

**FINAL Minutes NCWSC August 24, 2013 FINAL**  
**Holiday Inn Express, Tracy, CA**  
**Approved Feb 8, 2014**

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:**

The meeting began at 8:00 am with Serenity Prayer. Bonnie read the traditions and Lisa B. read the Concepts.

Committee Roll Call was taken.

Minutes for May 2013 NCWSC meeting were approved as amended.

Yvonne welcomed everyone. Who had a good summer? Who went to international? If you have pictures from international send to Patrick, he will run them at Assembly. Yvonne had great summer, 2 months of no conference calls.

Meeting closed with AI-Anon Declaration.

**Elections**

**Election:** The Executive Committee – South position was vacant. South DRs went outside meeting to caucus and nominate someone for South EC position.

They nominated Sheri W., D19 DR. Louise spoke and said Sheri was conference chair for H&I. The nomination received unanimous approval by NCWSC.

## **Motions and Consensus**

### **1308.01**

**Text: To approve May 2013 NCWSC minutes as amended.  
1 opposed, substantial unanimity.**

### **1308.02**

**Text: Motion: to approve Treasurers report 8-24-13.  
Passed by unanimity.**

### **1308.03**

**Text: Motion: to send \$20,000 WSO donation recommendation to Assembly,  
Joyce moved, Chris D second.  
Passed substantial unanimity, 1 abstention.**

### **1308.04**

**Text: Motion: To accept new design of website that works better on mobile  
Tom K. moved, Carla seconded.  
Approved by Consensus: none opposed, no abstentions.  
Maybe we don't need a motion, suggested by Art.**

### **1308.05**

**Text: Motion: to approve NCWSA Convention Guidelines as amended  
Kim H. moved, second Anna, 3 abstaining.  
Passed substantial unanimity.**

### **1308.06**

**Text: Motion: to Adopt revised B17 Guideline  
Diana C moved; Kim H. seconded.  
Passed by unanimity.**

## **Announcements**

Anna from D23 is talking with the WSO about inclusive language in future service manuals, and shared that with us.

There will be an afternoon at the movies – in January 2014 San Leandro, flyer will be distributed. Videos are being put on a CD including the *Wizard of Oz* skit by Olga.

In Fresno, District 19 asked the NCWSA Chair to bring the Lois Skit. Yvonne reminded them they could do it themselves, which they did at combined event. They had a great response from AAs at the meeting.

The TEAM event will be held September 6, 2014. It will be separate from the 3<sup>rd</sup> committee meeting that will likely be held in August.

We should mention Alateen to every newcomer!

Question from DR meeting– do all our fliers go to Charli, the AAPP, even if they don't mention Alateen? Yes.

## **Features**

### Educational and entertaining interim moments:

Step Songs were sung: Chris M and Diana C. sang from Step Songs: chose 8 since it is the 8<sup>th</sup> month– to the tune of Yellow Rose of Texas. We had another song on 4<sup>th</sup> step to “I've been working on the railroad”. Plus others.

### **Bringing It Home – Follow up discussion on well-served group - Patrick**

Did people bring the topic of a well-served group back to their districts and groups? Most brought it back to their groups & districts and had conversations about the topic. Is this information compiled in way you can share it? The responses weren't collected in a way that could be easily shared with NCWSC.

Question for every meeting: Is it well served and what can I do?

At October Assembly we would like to do more work with this topic.  
Top 10 challenges, 10 right things?

What are the bigger challenges – challenges with travel or costs to attend Assemblies?

Debbie D18 – discussed the question in the last two district meeting and in business meetings. Fortunate, they are a very well served district.

Agota – D13 Several groups in their district are having group inventories. Can we have list of attributes of well-served group? Yes it is out there now, the list from Assembly, on the yahoo group.

Suzie, D2, working through this. End of last committee meeting questions were thrown around – she presented at district level.

KBDM questions aren't so well understood. Depending on the situation, some of the KBDM questions may not apply.

Charli, AAPP– updating for Alateen, on Group Services WSO website. G8 has been revised.

WSO website – Patrick mentioned that all of the WSO Guidelines are PDF and can be saved in the library of your mobile device/e-reader.

Carla –what is working for the groups? What do the groups need from the district, or from the Area?

John, District 7 – are we going to get reconstituted questions? Patrick has power point slides on KBDM. Everyone needs help on this, how to use KBDM.

Kim H – what would the DRs find helpful to best serve our groups?

Suzie-coming in as GR at beginning of this –she thinks of the 3A's Awareness Acceptance Action. The process takes time.

What does a newcomer need? What does a group rep?

Chris D - Coordinators and Officers of Area? What are your challenges as you serve groups?

A question: What groups have attended Assembly?

An answer: Chris D said he compiled attendance numbers for Assemblies since 2005, and analyzed District attendance for the 2012 Fall Assembly in Seaside, and would be willing to share that information.

Another question: What is mission of Northern California Area? (This may overlap with mission of groups) We aren't hearing from the areas that don't have groups as well as the groups that don't attend district or area meetings.

Committees go to meetings where people aren't participating at district or area level. We could look at group records and see who isn't attending – reach out to those. At district level – DRs visit the meetings especially the ones who don't show up at the district.

Yvonne-there are 56 meetings in her district. She asked GRs who have daytime available and who lives around the district, if they would take paperwork and visit meetings, ask to go maybe twice, all the meetings not hooked up get to see people from district.

Carla – took the CMA list from group records and matched with district list – and her plan was –handed to alt district rep to see what's missing. This time she is making some phone calls and sending emails.

Diana (literature coordinator) – when DR in last panel two Spanish speaking meetings never had integration so decided to visit both meetings. She went alone to first and she didn't speak Spanish. Second meeting she took along a GR who spoke Spanish fluently. About 5 or 6 Spanish members came to Rohnert Park convention.

Please share any responses with Patrick over email.

### **TEAM** – Johanna

TEAM=Together Empowering AI-Anon Members. Kind of replaces RSS. T in Team =Together with WSO we are doing this. Date: September 6, 2014. In D14 found at Alamo, San Ramon Valley United Methodist Church. Johanna submitted the request to WSO – she listed topics-they will choose from these. The representatives from the WSO will tell their stories (3 members come) Restaurants are about a mile away. There are hotels – WSO will need them, and others who come from a distance.

Maybe we can include a lunch or a potluck, will work that out later. Johanna's pretty sure we will eat on site, maybe around an Atrium. Very low price.

Team event – one member suggested we get a bus and bring members to the TEAM event.

**Spotlight: David B., Institutions Coordinator**

What is the Definition of Institution – looking service manual, guidelines? History: 1986 – Al Anon Service Workbook has a big section on Institutions. David sat down with someone at International who gave him history.

Highlights of Al-Anon Institutions

Irma F – brought up the feasibility of contacting AA groups in prisons. In the Oct 1956 Grapevine, Al-Anon members were noted as doing service in prisons. They were in 26 state prisons. The percentage of prisoners who stayed sober was greater when families attended Al-Anon.

Service Manual has a little – on page 79 – introductory meetings – hospitals, treatment centers and shelters and any other locations- these aren't full meeting with representation.

G9 – Guidelines – Public Outreach on reaching out to Institutions  
Treatment Centers  
Hospital Outpatient Units  
Correctional Facilities -  
Homeless  
Battered Women

Any residential facilities where people stay overnight can be included where the population is transient.

In D24, 3 people go in and then they are gone. Meetings only open to residents and families. Juvenile Halls – one per county so if district goes over 4 counties – how do you serve them? Institutions is part of Public Outreach also. There is overlap in reaching out to doctors. We can participate in a panel in a hospital recovery center.

Any type of meeting should be registered with World Service Office. WSO wants to get packet out to the contact person.

What are tools for reaching out to Institutions? Guidelines include G9, G10, G14, G22, G29 and some pamphlets.

There was a focus on public outreach with Bruce at last one-day Assembly, in May 2013. It is important to establish relationships and build upon this, that's a unique aspect of Institutions work.

One needs tools for doing Institutions Work – tools on wheels – recovery centers, homeless shelters. In So Cal they do panels – 3 or 4 members with varied paths, parent of Alcoholic, ACA, etc. They make sure there is a variety of sharing.

How do we get people to participate? The Institutions Coordinator position can be vacant at the district level. Individual that has had relative or friend incarcerated step up to do this work.

The Sunday of the H&I conference they will do a workshop. One last tool is Audio Visual. Video is a great tool; they play AI-Anon videos over and over in Institutions.

## **Task Force and Thought Force Reports**

### **NCWSA Convention Guidelines** - Debbie & Chris D

2009 was last update before this. Presentation has proposed draft/original/summary-discussion (3 columns) and is added to the Minutes files.

Chris D. led us through the documents with the following Questions, Comments and Amendments:

Johanna-p 3 in the funding, remove “through the efforts of Northern California AI-Anon members.

C4 “Selecting the Weekend” should have 5&6 as sub-items a&b

Art – p4

Need “G” or “F” sub to turn in expenses within time set by Treasurer Guideline. They might not know the Treasurer’s Guideline.

Tom –p4 “D” ‘1”

“These expenses are charged to the Convention budget. Are there any other people that might be reimbursed, they are people who have to be there.

Where do you draw the line? You usually are getting help from people who would attend the convention.

Bonnie- p 3, #3 Funding

Same as Johanna’s-end with full self-supporting

P5-where chair and co-chair should come from. Response: this is on p6 now.

Agota- p 4 question F. why is Facilities Coordinator in charge of reimbursements?

Facilities Coordinator is the link to the Convention.

Facilities Coordinator used to be called the Convention Coordinator

Charli comments-Thinks the Guideline is not too complicated, very easy to work with. It has been a long time coming; committee has done so much work.

Chris AC –Diversity Coordinator isn’t on there. Last year didn’t have to stay at Convention.

Answer: For the Convention if they want Spanish translation can come out of her regular NCWSA budget.

Amend 3A – end after “self-supporting.”

Joyce – p 3 III B. “Districts and individuals” or something different (add AI-Anon entity)

**Motion: to approve NCWSA Convention Guidelines as amended**

**Kim H, second Anna, 3 abstaining**

**Thought Force for Childcare at Service Events** – Kim H (Jessica, Gina, Chris AC, DeDe)

We opened up this discussion at Monterey Assembly in October 2012.

Some questions to consider:

What it would cost insurance wise?

What is Professional babysitting cost?

What would be the cost at the hotel?

Would we have it for 3 day Assembly? For 1 day Assembly?

We need to create a monetary and logistic plan. Today is just a preliminary report. Wrap up report will be given Feb 2014. Most communications will be email or conference call.

### **B17 Alateen Safety Guideline** – Charli, AAPP

- Group that worked on this: Jim S, website, Chris M, and Bonnie. They have been balancing enthusiasm with responsibility.
- 2007 original B17 has long road run.
- They decided to have a table of contents, attorney's review has happened.
- Charli read letter from attorney, says honors California law. "I must say I am impressed. Many people don't understand what work it takes to create something like this."
- This was hard work, exhausting and also fed us.
- On page 3 of definitions they want to include that AMIAS needs to be renewed each year. This needs to be added.
- Charli went through document. The recommendation is for two sponsors for each meeting, one male, and one female. There are contingencies if there is only one sponsor available that includes contact with District Process Person and AAPP.
- Art – complimented the committee on doing such a good job. There was a guideline in 2003, but that was finalized in 2007. It survived 10 years with very little change. 1 sponsor versus 2 – for group to register need 2, but it is suggested to have 2. Occasionally someone doesn't show up.
- Bonnie – "anyone who is attending is an Alateen member." – would like to change to this, but Charli wasn't sure – need to check Service Manual. Bonnie would like to see age changed to 23. (To make a space between Alateen and time they become sponsor)
- Carla. District Alateen Process Person (DAPP) is keeping a copy of what they send to AAPP. This is personal not-protected information. Page 13 H.4 -per Charli and Yvonne: The DAPPs won't be keeping applications.
- Carla - Opportunity for Alateens to weigh in on revised document? This is safety not behavior document, so we take care of it, was Charli's response.
- Bonnie – found section in Service manual.
- If they attend Al-Anon function...

**Motion: to Adopt revised B17**  
**Diana C., Kim H., unanimity.**

### **List-Serve Guideline**– Johanna M-M

Johanna posted the guideline on list serve itself on Friday. She put in directions step by step for finding things.

The list serv began to allow attachments a few years ago.

Coordinators can create their own list-serves- for example, the AMIAS.

Thank you from Joyce.

4, #3, go to bottom and say “reply to sender” – this works for some, not for others

I 6. A list-server is an email list software application that allow user to send information to the list-server.

Some cosmetic changes – of words, NCWSC instead of NCWSA.

Debbie O. I. #3 Why is there an owner? Moderators could be secretary and past secretary. No owners on DR call list.

Art as owner – every time you start a list server they call you an owner – it is only person allowed to delete a group.

Diana S. Good to bookmark the site.

Yvonne – does everyone get the NCWSC email? Yes.

Does everyone know how to get into the files? Yes.

**Assembly Guidelines** – DeDe is getting Carol, her alternate, to be involved.

## **DR Meeting Report** – Debbie O and Gina (secretary)

- How do other districts handle their prudent reserves? Guideline and service manual referred to.
- District PA System – there is a small inexpensive system on market
- Guidelines on this service position (one district working on)
- Concern with Day in Al-Anon with not using CAL – conclusion that focus needs to be kept on Al-Anon.
- Do all flyers have to be sent to area process person even if no Alateen participation? Yes.
- Comment: There’s a skit how to present using CAL in a fun way. Patrick has it.

## **Committee Reports**

**Outgoing Executive Committee Report** -outgoing Lisa B, Chair (plus Roger, Kim, Rosanna)

In PJ costumes, performed a song as The Family Von Flop based on Sound of Music with different words – the outgoing EC (Lisa, Roger, Rosanna)

Asked members of new EC to come up (Chris D, Tom K., Agota, Susie)

Lyrics:



We're the outgoing members of the old E.C  
And done the last of our interviews.  
We are glad that our time is now at an end ...  
'Cause we really are quite "coo coo." (echo coo coo)

Regretfully they tell us,  
But the new E.C. compels us.  
To say goodbye to you.

So long, farewell, I'm Al-Anon alright...  
I've lost, my mind, getting things just right!

So long, farewell, I've memorized the rules...  
But as, the Chair, I have gained some brand new tools!

So long, farewell, we've worked hard and we've played.  
Crazy me, I wish that I had stayed!

So long, farewell, this team has been so awesome...  
It's helped, me grow, my butterfly has blossomed.

I'm glad to go, I cannot tell a lie.  
I'll miss my friends, I think I'm gonna cry!

(Slowly)  
Our time, is up, and now we turn it over...  
So long, farewell, auf wederzein and doodoo wee ...  
Adios,  
Au revoir,  
Goodbye!

**Current Executive Committee Report** -Chris D, chair (other members: Susie D., Agota P., Tom K.)

The new EC has been studying the bylaws, guidelines, checklists and timelines. We're pretty sure we'll really understand everything in about 18 months.

Meetings past and present:

- 5/5/2013 NCWSC meeting. We got elected but didn't formally meet.
- 6/27/2013 Elected Chris D. Chair; Susie D. Secretary
- 7/14/2013 Out-Going EC Guidelines Review (no voice, no vote)
- 8/5/2013 Bylaws and Guidelines Review
- 8/19/2013 Continued Bylaws and Guidelines Review
- 8/23/2013 with outgoing EC for materials, discussion and Q&A
- 8/24/2013 Planning Session
  - Primary purpose of this meeting will be to schedule the Regular EC meetings through February 2015
  - We also begin scheduling Financial Assistant Interviews

EC Chair Activities:

- Received copies of financial assistant deposit reports
- Received copies of 2012 tax forms
- 7/24/2013 Conversation with Area Treasurer, discussed
  - NoCAC finances for this year and in the future
  - Importance of planning for necessary skills in the next in-coming Area Treasurer

Other Activities:

- The committee received an electronic set of minutes and notes from the outgoing EC.

Plans:

- Publish a schedule of Regular meetings which will be open to all
- Begin conducting Financial Assistant interviews
- Plan for annual officer reviews for 2013
- Prepare a plan for supporting the Area Treasurer with essential skills and knowledge necessary for the job

The new EC is meeting today – the planning session to work out schedule of regular meetings open to all through Feb 2015.

**Budget Committee Report** - Johanna –no report

## **Coordinator Reports**

**Alateen Coordinator's Report** – Bonnie

At SWRDM in March Bonnie discussed Alateen issues and solutions with Alateen enthusiasts from the Southwest region. She went to International in July where there was an impromptu Area Alateen Coordinator meeting.

Most Areas have gap between members aging out of Alateen (18) and becoming eligible to be sponsors or AMIAS (21). They talked about how to grow Alateen. Everyone mentioned they had fewer groups than in the past. We should mention Alateen to every newcomer; they can make kids go to six meetings.

They had some discussions about online meetings and social media. One Area Alateen Coordinator started an email discussion group that has been pretty active.

The Guidelines have been revised. G-7, G-10, G-19 and G-34 (Alateen Safety)

You can register here for the Sponsors R&R weekend. Lisa and Bonnie are leaving early today so get forms to them by 2 pm latest. Anything after this weekend goes to regular rate, not preregistration rate. Question if the pre-registration amount can be given later than this weekend, as flyer went out 4 weeks ago—they extended to 8/31/13.

**NoCAC Chair Report:** -none, not present

**Archives Coordinator's Report** – Chris M. & Diana C, Alternate

From Marilyn's house –they got 4 truckloads of boxes. Chris upgraded storage for an additional \$20 per month-this doubled the size of storage. The archive party went to storage and sorted.

Inside Al-Anon – Chris reprinted for us - this came from storage.

See the Archives page on the website for Current History Projects.  
She will be visiting Marilyn and has card with her for her for people to sign.

Another Archive party 10-3 at Diana's Sept 7,2013.  
They have Books to donate (ask Diana).

We try to always have historical literature in GR packets and will pass on some of things received from Marilyn's house.

### **Bylaws and Insurance Coordinator's Report** - Joyce

D&O policy is renewing effective Sept 9. The premium goes down, as we had no claims. A reminder just in case someone is new and hasn't heard me say it in every report for the past 5 years, we can get an Evidence of Insurance Certificate for any group whenever the facility where they meet asks for one. During the past two panels our brokerage automatically renews them every year so the groups shouldn't have to ask for one.

We will show people forms we have on website and note changes to forms. (Patrick bringing up website)

A4: your expense report no longer has a box "less paid by others." PDF version now calculates totals for you.

A26a, b – change email – my old one got corrupted so don't use it unless you want someone in Singapore who tried to transfer funds out of my bank account to see it. I'm no longer checking that old email regularly.

A28: added as a Subscription to the 12 Stepper.

Please update your binders. Peggy P. not coordinator for 5 years. Somewhere someone had copied a form from the binder and they were still using it. And it showed Peggy P.

Guidelines are being updated – please go to our website: [ncwsa.org](http://ncwsa.org) then choose service>guidelines to see the current versions. The right column shows date last revised.

Let's thank those who have spent hours working on the Guidelines:

Yvonne - NoCAC

Johanna - Alternate Delegate & a new one, "using the group serve list."

Debbie O. - Convention, which passed this committee meeting.

Tom -12 Stepper Editor

EC - Treasurer

EC – EC Guideline

Charli & Committee – Alateen Safety Requirement – passed at this committee meeting.

Guidelines suggested format is posted on the group list serv (see attachment to August 24, 2013 message on the list serv,) The reason for the format I have suggested is to take personalities out of the principles. Use bullet points!

Joyce has a new email address – don't use her old one. Update her email address. imjoyced@yahoo.com.

**2014 NCWSA Convention Chairperson's Report** – Nancy M. & Diana C.

The Logo Contest is going on for the theme "20 Years One Day At A Time." Entries need to be in by September 7, to those on flyer. Doesn't need to be in color, would like a 4x4 draft. If you win contest you get free registration to convention.

Almost all positions are filled. Still need Alateen female and male chair, Hospitality chair, & co-chair. They still need Alateen female & male sponsors.

There plans to be a lot of AA participation.

**Diversity Coordinator's Report** – Chris AC & Veronica

Diversity is looking for professional persons who may also be interpreters to provide service. They have about 6 people and got another one last night but need about 10 people. They interpret for about ½ hour then take a break.

From D26 Diversity was asked for a Nepali meeting. Bruce D had outreach. (?)

**NCWSA Facilities Coordinator's Report** – DeDe

Convention will be held April 4,5 & 6, 2014.

Fall Assembly is not a Convention; it is a 3-day Fall Assembly. Service work. Oct 1 is the reservation deadline for Assembly-get it out to your groups, they need to preregister. Rooms are getting filled at the hotel. Section 2 of form: lunch choices or you get no lunch. Get your info in. Assembly will be held at Concord Crown Plaza.

**BIDS DeDe**

2014 – 3-day Assembly bid is in Sacramento, very comfortable Crowne Plaza. Oct 12,13,14. This is the Election Assembly.

For the summer committee meeting – possibly August 22,23 or 29,30 2014 – District 12 and 13 came forth – around SF – Mary K. has researched – strong lead at a center in SF. Days Inn SF at Beach (Sloat Boulevard) \$165 for lodging but will get lower rate after 9 rooms. Free parking. \$1000 at Pomeroy Center, by Lake Merced, there is parking. From hotel to the Center is .6 miles of a walk, .7 miles of a drive. We are thinking maybe \$149 for the hotel rooms. It would be just a one-night stay. Close to the beach. 23<sup>rd</sup> would be better weekend for most but for Yvonne it doesn't work for.

**SF in August 2014 vote: Consensus.**

February 2014 Committee meeting, the north has requested– expensive but not extreme. The Flamingo Conference Center Resort in Santa Rosa - \$3,225 for now for meeting room (may get for less) Room rate-\$129 for up to 4 people. Date: Feb 7,8. Arrangements are tentative. **All are in favor.**

May Committee & Assembly meetings are in the South. Santa Clara has been mentioned. 18, 24 and 27 – will present in October 2013 since GRs need to agree for the Assembly day. DeDe has been working with Concord Hotel for this year's Assembly– we have overbooked our block and then some, currently working to extend that block. We have almost 90 rooms per night. Wait to call for reservations.

Assembly 2014 is 2<sup>nd</sup> weekend October.

Carla announced that the District 14 speaker meeting will be held at same location with Assembly this year and will be our Saturday night speaker meeting.

Bought up every double bed room they have at Crown Plaza Assembly Oct 2013. Only King rooms left.

#### **Group Records Coordinator's Report** - Carol G.

Thanks to the efforts of our very efficient 12-Stepper Editor, Alternate 12-Stepper Editor, Alternate Web-site Coordinator and past Group Records Coordinator, we were able to get the last issue of the 12-Stepper out in record time. I brought the extra issues to give to the Editor for distribution to those who still need a copy.

I continue to enter data as I receive it, but still struggle with remembering to let people know that I have received their information. My apologies. It has come to my attention that some people are receiving duplicate issues. I understand people being upset when they don't get their "issue of the 12-Stepper", but recently, I have received some criticism for continuing to send out duplicates. All I can do is apologize (one more time) for the inconvenience and try to gently remind people that "life happens sometimes

I'd like to remind DR's to please check the details of your district and if you find a group that says "NO MAIL", please check with that group and get me their current CMA (current mailing address), so that any future mailings from the WSO get to the groups (and not returned to the WSO). DRs have details in bins how to check their group records.

#### **Institutions Coordinator's Report** – David B.

Louise M is completing her service in housing the literature and taking Pink Can donations. No change to where the donations go. Lee B of Palo Alto will be stepping into that part of the job. They are trying to find someone else to house the literature.

Second anniversary meeting of Al-Anon at the Folsom State Prison was held last week. Two bi-lingual inside members are helping to start a Spanish language Al-Anon meeting in Folsom.

Volunteers are starting to go into the El Dorado County Jail with Al-Anon and taking Alateen into Juvenile Hall. David brought literature purchased with the Pink Can Fund for both of those facilities.

David is also working with Sandy S. of District 16 in preparation for the annual Alameda County Re-Entry Program in Dublin. Incarcerated individuals from both the county jail and the nearby federal prison for women will be attending this event.

San Quentin meetings are growing after seeing most of their members being released back into the community. The inside members are reaching out to the newcomers and providing encouragement and support that is reflected in growth of membership.

### **Literature Coordinator's Report** – Diana S.

*Reaching for Personal Freedom – Living the Legacies* (\$15.00) – remarkable questions about all kinds of stuff we think we know about – thought provoking and growth producing. All LDCs know about it. Someone suggested we each be given one!

Diana sent around flyers – other new items *Having Had a Spiritual Awakening* – E-book. Conflict Resolution Cards – bigger than the fold up card. *How Al-Anon Works* is going to be E-book (\$11.99) and Digital Audio (\$24.99). Get your people excited about it before it comes out.

The next writing workshop is Sept 14, 2014 in Redwood City. They had an impromptu writing workshop on the cruise after the International, 17 people attending, 12 submitting shares.

Diana has sent materials for writing workshops to other parts of the world.

### **PI/CPC Coordinator's Report**– Bruce D.

The Area Coordinators encourage each District to have PI/CPC Coordinator – recently there are 2 new ones (D7 and D16). D6-10 Intergroup also designated an Outreach Coordinator. There is a wide array of effective outreach from which PI/CPC volunteers can choose according to their talents, time and inclination. The Area Coordinators are having monthly conference calls with the District Coordinator's and publish a newsletter, the NCWSA Beacon.

A Coordinator of ours created a digital document that could be sent to some places that don't want paper.

*An Astonishing Tale of Easy Outreach*-flyer by Bruce D is about expanding a meeting that was failing. They went from 3 members to 19 members in 90 days. It emphasize introduction to Al-Anon. How many have speaker meeting? Can you refocus it to newcomer?

### **12 Stepper Editor**- Tom K

Thank you for many excellent reports published in the August 2013 12 Stepper.

December issue due date is Nov 1, 1 week following the Assembly. All DRs, Coordinators and Officers Reports will be included. When you prepare your report for Assembly send it to both Patti and me.

Calendar updates; I received changes from D16 and D17 to the speaker meetings and district business meetings. Take a look at these and let me know of dates to add to the first half of 2014 calendar.

Spanish articles are in August 12 Stepper page 27 from WSO newsletter, did you notice? Thanks to Laurie for selecting a few articles to publish.

Last names are in NCWSA Contact Information; a dozen or so people decided to include their last name in the 12 Stepper. December is web only and does not include NCWSA Contact Information so the next opportunity to change this will be April 2014 issue. We are passing around the 12 Stepper - Add your last name if you want it published.

In the 12 Stepper Tom copied Aug 2012 into 2013 so mistakes carried over.

### **Website Coordinator's Report** - Errol

There was a demonstration of proposal to change web site. New site: news scrolling, menus fixed, events calendar each page, list of next 5 events, meetings easier to find, link to all pages on every page, responsive site (site display changes based on size of screen)

Comes up better on mobile site –do you want to move to site that is responsive?

**Motion: To accept new design of website that works better on mobile**  
**Tom K made motion, Carla seconded. Maybe we don't need a motion, suggested by Art.**

**Consensus: none opposed, no abstentions.**

Also: URL will not change this time. Banner, can you click it off? Yes will be controllable.

Discussions-how quickly will we move once we give approval? It will take a week or so to switch over.

Alateen has web page, institutions can have web page.

For example, for the Round tables – on Friday evening GR Orientation at the Assembly is followed by round table discussions; there will be 10-11 tables and we can put a tab on the website. Fall Assembly Round Tables tab – we can ask: “what are your questions?” Let GRs post before they come to Assembly.

Encourage GRs to go out there, either under surveys or own table. Encourage GRs to come on Friday night to Assembly.

## **Officers & Delegate Reports**

**Alternate Delegate's Report** - Johanna

The International was wonderful and I think the parade went well. I still have the replica Golden Gate Bridge, in International Orange, if anyone wants to use it in the future.

I have submitted our request for our TEAM (Together Empowering Al-Anon Members) event. We have a location in Alamo; we tried for the D 6-10 I-80 corridor but couldn't find something reasonable. We're asking for September 6 as our first choice of date, and September 13 as second choice, and I hope by the time I give a verbal report a choice will have been made. The person I spoke with at WSO was enthusiastic, but was not able to make decisions herself. Once a date and topic have been approved by WSO, I will contact the people who have expressed interest and we will get our host committee together, probably by phone.

Patrick has given me the information about Roll Call Conferencing system, and we have decided that it makes most sense for this to be a function of the Alternate Delegate. There has not been much for me to do, but if you have a committee or function where you would like to use the phone conference system, please contact me and I can assign you a number.

#### **Area Alateen Process Person's Report** –Charli D.

Charli didn't print out her report. The data changed. Two groups that were pending are now registered, in Districts 10 and 14. We have a total of 76 registered groups. Slow on registering certifications. WSO doesn't certify, they register, we certify. We have 325 AMIAS. Each one of those 76 groups could have 4 sponsors (in our wildest dreams).

As reported in the August issue of the **12 Stepper**, I am looking forward to adoption of the revisions to the B-17 NCWSA Requirement for Alateen Member Safety at this meeting.

The list of groups following the group update process was distributed to the web committee and to all DAPPS in early June, but the district lists of recertified AMIAS did not go to each DAPP until August second. Right after completing group updates and AMIAS recertification, I needed to divert attention to caring for an injured family member. Another project that has been on hold is updating of the Yahoo group for AMIAS. When that is done, it will be a great place to post all the paperwork involved in service to Alateen as well as providing a forum for discussion between group sponsors and others in service to Alateen.

Please note: Question from DR meeting last night – do all our fliers go to Charli even if they don't mention Alateen. Yes.

#### **Chairperson's Report** – Yvonne

Yvonne went to International – please send pictures to Patrick from International if you went. You don't have to worry about Anonymity.

Currently our office (where we store files) is on Market St. in San Francisco, inside the SF District office (and literature depot). We can probably get something more affordable. The current location is central but not easy to go to. Yvonne has been dialoguing with SF District Office about a possible move out on our part – the DR said



they would be ok for quite awhile. We want to find something along 680 also for the AV equipment.

### **Delegate's Report** – Patrick

The WSO is currently conducting a survey to develop a definition of Family Recovery. Some people participated in 2011 and they will get emails following up. The goal is to refine the definition, based on the feedback from 2011. The survey will be open until September 8, 2013. Look for the follow up in your emails.

Patrick submitted Sandi's resume for Trustee.

He brought the Conference Summary from the 2013 World Service Conference and put it in the bins for DRs, Officers and Coordinators. The summary is available in PDF format on the WSO members website.

Patrick received notice of our expense for 2014 World Service Conference. Full amount is \$1,907 and that's what we usually pay. Equalized amount is \$1,280. Our May one-day Assembly is later this year, since WSO Conference is later, April 25-29, 2014, and Patrick needs time to prepare his report. The World Service Conference theme is "Our Spiritual Principles in Action."

Patrick is chairing the Task force of the Board of Trustees to develop games designed to help members learn what information is in the Service Manual. He signed up as Co-chair of the task force then chair resigned so he is Chair.

As of July 31, 2013: 1,338 e-books sold of "Having Had a Spiritual Awakening."  
Based on information provided in the July 2013 Chair of the Board letter, Financial report: 8.4% down on literature sales at WSO, Contributions are down 1.6%, and Forum subscriptions are down 3%. The July 2013 Chair of the Board letter will be posted on the WSO members site.

2014-2016 Service Manual will be available in electronic format in September 2013. The printed version will be available January 2014.

WSO Literature committee is looking for at-large members. Requirements are listed on the resume form that Patrick will send out via email. Applicants are required to have 5 years continuous membership, not AA members. Participation includes 4-8 days of meeting per year. You will need to step down from position coordinator/officer if you are chosen. You can't be in Area service at same time. GR or DR and no other service position ok.

Diana S. has a few questions: How AI-Anon Works – any update on electronic version? Not yet, but Patrick plans to ask. Also, any DR's know they if have new GRs in their districts? We can send some service manuals home to your districts with you for them.

Patrick handed off all the Area's AV equipment to the Facilities Coordinator. He has one LCD projector he is using in next month.

Patrick has been speaking and making presentations. Suzie: Patrick's presence at meeting is wonderful, we had a great meeting, invite the Delegate, Officers, Coordinators, to your groups.

Invite your delegate! Email Patrick at [delegate@ncwsa.org](mailto:delegate@ncwsa.org)  
**Secretary's Report** – Patti R.

Please mark on Secretary's copy of roster near bins if your information has changed in anyway. Also mark if you want a new nametag.

Can we have a show of hands that wants a printed roster? I'd rather save the trees if people are happy to use the electronic version (about 30 hands were raised).

Is there anyone who can volunteer to mail out info from the bins to people who couldn't be here? Someone volunteered - thank you.

Please send me the electronic version of your reports!

Regarding minutes, there was a short discussion on adding reports to the minutes as attachment; Whole report will go to the yahoo site. Almost the entire report is in the 12-Stepper; Tom doesn't shorten them up too much. Someone is printing to put in bins, also print to put in minutes? There was a suggestion to post reports somewhere for 3 years, separate from minutes. Not finalized. There was consensus to move on.

**Treasurer's Report** - Claude D.

**Tax Forms:**

The NCWSA corporate tax forms for 2012 have been prepared by Palm Accountancy Inc. and file as follows:

Form 990EZ-2012 "Short Form Return of Organization Exempt From Income Tax" was e-filed and accepted by the Internal Revenue Service on 08/05/2013.

The following forms are paper returns (e-filing not available) and were mailed by Certified Mail/Return Receipt requested on 08/07/2013:

Form 199-2012 "California Exempt Organization Annual Information Return" mailed to the Franchise Tax Board.

Form RRF-1-2012 "Annual Registration Renewal Fee Report to Attorney General of California."

**NoCAC Meeting**

Debit cards were sent to us automatically – we got rid of these as not appropriate, everything has to be by check.

**Prudent Reserve**

Donation to WSO – we need to develop here and send to Assembly in Oct 2013 for approval. We propose to donate \$20K to WSO. We will give a presentation to

assembly, showing prudent reserve established – it is already established at \$23,000.

Question: How low has our checking account gone? Last year balance was mostly around \$30K.

People are mostly for suggesting a donation of \$20K. We should keep a close review on balances.

Considerations for presentation: if we look at profit and loss, be clear that budget is the year whereas actual may be for shorter period.

Comments: We have too much money. Needs to be put to good use. This could help WSO deficit. Someone suggested making a lower donation, 15K. Finances were big topic as WSO – definitely moved Patrick. WSO could use the funds. WSO gets 60% of income from literature sale; the rest is from voluntary contributions.

Let's think of the concept of donating out of gratitude. It is important to think about spirit of gratitude. There are cycles of gratitude; we need to trust that our needs will be met.

Charli – topic of Money-sweaty palms, this is an amazing spiritual exercise – the groups will make the decision. WE can share our sweaty palms with them. Go back to groups and get as much information and reaction over with and all come to Assembly and make a decision.

**Motion: to approve 8-24-13 Treasurers report – unanimity.**

**Motion: to send \$20K donation recommendation to Assembly, 1 abstention. Joyce, Chris D second. Passed substantial unanimity**

Yvonne tried looking up a story of receiving – wasn't finding it in *Courage to Change*. Someone suggested looking up "giving and receiving" and there it was.

## **Intergroup Liaisons**

**District 6-10 Intergroup Report** - Lisa K.

AIS office is located in Sacramento; open M-W 10-3, Th 10-4, processing book orders Tuesdays-Thursdays. In June office manager retired. Since then volunteers are doing the job. Please call ahead of time if you are coming in. If you are outside of Districts 6-10 please consider making a donation!

There is an Al-Anon and Alateen birthday party in June.

Intergroup recently elected a new PI/CPC Coordinator, but we still need an Alateen Coordinator.

We are requesting some "tech assistance" in getting our donation button for our AIS website back.

## **New Business**

There was a suggestion to combine Committee meeting with TEAM event. TEAM is maybe 10 to 6 or so on Saturday. Committee would be Sat night and Sunday day.

People spoke pros and cons. Originally Committee was going to be in August. **Keep events separate is the general consensus.**

Respectfully submitted, Patti R., Secretary NCWSC, 2-5-14