

AFG NCWSA
Assembly Meeting Minutes
May 10, 2008
Elk Grove, CA

Note: The meeting minutes for this meeting are not chronologically ordered. In an attempt to make the minutes more easily used as a reference, the minutes will be ordered in a topical fashion. For additional and complete written reports and job descriptions see Assembly Issue of the "12 Stepper" or NCWSA.org and click on service.

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OPENING BUSINESS:

Meeting Convened:

- Jackie B. chairperson opened the meeting at 10:45 am with a moment of silence followed by the Serenity Prayer. The traditions, concepts and warranties were read.

Chairperson's Welcome:

- Jackie welcomed members to the first one day assembly and apologized for the late start. Setting up the translation equipment took longer than expected.
- Need a volunteer district or groups to host the assembly in Oct: Contact, Gene Harmon, facilities coordinator.
- Agenda correction: Minutes from 2007 assembly will be printed in the Assembly issue of The 12 Stepper, amended and voted on at the Fall Assembly.
- Today, in addition to a report from the Delegate, we are asking the officers and coordinators to share their reports as well as a job description for their position. The reason for this is two fold.
 - First to let you know how they are here to serve you and how you can become involved with them;
 - Secondly, this is election year. We will have a time today when people will stand and let everyone know they are interested in serving as an officer. We would like people who are thinking about standing for positions, acknowledge their intent, so potential candidates can be invited to your group or area to share and you can get to know them.

Roll Call:

- Results reflected in Secretary Roll Sheet. Twenty three of the twenty seven districts were represented. The Districts participated in their holler. Approximately 300 people were present. Voting Counts were not necessary as no motions were submitted.

MOTIONS: None submitted.

ELECTIONS:

- Peter, the previous Area Secretary moved out of the area, and Connie F. was elected by a unanimous vote as his replacement.

JOB DESCRIPTIONS AND REPORTS:

Election qualifications and procedures:

- Peggy Bylaws coordinator stated for clarification:
 - In preparation for the Election Assembly in Oct., we are reviewing the job descriptions so you know what each position entails. Jackie has asked that interested members stand and that there may be other people interested who will-stand in Oct.
 - Officers and the Delegate are elected by the Group Representatives at the Election Assembly in Oct.
 - Coordinators are elected by the NCWSC at the Elections Assembly and any AI-Anon member is eligible to be a coordinator (per By-laws).

Coordinators:

Alateen Coordinator: Carl M. (Alt Alateen Coordinator)

- Must be certified to serve as Alateen Coordinator
- Best part is you get to be a kid.
- Recommend being or have been an Alateen sponsor.
- Assist District Alateen Coordinators: participate in workshops, be a speaker or whatever is needed
- Be a part of NOCAC.
- 2nd annual weekend for sponsors and prospective sponsors, with the theme of “Growing Together” weekend is Oct. 3-5 2008

Alternate Coordinator:

- Is expected to attend as many functions as possible and to fill in when the Alateen Coordinator can't attend.
- Responsible-for the Alateen Express newsletter.

Archives: Irma C.

- Time requirements: 2-4 hours a month Responsibilities are:
- To preserve the trail of our message.
- Keep records of corporate business.
- Write articles for the *12 Stepper* to inform about our archives.
- Prepare Archive display for area events.
- Be Available for workshops.
- So far, there is adequate space in my home to store archives, but in another year or so.... Maybe it is possible to trim down what we keep, but this thought is on HOLD.
- Our archives remain the same as I continue to work on a backlog of material to record and file.
- If you need previous information, let me know and I can copy it and send it to you.
- The storage items are identified for retrieval by box labeling.
- The area would pay for storage space as needed.

Bylaws and Insurance: Peggy P.

- You can't be a shrinking violet in this position – it offers you many opportunities to speak up. Basically, it boils down to paperwork, organization, details, and communication.
- If you're working on these issues in your recovery, this job will give you lots of good practice – there are lots to keep organized and a lot of details to keep track of and deal with.
- Three aspects of this job require communication.
 - Dealing with Insurance, you'll be communicating with members, with the insurance broker, and with the NCWSC.
 - Dealing with the Guidelines means you'll be communicating with NCWSC members.
 - Dealing with the Bylaws means you'll be communicating with the NCWSC and with the Assembly.
- I came into this position when there was a very strongly stated need to find a way for groups to obtain liability insurance. That was my initial focus and that need has been met. There is, however, still a lot of work to be done in the insurance area of this position. Although it is in no way a requirement, this position could definitely benefit from someone with experience in the insurance field. I've mentioned in previous reports the problems I've encountered meshing our non-standard structure with standard insurance terminology and policy requirements and exceptions. A program member with insurance experience could move this forward and work to resolve some of this confusion.
- I had hoped to spend some time standardizing the format for the Guidelines. I never did get around to that. So there's lots of opportunity there, also.
- Must be able to lug around a lot of stuff. Binders, suitcase full of insurance papers.

Bylaws

- The Bylaws wasn't an area I expected to spend much time on. But it has been my main focus over this last year. And I've enjoyed it immensely and grown from the experience. I can't say whether there will be opportunities for you in this area of the position. That depends on decisions made by the Assembly during the next panel.
- I traveled to several Districts in reference to the insurance.
- Time: From one to ten hours a week. It is hard to determine as there are many factors including how much as a coordinator you are willing to do.

- Based on the approval of a new officer position at last year's Fall Assembly, the Bylaws required substantial revision. A Bylaws Committee was formed comprised of me, Vicki, Art, Joan, and Jim. I will be presenting those revisions to you at the Fall Assembly. We will be reviewing, discussing and hopefully approving those revisions.
- As required by the Bylaws, copies of the draft revisions will be distributed to each registered group at least 45 days prior to the Assembly. This gives us a target date of September 1st, which is just over 45 days prior to October 17-19, 2009. The method of distribution has not yet been determined.

Insurance

- Feb 2008 NCWSC passed this motion: That NCWSA make available certificates of insurance to any Alateen Group with a WSO number or any Al-Anon or district in Area 3, who requests one, (a certificate) or that has or has applied for a WSO number.

Diversity: Pleas S.

- Please invite me to your district to share and maybe start a meeting in your district.
- Diversity is not just people of color; there are many types of diversity (wheelchair, deaf, language, males, and women). It touches each of us. Anyone who has been affected by someone drinking has a right to be in this program. We have to get the message out there that this program is for everyone.
- Contact and coordinate with area delegate and DRs, non English speaking groups,
- Meet with different community ethnic groups and give them information about Al-Anon.
- Help register diverse Alateen and Al-Anon groups.
- Chair Diversity Day.
- Responsible for housing, transporting and making available the translation equipment as needed.
- Suggest next coordinator look into combining Diversity with Public Outreach group.
- Happy Mothers day!
- In being honest I would like to make amends to the Assembly. My plate has been too full and I feel I have not done my job as I would have liked.

Facilities: Gene H.

- Works with DRs and Officers to find qualified hotels for Assemblies and other events. Last year we began using Conference Direct to assist us.
- Determines the needs for each specific event and assess the meeting and sleeping room requirements
- Discusses the needs with Conference Direct and selects the best options given the NCWSA needs.
- Negotiate the contract, finalize the contract. Signing the contract and keeping good records of all contractual details.
- Communicates the reservation information in a timely way to the event participates, handles questions from our membership, and resolves problems that may arise.
- Communicates charge card information to NWSA Treasurer in a timely way.
- Works with the hotel prior to events to make sure all meeting rooms, audio-visual issues and banquet requirements are met. This also can include resolving reservation snafus.
- Works with hotel personnel throughout each event to make sure our needs are met.
- Insures that banners and other items are picked up and returned for the next occasion.
- Review the bill to make sure it is accurate before authorizing payment.
- Brief and train the next Facilities Coordinator.
- Participate with the Convention Committees to select hotels. Review and sign expense reports for Committee members.
- Attend NCWSC meetings, Convention Committee meeting and Assemblies and report on activities.
- Update Guidelines and Job Description as needed.
- Happy to answer questions during the Assembly.

- Time: approximately 4 to 10 hours per month and additional 16-18 days per year for meetings including travel time.
- Information on each event is sent out in a missive on the List Serve when contract is signed. DRs and Officers are responsible for disseminating the information to those who need it.

Group Records: Debbie O.

- Update the database for all changes from DRs, GRs and WSO.
- Print reports for any officer, coordinator or committee upon request.
- Work with *12 Stepper* editor and NCWSA secretary to keep NCWSC roster current.
- Update the 12 Stepper Subscriptions and inactivated others.
- Print sign in sheets for Assemblies and voting cards for GRs.
- Help register New AI-Anon groups with a WSO temporary number and update information when they receive their permanent WSO number.
- Keep expenses currently reported to help the budget committee.
- Run backup copy of data for off site storage with secretary.
- Print DR report for all groups to be updated.
- Organizational tools are a good. But it will happen in time.
- Time: one hour a week will keep you caught up.

Institutions: Louise M.

There is definitely a need for AI-Anon to be in service in the institutions.

- As Institutions Coordinator I:
 - Sit on the 12 STEP Advisory Board for the State of California Correctional Facilities. Meets Bi-Monthly either in Sacramento or various prisons.
 - I have been given names and phone numbers of contact people for the California State Prisons. I have been making phone calls to various prisons trying to get our literature into the visitors' center for families of inmates and trying to make arrangements to take meetings in to the prisons. (NCWSA voted to allow Institutions a fund of \$6000.00 for literature to several prisons.)
 - I was also able to deliver Alateen literature to the Department of Juvenile Justice.
 - I got a list of the meetings for the Parole and Corrections Teams which hold meetings at various times in various parts of California. I have yet to contact people to arrange for AI-Anon to be present.
- AI-Anon person in charge of the H and I AA Conference with AI-Anon participation.
 - Next year the conference will be in Galt, California, at the Littleton Civic Center, May 29, 30, 31, 2009. I will accompany the new coordinator to the planning meetings to help the new coordinator get acclimated. District 8 (the district of the conference) will be the host. The event chair is Carol and Denise from D8.
- I will work closely with the new coordinator.
- This year the H and I AA Conference were in Burlingame, Sheraton Gateway Hotel.
 - Main speaker was Roger P from Saugus, California.
 - We had Institutions Facilitators Panel of AI-Anon members who go into the various institutions facilitating meetings.
 - We also had a Professional Panel of people from Kaiser, recovery homes, and Child Protective Services who told us about how AI-Anon is used in their programs.
 - Our Alateen meeting consisted of Alateens who shared later fielded questions from the audience.
 - I want to thank the many people in D-13 who hosted the conference.
 - I have had a wonderful time as coordinator and had many learning opportunities. I want to thank NCWSA for letting me be of service for what is so dear to my heart.
- General procedure for institutional work.
 - Items of interest were passed out: Suggestion statement of purpose for AI-Anon meetings in institutions; WSO guideline for meetings in institutions.
 - Individual institutions guidelines can vary as well as the way we are informed of the 'rules'. Some have volunteer training. Folsom gives a booklet.
 - General questionnaire for volunteers. Clearances required.
- Recovery homes: WSO survey stated 50% of our members were referred by professionals and 12% referred from recovery homes. Great way to spread the word of AI-Anon.
- Great help is to donate literature to local Institutions Committees.

Literature: Carol K.

- Major project of the Literature Coordinator is passing on information received from the WSO: Accomplished by:
 - Emailing to Northern California LDCs, newsletters and others requesting receipt of information acquired from conference calls between WSO, US and Canada Area Literature Coordinators and part from the File Exchange established by WSO on the internet.
- I have forwarded to WSO any questions I can't answer on my own and sending the answers back.
- E-CAL section of the WSO website, www.al-anon.org/members. An e-CAL contest is being held through May 31st 2008.
- Items presented by WSO at International Convention in July.
 - Al-Anon's newest book about our recovery in relationships, called *Discovering Choices* (B-30). It is soft cover, is approximately 335 pages and will cost \$15 U.S. Order forms for the book will be included in the July Forum and the fall Area Highlights and the back flap of the August Forum. The shopping cart on WSO web sites will include the book beginning in July.
 - The French and Spanish translations of *Opening Our Hearts, Transforming Our Losses* (B-29).
- Ongoing project: Sample Chapter Literature project. The next deadline is July 15th. You are invited to select a topic and quotation from *The Dilemma of the Alcoholic Marriage* (B-4) and write five questions for meeting discussion. These are sent to WSO Attn: B-4 Lit. Project. Selected topics & questions will appear on the CAL Sample Chapter from October through December 2008 on the WSO Web site.
- Forum news:
 - New feature, "CAL Corner" in which members review Conference Approved Literature. Members are welcome to submit reviews of Al-Anon books and pamphlets for consideration
 - Starting last January "Need a Meeting Topic?" section which includes a different topic each month with short sharings on the topic to start your discussions was added.
- Literature workshops are encouraged to familiarize members with literature.
- Guidelines for Area Literature Coordinators (G-6) and for Area Forum Coordinators (G-32). This body voted on its own job description several years ago when we had a Literature Distribution Center as well as coordinator. It has changed a great deal since then.
- I hope just hearing what I have shared so far gives you an idea of what I have been doing with the position.
- Flexible job: you can spend as much time or as little as you choose, read the literature and be creative.

Discussion:

- Regarding the question to WSO on the phone conference about *Courage to Change* on CD. Member states that is because it was not in a format available to everyone (example – Apple or older software).
- Is the WSO planning to put other daily readers on CD-ROM? I'd also love to see *Paths to Recovery* on CD-ROM. Downloadable literature would be great, so we don't have to leave the CD-ROM in the computer all the time.
- Response:
 - Tradition Seven speaks of the importance of being "self-supporting." Sales of the CD-ROM version of *Courage to Change*, however, were not sufficient to make that project self-supporting. If members truly want electronic versions of Al-Anon literature, WSO will give them what they want. But recent experience with the CD-ROM version of *Courage to Change* seems to indicate that it would be unwise to invest the financial contributions of large number of Al-Anon members to produce a version of an already-existing book that would appeal to a very small number of Al-Anon members.
 - Copyright protection is one of the issues we face with electronic versions of our literature. Al-Anon is supported, in part, by the sale of Conference Approved Literature. Again, Tradition Seven emphasizes the importance of being self-supporting. Downloadable versions of our literature could result in the proliferation of "bootleg" versions of our literature, which would greatly harm Al-Anon as a whole.
- Progress on audio books: We hope to provide more details on these projects by the end of the year.
 - *Courage to Change* (B-16), the audio is recorded; exploring ways to make the audio version available to members.
 - With *How Al-Anon Works* (B-22), Request for Proposal has been sent to audio production companies.
- Literature for blind: There is literature for blind. Braille- few blind people are able to read Braille, it's like learning to read all over. Carol will pass information onto WSO about interest shown.

12 Stepper Editor: Bruce H.

- Stepper is affected by our 2008 Committee and Assembly schedules:
- This magazine is created by you with your reports and sharings.
- I want to thank all of you who have done the additional work of making personnel shares for our Northern California Al-Anon readers.
- This position defines service to a "T." I was brand new, and had no experience, but found in myself more qualities (Thank You, Al-Anon) than I realized I had to satisfy myself in this position.
- Keep constant email contact with NCWSC server and NCWSC sharings.
- Have several past years' issues to refer to (NCWSA website).

- Browse other newsletters and Forums for ideas.
- Develop a connection with a half dozen experienced Al-Anon service people to read Stepper drafts and help you get comfortable with its format.
- The first issue is a struggle; after that one the rest are enjoyable work and an ongoing learning experience.
- Remember you are not perfect and what you do in front of everyone is greatly appreciated.
- Read the 12 Stepper Editor description in the Binder and ask for and use prior editor experience freely.
- Remember, you are doing this with a computer, always backup your work.
- Being an Alternate Editor is a strong service position (make a deal with a buddy).
- Time: Approximately 80 hours per ISSUE.

PI/PCP: Linda D. (presented by Jim S.)

- Conference call with WSO; Three topics were discussed:
 - As a coordinator how can we make better use of Al-Anon Faces Alcoholism 2008 to attract potential members to Al-Anon?
 - Can Areas make better use of “Sketchers” PSA?
 - Are members adapting news releases to local areas and submitting them to local newspapers?
 - I also addressed the “Dear Abby column of February 10th and how that could tie in with our approach of Outreach.
- In March Linda sent out to all the DRs hard copies of “Are you Troubled by Someone’s Drinking?” along with directions how the news release could be adapted to local newspapers.
- In April WSO requested: “Media Advice Wanted”
 - Seeking members with experience in; Public Relations; placing news items; feature stories; free lance writers; with radio, TV and newspapers to help WSO to better understand how to reach this media outlets.
- Also requested “Web Marketers Wanted” :
 - Seeking members with experience in marketing Web site and Web content.
- Continues to get requests from WSO for assistance in answering requests from schools, churches, and rehabs and as Area Coordinator acts as liaison between WSO and Districts. This is the primary part of this job.
- Purpose of PI is to inform the public of Al-Anon.
- Be a link between WSO, Area, and the Districts.
- Required to attend NCWSC and NCWSA meetings and provide service tables at the events.
- Available to participate at H and I Conference, and other area and District events as needed.

Delegate Sandi C.

- Requirements: Must have been a DR. Time required 6-7 hour per week usually e-mail type.
- Prepare for conference and attend the April week long meeting. After conference, where you will get all the materials you need, you get to present a report to our area. You will be assigned a committee to work on the last year of the panel. It can time consuming.
- Attend Southwest Regional Delegates Conference in our region, a four day event that can be done in two.
- Be familiar with the Traditions and Concepts.
- Be willing to go the Districts when invited or needed.
- Attend two assemblies and three committee meetings a year.
- Sounds like a lot of time but it goes in spurts.
- You represent the Area and keeping in mind when you vote how it effects Al-Anon as a whole, not just No Cal.

Delegates Report of World Service Conference: Theme: “Build Bridges – Energizing our Spiritual Quest,”

Financial Info

- Audit of Books: The auditing firm audited the 2007 books for WSO and gave it an Unqualified Opinion, which is the best.
- Information on Appeal Letters was presented:
 - Since 1952 the group members have not provided enough donations to make WSO self supporting;
 - The appeal letter is for individual members; it is not the group donation.
 - Originally, in 1952, Lois asked each member to send in a \$1.00 donation. Most members believe that it’s still the same, even though \$1.00 in 1960 equals about \$3.40 today.
 - One message is that your money can carry the message to places where you cannot be.
 - As a point of information, groups in CA North donated \$41,704 to WSO in 2007, which was about a \$300 increase, or approximately \$95.43 per group. There are also individual contributions which cannot be split between north and south, but the entire state’s individual member contributions totaled \$36,529, which was an increase of approximately \$3,900. Each DR was given a list of their district’s group donations.
 - Where your money goes: Public Outreach; Conference; Canadian outreach; Public Service Announcement; Trustee expenses; Group Services; Fellowship communication; Toll free numbers; member outreach; Free Forum groups.
 - The May Appeal letter will define also these for members.

Diversity

- “How Can we Build Bridges to our current and future diverse members?” Or how can we expand or renew and strengthen our connections with the fellowship.
- On the topic of diversity, there is a new member survey out. If you are interested you can access details at the WSO website <http://www.al-anon.org/survey.html>

International Convention – Pittsburgh July 4-6, 2008.

- Theme “Connecting People around the World – Al-Anon Family Groups.

New Literature

- There is a new book on relationships. The title is “Discovering Choices”.
- The Conference gave conceptual approval for the Literature Committee to develop a piece of literature on Al-Anon’s first 60 years as we continue to build bridges between current and future members.

RSS Info

- The WSO is looking at changing how they do an RSS. One idea is that they could tie it into a one-day Assembly. Doing it this way would cost less for not only the WSO, but area members. The next one could be in the fall of 2009.

A Chosen Agenda Item – How can we reach family members of AA?

- One suggestion is that we send a copy of our Chosen Agenda item to AA.
- Most of AAs know very little about Al-Anon. If they did know more, they could be our best source of referrals.
- Why don’t we ask AAs to spread the message? Dual members are told they cannot serve above the group level, but we can ask that they spread the message about Al-Anon and Alateen in their AA meetings, sharing their experience, strength and hope. Since many AAs do not know what Al-Anon and Alateen are, the dual members could inform them.

On the Conference theme, “Build Bridges – Energizing our Spiritual Quest,” we had two Big Questions that we discussed as groups as well as some chosen agenda items.

The first topic was:

How Can we as Conference Members Build Bridges and Energize our Spiritual Quest.”

- It’s up to us to help develop our leadership skills and carry out in our areas.
- We can invite WSC Members to our Areas to help us Develop Goals.
- We can educate members through study of the Service Manual and our Literature.
- We need to prepare other members to be our future leaders.
- The Board and Staff will be the catalysts to strengthen and expand our structure through mutual relationships.
- This can be done between the Area Officers, Coordinators, and DRs with our GRs and other members perpetuating the growth of Al-Anon Family Groups.

Another big topic was:

Are we adequately preparing our members to be future leaders, spending enough time training?

- Use our past Delegates and keep them active in our assemblies
- Develop Job Descriptions
- Have WSO Trustees and volunteers visit our areas
- Educate GRs so they can make informed choices before elections
- Hold transition meetings for incoming GRs, DRs, Officers and Coordinators
- Use Webinars (put on by WSO) to train members on performing their positions
- The outcome: a better base of informed members to be our future trusted servants.
- WSO is considering developing training for our future trusted servants.

Motion on Bequests

- In 1992, the current policy was established which allows an individual member to donate up to 10% of the total revenue of the WSO General Fund as identified in the previous year’s audit.
- There have been requests from members to increase the amount so they can give to AFG in their wills and, and not be limited by the amount on a one-time basis.
- The Finance Committee came to us with a proposal which says:
 - We would allow a one-time bequest to the WSO in any amount desired by the member so long as it is not earmarked.
 - The amount received would be reported separately on Financial Statements on any amount that exceeds the 10 percent of the total revenue in the WSO General Fund as identified in the previous year’s audit.
 - The WSC would authorize the expenditure of these amounts and the Board would administer those expenditures with Conference’s guidance.

- The proposed policy gives the WSC express oversight of these funds.
- I have all the pros and cons mentioned by the Policy Committee's discussion.
- As part of the wrap up of the discussion, comments were made as follows:
- Based on past experience the likelihood of a large donation is minimal.
- We need to rely on God rather than react to our fears just because we have never been there before.
- If we had a bequest for \$1 million under the current policy we could only accept \$497,330 during 2008. This Motion would allow us to accept the remaining \$502,670 and spend at least \$125,665 the first year and a minimum of 25% of the balance in subsequent years.
- We come into Al-Anon in a culture of fear. When we first looked at abundant resources it was all about balancing the budget. We get fearful when we talk about expanding Al-Anon worldwide or having too much money. We don't think about how that money could be used to reach more people in pain from the effects of someone else's drinking.
- In all honesty, it didn't look like this motion would pass, but then Louise, a visitor from South Africa did her three minute talk and it really made a difference in how people felt. She talked about how South Africa received a bequest from a wealthy member who had no family or anyone to donate to other than charity, and they picked Al-Anon. This allowed So. Africa to do tons of public outreach, and open an AIS office on each end of the country. Prior to that they had very few meetings, were very poor and could not have even considered sending someone to the WSC, much less across the country to do outreach. Before that started they had 63 meetings in the entire country. It will be interesting to see how they grow.
- The Motion passed with a 2/3 majority.
- A procedure will be developed and presented to the next WSC as to how the excess funds will be administered. .
- WSO has asked for ideas from us on how this money could be spent if we receive a large bequest. My dream is to have billboards throughout the world to tell people about Al-Anon Family Groups, like the one posted by Missouri a couple of years ago.

New PSA

- It is not ready yet, but we did get to see it. It will be available on the web site. The new PSA will start playing on TV June 1 and on radio July 1.
- According to the Nielsen ratings, our past PSA, "Sketches," ranked in the top 7% in the nation for plays which is a 20% increase over 2006.
- Once you see the PSAs played you can write the TV and radio stations letters thanking them for playing it. If you need samples, see Linda D. or me to get you one.

Changes to WSO Committees and Committee Structure

- We tried something new with our Committee structure. In addition to the Admissions/ Handbook, Nominating/CCT, Group Services, Literature, E-CAL, and Public Outreach Committees, the Board added some Task and/or Thought Forces, as a result of our discussions/suggestions on expanding our fellowship and abundance last year. These Task and/or Thought Forces will remain in effect until the projects are finished. They are:
 - Family Member Contribution Task Force,
 - Member Contribution Thought Force (brainstorming),
 - Abundance Task Force,
 - Using Technology in Areas Thought Force,
 - Task Force on Understanding Anonymity.
- I am on the Abundance Task Force. We are tasked with putting together some type of presentation or Panel on the topic.
- A task example is a new guideline; G-41 "Reserve Fund Guideline" was developed by the Guidelines Task Force. Their task was done and they dispersed.
- The Board is also looking at a trial of using past delegates on the current Task and/or Thought Forces.

Handling Conflict Resolution

- We also had a wonderful presentation/workshop on how to handle Conflict Resolution. I have all my notes, ask me for further information.

New Pod Cast

- WSO is putting together its first pod cast on the Public Outreach web site which can be subscribed to. The first one is titled, "First Steps to Al-Anon Recovery."
- This is one more communication method we are trying and is now on the web site.
- They are planning a new one every two weeks and a press release to be given out to newspapers announcing it. Once it is out, I'll see that Bruce receives info for the 12 Stepper and I'm sure Linda will keep you all informed also.
- The purpose of these is to show people what a meeting is like. It is like listening to a radio broadcast of a meeting with real Al-Anon members.
- Professionals such as counselors, doctors, etc. can listen to it so they know what happens in a meeting before they refer their patients.

- WSO may consider making it CAL and release it for a Beginners series in audio format that could be done via web or a CD.
- Pod cast address: www.AI-Anonfamilygroups.org/podcast/firststeps

Amending the Charter

- We held an extended discussion on amending the World Service Charter to add the Alateen Traditions and made them unchangeable.
- The discussion was not about making them unchangeable, but how the motion was written.
- There were several concerns that it would not protect AI-Anon or Alateen Steps, Traditions and Concepts the way it was written.
- One member presented us with a rewrite that was an improvement, but there was not enough time to adequately discuss it, so it was returned to the Board and Handbook Committee to rewrite it addressing the concerns and suggested changes, and bring it back to next year's conference.

Next Year's WSC

- Our next Delegate (Panel 49) will attend the WSC from April 18 through April 23 at the Wyndam Hotel in Virginia Beach, VA and will get to visit the WSO office.

Sandi shared her personal experience of the conference via power point photos.

Officers:

Alt. Delegate: John S.

- Become ready to perform the duties of Delegate.
- To prepare a realistic budget with the help of the budget committee and present that budget to NCWSC and NCWSA.
- Audit the NCWSA books annually with the budget committee assistance.
- Keep appropriate records.
- Sign checks and contracts as needed.
- Pray for the Delegates health.
- Attend appropriate meetings and assemblies.
- Time: about 4 hours a month.

Chairperson: Jackie B.

- Prepare agenda and conduct the NCWSC and NCWSA meetings.
- Appoint new officers as needed. Supervise officers as needed.
- Attend Southwest Regional Delegates meeting.
- Approve expenses and activities of Corporation NCWSA.
- Worked with facilities coordinator to find locations when necessary.

Treasurer: Nancy M.

- There are lots of guidelines for this job. Although you do not need to be an accountant to do this job.
- Get to spend money. Writing all the checks for NCWSA. Reimburse officers and coordinators. Pay bills. Verify bills and reimbursements are authorized.
- Send thank you notes for donations received and keep track of donations. Flavia and Judy thank you for your help keeping track of these items.
- Reports to executive committee quarterly and is audited yearly.
- Participates on the budget committee.
- Maintains checking, savings, and CD accounts;
- Calculate prudent reserves.
- Prepare annual appeal.
- Keeps inventory of NCWAs assets.
- Be sure taxes are filed yearly.
- Get to learn Quick Books.
- I have received so much love and support from all of you, as well the opportunity for lots of patience.
- I have been taught and reminded: Principles above personalities; It is not about me; patience.
- Asked my Higher Power to guide me through each segment of this position.
- When you send donations to NCWSA be sure to include your WSO number, district number, and group name so Bobbi (member processing donations) will know who to credit for the donation.

Area Alateen Process Person: Lori K.

- Requirements: Previously a DR
- You need to be a certified sponsor.
- When an Alateen Sponsor candidate does a live scan, to become certified, that information is sent to the Dept of Justice, and this position is responsible for follow up.
- Coordinates certification status with WSO as well as group registrations.
- Communicate with DRs, District Safety Administrators, and individuals. Numerous emails and phone calls.
- Good communication and organization skills.
- Lots of paper work.
- Required to attend committee meeting and assemblies and supply reports.
- It's been just over 5 months since I took over this job and it has consumed a great deal of my time getting all of the de-certified sponsors certified once more so they could continue their good work with our Area's Alateens.
- I was then able to work on registering the groups that were also affected by the de-certification of the sponsors.
- Re-certifications for 2008. I received the AMIIAS listing of certified sponsors and have recently sent them to all the DR's along with an instruction document to explain why and how the process will work.
- The New Sponsor Candidate and Renewal forms have been changed into two separate forms to eliminate the confusion. I have also updated all of the corresponding documents on our NCWSA web site which lists these forms for your use.
- I have also completed the formation of the new Alateen Safety Advisory Committee (ASAP). This committee will continue the work of the original Alateen Safety Committee and will include a member of the original committee, Art B as well as AAPP, Alateen Coordinator, an Alateen Liaison and a sponsor from each section. We will also be looking at Alateen safety concerns as they arise, some of which can be delegated to sub-committees. So if there are people who have interests or concerns you can be on these subcommittees to discuss that. We are starting to review NOCAC guidelines. We are hoping to use Teleconferencing for convenience and costs.

Secretary: Connie F.

- Record, edit, distribute and file minutes of NCWSA assemblies and NCWSC.
- Maintain Roster of committee members and notify WSO of changes.
- Maintain current and update archived motions passed/failed.
- Attend NCWSA meetings as required

People willing to stand for Officer Positions: possible interested candidates; requirements now or previously DR.

Delegate: Kathy, John S., Jackie B.,
Alt Delegate: Kathy, Patrick, Jackie, Lori K, Nancy.
Chairperson: Nancy, Johanna, Patrick, Lori K, Bonnie, Kathy, Carol.
Treasurer: Carol, Johanna, Bruce.
Secretary: Kathy, Johanna, Patti.
Area Alateen Process Person: Johanna

COMMITTEE REPORTS:

Web Site Chair: Jim S.

- A detailed description of the Web Site Chair responsibilities can be found at <http://ncwsa.org/guidelines.html> under B-30 NCWSA WEB SITE COMMITTEE GUIDELINES.
- Select members for the Web Site Committee as necessary to perform duties.
- Supervises the activities of the Web Site Committee Members.
- May attend the NCWSA convention and NCWSA H&I Conference - there is no reimbursement for costs incurred.
- Prepares a written report for all area committee meetings and assemblies, and provides a copy to the 12-Stepper Editor.
- Prepares expense reimbursement reports and submits them to the Treasurer.
- Approves expense reimbursement requests of web site committee members.
- Prepares and submits an annual budget request to Budget Chairperson.
- Maintains communication between all officers and coordinators as needed between area meetings and assemblies.
- Answers phone calls, e-mail questions and addresses problems as needed.
- Native HTML editing experience and some technical ability is a plus.
- I spend about 2-4 hours per week performing these duties.
- If you are thinking of being becoming the NCWSA Web Site Chair or being on the committee please contact me at the above information and I would be glad to explain and answer any questions you may have. This is a wonderful form of service and I enjoy performing the duties of this position.

INTERGROUP LIAISONS:

Northern California Hispanic Intergroup: Julieta D.

Our Intergroup office counts with its Executive Board and with some Committees as:

- Public information: Meets every three month in our intergroup office in South San Francisco.
 - This committee also counts with three Public Sub-Committees in the areas of Santa Clara, East bay and San Mateo. These public information sub-committees participated in six health fairs in the city of San Jose. We gave information to the public through a Mexican radio station; La Grande 1010.
- Records: Keeps our entire Al-Anon/Alateen directory updated every two months. Our Bulletin News Letter, “LA Antorcha”, has renewed its edition as June 2006.
- Hospitality and Institutions: We do have a committee for the hospitality and institutions which meets every four months.
- Alateen Committee: Meets every four months in the Intergroup office. There are two Alateen groups. Two are bilingual speaking. There are ten Al-Anon members that sponsor these Alateen groups.
- Literature: Our Intergroup office also manages its entire literature center that supplies our 40 Spanish Al-Anon and two Alateen groups.
- The Intergroup Office: Open three days a week. A member of Al-Anon is the receptionist during these hours.
- Guidelines Study Workshops: Meets every four months in the Inter-group office to provide “guidelines study workshops” for the Al-anon /Alateen Spanish members.
- Activities Committee: Makes fundraising activities as: food sales, and donations for raffles of literature.
- Magazine Add: We currently have an ad in a Spanish magazine called, “TV Español”, that pertains in the Bay Area.
- As a liaison I see lots of progress within our Spanish Intergroup office. One of the things is in providing information and services from our Al-Anon fellowship as a whole.
- Intergroup holds business meetings on the first Sunday of every month.
- Hispanic 29th Annual Convention Al-Anon/Alateen: October 10, 11, 12, 2008; Palm Springs CA

Spanish Intergroup East Bay: Elisa G. (Presented by Phil) Report in Spanish and Phil translated for us.

- Open Thursday 11-2. Someone there to answer the phone Monday, Tuesday and Thursday.
- Intergroup meeting first Sunday of the month for all new Group Reps.
- Second Friday of the month for officers, committees and coordinators.
 - Archives
 - Newsletter (Alateen editor),
 - Guidelines
 - Institutions – has gone to the radio and health fairs and AAs.
 - Alateen needs meetings and sponsors,
 - Literature – have a little literature and a little money. Groups help by paying in advance.
- Ten groups have registered.
- AIS - first Birthday in July

Santa Clara Valley Intergroup: Chris A-C.

- Reps from District 20, 21, 22 attend Intergroup meetings.
- Meet monthly. Odd months have our reporting meeting. Even months the Intergroup reps and coordinators have separate break out sessions and get to brain storm.
- Change positions yearly.
- New Newsletter coordinators.
- Sept. watch for Father Tom W. special event.
- Unity Day later this summer.
- Participate in largest health fairs in County, both English and Spanish representatives.
- Upgrading office.

AIS District 6-10 (Sacramento area): Denice E.

- I am new to this position and still learning.
- We have open positions, and are not getting full participation from all of the districts on staffing our AIS office on Saturdays. I am saddened that more people are not participating in service for this program that gives so much back.
- The Al-Anon birthday party for Districts 6-10 is on June 7 in Rancho Cordova. This is a fundraiser for our AIS. Nancy M. will be the Al-Anon speaker.
- Recovering through participation.

NOCAC CHAIRPERSON: Savannah G.

- NOCAC bashes: June 20-22 and Aug 1-3. You do not need to be a sponsor to attend. NOCAC Nov. 14-15-16 possibly in Concord watch for flyers.
- Need Alateen members on NOCAC committee. Please contact us – our numbers are on the flyers - Alateens are having problems with rides. If you are a sponsor give it up. Just get out and give them rides.
- Recent monies received: Last convention NOCAC collected \$850. That money was for scholarships; We collected Love Donations; D16 “A Day in Al-anon” collected \$30. We want to thank you all.
- Please join us at NOCAC.

OTHER BUSINESS:**Announcements:**

- Happy Birthday to Matina was sung.
- Thanks to Sandi and the local committee for the goodies and facility.
- Alateens sold goodies. Thank you to all contributed food and items for the raffle.
- Congratulations to Vicki, Past Delegate, on her new service position as trustee. She will serve for one year away from our area.
- Alateen advisory committee at WSO is doing things differently. They used to go back to WSO for their meetings, and the last few years they met at the RSS’s (Regional Service Seminars) and found it so successful they asked areas to put in bids. This would be in conjunction with our October Assembly. We submitted a bid but that doesn’t guarantee we will get it. We should know by the end of this week (May 17th) if our bid has been accepted.
- NCWSA Convention correct date is June 12-14 2009: At the Santa Clara Marriott. Theme “Keep the Change” chairperson asked for volunteers for the committee. Also, there is a logo contest. Contact Patrick 510-797-7827.
- Fall Assembly and Election Assembly: October 17-19 at the Crowne Plaza Hotel in Burlingame. Need a volunteer district or groups to host this event. Contact, Gene Harmon, Facilities Coordinator.
- Evaluation forms were passed out to be completed and placed in box as you leave.
- Feel free to take the love gifts off the tables.
- Keep your eyes open for an article in the paper (Bee – Kelly Richardson’s - Teen Talk) about Alateen. It is not correct. Please write your newspaper editor and let them know.

Meeting adjourned: The meeting adjourned at 4:00 pm by Jackie B. Chairperson.

Respectfully submitted: Connie F NCWSA Secretary

Next Committee Meeting: July 25-26, 2008; Red Lion in Eureka

Next Assembly and Election Assembly:

- October 17-19 at the Crowne Plaza Hotel in Burlingame. Double rooms or single rooms at \$119 per night plus taxes. Parking is \$5 a night for guests or \$1 for self parking day guests. Register at 1-800-411-7275; reservation code AL4; cut off date Sept 16th.