

Approved Revised NCWSC Committee Meeting Minutes July 28, 2012

Holiday Inn Express, Tracy

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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Routine Business

Meeting convened at 8:00 am with the serenity prayer followed by the reading of the Traditions, Concepts and Warranties. The Secretary took the roll call and minutes were approved from May 6, 2012 NCWSC meeting in Concord, amended.

The Chairperson welcomed everyone, especially those attending for first time: Veronica (Alt. Diversity Coordinator) and Georgia (D23 DR). Yvonne read from a pamphlet no longer in print "To Young Wives." "A drinking problem can often be recognized by the wife's behavior (read the list of the behaviors) There was much laughter as many related to the behaviors.

Meeting closed at 3:40 PM with the Al-Anon declaration, 'Let it Begin with me.'

Elections: none

Motions

- **1207.01 passed substantial unanimity.**
Moved: _____
Seconded: _____
Motion Text: To approve NCWSC meeting minutes from May 6, 2012 Committee Meeting at Concord Crowne Plaza as amended
- **1207.02 passed unanimously then rescinded as appears to change the Bylaws, which committee cannot do.**
Moved: Chris M.
Seconded: Johanna
Motion Text: To add NoCac Sponsor to list of non-voting member and reimburse.

- **1207.03 passed unanimously.**

Moved: _____

Seconded: _____

Motion Text: to rescind prior motion with regards to Alateen Sponsor reimbursement

Consensus

- ❖ Consensus- post Group Bank Accounts form on our website including link to IRS form SS-4 on WSO website.
- ❖ Consensus- taking a questionnaire to Assembly regarding what kind of convention do members want, then thought force. Consensus reached.

Announcements

Make reservation by Sept 12 for Fall Assembly (Oct 12-14, 2012) in Seaside (800) 362-2779

Important Note: when booking rooms for Committee meetings or Assembly, book early: We do not get credit for rooms booked after the cut off date.

2013 Convention March 22-23-24, 2013 in Sacramento. NCWSA.org for more info.

H&I (Hospitals & Institutions) Conference (AA with Al-Anon Participation) will be held in Foster City on April 6-8, 2013

Current Guidelines at: <http://www.ncwsa.org/guidelines/>.

Task Force and Thought Force Reports

Assembly and Committee schedule rotation thought force – Art

This Thought Force has been meeting on web, via email, very preliminary, not ready to report.

Alateen-bridging the gap thought force - Chris M

So many volunteers for thought force, Chris is setting up an electronic thought force, envisions a page on a website that allows people to post their thoughts, then gather all together and synthesize it. Chris thinks this will encourage more participation.

Question: Is there any way for the DRs to bring the thought force back to the group? Also so teens can know. Response: As soon as page is up, Chris will email entire community.

NCWSA Treasurer Guidelines task force - Chris M

Charge: Create a treasurer's Guideline that is current and coordinates with the guideline's for NoCAC-Financial assistant-NCWSA Convention-Sponsors R&R-Assembly host committee's

Chris will go through all the motions passed/failed since last update. **You can download the motions passed/failed into word and search.**

She will review the guidelines and get the posted financial assistant guideline, and she is looking forward to getting Convention info. Sponsor R&R Guideline – treasury related tasks how they affect this. Joan W. did quite a bit of work on this guideline so will contact her.

Chris asked current and past treasurer about the guidelines. She was encouraged to make sure guidelines are consistent with any corporate requirements.

List Server (NCWSC) Guidelines task force – Johanna MM

The guidelines discourage the use of full names for everyone; you can get an alias. Also discourage use of work email – almost every business has a right to your email if you are using theirs. The officers and coordinators have been given a draft of the guideline. Do DRs want copies?

NCWSA guidelines task force – John S

No report yet.

NCWSA Convention guidelines task force - Debbie O.

Still meeting bi-weekly and are on last review of guidelines.

DR Meeting Report –Debbie O

6 topics this time, in the past usually had 3. They met for 2 hours as a great lively group and had fun.

1. DR at Assembly – group conscience that do want to have a DR meeting Friday night at Assembly. After 15 minutes with group, take a pause and DRs leave. Keep this on down low from GRs so don't mention.
2. Guidelines for Coordinators who are no-shows. Not coming to meetings or responding to phone calls/emails.
3. Alateen Sponsor Guideline to Alateen Events
4. They took a group conscience was to inform committee –Group records changes issue– invitation to GR Coordinator to join next conference call.
5. What to do when GRs ask DRs to mediate troubles in group? See the service manual: we will be there to support but we don't have the answers
6. Can we have a GR meeting for the GRs to get together – a breakout of 3 sessions – a workshop maybe in middle of day at Assembly. GRs sit with people they never talk to.

Committee Reports

Budget Committee Report: -Johanna

Audit meeting was held in June.

NoCAC has not been good in communicating with the Area and hasn't been following their guidelines. They have new Treasurer and kind of got the idea – we recommend that NoCAC purchase Quicken.

In the past, they have taken money from scholarship and put into operations – need to keep funds separate! They promise to report.

There were a few issues in the audit but no malfeasance. Pink can fund – recommend create separate checking account.

B16 Budget Guidelines:

Recommend \$1500 Chairman's discretionary fund be changed.

Looking at B14 Treasurer's Guideline and appropriate size of Reserve Fund. This Guideline is in the process of being revamped.

Executive Committee Report - Lisa B

Lisa, Rosanna, Greg, Roger present (Carla is moving today so she couldn't be here)

We have completed **interviewing** financial assistants for the remaining 2012 NCWSA events. We will be interviewing Charli during this weekend and will conduct our two remaining interviews with Patti and Yvonne before the end of the year.

We have finalized the **Financial Assistants Guideline** with the Area's Bylaws Coordinator Joyce and they should be posted soon. We have drafted a Financial Assistants Check List which we are sending to new Financial Assistants in the hopes that it will help them to have a better understand of the position. This will hopefully be beneficial for those events that have current Guidelines.

The Officers have asked if they can open a separate checking account for the Institutions (Pink Can) donations and we agree that it would be best not to comingle funds.

We have reviewed the NCWSA Executive Committee Checklist for 2012-2014 and Corporate Responsibilities Time Line and find that most items are being completed in a timely manner. We realize that this is the first year of a new panel and we are still learning our jobs and know that next year we will have a better understanding of when tasks need to be completed.

For the most part we have received copies of the Event, H & I and Institutions deposits and reports.

We reviewed the 107 May 5, 2012 Assembly Evaluation Forms.

Overall the evaluation of the Assembly was excellent. The workshops were well attended and received high scores and the Delegates report received high scores as well. The majority of attendees gave the lunch a neutral score and the Facilities score was high as well. Yvonne has been given the evaluation forms and the EC summary of the forms.

There were two issues addressed in the September 15, 2011, Management Audit that we would like to see addressed:

- 1) There was a recommendation that an audit be conducted by an outside auditor a minimum of one time within the three year panel. We spoke with Claude who determined the cost would be approximately \$10,000. It was suggested that we conduct an agreed upon procedures audit and that we set aside enough funds over this panel to pay for it. We are up-to-date with all our required State and Federal taxes and reports and there is a slim chance of ever being audited but we feel that it should be done to protect our status as a 501(c) (3) tax exempt charitable corporation.

- 2) There are a lot of documents that have not made it into the corporate storage. We realize that going back to find these items may not happen but we are asking that moving forward, we be mindful of what we are required to have in storage and get it to storage on a yearly basis

NCWSA CORPORATE RECORDS in San Francisco District Office

Documents Required	YEARS ¹							
	'03	'04	'05	'06	'07	'08	'09	'10
Articles of Incorporation	+	+	+	+	+	+	+	+
Bylaws	+	+	+	+	+	+		
Annual Financial reports	+	+	+	+	+			
Executive Committee meeting minutes								
Budget Committee meeting minutes	+	+						
Assembly agenda & meeting minutes			+		+	+		
NCWSC agenda & meeting minutes	+							
Motions, passed and failed	+							
Annual audit 2, (per CPA or authorized Corporate Officer)	+							
Tax Returns –Federal and State								
Sales /Use Tax Returns								
SOS Statement of Information						+		
A.G. Registration Renewal Fee								
Membership List								

We are in the age of digital records and storage on the “cloud”. It may be time for us to consider how the area could take advantage of this technology which could ultimately reduce storage costs as well as becoming more environmentally friendly.

COORDINATOR REPORTS

Alateen Liaisons – no one present

NoCac Chair – Cat B. – not present

Alateen Coordinator – Bonnie

¹ The number of years the U.S. Internal Revenue requires records to be accessible.

² The annual audit should include a statement made by an NCWSA officer certifying to the results.

Bonnie went to first NoCAC bash since one-day Assembly, camping event, fun. Then fundraising event at Ocean Beach in SF, very well attended with 75 people signed in. They raised over \$500.

Coming up: Oregon Alateen conference, then another bash August 17-18.

Spring 2012 Alateen Express is available online. Lisa did a great job, does a great job. Put a copy for each Alateen group in the districts.

Sponsor's R&R event is coming up. This is a great way to continue training in Alateen service. Topics: B17 Guidelines, Workshop on meetings for younger members, the Spiritual tools, many other topics, will need to narrow down.

WSO organizing thought force means at WSO level. They need some teens to fill out resumes in order to have this happen.

Archives Coordinator - Chris M

- Planning a second edition of the "Journey to Recovery – A Sixty Year History" to include last 10 years. Send in your district or coordinator history.
- Archive parties being held – next one August 18.
- The Archive Starter Kit with general information and tips is available online.
- Diana is creating Archive binders and providing them to districts that have requested them.
- Archive displays are available for special events.

Bylaws and Insurance Coordinator – Joyce

2 handouts: Appendix B Guidelines and Group Bank Accounts

Bylaw Change – Appendix B Guidelines

Coordinator is responsible to notify when anything in Bylaws changes. That includes Appendix B. Two new Guidelines have been posted to the web. She has sent messages to Yahoo group. Need to print and put in binder.

Guideline location has been confusing Click on the PDF or DOC at top of screen next to words NCWSC Guideline.

- B4.1 Guideline for Financial Assistant
- B2.1 Immediate Past Delegate (was different number previously)
- B30 is a Committee Guideline
- B32 Guideline List Serve not ready yet but in discussion

Cover Page and Page 1 need to be replaced.

If there is a star next to revision date and you hold position it needs works soon – not revised since before 2002.

Appendix A Forms (shown on screen)

Group Bank Accounts form now sent to new meeting. From 2008. It shows the SS-4, application for employer identification number. You can't use WSO number or Area number, group needs to get their own. You do not want to say you are a nonprofit or you go through all kind of things.

Should check Box 9A – Other for type of entity. Example shows “Mutual Support Group meeting weekly” written in next to Other.

Question today: Can we approve this as a form we would like to have posted on list so we can talk about in October.

Question: Do we need to ask permission of WSO? That is a WSO form, do we have permission to post it? It is an IRS form with explanation. Explaining how this form applies to meetings would be really helpful. There was a question for Website committee: Is there a way to link to the form on the WSO.? If it is on public WSO site, yes.

All those in favor of posting this on our website? Substantial Unanimity.

Insurance:

- Director's insurance may increase by 25%. We do not know until we get completed application.
- Evidence of insurance certificates are available: when facility says you need liability insurance, you can get one free from NCWSA, only need one for any event. 3 meetings held at the same location, only need one certificate.
- Send donations to NCWSA that's how we pay for the insurance.
- If requests are sent directly to the insurance company then we don't have any record. If there is any problem with the request, it can become an issue that the request was sent directly. Joyce renews in 3 year term. Ask for new applications in new Panel term. Send to Joyce or Kim H., who is in charge of Insurance.
- Our policy is for 1M, an aggregate of 2M. Sometimes people ask for 3M, i.e. Hospital and Institutions, agent can talk to hotel, etc.

2013 Convention Committee Report: Amparo M.

Results of survey from last convention were distributed in the bins.

Desired:

- Coffee in the lobby or main meeting room

- Have literature available for sale
- More Alateen participation
- More photos for the Silent Auction
- Have people introduce themselves so we know what areas are represented.
- Bilingual Convention – had skit in Spanish well received
- Writing workshops
- Have fun activities – live music, games, and karaoke
- Have AA readings at AA speaker meeting
- Need secretary to be firmer on topic
- More publicity for greater participation.
- Don't have the same person speak more than once.
- More information for newcomers
- Schedule beginners meeting Friday night and Saturday morning

Praise:

- Alathon meetings were great
- Hospitality was very good.

For next Convention at Crown Plaza Sacramento Northeast Hotel March 22,23,24, 2013, the hotel has approved a \$25.00 rate for dinner, so will do dinner.

The Convention Theme: Acceptance: A Capital Ideal!

Convention Logo deadline extended to August 11, 2012.

Please make reservations ahead of time – otherwise doesn't count towards our quota.

Diversity Coordinator – Veronica, Alt Chair, giving report

Chris, the Chair, should call Carol regarding Group Records.

Just for Today Bookmark has been translated into Vietnamese. It is conference approved but wasn't written by someone in Al-Anon. If local member wants to translate for own use and just their district, then ok. If start to manufacture, then need to send to WSO to have them approve.

Does WSO have Vietnamese translations? We don't know – ask them.

Veronica knows QR programming if anyone needs help (bar code reading by phones and all).

Facilities Coordinator - DeDe

Assembly is Oct 12-14 Monterey (Seaside). Everyone got another flier. 25 rooms are left in our block until Sept 13. And there is another convention going on in Monterey that weekend.

Did written report, please see that as well. Report being presented is different. DeDe showed a comparison bid on screen.

When use our professional connection got a very much better deal. DeDe created a new form, which is in process. It includes Suggested sites, so don't go to hotels and try to arrange anything. Then DeDe and person from District would go through – first bid to do in an aggressive negotiation way. With the economy coming back, if the DR goes and gets a bid, they may get locked out, not able to re-negotiate. So please don't go to the hotel and get a bid.

John S. spoke – Assembly gets choice of where they go, do we want to change that? No, DeDe said. Work together to get something accurate and present it at Assembly. Will need time – bids for all of 2013 to come to this meeting (July 28, 2012). Vote to stay with Committee and Assembly.

Facilities: Bids

Tobin (D8) speaks on bid for May Committee meeting & Assembly. He found something in Greenhaven, (Sacramento area), a Rotary building, very nice. Looks as though it might work, but need to contact immediately. Cost is \$1800 for one day just for the facility. Includes sound. What is the seating? Classroom style.

Downside is: no overnight stay, so would need to go down the street to a hotel, Holiday Inn express or Hilton Garden Inn. His committee was great, toured, finding facilities.

Possible July 26-27, 2013 – Louise (D22) Garlic Festival though so Hilton Garden Inn, Gilroy won't work, so maybe different weekend?

District 3 would love to host a north Committee Feb 2014 – supercheap, Chico, California.

Nothing decided – DeDe will consider options.

Group Records Coordinator – Carol G.

- From last conference, the Alternate Group Records Coordinator can have access to WSO records. Also learned e-communities is available for all DRs, and get all information from groups. Only about 25% have joined e-communities.
- Currently Carol or her alternate haven't updated the WSO database. But she has been keeping up with our Area database.
- CMA=Current Mailing Address. When returned, is at first class rate, so keep these addresses up.

Institutions Coordinator Report – David

- There is a display in back of room.
- July Issue of Forum included a share by Rafael M, an inside member at the California Training Facility in Soledad. Copies of his article were made, in accordance to the reprint permission by the Forum, and distributed to District Institution Coordinators,

inside members at most of the prison meetings as well as in District newsletters and on Al-Anon websites. There was a lot of excitement from the inside members due to this article.

- 2 institutions: Solano – 2 groups just registered, 11 registered meetings. 2 English meeting, and 1 Spanish meeting inside quarters. Inside members at Folsom just celebrated their one-year anniversary. They are waiting for an additional staff sponsor to have their third meeting. Penny from Auburn was there to speak for anniversary.
- David has a meeting in San Quentin to maybe go inside main line. So far have been in sector for members ready to be released
- Pink can is not to distract from Seventh Tradition. There is continued need, please extend your thank yous.
- David's been learning patience with the staff of prisons, everything takes a very long time.
- David would like to get more involved with the H& I Conference planning – meets the first Saturday of every month and they will be developing a Yahoo group. Emily C out of D13 is Chair, in Foster City, meet at Redwood City Public Library, Redwood City.

Literature Coordinator – Diane B (Spotlight on Literature!)

- Some Area Coordinators sell literature, and some don't do Forum as well. Diana went over the Guideline. She is not showing literature today.
- New literature: Conflict resolution card (given in May) \$1 each. Parent pamphlet.
- 12-15 parent meetings in Area.
- Writing workshops got people most excited.
- August 18 San Jose is next one. Discussed the process of writing workshops, had distributed NCWSA Writing Workshop "Intimacy and the Alcoholic Relationship" which details how to run a workshop.
- Writing workshop on October 20 at Day in Al-Anon in Fremont.
- Is there a cutoff date on submissions? No. They say "give us 800 more shares."
- Patrick spoke up: if you have an idea about a topic that seems underrepresented, send in something for the Forum.
- Courage to Change is not online..
- Idea for a literature meeting: read from a new book on any topic.
- Al-Anon Works is still being published in paper.

- Question: Is there literature for blind? Courage to Change is in braille. WSO has a list of places that carry literature in braille and there is more literature in braille.
- There is a Literature Corner on the website, and each month it features a book and encourages people to write.

PI/CPC – Sue M. (absent no report)

12 Stepper – Tom K.

Many people involved in 12 Stepper –Johanna and Laurie great help, did get published. Picked up at the printer yesterday by Connie, so should be in mail very soon.

December issue is web-only. Jan – April 2013 events are covered in this issue, Days in AI-Anon. Deadline will be end of November.

Two big Conventions: WSO in Vancouver, and our own in Sacramento, so expect to make big deal in 12-Stepper. Would like to do something at Assembly for getting people thrilled about coming to Vancouver.

Tom received a list from Sue M. of public service announcements have been run on all television and radio stations –12-Stepper is put together several months ahead of when things are happening.

Website Coordinator – Errol

- Intergroup D6-10 has a website – <http://www.ncwsa.org/d6-10/>
- San Francisco (D12) exploring transition to Wordpress-a content management system, you don't need to know as much coding to use it, very similar to using Word.
- WSO decided to remove group focus out of group information, we don't necessarily want to do this. This will be discussed at Assembly
- We have a newly named Minutes and Agendas page.
- Considering news section on home page – thought force.
- Starting to have coordinator's (and maybe Officer's) pages – Website Committee considering.
- Diana update – she's going to use her Literature Webpage for many things including her writing workshop dates and descriptions.
- Listing limited access meetings
- Donations on the web in the future?

Officer Reports

Chairperson's Report – Yvonne

- Monthly conference calls
- Speaking engagements
- Working on Assembly with hosting district of Monterey and facility coordinator
- Working on NCWSA convention hotel in Sacramento with facility coordinator
- Prepared tentative 3 day Assembly agenda for publication in 12 Stepper
- Writing from/on KBDM process
- Attending NoCAC Fundraiser on Ocean Beach in San Francisco

Treasurer's Report – Claude

- Balance sheet and 2 P&Ls in bins (6 months Actual and then 6 months Actual with year Budget)
- Funds for Pink Can Literature – decision to not comingle so opened a separate checking account.
- Expenses look low on actuals. Maybe we haven't received expense reimbursement requests. Please submit any expenses 60 days or more need to get by middle of August.
- Also send email if are planning to have more expenses later this year, if you have plans to spend \$\$\$.
- The tax returns for the organization have been prepared and will be filed next week. Federal, State, and AG for 2011.
- For information purposes: Donated expenses that some show as expense report as reduction to reimbursement. When you donate expenses you donate for mileage sometimes for other things (like hotel). For the mileage part, reimburse at the business rate (check IRS website for current rates).
- If you donate mileage and you want to take the credit on your tax return, it would not be the amount that shows up on the reimbursement form. Correct way would be at the charitable mileage rate (which is usually around 14 cents). Other expenses as part of room, etc – that would be the same amount. (Check with your Tax preparer)

Secretary – Patti R.

- Patti spoke about needing HP's help with minutes – using God box for problem of getting minutes done.

- Also be sure to let Patti know of any changes to roster. Secretary's copy of roster next to bins – make changes there or speak with her directly

Delegate's Report – Patrick

Patrick went to a meeting at Solano Prison, in case it came up at WSO Meeting. He went in feeling powerless, potential for violence, reminding him of chaos of the disease. As shared experience, strength and hope, and opened for shares, became clear that it was a meeting of Al-Anon members, some members shared childhood experiences that were not unlike his own. There was lots of recovery in that room.

He visited District 10 business meeting, thanks to Wendy and Alternate Ally who invited them. Patrick is open to visiting all District meetings! He is happy to be a fly on the wall, or happy to discuss a certain topic and glad to schedule.

Bloggng – remember this is on the internet, you don't want to mention Al-Anon, remember that others could hear details of meeting in your blog, so be sure to be confidential (as well as anonymous).

Age requirement: there is no age requirement for attending Al-Anon meetings. Received an email from member who brought 9 year old daughter to meeting and they were not well received. Please bring back to your district and remind them to be welcoming. Reading July 28 in Hope for Today – has something about this.

2012 Conference Summary is available on WSO Site in pdf format so you can put on your e-readers. There are many topics in there that districts and meetings may find relevant and interesting.

Post to NCWSC list serv: the policy committee was reviewing using 3rd party software to distribute **e-literature**: iTunes, Kindle, etc. Another way: do digital rights yourself. Concern with affiliation. If you access a book, then might recommend to others.

Recommendation that partnering is a way to extend literature, so WSO is moving forward with Forum and Having Had a Spiritual Awakening with this format. Doesn't know timeline yet, but we will see with "glacial pace."

Public Outreach poster contest – Patrick has information. People's design for posters – Is someone else's drinking tearing you apart? Maybe display in October at Assembly

Pat Q (from WSO) will be our guest at October Assembly, workshop on public outreach – we will ask to confirm.

Al-Anon has presence on Facebook, Twitter, and You Tube.

Each Delegate gets connected to a Trustee. Patrick met with his Trustee on phone – recap of World Service Conference. This bridges WSO, Board of Trustees and Areas.

He was asked to participate in committees at WSO. Patrick is on **literature committee**. Reviewing a Legacies workbook – based on the blogs they had on the Steps, Traditions and Concepts – using the Legacies in our lives. They have been working hard to get the reviews done so it can be published at July Convention. Goal is to translate into French and Spanish and have available at convention.

Open to Areas to do **Trials to structure** that will meet their needs. Districts talk about it – if it is too open ended maybe never move anywhere. Patrick will present frame for it at Assembly, then a work group/task force to gather information and deliver questionnaire to the website and reach out to neighboring Areas.

Service Manual is intended to be displayed at meetings. Early recovery he saw it at bottom of box.

Many Voices, One Journey – Patrick reading, show of hands, many reading – from the beginning struggling with same issues, the principles we follow today are based on experience, i.e. wording of steps.

ACA weren't welcomed in meetings, pushed more towards Alateen, when came in weren't supposed to say Adult Children of Alcoholic. Now it doesn't seem to be an issue. Sometimes difficult situations, sit with them, and grow through it.

Patrick read from literature the story of one young person in desperate need of help: where there is no Alateen meeting. There is no age limit in Al-Anon.

Alternate Delegate – Johanna

She is available to come to districts. Reported on budget committee (see committee section)

Area Process Person Report – Charli D.

Recertification packets were sent in June so they arrived before deadline. Overlapping the recertification process, CMAs of Alateen groups were sent Group Update Forms to check, indicate changes and return to Charli and were sent to WSO on June 25, on time.

If an Alateen group has no renewing sponsor or CMA (current mailing address) does not renew, the group may no longer meet as Alateen.

Please discourage people from being CMA for more than one group.

Please have AMIAS applicants follow procedures that are posted online. Current forms are ONLY available through the DAPPs (District Alateen Process Person). Old forms slow the process.

DRS:

1. Please have your event planner work with the DAPP so that a plan is in place for Alateen Safety at your district events.
2. Please remind anyone working with Alateen to work through the DAPP when registering groups, recruiting sponsors (AMIAS) or planning events with Alateen participation.

Reminder: Anyone who is working with Alateen Coordinator, they must work with the District Process Person!

Intergroup Liaisons

Northern California Hispanic Intergroup – Janie

Janie's been involved with the Intergroup studying the Al-Anon Public Outreach guidelines. They are learning how to let the Spanish-speaking community know about Al-Anon through Public Information, Cooperating with the Professional Community, and Institutions. As a result of studies, some people are ready to be Alateen sponsors.

The group handed out literature at Cinco De Mayo celebrations and at fairs.

They conducted a Traditions workshop in Santa Rosa recently and have done other workshops on the Steps and Anonymity.

Their mini-convention is in Hayward on August 18, 2012. They will have a Speaker from Guadalajara, Mexico.

Santa Clara Valley Intergroup – Suzie, Alt Chair

Suzie likes KBDM (Knowledge Based Decision Making). The Santa Clara Valley Intergroup breaks out every other month into topic groups, Public Outreach, Business Services or something else.

August 19 is Unity Day – they are participating at that with AA (AA Event). Suzie has been going to this for a long time and she is really glad there is going to be a room this time for Al-Anon.

Tom W. speaks at Intergroup Special Event on October 27 at St. Justin's in Santa Clara.

District 6-10 Intergroup – Joyce (read her report)

Thanked Charli, Art and Peggy for their help.

D6-10 Intergroup – Joyce D, Alt Chair

- Their annual fundraising even is a celebration of Al-Anon's birthday. This year they had one of the most successful events both in attendance and the amount of funds raised.
- They passed a deficit budget. Needed to cut more paid staff hours, and will need to rely more on volunteers.
- Using KBDM and sometimes that has presented obstacles in achieving solutions in a timely matter, but has been helpful in other ways.
- One of their service boards is drafting a mission statement.
- Plan to survey other LDC's the Area to see how they work.
- They changed intergroup meeting agenda – do Coordinator reports every other month.

- They are working on anonymity in mailing list, emails, etc.
- They are trying to increase awareness of services they offer members.
- They are in need of an Alateen Coordinator.
- They have great participation in general.

Old Business

NoCAC Sponsor expense reimbursement – we currently don't reimburse. Should we make NoCAC sponsor part of committee? Now coordinator and alternate both get paid. Do we want to do that also for the NoCAC sponsor?

Discussion:

- The NoCAC Sponsor would have limited privileges, voice no vote, like Committee chair.
- This came out of Budget committee. NoCAC guidelines say Sponsor must come when Alateens come to Committee meetings.
- Convention Co-Chair doesn't get paid if Chair is here.
- One person spoke: Principle of being self-supporting: We support Sponsor but let NoCAC support if they want Co-Sponsor to come to same meeting too.
- Article 8, Sec D voting/non-voting members: chairs of committees.
- Motion was made to support then later is withdrawn. (after lunch)
Motion: Chris; Second: Johanna : To add NoCac Sponsor to list of non-voting member and reimburse. Passed unanimously but later withdrawn. Cost: Unknown
- Some concern about how we can approve funding this without changing Bylaws or using current Bylaws and thinking of them as Chairpersons. Some people are against considering them Chairpersons.
- Let's just make it so they don't have voice either, just add it to the Area PP Budget.
- \$700+- to attend meetings per year. Maybe need to only have come when Alateens here. Charli says: no they are the teen whisperer. They should attend every committee meeting with a report.
- Someone said it is not the job of the sponsor to do for teen what they should be doing.
- Be careful of word to be reimbursed to-the sponsor shouldn't become our reporting from NoCac.
- NCWSA, come up with general spiritual thought, then details worked out.

- We require NoCAC Chair to be here. But we have so many sponsors in room – we don't need then.
- Do we want to allocate funds? Can we do that? If there is money in the budget, we can do on event by event basis. The sponsors coming could be helpful to provide continuity.
- Yvonne created thought force – would like Art on there, Johanna would like to be on since Budget Chair.
- Chris said would like to change her vote on motion. **Discussion: let's take back motion for now, while thought force studies. Substantial anonymity. 4 abstentions.**

New Business

Area policy concerning facilities Chris D

Chris lead a discussion about Prudent Reserve and Convention attrition penalties, with handout "**Framing Statement**," text below

In April, the Area's Prudent Reserve would have been insufficient to cover the attrition penalty, should the 2012 Convention held at Squaw Valley had failed to meet the contractually-obligated minimum number and distribution of lodging nights.

Both Area Officers and present and past Delegates viewed this as a financial emergency that threatened the Area's plans for meetings and events for the rest of 201. In addition, they temporarily stopped Convention 2013 in the process of finding a venue until the crisis was resolved.

Steps have already been taken to prevent or reduce the likelihood that a contracted-related emergency like this can recur.

The question today is: is the prudent reserve sufficient?

A Timeline was provided that showed the magnitude of the potential penalty.

Discussion:

DeDe spoke to reading contracts carefully. Looking at hard number, if we did everything wrong – with contract we just signed (for Convention)

Joyce brought up should we make changes to Convention. "Regarding the emotion this affair has generated, McDonald's asks that everyone consider all the facts."

Do we need to think what Convention should look like going forward. Are we getting participation we need? Is there something we do instead, or something that looks different. Why don't we just go to same 3 hotels?

Someone talked about a Team event followed by an Area day in Al-Anon. The day in Al-Anon events are very well attended, but the convention are hard to fill.

Chris M. looking at treasurer's guidelines – what is the formula. For the prudent reserve doesn't appear to include Convention. 6 months of expense. Convention happened after this formula was written. Outdated. Might need to include \$7,000 in prudent reserve.

How about asking at Assembly if people are more interested in a day in Al-Anon than in the convention.

Someone recommends DRs going back to their districts and asking.

Maybe looking at process that gets us into trouble versus increasing prudent reserve. Bring any bid for event before assembly. Guidelines on who reviews contracts.

Day in Al-Anon – maybe hold different events north, central and south. How many events hotel based, indoors.

Maybe think about different kinds of celebrations – not hotel based, but also for lifestyle reasons, camping trips, that might appeal to different sector of membership.

Some thought it was not so prudent to focus prudent reserve but to clear up the process.

We own microphone system and can hold events anywhere, even outside, in parks.

Reading contracts carefully. Maybe thought force on what kind of events we want to have.

Other possibilities than in hotel. Put on for members, by us. Maybe ask at Assembly-what is it that people want – camping? Hotel? Bottom of ocean? Then get thought force going.

Taking consensus on taking to Assembly, a little questionnaire, then thought force. Consensus reached.

3 day Assembly preparation

Public Outreach Poster Contest: Is Someone Else's Drinking Tearing You Apart? You can see your name in lights! Send in a poster.

Big Topic will be "Group Focus on Group Registration Form." If we remove group focus then the data will be gone. Should NCWSA retain this focus (maintain a separate database). WSO recommends removing the focus. We are keeping that information at least until the Assembly, until there is a decision. A14 on the group focus

Some people spoke about what the information (focus) is used for – sometimes maybe it is used more to not go to a meeting because it is a certain focus than to go to a meeting that is the focus.

Janie D5, group rep for Spanish meeting in Rohnert Park. 2 weeks ago a family came. It is a women's meeting.

Patrick spoke to the question why they removed the focus box. The policy committee reviewed the issue, concerned about the focus box since Al-Anon has only one focus: to help family and friends of alcoholics. A woman's meeting – anyone can go. Men's meeting – a woman can go.

So the issue was: oh, I don't belong to this group, or that group, etc.

The idea is to focus on our similarities rather than our differences. A meeting might have a particular emphasis or identification. But the focus is Al-Anon's primary focus.

Thursday night gay men's group in SF – they say "open to all" so that people know.

Sat men's meeting at 4 pm and it is a men's meeting, they never turn away a woman in need. (this got a big laugh)

Forum announcing the International Convention – let's get people excited about going to Vancouver

Tom K told a story: at Assembly 3 weeks before Regional Service seminar, they did a skit that was well-liked. A Bridge to Recovery. Tom was on committee, wrote the skit in the skit, had Scarecrow from the Wizard of Oz, Dorothy was asking directions to A Bridge to Recovery.

Theme of the 2013 International Convention: Celebrating World Wide Unity

TSA's we plan to do, maybe the Coordinators do TSA's (Yvonne suggests). 2 minute blurb, spoof on Public Service Announcement. Topic: International or Public Outreach, in a skit format, singing.

Chris M is looking forward to going to Vancouver. Hear about the parade. Celebrating Unity in how we reach out. How about a parade of the districts?

Send pictures if you have been to International (Pittsburgh) to Patrick, and we will make a presentation.

GR Orientation – Johanna

What do you think the GRs need to know?

1. Who are coordinators and what do they do?
2. Open letter to the GR TSA that was done at Assembly was helpful (may want this in packets).
3. How to travel and get roommates.
4. Chart on delegated authority – GRs importance.
5. All the documents that describe what I do: service manual, GR handout.
6. Maybe give sites that have information.
7. Vocabulary: acronyms, give them

Announcement: The day before the International Convention there is a the "Day of Connecting" which is an opportunity to connect with staff members and volunteers from the World Service Office in a variety of Al-Anon workshops and meetings

Team (Together Empowering Al-Anon Members) – Patrick B.

We did a Team event a couple of years ago learned a lot. Maybe we want to put one on in 2014 since 2013 is International. Let's have a questionnaire at October Assembly to see what kind of event we want to put on. Would like some GRs to participate from all over, plus some DRs. Chairperson and Delegate have voice-to-voice interaction with WSO. Also need host chair.

Feb 2013 meeting have districts willing to host come forward.

Registration will open in September.

You need a passport to get to Canada and some people might need a Visa.

Group transportation? Do we want to think about that. Sandi was looking into cost of trains. Train plus bus is the way to go. Are we affiliating ourselves if we say "United Airlines has a flight." Not a problem versus "you should take Amtrak."

3:40 pm closed let it begin with me.

Respectfully submitted,
Patti Ruane, NCWSA Secretary
Approved 2-9-13 as revised