



Group Representative Orientation 2023


Oregon Area Panel 62






The Do's of GR Service

1. You are a link in the chain of service! Attend your Group's business meetings, District meetings and the Area Assemblies.
2. Speak up! What you have to say is important.
3. Carry the message of your Group's conscience and viewpoints to your District meetings and Area Assemblies.
4. Remember, you can bring group problems to your DR and the District meeting.
5. Share successes at the District meeting.

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6. Give brief reports to your Group about highlights & pertinent information from Assemblies and District meetings.
 7. Keep your Group's information up to date through Group Records (via your DR or directly on-online at the World Service Office website, al-anon.org).
 8. Submit a request for reimbursement to your Group Treasurer for your expenses attending Area Assemblies (mileage, meals, lodging).


You are encouraged to carpool with others, share hotel rooms, etc., to keep expenses reasonable. If your group does not have enough funds for this, you can request mileage reimbursement from the Area (see Area Treasurer).



9. Participate in District committees or projects, putting on District events such as your District Fundraiser, and in your Group's public outreach projects.

10. Participate in discussions at the Area Assembly. (You may comment or ask questions on a topic of discussion one time at the mic (2 mins.). If your opinion has already been expressed, relinquish your turn to others.)

11. You have Voice and Vote at the Area Assembly. In your 3rd year, you will vote for the next Panel's Delegate, Officers and Coordinators, and your new District Representative.



12. As a GR, you have the right to make a motion, when the conscience at the Assembly appears to indicate a motion is in order. (Use a motion form or write “motion” in the virtual chat).


13. Encourage group contributions to our Service Arms.

14. Inform group members of the need for Alateen Group Sponsors (AMIAS) and suggest adding a statement in the opening that the Alateen Program is available for members’ teens.

15. Remind members about the Forum magazine.

16. Consider getting a Service Sponsor!

(G-11)



You don't have to have
all the answers,
but you can help the group look at
the Traditions, the Concepts
of Service, and the *Al-Anon/
Alateen Service Manual*
for guidance. (G-11)

Links of Service

Visualize a chain made up of its links.

The GR is the first link in the chain that leads to the World Service Conference.

You as GR are entrusted with the 'right of decision' to vote on behalf of your group according to their conscience and the good of Al-Anon as a whole.

Group + Group = District

The District Representative (DR) is the next link in the chain.

The District is the first of the links of service from the groups to the Area.



District + District = Area and Assembly

The Delegate and the other Area Officers and Area Coordinators are also links in the chain. The Area is one of the links of service.

The Assembly is a meeting of: The GRs, DRs, the Delegate, the other Area Officers and Area Coordinators, invited guests including the AIS Liaison)



The Area World Service Committee (AWSC): is a meeting of the Area Officers, DRs, AIS Liaison, and Area Coordinators. The AWSC plans the Assembly agenda, considers Area matters including the budget, plans for the general improvement of both the Assembly and the groups, hears and discusses the Delegate's report, and information and reports are heard and discussed. The AWSC meets one month prior to each Assembly.



Assembly + Assembly = World Service Conference

The World Service Conference is a meeting of: The Delegates, Board of Trustees, Executive Committee and voting members of the WSO Admin Staff.

G11; Al-Anon Service Manual (p.64-69), Paths to Recovery (p.250,256)



GRs represent their groups at District meetings and Assemblies;

DRs represent their groups at the AWSC;

Delegates represent their groups at the World Service Conference (WSC).

Area Coordinators serve as a link between the WSO departments and local trusted servants.

Paths to Recovery (p.250,256)



What are the Service Arms?

These include Districts, Areas, Regions, GSOs; and the committees that exist within the WSC, literature distribution centers, AISs, and other committees in the groups, districts, and areas. Paths to Recovery (p. 256), Al-Anon Service Manual (p.105)



Oregon Area website: navigate to Events, Meetings, Service (OAH).

Al-anon.org website: navigate to Members Section – Service Manual, Group Records, Literature and Guidelines.



The GR ensures the Group Record is kept up-to-date

- a. Group Information Overview: meeting location, etc.
- b. Current Mailing Address (CMA)
- c. Meeting Information Details: meeting day/time, etc.
- d. GR Information

Assembly Procedures

Agenda

The agenda is derived from input through the members of the Area World Service Committee (DRs, Officers and Area Coordinators). The Chair can alter the agenda if necessary.

Tips, Hints, etc.

1. In a Knowledge-Based culture, full discussion of an idea takes place.
2. Motions may come from the AWSC, committees (thought and task forces), and GRs
3. The legitimate rights of the minority are protected through the proceedings
4. Naming yourself on Zoom: DISTRICT NUMBER (TWO DIGITS), FIRST NAME, GR, GROUP (Example: 04 Sue GR Set Free)



Asking for Consensus

The Chair may ask for a show of hands to obtain a sense of direction.

Substantial Unanimity

The Chair will indicate what constitutes substantial unanimity for votes.

Warranty Three says: That all decisions be reached by discussion, vote and whenever possible by unanimity. There are times when a simple majority vote is used as substantial unanimity.

Etiquette

1. Bring your Al-Anon/Alateen Service Manual and a copy of the Agenda (found on the Area Website or provided by your DR)
2. Assemblies are March, July and November
3. Arrive on time
4. Sign-in (GRs or the Alternate sign the voting sheet)
5. When in-person, wear your blue badge.

Etiquette

6. Only GRs and Alternates have voice and vote
7. One visit to the mic per topic (2 mins)
8. For questions during discussions, raise your service manual (on-line: raise virtual hand/write 'question' in chat)
9. For general questions, use the 'Ask it Basket'.
- 10.No applause during discussions
- 11.Silence your phones

Assembly Motions

1. When the conscience at the Assembly appears to indicate a motion is in order, it can be submitted to the Chair on a motion form (virtually - raise virtual hand/write “comment-motion” in chat) or,
2. A motion could have been submitted by the AWSC.
3. The Chair will read the motion
4. The Chair will ask for a second of the motion
5. Discussion follows



Assembly Motions

6. Members who wish to speak, line up at the mic (on-line: raise virtual hand/write 'comment' in the chat). You have 2 minutes. You are entitled to speak 1 time on a topic.
7. If your perspective has been shared, relinquish your turn to others
8. Applause is discouraged



Assembly Motions

9. During the discussion, presume goodwill and practice principles above personalities.

10. A vote on the motion will be called for usually by the Chair, when discussion appears to be ended, or if someone calls the question.

11. Ballots are marked YES, NO or ABSTAIN.

12. After the vote, the minority voice of the vote outcome can be heard.



Postposing Discussion

The Chair can delay or continue a discussion, but this can be overruled by a vote of substantial unanimity.

Tabling a Motion

A motion can be made to table a motion. This requires a second. This needs substantial unanimity to pass. The original motion can be rescheduled by the Chair.



Calling the Question

Calling the question ends discussion. This requires a 2/3 majority to pass. If the 'question' is passed, discussion ceases and the members proceed immediately to vote on the motion before them.

Reconsideration

A request to reconsider the vote must be made by a member who voted with the majority.



SURVIVAL TIPS

1. Bring an open mind, your Higher Power, and your sense of humor.
2. Respect the value of minority opinions. Minority opinion has been known to alter peoples' perspectives.
3. Be ready to make new friends from around the Area.
4. To avoid fanny fatigue, bring something soft to sit on.

JULY ASSEMBLY DELEGATE'S REPORT

Joanne C.

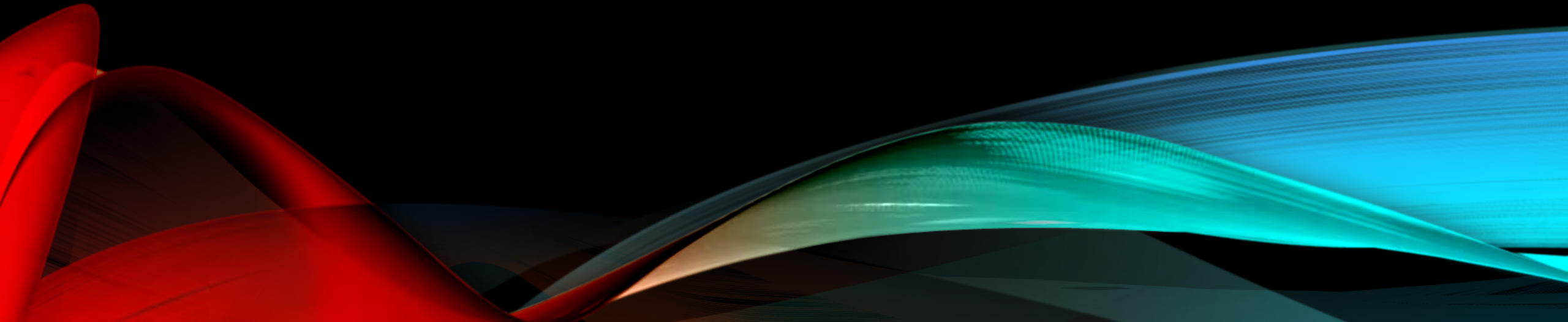
Oregon Area Delegate, Panel 62

"It started with a shoe"



HELLO
HOLA
BONJOUR

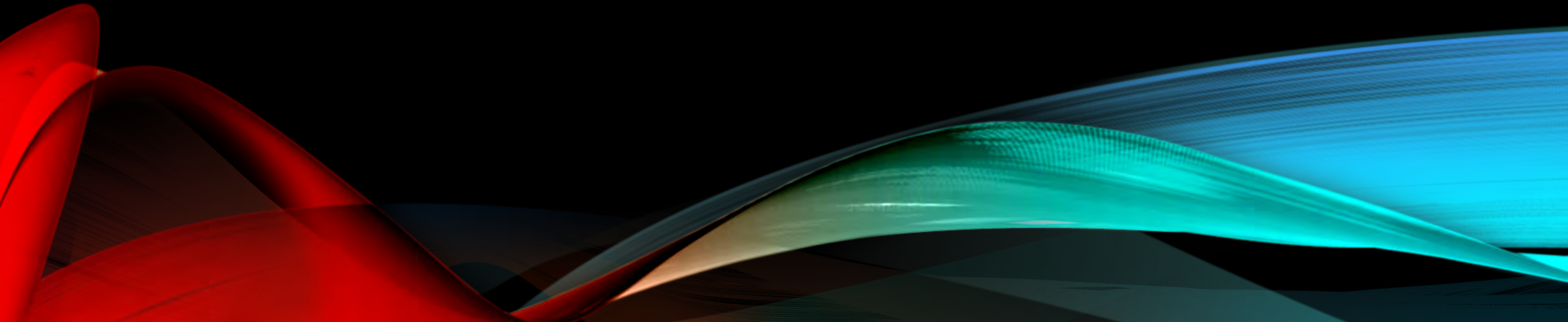
WORLD SERVICE CONFERENCE (WSC)



CONFERENCE ROOM



COPYWRITE & TRADEMARK



COPYRIGHT & TRADEMARK

It is “the exclusive legal right, given to an originator or an assignee, to print, publish, perform, film, or record literary, artistic, or musical material, and to authorize others to do the same.” What this statement means is that Al-Anon Family Group Headquarters, Inc. is the only organization that has the legal right to print and publish conference approved literature and to give permission to others to do the same.

PROTECTING COPYRIGHT

The names “Al-Anon” and “Alateen” are registered “marks” of Al-Anon Family Group Headquarters, inc. Using the names Al-Anon or Alateen without permission therefore violates copyright law. The same is true for Al-Anon symbols and logos. And this applies whether usage is within the United States, Canada, Bermuda, or anywhere else around the world.

WHY?

- If a trademarked Al-Anon name or logo is used by those associated with outside interests, such as events not linked to the service structure
- Violates Tradition Ten by implying outside affiliation and, potentially, inadvertently drawing Al-Anon into public controversy

WHY?

- Social media content that includes the Al-Anon name or symbols can give the appearance of acting on behalf of Al-Anon as a whole
- This violates Tradition Four
- In the case of social media, our principle of anonymity described in Tradition Twelve can be violated if an individual's membership is revealed

WHY?

- Violations of copyright costs Al-Anon resources
- Must work to protect our copyright
- Whenever a violation of copyright comes to the attention of the Board of Trustees, the board must notify the violator
- Avoids invalidation of the copyright

HOW TO PROTECT COPYRIGHT

- Ensure that any member, group, or service arm that wishes to print or publish online an excerpt of our literature first gains permission to do so from Al-Anon Family Group Headquarters, Inc., WSO
- Copyright needs to be protected at all times

WHAT ARE SOME COMMON COPYRIGHT VIOLATIONS?

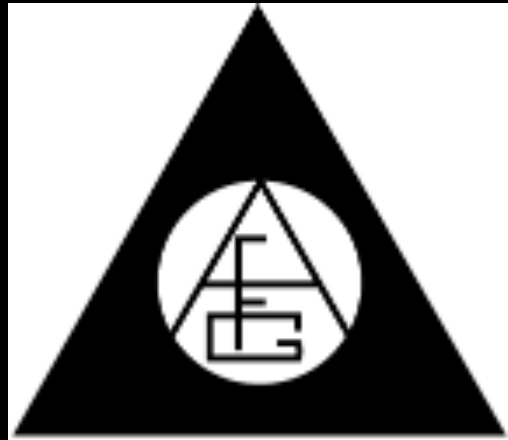
- One of the most common violations reported to the WSO is the unauthorized reproduction of CAL both on the internet and beyond
- Posting the content of CAL on the internet. For example, groups meeting electronically may want to ensure everyone attending is able to read the daily reading being shared during the meeting. Some service arms will post CAL or service tools in full on their pages to attract newcomers
- Photocopying or scanning CAL. Such as when a member innocently copies pages of CAL to use at their home group when they lead a meeting

WHAT ARE SOME COMMON COPYRIGHT VIOLATIONS?

- Using of Al-Anon or Alateen logos or the Al-Anon or Alateen name on social media pages and websites when announcing a service or fellowship recovery event
- Retyping CAL
- Alteration or modification of the Al-Anon or Alateen logo in any way

AL-ANON LOGOS - TRADEMARKS

Conventions & Events



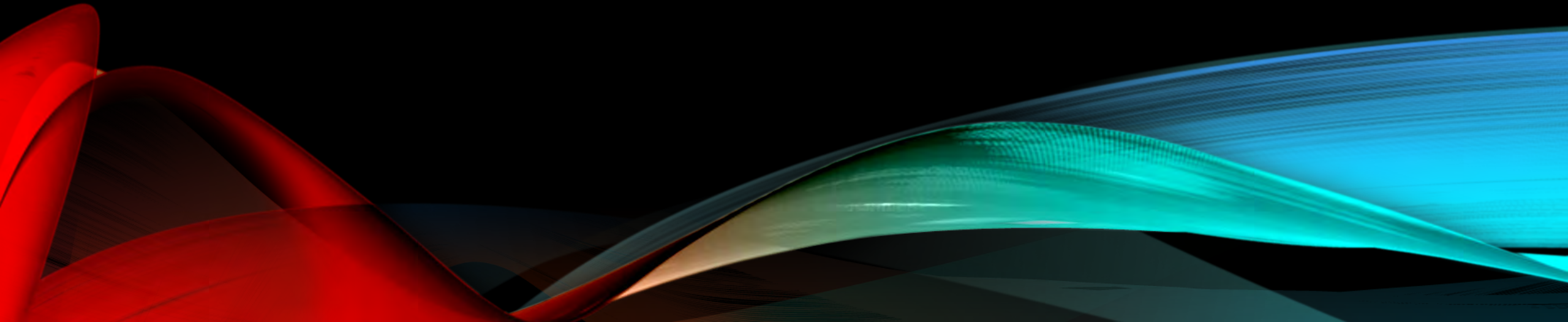
Stationary, Service Tools, &
Service Arms



CAL



WSO FINANCIALS



INDEPENDENT AUDIT REPORT

- The result of the audit was we were issued a clean opinion
- Our total revenue in 2022 was \$5,685,503 and our total expenses were \$5,589,860
- 2022 marked the highest year ever for contributions for the 3rd year in a row - helping to make sure we ended the year with a balanced budget

2022 RESERVE FUND

Reserve Fund provides annual transfer to General Fund



Literature sales and contributions alone would not support our work

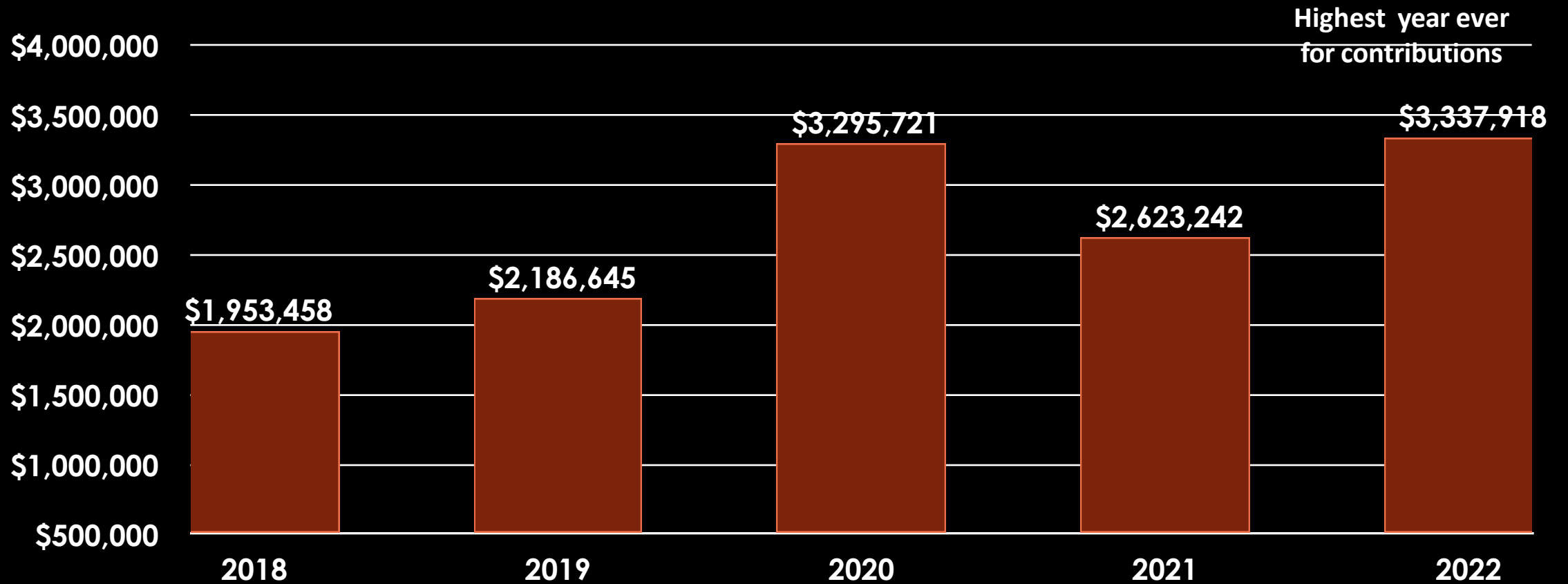


Reserve Fund is currently at nine months of operating expenses

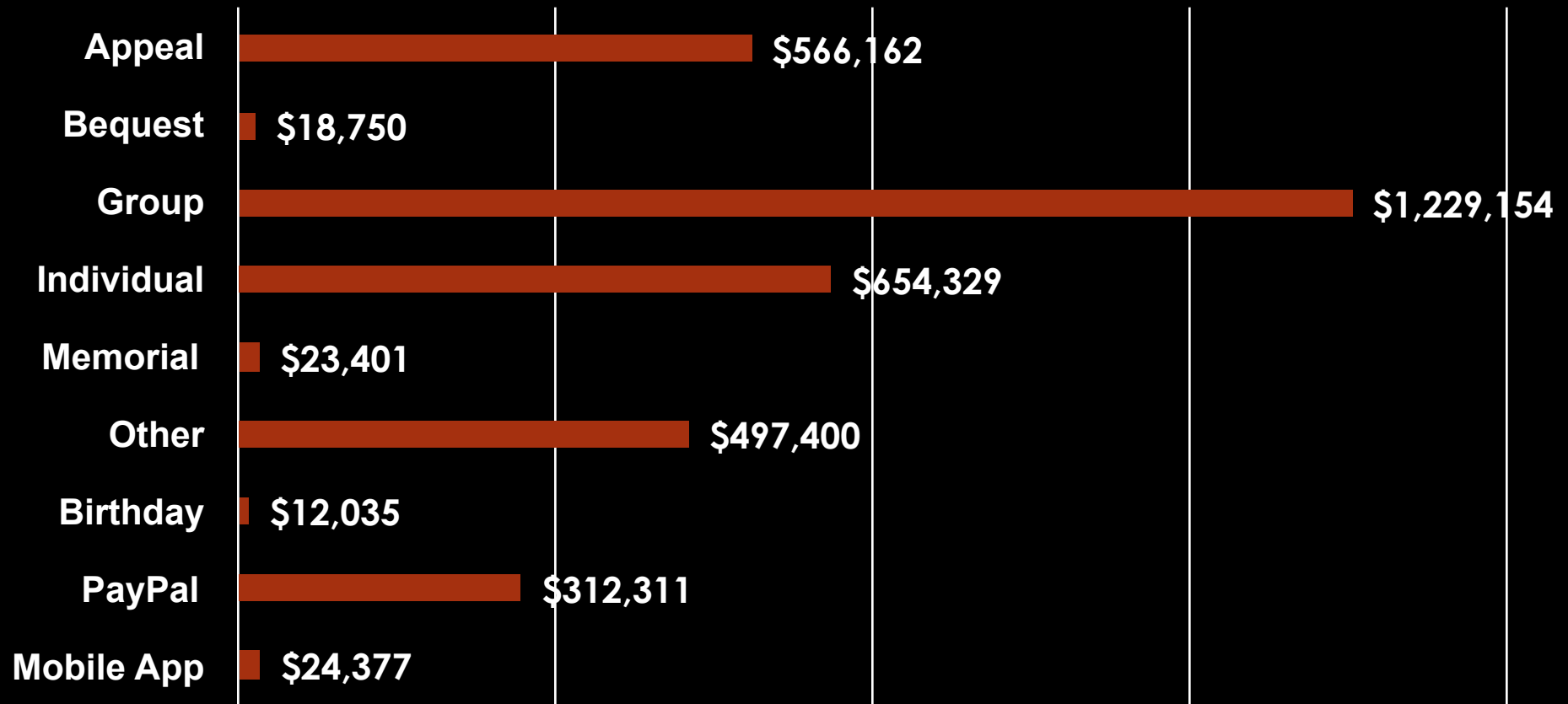


Board Objective—not to exceed twelve months of operating expenses (ample reserve—Warranty One)

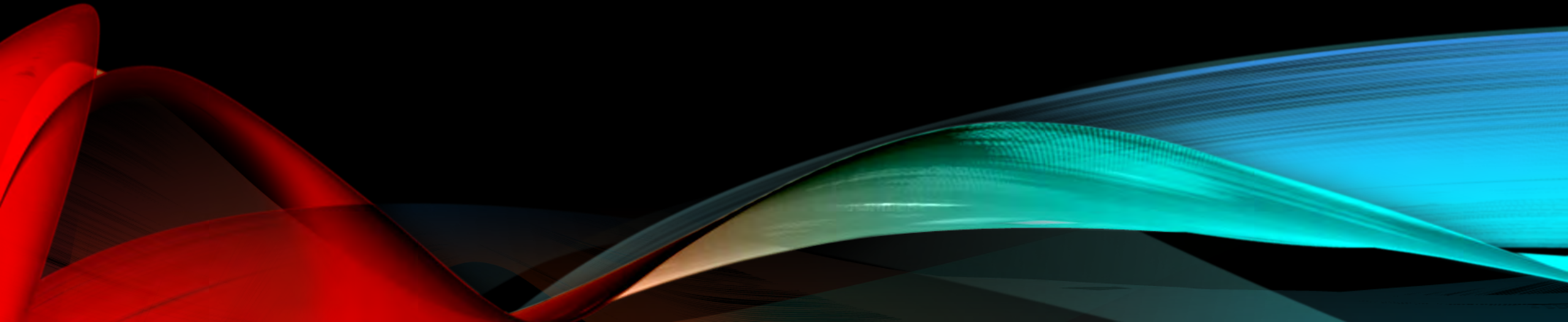
2022 CONTRIBUTIONS



2022 CONTRIBUTIONS

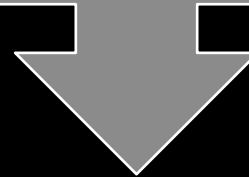


**AL-ANON FAMILY GROUPS, INC. 2023
BUDGET**



GROUP USEAGE

100 percent of groups are using services; 61 percent of groups contributed in 2022



What are the services used?

Getting your group registered

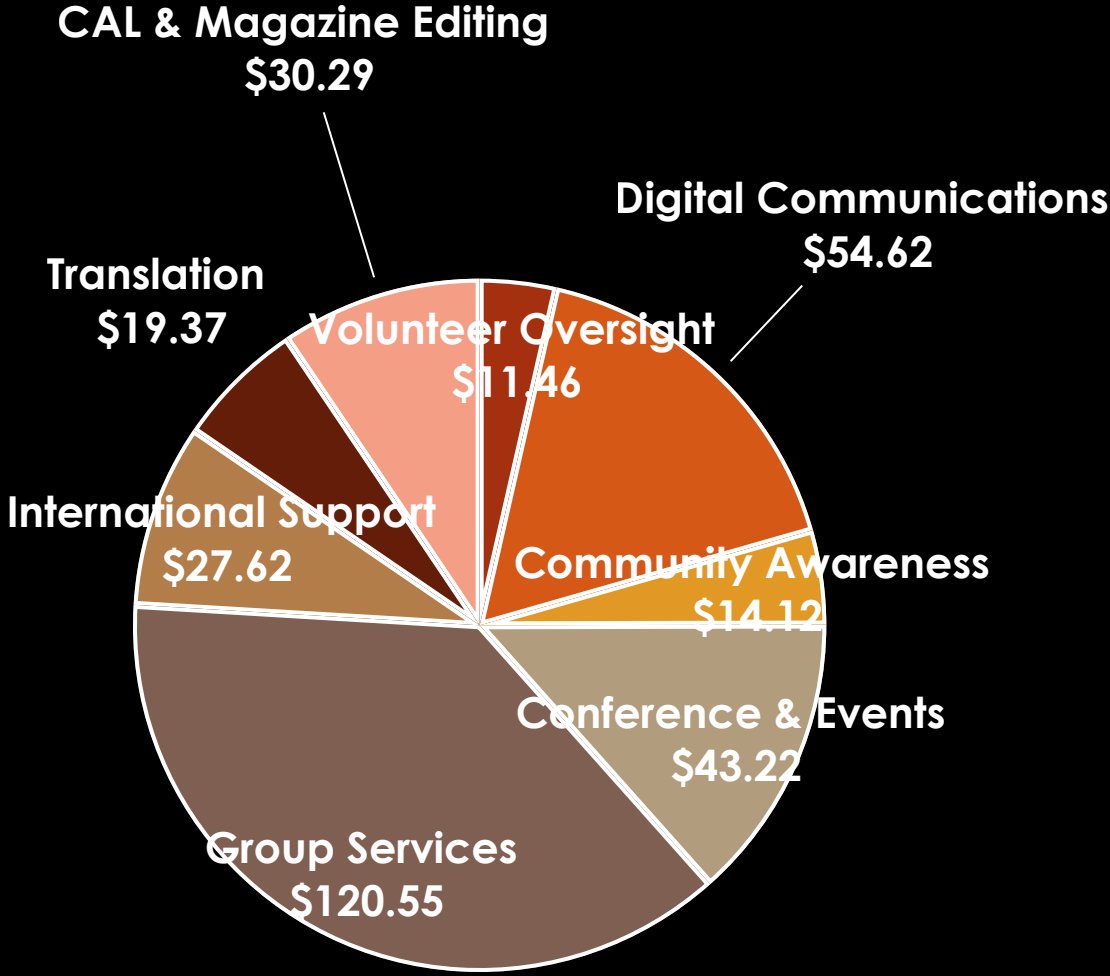
Reading CAL at meetings

Calling WSO to find a meeting

Using the *Mobile App* for a Zoom meeting

PSAs playing on TV stations

COST PER GROUP \$321.25



REVENUE

AL-ANON FAMILY GROUP HEADQUARTERS, INC. 2023 OPERATING BUDGET

	2023 Preliminary Budget	2022 Revised Budget	2022 Audited Actual
<u>Estimated Revenue</u>			
Literature Sales less cost of printing	2,768,930	2,156,210	2,099,846
Contributions	2,532,900	2,917,980	3,337,919
Magazine sales	235,000	235,000	247,368
Subscription income	48,000	46,000	48,174
Investment Income/Transfers	275,600	265,600	(173,743)
Total Estimated Revenue	5,860,430	5,620,790	5,559,564

EXPENSES

AL-ANON FAMILY GROUP HEADQUARTERS, INC. 2023 OPERATING BUDGET

	2023 Preliminary Budget	2022 Revised Budget	2022 Audited Actual
<u>Operating Expenses</u>			
Salaries	3,297,810	3,303,810	3,224,387
Payroll Taxes	248,400	244,240	259,062
Employee Benefits	514,320	482,660	469,362
Total Labor Costs	4,060,530	4,030,710	3,952,811

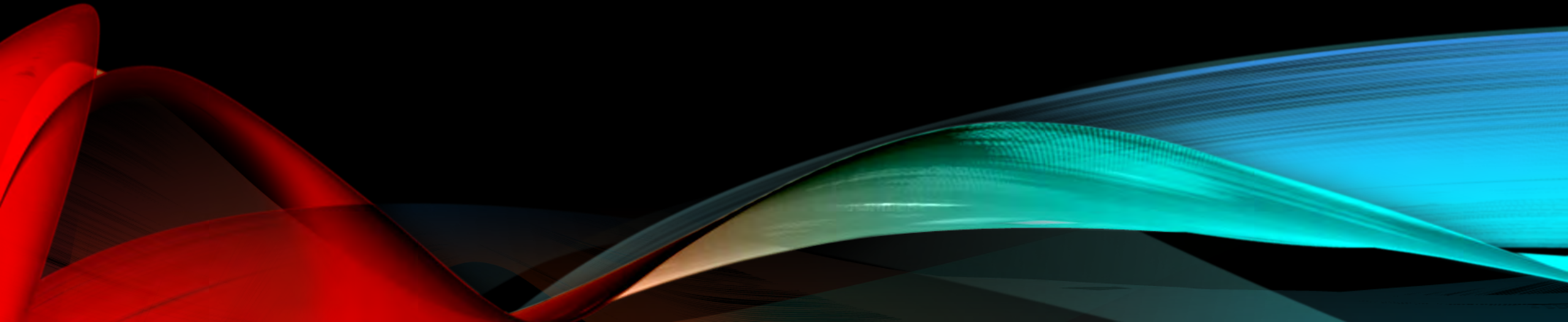
BOTTOM LINE

- 2023 operating budget is balanced
- Expected revenues are equal to total planned spending
- Launch of new literature is expected to increase our revenues for 2023
- Contributions are budgeted to be consistent and higher than historical levels
- Continue to express the importance of steady contributions

VIRGINIA BEACH



INTERNATIONAL COORDINATION COMMITTEE (ICC)



WHAT IS THE ICC?

- Purpose: The ICC is an advisory committee to the Board
- Reviews activities of WSO as they relate to groups, individuals, and service arms outside the WSC Structure
- Coordinates (International (International Area General Service Meeting) IAGSM
- Provides guidance to groups worldwide
- See page 206, *2022-2025 Al-Anon/Alateen Service Manual (P-24/27) version two (2)*



INTERNATIONAL AL-ANON GENERAL SERVICES MEETING (IAGSM)

TEAM NORTH



Norway



Latvia



Lithuania



The
Netherlands

TEAM EAST



Turkey



Bulgaria



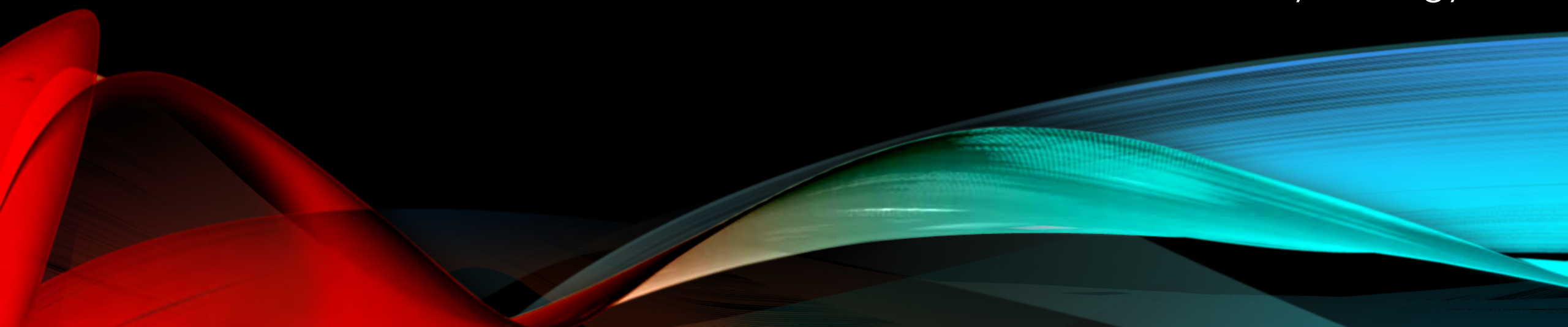
Hungary



Switzerland

ALATEEN ELECTRONIC GROUP FEASIBILITY – MEMBERS STRATEGY

AFG, Inc. Board of Trustee's Strategic Plan Alateen **Electronic** Group
Feasibility Strategy,



CONSIDERATIONS

- Both types of Alateen meetings – What are our current realities?
- What are the legal implications related to hosting electronic Alateen meetings safely?
- Are the minimum requirements from the 2003 Alateen Motion from the Board of Trustees sufficient for electronic meetings?

PHYSICAL VS ELECTRONIC MEETINGS ADVANTAGES

Physical meetings

- Area Alateen Safety & Behavior Requirements
- Defined by Areas

Electronic meetings

- Area Alateen Safety & Behavioral Requirements
- Supported & administered by WSO
- Hosted by Areas

LEGAL IMPLICATIONS

Physical meetings

- United States does not have a federal safety requirement for minors meeting in person

Electronic meetings

- United States has a minimum age limit for businesses engaging with minors through electronic media

BENEFITS: GLOBAL ELECTRONIC ALATEEN SAFETY AND BEHAVIORAL REQUIREMENTS

- Electronic Alateen groups are Al-Anon Family Groups
- Service structures globally enjoy autonomy
- Electronic Alateen groups can connect to their service structure

GLOBAL ELECTRONIC ALATEEN PARTICIPATION MINIMUMS

- Teen pre-interview
- AMIAS-E pre-interview facilitation
- Proof of age, photo ID, email, and emergency contact information collection
- Verified attendee list maintenance
- Teen ID to list confirmation before entry

FUTURE THOUGHTS

Changing Laws

- Global Electronic Alateen Safety and Behavioral Requirements are subject to evolving legislation, including the COPPA law.

???????

- Opting in?
- Agree to implement new requirements as soon as enacted and notified

WHAT FOLLOWS

- Review feedback and create cohesive presentation reflecting broadest global reach
- Make recommended changes to EASBR based on feedback received
- Share presentation with BOT at July 2023 Board Meeting
- Ask Board Of Trustees to define next steps
- Communicate with WSC members and international structures




LOVE, LAUGH, AND GROW TOGETHER
AIMER, RIRE ET GRANDIR ENSEMBLE
AMAR, REÍR Y CRECER JUNTOS



WSC 63rd Annual
World Service Conference 2023

NEW DAILY READER

“A Little Time To Myself” is now available from your local AIS or LDC. The cost is \$17.00.



A
Little
Time
for
Myself
—A
Collection
of
Al-Anon
Personal
Experiences

SPONSORSHIP & SERVICE SPONSORSHIP

- Motion was-To give conceptual approval to develop a comprehensive piece on sponsorship and service sponsorship using personal stories from Al-Anon members
- Size and format of “When I Got Busy, I Got Better” (P-78) or “Intimacy in Alcoholic Relationships” (B-33)
- This CAL will be booklet size
- The motion was almost unanimously approved

ROAD TRIP! YOU & YOUR BOARD CONNECT OCTOBER 26, 2024

Your Area is invited to apply to be the next destination for Road Trip! You and Your Board Connect, a unique event to bring the Al-Anon fellowship together in an engaging way. Road Trip! is held at the conclusion of Board Week in October 2024.

SEPTEMBER 22, 2023

Mail or email your Area's application by September 22 to:
World Service Office,
1600 Corporate Landing Parkway
Virginia Beach, VA
23454-5617 USA
events@al-anon.org
Attn: Road Trip! Event
757-563-1656 (fax)

OCTOBER 2023

The Board will choose three potential sites for the 2024 "Road Trip! You and Your Board Connect".



FEBRUARY 2024

Areas will be notified of final Board selection. Communication will start between the Area and WSO Staff. The WSO will negotiate with the hotel.

MAY 2024

The WSO will provide a registration form to the Area for local distribution. The WSO will also publish event details in AFG Connects communities and *In the Loop*.

OCTOBER 2024

Al-Anon members from the Area and across the WSC Structure connect with the members of the Al-Anon Board and Executive Committee at a local "Road Trip! You and Your Board Connect" Event.

THE FOUNDER'S INN & SPA

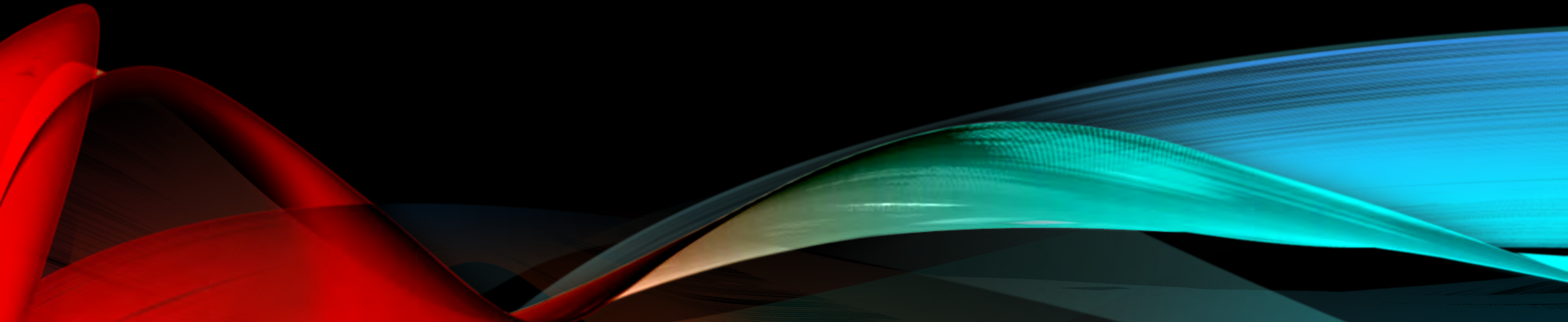
Virginia Beach, Virginia



THE FOUNDER'S INN & SPA



WORLD SERVICE OFFICE



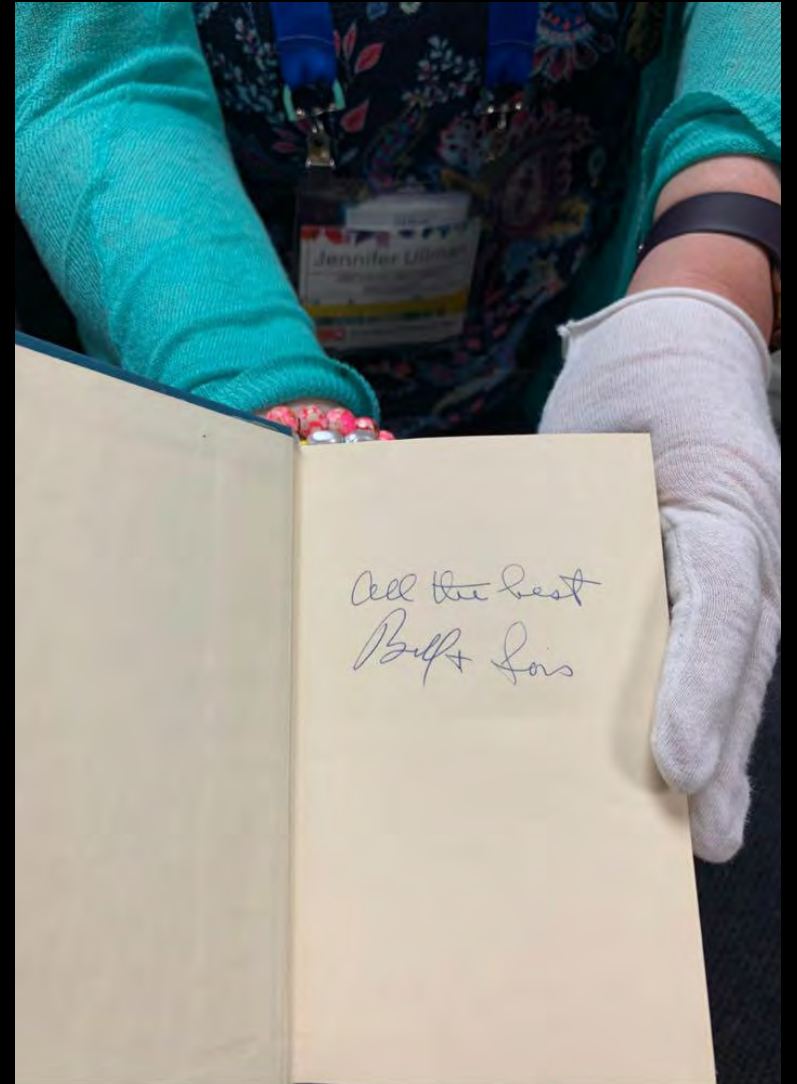
WSO ENTRANCE



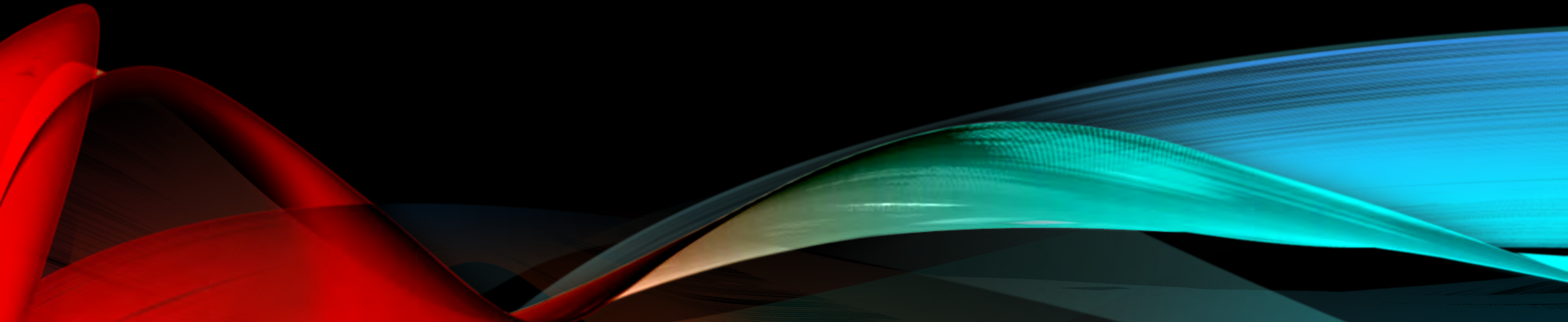
LOIS' MISSLE



FIRST ONE DAY AT A TIME



THANK YOU FOR YOUR ATTENTION



			Jan 1 - Jul 9, 23	Budget	\$ Over Budget
1	Income				<i>parenthesis = under</i>
2	Revenue				
3		Group Contributions	\$ 10,927.86	\$ 19,600.00	\$ (8,672.14)
4		Assembly Registrations	\$ 340.00	\$ 1,200.00	\$ (860.00)
5		Cash Carried Forward	\$ 29,438.13	\$ 30,000.00	\$ (561.87)
6		Total Revenue	\$ 40,705.99	\$ 50,800.00	\$ (10,094.01)
7	Total Income		\$ 40,705.99	\$ 50,800.00	\$ (10,094.01)
8	Expense				
9	Delegate Fund				
10		WSO ETF	\$ 2,687.10	\$ 2,687.10	\$ -
11		Extra Day	\$ 225.00	\$ 225.00	\$ -
12		Delegate Meeting	\$ 50.00	\$ 350.00	\$ (300.00)
13		Delegate Travel	\$ 84.24	\$ 1,000.00	\$ (915.76)
14		Delegate Miscellaneous	\$ 520.05	\$ 550.00	\$ (29.95)
15		Total Delegate Fund	\$ 3,566.39	\$ 4,812.10	\$ (1,245.71)
16	Working Fund Expense				
17		Archive Rent	\$ 660.00	\$ 800.00	\$ (140.00)
18		Area Travel Fund	\$ 1,157.25	\$ 2,000.00	\$ (842.75)
19		Communicator	\$ -	\$ 50.00	\$ (50.00)
20		SSM Advance	\$ -	\$ 1,500.00	\$ (1,500.00)
21		Assembly/AWSC Rent	\$ 3,626.73	\$ 7,170.00	\$ (3,543.27)
22		Insurance	\$ 2,180.00	\$ 2,180.00	\$ -
23		2018 · Zoom Subscription	\$ 149.90	\$ 150.00	\$ (0.10)
24		Total Working Fund Expense	\$ 7,773.88	\$ 13,850.00	\$ (6,076.12)
25	Assembly Allowance/Meal/Lodging				
26		Officers	\$ 1,360.62	\$ 5,400.00	\$ (4,039.38)
27		Audit/Budget	\$ 713.95	\$ 2,700.00	\$ (1,986.05)
28		Coordinators	\$ 1,951.30	\$ 4,500.00	\$ (2,548.70)
29		Past Delegates	\$ 451.72	\$ 2,700.00	\$ (2,248.28)
30		Total Assembly Allowance/Meal/Lodging	\$ 4,477.59	\$ 15,300.00	\$ (10,822.41)
31	Officers Expenses				
32		Alternate Delegate	\$ -	\$ 50.00	\$ (50.00)
33		Chairperson	\$ -	\$ 50.00	\$ (50.00)
34		Secretary	\$ -	\$ 50.00	\$ (50.00)
35		Treasurer	\$ -	\$ 75.00	\$ (75.00)
36		AAPP Expenses	\$ -	\$ 50.00	\$ (50.00)
37		Total Officers Expenses	\$ -	\$ 275.00	\$ (275.00)
38	Assembly Expenses				
39		Assembly Workshops	\$ -	\$ 300.00	\$ (300.00)
40		Alateen Projects	\$ -	\$ 150.00	\$ (150.00)
41		Archive Projects	\$ -	\$ 50.00	\$ (50.00)
42		CPC Projects	\$ 80.25	\$ 600.00	\$ (519.75)
43		Forum Projects	\$ -	\$ 150.00	\$ (150.00)
44		Group Records Projects	\$ -	\$ 25.00	\$ (25.00)
45		Literature Projects	\$ -	\$ 150.00	\$ (150.00)
46		PI Projects	\$ -	\$ 600.00	\$ (600.00)
47		Technology Projects	\$ 667.25	\$ 1,000.00	\$ (332.75)
48		Website Projects	\$ -	\$ 500.00	\$ (500.00)
49		Total Assembly Expenses	\$ 747.50	\$ 3,525.00	\$ (2,777.50)
50	Coordinator Expenses				
51		Alateen Coordinator Expenses	\$ 104.93	\$ 1,000.00	\$ (895.07)
52		Archives	\$ -	\$ 50.00	\$ (50.00)
53		CPC Coordinator	\$ -	\$ 25.00	\$ (25.00)
54		Forum	\$ -	\$ 25.00	\$ (25.00)
55		Group Records	\$ -	\$ 25.00	\$ (25.00)
56		Literature	\$ -	\$ 25.00	\$ (25.00)

57		Public Information	\$ -	\$ 25.00	\$ (25.00)
58		Technology Coordinator	\$ -	\$ 50.00	\$ (50.00)
59		Website Coordinator	\$ -	\$ 260.00	\$ (260.00)
60		Total Coordinator Expenses	\$ 104.93	\$ 1,485.00	\$ (1,380.07)
61		Northwest Regional Delegate Meeting			
62		Past Delegates	\$ 406.44	\$ 1,200.00	\$ (793.56)
63		Total Northwest Regional Delegate Meeting	\$ 406.44	\$ 1,200.00	\$ (793.56)
64		Other Expenses			
65		Alateen Sponsor Workshop	\$ -	\$ 600.00	\$ (600.00)
66		Audit Budget Extra Day + Exp	\$ -	\$ 100.00	\$ (100.00)
67		Contingency Fund	\$ 15.00	\$ 952.90	\$ (937.90)
68		Equipment Supplies	\$ -	\$ 100.00	\$ (100.00)
69		Handbook Update	\$ -	\$ 100.00	\$ (100.00)
70		Transition Fund	\$ -	\$ 100.00	\$ (100.00)
71		WSO Donation	\$ -	\$ 400.00	\$ (400.00)
72		AMIAS Background check fee expenses	\$ 192.75	\$ -	\$ 192.75
73		AMIAS Expense Reimbursement	\$ (192.75)	\$ -	\$ (192.75)
74		Total Other Expenses	\$ 15.00	\$ 2,352.90	\$ (2,337.90)
75		Total Expense	\$ 17,091.73	\$ 42,800.00	\$ (25,708.27)
76		Cash Balance as of 7/9/2023	\$ 23,444.26	\$ 8,000.00	\$ 15,444.26
77		Ample Reserve	\$ 8,000.00	\$ 8,000.00	\$ -
78		Available Cash	\$ 15,444.26	\$ -	\$ 15,444.26
		Remember to put all three items on checks:	Donations payable to Oregon Area AFG		
		District numbr	send to	Barb Baumer	
		WSO Group Number		21745 SW Columbia Dr.	
		Group Name		Tualatin OR 97063	
			Pay Pal: Oregon Area Al-Anon, treasurer@oregonal-anon		

Policy and Procedure for Accepting Electronic Groups into the Oregon Area

Groups meeting electronically may be accepted into the Oregon Area (OA) Service Structure after following the procedure listed in this document. The policy and procedure defines the process for electronic groups, whether registered in the Global Electronic Area (GEA) or other geographic areas of the World Service Conference (WSC) structure, to transfer to the OA. Electronic groups registered in the OA can transfer out of the OA.

1. Oregon Area Electronic Groups Affected by the Policy and Procedure

- a. A group currently registered as an in-person Oregon Area group, temporarily meeting as an electronic group, that wishes to remain electronic; will retain their registration ID# per the World Service Organization (WSO) and can officially join the OA as an electronic group. The group submits an Electronic Group Change form on the WSO website.
- b. If a currently registered in-person OA group has split into two separate groups, one electronic and one in-person, the in-person group retains the existing WSO ID#. The electronic group will register as a new meeting following the WSO on-line process.
- c. Registered groups in the OA may request to move from their current district to another geographic district or to the OA Electronic District, or vice versa. Groups then submit a request by email to the AGRC. It is suggested this move be approved once in a 2-year period.

2. The Oregon Area Electronic District (OAED)

- a. The Oregon Area will create an Electronic District. The OAED will be assigned a number by the Assembly as outlined in the Oregon Area Handbook (OAHB), Section V, p.3. The ED will become an active district when the first electronic group is assigned to it.

3. Electronic Groups Transferring into the Oregon Area from the GEA or another Area

- a. Procedure for Groups Transferring In
 - i. There has been a group conscience to request the transfer.
 - ii. The group will follow the transfer procedure of the WSO, the area it is leaving, and the Oregon Area. The group will submit the WSO on-line Transfer Request Form.
 - iii. The AGRC will assign the group to an Oregon Area District as requested by the group.
 - iv. The group will familiarize itself with the Oregon Area Handbook.
 - v. The Group Representative or other Officer of the transferring group will attend an informational meeting prior to the transfer.
- b. Procedure for the Oregon Area for Groups Transferring In
 - i. The Delegate is notified by the WSO of the request for transfer and informs the AGRC and DR.
 - ii. The AGRC and the DR will hold an informational meeting with a representative of the transferring group. The meeting includes an introduction to the Oregon Area Handbook. The AGRC and the DR notify the Delegate after this meeting.

- iii. The Leadership Team, together with the AGRC, will discuss the request. The Leadership Team votes to approve or not approve if there is concern that the transfer would harm the District or the Area.
- iv. The Delegate notifies the WSO of the transfer vote, approved or not approved.

4. Electronic Groups Transferring Out of the Oregon Area

- a. Procedure for Groups Transferring Out
 - i. The group has held a group conscience to request the transfer.
 - ii. The group submits the on-line transfer request form through the WSO. The group follows the OA transfer procedure for leaving the OA.
 - iii. The group agrees to give up participation in the OA.
 - iv. The GR or another group Officer attends an exit meeting with the DR and/or the AGRC.
- b. Procedure for the OA for Groups Transferring Out
 - i. The Delegate is notified by the WSO of the transfer.
 - ii. The Delegate notifies the DR, AGRC, and the Leadership Team.
 - iii. The DR and/or the AGRC schedule an exit meeting with the GR or a representative of the group transferring out.
 - iv. The Delegate is notified upon completion of this meeting, and then notifies the WSO of the transfer.

5. Electronic Group Service Position Considerations

- a. "Membership entitles a person to vote and to hold office." 2022-2025 Al-Anon/Alateen Service Manual, p. 86
- b. When electing members to service positions, electronic groups should consider the member's ability to follow the links of service at the District or Area level.
- c. All members of OA AFGs can serve at the group, district, or area levels. The only exception pertains to members of Al-Anon who are also members of AA. See 2022-2025 Al-Anon/Alateen Service Manual pp. 59, 86-87
- d. The OA has committed to hybrid meetings for the AWSC and Assemblies. The OA does not require that all Districts commit to hybrid meetings.

6. Terms and Support of this Policy and Procedure

- a. The Task Force on Accepting Electronic Meetings into the Oregon Area recommends this policy and procedure be approved by the OA Assembly for a two-year trial period. The Task Force recommends at the end of two years, the Assembly reviews the policy, makes any appropriate changes, and determines if it becomes permanent.

The background of the slide is a golden-yellow color with a dense, repeating pattern of various international currency symbols, including the dollar sign (\$), euro (€), pound sterling (£), and yen (¥). The symbols are rendered in a 3D, embossed style, creating a textured effect. The central text is set against a plain white background.

Accepting Electronic Payments at the District or Group Level



Forms of Electronic Payments

- Credit and debit cards
- Payment apps (Venmo, PayPal, Zelle) – connected to bank accounts
- ACH – bank transfer, need account and routing numbers (outside scope of presentation)
- Digital wallets (Google Pay, Apple Pay) – intended for storefronts/ecommerce (outside scope of presentation)

Nothing Comes for Free - Costs

- There is no “free” way to accept electronic payments, at least for credit/debit transactions
 - Visa, Mastercard, and other major card companies charge a fee for each transaction that gets passed on to the “seller”
 - For some payment processors, it’s against their policies to pass this fee on to “customers”
 - There may not be a charge for transfers between accounts, like PayPal, Venmo, or Zelle
- Fees are based on the amount of the “purchase” and the number of transactions
 - Often broken out into a percentage of the “purchase” plus a flat fee for each transaction
- Types of fees
 - Interchange, assessment, processor, and merchant
- May be quoted separately or combined into one fee category



Service Providers

- Blanket statement:
- By including the following service providers, we are not endorsing one over the other. We are presenting information to help you make an informed decision about what is best for your group or district.
- You are responsible for doing your own research.
- If you need help, follow up with Barb (Area Treasurer) or a member of the Audit/Budget committee.

Service Providers – PayPal for Business

- Easiest to set up and deploy
- Accepts both credit/debit cards and bank transfers
- Can create a profile web page, payment web links, or a QR code to direct purchasers to your account
- Allows a group/district to have multiple logins for one account
- Cost for credit/debit: 3.49%+\$0.49 (highest cost)



Service Providers – Stripe and Square

- A bit more complicated, requires some website knowledge
- Accepts both credit/debit cards and bank transfers
- Need a website or page to host the payment portal
- Cost for credit/debit: 2.9%+\$0.30

Service Providers – Venmo for Business

- Requires a personal Venmo account to open a business one
- “Purchasers” must use the Venmo app
- Accepts bank transfers only
- Can create a QR code or purchasers can find you in the app
- Uses a phone number as the user identification, have to make sure payments are going to the business profile, not personal one
- “Not for use by non-profits”
- Cost for credit/debit: 1.9%+\$0.10 (lowest cost)

Set up - PayPal

- Setting up a PayPal account
 - Go to PayPal.com – Select Sign Up – Choose Business account
 - Enter first name, last name, email address, password (email and password will be your log-in credentials – share as needed)
 - Activate your account
 - Type of business – sole proprietor or company (choose company)
 - Legal and trading name for business (group or district name)
 - Phone number (receive text messages/two-way authentication, can be changed)
 - Street address – no PO boxes (use treasurer's or CMA address)
 - Business type – Select nonprofit
 - Product or service – Membership organizations
 - Monthly sales – Under \$4,999
 - Employer identification number (EIN or tax ID) – Get from treasurer or bank, or request one for free on the IRS website (see financial section of OAH)

Set up - PayPal

- Setting up a PayPal account – continued
 - Enter personal information for treasurer or person setting up account – SSN, date of birth, home address
 - PayPal will send a confirmation email to the address provided. Go to that email and click on the link to confirm.
 - Provide bank account information (bank name, routing and account numbers)
 - PayPal will make two small deposits into your account, and you must verify the amounts. The money will be removed later. You cannot transfer money from your PayPal account until this verification is complete.
 - Select how you want to accept payments – by email, invoicing, or on a web site
 - Distribute information on how members can make donations



Taking Payments - PayPal

- When a donation is made, a notification will be sent to the email on file.
- Access the account through the website or mobile app to transfer money to your bank, see activity, or send money to another PayPal account. Log in with the account email and password.
- Once logged in, scroll down to Recent Activity to see who has made donations and how much. Click on a transaction for more detail.
- Fees are deducted from credit/debit card transactions.

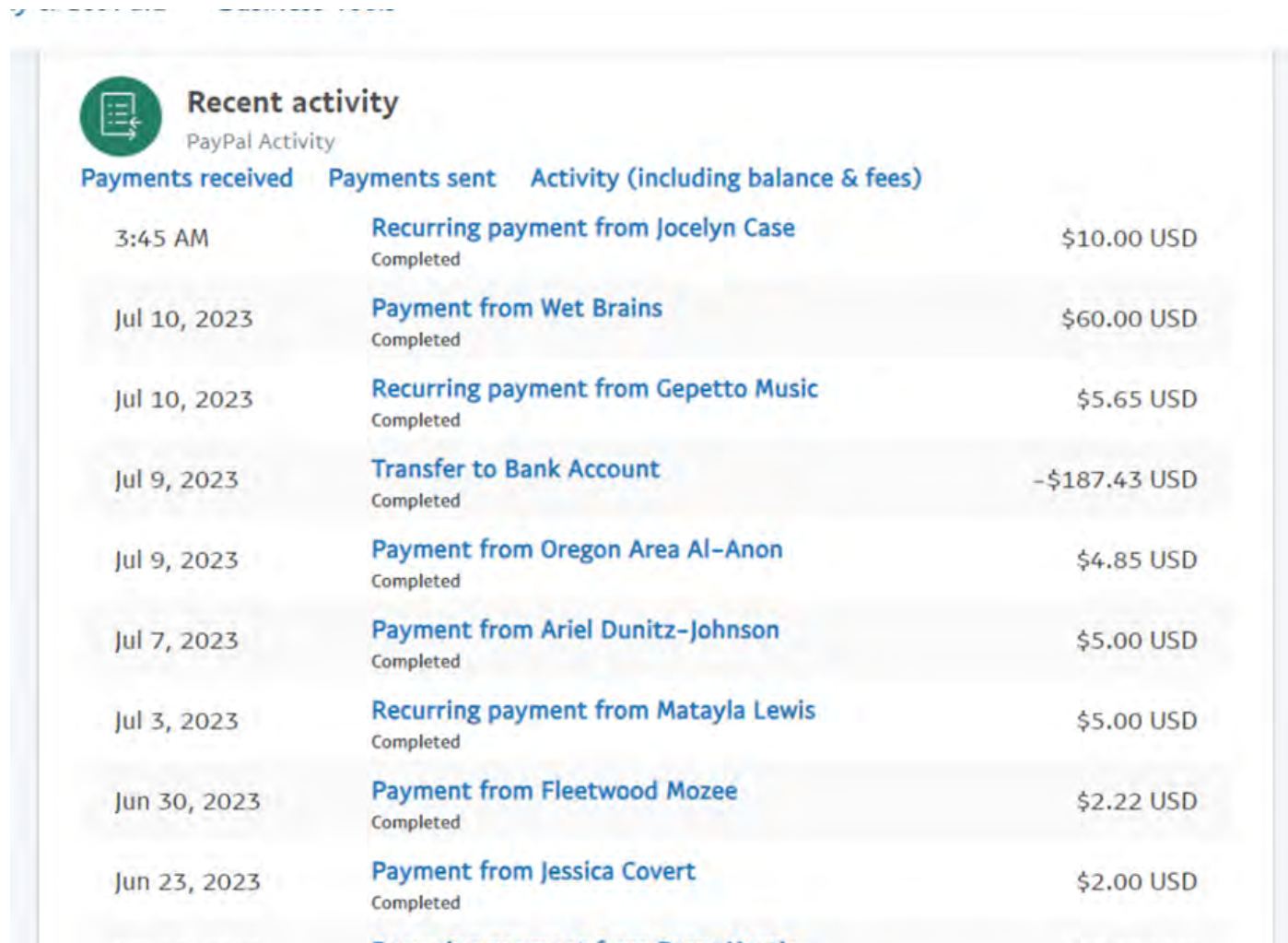
Taking Payments - PayPal

The screenshot shows the PayPal Business dashboard for the Portland Deaf Access Committee. The user is logged in as David Buck. The dashboard includes a navigation menu with options like Home, Activity, Sales, Finance, Operations, Pay & Get Paid, and Business Tools. Key features visible include:

- PayPal balance:** \$85.84 USD Available, with a 'Collect Your Money' button and a link to 'Set up auto transfers'.
- Quick links:** A row of icons for Business Tools, PayPal Giving Fund, QR codes, Invoicing, Request money, and Send money.
- Actions:** A section with a 'Send Money' button and an 'Edit Actions' button.
- Insights:** A section for 'Money in' showing a total of \$81.47 received, with links for 'Request money' and 'View transactions'.
- Set up:** A section with tasks like 'Set up subscriptions' and 'Get your Live API credentials and copy your Client ID'.

The bottom of the screen shows a Windows taskbar with various application icons and system tray icons.

Taking Payments - PayPal



The screenshot shows the 'Recent activity' section of a PayPal account. It features a green circular icon with a document and arrow, followed by the title 'Recent activity' and the subtitle 'PayPal Activity'. Below this are three tabs: 'Payments received', 'Payments sent', and 'Activity (including balance & fees)'. The main content is a list of transactions with columns for time/date, description, and amount. The transactions listed are:

Time/Date	Description	Amount
3:45 AM	Recurring payment from Jocelyn Case Completed	\$10.00 USD
Jul 10, 2023	Payment from Wet Brains Completed	\$60.00 USD
Jul 10, 2023	Recurring payment from Gepetto Music Completed	\$5.65 USD
Jul 9, 2023	Transfer to Bank Account Completed	-\$187.43 USD
Jul 9, 2023	Payment from Oregon Area Al-Anon Completed	\$4.85 USD
Jul 7, 2023	Payment from Ariel Dunitz-Johnson Completed	\$5.00 USD
Jul 3, 2023	Recurring payment from Matayla Lewis Completed	\$5.00 USD
Jun 30, 2023	Payment from Fleetwood Mozee Completed	\$2.22 USD
Jun 23, 2023	Payment from Jessica Covert Completed	\$2.00 USD

Taking Payments - PayPal

[Download](#)

Date	Type	Name	Payment	Gross	Fee	Net	Actions
3:45 AM	Recurring payment from	Jocelyn Case	Completed	\$10.00 USD	-\$0.84	\$9.16	Refund <input type="button" value="v"/>
Jul 10, 2023	Payment from	Wet Brains	Completed	\$60.00 USD	-\$2.22	\$57.78	Refund <input type="button" value="v"/>
Jul 10, 2023	Recurring payment from	Gepetto Music	Completed	\$5.65 USD	-\$0.65	\$5.00	Refund <input type="button" value="v"/>
Jul 9, 2023	Transfer to	Bank Account	Completed	-\$187.43 USD	\$0.00	-\$187.43	Archive

A vertical decorative bar on the left side of the slide, featuring a gold color and a pattern of embossed financial symbols including the dollar sign (\$), the pound sign (£), the yen sign (¥), and the Euro sign (€).

Taking Payments - PayPal

- Scroll down to transfer money into the linked bank account. Transfers take 1-3 days to process and are free.

Things to Consider

- Anonymity – Person setting up account may have to give out personal info, like full name and social security number.
- Personal or business account – Groups/districts should be signing up as a business, not for a personal account. If you do sign up for a personal account, what happens to the funds if that person no longer attends meetings or is no longer available? Accounts should not be managed by only one person.
- Will need to provide a tax ID number (EIN) or a SS number when setting up. Each group/district should have an EIN number (free from IRS website).

A vertical decorative bar on the left side of the slide, featuring a golden-yellow background with various 3D-rendered financial symbols such as the dollar sign (\$), pound sign (£), yen sign (¥), and Euro sign (€).

Things to Consider

- What apps will your bank accept? Smaller banks or credit unions may not accept funds from all services.
- Your funds may be held when starting out. Until you establish regular activity the payment service may keep your funds in limbo.

A vertical decorative bar on the left side of the slide, featuring a gold color and a pattern of embossed financial symbols including the dollar sign (\$), pound sign (£), yen sign (¥), and Euro sign (€).

Questions?



FINDING A MEETING ON WSO WEBSITE

Meredith D
AGRC

AGENDA

Introduction: a little history and food for thought

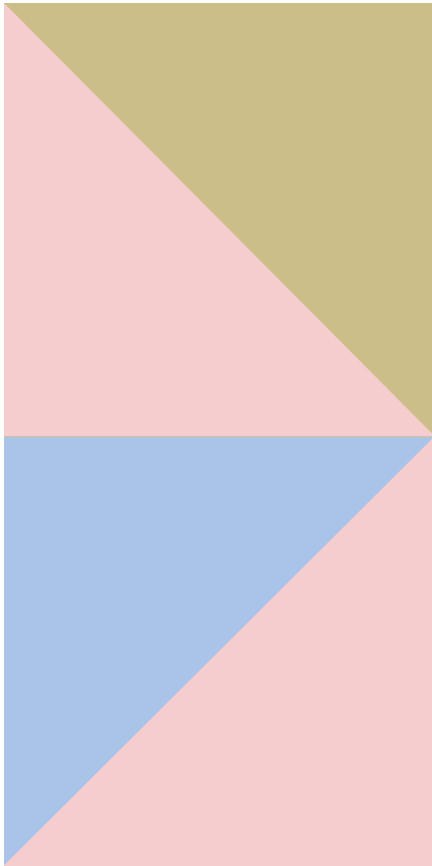
Primary goals: helping members to find meetings
anytime, anywhere

Areas of growth: becoming tech savvy

Demonstration: WSO website

Q&A





Finding Meetings

3

INTRODUCTION

Scott Power WSO
Director of Communication
And
Community Awareness

Team oversees the mobile app, Al-anon.org,
social pages, public service and technology
within the Organization

RECENT HISTORY

*Development of the Global Electronic Meeting search

*Feedback from Areas Accepting Electronic Meetings

*Release of a New Platform to Find Meetings 3/10/2023



HELPING MEMBERS FIND MEETINGS ⁵

- The two most common searches were for in-person (called a geographic area) and electronic meetings
- *Current search system needed to reflect the type of meetings available telephone, electronic platform, hybrid or in-person
- *Gap in the system currently~ temporary electronic meetings.

MEET OUR TEAM



WSO



YOU



Online
presentation

Al-anon.org

Q&A

SUMMARY

Electronic platforms will be used increasingly moving forward

Helping each other to get there

Updating our meetings when changes occur

Finding Meetings easily

THANK YOU

The image features a central graphic design on a white background. The design consists of several overlapping elements: a light beige rectangular area on the left; a dark blue shape at the top and bottom that forms a partial circle; a large, light pink circular area on the right; and a series of thin, concentric white lines within the pink circle, creating a ripple effect. The text 'THANK YOU' is centered in the beige area in a bold, dark blue font.

Alateen Coordinator Report - Kathy K.

Alateen has suffered greatly due to the pandemic. Kids did not want to meet on zoom during the shut-down. Some kids aged out of Alateen during the pandemic and newcomers didn't have a place to go. We are wondering about the long-term effects of the pandemic on the ability of the teens to reach out for help and perhaps their parents' ability to recognize how much their kids need the help of Alateen.

Our numbers are down and we have fewer Alateen meetings in Oregon than before the pandemic.

We are considering what effective outreach might look like. An informal poll of the kids at the assembly showed us that they were "made" to attend Alateen by their parent who is an Alcoholics Anonymous member.

I hope to talk with the kids at the Oregon Area Alateen Conference (OAC) in August to find out how they got to their first Alateen meeting and what they think would be effective outreach. Perhaps we can have a group of willing speakers for Alateen.

Fundraising for OAC is essential and on-going. The registration fee is \$90 per teen and the cost is closer to \$200 per teen. Scholarships of up to \$45 are offered to those who ask. We want to build our ample reserve back to \$4000. Our ample reserve was depleted as we started planning for OAC this year. Financially supporting OAC is a vital part of our program. I wish you all could go to OAC and see how teens' lives are positively affected by this deeply honest, fun, and healthy experience. Please ask your groups to contribute to OAC.

Contributions can be mailed to:
Oregon Alateen Conference (OAC)
PO Box 20472
Keizer, OR 97307
-or-
Venmo: @OAC-Donation

Literature/Forum Coordinator Report - Annie

As the Coordinator for both I have time on the agenda at the assemblies. I make sure I have people to present a book report or I do one. I keep it fun. The forum I read every month for me and I also make a list of the literature in them that are in between assembly and bring those books to the assembly.

I realized that the forum needed a writing workshop at least once per term. I wanted to keep it fun. I asked for 30 minutes, I had never done anything like this before. I asked some people and decided to keep it the way. I've been doing my book reports simple and fun. I think it went well yesterday.

Most people wrote something, Alateen, even me. I turned in their paper to me to send to WSO. I am enjoying my both of positions.

The one thing that I feel that I haven't done to fill my duties in these positions is join the AFG connects. I have not given up. It is still my goal to do this soon.

Technology/Website Coordinator Report – Trish B.

Technology - Our tech equipment is working well for the most part. Working on issues relating to the mic dropping out, more will be revealed. Looking for someone will to stand for the position next year.

Website – Updates to the website are ongoing. Hoping to find a way to update the front page to provide more links to different areas, but for now we are limited to five items. Purely electronic meetings originated in Oregon have their own section on the website under the list of meetings. New articles supplied by WSO are posted each month under AI-Anon Members Share.

Public Outreach and Cooperating with Professionals Update

Oregon Area Assembly
July 14-16, 2023



Public Outreach

At the end of June the World Service Office rolled out;

“The Public Outreach Toolkit “

[Public Outreach Toolkit - Al-Anon Family Groups](#)

Social Media Task Force

The purpose of the task force is to get ready to launch an ad, targeting professionals on the social media platform, LinkedIn.

Why professionals?

The Membership Survey indicates members are frequently referred to Al-Anon by a professional.

We want professionals to know about the Al-Anon Program.

Since March 2023, the task force has met monthly for approximately 1 hour.



Next update

The next update from the Social Media Task Force will be at the October ASWC and the November 2023 Assembly.