

## AI-Anon Service Meeting Minutes

August 10<sup>th</sup>, 2024

10 am-ELECTRONIC ONLY

### 1. Opening: Pat Serenity Prayer

### 2. Reading of:

- 12 Traditions: Elissa
- 12 Concepts of Service: Harriett
- Warranties: John P
- Expanded Concept of the Month: Loron O  
read from *Reaching for Personal Freedom* page 152 on Concept 8

### 3. Roll Call First Names Only

- See excel spreadsheet
- Several new ISRs added

### 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 AI-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.

1. Discuss positions that are opening at the end of this year.
  - Vice- Chairperson
  - Treasurer
  - Web Committee Chairperson - Ellen V.
  - Newsletter Chairperson - Teresa W.
  - Public Outreach Chairperson - Dennis C.
2. Moving the AIS office
  - Pat along with Terry D Office Coordinator shared details of cost as well as some of the specifics related to the new office location and about the space itself
    - Monthly cost increased by \$210
    - Has front entrance, lots of windows, accessibility ramp

- The group discussed how AIS plans to cover the increased monthly cost that is not in budget. Treasurer reports show balance of checking account and prudent reserve in savings.
- General consensus was positive for moving to the new location

**B. Vice Chair: Open**

**C. Secretary: Maggie**

- Review of last month’s meeting minutes
- Motion to approve minutes: Loron O
- Seconded by: Mary Ann
- Minutes passed as written: Yes

**D. Treasurer: Diane**

Attached reports: July 2024 located at end of Minutes

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

**Summary: July 2024**

• Checking Account Balance	\$10,423.59
• Savings Account Balance	\$16,933.04
• Book Depot Income:	\$685.95
• Fundraiser (zoom donation)	\$36.00
• Bank Interest on Savings	\$0.14
• Donations:	\$1,264.25

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**Total Income:** **\$1,986.34**

• Rent office and mtg. room	\$365.00
• Phone	\$130.06
• Book Depot	\$489.03
• Website/Electronic Meetings	\$319.80
• Supplies & Postage (includes computer)	\$498.85

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**Total Expenses** **\$1,802.74**

**Overall Cash Flow through 7/31/2024** **\$183.60**

- Motion to approve Treasurer Reports: Mary
- Seconded: Ann S
- Passed? Yes

## **E. Finance: Kathy M**

### *Status of Office Computer:*

- Installed 6/19/24
- Required clone of old computer to preserve Quicken data
- Obtained validation to purchase software from TechSoup
  - Purchased and installed Microsoft 365
  - Upgrade from Windows10 to Windows 11 scheduled for Wednesday, 8/14/24
  - Decision pending relative to purchase of QuickBooks Online:
    - Full year license \$80/year
    - Add on module required for Inventory which is not available through TechSoup; must purchase from Intuit for \$27/month = \$324 year
    - Any feedback on this decision welcome

### *2025 Budget:*

- Input received from Committee Chairs
- Will have preliminary budget proposal for next month's meeting

### *Outstanding Items:*

- 2019 Tax Submission - no progress
- 2023 Audit - no progress

### Group discussion related to finance report:

- Quicken software ( used currently) is primarily for personal use
- QuickBooks is primarily for small businesses
- Majority voted to purchase QuickBooks but not the Inventory module at this time.

## **F. Book Depot: Cassandra P**

### Current Literature out of stock at WSO:

- Lois Remembers (B-7)
- Men's Newcomer Packet (K-23)
- Talk To Each Other-Resolving Conflict within Al-Anon (S-73)
- Using Al-Anon Principles to Resolve Conflicts Kit (K-70)

Been a quiet month. Donated the literature from Maggie's closed group to the new group in Batavia. Spanish literature came in for Outreach to help set up a new meeting. Coordinating the writing workshop on sponsorship with the Activities Committee. No date determined yet.

## **G. Intergroup Rep: Loron O**

- WSO-survey of members closed on 7/31/24
- From April WSO convention- meetings who switched to on line need to keep records updated with NYN. NYN needs to decide if they will include electronic meetings in their service structure. If not, these meetings can join the Global Electronic Meetings through the WSO and be supported by the global group. NYN has a task force reviewing these policies.
- Electric meeting structure for Alateen still being reviewed. There are a few electronic meetings for Alateen available from the AI-Anon app.
- NYN looking for Alateen coordinator, Public Outreach and Secretary
- NYN. Alateen interest meeting 9/20 at 7:30 pm. Please register at <https://nynafg.com/>
- Thanks to new treasurer< Kathi D, there is a new address for donations to NYN:  
NYN Area Assembly P.O. Box 5253 Oswego, NY 13126-8777

#### *AIS Rochester-intergroup activity*

- Loron has begun to visit meetings in our area and share information about AIS and the role of intergroup, and answer questions from members.
- Questions have included -how much is AIS prudent reserve? What should it be?
- When is the AIS office open?
- Why should we give money to WSO?

*Shared Graphics*-Loron will attempt to share graphic from Delegate report that illustrates An-Anon structure.

**For your groups-** NYN newsletter and WSO newsletter “the Loop” are sources of information as well as the Alanon app, which is free and has upgrades for a fee. AWSC and Fall assembly open to all and registration is on the NYN Website.

Loron needs help-I cannot attend the August AWSC meeting or the Fall Assembly, I will write reports will anyone help me with updates? Maggie will present the AIS report

HELP! Loron would like to use some of the literature created at the WSO conference to help folks understand the structure of WSO and the complexity of services they provide.

#### **NYN Event\**

- Summer AWSC: Saturday, August 24th 9 AM-1 PM virtual
- Fall AWSC: Friday, September 13th 7-8:30 PM virtual
- New GR Meeting: Friday, September 20, 7 - 8 pm virtual
- Alateen Interest Meeting: September 20 - 7:30 - 8:30 pm virtual
- Fall Assembly: Saturday, September 28 - 9 am - 4 pm Hybrid
- Fall Assembly Spiritual Panel - Sunday, September 29th - 9 am virtual

#### **H. Newsletter: Teresa**

- Articles for Newsletter due by: Aug 14<sup>th</sup>
- Suggestion made to add section to newsletter : **In Memoriam** to share that AI-Anon members that have passed away.

## **I. Public Outreach: Dennis C**

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.
- 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, 65 Newcomer packets have been mailed, in comparison to this time last year, 38 Newcomer packets were mailed out.
- Dennis is actively recruiting for more members of the Public Outreach Committee.
- Dennis has made contact with Fedex to explore cost of Al-Anon fabric table cover to be used at health fairs, this to replace paper banner purchased earlier this year. Paper banner, though heavy gauge, was not durable for regular use. Cost of fabric table cover was prohibitive. I made contact with Staples and purchased a table banner made of vinyl at the cost of \$83.00.
- 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 and Loron are exploring possible Al-Anon table at Monroe County Fair.
- Reach Advocacy in partnership with SOARS, Substance Overdose Awareness Recovery Services, will hold the 9<sup>th</sup> Annual Scotty B. Overdose Awareness Day event on August 29, 2024 from 3-8PM. The Outreach Committee (Al-Anon) has been invited to participate in this event. There is a registration fee of \$25.00. Table, chairs and pop up tent would be our responsibility. See image below.
- Dennis will again look into local addiction treatment programs and mental health centers to determine if Al-Anon flyers and/or literature can be distributed.
- Next meeting of the Outreach Committee is scheduled for September 18, 2024 at 6:00pm. Access to this meeting may be gained through [aisrochester.org](http://aisrochester.org) website.

## **J. Office Coordinator: Terry D**

- We have added additional open office hours: Wednesdays 5:50-7:30pm and Fridays 4pm-6pm.
- In the event we are able to move for our new office; we are looking for volunteers to help pack and move to our office, October 2024!

## **K. Website: Ellen V-see attached website usage reports**

Things are going well for the moment.

We had some issues come up with the emails, after some troubleshooting it should be resolved.

Please keep sending information for the events calendar!

## **L. Alateen : Maureen -no report**

### **M. Activities : Juanita S.**

- Held 2 meetings to discuss activities and fund raisers
- Would like to have 6 events a year: ½ just for fun and ½ recovery driven
- Has 1 planned event thus far: September 21<sup>st</sup> 3-5 Early Bird Blissful Bingo : flyer on website
  - Requesting small donations ( \$10-\$15 value) for prizes. Also planning a raffle
- Idea for a future event "Gift of Sponsorship" and/or writing workshop on sponsorship with coordination of the book depot coordinator.

### **6. Group Announcements**

- Monday August 12<sup>th</sup> Canandaigua Noon 41<sup>st</sup> Anniversary Meeting: flyer on website
- Monday August 26<sup>th</sup> St. Louis 40<sup>th</sup> Anniversary 8pm
- Saturday September 21<sup>st</sup> 3-5 Early Bird Blissful Bingo : flyer on website

### **7. Unfinished Business**

### **8. New Business**

## Banking Summary - Last month

7/1/2024 through 7/31/2024

Category	7/1/2024- 7/31/2024
<b>INCOME</b>	
Bank Interest	0.14
Book Depot Income	59.30
Canandaigua Monday Noon	49.75
Courage For Serenity	5.75
Courage To Change	71.00
Faith & Hope 30375	142.00
Greece Aldergate AFG	212.25
Hamlin Sunday AFG	21.90
Serenity On Saturday	108.00
St. Louis AFG	16.00
TOTAL Book Depot Income	685.95
Fundraiser	
Sunday Serenity Zoom - Newark 1 Yr	36.00
TOTAL Fundraiser	36.00
Group Donations	
Canandaigua Monday Noon AFG	50.00
Courage for Serenity	81.00
Faith & Hope 30375	50.00
Hamlin Sunday Niters	50.00
Hope For Today	406.25
Member's 7th Tradition	65.00
Mewmber's 7th Tradition	100.00
Monday Sunshine	30.00
Penn Yan AFG	100.00
Women's 12@12	332.00
TOTAL Group Donations	1,264.25
<b>TOTAL INCOME</b>	<b>1,986.34</b>
<b>EXPENSES</b>	
AIS Office	
Electronic Meetings	319.80
Phone	130.06
Rent	365.00
Supplies and postage	498.85
TOTAL AIS Office	1,313.71
Book Depot Expense	
WSO	489.03
TOTAL Book Depot Expense	489.03
<b>TOTAL EXPENSES</b>	<b>1,802.74</b>
<b>OVERALL TOTAL</b>	<b>183.60</b>

## Transaction - Last month

7/1/2024 through 7/31/2024

8/8/2024

Page

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 6/30/2024</b>								<b>27,173.03</b>
7/2/2024	Checking	ATM	Charter One ...June 2024 ...	AIS Office:P...			R	-65.03
7/5/2024	Checking	1704	AI-Anon Fam...Inv.607509	Book Depot ...			R	-148.95
7/5/2024	Checking	ATM	Ldd Group Inc Inv.19073,1...	AIS Office:S...			R	-459.97
7/11/2024	Checking			--Split--	--Split--		R	889.55
7/18/2024	Checking	1705	Rich Sam Pr... August 202...	AIS Office:R...			R	-365.00
7/18/2024	Checking	1706	AI-Anon Fam...Inv.608760,...	Book Depot ...			R	-340.08
7/22/2024	Checking	ATM	Microsoft	AIS Office:S...			R	-38.88
7/25/2024	Checking			--Split--	--Split--		R	971.65
7/25/2024	Checking	ATM	Ly1pdaZoom...AIS Zoom a...	AIS Office:El...			R	-319.80
7/31/2024	Checking	ATM	Charter One ...July 2024 ...	AIS Office:P...			R	-65.03
7/18/2024	Savings			Group Donat...			R	100.00
7/30/2024	Savings			Group Donat...			R	25.00
7/31/2024	Savings			Bank Interest			R	0.14
<b>7/1/2024 - 7/31/2024</b>								<b>183.60</b>

**BALANCE 7/31/2024** **27,356.63**

**TOTAL INFLOWS** **1,986.34**

**TOTAL OUTFLOWS** **-1,802.74**

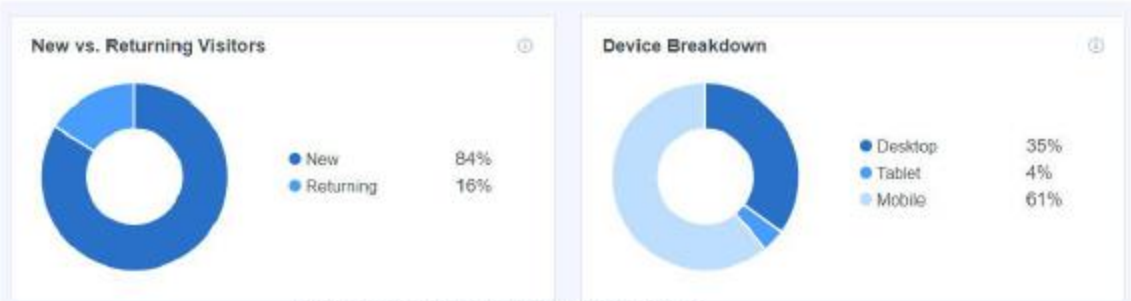
**NET TOTAL** **183.60**



2024 AIS Budget													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date Year End
<b>Income</b>													
<b>Budget</b>													
Checking Account	\$ 10,518.87	\$ 10,446.45	\$ 11,115.37	\$ 11,327.57	\$ 9,894.50	\$ 10,365.13	\$ 10,423.59						
Savings Account (Includes Interest)	\$ 16,378.90	\$ 16,379.03	\$ 16,618.48	\$ 16,807.61	\$ 16,807.76	\$ 16,807.90	\$ 16,933.04						
Book Depot	\$ 743.35	\$ 1,569.75	\$ 1,599.76	\$ 1,367.13	\$ 1,143.54	\$ 783.20	\$ 685.95						\$ 7,892.68
Bank Interest	\$ 0.14	\$ 0.13	\$ 0.14	\$ 0.13	\$ 0.15	\$ 0.14	\$ 0.14						\$ 0.97
Donations	\$ 381.00	\$ 983.55	\$ 225.00	\$ 590.00	\$ 364.00	\$ 221.25	\$ 1,264.25						\$ 4,029.05
Fundraises	\$ 1,000.00	\$ 6.00	\$ 27.00	\$ 96.00	\$ 36.00	\$ 36.00	\$ 36.00						\$ 201.00
<b>Total Income</b>	\$ 22,950.00	\$ 1,124.49	\$ 2,559.43	\$ 1,851.90	\$ 2,083.26	\$ 1,543.69	\$ 1,986.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,123.70
<b>Expense</b>													
Chairperson/Inter Group Rep	\$ 300.00												\$ -
<b>AIS Office</b>													
Insurance	\$ 550.00												\$ -
Phone	\$ 800.00	\$ 65.42	\$ 65.42	\$ 70.42	\$ 70.42	\$ 70.03	\$ 130.05						\$ 541.80
Rent Office \$35.0/month	\$ 4,400.00	\$ 360.00	\$ 360.00	\$ 370.00	\$ 365.00	\$ 365.00	\$ 365.00						\$ 2,545.00
Supplies & Postage	\$ 500.00	\$ 28.10		\$ 7.14	\$ 1,141.19		\$ 498.85						\$ 1,675.28
Fundraising Costs (Zoom, Tureen Supper)	\$ 500.00												\$ -
Website/Electronic meetings	\$ 700.00						\$ 319.80						\$ 319.80
Aisleen	\$ 200.00												\$ -
Book Depot	\$ 14,000.00	\$ 1,036.83	\$ 2,206.30	\$ 513.11	\$ 1,204.37	\$ 1,400.39	\$ 489.03						\$ 6,948.82
WSO Donation	\$ 500.00												\$ -
Public Information /Coop PC	\$ 500.00												\$ -
<b>Total Expenses</b>	\$ 22,950.00	\$ 1,490.35	\$ 2,681.72	\$ 943.53	\$ 1,651.99	\$ 2,976.61	\$ 1,802.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,090.70
<b>Income (Loss)</b>	\$ (365.86)	\$ (77.29)	\$ 908.37	\$ 401.33	\$ (1,432.92)	\$ 470.77	\$ 183.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93.00
Prepared 8-8-2024													

# Website Usage Reports





## AIS Rochester July 2024 Web Report

Top 10 Countries			Top 10 Referrals		
1.	United States	1,951	1.	ca.search.yahoo.com	2
2.	China	16	2.	aisdev.bozworking.com	1
3.	Canada	9	3.	facebook.com	1
4.	Singapore	7	4.	m.facebook.com	1
5.	France	6	5.	newbieseoblog.online	1
6.	India	4	6.	sestartblog.shop	1
7.	South Korea	4	7.	lm.facebook.com	0
8.	Poland	3	8.	us.search.yahoo.com	0
9.	Australia	1	9.	xtrafficplus.xyz	0
10.	United Kingdom	1			

Top Posts/Pages		
1.	Find A Meeting (scroll down for list) - Greater Rochester AI-Anon	1,586
2.	AI-Anon Information Service Rochester, NY 585-288-0540 - Greater Rochester AI-Anon	1,006
3.	Events & Activities - Greater Rochester AI-Anon	130
4.	Welcome Newcomer! We are glad you are here - Greater Rochester AI-Anon	127
5.	Contact AIS - Greater Rochester AI-Anon	47
6.	About AI-Anon - Greater Rochester AI-Anon	28
7.	AIS Rochester Newsletter - Greater Rochester AI-Anon	27
8.	Districts - Greater Rochester AI-Anon	24
9.	AIS Rochester Committee Meeting Minutes, Treasurer Corner & Bylaws - Greater Rochester AI-Anon	20
10.	AI-Anon Literature - Greater Rochester AI-Anon	14