

Al-Anon Service Meeting Minutes 6/10/2023

10 am-ELECTRONIC ONLY

Electronic sign in on AIS website

Chair: Pat-open meeting with the Serenity Prayer

Read: 12 Traditions-Robin, 12 Concepts of Service –John B., Warranties -Diane, Concept 6 expanded information -Elissa

Roll Call first names and AIS roles: Pat H. Chair, Robin ISR sat. serenity, Harriett P, ISR wed 12/12. Barb B. ISR Thursday Penn Yan, Rose, Erin book depot ISR Monday webster, Bernie ISR guardian Angels, Marissa ISR healing hearts Saturday, Elissa, ISR Sunday Victor Parents, Maggie, intergroup and ISR living the solution Wednesday, Angela, ISR Friday hope for today, Dennis-Outreach Chari, Therese Newsletter, Loron AIS secretary, Hamlin ISR, John B. Finance Chair, Diane AIS treasurer.

From Pat: Welcome all to the AIS Rochester monthly meeting. We hope you will find in this fellowship:

1. Growth in your program and understanding of how AIS works.
 2. A welcoming environment where members feel safe and can express opinions and ideas freely, w/o interruption or criticism.
 3. Discussion and actions that benefit the Al-Anon groups in the Rochester area and beyond. (We welcome feedback, especially ideas for improvement).
 4. Contact information for Officers and AIS members, and an orientation for new members.
- Thank you for your service; rotation of service is important for our group's health.

Reports Below:

Secretary: Last month's minutes on website and attached. If you did not get these materials, please email secretary-secretary@aisrochester.com. Group noted sometimes they cannot open the attachments from Secretary, will send as pdf whenever possible.

Please review the attached contact list and send corrections to email or chat.

<http://www.aisrochester.org/minutes.html> . Approve minutes: Robin, second, Harriet motion passed

Treasurer-Diane: reports on website and attached.

Motion to accept: Elissa second: Bernie, treasurer report approved.

Chair Report - Pat H.

- There will be no AIS meeting in July.
- I know our November elections seem far off, but it is time to think about standing for one of the following positions: Chairperson, Vice Chair, Secretary, Office Manager, Finance Chairperson, Intergroup Representative. The responsibilities for each of these positions are listed in our bylaws on our website under information. If you are interested, contact the person holding the position. We are happy to work with you.

Discussion, Vote for new officers at November meeting, slate of candidates to be published in October newsletter, please have nominations by 10/23 meeting.

Vice-Chair: open position

Activities report: Cathleen-no report, see Cathleen with ideas

Alateen report: Muffy-we have an active meeting of Alateens. We ask members to consider being a sub for AMIAS (AI-Anon members working with Alateens). There is a AMIAS information meeting June 13th, please see NY north website for how to attend.

Book Depot – Erin-New Reader “A Little Time for Myself” coming in July. We have a lot of literature at the AIS office and Erin is happy to do special orders for CAL that your group needs.

Finance-John-see treasurer updates attached and website. John asks for Budget requests from committees, groups, and chairs by late august of 2023. We are looking for helpers to be on the finance committee to review finances and help in office if able. We thank members who have helped audit our finances this year. Please call John through the AIS office if interested.

Intergroup -Maggie G Inter Group Rep Report from Spring Assembly 2023

Attendance at NYN Assembly by DR +/-or GR

- # of districts within NYN= 28 # of groups represented= 16
- # of districts in Rochester AIS= 7 # of groups represented= 4

Link to find all reports from Coordinators: [Spring Assembly Meeting Documents](#)

Chairperson Report

- Increased the budget line item for equipment from \$500 to \$1500
- the decision for purchasing equipment will be delegated to the collective decision of the Officers and Coordinators at their monthly meeting up to the limit of the approved budget

Treasurer Report

- GRs voted at the assembly to remove the requirement for second signature on checks (gave false sense of security as banks will still cash with only 1 signature)
Other procedures are in place to provide transparency.
- GRs also voted at the assembly to use the WSO process for mileage reimbursement. Which is to either reimburse direct expenses after the event or use the volunteer mileage rate.

Alateen Coordinator Report

- There are many opportunities in the upcoming months to learn how Service in Alateen can renew your recovery and provide endless experiences to make new friends.
 - On Tuesday, June 13, members can join a virtual Alateen Networking Group meeting to ask questions about Alateen Service.
 - Dates/times and Zoom numbers for these meetings can be found on the nynafig.com site on the Events Calendar page.
 - These meetings are held monthly to provide information about Alateen service and as a resource for currently certified AMIAS to connect with other AMIAS in our Area to share experience, strength and hope.
- All of the districts in our Area are in need of registered AMIAS.
 - More members are also needed to step into service as substitute Alateen Group Sponsors to support our current Group Sponsors when conflicts arise and they are unavailable to go to their weekly meeting
- Alateen service is for anyone with at least two years of consistent Al-Anon participation.
- Active members of Al-Anon who are also AA members may serve as an Alateen Group Sponsor, providing they fulfill the minimum requirements as an AMIAS. At all times emphasis shall be placed on the Al-Anon interpretation of the program
- Mary is available to speak at individual group meetings and district/AIS meetings
alateen@nynafig.com

Archives Coordinator

- The Archives Task Force is moving along with getting the 24 boxes of documents and miscellaneous other items like CAL, bookmarks, event programs, etc., sorted and scanned, where possible.
- We have approximately 4-6 more boxes to sort through and take action on.
- To get to the NYN Archives:
 1. Go to nynafig.com
 2. Click on "Area Information!"
 3. Scroll down past NYN Policies and Guidelines until you see "NYN Archives" in black
 4. Click on the blue "Click Here"

Convention Coordinator

- The 2023 NYN Fall Election Assembly **IN PERSON ONLY ELECTIONS** will be held September 29, 30 and October 1, 2023
Embassy Suites Hotel on Carrier Circle,
6646 Old Collamer Road S, East Syracuse, NY 13057.

Chairperson Ruth S. and her committee are hard at work. Theme is "Together Again".

- Seeking host districts for 2024 and 2025

Group Records

- Very busy with frequent updates to meeting information
- [Al-Anon Group Records Change Form](#)
- [NYN Certificate of Insurance Request Form](#)

Literature Coordinator Report

- On Tuesday February 21, 2023, I attended a Web Conference Call with the Associate Director of Literature, Tom C., along with 38 other Literature Coordinator throughout the US & Canada. We discussed what our responsibilities were, (some have combined duties as Forum, LDC Center and Alternate chairs for their Area's). We also shared how we communicate with our Area's, how we use information we receive through AFG Connects, Workshops, , Presentations contest, & Literature Giveaways etc. that we can share to encourage people to buy and use CAL in their Recovery
- New Daily Reader, *A Time for Myself*, will be avail after the 2023 Al-Anon International Conv
 - All LDC's will receive email with information of when you can place orders etc.
- Job Description of the Literature Coordinator includes keeping an updated list of all LDCs (Literature Distribution Centers) in NYN and keeps the LDCs informed of that updated information.
 - If you are a recognized LDC (meaning you have registered it with WSO) or you have a District place that supplies literature to groups, please contact Diane at:
Lit@nynafg.com

Newsletter Editor Report

- Newsletter committee met to discuss preliminary ideas for updating the newsletter using WSO document number G-12, "Guidelines for Newsletters".
- Anticipate that we may propose changes to the newsletter editor job description, and the newsletter mission statement, for consideration by NYN

NYNAC Report

- Planning 2023 Alateen Conference
- Leslie is requesting that any Alateen group that would like to attend let her know- email on NYN website

Web Coordinator Report

- Working to ensure the website is up to date; meeting information, updating calendar, monitoring AFG Connects for news and topics for us to consider
- "Area Information" section holds a great deal of information including the archives.

Service Position Descriptions updated and approved by the Assembly during the meeting

- Will be posted on the NYN website <https://nynafg.com/pdf/jobDesc.pdf> (prior version currently posted)

Regional Trustee Application: submitted to NYN by Ruth S for approval.

- Ruth shared her application with the Assembly

- Approved by unanimous decision. Ruth can now submit her application to the WSO
- Trustee Role description <https://al-anon.org/pdf/Trustee-Role-Description.pdf>
- Board of Trustees <https://al-anon.org/for-members/board-of-trustees/>

Delegates Report (from WSC April 20-23 2023): Below are some of the highlights.

1. Finance

- Last year's contributions were the highest ever! Again, last year contributions were higher than budgeted.
- In 2022, 61% of groups contributed to the World Service Office with the average group contribution of \$208.33
- For the year 2022, 62% of groups within New York North contributed to WSO with an average total group contribution of \$153.26.
- The WSO cost per group in 2022 was \$283.33 and for 2023, it is \$321.25.
- Literature sales for 2023 are expected to be much higher than last year's due to the new daily reader.

2. Literature update

- The conference voted to have the WSO create a new piece of Conference Approved Literature (CAL) on Sponsorship - both personal and service. This piece of literature will be more than a pamphlet. It will contain personal sharings from Al-Anon and Alateen members. It will take many years to complete this project.
- For reference, the new daily reader, A Little Time for Myself (B-34), took ten years from conceptual approval to completion.

3. Copyright and Trademark

- Several years ago, WSO created a part-time Legal Assistant position to handle the increasing number of copyright and trademark violations as well as members' requests for information.
- Copyright 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."
- The only entity that can legally permit others to reproduce Al-Anon Conference Approved Literature (CAL) is the WSO.
- Common violation is the use 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. Less frequent, but still relatively common, is the alteration or modification of the Al-Anon or Alateen logo in any way. Typically, we see this when conventions or other entities not linked to the service arm create their own version of the Al-Anon logo, often including a design or words in the logo to represent their unique event.
- Registered Al-Anon groups, Districts, Al-Anon Information Services (AIS), Intergroups, and Areas have been given permission to use Al-Anon's copyrighted materials and trademarks as follows:
 - Use the Al-Anon or Alateen logo on event flyers.
 - Use the Al-Anon or Alateen logo or the Al-Anon or Alateen name on social media pages, websites, and guidelines.
 - Download, print, photocopy and publish Al-Anon Guidelines
- WSO also gives all registered Service Arms explicit permission to use trademarked and copyrighted materials in the following situations:

- To reprint and publish excerpts of Conference Approved Literature that have been marked as shareable - as long as the reprint statement is included.
 - OK to reproduce CAL to be used during a meeting but it cannot leave the meeting the space.
 - **Remind members NOT to purchase the eBook version of One Day at a Time. This book has been pirated and made available for sale on a platform not related to Al-Anon.**
4. Transforming Electronic Groups
- The Global Electronic Area (GEA) has held two Assemblies, set up banking practices, and is fully self-supporting. To date, 31 Areas have voted to accept Electronic Groups within their service structure.
 - Some have created an online overlay district while others assign the group's district based on the district of the person who originally started the group. Currently, there are over 9000 Electronic Groups registered in the GEA. The process and forms were created to allow Groups to transfer between the GEA and a geographic Area.
 - WSO is continuing the work needed to update the group records database to support both physical and electronic meetings. Future plans include adding electronic meetings in a geographic Area to the website meeting search function.
5. Alateen Electronic Group Feasibility
- WSO continues to explore the feasibility of Alateen Electronic Groups. Currently, the only Alateen groups that are allowed to meet electronically have a registered physical location. The group can be either temporarily holding electronic meetings or conducting meetings using a hybrid-format.
 - Legal issues need to be addressed
 - Electronic Alateen groups must be attached to a geographic Area.
 - Alateen participation minimum requirements are as follows: teen pre-interview conducted by at least one AMIAS-E, show proof of age, photo ID, have an email address, and provide emergency contact information. Cameras must be kept on during meetings and the Alateen must remain visible at all times.
 - The conference gave consensus for WSO to continue with its work on creating the conceptual framework necessary to allow for Electronic Alateen groups. At this time Areas are not tasked with implementing the conceptual framework outlined above as it is still under development.
6. Practicing the Seventh Tradition
- Cindy M, Treasurer, delivered a presentation on practicing the Seventh Tradition
 - She also addressed some **myths** concerning how groups should contribute:
 - Send the most to the service arm that needs it the most.
 - If a service arm has a deficit budget, send them the most.
 - She suggested a better way is to distribute excess funds based on the cost/group of each service arm. This is done by dividing the current annual budget by the number of groups.
 - WSO calculated that it cost \$321.25 to support a group.

Service Arm	2023 Budget	Number of Active Groups	Cost per Group	
WSO			\$321	54%
NYN	\$20,000	236	\$ 85	14%
AIS	\$ 5,000	45	\$110	18%
District	\$ 500	6	\$ 84	14%
Total costs			\$600	100%

- Next we need to figure the percentage to contribute to each service arm. The first step is adding up the cost per group for each service arm, which is \$600. To determine the percentage for each service arm, divide the individual cost/group by the total cost of \$600. When distributing excess funds the computed percentages should be used to determine the amount given
- To take this one step further, here is a sample budget for my home group

Rent	\$200	
Literature	\$100	
GR- Fall Assembly	\$250	
Direct group expenses		\$550
WSO	\$321	
NYN	\$ 85	
AIS	\$110	
District	\$ 84	
Service arm expenses		\$600
Total annual expenses		\$1150

- My Home group currently has 7 active members. Which means that to be a fully self-supporting member my annual contribution needs to be \$164 or \$3.15 per week

New York North AFG Area Officers
2021 - 2023

Delegate
Immediate Past Delegate
Alt. Delegate
Chairperson
Secretary
Treasurer

[Kathi D.](#)
[Molly C.](#)
[Emily K.](#)
[Carol C.](#)
[Cathy W](#)
[Betty GM](#)

delegate@nynafg.com
ipd@nynafg.com
altdelegate@nynafg.com
chairperson@nynafg.com
secretary@nynafg.com
treasurer@nynafg.com

Alateen	Mary S.	alateen@nynafg.com
Alateen AMIAS Process Person	Mary D.	amias@nynafg.com
Archives	Maria S.	archives@nynafg.com
Convention	Jim M.	convention@nynafg.com
Business E-Meeting Host	Michael R.	e-meetinghost@nynafg.com
Group Records	Joan Mary L.	records@nynafg.com
Literature	Diane C	lit@nynafg.com
Newsletter	Dave N	newsletter@nynafg.com
NYNAC	Leslie C.	nynac@nynafg.com
Presentation	vacant	presentation@nynafg.com
Public Outreach	vacant	po@nynafg.com
Web	Ellen V.	web@nynafg.com

Submitted by: Maggie G Rochester AIS Intergroup Rep

Discussion, group appreciates the report and will review more after Maggie's synopsis at this meeting. Of note is how to distribute what is over prudent reserve, electronic meetings, and need for areas to host assemblies. We need more groups/districts to be represented at the assemblies to help keep groups in "the loop" and grow our program. The NY north website is being remodeled. Look for easier navigation in the next months.

In person only Fall Assembly in Syracuse September 29-October 1st.

Newsletter-Teresa items due 6/14, note no meeting 7/23-newsletter items for July in by 7/12/2023 so think about summer items/announcements

Outreach-Dennis

- 35 Newcomer packets since 1/23-consider following up with folks who have requested to offer support.
- MD and Libraries have Al-Anon literature
- RCSD has contacted outreach about presentation in health classes, more to come
- Does any member know of upcoming health fair that could use Al-Anon?
- Jennifer house still looking for volunteers for monthly outreach to support our lone volunteer

Volunteer coordinator/office, Mel: please call AIS Rochester to give time to our office. 585-288-0540

Website Report- Ellen -see attached items summarizing website viewing 5/23-report screenshared by Loron, group reviewed, glad we are getting visitors. The report includes # w

Group Announcements or concerns:

Elections and finance covered as above,

Unfinished Business:

New Business:

- Election prep-see above
- Budget items to Treasurer/finance this summer-see above

Bullet points for groups from meeting: List and Forward to Newsletter

- **WSO spends 321\$ yearly on each group, consider increasing donation to WSO.**
- **AIS service opportunities please join the outreach, finance, web committee or volunteer at the office. Officer positions open 12/23 Chairperson, Vice Chair, Secretary, Office Manager, Finance Chairperson, Intergroup Representative.**
- **See AIS website for upcoming celebrations-under EVENTS, June 20th, Penn Yan, June 25th Hamlin Sunday Nighters Anniversary, July 15, Serenity on Saturday.**
- **See NY north Website for information on supporting Alateen.**
- **New Reader available in July, pre order from AIS or WSO**

Adjourn with Declaration and Serenity Prayer