

Assembly Minutes, July 19-20, 2014 Milwaukee, OR

Saturday

Meeting opened by Chair Rita B. with a welcome and the Serenity Prayer.

The Twelve Steps were read by **Bill W.**, the Twelve Traditions were read by **Roxie P.**

Secretary Val V., took roll call and the DR's introduced new GR's

Chris K. representing District #1,

Adina Beth S. representing District #12,

Jan D., excused, District #3

Angel K., GR representing District #15,

Wylea W., resigned, District #8

Coordinator: **CPC**, Lisa M. resigned,

Steve M. representing District #11,

Coordinator: **PI**, Reina C. resigned

Minutes from the last assembly were approved unanimously as written with motion, second and vote.

Housekeeping information given by **Barb L., DR #17.**

All new GR's were taken to a separate meeting room and given a brief orientation by **Barb S. Alternate Delegate.**

Kim M., DR #16 was introduced as the new coordinator of **AAPP, (Area Alateen Process Person)**, by **Chair Rita B.**

Treasurers report given **Sue B.**

See attachment

Delegates Report given by **Colleen G., Oregon Area Delegate.**

See attachment.

Dawn K. DR #4, Audit Budget Committee

See attachment

Lunch

Barb S, Alternate Delegate, gave Report on AMIAS Recertification Status (Al-Anon Member in Alateen Service).

AIS Liaison Report

Caralynn W., AIS Liaison

- Birthday Contributions--\$961.00
- 2013 AIS Fundraiser--\$3,434.35
- 2014 AIS Fundraiser—November 1, 2014, will be at Tabor Space, SE 54th and SE Belmont, Portland, OR
- Group Scoop—now electronic for 1 year with one copy to each ISR at the bi-monthly Service Committee meetings.
- Group Scoop: the correct email for Group Scoop articles is thegroupscoopdx@gmail.com.
- Public Outreach—In September—on 4 weekends (Friday, Saturday and Sunday), there will be a public service announcement on Oregonlive.com. It is much like our bookmark approved by WSO.
- As your AIS Liaison, I have been sending the group record change document (thanks to Dawn!) every month to AIS. This means the AIS website list of meetings should be really accurate! If you find errors, please let someone know so we can get it fixed. The “someone” could be your GR, your DR, Dawn, (or Group Records Coordinator), me....just so we get it fixed.

Caralynn W.

Coordinator Reports

Paula J., Forum Coordinator

The path to the Forum online is:

- Go to website at al-anon.alateen.org
- Click on Individuals
- Click on Featured Publications
- Click on the Forum
 - Select Articles this month (some of this months/years articles can be read)
 - Index of Forum titles (this year)
 - Submit a Forum sharing online
 - Download Forum Writing Guidelines
 - Subscribe online (or use groups subscription form)
 - Printable order forms
 - The Forum and Al-anon Faces Alcoholism (2 different purposes)

All registered groups receive one “Forum” in the mail, sent to the group’s current mailing address (CMA). If your group is not receiving the Forum, check with your GR or DR. Your group’s mailing address may not be updated.

Jodie P., Archives Coordinator, gave presentation on the Archives.

- Hello to all and welcome to the 53rd year since the first Oregon Area Assembly.
- I was busy in 2013 and part of 2014 with scanning (minutes from 1962-1977, delegate stories, and growth in Al-Anon) receiving group histories and requests from members regarding the

archives. The archives now have a scanner, and the scanning of the group histories has been completed and is kept up to date

- A bit of trivia- The archive coordinator position was added in 1983. There will be more revealed at the birthday celebration.
- The group history form is on the website in English. My goal is to have a Spanish version on the website before the end of this panel. If there is anyone at the assembly who wishes to assist please see me after the assembly today. I continue to encourage all districts to submit group histories. My other goal is to make the archives more accessible, which has always been my goal.
- I would encourage you to check out the archives available here at the back of the room.
- A new piece of history “Al-Anon the Early Years of Honey, Mayme, and Phyllis” is available to members. This is a taped conversation between these three. Honey B. and her husband began a recovery house. Phyllis Q. panel 8 and her husband had a recovery taping business until Jack Q. passed away. Mayme S., panel 5, from Mayme’s service there is a picture of her with Lois W. There is her jacket that she and Phyllis had while attending the new WSO open house. (Written by Debee B., District #6.)
- I would also encourage those with 25 years or more in Al-Anon to fill out a long time member questionnaire.
- The Group Services action Committee has been in the process of putting together a birthday party for the Oregon Area. This is the day we bring it alive. More shall be revealed.

Love in Service, Jodie P.

Carolyn H. Alateen Coordinator

- At this time there are 25 teens and 15 sponsors registered to attend the Oregon Alateen Conference this year in August.
- As a result of the positive reception of the Alateen packet this will be a project that will be repeated. Sending the packets out in March is thought to be an adequate amount of response time to get feedback.
- We will work on mailing a packet to all new groups.
- A budget for the Group Services Action Committee was discussed and \$500.00 was agreed upon. This would include purchasing a hard drive and a Cloud application for Archives to store archival materials along with the 2 mailings we are planning to do. Increased participation in the need for help with the Archives was solicited and much positive energy received.
- The remainder of our time and then some was dedicated to fine tuning the preparation of the 53rd anniversary of the first Oregon Area Al-Anon assembly.

Dawn B., Group Records Coordinator

	<u>New groups since 1/1/13</u>	
1 - District 4	2 – District 8	1 – District 12
3 – District 5 - THE MOST	1 – District 9	1 – District 15
2 – District 6	2 – District 10	2 – District 17
2 – District 7	2 – District 11	
	248 active <u>meetings</u>	
	- 35 duplicate <u>meetings</u>	
	213 active groups	
	68 inactive groups	

Annual Group Updates:

Dawn reported that every July the World Service Office (WSO) mails the “[Year] AL-ANON FAMILY GROUPS ANNUAL UPDATE SHEET” to all Current Mailing Addresses (CMA’s). The purpose of this mailing is to prompt groups to provide the WSO with current group information. The form instructs CMA’s to return the form with corrected information to the WSO with the envelope provided, **BUT** the Oregon Area has a guideline that encourages groups to use the links of service - updates are given to the District Representative (DR) who passed the information on to the Oregon Group Records Coordinator.

Dawn explained **that the benefit of using the links of service is** that the information will be shared with meeting list coordinators, Al-Anon Information Services and website coordinators (both local and state). **The WSO does not disseminate meeting changes.** only the WSO database is updated when changes are submitted directly to the WSO. Dawn emphasized that it is especially important to use the links of service when submitting meeting changes that are on recorded on paper or website meeting lists. For districts that do not have a DR, changes can be submitted directly to Dawn, the Oregon Area GRC, and she will disseminate the information. The Oregon Area Website has a link to the Group Records Change Form (GR-1) and The GRC email address.

Dawn also provided her mailing address: Dawn Branham, 4031 Josh St., Eugene, OR 97402

Mary W., Communicator Editor

The year of 2014 has been a time of transition in the delivery of the Communicator to the Oregon area. The three issues this year have been available either by email or by downloading from the Oregon area website (www.OregonAl-anon.org). They have not been mailed to the groups. Hard copies are available at each of the AWSC meetings. This has been a one year trial to see how it works. After the March Assembly I sent out a survey to the districts to see if we could reach a consensus for how to deliver the Communicator in the future. The questions in the survey were:

1. Do you know what the Communicator is?
2. Do you find the Communicator useful?
3. Would you prefer to have the Communicator delivered by email, Oregon area website or by postal mail?

I received 55 responses to the survey from 5 of the districts.

- Seventy-five % (41 out of 55) knew what the Communicator was, while 25% (11) did not know.
- Half of the GR’s found the Communicator useful. The overwhelming majority preferred to have the Communicator sent by email and/or website.
- Only four people wanted it sent by mail and of these four, two preferred to receive their personal copy by either email or the website but have a hard copy sent by mail to their groups.

I will report these results to the Member Outreach Committee at the July Assembly and we will work on putting together a motion based on this to be voted on by the GR’s at the November Assembly. The motion that I would like to put forward would be:

Each issue of the Communicator will be available by email and at the Oregon website. Groups or individuals, who wish to receive a hard copy through the mail, can subscribe each year by sending \$12 to the Communicator editor.

Thank you to everyone, especially, the DRs, who took the time to do this survey and send me the results.

Love in Service,

Mary W., Communicator Editor

Rick C. Web Master, DR #6. Keeps website current, posts documents, keeps email accounts accurate, posts flyers, and keeps CMA current, forms available in OAH.

Donelda H., DR District #6, presented a question on study of use of the Lord's Prayer as the closing prayer at assemblies. After discussion from the fellowship a motion was presented by Donelda H.

Motion #1: "The Chair will be allowed to close the Assembly with the Serenity Prayer or the Al-Anon Declaration". Motion seconded and passed with a majority.

Judy J introduced the Action Committees, and the group broke up into individual Action Committee workshops.

Assembly reconvened.

Oregon Area Al-Anon Anniversary celebrated by a skit and treats presented by the Group Services Action Committee, chair Jodie P.

Sunday Morning

Meeting opened by Chair Rita B with the Serenity Prayer.

Colleen G., Delegate introduced an Al-Anon game requiring looking up facts in our literature. A correct answer allowed a team to move forward. The attendees of the assembly participated.

Audit/Budget Report presented by **Dawn K.**

- Do you ever wonder what happens when we audit the books? I thought I might give you a brief look at what an audit entails.
- We compare receipts and requests for funds with what the treasurer has recorded. We verify that the amounts are correct and that they are put in the right line of the budget.
- We also review all the donation checks to make sure the correct group gets credit for sending in the correct amount.
- We compare the treasurer's records with the bank statements, and verify that everything matches. Once in a while, we discover an error and the treasurer makes a correction based on our recommendation.
- We make sure that our money is spent prudently and appropriately. So....

- We reviewed the books for the first and second quarters of 2014, through June, and everything was in order.

Dawn K.

Treasurers Workshop presented by Sue B.

See attachment

Fellowship Communication Action Group presented a contest involving reading literature. The assembly attendees participated. They have proposed a contest between groups involving using literature in meetings. See your DR or GR for details.

Action Committee Reports

Public Outreach

Maravalee and Fran chaired the meeting because pervious leaders had to step down. 17 members attended.

We talked about reporting requirement for 2013 Grant projects that weren't meant.

We proposed how we should follow up. Marvelee will call the 3 committees that need to follow up.

Some proposals for 2014 have been funded and will be distributed shortly, while others need more follow up and research.

We had a spiritual discussion about 2015 budget and how that money should be spent. Either the Public Outreach Committee or the district.

To honor our autonomy at the district level we decided to consider another round of district level research grant proposals.

Respectively your s,
Public Outreach Committee
Gail

Business Services

There was continuing discussion on the design of a tent card to raise awareness and encourage members to give more in donations. Bill will continue to work on it, incorporating new ideas brought up at our meeting. We are looking to incorporate the new 7th Tradition language from our revised meeting outline, and will research what other groups/areas have done.

We continue our work editing and revising Section 6 of the handbook.

We discussed and agreed on an amount for our budget request in 2015.

Business services want to remind districts about our challenge to host a fundraiser for WSO. We will be asking DRs' to report on what they did, how much they made, and anything else they wish to report.

Barb B.

Group Services

The meeting was opened by chairperson, Dawn, with a moment of silence followed by the Serenity Prayer.

A recorder was appointed and the roster passed around to check accuracy or edit if needed.

The Chairperson of this committee, Dawn, checked with members as to whether or not they received her emails. There was a positive response.

The minutes from the March Assembly action committee were read. There was a correction from the 55th Anniversary to the 53rd Anniversary of the first Oregon Area Al-Anon assembly.

The Purpose of Group Services was read.

During the Group Services Action Committee in March we had a work party to assemble an Alateen packet to mail out to all groups. Though there was several handed out at the March Assembly, the mailing cost was still quite high at \$145.00. The project ended up costing \$231.25.

Comments were made regarding the effectiveness of sending out this packet.

- The Alateen table tent was well received.
- Groups sent monies to OAC that may not have otherwise thought about doing so.
- The personal touch to the letter sent in the packet was much appreciated.
- A similar packet as the Alateen packet sent to all groups was taken to a middle school with a follow up letter to be sent later.
- Having an AMIAS in the group has been more effective than the packet though it was well received.

A concern was expressed about the accessibility of fingerprinting and background checks. After feedback from the Alternate Delegate about the "mandatory" glass printing needed it was thought that this may be one of the reasons the sheriff's office in this district is backlogged or it just may be too many gun permits needed. It was suggested to go to a postal area to do the fingerprinting. The new AAPP will look into this concern.

There has been an "upsurge" to get Alateen meetings started in District #16. Information about Alateen has been taken to high schools and a flyer posted around town. Though there has not been much participation, this district will continue to go forward.

The Alateen Coordinator, Carolyn, reported that at this time there are 25 teens and 15 sponsors registered to attend OAC this year in August.

As a result of the positive reception of the Alateen packet this will be a project that will be repeated. Sending the packets out in March is thought to be an adequate amount of response time to get feedback.

We will also work on mailing a packet to all new groups.

A budget for the Group Services Action Committee was discussed and \$500.00 was agreed upon. This would include purchasing a hard drive and a Cloud application for archives to store archival materials along with the 2 mailings we are planning to do. Increased participation in the need for help with archives was solicited and much positive energy received.

The remainder of our time and then some was dedicated to fine tuning the preparation of the 23rd anniversary of the first Oregon Area Al-Anon assembly.

Submitted by Jodie, Archive Coordinator, and grateful member of Al-Anon.

Membership Outreach

Moment of Silence.

Minutes were reviewed and approved.

We decided our agenda for the day included: Suggested Best Practices for retaining newcomers (Adina Beth), Web survey (Ric), The Communicator (Mary) and the budget (all of us).

The Communicator – Mary W.

We talked about The Communicator. At the last Assembly, we presented the DRs with questions to have the GRs talk about with their groups.

The results:

75% knew about The Communicator

50% found it useful

Almost everyone (99%) agreed to that it should be delivered electronically either via the website or – if needed – email.

We created a motion that will be presented at the November Assembly. It will include the ability to subscribe to receive The Communicator via US Mail at current cost.

The proposed motion for the November assembly as we discussed it is:

We move that The Communicator be available electronically at no charge and by subscription via US Mail at current cost.

We all approved this motion.

Suggested Best Practices – Adina Beth

This effort is to retain new members. The ideas we reviewed, discussed and chewed apart were compiled by Adina Beth. There was much discussion, many changes, lots of enthusiasm – and Judy J hardly got to talk! We will continue this review via email. Either Adina Beth or Ric will email the document to the Committee. We will send our suggestions back to one or both of them. Discussion will continue at AWSC where we will finalize the document and present a Bzillion copies at the November Assembly! We are also going to create a Spanish version.

Budget

We discussed money! Judy J finally had a chance to talk! We have two plans, both are for the next year or two. We discussed how to use our existing funds (\$350), which we haven't spent!

The International in Baltimore, MD – it was suggested that we buy “stick on” crabs for our badges as Maryland is a crab heaven! Also suggested: hats, flags. . .

SSM 2015 – the theme is “Wild Flowers Blooming in the Sun – Plant your feet and grow with us.” Ideas for promoting this included: fake flowers waved by all of us, cans decorated with flowers or seed packages for putting money in, pens with a duck-tape flower over the erasure (like the teens make).

In addition to the International and the SSM, we discussed a flip calendar with short AI-Anon slogans/words.

It will all be great fun!

We talked briefly about a couple other things; one is the need to update the GR flip chart created by a previous committee.

One and a half hours later – and we ran out of time!

Your obedient, willing, imperfect Secretary!!

Caralynn W., District 17

Fellowship Communication

Chair Linda C. for Dave; Minutes by Jaye W.

Note: Our job is to spread knowledge of the Forum and to encourage contributions to the Forum, and to spread knowledge of other literature resources.

A. Coordinator Reports:

A1. Forum-Paula

A2. OALC-Radiant: on Kindle now is “How AI-Anon Works”

B. Raffle Strategy, today-Bunny

B1. “Forum”

B2. “How AI-Anon Works”, hardback \$16.00; soft cover \$6.00; Kindle download version \$10.00. Both hard and soft cover versions are the same, they've been updated.

B3. AI-Anon “Daily Reader”, one of three

B4. Raffle ticket distributors=Radiant, Angel, Luther, Bonnie

C. Forum Birthday celebration November 2014, @ assembly in Roseburg, District 13, contact Linda C.

C1. Ideas

- A Forum Minute, 6 decades of quotes from the Forum! 6 people get 1 quote each from 6 different decades, less than 1 minute in duration. 1950's-Bunny; 1960's-Cathi; 1970's-Tina; 1980'-Luther; 1990's-Paula; 2000's-Paul; 2010's-Jaime.
- Forum quotes=love gifts on tables-Radiant will prepare them; the above 6 people send their quotes to her.
- Forum cans-Cathi will prepare, in consultation with Bunny.
- Labels for Forum cans-Bunny has made them, we can use them.
- Table for Birthday celebration: Banner on wall above table: something like "TAKE A BITE OF THE FORUM"-Jaye will prepare.
- Table for Birthday celebration: Committee members bring food or love gifts for the table. Cake mix cookies-recipe will be acquired by Nancy (maybe from Carolyn H.) and sent to Dave for distribution to committee. Linda will send committee a reminder in October to make/bring food/love items for table in Roseburg.

D. Committee roster for attendance and accuracy of contact information was passed around.

E1. Budget-\$500.00 in 2014; handout shows \$378.00 available, Bunny says \$217.00 is actually available. Minus \$150.00 for CAL contest prize= \$67.00 left.

E2. Budget plan-Bunny-2013 Communication Committee wanted greater variety of books given out at AWSC's and Assemblies; average value each meeting=\$65.00.

E3. Idea-donate books to NEW MEETINGS. Service Manual p.30 and discussions included that we support new meetings via attendance; a Literature depot gives books to new groups on consignment.

E4. Idea-donate Alateen literature to Alateen Raffle.

E5. DECISION-

E5a. @ Assemblies, continue giving 4 books via 4 drawings-include Alateen book and include Conflict Resolution Kit or at least the new booklet.

E5b. @AWSC, continue giving 1(one) forum subscription and only 1 book, not 2.

E5c. Add another drawing on Sunday.

E5d. Bunny will email this info to Comm Committee, we will respond to her by August 30th, so she can prepare for presentation @AWSC in October 2014.

F. Idea-November Assembly, have 1-5 minute writing session to promote submissions to the Forum. Provide to everyone, 1 page with spaces for their contact info on top, and with Forum contact/ mailing info on top. Have skit to trigger thoughts for stories. Paula/Forum Coordinator is resigning, so new coordinator will be voted in after this meeting. (?)

G. CAL contest/ or Challenge, as some prefer to think of it! -Linda C. will present this 7/20/14 at the Assembly. Communication Committee organized handouts for all Districts to receive tomorrow: One page of Rules on one side, format on the other; plus order forms for CAL so groups can see what is available and consider ordering items. Contest runs 7/21/2014 through 10/15/2014. Groups turn in final totals to DR's for the October AWSC; Lit may be 3 listed only once, check off on order form; forums have their own column in which to be listed.

Jaye W.

Bid for assembly in July 2015, awarded to District #10

Upcoming Events

- **November 14, 15, 16 2014 Assembly**, Roseburg, District 13, Linda C
- **March 20, 21, 22 2015 Assembly**, Medford-Grants Pass, District 7, Marvalee M.
- **May 19, 30, 31 2015, SSM**, Bend, District 5, Pam M.

Motions made during Assembly

Motion #1: "The Chair will be allowed to close the Assembly with the Serenity Prayer or the Al-Anon Declaration". Motion seconded and passed with a majority.

Reminder: at November assembly we will be voting for:

- Coordinator position: **CPC**
- Coordinator position: **PI**
- Coordinator position: **FORUM**
Requirement to stand for a Coordinator: An Al-Anon/Alateen member, not necessarily a Group Representative, appointed by the WSO Delegate or Assembly Chair, or elected or appointed according to Area autonomy. (Page 131, Services Manual)
- A Motion will be presented from the Membership Outreach Action Committee, to change the distribution method for the Communicator, to electronic, including:
 - personal/group email,
 - website,
 - or with an option to subscribe for mailed copy.
- Budget vote

Ask It Basket Questions

AIB #1 "A member advised that in California they have 'phone in meetings'. Do we have these types of meetings here in Oregon? If so, where can we find information?"

Reply: There are no phone meetings currently in Oregon. Go to the WSO website, and you will find phone meetings. Remember that they are using East Coast time on the schedule.

AIB #2 "At a group business meeting can a member who does not attend have someone give a proxy vote?"

Reply: No. See page 51 and 52 in Service Manual. (Remember group autonomy.)

AIB #3 "When I signed in I paid a \$10.00 registration fee. I realized I've paid this amount for a very long time. When was the last time this figure was looked at? Should it be more?"

Reply: "It could be! Take it to your district meeting and discuss it."

AIB #4 "Our local district has an Al-Anon booth at a community street fair. We hand out literature and discuss Al-Anon. Can we accept donations if offered? Note: This is a community event, not a meeting. Cookies and bottled water are offered at our booth.

Reply: See page 97 of the Service Manual, regarding outside contributions.

AIB #5 "What are copyright rules for making copies of CAL? Example: Reaching for Personal Freedom."

Reply: See page 106-107 in the Service Manual.

AIB #6 "How can we (I) vote on an issue without prior knowledge? I want to be able to represent my group, but can't do that well if I don't get to present it to them prior to the assembly.

--And--

AIB #7 "As I understand it, we use KBDM in Al-Anon. If a decision is made without the use of KBDM, can we revisit it? I abstained from voting yesterday because I didn't feel I had adequate information to make an informed decision. What is the protocol/process for revisiting a decision?"

Reply for #6 & #7: There are issues that GRs take back to their groups for discussion but some things are decided on the spot because they are procedural in nature, specific to the assembly. We don't always use KBDM. We do make some decisions without KBDM. We CAN revisit decisions and I would go through my DR and maybe other members....write something from a minority group (have members sign it) and send it to AWSC. However, by not voting.....you were not considered the minority voice. A minority has the right to express their input after a vote is taken (if they haven't already done so).

AIB #8 addressed to Colleen G. " Re: your dual member discussion, you said '8 were against, the rest were for'. How many were for?"

Reply: In the vote to change the wording regarding our policy on dual members at the WSO yearly conference, the vote was 88 for the changes, and 8 against, from a total of 96 voters, making it a majority.

Respectively submitted,
Val V.
Oregon Area Secretary