

Northern California World Service Area

Newsletter

July 2002

Assemblies Issue

Volume 38 Issue 2

Assembly September 6-8

Registration Form on p. 16

Bring this issue to Assembly

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Event Calendar

See <http://www.ncwsa.org/cal-2002.html> for latest calendar.

| Date/Time | Event | Location | Contact |
|--------------------------|--|---|--|
| Fri-Sun August 16-18 | NoCAC's Second Bash \$15 pre-reg, \$20 @ Bash Jul 18 pre-registration deadline | Lake Chamanche | Nikki S, 1391 Camino Tassajara, Danville, CA 94526 |
| Fri-Sun Aug 30-Sept 1 | The Spirit of San Francisco AFG Speakers: Rick J. from Toronto, Canada; Father Tom of Oakland, CA; Brenda, Los Angeles, CA | Ramada Plaza Hotel 1231 Market Street | Chris 415/566-3845 info@spirit-sf.org P. O. Box 423832, San Francisco, CA 94142 www.spirit-sf.org |
| Fri-Sun Sept 6-8 | NCWSA Assembly <i>See info and flyer in this issue</i> | Crowne Plaza, Milpitas | |
| Fri Sept 27 | Southwest Regional Service Seminar <i>See info and flyer in this issue</i> | Wyndham Hotel, 1350 N. First St., San Jose | Cathy C, 510/791-5299 Art B, 408/268-1714 |
| Fri-Sun Sept 27-29 | AIS/LDC Workshop | Wyndham Hotel, 1350 N. First St., San Jose | Cathy C, 510/791-5299 Art B, 408/268-1714 |
| Fri-Sun Oct 11-13 | Gold Country Roundup AA w/Al-Anon participation AFG Speaker Pat H, Palm Desert \$12 reg before, \$15 at door | Amador County Fairgrounds on Highway 49 in Plymouth | Carol K., 209/245-3020 P. O. Box 813, Pioneer CA 95666 |
| Saturday, Oct 19 | NCWSA Election Assembly <i>See info in this issue</i> | Carr America Conference Center 4400 Rosewood Drive, Pleasanton | Vicki H, 408/374-7933 |
| Fri-Sun Nov 23-25 | Yosemite Summit Conference 2001 | Curry Pavilion, Curry Villiage, Yosemite | 209/966-8300 serenityyosemite@netscape.net |

Regular Events



| Date/Time | Event | Location | Contact |
|---|--|---|---|
| Every last Friday | District 6, Monthly Speaker Meeting | Vacaville | Chris W, 707/452-9444 |
| Every third Sunday | District 10 Speaker Meeting | Resurrection Lutheran Church Douglas Blvd., Granite Bay | Sally B, 530/346-7491 |
| Every second Sunday 7-9 pm | District 12 Speaker meeting | Shepherd of the Hills Lutheran Church Diamond Heights @ Addison, San Francisco | Tom K, 415/759-7404 |
| Every last Saturday 6:30-9:30 pm | District 15 Potluck and Speaker meeting | Broadmoor Community Church 301 Dowling at Dutton Avenue, San Leandro | |
| Every second Saturday 8 pm | District 16 Birthday/Speaker meeting | Tri-Valley Unity Church 6325 Sierra Court, Dublin 94568 | Ruth K, 925/828-9074 |
| Every third Friday 8 pm | District 17 Birthday/Speaker Meeting | Fremont Hospital 3901 Sundale Drive, Fremont | Debbie S, 510/713-8436 |
| Every first Monday | District 19 Monthly Speaker Meeting | Fresno | Beverly S, 559/275-2858 beverlyanne@attbi.com |
| Fourth Friday of even months (not December) 7:30-9:30 pm | District 20 Speaker meeting | Immanuel Lutheran Church 14103 Saratoga Ave., Saratoga | Edie D, 510/797-1387 |

Inside this issue

Welcome to the *Assemblies* issue of the *12 Stepper*!

This issue contains everything you need to know to attend and enjoy our Assemblies, whether you've been to an Assembly before or not. The Assembly is the Northern California World Service Area's (NCWSA's) annual business meeting. The Assembly section begins on p. 15. Items in this section include a welcome from our Chairperson, a registration form, a tentative agenda, suggested Bylaws revisions, the proposed 2003 budget, and the minutes of last year's Assembly. Approval and/or modification of these items is done by the GRs, who are the voices of our meetings and represent their group conscience.

In addition to the annual Assembly in September, we have the *Election Assembly* in October. On this occasion, the GRs get together to elect the Delegate and Officers for the next panel, 2003-2005. This Assembly happens only once every 3 years, so it's important that every GR who can attend vote at the election. Following this election, the current Delegate, Officers, Coordinators, and DRs elect the coordinators for the next panel. Job descriptions for the Delegate, Officers, and Coordinators are listed in the *Election Assembly* section. Past or present District Reps are eligible to stand for Delegate or Officer positions. All Al-Anon members are eligible to be coordinators, so look over the list to see if there is some service position that appeals to you. Some of the candidates for these offices will introduce themselves at

the annual Assembly, the month before.

This is the last year that Marilyn R serves as our current Delegate. Her farewell speech at the World Service Conference (WSC) is on p. 4. Her WSC report immediately follows.

This year is special in yet another way: the very first Regional Service Seminar (RSS) in the Northern California Area happens in October. Several members of the RSS committee attended the RSS in Quebec earlier this year. Read about it in the *Regional Service Seminar San Jose* section, which also contains information about and registration forms for our very own RSS in San Jose.

In *Features*, you'll find a memorial to one of our members and an article on recovery and service.

Enjoy!
Gary

Contacting NCWSA & WSO



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Meeting information 888-4AL-ANON

The *12 Stepper*...

is the newsletter of the Northern California World Service Area (NCWSA) and is published three (3) times a year. A free copy is mailed to Al-Anon and Alateen Groups registered with NCWSA, NCWSA Officers, Coordinators, Liaisons, and District Representatives. A limited number of copies are shared with other newsletters across the country. All others are sold on a subscription basis.

The *12 Stepper* is mailed non-profit, third class bulk rate within the continental U.S., and is not forwarded by the U.S. Post Office. *12 Stepper* mail lists are maintained by the NCWSA Records Coordinator, and are periodically updated upon receipt of a completed registration/change of address form. The *12 Stepper* editor or staff cannot be held responsible for nondelivery or the statements and views of those contributing articles or letters.

Remember that contact lists are Confidential and are for Al-Anon use only.

On-line and the Web

See the *12 Stepper* and other NCWSA information on the NCWSA Web site <http://www.ncwsa.org>.

Submitting material to the *12 Stepper*

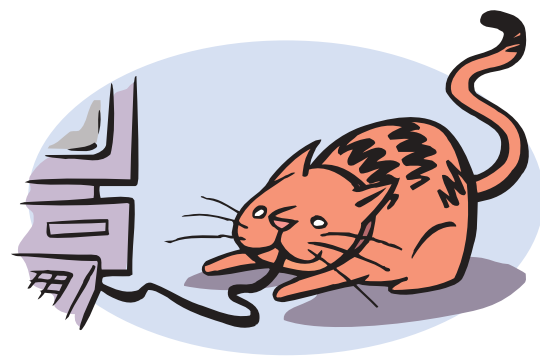
All members of Al-Anon and Alateen are urged to contribute information about district, group news, fundraisers, and special events. Material submitted is subject to editing. Please include your name, address, phone number, and e-mail address if you have one. Names will be withheld, if requested.

Submitting material in electronic form is preferred and looks a lot better in the Stepper!

Send material via e-mail to 12Stepper@pdfdream.com or regular mail (on white paper please!) to:

12 Stepper Editor, 2929 Granite Creek Road, Scotts Valley, CA 95066.

The deadline for the Year-End Issue is September 30, 2002.



Delegate's Corner

World Service Conference Farewell Talk

"Al-Anon's Image in a Changing World: Anonymity – Not Invisibility"

The theme of this year's Conference reminds me of how I felt when I walked into the doors of Al-Anon 26 years ago. I could not go to a meeting in my own town because I was afraid that people would know there was Alcoholism in our home. I was so deep into the disease that I did not recognize that everyone already knew there was Alcoholism in our home.

The day I found Al-Anon was the day I started to grow and change in my own life. I became aware of how I had tried to hide the disease from my family and friends. I also became aware of how I had tried to control the Alcoholics in my life. Then I reached the point where I was able to start telling my family and friends what had been going on in my life and then expanding this out into my own community.

I got a sponsor and worked the steps in my life and started to see that I needed more. It seemed to me that I needed to look at all of the different parts of the program and how it could help me in my recovery. Then I got a service sponsor and started working the Traditions in my life and found that this was another way for me to grow and change. As I ventured out into different parts of Al-Anon I found that my life got easier. I no longer worried about when they were going to stop drinking or doing what they were doing. I still loved and cared about them but I became willing to let my family live their own lives without my interference.

Then I discovered the Concepts, I know that they were there all the time, but I did not recognize how important they were to my recovery in service. The concepts have helped me to recognize how important it is for me to carry the message without trying to force solutions on others. It has helped me to let go of my vision of how the program should be and let God be in charge of the outcome.

Today Anonymity–Not Invisibility means that I keep members' anonymity but I do not hide in the disease, I stay in the recovery. It is important for me to recognize that in order to stay in recovery I must carry the message to all who might need it. With God's help I am able to live my life in a very open and loving way, giving help where it is needed and sharing my experience strength and hope wherever I can.

Today's world is considerably different than it was 26 years ago. Today we have many avenues in which to carry the message to those who are still suffering with the disease of alcoholism. With Public Service Announcements we can now carry the message through the media of Radio and Television. It amazes me the way I am allowed to carry the message of Al-Anon. By being open and available, opportunities happen, like being able to talk to Children in a school, talking to adults in a family care center, being part of a panel at a senior center, being able to have an Al-Anon table at a community health day, visiting medical buildings and passing out information to the Doctors Offices.

I was fortunate to have begun my recovery in a group that was loving and kind, while still putting forth the idea that service was a part of recovery. From the beginning I was encouraged to do service within my group and invited to go along to learn how others did service. I

was also encouraged to go to libraries and take along an Al-Anon Book to put in the library.

In closing I get to look back over the past three years and know that I have been given the opportunity of a lifetime. I came to Al-Anon because of someone else's disease and stayed to be given the gift of recovery, which will help me to continue to not be invisible in this changing world.

Marilyn R, Panel 40, California North



2002 Delegate's World Service Conference Report

Al-Anon's Image in a Changing World: Anonymity—Not Invisibility

Thank you so much for all of the love and support that you have given throughout the year. Especially while I was at Conference, the telephone calls, cards, flowers, love gifts. I could not even begin to tell you how important this has been for me. Northern California has made me feel so loved and cared for throughout my term as Delegate. This has been an experience that I shall never forget.

At your request, I have not duplicated as many of the individual reports but have instead put comments in my report. Please feel free to ask me about any parts of my report.

AREA HIGHLIGHTS

The Conference started with the Area Highlights meeting in which each area had two minutes to share their concerns, projects and successes.

CONFERENCE OPENED

The Conference opened at 8:30 a.m. Saturday April 20, 2002 with the opening by the Conference Chair. The Chairperson of the Board welcomed the Conference members and asked everyone to use this year's thought-provoking theme to examine some serious questions. "What *is* our image of Al-Anon? What is Al-Anon's image to those outside the fellowship? What do we want it to be? Are we, as a fellowship, ready to meet the challenge of getting Al-Anon's message out to the millions of people who are still suffering from the effects of someone else's drinking, but have no idea where to turn for help?" She concluded by sharing her dream "that someday soon everyone whose

life is or has been affected by someone else's drinking will know there is help within their reach, that they are no longer alone..." The Conference agreed that "Substantial Unanimity" for this year's WSC would be two-thirds, it was also agreed that voting would be by closed ballot and that still photos would be permitted during the conference. The Chairperson of the Admissions/Handbook committee motioned for the seating of non-voting members: the Chairperson of the Executive Committee for Real Property Management and the Director of Business Services with voice and no vote. A committee consisting of a WSO staff member, a WSO volunteer (trustee), and a delegate was selected to help in answering the 2002 Ask-It-Basket questions.

Throughout our 42nd annual Conference, Delegates from throughout the US and Canada met with WSO staff and volunteers to explore issues of relevance to Al-Anon's largest group conscience. This year's Conference theme, "Al-Anon's Image in a Changing World: Anonymity—Not Invisibility" was reflected throughout every report, presentation, and workshop in many fascinating and creative ways.

During the course of the Conference the members were given an advance copy of *The Forum Journal* and advance copies of Al-Anon's newest daily reader, *Hope for Today*. This much anticipated book, based on the sharing of Al-Anon's adult children members, will be available to the fellowship in May.

DELEGATE MEMBER COMMITTEE MEETINGS

The committee assignments of Panel 42 delegates for Group Services, Public Outreach, Literature I, Literature II, Conference Committee on Trustees (CCT), and Admissions/Handbook were read. The committees then met with their volunteer chairpersons. The Public Outreach and Literature Committees also included their at-large members.

APPROVAL OF TREASURER'S REPORT

The WSO volunteer Treasurer presented the 2001 Audited Financial Report. The statement reflected the total income from operations at \$3,938,371, which was \$154,000 less than anticipated. Expenses for the year were \$3,935,232, about \$157,000 below projection. As a result the General Fund earned \$3,139. Income had been projected to break even. A gross profit of \$2,243,526 was realized on literature sales, about \$24,000 more than expected. Sales on most books were slightly higher than expected and other literature was close to expectation. Total contributions for 2001 were \$1,017,759 compared to a budget of \$1,160,000. The Reserve Fund held a balance of \$3,737,325 at year-end after recording investments at market value and assuming the cost of post-retirement health benefits. After several questions from the floor, the Conference approved the 2001 Auditor's Report

BUDGET PRESENTATION

The Director of Business Services presented the 2002 break-even budget. Excluding the new book, *Hope for Today*, literature sales are expected to be less than 2002. Sales for both editions of *Hope for Today* are estimated at \$300,000. Contributions are optimistically projected at the same level as the budget in 2001. The *Forum* subscription income is estimated higher, due to increased subscriptions over the past few months. Investment income is anticipated to be above last year due to expected increases in interest during 2002.

Approval of the Budget took place later in the week, allowing Conference members time to review it and formulate questions.

WSC CHOSEN AGENDA ITEMS

Chosen Agenda Items are a means for topics that affect Al-Anon worldwide to become agenda items discussed by the Conference as a

whole. Conference members were invited to submit topics in advance of the Conference. Four topics were chosen by vote for discussion on the Conference floor. These discussions are reported as they occurred. Those topics receiving more than five votes were discussed in workshop sessions. Those topics receiving less than five votes will be answered with the Ask-It-Basket questions and printed in the 2002 Conference Summary.

The first topic selected by the Conference for discussion on the floor pertained to involving more members in service and informing them that Al-Anon service is part of recovery. Among the ideas shared was a suggestion to hold newcomer meetings and emphasize that we gain recovery by giving it away. Others shared the importance of keeping it simple, having strong, service-oriented sponsorship, and the benefits of action committees on the area level. Some members remind others that there are three equal sides to our Al-Anon triangle, and that service is just as important as recovery and unity. Others felt that the domineering style of pressuring newcomers into service is out of fashion and that it is very possible to steer someone toward service without being authoritarian. It was also mentioned that asking individuals for service help one-on-one is usually more effective than general group requests for help. The importance of willingness was also discussed. "Talk about the willingness," it was suggested, "and let the Higher Power take over from there." Over and over, however, members recommended sharing the joys of service. As one member encouraged, "Don't talk about service, talk about fun!"

The second Topic centered on changing Al-Anon's image as a group of white, Protestant women by reaching out to minorities and people from diverse backgrounds. One area had an assembly workshop focused on the 2000 WSC theme, "One Purpose: Many Faces, Many Voices, Many Ways," which helped members realize they weren't reaching out enough. Another area developed an outreach program they took to police and detectives, and are now reaching out to minority church leaders. Other suggestions included having a diversity coordinator or Spanish language coordinator, bringing speakers and materials to ethnic centers and organizations that serve minorities, giving a warm welcome, and inviting minority newcomers along when attending meetings.

The third topic concerned anonymity and how to help expand members' perceptions of this aspect of our program. Many members shared about the need to educate our groups about this issue, and inform them that it is all right for members to choose to use their own full names within the fellowship. One suggestion was to refer members to Lois W.'s words on the subject, as found on page 194 of *Lois Remembers*. Some related stories of being unable to contact members in emergency situations because they didn't know their last names. As one member explained, if we are a fellowship, we need to know each other, and that includes knowing each other's names. Others shared that there is a difference in sharing one's own last name and in sharing one's occupation or other members' last names. We need to feel safe in Al-Anon, and we need to feel we are a fellowship of equals. Many present told of the spiritual progress they made in gradually feeling more comfortable in being visible, both within and outside of the fellowship.

The fourth topic asked, "What can we do to make Al-Anon as well known as AA?" and examined how to involve more districts in Public Outreach, as well as the value of participation with AA at area events. A member shared that she tells her story at treatment centers, answering questions and giving attendees literature and a positive idea of Al-Anon. One area had all districts participating in a Public Outreach Day.

District representatives gathered literature and targeted specific businesses or groups, such as school counselors. Then members addressed letters and divided the city into quadrants. Another member said we need to think strategically and use our resources to the best advantage. Many shared how working together with AA members on conventions and other events helped foster healthy attitudes about Al-Anon among the AA members. A few have area liaisons to AA and vice-versa. Others have their assemblies at the same time and location as AAs and hold social activities together. Some members have received resistance from AA members, who will not refer families and friends to Al-Anon. Others shared that AA members often base their opinion of our program on the Al-Anon members they meet. We can "Let It Begin with Me" and use every opportunity to open the doors of communication.

STRUCTURE PRESENTATION

The Conference reviewed an update to last year's PowerPoint presentation, which outlined previous Conference motions on the trial committee structure and defined the scope of the pending vote. It was made clear that the structure vote would only relate to the committees that were reorganized: Group Services, Public Outreach, Literature I and II, Outreach to Professionals Advisory, Alateen Advisory, and Archives Advisory. The difference between advisory and at-large committee members was also explained. A motion from the Board was made and seconded to affirm the Board's implementation of the revised committee structure. After brief discussion, the motion passed.

REGIONAL SERVICE SEMINAR (RSS) BREAKOUT SESSIONS

Delegates met with their Regional Trustees to discuss matters pertaining to their regions, including upcoming regional service seminars. For those regions holding RSSs in 2003, preliminary selections of sites were made pending contract negotiations with the hosting facilities. Announcements on these selections will be made later in 2002 through notification to each area delegate. Regions hosting RSSs later in 2002 discussed ways to carry the message of these exciting events to members. One of the questions we were asked to discuss was "How would you want the RSS to affect your Area?" "How would you know or be able to measure this affect?"

VISIT TO STEPPING STONES

Conference members traveled by bus to Stepping Stones, Al-Anon's very first World Service Office, or "Clearinghouse," as it was referred to at the time. The home of Lois and Bill W. (cofounders of Al-Anon and AA, respectively) in their later years, Stepping Stones offered a moving and very personal glimpse into their lives. As members walked through the upstairs of the house and saw the metal desk that was Al-Anon's first office, they gained a resoundingly clear view of our fellowship's simple roots. This was such a moving experience, you could almost feel Lois putting up all of the little signs and making sure that the heritage of Al-Anon and AA were preserved. I walked through the house twice and each time I saw things that I did not see the first time.

Tucked into the wooded hillside, Stepping Stones remains protected and hidden from much of the outside world. To those delegates who toured the WSO in Virginia Beach last year, Stepping Stones provided quite a contrast to the large, bustling building clearly labeled "AL-ANON," where today's headquarters is centered.

OPEN POLICY MEETING

Conference members had the opportunity to observe a Policy Committee Meeting in action. Since the Al-Anon/Alateen Service Manual recommends that each Alateen group has two sponsors, the Committee discussed whether it would be beneficial to have a policy

requiring the signatures of two sponsors before registering an Alateen group. A serious focus on safety issues for Alateens and Alateen sponsors ensued. Discussion will continue at the next Policy Meeting in July.

POLICY MOTIONS

Seven motions were presented by the Chairperson of the Policy Committee to revise the text of the Policy Digest section of the Service Manual. I have the details in my conference Binder (which I have with me) or they can be found in the 2002 Conference Summary.

2002/2003 AFG SERVICE PLAN

The Associate Director of Group Services presented this year's Service Plan, titled "Starting in the Home Group". With the idea that service begins within the home group, the plan takes the reader through the rooms of a home, asking questions along the way about personal growth through service. In a new size format and look, the 2002 Service Plan will be mailed to all registered groups with the next issue of Inside Al-Anon Extra, which is a much wider distribution than previous years. It will include a self-addressed evaluation page, which can be returned to the WSO to help determine the Plan's future direction.

2008 AL-ANON INTERNATIONAL CONVENTION

In a fun audience-participation report, the Associate Director of Membership Outreach—International presented a brief review of Al-Anon's previous International Conventions. Beginning in 1960 as participation in AA's International Convention, by 1985 Al-Anon had its own Convention, side-by-side with AA's 50th in Montreal, Canada. In 1990 we again had our own convention, side-by-side with AA in Seattle. In 1998, Al-Anon's Third International Convention in Salt Lake City, Utah was the first held independently from AA, though with AA participation. Planning is now beginning for the 2008 Al-Anon International Convention, with AA participation. Delegates will receive the Bid Questionnaire in September. For a convention city to be considered, there should be a stadium or arena capable of seating eight to ten thousand people, and the Host Committee should consist of at least 100 members. The deadline to return all bids is January 1, 2003. Al-Anon will also be participating again in AA's next International Convention, to be held in Toronto, Canada in 2005.

ADMISSIONS/HANDBOOK

The Committee Chairperson explained that Admissions/Handbook, a subcommittee of the Conference Committee, is a committee with delegate members. Its two responsibilities are to review and make decisions on all requests for seating non-voting WSC members as participants and to make recommendations for changes to the World Service Handbook section of the Al-Anon/Alateen Service Manual. The Committee looked at one suggestion for changes to the manual, but will not be making a recommendation. Members reviewed *Joy of Service* and recommended a change in graphics. They also explored ways to keep the Handbook visible, so that every Al-Anon and Alateen member might own and study it.

GROUP SERVICES

Returning Committee members welcomed the new Associate Director – Member Services/Alateen and new delegates. They reviewed activities of the Group Records department, shared progress in helping areas to understand the current mailing address (CMA) procedure, and discussed the on-line registration form for use by area group records coordinators only. Coordinators are encouraged to use the on-line form, as it can save time and money. The Committee also discussed the group questionnaire, sales increases for the Group Binder, and how to get more use of the Birthday Plan envelope at area assemblies. After receiving the Alateen Advisory Committee report, safety issues

surrounding Alateen Conferences were discussed.

LITERATURE I

The Committee focused on members' roles and responsibilities by reviewing the Conference Approved Literature process. They applied the CAL focus to three major projects. The first, *As We Understood*, is an assignment in the final phase of the literature inventory. The Committee recommended minor and housekeeping changes to the text. The second project is a major expansion and revision of *Blueprint for Progress*, the result of a 1999 Conference motion. The Committee task-forced the latest draft, renewing its focus on the original Conference motion and its commitment to the CAL process for this project. Staff will incorporate suggestions into a new draft for review. The third major project, *Our Recovery In Relationships* (working title), was given conceptual approval at last year's Conference. Over 100 recovery stories about a variety of relationships have already been received. The Committee brainstormed ways to develop this project. The Committee also considered the requests of the Public Outreach and Outreach to Professionals Committees to discontinue two pieces of service CAL, *A Member's Guide* and *Al-Anon Speaks to You, the Professional*. Based on a lack of recent sales and the availability of less expensive options for presenting this material, they concurred to recommend discontinuance to the Executive Committee.

LITERATURE II

The Committee celebrated completion of Al-Anon's newest book, *Hope For Today*. They presented a motion to the Conference to rescind the 1997 Conference Motion #11 to grant conceptual approval to develop a newcomer brochure. The motion passed. After examining previous Committee reviews of feedback from the area Literature Inventory of *Alateen-Hope for the Children of Alcoholics*, the Committee realized that major revision of the book would result in a near duplication of *Courage To Be Me*. They decided the fellowship would be best served by a minor revision that would preserve the character of the existing piece, while presenting it at its best.

PUBLIC OUTREACH

The Public Outreach Committee viewed the new public service announcement (PSA), titled "Corner," and brainstormed ideas for future PSAs. They will recommend to the Board the continued annual production of PSAs. The Committee also began action on two recommendations from the Outreach to Professionals Advisory Committee: reviewing the three "20 Question" leaflets (S-17, S-20, S-25) to insure they are inclusive of friends of alcoholics, and determining the effectiveness of all Public Outreach service tools in clearly communicating Al-Anon's purpose. Several projects are underway to increase outreach to the Native American and African-American communities, including cooperation with "Sacred Hoop Journey III"

this summer, development of a new service tool for outreach to Native American and First Nation populations, and outreach to African American church-related organizations, radio/television stations, and publications. Areas were encouraged to expand September Recovery Month (US) or Recovery Week (Canada) activities in 2002 and to purchase extra copies of *The Forum* for outreach.

ARCHIVES ADVISORY COMMITTEE

The Committee continued to assist staff with recommendations regarding preservation issues and in setting priorities for preservation and record management. They are also sharing ideas with Archives Coordinators on how to preserve area and district archives with and without technology, since some areas have limited budgets or archives and others have ample budgets and facilities for storing and displaying their collections. The staff continues to integrate the WSO collection into user-friendly record management and preservation. The latest WSO lobby display from the archives is an historical depiction of 50 years of *The Forum Magazine*

PUBLIC OUTREACH PRESENTATION

"Cooperating and Attracting" – In a PowerPoint presentation, the Associate Director of Public Outreach—Professionals gave an overview of the revitalized strategy the WSO is using for working with professionals and organizations. The basic premise is to utilize the Traditions as a bridge for what Al-Anon/Alateen can do to cooperate, rather than as a barrier. The presentation also shared the benefits gained during the last two years from established and renewed cooperative relationships with national/regional alcohol and health-related associations.

THE FORUM

The Forum Editorial Advisory Committee, which includes members from Alberta, Arkansas, Florida, Iowa, North Dakota, and Ohio, reviewed and graded 250 manuscripts and critiqued the last three issues of the magazine during its quarterly meetings in January and April. The Committee approved 44% of the manuscripts for possible use in upcoming editions of the magazine. Committee members began reviewing and grading manuscripts for possible inclusion in the September Recovery Month Issue, which will contain personal stories of members whose experience included professional referrals to Al-Anon. Subscriptions increased by 1,296 between January 2001 and January 2002, from 28,929 subscribers to 30,225. This year professional subscriptions have increased by 149 between January and March, from 739 to 888. The Forum Editorial Advisory Committee encourages all subscribers to recycle past issues and "Take one with you, leave it behind, and spread the word" by putting *The Forum* in public places.

REGIONAL SERVICE SEMINAR (RSS) COMMITTEE REPORT

The Regional Trustee will take into consideration several new factors before approving a site for any future RSSs. These include the special



needs of some members, such as the distance of the sleeping rooms to the meeting rooms and rooms accessible only by stairways. A change in how excess moneys are handled was discussed. A six-month follow-up evaluation of each RSS will be sent to all participants to determine long-term affects of the event. Information gathered over several RSSs will help determine if there are any trends in attendance. Ideas on how to increase interest and attendance for every RSS were an agenda topic during six breakout sessions held on Sunday night.

COMMITTEE PRESENTATION

The Nominating Committee Chairperson gave an informative PowerPoint presentation on the role of the CCT and Nominating Committee in the selection processes for trustee-at-large and ECRPM. Trustee-at-large candidates can live anywhere in the US and Canada, and submit their own resume to the WSO. The Nominating Committee and CCT review the resumes and rank the candidates. The Nominating Committee then presents a slate of six candidates to be interviewed by the Board, who then selects three to be presented to the WSO for traditional approval and then election by the Board. Both Committees also review the resumes of candidates for the Executive Committee for Real Property Management. The Nominating Committee presents one candidate to the Board, then to the Conference for traditional approval, and finally for election at the Annual Meeting. It was also explained how the process for regional trustee nomination takes place, even though these Committees do not play a role in that process (see below).

“TALKING WITH THE DELEGATES” PRESENTATION

This segment was devoted to hearing from the delegates on the topic, “What do you, as delegates, think is the most important issue facing Al-Anon in the future?” There were no motions to consider, no decisions to be made, just the simple sharing of ideas from delegates to the Board of Trustees. Delegates gathered in small groups to discuss the topic. WSO staff was also asked for their thoughts in a group of their own. After brainstorming, each group was asked to select two ideas to present to the Conference as a whole. The resulting ideas were recorded and will be used by the Board in deliberations, long range planning, and when setting goals and objectives for 2003.

SPANISH LUNCH

Delegates from all areas were invited to attend a special luncheon celebrating our Spanish-speaking membership. The Associate Director of Group Services reported on the translation of the Group Binder into Spanish (SM-59), the increase in Spanish Al-Anon and Alateen group registrations, and attaining Spanish-speaking contacts for areas. She also announced that all Spanish-speaking groups in the US and Canada have been invited to the Southwest Regional Service Seminar in San Jose, California this September. Then the Executive Director gave a brief report of the trip to Central and South American General Service Offices this past March. Finally, delegates shared their experience as well as their dreams for growth in their Spanish-speaking communities. The luncheon ended with the customary recitation of the Al-Anon Declaration in Spanish.

DIRECTORS PRESENTATION

For the sixth year, the WSO directors made a presentation on a topic they wanted to bring to the attention of the entire Conference. This year the Directors chose a one-word title, “CHANGE”. This interactive exercise used a number of visualizations to discuss the different aspects of change. Beginning with a look at some of the historic changes that have taken place during Al-Anon’s 51 year history, and ending with a breakout session in which members discussed ways their

area could change to expand Al-Anon’s image.

REGIONAL TRUSTEE NOMINATIONS

Areas from the three regions (US Northwest, US Southwest, and US South Central) submitted regional trustee candidates to the WSO. Those regions conducted nominating sessions for their regional trustee nominee. The nominees were presented to the full Conference for traditional approval and to the full Board of Trustees for election later in the week.

“CORNER” PUBLIC SERVICE ANNOUNCEMENT (PSA)

The Associate Director of Public Outreach—Media unveiled the newest PSA campaign, “Corner.” PSAs are a service tool, authorized by the World Service Conference, to attract newcomers to our program. Each year, the Public Outreach Committee and staff work together to convey the Al-Anon/Alateen message in just 30 seconds. The goal is for the potential newcomer watching or listening to identify with the PSA and learn that Al-Anon and Alateen meetings are available. The new PSAs portray a young woman (Al-Anon) and male teen (Alateen) working very hard to cover over the problems in their lives (“Anger,” “Shame,” “Broken Promises,” etc.), only to realize they have painted themselves into a corner. Coordinated Al-Anon and Alateen “Corner” posters were displayed to the Conference, and delegates were given viewing tapes and sample posters to take back to their areas. Public Outreach/Information Coordinators will be sent lists of the stations that receive PSAs from the WSO.

COMMUNICATION PRESENTATION ON MARKETING

The Communication Section (the Fellowship Communication and Public Outreach departments) presented a hilarious yet thought-provoking presentation titled “Carrying the Message—the Only Message Fit to Print.” Using the familiar characters of the Daily Planet newsroom—Lois Lane, Jimmy Olsen, and Clark Kent—they enacted the story of “Super Marketer.” Fighting a never-ending battle for honesty, serenity, and the Al-Anon way, Super Marketer explained that marketing is not promotion; it is carrying the message to the public. Through marketing efforts, families and friends of alcoholics can know that Al-Anon exists and how and where to find it. Delegate members assisted Super Marketer in describing the many ways that Al-Anon members can do marketing without breaking Traditions. Super Marketer also explained that we need not be anonymous among our members, and that all Public Outreach Coordinators are Super Marketers. With their tireless efforts, and the understanding and cooperation of everyone in Al-Anon, members can still remain anonymous at the public level without Al-Anon as a whole remaining invisible.

CONFERENCE COMMITTEE WORKSHOP

The Conference separated into six break-outs, where delegate chairpersons greeted participants at the door and led a special workshop on the Conference theme, “Al-Anon’s Image in a Changing World: Anonymity—Not Invisibility.” Various methods were used to examine the idea of anonymity on the individual, group, and fellowship-wide level. These methods included an “anonymity experiment” in which members did role-playing, a mini-inventory of our attitudes, feelings, and experiences regarding anonymity and invisibility, and a brainstorming session where members shared specific new ways for Al-Anon to be visible as a fellowship. Throughout the workshop, participants examined whether anonymity and invisibility are synonymous, and questioned ways in which they can help Al-Anon be visible to those who need it without breaking Al-Anon’s tradition of anonymity. At the conclusion of the workshop, participants were

asked to complete a commitment form with one or two ideas they were willing to put into action. They left with the sense that while Al-Anon members maintain anonymity on the level of press, radio, TV, and films, we need not be an invisible fellowship.

REGIONAL TRUSTEE AFFIRMATION— BOARD OF TRUSTEE AFFIRMATION

Out-of-region delegates were selected in a random drawing to participate in the 2003 regional nominating sessions. At the January 2003 Board meeting, Board members will be selected to participate using the same method.

The following trustees and officers were affirmed by the 2002 WSC:
Trustee-at-large: Jack S., 2nd three-year term; Zelda R., 1st three-year term, Judith P., 1st three-year term

Regional Trustees: Judy D., US Northwest, 1st three year term; Winnie S-D., US Southwest, 1st three year term; Carolyn W., US South Central, 2nd three year term

Officers of the Board: Catherine J., Chairperson; Jack S., Vice-Chairperson; Cecelia L., Treasurer

Executive Committee for Real Property Management: Colleen G., three-year term.

The Board announced Executive Committee appointments for 2002-2003: Helen W., 3rd year/Chairperson; Syntha E., 2nd year, Howdy R., 1st year; Mary Ann K., WSO staff, 1st year of two-year term.

The Board announced Kitty S., Chairperson – Executive Committee for Real Property Management.

OPEN BOARD OF TRUSTEES MEETING

The second quarterly meeting of the Board was open to observers, giving delegates and staff the opportunity to observe a Board of Trustees meeting.

BOARD SESSIONS

International Coordination Committee—The Committee chairperson reported the theme of the Eleventh International Al-Anon General Services Meeting (IAGSM) As Al-Anon Expanding Our Worldwide Link of Hope and that 41 delegates from 21 structures are planning to participate. Held from October 2-5, 2002 in Virginia Beach, Virginia, the meeting will include eight General Sessions and six workshops to be led by the participating delegates. Earlier this year the Executive Director and Translation Services Manager visited Costa Rica, Venezuela, and Argentina. It is hoped that this trip will maintain an ongoing dialog to strengthen communication with all structures in Central and South America. In September 2002, the Executive Director and Associate Director of Membership Outreach—International will participate in the First Addiction Institute of China. Al-Anon was invited to participate with faculty from China, New Zealand, Australia, Hong Kong, Singapore, and the United States. The Board of Trustees also approved a visit to the General Service Offices in Japan and Korea during the visit to Asia. The continued support from Al-Anon areas and groups throughout the US and Canada for the *To Russia with Love* project has resulted in some very exciting news. At their January quarterly meeting, the Board of Trustees approved the recommendation of the International Coordination Committee that the Russian Committee be given permission to reprint literature! On behalf of the Russian members and the International Coordination Committee, the Chairperson thanked all Conference members for their past support, and notified the delegates that the *To Russia with Love* project has ended.

Long Range Study Panel (LRSP)—The Chairperson began his report with a brainstorming session on group growth. Members were

reminded that no idea was too big or out of bounds, that evaluation of these ideas would be at another time, and that listening to each other's idea often-sparked additional ideas. Once the brainstorming session was completed, the chairperson updated members on the LRSP survey of the service structure. In 1997 the LRSP was charged with developing a way to inventory the service structure not included in the 1997 Service Plan. In 1998 a survey was distributed to delegates, area chairperson, area coordinators, district representatives, and group representatives and a report was given to the WSC titled, "Summary of Inventory Structure: Communications." In 1999 it was decided to extend the committee trial structure. At the time it was the belief that if the data found in the 1998 survey could be compared to an identical survey done in 2001 there would be definite numbers to compare 1998 to 2001 as a measure the effectiveness of the service structure. Response to the 2001 survey showed a 15.9% increase in participation, but the Panel agreed that the survey was flawed from its inception. It was determined that the survey did not measure the trial committee structure, but rather the links of communication within the service structure. A Summary of the 1998 and 2001 Survey of the Service Structure was given to Conference members in a written report.

Conference Site Report—The 2003 World Service Conference will take place at the Ramada Plaza Resort Hotel from Thursday, April 24 through Monday, April 28, 2003. The agenda will include a visit to the WSO during the week.

CONFERENCE MOTIONS FROM THE FLOOR

A motion from the floor was made for conceptual approval to develop an Al-Anon piece of literature for black African-Americans. After much discussion, the motion was referred to Public Outreach through a subsequent motion, since a service tool can be produced in a more expedient manner than Conference Approved Literature. Following discussion on this matter, the Conference reached consensus to "affirm our commitment to reach out to the African-American and other diverse populations" to express enthusiastic support for expanding Al-Anon's image.

Spiritual Speakers

Two speakers were chosen by the 2001 Conference members to share their stories at this year's closing dinner. Linda T., Panel 40, Florida (N) and Diane H., Panel 40, Texas (W) touched the Conference members with their powerful and uplifting recovery stories.

CLOSING SESSION

Following the conclusion of WSC business, the Assistant Conference Chairperson moderated a session giving members the opportunity to share their feelings about the week. Outgoing delegates and WSO volunteers told humorous incidents, personal stories, and expressions of gratitude to fellow delegates and the WSO staff and volunteers. Scrolls were then presented to outgoing Panel 40 delegates. The 2002 Conference officially closed as the Chairperson thanked members for their hard work this week.

After a brief intermission, these same delegates returned to the room to the tune of "New York, New York," singing and saying the praises of what they liked best about their home areas. Concluding their three-year term, they each told, in brief but both humorous and moving ways, what "AL-ANON IS" to each of them personally.

ANNUAL BOARD MEETING

Conference members had the opportunity to observe the Annual Board Meeting, at which the Board approved all Conference actions. Respectfully submitted, Love in Service,
Marilyn R, Delegate, Panel 40, California North

Officers

Chairperson

Aaaaaaaaaaahhhhhhhhhhhhh. That's the sound of the third year of a three year term. I see a light at the end of the tunnel.

Since February... I spent all of March on the road - PRAASA, SWRDM, Convention, and finally a respite in Paradise, California with family! April has been spent in communications and scrambling—most of it attributable to me. Some day I'm going to get this "facility, facility, who's got the facility" thing down.

PRAASA (Pacific Regional Alcoholics Anonymous Service Assembly) was a very enjoyable experience. Because of the small intimate meetings, I felt that I got to know fellow area service members (from other areas too!) much better. The sharing of ideas was definitely worthwhile.

SWRDM (South West Regional Delegates Meeting) is always a wonderful experience. To touch the history of our fellowship and participate in its future at that level is beyond explanation.

I had a truly amazing time at Convention this year. Having it in my backyard allowed me to share it with people from my home meetings. And the speakers were outstanding! I have shared those tapes with many!

Cathy C and I have had many a brainstorm as a result of these gatherings to discuss how our area can work with and better ourselves in the upheaval we call restructuring. I believe that our area has done some excellent work in getting to know itself better over the past two years. As is true in all aspects of my life, a knowing of one's self can only serve to improve.

With Assembly and Election Assembly coming up, we still have a lot to do in this term. All of it good. You may know by now that I have decided to keep the October meeting down to only Friday night and Saturday day. I am hoping we can spend that meeting in Assembly overview and strategizing mode, when not in election mode. There are rarely any reports to give, which cuts way, way, down on time. We'll see.

Love in Service, Vicki H

Treasurer

These last few months have been a trying time for me. The duties are overwhelming.

Because of Sept 11th and declining donations, we had to withdraw the monies from the small prudent reserve. Our CPA/Tax person wanted to be paid in 2002. So that bill was paid in 2002.

John S, Alt Delegate, and I meet to go over why the audit was imbalanced. We determined after looking at the actual hard figures of 1999 and the 1999 Audit, that the 1999 Audit had some fundamental flaws. You are more than welcome to review a copy of the report, as it was published in the *12 Stepper*. John S has been in contact with the current CPA to verify and correct this. Because of being overwhelmed and life stresses, I have yet to get the CPA a CD of the books. We have filed for extension for this year.

This year the bookkeeper and I have started a new system that uses line #s to categorize the items; in doing so I have delegated most of the input to the bookkeeper.

It was brought to my attention that the committee wasn't told that we filed our taxes last year. Yes, we have filed them and they are available to look at.

The convention was in the black again this year. So far I have yet to see any income for the *12 Stepper*. Donations are now picking up. They come very cyclic, with our low months in Dec, Jan, and Aug.

Recently I had an outgoing check stolen from my mail box. I found out about it because a person found the envelope and reimbursement in her shrubs and called the recipient. After walking the street for 1.5 hours, I found the person and was able to pick up our items. I did notify the postal inspector and the sheriff dept. And have been working with the bank. I also walked and talked to all the check cashing stores within a half mile radius.

Because of a suggestion from the sheriff and EC, we feel it's best to close out the account and reopen a new checking account. This will be done within a week.

If you have interest in standing for this position, please feel free to see me.

Yours in service, Janice W

NCWSA Balance Sheet

NCWSA Balance Sheet

10-May-02

ASSETS

Current Assets

Checking/Savings

100 Cal Fed Checking \$4,335.79

103 CD Reserves (Larger) \$17,996.82

Total Checking/Savings \$22,332.61

Other Current Assets

110 Advances \$1,274.97

Total Other Current Assets \$1,274.97

Total Current Assets \$23,607.58

TOTAL ASSETS \$23,607.58

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2200 Sales Tax Payable \$8.80

Total Other Current Liabilities \$8.80

TOTAL LIABILITIES \$8.80

Equity

300 Opening Bal Equity \$26,379.37

Net Income -\$2,780.59

Total Equity \$23,598.78

TOTAL LIABILITIES & EQUITY \$23,607.58

NCWSA Financial Report 2001

Summary NCWSA

Budget vs. Actual

| | 2000 | | 2001 | | 2002 | |
|------------------------------|--------------------|----------------------|--------------------|----------------------|--------------------|----------------------|
| | BUDGET | ACTUAL Jan-Dec 00 | BUDGET | ACTUAL Jan-Dec 01 | Budget | Actual Jan-Mar 31 |
| 4 Income | | | | | | |
| 10Z Donations | 22,200.00 | 30,494.40 | 28,000.00 | 31,850.49 | 28,000.00 | 7,371.25 |
| 11Z Literature | \$0.00 | \$271.96 | \$4,000.00 | \$3,471.11 | \$420.00 | \$110.00 |
| History Book Sales | | | | \$8,149.70 | | |
| 12 Stepper | \$200.00 | \$217.00 | \$200.00 | \$468.62 | \$200.00 | |
| 5Z Bank Interest | \$900.00 | \$1,040.22 | \$900.00 | \$894.76 | \$900.00 | \$209.95 |
| 6Z Assembly | \$3,200.00 | \$3,350.48 | \$3,200.00 | \$4,122.52 | \$3,200.00 | |
| 7Z Convention | \$12,100.00 | \$11,065.24 | \$12,100.00 | \$11,092.95 | \$12,100.00 | \$7,620.00 |
| 8E Diversity Day | \$250.00 | | \$250.00 | | \$250.00 | |
| 9Z H & I Conference | \$300.00 | \$4.10 | \$300.00 | \$752.00 | \$600.00 | \$48.00 |
| Assembly (Election) | | | | | | |
| Uncategorized Income | \$1,500.00 | | | | | |
| 14 Total Income | \$40,650.00 | \$46,443.40 | \$48,950.00 | \$60,802.15 | \$45,670.00 | \$15,359.20 |
| 16 Expense | | | | | | |
| 17 Officers | | | | | | |
| 18 Delegate | \$1,200.00 | \$2,008.98 | \$1,200.00 | \$2,164.58 | \$1,400.00 | \$181.65 |
| 19 Alt Delegate | \$200.00 | \$29.00 | \$300.00 | \$85.45 | \$300.00 | \$20.44 |
| 20Z Chairperson | \$1,100.00 | \$111.18 | \$1,500.00 | \$97.19 | \$1,500.00 | \$0.00 |
| 21Z Treasurer | \$1,700.00 | \$1,582.06 | \$1,700.00 | \$635.57 | \$1,700.00 | \$431.47 |
| 22 Secretary | \$1,000.00 | \$1,131.87 | \$1,300.00 | \$748.06 | \$1,300.00 | \$77.86 |
| 23 Total Officers | \$5,200.00 | \$4,863.09 | \$6,000.00 | \$3,730.85 | \$6,200.00 | \$711.42 |
| 27 World Service Conference | \$1,600.00 | \$1,486.00 | \$1,600.00 | \$2,112.00 | \$1,600.00 | \$0.00 |
| 28z Officer Conference Total | \$2,500.00 | \$2,703.26 | \$3,500.00 | \$1,395.24 | \$3,500.00 | \$1,459.47 |
| 29 Conferences(Off/Del) | \$4,100.00 | \$4,189.26 | \$5,100.00 | \$3,507.24 | \$5,100.00 | \$1,459.47 |
| 30 Coordinators | | | | | | |
| 32 Archives | \$300.00 | \$334.11 | \$500.00 | \$349.63 | \$500.00 | |
| 31 Alateen | | \$1,367.05 | \$1,200.00 | \$366.43 | \$1,200.00 | |
| 33Z By-Laws & Insurance | \$500.00 | \$20.00 | \$500.00 | \$144.67 | \$500.00 | |
| 34 Facilities | \$250.00 | \$369.46 | \$500.00 | \$386.70 | \$500.00 | |
| 35 Group Records | \$400.00 | \$245.56 | \$400.00 | \$848.23 | \$400.00 | |
| 36 Institutions | \$300.00 | \$429.99 | \$500.00 | \$398.51 | \$720.00 | \$143.45 |
| 37 Literature | \$300.00 | \$26.86 | \$200.00 | \$0.00 | \$520.00 | |
| 38 NoCAC Chair | \$50.00 | \$0.00 | \$150.00 | \$0.00 | \$150.00 | \$158.00 |
| 39 Non-English Speaking | \$100.00 | \$0.00 | \$250.00 | \$109.61 | \$250.00 | \$278.32 |
| 40Z PI/CPC | \$200.00 | \$392.28 | \$450.00 | \$261.42 | \$500.00 | \$100.50 |
| 41Z Stepper Editor | \$300.00 | \$15.75 | \$250.00 | \$3.46 | \$250.00 | \$94.05 |
| 42 Total Coordinators | \$2,700.00 | \$3,201.06 | \$4,900.00 | \$2,868.66 | \$5,490.00 | \$774.32 |
| 43 Committees | | | | | | |
| 47 By-Laws | \$100.00 | \$0.00 | \$100.00 | \$0.00 | \$100.00 | \$365.32 |
| 49 Executive Committee | \$200.00 | \$304.19 | \$200.00 | \$464.37 | \$250.00 | \$40.15 |
| 46Z Budget Committee | \$400.00 | \$80.00 | \$400.00 | \$0.00 | \$400.00 | |
| 50Z Internet | \$350.00 | \$444.40 | \$500.00 | \$497.37 | \$500.00 | \$104.85 |
| 52Z NCWSC Meetings | \$4,500.00 | \$5,288.30 | \$5,500.00 | \$3,790.10 | \$5,500.00 | \$3,059.41 |
| 53 Total Committees | \$5,550.00 | \$6,116.89 | \$6,700.00 | \$4,751.84 | \$6,750.00 | \$3,424.73 |
| 54 Events | | | | | | |
| 55Z Assembly | \$4,000.00 | \$4,229.69 | \$4,000.00 | \$11,494.98 | | |
| 56Z Convention | \$10,050.00 | \$7,547.45 | \$10,000.00 | \$12,702.58 | \$10,000.00 | \$7,322.12 |
| 57z Diversity Day | \$250.00 | \$0.00 | \$300.00 | \$0.00 | \$300.00 | |
| 58Z H & I Conference | \$600.00 | \$127.62 | \$600.00 | \$661.53 | \$1,435.00 | \$226.64 |
| 59z NoCAC Grant | \$0.00 | | \$1,000.00 | \$1,000.00 | \$1,500.00 | |
| Total Events | \$10,900.00 | \$7,692.29 | \$11,900.00 | \$14,364.11 | \$13,235.00 | \$7,548.96 |
| 61Z Literature | \$1,000.00 | \$0.00 | \$4,000.00 | \$2,379.00 | | |
| History Book | | | | \$7,685.00 | | |
| 62Z Stepper | \$2,700.00 | \$2,891.42 | \$2,700.00 | \$2,608.41 | \$2,700.00 | |
| 70 Corporate | \$3,600.00 | \$7,553.73 | \$3,650.00 | \$4,203.64 | \$3,650.00 | \$4,895.94 |
| Assembly (Election) | | | | | | |
| Uncategorized Expenses | | | | \$459.93 | | \$60.00 |
| Total Expense | \$39,750.00 | \$40,737.43 | \$48,950.00 | \$58,468.21 | | \$19,712.44 |
| Net Ordinary Income | \$900.00 | \$5,705.97 | \$0.00 | \$2,333.94 | | -\$4,353.24 |
| Net Income | \$900.00 | \$5,705.97 | \$0.00 | \$2,333.94 | | -\$4,353.24 |



Coordinators

Archives

NCWSA Archives continue to grow with the periodical contributions from our delegate's categorized correspondence and other material. Thanks, Marilyn!

The process to enter material from the new Archives Starter Kit to the Area Website will soon begin.

NCWSA Archives has five boxes of material from our Corporate Headquarters that needs to be gleaned for archival value.

Hope is still alive for an Area Archives Committee to discuss what's best for our archives. It is your decision to make. Do you want just two members to make decisions? Or, do you want more members' thoughts about this? I believe there are no governors in Al-Anon!

There is a new binder of Panel 16 snapshots at the World Service Conference on the archives table. Hope you will enjoy looking through it as much as I did putting it together. It's my panel.

The alternate, Linda J. will be visiting archives soon!

Irma C

Bylaws & Insurance

The Traveler's Liability Insurance was reviewed in January and updated to add an eighth event to cover the H & I Conference. Payment was sent in February to Travelers along with the broker fee to Chapman & Associates.

In March, I e-mailed the insurance forms to the unincorporated Districts to fill out & return so an estimate could be obtained for the cost of adding groups & District events/meetings to our NCWSA policy. So far, I have received forms from 2 groups in District 11; 1 group & 1 event in District 4; and 13 groups + 1 event + Literature Depot in District 14. I will be sending these to Chapman to get the cost estimates. If there are any others, please get them to me so they can be included.

The Bylaws Committee met on April 6th to review the changes suggested by the February NCWSC Committee meeting. They will be in the *12 Stepper* for Assembly voting in September.

Yvonne

Diversity

I have attended a few Spanish-speaking meetings in the greater San Jose area. A couple of the meetings lacked the necessary resources to have much literature, so I left some booklets and a few hard copies of ODATs and Twelve Steps and Twelve Traditions. I also left flyers of our upcoming speaker meetings and Intergroup's Special Event. I do not speak Spanish, but I could feel the strength of the program working in the people there. I also visited an AA meeting conducted in Japanese. There I spoke to a woman who had just started going to Al-Anon and whom I had met at PRAASA in Fresno. I left some literature for the meeting for the Al-Anons.

I would like to propose to NCWSA an action project which would involve our regular meetings. I would like to see our meetings either adopt a Spanish-speaking meeting or form a sister-group. We could

share speakers and events. We could make sure that the Spanish-speaking groups have literature. We could support their teens. We could also adopt institutions such as Juvenile Hall, rehab programs, shelters, etc. I know that the times that I have gone to Juvenile Hall, the teens like to take back to their rooms the soft cover book *Courage to Change* or the daily reader with the cover torn off. I have gone to Community Centers and left literature there. When we adopt an institution or a Community Center or shelter, we could make sure that they have literature. Adopt a teen group. Help them with literature, exchanging speakers and helping with transportation. Together we can make a difference!

Louise M

Group Records Frequently Asked Questions



The Group records form is on the NCWSA home page at www.ncwsa.org/service/grouprecords.html.

This page has Frequently Asked Questions on sending group information by the Internet. At present, this system is for evaluation. Your Group Records Coordinator welcomes feedback and suggestions on this system.

1. Who should use this system?

District Representatives or other trusted servants who maintain group records in your District.

2. Who receives this information?

When you click the "submit" button, the information is sent via e-mail to the Area Group Records Coordinator. The information is sent one group record at a time.

3. Why do this?

Sending group information electronically takes the place of correcting and mailing the slips of paper handed out by the Group Records Coordinator. You can review these slips for accuracy and send the changes by Internet.

4. Does World Service receive this information?

No, there is presently no way for the groups or districts to send group information electronically to the WSO. One reason is that there is presently no way to confirm who at the district level is sending the information. You should mail changes to the WSO the old fashioned way.

5. How is this information verified?

You should call the Area Group Records Coordinator by telephone after sending changes to confirm that you are sending them. The coordinator will not make the changes unless she or he is confident that the sender is authorized to represent the district.

6. How do I know if my web browser will send e-mail?

Most people know if they have previously used their browser to send messages to web sites they have visited. Usually, your browser calls a mail utility such as Eudora or Outlook Express. Your mail program needs to be specified in a browser location such as Options or Properties

or Settings. For Internet Explorer, you identify your mail program using the View > Internet Options menu. Your mail program usually allows you to view the message before you send it.

7. What if I get a warning when I click "submit"?

The mail you are sending has a text file as an attachment. Attachments are a common way to send viruses, so you may get a warning from your system. This warning is to confirm that you really intend to send the e-mail and that it is not being sent without your knowledge. If you receive a warning, go ahead and click "send".

Beverly Anne S, Group Records Coordinator

Institutions

This panel will soon be over. It is time for someone else to be considering standing for this position in October.

The third H&I conference that I have helped plan as NCWSA Institutions Coordinator is in the final stages of planning. The conference is probably the biggest time commitment in the position. The coordinator gets to work with local Al-Anon members to plan our part of the program and with local AA members in overall planning. I have found spiritual growth in this part of the job, not to mention widening my circle of friends throughout Northern California. Next year, the H&I Conference will be in Cupertino. It is not too early to form a local committee and select a local chair, as the AA Committee is already beginning to plan.

Another part of the job is communicating with other Al-Anons who are either doing service in institutions or are interested in doing service in institutions. In districts with an active institutions program, people already know more than I do about how to carry the message in this way. In districts such as my own, having interested Al-Anon volunteers when no institution is interested, or interested institutions and no available volunteers can be very frustrating. During this panel, some new institutions meetings have been started, notably in District 3. Irma C. sent many an e-mail with interesting questions which Laurie G, the alternate coordinator, and I got to research in the literature, communicate with World Service Office, and discuss amongst ourselves and the District 3 volunteers to come up with solutions and definitions that work for the volunteers and the institution involved.

It has been interesting to note that WSO has designed some projects designated as Institutions projects that are essentially also Cooperating With the Professional Community. In my own district, there is a PI coordinator who concentrates on media and general public information, and the institutions coordinator handles CPC. One reason this is a "good fit" is that contact with professionals is a first step in going into institutions. We can't get in to the institution with our message without a professional endorsing it. I've learned that institutions meetings are not the only goal of this job...letting the families of institutionalized alcoholics know they can find help in our regular meetings is equally important. Centers may treat alcoholics from some distance away. Our NCWSA website is a wonderful tool for a professional to use in referring families to meetings in their own towns.

I want to encourage each district to recruit a district coordinator for institutions, and to urge them to keep in touch through the area institutions coordinator. I really appreciated having a roster of interested people in the districts when I started my term, and I would like to pass a similar roster on to my successor.

Charli

NoCAC Chair

Our first dance was on April 27th and it went very well. There was a good amount of people there, including some new comers. It was a lot of fun! The first bash was June 21-23 at Greenhorn Lake Campgrounds and the second bash is on August 16-18 at Lake Camanche. I hope to see some of you there! The hotel for NoCAC will settled very soon. We are looking at contracts right now. The bank stuff is still in the works, too, but it will all be settled in May so that's cool. I hope to see you all soon!

Love to All, Nikki

Public Information/ Cooperating with the Professional Community— PI/CPC

My goal this year as your PI/CPC coordinator has been to 'Keep it Simple'. I would like to offer individual members and groups ideas that are fun and easy while welcoming potential members to our groups and letting them know where we are.

I continue to find the pamphlet '**Attracting & Cooperating**' (\$40) helpful in answering questions. Need some? I have lots... or you can order them. They are free!

If your group or district does not have a PI/CPC coordinator – have no fear – there is still **lots of easy little planning things to do.**

Ideas:

Posters everywhere – any bulletin board – public place (laundromat, community board, library, school, beauty shop, window of any store, highway rest stops)

Newspapers: Lots of papers have a community service announcement page. Are your groups listed?

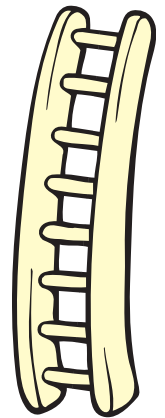
TV/RADIO: They also have a community service announcement slot. Have you seen or heard Al-Anon Alateen announced? If so, write the station and thank them. The more response they get, the more they will use the PSA. If you don't see or hear a PSA on your favorite station – let me know. I will give you a guideline to get it going...

Professionals: When visiting doctors, lawyers, mental health, spiritual leaders, or the judicial system, how about leaving a *Forum* on the magazine table (ask first), or give the professional a piece of appropriate literature. Sometimes it is as easy as the list of 20 questions or a local Al-Anon schedule.

Watch for my flyer requesting "How To's". Let me know what I can do to help you.

I again would like to thank everyone who participates in community outreach. If you would like more information contact me—and hope to see you at Assembly.

Love in Service, Connie F



Districts & Intergroups

District 7

Due to some changes in Bob J's personal life, he has found it necessary to resign as District Representative for District 7. He has accepted new employment that will require 10-14 hours per day and travel. The District Group Representatives affirmed Roylyne M. to finish out his term. The district still needs an Alateen Coordinator, and now needs an Alternate District Representative as well.

One of our Quarterly fundraisers is Our Annual Alateen speaker meeting. This was held on April 27th, and was pretty sparsely attended, since the NoCAC Committee had planned a dance as a fundraiser on the same day. The District was not notified of this conflict until it was too late to change the program. We did have one Alateen Speaker, and several Alateens who sold the pins and held an auction at the meeting. Most of the Alateen sponsors attended and they all spoke, including Rhona M, who is a past Alateen sponsor. I feel, considering the circumstances, that the meeting went quite well, and the funds raised at this meeting will be put into the NoCAC funds.

Roylyne M, District 7 Representative



AIS Districts 6 - 10

I feel that Intergroup has been functioning quite well. Last month we were able to put a little bit back into the prudent reserve, rather than drawing on it, thanks to the generous donations of the groups, districts, and individuals. This month, we had some more expenses than we had income, but it looks to me like we had some quarterly expenses go out. I certainly hope this is the case and that we won't have to make any more cost cutting decisions.

Intergroup still needs volunteers: An Alternate Intergroup Chair, An Alateen Sponsor, a Public Information Chair, and a Chair for the 2003 Spring Fling, are among the most important positions to fill. The Spring Fling Chair is very important if we want to have the continued presence of Al-Anon in the Spring Fling. Next year it will be in February again, and someone is needed right away to meet with the Committee, work with Donna, and begin the process.

The Birthday Party is in May; Steve V. volunteered to chair this event. I want to extend my personal thanks to Steve for volunteering. We had 2 great Speakers, good food, and good fellowship. There were door prizes, and an auction/donation drawing, so there were lots of prizes and lots of fun.

The Bunny Basket has been a successful fundraiser. This fundraiser has brought in about \$455.83 so far, but I know that all groups have not yet turned in their funds.

Roylyne M, Intergroup Chair

Santa Clara Valley Intergroup

Because Intergroup will be helping with the Southwest Regional Service Seminar on September 27-29 and also helping to host the NCWSA Assembly in September, we decided to hold our Special Event in May. We had a Festival on May 18 at the Joint Venture Church in San Jose. We had a family panel featuring Hugh D and daughter Kim D in the afternoon, and in the evening we had Luisa C and John C (not related). Dinner featured homemade tamales (both meat and veggie) with a Taco Bar and Dessert potluck. There was also a Spanish speaking workshop in the afternoon. There was a quilt and basket donation drawing. Dancing afterwards with the Jaywalkers.

We are also busy with the plans for Assembly and SWRSS. District 22 is making love bead bracelets for SWRSS. District 22 is also planning for a joint fundraiser luau with Alateen on July 20, 2002.

Louise M

| ACRONYMS | |
|--|--|
| AA | Alcoholics Anonymous |
| AFG | Al-Anon Family Groups |
| AIS | Al-Anon Information Service |
| AWSC | Area World Service Committee |
| CAL | Conference Approved Literature |
| CPC | Cooperating with the Professional Community |
| DR | District Representative |
| GSO | General Service Office |
| GR | Group Representative |
| H & I | Hospitals & Institutions |
| ISR | Information Service Representative |
| IAGSM | International Al-Anon General Service Meeting |
| LDC | Literature Distribution Center |
| NCWSA | Northern California World Service Area |
| NCWSC | Northern California World Service Committee |
| ODAT | One Day At A Time |
| PI/CPC | Public Information/Cooperating with the Professional Community |
| RSS | Regional Service Seminar |
| WSO | World Service Office |
| Check your 2000-2002 Al-Anon Alateen Service Manual pgs. 26-27 & 99-103 for a complete list. | |

Assembly 2002

Welcome to Assembly 2002

As we prepare for Assembly 2002, let me encourage all GRs to attend this once a year opportunity to meet with Al-Anons from around the Area and participate in our link to Al-Anon around the world! Assembly runs from Friday night to Sunday late afternoon. Please plan to attend the ENTIRE Assembly. It is very important that you get a chance to discuss and/or vote on every item that comes to the floor.

There will be an orientation for all GRs on Friday evening. This is geared toward new Assembly-goers, but all are welcome! Here we'll do an overview of registration and voting procedures. We will also have a brief glimpse of the budget so that you can study it prior to discussion on Sunday (and I know you will ALL study!).

Each District Rep will be giving a report at Assembly. We have seen some pretty creative reporting strategies this term from coordinators – DRs,.....here's your chance to show them up. I'm sure Connie will share the pompoms.

Rather than have coordinator reports at Assembly, we will be doing Action Committee workshops. This enables each coordinator to have more than 3 minutes and allows the area to participate in carrying out projects that will have more far reaching affects.

This Assembly agenda is chock full of workshops and speakers and reports. The work of the area need not be "glum". Fun and fellowship is what attracted me to service and I hope Assembly will keep you wanting to serve (as opposed to wanting to run screaming from the room!).

We plan to have a guest speaker from WSO, but don't yet know who it is.

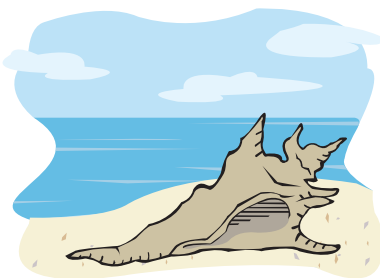
**We will be having all those interested in standing for an Officer or Delegates position for the next term standing and introducing themselves. Please be prepared to cite your service history/qualifications and maybe answer some questions from the Assembly. GRs - you will have the opportunity throughout the weekend to watch these people in service as well as invite them to your District Meetings prior to the Election Assembly in October. Our past chairperson, Laurie R., did this last term and I must say you guys elected one great panel (she said humbly).

We will be taking and voting on bids for Assembly 2003 These should come from the Northern Section districts. Look in your guidelines binder for facility information and be prepared to present sleeping and meeting room costs and capacities. Assembly is usually held the first weekend of September but not Labor Day.

We will be doing the "District Holler" again this year. During roll call GRs will be asked to let their presence be known!!

I'm sure I left many things out... I always do. So remember that the agenda is "tentative". This will be the last Assembly of this panel (whew!). Let's make it the best ever - no pressure.

*Love in service, Vicki H,
Area Chairperson*



What To Bring To Assembly

- 1) The Assembly issue of the *12 Stepper* (this issue)
- 2) Your Service Manual*
- 3) NCWSA By-Laws*
- 4) An open mind and a sense of humor.**

*If your group doesn't have these, they may be purchased at Assembly.

** If you don't have these, the Assembly will help you develop them!

Assembly Tentative Agenda

FRIDAY

4:00pm - 8:00pm Assembly and Voting Registration

8:00pm GR Orientation

8:00 pm DR Meeting

SATURDAY

8:30 am Opening - Serenity Prayer, Traditions, Concepts, Warranties

Chairpersons Welcome/Announcements/District Holler

Review of voting procedures and voting member count -

Sandi C.

Approval of minutes from 2001 Assembly - So. San Francisco

District Reports - (4)

Those willing to stand for Officer/Delegate for next panel

RSS Skit

District Reports - (4)

Action Committee Workshops

Action Committee Workshop Report backs

LUNCH

1:30pm Treasurer Financial Review.

(approx)District Reports - (4)

Chairpersons Report

Secretary's Report

Invited speaker from WSO workshop

District Reports - (4)

EC Report

New Business

District Reports - (4)

7th Tradition

Delegate's Report

DINNER

8:00 pm Speaker Meeting - Invited speaker from WSO

SUNDAY

8:30am Opening - Serenity Prayer, Traditions, Concepts, Warranties

Announcements/District Holler

Voting Member Count - Sandi C.

Bylaws Coordinator - Requested Bylaws Changes re: Division

of Duties of Treasurer

Budget Presentation - John S.

Assembly 2003 Bids (Northern Section)

District Reports (4)

LUNCH

Supermarketer Skit

Vote to approve the continuation of Action Committees into next panel

New Business

Announcements

3:00pm Adjourn?????



LIVE, LOVE, LAUGH

At The
NCWSA Assembly
September 6-8, 2002

Crowne Plaza Hotel in Milpitas, CA

Please complete this registration form and mail to:

District 19 Office • 922 North Van Ness • Fresno, CA 93728

Pre-registration form must be received by August 16, 2002

ASSEMBLY PRE-REGISTRATION \$15.00 • Make checks payable to NCWSA

ASSEMBLY LUNCHEON \$10.00 Saturday • ASSEMBLY LUNCHEON \$10.00 Sunday

Name: _____ Position: _____ District: _____

Address: _____

City: _____ State: _____ Zip: _____

Al-Anon: _____ Alateen: _____ **One Person Per Form, Please**

Registration: _____ Lunch Saturday: _____ Lunch Sunday: _____

Assembly luncheon is a buffet of soup, salad and sandwich-bar and will help defray the cost of the meeting rooms. You can only purchase these meals with your pre-registration.

For hotel reservations you can mail this form directly or telephone the hotel. **Tell reservations you are with NCWSA.** Room rates are \$79.00 (+ tax) per night for single-quad rooms.

Crown Plaza Hotel • 777 Bellew Drive • Milpitas, CA 95035 • (408) 321-9500

Hotel Registration for NCWSA Assembly 2002 September 6-8, 2002

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Number in Party: _____ Smoking: _____ Non-Smoking: _____ Handicap: _____

Payment: VISA _____ M/C _____ Amex _____ Discover _____

Card # _____ Expiration Date: _____

Registration must be received by the hotel by August 16, 2002 for the guaranteed room rate of \$79.00 (+tax) per room for single-quad.

The Crowne Plaza hotel in Milpitas is located off I-880 and 237 • Rollaways are an additional \$20.00

Suggested Bylaws Revisions

Approved by the NCWSC May 11, 2002

(Major actions **bolded**; new wording *italicized*, ~~deleted words~~)



Summary of Changes in Page Sequence

| <u>Function</u> | <u>Page #</u> | <u>action</u> | <u>Affected Area</u> |
|-----------------|---------------|---------------|---|
| Financial Asst | Page 22 | rename | Article VI. |
| Financial Asst | Page 22 | rename | Article VI. Section 2 |
| DR | Page 22 | modify | Article VI. Section 2. A. & B. |
| Financial Asst | Page 22 | | Article VI. Section 2. add new letter C. |
| Financial Asst | Page 23 | modify | Article VI. Section 4. Term of Office |
| Financial Asst | Page 24 | rename | Article VI. Section 8. Duties of Delegate... |
| Treasurer | Page 25 | | Article VI. Section 8. D. Duties of the Treasurer |
| Treasurer | | | revise #2 |
| Treasurer | | | replace #3 |
| Treasurer | Page 26 | | revise #7 and #9 |
| Treasurer | | | insert new #10 |
| Treasurer | | | renumber existing #10-14 |
| Financial Asst | Page 26 | | Article VI. Section 8. Duties, add new letter F. |
| Budget Comm | Page 29 | | Article VIII. Section 2. Budget Committee |
| | | replace | A. Members |
| | | add | B. Functions #3 |
| Deposits | Page 30 | modify | Article IX. Section 3 |

These changes are presented on the following pages grouped by functional area of change:

- 1 Dividing Treasurer Duties - Part 1: Add new position of Financial Assistant
- 2 Dividing Treasurer Duties - Part 2: Modify Treasurer's Duties
- 3 Definition of DR - Eligibility for Officer, Delegate
- 4 Budget Committee
- 5 Deposits

1 Dividing Treasurer Duties - Part 1: Add new position of Financial Assistant

Page 22 Article VI. DELEGATE AND OFFICERS

Rename: Article VI. DELEGATE, ~~AND~~ OFFICERS *and agents/employees*

Page 22 Article VI. Section 2. Eligibility for Office

Rename: Article VI. Section 2. Eligibility for Office to Serve

Page 22 Article VI. Section 2.

Add: new letter C.

C. Financial Assistant(s): An Al-Anon member.

Page 23 Article VI. Section 4. Term of Office

Modify:

The term of office for Delegate, ~~and~~ officers, *and Financial Assistant(s)* shall be three years. This term begins on January 1 of every third year beginning 1964.

Page 24 Section 8. Duties of Delegate and Officers

Rename: Section 8. Duties of Delegate, ~~and~~ Officers *and Agents/Employees*

Page 26 **add** new Letter F to Section 8. Duties

F. Duties of the Financial Assistant(s)

- 1. shall be responsible for the receipt and deposit of all NCWSA funds except those of NoCAC;*
- 2. shall report the deposits to the Treasurer and Chairpersons of the Executive and Budget Committees at least monthly.*

2 Dividing Treasurer Duties - Part 2: Modify Treasurer's Duties

Pages 25/26 Article VI. Section 8. D. Duties of the Treasurer

Revise #2 shall have charge and custody of, and be responsible for, all funds and securities of NCWSA, and ~~deposit, or cause to be deposited;~~ *delegate to the Financial Assistant(s), the deposit of* all such funds in such banks, trust companies or other depositories as shall be approved by the Executive Committee;

Current #3 shall manage the receipt of, and the giving of receipts for, money due and payable to NCWSA from any sources whatsoever;

Replace #3 shall record the deposit of, and provide acknowledgement for all funds received, and document all money due and payable to NCWSA from any source whatsoever;

Revise #7 shall prepare, or cause to be prepared, ~~the~~ *and provide the quarterly and annual* financial statements ~~to be included in any required reports;~~ *consisting of regular bank reconciliation, month-end balance sheets, income/expense statements and cash flow reports; copies to be sent to the Chairpersons of Executive and Budget committees;*

Revise #9 shall keep a list ~~copy~~ of and ~~prepare,~~ or cause to be prepared *by an independent Certified Public Accountant or Certified Tax Preparer* the required local, county, state and federal tax returns/
payments, and submit them on or before the deadlines;

Add new #10 *shall keep a copy of and prepare, or cause to be prepared, the required local, county and state sales tax reports/payments, and submit them on or before the deadlines;*

Renumber current #10-14 to #11-15.

3 Definition of DR - Eligibility for Officer, Delegate

Page 22 **revise** ARTICLE VI. Section 2. Eligibility

A. **Officers:** An Al-Anon member who is serving; or who has served as a District Representative, *for a minimum of 18 months*, is eligible to serve as an officer.

B. **Delegate:** An Al-Anon member who is serving; or who has served as a District Representative, *for a minimum of 18 months*, is eligible to serve as Delegate.

4 Budget Committee



Page 29 ARTICLE VIII. COMMITTEES, Section 2. Budget Committee

Current:

- A. **Members:** Shall consist of the Alternate Delegate, the Treasurer, a past Treasurer or a past Alternate Delegate, a District Representative from the Northern Section, a District Representative from the Central Section, and a District Representative from the Southern Section. District Representatives are to be elected by caucus of their section.

Replace with:

- A. **Members:** Shall consist of the Alternate Delegate, the Treasurer, a past Treasurer or a past Alternate Delegate, *and a currently serving District Representative from each Section: North, Central, and South.* District Representatives are to be elected by caucus of their section.

Page 29 ARTICLE VIII. COMMITTEES Section 2. Budget Committee, B. Functions:

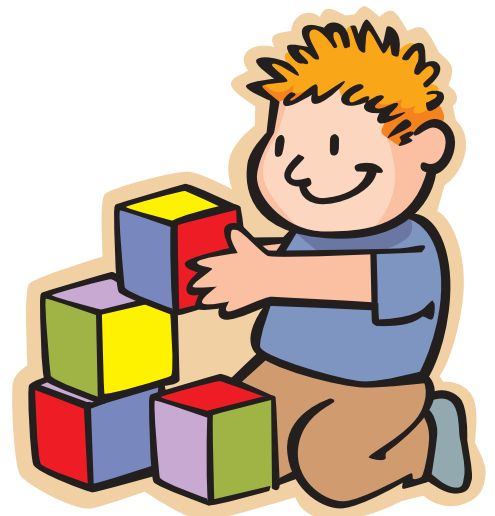
Add: 3. *shall review NCWSA bank reconciliations periodically.*

5 Deposits

Page 30 ARTICLE IX. EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS.

Revise Section 3. Deposits

All funds of NCWSA shall be deposited from time to time to the credit of NCWSA in ~~such~~ banks, trust companies, or other depositories ~~as any officer may select~~. NCWSA shall not act as a trustee of any trust, nor shall any funds be used specifically for investment purposes.



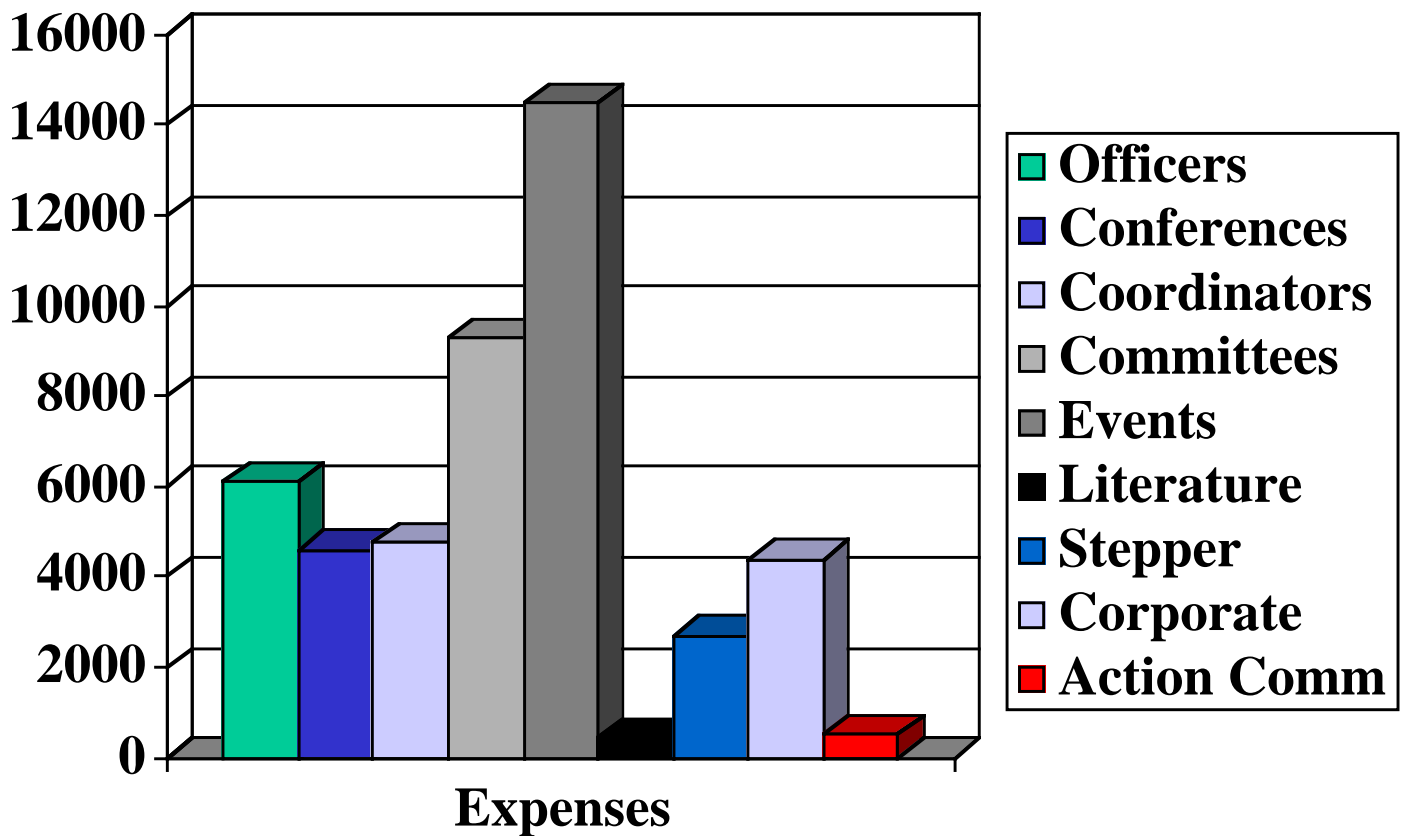
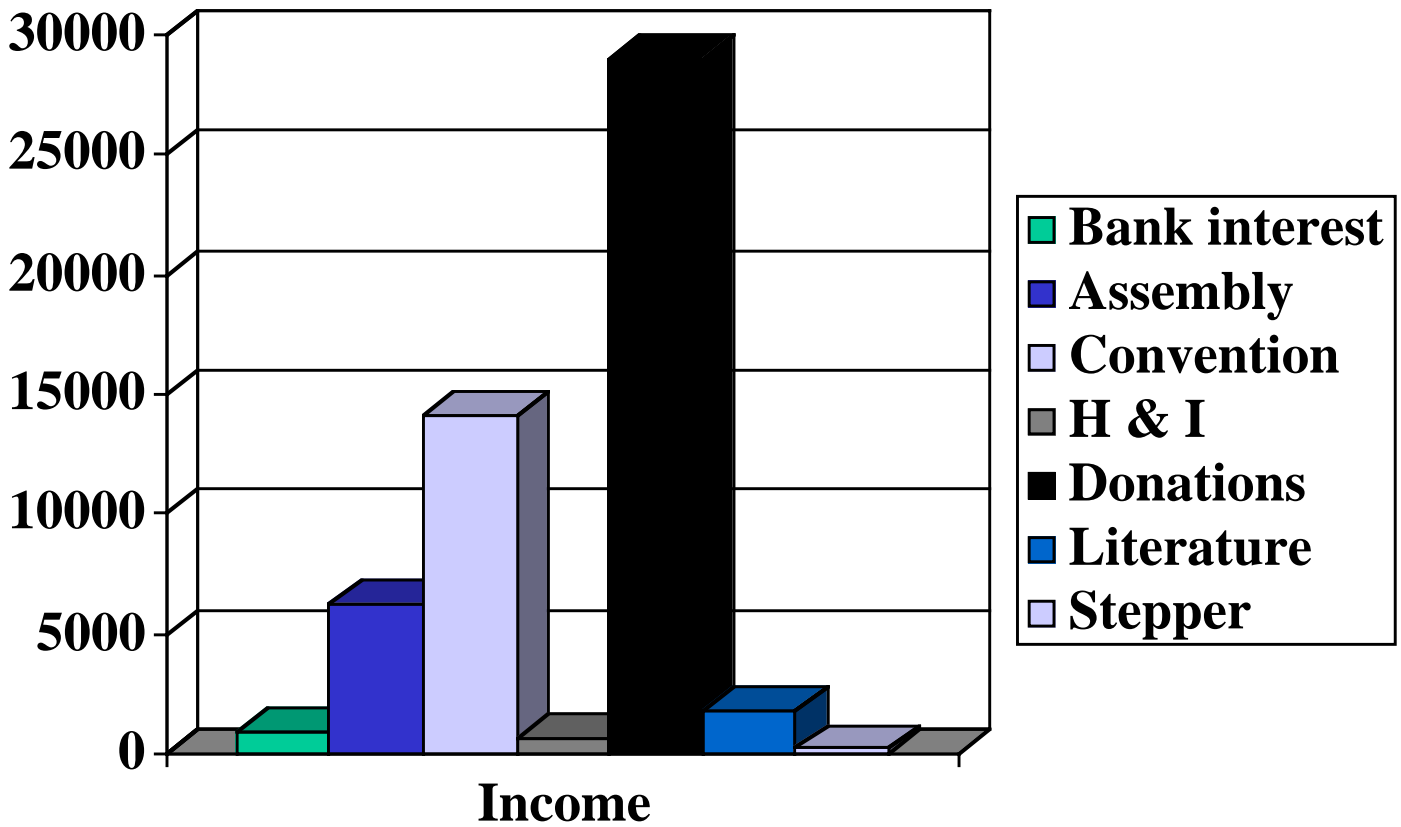
Proposed NCWSA 2003 Budget

This summary is the proposed budget approved by the NCWSC that will be proposed at the Assembly.

| | 2001 | | 2002 | | 2003 Budget |
|--|---------------|---------------|---------------|---------------|----------------|
| | Budget | Actual | Budget | Actual | |
| 1 Summary NCWSA Budget 2003 Draft | | | | | |
| 2 Revised Feb. 1,2002 | | | | | |
| 4 Income | | | | 37,346 | |
| 5z Bank Interest Total | 900 | 895 | 900 | 210 | 900 |
| 6z Assembly Total | 3,200 | 4,123 | 6,200 | | 6200 |
| 7z Convention Total | 12,100 | 11,093 | 14,100 | 7,620 | 14100 |
| 8e Diversity Day Total | 250 | | 250 | | |
| 9z H & I Conference Total | 300 | 752 | 600 | 48 | 600 |
| 10z Donations Total | 28,000 | 31,850 | 28,000 | 7,371 | 29000 |
| 11z Literature Total | 4,000 | 3,471 | 1,800 | 420 | 1800 |
| 12 Stepper subscriptions | 200 | 469 | 200 | | 200 |
| 13 Misc Income | | 8,150 | | | |
| 14 Total Income | 48,950 | 60,803 | 52,050 | 15,669 | 52800 |
| 16 Expense | | | | | |
| 17 Officers | | | | | |
| 18 Delegate | 1,200 | 2,165 | 1,400 | 182 | 1400 |
| 19 Alternate Delegate | 300 | 85 | 300 | 20 | 300 |
| 20z Chairperson Total | 1,500 | 97 | 1,500 | | 1500 |
| 21z Treasurer Total | 1,700 | 636 | 1,700 | 431 | 1700 |
| 22 Secretary | 1,300 | 748 | 1,300 | 78 | 1200 |
| 23 Total Officers | 6,000 | 3,731 | 6,200 | 711 | 6100 |
| 24 Conferences (Officer/Delegate) | | | | | |
| 25 World Service Conference (WSC) | | | | | |
| 26 Assessments | 1,600 | | 1,600 | | 1600 |
| 26a World Service Conference Travel | - | | - | | |
| 27 World Service Conference (WSC) Total | 1,600 | 2,112 | 1,600 | 1,495 | 1600 |
| 28z Officer Conferences Total | 3,500 | 1,395 | 3,000 | 1,495 | 3000 |
| 29 Total Conferences (Officer/Delegate) | 5,100 | 3,507 | 4,600 | 2,990 | 4600 |
| 30 Coordinators | | | | | |
| 31z Alateen Total | 1,200 | 366 | 1,200 | | 900 |
| 32 Archives | 500 | 350 | 500 | | 500 |
| 33z By-Laws & Insurance Total | 500 | 145 | 500 | | 500 |
| 34 Facilities | 500 | | 500 | | 300 |
| 35 Group Records | 400 | 848 | 400 | | 400 |
| 36 Institutions | 500 | 28 | 720 | 143 | 500 |
| 37 Literature | 200 | 8 | 520 | | 300 |
| 38 NOCAC Chair | 150 | | 150 | 158 | 150 |
| 39 Non-English Speaking | 250 | 110 | 250 | 278 | 250 |
| 40z PI/CPC Total | 450 | 281 | 500 | 101 | 500 |
| 41z Stepper Editor Total | 250 | 3 | 250 | 94 | 200 |
| 42 Alateen liason | 300 | | 300 | | 250 |
| 42 Total Coordinators | 4,900 | 2,140 | 5,490 | 774 | 4750 |
| 43 Committees | | | | | |
| 46z Budget Committee Total | 400 | | 400 | | 200 |
| 47 By-Laws Committee | 100 | | 100 | 365 | 100 |
| 49 Executive Committee | 200 | 464 | 250 | 40 | 500 |
| 50z Internet Total | 500 | 497 | 500 | 105 | 500 |
| 52z NCWSC Meetings Total | 5,500 | 2,782 | 5,500 | 3,059 | 8000 |
| 53 Total Committees | 6,700 | 3,744 | 6,750 | 3,570 | 9300 |
| 54 Events | | | | | |
| 55z Assembly Total | 4,000 | 11,495 | 7,000 | | 5000 |
| 56 Convention | | | | | |
| 56z Convention Total | 10,000 | 12,703 | 12,000 | 7,322 | 12000 |
| 58z H & I Conference Total | 600 | 662 | 1,440 | 227 | 1000 |
| 59z NoCAC Total | 1,000 | 1,000 | 1,500 | | 1500 |
| 60 Total Events | 11,900 | 14,365 | 15,240 | 7,549 | 14500 |
| 61 Literature Depot | | | | | |
| 61z Literature Total | 4,000 | 10,634 | 420 | | 420 |
| 62z Stepper Total | 2,700 | 2,608 | 2,700 | | 2700 |
| 70 Corporate Total | 3,650 | 5,865 | 3,650 | 4,896 | 4400 |
| Action Committee Items | | | | | 500 |
| 71 Total Expense | 48,950 | 58,089 | 52,050 | 20,491 | 53870 |
| 72 Net Income | - | 2,713 | - | (4,821) | -1070 |

Budget Charts

These charts highlight the income and expenses of the proposed 2003 budget.



Districts of Northern California



Northern California World Service Districts 1 to 27
1999

Northern California World Service Assembly

South San Francisco, California

September 8-9, 2001

Saturday, September 8, 2001

Chairperson, Vicki H., called the Assembly to order with a Moment of Silence followed by the Serenity Prayer. After introductions and announcements the Traditions were read by Rose, the Concepts by Maryann, and the Warranties by Renee.

Secretary, Sandi C., took roll and explained the voting procedures. A count was taken of all voting members. The count at 8:25 a.m. was 122 voting members.

Connie, PI/CPC Coordinator, announced that you should check the yellow board in the back of the room to see if your orange raffle ticket is posted for the PI/CPC drawing. If your ticket is on the board, you will be given an Outreach pamphlet/packet.

Motion #0109.01: That the minutes of the 2000 Assembly in Rancho Cordova, CA be accepted with the amended changes to District 7's report. PASSED by a majority.

Suggested changes to the 2000 Assembly Minutes are shown below. Bold = added words; Strikethrough = deleted words.

District 7 – Bob J.

- Bob thanked everyone and recognized the five District 7 members present at the Assembly as well as all those who donated to the hospitality room.
- District 7 is **one of** the smallest geographic districts in the state. Within that area, we have 14 Al-Anon meetings, 3 Alateen meetings, and hundreds of members who walk the 12 Steps of this program every day. We are also the home of *Share and Care* Newsletter.
- We are the home turf for the 2001 Convention and we will be the Hospitality Host there.
- A personal thanks to the Thursday Night Men's group who had 5 people show up to work on hospitality, as well as the ladies.
- Bob asked **that** everyone **to** thank **our Chair, Vicki, our Secretary, Sandi, and Treasurer, Janice, for their dedication to service and for the great, if not the best ever Assembly. This brought a standing ovation from the entire Assembly.**

The Chairman asked the Assembly to affirm a coordinator title change from Convention Coordinator to Facilities Coordinator. The majority affirmed it.

All members who are eligible to stand for Alternate Coordinator were asked to stand and those willing to run were to remain standing. No one remained standing at that time, so we will revisit this later.

History Book – Art B.

Last year, the Assembly voted to authorize the book committee to write and publish a history book. It also authorized the book to be sold at groups and other Al-Anon functions. The book was published and a page in front of the book notes those who helped. The committee members who helped were: Irma C. Cathy C., Johnson and a

grammarian. Amparo wrote the Spanish groups section and as a result of that, we have the first bi-lingual book in the nation. We had 1500 books printed and the cost was \$8,000. We sold them for \$10 each w/ discounts given for group purchases. We are very close to breaking even and we have 200 books available today, so see Art or Harlan if you are interested in purchasing one.

Recently, we received a request to offer the history book on line with Amazon.com. The book committee informed the NCWSC that it wishes to offer the *Journey to Recovery* to bookstores, including on-line bookstores. It was noted that Al-Anon literature is sold in bookstores, Amazon.com, and other on-line outlets. The NCWSC Committee was split on whether the original motion allowed offering the history book in public bookstores. The book committee chair agreed to bring a motion specifically allowing the sale of *Journey to Recovery* in locations other than within the fellowship.

Motion #0109.02: That the book committee be allowed to distribute the *Journey to Recovery* in bookstores, including on-line bookstores.

PASSED by a majority; Opposed: 11; Abstained: 6.

Discussion of Motion #0109.02:

- Currently, all Al-Anon literature is carried by Amazon.com
- Last year it was noted that it would be sold at Convention and this was not mentioned. Other areas have done this. This decision really belongs to you, the Assembly.
- Question: Are any full names used in the book? Answer: No, it's always last initials. There is one person with their last name in book, Mrs. Kellogg who bought the first big book for her husband. Neither of them joined the program.
- I am supportive, but concerned about Tradition 10, "The Al-Anon Family Groups have no opinion on outside issues hence our name ought never be drawn into public controversy." We may need to think about that. Answer: Al-Anon does not request or have any control over who buys our literature. It's part of the Public Information effort.
- What percentage of the sales comes from literature depots? It was noted that 78% of the History Book was sold by the box to districts or Intergroups. It is our feeling that it will not reach Northern California people, but those outside people that are interested in history.
- What happens when we run out? Answer: We would bring it back to the Assembly to determine if we should reprint it.
- How do you view this book with regard to restrictions on areas producing literature? This is not recovery literature or a service manual. It is only a history book. Therefore, it is well within the autonomy of the area to produce and sell the history book and could be considered CAL - California approved literature.
- Since it is history and a little dull if you aren't from this area, maybe it would turn people off from buying recovery literature.
- Are we really reaching out or doing 12-step work?
- It feels as if we are tying ourselves to an outside enterprise. I also believe that this is not carrying the message, but promoting Al-Anon. Is that our primary purpose? Also, Tradition 4, "affecting Al-Anon as a whole," might send a message to WSO that we are doing our own thing. May not be a big deal, but sometimes little compromises might be our downfall.
- I see the motion as attraction, as we are not saying buy our book. We are just saying it's available. Even college students have asked about our philosophy. The motion is only shall we

make it available to those who are attracted to it.

- I think it's a great idea to get information out to the public, but stating that we are to be self-supporting may be in conflict. We wanted the price to be \$10 so that people could afford it. We are not revenue driven and we are close to breaking even. This is not an Al-Anon fundraising event. We are using a bookstore to distribute our literature so people can find us.
- What category will it be listed in by Amazon — history or recovery? Answer: We will use whatever the WSO would use.
- Al-Anon is attracting people when we let people know who we are and what we are. I am a history teacher and there are millions of books available. I don't believe we have to worry that it will get great sales. We can't control what people will say and we should let our higher power take care of it.
- I've been working with rural areas that want materials and having it on line would reach rural areas.
- I think that it is critical that it be listed under history and not recovery, as it's not WSO CAL.
- Does Amazon have other Al-Anon books? Amazon has had Al-Anon literature listed for at least 5 years.
- Why did they contact us? Is there a requirement to have a minimum number of books on hand and how is it marketed? Since it's history it should be listed as that, not recovery. Answer: Amazon will buy two copies; if they sell those, they will buy two more. If they sell those, they may buy five.
- Let's keep it simple. Buying it on line provides access to those who cannot get out of the house or don't have access.
- We could list the book under regular literature link it to the history category.

A thank you gift was presented to Art for all his efforts on the History Book.

Alternate Delegate Election

All those willing to stand for Alternate Delegate were requested to stand and John S. from San Francisco stood and came to the mike to give his brief history and tell us why he was standing. Why: "As I stand here I see all of the faces of the people I've missed over the last five years since taking a break from the Area level." John's qualifications: Has been a GR, a DR, and the Executive Committee Chair in the past. I have had many growth experiences from that work and then I needed a break. Now I realize that serving above the group level is what feeds my growth. It's the willingness to serve, and the ability to use Excel, and the ability to spend a lot of time with Marilyn. The biggest piece is coming back to see the friends and those people whose recovery has fed my recovery.

Announcement - Marilyn R. and Cathy C.

- They played: "Do you know the Way to San Jose?" on tape, and Cathy pulled everyone up and danced with pompoms.
- On September 27, 28 and 29, 2002 Northern California will be hosting the Regional Service Seminar in San Jose. Our local chair is Cathy C. and Art is thinking about assisting her. The chair and registration chair will attend the next RSS in Casper, Wyoming. WSO does not pay the airfare. They need to go to learn procedures and how to run it from our level. The regional trustee is the total chair of total RSS. There will also be an AIS seminar on Friday of the RSS.
- Explanation of RSS: There are 8 Areas in our Region (Southwest). Among those areas WSO picks where the RSS will be held. We

submitted five bids and at the conference they voted to go through all five of our bids before going out of our Area.

- An RSS covers about everything you want to know about service. It's also fun, with skits and games, and you get to learn about service. It also helps everyone recognize that service is fun. Another great thing is that you are given the opportunity to meet many people from WSO. There is usually a workshop on all of the different service arms. Any Al-Anon member can attend. We are encouraging all members to come. It will be at the Wyndom Hotel in San Jose.

PRAASA – Art B.

In March 2002 Al-Anon will be participating in PRAASA (Pacific Regional AA Service Assembly). It will be held March 1, 2, & 3 at the Radisson hotel in Fresno. Our speaker will be the Chair of the Board of Trustees, who is coming from Newfoundland. Fliers are on the back table.

MOTION #0109.03: To give the Executive Committee decision-making power to print additional copies of *Journey to Recovery*, if so needed, with NCWSC oversight. PASSED substantially; Opposed: 11; Abstained: 8

Discussion of Motion #0109.03

- Since we are putting it on line, it may be useful to have this motion in place in case we need additional copies.
- It was requested and agreed by motion writers that the motion be amended for the NCWSC to have oversight. If we have so many why can't we wait till the next Assembly?

Break

Discussions at Friday Night's DR Meeting - Tom K.

- Dual membership and how to deal with it.
- Problem meetings such as those using Non CAL and how district deal with that.
- Radio meetings and recording for a radio show.
- Gender singular meetings (men or women allowing opposite sex into that meeting, mainly the DR).
- How do districts make their Alateen program successful? One district uses an Alateen at the yearly speaker meeting. Another district held an Alateen Sponsorship Workshop.
- Discussed possibility of having insurance for Northern California
- Discussed prudent reserve in treasury
- Raffles and new legal requirements
- Anonymity on the phone
- One DR wants to do a survey in Northern California regarding the use of gender-neutral language.

DISTRICT REPORTS

District 1 - Yvette L.

The district has 27 groups and one Adult Child group. They hope to start an Alateen group (pre-Alateen, Alateen and Al-Anon meeting). March was their Day in Al-Anon and they held their 50-Year Celebration. There was a speaker with 40 years followed by a local family. They also held a mini workshop on Alateen and Al-Anon sponsorship. They provided a speaker for the campout in Redwood Creek. Yvette thanked everyone for their support and help.

District 3 - Bruce H.

There are 19 groups in the district. They gave the Public Service Announcements (PSAs) to radio and TV stations. Alateen suggested

we give radio the new silence PSA. One group stopped meeting, so they donated the extra literature to a local institution. They also just started having a 12-step introduction meeting to bring to AA members as well as the women's prison. They just started two new Alateen meetings. The Treasury is doing fine. They sold two boxes of the *Journey to Recovery*. They decided to send their newsletter to surrounding their districts (4, 7 & 8). They have also tried to make up an e-mail list of all Al-Anon GRs and service people to communicate and use as a sharing tool. The District worked on making God Bottles for the World Service Conference. There was good group effort and lots of fun. They are also making up a business card with meeting list on it.

District 21 – Gina R.

The GRs introduced themselves and gave their group name. Gina acknowledged their teamwork, willingness, and energy. They have a new Alateen group in Milpitas that is partnered with an Al-Anon group. The district donates \$50 to all new groups. They have 23 meetings in English, 8 in Spanish, one Spanish Alateen with some English, and one new Alateen meeting. They also have a juvenile hall meeting, but it's not registered. They found that December is a great time for an event, since it's usually active with the disease. The Annual event is Fun Sunday and the theme is "Staying Alive in Al-Anon"

District 26 – Dan S.

Our district consists of the cities of Berkeley, Albany, El Cerrito, Kensington, Pinole, Richmond, and El Sobrante. We have 22-23 meetings and an additional Alateen meeting sponsored by both an AA and an Al-Anon. We continue to have fundraising events with our most recent being a joint AA, Al-Anon and Alateen speaker meeting and dance. It was a great success and we've been invited to come back. The next job is to plan our holiday event and our picnic. We are continuing to work on radio and TV outreach projects.

PI/CPC (Public Information/Cooperating with the Professional Community) – Connie F.

- The Service Plan 2001-2002 is definitely in the Spirit of "Let It Begin With Me" and "Keep it Simple" which are both so important to PI/CPC. .
- Remember that September is National Recovery Month.
- Check out the NCADD (National Council on Alcoholism and Drug Dependence). Is there an affiliate close to you? In the spirit of cooperation, have you contacted them? Each year the WSO Executive Director and Public Outreach staff meets with the AA GSO General Manager, CPC and PI staff, and NCADD's National President and Public Relations staff to discuss outreach activities and how we can continue to cooperate with each other. In November 2001, the annual Conference of Affiliates (those branches local to us) will be held. It would be great if the local affiliates had a contact from us along with some literature, posters, meeting schedules, and local Al-Anon telephone contact numbers. This helps the local affiliates refer newcomers to Al-Anon/Alateen. Visit the NCADD web site www.ncadd.org or call me to get a list of sites in your area.
- In the September packet I sent to PI/CPC Coordinators there is a report about a recent mailing to 7,000 municipal, district and county judges and courts. There were very few contacts in Northern California. It would be a great idea to create your own mailing list and use the new pamphlet (S65) *Alcoholics, their Families, and the Judicial System* to do a mailing.
- How about holding a Public Outreach workshop in your area?

I would love to spend a day with you.

- Encourage your members to reach out to our community; *Attracting & Cooperating* (S40) answers most questions. If you need some, I have lots to give you, or you can order them. They are free!
- If you know anyone, anywhere that is interested in receiving PI/CPC information, please let me know. There are lots of ideas, and ways to participate in PI/CPC and it's truly fun. Watch for bimonthly mailings either via email or U.S. mail to people on my contact list. The packets are also available on the PI/CPC Yahoo group site.

Group Records – Beverly S.

- There is a new on line registration form for WSO. For the time being only Marilyn (Delegate) and Group Records can use it, but snail mail is not working for getting records changed, so this is much better. Anyway, we are making small steps. It's happening, as I've has been personally adding new groups on line and we are getting WSO numbers within a month. It is still not available to individuals, but WSO is working on it. For the time being, send all changes or additions to me and I will be happy to do enter them for the districts and GRs.
- All DRs have a printout from WSO in their folders. It is in a different format, as I printed it this time rather than WSO.
- We have a total 710 Al-Anon, 50 Alateen, 4 preteen, and 31 active Spanish-speaking groups in Northern California.

Treasurer's Financial Review - Janice W.

Several corrections were made to my report that was published in the *12-Stepper* and the handout of the Treasurer's financial statement. Corrections to the *12-Stepper*, page 22 are:

- Line 31Z Actuals 2000 should be \$1,367.05
- Line 60 Budget for 2000 should be \$10,900, not 11,900.
- Line 71 Budget for 2000 should be \$40,650.00
- Line 72 Actuals 2000 should be \$4,678.38
- Budgets, 2001, Line 60 should be \$10,900 due to line missing for NoCAC grants

On blue handout, line 14 Budget 2001 should be \$47,950

Income Statement

- For year 2000, we have more income than we expected.
- For 2001, August YTD, we were within \$1,000 of our budgeted income.
- Question: Why don't we have a Balance Sheet? Two years ago this body voted that a balance sheet would be printed in the *12-Stepper* as part of the financial report. Answer: That should be appearing in the *12-Stepper* from now on.
- On page 3, the P&L under Expenses, Election Assembly, is correctly reflected on Page 2, line 53 Budget Actuals.
- Despe checked Janice's computer and pulled up a Balance Sheet. She announced that the balance sheet did balance. It was requested that it be printed and handed out tomorrow. We need one to show how much we owe and how much is left. It's a good process to follow. Janice was thanked for her work by a round of applause. It was also stated that this was much better than last year.
- It was asked that we see or hear the audit motion from the 1999 Assembly regarding reviews and audits. The Motion was: Motion #9909.09, PASSED, "To have a professional, external

audit performed at the end of this panel on the 1999 fiscal year. Any procedural changes recommended by the auditor shall be considered and implemented, where appropriate, by NCWSC or Assembly. In addition, if serious problems are found, previous years (i.e., 1997, 1998) may also need to be checked. To begin year ending December 2000 and forward, have a CPA review each year.”

- The motion was to do an outside review. The cost is about \$2,000 per year. Do we want to continue to do it? If we continue doing it, we will need to adjust the budget.

Budget Overview Published in 12 Stepper - Jim S

Jim reviewed total income and expenses from the copy in the 12-Stepper and noted any changes.

LUNCH

Audit of NCWSA - Discussion

- Shall we continue to do a yearly outside review or audit?
- Clarification: A full audit costs \$3,700 (done on 1999 books). A review costs about \$1,500 but also includes tax preparation.
- I don't like the idea of auditing our Treasurer, but what can we do to get our Treasurer on track? Answer: We have always done a yearly audit, but the Budget Committee did it internally.
- History: This particular motion passed after a long, emotional past Assembly. We have met all of the sentences mentioned in the 1999 motion. The last sentence was added to cover us from this emotional uproar in the future.
- It was pointed out that CPAs provide various kinds of services:
 - a) A **compilation is** when they take the financial data and copy it to a financial form, with no probe beneath the surface. This is comparable to preparing taxes and we would be charged the same amount for both. The cost is typically \$300-\$500. These have been done in the past, but not during this panel.
 - b) A **review** is a step up, when an accountant would take a closer look at the financial statements to see if statements match entries on the books, ask questions about policies, etc., and identify unusual trends. That cost is typically double or \$800-\$1,200.
 - c) An **audit** is where a CPA looks at books and performs detailed probing into finances and records as well as, performing an independent verification so they feel confident about making a statement about what they see. The cost is hard to estimate. It's probably about double the cost of a review, or \$1,500-\$2,000 minimum.
 - d) We have been doing an internal audit by the Budget Committee, minus the Treasurer. During those internal audits, the committee looks at all the bank balances (to be sure records match the bank statements), verifies one bank deposit per month (not all of them), and checks every tenth cancelled check. They also look at one journal entry (internal transfers) for each month, cash advances, and checking account total balances. Then they publish their report. It is probably comparable to a review.
- From 1988 to 1997 we paid \$1,200 per year for a compilation and the Budget Committee also did a yearly review. I believe that a yearly review or compilation is important to receive an assurance that everything is okay. We need someone on the outside to give us advice or input (informally) as well as to protect our officers.
- I agree that all reviews are for the protection of the person

doing the bookkeeping. Also, we need an external auditor doing it once each panel (every 3 years) and have an internal audit by the Budget Committee, or even someone outside the Budget Committee. This would both validate how much work this is on a voluntary basis, and find a way to hire outside services so that we get spreadsheets that balance.

- The concept of progress, not perfection was noted and that this year it's so much better. If we could use that money for professionals to do the work.
- Do the Bylaws require an audit? Answer: Yes. What is at stake is what type of an audit we want done. Since we have a \$50,000 Budget we probably want a professional to do it. It's appropriate that the Budget Committee do the review, but once it's passed a certain amount of budgeted expense, we need to spend the money to have an outside professional do it.
- It was noted that the Treasurer does not handle money; they are really a bookkeeper. The biggest issue is how it is entered into the computer, not what happens to the money. We need protection and help. We may need a new system that is easier to use.
- It seems that one way to avoid lack of trust is to have outside reviews. It was mentioned that our Treasurer did a nice job. Maybe we could have the report listed through June or July, rather than August, so the Treasurer would have more time to complete them.
- We need several things to keep books accurate and clear and to ensure that our money is being handled properly and that we don't spend too much of our money monitoring ourselves. It was proposed that since no problems came up in the previous audit, that we have a professional audit every 3 years and that we do a review by Budget Committee in the other years.
- Didn't we just agree that we need an audit per Bylaws? Answer: In the Bylaws, page 31, an audit report is mentioned, but does not specify what type of audit.
- For 12 years we did a compilation and the Budget Committee did their review.
- Does our budget or audit include NoCAC funds? Answer: No, NoCAC is audited by our Treasurer.
- Someone needs to find or suggest an easier way or accounting program that the Treasurer can use.
- If our Treasurer wants to change the bookkeeping systems, they have permission to do that.
- Information should be sent to the auditor soon.
- This is progress, not perfection. We are getting better, but it's a learning process.
- The only qualification for Treasurer is that they be a DR. Is there a reason? Why don't they have to have bookkeeping skills? Answer: For service there should be no other requirements than they are willing to serve. NCWSC is looking at what we can do to simplify it. Since we have grown, we need to do something to change this. We as a committee need to get this in place so we can give you professional numbers, but not exclude anyone from being able to serve.
- Is there an issue of control? The Bylaws notes on this issue are an internal control. How many transactions are involved in keeping the books? We need to take that into account. Maybe we do need an outside auditor, at the least expensive amount per year, to relieve us of this.

- Point of Clarification: If this doesn't pass, do we stay with the existing motion as it stands?
- Would like it amended to do a professional audit at end of a panel and to do a review in between. Also we should give the Treasurer the programs and training needed to do the job.
- Maybe we need to keep it as is, and simplify our process.
- Could make it simpler and hire a bookkeeping service with our Treasurer to oversee.
- Proposed that we do the review/audit every year to simplify the process.
- Suggested that if we do a full professional audit on only one particular year, we pick the second year so an incoming Treasurer does not have to go through an audit until they are familiar with their job.

MOTION #0109.04: That a professional external review be done of the second-year books of each panel with an external compilation of the books in other years.

PASSED. For: 94; Against: 73; Abstain: 16

The Chairman did not feel comfortable passing this motion with only 51% voting in favor (not substantial unanimity), so we took a break and will come back to it later.

Break

The plan is that we will have a short discussion on the motion regarding mileage increase. Then we are going to revisit the motion regarding the outside audit and hopefully through all your talking we can resolve this.

Mileage Increase

MOTION #0109.05: To increase the mileage allowance for NCWSA to the current IRS Business Rate. PASSED. For: Substantial; Against: 30; Abstain: 16

The new mileage will increase effective today.

Discussion on Motion #0109.05

- Most meetings I attend are a very long distance and I don't mind doing it, but when gas went to \$2.50 per gallon, it was hitting me personally. Some of the members have the ability to pay out of their pocket. I am asking for acknowledgement that we need to change this.
- One concern that was raised was to tie it to a specific dollar amount. What was suggested was that we make it a percentage of what the IRS rate is, so as the IRS rate increases we can increase accordingly. Change to be 100% of the IRS Business Rate. Agreed to amend it.
- It's better to say the IRS Business Rate. In favor because the business reflects an average of the operating expenses of auto, including depreciation, insurance, and gasoline. If someone feels that they do not need to take the full amount, they don't need to claim it.
- We have spent over \$3,000 this year at 16-1/2 cents per mile. It would double if we increase it to the full amount. I don't believe we should have to be reimbursed for car maintenance and depreciation.
- The average reimbursement runs from \$10 to \$35 dollars. Most people do not submit claims for a lower rate. They start asking for reimbursement for 100-150 miles and over. You might want to think about a two-tier system for those from

further away.

- Am opposed to change in that I travel more than almost anyone in this Area and I keep records on mileage, costs, etc. The current rate covers all I spend. I choose to do this. It's not the Area's responsibility to cover maintenance of our autos.
- In favor, as I'm hearing from a trusted servant that is driving a long way — no one should be barred from serving because of their financial situation or professional skills. God meets our needs, so what we need is to keep these doors of service open to those who are willing, regardless of financial status or professional skills.
- If you don't need the extra money, you can submit your expenses and then donate it back and we would all say thank you.
- I'm for the motion, but it will impact districts and groups who reimburse their DRs and also the groups who pay GRs expenses to come to Assembly. Maybe we could take those baby steps, go from 50% to 75%, and then look at it again next year to see if we can go to 100% then.
- How does the IRS come up with this amount? If I was to contribute my mileage, IRS would allow me 12 cents per mile; if it's for medical, it's 14 cents a mile; if it's for business, it's 32 cents per mile; a rural postman that uses his own vehicle to deliver mail gets 40 cents a mile.
- Humor: We are sick and need medical help; we are a business, but we don't deliver mail.

Audit Discussion – Continued

Is there anyone that thinks that they have a solution to what we are doing?

- Two motions were presented.
- During the break we brainstormed and suggested that we get this year's external review results and publish it in a timely manner. Then we can decide if we want to change it next year. Also please discuss it with your groups.
- A financial picture of what it would cost was put up on the overhead as a means of comparison.
- The chairperson asked for a quick revote. This is not meant to say that the first vote was for no reason. We want to be sure that we are truly carrying out your wishes.

Repeated Vote of Previous Motion

MOTION #0109.04: That a professional external review be done of the second-year books of each panel, with an external compilation of the books in other years.

PASSED For: 106; Against: 69; Abstain: 8

The motion stood as passed.

Budget – Gary S.

- How much extra will it cost us to use the full IRS rate of reimbursement? Answer: The total for last year was \$4,003.
- It was suggest that we add \$4,000 to the line item in the 2002 Budget to cover the additional mileage expense.
- We need to increase the Budget to cover Election Assembly, so we will add \$3000 to both income and expense.
- We need to supply seed money to use for RSS (for decorations or love gifts). Five hundred (\$500) was suggested.
- We need to be sure that Delegate, Alternate Delegate, and Chair attend, and that their expenses are paid which would be

about \$500.

- Question: How much did it cost to send officers to SWRDM? The next one will be \$400 for the hotel only. This does not cover meals or flights. It was suggested that we adopt \$1,500 for SWRDM, with \$1500 for the past delegates and \$500 for the RSS.
- Question: Where do the bookkeeper expenses come from? Answer: the Treasurer's budget.
- NoCAC asked for clarification on whether their seed money has been increased to \$1500.
- Total additions to budget are \$5,000 in expenses. Therefore, it's at a \$6,375 deficit at this point.
- One person was uncomfortable with the deficit budget and wanted the Assembly to give permission to add a line item for that amount as a deposit from the Prudent Reserve. Note: There is already a previous motion that would allow the EC to withdraw from Prudent Reserve, if required.
- It was also suggested that we add additional donations to balance the budget.

MOTION #0109.06: To increase the Alateen Grant from \$1,000 to \$1,500, effective in the year 2002. PASSED. For: Substantial; Against: 1; Abstain: 8

Discussion: Expenses are going up and hotels are very expensive.

MOTION #0109.07: To adopt the budget as amended.

PASSED. For: Substantial Majority; Against: 4; Abstain: 11

DISTRICT REPORTS

District 2 – Nancy A.

We are a fledgling district and are in the process of rebirth. There are 14 meetings, 2 Alateen, one Spanish and one Step Study. We are 130 miles north of Golden Gate Bridge, in Mendocino and Lake Counties. We have a finance committee, an Alateen Committee, a PI Coordinator and a Diversity Coordinator. We meet every two months and usually have a potluck and speaker meeting to encourage more people to come. We have had one fundraiser — how to make Chinese appetizers. We learned how and then ate them. We held a silent auction that raised \$600. The next one is scheduled for October 6 with an AA/Al-Anon Speaker meeting and a silent auction.

We have a new information service line that is a 1-800 number that the district finances. We are considering doing a polling of members regarding sticky issues such as gender specification in the Steps and dual members. We have also been talking about the radio meeting, which will be discussed, tomorrow in new business.

District 24 – Joan W.

We are located in Monterey County. We just added an Alateen meeting in an institution. We held an ice cream social and we participated in the Monterey Roundup where Vicki was the Friday night speaker, and John C. participated in the Alateen panel. Marilyn was our spiritual speaker on Sunday. There was very powerful cooperation from AA. We sold some of the History books and also had beautiful wrapped baskets with various great items such as literature, chocolate and coffee, gardening items, toys, and baby stuff and raised over \$1,100 dollars.

We started our own Literature Depot and sold over \$1,000 in literature the first three weeks.

District 22 - Cathy F.

Cathy acknowledged all of the Officers. She has moved, but still

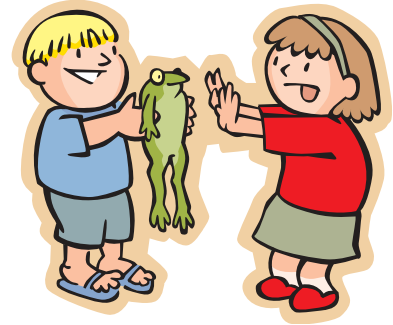
serves as DR. We are located in Santa Clara County and now have 25 active groups with two Alateen groups and one Men's group, and two of the Alateens are here today. We held our Fifteenth Annual Day in Service and the flier and program are being given to Archives. Fliers are available on the back table for our next fundraiser, and we have added two events, a potluck speaker meeting, and a luau in July.

We are actively involved in the Santa Clara Intergroup. We have placed two soft cover books at the Alateen meeting in juvenile hall and we are also working on starting a meeting at the Juvenile Hall in Morgan Hill.

District 23 – Harlan H.

Last year we held a craft fair and have done well with group donations so we made a donation to the Area in March. We also had a garden party plant sale. We sponsored the Area Committee meeting in February and Marilyn visited our district meeting in July. We have almost 30 groups including Alateen.

The 7th Tradition was taken and we were dismissed for dinner with a reminder to return at 8 p.m. to hear Delegate's report, and to listen to Jack S., a Trustee from WSO, as our featured speaker.



Sunday, September 9, 2001

The meeting was opened with the Serenity Prayer and the Traditions, Concepts, and Warranties were read.

Affirmation of Regional Trustee – Marilyn R.

Marilyn explained duties of the Regional Trustee as follows. The Regional Trustee represents our whole region (8 Areas) and attends quarterly meetings at WSO, as well as the World Service Conference. The Trustee is assigned to a specific committee and does lots and lots of paperwork.

Our Area submits the names of one candidate and one alternate. There were two submissions, one from Art B., and another from Carol K. We will submit one name as the Trustee and the other as their alternate so we are represented, regardless. Art and Carol gave us their qualifications (see below). Our alternate is Carol.

Art B. - To be a trustee you must be member of Al-Anon for at least 5 years and have been involved in some area of service and not a member of AA. Art said he meets those qualifications. He feels that being a Regional Trustee would be a wonderful experience as every path he has taken in Al-Anon has led him down a path of learning more about himself and Al-Anon. He came to his first Assembly 20 years ago (1981). He served as the DR of District 21, Area Treasurer, Alternate Delegate, Delegate, and Past Delegate, then he had to chair 3 Election Assemblies. He is currently the Executive Committee Chairman. He would love our support and knows that there are seven other Areas offering candidates as well, but just the idea that we are willing to nominate him go for this position is a wonderful experience.

Carol K. - Prays a lot for Art's good health a lot. She is willing to do this as it fits for her kind of service over the years. Carol started in Minnesota and worked on a committee that got Al-Anon their own Information Service, apart from AA. She then moved to Southern California and held positions as GR, Hospitality at Convention, worked in Al-Anon office, and on Service Board as well chairing it.

Then she moved up here and it's her 2nd term as DR. Last year she was on the EC Right now she is the Office Committee Chair for the Sacramento AIS as well as a DR. I'm a little scared but it's an exciting idea. I hope Art gets elected, but stays healthy.

Question: How long do they serve, who elects them and at what function are they elected? Marilyn, our Delegate, will be in the group that elects the Regional Trustee. The Delegates from the 8 regions elect them and two additional people at the WSC. The term of office is three years and they are allowed to serve two terms as a Trustee.

The Assembly was asked to affirm the candidates and they were unanimously affirmed.

Election of Alternate Delegate

There was one candidate that stood, John S., from San Francisco. The Chair asked if there were any other candidates. No one else stood and John was elected unanimously.

2002 Assembly Bids

- Assembly will be held in the Southern Section next year. It will also be the same month as the RSS, which is also being held in the Southern Section.
- Edie D., DR for District 20, Cathy F., DR for District 22, Gina R., DR from District 21, Louise M., Alternate Chair of the Santa Clara Valley Intergroup, and Beverly S., DR from District 19, have the bid. Districts 23, 24 and 18 will all support the Assembly and District's 19 DR, Beverly S., will handle pre-registration
- They have a bid from the Crowne Plaza Hotel in Milpitas for September 6-8. The room rate is \$89. Meeting rooms are \$2,000 for Friday night, Saturday and Sunday. We can have classroom style seating, as long as there are no more than 225 people. We have a hosting district so we will have hospitality room.
- What a wonderful show of cooperation and teamwork.
- The vote was unanimous to move forward with this bid.
- At the September 2002 Assembly, those willing to stand for office will stand. Then at the October Committee meeting we will hold the Election Assembly. That will give districts an opportunity to invite the candidates to their districts to get to know them.

COORDINATOR, DISTRICT AND COMMITTEE REPORTS

- Continued

Bylaws & Insurance - Yvonne T.

At the last Assembly, I passed out a 3-page summary for the Guidelines Binder detailing the contents for people to check against their binder contents. I received 4 requests for updates plus 7 for complete binders. These were prepared for the October 2000 NCWSC meeting.

The California corporate filing was paid in October 2000, and the Directors & Officers Insurance in December. The computer equipment changes were updated and submitted to the insurance brokers for the Corporate business insurance annual renewal in February 2001 and the premium paid.

The "Special Committee to Review the NCWSA Treasurer Responsibilities Re: Possible Division of Duties" was formed as a result of Assembly motion 9809.18 and met a total of 4 times in 1999 and 2000. The results of these meetings were passed to the **previous** Bylaws Coordinator at the May 2000 NCWSA meeting. Cathy F presented

the report and information at the 2000 Assembly (see the 12-Stepper July 2001 issue, pages 29 & 30). A Bylaws committee was formed and met this summer to review these recommendations. We commend Cathy and the committee for their excellent and thorough work. We agreed with their recommendations and bylaws changes with minor changes. In summary, the working title of "Assistant Treasurer" was changed to "Financial Agent" with selection and monitoring by the Budget Committee instead of the Executive Committee. The Bylaws Committee report & recommendations will be presented to the NCWSC at the October meeting.

I have had several calls from group representatives regarding insurance coverage under the NCWSA insurance policy. It appears that a majority have been meetings at Presbyterian Churches or facilities. This summer, I have had numerous discussions with the broker representative, Kimberly, regarding what was possible under the policy:

- If a District/AIS is incorporated [i.e. has their own 501c(3)], they **can't** be added to our policy.
- Every group that wants coverage would have to fill out a form and be added individually.
- Each Day in Al-Anon or event would have to be added individually

Kimberly was not able to give any costs until they have all the information. Costs are based on number of events, number of people attending each event, whether liquor is served (not a problem with us!), and whether food is served/sold. I asked about coffee and it is not considered food.

I have been blessed with the opportunity for growth and learning this past year as Coordinator and in my personal life. Gratefully, my cancer was completely removed by surgery and did not require radiation nor chemotherapy. Thank you for the opportunity to serve NCWSA.

12-Stepper Editor - Gary S.

- Gary thanked Sally B. and her group that does the labeling and mailing for us.
- The newsletter no longer shows *12-Stepper* on the outside to protect anonymity.
- There is a section on the third page that describes what is inside the issue. Take what you like and leave the rest.
- Please note new articles and information that may be included. For example, this month there is information on Stepping Stones and it's history.
- Please submit articles that may be of interest to everyone.

Executive Committee (EC) - Art B.

- The primary functions of the Executive Committee (EC) are 1) to assure that the corporation (NCWSA) meets the state and federal laws governing non-profit corporations, and 2) to supervise the officers. Our foremost function as the Executive Committee is to find out what the officers are having difficulty doing and to help them find the resources they need to perform their function.
- Executive Committee members serve 18-month terms. They may be reelected to provide continuity for the EC. Three members, section candidates, are selected by a caucus of each section and affirmed by the NCWSC. Those same NCWSC members elect two At-Large members. Officers of the EC are elected by the EC.
- Executive Committee members who served from January 2000 to July 1, 2001 were Edie D., Secretary, and Southern Section

(D-20) member, Bob J. (D-7) Northern Section member, Tom K. (D-12) Central Section member, Charli D., Member-at-Large and Art B., Chairperson, Member-at-Large. At the May NCWSC Committee Meeting, members elected to the 2001 - 2002 term EC that begins July 1. They were Rita McG., North (D-5), Pat R., Secretary, Central (D-17), Cathy F., South (D-22), Beverly Anne S., Member-at-Large, and Art B., Chairperson, Member-at-Large.

- The EC is required by vote of the Assembly to Report on the status of conflicts that have come to the attention of the Executive Committee. Since our last report, the EC has received no complaints about any Officer, and there are no pending conflicts.
- In the year since the last Assembly report, we have accomplished the following:

- o **Officer Review:** We reviewed the Officers during the months of March and April 2001 and have found them to be performing acceptably.

- o **Reserve Fund:** The Treasurer requested that the, small reserve fund be placed in a new institution. The EC approved the request.

- o **Reserve Fund procedures:** The Assembly voted last year to authorize the Executive Committee to remove funds from the reserve fund when necessary. Previously, only a vote of the Assembly could remove funds from the reserve fund. We changed the Executive Committee Guidelines to reflect the actual circumstances under which the EC approves changes to the reserve fund. These changes identify who may request the removal of funds, that either the Assembly or the EC may approve the request, and the manner in which the EC notifies the groups and the Assembly. The new EC Guideline has been given to the Bylaws Coordinator for distribution to holders of the NCWSC Guidelines Handbook.

- o **Conflict Resolution Guideline:** The Executive Committee reviewed the current Conflict Resolution Guideline to make certain actions clearer. They developed a single page "Conflict Resolution Form" that summarizes the circumstances of the conflict when it is presented to the Executive Committee. This form is designed to allow the person making the complaint an opportunity to summarize the complaint and to list the efforts made to resolve the complaint prior to petitioning the EC for resolution. We believe this form will serve as the basis for any announcement to the Assembly should the conflict not be resolved by mediation or intervention of the Executive Committee. We submitted our proposed changes to the NCWSC for their consideration and review. It was approved.

- o **Resume for Area Position:** At the chairperson's request, the EC developed a "Resume for an Area Position". This resume was based on the form used by the World Service Office for Trustees and other WSO volunteers who wish to serve the WSO. The form was given to the chairperson after our January meeting.

- o **Corporate Time Line:** In order to help the EC determine what actions and deadlines are required by law, Charli D., EC member, completed a time line for corporate events and made it available to the EC and the NCWSC.

- o **Motions:** We sent two motions concerning changes to the NCWSC Guidelines to the Area Chairperson. The first one dealt with clarifying that District Representatives who are also EC members are reimbursed to attend NCWSC meetings and Assemblies by their respective district rather than by the Area. The second one dealt with a DR's status while serving on the EC, when they resigned as DR. The

motion states that when a DR resigns as DR, by that action, they also resign as an EC member. The NCWSC passed both motions.

District 5 – Rita McG.

District 5, Sonoma County, is doing well. Nearly two-thirds of our groups are sending a representative to our district meeting on a regular basis, and 15 of them have registered for this Assembly! All positions are filled at this time, and we have great District meetings the first Tuesday of the month. We invite you to come and visit!

We were happy to host the NCWSA meeting in May 2001 in quaint, lovely Occidental. We also participated in the AA Convention in June and enjoyed a luncheon with some of our "pioneers." Our district had a campout at Sugarloaf State Park over the Labor Day weekend, with a chance to visit the observatory there. We will be holding our Christmas marathon over a two-day period in December. In 2002 we will again cooperate with AA in an Institutions Conference, along with sponsoring our spring workshops, and a campout.

District 25 – Jennifer J.

- District 25 is alive and well. Involvement in service is increasing. There is a new Wednesday night meeting, "Tools of Recovery." Our annual Summer Serenity Luncheon and Speaker Meeting was in June. The "How to" of Sponsoring was the topic and it was well attended.

- Our weekly Beginners' Meeting was revived with 6-10 newcomers attending each meeting. We have 10 volunteers who secretary in pairs.

- Our Alateen group meets weekly.

- We publish a bi-monthly newsletter, *The Lamplighter*.

- To commemorate Al-Anon's 50th Anniversary, our district is selling slogan pens that are very popular.

-

Workshop - Jack S.

Jack asked the Assembly the following five questions and asked for responses to the questions. All of the questions and responses are transcribed below:

WHAT DO WE KNOW WORKS?

- Read literature in public
- Alateen in school
- Books in library
- Carry meeting lists
- In health facilities (hospitals, medical schools)
- Write name and phone number on serenity card
- Speak up and share (let people know you're in Al-Anon (HR departments or Employee Assistance programs)
- Share about speaker events
- Advertising on buses, trains, groceries, churches with phone numbers
- Professional Packets to distribute to clergy, counselors, etc.
- Put meeting lists in hotels for travelers
- Write about characters in Al-Anon in short stores, etc.
- Offer rides, etc. to meetings
- Join a nonprofit organization or board dealing with alcoholism
- Write to magazines
- Hold a meeting on the radio (public radio) – taped or live
- Web site
- Panels of AA, Al-Anon and Alateen in rehab facilities or prisons
- Open Al-Anon meetings for professionals
- Person to person; friends, neighbors

HOW DO WE HELP PEOPLE FIND US?

- Use a "ball of yarn" from entrance of building to actual meeting room/place.
- Use greeters for latecomers
- Provide a comprehensive directory
- Use doorknob hangers on meeting door
- Put meeting lists on web sites
- Post flyers of events on website
- Make up business cards w/meeting schedule on it.
- Use a telephone message server to announce meeting schedules (also provide a way for them to leave a message if they want to)
- Print schedule in a newspaper
- On a telephone server, explain Al-Anon with a list of meetings and a list of contacts phone numbers
- Put meeting lists in newcomer packets

HOW DO WE MAKE IT MORE CONVENIENT?

- Hold meetings in elementary, middle and high schools
- Groups can go to homes of the disabled
- Hold weekend meetings
- Hold newcomer meetings
- Noon meetings at work
- Restaurant meetings
- AA & Al-Anon meetings together
- Hold at Recovery Institutions
- Hold at all times of the day (6 a.m. through the evening)
- Hold conference call meetings
- Meetings at hospitals, treatment centers and convalescent homes
- Giving rides and meet people at bus stops if they don't want you to go to their home
- Put a card on seats regarding being a friend of Lois when traveling

HOW DO WE MAKE PEOPLE FEEL WELCOME?

- Explain Al-Anon to children
- Encourage Spanish speaking people to attend English speaking meetings and vice versa
- Talk about your home meeting
- Invite newcomers to coffee after the meeting
- Put together a list of multilingual volunteers
- Let dual members know that they don't need to reveal their dual membership
- Human contact – talk to newcomers
- Written welcome to newcomers for chairperson to read
- Announce sponsorship connections
- Watch body language
- Literature
- Temporary sponsors
- Sponsor another meeting – Alateen or other language
- Have a literature rack with other language and Alateen literature in it

HOW DO WE KEEP PEOPLE COMING BACK?

- Be sensitive – don't complain about late comers – remember diverse cultures
- Think about words of prayers or mention about each person having a higher power
- Engage the newcomers to do service
- Emphasize sponsorship – have temporary volunteers
- Newcomers packets

- Chair goes to the newcomer first
- Hold Newcomers meeting before regular Al-Anon meeting
- Be happy!
- Hold Group Diversity Day
- Have a sign-up sheet for those willing to sponsor or take calls
- Pass around the phone/sign-in sheet a second time with a sticky pad (Post-its™) so people can write phone numbers down and keep the sticky.
- Hold child care or make children welcome
- Meeting pays for child care
- Mark you name for newcomer you speak with on the printed phone list.

Alateen Skit - NoCAC Committee

- The Alateens performed a delightful skit with a Romeo and Juliet theme using program topics.
- The skit was an overwhelming success.

Financial Information - Jim W.

- A handwritten balance sheet was distributed to everyone
- We reviewed the amounts in our bank accounts and it shows that we have no liabilities.
- The following was suggested and the Assembly was asked for a consensus to do the following to ensure that we have a smooth operation for next year.
- Despe will reload a new copy of QuickBooks and transfer our data for Janice to eliminate the issue of not being able to view previous data due to password conflicts.
- The Bookkeeper will be invited to come to the next Committee Meeting so we can relay information to her and ensure we all understand what needs to happen, such as a Balanced Profit and Loss Statement and Balance Sheet for the 12-Stepper, the May Committee Meeting, and the Assembly.
- The Treasurer should ask another Al-Anon member to review the statements before the Assembly.
- Encourage committee members to bring up budget corrections at the Committee Meetings rather than at Assembly.
- A consensus was taken and it was decided that the above would be up to Janice.

DISTRICT REPORTS - Cont'd

District 19 - Beverly S.

- District 19 has a total of 61 groups, including four Alateen, one Preteen, and six Spanish-speaking meetings. We have four GRs attending their first Assembly this weekend.
- The NCCAA Spring Conference with Al-Anon participation was a huge success. The speakers and workshops generated a lot of interest and participation. Individuals and groups from District 19 donated over 30 gift baskets, and the profit to our district was over \$1,600.
- Our Alateens have been very active in the community. They have participated in a local radio program talking about Alateen and Al-Anon; they spoke to an incoming freshman class at a local high school and they also spoke at the Salvation Army Recovery Center to people in recovery and their families. So far this year, they have earned almost \$880 towards NoCAC by having a car wash, root beer floats for sale on their meeting nights (which is a big hit with the AA's that meet on that same

- night), and from the sale of crafts at the NCCAA Conference.
- On October 20, 2001 we're having a Day in Al-Anon/Alateen. The theme is going to be "It's A Family Affair." There will be an Alateen panel, speakers; Alateens will be selling crafts and refreshments to help with NoCAC. Look for the flyer on the website soon.
- We are planning a Traditions Workshop in November in both English and Spanish. The suggested donation will be \$5.00, which includes lunch.
- Our Diversity Coordinator has been very active in attracting Spanish-speaking meetings in our District. She has been the guest speaker at several group anniversaries as well as recovery centers for the families of alcoholics.
- Our Newsletter has been spreading the message of Al-Anon. Our district really appreciates all the hard work done by the Editor, who also took over the position as H & I Coordinator. She'll be donating the soft cover copy of *Courage To Change*, given to us by the Area, to one of the prisons in our District. In the short time that she's held this position, she's put together panels to speak at Institutions and continues to encourage members to participate. The panels have been composed of Al-Anons, Alateens, Dual Members, and Recovery Couples who have been in the program at least a year. Her future goal for H & I is to focus on panels in recovery centers outside of Fresno County; these areas have strong Al-Anon groups and they may be able to supply the volunteers needed for these panels.

District 14 - Jim S

- District 14 covers Eastern and Central Contra Costa County.
- We have a great group of members serving at the district level and I am very honored to be serving as the District Representative in District 14.
- We are represented by 10 GRs here at Assembly. We have about 40 meetings in our district. We average 20 Group Representatives, Coordinators & Officers at our monthly District Meetings.
- Last year we had a drawing and sent two Group Representatives to the Regional Service Seminar in Canada. Our Literature Depot Coordinator and I also attended. It was a wonderful learning experience for all of us. It was a great way to see how serving in Al-Anon can find supportive friendships inside and outside of our area.
- This year our Monday Afternoon Danville Meeting sponsored a very successful District Speaker Meeting Chat that drew about 70 members.
- We had a few of our GRs make 150 love gifts for Marilyn at the weeklong delegates meeting in Virginia.
- This year we replaced literature at the Pleasant Hill Central Library as our WSO Library Project.
- We have been successful in starting six new meetings. There was much good discussion and thought that went into starting a Pre-Teen, Alateen, and Al-Anon Meeting at the same location in Walnut Creek. Three other Al-Anon meetings were started in Danville, Lafayette, and a Men's Meeting in Brentwood.

District 9 - Carol K.

- It has been a very rewarding year for me as District

- Representative. Enthusiastic people have represented the groups and we have accomplished what we set out to do and had fun doing it. A couple of the groups lacking GRs are now represented. We have one group meeting in Georgetown that can't get anyone to be GR but keep in touch.
- We currently have seven Al-Anon groups and two Alateen groups. One group holds five meetings each week. One Al-Anon group and one Alateen group disbanded. It seems everyone agrees on the need for more Alateen meetings but, when the groups are formed or we find sponsors, no one shows up for the meetings. We are trying new ways to get the word out about the availability of meetings.
- We have two fundraisers a year, one in January, and the other in July. We usually have 30 to 40 people attend and keep our treasury full enough to pay my expenses, the secretary's expenses and to help send our Alateen Coordinator to NoCAC. We also try to help GRs get to Assembly when their group cannot afford it.
- We are checking public and school libraries to ascertain what Al-Anon and Alateen books are currently available and hope to fill any gaps we find.
- We take an informational meeting into a maternity home every month. We met an enthusiastic group the first time. Resistance developed after a while and we have made other arrangements with the home for their residents to learn about Al-Anon. One of our groups presented the home with several books for their library, also.
- We hold business meetings every other month. In order to spare our GRs having to attend two meetings in September, we have our business meeting this month in conjunction with Assembly.
- Again, I want to thank the Al-Anon members in El Dorado and Amador Counties for their commitment and support of our district.

NoCAC Chairman – Augie S.

- Fundraisers and publicity have been our main goal. We held two successful Bashes.
- The Last Chance Dance is in Fremont on October 13.
- NoCAC is scheduled for November 16-18. The price on flier should be \$120/quad and \$130/ double.
- One problem we have had is that our Treasurer had to leave and we found some checks that were not made out to anyone. Money was taken and misused, but we have dealt with it.
- We are trying to increase newcomers this year. Please help us spread the word. Scholarships are real important also so donate, if you can.
- Question: How would we split up scholarships? We try to give to newcomers first and then split the money between all of the rest.
- The NoCAC Committee was introduced and applauded.
- The basket was passed for scholarship donations and \$873 collected. That will send 12 teens to NoCAC. If you wish to make further donations, checks can be made out to NoCAC.

Hospitals & Institutions - Laurie G.

- A big part of the Institutions Coordinator's job is to cooperate with AA in putting on the annual Hospitals and Institutions

Conference. This year it was held in Galt in April. For the first time, Al-Anon's part of the program was in a separate building. We could only afford to rent a building for one day, so we turned our participation into an Al-Anon Institutions Seminar, with workshops and an after-lunch speaker. We had Al-Anons attend from several districts and Information Services.

Presenting panels were very informative and encouraging to those just beginning this service. Teri H. and Phyllis D. from District 6-10 AIS were the local chairs. The opportunity to work with AA members who are active in twelve-step work is very inspiring and good for practicing assertiveness.

- Planning is under way for the 2002 Conference. It is scheduled on June 28, 29, and 30 in Santa Rosa. Again, we plan to have workshops and a speaker on Saturday, while enjoying the AA speakers Friday evening and Sunday. We will have a room in the same facility as the rest of the conference this time, so will have Alathon meetings during those times we do not have workshops or speakers. Sue D. from Yorba Linda has agreed to speak. She has been very active in Southern California Al-Anon institutions work and is a dynamic speaker. Tina M. in District 5 is the local Al-Anon chair for the event and we are working with the planning committee through monthly meetings. Please plan to register (\$8) to support the conference. If you can attend, that is wonderful, but registration will help support the training function of the conference. Wouldn't it be wonderful if Al-Anon could carry a substantial share of the weight, financially and attendance-wise, of such a conference.
- Statistics on alcoholism would indicate there could be more of us than alcoholics.
- Thanks to all the districts who have responded about the book project. It is wonderful to know that our Area has put books into so many shelters, treatment homes, and jails. WSO is concerned that the soft cover *Courage to Change* has not sold many copies, yet. By making each district aware of its existence, I hope our project will change those statistics. Each district also received a copy of *Courage to be Me*, which has always been in soft cover. Although it was published a few years ago, not all the district representatives had seen it or had a chance to use it before, so the project increased awareness of that piece of literature as well, and brought the Alateen message to shelters and homes.

Facilities - Steve B.

- Steve apologized for problems we have had with hotel this weekend.
- We have a facility for Convention: Santa Clara Marriott, March 22-24, 2002. The facility cost is \$2,600. Sleeping rooms are \$85 for singles through quads. They did a remake of hotel and the meeting facility was just redone. They have three restaurants and a Starbucks on the property. For reservations call 800-228-9290. The Guest code is NCWSA.
- Steve's pager is 559-921-3266.

Convention 2002 - Jennifer F.

The theme is The Key is Within. The flyer been translated into Spanish by Amparo and will be in the 12-Stepper, and posted on the Website. We still need help on the committee, so see or contact me. We can also use volunteers at the convention.

Alateen Coordinator - Jennifer F.

- On the Alateen front, things have been going slow. Summer time brought lower attendance at Alateen meetings, we have also lost a few Alateen groups in the area, but have gained a few as well. However, now with school returning, we do hope for increased attendance at in meetings. We can all put the word out to the schools about Alateen and where meetings are in your local area. All we can do is carry the message.
- October is Alateen Focus Month. Please see the flyer as to what you can do at the group, district, and area levels.
- I have received many notices of groups disbanding and very few of new groups starting. What I would like to know are the reasons why these groups are folding. Is it lack of attendance? Lack of support? Lack of money? My request to all DRs and GRs is to please send me current information, i.e. mailing addresses, contact information, etc. on all Alateen groups in your district. I know that I have requested this information before but have received little help. I would really appreciate knowing this information so that I can make sure that these groups get all the info about what's happening with Alateen in Northern California.
- I would like to set up an Alateen Sponsors/Coordinators meeting, some time the first of next year, for all of Northern California, with hopes of having more attend, than last time. I think I will schedule two of them, one towards the north and one towards the south to increase attendance. If your district would like to host one of these for next year, please let me know this weekend or soon so we can get the dates and locations set up.
- I have been to a variety of local events this year, including NOCAC 2000, Westminster Woods in June 2000, and the NoCAC Bash #2 in Folsom. I have also visited local districts to give sponsorship workshops.

Alateen Liaison - Joel H.

- This is my first time doing a written report and I don't exactly know what to say. I have done a lot of small things in my district and hope to be able to travel out of my area to visit other meetings and go to as many other functions as possible.
- I have attended many functions in San Jose, Fremont, Milpitas, Monterey, and Southern California. I have had the chance to speak as an Alateen at many functions as well as the Alateen Liaison at a few.
- I attended a NoCAC meeting and the most recent Bash (which was very fun), and I recommend it to any Alateen or Al-Anon. I am also now on the NCWSC Convention Committee as the T-shirt person.
- I have successfully started a new meeting in my home city of Milpitas on Monday night that has made it through almost 2 months. This is what I would call my major claim to fame as of this report but I hope to be able to do much more.
- That is about the extent of what I remember doing so far, but I would like to ask that anyone that has received the recent *12-Stepper* to modify it a little. The position in the phone directory at the back that still shows Travis as the Alateen Liaison and I would like everyone to please take just a moment to modify it with the correct information shown at the top of

this report.

Restructure Workshop - Cathy C.

- As most of you know WSO restructured and have asked the areas to look at restructuring.
- The positive from this request is that we have been able to do an in-depth area inventory.
- Today we are going to split up into groups by the number you were given when you registered. That number corresponds with the committee that you will be on for this workshop.
- The Committees are Public Outreach, Fellowship Communications, Group Services, and Membership Outreach.
- When we are done, the groups will report back with an action plan. Then, at the next NCWSC, we will work on figuring out what it will take to implement these plans and your DRs will report back to you.

Action Plans as a Result of workshop – Report Backs

Public Outreach

- NCWSC to support production of video of the skit (Romeo and Juliet) we saw today; mask the players and include shares on how Alateen has changed their lives.
- Then we could use it coupled with WSO's PSA. We could also approach a public TV station and play it there.
- Also would include Alateen about what will and will not work.
- Be sure that it's understood outside Alateen. Explain anonymity. Also include posters.
- Work closely with schools but also want to include working with PTAs as well.
- Could be used or seen in other settings also such as schools.
- Could do a workshop in conjunction with the convention in March or the October Committee meeting to try it out and tape it there.

Fellowship Communication

- Communication is the voice of area to groups ensuring that our literature — develop a local pool of shares from our local area.
- Distribution could be downloaded via list server.
- Districts could hold workshops or a contest with the most shares from a group, and use a quarterly theme.
- Receive as many shares from districts by February Committee Meeting.
- Explain the parameters to members and let them know how to share appropriately considering items such as anonymity. Also create a list serve that people could join.

Membership Outreach –

- Use our own existing convention to get enthusiasm going and more people involved.
- One way would be to get the word out to other 12-Step programs so more families would be involved in our convention.
- Doing multi-cultural and multi-lingual workshops at the convention.
- Also use the Alateen skit (Romeo and Juliet) from this morning. Add some fun to the convention.
- Could also take a traveling show to the districts.
- Schedule the post convention-planning meeting on Saturday so that we can do that when more people are still there.

Group Services

- Had 20 ideas but narrowed it down to 4.
- Have a web site registration form for NCWSA.

- Form a committee to help start new meetings and provide seed money for new meetings.
- Distribute paper better for computer illiterate people.
- Have teens come to speak at meetings
-
- Why did we do this and what has this got to do with restructuring? This was about showing how we can take our current coordinator structure and get four focus groups behind that structure with our coordinators.
- All agreed that they like having a say in what we do and having action committees.
- Cathy thanked Bob J. for his work on the black and white org chart.
- We will take this back to the Committee.
- Remember who was on your committee today and stay in touch. If we are all participating to help these ideas come true we will see a lot of rewards.

NEW BUSINESS

MOTION #0109.08: To start the mileage increase at the next new Budget in 2002. FAILED. For: 16; Against: 37; Abstain: 2
Discussion of Motion #0109.08

- There are not enough people to possibly reverse a date than what was voted on earlier by a larger majority.
- The reason this motion was submitted was because I felt that we should just start it with the 2002 Budget because I didn't know that it would go into effect immediately.

MOTION #0109.09: That we obtain a Corporate Credit Card to deal with facilities issues, i.e., deposits, payments, extraordinary situations to be used by the Facilities Coordinator or other authorized persons, only with the approval of the Facilities Coordinator and two of the checking accounting signers.

Motion was withdrawn and put forth as a recommendation to the NCWSC.

Discussion of Motion #0109.09

- Facilities are asking for a corporate credit card to hold the facility as a guarantee of payment. One example is that some hotels are asking for half of the deposits now.
- The problem with the hotel here was that the hotel wanted a check to pay for the facility by 1 p.m. yesterday to get to the bank in time to cash it. We had to use a member's corporate card to give to the hotel to settle this. We have had this issue come up frequently. There needs to be a way to remedy it.
- I don't think it's necessary for the Assembly to deal with credit applications. I would like the motion withdrawn and then the Treasurer would look into it. It does not need a motion from this body to apply for a credit card.
- This strikes me as something that this Assembly needs to take care of. Seems to be a good motion and am speaking for it.
- The Chair asked for consensus that they definitely want committee to check into it and will bring with Janice back to the NCWSC. A consensus was obtained

Preteen Needs Committee – Jennifer F.

There is nothing to report. Jennifer needed to pass this on, so Tom L. from District 18 has agreed to take the lead.

Committee Investigating An Al-Anon Office

- For anyone who is interested, it was a committee that would research forming an office for Al-Anon. They will determine what is the next step we need to take, how we would go about it, and what would be required.
- The former chair, Irma C., has resigned from chairing this committee; Vicki asked who would be willing to step forward and head up the committee.
- Tomi R. is willing so she was asked to put together a committee.
- One of the assignments to this committee is to determine if this is an issue that people are concerned about.

DISTRICT AND COORDINATOR REPORTS – Cont'd

District 12 – Tom K.

- San Francisco has a wealth of Al-Anon meetings and opportunities for recovery from the family disease of alcoholism and I am grateful to be able to represent such a vivacious district. San Francisco (District 12) has 41 meetings including, one Pre-Alateen, one 11th Step Meditation meeting, women's meetings, men's meetings, five gay and lesbian meetings, two Spanish language meetings, and a monthly speaker meeting.
- There is at least one lunch-time meeting 6 out of 7 days a week. The earliest meetings starts at 10 AM and the latest meetings start at 8:15 p.m., but the telephones are ringing 24 hours a day with program calls to aid in the recovery of the family disease of alcoholism.
- Our Day In Al-Anon happened again this spring for the 25" consecutive year. One member came with finger paints and a colorful collage of hands was created by some of the attendees. Our office coordinator won the painting at the end of the day and it now hangs in our District Office.
- Our Monthly District meeting meets on the second Wednesday of each month, except December. Twenty-one meetings have sent a group representative at least once with the average attendance of about nine GRs (the district's quorum as defined in our by-laws). Today we have GRs here to experience this awesome spiritual experience of being a part of making sure that Al-Anon and Alateen are there for others.
- The building that our literature depot/district office is located in has been sold and we have until April 2002 before we will be forced to move.

Hispanic Coordinator – Amparo M.

- The Intergroup committee continues to support the groups with workshops on the Traditions and Concepts at the Monthly meetings.
- There is a new Al-Anon Spanish group in Fresno that had their first meeting in August. They now meet on Tuesdays and the contact is Mary (559) 485-4547.
- The flyer for the Hispanic Convention in October is on the back table. Please make copies and hand them out at meetings. Let people know there will be English meetings too.
- I continue visiting groups in different sections and find it rewarding due to the support and spiritual growth gained, through experiences shared by each Al-Anon member.

District 18 - Tom L.

- I'm Tom L. the alternate DR; Mary Ann H. was unable to

- attend Assembly this year due to a much-needed vacation.
- District 18 is located in the beautiful Central Valley and is comprised of Stanislaus, Merced, and Mariposa Counties, which include Yosemite National Park.
- This has been a busy year. We have gained several meetings and closed a few meetings. Sadly to say that Alateen has slowed down quite a bit but we have high hopes of that trend turning around. We have several open meetings, several Book and Step Study meetings, as well as two institution meetings, two Spanish-speaking meetings, and a few struggling Alateen meetings.
- This year we have several brand new GRs attending Assembly for the first time and we're really excited to have them with us, along with a few seasoned veterans of past Assembly's.
- We held our traditional (as of last year) pre-Assembly get-together which was informative, helpful, and as always a lot of fun, with swimming, a B-B-Q, and all the trimmings, (including Marilyn R.). Will everyone from District 18 please stand up?
- Our District is busy planning and implementing WSO's Library Project, which has helped to bring more members into service. We've also held two really fun events, a workshop in February entitled, "Tools of the Program" was a celebration of Al-Anon's 50th Anniversary, and "The Miracle Continues" with Mary Pearl T. as our guest speaker. Both events were well attended and a lot of fun. There was love, friendship, and recovery for all.
- Our District Newsletter is doing well and so is our great new computer-run answering service. Our meetings are listed on-line attached to NCWSA so if you are in the area, please come by, say hello, and feel at home at a meeting.
- There are no problems in District 18, but on occasion our HP give us an opportunity to work on our Traditions and Concepts.

District 6 - Jean D. for Chris W.

- I'm sorry I can't be with you this year, but my Higher Power had other plans for me. This is the first Assembly in eight years that I have not been able to attend, and believe it or not, I will miss being there.
- My dear friend, Jeanne D., has volunteered to read this report for me, and I ask that you keep me in your prayers.
- District 6 covers a large geographic area from Benicia to Davis, and from Rio Vista to Woodland. There are a total of 40 meetings; 33 are Al-Anon and 7 are Alateen.
- December 2 was our Holiday Fellowship Meeting. Jennifer F. was our main Al-Anon speaker. We had a wonderful traditional holiday meal and many donation-drawing gifts. We will continue with this fellowship gathering this year on December 8. Look for more information at the October Committee Meeting.
- District 6 continues it's strong support of the annual NCWSA Convention. Many members chaired positions for the March 2001 Convention at the Heritage Inn in Sacramento. District 6 has again stepped up to support the 2002 Convention as well.
- In support of our local AIS Office in Sacramento, District 6 participated at the Al-Anon 50" Birthday celebration by handling the Donation Drawing and Gratitude Tree. Also a

District 6 Alateen, Katie B., shared her experience, strength and hope with us that night. Thank you Katie.

- On June 22, we held our annual Day in Al-Anon Fundraiser at the Pioneer Presbyterian Church in Winters. Our theme was "The Walk of Life Begins with the Twelve Steps." We'd like to thank our twelve-step panelists: Mary, Steps 1,2,3; Barbara, Steps 4,5,6; Jill, Steps 7,8,9; and Carol K., Steps 10, 11, 12. A special thanks to our Alateen Speaker, Arianna W. from Vacaville who shared from her heart, and our AA speaker Angela R. We'd also like to thank Tom L. from Woodland, and Brenda A. from District 8 who shared about sponsorship. Attendance was lower than expected, but all had a good time.
- Our NCWSA Delegate, Marilyn R., attended our July District Business meeting, gave her report, and answered many questions from the floor. A special note to other DRs, the secret to good attendance at business meetings is feeding those who do show up! Sorry guys, no menu planned for our September meeting. But for those GRs attending assembly please come to the meeting prepared to share with your DR, and give the assembly report for her.
- Although only about 20 percent of our groups are consistently represented at our business meetings and we struggle to fill our service positions, those who do show up suit up and District 6 continues to carry the message!
- On a sadder, personal note, a long-time Al-Anon member and our District Representative from 1982 through 1987, Meredith B., passed away. He will be greatly missed, but I have no doubt he continues to do the service work he loved so well here and is assisting his Higher Power by greeting the newcomers with a warm smile and open arms.

District 13 - Laurie R.

- District 13 is located on the mid-peninsula of the San Francisco Bay area. The meetings in our district are held from Burlingame to Palo Alto, including meetings along the coast. We currently have 37 meetings a week, including two Alateen, one Parent, and meetings focused on the Al-Anon literature; Steps-Traditions-Concepts; Adult Children of Alcoholics and beginner meetings.
- Some meetings are quite strong in attendance, others are faltering. We are all excited about the Sunday morning meeting in Redwood City, which now has babysitting, as we haven't had a meeting offer babysitting in our district for many years. Unfortunately, our Alateen meetings have been struggling, but the good news is that we've added a second meeting and we are hoping that it will continue to do well. We have a great Alateen Coordinator and several wonderful Alateen sponsors, so we're ready to expand as needed!
- Attendance at our district meetings is good. Approximately 17 meetings have Group Representatives and all our service positions in the district are filled. I would like to thank all the members who serve District 13 and am excited about the number of GRs that we have at the Assembly this weekend. Being District Rep is only a small part of Al-Anon service and we couldn't do it without everyone's help!
- District 13 had our annual Day In Al-Anon this spring. We have pared down the number of workshops, but still have several running throughout the day, with main speakers in the

evening. Lunch and dinner are served and it continues to be a great way to enjoy the fellowship of Al-Anon and to grow in our recovery.

- Someone stepped forward to coordinate our annual Holiday Party to be held December 8 in Redwood City. I'm always excited about the Holiday Party because, for many of us, this is our only "family" celebration.
- We are talking about holding an open Al-Anon meeting, possibly next spring, to help the professionals in our district understand what Al-Anon is. My hope is that this will encourage them to suggest that their clients attend Al-Anon and will increase attendance at our meetings.
- We are also organizing a packet with information about the district and "how-to" sheets on group service positions, ordering literature, etc. We have volunteers for an outreach group to attend meetings that have no GRs. We plan on having two members visit these groups and encourage them to participate in the district. In addition to bringing more participation from groups that have not in the past, we also hope to increase group donations to the district as well as the other service arms of Al-Anon.
- On a personal note, this is my second time around as District Rep. I am so grateful to Al-Anon for allowing me to serve, as I have gained so much personally while doing service. The first time I was elected District Rep, two of the things that "allowed" me (in my mind) to stand for the position were the knowledge that I didn't have to know everything and that the best I did would be good enough. My belief in these truths was strengthened while I continued to do service.

Santa Clara Valley Intergroup – Louise M.

- We at Intergroup are proud to announce that we have 70 Al-Anon meetings, of which eight are Newcomers' meetings, 4 Alateen, 17 Spanish Al-Anon, and one Spanish Alateen. We are in the process of trying to get our message to the Holden Ranch for Boys in Morgan Hill, the Elmwood Correctional Facility, and women shelters. Our Institutions Coordinator has been hard at work to help spread the message.
- Our Special Event is scheduled for September 29, 2001 from 9:30 a.m. to 2:30 p.m. at Immanuel Lutheran Church, 14103 Saratoga Avenue, Saratoga, CA. The theme is "The Many Faces of Recovery" with Julianna B. of San Jose as our main speaker. We plan to have a panel of Al-Anon, Alateen, Narcotics Anonymous, and Alcoholics Anonymous speakers. Please plan to join us as we also plan to have a potluck and Jim P.'s famous deep-fried turkey for lunch. Flyers with a map on the back are available. Pre-registration is \$5.00 and registration at the door will be \$7.00. Registration is a suggested donation. Susan P. is our chairperson and for information or to volunteer to help call Susan P. at (408) 399-0079. Our donation drawings include a beautiful quilt made by members and several baskets donated by individual groups.
- Our literature sales are coming along as budgeted. Several of our groups have donated the soft-cover literature to the Institutions Coordinator for dispersal at Juvenile Hall and later at the Holden Ranch for boys.
- I encourage you to help to purchase the soft-cover books for use at institutions as Northern California has been requesting.

- Prior to our December meeting, we have a potluck where we greet our new Intergroup Reps and say goodbye to our current ones. I am looking forward to seeing new faces in service.

Diversity Coordinator – Louise M.

Since my recent inheritance of the Diversity Coordinator position, I have not had a chance to do much of anything. I plan to attend at least part of the Spanish Convention in October. Will all DRs please let me know if you have any AI-Anon meetings conducted in a language other than English? I would like to make a list and, if possible, I would like to visit them myself.

District 17 - Pat R.

- Since this time last year our former DR, Randy M., moved to Texas, so I volunteered to serve the remainder of his term.
- Our District is small, but strong. We currently have 1-4 meetings, including one beginners meeting, two step meetings, one very strong Alateen meeting and one small Pre-Alateen meeting.
- We just held our annual Day-In-AI-Anon. Joel H. was the Alateen Speaker; Brad H. was the AA Speaker and Irma C. was the AI-Anon Speaker. It was small but profitable and all had a good time.
- We are already starting to make plans for next years Day in AI-Anon. Tom W. will be our speaker. Keep August 20, 2002 open. We will get flyers out as soon as we nail down the place and time.

Archives Coordinator – Irma C

- There are some Archival Starter Kits on the archives table. If you are interested, please take one.
- Our archives have swollen to 24 archival boxes, and a new storage rack will be installed, soon.
- Linda, Alternate Archives Coordinator, came up from Rocklin last month to check it all out. She spent the night with me, and we had time to put all the legal sized newsletters, including first issues of the *12 Stepper*, into archival shields. They are now in a legal sized archival box.
- She plans to come back sometime in October when we can work together on other projects.
- I took displays to the NCWSC meeting in Aptos, the Convention in Sacramento, the Institution Seminar in Galt, District 16 in Dublin, and the NCWSC meeting in Occidental. I spoke in Fremont in August, but they didn't ask for a display.
- A newly revised Acquisition Form (A21) is ready for the NCWSC Guidelines Binder. I placed a few on the archives table for those who may want to donate Area material.
- Beginning archives suggestion sheets from were sent to two districts interested in starting their own archives. I encourage groups and districts to do this, and will be happy to send them to any districts that are interested.
- I sent two reports and a letter to WSO Archives at their request, one regarding our 50-Year Celebration, and a separate one regarding *Journal To Recovery — A 50 Year History*, our history book. The letter was regarding my impressions of Area archives, even with my limited experience. I understand it was given to the Archives Committee with no response, yet.

- One day all our archives will be accessible through high technology. In the meantime I enjoy putting all our "archival ducks in a row." This will need to be done in any case because our Area has been so busy!

Literature Coordinator – MaryAnn H.

- Did you know that we now have Conference Approved Literature (CAL) translated in 115 countries? Pretty impressive, isn't it?
- Have you all seen the new Alateen daily reader, "*Living Today in Alateen*"? It's wonderful and I hope that every group has included this new piece of literature in their libraries. It's a great new tool for all of us!
- Is your district up to the challenge issued by WSO to get CAL in at least one of its libraries? It's not too late to participate in the CAL Library Project! WSO has provided many great ideas for raising the funds for this and ideas on libraries to place CAL in. It's a fun way to get many people, long-timers, and newcomers, together in service. Please send in your tally sheet ASAP, as WSO will be counting and providing us with all the totals next year. But, remember that you do not have to end your library project at the end of this year; it's a great idea to carry on into the rest of the 21st century.
- Have you heard the great news about the new *Spanish Paths to Recovery*? This is a must have for every group library, you never know when it can be a great help to someone, and maybe even someone you already know?
- The new Adult Children Daily reader will hopefully be out by Spring 2002.
- There has been a decision to revise our 12 Steps and 12 Traditions book; it is expected to be a two-year project.
- Do you all have your copies of the soft-cover *Courage to Change*? Send in your orders!
- Watch for the new and improved *Blue Print for Progress* to be available sometime in 2002.
- The next AI-Anon Information Service/Literature Distribution Centers (AIS/LDC) Workshop will be held in the Southwest Region in conjunction with the Regional Service Seminar (RSS) in 2002. As was announced earlier, it will be held in San Jose.
- GRs don't forget that part of your job is to share the benefits of the *Forum Magazine* with your group. Please check out the NCWSA's collection of past Forum's. The display is in the back of the room. Also, I'm looking for copies of 2001 *Forum's* to complete our collection. On the table are plenty of *Forum* subscription forms. Remember to have your District/Group Literature person keep plenty of subscriptions forms on hand at your meetings and available to our members. *Forums* are always an excellent source for Step, Tradition, and Concept meetings.
- Also please remember to share with your members about the Photo Contest. If your photo is chosen for the back cover, you can win a one-year subscription to *The Forum!*
- September is Recovery Month and we have so many wonderful ways to carry the message of hope to those still suffering. Is the hand of AI-Anon and Alateen in your District reaching out to help with CAL?

Respectfully submitted,
Sandi C, Area Secretary

Election Assembly 2002

Election Assembly

October 19

GRs are welcome and encouraged to attend the Election Assembly to elect Delegate and Area Officers. The Voters are the Group Representatives!

The Election Assembly begins at 10:00 am Saturday, October 19.

The Area Committee meeting continues after elections to elect area coordinators. The Voters are the NCWSC Committee.

Descriptions of the officers and coordinators jobs is on the following pages. If you are or were a District Representative, you are eligible to stand for Delegate or an officer position. If you are an AI-Anon member, you can stand for any coordinator position.

NCWSC is also meeting Friday, and Saturday (when the Election Assembly is not occurring) Oct 18 and 19 at the Crowne Plaza of Pleasanton, located at 11950 Dublin Canyon Road. Sleeping room rates are \$69 for single/double a night or \$79 for triple/quad. Please use the number 925-847-6000 for room reservation and mention that the block code is NCWSA. All reservations should be made by Sept 27 to receive the group rate.

Directions to the hotel:

From Oakland Bay area: take 580 East to Pleasanton. The first exit is Foothill/San Ramon Blvd. Take the Foothill Exit. Stay to the right.

Take first right at first light, Dublin Canyon. Hotel is on the Right.

From Tracy/Modesto: take 580 West to Pleasanton. Last exit is Foothill/San Ramon Blvd. Take the Foothill Exit. Go over top of freeway. Take first right at first light, Dublin Canyon. Hotel is on the Right.

From Fremont: take 680 North to Pleasanton. Take 580 West exit (Dublin, Oakland). The Foothill Exit will be immediate. Go over top of freeway. Take first right at first light, Dublin Canyon. Hotel is on the Right.

From Walnut Creek & North: Take 680 South to Dublin. Take the 580 West exit (Dublin, Oakland). The Foothill Exit will be immediate. Go over top of freeway. Take first right at first light, Dublin Canyon.

Hotel is on the Right.

The Election Assembly is Saturday, Oct 19, at Carr America Conference Center, 4400 Rosewood Drive, Pleasanton.

Directions to the Election Assembly:

From the Crowne Plaza Hotel: Leaving the Hotel, turn left onto Dublin Canyon. Turn right at light onto Foothill Rd. Go three short blocks to Stoneridge Dr. Turn left onto Stoneridge Drive. Follow Stoneridge through business park to Hacienda Dr. Turn Left on Hacienda Drive, go two blocks. Turn Right onto Owens Drive, go one block. Left onto Rosewood Drive. Carr America Conference Center is on the Right. After entering the parking lot, the Center is straight ahead. Stay to the left for parking.

From North or South 680, take the 580 East interchange. Take the Hacienda Drive Exit, right onto Hacienda Dr. One block to Owens

Drive. Left turn onto Owens Drive, one block to Rosewood Drive. Left onto Rosewood Drive. Carr America Conference Center is on the Right. After entering the parking lot, the Center is straight ahead.

From Oakland: 580 East to Pleasanton. Take the Hacienda Drive Exit, right onto Hacienda Dr. One block to Owens Drive. Left turn onto Owens Drive, one block to Rosewood Drive. Left onto Rosewood Drive. Carr America Conference Center is on the Right. After entering the parking lot, the Center is straight ahead.

From Tracy/Modesto: 580 West to Pleasanton. Take the Hacienda Drive Exit. Left onto Hacienda Drive, go over freeway. One block to Owens Drive. Left turn onto Owens Drive, one block to Rosewood Drive. Left onto Rosewood Drive. The turn in to Carr America is named Carr America. Carr America Conference Center is on the Right. After entering the parking lot, the Center is straight ahead.

A landmark is the WalMart shopping center across from Carr America Conference Center.

Love in Service,

Ruth K, District 16 DR



Job Descriptions

The Delegate and Officers are elected at the Election Assembly. Coordinators are elected at the NCWSC meeting following the Election Assembly.

You can find more detailed job descriptions in the NCWSA Guidelines that every DR, officer, and coordinator has. Duties of officers and the delegate are described in the *Al-Anon Alateen Service Manual* in the *World Service Handbook* section under "Duties of Assembly Members."

Delegate

It is the role of the Delegate to learn the needs, desires and problems of the Area; communicate them to the World Service Conference (WSC) and the World Service Office (WSO); to listen to the events at the World Service Conference and to report on the events desires and decisions of the World Service Conference and WSO to the Area.

The Delegate is the leader of the Area in relation to the functions of Al-Anon as a whole. It is the responsibility of the Delegate to select carefully what goals he or she intends to work toward as he begins his term.

The Delegate must have sufficient humility to recognize that he or she does not have to answer all questions or respond to all demands placed on his or her time. They must recognize the value of delegating some of the requests, the propriety of not "having the answer" to the many questions asked, and the wisdom of referring to the Al-Anon literature, returning most questions and demands to the informed group conscience of the function that asks the question or makes the demand.

The Delegate refers to the Service Manual other Al-Anon literature and guidelines to NCWSA Bylaws and guidelines and to experienced current and former Area level leaders for guidance Delegate responsibilities.

Alternate Delegate

The top priorities in this job are to become ready to perform the job of Delegate and to follow the current procedure for developing a realistic budget, improving as needed.

Chairperson

The Chair does the following:

- Causes to send or sends out notices of all meetings to the delegate, alternate delegate, officers, coordinators and others members of area.
- Calls and conducts all assemblies. Prepares and causes to be published the agenda for this assembly(s).
- Calls election assembly to elect new delegate and officers. Coordinate with local DR and Convention Chair regarding facilities.
- Calls and conducts meetings of the area WS committee. Prepares and mails agenda to all committee members prior to meeting. Coordinate with local DR regarding facilities for meetings. Arranges officer dinner on Friday night of NCWSC meetings. Attends Officer/Coordinator meeting on Friday evening.

- If any officer other than the delegate resigns before the end of their term, the Chairperson appoints a past or current DR to fill the office temporarily.
- Supervise the activities of the officers and coordinators of NCWSA.
- Creates any ad hoc committees as needed - appoints chair if not elected by NCWSC.
- Attends the SW Regional Delegates Meeting annually, the SW Regional Service Seminar every 3 years and shall be reimbursed for costs.
- May attend the WSC if the delegate and alternate delegate are not available to attend.
- As Chief Administrative Officer, approve all expenses and activities of the corporation as designated by the GRs and participate in any Complaint/Conflict Resolution Processes involving the members of NCWSC. Sign any other documents in the name of the corporation as authorized by NCWSA.
- Maintain communication between all officers and coordinators as needed between meetings/assemblies.
- Answer phone calls, questions, address problems as needed. Keep the Executive Committee informed of any problems that may be occurring within the area.

Treasurer

As defined by NCWSA Bylaws, the Treasurer...

- shall be the chief financial officer of NCWSA.
- may be bonded at the discretion of the NCWSC.
- shall have charge and custody of and be responsible for, all such funds in such banks, trust companies or other depositories as shall be approved by the Members.
- shall manage the receipt of and the giving of receipts for money due and payable to NCWSA from any sources whatsoever.
- shall disburse, or cause to be disbursed, the funds of NCWSA as may be directed by the members, taking proper vouchers for such disbursement.
- shall keep and maintain adequate and correct accounts of NCWSA's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements and losses.
- shall render to the Officers, whenever requested, an account of any and all of his/her transactions as Treasurer and of the financial condition of NCWSA.
- shall prepare, or cause to be prepared, the financial statements to be included in any required reports.
- shall provide a budget status report quarterly, and an annual report.
- shall keep a list of and prepare, or cause to be prepared, the required local, county, state and federal tax returns.
- shall be a member of the NCWSA Budget Committee.
- shall send out, or cause to be sent out, appeals to all Al-Anon Family Groups and Alateen Groups in Northern California for support.
- shall attend seminars, conferences, and meetings as may be authorized by NCWSA.
- shall perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation of NCWSA, or by these Bylaws, or which may be assigned to him/her from time to time by NCWSA.

Secretary

The official Job Description of the Area Secretary is very detailed and lengthy. Do not let the length deter or fool you into thinking the job is too big. A lot of the items are simple: filing, mailing, copying, and updating of lists on the computer. However, they are mentioned in all places (sometimes twice) to ensure no stone is left unturned. Some of the items did not come up during my term.

A summary would include:

- Maintaining address and mailing lists as well as attendance lists. These lists are used for several different things such as mailing labels and the Delegate's notice to WSO of changes in our Officers and Coordinators.
- Share/communicate information or changes in rosters or lists with the *12 Stepper* Editor and the Group Records Coordinator to assist them in performing their job.
- Attend all meetings, including an Officers/Coordinator's meeting on Friday evenings of Committee Meetings.
- Assisting the Chairperson in preparing Committee Meeting Notice and Agenda for Committee Meetings.
- Taking minutes, editing them, and either copying and mailing Committee Minutes to Committee, or sending the Assembly Minutes to the *12 Stepper* Editor for publishing before Assembly.
- Keeping the Motions Passed & Failed for both Committee and the Assembly and sending them to the Bylaws Coordinator at the end of each year.
- Filing all paperwork (minutes and forms) in binders so you have access to them if needed for reference.
- Copying the roster, calendar, and minutes for each meeting.
- Assist in GR Orientation at Assembly, help with voting count, and assist in putting together packets for GRs at Assembly.

The most time consuming task is editing and proofreading the minutes, but you will be supplied with all the necessary office equipment to perform your job. The only skills that is necessary is the ability to type and have fairly decent grammar and spelling skills; however, spelling and grammar can be overcome through spell and grammar checks available on the computer.

If you are not familiar with the computer or the computer programs used, I will be happy to give the new Secretary a crash course and will be available to answer any questions. Besides, you will have the Delegate, other Officers, past Secretaries, and Al-Anon members to help with proofreading and editing. You can also assign some of the list duties to a person that is willing to support you in performing your job. **You do not have to do it all yourself!**

Do not let using the computer to take minutes overwhelm you. Just because I do it that way does not mean it's the only way. You are welcome to take notes and/or transcribe the tapes if that is easier for you. Many have gone before me that have done it this way before the computer age.

The job is not difficult and very rewarding. It's especially rewarding knowing that you are contributing to Northern California Al-Anon as a whole. Without a record of our meetings and the motions that passed or failed, we would have a rough time getting business done, and you are contributing to the preservation of the history of Northern California Al-Anon.

Sandi C

District Representative

I'm a District Representative. To me, my job is to be a channel of information. Picture a 2-way funnel, sort of like an egg timer. I take in information from all parts of WSO, Regional and Area levels, condense it into manageable-sized pieces and transmit it through our district meetings/officers/GRs to the wider base networks of our groups and their members. I also am the receiving point for information from the members/groups, which, again through the mechanisms of GRs/officers/district meetings, I take to the area/region/WSO. Sort of like a giant switchboard, and I get to "connect" the incoming messages to the appropriate recipients. WHAT A GREAT JOB!!! Who wouldn't want a chance to be such a vital part of the information network! CONSIDER TRYING IT ON FOR SIZE!!!

Cathy F, DR 22

My journey of being a DR

When I become a DR, I had no idea of what it entailed. When I went to my first Area Committee meeting, it was scary—I didn't know what to expect. It was a whole new experience. I got to meet a whole new group of DRs and it was a wonderful experience to be able to communicate with other DRs and their problems in their districts and to be able to help solve their problems. We would all talk about different projects going on.

I take info back to our district and pass it on to the Group Rep. to be passed on to their groups. Being a DR has been a growing experience for me. I like learning about the Concepts and learn to understand what the Traditions are. I encourage the district to have fellowship meetings as fund raisers. All I can say, is that it has been a growing experience. I encourage anyone who is interested in doing service work to consider this as a very good way to do it.

Harlan, DR 23



Archives Coordinator

The purpose is to preserve the experience, history and memorabilia of the Al-Anon fellowship from the beginning movement, which spread to Northern California. The history should be preserved in such a way to be made available to the membership and the serious researcher within the framework of our Traditions for the unity and good of Al-Anon and Alateen as a whole.

Some of the duties:

- To provide sufficient space to safely store the files. This can be done in the coordinator's home, or a protected rental space. The space should be in a smoke free, moisture free temperature controlled environment.
- Provide acid-free appropriate storage containers and file folders.
- Maintain up-to-date inventory of archives.
- Gather, organize, reserve and protect historical Al-Anon and Alateen group records and memorabilia, past and present by designated categories.

- Present and take Archives Display to NCWSC and NCWSA functions such as assemblies, conventions and conferences. This display could also be taken to other functions, such as, but not limited to an Alcoholics Anonymous Convention with Al-Anon/Alateen participation - UPON REQUEST.
- Prepare a mail-out display to be available to districts, upon request on a loan basis.
- Assist NCWSA Officers in preserving the corporate records.
- Provide copies of requested information.
- Encourage and offer assistance to groups, districts and Information Services wishing to either start or improve their archives by providing archival suggested material and forms from the WSO Archives Committee.
- Write articles about NCSWSA history for the 12-STEPPER or other newsletters within NCWSA - UPON REQUEST.
- Prepare and present an Archives Workshop when requested.

Bylaws and Insurance Coordinator

The coordinator has these responsibilities:

- Review procedures currently being followed by the NCWSA, calling to the attention of the NCWSA Chairperson any variance between current practices, the NCWSA Bylaws, and the California Corporations Code.
- Annually draft or cause to be drafted for review, discussion and vote by the NCWSA any changes to the Bylaws.
- Maintain and update the Bylaws.
- Purchase insurance as authorized by NCWSA, including theft insurance for the protection of NCWSA funds.
- Maintain and update NCWSC Guidelines.
- File annually the Report of Corporations with the Secretary of State.
- Review the insurance needs of NCWSA against its current insurance coverage, and annually obtain the insurance policies covering NCWSA.

Facilities Coordinator

Helpful prerequisites for this position are a familiarity with conventions or hotels and experience with reading and/or negotiating contracts.

General duties include the following:

- Attend Convention (approx. time = 2-1/2 days once yearly)
- Attend Convention Planning meetings (approx. time = 1 day/ every month)
- Select site using rotation as described in "Convention Guidelines"
- Sign contract with facility and provide a copy of contract to NCWSA Chairperson
- Be liaison between NCWSA, NCWSC and the facility
- Attend convention and be available to Convention Chair and committees
- Update "Convention Guidelines" as necessary based on experience at convention with input from committee. Submit for approval to NCWSC.

Group Records

To do this job, you need to—

- Facilitate timely communication within the NCWSA and between NCWSA and WSO with respect to the Group Records. Timeliness is essential.
- Update the data base with all changes received from Groups or WSO.
- Provide NCWSA group mailing labels as needed; provide reports (or labels) of all groups as requested.
- Serve as a Group Records link between the Area Delegate and WSO, at the Delegate's discretion.
- Distribute WSO reports of Groups addresses to District Reps for updating & return the completed information to WSO.
- Assist Registration Committee at Assembly with Voter Registration, as well as make a presentation at the GR Orientation on voting procedures as well as explain how to change the address for a group or group representative.

Beverly Anne S

Institutions Coordinator

This coordinator—

- Keeps up to date on existing and new Institutions material from the WSO. May even encourage ideas and questions for our Delegate to the WSO.
- Communicates with District Representatives and/or Institutions Coordinators, regarding their specific needs where there is or may be an Al-Anon presence in an institutional facilities in their District.
- Acts as a contact to any Al-Anon Information Service/ Intergroup (AIS/LDC) or District *without* an Institutions coordinator.
- Encourages new Institutions groups to register with the WSO.
- May invite and/or motivate Area members to hold periodic workshops as a resource and opportunity to become more familiar with the Guidelines of Institutions Service and share experience within their Districts.
- Traditionally accepts the invitation of AA to participate in the Annual Hospitals & Institutions Conference.

Literature Coordinator

The Literature Coordinator position has changed since the last panel, when the literature depot was discontinued. In the last three years, it has consisted of sending a report to NCWSA regarding any upcoming changes in CAL/ Conference Approved Literature, such as new books coming out, old books being discontinued, and announcing any CAL projects/ideas that have come from WSO. The Literature Coordinator also has been providing new service manuals at Assemblies. This coordinator promotes the *Forum* as well as holding the Area's *Forum* collection

Mary Ann H

Non-English Speaking Coordinator

The job of NCWSA Non-English Coordinator is being the link between Northern California Non-English Al-Anon/Alateen groups and NCWSA and WSO.

Due to the various meetings with the Non-English Speaking community, we have discovered a need for a Non-English Speaking Coordinator.

We see the responsibilities of this Non-English Speaking Coordinator to be as follows:

- To keep in contact with the Non-English Speaking communities in Northern California and the Non-English Speaking meetings by use of the list of Non-English Speaking meetings in Northern California.
- To help the Non-English Speaking people in the outlying communities to establish Non-English Speaking Al-Anon/Alateen meetings by working with the districts and the world service committee for Northern California.
- Contact and cooperate with the Area Delegate, District Representatives and Information Service Offices, encouraging them to keep you informed about Non-English Speaking activities, especially about new groups that form. Encourage Non-English Speaking Group Representatives, Liaisons, and coordinators to participate at the District level as well as the Assembly levels.
- Hold regular meetings with Area Non-English Speaking Groups. Meetings can also be arranged at Al-Anon/Alateen Conferences and Conventions or other area wide events
- Public Information (PI): work on PI projects in other languages; i.e., press releases. Compile a list of experienced Non-English speaking speakers to share their own stories.
- Cooperating with the Professional Community (CPC): provide a list of Non-English members willing to speak with professionals or serve as contacts. Alert Non-English Speaking Al-Anon/Alateen groups of CPC projects so they can prepare for newcomers.
- Institutions: Non-English Speaking Coordinators can stimulate interest in Non-English Speaking Al-Anon/Alateen institutions meetings by directing members interested in institutions service work to the local institutions committee or the Area Institutions Coordinator
- Literature: by talking with the Literature Coordinator, you can share the needs expressed by the Non-English Speaking members in your area for new material or revisions of existing pieces. Inform the Non-English Speaking members in your area that new and revised literature depends on the suggestions, ideas and material they submit to the WSO.
- Submit sharing from Non-English Speaking Al-Anon/Alateen members and groups to the Area newsletter editor so Al-Anon members will be aware of the needs and activities of the Non-English Speaking Community.



- Inform the WSO from time to time of Non-English Speaking Activities in your area.
- Report all Non-English Speaking activities to the NCWSC to be included in the *12 Stepper* and chair the Non-English Speaking workshop at the Assembly.
- Help with planning of Non-English Speaking portion of Annual NCWSA Convention. Organize a committee to plan and follow through on program.

PI/CPC

Want to be a cheerleader for Al-Anon? Want to let the community know who we are and where we are? Want to be a 'strongest link' between the members, area and WSO by sharing PI/CPC ideas?

As always, anytime I make a commitment to participate in service, not only do I give back to Al-Anon - I grow myself. Public Information & Cooperating with the Professional Community (PI/CPC) has been one of my most rewarding learning and growing experiences while serving Al-Anon. I have met people with great ideas and have been able to watch those ideas come alive. I am again reassured the primary purpose of Al-Anon is to invite people to our rooms, with our arms and hearts open.

PI/CPC gives us tools to reach potential members via many media: posters, mail, articles, radio, and TV, to name a few. As Coordinator it has been exciting to gather all the ideas together and distribute them to members. The members, groups, and areas decide which project is best for them.

If you like to organize, meet people, talk, learn new skills, refresh old ones, have fun and are an Al-Anon member, you are eligible to stand for this office. It truly is an area that you get to cheer about Al-Anon. Please consider PI/CPC as your next service commitment. Feel free to contact me with questions. Love in Service

Connie F

12 Stepper Editor

Communication... The purpose of our newsletter is to exchange our experience, strength and hope in regards to Al-Anon service in each issue of the *12 Stepper*. We adhere to the Guidelines set up by the WSO Area Newsletter Guidelines (G-21;) Job description WSO Handbook pg. 99; NCWSC guidelines.

Time required for publishing is about 40-60 hours per issue. The *12 Stepper* is published three times a year or as authorized by NCWSA. It provides up to date information to Al-Anon and Alateen groups registered with NCWSA, paid subscribers, and exchange members. Publish reports, events, assembly and conventions of NCWSA and NCWSC. Information for the newsletter comes from items of Al-Anon service related interest and reports submitted by officers, coordinators and district representatives attending NCWSC meetings and assembly. Each registered group receives a complimentary subscription. It's our way to say Howdy!

The job entails collecting the material for each issue, editing it as appropriate, assembling it into the issue, and sending it to the printer. Currently printing is by adult handicapped students in Sacramento Area, and a sub committee handles printing and mailing.

The job requires using a computer, and NCWSA will provide it and all necessary software if needed.

Regional Service Seminar-San Jose

My First RSS

CANADA EAST RSS MAY 17-19, 2002 AT SAINT-ADELE, QUEBEC. THEME: SERVE AND GROW!

We left San Jose, CA early Thursday morning and we did not arrive to Saint-Adele until about 8:30pm. What an adventure! It took two flights and one hour-long cab drive until we arrived at the Hotel Le Chantecler. We were all exhausted and had not had lunch or dinner. It was almost dark when we arrived. Even though I was tired and hungry, I was so excited and enjoyed the drive through the country. The hotel looked like a huge castle and I couldn't wait to explore when the time was right.

Higher Power was definitely with me that night and had several learning experiences in store for me. For starters, the hotel did not have our reservation. They kept asking for a confirmation number which neither Cathy or I had. All I wanted to know first was whether or not there was a restaurant and when it closed. I was relieved to hear that we had an hour to settle in before the restaurant closed at 9:30. The two receptionists spoke French and it was frustrating to not understand. Still no reservation and they insisted we were to be there tomorrow not today. So, finally I asked if they had a room for tonight and of course they did but they would have to charge us the full rate. I trusted that the registration coordinator could straighten this all out tomorrow. So we got our keys and we were told to go to Level G for "George" from the elevator. Second sign of trouble, no level G from the elevator, so we went to Level F thinking maybe she gave us the wrong floor. As we got off the elevator the signs directed us to our room number down a long hall this way and that, still no room. Finally I walked downstairs and around the halls again until I found our room. So we carried our bags down two flights of stairs only to find out that the keys didn't work. Cathy stayed with the bags and I went back to the front desk to find out what happened. I did not get upset but I'm sure I sounded frustrated. They apologized; the clerk had coded the keys wrong. Not wanting to carry bags up and down stairs I had our room moved and was given new keys and the promise that someone would come assist us. Finally, we made it to our room and settled down. The restaurant was about to close so we went up tired and hungry to a beautiful relaxing dinner. We were the only ones there but the pianist played for an hour while we ate and enjoyed the view of the lake. It was the perfect ending to a completely exhausting day.

RSS my thought for the day. It is important to make our guests welcome. It was difficult to find our way around the first time; maybe a map would be helpful. Note to check San Jose hotel. Is it easy to find your way around especially if you speak a different language? Maybe I could prepare a welcome letter for our early arrivals so that if there are any problems with their reservation they can see me at the check in on Friday.

After breakfast, we thought we would walk around a bit. Lise, the Registration chair, was setting up and had a volunteer there that luckily spoke English and could translate. I was anxious to get some questions answered before they got too busy at check-in. So I did the best I could to get answers, but it was not so easy. A volunteer had made beautiful fabric book bags for each participant. The Hotel provided a pen and folder to place information for the weekend and literature from WSO. The packet also included a name badge for around my neck pre-printed. They also gave out a pin from the town. They color-

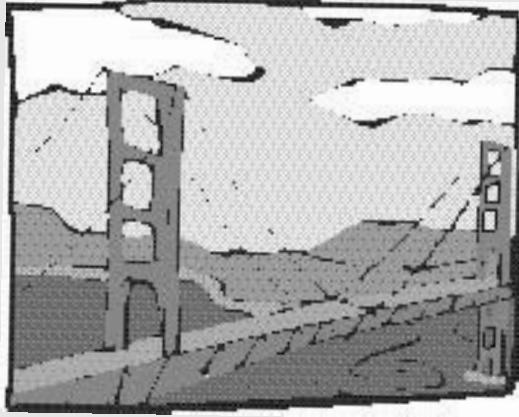
coded the badges based on if people were staying at the hotel or not. 187 participants pre-registered up until the last week. They had 34 walk-ins. They sold the current service manual in French and English. Friday morning was the only time I had to meet with Lise, so I did not get all of my questions answered, but I think the most important thing for me was to see and participate in a RSS. I did take pictures of the setup and signs for future reference. There was very little decoration in the main room or breakout rooms. Just small signs outside the doors. It was simple yet efficient. Very business like.

Saturday and Sunday I attended many workshops and sessions both in French and English. I was so grateful to have translators available so I could participate fully. The system they used allowed for remote access. French is such a beautiful language and the people were warm and friendly. I learned to hug cheek to cheek twice as a typical greeting. During the Alateen workshop I didn't learn a lot of new things, but I realized that as a current sponsor and coordinator for my District I knew a lot about Alateen. Canada like many areas is struggling to get sponsors and Alateen meetings going. There were very few sponsors at the RSS. This made me very sad and only reconfirmed by commitment to keep Alateen growing in my District. I volunteered to be part of the Alateen skit put on Saturday. It was fun. The most thought provoking workshop I attended was on "Anonymity vs. Invisibility". The sharings in this workshop disturbed me. It was the first time I had heard that some people felt we should use our last names in meetings so it would be easier to contact people in the event of illness or injury, etc. I always thought that using my last name was common at certain levels of service but not in the meeting. Something to think more about. Sunday's sharings and spirituality speaker moved me to tears the whole two hours. No tissues. **Note: This is Al-Anon, very important to have tissues on the tables with some candy for comfort at all times.** As usual more got revealed later as to what was going on with me. I'm glad I took Monday off so I could process fully this incredible, powerful, emotional experience. Some say it was just a service seminar. No! It is just another powerful recovery experience where I listened and learned from others experience, strength and hope. It was the first time I felt the world wide fellowship of Al-Anon in a different language and I got to know some of the staff from WSO on a personal level.

The RSS has been an incredible experience for me. I'm grateful that WSO sent me to Canada to experience this for myself before the September SWRSS. It has given me a special new connection to the SWRSS. I understand so much more and it offered me an incredible learning and growing experience and strengthened my commitment to Al-Anon and Alateen. It reminded me that there is always something that I can do to carry the message no matter how small. The RSS gave me the strength and courage from my experience to get a sponsor and a service sponsor. This has been bothering me for a while that I currently did not have a sponsor. My first sponsor rejected me and it has taken me a long time to work through this. I convinced myself that having a sponsor wasn't necessary as long as I worked the steps with others and attended meetings. But I had to admit it wasn't the same. I was missing out. I got reminders from my Higher Power all weekend that this is what I needed to do and even knew who I would ask when the time was right. Here's to continuing to serve and grow in Al-Anon and Alateen.

Chris M, Registration, SWRSS—Service—A Bridge to Recovery

SERVICE



A Bridge to Recovery

All Al-Anon and Alateen members interested in service are invited to share in this service experience.

Service – A Bridge to Recovery

US Southwest Regional Service Seminar
September 27-29, 2002
Wyndham Hotel San Jose, San Jose, CA
General Sessions will be translated into Spanish.

Costs

| | |
|------------------------|----------|
| Registration: | \$ 35.00 |
| Room and Meal Package: | |
| Single room: | \$298.00 |
| Double room: | \$192.00 |
| Triple room: | \$156.67 |
| Quad room: | \$139.00 |

Includes room (2 nights per person)
and four meals per person for the weekend

Meal Package Only: \$86.00

El servicio – es el puente para la recuperación

Seminario de Servicio Regional
del suroeste de los E.U.A.
del 27-29 de septiembre del 2002
Wyndham Hotel San José
San José, California
Las sesiones generales se traducirán al español.

Costos

| | |
|-----------------------|----------|
| Inscripción: | \$ 35.00 |
| Habitación y comidas: | |
| Habitación sencilla: | \$298.00 |
| Habitación doble: | \$192.00 |
| Habitación triple: | \$156.67 |
| Habitación cuádruple: | \$139.00 |

Incluye habitación (2 noches por persona)
y cuatro comidas por persona por el fin de semana

Comidas solamente: \$ 86.00

EL SERVICIO



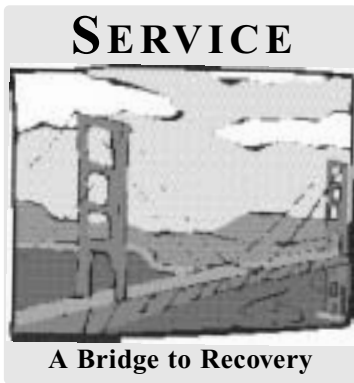
es el puente para la recuperación

Todos los miembros de Al-Anon y Alateen interesados en servicio se invitan para compartir en esta experiencia de servicio.

**For further information write to:
Para más información puede escribir a:**

SW RSS

8359 Elk Grove Florin Rd.
Suite 103, PMB #273
Sacramento, CA 95829



PLEASE READ THIS LETTER TO YOUR GROUP

**US Southwest Regional Service Seminar
Wyndham Hotel San Jose, San Jose, CA
Theme: Service — A Bridge to Recovery
September 27 - 29, 2002**

April 2002

Dear Al-Anon and Alateen Member,

Come join us as we celebrate "Service — A Bridge to Recovery" at the 2002 US Southwest Regional Service Seminar at the Wyndham Hotel San Jose during the weekend of September 27 – 29, 2002. The host committee is well on its way towards making plans so your stay will be comfortable and the seminar richly rewarding. Local Alateens hope other Alateens will participate with them at this event.

A registration/reservation form is on the reverse side of this letter and a self-addressed envelope is enclosed for your convenience. Additional forms are being supplied to your WSC delegate and information services or you may photocopy this form or write the WSO for additional forms. In order to secure the seminar rates, room reservations must be received by August 31, 2002. After the cut-off date, housing reservations will be accepted on the basis of availability.

It is necessary for each person to register, whether staying at the hotel or not.

Registration: A separate check is needed for registration made payable to **AFG, Inc.** The registration fee of \$35.00 includes the cost of translation for General Sessions. Credit cards are also accepted. Registration will be on a first-come first-serve basis, so register early!

Housing (Including Meal Package): The Wyndham Hotel is the site of the RSS. Housing packages include 2 nights housing (Friday and Saturday) and 4 meals (Saturday - breakfast, lunch, dinner and Sunday - breakfast.) Rates per person are:

| | | | |
|--------------------|--------------------|--------------------|------------------|
| Single Room | Double Room | Triple Room | Quad Room |
| \$298.00 | \$192.00 | \$156.67 | \$139.00 |
| | (per person) | (per person) | (per person) |

If paying by check or money order, please write the total amount payable to: **Wyndham Hotel San Jose.**

Meal Package Only: Saturday's breakfast, lunch, dinner and Sunday's breakfast is \$86.00 (tax and gratuity included). If paying for meal packages by check, please make out a separate check for these fees. Make it payable to: **Wyndham Hotel San Jose.**

Extended Stay: The Wyndham Hotel San Jose has extended special rates one day before and two days after the RSS. These rates are \$106.00 (single), \$53.00 (double), \$35.33 (triple), and \$26.50 (quad) per person and include taxes. If extending your stay please enter your correct arrival and departure dates on the attached form and make the payment for the total amount (package price plus the extra nights)

Housing Package Cancellation: A full refund will be given if the hotel receives the cancellation 72 hours prior to arrival.

MAIL ENTIRE FORM AND BOTH CHECKS TO:
SW RSS
8359 Elk Grove Florin Road
Suite 103, PMB #273
Sacramento, CA 95829

Experience has shown that it is not wise for the WSO, the host committee, or the hotel to choose a roommate for you. If you would like to room with someone else, please make your own arrangements by asking someone at your group, district, or area assembly. Please attach and staple reservations of ALL people rooming together. Incomplete registrations will be returned.


To facilitate your planning, let us give you a glimpse of our tentative agenda. RSS registration will begin at noon and check in at the hotel begins at 3:00 p.m. on Friday. Although our opening session will commence Friday at 7:00 p.m. there will be an Al-Anon meeting at 3:00 p.m. for early arrivals. Saturday plans include workshops in English and Spanish on the different aspects of service. Throughout the weekend there will be General Sessions, which will be translated. The seminar ends Sunday, September 29th at 12:00 noon after a closing session and spiritual speaker.


Details on transportation from the airport will be sent in the Host Committee's confirmation letter.

With the seminar's focus on service, the essential ingredient is your participation. Although there is no program planned for AA members, we welcome them to join our seminar.

Whether you are already involved in service or interested in boosting your recovery, plan to join us at the US Southwest Regional Service Seminar.

Yours in fellowship,


 Nancy B., Chairperson
 Regional Service Seminar


 Dolores T., Coordinator
 Regional Service Seminar

Al-Anon/Alateen Reservation and Registration Form (Please Complete ALL 3 parts)

RESERVATION (This form may be photocopied)

Please attach and staple registrations of ALL people rooming together. Neither the hotel nor the host committee will assign roommates. In order to secure the seminar rates, room reservations must be received by August 31, 2002.

Name _____ Phone () _____

Address _____

Arrival Date _____ Departure Date _____

E-mail _____ Name for Badge _____

Please Reserve: Room (2 nights) including 4 meals per person, tax and gratuities included.

Please _____ appropriate box _____ Special Needs: (Please Explain) _____

- Single Occupancy + 4 meals \$ 298.00
- Double Occupancy + 4 meals \$ 192.00 per person
- Triple Occupancy + 4 meals \$ 156.67 per person
- Quad Occupancy + 4 meals \$ 139.00 per person Smoking Non-smoking
- Meal Package Only \$ 86.00 per person (4 meals, tax and gratuity included)
- Special Dietary Restrictions: _____

In case of emergency, please contact _____, Phone Number (____) _____

**CHECK FOR FULL AMOUNT, MADE PAYABLE TO
Wyndham Hotel San Jose , OR CREDIT CARD REQUIRED.**

Credit Card (type) _____ card number _____

Signature _____ Exp. Date _____

Signature required on all credit card reservations

List additional occupants (occupants must fill out a separate form and submit separate payment).

Name _____ Name _____

Name _____ Name _____

REGISTRATION - Fee: \$35.00

Credit Card (type) _____ card number _____

Signature _____ Exp. Date _____

Signature required on all credit card registrations

Name _____ Phone () _____

Address _____ Fax () _____

City _____

State/Province _____ Zip/Postal Code _____

Translation Desired: English to Spanish

SEPARATE CHECK PAYABLE TO AFG, INC.

Remember to include two (2) separate payments for hotel reservation and RSS registration

Mail entire form and both payments to:

Al-Anon/Alateen Reservation and Registration Form (Please Complete ALL 3 parts)

**SW RSS, 8359 Elk Grove Florin Road, Suite 103 PMB #273, Sacramento, California, 95829
VOLUNTEER**

Please fill out entire form. The host committee will forward to Regional Trustee by August 31, 2002.

Name _____ Phone () _____

Address _____ Fax () _____

City _____

State/Province _____ Zip/Postal Code _____

Home Group Name _____

Arrival Date/Time _____ E-mail _____

Spanish-speaking Only English-speaking Only Bilingual

I AM WILLING TO CHAIR A WORKSHOP/PARTICIPATE IN A PROGRAM IN ENGLISH

I AM WILLING TO CHAIR A WORKSHOP/PARTICIPATE IN A PROGRAM IN SPANISH

Please ✓ appropriate box(es)

| | | |
|---|--|---|
| I Am Serving As: <input type="checkbox"/> GR <input type="checkbox"/> DR <input type="checkbox"/> Coordinator <input type="checkbox"/> WSD <input type="checkbox"/> Trustee <input type="checkbox"/> Inf. Serv. <input type="checkbox"/> Other | I Have Served As: <input type="checkbox"/> GR <input type="checkbox"/> DR <input type="checkbox"/> Coordinator <input type="checkbox"/> WSD <input type="checkbox"/> Trustee <input type="checkbox"/> Inf. Serv. <input type="checkbox"/> Other | _____ NAME OF GROUP _____ AREA/DISTRICT _____ AREA/SERVICE _____ AREA/PANEL _____ REGION _____ CITY _____ |
|---|--|---|

Alateen member? Yes No

Is this your first RSS? Yes No

Time in Al-Anon _____

PART 3

Features

Recovery

It took me 21 years in a relationship to realize that I was missing something terribly important and my life felt very empty. I was emotionally devoid; work was uninteresting and not stimulating. In this stale vacuum I found myself searching. I didn't know where, but I knew there was a LIFE out there to be pursued, perused and enjoyed. So I changed, but found I was attracted to a relationship with an alcoholic. While on the surface things seemed well, I didn't know that I was on a down hill slide. I attended Al-Anon meetings. After a year with my A I was more miserable than any time in my life. I didn't know what to do. I was so desperate I was about to bolt and run. But then, it suddenly came to me to let go of everything I had been struggling with this year and all the previous years. I can't say for sure whether it was minutes or hours, but I felt a blanket of serenity come over me that was so comforting in its peacefulness. The change that I felt was so remarkable, I will never forget it. I consider this my spiritual awakening. It must have been the change in attitude but I also found that my Al-Anon Program was coming together better and seemed to provide much more comfort.

I leave it to others to identify where my recovery really began; whether it was the early hint something wasn't right; or it could have been when I started attending meetings; or it might have been when I reach my Al-Anon bottom, but since then I have been steadfast with the thought that I want to get better and I never wish to go back where I was.

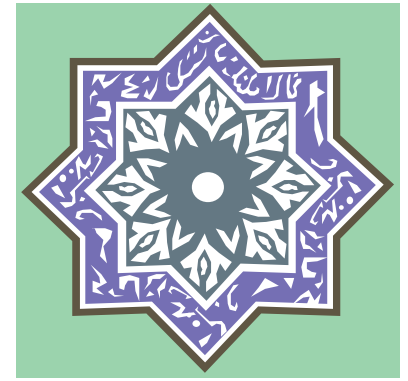


Recovery in the beginning was recognizing my own misery. What to do about it came from attending the meetings of Al-Anon. And finding the spirituality of the program was a big step in my thinking process.

As I chose a sponsor, worked the Steps and slogans, and attended

meetings, I worked at developing a liking and understanding for Bruce. I could identify with others as I found my own, unique identity. My education continued as I learned about and found the wisdom and value of the Traditions as the true understanding of unity applies to my group and family. I soon found a need to volunteer myself into Al-Anon service and at that point I also got a service sponsor. It was suggested I find out about the Concepts of Service. This has given me a greater understanding of organizations and the world around me. The Concepts have expanded my recovery even more. This is a silent but very important aspect of Al-Anon. As I first found recovery it meant getting my "self" back; the self I had lost and forgotten about in my pursuit of relationships. In extending myself in Al-Anon I find the tools have helped me find another recovery, a recovery of unlimited potential that can be mine for the taking.

Bruce H, District 3



To Those Who Loved Mary K and Cherish Her Memory

When somebody dies,
a cloud turns into an angel,
and flies up to tell God
to put another flower on a pillow.
A bird gives the message back to the world,
and sings a silent prayer that makes the rain cry.
People disappear, but they never really go away.

The spirits up there put the sun to bed,
wake up grass, and
spin the earth in dizzy circles.
Sometimes you can see them
dancing in a cloud during the day time,
when they're supposed to be sleeping.
They paint the rainbows
and also the sunsets
and make waves splash and tug at the tide.
They toss shooting stars and listen to wishes.
And when they sing windsongs,
they whisper to us,
don't miss me too much.
The view is nice and I'm doing just fine.

This writing was given to me at the Rosary for Mary K. by an Al-Anon friend Denise S.

Mary K. was not only my good friend and confidant but also my Al-Anon sponsor.

Mary was of such importance to so many, she gave so much and wanted nothing in return.

She was such an elegant lady but yet so simple.

Just a kind word, a friendly smile or any little gesture of love made Mary so happy.

And when someone said a simple thank you for her efforts in the professional or Al-Anon job she did, it made her day and she was walking on a cloud here on earth.

Mary came into our lives and was called away, we miss her so very much.

But we'll always cherish the wonderful memories that we have.

Bobbie L, Ceres AFG