

NCWSC Committee Meeting Minutes

May 12-13, 2006

Sacramento, Holiday Inn Hotel

Note: The meeting minutes for this meeting are not chronologically ordered. In an attempt to make the minutes more easily used as a reference, the minutes will be ordered in a topical fashion.

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The meeting was convened at 8:05 am with a moment of silence followed by the Al-Anon/Alateen declaration. The traditions, concepts and warranties were read.

Roll Call was taken.

The meeting adjourned at 5:15

Motions

Motion #0605.01: Passed (Substantial Unanimity)

Motion Text: That the February 2006 committee meeting minutes be accepted as amended.

Motion #0605.02: Passed (Substantial Unanimity)

Move: Bruce H.

Second: John S.

Motion Text: Motion for Archives committee of five persons to assist the Coordinator and include expenses involved in this vote.

Discussion:

- Motion stipulates exactly five people and for their expenses.
- Concern was expressed that with the motion explicitly stating the size of the committee it would not be able to function. This is not the case.
- What about no more than 5 to limit the number of reimbursed people?

Motion #0605.03: Passed (Substantial Unanimity)

Move: Linda D.

Second: Erik N.

Motion Text: That the alternate coordinators for the NCWSA AFG be reimbursed for expenses incurred for committee meetings, whether the coordinator is in attendance or not.

Discussion:

- Motion sounds like we are saying only for the travel. Was amended to specify travel and meals.

- Point was made
- Where did the \$2000 come from? Was an estimate of not all of the alternates coming and based on sharing.
- If you have 5 alternates at \$150 per committee. That's \$750 x 3 coming to \$2250.
- We have been generous with the Archive committee and other reimbursements. Why are we being stingy with this? Why is this being questioned?
- The idea of using a rental car was discussed as a way to save money since the mileage reimbursement is so high now.

Motion #0605.04: Passed (Unanimous)

Move: Harlan

Second: Erik N.

Motion Text: To send the proposed budget to Assembly.

Elections

Archives Coordinator

Irma C. was affirmed as Archives Coordinator by substantial unanimity of NCWSC

Committee Reports

Alateen Safety Committee (Vic A., John S.)

- Committee met in March. The Assembly passed last year the fingerprinting initiative, and it will be coordinated by the Alateen Safety Officer: the Alternate Delegate.
- Fingerprinting initiative has begun. Some people are asking why we haven't done it before, so while there has been some grumbling, the reaction seems positive.
- The committee meeting dealt with discussion of several of the follow-up topics leftover from the motion passed at the 2004 Assembly for example always having two sponsors at any Alateen meeting, one of each gender. Most of these deal with inappropriate behavior in meetings and preventing it, and they will be added to the Alateen guidelines for NCWSA immediately. Discussion and recommendations of these issues will be done at the next assembly. These recommendations will be made and based on the WSO guidelines (WSO guideline G-34, which is available on www.al-anon.alateen.org/members). Please read the meeting minutes and if you have any questions, please ask one of the safety committee members.
- One of the guidelines will be a recommendation to have two sponsors at every meeting. This is not a requirement, it is simply a recommendation at this time.
- District Alateen coordinators are responsible for the communication of these guidelines to the Alateen sponsors. The DRs have them in their bins and should share the guidelines with their District Alateen coordinator.
- One District Alateen coordinator who happened to be present shared that every meeting in that district has three sponsors so that there are always sufficient sponsors to have two available.
- The committee members were introduced and recognized for the meeting.
- Procedures for fingerprinting are in bins. Procedures vary slightly when the sponsor is brand new (not approved under last year's procedures) versus when they are an existing sponsor approved under last year's guidelines. Anyone from last year needs to do a renewal form. New sponsors this year do not have a renewal until next year.
- The following are some highlights of the discussion of the process along with some questions and answers:
 - If someone one wants to be a sponsor they must begin by contacting the District Safety officer (DSO) and get from them the Livescan form, a State of California form. They will complete and give to the DSO the Alateen sponsor forms and then get fingerprinted.

- A2211a: Background check for Alateen sponsors. This form highlights explicitly the procedure including all forms. The only money paid is to get the scan done and will vary depending on the location where the scan is done. The money for the scan is just for the scan.
- Cost of fingerprinting should be between \$15 and \$20.
- Sponsors should pay no more money than just to get their fingerprints scanned. Some agencies will ask for more money to process the background check, but this is paid for by NCWSA, so sponsor candidates should not accept this service. Get fingerprinted only!
- The fingerprinting form is a California state form and cannot be photocopied as it is in triplicate carbonless paper. The first copy goes to the State of California. The second copy is returned to the NCWSA administrator (Alternate Delegate), but can be passed through the DSO so that they can make a copy for the local district. The third copy is kept by the sponsor candidate.
- NCWSA is charged by the State of California for the background check.
- Many other agencies that ask for fingerprinting of volunteers ask the volunteer to pay for the background check themselves. This is not what NCWSA is doing, we are footing the bill for the background check portion of the process. The sponsor candidate only pays for the fingerprinting costs.
- Results go into the database, WSO is notified, and the local safety officer will be told whether the sponsor candidate passes or fail.
- If someone fails, it goes in a file. If the sponsor candidate decides to appeal, then the NCWSA appeal process which is outlined in the current procedure will be followed by discussion with the Executive Committee.
- There are several elements on the three-part form from the State of California that the local district should fill out before the form is given to the sponsor candidate. This is to make sure the data is correct so that NCWSA gets the results and the bill for the background check. One key piece of information on the triplicate form is the ORI number, which is NCWSA's registry number with the State of California.
- If a person is certified for some other Alateen service such as the Juvenile Hall meeting in Santa Clara Valley, they still need to go through the fingerprinting process a second time so that NCWSA's ORI number can be added to the fingerprints. This provides NCWSA automatic notification of a background check status change with an Alateen sponsor.
- Application type is volunteer. Job title is also volunteer. The Agency Address is John's home address. The mail code is an email code so that notification gets routed to NCWSA. The phone number is John's. In addition to that, the candidate will also fill out their personal information. The agency billing number must also be filled in so that NCWSA will be billed for the application. The fourth section has a question about level of service. This refers to the level of background check to be performed which should be DOJ/FBI. This is a checkbox option.
- Next to the level of service question there is a field that asks for an OCA number. Leave this blank. It will be assigned during the background check process, and this is how fingerprints are tracked on an ongoing basis for the State and for NCWSA. If the Alateen sponsor is approved initially, but commits an offense in the future, we are notified using this number. This also ensures that the Alateen sponsor will never have to get fingerprinted for NCWSA in the future. The background check OCA number allows for ongoing tracking.
- If the Alateen sponsor discontinues being a sponsor and they do not wish to continue to be tracked, they must notify the DSO, who should then in turn notify the Area safety officer, who will notify the state to take that person off of our list. At that point, we will receive no further tracking or notification of that person.
- The only person besides the applicant who sees any information from the background check is the Area Alateen Safety Coordinator. The Alateen Safety Coordinator only sees a pass/fail report and will notify the local DSO of the status. The applicant is the only person who ever sees the specific details of the report. No other person at any level of Al-Anon, either in service or not will ever have exposure to the details of the report.

- Paperwork for candidates who fail and do not appeal is immediately destroyed thereby maintaining anonymity of the candidate. If an appeal takes place, the paperwork will be preserved for as long as the resolution of the appeal process. If the appeal fails, then the paperwork will be destroyed immediately.
- Renewal is due to John by June 10. We will be lenient with a deadline on fingerprinting since this is a new process. Existing candidates will be accepted with the NCWSA renewal. If they fail later due to fingerprinting, we can always contact WSO a second time and then disqualify them.
- I want to clarify, are the bottom two boxes left blank? Answer: Yes.
- There was a comment that the notification back to the candidate has not been prompt and often the candidate is unaware of their status. John is aware of this, and will comment on it later in the meeting. To date, no candidate has failed the current criteria.
- Whose responsibility is it to notify the failed candidate? The safety coordinator and candidate each receive the pass/fail report. The Alateen Safety ~Committee should contact the candidate and discuss the options of the candidate.
- What to do if the sponsor candidate and the district cannot pay for the candidate? The Area will pay for it.
- Where can we find a list of places to have people scanned? John has a list. It was placed in the DR bins at the February NCWSC meeting.

Budget Committee Report (John S.)

- There has not been a meeting yet. Proposed budget is based on past experience.
- NCWSA CDs mature at different points of the year. One of the CDs rolled over because it was not looked at by the committee. This was overlooked because of the change in panel.
- Some adjustments were made to the budget based on changes in the way service is being done. Alateen safety approvals will require additional expenses. Travel for many committees has become one of the biggest expenses that we have .
- Budget that we review and approve at the assembly is a summary budget. This is to reduce contention and unnecessary discussion at the assembly.
- The suggestion was made to discuss the budget with the GRs pre-Assembly. The DR can run this meeting, or you can call John to have him come and discuss it. This can make the budget discussion at assembly easier.
- Specific requests for budget allocations can still be made to the committee.
- A reminder was made that the philosophy of the area is if you are doing your job, the area will pay. So coordinators should not feel limited by a specific amount attached to your job. The coordinators have access to the entire “Coordinators” pot.
- The observation that our corporate records and archives are being stored in members’ homes and that this is not being fully self-supporting. This will be discussed later
- A motion to send the budget to Assembly was passed. See motions passed/failed section for details.

Convention Committee

- Hotel switch worked out well. There were 100 pre-registrations and 183 registered on site.
- \$1500 on t-shirt sales
- Jane D. is the 2007 convention chair.
- Kim H. will be the co-chair/2008 convention chair.
- Convention theme will be “Having had a spiritual awakening”
- The convention committee is filled except for a Spanish Liaison

Executive Committee Report (Lori)

Members: North Section

- Bonnie and Chris are co-secretaries and Joan W. is the new chair

- The EC appointed Christine G for the 2006 Assembly and Tina M for the 2006 H&I Conference as financial assistants.

NoCAC Committee (Justin)

- NoCAC will be at the Hyatt in San Jose November 10-12.
- First bash is June 23-25. Second bash is Pfeiffer Big Sur is Aug 25-27.
- West Coast Alateen conference has T-Shirts for sale.
- Can unaccompanied teens attend the bashes? Yes.
- NoCAC and Bashes anyone can attend. You do not have to be a registered sponsor to attend. If Alateens are being transported, the person doing so must be a sponsor candidate and teens must have the travel authorization.
- Scholarships are available. Ashley S. from Ben Lomond is the scholarship person. Look for the NoCAC conference registration packet for information.

Web Committee (Jim S.)

- In addition to his report, Jim made performed a live demonstration of both the ncwsa.org web site and www.al-anon.alateen.org, including the member website, www.al-anon.alateen.org/members.
- Web Site Committee includes Joe G., James S., Bruce D., Art B. & Jim S. Thank you for your volunteering for working on the committee and your time in working on updates and additions.
- There were many changes submitted and resolved since the beginning of 2006.
 - 39 – Dependant district & AIS meeting schedule changes and additions
 - 63 – Calendar changes and additions
 - 76 – E-mail questions submitted and responded to via the web site
- The Sacramento AIS (Districts 6-10) has become an independent web site linked from the NCWSA Web Site. A very nice job has been done in the design of this web site and it is very user friendly.
- A request was denied to link to documents and forms on the WSO Web Site password protected are at <http://www.al-anon.org/members>. Follow the instructions on the page to log in which is your meeting name plus “afg” at the end. Specific requests were for the Service Manual updates. A complete Service Manual, in PDF format, can be downloaded from this site under the WSAO Members link under Group Services and Service Manual.
- The web site committee will begin removing Alateen meetings that do not have a WSO registration number. A list of those meetings removed will be sent to the local District Representative or AIS Liaison. If a meeting has been removed and it is registered please reply with the WSO # for that meeting and I will research the meeting and add it back to schedule if appropriate.
- NCWSC Coordinator Forms and Guidelines are on the web site under Services; Forms and Guidelines. If updates are needed to any of these Forms or Guidelines please send a list of changes to Debbie O., Group Records Coordinator who will send an updated form to update to the web site.

Coordinator Reports

12-Stepper Editor

- He doesn't have a formal report, but will eventually.
- He is compiling the information for the new 12-stepper.
- Report submitted by email:
Greetings from the editors desk. Did you receive Issue One, available at the Committee Meeting, produced by Tom K? Another will be sent to you soon. It looked great, and excellent job for first production. This is the beginning of our term (Of our three year service.) and we, service people, are just getting up to speed. Now as Alternate, I am in charge. To make a Stepper many of you send your articles, I gather them together, several people then review and correct, someone prints the copies, and someone else sends them to you. I am working on the Assembly Issue (#2 of 3)

and am feeling more comfortable with the task. I would encourage you about deadline, 1 June for Issue #2 and 15 November for #3. Love from your trusted servant, Bruce H.

Alateen Coordinator

- She's received a lot of new information from WSO including G-34. Copies are in bins.
- Attended the Alateen convention fundraiser and safety committee meetings.
- Goal is to do workshops in each of the three sections. August in or near Chico, Central in the fall after assembly. Probably won't make it to the south this time but will start there next year.
- There is a pilot project for Alateen chat. Procedures to sign up for the pilot are in the bins. Project runs from July 10 - Sept 3.
- Alateen traditions are going to be reviewed. It turns out they were never affirmed by the conference, so we would like to give the teens their due affirmation. This is not to impose something upon the teens, it is only to make them official.
- One way to spread word about Alateen is to do a mailing to the schools and school counselors in the district.

Archives Coordinator

- Irma will stand for the archives coordinator but would like an alternate.
- She would also like to initiate an Archives committee.

Bylaws and Insurance Coordinator

Insurance

- I attended the District 13 business meeting in March and provided input to their insurance discussion.
- I attended the Alateen Safety Committee meeting in March and provided input as to potential liability issues, if and how the Alateen Safety Guidelines may affect liability coverage, and clarified some confusion about terminology.
- I am scheduled to attend the District 12 business meeting in June to discuss insurance.
- I reviewed the minutes on Topic 5 from the February NCWSC DR Meeting and have developed several courses of action:
- ATTENTION ALL DRs – I am willing and hopefully available to attend your district business meetings to discuss insurance.
- I am distributing some very basic information about the various types of insurance and what is covered by each type.
- I have developed an insurance survey I am distributing today and would like every district to complete and return to me. There is currently no information in my files about what type of insurance the districts have. This survey will allow me to have a record of insurance coverage within our area. It will be very useful to me in order to determine what the needs are. It will also give me the opportunity to build an information resource. I'm sure the results will be very useful to the districts, also, at least to any districts investigating insurance coverage options.
- Please complete this survey and return it to me by July 15. This should give me enough time to compile, review and analyze the results, determine if a course of action is readily apparent, and prepare a report for the September Assembly (hopefully) or the October NCWSC meeting (definitely).
- I would like to ask that we form an Insurance Task Force/Committee to thoroughly investigate and report out on insurance options. I know insurance coverage for us (Al-Anon) is very confusing to insurance professionals. This is due to our unique structure. There have been times I have provided the answers to the brokers and insurance companies I've dealt with so far instead of receiving them. Our broker has suggested that I meet with one of their brokers up here to review our questions and for them to then do the research and report back to us. I don't think I want to shoulder either the entire responsibility nor the entire work load for providing thorough and accurate answers to the NCWSA on insurance options and the issues involved. I have seen that

discussing insurance coverage brings up strong feelings having to do with money, fear, responsibility, boundaries, and others. This is an important issue and I believe it is best served by more than one individual.

- Please be patient. It will take time to sort through the questions, do the research, develop options, and have a final report on insurance coverage for districts within our area.
- The question has been raised as to why the WSO doesn't purchase insurance and offer it to areas and districts. This is not possible because each state has different laws and regulations about insurance coverage. It would also be incredibly difficult to determine how they would break out the premium payments for areas and districts involved. Bottom line – this will never happen. However, it may be possible for the NCWSA to purchase an umbrella policy and make it available to interested districts. This is one of the options that will be explored.
- Liability, DNO, Improper Sexual Conduct are the three types of insurance that might be obtained for the purposes of groups, districts, and the area.
- What happens to a group that is not registered with WSO? Currently there is no specific guideline for this.
- Jennifer M. from D27 put her name in the hat to help out with Insurance.

Bylaws

- I have had sporadic e-mail problems over the last several months. The techs recovered most of the e-mails that disappeared but said a few may have remained lost. If anyone has sent me Guideline or form updates, please re-send them as I didn't see any when I reviewed my e-mail files.
- I have nothing else to report on Bylaws.

Diversity

- Pleas is forming a committee to discuss future events and what to do with the job.
- There currently are no guidelines for the position.

Facilities Coordinator

- When an agreement is settled, it is broadcast to the list server. If you're not getting notified, please contact Peter with your email update for registration on the list server
- If an expense is put on the bill for an event, please notify him to he knows it is a legitimate expense for
- Assembly Doubletree in Modesto Sept 8-10. Singles/Doubles/Triples/Quads \$96/96/106/116.
- Central area committee meeting has been difficult to find as the meeting rooms are very high. Room charges are also higher. This is partially due to seasonal and the market of the locale.
- Feb 3, 2007 committee meeting. About to be signed for the lighthouse in Pacific Grove.
- Convention 2007 the committee is proposing Lake Tahoe. They are in the process if looking into quotes.
- May 2007 committee meeting. He is looking into The Pines at Bass Lake. It might be available for the October committee meeting of 2007.
- It was suggested to make sure that the room rate is reserved for the Saturday night for committee meetings for members who do not plan to travel back home on Saturday.
- The Area credit card has now been secured for the purpose of facilities reservations and payments. Gene thanked the EC and the Treasurer

Group Records

- She has been working hard to make group updates for the new panel.
- (report is in email)
- There are 718 groups in the area
- The suggestion was made to print some labels for the next 12-stepper
- The process for registering a group is to fill out the group registration form and send three copies - to the DR, Area Group Records Coordinator, and to WSO.

- It has been an amazing ride the last couple of months, getting the tools to update the database for NCWSA. I am still learning but over all it hasn't been to bad. Below is a list of things I have accomplished to date.
 1. Updated the database for all changes received through today May 11, 2006.
 2. Gave the Treasure report of all active groups for Treasures First Appeal.
 3. Printed two (2) copies of labels for the 12 stepper, due to the first one going out so late, it was recommended to make two copies so the next one would be on time.
 4. Printed reports for Alateen Coordinator and Alateen Safety committee.
 5. Printed report for Institutions.
 6. Printed report for the Spanish Speaking Coordinator and the Spanish Speaking liaison.
 7. Made copies of the Welcome letters to get out New Meeting Packets.
 8. Printed DR report for all groups to be updated.
 9. Updated the 12 Stepper Subscriptions through March 2006. All others will be updated shortly and as they come in.
- Keeping in tradition as today May 11, 2006 there are 718 groups registered with the area, including 56 Alateen meetings, 23 Hospital and Institutions meetings, and 41 Spanish Speaking meetings. There are 18 men's meetings and 15 women's meetings

Group Registration Updates:

- All DRs and GRs please keep the area and WSO updated with your group's information. As this is my first report to the committee, any suggestions and helpful hints will be greatly appreciated.
- The suggestion was made to print some labels for the next 12-stepper
- The process for registering a group is to fill out the group registration form and send three copies - to the DR, Area Group Records Coordinator, and to WSO.
- What happens if a group has multiple meetings. How does that affect the number of groups? The count of groups corresponds to the number of WSO numbers that the Group Records coordinator is aware of. In reality, there may be more meetings, than the actual group numbers.
- If a group changes names, make sure you list both the old and new group names
- Thank you for allowing me to be of service, as the 4 Concepts states Participation is the Key to Harmony.

Institutions

- She needs an Alternate to do her job.
- She has been busy planning for the upcoming AA H&I conference with Al-Anon participation which will take place on April 13, 14, 15 2007 in Petaluma. Planning meetings take place every month. She is working to get the H&I conference committee together. Linda D. will chair. District 5 is the host District for the conference and they are very enthusiastic. There is no main speaker at this time.
- Fresno/Visalia Al-Anons who helped with this years H&I Conference were very helpful and were a pleasure to work with. There were over 100 Al-Anons who participated, in spite of the conference being in Visalia. Joan W. was the main speaker.
- Last Tuesday SCVAFG was approached by AA's Institutions Unity Day on August 26, 2006. Intergroup voted to host the Al-Anon portion of that day. Lindy, the Intergroup Institutions coordinator will head that up.
- Prior coordinators have set a high standard and I know that I can meet the challenge.

Literature Coordinator

- Has sorted through the material from the previous coordinator. It has been a major project. The prior term, the Alternate Coordinator carried the load and she was missing a lot of materials.
- There were some very old newsletters. She will decide whether to keep them for the display, pass them to archives, or pass them to WSO.

- She has found a lot of historical literature including old forums. It turns out this information is from the first editions of the Forum, which were published in San Francisco.
- She's planning to update the display and the literature supply.
- There is an Alateen talk sharing sheet in the bins and a memo from WSO with updates on literature, shipping and Forum prices. Literature prices will be increased an average of 20%. Shipping charges will go up reflecting increased shipping costs incurred by higher fuel prices.
- Minor revisions to the pamphlet *12 Steps and 12 Traditions* and the book *In All Our Affairs* are included in latest printings. The leaflets *7th Tradition* and *Alateen Safety Guidelines* have also been revised and made available in Spanish and French. *Hope For Today* is also now available in Spanish and French, as is the Alateen Service Manual. The CD-ROM for *Courage To Change* has been delayed due to adjustments.
- There are two new titles, *Recovery in Relationships* and *Facing Grief and Loss With Al-Anon* that WSO are asking for submissions for
- *Courage To Change* soft cover and *What's Drunk Mama?* Are being discontinued and will be on reduced prices while supplies last. *Alateen Talks Back on Higher Power* is out of print.
- If you do not have a service manual notify Carol. The area will provide one.
- WSO is introducing a new magazine: Al-Anon faces Alcoholism. They are looking for bulk orders.
- Carol needs an Alternate Literature coordinator.

PI/CPC

- My first order of business after attending the February 2006 Business Meeting was to conquer the world. I came home and sent e-mails to all the District Representatives in our area asking for the names, phone numbers and e-mails if available so I could make direct contact with the PI/CPC Coordinators in each District. Districts that did not have a Coordinator agreed to have the District Representatives be their contact person.
- I then received their invitation to attend the Business Meeting of District #15 and District #26, to present my ideas for getting out the message as well as literature for Lois's Birthday Bash. In addition I received an invitation to attend a workshop in District #26 to discuss the best way to celebrate Lois's Birthday and again get out the message of Al-Anon and Alateen, I might add all on the same day, I was off and running..
- At these events I had the pleasure of meeting Carmen the PI/CPC Coordinator of District #15, as well as the Area Public Outreach Coordinator for Hawaii. We had the chance to exchange ideas and thoughts for our new panel. Marilyn the Area Outreach Coordinator is also an educational consultant, I think NCWSA, should think about funding a trip for this Coordinator to visit the Islands.
- I then received a call from Yvonne Alternate Facilities Coordinator, about a Conference to be held on May 5, 2006 in San Ramon, California. CASC would be hosting 250 counselors from all over Northern California attending the event and we needed to be involved. The PI/CPC Coordinator it seemed was the likely person to be involved and I should rally around this opportunity and I did. The first problem was the funding as the booth for the event was \$250.00. I thought this would be something NCWSC would be happy to help with. I sent them all e-mails and e-mails went back and forth and they finally said they could do this. I then sent out e-mails to all the District Representative asking for literature, schedules and financial assistance. Elaine the District Representative for District #16 contacted me immediately as they were planning to rent a booth for the event, we agreed I would seek the support and their District would be the on sight people. There were some boulders we had to climb but as of this writing all appears to be going according to plan and it could not have happened without the help of District #16. I am sure Elaine will be making a report on the event.
- Next project DAAC Drug Abuse Alternatives Center, located in Santa Rosa and Turning Point their out patient residential treatment facility. DAAC is recognized as a leader in providing alcohol and other drug services, providing greater access to best practice services for individuals and families. I have been invited to attend a one hour tour on May 25th to learn more about their diverse services and how Al-Anon can be involved. I will also be meeting with David Dickinson

the out patient director and hopefully Linda Erickson who is the residential director of the treatment facility, some time in May. They seem very enthusiastic about working with Al-Anon, this really has great potential. It has not been easy to make contact with the Professional Community as they are all over worked and under staffed.

- I ask again to be invited to your Districts for any participation or serves I can be to you and your Districts.

Delegate's Report

Delegate's Report

- Showed off a mug from a D04 project that took the crying house book mark, but with NCWSA's web site on it. The also have a display board.
- Every group will be receiving a free forum subscription.
- Witnessed the 55th anniversary celebration at WSO. Al-Anon was given an award and a resolution from the State of Virginia. There were Delegates from U.S., Canada, Ireland, Mexico. There were 131 countries represented
- Policy board approved electronic meetings. This includes any form of electronic meeting whether it be by email, chat, or phone. They will not be registered as "groups" and therefore do not get a group rep, but will be registered as a meeting and can therefore request a license to use the traditions and steps legally and other Al-Anon literature more freely than they can now.
- Approval was given to product eCAL, literature in electronic format. It will be accessible from the members web site.
- There is a desire to increase the usage of the web site.
- The public outreach site is for professionals and non-members to find a meeting anywhere in the world.
- The Alateens will be asked to fill out a survey as to how to address the Alateen traditions and the fact that they have never been formalized. WSO's survey is to ask questions about formalizing them and approve them at the conference. The feedback will be addressed to the conference.
- Contributions to WSO were 318,000 below the previous year, but this is primarily because a single bequest \$340,000 was received the previous year.
- Donations at WSO from Northern California came to \$47k.
- \$235 per year is the cost to support a group. (A request was made to have that information on what it costs the Area at the Assembly).
- The Alateen member website pilot is active. It is a pilot to research how to best enact security and protect the users of the site.
- The conference has talked about us not being recognized out in the world. Discussion took place about how to raise the visibility of Al-Anon. Using the entire name of Al-Anon Family Groups is one way. Members are permitted to use their full names when speaking to professionals. The tradition only addresses anonymity at the public level (press, radio, T.V. and films), but a member may identify themselves by full name in any other forum. AA has a non-member PR consultant to make public statements, who can be identified by full name. WSO is looking into a trying something similar. The main reason for this is a desire to keep Al-Anon growing. It has slowed down, and if people don't know who we are and what we do, how can we attract new members?
- International is in 2008 in Pittsburg. They're looking for bids for the 2013 International. Sandy's encouraging Sacramento to put in a bid. No RSS will take place in 2008 because of the International. The next one will be in 2009 instead.
- There is a new PSA now. She will play it for the meeting.

It was announced that there was a group who learned about WSO's overhead for groups (\$235) and decided not to send their GR to assembly so that they could come up with the entire coverage of WSO's overhead. Another group said that WSO has enough money and they don't have to send them anything. So groups have to be mindful of priorities.

Be aware that the new *Al-Anon Faces Alcoholism* magazine will now replace the old September Forum issue that was focused on professional outreach. Orders need to be in by July.

Officer Reports

Treasurer's Report

- Balance sheet as of March 31 has been compiled and is in bins.
- Copies of expense report have been put in the bins when filling out your expense report, please be sure to put receipts tapes to an 8 1/2 x 11 sheet of paper
- A question was asked about a negative balance for facilities. Gene clarified the expense was for the refund from the changed location for the convention.
- When you send in a donation, please send it to the address in Alameda. Be sure to put the group number and district number on the check.

Chairperson Report

- Listed items that she had done
- Fingerprinted for Alateen Safety according to our Alateen guidelines
- Signatory for the purposes of the treasury
- Attended SWRDM, which was fabulous. She now has Al-Anon family in six other states.
- Prepared for this meeting including writing the agenda and reserving a restaurant for dinner.
- Prepared for 2006 Assembly by making the reservation for the hotel and putting together the registration form for the Assembly, but needs to add a note regarding the need to follow our Alateen safety guidelines. Chris M. should be publishing those guidelines in the 12-Stepper.
- She would like to discontinue the Action committees that were approved at the 2002 Assembly due to lack of activity and interest.

Secretary Report

- Not much to report, so far. Minutes were done and sent out along with updated rosters. I learned a valuable lesson as to how to avoid pricy mailings in the future.
- At the May committee meeting I will be passing around a master roster for updates. Please be sure to make any updates. The soft copy will be distributed in the weeks following the meeting.
- I've learned that for minutes, there was a procedure set up in a prior panel whereby the secretary would submit the draft minutes to the web site for download by committee members. This seems to make sense and next time around I will follow this procedure.
- The yahoo group (list server) is, as of the writing of this report, up-to-date.
- So far, it has been a pleasure being secretary. Please be aware that I will be taking another trip out of the country the second half of June and during that time will not be available.

Alternate Delegate Report

- Attended SWRDM. Really enjoyed it. There were a number of regular members attending from District 12 and it was good to have them there.
- Our status as applicant agency with the state of California for the purposes of Alateen sponsor background checks has been obtained. John and Jackie have both completed the background check. Jackie will act as John's backup. He has been slow to communicate back to Districts regarding the Alateen safety work and is apologizing.
- The fingerprinting paperwork was left at home for this meeting. Fingerprinting forms will be mailed to the District representatives.
- Audit committee will be getting together for the last meeting for 2003-2005 panel.

Intergroup Liaisons

AIS District 6-10 (Sacramento area)

- AIS Districts 6-10 has taken responsibility for managing their own website.
- Fr. Tom will be speaking at their Spring Fling in 2007.

Santa Clara Valley AFG Intergroup

- There are 71 groups and it is comprised of D20, 21, or 22
- The intergroup restructured to divide coordinators into functional committees for Business Services, Member Services and Public Outreach. Every other month there are break-out sessions where the committees meet as part of the regular intergroup meeting.

Hispanic Intergroup

- They place an ad in the magazine TV Novelas for Al-Anon. They receive a good number of contacts from that advertisement.

Other Business

Alateen Liaison

- Unable to attend, report not submitted.

Bids:

- D09 will bring a bid for a committee meeting in Jackson.
- A reminder was given that each committee meeting rotates between the South (February meeting), North (May meeting), and Central (October meeting).

DR Meeting Report (Carol)

- 22 DRs and Alternates were in attendance.
- There were four major topics discussed at the meeting and several DRs discussed some of the things their districts have accomplished.
- Several DRs expressed concern about the length of time it has taken to hear responses after sending their Alateen sponsorship applications to NCWSA. Are they supposed to wait indefinitely for clearance before the sponsor can begin sponsoring teens? If so, won't this discourage sponsorship? If not, what is the liability?
- There are still questions about liability insurance. There is a rumor that D06 has coverage for their entire district with each meeting needing only to pay \$35-40 per year. Does a district or group have to be incorporated to be eligible for insurance?
- How can districts best get the word out about the need for sponsorship? On group has the topic of sponsorship every fifth meeting of the month. One group always has the sponsorship pamphlets out and available for members. One district has sponsorship workshops.
- There was a lengthy discussion about having children in Al-Anon meetings. It has become a very large problem at some meetings and a controversial subject with issues like adult content at meetings, no availability of daycare/childcare facilities at some meetings, and having the meeting be a safe place to share. There were no easy answers, but ultimately each group has to take their group conscience and do the best they can with the issue and concerns of their members with and without children who desperately need Al-Anon .
- One DR brought up their public outreach project of scanning 20 Al-Anon-related questions (ex: Does someone's drinking bother you?) on the back of their meeting list and distributing it to doctors offices and public libraries.
- On district has increased their public outreach from 100 mailings to 400 mailings per year.

- Two districts collaborated and held a conference for high school counselors, which was a great success.
- Another district has established a speaker's bureau. Speakers must have at least a year in Al-Anon, a home group and a sponsor. There are now 30 speakers available to speak at local events.
- One district has a calendar of local events, special meeting, etc. on the back of district meeting agendas.
- One district's Alateens are very active in bringing speakers to local high schools to talk about that program.
- One district held a service workshop with three sets of sponsors and sponsees that spoke on the topic of sponsorship.

Area Project: March 4, Leave Hope Literature Distribution

- One district had a member that believed it to be contrary to the ideas of anonymity
- One district had people stuff bookmarks into every book in the self-help book in a book store
- One member reported about people getting excited about it at her meeting especially newcomers
- Another asked members at meetings to go with her and leave literature on public transportation.
- One person had newcomers put together literature packets and left literature in every single doctor office, leaving two packets, one to the nurse to give to the doctor and one in the waiting room.

Open Positions

- Alternate Literature Coordinator

Announcements

- Districts or AIS' that might be interested in providing literature for Assembly should contact the Assembly host committee (D18).
- A clarification was asked about use of the NCWSC roster for distribution of the Roster to GRs and why that complete information was not in the 12-Stepper. It was stated in that a decision was made at the last committee meeting to remove full addresses and last names of committee members from the 12-Stepper, and that the NCWSC roster was not to be distributed to non-NCWSC members.
- A member of the 2006 Assembly host committee requested clarification on what was required of them to meet the Alateen safety guidelines. It is the responsibility of the Alateen coordinator to arrange for participants to follow the safety guidelines. If teens come any Al-Anon member providing transportation is responsible for making sure they have the travel authorization. Supervision of teens at the event must be performed by certified sponsors.
- A request was made to include coordinator and District Representative alternates in communications from NCWSC. This would include the 12-Stepper, committee meeting agendas, and minutes from past meeting. It was made clear that alternate coordinators should be on all mailings regarding NCWSC business. The officers will research whether or not this guideline was also to include alternate DRs.
- A request was made that if the figure of the cost of the Area to serve each group was available, that it be shared at the Assembly. The chairperson asked that the requesting individual email her as a reminder. Sandi offered to include that number in the delegate's report so that it would be available along with the similar figure about cost to serve by WSO.
- The group records coordinator suggested that a backup of her records be kept by another person. The secretary volunteered to keep that.

Old Business

- The motion tabled regarding alternate coordinator reimbursement for committee meetings was taken up and voted. Please see motions passed and failed at the beginning of this document for details of the discussion. Further discussion can be found in minutes from the February NCWSC meeting.

New Business

- The question was raised as to where do AIS Liaisons go on Friday night, during the Coordinator meeting or the DR meeting? Their job is really similar to a DR.
 - The DRs put forth to the committee meeting that it is up to the autonomy of the DR meeting to decide who to seat at the DR meeting.
 - SCVAFG is asking for this because the function of the Intergroup is very similar to what the districts do.
- There will be a discussion of securing our own storage space for Archives at the October committee meeting.

Next Committee Meeting

The fall committee meeting will be October 20 and 21. The location is the Jack London Inn at 444 Embarcadero West, Oakland, CA, 94607. To make reservations call 510-444-2032 or visit the web site at <http://www.jacklondoninn.com/>. Our reservation code is NCWSA and the deadline to reserve is September 20 for the rate of \$75 per day plus tax.