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

**Agenda/Discussion Topics:**

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

**Current financial status:** *As of 26/04/2020*  **Opening** **Balance: £1036.48**

**PayPal: £537.38
Bank Act: £423.55**
**Expenses Out: £100.00 Contribution to Virtual-NA
 £116.19 Bluejeans up-grade
 £15.90 Video creation software
 £1.15 postage**

**Closing Balance: £838.48
*Contributions:*** *(last 2 months)* £158.35 *net* **Prudent Reserve: £500.00** *(Approximately 2 Years operating expenses as set June 2019 ASC)* **Working Balance: £338.48
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. 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. Created two how to video tutorials to access Bluejeans, on Guidelines page.

* **Groups:**
* **Group reports**
* **Matters arising?**
* **Service opportunities?**
* **Growth, new meetings?**
* **Events**
* **Events:** UKCNA 31 update. UKCNA 31 has been officially postponed until next year. I was invited to attend the UKCNA committee virtuallylast weekend in a technical capacity. A number of options were discussed for moving the convention, or elements of it, to a Virtual setting. Attended today’s meeting in a similar advisory capacity. Any involvement by us in respect of the slot to deliver virtual meetings and workshops, in a physical sense, will carry over to 2021. The UKCNA31 committee will now be hosting a one day Virtual event to celebrate UKNA’s 40th anniversary details of which are to be finalised over the next couple of weeks.
* **New Business:**
* **Any other business?**
* **Old business**
* **Use of Tradition 7 funds?** *Treatment centres contacted have expressed thanks for help and direction to access Virtual meetings and are now doing so via various platforms, although have not expressed any direct interest in us providing any specific H&I services at this time.*
* **Date of next meeting Monday 29th of June 2020 in the Monday 1pm meeting room @ 2:30 pm (UK)**