requested changes made to the Seattle Area website and meeting list. There have been some recent meeting closures, alas.
- Other- the announce@seattlena.org mailing list is in place. This list is for sending out announcements that the monthly SASC minutes are available, and occasional other items. Not many people have signed up so far though. The region has now also switched its email system to Google Workspace for Nonprofits, and so emails from our online forms are now going to the correct places. (Before they were getting snarfed by the old email system and put in the old mailboxes.)

7. New Business –

- Elections – (LIST NOMINATIONS AND RESULTS)
 - i. **January** - Newsletter Coordinator
 - ii. **February** - PR Subcommittee Chair, PR Subcommittee Vice-Chair
 - iii. **March** - PI Coordinator, Helpline Coordinator
 - iv. **April** - Web Coordinator
 - v. **May** - PR Literature Coordinator
 - vi. **June** - Schedules Coordinator
 - vii. **July** - PR Recording Secretary

viii. **November** - H&I Coordinator, Special Projects Coordinator

We forgot to have the H&I Coordinator election last month, but Mary V has been continuing to do the work. So the subcommittee unanimously elected her as H&I Coordinator, term starting Nov 2024. Caitlin S was interested in the web coordinator 2 position. The subcommittee enthusiastically appointed her to the web 2 position for the remainder of the current term; she plans to run for election in April.

8. Call to close (3:28)

After the meeting, Caitlin, Greg, and Alan continued online to talk about the web2 position and how to coordinate with web1. We have set up separate mailboxes web1@seattlena.org and web2@seattlena.org; web@seattlena.org is now a little group that forwards to web1 and web2.

info@seattlena.org is also now a group, which forwards to web1@seattlena.org, web2@seattlena.org, and prchair@seattlena.org.