

NCWSC Committee Meeting Minutes-Approved 7/30/11

February 6, 2010

Pleasant Hill

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.

These minutes are missing several discussions, many indicated by “.....”. If you remember something that I have missed, please let me know. If you gave a report and it is not included, I probably did not get an electronic copy.--jmm

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The meeting was convened at 8:05 AM with a moment of silence followed by the Serenity Prayer. The Traditions (Chris D.), Concepts (Lisa B.) and Warranties (Carlene H.) were read.

Chairperson's Welcome (Patrick B): Thank you to Nancy A. for filling in for Johanna as Secretary. Please note the agenda, we are going to try to stay within timeline for the day. Patrick would like to close by 4pm. Please assume 5-7 minutes for Coordinator reports. A few reports will go over that time frame. Look at new and old business for discussion. If something comes up that seems like a bigger discussion, we'll add it to new business for the afternoon's discussion; that way we have the energy and time to discuss important issues in the afternoon without being in a hurry or out of energy. Today we are going to experiment with a timekeeper after receiving feedback from Assembly. Jane, our timekeeper, will hold up the green card at 5 minutes and then the red one at 7 minutes should it be needed, just to provide awareness for Coordinator reports.

Roll Call was taken.

The meeting adjourned at 4:45 pm with the Al-Anon/Alateen Declaration.

Motions

1002.01: Approval of Minutes from August 2009 Committee Meeting, with corrections. Moved (Peggy), seconded (Elaine); passed with substantial unanimity. Discussion: Use last initials, not names, in minutes as they are posted on the web. Please put page numbers on minutes.

1002.02: Revise NCWSC Guidelines: Add AAPP to NoCAC and Sponsor R&R to guidelines for expenses to send these people to these events. Moved (Bonnie M.), seconded (Carla G.); passed with substantial unanimity. Discussion: When Sandi C. was serving as AAPP, her expenses were paid for NoCAC. Where does the money come from? – it is up to the Treasurer to find the appropriate pot; there is a travel budget. A reminder was made that motions with a financial impact are supposed to have that impact listed on the motion.

1002.03 Motion to accept bid from District 5 to hold May 2011 Assembly at Veterans Memorial Auditorium, cost of \$540 for rental.
Moved (Art B.), seconded (Sandi C.), passed with substantial unanimity.

Motion to adjourn: Moved by Deborah H., seconded by Chris D. Passed w/ substantial unanimity on voice vote.

1002.04 Disbursement of grant to NoCAC, already budgeted, was affirmed with substantial unanimity.

Elections

none

Committee Reports

Executive Committee Report: (Harlan H)

On January 28, we had a Committee meeting with four members present. We discussed the Time Line in which the Treasurer has to take care of Sales tax payment, Renewal of the property and liability insurance. The budget draft is also to be prepared by the Alt Delegate. I sent out several emails and received one return. The liability Insurance is due this month, Approval of the rollover of the Prudent Reserve CD's, The EC hasn't been notified of the rollover.

We have the H & I treasurer to interview. David will call to make arrangements to interview at noon. We'll be making arrangements to start interviewing the Officers.

Unless there has been a change in location for Committee meetings, are the DR's getting bids for the Facilities Coordinator? This meeting is normally held in the Southern Section but is being held in the Central Section which is normally the third Committee meeting of the year.

Audit/Budget Committee Report (Joan W)

Audit Committee meeting was requested for late February. That date won't work, they are looking at a new date.

Budget Committee: Budget requests are in your bins for Officers/Coordinators. Please utilize them for special requests to the Budget Committee for your projects. Please return them in the next couple of weeks to Joan. Worksheet is also attached that might be helpful for expense reimbursement recording. It allows you to follow your expenses throughout the year. Tool to use b/c at the May Committee Meeting the estimated budget will be presented. Then at the fall Assembly the final budget will be presented for approval.

Alt Coord: is a correction needed on Proposed Budget – "actual" should read "Final budget"? Actual numbers should be Line Item is 58d = \$38,300 for budget 2010.

NoCAC Committee (Meghan)

Last year went really well. The first meeting for turnover went well. The first Bash is planned and the flyers are in your box. Second Bash will be the first weekend in August. The NoCAC Committee is asking for a \$2,000 grant for next year's event. She will pass a basket for donations to help with NoCAC.

Joan suggested you could use the budget request form for the 2011 to increase the \$1,500 to \$2,000 for next year.

The \$1,500 grant for the 2010 Convention was requested (it is already in the budget) by Meghan. The room passed it with SU.

Chris spoke about the Treasury report for the last fall's NoCAC. They had roughly the same number of people as the prior year. Some negotiating with the hotel at the last minute reduced the cost per person for food so they were able to provide an additional \$800 in scholarships. They gave over 50 scholarships totaling \$..... These are half scholarships, not whole. It was very tight this year, very hard. But it all came together and the additional contributions were very helpful. Due to the additional fundraising at the event and the other collection from the auction they were able to replenish the accounts so that this year's new committee will be starting almost at the same place the last year committee started. They continue to need your support. How many people attended? 160 The swine flu hit at the event too, we had several sick kids. We had an EMT (AMIAS) who was able to help with a triage room and some were sent home. No hospital visits though.

Alateen Coord: plant a seed: change over meeting idea, can NoCAC come to Assembly meeting for fund raising? Would that be okay, or are there concerns?

Convention Committee (Debbie O, Co-Chair)

Flyers are in your bins. Please take to your groups! Serenity Again in 2010!

The final walkthrough at Rohnert Park Doubletree was last month and our needs have been met and exceeded.

Two nights of entertainment will be provided. Join us for the talent show! Darrell's band will be playing for the dance – show us your best moves! Speakers and workshops – Patrick will kick us off on Friday night. Our former delegate Cathy C and her husband Mike are great Al-Anon and AA speakers and they will lead workshops also. Vic A. is going to close us out on Sunday. The Committee changed a bit this year - tried to go to each section for speakers and pull the workshops from all around the area. The draw hopefully will be the locals we all know and love. Sandy will be providing us with Forum subscriptions at the literature table. There will also be a 12 Stepper sign up at the table. Julieta: How is Spanish speaker coming? The speaker seeker is working on confirming the Spanish speaker. We do need a Spanish liaison for the Convention, please volunteer!

Long-Range Planning Committee (Peggy P for Claudia M)

Claudia has agreed to chair the committee since Sandi is currently unable to do so. Claudia was a member of the committee during the last panel.

The purpose of the LRPC was discussed and confirmed as follows – We are an idea and research committee that will present ideas requiring further action to the NCWSC for that action to be taken.

We confirmed that the following previous agenda items have been turned over for action:

Rolling out three rotating panels within NCWSC
Location of the Corporate office

New agenda items were discussed and confirmed:

- Evaluation of Assembly surveys
- How they are currently summarized and analyzed
- Should they be revised? Are there missed opportunities with the questions being asked and information currently gleaned from them
- How can NCWSA broaden its membership:
 - By age
 - By ethnic and/or cultural background
- How can NCWSA better manage and retain the knowledge and experience of service members relative to:
 - Rotation of service
 - Accelerated retirement of members from service
 - Current age demographic of service members
- Executive Committee term length is currently 18 months. Should that be changed?

The LRPC will hold monthly conference calls going forward.

Coordinator Reports

12-Stepper Editor (Denice E and Kathy H)

Last edition was published on line recently. Denice thinks she is one of the luckiest coordinators as she has a great alternate! Next deadline for 12 Stepper submissions is February 21st. It is driven by next Assembly date, which is May 15th. Need to publish 12 Stepper no greater than 90 days and no less than 35 days before Assembly, according to our By-Laws. On formatting: please submit in Excel or Word format. Submissions in PDF lose all formatting because of conversion.

Portions of report not recorded.....

Warm Fuzzies column – thanks to everyone for their submissions. Thank you to the editing committee and to Connie for pick up and delivery for bulk mail and Jim for getting 12 Stepper onto the website and to Sandi C. for sending us newsletters from other areas to give us new ideas.

Q&A:

DR – Is there anything that can be done to get newsletter before the 1st week of April as many District meetings are happening before the 12 Stepper is arriving via mail.

Discussion about publishing and close of fiscal year and timelines as discussed last night in Officers mtg. Patrick reviewed discussion. PDF available to DRs at District via web – so DRs can print it out to share with their groups.

Alateen Coordinator (Carla G)

It has been an exciting time since our meeting in October. I continue to meet wonderful people throughout our Area who have a passion for Alateen. I'm pleased to report that since the last meeting the following activities have occurred in the NCWSA:

I presented a workshop for District 13 Speaker Meeting on November 7, 2009 sharing about Alateen Service and my experience, strength and hope.

NoCAC 2009 was held in San Jose on November 13 with good attendance. Over half of the attendees were there for the first time. Participants enjoyed the workshops, dance, slide show, and the graffiti wall. Shawn and I provided a workshop/discussion on Alateen Sponsorship. The Alateens elected a new Liaison for the South Jessica G. and a new alternate. The Chair for NoCAC 2010 is Megan H. and the Sponsor is Zoe D. Please support them in continuing to support NoCAC.

The Sponsor R&R is scheduled at Westminster Woods for September 10-12, 2010. The event is for Alateen Sponsors and potential sponsors. The workshops and fellowship are very valuable to supporting Alateen in our Area. Please note that the NCWSA Guideline B-17 pg. states, "Educational training and awareness programs. We recommend that Districts, Intergroups, AIS's and Conferences who have Alateen Groups, hold regular meetings with AI-Anon Members Involved in Alateen Service to discuss issues that come up, utilizing the tools provided by

the Al-Anon Family Group Headquarters and the NCWSA and other documents etc. which might be appropriate.” The Sponsor R&R is an educational training and awareness programs. Since the R&R many have shared how valuable the experience was to their development as a sponsor. Please consider supporting your district sponsors who might not be able to afford to attend on their own. The 5 sponsors who have signed up to form the committee will meet in the next month to begin planning the event.

The top 8 focus areas shared by the Sponsors include:

Hold an Alateen function like other Alateen Events for the younger members (6-12 years).

Go to schools to share information about Alateen including at health fairs and other programs e.g. DARE.

Increase support and guidance to support and prepare for Alateens transitioning to Al-Anon.

Look at what PSAs exist for Alateen and work to have them shown in Northern California.

Provide Group Representatives (GRs) and District Representatives (DRs) with information to support sending sponsors to the R&R.

Share ways that Districts can support Alateen Sponsors.

Have Alateen materials available in Spanish e.g. books.

Have a mini-Sponsor R&R not in the woods. (District 16 offered to host in early 2010).

I have had a number of emails and calls about Alateen and Bonnie and I have been working together to connect sponsors, districts and potential sponsors with resources and support to get new sponsors through the process.

I have connected a number of professionals interested in Alateen with District Representatives and Alateen Coordinators so they can communicate specifically about Alateen in their area.

Shawn A., Alternate Alateen Coordinator has received a number of submissions to the Alateen Express through NoCAC and the Graffiti Wall that was hung at NoCAC. The next edition will be coming out soon. Keep checking the NCWSA Website.

A big thank you to Art B. who has been re-building the NCWSA AMIAS (Al-Anon Member Involved In Alateen Service) email group. He has added all of the AMIAS in Northern California to the group so that we have a method for communication throughout NCWSA Alateen. We look forward to the many uses of this group to support sponsors and Alateen groups.

There was a Day in Alateen event held on January 9, 2010 that had skits, workshops and a panel of Alateens. Thank you to Darrell R. and Nancy M. the NCWSA Convention Alateen Sponsors and Camila for putting this event together. Well done!!

Additional plans for Alateen include:

Shawn A. plans to redesign the Express and plans to publish the Express 3x per year. Continue to encourage your groups to submit submissions throughout the year.

Developing a contact list for District sponsors and Alateen Safety Contacts.

Convening the Alateen Safety Committee to discuss NoCAC Guidelines and other issues of Safety.

Exploring the costs and logistics of having a Sponsor Teleconference for District Coordinators and/or Sponsors.

Continuing to be available to provide Sponsor Workshops or Forums at Al-Anon/Alateen events.

Alateen Liaison Report

Camilla R. (N), Cat B. (C), Jessica G. (S)

Absent – no report

Archives Coordinator (Chris M)

I have barely cracked the surface of reviewing our archives. I have moved it into a storage unit.

Bylaws and Insurance Coordinator (Bruce H)

Bylaws and Guidelines-Bruce

This is probably the best committee location site we have ever had! He mailed out to everyone a format for reviewing your own guidelines for your position. Then go to person you succeeded to review as well and revise the position guidelines and responsibilities. Then the suggested changes for guidelines can be sent to Bruce's committee and they will review and revise to provide some continuity regarding descriptions.

Insurance-Joyce

She loves to find out in her role of the DIAs around the area and all the special events.

Effective today, we have renewed our general liability policy and have added a NFP rider, which will eliminate the requirement for special events to send the \$33 to Carol for their rider. Any indoor event that is less than 24 hours and has less than 1,000 people in attendance is covered by NCWSA insurance.

Also added a floater that covers our equipment (\$8000 coverage). The insurance cost for the year was reduced by \$300 due to changes in riders.

Any new equipment that has been purchased needs to be covered, so make sure that the insurance coordinator is made aware of the equipment.

Last year NCWSA Insurance issued over 25 certificates for events in the Area. It provides \$1mil in liability coverage.

In reviewing and renewing the policy, we learned our general liability policy does not cover sexual abuse and molestation in our meetings. Per the request of our

Alateen and AAPP, a bid was put in to add coverage and it is \$428 in additional coverage policy premium. Only provides \$100,000 in liability coverage. We need to have a discussion about whether or not we need this coverage and if there is a suit, how do we handle the anonymity when testifying in court? This issue will be addressed during New Business this afternoon. Alt Del: Do we have an invoice for the sound equipment verifying the \$5,000 purchase, b/c the copy of the invoice should be kept with the treasurer's records permanently. PI/CPC Coord– what is the difference between the insurance NCWSA provides and the District's own insurance if they are incorporated?(there was other discussion).

Diversity (Janie)

I have been involved in the Diversity Quilt and I'm happy to inform you that it is coming along just fine. We hope to have it on display by the 2010 Convention in Rohnert Park. Laurie has sent more information to the different districts on what those districts that want to participate can do.

I also would like to have an alternate coordinator, preferably from the southeast area. I'd like to reach those groups that have diversity needs, and it is hard when we're so spread out.

The Committee has shrunk from 4 to 2 people.

DR – the issue is CAL literature and accessibility. We see a growing need for books in large print and audio version, CD or tapes. Went through list of literature available in big print – these are not the books we have in big print. (e.g. Paths & How AI-Anon Works). A number of people coming in are functionally illiterate and we are supposed to be opening this organization to all. WSO makes its material(missed comment)

Art B.– He noted that the WSO Conference decided last year not to use print on demand or Kindle approach. He thinks that is a mistake and needs to come back to WSO for consideration. In terms of low volume books (large print and soft cover), there is a process to publish on print on demand. Only cost about \$100 and probably 20 man-hours to create. Then members could go onto website and order and it would be sent in 2-3 days. He thinks it is important to ask WSO to ask Conference to look at avenues to publish these low demand books. Someone asks how do we do this? When he was delegate he was told they listen more to individual members than the delegates. We could use that as an agenda item for Assembly to write 300+ letters to WSO to press them to address this issue.

DR– Art B. could you please publish the details about the approach to publishing and perhaps sketch a letter for us to use to send to WSO?

Missed comment by DR: Answered by Art – S-14 is price list for that literature Patrick brought up lending of translation equipment to Districts, as was discussed last night as a responsibility of the alternate diversity coordinator. Please spread the word that we need that role filled as a valuable piece of service.

Facilities Coordinator (Debbie O)

With year one in the books for this panel, I am grateful to have a better grip on my duties as your facilities coordinator. It has been a lot of fun and I am enjoying it. Our commitments for 2010 are as follows and I am looking forward to starting on 2011.

1. Committee Meeting February 5th and 6th 2010 and thank you all for being here.

Hyatt Summerfield Suites, 2611 Contra Costa Blvd, Pleasant Hill

2. This year's **Convention** if you haven't heard about will be in Rohnert Park at the

Doubletree Sonoma Wine Country April 16-17-18, 2010

Details were given

We did the final walk through on Jan 24, and had a large turn out of District 5 members will to be of Service. It was awesome Go District 5 !!!

3. The next **Committee Meeting** will be in conjunction to the Conference Assembly

Committee Meeting Friday May 14, 2010

Clarion Hotel and Conference Center, 1612 Sisk Rd, Modesto. Details were given.

Conference Assembly Saturday May 15, 2010

Thomas Downy High School, 1000 Coffee Rd, Modesto.

The Conference Assembly will be in the cafeteria, with ample parking to the right of the front of the school. The cafeteria is the second building off the street in the parking lot.

Plenty of tables outside behind the Cafeteria for eating lunch, which will be make available for a \$5.00 per person at the door.

We will have access to the cafeteria from 8 am to 6 pm.

4. Our next **Committee Meeting** will be July 30-31, 2010 in **Hilton Garden Inn**, 5050 Bechelli Lane, Redding, CA. 96002

Details were given.

The drop down screen was an extra \$100.00 fee, the walls are light so I opted to not reserve it, as the wall itself will suffice. Karen, our contact at the Hotel, assured me of this. Seating will be classroom style. The room is available to us until 5pm

5. Our last commitment for 2010 now is the **October Assembly** which **Please Make Note** has changed dates. Unless there is more on the Team Event, or anything else I don't have information on as yet.

October 8,9,10, 2010 Assembly

Marriott Santa Clara, 2700 Mission College Blvd, Santa Clara, CA. 95054

Details were given.

As a Concession for moving our dates, the Hotel has allowed us an Afternoon Break for one day, which may consist of beverages, snacks, and items to host during our Assembly.

Complimentary Self Parking through our program dates.

Santa Clara Valley Intergroup will get the committee for Registration and Hospitality. Thank you Anita and Chris for getting it rolling.

I am working on a our 2011 commitments and using the rotation we have used for 2009 and 2010

NCWSA Commitments for 2011 with tentative dates

Feb 4-5, 2011 NCWSA Committee Meeting in the Southern Section

April 22-23-24, 2011 NCWSA Convention sites I am looking at are in Seaside, and Fresno

May 20-21, 2011 NCWSA Committee Meeting/Conference Assembly in the Northern Section

July 29-30, 2011 NCWSA Committee Meeting in the Central Section

October 21-22-23. 2011 NCWSA Assembly in the Northern Section

If your district is in any of these areas and want to host one of these events please contact me at facility@ncwsa.org or do as our guidelines suggest and go to the NCWSA website at ncwsa.org and select **Service** , select **Forms** . If you would like to host a committee meeting the form you will need is A9, all this requires of the Host district is the DR to Chair the DR meeting on Friday evening. If you would like to host a Committee Meeting/Conference Assembly use Form A9 as well, keeping in mind that the Saturday Meeting space is an outside facility in your District that is in close proximity to the Friday Meeting Space. It should have space to seat 350 comfortably classroom style. Preferably 2 microphones, one on the head table and one for the floor. The October Assembly bid form is A8 , it is a pretty simple form to follow on our requirements. Take these forms to the facility of your choose and go over it with the events coordinator, then present it at the next committee meeting, and we will do our best to get the best rates possible for all. Or you can call me and I would be happy to help you walk through the process.

It will be my great pleasure to be the 2011 Convention Chair I would like to suggest that we take this opportunity to use this event for our Team Event and have the WSO here with John's suggestions on the workshops. Using them, as speakers would be wonderful as well. Just a thought to combine fun and service and having WSO help in being self-supporting.

I would love to hear your suggestions on this

Alt Del: One Day Assembly seating type? There will be tables with individual chairs with backs and a fairly ample space, we won't be crowded. Will be much more comfortable than last one day Assembly

There was a discussion about changing the 2011 Committee schedule.

Group Records (Harlan H for Connie F)

Harlan read Connie's report.

Institutions (Yvonne d. for Louise M)

Call yesterday that we have approval to go into Duelle: members meeting for inmates who are ready to parole out for Tracy facility. It will be once a month on Saturdays.

Louise also gave Yvonne thank yous to deliver to DRs, from Carmichael and Galt.

Questions: What Saturday is meeting in Tracy? Regular dates haven't been set yet. Request that Louise email over the server the dates when we get it.

Status on Folsom: still awaiting approval

Status on San Quentin: approved and started

We have approval on Solano – need volunteers or we will have to shut down those mtgs. We have to go in by twos, so please help with Solano.

DR question: soft cover books a very good idea. Is there something we can do to get the books in soft cover to get WSO to print in soft cover? Is has to go delegate to then go to WSO to request.

The cost for step study books for Paths and How Al-Anon works is very high, but think of 30 books at \$22 a piece! Program can be worked from a Forum or a pamphlet, but these inmates also want Alateen literature as they are corresponding with their children who have been sent to Alateen at home.

Literature Coordinator (Sandy S)

LITERATURE REPORT:

Will there be a new Service Manual in 2010?

According to member services, the next edition of the Service Manual is expected to be printed in the fall of 2010. There are a number of decisions that the World Service Conference might make in April that could result in some changes to the manual.

The Literature Committee at WSO, has held sessions on ideas for drawing attention to CAL. They came up with a list of suggestions called "Projects for Attracting More Members to Conference Approved Literature. I've included the list in your bins.

Remember—when you buy from your local Literature Distribution Center, **you support your local services.**

FORUM REPORT

Subscriptions have increased by 10% since September, but even though these numbers are encouraging, remember that our primary goal has to do with quality rather than quantity; we want to make The Forum a meaningful part of our personal programs and Al-Anon group discussions. The Forum is an under-used tool that offers benefits that members will never know until they open its pages and share with other members. Some well-meaning members have offered to buy multiple Forum subscriptions for schools, Dr's, etc. While that gesture may increase the number of subscriptions, sending copies outside the fellowship does not serve The Forum's higher purpose of strengthening the fellowship within. That purpose can only be served when members share their recovery in the pages of The Forum, and then share The Forum with each other.

Years ago, The Forum September issue-was used as a public outreach tool. But the Forum is the place where we share member-to-member. It does not usually answer all of the questions that a newcomer might have about the Al-Anon program. Al-Anon Faces Alcoholism, our public outreach magazine, serves that purpose. In the Forum, we keep the focus on ourselves. With Al-Anon Faces Alcoholism, we reach out to others. Our goal is to attract members to The

Forum, and to use Al-Anon Faces Alcoholism to attract more newcomers to Al-Anon.

I've included in your bins, a copy of The Forum sharing sheet and a spreadsheet on the number of Forum subscriptions in the US and Canada.

DR: Forum – is there a cross reference of topics in the Forum somewhere?

Sandy: In the December issue of the Forum there is a list/index of the all of the articles that were published on a particular topic for that year.

Coordinator – WSO sends a new service manual to each registered group when it is renewed. Every group will get it. Rather than the DRs ordering the Svc Manual for the GRs, who will receive it assuming they are registered with a current address, it would be great for the DRs to order it for their Coordinators.

PI/CPC (Patti M.)

Big news – WSO called on Wednesday last and invited her to participate in Conference call. These conference calls are for all Area PI coordinators as well as people from WSO. They discuss recent outreach projects that the Areas have done. Also discuss Al-Anon Faces Alcoholism, special edition of the Forum for professionals. Feb 10 is the deadline for ordering next edition. Please order! WSO's goal is to have every member distribute one copy of Al-Anon Faces Alcoholism to someone. If every member participated, think of how many people we would reach! Distribute with a meeting list and a sticker or stamp that has your local #s on it. Trying to increase distribution of the Forum.

Let It Begin With Me – When Love Is Not Enough will be broadcast on CBS on Sunday April 25th at 9pm. This may be a great time to distribute this special Forum (AFA), after and or around the broadcast. If you put out a flier for this movie, mention it is NOT CAL. Might want to plan a movie night. DVD will also be available to purchase after the movie is shown. Perhaps use it as an outreach tool, plan a popcorn and movie night in your District.

She has finally accomplished setting up an email group of PI people at the Districts. She will then form a committee to provide mutual support among PI Coords in NorCal Districts.

She's having trouble accessing WSO's ECommunities.

Literature Coordinator: You can order Lois Remembers (B-7), it is still in print.

Alt PI/CPC: Where do we look if we want to know what the guidelines are for working/presenting movies and media? Any thoughts?

DR: AFA Deadline to order is the 10th?

Patti: Yes. The Lois story is a Hallmark movie that will be on CBS. Be sure your hotlines are up and live after end of movie for people to call in to request information on Al-Anon in their local area.

Alt Del and Frm Del commented on how presenting information (in the course of a popular drama) on alcoholism's effect on the family and the availability of Al-Anon can be a wonderful outreach tool.

Patti: at end of movie of Lois Story – Al-Anon per se won't be mentioned in credits b/c its not CAL but the PSA piece of local #s and national #s will be on show.

Comcast PSAs are available in this area.

Web Committee (Jim S.)

Web Site Committee members are Shannon J., Alternate Web Site Coordinator, Art B., Mike M., Lori K. & Bruce D. Other volunteers at the District/AIS level keep the Independent and Separate web sites updated. Thank you for your Service on the NCWSA Web Site.

Pass along that anyone creating flyers to make sure Members last names do not appear in their e-mail. It cannot be posted if this is the case according to page 110 in the Service Manual.

The California State Map links for Northern California is redirecting to our Meetings by City Index.

Added Phone Meetings to the Links page.

Updated the sidebar Links for more readability.

Added "donation" to Form A25 so a search will find it.

We would appreciate a specific request if something needs to be posted or updated to the web site.

Send flyers though Bonnie M., AAPP, when mentioning Alateen on a flyer.

Forms found through the Services sidebar are the responsibility of the Officer or Coordinator listed next to them.

All Alateen Meeting's posted on the web require a current WSO Number, current registered meeting address and Certified Sponsors. This includes Dependent, Independent and Separate Web Sites connected to www.ncwsa.org.

For the Near Future:

The text for Journey To Recovery: A 50 Year History of Al-Anon and Alateen in Northern California book will be available from the Literature page.

Working with Treasurer on a list of "What to Bring to Assembly" for GR's which will be posted under Services; Assembly.

Summary of NCWSA Web Site:

State Map: http://scws-al-anon.org/state_map/index.htm

Service Links: <http://ncwsa.org/service.html>

Forms

Guidelines

Donation Form

Minutes

Assembly

Contact Us: <http://ncwsa.org/contactus.html>

12-Stepper: <http://ncwsa.org/12stpridx.html>

All event flyers with any Alateen involvement must be approved by our AAPP (Area Alateen Process Person) at AAPP@ncwsa.org before it will be placed on the www.ncwsa.org web site.

Website usage statistics were reported.

Delegate's Report (John S, Panel 49, California North, Area 3)

Southwest Regional Delegates Meeting is coming up in Reno in March 13&14. Sandi C. has registration forms. Attendees are longtime people who stay in service. Sandi reviewed Registration Forms & Costs
World Service Conference is coming up in April. Then we have our May Assembly.

Officer Reports

Treasurer's Report (Carol G)

P & Ls are in your box, as are Budget vs. Actual

Areas finances – Assembly noted balance sheet didn't balance – Balanced

Budget Sheet is in the 12-Stepper – Jan 2010 edition

We have money – there has been a tremendous effort by everyone in the Area to restore our finances and restore the Prudent Reserve.

Chair: there was a tremendous response to the appeal letter. In addition, the return of the contributions and re-write of the checks around the PO Box issue has all worked itself out now as well.

DR: can you walk us through the #s that were prepared? Where are we against the budget? That will assist those of us that aren't skilled accountants. Last year negative \$25K, this year positive \$7Kish.

DR: How did the holiday event go? It is on the agenda for New Business.

DR: P & L Stmt – Mileage Contributions? -- If members who were allocated mileage didn't use it, the contribution is a positive cash flow number.

Chairperson Report (Patrick B)

Was the agenda for this meeting received by everyone prior to the meeting?

Patrick inquired b/c he wants to send the important information via email, even if it is a tentative agenda.

Chairperson's Agenda is on the Forms directory in the NCWSA website.

Since the last time we met, he has conducted an evaluation review, attended the monthly conference calls and the Holiday Event, which he will report on in a bit.

Service Histories/Vitaes of the folks in the room he emailed and will send around for further updates.

One Day Assembly in May – Which Coordinators want to do a workshop at Assembly? Yes – Alateen (Carla & Bonnie) (except Carla will be on her Honeymoon) & Patti PI/CPC & Institutions (Yvonne) & Sandy- (Lit/Forum) & Financials Training – Brief & Service Sponsorship (Chris M's District held a whole workshop on Sponsorship [Service, Alateen, etc.] that generated a lot of interest).

DR also mentioned that this is a really white program – how do we encourage Diversity and get members of color in the door?

DR/LRPC co-chair responded that the LRPC is also looking at – not to say we shouldn't have a workshop on this topic at Assembly.

Alt Inst Coord: Solano prison is very diverse with men of color in the groups.

Soledad is a Latino population mainly. The ethnic make up of our regular meetings may be changed in time as the Institutions work continues.

Alt Del: commented.....

Lit Coord: Check out pamphlet S-68

Secretary Report (Johanna MM read by Nancy A)

I hope I can report to you in person, but I've made a Plan B in case I can't; please extend a hearty welcome to Nancy A. Sandi C. has agreed to be her buddy since she already knows the Secretary job.

I have to tell you that this job has turned out to be a lot harder than I expected. There is just so very much to be done. The first year it was all about the Roster and getting that straight. Thank the HP, that part is much simpler now.

Getting the minutes done is a bit more complicated than I had hoped. The recorder helps a lot (and especially if the background chatter is kept down), but I have to repeat most parts multiple times, and the mechanics of running it has been a bit of a challenge.

I finally got out of my terminal self-sufficiency and asked for help. I now have an assistant to help me with mailing, stuffing the bins, and other things that I was putting off.

Please, please, PLEASE email your reports, preferably before, but acceptably at or after the meeting.

I want to tell you about the files of Motions Passed/Failed. I have not yet updated the Assembly version, but I did get the Committee version (B29) posted with our motions from last year. The Key to identifying what the motion is year-month-sequence. Thus the 17th Motion passed at the February meeting last year would be 090217.

Working with this panel of officers, coordinators, and DRs is a joy. Thank you for being patient with me.

Alternate Delegate Report (Joan W)

I chair the Audit and Budget Committees: please see those reports. I also serve on the LRPC and try to keep up with the Delegate's information in case I am called upon to step in.

AAPP Report (Bonnie M)

We've finished our first year and it has been an adventure. We were all new and learning our jobs, discovering what processes we would need to implement to accomplish our tasks. Then, when the renewal process for all Al-Anon Members Involved in Alateen Service (AMIAS) was most intense, WSO started the process of cleaning up their Alateen Group Records, asking the Area Alateen Process Person (AAPP) and Alateen Coordinator for each Area to research all Alateen Groups that had been on "30 day hold", some for more than a year, disbanding those that were inactive or meeting without a currently certified AMIAS serving as Group Sponsor and submitting Alateen Group Change forms for those groups that were still meeting with currently certified Group Sponsors. The result is that our records should be much cleaner now and I'm getting a better understanding of the procedures that we need so that I can define them clearly. The next request from WSO was "what are your area procedures for following your Area Alateen Safety Requirements?" I feel very

fortunate that District 22 recently hosted an Alateen Workshop to address that very question. They shared their notes from the workshop so that we have a place to start on the project.

I was also asked “what help do I need for the AAPP job?” I’ve had some thoughts of which parts of the AAPP job could be covered by others and would welcome anyone interested to join me to exchange ideas and share your talents and your love of Alateen. Anything any of us can do to smooth the process of certifying AMIAS and registering Groups will help reduce the time lag for us all.

Currently, there are 64 registered Alateen groups, not counting those recently submitted; and we have 301 certified AIAnon Members Involved in Alateen Service (AMIAS) with a few more in progress. We’re growing again! All but one District have at least one certified AMIAS who can help other interested AI-Anon members get certified as AMIAS so that Alateen meetings can be registered. Please remember a group cannot meet as Alateen until it has completed the registration process

Art B. has taken on the task of creating an email list for AMIAS and has already added many of us. Once the list is active, I hope to send some information directly to the participating AMIAS as well as to the DRs and District Process persons that I currently communicate with. This will let us all “talk to each other and reason things out”, share event safety guidelines and training opportunities.

It is time to start thinking about the AMIAS recertification process. If each District starts to collect renewal paperwork now for all currently certificated AMIAS in your district, it will be a relatively easy task to check off those names on the list that we will receive from WSO in April and research the few exceptions. Please don’t send me the renewal paperwork, though, until I receive the list from WSO and forward to each District, that creates confusion and increases the time required to complete the process.

Alternate AAPP is Patrick B., then to Carla G. as Alateen Coordinator and then to Shawn A. as Alt Alateen Coord.

Need to provide phrasing from requirements on the bottom of your flier and provide AAPP with specifics about how you are following the safety guidelines in your procedures for your event.

Things to think about over lunch: what do we do with out of area events that ask us to post their fliers that will be following a different set of guidelines? How do we want to handle that? Which also brings up local and district fliers on local District websites, who is reviewing those?

DR: Where are the guidelines, is there a protocol? Bonnie: Look at B-17 and Districts have some examples as well.

Intergroup Liaisons

AIS District 6-10 (Sacramento area) (Bob L)

Absent-no report

Santa Clara Valley AFG Intergroup (Anita R)

Santa Clara Valley encompasses Districts 20-22 including Palo Alto/Mountain View to the North down through San Jose to Gilroy/Morgan Hill to the South; Los Gatos/Saratoga to the West and Milpitas to the East. We currently have 96 meetings in all, including 16 Spanish Speaking meetings and 11 Alateen meetings, Elmwood, Juvenile Hall and the San Jose Family Shelter.

We currently have most of our positions filled, and I want to make a special note that District 21 finally has a District Rep. We also have for the first time in some time, the Public Outreach coordinator and co-coordinator! We are excited about going into the New Year, and already we have many of the positions filled for 2010. One of the big positions we are still looking to fill is the Institutions co-coordinator role.

Some new positive changes that have happened in IG – the Chair position, which Chris currently has, has been voted to be a 3 yr position, instead of a one year position. It had been done on a 3-yr trial basis and is now official. This is really a great change, since it usually takes one year for a person to just start “getting” their position. A note about this – all the other officer positions are 3 yrs, so now all officers positions will be 3 yrs. At the end of this year, I will be stepping down, so that a new AIS Liaison/Alt. Chair will overlap times with the Chair – both people won’t be ramping up at the same time.

Our By-Laws Committee is still diligently working on the By-Laws revision, and we hope to review the final draft within the next few months.

Hispanic Intergroup-Julieta

Spanish Intergroup is still in South SF. Public Info is still working in Area (NorCal). Still have ad where 3 people have #s for Santa Clara, Oakland and SF. Ad really works. Intergroup is working with East Bay Spanish Intergroup as well. Intergroup anniversary is the 17th..... April 24th 2010 Assembly is upcoming. April 10 is intergroup meeting. Intergroup meets every 1st Sunday of the month. Thanks for everything you do and the information you give us.

Spanish East Bay Intergroup-Elisa

Absent; no report

Other Business

Thought force on rotating DRs, one third each year - (Patti R.)

Due to work commitments, hasn’t brought together committee since our last meeting. She will be contacting interested members shortly. She is unclear as to whether or not it has been decided to go to rotation in the panels or that it will be decided after further review. ? answered, they are to present possibilities about change going forward so we can decide as a body. Rotation of DRs options should be presented – task force would implement change. LRPC looked into

enough to see there would be advantages should we decide to implement change. Will continue to discuss.

Area Finances Thought Force - (Joan W.)

16 people signed up to be on the Committee (what is title?) – she asked the potential members to read By-Laws and Guidelines so they would know what the existing guidelines are and we can build from there. She has requested someone step up to secretary the meeting. Meetings will be done by email and conference call, only meeting in person if absolutely necessary.

DR – please let us know what this committee is doing.

Joan's response - Committee is to look at and review Committee finance b/c of the problems we inherited from the last panel. Broad agenda for this committee – look at treasurer's responsibilities, ways to reduce expenses, change to mileage.

Chair's note: thought was to look at area finances off-line and then bring ideas for change back to larger body as we could spend all day looking at area finances.

Thought Force to Update Convention Guidelines.

No report

Assembly Evaluations Review – Patrick B.

He is quite open to have everyone see the evaluations but also wanted to provide a summary for us.

The overall evaluations were good – many notes regarding Officer's conduct modeling a lot of recovery.

Appreciative comments regarding discussion and resolution of financial situation. Hotel critiques included elevators too slow. Need more restaurants locations closer. Mixed comments on seating and temperature level. Suggestion made to have two screens. People felt the important voting issues took place on Sunday afternoon b/c we were hopeful the meeting would adjourn earlier.

Suggestion made a Budget 101 primer be done at the Committee level so the DRs can take it back to their GRs. Budget passage was very much appreciated. Many positive comments about our Saturday night speaker. People requested more GR interaction. Comments that the Friday GR orientation was very helpful. Comments that time management was good, but that Saturday afternoon got a little loose.

Any further discussion/evaluation of October Assembly?

DR: When she got back to her District meeting a number of GRs were somewhat upset with duplicative nature of reports (written and verbal) and would rather see more break out groups or workshops, etc

DR: She is not a computer person, but not to read reports. But when someone comes up and reports verbally with enthusiasm, she gets it! She learns more by hearing the word and listening.

Other comments were made.....

TEAM Workshop – Patrick B.

Patrick reminded us that we could use 2011 Convention as an opportunity to do a TEAM Workshop. It would consolidate resources of NCWSA and give us lots of time.

Straw Vote: Combine TEAM Event with Convention – split response on the vote. Folks would like to have more information.

John S – voting on topics:

1st place: Back to Basics

2nd highest votes for a workshop was on Diversity

3rd highest votes was the GR Boot Camp

4th Sharing of Service workshops

Close behind was Institutions, Alateen and

GRs were asking for basics and outreach in the form of Diversity, Alateen and Institutions. Give us nuts and bolts of service – core basic program, how do I do my job and how do I reach out?

A number of areas are pushing for TEAM Workshops this year in 2010

It would be fine if we want to push out our TEAM event. It gives us plenty of time.

We can do both the basics and the outreach. What do we think?

Comments:

Imm Past Del: I do not care for combining it with Convention. The GRs vote for it expecting it to be at an Assembly. The Convention is for fun, not for service.

Other comments from Del and DR

Chair's clarification on Marriot Santa Clara arrangements to clear up ..., also cleared up question that TEAM event would be a separate one from Assembly.

Do we replace Convention with a TEAM Event?

Delegate – when we presented the TEAM Event it was presented as an Event outside of Assembly and Convention.

DR– referred to her minority in reference to her age (young people)

DR: She wants to speak to the timing. The GRs in her District got quite fired up after Convention and are looking of more tools. If we wait until 2011, it's the last year of the panel.

Del: should we do a GR Workshop at May Assembly?

Fmr Del: RSS came to us and it was originally set-up for the members to get to know the WSO better. It is not designed to be an annual event. 2011 would be a good year b/c this year already has the AA Convention in San Antonio and then we could get in into a 3-year rotation.

AAPP.....

Delegate's commitment to us is that we will have the TEAM Committee together by May Assembly.

PI/CPC: Comment about cost

Chair's comments to close up discussion – Delegate will gather more information in April. Chair thinks we can build the one day Assembly in May around delegate's report and these workshops.

Dates for Love Gifts: for us to mail to John at the World Service Conference.

The dates of the Conference are April 11th-15th. Board of Trustees Mtg is morning of the 16th. John will send out an email to DRs with address for accommodations.

Area Holiday Event:

Patrick gave a review of the event

Expenses \$3,998.55

Income \$1,200 (round #)

Discussion ensued.....

Adjusting 2010 Committee Meeting Schedule:

Why? There is a very large gap in the Committee meeting schedule. Proposal is to have a Committee meeting in Feb, July & early November.

DR: Her concern is increased driving and increased hotel rates if we do the meeting not connected with the May Assembly meeting.

ImmPastDel: Her experience is that the October meeting is a "do nothing" meeting because Assembly has happened and there isn't a lot to do. If there was a specific agenda, that would be different.

SCVI Rep: Early Nov meeting, many things are happening then NoCAC, Yosemite, holiday plans, etc.

Delegate: We are in the middle of a big experiment in terms of reorganizing how the meetings are the most useful for the meetings to perform the function they are to perform.

DR: The goal is to make main meeting more effective. Dropping additional meeting ...

DR: Committee meetings are now happening a lot by Conference Calls. Can we please incorporate Committee meetings into these larger meetings to bring cohesion?

DR: What is objective? I am not informed enough to know what is need being addressed?

Discussion

DR: What is the impact for costs?

DR: Changes in budget expense for DRs require further approval.

More discussion....

Patrick takes straw vote – room is split – too much and not going to change today
No motion on the floor at this time.

Committee meeting costs are approx. \$6,000 annually.

DR Meeting Report (Yvonne)

DR Meeting, mtg. started late however discussed public outreach and many good shares about how districts are doing. There was a discussion of approaches to 24-hour hotline. Diverse discussion – we all do different things. Turned to how to inspire people to do service. Meeting ended at 9:45. It was a very constructive and good meeting.

BIDS:

Bids for Assembly

DR District 5 – Submitting bid for Spring Assembly 2011. Peggy P.

High Schools are out and Hotels are too. Looking at Vets Auditorium – and some hotels. Peggy presented rates for various locations to group. Santa Rosa or Sebastopol locations – Veterans Memorial Bldg.
Art B – hotel accommodations? They can look into it.
Debbie O. – suggestion last time was to not use the cafeteria and create our own in the same space to save some money. Santa Rosa would have capacity to do both meeting space and food (over 600 seating facility).

NEW BUSINESS

For discussion next time around; please take back to your meetings.

NCWSA List-Serve Proposal – Art B

Explained his draft: Take it back to your meetings and bring back your input from your Districts. We can then make a motion in May to take it to October Assembly.

Alt Coord: why do we need a list serve?

Discussion ensued.

Email Addresses: Please do not use your first and last name in your email address. If you use your work address, the email that the member received email that now is on the server and is now owned by the company. Anonymity issues. Plus, if you use your work email, when your out of office response is set-up, the whole group gets your out of office response.

Insurance Policy Rider for Sexual Abuse/Molestation - Joyce

Rider added to insurance to cover NCWSC for \$100K for sexual abuse/molestation for an additional cost of \$428? Different coverage limits available.

Question is: can we speak truthfully in a court of law without breaking our anonymity? Will sponsors be willing to come forward to testify?

Issue List: Deborah H. – let's go to a thought force on this

Joyce would be willing to lead thought force for this issue: Art, Portia, Deborah volunteered

? Who is covered and how does the insurance work?

This does not just apply to only Alateens, but to any improper sexual misconduct?

Institutions - Yvonne

Clearance of members to get into Institutions requires a tremendous amount of personal information. How does that look for Institutions Coordinators' liability? Should the Institutions Coordinator be made an officer and thus covered by our insurance?

John's re-phrasing of the question: It really is a by-law/insurance question, rather than an officer's standing.

Art B's point is that we need as NCWSC looking at our privacy policy and that redefinition will have effects on this and other issues.

Thought force – Yvonne, Art B., Chris D. and Deborah H.

Archives Budget – Chris M.

Coordinator is out of money for archives storage. Annual cost is \$1644, this year it will be only \$1400ish because of discounts Chris has obtained. Budget for archives is only \$300 annually. Total coordinator budget is ?

Various responses from room regarding costs.

Joyce – from an insurance perspective, keep it in storage.

Patrick, Joan: the budget is just a guesstimate. We adjust as we go. I think we just need to move forward, we will find a solution and God is in Charge.

We have decided as a body that if there is not money in the overall budget to cover the cost there is money in the Chairperson's discretionary fund to cover the expense. If we need to discuss again in May, we will.

Fliers from outside of our service area – Bonnie

If Alateen is used on fliers from out of area, do we put it on our website?

Quandary

Bonnie - requires revision of Area Safety Requirements

There was discussion.....

Art and Website committee will address this issue and present a recommendation.

ANNOUNCEMENTS

Zoe – NoCAC Sponsor for 2010 – Summer Bash flier in your boxes for Pinecrest Lake Campsite – Directions are not correct – please note! New flier

Next Meeting

May 14, Modesto (Friday night before Delegate Assembly)