

## **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. The WSC structure includes USA, Canada, Bermuda, and Puerto Rico. 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 Office (WSO) and can officially join the OA as an electronic group. The group submits an Electronic Group Change form on the WSO website. All registration, change, and transfer forms can be found at [al-anon.org>Members>Group Resources>Groups Records](http://al-anon.org/Members/GroupResources/GroupsRecords).
- 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 OA geographic district or to the OA Electronic District, or vice versa. Groups then submit a request by email to the Area Group Records Coordinator (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 motion to create the OAED is generated by the AWSC and voted on by the Assembly as outlined in the Oregon Area Handbook (OAH) Section V, p.3. The ED will become an active district when the first electronic group is assigned to it.
- b. An electronic group may choose to join an OA geographic District or the OAED.

### **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 as noted in 3.a.v. 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 as noted in 4.a.iv.
  - 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 and/or Area level.
- c. All members of OA AFGs can serve at the group, district, or area levels. Members standing for a position must meet the qualifications outlined in the OAH, Section II. 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.

## Definition and Formation of a District

From the 2022-2025 Al-Anon/Alateen Service Manual

- The definition of a District was expanded to incorporate electronic AFGs: “Districts are comprised of a number of groups within a geographical or non-geographical part of an Area.” (p.64). “An Overlay District is a collection of groups typically aligned by a commonality, such as language or electronic format.” (p.74). These definitions are important because they paved the way for the creation of electronic Districts in geographic and non-geographic Areas.
- “An Area is divided into Districts by the Area World Service Committee, with the approval of the Assembly.” (p.141)

From OAH Section V, p. 3

- This section pertains to future changes to the District boundary base map in the Oregon Area. This section covers events that might change the base map, such as the addition or subtraction of a District or the boundary change of a District. *A conversation with Sue P. at WSO on 10/5 confirmed that Section V, p. 3 of our OAH covers the procedure to add a District to an Area.*
- A change can be made by following the 5 steps of the procedure in Section V, p. 3:
  1. “Prepare a map and narrative of new proposed boundary.”

The proposed Oregon Area Electronic District will not change the geographic boundaries of the Oregon Area base map. It covers the entire Oregon Area. It gives voice and vote to an additional DR at AWSC, and voice and vote at Assemblies to GRs representing this segment of groups. The WSO does not foresee an influx of e-groups moving into geographic Areas. Currently, our Area has about 8 e-groups deciding to either join their geographic District or the electronic District.
  2. “Hold meetings among adjacent Districts to review graphic map and narrative of current boundary and proposed boundary change. ...”

There is no boundary change. The electronic Task Force held two Town Halls in which the addition of an electronic District was discussed. In the first Town Hall a poll was taken: 83% wanted electronic groups to have the option to join an electronic District or a geographic District. In the second Town Hall a poll was taken: 91% approved of the proposed Policy which included the creation of an electronic District. The draft Policy and proposal of adding an electronic District was presented to the DRs June 2023 at the AWSC.
  3. “Present proposed graphic map and narrative change to AWSC for review and recommendation.”

A narrative about the addition of an electronic District was presented to the AWSC in June 2023. It is being presented a second time to the October AWSC with the request to create a motion to be sent to the November Assembly to add this District to our Area. The following is a narrative of the proposed District.

The Task Force proposes the creation of the “Oregon Area Electronic District”. It would be comprised of only electronic groups that are registered and accepted into the Oregon Area and that choose to join the electronic District pursuant to the proposed Policy and Procedure. The electronic District would be activated when the first electronic group joins

it. The electronic District and its electronic groups would have the same rights and representation as a geographic District.

Reasons to add the electronic District: Our members have supported the option for electronic Groups to have an electronic District. The proposed Policy and Procedure gives electronic meetings the choice of joining a geographic District or the electronic District. The electronic District offers electronic Groups the opportunity to have similar shared issues as a focus of their District meeting, and a DR whose focus would be to advocate in the links of service regarding electronic group issues.

4. Explain proposed change to Assembly for consideration and discussion.

The proposal of adding an electronic District was presented to the July 2023 Assembly during the presentation of the Draft Policy and Procedure.

5. Vote at a later Assembly to accept change to Oregon Area District Boundary Base Map.

The electronic District proposal and Policy and Procedure for Accepting Electronic Groups into the Oregon Area will have its second reading at the Nov. 2023 Assembly.

**The Task Force recommends the AWSC prepare a motion to accept the addition to the Base Map of the Oregon Area Electronic District to be voted on at the November 2023 Assembly.**

## **Proposed Motions for the November 2023 Assembly**

The Task Force recommends the AWSC submit the following proposed motions to be presented for discussion and vote at the November 2023 Assembly.

1. A motion to approve the proposed Policy and Procedure for Accepting Electronic Groups into the Oregon Area and add it to the Oregon Area Handbook.
2. A motion to create the Oregon Area Electronic District as proposed in the Policy and Procedure for Accepting Electronic Groups into the Oregon Area.

# Social Media Task Force Update Oct 14th, 2023



# Meetings

The Social Media Task Force Meets monthly for up to an hour.

The group was made up of four members, however at this time is down two.



# Update to Oregon Area Website

Between June and September 2023, the Oregon Area website was updated to include the word “Professional” on the home page with links to information about the Al-Anon program in English and Spanish.

<https://www.oregonal-anon.org/>



# Who are Behavior Health Care Workers?

Physicians/Psychiatrist

Nurse Practitioners with focus on treatment of mental health

Physician Assistants

Licensed Clinical Social Workers

Counselors

Addiction Specialists

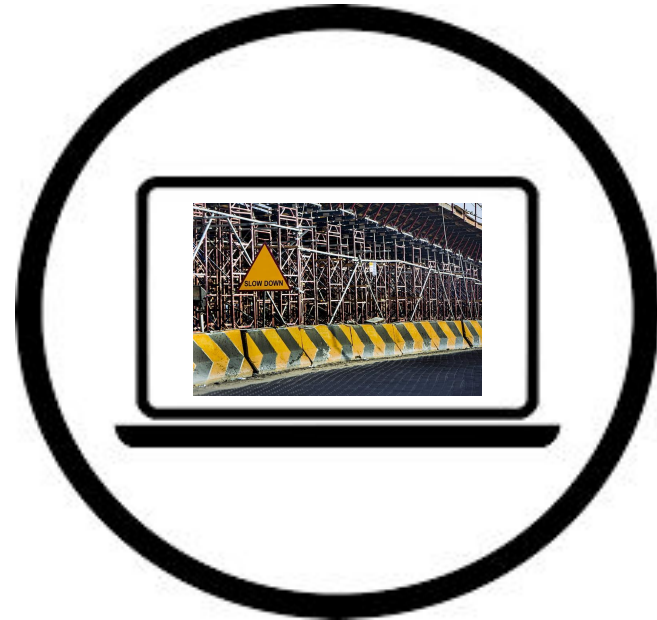
School Based Health Clinics



<https://www.oregon.gov/oha/HPA/ANALYTICS/HealthCareWorkforceReporting/2019-03-Analysis-Oregon-BH-Workforce.pdf>

# Started work on the LinkedIn page

LinkedIn Page under construction-



# Next steps

Oregon Area LinkedIn page is completed and connects to Oregon Area Professional Page.

Determine a date for a virtual event for behavioral health care specialist.

Prepare to launch an ad campaign on LinkedIn targeting behavioral health care workers and inviting them to a virtual event with intent of providing professionals with information about the AI-Anon program.

Obtain speakers for event.

Host a virtual event for behavioral health care specialist

# How will the LinkedIn Ad work

LinkedIn allows targeted ad to professionals based on job title.

Pay per clicks

Can determine length of time ad will run

Set limit on money spent for ad.

How much money does the Oregon Area Plan to spend? Budget of \$2000.00

Next update:

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		Jan 1 - Oct 8, 23	Budget	\$ Over Budget	
1	<b>Income</b>				<i>parenthesis = under budget</i>
2	<b>Revenue</b>				
3	Group Contributions	\$ 15,042.40	\$ 19,600.00	\$ (4,557.60)	
4	Assembly Registrations	\$ 760.00	\$ 1,200.00	\$ (440.00)	
5	Cash Carried Forward	\$ 29,438.13	\$ 30,000.00	\$ (561.87)	
6	<b>Total Revenue</b>	<b>\$ 45,240.53</b>	<b>\$ 50,800.00</b>	<b>\$ (5,559.47)</b>	
7	<b>Total Income</b>	<b>\$ 45,240.53</b>	<b>\$ 50,800.00</b>	<b>\$ (5,559.47)</b>	
8	<b>Expense</b>				
9	<b>Delegate Fund</b>				
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	<b>Total Delegate Fund</b>	<b>\$ 3,566.39</b>	<b>\$ 4,812.10</b>	<b>\$ (1,245.71)</b>	
16	<b>Working Fund Expense</b>				
17	Archive Rent	\$ 660.00	\$ 800.00	\$ (140.00)	
18	Area Travel Fund	\$ 1,475.17	\$ 2,000.00	\$ (524.83)	
19	Communicator	\$ -	\$ 50.00	\$ (50.00)	
20	SSM Advance	\$ -	\$ 1,500.00	\$ (1,500.00)	
21	Assembly/AWSC Rent	\$ 6,106.73	\$ 7,170.00	\$ (1,063.27)	*\$2180.00 2022 exp
22	Insurance	\$ 2,180.00	\$ 2,180.00	\$ -	
23	2018 · Zoom Subscription	\$ 149.90	\$ 150.00	\$ (0.10)	
24	<b>Total Working Fund Expense</b>	<b>\$ 10,571.80</b>	<b>\$ 13,850.00</b>	<b>\$ (3,278.20)</b>	*actual 2023 exp \$8391.80
25	<b>Assembly Allowance/Meal/Lodging</b>				(under budget \$5328.20)
26	Officers	\$ 1,694.58	\$ 5,400.00	\$ (3,705.42)	
27	Audit/Budget	\$ 713.95	\$ 2,700.00	\$ (1,986.05)	
28	Coordinators	\$ 2,476.69	\$ 4,500.00	\$ (2,023.31)	
29	Past Delegates	\$ 451.72	\$ 2,700.00	\$ (2,248.28)	
30	<b>Total Assembly Allowance/Meal/Lodging</b>	<b>\$ 5,336.94</b>	<b>\$ 15,300.00</b>	<b>\$ (9,963.06)</b>	
31	<b>Officers Expenses</b>				
32	Alternate Delegate	\$ -	\$ 50.00	\$ (50.00)	
33	Chairperson	\$ 6.90	\$ 50.00	\$ (43.10)	
34	Secretary	\$ -	\$ 50.00	\$ (50.00)	
35	Treasurer	\$ -	\$ 75.00	\$ (75.00)	
36	AAPP Expenses	\$ -	\$ 50.00	\$ (50.00)	
37	<b>Total Officers Expenses</b>	<b>\$ 6.90</b>	<b>\$ 275.00</b>	<b>\$ (268.10)</b>	
38	<b>Assembly Expenses</b>				
39	Assembly Workshops	\$ 63.90	\$ 300.00	\$ (236.10)	
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	<b>Total Assembly Expenses</b>	<b>\$ 811.40</b>	<b>\$ 3,525.00</b>	<b>\$ (2,713.60)</b>	
50	<b>Coordinator Expenses</b>				
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	\$ 252.00	\$ 260.00	\$ (8.00)	
60	<b>Total Coordinator Expenses</b>	<b>\$ 356.93</b>	<b>\$ 1,485.00</b>	<b>\$ (1,128.07)</b>	
61	<b>Northwest Regional Delegate Meeting</b>				
62	Past Delegates	\$ 406.44	\$ 1,200.00	\$ (793.56)	
63	<b>Total Northwest Regional Delegate Meeting</b>	<b>\$ 406.44</b>	<b>\$ 1,200.00</b>	<b>\$ (793.56)</b>	
64	<b>Other Expenses</b>				
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	\$ 6.79	\$ 100.00	\$ (93.21)	
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	<b>Total Other Expenses</b>	<b>\$ 21.79</b>	<b>\$ 2,352.90</b>	<b>\$ (2,331.11)</b>	
75	<b>Total Expense</b>	<b>\$ 21,078.59</b>	<b>\$ 42,800.00</b>	<b>\$ (21,721.41)</b>	*actual 2023 exp \$18,898
76	Cash Balance as of 10/8/2023	\$ 23,991.94	\$ 8,000.00	\$ 15,991.94	(under budget \$14,611)
77	Ample Reserve	\$ 8,000.00	\$ 8,000.00	\$ -	
78	Available Cash	\$ 15,991.94	\$ -	\$ 15,991.94	
	<b>Remember to put all three items on checks</b>	<b>Donations payable to Oregon Area AFG</b>			
	District Number	send to	Barb Baumer		
	WSO Group Number		21745 SW Columbia Dr.		
	Group Name		Tualatin, OR 97062		
		<b>Pay Pal: Oregon Area Al-Anon, treasurer@oregonaqi-anon.org</b>			

Background Checks for Alateen Sponsors (AMIAS): Mary, AAPP. I get information from DRs of people that want to become AMIAS. DR sends information to me and the process continues with a Background Check with the state of Oregon. BG check is \$64.25 and the fingerprinting is \$12. In some districts, this can get costly. Current Oregon Area Handbook, Section 8, the Alateen information says that every three years every AMIAS needs to get an updated background check. The task force to edit the OASBR will be changing the three-year requirement to five years requirement. Thing 1, Asking you to consider having the Oregon Area pay for the Background Checks. Thing 2, in the state of Oregon, no current AMIAS have had a second background check. We have a lot of catching up to do for updating background checks. There are twenty AMIAS that I sent an email to, to advise them these background checks will be happening. The email I sent had questions for the AMIAS to ponder, before the expenditure of the background check. These questions:

Things I'd like you to think about before a background check is done:

1. Am I active in Alateen in my area?
2. Do I attend the monthly Oregon AMIAS electronic meetings on the second Saturday of each month?
3. Am I a group sponsor of an active group?
4. Do I help out to substitute when a group sponsor needs to miss an Alateen meeting?
5. Do I share all about Alateen in my Al-Anon and/or local Alcoholics Anonymous meetings?
6. If I don't have an Alateen group in my area, am I willing to work with others on an Alateen outreach project?
7. If I do have an active Alateen meeting, am I willing to work with others on an Alateen outreach project?
8. If I don't have an Alateen group in my area, am I willing to get one started and KEEP THE DOOR open for an Alateen that might wander in?

The reason these questions are in the email, is that we want to make sure the AMIAS are willing to continue to be active. I'm not sure what the procedure is from here. I believe we need to make a motion. All twenty background checks don't have to happen at once, but we can develop a cadence. How many total AMIAS in the Oregon Area? 41. Eventually 41 AMIAS, in a 5-year period will need to be background checked.

Stephen: Alateen program is an Area program. AMIAS are certified as Oregon AMIAS. The District is the closest connection to the Alateen program in that district. Since it's and Oregon Area certification, the best place for the cost is in the Area. Silent districts and districts with very little funds. We can help support those districts by covering the cost of the background checks.

QUESTIONS/COMMENTS:

Linda (Audit Budget): 20 is 50% and a lot of people. As far as the district, they should have the skin in the game for the first initial background check. Then with the updated background checks, maybe the Oregon Area could bear that brunt. Don't take the district out of it completely.

District Reps: How does it affect district budgets to do these background checks?

Meladee – To have Area pay for background checks across the board would not affect how important we feel AMIAS are and how excited we are to get new ones. For those groups in which it's a burdensome



duty, I would agree to have them still pay for the initial background checks, or maybe they could apply for Area funds.

Emma – Can we use the OAC money for background checks? We would be okay with that.

Marvalee – There is not a district meeting that goes by that we do not talk about Alateen. The BG check is at the end of the process. It's very connected with our district. Our skin is in the game, whether we are paying or not.

Gayle – I appreciate the questions in your email sent to AMIAS. I have AMIAS in my district that I always recertify and hope they will get more involved. To recertify is a huge process.

Mary – The recertification process is a whole different process.

Michelle – I have one AMIAS in my district and she hasn't been able to get a meeting going. Our district is working on Public Outreach and getting Alateen meetings going in our area. It is a very important area to us.

Mary – Joanne sent a text. "It was agreed for districts to pay. Maybe it is time to re-evaluate."

Dawn – Need to vote to change this from 3 to 5 years, for updating background checks.

Barb – Not the initial background checks, but the updating of the current AMIAS.

Dawn – current process is the first one on the district. I didn't see anyone wanting to change that.

Stephen – I'm hearing that the initial background check for a new AMIAS can still be paid for by the District, as we have already set that up. Maybe we could consider dark districts, low income, to be able to get Area to pay. Second, the updated background checks will be paid by the Oregon Area.

Bonnie – Motion to update the OAH to provide for recurring background checks to occur every 5 years and to be paid for by the Oregon Area. Meladee seconds it. Trish launched the Poll Everywhere.

Vote count: Yes: 19 /No: 1 / Abstain: 0 / Tabled: No.

Minority voice: concern about Oregon Area budget and there should be more time for people to think about this.

<b>Proposed Oregon Area Budget 2024</b>			
	<b>Category Descriptions</b>	<b>2024</b>	<b>2023</b>
1	<b>Revenue</b>		
2	Group Contributions	40,139.00	19,600.00
3	Assembly Registrations	1,500.00	1,200.00
4	State Speaker Meeting		-
5	SSM Advance		-
6	Cash Carried Forward	20,000.00	30,000.00
7	Total Revenue	<u>61,639.00</u>	<u>50,800.00</u>
8	<b>Expenses</b>		
9	<b>Delegrate Fund</b>		
10	WSO ETF	2,528.00	2,687.10
11	Extra Day	250.00	225.00
12	Delegate Meeting (NWRDM)	1,300.00	400.00
13	Delegate Travel	1,000.00	1,000.00
14	Delegate Miscellaneous	525.00	500.00
15	Sub-Total: Delegate Fund	<u>5,603.00</u>	<u>4,812.10</u>
16	<b>Working Fund expenses</b>		
17	Alateen Safety Requirements Legal Fees (Next-2024)	1,000.00	-
18	Existing AMIAS Background Checks	800.00	
19	Archive Rent & Supplies	1,450.00	800.00
20	Area Travel Funds (ATF)	3,000.00	2,000.00
21	Communicator	156.00	50.00
22	SSM Advance	1,500.00	1,500.00
23	March Assembly Rent & Expenses	2,300.00	2,190.00
24	July Assembly Rent & Expenses	2,300.00	2,190.00
25	November Assembly Rent & Expenses	2,300.00	2,190.00
26	AWSC Rent [3 @ \$150 each] & Expenses	600.00	600.00
27	Zoom/Poll anywhere	285.00	150.00
28	Insurance	2,400.00	2,050.00
29	Sub-Total: Working Fund Expenses	<u>18,091.00</u>	<u>13,720.00</u>
30	<b>Assembly/AWSC Allowance (Meal/Lodging)</b>		
31	Officers	6,400.00	5,400.00
32	Audit/Budget	2,800.00	2,700.00
33	Coordinators	4,500.00	4,500.00
34	Past Delegates	2,300.00	2,700.00
35	Regional Trustee/Board Visit		-
36	Sub-Total: Assembly/AWSC Allowance (meals/Lodging)	<u>16,000.00</u>	<u>15,300.00</u>
37	<b>Officers Expenses</b>		
38	Alternate Delegate	50.00	50.00
39	Chairperson	50.00	50.00
40	Secretary	50.00	50.00
41	Treasurer	75.00	75.00
42	AAPP	50.00	50.00
43	Sub-Total: Officers Expenses	<u>275.00</u>	<u>275.00</u>

<b>Proposed Oregon Area Budget 2024</b>			
<b>Category Descriptions</b>		<b>2024</b>	<b>2023</b>
<b>Expenses (continued)</b>			
44	<b>Assembly Expenses</b>		
45	Assembly Workshops	100.00	300.00
46	Alateen Projects	150.00	150.00
47	Archive Projects	50.00	50.00
48	CPC Projects	2,000.00	600.00
49	Forum Projects	150.00	150.00
50	Group Records Projects	25.00	25.00
51	Literatue Projects	150.00	150.00
52	PI Projects	600.00	600.00
53	Technology Projects	500.00	1,000.00
54	Webstie Projects	500.00	500.00
55	Sub-Total: Assembly Expenses	4,225.00	3,525.00
56	<b>Coordinators Expenses</b>		
57	Alateen	500.00	1,000.00
58	Archives	50.00	50.00
59	CPC	25.00	25.00
60	Forum	25.00	25.00
61	Group Records	25.00	25.00
62	Literature	25.00	25.00
63	Public Information	25.00	25.00
64	Technology	50.00	50.00
65	Website	370.00	260.00
66	Sub-Total: Coordinators Expenses	1,095.00	1,485.00
67	<b>Northwest Regional Delegate Meeting</b>		
68	Alternate Delegate	-	-
69	Past Delegates	3,900.00	1,200.00
70	Sub-Total: NWDRM	3,900.00	1,200.00
71	<b>Other</b>		
72	Alateen Coordinator - Sponsor Workshop	600.00	600.00
73	Audit Budget Extra Days & Expenses	100.00	100.00
74	Contingency Fund	1,000.00	1,082.90
75	Equipment Supplies	100.00	100.00
76	Handbook Update	150.00	100.00
77	Transition Fund	100.00	100.00
78	WSO Donation	400.00	400.00
79	Sub-Total: Other Expenses	2,450.00	2,482.90
80	<b>Ample Reserve</b>	10,000.00	8,000.00
81	<b>Total Expenses &amp; Reserve</b>	<b>61,639.00</b>	<b>50,800.00</b>
82	<b>Budget Balancing Ledger</b>		
83	Budgeted Income	61,639.00	50,800.00
84	Budgeted Expenses	61,639.00	50,800.00
85	Net Gain (Shortfall) of Budgeted Income/Expenses	-	-
86	<b>Total of Budget Balancing Ledger</b>		

Officer and Coordinator Breakout – Katie W leading.

Katie gathered questions from some Officers and Coordinators and whittled them down to the following, in a nutshell:

- 1. How to wrap up this panel in terms of your position?**
- 2. How to encourage others to step in to vacant service positions.**
- 3. How to prepare the next person that step up?**

Goal to accomplish?

Meredith – sorting out before passing it on/Training from WSO/People think they know, may not.

Dawn – Anyone that wants to do this, can do it. Celebrate our success.

Joanne – Visiting every district again.

Bonnie – Over next 3 assemblies (each Coordinators talk about what they do) Education

Mary - Get things set on track to make a smooth transition is smooth for the next person

Barb – you don't have to be an accountant to be the Treasurer. You have to like numbers, but not an accountant. Be able to write a check and be the steward. You have support. Make it positive in what we are showing and presenting to the next candidates.

Sue – A/B – Begin to educate importance of budget the How and Why.

Trish – I'm not a good teacher and I feel like both of the jobs I have need a lot of instructions. I was hoping someone could assist and come alongside for this position so that someone could take it on for the next panel. I'm hoping someone has an interest.

Stephen – focus attention on updating the handbook and handbook committee. Handbook is coming. Be a contact to help Group Reps to learn the job. Look towards a couple of people privately to attract to the position. Nominate people for the position

Maureen – LinkedIn going. You don't have to know what you're doing. The first year no one knows what they are doing. Maybe for Public Outreach, create a workshop to find out what the job entails.

### **How am I doing as a leader?**

Stephen – better than in my first year. Incredible opportunity for growth – serving & actively participating – task forces. Positive experience for what you make of it.

Meredith – Flyer committee – This is where positivity comes in when editing flyers. Think about the guidelines, are going to be updated. Did you read the checklist, understand the directions?

Joanne – Help members understand all levels – AFG and AFG Inc.

### **How to get others to step in to vacant service positions? What happens if no one steps up?**

Trish – think about people who may be able to take and do well in this position.

Barb – Service - personal interaction with others.

Dawn – encourage people that excited about the positions.

**Is Voluntolding encouraging? What do we know doesn't work?**

Dawn – negativity doesn't work. Positivity – not a drag, not a chore, sad to leave. Celebrate our successes. I will be asking all of you to send me your successes. Who will thrive in that position. I would rather leave positions empty, instead of having someone do it that doesn't want to be doing it.

Meredith – Taking on Elec meetings. Ask tough questions – learn from others – Do what works for us.

Joanne – Voluntolding can work if circumstances are right

Maureen and Mary – skit to generate enthusiasm. Fortune cookies.

Katie – **Focus to change from online or in person. Can someone do it (a position) exclusively online?**

Trish – Tech job is the only job that has to be in person. Everything else can be virtual.

Dawn – Fireside chat. There's a lot of information to get out.

Maureen – do a skit, or something. Bring humor into this.

Mary – will help Maureen.

Trish – turn over your chair and see what position you get

Stephen and Bonnie are making fortune cookies and asking question? Are they gluten free? How will the online people participate?

Trish – the frog in the pot of water. When I signed up for technology, we were all on zoom. Then a person brought me all this equipment and I had to learn how to put it all together. I started out with nothing and had to learn it.

Joanne – have a meeting with the old person and the new position at the assembly.

Trish – setting up expenses through the Oregon Area account – websites, zoom rooms, and other equipment.