

District 13 – Al-Anon  
Meeting Minutes  
March 14, 2011

**1) Opened Meeting,** Opened with the Serenity prayer, Concept 3 Read by Ceilia

**2) In Attendance:** Marciana, Chairperson and Alt GR; Chris, District Rep and GR; Judy, GR; Ceilia, GR; Alice, Alateen Coordinator; Sarah, GR; Jo, Alt GR, Literature Coordinator; Marie, GR; Suzanne, GR; Joan, GR; Sally, GR; Colleen, GR; Kara, GR; Holly, One Day In Alanon Co-Chair; Agota, Alt. DR, Web mistress; Liz, GR; Claude, Treasurer.

**3) Minutes Reviewed:** Minutes from Feb. 14, 2011 were amended, 2<sup>nd</sup> page, #5 Sarah reported a speaker meeting at her home group in Redwood City Friday nights, not the quarterly speaker meeting.

**4a-1) District Rep Report:** Chris submitted his written report & packet of new fliers. On page 1 Help us Define Family Recovery: the WSO is collecting data for defining family recovery. The survey goes to World Service. Page 8 & 9 NCWSA Convention: Page 10 & 11, lists all the workshops and speaker meetings: deadline to apply for convention March 31<sup>st</sup>. Page 14, Men's recovery day May 7<sup>th</sup>, May 21, 2011, Conference Assembly meeting. October 7 Assembly for Area. Alice pointed out the contact Information on Page 16 was missing for Growing Together Weekend.

**4a-2) Gabriella:** We had a student visiting our business meeting who is working on her dissertation on family recovery from alcoholism. She needs 100 or more questionnaires in the next couple of months. Chris said we'd talk with her about her needs & follow up with other people in the area and at WSO. Also, we can refer her to Santa Clara Valley Alanon Groups. Marciana said we'll discuss it next month. Sarah said she'd help out with Chris and Chris said Gabriella could put her questionnaire on our table with our fliers. Chris gave her his card.

**4b) Treasurer's Report:** Claude distributed her treasurer's report. See report submitted.

**4c) New District 13 Officers, Coordinators.** Marie voted in as new secretary, Judy is new public Information Coordinator.

**4d) Recruit for D13 Positions:** Holly maybe interested in Archives coordinator, Sally has agreed to be the new meeting list coordinator. Still need Newsletter Editor, Quarterly Speaker Meeting Coordinator, Institutions, Coordinator. Refer to "Contacts" at [www.alanonmidpeninsula.org](http://www.alanonmidpeninsula.org). for updated information on open service positions.

**4e) Day In Alanon:** Holly gave her report about the next Day In Alanon to be held on May 14, 2011 from 9:30am-4:30pm at the Congregational Church in Belmont. She asked for volunteers and to promote it at our meetings. Pot luck lunch only. Claude said we need to send the church a security deposit & fill out a form on the church's website. She said we pay less rent because it is not all day. Holly got our binder in the literature office and has the existing forms, She distributed a small flyer with her email address for volunteers to use to volunteer for service.

Linda asked if they need baskets, Holly said yes. Marciana made a flyer and attached it to her Agenda Report. Holly & Claude will make sure the church receives our reservation.

**4f) Public Information Report:** Judy got speakers to go to Sequoia Center, a treatment facility in Redwood City on Feb. 22, 23, & 24. They want us to come once a month. Judy will contact people to fill in for these events. We have a speaker list form, & Chris has 5 copies, & we can get more. Judy is working with Sally, Anna, and Eloise they want to go to local high schools. They went to Sequoia High School Health Fair. 100 kids visited our booth. Joan asked what literature was distributed, Jo said she gave Judy pamphlets and Alateen Books. Sally said she knows teens are frightened to ask for help from the schools and they need a way to get Alanon information discretely. Suggestions were made to contact the school newspaper & put our website in it. Kara said she knows kids don't know about Alanon. Judy said Redwood High School is having a Health Faire on April 8<sup>th</sup>. Liz asked what Public Information is, we told her it is how we attract newcomers in the community.

**4g) Jess Treasury Question** Jess suggested we try some creative ways to use our surplus cash. He suggested we pay for fliers for our district groups with district money. Peter said it is a good point. He said our slogans are important., especially the three "C's". Claude said we will be using that money for our new public outreach committee and the new Alateen groups we're starting up. Sarah said she'd like to spend the money perhaps for a day in Alateen for our teens in district 13. They have raffles she said too, to raise funds. Claude said we also give money to Alateens for convention scholarships. We give donations to WSO and our Area. Chris said groups have various ways of collecting donations, including H&I cans. Jess said P.I and Alateen are good ideas. .Marciana asked if Jess wanted to form a committee he & said he'd talk with Claude after the meeting.

**4h) Agota's Beginner GR Meetings.** Agota is having another meeting at her house for beginning GR's on March 19<sup>th</sup> at 3:00pm-4:00pm & March 22 at 7:00pm-8:00pm.

**5) GR Reports:** Sarah: Friday Night Redwood City having another speaker meeting in May; Jess: Tuesday Night Abuse Survivors in San Mateo has a speaker, Darlene, on March 29th . Joan mentioned we do have one Alateen meeting on Thursday Nights at 7:00pm in Palo Alto, it is up and running and teens can go there if needed. Sally said Parents meeting in Menlo Park going well. She wants to be new meeting list coordinator.

**6) Marciana Gave Share on Growth Through Service:** A lively discussion on service and recovery ensued. All agreed service leads to personal growth.

The next meeting will be a quarterly business meeting in April. Next discussion meeting is in May.

**District 13-Al-Anon**  
**Meeting Minutes**  
**April 11, 2011**

**1) Opened Meeting:** Opened with the Serenity Prayer and Concept four read by Jo.

**2) In Attendance:** Jim, Chairperson and GR; Judy, GR; Linda, GR; Jo, Literature coordinator and alternate GR; Marie, secretary and GR; Suzanne, GR; Holly, Day In Al-Anon chairperson; Emma Kate, Wednesday Alateen meeting co-sponsor; Colleen, GR; Lee, GR; Agota, alternate DR and webmaster; Chris, DR; Darleen, GR; Emile, GR; Ceilia, GR; Alice, Alateen Coordinator.

**3) March Meeting Minutes Approved:** Amended: Ceilia's name corrected on page 1

**4a) District Open Positions:** We have open positions, Newsletter Editor, Institutions Coordinator, Quarterly Speaker Coordinator; Holly will take over Archives Coordinator on May 15<sup>th</sup>. Jo volunteered to chair the next Quarterly Speaker Meeting this spring but we still need a permanent Quarterly speaker meeting coordinator. Jim made a Got Service flyer for all the open positions so we can hand them out at our meetings. Jobs are explained on the website. These positions don't require one to be a GR.

**4b) Day In Al-Anon Report:** Holly brought in flyers, color and black and white. It is scheduled for May 14<sup>th</sup>. The church still needs payment, we don't know the exact amount as of yet. Holly encouraged groups to make and donate raffle baskets, complete baskets or a bowl or a box. Next planning meeting is on April 17<sup>th</sup>, 514 Kelly Ave., Half Moon Bay at 2:00pm. Agota suggested we lower the registration fee, but we decided to let the committee determine that. Jim told Holly to get reimbursed from Claude before she goes out of town.

**4c) Gabriele's Questionnaire** Gabriele is collecting data for a dissertation on adult children of Alcoholics and gender. Chris has been assisting her. Chris said WSO allows this type of activity, we just need not be affiliated with any outside agency. Chris is helping her get in touch with the DR in Marin who did a similar study and said a WSO individual can also assist her. The questionnaire is anonymous. Gabriele said she is an ACA herself and Linda said she can go to meetings. Lee suggested business meetings at each group might be a place to start. Alice said affiliation is the main thing and that Gabriele can talk after the meeting is over to members. Agota knows an ACA meeting GR. Chris said WSO office should be involved as to the process we need to follow. Chris said the WSO suggests a group conscious at the meetings and each group can vote on it. Jim said there's support for the study and Gabriele can talk with WSO & see what they suggest. She can hand it out here and elsewhere, just don't put it on the literature table. Linda pointed out there are recovery centers and she can go that route, too. Gabriele's phone number is (650) 722-3867. Her e-mail is [gwampfler2@earthlink.net](mailto:gwampfler2@earthlink.net).

**4d) Topic for Next Business Meeting:** Emily volunteered to do next topic presentation for May 9<sup>th</sup> discussion.

**4e) Tuesday Night Flyers:** At this point, Darleen handed out flyers for the Tuesday Night Al-Anon in San Mateo to drum up support for that meeting.

**5a) District Rep Report.** Phone (650) 593-3241 See Chris' DR Report flyer. GR's can get email from WSO, if you're not a techie, you can ask someone to be an e-buddy to help you with this. WSO is still collecting data for a survey on family recovery. Chris printed out 25 flyers.

**5b) Alternate District Rep & Group Outreach** Phone (650) 483-0971 Agota corrected the rosters for GRs please check for accuracy. Wednesday 's new Alateen group has Sarah and Emma Kate as sponsors. Agota wondered about the status of the GR for the Al-Anon study group in Redwood City. Marva from Ladies Night Out in Half Moon Bay has an alternate GR while she recovers from surgery. Saturday Laderra meeting a good group but no GR. Wednesday San Carlos needs a GR. Chris and Agota went to the Spanish meeting. Agota sent them an email about them appearing on our website. They have a Spanish intergroup which is multicultural, along with an office. Agota said her GR workshops were successful. She printed up flyers about what was discussed, including taking a group inventory. One can find lots of info on the website, too. Jo brought new service manuals for those GRs who need it per Agotas suggestion. Agota said our hits on the website are growing, from 300/month in 2008 to 900/month in 2011.

**5c)Treasurer's Report:** Phone: (650) 508-8494 Review Claude's email note. We need a new treasurer at the end of this year.

**5d) Literature Office Coordinator:** Phone: (650) 483-7432 .Jo said the literature order form is now online and on our website. Get an e-buddy if you need help. Take the new manuals to your group. GR's should get one from WSO if they're on their mailing list. A new book is coming out called *Many Voices, One Journey* selling for \$19.00 a copy. Jo said to talk up buying pamphlets for your meetings especially for newcomers.

**5e) Institutions Coordinator:** Open

**5f) Archives Coordinator:** Open

**5g) Public Information Coordinator:** Al-Anon volunteers went to the Redwood City High School Health Faire and there was a good turn out. Judy, the Public Information Coordinator, wants to go to their Safety Ed classes. We haven't heard from Sequoia Center Rehab as to when their next Al-Anon speaker is needed. Our next Public Information meeting is on April 14<sup>th</sup>, at IHOP in Belmont at 6:30pm. Emily said the first annual Youth Conference in San Mateo would have been a good place to hand out Al-Anon information , maybe we can do it next year.

**5h) Alateen Coordinator:** Emma Kate is co-sponsor of the new Alateen meeting Wednesday Night in Menlo Park. Please hand out our flyers and get the word out. Alice was wondering if we can put the meeting in Santa Clara's Al-Anon directory. Chris said he'd help her get it into their directory. Agota said our website will have the new Alateen meeting on it. Chris said we can distribute our flyer in other districts. Alice made small blue flyers to hand out. The Alateen information group is a committee. The next meeting is May 2<sup>nd</sup> at Lee B.'s house in Palo Alto from 7:00pm-8:00pm. There's a new flyer with both Alateen meetings on it.

**5i) Website Coordinator:** See above, Agota

**5j) Teleservice Coordinator:** Judy took over from Louise. She said our phones are still working but sometimes people don't leave a message and just hang up. It's still a deal for the service she says.

**5k) Newsletter Editor:** Open

**5l) Meeting List Editor:** Sally wasn't present but says she's working on the next meeting schedule.

**5m) Quarterly Speaker Meeting Coordinator:** Open: Jo volunteered to chair the next quarterly speaker meeting, as per above.

**6) GR Reports:** Emily from the Monday Lunch Bunch in San Mateo has no one to do secretary position. She wants to know what to do about that. Judy said pass around the dates & people can sign up til someone volunteers. Suzanne said she has the same problem at her San Carlos Sunday night group. Lee said they can pass the key to the secretary for the following week, but lost keys can be a problem. Chris said sometimes we have to step down and let a meeting fold if no one does service. Alice is not the GR for her Coast side meeting, but that some members from that meeting came to her to complain about that meeting and she would like to talk about that with some of us.

**7) Closed Meeting with Al-Anon Declaration**

**8) Next Meeting May 9<sup>th</sup>.**

# **District 13-Al-Anon**

## **Meeting Minutes**

### **May 9, 2011**

**1) Opened Meeting:** Opened with the Serenity Prayer and Concept 5 read by Alice.

**2) In Attendance:** Jim, Chairperson and GR; Ceilia, GR; Alice, Alateen Coordinator; Marie, GR and Secretary; Suzanne, GR; Sally, GR and Meeting List Coordinator; Jo, Literature Coordinator, and Alternate GR; Judy GR; Colleen, GR; Liz, GR; Chris, GR, and DR; Sarah, GR; Emily, GR; Linda, GR; Peter, GR; Linda GR; Agota, Webmaster and Alternate DR; Darleen, GR; Jess, GR.

**3) April Meeting Minutes Approved:** Corrections: 2) In attendance, Emma Kate's name corrected, and she is the Co-sponsor of the new Menlo Park Alateen meeting; 4a) : "Public" deleted 5b) Rooster to "roster" 5d) Literature office to "order form" online; 6) Delete the sentence " That way, they'll learn that service is important."

#### **4) Business:**

**4a) District Representative Report:** Chris, See Chris' DR report flyer for details. The main event this month is the Assembly Agenda, this May 21, in Santa Rosa. Five dollar registration & lunch provided. See page 1 of the flyers handout for Assembly flyer. Page 2, Agenda flyer for the assembly. Chris requested we come up with a district holler for the assembly. John S., the Area Delegate's report from WSO is a highlight. We're preparing for the Election Assembly in Squaw Valley, this October. Check Chris' report for the Service Calendar. Chris said Gabriele is still working on her research for her Dissertation Questionnaire, which we discussed last month.

**4b) Open Positions:** We still need a Newsletter Editor; Institutions Coordinator: and Quarterly Speaker Meeting Coordinator. Our website has more information, and Jim handed out flyers last month with details about those positions.

**4c) Day in Al-Anon Final Update:** Holly is the chair but couldn't come tonight. Linda reported for Holly and said it is a potluck. We still need people to clean up. We will have to bring receipts for the treasurer on that day, May 14, for reimbursement. Bring baskets for the raffle. We have lots of fliers, hand them out. Linda said a Bernal Heights member is looking for a ride. Ceilia is doing the registration desk and she needs more volunteers. She is handing out a sheet to get volunteers. Jim said volunteers would step up for service probably that day.

**4d) Alateen Progress:** Alice: The downtown Tuesday night San Mateo Al-Anon meeting is going to sponsor a new Alateen meeting. Colleen is the GR for that group and Alice said we need Alateen sponsors for it. Alice said she talked to Carla, Al-Anon coordinator of NCWSA , and Carla said Alateen sponsors can share the duties for running an Alateen meeting, having 3 instead of just 2 sponsors. WSO has an online Alateen chat group and

we can set one up to go with our Alateen meetings. We have two new applicants for Alateen sponsorship. Alice wants to do outreach with our public information coordinator. She wants to reach our teens, especially in grammar schools, youth ministries, libraries, and through High School newsletters, local children's theaters, and girls and boys clubs. Alice said she's looking for volunteers to drop off flyers and pamphlets in order to reach our teens. Sarah and Alice said they'd talk with Judy about Alateen and how Judy, the Public Information coordinator, can help get the word out for Alateens in District 13.

**4e) Public Information:** Judy. Judy said the next Public Information meeting is going to be May 26<sup>th</sup>, at IHOP in Belmont at 6:30pm. Alice is working with Judy. Sally has contacts in High Schools to help reach Alateens. Eloise goes to PI and shares what happens in Alateen meetings. Judy said we need people to come to PI meetings and share what they can do to help get the word out to our Alateens in District 13. Judy also said we need help handing out our literature in places in Palo Alto, Foster City, San Mateo, and Burlingame.

**4f) Literature Office:** Jo: Jo said our new book, *Many Voices, One Journey*, a historical review of Al-Anon, is now in the literature office on sale one to each meeting for \$17.00 and any extra after that for \$20.00. She will bring copies to our Day In Al-Anon this May

**4g) Quarterly Speaker Meeting:** Jo volunteered to chair the next quarterly speaker meeting this June 25<sup>th</sup>. We need a group to sponsor it. We need a speaker and baked goods. The sponsoring group chooses a topic for the meeting and Jess pointed out that the money earned goes to the district after we pay the rent for the night. Announce the fact that we need a sponsoring group at all your meetings.

**4h) Day In Al-Anon and Saturday Night Al-Anon:** Agota pointed out that since the Day In Al-Anon is over by 5:00pm the Saturday Night Lighten Up meeting will still be held in Belmont that night, May 14<sup>th</sup>.

**4i) Treasure's Service Requirements:** Jo asked if our Treasurer should be a trained financial expert in order to serve. Chris said we could have a bookkeeper and they could help the treasurer to keep track of finances. The treasurer's position ends this December 2011.

**5) GR Reports:** Emily the GR for Monday afternoon San Mateo lunch bunch said she feels passing around the GR binder is distracting during meetings. We took a show of hands and almost all of us hand it out at meetings. Alice said you could make a flyer with an agenda for your meetings and pass that around. Then they can look at the binder after the meeting. Some of the GR's typed up one sheet with the important details on one page to pass around. Jim suggested if you choose to do this, post the flyer on our Google group so we can all access it. Peter said Emily could take a group conscious about passing the binder around at meetings. Agota pointed out that all the information is on our website as well. Agota said to put out our triangle cards with our district website URL at all your meetings. Darleen, GR., wanted more information on doing a group inventory for her group. Ceilia said her group went through a group inventory but it took several weeks.

Agota said the group inventory forms are on the website as well. Jo said she has a paper on group inventories as well in the literature. Chris said a service sponsor could help Darleen with the process as well. Chris said a volunteer could come to help the group do a group inventory if needed. Liz said Darleen could talk with her after the meeting as she has some information on the subject.

**6) Speaker and Topic Discussion;** Emily began the topic discussion on Service

**7) Closing Meeting:** At the end of the meeting Sally said she brought in new meeting schedules, and we closed the meeting with the Al-Anon Declaration.

**8) Next Meeting will be on June 13, 2011**



**District 13 Al-Anon  
Meeting Minutes  
June 13, 2011**

- 1) **Opened Meeting:** Opened meeting with serenity prayer and concept 6 read by Colleen.
- 2) **In attendance:** Jim, GR, Chairperson; Colleen, GR; Marie, GR and secretary; Linda L., GR; Lee, GR; Emily, GR; Claude, Treasurer; Chris, GR and DR; Liz, GR, Jo, Literature and Alternate GR, Ceilia, GR; Joan, GR.
- 3) **May Meeting Minutes Approved:** Delete details of our speaker discussion from the May 2011 minutes.
- 4) **Business:**

**4a) District Representative Report:** Chris. See Chris' DR report with flyers for details. Assembly Meeting highlight was the WSO delegates report see pg. 1. Executive Committee report, Pg. 4. Preparations for Panel election in October, See Pg 22. Chris mentioned a September "service" speaker meeting and the need for a group to step up to sponsor it. Jim says we as a district can sponsor it. Public Information, We need 1 or 2 volunteers to speak to a staff training at the Community center for Health and Wellness in Palo Alto on July 27<sup>th</sup> between 11:00am – 1:00pm. Joan said she'd be interested if she's not out of town. She'll talk to Chris. Liz said she'd be interested, too. Convention in 2012 is on Pg. 6. There is a logo contest going on for the convention on the theme of Steps Up Slippery Slops. Email address on the flyer. Emily pointed out that the Assembly conflicts with Yom Kippur. Pg 7 is about the committee meeting for the 2012 convention which will be at Chris' house on July 10<sup>th</sup>, 2011 at 10:00am. The assembly in October is coming up, make your reservations. The Friday Night Redwood City Meeting closed. Hope Begins at the VA in Menlo Park also closed. Colleen asked if the Tuesday Alateen meeting in San Mateo on Tuesday nights is still in the works. Jo said it is, but Alice is not in attendance tonight, she is still working on getting that Alateen meeting going.

**4b) Treasurer's Report:** Claude. Claude submitted her report for the Day In Al-Anon finances. We made money on it. She also submitted her District 13 AIS net worth report.

**4c) Speaker Sign Up Sheet:** Jim. Jim put together a sign-up sheet for people to use to volunteer as speakers on our discussions at district meetings. He passed it around so we can sign up, keeping the topic around service, and sharing our experience strength and hope. The next discussion meeting will be in August 2011.

**4d) Open Positions:** Newsletter Editor, Institutions Coordinator, Quarterly Meeting Coordinator all still open. Descriptions for these positions are on the website. Lee was wondering when we pass the pink can at the Quarterly Speaker meeting if the money goes to the district institutions fund, we told her it goes the NCWSA's institutions coordinator.

**4e) Quarterly Speaker Meeting Update:** Jo. The next quarterly speaker meeting is June 25<sup>th</sup> 2011 in Belmont. The Saturday Night Lighten up group is going to host it. Jo will make a flyer for it and put it on our google group email so we can circulate the flyer ASAP.

**4f) Public Information:** Judy. Judy submitted a report, but wasn't in attendance today. We'll discuss it next month.

**4g) Holiday Party Planning:** Claude. We need a chair and co-chair for the Holiday Party this December. Announce it at our meetings. Emily asked about what is needed and we told her people volunteer for cooking, decorations, set up, clean up, registration, etc. There is a binder in the literature office with descriptions of how it is run, and flyers we use at the event. The location and date is the first or second weekend in December at the Belmont Congregational Church, but last year it was at the Messiah Lutheran Church off Woodside road, and people responded to that location with positive comments. We need to reserve a space ASAP.

**4h) Literature Report:** Jo. Jo said the book How Al-Anon Works is in paper back and now available for complementary copies to sell at meetings. Friday Night Redwood City Meeting donated 6 copies of our 12 X 12 for meetings to be given to newcomers or for groups free of charge. Our newest book on "Many Voices" is still available for a discount for each groups first purchase of it.

## **5) GR Reports**

**Colleen:** San Mateo Tuesday Night GR, She is still waiting to start up an Alateen meeting. Alice, the Alateen coordinator, will be here next month. Kids can go to Palo Alto in the meanwhile.

**Ceilia:** Tuesday Night Half Moon Bay: Ceilia would like feedback on how to keep the focus on Al-Anon. Chris said she can speak directly to members as well as read a brief request to stick to Al-Anon principals. Jo said this was discussed at a workshop at the assembly and could debrief with Ceilia after the meeting.

**Marie:** Saturday Night Lighten Up group: We have a high rent, but still manage to have a prudent reserve. We get lots of newcomers. Good core group.

**Liz:** Wednesday Women's Group In Palo Alto. Going well, made a donation basket for last DIA. Meeting is 1 hour and 15 minutes long.

**Joan:** Saturday Morning a Womens Place in Palo Alto. Lots of attendance. Had business meeting and discussed how to deal with difficult people, and that fragrances can bother some people, so they decided to make a flyer to put on the floor to Ask for a fragrance free meeting. Also, they decided to ask that members don't give each other advice.

**Linda:** Monday Night Ladies Night Out in Half Moon Bay. They decided to increase the length of their speaker meetings so people who drive out to Half Moon Bay will come to speak. They also discussed what to do when the co-chair doesn't show up.

**Lee:** Wednesday Parents Group In Menlo Park. Only 3 teens at the Alateen meeting there. Their group is up to 60 members. They now know how to be a group connected to the district and have regular business meetings. They have double winners but its not an issue.

**Emily:** Monday Lunch Bunch in San Mateo. They started a regular business meeting. Get from 10-20 members.

**Chris:** Monday Night ACA meeting. Has watched his group mature and new members make progress. Stable at 10-12 people.

**Jim:** Sunday Morning In Redwood City YMCA. Get lots of newcomers and regulars. Donate a lot to NCWSA and WSO and the district.

**6) Close Meeting with Al-Anon Declaration**

**7) Next Meeting on July 11, 2011**

**District 13 Al-Anon**  
**Meeting Minutes**  
**July 11, 2011**

- 1) **Opened Meeting:** Opened meeting with serenity prayer and concept 7 read by Joan.
- 2) **In Attendance:** Jim, GR, Chairperson; Claude, Treasurer; Emily, GR; Judy, GR, Public Information, & Teleservice; Marie, GR, Secretary; Linda, GR; Joan, GR; Linda, GR; Colleen, GR; Amy, GR; Agota, Alternate DR, & Webmistress; Chris, GR, & DR; Jo, Literature Coordinator; Suzzane, GR; Ceilia, GR; Linda, GR; Darleen, GR; Jess, GR; Ruth, Spanish Group GR; Martha, Spanish Convention Committee Chair
- 3) **June Meeting Minutes Approved:** Emily's name corrected, Omit one sentence, "" Under Ceilia's GR reports.
- 4) **Business:**

**4a) Upcoming District Elections:** Chris reviewed the timeline of meetings and events leading up to the 2011 District elections. This month, July 2011, we'll review the timeline, distribute copies of the District Bylaws, and discuss the overall process. In the August business meeting we will have a discussion topic, "knowledge based decision making" led by Chris, and then Jim will lead us through a brainstorming session to explore ways we can get more people involved in service. In the September business meeting we will have a special panel discussion where outgoing officers and coordinators will have the chance to discuss what their experience in service has been like. How it was different or the same from what they expected? We'll also distribute copies of the position job descriptions and requirements, and accept nominations. Also in September, 9/17, there will be a special District Speaker Meeting "Growth Through Service" at the Belmont Congregational Church on Alameda de las Pulgas. Our speakers will be Patrick B., past D13 DR and current NCWSA Chair, and Alice E., current D13 Alateen Coordinator. This will be a bake sale with the benefits to go to the Literature Office. (Flyer to be distributed soon.) Elections will take place at the October business meetings. We'll be accepting nominations that night, so just show up if you're interested. Note that the newly elected start their terms in January 2012.

**4b) Group Inventory Process:** Jess is trying to do a group inventory and needs to discuss it. He sent an email on our google group, he wants to know if GR's have done one & what the process is. Agota said the form is on our website. The GR can hand it out and discuss it in a business meeting or the meeting itself for 3 times. The form is 3 pages. Our district did an inventory about 3 years ago. Please email Jess with any other information.

**4c) Other 12-step programs; discussion in Al-Anon Meetings:** Ceilia found 2 pamphlets that address the issue of dual membership in other 12-step programs and keeping the focus on Al-Anon recovery. Ceilia posted what she found on our google group. Her group is having a business meeting to discuss how to handle the situation..

**4d) Presenter and topic for next business meeting:** Next month we'll talk about service in the district and how we can get volunteers to step up. Also, we'll discuss Knowledge Based Decision Making and promoting service. In September outgoing officers will say what they got out of service and we'll also do nominations for the next panel.

**4e) Other New Business:** Spanish convention committee chair Martha arrived with Ruth, Spanish Groups GR. They brought a flyer for the Fountain of Fortitude and Hope convention on November 18, 19, 20<sup>th</sup>, at the Westin Airport Hotel in Millbrae They're looking for English Speaking Al-Anon volunteers to run groups at the convention. See the flyer for details. Linda wanted to know if we have a convention every month. We said not always. Jess made a flyer which is in Chris' flyer packet. The flyer is for Father Tom who is speaking at the Tuesday Night Recovery for Survivors meeting in San Mateo on August 30<sup>th</sup> at 7:30pm. Jim said the Sunday morning meeting in Redwood City at the YMCA is hosting Patricia O, as a visiting speaker. She is a long time Al-Anon member who worked with Lois as a youngster. This is on July 17<sup>th</sup> at 10:15am.

## **5) Coordinator Reports**

**5a) District Representative:** See Chris' flyers and DR report, including "Growth Through Service" Speaker Meeting as stated above. Alateen sponsors have to be recertified every year. Talk to Chris or Alice about details. Ruth W. volunteered to run the Holiday Party this year. Chris reserved the church in Belmont on December 10. See Chris' report for Ruth's email address and phone number. Announce the need for volunteers for the party at your meetings..Public Information: we need volunteers to participate in staff "in service" training events at the Community Center for Health & Wellness in Palo Alto. They want us to demonstrate to professionals what Al-Anon is and how it works. A convention in 2012 is coming up, see flyer for details. Please hand out all the flyers in Chris' packet at your meetings.

**5b) Alt. District Rep & Group Outreach:** Agota went to Palo Alto Friday Night Step Study meeting to talk to them about getting a GR. Redwood City Friday night closed. San Carlos Wednesday night Step Study needs a GR. Agota will put an electronic copy of the Spanish Convention on our Website. The Vancouver Convention & boat ride are on the website. Jo and Agota are creating a literature page on the website.

**5c) Treasurer:** Claude passed out copies of the Treasurer's Report. Our expenses exceeded our income. Compared to last year group donations are down 46%. Please ask your groups for donations to the district. Claude included the job description for treasurer on last page of her report, as her term is due to expire. Jess asked if we have interest on our CD's and we do. The literature inventory needs adjusting, Funds for Alateen were for

scholarships. Linda thought the rent for our literature office is too high. We will look into that in August's District Meeting.

**5d) Literature Office Coordinator:** Jo is creating a page on our website that talks about literature called the literature corner. She wants to highlight pamphlets and other literature. She needs volunteers to help with the literature office. Please announce the need at your meetings.

**5e) Quarterly Speaker Meeting Coordinator:** Jo is temporary coordinator. Judy L. will be speaking Saturday July 30<sup>th</sup> at 7:30pm in Belmont. See Jo's flyer.

**5f) Public Information Coordinator:** Alice, the Alateen Coordinator, as part of public outreach, said we need to get the Alateen message out there. We need to promote our present Alateen meetings. Judy, the Public Information Coordinator, is putting info in places where teens congregate. She brought flyers for us to take to meetings. See Judy's report which is being sent to our google group.

**5g) Institutions Coordinator:** Emily volunteered to be Institutions Coordinator.

**5h) Archives Coordinator:** Open

**5i) Alateen Coordinator:** Alice needs us to get the word out about Alateen, summer is a slow time. One parent brought her teen to an Alateen meeting and realized she could go to Al-Anon herself. Tuesday Night in San Mateo on Tilton Avenue is willing to host an Alateen meeting.

**5j) Website Coordinator:** Agota is updating our website and said we've had over 2,000 visits to our website. If you have any suggestions contact Agota. See 5b) above for other details.

**5K) Teleservice Coordinator:** Judy is maintaining our teleservice system.

**5l) Newsletter Editor:** Open

**5m) Meeting List Editor:** Sally dropped off the current meeting list.

**6) GR Reports:** Next month we'll have GR reports

**7) Close Meeting with Al-Anon Declaration**

**8) Next Meeting August 8, 2011**

**District 13 Al-Anon**  
**Meeting Minutes**  
**August 8, 2011**

- 1) **Opened Meeting:** Opened meeting with serenity prayer and concept 8 read by Ceilia.
- 2) **In Attendance:** Jim, GR, Chairperson; Claude, Treasurer; Jo, Literature Coordinator; Emily, GR, Institutions Coordinator; Marie, GR, Secretary; Sally, GR, Meeting List Coordinator; Suzzane, GR; Colleen, GR; Ceilia, GR; Alice, Alateen Coordinator; Heili, GR; Agota, Webmaster, Alternate DR; Peter, GR.
- 3) **July Meeting Minutes Approved:** July meeting minutes approved as is.
- 4) **Business:**

**4a) District Representative Report,** Agota reporting for Chris. District 13 needs donations from our groups, announce this at our meetings. We have a flyer to promote our September 17 Speaker meeting, Growth through Service. Please hand out at our meetings. Alateen committee meeting on August 29<sup>th</sup>, Alice will give report tonight. Holiday Party, December 10<sup>th</sup> Ruth is chairperson. Jim asked about a flyer for the Holiday Party, Agota said Ruth will be making one soon. October Assembly coming up this October 7, 8, 9, we're voting please try to attend. Cut off for reduced rooms September 9<sup>th</sup>. Area Turnover Meeting in Galt, California, a NCWSA transition meeting. Convention 2012 logo contest still needs a logo. Al-Anon international Convention in July 5-7 2013. Agota made a ½ page handout with our upcoming district nominations coming up. In October we'll have elections for the next 3 years of service Next month we'll have a 2-3 minute spiel from the current officers and coordinators on what the jobs are and what we've gotten out of service. In October we'll collate all nominations & vote for them. WSO needs Wednesday Nooners AFG to submit a group change to be in the data base. Peter and Agota will do this after the business meeting. Alice asked if we can take the ½ page handouts to our groups, Agota said yes.

**4b) Treasurer's Report** Claude passed out copies of the Treasurer's Report.. July 30<sup>th</sup> Speaker Meeting took in \$65.52 for August income. Donations are down, the Parents meeting in Palo Alto sent lots of money last year, this year it's down because they are funding the Alateen meeting. Check with treasurers at your meetings & make donations. Heili asked to whom do we send the money to, Claude said to "District 13". If checks come in, send them to our P.O. Box or the GR's can bring donations to our district meetings. Ceilia asked about our expenses and if we are in trouble, Claude said we have funds, we're just down on donations. See Claude's report.

**4c) Holiday Party Update:** We need to ask Ruth to come to our September District Meeting and see if she can make a flyer for the Holiday Party.

**4d) Other Business:** Jo said our Quarterly Speaker Meeting had about 35 in attendance. Jo said the bake sale was not well stocked with baked good, however. Jim said we can discuss this when we get a new Quarterly Speaker Coordinator. Alice said she cannot be the speaker at our September 17<sup>th</sup> Speaker Meeting and Jim said we need a chairperson for that meeting and a new speaker, since Alice can't be there. Jim said we're trying to get volunteers to step up to service in the district. Jo suggested we go to our meetings and ask those in service to step up to be the other speaker for September 17<sup>th</sup>. This meeting is taking the place for the next Quarterly speaker meeting in October. Alice made a flyer for the August 29<sup>th</sup> Alateen Support Meeting at Lee's home. Bring them to your meetings to drum up our list of Alateen sponsors.

## **5) GR Reports:**

**Jim:** Sunday Morning in Redwood City is doing well. Patricia a long time Al-Anon member who knew Lois spoke at this meeting. It was a success.

**Marie:** Saturday Night in Belmont, we have a steep rent at 30 dollars a night, but well attended by regulars and we're getting newcomers as well.

**Sally:** Wednesday Night Parents Meeting in Menlo Park is well attended, 45-70 people. Said the same people are doing most of the work. She said she's trying to attract rather than to promote people to get into service. Sally also said she's making corrections to the newest meeting list phone numbers and positions still needed.

**Suzzane:** Sunday Night San Carlos meeting. Service positions are filled and attendance is variable, can be less than 10 people to more than 10 people.

**Peter:** Wednesday Day Group in Palo Alto. Peter said he'll work with Agota to update his data on his group for the Area records.

**Colleen:** Tuesday Night meeting in downtown San Mateo, No new news.

**Ceilia:** Tuesday Night Half Moon Bay: Business meetings voted to start asking people to keep the focus on Al-Anon in their group shares. The group is still working to ask this in their weekly script.

## **6) Topic Discussion: on how to get Al-Anon members involved in service**

- At the end of each meeting, as part of our meeting script, thank all those, by name, who hold service positions in your group.
- Make "service" a discussion topic for your meeting, if your format permits.
- Sponsors can encourage (or make it an expectation) that their sponsees perform service as an integral part of their recovery.
- As GRs, we can use a little time in the "any Al-Anon-related business" part of our meetings to explain what our service at the District level involves and what we get out of it.



- We, as GRs, can relate to our groups that District Meetings are not “just work”. There is time set aside for sharing our experience, strength and hope, and learning from others on topics related to service.
- The Quarterly Speaker Meeting in September whose focus will be “growth through service” gives us an opportunity to promote that meeting to our groups and to talk about the growth we’ve experienced through doing service at the District level.
- When we (or anyone in our group doing service for that matter) give up our role we can incorporate a transition period in which we help the new person get comfortable with the job.
- It is always ok, and maybe easier for someone new to service, to share a job with someone else so that they don’t get overwhelmed.
- We, as GR’s should actively work to make sure we have an Alternate GR from our meeting so that someone is being “groomed” to take over the role when we are done.
- Remember that not all members respond to the same kind of appeal to do service. Instead of passively announcing that there are open positions we can assertively suggest to some members, on a one-to-one basis, that they would be really good at a particular position. Some members may need encouragement and a vote of confidence from someone else in the group before feeling comfortable stepping up.
- We can formally “nominate” someone for a service position at a meeting rather than waiting for someone to “volunteer”.
- Changes in the format have to be voted on for 3 meetings
- Some meetings send around a sign up sheet for service positions.
- Don’t shame people into service, but let your positions lapse when your time is up so others are encouraged to step up into service.

**7) Closed meeting with Al-Anon Declaration**

**8) Next Meeting September 12, 2011**

## **District 13 Al-Anon Meeting Minutes September 12, 2011**

- 1) **Opened Meeting:** Opened meeting with serenity prayer and concept 9 read by Linda B.
- 2) **In Attendance:** Jim, GR, Chairperson; Agota, Alternate DR, Webmaster; Chris, GR, DR; Marie, GR, Secretary; Alice, Alateen Coordinator; Liz, GR; Linda L., GR; Janet, interested in Newsletter position; Jo, District Literature Coordinator; Colleen, GR; Lee, Temporary GR; Claude, Treasurer; Darlene, GR; Jess, GR; Linda B, GR; Joan, GR; Heili, GR; Suzanne GR; Linda, GR.
- 3) **August Meeting Minutes Approved:** August meeting notes approved as is.
- 4) **Business:**

**4a) District Representative Report:** Chris handed out his DR report for the month. He said our district needs donations and asked us to announce that in our groups. Our speaker meeting on Service this September 17<sup>th</sup> is coming up. Agota brought flyers to hand out. Patrick is the speaker. Bring baked goods, but remember it is a peanut free zone. Flyers for the Holiday Party are in the DR report packet. Claude paid the deposit for the Holiday party. WSO number for Wednesday Nooners AFG is taken care of. October Assembly is important to attend, October 7, 8, 9. You can be reimbursed by your group for expenses. This includes possibly passing the basket for a special fund to cover expenses for the October Assembly. Area Turnover transition meeting in Galt, CA is happening the end of October, the 28<sup>th</sup>. It is for people interested in doing service at the Area level. Al-Anon International Convention is on July 5-7, 2013 in Vancouver, with a post convention cruise. At this point, Heili asked if it's okay to go to one day only for the assembly if you can't make all three days. Chris said the voting is on the second day. You can send an alternate GR if necessary. Group rates for a room have a cut off date this September 9, pre-registration ends September 23.

**4b) Newsletter Editor Volunteer:** Janet from the Sunday Night San Carlos Al-Anon meeting came and is interested in being the new newsletter editor for the district. Jim asked who the last editor was. Chris said he gave the last newsletter coordinator email to Janet so she can get in touch with her. Janet is ready to make some changes, perhaps. Alice said she can call anyone to get information about the newsletter. It comes out quarterly. Chris said you put out a request for shares on a given topic, and can write something yourself as well. Also, the editor checks in with the DR about important topics and events the newsletter can cover. Jim said we'll be having elections soon.

**4c) Treasurer's Report:** Claude handed out her treasurer's report.

**4d) Alateen Coordinator expense reimbursement:** Jim asked how to reimburse officers going about their duties. Alice is going to an Area Alateen workshop. Claude said we haven't had an Alateen coordinator recently, but we will cover her expenses for the function. NOCAC, however, is a social thing so she doesn't have to be there, and expenses for that are not needed. Alice's total for the Area event, is \$169.00. Alice is going with 6-7 people including some who want information on what Alateen sponsors do, and are also attending the workshop, and some of them are being reimbursed by their Al-Anon groups that sponsor the Alateen group. We took a vote and it was unanimous we will pay for Alice's expenses

**4e) Holiday Party:** Ruth arrived with flyers for the Holiday Party. She also made a volunteer signup sheet. On the back of the signup sheet is a description of each volunteer position and what it entails. She asked us to take them to our meetings, and Agota will put them up on our website. This Thursday September 15<sup>th</sup> at IHOP in Belmont there is a Holiday Party planning meeting at 6:30pm-7:30pm. Jo said to talk about needing volunteers and don't just put the flyers on the table at your meetings.

**4f) Dog-Friendly Meeting Policy:** Alice asked if Dogs are allowed at meetings. Darlene was asking about this as well. If it is dog friendly should we put it on the meeting schedule? What if someone doesn't feel safe with dogs. Heili said it should be checked with the facility. Elizabeth said someone was asked to take a dog away at a meeting. Linda B. said it should be a meeting to meeting process, and service dogs have come to some of her meetings. Alice said the dogs came in at the end of the meeting. Some felt putting it in the meeting schedule would attract more dogs. Darlene said she was upset when a pit bull dog was brought into a meeting, it was distracting and she left. Jim said to make sure it's okay with the facility where the meeting is held, and that each group is autonomous, take a vote and let each group decide on the issue.

**4g) Any Other Business:** Jess was wondering if the district could pay for the expenses a GR incurs for an Assembly. He asked if we can discuss that at the next business meeting. Joan said the Assembly this October occurs on a Jewish High Holiday, and isn't able to attend. Chris said the Area was aware of that and next year the Area will take that into consideration and next year the Assembly will hopefully not occur on this Holiday again. Agota said Joan can send an alternate GR if she can't make it.

**5) Topic Discussion:** Officers and Coordinators described what service means to them in their respective positions.

**6) Nominations:**

**6a) Officers:**

Chairperson, Jim V, planning on continuing his position.

Secretary, Marie, planning on continuing her position.

Treasurer, Claude D. is stepping down, Jim may run for treasurer if someone else steps up for chairperson.

## **6b) Coordinators:**

District Rep: Chris D is stepping down.

Alt. District Rep: Agota P is stepping down.

Alateen Alice E is continuing.

Archives: Linda B. is interested, but we need to decide if this position needs to be filled.

Institutions: Emily C. is continuing.

Literature, Jo B. is continuing.

Quarterly Speaker Mtg is open

Public Information, Judy C is continuing

Teleservice, Judy C. is continuing.

Website, Agota P. is continuing.

Meeting List Editor, Sally P. is continuing, and Chris was potentially interested.

Newsletter Editor, Janet is interested, so were Darlene and Jess.

## **6c) Comments About Elections:**

Liz asked how to let people know about service and open positions in our district. We told her to have them come to the next district business meeting, and also the positions are on our website. Chris said he and Agota will not be at our next business meeting this October so we voted to postpone our elections til November.

## **7) Closed Meeting With Al-Anon Declaration**

## **8) Next Meeting October 10, 2011**

## **District 13 Al-Anon Meeting Minutes November 14, 2011**

- 1) **Opened Meeting:** Opened meeting with serenity prayer and concept 11 read by Sally.
- 2) **In Attendance:** Jim, GR, Chairperson; Claude, Treasurer; Colleen, GR; Sally, GR, Meeting List Coordinator; Judy, Public Information, Teleservice; Jo, Literature; Ceilia, GR; Sarah, Co-Coordinator Alateen; Liz, GR; Trude, observing; Ruth, Chair of Holiday party; Suzanne, GR; Fay, Alternate GR; Heili, GR; Marie, GR, Secretary, Linda G., GR; Pamela, GR; Emily, GR, Institutions Coordinator; Chris, GR, DR; Linda B, GR; Joan, GR; Darlene, GR; Jess, GR; Linda L, GR
- 3) **September Minutes Approved:** Colleens name missing one "l".

**District Representative Report:** Chris handed out his DR report. He made a list of our new coordinators and officers for NCWSA from the October Assembly. He noted that Patrick B, our previous DR was elected WSO Delegate, Claude, our district treasurer, was elected Area Treasurer, and Chris is the Co-coordinator for the area web site. Chris brought flyers from the Area and sent them around the room for those who are interested in them to take.

**Holiday Party Update:** Ruth made and brought flyers for the holiday party. She made sign up sheets with the chair and co-chair positions as of this evening. On the back of the sign up sheets are descriptions of what each position entails. She also made flyers announcing the holiday party with descriptions of the raffle and silent auction on the back. Check the sign up sheets for open positions. The event treasurer position was open and Claude volunteered to be the treasurer for the day. We need people to help out, contact the people on the sign up sheet or Ruth if you're interested in service. Jim asked how many flyers, Ruth said 250. Jim said to bring the flyers to your meetings. Joan asked how to donate the baskets, Ruth said to put the baskets together with a theme, and make a list of the contents for the raffle.

- 4) **Elections:** This November 2011 is the Annual Meeting for our District. It is also an election meeting for the District Officers and Coordinators. There were 16 voting group representatives present and all elected were elected with a substantial majority.

### **Officers:**

Chairperson, Open  
Secretary, Marie L. elected  
Treasurer, Jim elected

## **Coordinators:**

District Representative: Open  
Alternate District Representative: Open  
Alateen : Alice E., elected  
Institutions: Emily C., elected  
Literature, Jo B., elected  
Quarterly Speaker Meeting: Open  
Public Information, Judy C., elected  
Teleservice: Judy C., elected  
Website: Agota P., elected  
Meeting List Editor: Chris D., elected  
Newsletter Editor: Open

**Treasurer's Report:** Claude handed out our AIS Net Worth and Income/Expense report, through October 31. Jim asked how the literature inventory is done. Claude said it is usually a physical count by the end of the year. Jo said she did an inventory at the end of December 2010, and has tracked what she has bought and sold since then. Since Jim is taking over as treasurer, he will get together with Jo to sort the inventory process out. It was pointed out that this year we have fewer donations than last year, and our bank account went down. Heili said we still need to go back to our meetings and ask for donations. Claude said the GRs can ask our groups to send any excess in groups prudent reserve to the district, area and WSO. Joan asked if the treasurers of our groups know how donations are done. Jim said this can be an agenda item for future district meetings. Emily said her group changed the opening statement to give a suggested donation of 2 dollars, that they're barely making their rent. Ceilia asked if the district has lower donations, or higher expenses. Claude said we had lower donations. Linda L. wanted to know where on the report each groups donation is listed, and Claude said it is listed under each groups Al-Anon ID number. Heili asked if our prudent reserve is too much, and Jess also asked about that. Jim said we'd put that on the agenda for future district meetings as well. Jess mentioned he is interested in exploring if the district can help out with GR's expenses for assemblies and so we'll discuss that in the future as well.

**Alateen Committee Update:** Sarah gave an update for Alice. Sarah said the Alateen coordinator and public information committees are working together to promote Alateen in our district. We've located people at High Schools. We're putting together packets for High Schools. We're sending out table top cards with Alateen information for our meetings. Alateen flyers were handed out tonight. The Literature office has provided a small amount of literature on behalf of the Alateen/PI effort, to Alice. There is a line item on the treasurers report for Alateen coordinator under expenses and Alice can work with the treasurer on that as a future topic for the district agenda..Sarahs Wednesday group has been paying for much of Sarahs expenses so far. Judy asked about attendance, Sarah said it is low. Her Alateen meeting is putting together a Holiday basket for the raffle. We need

adult sponsors for the Tuesday Night Alateen meeting in San Mateo being put together for the Alateens. We're also looking at an Alateen meeting in Half Moon Bay. The Pacifica Alateen meeting is active. Heili asked about Alateen planning meetings, and Sarah said they are sporadic, but listed on our website. We need to raise money for our Alateen efforts.

**Final Business:** Jim said our last canceled District Meeting was supposed to be a coordinators report meeting, and asked if there were any questions or comments from any one which were pressing. Emily asked if anybody has any Institutions coordinator information, check in with Emily if you have any ideas.

**Close Meeting With Al-Anon Declaration;**

**Next Meeting will be on December 12, 2011**

**District 13 Al-Anon  
Meeting Minutes  
December 12, 2011**

- 1) **Opened Meeting:** Opened meeting with serenity prayer and concept 12 read by Pamula S.
- 2) **In Attendance:** Jim V., GR, Chairperson; Ceilia M., GR, Chris D., DR, GR, Linda B, GR; Jess R., GR; Colleen O., GR; Alice E., Alateen Coordinator; Marie L., GR, Secretary; Joe B., Literature Coordinator; Suzanne F., GR; Sally P., GR, Emily C., GR, Institutions Coordinator; Pamula S., GR, Agota P., Webmaster, Alternate DR; Claude D, Treasurer; Carmena C., Alternate GR; Heili E., GR; Joan P., GR; Sally, Meeting Schedules.
- 3) **November Minutes Approved:** Suzanne's name misspelled, corrected.

4) **Business:**

**4a) District Representative Report:** Chris passed out his report. January 9 is a coordinators meeting. If you're not on the Google Group see Chris or Agota. Chris divided his report into two parts, where we've been during the last 3 years, and where we could go. We've had continuity, made changes to the business meetings formats at the district level, enlisted new Alateen volunteers and worked with the VA on a meeting As DR, working with NCWSA, Chris listed several accomplishments on his report. Chris listed areas where we can still improve, including diversity and new meetings. See Chris' report for details.

**4b) Treasurer's Report:** Claude distributed her AIS Net Worth Report as of November 30, 2011. The Holiday Party had net proceeds of \$471.40. The CD is in an annual CD which renews on December 22 automatically. We have 15 days to change that if we so desire. Jess asked if it is based on leaving it for an extended period in order to get interest. Claude said it is for one year, but you can make it for 6 months, or any other period. Claude said she was grateful to have been of service, she will finish her term at the end of this year, and attend our January Business Meeting for her final report.

**4c) Holiday Party Update:** Suzanne said the party was very enjoyable. Alice said our Alateens attended. Linda B. did the food with lots of volunteers. The money from the donations for refreshments were given to Ruth. We set up too many tables and it was hard to negotiate the room. Jess asked how many attended. Claude said 95 people registered, but more came. Heili asked about the 7<sup>th</sup> tradition. Claude said it was accidentally skipped. Chris said the kitchen in particular was well run, and the silent auction had lots of donations. Jim got there at the end and thought there were slightly less people this year than last. Emily liked the flyer and wants to get together with Carol L., who is a graphic designer or with Ruth so she can create flyers for her position as institutions coordinator.



**4d) Vacant District Positions:** This December 2011 we voted for the absent District Officers and Coordinators. There were 14 voting group representatives present. All were elected with a substantial majority. The duties for these positions are on our website.

**Officers:**

Chairperson: Ceilia was nominated, and elected as our new Chairperson for District 13

**Coordinators:**

District Representative: Agota was nominated and elected as our new District Representative for District 13.

Alternate District Representative: Still open.

Quarterly Speaker Meeting Coordinator: Still open We had 4 meetings this year but need a new coordinator. Linda B. asked how many a year, Jim said 4. Jess asked what the attendance was like. Jo said about 15 to 30 people. Jess said he had some ideas about how we handle it, and Sally asked if it can be at a different venue. Jim said yes, and we'll discuss it at our next business meeting.

Newsletter Editor: We have had no newsletters this year since we don't have an editor. Linda B. asked about Janet who came to our business meeting awhile ago. She hasn't returned. Agota said to bring all our open positions to our meetings to drum up volunteers. Joan asked what the newsletter was and if it's still necessary since so much is on our websites. We said it is a letter we publish with upcoming events and a topic discussion which we hand out at our meetings. Chris said we could put the newsletter on the website. Jo said she was interested in putting things like the Forum on our website. Alice said if we're sponsors we can recommend service to our sponsees. Claude said to ask our groups if they want a website newsletter or a hard copy. Linda B. said she hasn't seen the website but that a hard copy is easier to read when someone is a newcomer. Jim said all these positions will be discussed at next month's business meeting.

**4e) Appreciation for our trusted servants:** We had a toast for all our outgoing servants, and expressed our gratitude for those ending their service positions. Foster service at our meetings by acknowledging our servants at each of our meetings as part of the closing. Jim pointed out we get back so much when we do service.

**4f) Day In Al-Anon planning:** Claude said we need a chairperson for the DIA this year. Pamela asked what it is. Agota said it is a day of workshops. Chris said it is a day of events and workshops, sometimes with lunch and dinner with a speaker meeting at night. Heili said to bring this back to your meetings to get volunteers to do it. The main need is a chairperson, once that's in place people step forward for service in the DIA. Jess asked who did it last year, Holly from Half Moon Bay did it. Heili is considering it but can't commit quite yet.

**4g) Format changes for District Meetings:** We skipped this topic and will discuss it at our next business meeting January 9<sup>th</sup>.

**4h) GR responsibilities document:** Jess asked about the responsibilities and duties of a GR. Agota said they are on our website. Also, we handed out binders at our district meetings for beginning GR's. Agota also gave GR workshops at her home last year, and we can do another workshop for beginners next year. Emily said her "at lunch" group doesn't do service regularly because it's their lunch hour at work and have issues volunteering for service at the group level. Suzanne said she has the same problem at her Sunday night meeting. Agota said to let members know what a "home" meeting is, and the importance to support our home groups through service. This can create an environment of service for our own home groups. Heili said you can tell people to go to a meeting until you feel at "home", and until you know and like the servants, and commit to service at that meeting. Ask others to think about a home meeting.

**5) Topic Discussion:** Due to the length of today's meeting we will close the meeting for this month, and discuss this topic, Al-Anon finances at the Group and District level, at our next Topic Discussion Business Meeting.

**6) Close Meeting with the Al-Anon Declaration**

**7) Next Meeting will be on January 9<sup>th</sup>, 2012**