

MINUTES
January 11, 2016 Business Meeting
District 13 Al-Anon/Alateen

- 1. Open meeting with Serenity Prayer and Concept of the month.**
- 2. Attendees:** Colleen O., chairperson/ Kathy O, treasurer & GR/ Kyle V, GR/ Eloise, PO coordinator & secretary for this meeting/ Debra S, GR/ Judy I, GR/ Marie L, GR / Jo, meeting list coordinator/ Linda B, GR/ Lee B, Alateen coordinator/ Emily C, temporary GR & Alateen Process Person/ Linda L, DR & GR/ Leslie Ma, GR & Holiday Party chairperson
- 3. Corrections to December 2015 business meeting minutes:** Insert “Kathy O presented a preliminary 2016 Budget.” in front of the two sentences in 4.g)
- 4. Monthly business:**
 - a. *Open service positions:* Alternate DR, Secretary, Literature coordinator, H&I coordinator, Diversity coordinator, Archives coordinator, Website coordinator
 - i. Eloise volunteered to secretary this meeting. On February 8, Martha C will secretary. For March 14, no one volunteered to secretary or be the Growth through Service speaker.
- 5. DR, Treasurer & Coordinators reports:**
 - a. *DR* Linda L distributed a report and handouts. 2016 NCWSA convention will be April 15-17 in Sacramento. The Area one-day Assembly for GRs will be May 14 in a central district. She asked for volunteers to coordinate the 2016 Day in Alanon and suggested a meeting could coordinate it.
 - b. *Treasurer* Kathy O presented “2016 Budget Options.” Much discussion in “Income” section re the Day in Al-Anon and the Holiday Party being fundraisers—or not. (Some remarks: Traditionally, both events have been fundraisers. This Holiday Party was unusual in that we paid no rent. If these are fundraisers, we can get money to send to WSO, which needs it. There has to be an admission fee to cover the events’ costs. A raffle is a fun way to raise money. These events should be for recovery, fun and fellowship. We have plenty of money; they don’t need to be for fundraising. A budget is just a target. Let’s wait until the Literature Office matter is resolved before we decide what to do with the Prudent Reserve of \$3,000.) MOTION was made by Colleen and seconded by Linda L to finish this discussion and to vote on 2016 Budget at February 8 business meeting. Motion passed, with one vote against.
 - c. *Alateen Coordinator* Lee B reported the Thursday Palo Alto meeting has closed due to lack of regular attendance. A new meeting is starting Wednesday, February 2, 4-5 pm, at the Ecumenical Hunger Program, 2411 Pulgas, East Palo Alto. Next goal: Start an evening meeting, next to an Al-Anon meeting, in the middle of our district. (What about *your* Al-Anon meeting?)
 - d. *Meeting List Coordinator* Jo B is redesigning the schedule on 8”x14” paper. Please review the draft she will post to the GoogleGroup. She brought updated schedules, indicating three meetings closed: Palo Alto, Sunday, 6 pm; Palo Alto, Thursday, 7 pm; and Palo Alto Alateen, Thursday, 7 pm.
 - e. No *Newsletter Coordinator* report was given.
 - f. *Public Outreach Coordinator* Eloise M distributed a report.

- g. *Quarterly Speaker Meeting Coordinator* Varsha S. Colleen reported for Varsha: the next quarterly speaker will be Elliott C (“A fantastic speaker!” said Lee) on Friday, January 29, 7:15 pm, at the Palo Alto Step Study meeting, Grace Lutheran Church, 3149 Waverly Street.

6. Unfinished & New Business.

- a. Two GRs presented matters for discussion (Emily C asked to know the protocol on resolving financial issues in a group. Judy I asked what book groups are using for tradition study.)
- b. *Holiday Party Update.* Chairperson Leslie Ma reported that about 45 members attended and four groups brought a raffle basket. The 6-week lead-time was adequate for preparation, with the exception of publicity. It worked well having leads for treasurer, speaker seeker, and kitchen clean-up. Member comment: The live music was wonderful. Member suggestions: Because December is busy, hold the party in early December. Make sure flyers state there will be speakers.
- c. *Literature Office Thought Force.* Jo B shared notes and key ideas from the group’s first meeting on January 4. The Thought Force asks that GRs discuss these key ideas with their groups and provide groups’ input at the February 8 district business meeting.

7. Next Meeting: A GR issues meeting on Monday, February 8, 2016.

8. The meeting closed with the AI-Anon Declaration at 8:35 pm.

Minutes prepared by Eloise M.

MINUTES
March 14, 2016 Business Meeting
District 13 Al-Anon/Alateen

D13 Minutes: Business Meeting March 14 2016 7-8:30 pm Redwood City, CA

1 Open with Serenity Prayer and Concept of the Month

2. Attendees: Coleen, Chairperson; Linda DR, Kathy Treasurer; Varsha, Speaker Seeker; Lee, Alateen Coordinator; Eloise, Outreach; and fellow GRs: Martha, Debra, Leslie, Kyle, Linda B, Marie, Judy

3. February Minutes approved as amended- 4. Strike Leslie Ma volunteered as "Growth through Service", 5. Addition- Garden theme was selected for proposed Basket Donation 6. Alateen (sp) and correct to – space is needed in order for a new Alateen meeting to be held in Redwood City northward

4. Monthly Business a) Martha volunteered to be Secretary April 11, and Lee for May 9th meetings

b) DR-gave dates of upcoming Convention 4/15-17 and Area Assembly which GRs should plan to attend, May for atleast the full day Saturday 9-5, Livermore- encouraged completing outreach survey NCWSA

*Martha moved that since no one was attending the Convention that we not fund, nor make a Gift Basket donation Seconded by Varsha passed with 4 abstentions, 9 in favor

C) Treasurer report Literature Inventory value decreased from Jan-Feb due to updated spreadsheet

All Alateen Trust fund was spent on scholarships for Growing together Weekend sponsorships

Holiday Party changed due to confusing rent payment/deposit refund so shows as a negative expense

New teleserviceis Ring Central includes phone is paid for the yeary Leslie Mu. ATT is now cancelled /pd.

D) Lee has asked Yvonne our NCWSA rep to speak re: groups which are struggling , not contributing, and find out if low enrollment is key issue, or if there is a lack of understanding/education needed

An Alateen Sponsor died unexpectedly

Leslie Ma. Sent around a sign-up for the upcoming Health Fairs at CSM and Canada for 2 hour shifts

Varsha said she had Quarterly Speaker Meeting donations to contribute

5. Unfinished/New Business a) Literature Task Force reviewed process of Thought Force leading to recommendation to close the Literature Office First: Coleen , Seconded by Marie Voted to CLOSE

B) Linda B & Debra S have taken inventory ,will sell off remaining literature for D13 a "fire sale"

C) Suggested we invite members to attend a Business meeting, perhaps talk to groups without GRs

- d) Continue to advertise/encourage volunteering for open service positions (which are many)
- e) 7th Tradition is part of Al-Anon fundraisers to be “fully self-supporting through our voluntary ...”

Leslie Ma was Growth through Service Speaker Meeting Closed with the Al-Anon Declaration

MINUTES
April 11, 2016 Business Meeting
District 13 Al-Anon/Alateen

Meeting opened with the Serenity Prayer and Concept of the Month.

Attendees: Colleen, Chairperson; Linda, District Rep.; Kathy O., Treasurer; Debra, Literature Task Force co-coordinator; Kyle, GR for Men's Group; Elaine, a visitor; Phil, a visitor from Sequoia AlAnon meeting; Lee, Alateen Coordinator; Judy I., San Mateo Parents' meeting; Varsha, Quarterly Speaker Meeting Coord.; Martha, GR for Wed. noon Palo Alto mtg & sec'y for tonight's mtg.; Marie, GR for Monday ACA San Carlos mtg; Leslie Ma, GR for HMBay mtg. and sec'y for last District meeting; Eloise, Public Relations coordinator

March meeting minutes were revised - including the addition of the word "permanently" closed to # 5- and approved as revised.

New Meeting Lists were made available by Jo B.

Monthly Business

(1)*Positions open:* Alternate District Rep., Secretary (Lee B agreed to serve as Sec'y for the May meeting), Institutions Coordinator, Diversity Coord., Archives Coord., Newsletter, Editor, Website Coordinator.

*Volunteer Positions: Secretary (June 13)*_____

*Secretary (July 11)*_____

"Growth through Service" Speaker (June 13) Kathy O. agreed to speak for the June meeting..

(2) *GR announcements about upcoming events or service opportunities: None made.*

Report from the DR, Linda:

Linda reminded us of April 15-17th Convention in Sacramento, as well as the Area One-Day Assembly May 14th in Livermore for which groups should reimburse for reg and mileage; the Area 3-Day Assembly Oct. 14-16th held somewhere in North Districts (Napa to Oregon border). Do we want to host an upcoming assembly (say, May 13, 2017 or Oct. 20-22, 2017) so it would be easier to go to?

Encouraged us to take the Al-Anon outreach survey online: now open until Aug. 15th- this is the NCWSA Outreach Thought Force survey on the current state of our outreach in our area. A copy of the Behavior Thought Force Report group inventory was made available, inc. the

question “Have you done a group inventory?” Linda gave out Al-Anon Guidelines, including “Taking a Group Inventory.”

Report from the Treasurer, Kathy O.:

Kathy made available March 2016 District 13 Net Worth, Income and Expense, 2016 Budget to approve, Donations from groups for Jan., Feb. and March 2016 to compare with 2015 figures, and answered any questions from attendees. She requested any comments or questions in order to move ahead in approving 2016 Budget.

Report from Alateen Coordinator, Lee B.

Lee passed out April Alateen Report, highlighting very involved groups in HMB and Menlo Park, seeking a meeting in San Carlos, Belmont, Redwood City or Burlingame that would like an Alateen meeting at the same time. Also, a flyer for 2016 Growing Together Weekend, May 20-22d, the registration for which ends May 13th: \$175 if reg.after April 29th.

Public Outreach Co-Coordinators, Eloise M. and Leslie Ma.:

They passed out a report of activities Jan. 11th-April 11, 2016, including Craigslist postings of meetings; information tables at Health Fairs at high schools and colleges, as well as Coastside “Day of Partnering” by San Mateo County in Half Moon Bay Feb. 10th; distribution of Al-Anon Faces Alcoholism in libraries and other sites; distribution of outreach materials various places. And future activities, inc. public service announcements on Peninsula TV, B’ game, etc. It was suggested to use the “Al-Anon Family Groups” flyer publicly by writing “Meets here Tues., 6:30 p.m. (women only)” for example, wherever a group meeting takes place.

Quarterly Speaker Meeting Coordinator, Varsha:

April meeting was announced and flyers made available for groups.

Literature Office Liquidation Task Force Report, Debra:

Reminder and flyer of Book Sale, April 30th, 9 a.m.-Noon, and reminder for GRs to urge groups to order whatever literature they could use before then.

A Day in Al-Anon was discussed briefly: is there anyone who wants to run it this year?

Discussion about the 7th Tradition and rent of the Belmont Congregational Church: Leslie Ma.

Meeting closed with the Al-Anon Declaration.

MINUTES
May 9, 2016 Business Meeting
District 13 Al-Anon/Alateen

Meeting opened with the Serenity Prayer and Nancy read the Concept of the month.

Attendees: Colleen, Linda L., Debra, Nancy, Kyle, Martha, Judy, Lee, Leslie, Marie, Linda B., and Jo.

April minutes were revised and approved – DR report, no R after Linda, Alateen spelling needed to be corrected.

September 1, Agota will be stepping down as the Webmaster. She will be in the area in July to help train someone.

Linda's DR report:

- One-Day Assembly coming May 14th in Livermore. Items- Delegate Report from WSO and 3 workshops including one on writing for the new daily reader.
- Three-Day Assembly October 14-16 in Northern California
- Outreach Survey still open until August 15. Please encourage members to participate. Takes about 4-6 minutes.
- Do we want to talk about hosting an upcoming Assembly?
- Group inventories. Does your group do one? We agreed to do a District 13 Inventory for 2 months

Announcements:

- DIA - no group has stepped up. We talked about having a Beach Day in HMB in September with the Alateens helping run it. Lee will take it to the next AMIAS Meeting in June. Judy will check out a park in Belmont for the event. San Carlos Trinity Lutheran Church has big hall, good kitchen and inexpensive.
- Jo handed out fliers for the new location of Lighten Up Meeting – 525 Veterans Blvd. Redwood City and brought new Meeting List Schedules.
- Lee told about a new Alateen meeting opening soon on Tues. night in Redwood Shores.

Group Rep. Issues: Leslie – No business meeting, not enough people staying.

Getting volunteers at the District level – why do we do it?

- Linda B. – connectivity and feeling of safety at District Level. Safety is serenity.
- Leslie – service is part of makeup
- Marie – service gets me out of self and helps with anxiety.
- Martha – started at the group level by being co-secretary, secretary and then moved to GR, a progression.

New ideas to get people to step up:

- If you sponsor someone encourage that person to do service like you do.
- At meetings thank service people every week, rotate positions every 3 months, show gratitude, have secretary share how it helped them with their recovery.
- Make District more visible.
- Talk only about 2 or 3 District open positions at a time, like secretary and Webmaster.
- Monthly potlucks with speakers, like the FUN (Fremont, Union City and Newark) District.

Literature update: Debra is continuing to meet people at the old literature office. Kathy is taking items to Assembly on Sat. The goal is to be done by June 30 for sales tax reasons. Kathy is scanning archival documents. There is no smaller place at church to keep supplies/decorations, so need to look for some sort of storage area.

Martha will be secretary for June 13th and Kathy will speak on Growth Through Service.

Meeting closed with the Al-Anon Declaration.

District 13
Business Meeting Minutes

Monday, July 11, 2016

1. Opened the meeting with Serenity Prayer and Concept of the Month
2. Attendees: Colleen O, chairperson; Linda L, DR and GR; Kathy O, treasurer and GR; Linda B, GR; Kyle, GR, Eloise M, Public Outreach Coordinator; Varsha S, Speaker Coordinator; Martha C, GR; Leslie Ma GR;, Marie L, GR; Judy I, GR and secretary for the meeting
3. May and June meeting minutes were approved as amended
4. Monthly Business
 - a. Open service positions: Lukas of HMB expressed a possible interest in the website coordinator position; Eloise will email him and cc: Kyle. Agota steps down in September.
 - b. Kathy O announced that newcomer packets from a closed meeting are available
 - c. Marie L announced that Belmont's Saturday night lighten up! meeting has moved to Redwood City
5. Reports
 - a. DR Linda reported on the Area One Day Assembly held Sat. May 14. Request for members favorite or memorable Forum sharing from 2005 to the present are being compiled for a Forum Book. There will be an Area Three Day Assembly 10/14 – 10/16 in McClellan, CA, in part, to discuss NCWSA 2017 Budget. Leslie Ma suggested putting this on the September agenda; Linda L and Kathy O agreed to lead this discussion. The inclusion of St. Francis prayer in CAL will also be discussed at the Assembly. The Al-Anon outreach survey is open until August 15 and all are encouraged to take it (DL report attached)
 - b. Treasurer Kathy O reported on the prudent reserve and its distribution to WSO and NCSWA. Santa Clara Al-Anon district bought the remaining inventory from our closed Literature Office. Martha and Kathy will inventory what remains in the Literature Office so we can determine what can be stored and where; currently paying \$180 a month for the space. Accounting for the San Mateo Parents' group's donations will be brought up to date (budget attached)
 - c. Public Outreach Coordinators Eloise and Leslie Ma reported on their past and upcoming activities (report attached)
 - d. Quarterly Speaker Meeting Coordinator Varsha announced the July 29th speaker, Mimi L
6. Business Meeting Group Inventory – DR Linda provided 9 questions to take inventory on. We were able to share/comment on the first question only and it was agreed that we would continue taking Group Inventory at the August meeting. Leslie Ma will provide notes on this.
7. Meeting closed with the Al-Anon declaration

Area One Day Assembly (GR, AGR, DR, ADR)

Saturday, May 14, 2016

- The 2015 World Service Conference gave conceptual approval to develop a piece of Conference Approved Literature based on member sharings published in past issues of The Forum. The piece is intended to compile thoughtful sharings that are important enough to be read for years to come. You are cordially invited to send us your most memorable and relatively recent, Forum sharings (2005 - present). There is only one caveat! We need to know the title, month, and year in which it appeared in the magazine. You can submit your suggestions online. Go to the Members Web site at al-anon.org/members. Click on Individuals, Featured Publications, The Forum, THE FORUM BOOK (working title.)

- NCCAA (Northern California Council of Alcoholics Anonymous) continues to be very welcoming & supportive of Al-Anon participation. There will be an event near us soon - details to follow

Area Three Day Assembly

10/14 - 10/16/16

Lions Gate Hotel & Conference Center

3410 Westover Street

McClellan, CA (NE of Sacramento - 120 miles, 2.5 hrs from Redwood City)

Critical Items to be discussed:

NCWSA 2017 Budget

Change Institutions collections from paying only for literature, to include funding of Institutions coordinator travel

"St Francis Prayer" inclusion in CAL

Please take the Al-Anon outreach survey! SURVEY OPEN UNTIL AUGUST 15TH

The NCWSA Outreach Thought Force has released a survey on the current state of Al-Anon outreach with in our area. Click the link below to complete the survey. We need to hear from New Comers, Alateens, everyone who is able to participate.

Average survey time is about 4-6 mins to complete. We have collected 293 responses so far. Only 6 have come from District 13

<https://www.surveymonkey.com/r/G2RBMRX>

In Service,

Veronica Porras

NCWSA Outreach Thought Force Chair

(408) 315-3162 cell

Income and Expense
June 2016

District 13-AIS
P.O. Box 390153
Mountain View, CA 94039
treasurer@alanommidpeninsula.org

	Jan	Feb	Mar	Apr	May	June	Totals	Comments
Income								
Alateen Trust Fund Donation	400.00	38.00	0.00	275.00	25.00	133.00	871.00	This donation was from the teens in Half Moon Bay. I am tracking it separately
Donations - Group	515.67	992.43	100.00	975.07	676.38	857.53	4,117.08	
Insurance Dividend	0.00	100.00	0.00	0.00	0.00	0.00	100.00	
Literature Office								
Book Sales	0.00	0.00	0.00	1,353.95	300.50	2,358.52	4,012.97	Sold 2132.31 to Santa Clara. We will not pay sales tax on the sale to another district
Furniture & Equipment	0.00	0.00	98.00	10.00	0.00	0.00	108.00	
Petty Cash	0.00	0.00	0.00	0.00	26.50	0.00	26.50	
Quarterly Speaker Meeting	0.00	0.00	11.00	0.00	0.00	17.00	28.00	
Total Income	915.67	1,130.43	209.00	2,614.02	1,028.38	3,366.05	9,263.55	
Expenses								
Alateen	0.00	800.00	40.00	93.15	254.00	0.00	1,187.15	
District 13 Rent	75.00	0.00	0.00	0.00	0.00	0.00	75.00	
District Representative	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Donations (WSONCWSA)	0.00	0.00	0.00	462.00	1,905.08	0.00	2,367.08	
Filing Fee	0.00	0.00	0.00	0.00	20.00	0.00	20.00	
Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Literature								
Literature Rent	180.00	180.00	180.00	180.00	180.00	180.00	1,080.00	
Literature Copies & Supplies	8.40	0.00	11.31	23.09	0.69	0.00	43.49	
Meeting List & Roster	44.57	0.00	55.72	0.00	117.99	0.00	218.28	
Officer Expense								
Copies	21.24	0.00	4.00	13.30	0.00	14.71	53.25	
Supplies	0.00	0.00	1.99	0.00	20.05	14.16	36.20	
Post Office Box Rent	82.00	0.00	0.00	0.00	0.00	0.00	82.00	
Public Outreach								
Literature for Public Outreach	0.00	106.30	0.00	109.20	0.00	0.00	215.50	
Supplies	7.99	0.00	0.00	0.00	0.00	0.00	7.99	
Special Events Expenses								
Christmas Party	-145.00	262.50	0.00	0.00	0.00	0.00	117.50	
Teleservice (Includes phone)	149.48	76.39	7.12	0.00	0.00	0.00	232.99	
Total Expense	423.68	1,425.19	300.14	880.74	2,497.81	208.87	5,736.43	
Net Income	491.99	-294.76	-91.14	1,733.28	-1,469.43	3,157.18	3,527.12	

2016 Budget Jan-June

Approved April 11, 2016

	Budget w/o literature	YTD	Percentage	Comments
Income				
Donations-Group (includes Alateen donations)	7,555	4,988	66%	✓
Day In Al-Anon	669	0	0%	
Holiday Party	0	0	0%	
Literature Office: Books & Equipment	2,500	4,147	166%	
Insurance Dividend	100	100	100%	
Quarterly Speaker Meetings	0	28	100%	
Total Income	10,824	9,264	86%	✓
Expenses (Coordinators & Officers)				
Alateen	2,395	1,187	50%	
Chairperson	34	14	40%	
District Rep	1,254	0	0%	
Hospitals & Institutions	0	0	0%	
Literature Purchases	0	0	0%	
Meeting Lists and Rosters	510	218	43%	
Newsletter	0	0	0%	
Public Outreach	800	223	28%	
Quarterly Speaker Meetings	0	0	0%	
Secretary	20	0	0%	
Treasurer	187	75	40%	
Website	317	0	0%	
Total	5,517	1,717	31%	
Expenses (Operations)				
Assembly Scholarships	0	0	0%	
District 13 Rent	150	75	50%	
Donations (W/SO+NCWSA)	462	2,367	512%	
Filing Fees	40	0	0%	
Liability Insurance	804	0	0%	Will get insurance for free through NCWSA after Lit Office closes
Literature Sales Tax	500	0	0%	
Literature Office Rent/Supplies	2,160	1,125	52%	Need to think about saving money here
Literature Office Phone	0	0	0%	
Post Office Box Rent	82	82	100%	
Teleservice (includes phone number & 2 Messaging)	233	233	100%	
Total	4,431	3,882	88%	
Grand Total Expenses	9,948	5,599	56%	
Net Profit	876	3,665	418%	

**NCWSA District 13: July 11, 2016 Business Meeting
Public Information Coordinator Report**

Activities: April 12, 2016 → July 11, 2016

What	Where, To Whom	Members
We post information online.	On http://sfbay.craigslist.org/search/pen/grp : Re-publish every week four announcements: one Alateen & three Al-Anon (general, parents, adult children)	Martha C
We host information tables.	Alcohol Awareness event: <ul style="list-style-type: none"> By Student Life & Leadership Center, Cañada College, 4-12-16 Mental Health Awareness Kick-Off event: <ul style="list-style-type: none"> By San Mateo Health System Behavioral Health & Recovery Services, San Mateo, 5-4-16 Farmers market: <ul style="list-style-type: none"> Wednesday noon farmers' market, Ravenswood Family Health Center, East Palo Alto, 6-29-16 	<ul style="list-style-type: none"> Eloise M, Kara Carol Y, Elsa V, Ruth W, Sarah E Eloise M
We distribute <i>Al-Anon Faces Alcoholism</i> in all-members campaign.	Public libraries (30 English + 15 Spanish): <ul style="list-style-type: none"> Redwood City – downtown San Mateo – downtown Senior center (15 Eng): <ul style="list-style-type: none"> Avenidas, Palo Alto Unknown: (7 English) <ul style="list-style-type: none"> Members at Monday San Mateo 12:15 meeting 	<ul style="list-style-type: none"> Eloise M Ellen Monday San Mateo 12:15 pm members

Future Activities:

When	What	Who
Tuesday morning, 9-6-16	<i>Recovery Happens!</i> resource fair, Redwood City courthouse plaza	2 members to promote Alateen
Tuesday morning, 9-20-16	<i>Recovery Happens!</i> picnic, a TBD park	2 members to promote Alateen
2016	Distribute <i>Al-Anon Faces Alcoholism 2016</i> , with meeting schedule	All of us
2016	Keep public libraries stocked with <i>AFA2016</i> & posters	Members

Eloise M, 7-11-16