[**http://www.higna.org.uk/highlands-islands-area-service-committee/**](http://www.higna.org.uk/highlands-islands-area-service-committee/) **P/W hignaasc2019**

**Agenda/Discussion Topics: Initial Draft?**

* **Moment of silence-roll call**
* **Taking of minutes**
* **Election of TS, Chair, Treasurer, and Alts etc.**
* **Treasury Report**

**Current financial status:** *As of 29/12/2019* **PayPal: £671.96   
Bank Act: £364.52   
Opening** **Balance: £1036.48**  
**(Expenses Out: £100.00 last 2 months)** *(Chair’s Expenses for travel to London Convention committee & Key Tag postage)***Closing Balance: £1036.48   
*Contributions:*** *(last 2 months)* £74.00  **Prudent Reserve: £500.00** *(Approximately 2 Years operating expenses as set June 2019 ASC)* **Working Balance: £536.48  
Current fixed annual expenses:** 2019/20  
Website + Domain etc. £49.00 *(per year)*   
Bluejeans account £167.04   
Total expenditure £216.08

* **Website report:**

The website has been running well with no reported problems, backups being taken regularly and pages updated as required.

* **Groups:**
* **Group reports**
* **Matters arising?**
* **Service opportunities?**
* **Growth, new meetings?**
* **Events**
* **Events: Xmas and New Year Marathons / London Convention\*** *(\*Verbal Report)*
* **New Business**
* **PI and PSA video projects**
* **Conference Agenda Report 2020**
* **Any other business?**
* **Old business**
* **Disruptive behaviour discussion?**
* **Use of Tradition 7 funds? Cost of Basic Texts** *(Report posted on ASC page)*
* **Date of next meeting Sunday 23rd February 2020 @ 5pm (UK)**