**<http://www.higna.org.uk/highlands-islands-area-service-committee/> P/W hignaasc2019**

**Agenda/Discussion Topics:**

* **Moment of silence-roll call**
* **Taking of minutes** *(Secretary position to be discussed as TS has not been attending )*
* **Election of TS, Chair, Treasurer, and Alts etc.**
* **Treasury Report**

**Current financial status:** *As of 22/02/2020*  **Opening** **Balance: £1036.48** *(Year end 2019)*

**PayPal: £769.47  
Bank Act: £385.55**  
**Expenses Out: £30.00** *(Travel to Birmingham to attend UKCNA committee re workshop/live meeting link)***Closing Balance: £1125.02  
*Contributions:*** *(last 2 months)* £118.54  **Prudent Reserve: £500.00** *(Approximately 2 Years operating expenses as set June 2019 ASC)* **Working Balance: £630.12  
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. Previous web servant has been contacted and we are arranging to transfer the higna.org.uk domain name from its current position to our X10 hosting account prior to it needing to be renewed in January 2021.

* **Groups:**
* **Group reports**
* **Matters arising?**
* **Service opportunities?**
* **Growth, new meetings?**
* **Events**
* **Events: Service workshops?**
* **New Business:**
* **Reminder of zonal time changes: US** (In applicable States) **on March 8th (+ 1hr), the UK on March 29th (+1), and Australia on April 5th (-1)**
* **PI and PSA video projects (ongoing)**
* **Conference Agenda Report 2020 {Motion 10}?**
* **Any other business?**
* **Old business**
* **Use of Tradition 7 funds?** *(We are awaiting a response from a UK based treatment centre accepting BT’s and hope to have a report by the 23rd)*
* **Date of next meeting Sunday 26th of April 2020 @ 5pm (UK)**