

**District 13 Al-Anon
Business Meeting Minutes
January 14, 2013**

1) **Opened Meeting:** Opened meeting with concept one read by Linda G.

2) **In Attendance:** Alice E., Alateen Coordinator; Linda B., Archiver, GR; Ceilia M., District Meeting Chair, GR; Agota P., GR, District Representative, Webmaster; Marie L., District Secretary; Jim V., Treasurer; Jo B, GR, Literature Coordinator; Chris D., Meeting List Coordinator; Eloise M., Public Information; Tracy F., GR; Linda L., GR; Liz R., GR; Sue H., GR; Carmina C., GR; Linda G., GR; Suzanne F., GR; Pamela S., GR; Mary C., Alternate DR, GR; John K., GR; Laura Z., GR; Christine D., GR; Kathy R., Alternate GR

3) **December Minutes Approved:** December minutes approved as is.

4) **Monthly Business:**

4a) **Day In Al-Anon:** Chairperson needed.

4b) **Open Service Positions:** Quarterly Speaker Meeting Coordinator, Institutions Coordinator (by April); Alateen Coordinator (by June); Newsletter Coordinator.

4c) **Literature Officer Coordinator Report:**

4d) **GR's concerns:** Two GR's need feedback we'll discuss later.

5) **Coordinator, Treasurer, and DR Reports:**

5a) **District Representative Report:** Agota P. handed out her report. Please return your Assembly Attendance Survey. Please update the service calendar she handed out with your start and finish dates of your district service. Please recruit and train a replacement for your position. Sign up if you'd like to participate in our Newsletter Thought Force, she's handing out a sign up sheet. Do the same for the Quarterly Speaker Meeting Thought Force. If you're a new GR, Agota P. will be doing a new workshop for new GR's soon. Agota P. will be posting details on the Google Group. Please talk up the NCWSA Convention coming up this March 22nd weekend. Agota P. handed out flyers with the registration form for the convention. Please sign up by Februray, especially if you sign up for dinner and rooms. Agota P. gave a brief description of what we do at the convention, no business, it's mostly meetings and workshops on recovery. Details are on our website. Check Agota's handout for the Service/Event Calendar. Mary C., Alternate DR visited 4 meetings which don't have GR's. She left a GR information flyer and A16 forms at the meetings to recruit GR's. There are two groups in Half Moon Bay which share the same room on different nights and someone just stepped up at one of them to be the GR. Mary C. also said there are special meetings for Alateens who turn 20 and need to transition into regular Al-Anon meetings.

5b) Website Coordinator: Agota P. handed out a flyer with the data from our website for the year of 2012. We had 12,297 visits for the year. Most visitors were from San Francisco, then the peninsula. The most visited page was the meeting schedule, then people visited the page with “the promises” from our book *From Survival to Recovery*, which the WSO says are not really “promises”, Al-Anon has no official promises. Jim V. said you can read them at our meetings, just don’t call them promises.

5c) Treasurer’s Report: Jim V. handed out his District 13 AIS Net Worth as of December 31, 2012, and a report on the Proceeds and Expenses from our Holiday Party in December. Our net proceeds from the Holiday Party were \$234.55, but there might be a few expenses still coming in for reimbursement. Our transactions from last year are still being computed. Our net assets dropped. Our Spanish literature and out of print pamphlets will still be added to our AIS as they come in when they get sold or donated. We want to give the Alateens a scholarship for \$65.

5d) Literature Office Coordinator: Jo B. said

5e) Public Information Coordinator: Eloise M. handed out two flyers on Public Outreach. Please come to our Public Outreach meeting at IHOP in Belmont Thursday, January 31, 2013 if you’re interested. Pass out her flyers at your meetings to recruit volunteers. See her flyers for past activities and future activities. Please get the word out about Alateen as well. Eloise M. is talking to the schools in Palo Alto about Alateen as part of public outreach. Please take our booklets called *Al-Anon Faces Alcoholism* to library’s, schools, doctors offices, churches, etc.

5f) Institutions Coordinator Report: Emily C. not present.

5g) Alateen Coordinator: Alice E. handed out a flyer with her coordinator Report. Alice E. has a new process person, Debra R. Alice E. will be stepping down this June 2013. Sarah B. may take over, but not until she gets married this fall. Upcoming, we’re bring Alateen to San Mateo Juvenile Hall, in February were having Alateen Safety Guidelines Re-Certification. See her flyer for details.

5h) Archives Coordinator: Linda B. put together a binder with 1980’s to 2000’s newsletters she calls *Look to the Past to Protect the Future*. She will bring it to the Day In Al-Anon and GR’s can borrow it to bring to their groups. Linda B. is still working on the Old Timer’s question airs she handed out.

5i) Newsletter Coordinator: Still recruiting a Newsletter Coordinator

5j) Teleservice Coordinator: See Judy C.’s report.

5k) Meeting List Coordinator: Chris D. handed out 600 meeting lists. He brought in 100 more for tonights meeting. There are a few errors on the present hard copies of the meeting lists, but the meeting list on the website is correct. We’re adding some meetings from District 25 and District 20 which are on District 13’s borders to our meeting list. The main error on the meeting lists is the time of the new men’s meeting. It meets from 7:00pm to 8:00pm. The new hard copies will be coming out this March 2013.

6) Other Business:

6a) Motion to have shares on the Concepts as well as growth through service: Agota P. said it was suggested we share on the Concepts as well as growth through service in our Topic Discussions. Just think about this and we'll discuss this at our next meetings.

6b) GR Business: Laura Z. is helping to start an Al-Anon meeting at Mills Hospital Thursdays at 7:00pm to 8:00pm starting February 7th 2013, in the Sadie room. We'll be making flyers for it to take to your meetings. Liz R. was looking for information on a DIA in District 20 but couldn't find it. Agota P. said it should be on the NCWSA website, but Liz R. said she couldn't find it. Linda L. wants to do a group inventory with her group, and Chris D. said he would help her with the process for doing a group inventory. Liz R. said there is now a room available in Palo Alto where we have an Alateen meeting so we can start an Al-Anon to run at the same time on Thursdays, and the same facility as the Alateen meeting soon.

7) Next Month Jo B. will do refreshments.

8) Next Month Chris D. will share on growth through service.

9) Next Month will be a topic discussion meeting.

10) Closed the meeting with the Al-Anon Declaration.

District 13 Al-Anon Business Meeting Minutes February 11, 2013

- 1) **Opened Meeting:** Opened meeting with Concept 2 read by Sarah F.

- 2) **In Attendance:** Alice E., Alateen Coordinator; Linda B., Archiver, GR; Ceilia M, District Meeting Chair, GR; Agota P, District Rep, Webmaster; Marie L., Secretary; Jim V., Treasurer; Emily C., Institutions Coordinator; Jo B., Literature Office Coordinator, Day In Al-Anon Chair; GR; Chris D, Meeting List Coordinator; Eloise M, Public Information; Tracy F, GR; Linda L, GR; Heilie E., GR; Carmina C, GR; Linda G, GR; Suzanne F., GR; Pamela S., GR; Mary C., Alternate DR, GR; Colleen O., GR. Sue H., GR; Sarah F, GR; Melisa C., GR; John K., GR; Kristin D., GR

- 3) **January Minutes Approved:** January Minutes approved as is.

- 4) **Monthly Business:**

4a) District Representative Report: Agota P went to the NCWSA DR meeting, and NCWSA Committee meeting and will have report later. Seventeen people returned their Assembly Attendance survey. See the results of the DR's flyer on reasons GR's gave for not attending the assembly. Many GR's didn't want to stay overnight: the solution is to come just one day then. GR's want a discussion about the assembly and what to expect. Agota P. will schedule some time for a discussion and post it on the Google Group. Financing the trip was also a problem for GR's. The Al-Anon Alateen Service Manual has information on finances and priorities for group finances. Tell your group treasurers to fund the rent, Literature, Treats, and then your Assembly expenses, as a priority. You can also pass the basket specifically for your Assembly expenses to raise funds. The Assembly is made up of 100s of GR's, a great place to give input and meet other GR's from the Area and exchange ideas. Alice E. asked what does a GR get from the Assembly. Agota P. said Al-Anon changes through the years. These come through the input of GR's at Assemblies. Chris D. said you get to give feedback for what you and your group want to see. Only GR's affect changes in Al-Anon structure and By-Laws. If you go to Assemblies you can bring topics back to your groups. Agota made a new district Roster. There's a new meeting in Palo Alto on Thursdays at 7:00pm to 8:00pm. Also we have a new meeting in San Mateo Mills Hospital Thursday Nights 7:00pm to 8:00pm. Next month we'll vote in the chair for the DIA. Agota P. will have another beginners meeting for GR's next month on Monday before our District Meeting 6:00pm at Starbucks on Whipple Avenue. Chris handed out the first draft of the NCWSA Convention program in March.

4b) Treasurer's Report: Jim V. handed out his AIS Net Worth Report. Later when we sell our extra literature we'll include it on the next report. The out of date inventory is still being worked on. GR's are getting flyers on getting in touch with Al-Anon with their Forums. Jim V. brought in some extra copies. It is online as well.

4c) Basket for NCWSA Convention: Agota P. pointed out we can make a backpack or basket for the NCWSA Convention. We voted with a substantial majority to repeat our donation of a backpack and donate it to the Convention. Heili E. agreed to get it and bring it next meeting.

4d) Day In Al-Anon Update: Our Day in Al-Anon is scheduled for June 1st 10:00am to 4:00pm at the Congregational Church of Belmont. The theme of the day is Recovery- A Breath of Fresh Air. Registration will start at 9:15am. There will be four workshops in the morning. Lunch will be served at Noon, and will be a picnic meal, with chicken, hamburgers, veggie burgers and hot dogs to be provided by District 13; potluck sides and desserts are requested. A 5th workshop will be held after lunch, as well as an open Alateen meeting, along with a Q&A Alateen panel. Our Keynote speaker, Larcine G. from Hawthorne, CA will speak at 2:30pm. Cost for the full day including lunch will be \$15.00, \$10.00 excluding lunch, and a \$5.00 donation is suggested for those just attending the Speaker meeting. Chairs and volunteers will be needed for Set-up, Registration, Decorations, Literature, Food and Kitchen, Workshops Leads, and a large Clean Up team. Flyers for the Day and signup sheets for volunteers will be sent to the Google Group, and also dropped off at group meetings. Please encourage group members to sign up for volunteer service for the DIA.

4e) Open Service Positions: We need a Diversity Coordinator. Agota P. will put its duties on the Google Group. We now have a new Newsletter editor and Quarterly Speaker Meeting Coordinator. We'll vote them in next month. Jo B. and Annemarie Q. were voted in as Co-Chairs for the Day in Al-Anon.

4f) Coordinator Announcements: Eloise P. said Al-Anon is attending a Spring Health Fair at Cañada College March 13, 10:00am- 2:00pm. Volunteers have free parking and lunch. She passed around a volunteer sheet. Please recruit volunteers. Emily C. passed around a flyer on the H&I Conference coming up in Foster City. Please dispense it for volunteers and attendees. Alice E. said we need to replace an Alateen Sponsor. You would be working as co-sponsor with Lee B. who has lots of experience with the Alateens. It would be in Palo Alto Thursday Nights.

5) GR; Old and New Business

5a) GR Issues: Eloise P. suggested we vote on having our district speaker meetings share on the Concepts as well as on Growth Through Service. She said the Concepts are difficult to understand. Agota P. said we used to read several paragraphs at each District Meeting on the Concepts. It was pointed out that we do 8 sharings a year. Growth occurs through group work, issues come up in service all the time. Alice E. shared that there is a meeting to our south where they discuss the concepts in their group. Linda L. suggested we could have a workshop on the Concepts at the DIA as well. After discussion, the motion to vote on sharing on the Concepts was withdrawn.

6) Topic Discussion: Chris D. shared on Growth Through Service

7) Refreshments: Next Month Ceilia M. will do refreshments

8) Next Month Topic Discussion: Next month Colleen will share on growth through service.

9) Closed the Meeting With the Al-Anon Declaration.

**District 13 Al-Anon
Business Meeting Minutes
March 11, 2013**

1)Opened Meeting: Opened meeting with Concept 3 read by AnneMarie.

2)In Attendance: Alice E., Alateen Coordinator; Linda B., Archiver, GR; Ceilia M., District Meeting Chair; Agota P., District Representative, Webmaster, GR; Marie L, District Secretary; Jo B., Literature Office Coordinator, GR, Chair DIA; Chris D., Meetings Lists Coordinator; Eloise M., Public Information; Tracy F., GR; Laura Z., GR; Virginia F., Alt. GR; Amy O., GR; Heilie E. GR; Carmina C., GR; Suzanne F., GR; Sarah S., GR; Pamela S., GR; Mary C., GR, Alt. DR; Colleen O., GR; John K., GR; Christian D., GR; Kathy R., Alt. GR; AnneMarie, Co-Chair DIA; Debra R., Alateen District Process Person.

3)February Minutes Approved: February Minutes approved as is.

4)Monthly Business:

4a)Treasurer's Report: Jim V., Treasurers report given by Chris D because Jim V. was unable to attend. Jim V. will be working on our prudent reserve and excess funds and his findings will be coming soon. Please see his AIS Treasurer's Report distributed by Chris D.

4b)District Representative Report: Agota P. has been continuing meetings for new GR's at Starbucks on Whipple Avenue in Redwood City. She'll put the next workshop for new GR's on the Google Group, the next GR meeting will probably be next May. Mary C., the Alternate DR, went to two meetings without GR's: one at Redwood Shores for Dual Members on Tuesdays from 6:30pm-7:30pm. She gave them information about our district, and about having a GR. They're not on the meeting list yet. The other meeting she went to is on Thursday nights in Palo Alto 7:00pm-8:00pm. This meeting is on the meeting list. She gave them information about the district and about having a GR. Agota P. handed out flyers for our NCWSA Convention in Sacramento this March 22-24. Heilie put an emergency backpack together to donate for the raffle at the NCWSA Convention. Agota P. made a motion that we include a Daily Reader, and we voted with a substantial majority to include a Daily Reader. Agota P. also gave us a flyer entitled *What Are Assemblies All About?* It describes what happens at Assemblies and a guideline of survival tips for GR's. She pointed out Assemblies do have workshops but are mostly business. The next Assembly is May 4th and is in Elk Grove. John K. asked Agota P. what goes on our Website, is it just events in our District? Agota P. said usually, however she does include flyers from other districts in her DR Report.

4c)H&I Convention: Jo B. said she needs volunteers to help her staff the literature table at the upcoming H&I Convention in our district April 5th-7th.

4d)Day In Al-Anon Update: Jo B., The Day In Al-Anon chair, and AnneMarie, the DIA Co-Chair gave their report on the DIA. It is on June 1st at the Congregational Church of Belmont, 10:00am-4:00pm. They handed out two flyers, one about service for the DIA, the other with the details about the day itself. We have lots of volunteers, but still need leads for Set-Up, Registration, etc., which are listed on their flyer on service they handed out. Please hand out these flyers at your meetings. At this point, Linda B. stepped up to chair the Kitchen committee. Also, Jo B. posted a flyer on the Google Group with a sign-up sheet for volunteers for the DIA which you can disperse at your meetings. Volunteers can put their email addresses and phone numbers on the sign up sheets. We have 7 workshops in the works. John S., who was our WSO Delegate will give a workshop on conflict resolution. They will post the next planning meeting for the DIA on the Google Group. Leads are encouraged to attend the planning meetings.

4e)Open Service Positions: Mary M. is interested in being the Newsletter Editor, Varsha is interested in becoming the Quarterly Speaker Meeting Coordinator, and Carmina C. is interested in the Diversity Coordinator, and Carmina C. will look into the details of the Diversity Coordinator's duties. We will need an Institutions Coordinator starting in April, and an Alateen Coordinator in July. John K. said he was interested in getting more details about the Institutions Coordinator, and will look into the duties of the position. It was pointed out there are no requirements for these positions.

4f)Coordinators & GR Announcements: Jo B. announced the Saturday Night Lighten Up group is having a Speaker Meeting April 20th. It will be a panel of long time members who will comment on a slogan. It gives newcomers a view for how AL-Anon works. It is at the Congregational Church of Belmont from 7:30pm-9:00pm. There will be a flyer posted on the Google Group. Eloise M. has staffed the Al-Anon table at Cañada College's Health Fair this March 13, but she needs volunteers for Tuesday, March 19th at Sequoia High School in Redwood City from 12:30pm-2:00pm for their Health Fair. She also needs help for the Health Fair on Wednesday March 27 at CSM in San Mateo 10:00am-2:00pm. Alice E. said there will be an open Alateen meeting for Al-Anons in Half Moon Bay on April 22nd from 7:30pm-8:30pm. Colleen asked us to support her Tuesday Night meeting at Tilton and Ellsworth in San Mateo at 7:30pm. Ceilia said her Tuesday Night group in Half Moon Bay voted not to do an inventory. If your group is interested in doing an inventory directions on how it's done is on our Website. Linda B, said she'd like more input about financing our trips as GR's to Assembly, she wanted to know if there's anything in the literature that specifics what our financial priorities should be. Alice E. said the district doesn't dictate how each group is financed they, have autonomy. Carmina C. said she also needs clarity on the subject. Agota P. pointed out finances for the groups is on page 53 in the Service Manual. Pamela S. said she needs to let her treasurer know how much the assemblies will cost, and Suzanne F. also said she needs to know. Agota P. said the one day assembly is inexpensive, the registration is only \$5.00, and if you carpool the price of gas, and lunch runs probably about \$20.00 tops. The three day assembly runs around \$100-\$150. Assembly's are reimbursed, not conventions. Ceilia M. said her group built up a reserve for the Assembly's by passing the basket for a few weeks for GR expenses.

5)Topic Discussion: Growth Through Service: Colleen O. shared on Growth Through Service.

6)7th Tradition For Snacks: We passed the basket for refreshments, next month Mary C. will do the snacks.

7)Next Month Topic Discussion: Next Month Suzanne F. will share on Growth Through Service.

8)Closed the Meeting with the AI-Anon Declaration.

**District 13 Al-Anon
Business Meetings Minutes
April 8, 2013**

- 1) **Opened Meeting:** Opened meeting with Serenity Prayer and Concept 4 read by Eloise M.
- 2) **In Attendance:** Ceilia M., District Meeting Chair, GR; Alice E., Alateen Coordinator; Linda B., Archiver, GR; Agota P., District Representative, Webmaster, GR; Mary C., Alternate District Representative; Marie L., Secretary; Jim V., Treasurer; Jo B., Literature Office Coordinator, GR; Chris D., Meetings Lists Coordinator; Mary M., Newsletter Editor; Eloise M., Public Information; Tracy F., GR; Sue H, GR; Heilie E., GR; Colleen O., GR; John F., GR; John K., GR; Bridget, GR; Linda F., GR; Erin GR.
- 3) **March Business Meeting Notes:** Approved As Is.
- 4) **Monthly Business:**

4a) Day In Al-Anon Update: Jo B. and Annemarie Q. are working with volunteers on the Day In Al-Anon, scheduled for June 1st. Five out of 6 workshops are in place. All but two leads are in place, Decorations, and Set up. Mary C. brought in two out-of-print Al-Anon books as a donation to the Day In Al-Anon, to be auctioned at the event. Agota P. said our flyers must be approved by NCWSA when there are Alateens at the DIA. Jo B. is still looking for a Treasurer for the event. The flyers have been distributed, and Jo B. will print up more flyers in May. Flyers for volunteers are being distributed at this meeting.

4b) Open Service Positions: We nominated and then voted with a substantial majority for Mary M. as our new Newsletter Editor. The Alateen Coordinator position will be open this June. Later in the year, Sarah B. will jump in as Alateen Coordinator. Debora R is still in place as the Alateen Process Person, however. We'll need a Teleservice Coordinator in place in June. We need a Diversity Coordinator. Emily C. needs a Co-Coordinator for Institutions Coordinator, specifically someone to help her with the computer work. Varsha is looking at the Quarterly Speaker Meeting Coordinator position. Agota P. said Carmina is interested in the Diversity Coordinator, a maybe. Please announce these openings at your meetings.

4c) Announcements about Upcoming Events or Service Opportunities: Jo B. said the Saturday Night Lighten Up group is planning a speaker meeting on April 20. A panel of old-timers will be sharing on the slogans. It is at the Congregational Church in Belmont. Alice dropped off a flyer titled How Alateen Works. Teens will share on their recovery. It is in Half Moon Bay on Monday April 22, 7:30-8:30pm at the Community United Methodist Church at 777 Miramontes Avenue in Half Moon Bay. The meeting is open to the public for anyone interested in the Alateen program and the recovery it offers. Please distribute these at your meetings. The flyer is on the Website. Jim V. said last weekend was H&I in Foster City. Jo B. brought in the booklet, *Al-Anon*

Faces Alcoholism 2013 to be distributed to the community. Eloise M. said in May Sequoia High School is having a resources fair. She'll send details to the Google Group. The event is on a Tuesday in May. She needs someone who is bi-lingual.

4d) GR Issues: John F. has a question about the 7th Tradition. We'll discuss it at the end of this meeting.

5) Coordinators Reports:

5a) Agota P. gave her District Representative Report: See Agota's printed report. A new GR training is coming up in May, at Starbucks at 6:00pm at Whipple Avenue in Redwood City, before the District Meeting. There's a new meeting on Thursdays 10:00am at Redwood Shores Library, it is on the website, but not on the meeting lists yet. Agota P. reported that lots of people attended our NCWSA Convention last month. One of our Alateen members was a speaker there. A new Roster was passed around. Agota P. asked if there were any questions about the May 4 Assembly. Agota P. passed around a flyer last month describing what an Assembly is. It opens at 8:30am starts at 10:00am. It is in Elk Grove at a High School. Please go, GR's! She passed around a ride sharing list for people to use to car pool there. Our WSO Delegate, Patrick, will give his report. See the Service Event Calendar on the DR Report.

5b) Alternate District Representative Report: No new news to report.

5c) Treasurer's Report: Jim V. gave his report. GR's and Coordinators, we have a monthly finance meeting coming up. See his AIS New Worth Report. Budget Guidance for 2013 will assume last years expenses will be about what we'll use this year for Coordinators and Officers. Let Jim V. know if you have additional expenses. The finance committee met again this week. We will be working on issues for approval. Handling the money and how we use it. We have a large excess and we're discussing ways to use the money to support Al-Anon in our district. We're looking for ideas to spend the money on. We'll post the next meeting on the Google Group. Jim V. said the Budget Figures for 2012 are still being configured.

5d) Literature Office Report: Jo B. reported that first quarter sales for the Literature Office were \$3,200, while costs were \$3,000. We have been doing a lot of volume. H&I and Alateen Literature expenses are not included in the Literature Report. We had a recent run on pamphlets, and they have been re-ordered. The ODAT's and Blueprint for Progress have been selling briskly.

5e) Public Information Report: Eloise M. will email in her report and post it on the Google Group. This year \$275 has been spent. She needs \$700 for the year. She wants to put Al-Anon on the side of a Sam Trans Bus. We'll approve a new budget for \$800. She'll give it to us in writing later on. She's still figuring out which pamphlets to buy. We'll vote on the budget next month.

5f) Institutions Coordinators Report: Emily C. not present but plans to make a report next month.

5g) Alateen Coordinator: Alice E. gave her report. We need an Alateen Sponsor in Palo Alto. She passed out a flyer for people to step up to sponsor Alateens. You have to be finger printed, please hand them out and volunteer. We need sponsors. Half Moon Bay Alateen meeting is going strong. Our Alateens have been speaking in the community and at the NCWSA Convention. Alice E. said she talked with an educator about drug and alcohol addiction to get the word out. The Alateens have talked about adults who drive drunk. One of the Moms said it started a discussion in their family about alcoholism. We need to spread the word.

5h) Archives: Linda B. finished a binder with our Newsletter from the past. She also received a report from a long-timer, Carol L. She has a group history form for the Archives. Erin asked what the archives are. Linda B. explained it to her, It is kept at the Literature Office and brought to Al-Anon events in the district. Chris D. said Having Had a Spiritual Awakening was made into an e-book, and he thought we should keep a physical copy.

5i) Newsletter Editor: Mary M. gave her report. Her goal is to have the first edition out by May 2013. The topic for shares is on Growth Through Service. Please submit your shares to her. She will include lots of facets in her next newsletter. She passed out flyers for us to take to our meetings.

5j) Teleservice Coordinator: Judy C. not present. Her report is posted on the Google Group, and in flyers for tonight.

5k) Meeting List Coordinator: Chris D. brought in his meeting lists for us tonight.

5l) Website Coordinator: Agota P. reported the website was visited by lots of people. She said we can put items in our archives on the website. We do have a literature corner on our website.

5m) Quarterly Speaker Meeting Coordinator: Varsha not present.

6) Other Business:

6a) GR's Concerns: John F. had a question about the 7th tradition at his meetings. He asked about guidelines in sending our money to the District, Area, and WSO. He needs literature and District 25 is not helping out with literature orders. He needs to buy a Service Manual for his group. He will check in with Jo B. later about this. Linda B. expressed her concern that our statements the last two months concerning our priorities for spending at the group level have been inconsistent and needs clarifying. There was some discussion, and Agota P. said she will check the Service Manual and place a quote from page 53 on group finances and budget suggestions on the Website. Please submit any feedback on this issue on the Google Group for further discussion.

7) 7th Tradition for Snacks: We passed the basket for refreshments. Next month Ceilia M. will do the refreshments.

8) Next Month Is A Topic Discussion Meeting

9) Closed the Meeting with the Al-Anon Declaration

**District 13 Al-Anon
Business Meeting Minutes
May 13, 2013**

- 1) Opened Meeting:** Opened meeting with Serenity Prayer and Concept 5 read by Jack M.

- 2) In Attendance:** Ceilia M., District Meeting Chair, GR; Alice E., Alateen Coordinator; Linda B., Archiver, GR; Agota P., District Representative, Webmaster, GR; Marie L, Secretary; Jim V., Treasurer; Emily C., Institutions Coordinator; Jo B., Literature Office Coordinator, GR; Chris D., Meeting List Coordinator; Judy C., Teleservice Coordinator; Mary M, Newsletter Editor; Tracy F, GR; Linda L., GR; Liz R, GR; Heilie E., GR; Pamela S., GR; Mary C., Alternate DR, GR; Colleen O., GR; Erin R., GR; Sarah S., GR; John K., GR; Jack M., GR Alateen; Carmina C., GR; Sue H., GR; Laura Z., GR; Birdget K., GR; Kathy R., Alternate GR; Kirstin D., GR; Suzanne F., GR

- 3) April Business Meeting Minutes:** Approved as is

- 4) Monthly Business:**

4a) Treasurer's Report: Jim V. submitted his District 13 AIS Network as of April 30, 2013. There were no unexpected expenses. Last month we didn't have a Finance Planning Meeting, but we are planning one this month. Jim V. will post an announcement for it on the Google Group.

4b) District Representative Report: Agota P. brought in Love Gifts from the Assembly in May for everyone. Diana S., the Area Literature Coordinator is coming to our District for a writing workshop. Agota P. Suggested July 27, September 14, September 28, or October 5 as possible dates for the workshop. We still need to find a location for the event. Diane S. will come up with a topic. Chris D. pointed out that some of our District Meetings do writing workshops as well, and The Forum asks for Al-Anon members to submit writings, as well as our District Newsletter. Send Agota P. your suggestions for a date for the event. Our District is going to sponsor the Area Committee Meeting in August 2014. We need to hear from the Area for the Venue. At the Area Committee Meeting all the Coordinators and DR's from the Area get together, usually around 60 people. At the Assembly we discussed breaking up our Area, because travel from district to district for about 900 meetings is difficult. At the Assembly we were asked to go to our groups and ask what a well-served meeting would look like. Alice E. said she doesn't know what to expect from service to a group. It was suggested you might think of different things that you'd like to see. Alice E. asked if the Service Manual addresses this question. Agota P. said Literature is a Service, as well as the guidelines, and Public Information which the Service Manual addresses. We just need to discuss how we may divide the Area, or utilizing things like Conference Calls. Linda L said to note the things of value in our Area and Districts. Sue H pointed out that only about 100 GR's showed up for the Assembly, but we have 900 groups. This may mean our Area is not well served. Think about this issue and discuss it in

your groups. You can have your group do a group inventory as well. Bring your group comments to next Month's District Business Meeting. Agota P. also suggested GR's from our District may want to get together between District Business Meetings to exchange experience, strength, and hope for support, to get together to exchange information and talk about issues. In other words, a GR only meeting. See her District DR Report for details and other events.

4c) Report on NCWSA Assembly: Mary C. recapped the May 4th Assembly. She liked the Al-Anon Skit. Patrick B. gave his WSO Delegate Report. GR's voted on acceptance of the minutes. Liz R. said there was a vote on where to host a TEAM Area Workshop, and how to get more GR's to attend the Assembly, maybe change the time of service from 3 years to 2 years. The Delegate Report included e-readers for books, our finances as a whole, and putting the Forum on e-books. We also have insurance available from the Area for meetings in our District.

4d) Day In Al-Anon Update: Jo B. brought in new DIA flyers with the workshop topics to be distributed to the groups. The flyer is now posted on the NCWSA site. Linda B. announced she needs more volunteers for the kitchen. The lunch will be sandwiches, salads, & picnic foods. Encourage your groups to bring food for the pot luck. Jo B. requested that we buy a cooler to use for all District events. She advised the cost would be around \$60.00. This was put to a vote and passed with a majority. Mary C. donated two books to be auctioned off at the DIA. Linda B. would also like to raffle off 5 Area Convention tote bags. Jo B. suggested we have gifts for the speakers, perhaps something with a local reference. Linda B. offered up a convention tote bag as a Speaker gift.

4e) Report On H&I Conference: Emily C. reported on our H&I Conference in April in our District. AA had about 300 people attending, and Al-Anon had about 40 people attending. We had low preregistration, but more people actually showed up. The Alateens and Alateen Sponsors were great to hear. Many people want to do H&I work and the Conference was helpful in recruiting them. We have volunteers in Juvenile Hall, Women In Transition, and jails. Erin R. asked for Emily's email address and phone number, and we pointed out it is on the roster, as well as on our district website. Emily C. thanked her volunteers.

4f) Alateen Coordinator: Alice E. is leaving this month, and she expressed gratitude for all the support she had from the District while doing service as the Alateen Coordinator. We gave her flowers and a card. Jim V. said there was an Alateen request for funds, and Alateens need money for a scholarship, about \$149.00. Jim V. said the money is already set aside for Alateens. We voted on supplying the money and it passed with a substantial majority.

4g) Open Service Positions: Carmina C. volunteered to be the Diversity Coordinator. We voted for her as Diversity Coordinator, and it passed with a substantial majority. Judy C.'s, position as Teleservice Coordinator is up this June. We need to find someone to do this position. We need a Co-Alateen Coordinator. Sarah B. will be taking over the Alateen Coordinator position this Fall. Mary M. made her first Newsletter for the District and brought them tonight for us to bring to our groups. The next topic for her next newsletter will be on the

slogan “How Important Is It?”. She also wants to discuss how to do a Group Inventory. She gave 3 copies of the Newsletter to each GR to take back to our groups.

4h) Coordinators & GR’s announcements of upcoming events: Linda L. said we have a BBQ coming up in Half Moon Bay and there are flyers for it in the folders. It is District sponsored. We discussed the importance of avoiding scheduling events on religious holidays. We will need Alateen clearance for the flyer. Alice E. will get together with Linda L. to discuss this process.

5) GR, Old & New Business:

5a) GR Concerns: Mary C. asked if groups have a bank account. Jo B. suggested GR’s meet separately to discuss just GR issues. Linda L. asked if scholarships are only for Alateens. Also, can Alateen Sponsors request money for Alateen events? We will look into these questions next month.

6) Topic Discussion: Suzanne F. gave a discussion on Growth Through Service.

7) 7th Tradition for Snacks: We passed the basket for refreshments. Next month Tracy F. will do the refreshments.

8) Next Month is a Topic Discussion Meeting: Mary M. volunteered to do the discussion on Growth Through Service.

9) Closed the Meeting with the Al-Anon Declaration.

**District 13 Al-Anon
Business Meeting Minutes
June 10, 2013**

- 1) Opened Meeting:** Opened meeting with serenity prayer and Concept 6 read by Mary M.
- 2) In Attendance:** Ceilia M., District Chair, GR; Linda B., Archiver, GR; Agota P., District Representative, Webmaster, GR; Marie L., Secretary; Jo B., Literature Coordinator, GR, DIA Co-Chair; Eloise M., Public Information Coordonator; Mary M., Newsletter Editor; Tracy F., GR; Linda L., GR; Liz R., GR; Heili E., GR; Carmina C., GR, Diversity Coordinator; Suzanne F., GR; Pamela S., GR; Mary C., GR, Alternate DR; Colleen O., GR; Annemarie Q., Co-Chair DIA; Sarah S., GR; John K., GR;
- 3) May Business Meeting Minutes:** May Business Meeting Minutes approved as is.
- 4) Monthly Business:**

4a) District Representative Report: Agota P. gave out her DR Report and Service Event Calendar. Our district is sponsoring a Writing Workshop on Intimacy on September 14, which happens to be a Jewish Holiday, but it was the only date that worked for the workshop leader. We're still looking for an appropriate venue. Let Agota P. know if you have any ideas for an appropriate venue. It should last from 1 ½ to 2 hours. We need a lead for our Holiday Party this December. It doesn't have to be in Belmont. Also, Agota P. will not be here next month for the business meeting so Alternate DR Mary C. will step in. We discussed if our meetings are served well. We can do a group inventory in our groups to generate ideas. Are all your service positions in your groups filled? Is your group in decline? You can contact the Public Information Coordinator to advertise for your group. Would you like to see more diversity in your groups? Do you have adequate literature? The GR should have a Literature Catalogue. Jo B. pointed out that the prices on the literature catalogues may not be accurate. You can read about each piece of literature in the catalogue. Agota P. has ordered several copies of the Literature catalogue and will bring them to the District Meeting later. Agota P. suggested we might have a group inventory for our District in the future. Agota P. also suggested we set a time for a GR only meeting for the district. See her report for Service Events.

4b) Treasurer Report: Jim V. was not in attendance but submitted his AIS Net Worth Report as of May 31, 2013. It was pointed out that the Literature Office purchased quite a bit of literature so expenses were high.

4c) Day In Al-Anon Report: Jo B. and Annemarie Q. presented their report about the DIA. According to the surveys that were handed out at the DIA, the workshops, speakers, and food were well liked. The raffle raised \$50.00 for the Alateens. Annemarie Q. pointed out that attendance for the DIA went down this year. We can look into a less expensive venue to save money. We sold 65 lunches and it was estimated that about 85 people attended the event in

total. Annemarie Q. said we can change some things in the future, such as the auction. John K. said he sent a flyer for the DIA to San Jose's Men Group, and Agota P. brought flyers for the DIA to the Assembly for NCWSA for all the DR's in the Area. We talked about what other districts might be doing for their own DIA, and what we may want to do differently. We will continue this discussion later and it was suggested we set up a thought force for our next DIA. Liz R. said she'd head up the thought force.

4d) Request for Alateen Funds: Alateen sponsors from Half Moon Bay requested funds from our district to purchase literature for the meeting, because they have none left, and to reimburse \$150.00 for meeting refreshments and to cover the cost of a pizza party that they held. There was discussion that although we want to help and support Alateen, D-13 needs to arrive at some sort of general guidelines on what kinds of Alateen expenses we are willing to cover and how much money we are willing to spend. We do still have funds of \$326.00 set aside for Alateen, but it is money to be shared among all of the Alateen meetings. The previous Alateen Coordinator, Alice, said that she had envisioned that those funds be held for scholarships for teens to attend NOCAC, which is Alateen's annual conference. Our incoming Alateen coordinator, Sarah, does not start her term until the fall, so we do not have her input. We discussed how much Alateen should be self-supporting and/or if the Alateens could ask the Al-Anon groups in Half Moon Bay for support. Heili E. said she felt they should work on being self-supporting, that a party wasn't necessary. Linda L. said their literature was important, however, of the \$150.00 what was used for literature? The funds the district set aside for Alateen in the past were used for Alateen scholarships for Area events. Suzanne F. pointed out that the Half Moon Bay Alateens have been there for a year now. Ceilia M. said that she thinks that the Alateens were sponsored by the Monday Night Half Moon Bay Al-Anon meeting initially. Pamela said the literature is important, any group that is struggling should get help. Liz R. pointed out that a pink can for Alateens can be passed at Al-Anon meetings, also the teens can do a recycling program to raise funds. Agota P. pointed out that Alateens can do car washes, bake sales, etc., to try to be self-supporting. Linda B. said her group only passes the H&I pink can around once a month, to balance out where the 7th Tradition goes. Eloise said her meeting passes the pink H&I can, an Alateen can, and the regular 7th Tradition. We decided that we need to come up with a plan, and being that time was running out for this discussion, that we should make some motions now. Linda L. made a motion to not reimburse the Alateens for the pizza party. It passed with a substantial majority. There was discussion that it would have been preferred to request the funds in advance. Also that if money was needed for literature and meeting refreshments that perhaps funds shouldn't have gone toward a pizza party. Also, that it is customary for meetings to cover its essential expenses (rent, literature, GR to the Conference/NOCAC, refreshments for the meeting), before spending funds on other things. There was also discussion that we do want to support Alateen, But we have to share D-13 funds with other Alateen meetings, as well as among our coordinators needs, to help Al-Anon stay healthy and thriving. Colleen O. pointed out her Tuesday Night Al-Anon meeting is still waiting to set up an Alateen meeting. It was suggested we bring an Alateen to the district meeting. Monday Night's HMB meeting pays the Alateen's rent. We made a motion stating the Alateens go to their local HMB Al-Anon and ask for funds for literature, refreshments, and/or their pizza party, but it failed to pass. There were 9 for, and 9 against, so we submitted a second motion to

give the Alateens in HMB a one time credit of \$100.00 with the Literature Office for their literature only. It passed with a substantial majority.

4e) Open Service Postions: Judy C. is still doing the Teleservice work, but would like a volunteer to step in as alternate so she can train the next Teleservice Coordinator. All the district positions are listed on the website. We need a Quarterly Speaker Meeting Coordinator. Agota P. said we may want to review if we need a Quarterly Speaker Meeting, especially since the Saturday Night Al-Anon Meeting in Belmont is sponsoring speaker meetings. The Quarterly Speaker Meeting can be held at any venue. The other service position open is a Co-Coordinator for Alateen since Sarah is taking over the position of Alateen Coordinator this fall since Alice E. resigned. Agota P. asked us to announce these open positions at our meetings.

4f) Coordinators and GR Announcements: Extra copies of the Newsletter came in. You can also print them off the website address.

4g) Coordinator Issues: Linda B. put our latest Newsletter into the archives. She made a District 13 History binder. All items in the Archives are available for your groups and District events. She made an Al-Anon History Trivia Board and brought it to the DIA. It is being stored at the Literature Office. She'll bring them to the District 13 Business Meeting.

5) GR, Old and New Business:

5a) GR's Report: We decided that there is a need for a special meeting specifically dedicated to GR questions and issues for the GR's in our District. Jo B. volunteered to head up a thought force through the Google Group on a GR Meeting for the District.

6) Topic Discussion: This month Mary M shared on growth through service.

7) 7th Tradition for Snacks: We passed the basket for refreshments and Tracy F. volunteered to do the refreshments for next month's Business Meeting.

8) Next Month is a District Coordinator Report Meeting.

9) Volunteer for August Topic Discussion on Growth Through Service: Carmina C. volunteered to share on Growth Through Service for the next Topic Discussion Meeting this August 12, 2013.

10) Closed the Meeting With The Al-Anon Declaration.

**District 13 Al-Anon
Business Meeting Minutes
July 8, 2013**

1) Opened Meeting: Opened meeting with Serenity Prayer and Concept 7 read by Chris D.

2) In Attendance: Jim V., District Treasurer; Marie L., Secretary; Emily C., Institutions Coordinator; Chris D., Meeting List Coordinator; Eloise M., Public Information; Carmina C., GR, Diversity Coordinator; Tracy F., GR; Heili E., GR; Suzanne F., GR; Mary C., Alternate District Representative; Colleen O., GR; John K., GR; Erin R., GR; Laura Z., GR; Virginia F., Alternate GR

3) June Business Meeting Minutes: June Business Meeting Minutes approved as is.

4) Monthly Business:

4a) Open Service Positions: This fall Sarah will take over as Alateen Coordinator, but she needs help. We need a Teleservice Coordinator as of June. Emily C. needs an Alternate Institutions Coordinator. We need a Quarterly Speaker Meeting Coordinator. We also need a Holiday Party chair or co-chair. Please announce these open service positions at your meetings.

4b) Ordering Al-Anon Faces Alcoholism Pamphlets: We'll be ordering one case each of Al-Anon Faces Alcoholism in English and Spanish. The district will pay for them. We can bring them to our groups to disperse.

4c) Upcoming Events and Service Opportunities: District 17 is having a Day In Al-Anon on August 24th in Fremont, and an open Alateen Meeting on July 27th in Newark, it is posted on the NCWSA Website. Our Saturday Night Lighten Up group is hosting a Speaker Meeting on July 20th. The speaker is Veronica, our Northern California Al-Anon Diversity Coordinator. We're also having a Writers Workshop on September 14. Half Moon Bay Al-Anons are putting on a Barbecue Beach Party on September 28th.

4d) GR Concerns: Erin, a new GR is looking for help in understanding the duties of a GR.

5) Coordinators, Treasurer, and District Representative Reports:

5a) District Representative: Agota P. not present.

5b) Alternate DR: Mary C. said to ask your groups if they are well served.

5c) Treasurers Report: Jim V. needs to know how much money we allocated for the Alateens last month. We gave them a one time credit for \$100 for Literature. Jim V. also handed out his AIS Net worth for June 2013.

5d) Literature Office Coordinator Report: Jo B. was not present. Jim V. reported that we received a lot of payments for literature which bumped up our District assets.

5e) Public Information Coordinator: Eloise M. handed out her PI report listing April to July activities. We donated two each of *How Al-Anon works* and *Alateen-Hope for Children of Alcoholics* to Palo Alto Medical Foundation's patient resource libraries. We staffed info tables at Menlo-Atherton HS and Woodside HS health fairs. Half Moon Bay Alateen had an open meeting, attended by 60 people. We brought Alateen literature to the Guidance Departments and Adolescent Counseling Services site directors at Palo Alto's three middle and two high schools, as well as Al-Anon schedules for school staff.

5f) Institutions Coordinator: Emily C. is looking for backups at Alateen and Al-Anon meetings we bring into institutions. She is also looking for a Co-Coordinator to help find and run new institutions meetings. Our Al-Anon meetings at Juvenile Hall has about 7-18 kids who attend. At the Women's Jail there are about 10-16 women attending Al-Anon.

5g) Alateen Coordinator: Sarah will be taking over as Alateen Coordinator this Fall.

5h) Archives Coordinator: Linda B. gave meeting boards to John K. He is presently trying to locate them. Linda B. is looking for suggestions on how to use them. Heili E. said we can bring them to district events and to our meetings in the district.

5i) Newsletter Coordinator: Mary M. is looking for shares for our next Newsletter. The topic is How Important Is it? Ask for shares at your meetings.

5j) Teleservice Coordinator: Judy C. is looking for someone to take over as Teleservice Coordinator.

5k) Meeting List Coordinator: Chris D. brought in more recent Meeting Lists. He had to go to Kinko's instead of our regular printer so the cost for copies went up this month. He made new updates and corrections to the lists. A link on our website has a You Tube Video on how Al-Anon and Alateen works.

5l) Website Coordinator: Agota P. not present.

5m) Diversity Coordinator: Carmina C., printed up copies of the job description for the Diversity Coordinator position. She handed out a copy of 7 responsibilities that the Diversity Coordinator does. She asked everyone to take the hand outs and list the priorities in order of importance, and hand them back to her. She visited Alateen and Spanish groups to see what is needed there. Carmina C. said big events should have literature in French, Spanish, and Cantonese. We also have LGBT meetings. We need to make sure all these focus groups are represented. Carmina C. is looking at our District for diversity needs. Here on the peninsula we don't have a lot of Cantonese. We have a Women's meeting in Palo Alto that Lesbians attend. Men in Al-Anon are also part of our diversity. She's looking to see if we should have a Diversity

Pot Luck or Diversity Day In Al-Anon, bringing various minorities and Alateens together with Al-Anon. We can also create meetings for Alateens who are still young adults and transitioning to Al-Anon. We also need to focus on the needs of other communities within our district. Carmina C. will work with our PI Coordinator. Chris D. said we can set up a thought force on the Google Group to work on our priorities for diversity in our district. Mary C. pointed out that diversity can include lots of groups, including the deaf, and handicapped members. Suzanne F. said we could go online and find a website for the government's census report to research diversity in our district. In summation, fill out the bottom of the flyer Carmina C handed out and list your priorities and give the flyer back to Carmina C.

6) Other Business:

6a) Day In Al-Anon Area Report: Liz R. put together a spread sheet listing details for how other districts in Northern California run their Day In Al-Anon events. Information such as how they did lunch, ran their workshops, how many attended, what their expenses were, how they ran raffles and auctions, and what they charged for registration. Questions like how are volunteers recruited, and are some DIA's for men only or for Spanish speaking Al-Anons. Also what kinds of activities they did, such as line dancing. Jo B. and Liz R. will continue to collect information on the DIA's in the area. Erin said we can create a survey for our groups to list activities for our DIA to raise attendance with events like Reiki, and getting volunteers in the district to run the activities.

7) GR Reports:

7a) GR Concerns: Virginia F., alternate GR for Wednesday noon Al-Anon, said her group, needs sponsors. People have left their meeting because they can't find a sponsor. Heili E. said the phone list can list volunteers willing to sponsor. Emily C. said some people don't feel qualified to sponsor. The phone list should be updated., and sponsors listed on the phone list. Laura Z. said her group had a discussion on what sponsorship is, and we have a pamphlet on sponsorship. Chris D. said being afraid to ask for a sponsor happens because it is out of our comfort zone. Your group can have a focus meeting on what sponsorship is, and talk about it regularly. A sense of community and shared values has to occur at the group level to develop sponsors. You just select someone who has what you want.

8) Next Meeting Will Be On Monday August 12th: Carmina C. is our speaker for next month. She will speak on Growth Through Service.

9) 7th Tradition for Snacks: We took a 7th tradition for refreshments. No one stepped forward for next month's refreshments.

10) Closed the Meeting With The Al-Anon Declaration

District 13 Al-Anon
Business Meeting Minutes
August 12, 2013

- 1) **Opened Meeting:** Opened meeting with Serenity Prayer and Concept 8 read by John K.
- 2) **In Attendance:** Ceilia M., District Meeting Chair, GR; Linda B., Archiver, GR; Agota P., District Representative, Webmaster, GR; Marie L., District Secretary; Jim V., District Treasurer; Emily C., Institutions Coordinator; Jo B., Literature Office Coordinator, GR; Chris D., Meeting List Coordinator; Eloise M., Public Information; Mary M., Newsletter Editor; Carmina C., Diversity Chair., GR; Linda L., GR; Sue H., GR; Suzanne F., GR; Pamela S., GR; Mary C., Alternate DR, GR; Colleen O., GR; John K., GR; Sarah S., GR; Bethany K., GR; Varsha S. New Teleservice Coordinator
- 3) **July Business Meeting Minutes:** July Business Meeting Minutes corrected section 7a: Virginia's name is misspelled, and add that she is the GR for Wednesday Noon Palo Alto.
- 4) **Business:**

4a) District Representative Report: Agota P handed out her report.

Agota P. dispersed a flyer looking for a lead for our upcoming Holiday Party. Chris D. asked if there is a deadline date by which we can come up with a lead. Agota P. said by September's District Meeting.

A writing workshop on intimacy in alcoholic relationships is coming up this September 14th. See the flyer.

Agota P. handed out a flyer on the upcoming NCWSA Fall Assembly this October 25-27 in Concord. GR's can stay for one day if going for 3 days isn't feasible. She said we're also looking for a new district holler. Agota P. will bring the agenda for the day to next month's district meeting. Sue H. asked if we have to buy lunch. Agota P. said we have to buy dinner, but our groups should pay for expenses. A flyer with details is in our latest 12 Stepper. Agota P. handed out a flyer at an earlier district meeting describing how Assembly's work. She has extras, pick one up if you need one. Jim V. has an extra 12 stepper and will bring it next month.

Agota P. said our groups should be doing a group inventory and reflecting on the topic, "Is your meeting being served?" Ceilia M. said her group brought it up at a business meeting, but dropped the topic because it wasn't clear what being served means. Suzanne F. said her group wasn't clear on how to present this topic to her group. Agota P. said Saturday Night Lighten up in Belmont put out a form with four questions, What about the group do you like, what don't you like, what works, and is the group being well served. She also said there is information on doing a group inventory on the website. Linda L. said her group is going to do a group inventory. As a GR tell your group frequently what the District is doing and what the Area is doing.

Linda L. asked if there is a summary report about the Fall Assembly. Chris D. said he saw a preliminary report, and we can send an email to NCWSA asking for a summary of the Fall Assembly.

Agota P. said District 13 is doing a Business Meeting Inventory. Agota P. handed out a flyer with questions for everyone to fill out. Please fill these out and return them to Agota P. at next month's meeting. Agota P. also handed out an inventory for each individual to fill out. These are for your information only. Fill them out and keep them for yourself.

4b) Treasurer's Report: Jim V. handed out his AIS Net Worth Report as of July 2013. Our assets were up last month because we delayed paying for literature until August. We paid \$3,000 for literature this month, so our assets went down. Also, Jim V. said he hasn't seen the paper work for the \$100 we're donating to the Alateens for their literature. The last two months donations from our groups to the district went down. Please ask your groups to donate. Emily C. said attendance in summer goes down so donations go down. Also the Pink Can can divert money from donations to the district. Jim V. said to send the district money if your groups funds are piling up. Ceilia M. said funds to Al-Anon are going down at all levels. Marie L. said she'd ask the Area Treasurer, Claude, if funds donated to the Area were down.

4c) Open Service Positions: A Holiday Party Lead is needed. Please announce this at your meetings. Varsha S. Volunteered to be Teleservice Coordinator. Varsha S. was nominated as Teleservice Coordinator, and we voted her in as Teleservice Coordinator with a substantial majority. Varsha S. will connect with Judy C. for the paperwork and details of the position. We need a Co-Alateen chairperson for the district to work with Sarah who will start this Fall. Mary C. pointed out one has to be fingerprinted for the position. Emily C. needs a co-chair for Institutions Coordinator, to help set up new institutions meetings. A Quarterly Speaker Meeting Coordinator is still needed. Varsha S. said she'd think about it. Please announce this at your meetings.

4d) HMB Beach Party Update: Linda L. said Half Moon Bay Al-Anon is throwing a Beach Party and fund raiser September 28th. Linda L. passed out a sign-up sheet for volunteers ready to do service. The final flyer will be out this week and will be posted to the Google Group. The old flyer said to bring meat, but Linda L. said the meat will be provided, so just bring a side dish. There will be one speaker, Jill. There will be games and fellowship. Eloise M. asked if there will be a registration fee. Linda L. said no, but her group was looking for financial help of about \$150 from the district which she could repay later. We discussed this at length. Eloise M asked if it would be a loan, to be repaid later. Linda L. said yes. Chris D. said it usually comes out of someone's pocket and is reimbursed later when the receipts are submitted. Registration fees are usually handled by an event treasurer. Linda L. said she is the treasurer for the event, but there are no registration fees. We made a motion to provide up to \$150 for the event, we voted on it and it passed with a substantial majority.

4e) Coordinator & GR Upcoming Events: Eloise M. has an upcoming event this weekend, August 17th, from 9:00am to 6:00pm in South San Francisco. It is Unity Day, an AA event with Al-Anon participation. Eloise M. needs people to man our Al-Anon table at this event still.

We were invited by the Teamsters to an event with them next month. We need 2 volunteers for the Teamsters event. We specifically need a man to volunteer for that event. It will be on October 3rd. Eloise M. will send out a flyer for the event.

Carmina C. submitted the results of her survey we took last month, listing what our priorities for Diversity in our district should be. Number 1 was to create a committee to work on ways to reach different ethnic groups. Number 2 was to coordinate with our PI Coordinator and the Non-English Speaking Coordinator. Number 3 was to Contact and cooperate with the Area Delegate, DR's, and Information Service Offices. Carmina C. attended Spanish Speaking Meetings and they need help with these groups. She also contacted Veronica P. the NCWSA Diversity Coordinator. Carmina C. will submit more information next month.

Mary M., Newsletter Editor, said to save money but increase the number of copies we print, Mary M. will print 3 copies of the Newsletter for each group in color and the rest in black and white. We will discuss this at the next business meeting to stimulate future discussion on the Newsletter. Mary M. said we still need shares for the next Newsletter, the topic is "How Important is It?" The shares should be a maximum of 225 words. Pamela S. asked if anyone can contribute, and Mary M. said yes. You don't have to submit your name. Encourage your sponsees to submit entries. Mary M. needs the shares by the end of this month.

Emily C. handed out pink flyers for service needed at Juvenile Hall. Please bring them to your meetings. Let all your sponsees know about these events and all service opportunities.

5) GR, Old & New Business

5a) No updates from thought forces, or any GR concerns. We decided to do the next newsletter with the same format as it was done last time. Ceilia M. asked if we need a Quarterly Speaker Meeting at all anymore. We will discuss this further at next month's Business Meeting. Agota P. said the binder for the Holiday is compiled and available for anyone interested in volunteering to lead the Holiday Party. We all signed a get well card for Liz R. who had surgery this month and couldn't attend tonight's business meeting.

6) Next Meeting Will Be On Monday, September 9th: Ceilia M. will speak on Growth Though Service next month.

7) 7th Tradition for Snacks: Mary M. will do refreshments next month. She will get the refreshments and money from Tracy F.

8) Closed the Meeting With the Al-Anon Declaration.

**District 13 Al-Anon
Business Meeting Minutes
September 9, 2013**

- 1) **Opened Meeting:** Opened meeting with Serenity Prayer and Concept 9 read by Sue H.
- 2) **In Attendance:** Ceilia M., District Meeting Chair, GR; Linda B., Archiver, GR; Agota P., District Representative, Webmaster, GR; Marie L., Secretary; Chris D., Meeting List Coordinator; Mary M., Newsletter Editor; Carmina C., Diversity Coordinator, GR; Mary C., Alternate District Representative, GR; Tracy F., GR; Sue H., GR; Suzanne F., GR; Pamela S., GR; Colleen O., GR; Sarah S., GR; Kristin D., GR; Kathy R., Alternate GR; Chris S., GR; Erin R., GR; Laura Z., GR
- 3) **August Business Meeting Minutes:** August Business Meeting Minutes Approved as is.
- 4) **Business:**

4a) District Representative Report: Agota P. Collected Business Meeting Inventory questionnaires, we will discuss them at the November Business Meeting.

Coordinators and Officers need to submit your 2014 budgets based on your budgets from last year and your expectations for 2014. Since there was no Diversity Coordinator last year Carmina C. will check in with the Public Outreach Coordinator to make an estimate of a 2014 budget.

We still need a lead for the Holiday Party. The Holiday Party binder has all the details. First we find a lead, and then we can set a date. If no one steps up we won't have a Holiday Party. Erin R. asked if someone can talk to her about what it entails. Mary M. said she can talk with Erin R.

This September 14 is the writing workshop on Intimacy in Alcoholic Relationships; it will be here at this room from 2:00pm-4:00pm. A new publication on Intimacy will be coming out soon. Agota P. said she needs help setting up, so please come and help out. September 14th is Yom Kippur so some members may not be able to attend.

September 28th is the Half Moon Bay BBQ. Ask your groups for donation baskets for the raffle. There is a contact person on the flyer. It is at Princeton Harbor. Follow the signs to the event.

October 25-27 is the 3 day Assembly in Concord. Agota P. is collecting suggestions for a new district holler. Notes from the NCWSC Meeting are on the back of Agota's DR Report.

Alateen meetings must be registered with WSO before they can meet. If you start an Alateen meeting please register it.

Laura Z. and Bridget K. need to register as new GRs, please check in with Agota P.

4b) Treasurers Report: Jim V is not present and will submit his report next month

4c) Open service Positions: Varsha stepped down as Teleservice Coordinator. Judy will continue as Teleservice Coordinator until someone else steps up. We still need a Holiday Party Chair.

We need a Co-Alateen Coordinator this fall. Marie L. said she talked with Sarah B. and Sarah is not certain she will step up as Alateen Coordinator this fall. Ceilia said we'll need to contact her.

We need an alternate Institutions Coordinator.

We also need a Quarterly Speaker Meeting Coordinator.

4d) Half Moon Bay Beach Party Update: Linda L is volunteering to help with the HMB BBQ on September 28th. Please see the flyer posted on our Al-Anon Website with the details.

4e) Coordinator and GR Announcements: Carmina C. is setting up a meeting for all those interested in volunteering on the Diversity committee. Carmina C. will post it on the Google Group. Please bring any ideas you have to the meeting. This committee was the first priority on her Diversity Job Description hand out. Carmina C.'s second priority is Coordinating with the PI Coordinator. The 3rd priority is to work with the Area Diversity Coordinator.

Mary M. brought in the new Newsletter. Three copies in color for each group, and a few more in Black and White.

5)GR Check In New Business:

5a)GR Check In Agota P. Friday Night San Carlos said they are revitalizing her group by reading from *How Al-Anon Works* twice a month.

Linda B. said Friday Night's Meeting at this church needs a GR.

Pamela S. Wednesday Night San Carlos says participation is good. She needs some help from her group for set-up. Most positions are filled but many people come late.

Sue H., Wednesday Noon in Palo Alto, is strong, about 40 people attend. Service positions are full, but business meetings are sparse due to the lunch hour meeting.

Colleen O. said Tuesday San Mateo has newcomers coming and going. The Secretary has taken on a lot and people come in late. They discussed these issues at a business meeting. There are a solid few members who have been there a long time. If people don't step up to service the meeting may fail. Colleen O. said if it fails it is out of her control.

Mary C. said her San Mateo Lunch Bunch is going well. New comers come in and every 4th Monday is a speaker meeting.

Erin R, GR for Saturday Afternoon Ladera, is a new GR and is still learning the ropes. Her meeting is healthy. Attendance is up to 20 people. All service positions are filled. Secretary rotates every 3rd month. A treasurer is needed soon.

Sarah S. said her Thursday Night San Carlos Meeting has most positions filled. A 20 year regular became ill, so people are stepping up to the positions she had filled. Secretary is for 3 months.

Kirstin D., GR for the Parents Group in Menlo Park has 50-70 people. Lots of outreach to newcomers. The Secretary rotates every week, one month in advance.

Laura Z., GR for the Parents Group in San Mateo, is leaving for Oregon and has to let the meeting go and trust that others will step up in service.

Suzanne F. Sunday Night San Carlos says her group is small but lots of sharing. Some newcomers, but not a lot. The group is growing.

Chris S. Saturday Women's Place Palo Alto said about 50 people attend. Chris S. said she wants to be an alternate GR, as Chris S. is new in our district, she moved from Monterey. Chris S. thinks an old timer at the meeting should step up to be a GR. She wants her group to do a group inventory.

Carmina C. New Point of View on Saturdays. From 25-30 people attend with lots of diversity. She needs an Alternate GR.

Tracy F. Nooners Burlingame Wednesday said his meeting ebbs and flows. It can be big, up to 50 people. They're missing some service positions; he has a hard time getting people to step up to service.

Ceilia M., Half Moon Bay Tuesdays, says her group ebbs and flows. Her group voted down a group inventory, but she will present it again next year. Lots of old-timers, but refreshments and set up positions need to be filled. The meeting voted to start accumulating money to have an ongoing reserve of \$200, set aside specifically for the GR to attend assemblies.

5b) New Business: Newsletter Report: Mary M. printed up new newsletters: It comes to 100 color and 50 black and white. Erin R. said maybe we could get an email newsletter. Agota P. said it is on the Website. Ceilia M said she wished we had more copies. Pamela S. likes the color one best. It was suggested the GR can write "Please return this copy after you read it" on the top of the newsletter. Chris D. suggested we can ask groups how many copies they would like, and if they would like to pay to order more copies. Suzanne F. likes the printed copies, but she told her members they can go to the Website. Suzanne F. wants to keep the colored copies. Agota P. said she likes them printed. Tracy F. said we could go down one weight in paper to save money, but Mary M. said these copies are on the cheapest paper they have. We will continue discussing this next month. Go to your groups for feedback.

6)Next Meeting Will Be On Monday October 14th, 2013: It will be a Coordinator Reports Meeting. Ceilia M. asked for a volunteer for the November Meeting to be the Speaker on Growth Through Service, but we did not get one yet. We will ask again next month.

7)7th Tradition for Snacks: Suzanne F will do refreshments next month.

8)Closed Meeting with AI-Anon Declaration

**District 13 Al-Anon
Business Meeting Minutes
October 14, 2013**

1) Opened Meeting: Opened meeting with Serenity Prayer and concept 10 read by Emily C.

2) In Attendance: Ceilia M., District Meeting Chair, GR; Linda B., Archiver, GR; Agota P., Webmaster, District Representative, GR; Mary C., GR, Alternate District Representative; Marie L., Secretary; Jim V., Treasurer; Emily C., Institutions Coordinator, GR; Jo B., Literature Office Coordinator, GR; Chris D., Meeting List Coordinator; Eloise M., Public Information; Varsha S., Quarterly Speaker Meeting Coordinator, Jill L., Chair of Holiday Party, Becky R., GR; Jennefer, GR; John K., GR; Amy O., GR; Chris S., GR; Virginia F., Alternate GR; Kara K., Alateen Sponsor; Liz R., GR; Bethany K., GR; Carol Y., Alternate GR; Suzanne F., GR; Colleen O., GR.

3) September Business Meeting Minutes: September Business Meeting Minutes
Approved as is.

4) Business:

4a) Open Service Positions: Alateen Coordinator or Co-Coordinator needed.

We need a Teleservice Coordinator.

We need an Alternate Institutions Coordinator.

Varsha S. volunteered as Quarterly Speaker Meeting Coordinator. She was nominated and voted in with a substantial majority.

Please announce these open positions at all your meetings.

4b) Holiday Party Report: Jill L., Holiday Party Lead, distributed flyers and volunteer sign-up sheets for the Holiday Party on December 14. She especially needs a food chair. Please ask for volunteers at your meetings. She has the binder from last year. There is detailed information in the binder describing the food chair's job. Jill L.'s co-chair is thinking of being the treasurer for the party. The treasurer will work with the district treasurer, Jim V. for the event.

4c) Half Moon Bay Beach Party Final Report: Kara K. reported there were about 10 volunteers for the event which wound down with 5 volunteers near the end. They had some problems with clean up, but managed. After the event was over the donations for the 7th Tradition and the raffle left a deficit of \$68. Two meetings donated gift cards for the event and they paid the Speaker \$25 for expenses. Jim V. said he needs a detailed report for the total proceeds from the raffle which must be reported.

4d) Upcoming Events: November 16th at the Saturday Night Lighten Up meeting in Belmont at 7:30pm John S will speak on Conflict Resolution. The flyer is on the website. Father Tom is coming January 12 at the same venue.

Tom W. will be speaking in Burlingame December 4th at 7:00pm at Mills Hospital.
This month there is a Day In Al-Anon in Los Gatos.

5)Coordinator and Officers Reports:

5a)District Representative Report: Agota P. distributed her report. The writing workshop on September 14th on intimacy went well.

Please turn in your questionnaires for the district inventory. Everyone can participate.

Coordinators please submit your 2014 budgets. Ask Jim V. the treasurer for guidance if needed. Along these lines, Kara K. asked if her Alateen sponsor's expenses in Half Moon Bay need to be submitted to Jim V. Jim V. said he'll check in with Kara K. about this after the meeting.

The fall assembly is coming October 25-27. We'll use the same District Holler. The agenda is online, and hard copies of the agenda were distributed.

Agota P. reminded us that Al-Anon World Service asks us to list speakers by their first name and last initial, so that we stay away from the perception that we are affiliated with any religious groups. For example, instead of listing "Father Tom W." as a speaker, "Tom W." is preferred, in keeping with our Traditions.

5b)Alternate DR Report: No Report

5c)Treasurers Report: Jim V. said he has a new phone number, it is (650) 208-1735.

Jim V. submitted his AIS Report for September. Our assets dropped about \$1500. We're still in the black but our balance has been dropping.

Jim V. said he needs volunteers for his thought force on how to spend our excess prudent reserve for the district. We have to devise a group conscience on how to spend it. Jim V. will set up a new date and time for a thought force on the prudent reserve. Everyone is welcome to attend.

5d) Literature Office Report: Jo B. submitted her Literature Office Report. Total sales were at \$9532 and costs of \$5962, leaving a profit of \$2821, which is always invested into buying more literature.

The new publication, *Reaching for Personal Freedom*, is now available through our literature office.

Info from WSO: *How Al-Anon Works* AUDIO BOOK is available as of September 13, available through Audible.com, Amazon.com, and the Apple iTunes Store. The EBook for *How Al-Anon works* is expected in the next month or so. The *Forum* is on a wait list to go electronic.

WSO is beginning a process to produce a book for Parents and Grandparents of Alcoholics, and will be soliciting contributions soon.

5e)Public Information Coordinator Report: Eloise M. handed out her report, listing her activities from July 9-October 10. See her report for details.

Eloise M. said she is in the red at this point about \$79. We gave her \$600 earlier and she spent it. She thinks she needs about \$250 more for the rest of the year. We made a motion to give Eloise M. \$250 for her expenses this year, we voted and it passed with a substantial majority.

Eloise M. handed out packets being used for public information. The packet includes flyers and cards called the road sign poster. Members can post them in the community. Eloise M. also included a pamphlet in the packet titled *Al-Anon Fact File*. Invite your members in your groups to share and put the posters up, and distribute the pamphlets. Everyone can do Public Outreach.

5f)Institutions Coordinator Report: Emily C. distributed her report. See her report for details.

Emily C. brought in more pink cards with details for volunteers for H&I work in Al-Anon.

Emily C reported progress at San Mateo County Jail in Redwood City, and progress at the Juvenile Hall with AMIAS cleared sponsors.

Emily C. will continue to train new recruits, and always needs new volunteers for H&I.

Alateen sponsors went to R&R in Occidental in September 2013 for training. It was intensive training for AMIAS cleared sponsors, and Kara K, who attended the event, shared that the training was awesome.

5g)Alateen Coordinator Report: No coordinator yet.

5h)Archivers Report: Linda B, reported she has a binder with the history of our local Al-Anon district and the history of WSO, in the binder, and on display boards as well. They are available for all our events and workshops. Agota P. suggested she bring them to all our bigger speaker meetings.

5i)Newsletter Coordinator Report: Mary M. was not present, no report.

5j) Teleservice Coordinator: Judy C. was not present, but submitted a report to the Google Group.

5k)Meeting List Coordinator Report: Chris D. brought more meeting lists to be distributed. He did not have a report.

5l)Website Report: Agota P. handed out her website statistics for the month of September. There were 16,000 new visits in September.

Agota P. needs feedback on new ideas for our website.

It was pointed out that in the East Bay meeting lists listed meetings as closed and new members were confused by the term, thinking the meetings were off limits. Our meeting lists define closed and open meetings, and our website includes a definition of closed meetings.

5m)Quarterly Speaker Meeting Coordinator: Varsha S. just elected as coordinator. No report.

5n) Diversity Coordinator: Carmina C. not present. No report.

6)GR, Old & New Business

6a)GR's Concerns: No GR concerns

6b)Open and New Business items: Finances/Budget Thought Force- no updates, Jim V., the treasurer, is going to schedule another Finances Thought Force meeting in the next couple of weeks.

Jo B. will be leading a thought-force to discuss a forum for GR issues.

Kara K requested \$300 to reimburse herself and Ray K., who both sponsor the Half Moon Bay Alateen meeting, for the cost of their attendance of the Alateen Sponsors R&R weekend workshop a few weeks prior. The event covers rules that must be followed by AMIAS Alateen sponsors, as well as training and tools that the sponsors can use. Kara K. said that it is required that Alateen sponsors attend the Sponsor R&R weekend, and that other districts paid for their Alateen sponsors to attend the R&R. The Alateen sponsors R&R is an intensive weekend, each member has to attend all the workshops. One of the workshops pointed out that parents can tell teens they have to attend Alateen. The purpose of Alateen sponsors is to love and support the teens and help them heal.

There was discussion that we really need an Alateen Coordinator/Co-Coordinators so that we have guidelines on how to allocate Alateen funds. Also, the idea of having the Alateens do fundraising activities to help cover expenses was mentioned again, and that getting Alateens involved in their own fundraising activities increases their sense of empowerment and self-esteem.

We made a motion to pay for the Kara K's and Ray K's expenses at \$300, we voted and it passed with a substantial majority.

7)Next Meeting will be on Monday November 11: It will be a topic meeting and Jo B. will share on growth through service.

8)7th Tradition for snacks: We have adequate funds for snacks, but no one volunteered to do refreshments next month.

9)Closed the Meeting with the Al-Anon Declaration

**District 13 Al-Anon
Business Meeting Minutes
November 11, 2013**

1) Opened Meeting: Opened meeting with Serenity Prayer and Concept 11 read by Linda B

2) In Attendance: Ceilia M., District Meeting Chair, GR; Linda B., Archiver, GR; Agota P., District Representative, GR; Mary C., Alternate District Representative, GR; Marie L., Secretary; Jim V., Treasurer; Carmina C., Diversity Coordinator, GR; Emily C., Institutions Coordinator, GR; Jo B., Literature Coordinator, GR; Chris D., Meeting List Coordinator; Mary M., Newsletter Editor; Eloise M., Public Information; Maren C., Alateen Coordinator; Varsha S., Quarterly Speaker Meeting Coordinator; Tracy F., GR; Chris S., GR; Liz R., GR; Sue H., GR; Mary K., GR; John K., GR; Bethanie K., GR; Sarah S., GR; Jennifer G., GR; Becky N., GR; Eilisha M., Alternate GR; Teresa C., Alternate GR.

3) October Business Meeting Minutes: October Business Meeting Notes approved as is.

4) Monthly Business:

4a) District Representative Report: Agota P. distributed her report and flyers from the Area.

Agota P. asked everyone to turn in the District 13 Group Inventory forms she handed out.

Agota P. commented on the Assembly in October. The Area sent \$25,000 to WSO this year.

Our WSO delegate explained where the money goes. WSO had a drop in donations so the money went to keeping the WSO office running. WSO delayed an updated edition of the Service Manual because of low funds. The area received a thank you note from WSO.

Nine of our GR's from district 13 showed up for the assembly. Approximately 300 people attended the Assembly in total.

Sue H. mentioned over 300 people attended and it was a pleasure to stand up with her card and vote at the Assembly.

Mary C. said we have 340 Alateen Sponsors in the Area. The Alateen Coordinator for the Area can come to our district for workshops. Also parents can require their teens to go to Alateen. Mary C. said Patrick, our WSO Delegate, spoke about what a well served group is. She also said an electronic copy of *How Al-Anon Works* is coming out soon. She said we have 909 meetings in the Area so we're discussing splitting the Area up.

Carmina C. said the business part of the Assembly was interesting. The pink can is for literature for H&I. Groups from the East Bay were more diverse than the peninsula. Diversity Officers gave their report. They want professional interpreters.

Agota P. said as a GR, consider becoming a District Coordinator or Officer, and if you're a District Coordinator or Officer consider becoming a GR.

4b) Treasurers Report: Jim V. handed out a four page report for our district finances. The reports have details on our Assets and Liabilities. Our overall cash/assets statement and income/expense report shows we are fairly even.

One of the reports is our October 2013 Financial Report with all the donations from our District meetings to the district. Remind your groups to make a donation to the district with anything over a prudent reserve. If your meeting sent a contribution and is not listed in his report, let Jim V. know.

Another report is on the historical report of Coordinator expenses since 2007. Look at the numbers and see if this makes sense to you for your present expenses. 2013 isn't into the average yet. Literature goes to various functions, Jim V. doesn't track some of those expenses. Jim V. will check in with Jo B. on this. Carmina C. said as Diversity Coordinator the Historical Expenses are not listed in the report so she'll check in with Jim V. to estimate her expenses. The expenses occur from January to December 2014 this next year.

Jim V. said we're still working on spending the money we have over our prudent reserve, estimated to be around \$5,000.

4c) Open Service Positions: Maren C. volunteered to be our new Alateen Coordinator. After a brief discussion, we voted her in with a substantial majority.

We still need an alternate Institutions Coordinator to help Emily C. Announce this at your meetings.

4d) Holiday Party Update: The Holiday Party lead, Jill L., says she still needs volunteers for the kitchen and clean up.

Also, ask your groups to donate baskets for the Holiday Party.

The next Holiday party planning meeting is in Half Moon Bay on November 12, the flyer with all the planning meetings is on our district website. Mary C. passed around the flyer with the planning meetings for the Holiday party at this district meeting.

4e) Coordinator and GR Announcements: Liz R, said the Alateens are doing fundraising for an Alateen Growing Together Weekend in May 2014, which is run by the Alateens. It costs \$150 to attend. December 7th is the next fundraiser. Liz R. brought flyers with all the details. Please hand out the flyers to all the district meetings you attend.

Jim V. said permission for the donation drawing for the May event has to be done in advance and must be done by the Area, since it is not a district only event. Jim V. suggested that Liz R. contact the Area treasurer.

Varsha S. said the next Quarterly Speaker Meeting will be in February.

Jo B. brought in a flyer for the next Speaker Meeting at the Saturday Night Lighten Up group in Belmont this November 16th. It will be a workshop on Conflict Resolution presented by John based on the recent Al-Anon pamphlet on Conflict Resolution. Jo B. said Tom W. will be speaking at the Saturday Night Lighten Up group on January 11th.

Jo B. also said the book *How Al-Anon Works* is available as an ebook, but available only on iTunes as a download. Agota P. posted it on our website.

Mary M. brought in copies of the latest Newsletter. She needs everyone to submit their shares on gratitude for the next newsletter. Please ask all your members to submit shares on gratitude and forward them to Mary M.

Eloise M. brought in her packets of Road-sign Posters for outreach. Please take some and bring them to your groups. Tell your members to post them in public places.

Jim V. said he gets mail from WSO, including the Forum Magazine. If you'd like a copy ask Jim V. Jim V. gave Carmina C. a copy of Al-Anon Spanish Speaking Events which came in the mail from WSO.

Carmina C. said her survey on Diversity Outreach included forming a committee to reach different ethnic groups. Contact Carmina C. if you'd like to participate on the Diversity Committee for the district.

Carmina C. will come visit our District Groups to raise awareness on Diversity.

5) GR, Old and New Business:

5a) GR Concerns: No GR concerns

5b) Financial Report. Ceilia M. said that over the next few months the Finance Committee may be bringing forward motions that will require more lengthily discussions and voting. There may be some meetings where she will have to postpone the shares on "Growth Through Service" to make time for the discussions and decisions from the Finance Committee so that we can get our Budget Guidelines done in 2014 before our current group of GR's, Officers, and Coordinators terms end. It is important that we complete the service of creating budget guidelines so that our successors who take over our service positions in District 13 don't face the same challenges we did.

Jim V. said we are getting to a point where we can determine how to spend down our excess cash for the district. Jim V. estimated it to be around \$5,000.

Jim V. said we have an option to send a donation to the Area and WSO instead of spending it on creative district expenses. We need to have an agreement on using the funds for the district, or sending donations as above. We can also do both. Jo B. asked if we need to decide this tonight because she wants to check in with our groups beforehand. It was pointed out that as GR's we can make decisions on behalf of our members.

Varsha S. said we could donate some money to Liz R. for her Alateens, but it was pointed out that is a separate issue.

We made a motion to spend the money on creative district expenses. We will hang onto the money and spend it at the district level, and the thought force will continue to make recommendations. Go back to your groups and get further ideas on how to spend the money. It was pointed out that we need to move on with this process. We voted on the above motion and it passed with a substantial majority.

6)Topic Discussion: Jo B. shared on Growth Through Service.

7)Next Meeting Will Be On Monday, December 9th, 2013: It will be a topic discussion meeting: Jim V. will share on Growth Through Service

8) Refreshments for Next Month: No one volunteered to do refreshments for next month. We didn't take a 7th tradition for refreshments.

9) Closed the Meeting With the AI-Anon Declaration

**District 13 Al-Anon
Business Meeting Minutes
December 9, 2013**

- 1) **Opened Meeting:** Opened meeting with the Serenity Prayer and Concept 12 read by Kathy R.

- 2) **In Attendance:** Ceilia M., District Meeting Chair, GR; Linda B., Archiver, GR; Agota P., District Representative, GR; Mary C., Alternate District Representative, GR; Marie L., Secretary; Jim V., Treasurer; Jo B., Literature Office Coordinator, GR; Chris D., Meeting List Coordinator; Eloise M., Public Information; Tracy F., GR; John F., GR; Linda L., GR; Kirstin D., GR; Suzanne F., GR; Sarah S., GR; Colleen O., GR; Kathy R., Alternate GR; Becky R., GR.

- 3) **November Business Meeting Minutes:** In 4b) Treasure's report delete 3rd sentence.

- 4) **Monthly Business:**

4a) District Representative Report: Agota P. will send out an email about a thought force to go over the results of our recent District inventory. Think about what you would like to change in our district meetings and/or what you like about our district meetings.

Preparations for our Holiday Party are ongoing. Details are on our website.

4b) Treasurers Report: Jim V. handed out his November 2013 Financial Report with a Net Worth and Income/Expenses report and a Historical Expenses by Coordinator Function Report.

Jim V. said to spread the word to our groups that when donations for the district are sent to the District to include the name of the group in the donation paperwork. Jim V. said that a group donation check was sent in without the group name or number on it, the check had the first names of "Jeff and Anna" on it. Please ask your group treasurer if this was sent from your meeting so that Jim V. can credit it to the right group. There was a Jeff and an Anna who contributed but didn't include the name of the group they are from.

The proceeds from the raffle at the Half Moon Bay Beach party have not been sent to the district treasurer. Agota P. told Jim V. that Kara would get in touch with Jim V., the treasurer, later about the proceeds.

Our checking account seems low because we sent donations to the Area and WSO. We have to pay a monthly fee for the account when our balance drops below \$3,000.

Our CD comes due on December 22, which will be freed up for our excess money in our prudent reserve. Colleen O. asked if we're getting a new CD but Jim V. said no.

Jim V. asked the coordinators and officers to submit their estimated expenses for 2014. Send him an email with the information. If Jim V. does not receive estimated expenses then he will use the average from the past years to determine it. Officers can go by the average from past years to estimate future expenses.

Donations are in the Income part of the Treasurers Report. Ceilia M. asked if donations were down, but Jim V. said they're about the same.

After the Holiday Party the Income/Expense Report will include the financial results for the party.

4c) Open Service Positions: We still need a Teleservice Coordinator and an Alternate Hospitals and Institutions Coordinator. Please announce these open positions at your meetings.

4d) Holiday Party: Details for the Holiday Party are online. Everyone can do service.

4e) Coordinator and GR Announcements: Eloise M. received a thank you letter from CSM's Health Fair since we participated in the fair. Eloise M. also brought in more road sign posters to be handed out at all our meetings to be displayed in our communities. Keep bringing them to your groups to be handed out by your members.

Saturday Night Lighten Up group in Belmont is hosting Tom W. as a speaker on January 11th.

John F. urged everyone to spread the word that we need people to submit shares to Mary M. for our Newsletter on the topic of Gratitude. Details are on the website.

Chris D. brought in new meeting lists.

4f) Coordinators and GR's Issues: No issues were brought up.

5)GR, Old & New Business:

5a) No GR Issues

5b)Finance Committee Report: Chris D. gave a report about our Prudent Reserve Finance Thought Force. Our prudent reserve should be about 3 months of expenses. The amount goes up and down, that is why we're working on a budget so we can determine what to spend. It is around \$5,000. The CD was \$7,000. It will be retired and put into our bank account. Part of the CD will go into our prudent reserve.

Our district has sent donations to the Area and WSO in the past.

We're at a stage where we need ideas. For Example, Eloise M. could use more money for Public Information posters. The Finance committee made a flyer with a suggestion form to bring to our meetings for feedback from all our members in the district. We'd like to get this done within the next 6 months. Each member should submit ideas they're willing to work on themselves. Please put names on your forms, with the members' names and your group name. Take them to your groups and bring them back to our January meeting. After the forms are returned the Finance Thought Force will have a brainstorming session with the suggestions. January is a Coordinator Meeting so we won't have time to review the suggestions in January. We decided to review them at our February 10th Business meeting. Delete the sentence on the flyer that says, "Please submit any ideas you have before then." (January 13, 2014). People can submit a whole page of ideas or just a line or two. There will be a link on our website for suggestions.

We will collect the ideas in February. In March we will have another round of ideas & pick our choices. We'll be looking for volunteers at the Business Meeting and in our groups. In April we'll get our ideas narrowed down and get ready to vote and fund the ideas for the spend down. April is a coordinators meeting, so we'll look at this more and follow it up in May. If we don't spend it we can donate money to the Area and WSO. Everyone is invited to our next thought force meeting, dates and times will be on the Google Group.

5c)Open & New Business Items: Eloise M. said she can use some of the spend down money on Public Information. She also said to post your road sign posters in the community. She hung one at Friendship Hall in San Mateo.

Becky R. will do snacks next month. She will take the money and refreshments.

Update from GR thought force: Jo B. will put together a GR meeting and post it on the Google Group. Agota P. pointed out that one of the items on her District Inventory Sheet was to do GR meetings between district meetings just for GR's.

Jo B. brought in new *Al-Anon Faces Alcoholism 2014* booklets we can take back to our meetings to be distributed in our communities. Bring them to your doctor's office, at work, in library's, at schools, everywhere in the community.

Someone left a notebook at our last District Meeting.

We decided to make the next date for our Finance Committee thought force meeting on December 17th at IHOP in Belmont at 6:30pm. It will be posted on our Google Group.

6)Topic Discussion: Jim V. shared on Growth Through Service .

7)Next Meeting Will Be On Monday, January 13, 2014: It will be a Coordinator Meeting.

8)Closed the Meeting With The Al-Anon Declaration