

## General Information About What Happens this Weekend

### Friday Night

Friday evening the hosting District usually (but not always) invites everyone to a sharing meeting. Attendance is optional, some members are still traveling or not here yet.

### Saturday Morning

Do your very best to be on time for all sessions; time is a precious commodity.

The Area Chair opens the Assembly, roll call is taken, previous minutes are approved, and brief housekeeping announcements are made. Much of what we do is interactive, so be prepared to participate! Remember “‘Silent’ and ‘Listen’ have the same letters.” If you have questions during the proceedings, please write notes to a neighbor who seems to know what is going on. In fact you will find note paper on the tables for just that! When the business of the Assembly starts, we hear reports from Coordinators, any Thought Forces and Task Forces, and/or our Delegate.

The hosting District will announce lunch plans in the flyer that goes out before the assembly. After lunch, the Assembly continues in the main meeting room. Typically we finish up any old business from the morning session, break out for Action Committee meetings, and then gather again in the main room.

In Oregon, an **“ASK IT BASKET”** is usually at the head table. Any member is welcome to submit any question about what is going on at the Assembly, offer feedback on what is working and or make suggestions on how things could be done differently at future Assemblies. This is a perfect opportunity to express any concerns you’re having in your District or questions about service work in general. At available slower moments during the sessions, the Area Chair will

distribute these written questions randomly to Past Delegates who answer them using their Service Manuals and Experience, Strength and Hope.

### Saturday Night

Again, the hosting District may have something planned for us or you may be hanging out with new Al-Anon friends in the motel where you’re staying. Some Districts get together to go out for dinner followed by a fun “meeting in the room” or you might just want to visit quietly and get to bed early. It’s been a long day of service.

### Sunday Morning

The goal is to finish all agenda items and dismiss before lunchtime. Some members have a long drive home.

We hear a short report from each Action Committee on what they did Saturday.

As the Sunday morning session gets close to the end, Districts bid on hosting future events and the Group Conscience decides where we’ll meet this time next year. A fun Raffle may be conducted that supports this Assembly or an event like the State Speakers’ Meeting. Finally, we usually adjourn by reciting the Al-Anon Declaration together; holding hands in a great circle of fellowship.

### ASSEMBLY SURVIVAL TIPS

- \* Bring your service manual.
- \* Bring some paper and a pen for notes.
- \* Bring an open mind, your Higher Power, and your sense of humor.
- \* Be ready to ask questions and give feedback on issues. If you’re uncomfortable, ask a friend to stand with you when you’re speaking.
- \* Be aware that when addressing the Assembly, you’ll be asked to speak into a microphone... don’t worry, it doesn’t bite. Experience has

shown this to be essential so that everyone in the large main meeting room can hear you.

- \* Assemblies can get a bit noisy from time to time. If you have a hearing problem, you may want to sit up front or closer to the loudspeaker.
- \* When voting, always ask your Higher Power for guidance. - No clapping. Respect the value of dissenting and minority opinions, before and after votes are taken. Be willing to express them, and be open to hearing them. Minority opinion has been known to alter people’s perspectives.
- \* Remember that an Assembly isn’t just about taking care of business; it’s more about learning HOW to take care of business by respecting others and getting along with them.
- \* Dress comfortably... it can be a long day.
- \* Dress in layers – Summer Assemblies can get hot and Winter Assemblies can get chilly. (Remember we will be in a large room, sometimes a gym, where the temperature can be hard to control.)
- \* Fanny fatigue can be a problem for some, so bring something soft to sit on.
- \* Be ready to make new friends from around the Area.
- \* Remember . . . no one has all the answers.

### NOTES:

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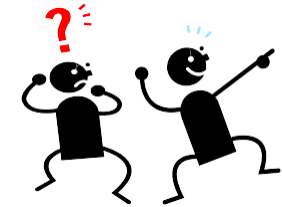
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## What are Assemblies All About?

- or -

## What Am I Doing Here?



## A Guide for new GRs

### What is an Assembly?

An Area Assembly is the business meeting where groups send their Group Representatives (GRs) to express a voice and vote on behalf of their group. Also in attendance are District Representatives (DRs), Officers, Coordinators, our current Delegate and Past Delegates, trusted servants, and any interested Al-Anon members. Our Area (Oregon) Assembly meets three times a year to discuss issues that are local in nature or brought to us from the World Service Conference (WSC) by our Delegate. In the main sessions, we take care of the business of the fellowship following the links of service to reach a Group Conscience. We hear reports from our Action Committees, as well as from our officers, Delegate, coordinators and other committees. It is a venue for conducting business, announcing Area as well as District projects, and practicing how Al-Anon works in “all our affairs.” Not all business is conducted in one large group. We roll up our sleeves in smaller groups called Action

Committees, Work Groups, Thought Forces, Task Forces and Sub-Committees to concentrate on specific topics.

**Why is it important that I attend an Assembly as my group's GR?**

As the GR for your group and its members, you carry information from your group to the Assembly and back from the Assembly to your group. You vote on important issues that affect your group, your District, the Area, and Al-Anon as a whole. As a GR, you are the most important member at the Assembly; you and the other GRs are the only ones that can vote on issues before the Assembly.

**What is an Action Committee?**

Action Committees are focus groups made up of GRs, and Area World Service Committee members that work together to assist the Area Coordinators in their roles. They work on projects referred to them by the Assembly.

While our Area may change the make-up of each committee when it deems it appropriate, Oregon currently has five Action Committees.

**What are the general purposes of each of the Action Committees?**

**Group Services:** This Action Committee consists of our Archives, Group Records, Alateen Coordinator, Area Chair, Past Delegate(s), DRs, and GRs. Its purpose is to serve the groups and strengthen their connection to the District, Area, and World Service Office (WSO) and its mission is to support, preserve and share our Oregon Area history and heritage and helping anyone in need to find a group meeting.

**Fellowship Communication:** This Action Committee consists of our Forum and Literature

Coordinators, AIS Liaison, Past Delegate(s), DRs, and GRs. Its purpose is to encourage the use of Conference Approved Literature and the Forum; to encourage members to share their experience, strength and hope in articles for the Forum and other literature; to provide guidance on the use of literature and the Forum at group meetings and outreach activities.

**Public Outreach:** This Action Committee consists of our Public Information (PI) and Cooperating with the Professional Community (CPC) Coordinators, Past Delegate(s), DRs, and GRs. Its purpose is to be the communication voice for Al-Anon to the general public; to attract the newcomer and inform professionals about the program; to provide knowledge and generate public good will toward AFG and to encourage individual members to become involved in public outreach efforts.

**Membership Outreach:** This Action Committee consists of the Communicator Editor, AIS Liaison, Website Coordinator, Area Secretary, Past Delegate(s), DRs, and GRs. Its purpose is to reach out in fellowship and support to all members of our diverse fellowship by encouraging individual participation at all service levels and/or in as many events as possible, thus strengthening group, District, Area, and WSO unity.

**Business Services:** consists of the Audit Budget Committee, Area Treasurer, Past Delegate(s), DRs, and GRs. Its purpose is to increase knowledge and understanding on all financial matters of the business of Al-Anon; and to facilitate the Oregon Area in conducting effective business meetings.

**How are the Action Committees formed?**

At the first March Assembly of a 3-year panel, the GRs count off for random placement on one of them. Your District Representative may consider asking members to be on particular Action Committees, with a goal of having representation for that district on each committee.

It is our hope that you are so involved in the work of your Action Committee, that you'll choose to stay a member of that committee for a full three years. If you can't attend an assembly, your alternate will be part of this Action Committee in your place.

**How do the Action Committees work with the Assembly?**

Each committee has a budget, meets in a 90 minute break-out session and reports at each assembly on its progress. None of the Action Committees are a decision-making body.

**What are Thought Forces and Task Forces? How do I get on one of them?**

A **Thought Force** is a temporary unit of people established to research ideas and possibilities on a single defined task or activity. Sometimes they offer recommendations resulting from their findings. They are "thinkers," not "doers."

A **Task Force** is a temporary unit of people established to work on a single defined task or activity. A Task Force may fulfill the recommendations made by a Thought Force. Task Forces are the "doers."

To serve on one of these groups, listen for the Area Chairperson to ask for volunteers and raise your hand or say YES if you are contacted directly and asked to serve.

**The Agenda:**

The Agenda is drafted by the Assembly Chair, through meetings with the Area World Service Committee (AWSC) in the months prior to each Assembly. Members wishing to propose a topic or discussion item be added to the Agenda may contact the Assembly Chair at the Assembly or by mail/email. Typically, items can be added to the Agenda at the first available opportunity. If the agenda is full for the assembly, the topic or discussion item will be added to the next Assembly Agenda.

**Resources for new participants:**

Members who have been active in Service, your current Al-Anon/Alateen Service Manual and the \*Oregon Area Handbook (OAH) are valuable sources of help and information.

If this is your first time attending an Assembly as a GR, you'll be invited to a break-out orientation session early Saturday morning. Check the Agenda for details. You will be given more resources and have an opportunity to network with others.

\*The OAH is available on the website: <http://www.oregonal-anon.org/service.html>

*ACKNOWLEDGEMENT: The Oregon Area extends sincere appreciation to the Colorado Area for graciously sharing their "Guide for New GRs" with us to edit according to our Area's structure.*

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