

Al-Anon Service Meeting Minutes

April 13th, 2024

10 am-ELECTRONIC ONLY

Electronic sign in on AIS website

1. Opening: Pat Serenity Prayer

2. Reading of:

- 12 Traditions Ellen
- 12 Concepts of Service Loron
- Warranties John F
- Expanded Concept of the Month Loron

3. Roll Call First Names Only

- See excel spreadsheet.

4. Welcome: Pat Welcome all to the AIS Rochester monthly meeting.

We hope you will find in this fellowship:

- Growth in your program and understanding of how AIS works.
- A welcoming environment where members feel safe and can express opinions and ideas freely, w/o interruption or criticism.
- Discussion and actions that benefit the Al-Anon groups in the Rochester area and beyond. (We welcome feedback, especially ideas for improvement).
- 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.

5. Reports from Officers and Coordinators

A. Chair: Pat H.

Welcome Everyone and Happy Spring.

We have lost another beloved friend from our program, Sheila S.

Our condolences to her husband Mike H.

Words from Sheila that I will always remember and use, "Bless Them, Change Me."

Sheila, your spirit will always be with us.

- Open position: Activities Chair
- Our NYN Spring Assembly/Convention will be held in Rochester next year, May 30th, 31st, and June 1st at the RIT Inn and Conference Center. We have a committee of members from all over NYN working on this. Want to get involved? You can email me at chairperson@aisrochester.org

B. Vice Chair: Robin

C. Secretary: Maggie

- Review of last month's meeting minutes
- Motion to approve minutes: Marisa.
- Secinded by: Pat H
- Minutes **passed as written.**

D. Treasurer: Diane

AIS Treasurer Report March 2024

Attached reports:

1. Banking Summary
2. Transaction Report
3. 2024 AIS Budget

Summary:

- Checking Account Balance 11,115.37 • Savings Account Balance 16,618.48
- Book Depot Income: 1,599.76 • Fundraiser (zoom donation) 27.00 • Bank Interest on Savings 0.14 • Donations: 225.00
- **Total Income: \$1,851.90**
- Rent office and mtg. room 360.00 • Phone 70.42 • WSO Donation 0.0 • Book Depot 513.11 • Supplies & Postage 0.0 • **Total Expenses \$943.53**
- Overall Cash Flow through 3/31/2024 \$908.37

Stay well....

Respectfully Submitted

Kathy M. for Diane S.

Transaction - Last month

3/1/2024 through 3/31/2024

4/4/2024

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Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
BALANCE 2/29/2024								26,825.48
3/4/2024	Checking	ATM	Charter One ...Feb.2024 ...		AIS Office:P...		R	-70.42
3/7/2024	Checking	S			--Split--	--Split--	R	468.00
3/14/2024	Checking	1696	AI-Anon Fam...Inv.600404		Book Depot ...		R	-513.11
3/14/2024	Checking	1697	Rich Sam Pr... Apr. 2024 ...		AIS Office:R...		R	-360.00
3/21/2024	Checking	S			--Split--	--Split--	R	1,144.45
3/4/2024	Savings	S			--Split--	--Split--	R	200.96
3/11/2024	Savings				Book Depot L...		R	38.35
3/29/2024	Savings				Bank Interest		R	0.14
3/1/2024 - 3/31/2024								908.37
BALANCE 3/31/2024								27,733.85
TOTAL INFLOWS								1,851.90
TOTAL OUTFLOWS								-943.53
NET TOTAL								908.37

- **Motion to approve:** Maggie.
- **Seconded:** Dave
- **Approved as submitted.**

E. Finance: Kathy M

Collaborated with the John B (previous finance chair) and Diane S (treasurer) on the following:

- Quicken (collections and payments)
 - Entries made; learned process.
- Bank deposits (checks and cash)
 - Gained access to bank account reports/online banking.
 - Recorded deposit in Quicken and the bank.
- Monthly reports - learned process to prepare reports.
- Tax submission for 2023 - completed, awaiting confirmation from IRS.
 - Made change to the Principal Officer from M. Young to AIS (Business)
- Tax submission for 2019 - letter of rejection received once again.
- Citizens Bank - worked to resolve account access issues.

Follow-up actions from last month:

- Did some investigation looking for new computer equipment.
 - Recommendation: Work with Best Buy to understand specifications for the desktop computer based on AIS requirements and purchase Geek Squad support

- Currently using Quicken 2013 software (no software updates) and the application is backed up onto a separate drive once data is loaded by clicking a button upon saving work. Quicken does not have inventory capability, but QuickBooks does. Would require purchasing a license. Looked into TechSoup which is a technical resource

for non-profit businesses to purchase software at a discount. They have specific requirements for QuickBooks, and we do not qualify currently.

- Book Depot inventory: Need to set up meeting with book depot experts to discuss process requirements to understand if QuickBooks would be a fit or should we pursue another option.
- Need to schedule clean-up day for the office.
- Need to solicit volunteer to audit 2023 financials.
- Work to resolve 2019 tax submission issues.
 - Plan to contact the Taxpayer Advocacy Service
- Need to discuss donations to NYN and WSO

Respectfully submitted,
Kathy M
AIS Finance Chair

F. Book Depot:

Circle of Participation on April 6th had book sales totaling \$198.70.

Highest selling literature at event:

- B-31 – Many Voices/One Journey
- P-78 – When I Got Busy, I Got Better
- P-31 – Sponsorship. What It’s All About
- B-05 – Alanon Family Groups Classic Edition – last two sold at this event.

Conference of the Lakes is April 26-28th. The person managing the literature table will stop by the office on April 24th to pick up inventory for the event.

Dennis from Outreach approached me about ordering Spanish Literature for a meeting opening at Charles Street Settlement Center. We do not appear to have Spanish literature in stock. I contacted WSO about a Spanish literature catalog to provide the group. Dennis and I will meet in a couple of weeks to go over what will be needed to begin.

Erin and I met a couple of weeks ago and went through the transition of roles. Erin ordered more literature and restocked our shelves.

G. Intergroup Rep: Loron

Intergroup report April 10, 2024-from assembly, NYN newsletter, service manual and WSO loop.

What is New York North? From the newsletter 4/24

New York North is a region called WSO Area 39 within AI-Anon’s World Service. As such, we send our elected Delegate (Carol C) to the World Service Committee (WSC-April 2024) and that Delegate represents our insights on matters affecting any issues or proposed changes in how AI Anon as a whole functions. The Delegate brings any questions to the Group Representatives to assure that the Delegate votes with input from our region. They also bring back information from the WSC to distribute through District Reps and Group Reps back to the groups themselves. Care is taken to see that we follow the traditions and concepts in making well considered decisions. As an Area, we hold Assemblies in Spring-(May 18, 2024, virtual) and Fall, bringing Group Reps, officers and all interested together to make decisions about our own functioning and outreach, and to weigh in on

We support the process of establishing Alateen meetings and planning of a statewide Alateen Convention (NYNAC), and help new Group Reps get up to speed. New York North serves every county in New York State that sits above the latitude of 42 degrees north. (All the counties of the southern Catskills and Hudson Valley, New York City and Long Island are part of the NYC Area. This leaves a total of 48 counties, the same number of counties as all of England, in close to the same land area. We are not as densely populated as England, but we are still a population of around 6 million people!)

Report from AWSC (area world service conference)- 3/23/2024

1. Conference Committee for Area world service convention Fall 2025 formed. 2. We have ideas about finding affordable sites to meet, focus on not straining budgets and wanting fellowship.
3. Discussion on meeting structure-do minutes from the last AWSC meeting/assembly need to be read if we all have copies? Suggest- read changes or items voted on, have paper copies available for attendees also. Action-motion to modify reading of minutes at AWSC meetings to be voted on in May
4. Check for upcoming events and conferences (see newsletter and Rochester AIS newsletter.
5. NY North needs Treasurer and Alateen coordinator. Guidelines for these positions can be found at <https://nynafg.com/pdf/NYNJobDesc2023.pdf>
6. Stepping stones discussion-review of members thoughts on including a trip to Lois and Bills home in Tarrytown NY for delegates once in a three-year term, discussion delegates may see this as a bonus for the service they perform, some view as a spiritual experience, on line virtual tours have been well done. What would happen if we lose this historical connection to the "birthplace" of Al-Anon". Although we have been asked not to think of the expense of these visits, members were concerned about this. Carol C. will report back information.
Loron will be at the May assemblies and will report back.

H. Newsletter: Teresa

Articles for April Newsletter due by **April 17th**

I. Public Outreach: Dennis

Committee members continue to follow through with individual projects, Libraries, Post Offices, Community Centers, Health Centers, and Coffee Shops. Follow up and restocking of materials as needed.

- John L. Norris Clinic informational meeting continues to meet bi-weekly.
- Pre-Trial Services does not appear to be interested in Al-Anon presenting to their clientele. Dennis's attempts to make contact have gone unanswered.
- Beginner's meetings in the Rochester area continue to meet regularly, Wednesday at 11:00am and Saturday at 11:30am.
- Dennis continues to mail Newcomer packets as requests come into AIS. Since the beginning of the year, 34 Newcomer packets have been mailed, in comparison to this time last year, 17 Newcomer packets were mailed out.
- Public Outreach assisted Literature Committee at Flower City Fellowship Convention in March. ● Dennis is actively recruiting for more members of the Public Outreach Committee. ● Dennis will began putting together Al-Anon information racks to be distributed to AA meetings. ● Dennis has contacted Reginal Transit Authority to determine whether Al-Anon signage can be placed on RTA buses.
- Dennis, with Loron's assistance, is looking into providing literature at local Urgent Care Centers.
- The two hospitals in the region are UR Medicine and Regional Health. Loron has agreed to pursue contacts at UR Medicine and I will pursue contacts within Regional Health.
- Dennis will again investigate local addiction treatment programs and mental health centers to determine if Al-Anon flyers and/or literature can be distributed.

Dennis is awaiting follow up meeting with Charles Street Settlement regarding possibility of creating an Al-Anon meeting at the center.

Next meeting of the Outreach Committee is scheduled for May 15, 2024, at 6:00pm. Access to this meeting may be gained through aisrochester.org website. I will be out town on this date, I ask a committee member to chair the meeting for me.

Submitted in Service,
Dennis C.

J. Volunteer/Office: Terry D

Terry has been collaborating with landlord and Pat to follow up on improving the appearance and functionality of the office.

Started a binder of information to be used as a resource for various items and contacts. Will be especially useful now and assisting with rotation of service in the future.

Terry and Pat H will begin the cleaning/sorting of supplies in the office later this month. Once initial assessment of items is completed and decisions of what is no longer needed in the office the clean out will begin. Will be requesting volunteers as needed for this project.

K. Website: Ellen V

1. Please continue to send your events and committee meetings so I can put them on the events list 2.
See web traffic information below
Respectfully submitted,
Ellen V



AIS Rochester Web Report April 2024

New vs. Returning Visitors



Device Breakdown



Top 10 Countries

Rank	Country	Visits
1.	United States	1,949
2.	Canada	10
3.	South Korea	5
4.	China	4
5.	Australia	1
6.	Germany	1
7.	Finland	1
8.	Singapore	1

Top 10 Referrals

Rank	Referral Source	Visits
1.	admin.vortezo.com	3
2.	davilaonline.shop	1
3.	graceonline.shop	1
4.	m.facebook.com	1
5.	us.search.yahoo.com	1

Top Posts/Pages

AIS Rochester Web Report April 2024

Rank	Post/Page Title	Visits
1.	Find A Meeting (scroll down for list) - Greater Rochester AI-Anon	1,386
2.	AI-Anon Information Service Rochester, NY 585-288-0540 - Greater Rochester AI-Anon	1,010
3.	Welcome Newcomer! We are glad you are here - Greater Rochester AI-Anon	110
4.	Events & Activities - Greater Rochester AI-Anon	102
5.	Contact AIS - Greater Rochester AI-Anon	80
6.	About AI-Anon - Greater Rochester AI-Anon	30
7.	Districts - Greater Rochester AI-Anon	27
8.	AIS Rochester Newsletter - Greater Rochester AI-Anon	21
9.	AI-Anon Literature - Greater Rochester AI-Anon	20
10.	AIS Rochester Committee Meeting Minutes, Treasurer Corner & Bylaws - Greater Rochester AI-Anon	16

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L. Alateen : Maureen No report this month

M. Activities: open position

6. Group Announcements/upcoming events.

Conference of the Lakes will be held Fri - Sun, April 26-27-28

Friday, May 10 at 7 PM - Spring NYN AWSC (New York North Area World Service Conference)

7. Unfinished Business

8. New Business

Can a dual member hold the position of ISR (Information Service Rep)?

- An AI-Anon group has a new ISR, who is a dual member. This raised the question. ● Pat H spoke with this member, prior to the meeting, to discuss AI Anon's position on this topic as well as what our own bylaws say.
- At today's meeting this topic was shared with the group and Pat requested each of us review our bylaws and AI-Anon's Service Manual to educate ourselves prior to May's meeting. Please look at pages 59 & 87 in the current service manual.
- If anyone does not have a copy of the service manual, it is available to view on the WSO website.

9. Bullet Points from Meeting for Newsletter

- Great News, Spring Convention for NYNorth- May 30-June 1, 2025, in Rochester at the RIT Inn and Conference Center. The Theme is Stepping into the Light of Gratitude!
- AIS Rochester will review our prudent reserve and how to use any excess-donations, need upgrades? More discussion to follow.
- Spruce up days for AIS office-dates to be announced.
- Volunteer needed to audit AIS Rochester 2023 financial reports-this is a one-time commitment Please call the AIS office with questions.
- NYNorth needs a Treasurer and Alateen coordinator, please see website for more information ● We are clarifying our bylaws to further define who can serve as ISR's, using service manual (refer to pages 59 & 87) and our bylaws on page 4, section II, and group conscience to define. ● Outreach committee looking for members to post literature in libraries or on community bulletin boards. Leave a message for Dennis at the AIS office if interested.