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

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**Routine Business:**
The meeting began at 8:32 AM. The Serenity Prayer, 12 Traditions, 12 Concepts of Service, General Warranties, AA/AFG Statement, and Alateen Safety Guidelines were read.

Committee roll call was taken.

The May 21, 2017 NCWSC Minutes and 2018 draft budget were approved.

The Focus Box Task Force report and replacing Group Records Coordinator equipment were added to the agenda in lieu of the Delegate's report.

An election was held for Alternate Website Coordinator. No one stood for this position.

By consensus, we agreed to adjourn at 4:54 PM. We closed with the Al-Anon/Alateen Declaration.

**Motions and Consensuses**

**MOTIONS**

1708.01 To approve the May 21, 2017 NCWSC Minutes with one correction. The motion passed with substantial unanimity. No one was opposed and there were 3 abstentions.

1708.02 To present for vote at the Assembly to revise the Executive Committee address registration contact in Bylaws ARTICLE V. EXECUTIVE COMMITTEE, Section 4. Duties, H. Current verbiage: “Registering their addresses with the Group Records Coordinator of NCWSA”, Revised verbiage: “Registering their addresses with the NCWSA Secretary”. The motion passed with complete unanimity.

1708.03 To modify the Bylaws AAPP guideline to read: “The Area Alateen Process Person (AAPP) must be an Al-Anon Member Involved in Alateen Service (AMIAS). In addition, the Area Alateen Process Person is an Al-Anon member who is serving, or who has served, as a District Representative or, is serving or, has served, as a District Alateen Process Person (DAPP) for at least 1 year and have been responsible for one District AMIAS Renewal Process.” There was one vote in favor, a substantial majority was opposed and there were 8 abstentions. The motion failed.

1708.04 To approve the 2018 budget as modified for presentation at the October Assembly. The motion passed with substantial unanimity. No one was opposed and there were 5 abstentions.

**CONSENSUS**

After a thorough discussion (see Voting Options at the October Assembly below), we agreed to use clickers at the October 2017 Election Assembly.
Old Business

Pink Can Fund Thought Force Assembly Presentation- Patrick B., Thought Force Chairperson

Since Patrick was not able to attend this meeting, the Chairperson said she would discuss with him the idea of updating the GRs in October since we want the GRs to have a say. It was confirmed by the 12 Stepper Editor that the Thought Force report is in the Fall issue of the 12 Stepper.

Election of Alternate Website Coordinator

The Website Coordinator, Penny G., shared some of the skills needed and the responsibilities of the Alternate Website Coordinator. It was clarified that this position, as with all coordinator positions, ends on December 31, 2017. No one stood for this position.

Bylaws Changes- Jim S.

Jim presented a Bylaws change that would have the EC members give their addresses (A-16 Form) to the NCWSA Secretary instead of the Group Records Coordinator (see Bylaws Coordinator report in Appendices for further explanation).

There was one question asking how we would get this information to the GRs if a 45-day notice is required for Bylaws changes. Jim indicated notice was given in both the Spring and Fall 2017 issues of the 12-Stepper Newsletter. A motion was presented, seconded and passed by complete unanimity.

Jim presented a Bylaws change suggested by the AAPP, Tom K., The suggested change would allow DAPPs with recertification experience to stand for AAPP and being a DR would not be necessary (see Bylaws Coordinator report in Appendices for further explanation). The purpose of this change is to expand the potential eligibility of those who can stand for the AAPP position.

Discussion included the following (Q=question, A=answer, C-comment):

(Q) Our intergroup has an Alateen Process Person that serves 3 districts. Would he be eligible? (A): In the past few panels, an intergroup APP has been considered a DAPP.

(C): This position is an officer position. We will have to change the Bylaws to say who can be an officer. I do not think this position should be filled by a DAPP. Officers are insured as well. There is a lot of work and the AAPP can ask for help.

(Q): It sounds great. Can someone explain why being a DR is the bar for officer positions? (A): This is the only position in NCWSC that receives confidential federal and state information. That is why we chose to make that position an officer and require DR experience. Changing the officer’s experience for this position is a bad idea. At the district level, DAPP’s do not receive the confidential information that the AAPP currently receives.

(C): DAPP’s have theoretically never had to attend an assembly. How would we know anything about their ability to serve?

(C): I would like to see us change the wording so the candidate has to or have been a DR and a DAPP. Serving as the AAPP without being a DAPP can put one at a disadvantage.

(C): There are only 4 Alateen representatives here that have a voice. This limits our voice greatly. I would want someone who has experience to serve in this position. We can’t lower our standards to increase the number of people for this position.

(C): I don’t believe we are lowering our standards or that we are not considering safety. I believe the process of how we elect officers is broken. Just because someone has not served as a GR (DR) does not make them less qualified. What we are not asking when members stand is what their qualifications are.

(C): I think there is a maturity I gain by serving as a DR. This has been helpful in my serving as an officer. (Q) Is there a fear that we will not fill the position of AAPP using the current criteria? (A): Jim answered on behalf of Tom saying the reason he wanted to widen eligibility pool for AAPP was because this position requires some experience. To limit it to only DRs create a smaller pool of candidates.

The following motion was made by Jim S. at the request of Tom K., who was not present.: To modify the Bylaws AAPP guideline to read: “The Area Alateen Process Person (AAPP) must be an Al-Anon Member Involved in Alateen Service (AMIAS). In addition, the Area Alateen Process Person is an Al-Anon member who is serving, or who has served, as a District Representative or, is serving or, has served, as a District Alateen Process Person
(DAPP) for at least 1 year and have been responsible for one District AMIAS Renewal Process." The motion was seconed by a DR.

There was one vote in favor, a substantial majority was opposed and there were 8 abstentions. The motion failed.

**TEAM**- Joan W. and Sandi C.

The event is on September 9th. We have a block of 30 rooms at the Lions Gate Hotel in McClellan. We still have many of these rooms available. We were asked to encourage members coming from further distances to book a room. The room rate is $115.00 plus tax. The Friday night speaker is Jayme C., the Immediate Past Delegate from Southern California. The speaker meeting starts at 7:30PM in the hotel ballroom.

Sandi said the registration cut-off date on the flyer is September 1st but anyone can register the day of the event. This event used to be called RSS (Regional Service Seminar). TEAM replaces RSS and NCWSA gets to participate in creating the agenda.

Comments (C) and questions (Q) and answers (A) included:

(C) Joan shared her home group is sending 2 members to the event.

(C) The phone number on the flyer does not go to the hotel registration desk.

(Q) Can NoCAC have a table at TEAM for merchandise or is there a potential to pass the basket for scholarship donations? A: (Sandi C.) We would love to have an Alateen presence. I need someone to supply the AMIAS. I do not want to pass a basket since we are cooperating with WSO: this is their event. A: (Joan W.): At the 2002 RSS, WSO told us we could not sell NCWSA items at the event.

(Q) When would a list of the workshops be available? A: Sandi C. would post the workshops on the website next week and a handout would be available at the event.

**Child Care**- Yvonne P.

Child care was not provided for this meeting. I posted an announcement on list serve, and there was no interest.

At May Assembly only 1 person signed the list of people who would be interested in using child care at NCWSA Assemblies. That person was a “maybe.”

For the October Assembly, I have posted a flyer on the Yahoo list serves for NCWSC and the DR’s asking for reservations by September 20th. I must depend on DR’s to pass the message to GR’s. On September 20, I will post whether or not there will be child care at Assembly.

Outreach Day – I sent a message to Veronica that a local person is needed for local interviews & arrangements. When we have a liaison, I will start qualifying care givers.

At NCWSC May, it was suggested that DR’s talk to their GR’s about their interest and report back during DR meeting before August NCWSC. Since we had Area Inventory instead, I’ll ask DR’s here to personally give me any feedback that they have from their GR’s.

If no child care is requested for the October Assembly, I will not plan to arrange child care for February 2018 NCWSC and will leave it to the next panel to decide if/how they want to proceed with this service.

Comments included:

- Young parents are part of our diversity. I would like to see child care available regardless because it’s important to start something and see if it grows. (A) We did that on two occasions and no one showed up. By hiring professionals and then letting them go means they have given up their weekend to be of service. This action can give Al-Anon a bad reputation.

- We need to give this idea time so members can trust that child care will be available. I would hate to see Al-Anon limited to those who do not have child care concerns. Maybe we can pay a stipend for stand-by child care providers even if their services are not needed.

- I think we should set a time limit so the provider will get paid for a certain number of hours.

- Maybe this conversation needs to happen at the October Assembly. This is an important cause since it will allow GRs with a variety of backgrounds to participate.
We are encouraging GRs from the next panel to attend the October Assembly. One of the incentives for the next panel is to know in advance that child care will be available.

For Diversity Day, we paid the provider for 4 hours even though there were no children. For Area events, child care is necessary if we are to attract the demographic that is sorely lacking.

We could hire a provider and let them know there are two jobs: the first one is to help at the registration table. When a child shows up that can begin the transition to their second job.

Yvonne P. asked how many DRs have announced at their district meetings that child care is available. Many DRs raised their hands.

Joan asked for a consensus to the following questions: Who would like to pay a child care provider for 4 hours even if no children show up and who would like us to pay for a professional all day? The consensus was to pay for 4 hours for time spent being available to serve.

Yvonne P. said one question we need to ask is who will be responsible in the next panel. Joan said the next panel can make those decisions but since Yvonne is going to sit with the next panel to share the information she has gathered, Joan would put the topic on the agenda.

Do Not Refer Thought Force Report- John M., Thought Force Chair

Thought Force Chair: John M. Thought Force Members: David B., Rosanna H., Sidney R., and Yvonne P.

The Framing

2005 Discussion begins about Do Not Refer at the World Service Conference. “The Committee discussed “cult-like” groups and sponsorship. Committee members shared their experience with these groups, where Sponsors decide for others what meetings to attend and how to dress and behave. This type of direction is based on “lineage” of sponsorship. Members in these groups are afraid to speak up, leave the group, or question the way the group is being “run.” Delegates suggested that longtime Al-Anon members visit these groups and share a different view of sponsorship. Experience was shared that focusing energy on the negatives of these groups often gave them more power. The Committee recommended that the World Service Office (WSO) create a bookmark on what sponsorship is and is not.”


2006 CHosen Agenda Item No. 2

How does the fellowship help newcomers understand that Al-Anon sponsorship does not include: Pyramid sponsorship—Sponsor, grand-sponsor, great grand-sponsor? Need for prior approval to be in a group? Being told not to attend other meetings? Fear of leaving a group, alienation, snubbing, or ridicule?

Joyce B., the Panel 45 Delegate from Utah, introduced this topic with a brief presentation. Her comments follow: “To me sponsorship is a very special and intimate relationship. The following is on page 12 of Sponsorship, What It’s All About (P-31), ‘Often, a Sponsor is the first person to give us unconditional love.’… That’s good and necessary. However, it can be personally devastating to have someone use that trust and willingness for his or her own purposes… “Last year, one of the Chosen Agenda Item Workshops (of which I was a participant) was ‘In what ways can we support and/or protect those members affected by the increasing number of high-pressure groups (dictatorship rather than sponsorship)?’ At that point, I was surprised to learn that there are an increasing number of groups throughout the United States who practice sponsorship in this way.”

2006 World Service Conference Summary p. 37

2009 CHosen Agenda Item No. 2

How can Areas, districts, and groups look at unhealthy groups in a positive way?

A few years ago, our Delegate brought to the World Service Conference the increasing problem of high-pressure groups in our Area. She spoke about someone she sponsors who had just left “the group” after 21 years under the thumb of a Sponsor. This woman and her family were severely affected by her group membership in every aspect of their lives: spiritually, emotionally, financially, socially, and had a very warped view of Al-Anon and A.A. Another former member told me she had decided to leave the group, but her husband wasn’t going to. Divorce papers were waiting for her immediately. The Sponsorship—Working Together to Recover bookmark (M-78) was an immediate response to bring the situation to the member’s attention. It’s important to remember that the problem still exists,
and it is our responsibility to be informed and aware. In my Area there are several large high-pressure meetings. There are affiliated meetings all over the country. Using the name of Al-Anon, they shut members away from others, arrange marriages, approve the types of jobs members can hold, require members to recruit new members, and require members to pay dues. One solution is to love and support the members and welcome them to Al-Anon when they leave the group.”

*2009 World Service Conference Summary p.41*

**2011** The following questions were asked of the Delegates at the WSC in 2011 (Please note use of the term delist is used in place of Do Not Refer):

1. If your Area has a delisting criteria and procedure, please share that with us. Specifically, what principles were discussed when making the decision to delist? Who makes the decision not to list or refer members to a group? How does your Area feel about this decision/process?
2. If your Area has criteria and procedures for relisting a group that has been delisted, please share that. How are the principles applied? Who makes the decision? Have you worked through this process? What was the result? What are your Area’s thoughts about this decision/process?
3. What, if anything, might the World Service Office do to support Areas in regard to referring members, newcomers, and professionals to groups that an Area has determined do not follow Al-Anon’s principles?

**2011** Additionally, several Areas are requesting assistance from the WSO regarding referrals to meetings that have been determined to be in violation of Al-Anon philosophy or Traditions. Historically, the Policy Committee and the WSO have not become involved in Area issues. During the discussions, numerous ideas were considered:

1. Should WSO code groups “do not refer” on our list to support Areas that have also coded meetings “do not refer?”
2. Would this violate Traditions and/or Concepts? What criteria are needed to delist and relist meetings?
3. Would WSO be considered the ‘Big Brother’?
4. WSO is here to support Areas, but would this overstep boundaries?
5. How does this relate to the spiritual idea of “talk to each other and reason things out”?

After discussions, a Thought Force was formed to explore options on how the WSO could handle this situation. *2011 World Service Conference Summary, Policy Committee Report p. 52*

**2011** A 2011 WSC Thought Force identified several practices within meetings that fail to consider Al-Anon as a whole such as, but not limited to high pressure groups, AA Big Book study groups, modification of the language in the Legacies and several other practices.

**2012** “The Policy Committee continued the discussion about groups that do not adhere to Al-Anon’s Twelve Traditions. Some Areas have requested that WSO not refer callers to these meetings. Hence, this topic has been referred to as “do not refer.” Normally, neither WSO nor the Policy Committee gets involved with Area issues. However, the concern on how this affects Al-Anon as a whole has resulted in further discussion at the Policy Committee. The Committee recognized that many Areas have not held discussions with their members, and do not currently have policies or a process in place to address these groups. Therefore, the Committee is facilitating a discussion at the 2012 World Service Conference to identify a list of principles that Areas can utilize when determining whether or not a group is adhering to the Twelve Traditions; principles the groups can use to more fully comply with the Twelve Traditions; and principles the Area can utilize to support groups to successfully adhere to Twelve Traditions. Once Areas have had this discussion, the WSC will be clearer in what role, if any, the World Service Office should play in supporting the Areas and the groups.” *2012 World Service Conference Summary, Policy Committee Report*

- The principles Areas can use to discuss and develop policies for groups not adhering to the Legacies.
- The principles the Area can use to support groups to successfully follow the Legacies.

• Principles above personalities. Groups that set themselves above the group conscience of Al-Anon Family Groups as a whole are acting as a personality rather than abiding by the principles. There’s an ego factor when a group says, “We can do whatever we want.”
There needs to be a neutral, clear guideline so there isn’t a subjective method of making such decisions. Example: you have to use CAL. Once you’re in grey areas of interpretation, you have opened the door for people to impose their personal views and personalities get involved.

Presume goodwill. Use dialogue.

Tradition Four allows a group to continue to operate outside of the Traditions as long as they are not using the Al-Anon name.

Our district is in the process of doing an inventory because of the use of outside literature in meetings. Using A.A. literature is really an endorsement of A.A. in our meetings. I need to be willing to be uncomfortable.

The spiritual principle that comes to mind is the sharing as equals.

I need to use all the Traditions, and all of each Tradition.

We need to not be personally punitive as stated in Warranty Four.

It is important to avoid public controversy.

We need to consider all our Legacies.

The Policy Committee is asking you to take this discussion back to your Area and have a discussion on how to handle groups operating outside of the Legacies. To clarify for those who weren’t here the last few years, this is a topic that came from the Delegates, not the WSO. We asked what practices did the Area have in place to delist the groups and what the groups need to do to be relisted. If the Areas have a process in place and the WSO sees it as fair and balanced, then the Policy Committee would discuss whether they would have a “Do Not Refer” policy. We may consider not referring, but not delist. The WSO was trying to get the talking points for the Areas that need help to develop a policy, but the WSO is certainly not demanding anything. At this point, the WSO does not have a policy in place. The WSO continues to serve all groups.

2012 World Service Conference Summary, Policy Committee Report

2013 “At the 2011 WSC there was a request for the World Service Office to develop a procedure of not referring newcomers to Al-Anon groups that service arms believe are operating outside of the Legacies. The Policy Committee discussed this request in depth and brought a presentation to the 2012 WSC that would encourage service arms to identify principles that are important for an Area to consider when developing a policy to deal with groups that are believed to be operating outside of the Legacies and also to identify principles that are important for the Area to use as they encourage, support, and educate the groups to return to operating in a manner that is within the Legacies. After discussions of the principles, Areas would then be able to develop a principle-based policy when determining whether or not a group is adhering to the Twelve Traditions. These spiritual principles may also provide guidance to the groups to more fully comply with the Twelve Traditions. Once Areas have had this discussion and have a policy in place, the Policy Committee would discuss what role the World Service Office would play in supporting Areas and groups who implement a “do not refer” policy.

2013 World Service Conference Summary, Policy Committee Report

2014 “Several Areas are working on composing criteria for groups in their Area to be listed on Area meeting schedules. Areas, districts, and AISs are encouraged to be sure that such guidelines are principle-based and can be applied to all groups.”

2014 World Service Conference Summary, Member Services Report p. 102

2017 In 2017, at the February NCWSC meeting, the Chair asked, “Who would be interested in starting the Do Not Refer discussion with a Thought Force?” The response was substantial unanimity to do so. A signup sheet went around the room, the Thought Force was formed and I was appointed chair. We began meeting in April every Sunday by conference call for one hour. Members were asked to submit a report on their specific area of research followed by Q&A.

The Charge
Consider the 5 KBDM questions and apply them to the following charge:

1) Why has our Area found it necessary to form this Thought Force?
2) Is our Area affected by various practices not using our 3 Legacies and Al-Anon principles?
3) What ought our Area do with groups who are not abiding by the 4th Tradition?
KBDM Question #1: What do we currently know about the needs, wants and preferences of our members that relates to this discussion?

Through research, 6 out of 27 Districts responded that:

- Some groups choose to use outside literature, A.A. Big Book, A.A. promises, ACA inc. literature.
- Some groups choose to endorse outside issues; changing the wording of the Steps or Traditions during the meeting.
- Some groups choose to call themselves Al-Anon but are not registered.
- Some groups choose to use “high pressure” sponsorship; also known as pyramid sponsorship.
- Some groups choose to endorse outside practices; meditation meetings, showing non-CAL film.
- Some groups choose to exclude members; men only, women only.
- Some groups choose to use religious materials during the meeting.
- Some groups are comprised entirely of AA members.

KBDM Question #2: What do we know about both our resources and strategic position that is relevant to this issue?

- **Strategic position** is defined as a strategy that determines the character of the organization. NCWSA is the second largest Area in North America and as such, our choices influence Al-Anon as a whole.
  - “The WSO will register a group with the understanding that the group will abide by the Al-Anon Traditions and not affiliate with or endorse any outside entity or practice. Joint meetings for Al-Anon and A.A. members, meetings comprised of only A.A. members and groups that practice specific therapies, such as guided meditation are not in keeping with Al-Anon principles and do not qualify to be registered as an Al-Anon meeting.” *Service Manual p. 31 WSO Registration Process*
  - “No changes are to be made in the Al-Anon or Alateen Traditions, the Steps, the Concepts of Service or the General Warranties of the Conference Charter without written consent of three-quarters of the Al-Anon Family Groups.” *Service Manual p. 172 Charter*
  - We currently have NCWSA Conflict Resolution Guidelines B-27 and *Using Al-Anon Principles to Resolve Conflict Kit P-70.*

KBDM Question #3: What do we know about the current environment and culture that relates to this issue?

- We know there are 7 Area Assemblies that have already approved Do Not Refer Policies including California (South), Ohio, Missouri, Virginia, Tennessee, Idaho, New York (South).
- Al-Anon’s Declaration of Unity puts it this way: “Each member of the fellowship is a significant part of a great circle of hope. While respecting each other’s individuality, our common welfare must come first. Our recovery depends on our mutual need and an atmosphere of trust.” *How Al-Anon Works p. 107 Tradition One*
- “To keep Al-Anon’s message in focus and encourage unity, only Al-Anon/Alateen Conference Approved Literature (CAL) and Al-Anon/Alateen service tools are displayed, distributed, and used at Al-Anon and Alateen meetings, including meetings at conferences and conventions. These items reflect the informed group conscience of the Al-Anon Family Groups as expressed by its World Service Conference since 1961.” *Service Manual p. 104 Use of Materials at Al-Anon Meetings*
- “Although our “unenforceable” legacies offer some flexibility in interpretation, it is important to keep Al-Anon’s foundation firm.” “We are asked to be obedient to the unenforceable.” *Paths to Recovery p. 164 Tradition Four*

KBDM Question #4 What are the ethical implications of our choice? What are the pros and cons?

- “That no conference action ever be personally punitive or an incitement to public controversy.” *General Warranty Four*
- “We protect our Fellowship and its principles, but not through revenge or punishment of individuals.” “Peace is our goal, and we believe that our best defense is to set a good example.” *Paths to Recovery, General Warranty Four p. 326-327*
• “In keeping with the Traditions and Warranty Five of Concept Twelve, local, Area, or WSO service entities have no authority to close a group or engage in other punitive actions against a group because they disapprove of the manner in which a group practices the Al-Anon program.” Service Manual, Autonomy of Groups p. 101

• “It has been said, Al-Anon is prepared to give away its knowledge and experience – all except the Al-Anon name itself.” Service Manual, General Warranty Four p. 223

• “It is within the autonomy of the Area to establish a policy on how to handle groups that are not Al-Anon. It is not punitive to remove a group from a District or Area meeting list if the group is not Al-Anon. Hopefully the Districts would work with the Area under such a policy. For a District to just remove a group on its own because they do not like what they are doing is punitive.” World Service Office, Member Services

KBDM Question #5: What do we not know about this issue that we wish we knew?

• Under the current situation with no Do Not Refer Policy:
  • We don’t know how the Al-Anon program will be affected by groups that choose not to follow Traditions.
  • We don’t know how the fellowship will be affected by groups that choose not to follow Traditions.
  • We don’t know how many Areas are going to adopt a DNR Policy and when WSO will finally stop referring to problem groups.

• If the Area adopts a Do Not Refer Policy:
  • We don’t know if a Do Not Refer Policy will work for us.
  • Is WSO going to not refer anymore and what would their policy look like? The WSO only follows the will of the groups at the direction of the WSC but how many Areas would have to adopt a DNR Policy before the WSO begins to implement their own protocol to follow the will of those Areas.
  • Would an effective Do Not Refer Policy address the problems facing Al-Anon today?
  • We don’t know how a Do Not Refer Policy will be communicated to non-represented groups in our Area.

Research Revealed:

• When asked what approaches have been successful or unsuccessful in communicating with these groups, the Districts that responded said …
  • The groups feel what they are doing does not harm other meetings or Al-Anon as a whole.
  • The groups just listened but were not interested in discussion or changing.
  • In the past, one District’s dialogue resulted in removing six meetings from their list that chose not to follow the Traditions. Eventually, those meetings agreed to change and were added back to the list.
  • That there is a need for members to become aware of and understand the purpose and importance of following the Traditions, Concepts and General Warranties.
  • That until the Northern CA fellowship becomes more informed about the purpose and importance of following our Legacies, there will continue to be dilution and distortion of the Al-Anon program.
  • That while we currently have a conflict resolution process in place (B-27) and conflict resolution tools (P-70), Districts are unable to reach a resolution with groups that choose to not consider the Traditions or Al-Anon as a whole.

Recommendation:

• It is the recommendation of this Thought Force that NCWSA create a Task Force to establish a working Do Not Refer Policy, with an appeal process, to support Districts in helping meetings remain consistent with Al-Anon Traditions and policies as presented in the Service Manual.
  • A good policy will clearly outline how to communicate to a group why they are put on a Do Not Refer list and what is needed to get back on their District and Area meeting lists and websites.

In Closing:

• The Thought Force would like to hear from the members of NCWSC any questions or experience, strength and hope they have to share on this topic.
• Thank you for letting us be of service to the fellowship of NCWSA.
The NCWSA Chairperson said normally a Thought Force that begins at the committee level remains there. However, she and the Thought Force Chair discussed bringing this topic to the GRs in October and we could have a Task Force that emanates at the Assembly level. In the meantime, the DRs will help the GRs understand why WSO wants us to discuss this topic.

Comments (C), Questions (Q) and Answers (A) included the following:

**C** There are several groups that have issues but none that would want to put on a Do Not Refer list. **Q** When would a group meet the requirements to be put on the list? **A** That would be the responsibility of a Task Force.

**Q** Because we had 7 of 27 districts respond, how wide-spread is this issue such that WSO would say it’s an issue? **A** Pyramid sponsorship is a wide-spread issue across the U.S.

**C** I would suggest the next committee continue this conversation and they can decide what the next right steps are.

**C** Issues came up when I was a DR and I got really good support from the current and past Delegates but it wasn’t at the Area level. If we had a policy and I knew the Area was behind us it would have been extremely helpful.

**Q** Why is WSO waiting for a certain number of Areas to have a Do Not Refer policies before they honor those policies? **A** That is one of the questions we do not know. Right now every registered group is an Al-Anon meeting. Action by WSO may happen when a substantial number of the Areas move in the direction of creating a policy.

**C** WSO has begun to understand there is a problem. It is up to the Areas via the groups to tell WSO what to do. WSO requires three things in a Do Not Refer policy: 1) published criteria defining what is unacceptable 2) you need to notify the group they are violating the criteria and they are going to be delisted unless they change 3) there needs to be a way for the group to come back.

When asked who would like to see this presentation brought to the Assembly, a substantial majority thought that was a good idea.

**Focus Box Task Force Report** - Wendy L.

We started as a task force empaneled to figure out if it's possible and reasonable to add meeting focus data to WSO meeting data. An earlier Assembly voted to keep meeting focus data in California North and the website coordinator/committee at the time took on the task. As of the transition to the current panel the new work seems to have essentially fallen on the floor. When Wendy became fully aware that the expected process wasn't really functional/engaged she realized that our focus data was likely quite stale and missing updates submitted by GR's since the panel turnover. Hence, her bringing up the question of if it's appropriate to still try to allow for meeting focus data or reverse the Assembly's decision.

This group started looking at the question of “possible and reasonable” by holding meetings in which current processes (excluding whatever was supposed to have been done by prior website folks). The question of “possible” was quickly put to rest with a demo by Dean of a separate database (spreadsheet) that could associate one or more focuses (apparently ‘foci’ is reserved for science :) ) with meetings (keyed by enough information to identify each one uniquely) and be presented in a searchable manner on the NCWSA website.

The question of “reasonable”, when given Dean's demo, was a bit less obvious and some members worried that the procedures would be a bit too technical and involved to be handed off to a new panel. Similarly, there were worries that this new capability would be too hard to maintain as changes arise. Further, it didn't seem to present a “unified” way for the group records coordinator to pull focus data into her overall tasks which include creating various ad hoc reports extracted from meeting data.

A subsequent revision by Ed stripped the process down to the bare minimum and meets the needs we had listed or all stakeholders (NSWSA Group Records Coordinator, NSWSA Website Coordinator, Prospective or current member, District Representatives, Group Representatives, Next Panel Group Records Coordinator, Next Panel Website Coordinator).

This process has now been in use for three months and is working well.

The overall process: each month we fetch a fresh set of group records data from the WSO in the form of an Excel spreadsheet. That data, of course, does not contain focus data for meetings. The process is to submit both the new
Al-Anon and Alateen data from the WSO and last month's NCWSA group/meeting spreadsheet, which does contain focus information for those groups who have either submitted it or whose name clearly indicates a focus. The output is a new spreadsheet that contains the new WSO data with meeting focus transferred in from our previous NCWSA group/meeting spreadsheet. Additions, deletions, and conflicts are clearly called out and are reconciled by the Group Records Coordinator directly in the new spreadsheet. So far reconciliation has not been difficult at all; the entire task, start to finish, takes less than one hour. The resulting spreadsheet becomes the new NCWSA group/meeting data.

The processing is performed by javascript in a single web page, written by Ed after referring to existing javascript used by Dean to create the website version of group information. It should be very easy for a new incoming GRC to learn this process, and should the javascript need maintenance during the three years of the next panel, Ed will provide support. After that, anyone reasonably conversant with javascript should be able to support the code should any changes become necessary.

The primary element in “Keeping This Simple” is that we don't really maintain a separate database for focus data. Our focus data flows from last month's spreadsheet to this month's spreadsheet and will flow into next month's spreadsheet when that time comes.

A secondary element is that reconciliation is very, very easy, involves very little typing, and allows the GRC easily to be aware of changes that have taken place from month to month in our group/meeting data.

2018 Budget Discussion- Bonnie M., Budget Chairperson and Chris M., Treasurer

Budget Committee: Bonnie M., Alt Delegate and Chair Chris M., NCWSA Treasurer, John S., Past Delegate and Past Alt. Delegate, Kristie A., Northern Representative, D1, Mary K., Central Representative, D12, Sheri W., Southern Representative, D19

No Changes have been made to the 2018 Budget since our May NCWSC meeting but I did update the 2017 actuals to include activity through June 30.

The Budget Committee has recommended to the Executive Committee and to the Area Chair that NCWSA fund the following requests above the Assembly approved 2017 Budget.

- A Special Project to create a new NCWSA website, estimated cost of $5350
- Increased costs for the October voting Assembly, currently no estimate has been submitted
- PRASAA expenses exceeding income by $794.45
- End-of-panel turnover meeting estimated at $2000, based on expenses from Panel 52

NoCAC declined the $3000 grant that was budgeted for them. Convention and the H & I conference both had income exceeding expenses and our members, groups, districts and intergroups continue to be generous so we feel confident we can meet the additional expenses listed above.

We do hope all Officers and Coordinators will be mindful of their budgets.

The unexpected expenses that were not budgeted for did raise questions about the budgeting process. I didn't find anything in our Bylaws, NCWSC Guidelines or the Budget Committee Guidelines that allows for changes to a budget that has been approved by the Assembly. I believe some organizations provide for mid-year revisions to the budget to more closely reflect reality. Does NCWSC want to consider that?

On the back of this report I included some interesting information from the Budget Committee Guidelines (B16).

I am so very grateful to serve with an awesome Budget Committee!

Bonnie M.
Alternate Delegate/Budget Committee Chair

From the Budget Committee Guidelines: What is the NCWSA budget?

The NCWSA budget is a request to the Assembly for authority to spend funds received in ways that are in harmony with the goals of Al Anon as expressed in the Area’s group conscience and as limited by our Bylaws, and the Seventh Tradition.

What is NCWSA's policy concerning spending our own funds?
It has been the policy of NCWSA, expressed in motions over the years that no member of Al Anon be required to spend their own funds in the service of NCWSA. In fact, members are discouraged from using their own funds, since this will create a false impression of how much funds are necessary for the operation of NCWSA. If you wish to donate some of the funds that you use to perform your function, NCWSA recommends that you turn in your expenses to NCWSA and then make a donation to NCWSA for that amount.

How do the Officers, Coordinators, and Committee Chairpersons know what funds they can ask for?

Expenses of the offices for Officers, Coordinators and Committee Chairpersons include postage, telephone supplies, travel (other than to Committee Meetings and Assembly), printing or copying, services and other expenses necessary to accomplish the responsibilities of their position.

If there are any special projects they wish the NCWSC and or the Assembly to consider, the expected cost of the project should be listed and separately considered by the Budget Committee. In addition, any requests for equipment, such as computers, file cabinets etc., should also be separately listed and considered.

What is not included in this budget request?

Travel Expenses to the committee meetings and Assembly are separately calculated by the budget committee. Therefore, it is not necessary to include the expenses of coming to these meetings or travel to the Assembly. These travel expenses are shown in the Budget as either Committee or Assembly expense.

The budget is not absolute. If it is necessary to exceed a line item or the budget total, the member and the Treasurer will work with the NCWSA Chair and Executive Committee before funds are spent. The Chair's budgeted discretionary fund should be exhausted before excess purchases are made.

Discussion included the following:

*In answer to a question, the Treasurer said approval of budget changes do not have to go to the Assembly. The NCWSC Guideline XIV, Section A was read.*

*We have exceeded our budget in some categories this year. The EC will be considering the recommendation from the Budget Committee at lunchtime. We are using a portion of the increased donations to cover the areas that we have excess expenses in our recommendation.*

*The budget coordinators are submitting for 2018 are for the next coordinator. Consider what your expenses were during the first year of this panel.*

*We have a low budget for Public Outreach. I don’t see signs near high schools, in neighborhoods. People will forget about Al-Anon if they don’t see us.*

*We were asked to bring any budget changes before October.*

*When asked if trends have been addressed in the 2018 budget, the Budget Chair said we look at our history, make estimates about income and take the requests from NCWSC members to come up with a budget.*

*Adjustments were made to the 12 Stepper printing budget. The budget was approved for presentation at the October Assembly. There were 5 abstainers. One of the abstainers said she abstained because she did not feel comfortable and she is mentally tired from the full day of business. The Budget Chair reminded us again that she and the Treasurer will gladly come to districts to talk to GRs about the budget.*

**AMIAS Recertification Timeline** – Past/Present Alateen Coordinators

The Chairperson said she did not believe we could address the topic in 10 minutes and the topic did not need to be presented today because it is something the next panel can take on.

Nick D. was asked by Tom K. to present the topic this weekend. Nick said the proposal was presented in May. This is a long term strategy that won’t get solved today and not discussing it today does represent our process issues that were discussed in our inventory.

Nick shared some previously discussed data and a personal perspective. He hoped we would have a robust conversation in the next panel and encouraged AMIAS to get input from the Alateens as to whether or not they feel safe.

After the May conversation, a past Alateen Coordinator believed the possible next step would be to create a Thought Force to address simplifying the process.
New Business

Laptop for Group Records Coordinator - Wendy L.

The Group Records Coordinator position requires access to the internet. The NCWSA laptop for the Group Records Coordinator has old software. George and Wendy are currently using their own laptops. Wendy received a non-profit price for a laptop and submitted that information to Joan. Joan said she approved the request and has included it in next year’s budget.

Updating NCWSC Guidelines – Joan W. and Jim S.

The Bylaws Coordinator was asked what we need to do to get approved changes incorporated into the NCWSC Guidelines.

The Bylaws Coordinator said it is not the responsibility of the Bylaws Coordinator to update the guidelines. He asked the Chairperson to identify a person or committee to take on this responsibility.

The Chairperson said she believed updating the NCWSC Guidelines was the responsibility of the Bylaws & Insurance Coordinator (when those positions were combined). During this panel, she had asked Art B. to update the guidelines to include KBDM (since Roberts Rules voting is no longer being used) and she believed he did that. Individual members are responsible for updating their position guidelines. She approves any changes then forwards the guideline to the Bylaws Coordinator for distribution.

The Chairperson read parts of the NCWSC Guideline pertaining to maintenance and distribution of NCWSC Guidelines.

The Bylaws Coordinator said he makes font and format changes to guidelines and distributes them but was not willing to update and make all changes to the guideline based on the level of communication of this committee.

A member asked who is responsible for “writing” the changes. The Chairperson said each person is responsible for writing their position guidelines.

The Website Coordinator said she would update the guideline if she was provided with the wording of the changes.

The Chairperson said we need to know in the future how to resolve this. More discussion followed.

A past Delegate said it’s not customary to assign ownership of a document to a past Delegate who has no other position on the committee. He suggested the Secretary, the Chairperson or someone appointed by the Chairperson would make reasonable sense to be the responsible party for updating the document.

The Secretary said there are guideline changes from the last panel that have not been incorporated to the NCWSC Guidelines and that the next panel may want to identify who is responsible for “writing” the updates in the future. In the meantime, she was willing to update the NCWSC Guideline through the end of this panel. The committee accepted the suggestion.

Voting Options at the October Assembly - Carol S and David B

David B. and Jim S. presented a slideshow outlining an idea for internet voting via email addresses for the October Assembly. David and his committee, which included Jim S. and Art B., gathered information and suggested we consider a program called Simply Voting.

GRs would use their email addresses to link in to the program. Those without email would vote using paper ballots. The group ID field would be the WSO number for the group. Internet for the Assembly conference room would be almost $2,000.00 per day.

Carol S. and David D. presented their suggestion of using Turling Technologies clickers similar to the ones used at the October 2014 Election Assembly. The devices are $10.00 each but we can rent 275 devices for $1,477.89: we have 68 left over from the previous election assembly so we would have a few extra. We own the software and have access to software updates.

Consent by NCWSC was given to allow Dede, the Facilities Coordinator from the previous panel and not a current member of NCWSC, to provide background information. She said there are a lot of challenges regarding cost and ease of use.
In her research she found some concerns regarding internet voting:
- internet access for more than 30-50 people in one room can be a challenge
- the cost can be a challenge
- being sure each GR has a device and can access their email
- will we reimburse GRs for data use
- some GRs did not want to provide an email address

Dede went on to say the clickers we previously used were a challenge for about 30% of the Assembly. In October we will need 5-6 people to help register GRs and assist those who need help with their device.

It might be beneficial to test internet voting at the committee level before trying it with a larger body (Assembly).

Comments (C), Questions (Q) and Answers (A) included:

(C) The cost of email voting will be more expensive in the long run.

(Q) How will we register GR email addresses? (A): When you log in and click “Yes” to a question, you will be registered. The DRs will get the email addresses from the GRs and turn them into the Group Records Coordinator.

(C) The response time between email voting and tabulation of email votes as well as problem-solving can be time-consuming.

(C) The Group Records Coordinator said opening up the A-16 Form is a challenge for GRs. About ½ of the GRs have email addresses.

(Q) What are the cons to email voting? (A): (David B.) I can’t think of any yet. (Jim S.) Getting the correct email address during registration and linking the email address to the Group’s WSO number could be a challenge.

(C) Lots of people don’t have smartphones. How do we handle anonymity when many people use full names in their email address? Some GRs vote one day and the Alternate GR votes on the 2nd day, both using the same Group WSO number.

(C) Different internet carriers send data at different speeds. There may be time delays between carriers.

(C) I can share my Wi-Fi with up to 300 people.

(C) Maybe we could test the email voting when NCWSC members vote for the Coordinators. NCWSC needs to experience email voting before we bring it to the Assembly.

(C) The clickers are efficient and we would love to use them at NoCAC.

(C) If we are asking GRs to vote via the internet, we should cover the cost of providing internet access. We are on budget if we use the clickers and over budget if we use email voting.

By consensus, we agreed to provide clickers for the October Assembly elections. There were 4 members who preferred email voting and one person was okay with either method.

It was suggested that the Chairperson in her turn-over meeting, bring the topic of email voting to the next Chairperson. The Chairperson thought that was a good idea.

**Area Inventory and Wrap-Up** - Dede W., Inventory facilitator and NCWSC members

The following is a compilation of Friday night's inventory:

**NCWSC Inventory Responses to Top 5 questions**

1. **Are members pressured by dominant members to accept their ideas?**
   - There is pressure to be expected to already know some things.
   - During the Group Focus Box discussion it seemed like one person railroaded the entire assembly into keeping the Focus Box.
   - During the discussion about reimbursing the Institutions Coordinator, there was a “big” voice in the room, but not necessarily dominant.
   - Sometimes we use the power of control to not have a discussion due to time, not necessarily dominance.
   - I have felt criticized and judged when I share ideas.
   - Sometimes strong opinions are not shared in a loving manner.
- I don’t think so. I have to ask myself, “Am I the problem?”

2. Do we criticize others in the group or gossip about them?
- Yes. I was disappointed when I heard someone gossiping at a service meeting. It caused me angst and it was done by people that had more experience than me.
- How do we let people know we have a problem because we don’t have a feedback loop in this non-profit organization?
  - I wish someone would come and talk to me directly if they have questions.
  - I have a problem with the communication on this committee. I don’t know who to go to in order to get that improved.
  - If I take my frustrations to someone who will lead me to a solution, it’s not gossip. I can be more mindful of enforcing boundaries when I am listening to gossip.
  - I have asked for information but have not gotten a reply.
  - Progress not Perfection.
  - I thought we had a fellowship of equals. T.H.I.N.K.
  - I have been critical of others especially with regard to frustration about the dominance of some members.

3. Does the group have a process for handling problems? If so, are members aware of the process?
- I don’t think it has been a successful tool. There are other outside tools I would like to see us adopt.
- I have not seen it used.
- I have found there was not much willingness to hear another person’s point of view. There is a lot of talking “at”. Maybe we don’t know what the process is.
- Maybe we need a definition for a “problem” and a “solution”. Some are aware more than others of the process.
- Some situations have been resolved because of B-27. I would like to hear outside tools that we may want to consider.
  - We’d rather talk about someone than to them.
  - B-27 seemed to require a quick turn-around. I would like to see other options.
  - Yes. We used this process to handle a situation regarding funds at the May NCWSC meeting.
  - If the problem is communication, how do we communicate that?

4. Are group business meetings conducted in a manner that members feel safe to share opinions?
- I wish we were more loving and caring. I don’t always feel safe.
- Yes. I know there is gossip and criticism but I have never felt I can’t go to the mic and say how I feel. We aren’t perfect.
- It’s hard to get up and share after someone has shared their opinion and why they’re right.
- Presume goodwill. We’re here because we love Al-Anon.
- I have felt bad that DRs don’t feel comfortable. The officers in their chairs look like they are in charge but we are not. Say what you mean, mean what you say but don’t say it mean.
- This last year I have not wanted to go to the mic because I felt attacked. I shared with another member that I don’t want to serve next panel.
- I get to learn so much when I am willing to go to the mic and get feedback.
- I do feel safe but sometimes I don’t know what my opinion is and I can be swayed in multiple directions.
- Because I am direct, others might not feel safe to share.

5. Does our group have a process for the minority voice to be heard even after we’ve made a decision?
- Other programs do this. I would like to see us do this.
- KBDM allows for all opinions so there is less “minority” opinion.
- I have not implemented this much this panel and I’m sorry about that.
- Yes. It happened when the Bylaws Coordinator had to repeat himself in order to be heard.
- When a decision is reached, leadership is often so relieved that no minority voice is asked for in the interest of moving on to the next agenda item.

The following is the wrap-up discussion held on Saturday.

Recommendations:
- Individual conflict resolution allows trusted servants to seek solutions together.
- There is a 3-day Assembly coming up. How do we respect each other when someone is sharing at the microphone? Perhaps someone (a Past Delegate) can “take the temperature” of the room to help the Chair/leader
be aware when the energy in the room starts to falter. This is a band aid but perhaps the EC could be a part of this process. A trusted person can help flag with timing and choice of words.

- Timing and feeling rushed was a concern. Perhaps Bylaws changes could be handled where all of the information is presented at one meeting and the following meeting can have more discussion and we can ask, “do we need to change this today?” and “Does everyone have access to all of the information?”
- In the remaining 4 months of this panel, we have an opportunity to treat each other with respect.
- Some members are unclear how to use the B-27 Guideline. How do we support the next panel based on our experience. Maybe we present a modified version of the B-27. Do our trusted servants know the resources and tools that are available? Helping the next panel’s unity is something we can think about.

The door is not closed. There are things that need to be done and there is more discussion to be had. If some members are uncomfortable with the upcoming assembly, that this body would be able to talk to each other, reason things out and show up unified so those willing to stand as trusted servants trust the process and that this room is a safe place to be.

Comments included:
- Here’s what I didn’t hear: an agreement on a feedback method that is ongoing and allows us to provide feedback to the leadership on what’s working and what’s not. We have not addressed our communications problem. I want us to see how we can improve our process and become more efficient. I would like this to be the beginning of the conversation.

- I feel like we’ve just started this process. There is a lot to do. For us, it’s the next 4 months. We do have a turn over meeting and that is a time when we can share what we’ve learned with the next panel. Regarding feedback loop with the officers, I want all to understand the EC supervises the officers. There is a process to oversee the officers.

**Al-Anon/Alateen Service Manuals** – David D.

Due to lack of time, the Chairperson summarized David’s concern that WSO is no longer providing copies of the Service Manual to trusted servants for free. DRs were encouraged to bring this topic back to their GRs. The Chairperson said the next Delegate can bring the Area’s views to the WSC but she would put this topic on the October agenda.

**Willingness to Stand in October**

Dede W. Indicated she was willing to stand for Chairperson at the October Assembly. Please share this information with your GRs.

Respectfully submitted on November 16, 2017 by

Rosanna H.
NCWSA Secretary
APPENDICES

REPORTS

Alateen Liaison & Committee Reports

Alateen Liaison North – Alternate, Katie R.
A written report was not submitted.

Alateen Liaison Central – Zach L.
A written report was not submitted.

When asked how to get in touch with the Alateen trusted servants, the Secretary said to reach an Alateen, contact the AMIAS listed as the contact on the NCWSA Roster.

Alateen Liaison South- Carmel E.
A written report was not submitted.

Executive Committee (EC) – Darby T.
Hello All NCWSC members!
The Executive Committee had a brief meeting during lunch and recommends acceptance of the Treasurer & Budget Coordinator request to update the 2017 budget as noted below:

- We received a request for a special project to create a new NCWSA website using newer technology, at a cost of $5350. This was discussed in February and received substantial support, including a desire expressed by the NoCAC Chair that we use the money allocated for the NoCAC Grant to help fund the website upgrade;
- We may also have increased costs for Assembly, for voting equipment;
- We expect the expenses for PRAASA will exceed the income for PRAASA;
- Additional facilities costs to provide a meeting space for a turnover meeting at the end of the year to facilitate the transition to a new panel.

Thank you everyone for all your service,

Respectfully Submitted,
Darby T
Executive Committee, Chairperson

The EC Chairperson said we take on leadership roles because we are committed to this program. We can ask before acting, set aside our fears and judgments when people ask for things outside of the box. Tradition 4: autonomy ends where it affects Al-Anon as a whole and Tradition 7 encourages all of us to get prior approval to the spending we plan to do.

2018 NCWSA Convention Chairperson – Rhonda D.
A written report was not submitted.

We were reminded that no one from the northern section (Districts 1-10) has stood for Convention Co-Chair. We were encouraged to talk to the past Convention Chair (Delta) or the 2018 Convention Chair if there is interest in serving.
2017 NCWSA NoCAC Chairperson – Francisco L.-M.

Dear Northern California,

As the representative of the Northern California Alateen Conference, I want to thank you for all contributions to NoCAC. We have fundraised well so far this year, and we have received tons of outreach support from AMIAS throughout the state, but **together, we can do even better.**

Attached, I note some logistical progress points concerning NoCAC. Additionally, I placed in bold key points I would like y’all to note. If any of y’all would like the NoCAC information personally, feel free to approach myself or any of the liaisons, and we can provide all NoCAC information. Please remember that **both Al-Anons and Alateens are welcome at all NoCAC Events and NoCAC itself.**

Finally, I want to ask of you to help us embody the principle that “**When anyone, anywhere, reaches out for help, let the hands of Al-Anon and Alateen always be there and let it begin with me**”. This year is Alateens 60th Birthday, therefore, we truly want to come together and promote Alateen events such as NoCAC, sponsor meetings if possible, help drive teens to Alateen Events, and make sure that at the very least, we show up. **Together we can make it,** and I truly believe in that. If any of y’all have any events you are willing to see Alateen participation at, or need help with your Alateen attendance at your district, contact me at nocacchair@ncwsa.org.

Kindly,
Francisco L-M
E-mail: nocacchair@ncwsa.org

**Logistics:**
- NoCAC set for November 3, 4, 5th at Newark-Fremont Doubltree by Hilton
- NoCAC June & August BASHes + July Fundraiser huge, historical successes
- NoCAC operations in Oregon, Southern California, and Northern New York in process
- NoCAC Logo approved
- NoCAC finalizes LCD Details
- NoCAC Committee at a historical size
- NoCAC merchandise set to T-Shirts, Wristbands, Tumblers, and lanyards
- NoCAC finalizing Reg Packet
- NoCAC amends necessary legislation
- NoCAC holds weekly Leadership Phone Meetings
- NoCAC Committee attends Oregon Alateen Conference
- NoCAC upgrading of Slideshow

NoCAC will do some type of fundraising at the 3-day assembly in October.

The Chairperson gave permission to the NoCAC Chairperson to pass the basket for NoCAC scholarship donations.

**Coordinator Reports**

**Alateen Coordinator** - Lisa B.

**AMIAS TRAININGS**
- Please remember that the WSO training Modules II, IVA and IVB are on the AMIAS list server so you can do the trainings 24/7. See “Up-Coming Trainings” below for other options.

**OUTREACH**
- I was invited to speak on the monthly PI/PCP phone call and it was a great opportunity to hear what districts have been doing and what their concerns are. It has become apparent that we have a lot of AMIAS in our area and when we need Safety Event Sponsors to help at events or even drive Alateens to events that we aren’t having a lot of participation. My question is, “What are you willing to do as an AMIAS?”

**OTHER**
- I was invited to participate in a discussion in District 11 to determine if training should be mandatory for AMIAS and what that would look like. I really enjoyed the process and like the end results. All AMIAS will be required to have yearly training but the criteria and options are different depending on whether they are sponsoring an Alateen meeting or not.
I am taking registration packets today and the deadline for registration is August 29\textsuperscript{th}. At this time I am not sure if we will be able to take additional registrations until September 1, 2017.

\textbf{NoCAC}

I have been attending the monthly meetings both BASHs and the beach fundraiser.

\textbf{ALTATEEN SAFETY ADVISORY COMMITTEE}

Nothing current but lots of suggestions regarding the proper use of the Travel and Treatment Authorization form.

\textbf{LIAISONS}

- Zach the Alternate Liaison for the Central section participated in the AMIAS trainings in District 11.
- Katie, Zach and Carmel have been very active on the NoCAC committee.
- I am looking forward to hearing about how their mentoring programs have been going at the October Assembly. After the October Assembly they will have a break until the February NCWSC meeting when they will select a new coordinator to mentor with.

\textbf{WSO}

- This is the 60\textsuperscript{th} anniversary of Alateen. What is your district doing to celebrate?
- I have received a few requests from the WSO to reach out to people asking for information in our area.
- Alateen can now be found on Facebook, Instagram, Twitter and YouTube. Visit http://www.al-anon.org/ for more info.

\textbf{NCWSA CONVENTION COMMITTEE}

I have reached out to the 2018 Chair and reminded her that I am available until the end of this year to assist.

\textbf{NCWSA ALATEEN COORDINATORS PHONE CALL}

- We had our last phone call during this panel and there were seven of us on the call. The two topics were, “Does your district require AMIAS to get training annually, and why or why not?” and “What are you most proud of that you have accomplished during your term?” And also “What are you doing to encourage Alateens to attend events?”

\textbf{GOALS}

- Complete the R &R Guidelines by the end of my term.

\textbf{UP-COMING TRAININGS}

- Sponsors R &R September 15-17, 2017 in Occidental District 16 in October 2017. Details to come.
- San Jose February 2018. Details to come.

\textbf{ALATEEN EXPRESS}

John is still collecting items for the Fall issue.
The spring issue and past issues can be found at https://www.ncwsa.org/newsletters/#alateen-express.
Please continue to send sharings (pictures, poems, songs, photos, etc...) to altalateen coordinator@gmail.com

Alateen Rocks! Yours in Service, Lisa B & John M

\textit{When asked where AMIAS transporting Alateen can find out what documents need to be given to the event sponsor, the Alateen Coordinator said there is a document containing that information that is waiting for a posting place. In the meantime, talk to the Alateen Coordinator}

I find it remarkable that there are so many AMIAS that are not doing service. I think it’s part of the AAPP’s job to ask candidates how they are going to be of service. The Alateen Coordinator said that is something each district gets to look at during the interview process.

\textit{It is recommended in all of the AMIAS documentation what is involved in being an AMIAS. Part of the interview includes asking the AMIAS what they are willing to do.}

\textit{It does not cost anything to be recertified. Some members may want to step down as a group sponsor for a year or so but still retain their AMIAS certification. The Alateen Coordinator said there is an “Inactive” category for members who wish to step away for a while. There is one form that needs to be completed to become active again.}

\textbf{Archives Coordinator} - Diana C. (Highlights presented by Kristie A., Alternate Coordinator)

A Big Thank You to Kristie for sharing the Archive Committee Report. So sorry I am unable to attend our last committee meeting. I am missing you all.

I want to thank Katie for volunteering to create an Alateen 60\textsuperscript{th} Anniversary panel board for our Archives Display. I will let her share on her progress.
I have been working on organizing, consolidating and documenting the Archive Storage for turnover to our next Archive Coordinator. The Archive Coordinator position has been exciting, diverse and historically educational. Please, if you are feeling the nudge don’t hesitate to stand and enjoy this service position.

Did You Know….. in a 1957 Alateen Letter from Bill M. to Lois W.—“I am most grateful for your personal interest in the Alateen movement, as are the members of the Pasadena Alateen Group. Incidentally, The Pasadena Group is still the largest and is maintaining an attendance of 20 to 30 each week with an average of 2 new people each month. The other Groups out there look to them as the “Mother Group” and so we are sure that the decisions made on the 12 Steps and 12 Traditions will be adopted by all existing Southern California Groups.”

“In the matter of the Al-Anon Traditions these too have been adopted, but they request certain changes with regard to substituting Alateen for Al-Anon. A request I concur in so that Alateen might have some part of their program that is an autonomous thing. These changes are as follows:”

T3. The teen age relatives of alcoholics, when gathered together for mutual aid, may call themselves an Alateen Group.

T4. Other Alateen Groups, Al-Anon Family Groups, or AA as a whole.

T5. Each Alateen Group has by one purpose; to help other teen ages of alcoholics.

T6. Our Alateen Groups ought never to endorse,---

T8. Alateen Twelfth Step work ------

T10. The Alateen Groups

Thank you for the opportunity to Serve,
Diana C., Archives Coordinator, Kristie A., Alternate Archives Coordinator

**Bylaws Coordinator** – Jim S.

Dear NCWSC,

The Bylaws Coordinator and Alternate Bylaws Coordinator have been working on 2 more potential revisions to the Bylaws. Number 1 below will need discussion and 2 should not require much discussion. We also added the revisions from passed motion to allow Electronic Voting.

1. To revise eligibility to serve as AAPP to allow added qualified candidates. This was requested by Tom K., NCWSA AAPP for Alateen Safety. The current language in the Bylaws under eligibility to serve for Area Alateen Process Person states: "An Al-Anon member who is serving, or has served, as a DR and who is a certified Al-Anon Member involved in Alateen Service is eligible to serve as Area Alateen Process Person."

The revision would read: "The Area Alateen Process Person (AAPP) must be an Al-Anon Member Involved in Alateen Service (AMIAS). In addition, the Area Alateen Process Person is an Al-Anon member who is serving, or who has served, as a District Representative or, is serving or, has served, as a District Alateen Process Person (DAPP) for at least 1 year and have been responsible for one District AMIAS Renewal Process."

2. To revise the contact for the NCWSA Executive Committee to register their addresses. This was requested by Rosanna, NCWSA Secretary. The current language in the Bylaws under Executive Committee Duties is "Registering their addresses with the Group Records Coordinator of NCWSA,"

The revision would read: “Registering their addresses with the NCWSA Secretary,”

3. At the NCWSA Meeting on 5/20 the Electronic Voting Bylaws Revision was passed.

Revisions were made to the NCWSA Bylaws according to the Motions passed in the NCWSA Meeting on May, 2017. Included in the revision was an updated Table of Contents and Index. The new MS Word version of the Bylaws has a feature to click on the page number to take you to the page in the Bylaws associated with that header in the Table of Contents.

Numbers 1 & 2 above are detailed in the Fall, 2017 issue of the 12-Stepper on the page 39 and in the online version on page 25.

If 1 or both potential revisions to the bylaws are passed by the NCWSC we recommend putting Motions 1 & 2 on the agenda for presentation at the NCWSA Assembly in October, 2017.
If anyone has a NCWSA Guideline revision, please contact me beforehand so I may send a copy of the Guideline Format Template to be used with your revision.

Yours in Service,
Jim S., NCWSA Bylaws Coordinator
Gael R., NCWSA Alternate Bylaws Coordinator

Diversity Coordinator – Nick d.
A written report was not submitted.

Facilities Coordinator - Carol S.
The TEAM Event will be at the Lions Gate Hotel on September 9, 2017. We will be having a Friday night speaker on September 8th, so if you would like to stay over Friday night, the room cost is $115. The Lions Gate Hotel has finished the renovations so we will be in the Ballroom at the hotel.

Our October Voting Assembly will be at the McClellan Conference Center. We ran out of rooms at our last 3 day Assembly so for this Assembly we have 105 rooms each night. The room cost will be $115. If we need more rooms one option is to use the Crowne Plaza on Date Ave. Chris AC is our chair. Our registration flyer for Assembly is out now.

We are going to have our February 2-3, 2018 Committee Meeting at the Santa Cruz/Scotts Valley Hilton. I’ve added breakfast to each room, so the cost of double rooms will be $169. Out of all the facilities in the surrounding area, this is the only one that responded to our requests. We have a suite for daycare and our checkout will be extended until 6pm to reduce our cost.

Because of the high cost of renting screens we decided to buy our own. This screen paid for itself this weekend.

I am still looking for a place for the 2018 Convention. I have a tentative contract for the Modesto Doubletree Hilton.

I’m also looking for a place for the 2018 May Assembly and Committee Meeting. I have nothing as yet. The McClellan Conference Center would like for us to stay with them, but I am looking elsewhere for now.

In Service
Carol S.
NCWSA Facilities Coordinator

Group Records Coordinator – Wendy L.

GROUP RECORDS: As of August 1, 2017: 871 Active Al-Anon Groups & 64 Active Alateen Groups

Of these, there are 829 Al-Anon/Alateen Voting Groups. Why the lesser number? Some groups have adjunct meetings such as a fellowship group where the members have chosen to be registered with ONE unique number and have voted in a group representative. Some meetings have registered newcomers meetings, etc and so on. We’ve registered 23 New Groups since January!

For discussion on use of electronic devices (phones/tablets etc.) for voting, I did a quick look up and found that of the voting groups, only 481 Group Representatives have a registered e-mail address.

GROUP FOCUS: The group focus database has been tested for the 3 months and continues to get refined. It is a simple process. If groups want recognition of one of the focus areas: 1) Men 2) Women 3) Parents 4) Al-Anon Adult Children 4) LGBT or 5) Regular Al-Anon, then members must use the AREA group records change form, A16. If groups send updates or new group formation directly to WSO, there is no focus tracking. Each month we “refresh” data and hold group focus A16’s to “add” that have come through since last month update. See Group Focus Report for more details.
Here is a bit of what we know: We have 128 active groups with a focus (at the time of this report):

- 31 (A – Adult Children) – 6 of 31 do not have group names to identify the focus
- 3 (L – Lesbian) – identifiable by group name
- 24 (M – Men) – (19 identifiable by group name)
- 1 (ML – Gay Men) – identifiable by group name
- 1 (MLA – Gay men adult children) – identifiable by group name
- 1 (MLA – Gay men adult children) – identifiable by group name
- 36 (W – Women) – 3 of 26 do not have group names to identify the focus
- 3 (WA – Women adult children) – identifiable by group name
- 1 (WLA - Gay women adult children) – identifiable by group name

VOTING ASSEMBLY: Bitter sweet, our last event of providing Group Representative sign-in sheets and voter labels will be the one we really need help with! If you know who is heading up the volunteers, let me know who; I can give them an idea of what’s needed.

Thank you all for allowing us the opportunity to be a part of this panel -

PROGRESS! - Wendy and George

**Institutions Coordinator** - David B.

There have been a number of different events occurring since the last committee meeting. These events were both inside and outside as we say in Institutions service. Just one month after the 2017 H&I Conference District 14 with NCWSA Institutions held a one day of Service in Institutions which was held in Pleasant Hill. The objective was to have two panels of local professionals and one panel of Al-Anon members to share and listen to how we can work together to help families and friends of alcoholics. The professionals heard how Al-Anon members carry the message of hope into other facilities and members heard from organizations that they had not met before. The outcome resulted in new relationships starting and existing relationships strengthened as well as more facilities to carry the message into.

Not far away and a different facility the staff at the Federal Correctional Institution in Dublin invited the Al-Anon volunteers to present our program to the incarcerated women the Health Fair. The inside Al-Anon meeting there had been meeting for just six weeks when we presented the program to over 250 women at their event in the gym. The women took a lot of pamphlets and Forum Magazines. It was nice to be included in their extra programing so soon. The staff has agreed to present our suggestion of having a monthly speaker meeting to the Administrative Executive Committee. This meeting will have a panel of members from different paths into Al-Anon or a couple sharing their experience, strength and hope. The current group membership consists of 90% of adult children and 75% of mothers of problem drinkers.

The men at CTF Soledad Prison held their 2nd Annual Al-Anon Conference with the theme Finding the Courage to Change on the last weekend of July. This 3 day event was comprised of five sessions and included 8 volunteers. 115 men attended all 5 sessions and 153 men attended at least one session. The members at San Quentin will participate at the annual AA and Al-Anon celebration of recovery in September. This will help raise awareness of the new meeting there – the first meeting in the general population (mainline) at San Quentin.

On that topic of growth there is a new Al-Anon meeting at Pleasant Valley State Prison in Coalinga which now has meetings at three of the four facilities at that institution. The prison administration at the California Medical Facility in Vacaville has asked for a second Al-Anon meeting there and the Al-Anon volunteers are excited about this new service opportunity. The Al-Anon members inside Duel Vocational Institute State Prison in Tracy participated in the prison wide Day of Peace where the different activity groups displayed information on tables and answered questions. Our volunteers reported that ten men joined the group and they will hold their first Day in Al-Anon later this year.

The growth of Al-Anon continues at the state level. The State Youth Correction Center in Stockton has invited Al-Anon inside to their N. A. Chaderjian facility for youth from ages 18 to 25. Two volunteers have been cleared and we are waiting for a start date. This will be an Al-Anon meeting and will include Alateen literature. Also I have recently attended the volunteer training for both state prisons in Chowchilla. Those being the Valley State Prison and the Central California Women’s Facility (CCWF). CCWF is the largest women's facility in the United States.

Behind all of these numbers are human beings who have made bad decisions but are not bad people. The inside members who work their program are reconnecting with their loved ones with new attitudes supported with a new
vocabulary – the words of recovery – the words of love from the Al-Anon and Alateen literature. The September issue of The Forum Magazine includes a share from Carlos J. of California. He is in the prison where Al-Anon members from the Reno District in the Nevada World Service Area drive 90 minutes one way to bring the Al-Anon program inside. His share is included in case you may not have read it.

This year’s donations to the NCWSA Institutions Committee Pink Can Fund are almost consistent with last year as of July 31st. The distribution of literature continues as new meetings are added and existing meetings are growing while outside members volunteer and special events are held inside. The purpose of the Pink Can Fund is to provide the Al-Anon and Alateen member who are either encarcerted or voluntarily confined with Conference Approved Literature. This use is an expansion from the original design that was to be used for only prisons. Any registered Al-Anon or Alateen meeting where the inside members can not attend meetings outside their institution may receive literature. This makes the distribution as democratic as can be while allowing for growth. Of all the meetings that receive literature 9 facilities also receive Spanish language literature. This includes 7 prisons, one juvenile hall and one women’s county jail.

There are 21 state prisons, 2 youth correctional facilities, 5 federal prisons and 46 counties with women’s jails, Juvenile Detention Centers and crisis shelters within the boundaries of NCWSA. As a comparison, the Southern California World Service Area (SCWSA) has 13 state prisons, 1 youth correctional facility, 6 federal prisons and 11 counties. Our members clearly understand and support this service - the first service held in the World Service Office, and one that Lois W. fully supported.

The NCWSA Institutions Committee Pink Can Fund supports our volunteers in carrying our message of hope behind the walls. Our never ending thanks to the members who generously endorse this fund by every dime, quarter and dollar is donated. Our fellowship’s continued support in voting to include this ongoing fundraising activity in the annual budget every year is essential for this Twelfth Step work, reminding me that in order to keep my program, I need to give it away.

In Service with Gratitude,

David

**Insurance Coordinator** - Carol G.

Hello, Committee members. It’s been a fairly busy three months. I am fortunate to have a continuing great working relationship with our Asst. Client Advisor and Client Advisor who make this job easier.

Since our last meeting, I have been working on the renewal of our Directors and Officers Policy. Once we pay the invoice, our policy will be renewed effective September 18, 2017. The cost of this policy has remained the same. I have been told by more than one source that we have an extremely low cost for our insurance policies.

I have submitted many applications for regular weekly meetings and special events. Recently, our broker has been super-fast in supplying us with the certificates we request.

Even though I make this statement, please get requests for special events to me as soon as possible. Awhile back, I was accused of a misrepresentation regarding how long it takes to get a certificate of insurance, even though it clearly states on our form: Please submit request 3 weeks in advance of deadline and allow a minimum of 5 business days for processing.

I am NOT perfect, but continue to be a “work in progress”.

Thank you for allowing me to serve,

Carol G

**Literature Coordinator** – Catalina L.

**News from WSO**

- **Parents/Grandparents Pamphlet**: We are excited to report that the Literature Committee, Policy reviewers and the Executive Director have approved the manuscript for the PARENTS & GRANDPARENTS OF YOUNG PROBLEM DRINKERS (working title) pamphlet. It is now undergoing design, after which it will be translated into French and Spanish. We hope to have it ready in the first half of 2018.
• **Intimacy Book**: We are also excited to report that the Literature Committee is reviewing drafts for the INTIMACY IN ALCOHOLIC RELATIONSHIPS (working title) book, which we hope to have ready for the Al-Anon International Convention in Baltimore, MD, next July.

• **Sharings Still Needed**: We still need more sharings for the NEW DAILY READER (working title), for which we have received over 1,100 so far. Writing guidelines can be found in the Guidelines & Procedures folder under “Library” in the Literature Coordinator community of AFG Connects. Sharings can also be submitted on-line at the Members’ site, [https://al-anon.org/members/user-login](https://al-anon.org/members/user-login), in the “Featured Publications” portion of the “Individuals” section, under “Submit a Personal Sharing.” Please see the “How to Submit a Sharing to the WSO” handout in the Guidelines & Procedures folder under “Library” in the community.

• **Paths to Recovery Workbook (P-93)**: Sales started out very strong for this workbook, with 20,000 sold in the first quarter of this year. However, in the second quarter they dropped to 5,000. Please share the benefits of this workbook with members in your Area! Then share on AFG Connects with your fellow Literature Coordinators about what you are doing to encourage use of this new tool. The workbook includes the same questions as the Paths to Recovery (B-24) book, along with space to write. For those who don’t feel there is enough room to write their answers, please remind them that the workbook is three-hole punched, so it can be placed in a three-ring binder with extra paper. It is available in English, French and Spanish.

• **CAL Sample Chapters**: One of the exciting features of the newly redesigned website, al-anon.org, is that it now features sample chapters from ten Al-Anon books! Hover your cursor over “Al-Anon Store” from the menu bar at the top of the home page. From the dropdown menu, select “Al-Anon and Alateen Literature.” Certain items will feature a “Read Sample” icon.

• **“CAL Corner”**: Each month, the “CAL Corner” feature in The Forum includes members’ sharings on how a particular piece of our literature has enhanced their recovery. The August articles feature Opening Our Hearts, Transforming Our Losses (B-29). The September articles are about Hope for Today (B-27) and November’s feature The Dilemma of the Alcoholic Marriage (B-4).

• **Sharings needed for “CAL Corner”**: We always need more sharings about how CAL has helped members with their recovery. Please urge members to write. We could especially use articles about One Day at a Time in Al-Anon (B-6), Reaching for Personal Freedom (P-92) and the Paths to Recovery Workbook (P-93). Please see the writing guideline for “CAL Corner” in the Guidelines & Procedures folder under the “Library” folders in the Literature Coordinator community.

• **Electronic Conference Approved Literature**: Don’t forget that the Al-Anon On-line Store now includes links to find specific vendors where electronic versions of Conference Approved Literature are available. Just click on “Electronic Literature” under “Categories.”

**Forum News**: We are excited to announce that, beginning with the August and September issues, we are giving The Forum a new, more contemporary look. We are experimenting by adding some new design elements that we hope you will find interesting, fun and inviting.

• We remain very short on Forum sharings about the three Legacies—especially about Steps Five through Twelve, and all Twelve Traditions and Concepts of Service. We also need sharings from Canadian and Alateen members.

• **The ForumBook** (working title): So far, members have sent in over 701 titles and publication dates of Forum articles that they consider the best of recent years. Please keep encouraging members to send in Forum stories they want to see included in this book. And don't forget to send in your own selections!

• The revised Forum Writing Guideline (F-1) was posted on AFG Connects on June 19 of this year. It is also available on the Members site. You can access the link by hovering your cursor over it, pressing the "Ctrl" key and left clicking it at the same time: [alanon.org/members/pdf/TheForumWritingGuidlines2017.pdf](https://alanon.org/members/pdf/TheForumWritingGuidlines2017.pdf).

• Don't forget to let members know that there is an e-magazine version of The Forum. You can now find direct links for ordering it on the Al-Anon Online Store at al-anon.org/online store under the "Electronic Literature" category.

**Group eNews News**: September marks another digital milestone for the WSO, the launch of the re-branded Group eNews! The new English email is called In the Loop. In addition, we have created French and Spanish versions called Le Messager and En Contacto, respectively. Anything newsworthy from the WSO will now be available to the entire fellowship within the News from the WSO page found under the members tab on the new website.

Historically, the AFG Announcements email was only in English and we provided links to Spanish and French Group eNews; now you have the ability to request to receive it in your preferred language. The first issue will be emailed the first week of September and will continue monthly; but in some cases, we may have something of an
urgent nature or feel a topic needs to have a dedicated email and you may receive additional emails. Of course, you may opt-out at any time by clicking the link in the footer of the email.

**New Service Manual:** According to Group Services, the new Service Manual will be available for sale in January 2018 at the earliest. Literature Distribution Centers will receive advance notice order forms later this year.

**Revisions to Existing Literature:** Coming soon, the Al-Anon Newcomer Packet (K-10) will have a new look! It includes the same information at the same low price, but now, rather than in a sleeve, it is in a booklet. All other Newcomer Packets for men, adult children, parents, etc. are still in the original format.

The 2017 CAL Catalog (S-15) will be available in January, and will be included as an insert in the January issue of The Forum.

The latest printing of Lois Remembers (B-7) is now available, including a shortened timeline of Al-Anon and A.A. historical events that now ends in 1978, when Lois wrote it. Reference to the complete timeline is available on the Members’ site.

The revision of Information for the Newcomer (S-4) is now available.

Alateens Share with Adults in Their Lives (P-67, formerly titled Dear Mom & Dad) is now available.

A revision of Getting Started (S-15R) is also in print. This leaflet is only found in the Newcomer Packet, and is not available separately.

A revised version of Al-Anon: Then and Now (AR-2) is posted on the Members’ site and in the Al-Anon Online Store under “Free Downloads.” It is not available in print.

**Writing Workshops:** If you would like to conduct a writing workshop in your district, I will send you the WSO Guidelines, the WSO flyer for the particular piece of literature, and if you want, sample "scripts" I have prepared.

**Literature Orders for Institutions:** So far, for the year 2017, literature orders for institutions total $20,238.27.

In loving service and gratitude, Catalina, Area 3 Literature Coordinator, Email: nocallit@outlook.com; Phone: (415) 509-2706 and Verena, Area 3 Alternate Literature Coordinator

**PI/CPC Coordinator**- Pleas S., Alternate PI/CPC Coordinator, read Veronica’s report

Email PICPC1951@gmail.com  
Website www.ncwsa.org/PICPC

**UPDATES AND NEWS**
1. Outreach Day Oct 14th see fliers in your bin
2. We have an Area Outreach Page www.ncwsa.org/PICPC
3. Does your district have a district outreach coordinator? If not consider sending a candidate to Outreach Day
4. PICPC Guidelines are being updated to reflect the current times of this position
5. WSO Social Media Guidelines - District and Area can publish their own social media pages.

**COME TO OUTREACH DAY**
1. www.ncwsa.org/PICPC/Outreach Day

**WHAT IS OUTREACH DAY?**
1. To connect the fellowship with what is and what is not Al-Anon/Alateen Outreach
2. To Connect the professional community to Al-Anon/Alateen information to take back to their offices and clinics
3. Orientation for New and Current District Outreach Coordinators. Coordinators will have the opportunity to connect and exchange ESH with other district coordinators
4. Spanish Interpretation available. We will have our first bi-lingual Spanish/English Al-Anon meeting where the topic will be We Are One Fellowship - Discrimination and Biases with or fellowship
5. Featured Speaker will be Alateen Francisco L-M 2017 NoCaC Chair

**SUPPORT THAT IS NEEDED FOR OUTREACH DAY**
1. Need a Child care Liaison. Haven't received requests that this service is needed
2. Have your GR’s pass around car pool sign-up sheet. Who can Drive and take people to Outreach Day
3. We need Interpreters who can provide simultaneous interpretation Spanish-English/English-Spanish
4. Inform your GR’s that Outreach Day is 7th tradition in action. Your donations to Area help PICPC provide this type of Area outreach programming to the Nor Cal fellowship.

NEWCOMER SEASON
1. October - March
2. The phenomenon where the most people who are seeking support for friends and family affected by problem drinking. Based on district website traffic data. We’re seeing trends that these are the months where meetings are noticed spikes in meeting attendance and web hits. These trends can help districts in planning their outreach events and Al-Anon/Alateen events.

WHAT CAN GROUPS DO?
1. Ask your GR’s if their meeting is easy to find. Why make it hard for Newcomers to find your meeting?
2. Update your website with a holiday schedule of meetings
3. Host Holiday/Seasonal Themed Al-Anon/Alateen events. For example white elephant gift exchange, NYE dance, Karaoke, Halloween

12 Stepper Coordinator - Debbie O.

I have heard said “We know when our 3 year commitment is coming to an end.” Well I am feeling a little sad to let this opportunity go. I have had such a wonderful growth spurt, and not wanting to Let Go. I must though as I know through my experience in service I cannot keep the gifts, if I don’t give it away. I must grow; I gain more each time I do this. It is with much Love and Gratitude to stand with each and every one of you to be of Service to and for Al-Anon.

What I have done:
Input all reports from all Officers, Coordinators, and NCWSA Event Chairs to the best of my ability.
I have updated all trusted servants lists as needed.
I have reached out for help when needed (which was quite often).
I have updated the 12 Stepper Guidelines and submitted to the chair for approval which is still in process.
Thank you Jim S and Rosanna for all your guideline and bylaw review so we all know our duties better, you both helped in the review and update of what has been presented for review. Which was no easy task, I got more growth out of the process then I can ever express my gratitude for.
I have stepped up the process on my time line as with e-communications things go much quicker.
I have submitted all work to my review committee and am very grateful for all the help and support I have received.

Requested of you:
Please send me all your reports.
If your information needs updating let myself and the Area Secretary know, just keep in mind the panel will be changing Jan 1, 2018 so all the information will need to be updated.
If you would like your district Special Events posted send me just the logistics and information on what it is and that will go on Page 7 under the Event Calendar section in the 12 Stepper.
That being said I am learning to better know my capabilities and what is important and what’s not. My Serenity has come from knowing I have done a great job for you and with you.

Love in Service,
NCWSA 12 Stepper Editor

Website Coordinator – Penny G.

Dear NCWSC:
The new Alternate Website Coordinator needs to have significant experience with WordPress, HTML, and hosting accounts. We will need to see published websites as a resume for this position. In addition to WordPress and HTML, the current website committee members are also experts in PHP, JavaScript and Google Maps API. These
skills are desired but not required. There will be an election today for this position. This is an opportunity for someone to get one-on-one training with our current committee and me while I am still in office, I will not be continuing past this term.

The website committee has interviewed and selected a professional website company, http://freshmintdesign.com/ of Sacramento. Dean C. and I have met with the owner to discuss the requirements and set priorities. The retainer has been paid and the work is underway. The due date is the end of September or first week of October, before Assembly.

These are the priorities of the new WordPress website:
A new design that will work properly on smart phones to display meetings and calendar items is the first priority.
- A new design for meetings that will be easily searchable is being created.
- A new design for calendar items that will include an easy upload feature is being designed.
- Significantly more email aliases than the current site, enough for every position and their alternate that needs one. (The current site has only 30.)
- The new site will feature an approval and publishing design so all items to review won’t have to be sent to the Alateen Coordinator.
- The information for the District pages will be cleaned up for the district information pages that are not on separate websites. District reps please review your information on the current website asap.
- The website contract includes the transfer of the existing and new sub-sites, such as the new District 4 site, the newly upgraded District 23 website, the newly created Public Outreach website, the existing District 6 through10 website to the new website and new website host.

It’s time to take a fresh look at the current function of the website. The functions listed above are definitely going to be taken care of with the new site. Once these items are taken care of we will see if any funds remain in the contract. One area to consider is the many tables with documents. It’s like a file cabinet on the Internet. Over time the current website has also grown to be a document archive. This type of published item is not readily displayed on smartphones, and for the most part is not frequently used, although it is still intact on the old site. This type of thing is not compatible with the new style of website that is built specifically for the smartphone.

It’s time to determine what to keep, and where. One possibility is to leave the articles and forms in the tables as is, on the current website, and change the domain name and keep them published and updated. They would not move over to the new website, they would stay where they are. Keep in mind please our focus is on newcomers first, then members, coordinators, and then the committee and officers last. The committee is at the bottom of the pyramid with the newcomers on top. If anyone would like to step up as a librarian or archivist to work on this task the work is available. The website coordinator is the custodian of the website, the content itself is regulated by the committee, officers, and members. Kind of like this analogy: The author writes the book, and the bookbinder creates the physical structure of the book.

Speaking of author, each coordinator and officer has a distinct function in the task of transferring their content to the website. So far I have not heard from coordinators or officers, with the exception of Public Outreach. Veronica took a WordPress class to get up to speed, and we have met several times to design the new Public Outreach website.

Coordinators are invited to write content to be published or create a sub site like Veronica. It’s not possible to transfer the existing articles because the content was created two websites ago and has obsolete code imbedded within the sentences. The very old style had the display parameters for the boxes, color, etc. embedded in the pages, and this was taken directly from the very old website into the current website without any adjustments to the way the current website works. This was an oversight, and we will not be transferring mistakes over to the new site. Therefore if anyone would like to author content, you are welcome to do so. Just do it in a text edit software, not in Word, so we don’t get the incorrect coding imbedded. Long story short, the Website Coordinator and the Website Committee will publish what you write; however we are not the authors of the content.

Many thanks to the Website Committee members for participating in the complex effort to replace the website!

Respectfully,
Penny G, Website Coordinator

*The Website Coordinator said to speak to her directly if there are any items on the current website that are not correct.*
When asked if the Website Coordinator or AAPP’s guidelines permitted either to not post flyers that are deemed to not abide by the Traditions, the Coordinator said the AAPP sees all flyers first. The Website Coordinator does not own the content but posts what is provided.

The Website Coordinator said someone wanting to add archived minutes to the website is welcomed to do so.

**District 6-10 Intergroup** – Joe C.

Hi Everyone! I am Joe C the Chair for Intergroup D6-10. I started in this position in April.

- Our Al-Anon Information Services (AIS) office is located at 5429 Palm Ave, Suite A, Sacramento, CA. Our office hours are Mon – Weds 10 - 3 pm and Thursday’s 10 – 4 pm. Closed Friday – Sunday. (916) 334-2970. aisbookcenter@yahoo.com.

- The surplus funds taskforce completed their recommendations last year. Here is a status of distributions:
  - An employee to run the AIS office has been hired: Patty. She is doing an excellent job and actively participates and brings new ideas to the monthly Intergroup and quarterly Service Board meetings.
  - The AIS office purchased new computers and updated software for running the office and capturing sales & inventory information. The office is in the process of transitioning to the new tools and expects to be completed in the next few weeks. This new equipment will allow the office to provide better service to members.
  - $1000 for supporting new meetings has been budgeted (up to $200/per new meeting). Two new meetings have requested $200 in literature, which was approved.
  - Spring Fling co-coordinators were elected, Rachel and Laura L, and planning has started!
  - Proposal made and accepted to move Share & Care to e-version only; starts in Oct
  - Proposal made to find a volunteer CPA to review AIS financial records; Rex volunteered to provide the service!
  - Our AIS office is very dependent on the help of volunteers and they do a tremendous job! The office is always in need of additional volunteers both at the office and for the after-hours phone line.
  - Intergroup continues to hold elections for open positions. We need the following positions filled: Alternate Chair. We have filled the open Insurance Coordinator (Gail) and Service Board Member position (Gail) since the last update. Thanks Gail!

Joe C, (916) 276-4080 or joebruinrock@yahoo.com

*When asked if we could have literature at the assembly, Joe said he would check into that and let Joan know.*

**Northern California Hispanic Intergroup** – Javier O.

A written report was not submitted.

**Santa Clara Valley Intergroup**- Chris A.C.

A written report was not submitted.

**Officina de Informacion Hispana del Este de la Bahia Al-Anon (South) -** Maria Elena H.

A written report was not submitted.

**South Bay Spanish Intergroup**- Janie L.

A written report was not submitted.
Delegate & Officers Reports

Delegate – Yvonne deG.

A written report was not submitted.

The Alternate Delegate read an email the Delegate recently sent to DRs, which included the following:

DRs, are you:
- letting GRs know about the Chairperson of the Board report and encouraging GRs to share it with their groups?
- encouraging people to go to the International Convention in Baltimore in 2018?
- letting GRs know we are holding elections in October and encouraging them share with their groups?

Alternate Delegate - Bonnie M.

Hello family,

Since our May Committee meeting
- I have been attending the planning meetings for Al-Anon participation in AA events hosted by NCCAA (Northern California Counsel of Alcoholics Anonymous)
  o I’m excited about the Fall NCCAA Conference in Lodi, October 13 - 15. Karen R., from Arizona is our main speaker and District 27 is planning a great Al-Anon program, including a Service Panel in the main AA room on Friday evening. Hope you can join us.
  o The NCCAA Spring Conference will be held in San Ramon March 30 – April 1, 2018 (Easter weekend) so I look forward to working with Districts 14 and 16 again. There is a time slot in the main room on Friday evening for an Al-Anon speaker or panel for the 2018 conferences but to have our speaker on the AA flyer, we need to start planning now.
  o The NCCAA Summer Conference will be held in Modesto June 8 – 10, 2018 and the Fall Conference will be in Fresno October 5 – 7, 2018. Both districts have done an awesome job putting together an Al-Anon program for previous conferences
- Roll Call Conferencing has been bought by PGi, “a global leader in collaboration and virtual meetings for over 25 years. PGi is the same company that has been providing you conferencing services on behalf of RollCall for the last four years.” No substantial changes were mentioned in the announcement so the coordinators and committees using Roll Call should not notice any difference.
- And I hope you’re all planning to attend the 2018 International Convention in Baltimore next July! Registration should open in early September. Housing is only available after registering for the Convention and it’s wise to register early to get the best choice of housing options. Past International Conventions have offered a wide range of lodging choices, from high-end hotels to local college dorm rooms. If you haven’t been to an Al-Anon International Convention, talk with someone who has – we tend to get really enthusiastic!

Thank you so much for letting me serve as your Alternate Delegate.
Bonnie M.
NCWSA Alternate Delegate

Chairperson – Joan W.

A written report was not submitted.
Area Alateen Process Person – Tom K.

Dear NCWSA Family,

In my absence from the Jackson NCWSC meeting Nick agreed to facilitate the discussion/vote of my proposal to change recertification from annually to every 3 years (see details next page).

Alateen Meetings Current Status: 63 active meetings in NCWSA.

Web Postings: I need to assure the safety of teens at district and area events by checking that AMIAS who serve as event sponsors are currently certified. For detailed instructions on submitting event fliers see https://www.ncwsa.org/submit-an-event

New AMIAS: Inactive AMIAS do NOT need fingerprinting to change their status to Active since California DOJ will alert the AAPP of any subsequent arrests in perpetuity.

Enjoying Serenity by applying principles of our Legacies,
Tom

Secretary – Rosanna H.

Dear NCWSC Family,

Here is what I’ve been doing since May:

- Compiled and submitted for posting the draft minutes for the May 2017 Assembly and NCWSC meetings. Both sets of minutes have been the most challenging minutes of this panel. The Assembly minutes were a time challenge: I had one month to collect, compile, edit and submit the draft to the 12 Stepper Editor for inclusion in the Fall issue of the 12 Stepper Newsletter. The NCWSC minutes contained more conversations than usual and many decisions were made. Documenting the facts without getting lost in the details was a challenge.

- Continue to invite new NCWSC members to join the NCWSC Yahoo group. Please contact me if you wish to join or you are having challenges logging in.

- Scanned 3 sets of NCWSC Minutes for the years 2002-2003. My hope is to have all NCWSC and NCWSA Minutes posted on the Area website in 10-year “bundles” like the WSC Summaries on WSO’s website.

- Continue to add to a list I call “Take What You Like…”. This list includes time-sensitive legal responsibilities of the Secretary to NCWSA, Inc. as well as tools I found helpful in my service as secretary. I look forward to supporting the next elected secretary. Anyone interested in serving as secretary is encouraged to let me know.

Since this is the last committee meeting, I would like to acknowledge the members who proofed the minutes. These members regularly brought things to my attention and made suggestions that enhanced the minutes. Some of you signed up because it provided a forced opportunity to read the minutes. Some signed up for other reasons. Either way, THANK YOU!

I also want to thank the members who shared suggestions that helped make the information I compile or create more accessible/useable to the committee, GRs and members in general. Most of the best changes I’ve made to meet my service responsibilities have come from your suggestions.

DRs, you are our link to the GRs between assemblies. Thank you for forwarding assembly minutes to your GRs or for letting them know when assembly minutes were available on the Area website.

Finally, in the spirit of Concept 8, thank you committee members for giving me the space to safely make mistakes and to express myself through my service. My position’s guidelines are 99% complete and they frame my “3-year acre of land” on which I get to till and plant my service garden. Thank you for being the sunshine and the rain that helped make this garden grow.

Peace, love and joy in service,
Rosanna H

29
Treasurer – Chris M.

Since the last Committee Meeting I have accomplished the following: (Finally getting caught up.)

• Prepared the quarterly sales tax report online from prior quarter data.
• Update the files for the first six months.
• Spoke to possible candidates for the next Treasurer and Financial Assistant
• Prepared requests for payment and sent checks to be signed by the Chair or available officer.
• Provided copies of financial reports to Officers and the Executive Committee Chair.
• Provided a copy of the 2017 2nd Qtr Financial Reports to be posted online.
• Met with the NoCAC chair to assist and gather the first six months data for the financial report.
• Attended conference call with officers to discuss business between meetings.

Attached is the current financial reports for the 2nd Quarter ending June 30, 2017 (Draft Reports through July 31, 2017 will be available at the meeting:

• 2017 Income to date - $67,931.30 (increase from 2016 by $12,300.83)
• 2017 Expenses to date - $54,503.84 (increase from 2016 by $7,402.53, primarily from increased Committee and Coordinator expenses.) Attached is the final Convention Financial
• 2017 Net Profit to date - $13,427.46 (increase from 2016 by $6,541.73) ( P&L Attached)
• Ending Checking Account Balance 6/30/17 - $19,191.22 (about 3 months operating expenses)
• Savings, Money Market & CD Account Balances - $55,680.38 for a Prudent Reserve (about 9 months of operating expenses. Balance Sheet - Attached)
• Pink Can Fund Ending Checking Account Balance 6/30/17 - $18,631.52 plus literature on hand in storage of approximately $14,777.25. This total of $33,408.77 is equivalent to about 13 months recent purchase of literature for area institutions (primarily for prisons).

Things to Think about:

• The 2017 budget anticipates $77,735 from donations, which equates to about $85 per group per year.
  Encourage members to donate excess funds after supporting the group and the district operating costs.
• Coordinators and Officers, please look at your costs to date and estimate how much more you will need for the year by 8-26-17 so we will have a better idea how to allocate funds.
• Election is coming for next panel, I’m available to speak about the Treasurer position or have someone join me for the day and review what’s involved with being the Treasurer.
• The Treasurer will need at least two primary financial assistants to deposit and track all the group donations and write thank you notes. In addition, the new treasurer may need a financial assistant with Quick Books experience. I spoke to a couple GR’s willing to be Treasurer but they have not been a DR so they are not eligible to be an officer but they could be amazing financial assistants and willing to help the next Treasurer keep the books. This could simplify the Treasurer position immensely. I will be speaking with current and past DR’s to see if I can find a willing Treasurer. Please spread the word.
• All donations are appreciated. Please mail to: NCWSA, PO Box 728, Vacaville, 95696.

Please thank your groups for their donations! We can’t continue to carry the message without their continued support!

Yours in service, Chris M., NCWSA Treasurer

The Treasurer indicated the 2017 Convention had over $2,000.00 net profit.
<table>
<thead>
<tr>
<th>POSITION</th>
<th>NAME</th>
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<tr>
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<td>-</td>
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<td>Joan W</td>
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<td>Secretary</td>
<td>Rosanna H</td>
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<td>Treasurer</td>
<td>Chris M</td>
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<td>Area Alateen PP</td>
<td>Tom K</td>
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### DISTRICT REPS

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<td>D-15 DR</td>
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<td>Nerissa M</td>
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<td>D-16 Alt DR</td>
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<td>Eva B</td>
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<td>Delta D</td>
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<td>D-23 Alt DR</td>
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<td>D-25 Alt DR</td>
<td>LaVon</td>
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<td>D-26 DR</td>
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<td>D-26 Alt DR</td>
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<td>D-27 DR</td>
<td>Gaye E</td>
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<tr>
<td>D-27 Alt DR</td>
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### INTERGROUP

| D 6-10 Intergroup | Joe C | X |
| SCV Intergroup    | Chris AC | X |
| Spanish –East Bay | Javier R  | X |
| Nor Cal Hispanic  | Janie L   | X |
| Spanish- South    | Maria Elena | - |

### ALATEEN LIAISONS

| North           | Sophia S | - |
| Alt North       | Katie    | X |
| Central         | Zach L   | X |
| Alt. Central    | Gaby N   | - |
| South           | Carmel   | - |
| Alt. South      | Summer A | X |

### CONVENTIONS

| 2018 NCWSC Chair | Rhonda D | X |
| 2018 Co-chair    | (open)   |    |
| NoCAC 2017 Chair | Francisco L-M | X |
| NoCAC Co-Chair   | Jose     | - |
| NoCAC Sponsor    | John McG  | X |
| NoCAC Co-Sponsor | Ayisha B | X |

### PAST DEL. /Other

| Immediate Past Del | Patrick B | X |
| Regional Trustee   | Joyce B   | - |
| Past Delegate P-49 | John S    | X |
| Past Delegate P-46 | Sandi C   | X |
| Past Delegate P-43 | Vicki H   | - |
| Past Delegate P-40 | Marilyn R | - |
| Past Delegate P-37 | Cathy C   | - |
| Past Delegate P-34 | Art B     | - |
| Past Delegate P-31 | Peggy C   | - |
| Past Delegate P-28 | Mary A    | - |
| Past Delegate P-25 | Barbara L | - |
| Past Delegate P-22 | Jean McL  | - |
| Past Delegate P-19 | Faun L    | - |
| Past Delegate P-16 | Irma C    | - |
| Past Delegate P-13 | Bonnie H  | - |
| Past Delegate P-10 | Judy W    | - |
| Past Delegate P-7  | Muriel B  | - |
| Past Delegate P-4  | Ann O     | - |
| Past Delegate P-1  | Helen B-R | - |
### Proposed 2018 NCWSA Budget

#### Income

<table>
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<tr>
<th>Category</th>
<th>Budget 2017</th>
<th>Actual 2017</th>
<th>Budget 2018</th>
<th>Actual 2018</th>
<th>Proposed 2018</th>
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<tbody>
<tr>
<td><strong>Assembly Income</strong></td>
<td>10,500.00</td>
<td>15,905.87</td>
<td>10,500.00</td>
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<td><strong>Total Convention Income</strong></td>
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<td><strong>H &amp; I Conference Income</strong></td>
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<td>786.00</td>
<td>250.00</td>
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<td>3,030.80</td>
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<td><strong>Total Sponsors R&amp;R</strong></td>
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<td>12,362.00</td>
<td>9,750.00</td>
<td>10,652.17</td>
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<td><strong>Total Events Income</strong></td>
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<td><strong>Directorship Revenue</strong></td>
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<td><strong>Diversity Income</strong></td>
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<td>1,044.80</td>
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<td><strong>Total Income</strong></td>
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#### Expense

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<th>Budget 2018</th>
<th>Actual 2018</th>
<th>Proposed 2018</th>
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<td><strong>Officers and Delegate</strong></td>
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<td>141.87</td>
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<td><strong>Administrative</strong></td>
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<td><strong>Discretionary Fund</strong></td>
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<td><strong>Special Project - CARS</strong></td>
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<td><strong>Secretary</strong></td>
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<td><strong>Treasurer</strong></td>
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<td><strong>Total Officer - Teleconference</strong></td>
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<td><strong>Total AMAS Certification</strong></td>
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<td><strong>Total AAPP</strong></td>
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<td><strong>Total Teleconference</strong></td>
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<td><strong>Total Officers and Delegate</strong></td>
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#### Net Ordinary Income

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<th>Actual 2017</th>
<th>Budget 2018</th>
<th>Actual 2018</th>
<th>Proposed 2018</th>
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**Net Ordinary Income**

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget 2017</th>
<th>Actual 2017</th>
<th>Budget 2018</th>
<th>Actual 2018</th>
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<tr>
<td><strong>Total</strong></td>
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