

**Minutes for District 13's
Monthly Business Meetings in 2019**

January minutes

February minutes

March minutes

April minutes

May minutes

June minutes

July minutes

August minutes

September minutes

October minutes

November minutes

December minutes

MINUTES – January 14, 2019 -- Business Meeting

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Prepared by Alice E

INTRODUCTIONS:

Eloise, Linda Fer, Marjorie K., Daniela T., Alice E., Lin, Susan K., Varsha S., Emily S, Leslie M., Diana P., Lee B., Marie L., Don C., Tom N., Greg B., Ronda M.

District Positions:

Eloise M. – Chair
Lee B. - District Representative
Leslie M. - Alternate District Representative
Tom N. – Treasurer
Diana P. - Meeting List Coordinator
Emily C. – District Alateen Process Person (not present)
John S. – Alateen Coordinator (not present)
Linda F. – Public Outreach Coordinator
Varsha S. – Quarterly Speaker Meeting Coordinator

DECEMBER MINUTES - Approval

Linda F. motioned to approve as is, Diana P. seconded. Minutes approved

MONTHLY BUSINESS

Service Positions available: Secretary, Archives Coordinator, Diversity Coordinator, Institutions Coordinator, Newsletter Editor. *Temporary Secretary on February 14:* Allison D.

District Representative's Report:

- 1. Al-Anon meetings around Paradise need book bags.** They can be backpacks or canvas bags. Please let your groups know.
- 2. NCWSA Service positions available:** Alternate Alateen Coordinator, Diversity Coordinator. Contact Darby, NCWSA Chairperson at (415) 302-2106 or odatdarby@gmail.com. More information can be found at the NCWSA website <https://northerncaliforniaal-anon.org/>
- 3. District 13's Day In Al-Anon will coincide with the NCCAA (Northern California Council of Alcoholics Anonymous) 72nd Annual Spring Conference**
Come support Dell O., Al-Anon speaker from Half Moon Bay on Friday 5:30 pm!
There will be Al-Anon panels, including Institutions, Al-Anon from different perspectives (parents, children, spouse, boss, etc.), new Literature, why AAs also attend Al-Anon, and an Alateen panel.
We need help Friday, March 8th 3:00-6:30 and Saturday, March 9th 9:00-6:00. Contact Lee B.
The Spring Conference is also a fundraiser for Al-Anon! We encourage every group to participate by making a basket for the raffle.
- 4. New A-16 Forms are due.** All GRs should fill out the new forms and bring them to Lee at the February District meeting. Forms can be found here: <https://northerncaliforniaal-anon.org/forms/>
- 5. Lee included fliers for upcoming events.** Please share them with your groups.
- 6. SWARM (Southwest Annual Regional Meeting)** for Al-Anon delegates is in Hawaii this year, in case anyone wants to attend.

Group Discussion of Treasurer's purchase of a laptop:

Eloise opened the discussion with the Serenity Prayer and read guidelines for discussion from *Talk to Each Other-Resolving Conflicts within Al-Anon*. Eloise presented a brief chronology of the events following the October 2018 purchase of a laptop by Tom N., District 13 treasurer. Tom and the group discussed the matter.

Eloise proposed a motion to let Tom continue in his position. The vote was 8 yes, 2 abstentions, 0 opposed.

Eloise, Lin and Daniela will comprise a new budget thought force and will get together to come up with revised treasurer job guidelines.

Meeting Closed with the Al-Anon declaration
Minutes by Alice E

Minutes for February 11, 2019 Business Meeting

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Prepared and corrected by Allison D

Meeting was called to order at 7:03 p.m.

In attendance: Eloise, Daniela, Diana, Linda, Greg, Tom, Marie, Vicky, Judi, Alice, Don, Leslie, Lee, Peggy, Emily, Allison, Lin F

- Alice will send out January minutes via District 13 google group.
- Vicky F will serve as secretary at March meeting.
- Secretary is still an open position.
- Service roster was circulated and everyone was asked to check their listing for accuracy.

District Rep report-- Lee B

- New GR's -- If you don't already have the *Al-Anon/Alateen 2018-2021 Service Manual*, please take one and sign Lee's list.
- The Growing Together Weekend event typically held in May for AAs, Alateens, and Alanons is been cancelled for 2019, because an Alateen had trouble with an Al-Anon member at the last one. New guidelines are coming out. Meanwhile, they hope to have an alternate event, but for Alateens only.
- Attendees at May 2019 assembly are invited to give a 5-minute Book Report on their favorite CAL literature. Handout on how to do it to pass out to your group.
- Quarterly Appeal Letter from WSO to GRs: Lee asked if all GR's had received it. If you haven't, it's because your information has not gone to WSO. Fill out A-16 form for Lee with your group's current contact info. Lee noted that some GRs have already given her updated A-16 forms that she will be sending in.
- Outreach at No.CA Area level: Lee just attended the Area Committee meeting in Redding. Ideas for outreach campaigns come from many members. Lee passed around a pen with a retractable ad with the same ad as on BART posters, which D13 and other local district financially supported. Pen can be given to counsellors. Cost: \$1.00 each.
- Some meetings are not following the Traditions. Examples: brought the Big Book or other outside books (which do not have the Al-Anon logo: circle inside a triangle), advertising retreats that are not Al-Anon conferences. If you have a meeting that is not following Traditions, talk to Lee, after trying the following without success.
 - Process for solving the problem. First at the group level -- look through the guidelines. Then would be elevated to the district level -- district can give input to the group but still must be solved at the group level. If still unresolved, it's taken to No.CA Area level before a panel of 3 who make a recommendation. Group could be taken off the No CA list, but have the right to appeal the decision. Appeal is heard at the No CA level by a different panel of 3. If group is removed, group can take corrective action and be put back on the No CA. Process is not intended to be punitive.
 - Leslie asked how does an initial complaint happen? Lee said that anyone can bring it up. Leslie was concerned that a complaint could be raised via hearsay. Lee said it's the group rep's responsibility to identify if a problem exists. If a problem is suspected, the group could set up task force in their group meeting to discuss.
- Online newsletter *Sharing is Caring* is produced by a group Lee heard about. It's posted online and members can read it online or print it out. Lee suggested GR's take the idea to their groups

to see if they want to do it. Lee will put the url on district google group so GR's could see a sample.

- Handout on how much our groups give to WSO.
WSO spends \$283 on each group annually. The handout shows D13's donations for second half of 2018: \$2,436. WSO's expenses for D13's 36 groups is \$8,568 annually or \$4,284 for six months. We live in a district that is wealthier than most of the other 26, and Lee asks our groups to consider donating more--either through members' individual responses to quarterly appeal letters or through a group's treasurer. For comparison, donations from Northern Calif. Area's 822 groups totaled \$39,867 in second half of 2018. And WSO's expenses for all groups is \$195,636 annually or \$97,818 for six months.
- Love gifts. Love gifts are inexpensive items given to Area Delegates attending WSC sessions, etc. to show a district's gratitude for working on its behalf. D13 might send one gift for our delegate, Rosanna, or 70 for her to share with the other 70 Area Delegates at a WSC session. Lee asked if D13 would like to send love gift/s to Rosanna, who will be going to such meetings in May. If we decide to, we'd need to prepare love gifts by April. Typically, a gift represents our district or geographic area, often handmade but doesn't have to be. Vicky F expressed interested in this.
- One-day Assembly in San Jose, Saturday, May 18 at the Holiday Inn. The GR's will vote on behalf of their individual group. Lee will let us know what issues are going to be voted on. Last year 7 from our district attended; Lee challenged us to double the #.
- Lee circulated flyers
 - Men's Weekend March 23-24 in Marin
 - NCCAA 72nd Conference with Al-Anon Participation March 8-10 in Foster City at Crowne Plaza
Al-Anon speaker Friday 5:30 PM- Dell O from Half Moon Bay. Talk it up at your meetings, carpool, go out for dinner after. Return to hear Ralph, the AA speaker at 8 PM. Al-Anon Saturday workshops: No CA Institution coordinator will bring someone to share what it's like to do meetings in prison. Alateen panel -- bring your teens. Also Al-Anon panel with qualifiers in different roles (parent, wife, etc.)
This is the 2019 *Day in Al-Anon* for our district -- it's been a # of years since we've had one. The program is a full day and costs \$20 until Feb 22 (register online). \$25 at the door. Take extra flyers for your meetings.

Budget -- Treasurer Tom N

Proposed budget for 2019. Discussion by Tom and members:

- Based on prior year's expenses.
- Line 42: Income projected at \$8800, which is a decrease from 2018's \$9698. This is a breakeven budget, so it is conservative.
- Line 3 Day-in-Al-Anon income. There will be unestimated income from raffling off baskets at NCCAA and 7th Tradition donations in our workshops.
- Line 17 Teleservice: Amount is set at \$200, until RingCentral decides if D13, a nonprofit, will continue to receive discount on phone service.
- Line 19 Total Operating Expenses of \$640 are lower (2018 Budget of \$1,162) because Tom found much cheaper storage at Sequoia Christian Church. (2018 Actual Total Operating Expenses were \$704.)
- Line 21 District Alateen Processing Person (DAPP): DAPP expenses have been separated from the Alateen Coordinator's, creating a new line item.
- Line 28 Literature: Lee said we don't need to buy more 2018-2021 Service Manuals (\$50 line item) because most GR's have them and we still have 5. --> reduce \$50 to \$0.

- Line 29 Website Host. 2018 Actual was \$334.80. → increase \$300 to \$335
- Line 30 Quarterly meeting speaker expenses: Lee proposed \$100 amount to take speaker to dinner before. 4 dinners @\$25/dinner. --> increase \$0 to \$100.
- Line 32 Chairperson. The 2018 actuals include a late reimbursement for a Dec 2017 public outreach expense.--> reduce \$300 to \$125. Increases for lines 29 and 30 mostly balance out chair's reduction of \$125.
- Line 32 NCWSA donation:-- Leslie asked why budget was increased to \$600 when the 2018 Actual was only \$286. Tom explained that it included the \$800 donation for BART ads. Lee suggested that the \$800 be moved to a new line item marked NCWSA Special Projects, since it was for BART ads and was not a donation to NCWSA for their general fund. Tom said that Nick, Area Public Outreach Coordinator, asked D13 to contribute \$500 again for 2019 NCWSA outreach. Tom said we would need to see how we can ensure the budget is breakeven. Eloise suggested we enter zero as the budgeted amount. We can decide if we have enough money at the time to contribute. Consensus of the group was to do this. .
- Lee: what do we carry as a prudent reserve? Tom: \$2100 reserve plus additional cushion of \$2100. Tom N, Lee, Eloise & Linda Fer differed in interpretation of whether guidelines require both a prudent reserve and a cushion.

Greg made **motion** to approve budget, with minor adjustments noted above. Marie and Linda seconded. Vote:11 yes; 0 opposed; 0 abstained.

Lee asked us to consider contributing a gift basket to be raffled off at NCCAA's March convention. There is \$100 in Line 18 Contingency/Miscellaneous. Marie made **motion** to spend \$50 of it on a basket. Linda seconded. Vote: 11 yes; 0 opposed; 0 abstained. Vicky volunteered to make basket.

Chairperson, Eloise M.

- The Treasurer Task Force is still gathering information re treasurer duties and performance plus Tom's purchase of laptop and will report at the March business meeting.
- Bridging the Gap: new Al-Anon group for young adults (ages 18 to 40) Tuesdays, 7pm, San Mateo Library. Alateen grads started this group in January.

Teleservice -- Eloise M. reported on behalf of coordinator Leslie Mu

- Teleservice: 42 calls last year @ \$4.57 per call. \$192 paid for phone service to RingCentral. 2 lines are available in Spanish and English, and Leslie is bilingual. The majority of calls are in English.

Outreach -- Linda

- Distributed 500 AFA's (*Al-Anon Faces Alcoholism*) in 2018
- 2019 goal: to distribute 800 AFA's
- Goal 2019: Nick (No CA public outreach) suggested this idea: Letters will be sent to every therapist in district and Linda will offer to talk to them individually or in groups. Linda would appreciate help.
- Health fair at Sequoia High School on March 11. She can't do these health fairs by herself .

Meeting was adjourned at 8:33 p.m.

Minutes submitted by Allison D., corrected 3/12/19

Minutes for March 11, 2019 Business Meeting

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Introductions: Vicky F., Don C., Diana P., Varsha S., Allison D., Emily S., Eloise M., Alice E., Daniela T., Linda F., Lee B., Greg B., Ronda M., Marie L., Leslie M., Nancy W., Timi B., Cel N.

Meeting opened up with the Serenity Prayer, Concept #3, and Meeting Guidelines: We presume goodwill. We separate principles from personalities. We seek Higher Power's guidance. We maintain an open, safe, and respectful environment.

Reviewed Minutes from 1-14-19, were approved as is.

We reviewed the minutes from 2-11-19, in the DR Report section, there was a correction in the sentence: an Alateen had trouble with an Alanon member, not AA member. Fixed Lin F. and Daniela names corrected. Minutes voted and approved.

D13 Participation at NCCAA

We raised \$872 from the raffle (15 baskets) at the NCCAA event in Foster City. There was discussion about the meeting schedule being confusing at the Conference. Also suggesting maybe a map with the program.

Linda F. really enjoyed hearing the Alateen workshop, first time for her .

Eloise said she was happy to run into someone from AA and her friend was really interested in Al Anon, enjoyed Dell and his share, and then invited other people come up to the microphone and spoke and was well attended. Emily noted the Al Anon room was a little small and the door kept opening, distracting. Leslie enjoyed the energy of the conference and would like to do it again in conjunction with AA. Greg attended the panel with Alateen many years ago, and this conference explained better how they get sponsors, AMIAS . AA lets us use that room for free, Lee will suggest getting a larger room.

Mary brought literature and they made \$600. *Reaching for Personal Freedom* sold out, because the Speaker, Dell, mentioned it in his share.

There was discussion about the conference being very powerful, the combination of AA, Al Anon, and Alateen. A hospitality room was suggested.

Lee DR Report:

Thanked Vicky for baskets, Diana P., raffle spokesperson, Varsha, speaker seeker, Daniela, Treasurer, Mary literature, a huge thank you to all the support: Bonnie she made the flyer for us, John made a Safety plan. Alice was the secretary.

Love gifts; Playing cards, bookmarks. GRs approved \$50 for love gifts. The gifts must arrive in Virginia Beach by April 10. Vicky and Lee will work on this.

GRs should mark their calendars for the one-day Assembly in San Jose on May 18th.

Chairperson's Update re Treasure:

Tom resigned as treasurer. Lee has replaced Tom's signature, and both Eloise and Lee can sign checks. Tom kept the lap top and will reimburse \$473.00. Budget as of February \$4,496.00 + \$247.00.

We need a Treasurer. There was a discussion on qualifications and experience. It was decided our Treasurer Guidelines to:

- Active member of Al Anon (minimum 2 years).
- Basic budget management and reporting skills.
- Versed in Excel Software.
- Experience at the Al Anon District level (Group Rep, Officer, Coordinator) preferred, but not required.

Cel N. voiced the possible interest in being the interim treasure, and some discussions regarding him being the son of the past treasurer, and not being comfortable with that, were voiced.

Greg B. spoke about his mother being Treasurer in the past, and 2 officers were required back then, to have signature on the account.

May 15 Taxes are due, our District is incorporated. However, there is no more literature office so perhaps we don't need to be incorporated, and that would mean no taxes.

Meeting was closed with the Al-anon Declaration.

Minutes prepared and corrected by Vicky F.

Minutes for 04-08-19 Business Meeting

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Attendees: Eloise, JP, Marie, Lin, Linda F., Greg, Alice, Michelle, Judi, Vicky F., Lee D., Lee B., Leslie, Cel, Timi, Varsha, Daniela, Allison

Meeting called to order at 7:01pm

March minutes reviewed and corrections made

- Add a section heading "NCCAA" before 4th paragraph
- 2 signatures are required (not 3) on checks per Greg B.
- \$872 raised (3rd paragraph) per Daniela.

Cel moved to approve minutes. Greg seconded. **Motion** passed unanimously with Michelle abstaining.

Linda F. asked if any action has been taken to see if the district needs to be incorporated. Lee B. said she and Eloise want to finish the audit first.

DR report -- Lee B.

- Working on reconciling the books with Eloise due to open treasurer position.
- Possible writing workshop
- Lee will chair Day in Al-Anon next year
- Assembly agenda May 18. GR's will not be voting on anything. Recommends workshop on Knowledge-Based Decision Making
- Alateen safety review: upcoming changes on safety guidelines, which GR's may be voting on in November
- Lee asked if the group would like to rotate bringing snacks. Greg B. reported that Hans said that food is not allowed in the room though coffee is OK. Eloise confirmed.

Treasurer Update - Eloise

Tom resigned in February and D13 is seeking a replacement. Lee B. and Eloise are auditing the books and reviewing everything they got from Tom, including monthly BofA checking account statements. Tom's last transaction was on 2/22/19. Balance on 4/1/19 was \$5,859.

Eloise just received today a check for \$121.30 from Tom as reimbursement for the laptop, which he will keep. Eloise hadn't had a chance yet to review Tom's letter that accompanied the check. The laptop cost \$473.

Eloise asked for volunteers to fill the treasurer position. JP volunteered and gave his background: GR at San Francisco St. Mary's meeting for 5-6 years as well as GR at Coastside Thursday 7pm meeting. Has been in Al-Anon for 11 years, and put together 2 groups. JP has worked with financials in his professional life, and has managed budgets for large entities in the hospitality industry.

Alice asked about the status of the update on the guidelines for the position. They need to be reviewed because they were last updated in 2014. Linda F. said guidelines should include knowledge of Generally Accepted Accounting Principles (GAAP). JP commented that finances should be audited every year.

Leslie said the process to fill the treasurer position is going a bit too quickly, and reminded the group that that Cel had volunteered at the March meeting to take on the position. Cel said that he was not

sure how comfortable the group is with his taking on the role, and emphasized that he is independent of his father. Cel also stated that the treasurer should be very familiar with Excel, have sufficient time to devote to the treasurer position, and should have volunteer experience at the district level.

Eloise asked the group what we wanted to do about Cel's offer to run for the position. After many remarks by many members, Lee B. suggested we table the discussion for now. If both Cel and JP are still interested, they can both stand for the position at the May meeting. She reminded the group that we hold principles above personalities, and suggested we each go and think about the situation. In May, JP and Cel can each present their qualifications and we will have a vote.

Lee made a **motion** to table further discussion of and vote on the treasurer replacement until the May meeting. Leslie seconded. Vote: 10 yes, 0 opposed, 2 abstentions.

Greg B. presented a Growth Through Service share.

Meeting adjourned 8:31.

Minutes submitted by Allison D. Corrections made 4-13-19.

Minutes for 5/13/19 Business Meeting

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In attendance: Lee B, Eloise M, Linda Ferr, Marie L, Greg, Vivianne V, Joann, Don C, Emily C, Varsha S, Allison D, Bill O, Emily, Daniela, Diana P, Cinde, Cel, Timi, Leslie Ma

Meeting called to order at 7 pm.

April minutes read and approved. Marie moved to approve and Cel seconded. 10 voted for and one abstention.

Treasurer position update – Two members volunteered to be Treasurer.

- Cinde A: Al-Anon member for 11 yrs, accounting undergrad. Responsible for large corporate budget over \$1M for years, either as custodian or manager. The budget should be to support the organization and what it wants to achieve; the Treasurer monitors the budget to make sure group is on track to achieve goals. Doing work in the volunteer environment is much different than in the corporate environment and will be a good balance for her. She is able to attend our meetings. She currently attends Sunday morning and Tues Evening, Wednesday Parents meeting, Saturday night parents meeting, and is working the steps with her sponsor. She heard about position in the Tues night meeting and received encouragement in the Wed. meeting. She is very conversant in Excel.
- Ray W: volunteering because it's sorely needed, willing to be in service, 29 years in Al Anon. Owns his own company for 12 years, uses Excel in his business and has employees that can help him with Excel, has been treasurer many times, ran literature for NCWSA, done lots of service. Good understanding of money (*it's not our money, it's just in transition from us to WSO, Alateen, etc.*), does a lot of work with Alateen. Ray will step down if there are other candidates—he already has at least 2 service positions.

Since there are two candidates, Ray W stepped down. Eloise called for a vote for Cinde as Treasurer. Cindy's election was **approved**.

DR report

- Abundance – We didn't have anyone for the Treasurer position and then we had 2 people step up!
- 2018 bank statement auditing – Auditing of the banking has been completed. Some groups are earmarking donations for Alateen. District would prefer that they do NOT earmark funds to Alateen as GRs direct funds to cover all Alateen requirements. Lee said that Alateen will maintain the same 2019 budget amount as 2018 as per John S's request. Audit findings showed the 2018 budget is short \$123.93 from balancing (Editorial comment by Lee "pretty good"). Lee is asking GR's to ask their group Treasurers to confirm that the donation checks listed on the "2018 Income: Group and indiv. Donations worksheet" are correct, in order to complete the audit.
- Lee & Eloise sent a letter to previous Treasurer stating "you took an advance of \$60 and spent \$473 on a computer... that adds up to \$533;... subtract your budget of \$300 that leaves \$233. You sent us a check for \$121.30. Our calculations indicate you owe the District \$111.70 to make it balance."

This prompted a lot of discussion. Diana, Allison, Bill and Linda Ferr. commented that the letter seems to mis-state and set a bad precedent that a Treasurer can make unauthorized expenditures if they have cost savings or a remaining budget.

Greg said we are forgetting that we are all in service and are making this too personal again. We need to rely on our HP's and allow others to make amends when they are ready and not be punitive.

- Lin F volunteered to be the chairperson for our 2020 Day in Al Anon, after attending a Day in Al-Anon
- How many groups do a Group Inventory?

Coordinator Announcements

- Varsha: Fri May 31, speaker meeting Joy B

GR's commented on how their meetings are going

- Bill – meeting is going great, glad to see they are contributing, sad to see the Alateen meeting in Menlo Park closed as they were trying to support it.
- Emily - her lunch bunch meeting has doubled in attendance
- Diana - she heard that 2 of her parent group stepped up to be AMIAS' when they heard about the shortage that caused the Alateen meeting in MP to close
- Lee - it's not so much a shortage of AMIAS', it's that the parents don't insist that their kids go to Alateen while they are at their own meetings. Bill said that in his meeting, the kids grew up and out of the Alateen range
- Leslie - the new Young Adult in Recovery (YAR) group should capture teens as they age out of Alateen.
- Timi - we should send Alateens and AMIAS to high schools to speak to students, counselors.
- Why would anyone 40 yrs old go to a YAR meeting? Because they feel a better fit with the younger group and find that Al Anon tends to be older adults.
- Diana - the Wed parents group combined has lost 3 children in the last year and is there to support one another
- Eloise - her group agreed to support her with the Assembly fee
- Leslie - very few if any men attend her meeting
- Eloise - while at NCCAA, there was a speaker about Institutions and that she was thinking about having come to speak at our District about how much the women in the jail need Al Anon. Group expressed interest in this topic.

Minutes submitted, and corrected, by Linda F.

Minutes for June 10, 2019 Business Meeting

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In attendance: Susan K., Diana P., Marie L., Viviane V., Linda F., Eloise M., Daniela, Bill O., Peg, Emily C., Leslie., Emily S., Mimi L., Vicky F. John

Opened up with the Serenity Prayer.

May Minutes were read and approved. Diana motioned to approve the minutes, Bill seconded it. 8 Grs approved.

Eloise went over Lee's DR Report.

Item F: WSO - If your group has a focus, like Men, Women, Parents, etc you need to put that in the name of your meeting. Gr's will vote in the next assembly in October.

Item E: John gave information on the Task Force re: "Resolving Inappropriate Practices".

Item C. Shares on May 18 Area Assembly by attendees:

Viviane -- first Assembly: very well organized, topics very appropriate and enjoyed the advancement in technology. Enjoyed the skit they put on and made it fun, very clever.

Daniela - room was full of young people and she liked that.

Eloise -- mentioned the thoughtful opening letter Darby read to the assembly.

John -- passed around a packet regarding and explained the KBDM process (Knowledge Based Decision Making), which was introduced at the national level in 2009 when he was area delegate.

Election of co-DAPP (District Alateen Process Person)

Mimi L. stood for co-DAPP. Became an AMIAS 2015. Works with DAPP Emily C., puts together Google docs, contact sheet, recertification. John added how excellent her work is. Emily C. and Mimi L. would be District 13 Co-DAPPs. Mimi was unanimously **elected**.

Treasurer report

Eloise gave a short report. (See the back side of the agenda.)

Coordinator Updates

Alateen: John S: Half Moon Bay has 5 AMIAS Sponsors. We need AMIAS's for the Bay side, make sure you mention in your groups.

Public Information: Linda F is hand delivering information on Al Anon to Therapists. If you have a Therapist, she is looking for volunteers. She is going city by city and needs help passing out packets.

Meeting List: Diana P. brought new meeting list.

Meeting ended with the Al-Anon Declaration: When anyone, anywhere, reaches out for help, let the hand of Al-Anon and Alateen always be there, and - Let it Begin with Me.

Minutes prepared by Vicky F.

Minutes for July 8, 2019 Business Meeting

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Meeting convened at 7:00pm by Lee. In attendance: Lee, Cindy, John, Greg, Linda, LinFe, Marie, Bill, Vicky, Susan, Vivian, Varsha, Allison, Alice, Daniella, Emily, Delma, Marianna, Paulo, Siena, Leslie

Lee talked about concept of the month -- Concept 1: that we are responsible for our own lives and words.

John S. moved to approve minutes. Emily seconded. Vote unanimous with 1 abstention.

Lee reviewed open positions: diversity coordinator, archives coordinator, secty, institutions coordinator, newsletter editor

Lee proposed that we continue concept of the month and rotate who leads it. Available sources are service manual, *How Al-Anon Works*, etc. Alice **moved** that we set aside 10 minutes for one concept per meeting and rotate who leads it. Greg seconded. Vote unanimous.

Lee reminded all to update if your meeting falls on a holiday and won't be meeting. Put on the Google group and give to webmaster. Or, if your location will be different due to a holiday, it will be listed on the website.

District 13 Day in Al-Anon will be Saturday, January 25, 2020. Lin F is willing to help led it. Alice suggested Methodist church in HMB, and has reserved it. It is one of the oldest continuously operating churches in CA, beautiful setting, is close to Main Street, and is supportive of 12 Step groups. Has a kitchen where we can bring potlucks, an elevator, a room for relaxing, an old sanctuary for speakers.

Siena reported on NoCAC bash (Northern CA Alateen conference) at Clear Lake. 6 teens and 2 adults attended. There will be another in July, a beach trip. May need drivers next time. Emily can sign up AMIAS. Talk up Alateen in your meetings as we want to grow the program.

Lee talked about the importance of healthy sponsorship as there is a problem with sponsorship. Lee encouraged GR's to talk it over with our groups. How can we make it more accessible? Suggestions were to explain at meetings what sponsorship is. Ask for a show of hands of who knows what sponsorship is. GR could ask those willing to be sponsors to raise their hands, so members can match a face to a name written on a list. Susan says they do a reading about it every meeting. (She will share the reading.) People think Al-Anon is about going to meetings and sharing, not working the steps. The sponsorship pamphlet was recommended. Have sponsors share what they get out of sponsoring. In AA, sponsorship is required, but in Al-Anon, it's suggested. According to Concept 1, it's time for the group rep to share information with the group. In some groups, people seem to resent anything that cuts into sharing.

October Assembly will be October 4-6 at San Ramon Marriott. Group reps should talk to your treasurer to put aside \$300 for hotel 2 nights, gas, meals, registration. Can share rooms and carpool. Some groups are reluctant to spend the \$ because they wonder what's in it for the group. Group rep must stand up for your job and remind your group that you were elected to do this job. Group rep must bring something of value back to the group -- could do 5 minutes every meeting sharing what GR learned.

Reminder that volunteers should be thanked, and it's most effective if you thank them by name.

Treasurer report -- Cindy.

As new treasurer, she's getting things organized. She shared a summary of the annual budget and asked group to review it and let her know if you have any issues or questions. Cindy shared the list of donations by group by month and asked GR's to check if your treasurer is sending in a donation. Each group is autonomous and decides how much to donate.

Cindy reported that the current balance in the checking account is \$6662.83, and she can provide a more detailed report for anyone who wants it. Cindy could share a more detailed report on the Google group, but needs to check if the info is confidential. We must do tax filings to keep our tax exempt status. Cindy is evaluating how to speed up reimbursements, but will wait until Eloise comes back to make any recommendations.

Varsha announced next quarterly speaker mtg is August 30.

Leslie announced writing workshop presented by Linda L, D13 former DR, at Methodist church Saturday, August 24, 10-am-12noon. Writing can be for your personal self or to share with table or submit for one of the daily readers. You can participate as much or as little as you want.

Emily C gave a Growth Thru Service share.

Meeting adjourned at 8:30pm.

Submitted, and corrected, by Allison D.

Minutes for August 12, 2019 Business Meeting

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In attendance: Eloise M, Linda Ferr, Marie L, Greg, JoAnn, Lin F, Bill, Daniela, Cinde, Cel, Timi, Leslie, John S, Susan, Carol W

Meeting called to order at 7 pm.

July minutes read and approved with 1 correction.

DR report

Eloise read DR report in DR's absence.

- Discontinued Literature: "Al-Anon Family Groups Welcome Gay and Lesbians" and the cartoon booklet "Your Parents Drink Too Much" for Alateen, are being discontinued as they are not inclusive enough or are out of date.
- Meeting status of "open" or "closed" are confusing so WSO is considering changing these to "friends and family" or "friends, family & observers". More to follow.
- Currently collecting coffee cans for Pink Can (Institutions).
- Writer's workshop in Half Moon Bay on 8/24/19.
- Quarterly speaker meeting and fellowship on 8/30/19 with Jennifer A at Grace Lutheran Church
- Alateen budget included some support for sponsors to attend R & R retreat. The pre-registration cost is \$176. The event is Fri – Sun and is workshops and training for the Alateen sponsors. HMB Al-Anon has been collecting money for Alateen & is turning it over directly to Alateen (approx. \$3K). Any money left over will be turned over to Treasurer.
- Fall assembly is 10/4 – 10/6 in San Ramon. GR's will be voting on 2020 budget.

Treasurer Report

- Treasurer will make recommendation for prudent reserve & WSO/NCWSA donation at next meeting.

Coordinator Announcements

- PI Coordinator requested \$400 increase to 2019 budget to cover last of three-city Therapist Outreach Project for 2019 due to higher costs than anticipated. **Motion** made to approve funds based on contingency to take funds from WSO donation (line item 41) if not enough in budget, seconded and **approved**.
- Lin F announced that the D13 Day in Al-Anon will be Jan 25th. More info to follow
- Eloise M requested that whenever a meeting will NOT be held due to a holiday or whatever, the group should notify the Google Groups and Eloise, who will notify Webmaster so that information can be posted so no one shows up.

Lin F talked about Concept 2.

We are trusted servants, we do not govern. Concepts are invaluable to our recovery. Greg added that we do the best we can with what we have, but we don't have to do it alone.

Minutes prepared by Linda Fer; corrected at Oct. 14, 2019 meeting

In attendance: Eloise, Linda F., Carol, Cel, Timi, Delma, Emily S, Allison, Leslie Ma, Daniela, Varsha, Lee, Susan K., Dave, Leslie Mu., Marie, Greg, John S, Cinde, Diana, Mark

Emily S presented re Concept 3:

The right of decision makes effective leadership possible.

DR Report -- Lee

- Theme: Action is Attraction; There's no Growth in the Comfort Zone
- Lee provided details about upcoming Assembly. GR's will be voting on budget with a smart device.
- Words to diminish or eliminate in meetings per WSO
 - "Crosstalk" It's helpful to explain to newcomers. Use "method of sharing" instead of "crosstalk". Review crosstalk statement for your meetings (page 40).
 - "Qualifier" -try to eliminate as it's not an AI-Anon word. This is talking about the other person instead of yourself.
 - "12 Promises" – The 12 Promises are part of AA literature. AI-Anon doesn't make promises. You can distribute it as an excerpt, but don't refer to it as promises.
 - "God" and "he" - When reading the Steps and Traditions at the meeting level, you must read them as written - "God" and "he". You can't change the language. If someone is uncomfortable with the language, it's recommended to pass the reading to someone else.
 - "Double winners" -- you're not supposed to talking about AA at AI-Anon meetings. OK to share that you're in another program, but not specifically AA.
- If need insurance for an event, it's on the area website. Tip: "workshops" cost more than "presentations with discussion."
- Shall we budget for the poster for BART again? Consensus was that we'll think about it. Linda Fe. says she needs more \$ for therapist outreach. Lee said we can go back to our groups to raise \$ if needed
- New PSA -- someone needed to do outreach
- Rosanna, our No CA area delegate, wants to visit every district. Suggested that we invite her for growth for service speaker in October.

Writing workshop in HMB 8/24

Leslie Ma reported that 19 participants attended.

Treasurer's report -- Cindy

- Balance \$8624.80.
- Tracking well to budget. Heavy spending will be in 4th qtr.
- Reminder that per district policy, bills must be submitted for reimbursement within 60 days.
- Budget for public outreach was increased (voted on it at last months' meeting) because of # of therapists. \$400 for ~100 names per Linda F.
- District prudent reserve policy shared in anticipation of proposal next time

Coordinator reports

Alateen - John S: 1 event upcoming: NoCAC. 3 sponsors are going and needs 1 more. Coastside has \$3000 from meetings and fundraisers. After events, balance left will be turned over to the district.

Meetings List - Diana: new meeting schedule out. Burlingame is split between districts 20 and 13. Will check if Sunday meeting at Sequoia Health District is still going.

Public Information - Linda Fe: Outreach to therapists is time consuming (getting names from *Psychology Today* into an Excel sheet). Volunteers needed to help. Brought leftover posters from BART.

Quarterly speaker meeting - Varsha: next meeting 11/29

Teleservice -- Leslie Mu. described RingCentral service. Less expensive than AT&T. No physical phone. English and Spanish lines (Leslie is bilingual). Saves messages in Cloud and on her computer. Not a lot of calls but people are often in distress. She calls back hangups (if they have caller ID) to ask if they have questions about Al-Anon. Many calls are complaints that posted meetings have no one there, though this has improved a lot. Please remember that people need us -- let's be there for them.

Webmaster -- Eloise reported that Tom L. no longer lives in the district, but will continue in the job. We're grateful for his continued service. He added an announcement box to the mobile app.

Day in Al-Anon 1/25/20 in HMB -- Lin F. is co-coordinating with Alice E.

Meeting adjourned at 8:30pm.

Submitted by Allison D.

Minutes for October 14, 2019 Business Meeting

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Prepared and corrected by Vicky F

In Attendance: Daniela, Alice, Marie, Eloise, Lee, Varsha, John, Delma, Vicky, Timi, Isabel, Susan, Carol, Linda, Dave, Mireya, Joanne, Bill, Cindy, Leslie, Lin, Emily

Opened with the Serenity Prayer.

Read the August Minutes, Lee moved to approve, John seconded. (5 yes 2 abstained).

Read the September minutes. John moved to approve, Leslie seconded it, 1 abstained.

Lee's Report:

Spoke about the Fall Assembly and the 3 items the GRs voted on. Then attendees shared:

Marie - spoke about H&I, hospital and institutions. Also spoke about Do Not Refer

Leslie - spoke about how vibrant the fall assembly was, with over 300 people in attendance.

Lin - she really enjoyed how they approached different points of view, especially the minority point of view.

Susan - really enjoyed the assembly, we were the first group up and Lee gave her report and we gave our Holler. They addressed possible voting with cell phones.

Delma - spoke about her first experience and enjoyed listening to the Alateen.

Cindy's Treasurer report:

\$8800.00 balance, prudent reserve of \$2200. Would like to propose the prudent reserve be set aside.

Perhaps a task force can be formed to discuss this and "working capital".

Susan gave a talk on Concept 4: Participation is the key to harmony.

Susan felt her HP had her in mind when she came to Al Anon. She read from *How Al-Anon Works*, and said she found her voice coming to Al Anon.

District 13 Day in Al Anon, Alice E. and Lin F.

Jan 25, 2020. Will hold first committee meeting Nov 4. Ask your meetings to participate. Remind everyone about Concept 4.

Public Outreach, Linda F.

Will be passing out packages to Therapists. Needs volunteers for Health Fair October 30 10a to 2p, Health Fair.

YAR (Young Adults Recovery), Timi and Cel

The YAR Tuesday San Mateo meeting will celebrate 1 year old anniversary on December 3 with a special meeting: a Potluck and speaker Grant from SF.

Quarterly Speaker Meetings, Varsha

There will be no Quarterly Speaker meeting in November.

Growth Through Service, John S:

When he came to Al Anon, he attended 6 meetings a week. His first boundary was accepting only one job per meeting, and that's how he started in service; coffee maker, treasurer, literature, GR. Attended first area assembly in 1989. Once you start attending assemblies, you can learn and grow so much.

Closed the meeting with the Al-Anon Declaration

Minutes for 11-11-19 Business Meeting

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Prepared and corrected by Vicky F

In Attendance: John, Eloise, Marie, Vicky, Lin, Linda, Patti, Alice, Bill, Kathy, Joanne, Carol, Lee, Susan, Rosanna (area delegate), Cindy, Dale, Emily, Martha, Delma.

Opened with Serenity Prayer.

Motion by John to approve October minutes, Allison seconded it. Minutes were approved.

Lee's Report; District Rep.

Thanked all those in service, outreach, treasurer. Spoke with Area Chairperson Darby about NCWSA's budget deficit of about \$10,000, suggested we gently ask our groups, and our own District, to send any surplus.

New meeting at Stanford campus, mainly for students.

Emily asked where we can send donations from our groups? Cindy, our treasurer, said there is a link on our website, www.alanonmidpeninsula.org.

Treasures Report by Cindy

Ample reserve (25% of the Budget) looking into making a separate savings account in the amount: \$2200.00. Our balance is \$5,574.17.

Next page shows all donations from our groups. The 3rd page has the budget. John said we are going to NOCAC, 7 or 8 teens plus sponsors, in 15-person vans.

Cindy emailed everyone yesterday regarding each coordinator's and officer's 2020 budget, email her if you want to increase or decrease. Linda would like to increase her 2020 Public Outreach budget by \$400 for outreach.

Linda F. would like more AFAs and meeting schedules right now. She made a **motion** she receive an additional \$200 now to buy them. Alice E seconded. 13 voted yes, no no's or abstentions.

Marie talked about Concept 5: The rights of appeal and petition protect minorities and insure that they are heard. Marie thinks concept 5 is directly linked to tradition 2.

Group Rep Issues

Gender changes in reading the 12 Steps.

Rosanna our Delegate spoke.

Rosanna shared page 226 in the *Al-Anon Service Manual 2018-2021*; Al-Anon World Service Charter, as amended by the 2009 WSC:

#3 Relation to Al-Anon

Item D. No changes are to be made in the Al-Anon or Alateen Traditions, the Steps, the Concepts of Service, or the general Warranties of the Conference Charter, without written consent of three-quarters of the Al-Anon Family Groups (in the world).

(What is a delegate? Delegate is similar to a group rep, for the WSC. Delegates vote on behalf of the districts in their area. It's a 3 year commitment, must have been a District Rep to run.)

Rosanna spoke about how to reconcile terms that are not considered Al-Anon, like crosstalk, qualifier (this is a therapy term), or double winners (this is an AA term) etc. Rosanna gave us handouts about this. Rosanna said Tradition 4 reminds us "Each group should be autonomous, except in matters affecting

other Alateen and Al-Anon Family Groups or AA as a whole". WSO does not police the meetings. Bill said tomorrow their group is getting together to discuss this, so he was grateful to hear Rosanna.

Jan 25th Day in Al-Anon, Lin F and Alice E

Leslie, Marie, Lee, and Alice got together on Nov 4th. Gave us sign up sheet for volunteers take back to our groups. next meetings: Nov 26, Dec 2, Jan 7.

We closed with the Al-Anon Declaration: When anyone, anywhere, reaches out for help, let the hand of Al-Anon and Alateen always be there, and - Let it Begin with Me.

Minutes for December 9, 2019 Business Meeting

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Prepared and corrected by Linda Fer

In attendance: Eloise M, Linda Ferr, Marie L, Bill O, Daniela T, Cinde A, Cel N, Timi, Leslie Ma, John S, Carol W, Alice E, Vicky, Diana P, Lin F

Meeting called to order at 7 pm.

Day In Alanon

- Lin F & Alice updated Day In Al-Anon activities.
- Next team meeting Tues. 1/7 at Alice's house in HMB.
- Need fliers distributed – Linda Ferr and Eloise volunteered
- Looking for 4 volunteers for DIA panel on Being a Parent in Al-Anon

Nov minutes read and approved with 1 correction.

- 8 in favor
- 1 abstention

DR report

- Leslie read DR report in DR's absence.
- WSO needs just \$8/yr more from each group to meet their yearly goal of \$2.05M. WSO income historically was weighted to literature but literature sales are dropping. Therefore contributions will have to pick up to cover the shortfall.
- *Al-Anon Service Manual* is now downloadable in Engl, Span, & French. Printed manuals won't be available until 1/31/20
- Day In Al-Anon fliers should be distributed up to 50 mile radius (NCWSA calendar)

Treasurer Report

- Treasurer presented 2020 proposed budget of \$9,500 which accommodates all budget change requests.
- **Motion** to pass budget made by Bill and seconded by Emily.
 - 11 pass
 - 0 no
 - 0 abstain

Coordinator Announcements

- PI Coordinator Therapist mailing project phase I is completed
- Diana issued updated meeting schedules
- Alateen Coord – Gratitude Day had Alateen Speaker. John had to write a safety plan. Need 3 mo and 1 wk to prepare
- Emily C retired as Co-DAPP. Now it's just Mimi L
- Marie L spoke about Concept 5: The rights of appeal and petition protect minorities and insure that they are heard.

Prepared by Linda Fer.