Minutes NCWSA Assembly May 5, 2012 FINAL
Approved by motion 1305.01
Concord, CA

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

Please see August 2012 NCWSA 12 Stepper Newsletter for full text of reports. A copy of the 12 Stepper will be filed with the minutes.

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Routine Business:

Meeting opened at 9:30 am with the Serenity Prayer. Traditions Concepts and Warranties were read. Meeting closed at 4:30 pm with the Al-Anon declaration, “Let it Begin with Me.”

If you are a dual member please do not include yourself in the GR count as you cannot vote at Assemblies. GRs countdown. 170.

Committee Roll Call and District Holler: Patti R., Secretary

Chairperson’s Welcome and Report: Yvonne De G. Welcomed Everyone.

Motions and Consensus:

1305.01 passed substantial unanimity
Motion: Affirm Corporate Address change to room Q82 Santa Clara Valley Intergroup.
Moved: -
Second: -

Announcements

Convention in BC July 2013 Don’t forget your passports!
Day prior to convention – July 4 – is a day of service in BC, feel free to attend as well.
Delegate’s Report – Patrick B

(Patrick’s Slide Show is available on NCWSA.org under Service>Assembly Misc.)

Report from the 2012 World Service Conference

Greetings Members of the Northern California World Service Area (NCWSA),

On April 15 - 20, 2012, I had the privilege of representing this area at the 52nd annual World Service Conference (WSC). This conference is attended by 67 Delegates from the United States and Canada, 18 Trustees and some of the staff members from the World Service Office (WSO). This is the largest representative group conscience for Al-Anon. As Delegate, it is my role to represent Northern California in the discussions and decisions that are made at WSC, as well as to report back to the members of this area. I gave my formal report at the Assembly in Concord, CA on May 5th, 2012 and will highlight some of the same information below (you can find slides from my report on the NCWSA.org website, under Service and then Assembly Misc). I am also available to come to your district, if you would like to invite me (email to delegate@ncwsa.org).

First, some impressions of my first World Service Conference. It was a truly spiritual experience and I really saw the Concepts come to life. I have read them before, but now I really see how they describe the relationship between the different service structures. If you haven’t done so already, I suggest reading pages 171 - 217 of the Service Manual. I was also moved by how smoothly the business meeting was conducted. I believe it was the collective experience of what worked at the 51 World Service Conferences that preceded this one. Some of the procedures include: one time at the mic per discussion, only 2 minutes at the mic, don’t come to the mic if someone has already expressed your point-of-view and no applause after someone comments. I believe procedures got us out of the mindset of “debating” an issue and allowed us to really hear the different points. It was very powerful to have everyone’s comments go out into the room, without any response. It was the business side of what happens when we share at a meeting.

Now, onto the business. There was much of it. Some was of the routine variety, such as the financial report, the annual report and election of Trustees and Board Officers. We used electronic voting for the first time, which saved a lot of time and went very smoothly. You can read about all of this in the 2012 World Conference Summary, which will be published on the al-anon.org members website, if it is not there already. Each District Representative will receive a hard-copy of this summary, when it is available.

One of the non-routine business items that we discussed is eLiterature. Three hours were set aside for discussion, focusing on 1) impact on Al-Anon Information Services (AIS) and Literature Distribution Centers (LDC) 2) impact on the World Service Office (WSO) and 3) impact on other service structures (those outside the US and Canada). There was a lot of rich discussion and the Conference provided a lot of good input for the Board of Trustees to consider in determining next steps. Two of the primary issues are 1) AISs and LDCs rely on literature sales to support the other services they provide, so would they be able to sustain potential drops in literature sales? and 2) how to handle the digital rights management for the eLiterature. A consultant has been hired to help with #2, as this is not an area of expertise for the WSO staff. Given that our proximity to a technology center, their may be members who have expertise in the realm of electronic literature and digital
rights management. If you have such expertise and are willing to help please contact me at delegate@ncwsa.org...There was consensus that the most important thing is to carry the message of Al-Anon and that eLiterature is a tool for doing this. Stay tuned!

Another exciting part of this Conference was the announcement of a trial period for Areas to adapt their structures in a way that will encourage full participation, representation and the most effective communication (see page 172 of the Service Manual for commentary of trial structure changes). This came out of the Boars of Trustees’ efforts to come up with a Conference Structure that works for everyone. Since they were not, over the years, able to come up with such a structure they have empowered each Area to “be creative, be bold and no holds barred” in coming with a structure that works for them. Some examples of different challenges that Areas might be facing include: members unwilling to serve as GR due to 3-year commitment, lack of participation due to geographical separation of groups and districts in an area, lack of representation due to large number of meetings in an area. In Northern California, we have talked about the fact that we have 800 meetings across many miles and how that might make it difficult for the groups and districts to feel well represented. Until now, an Area has only been able to divide once, which California did many years ago (Southern California has about 1,200 meetings). With this trial period, we are free to discuss our needs and come up with a structure that might work better. We may also decide that our current structure works for us and not make any changes. The only stipulations are that we can’t make changes that go against the Policy section of the service manual (pages 75 - 118) and, if we want to send additional representatives to the World Service Conference (for example, if we decide to split our Area and want an additional Delegate), it would be with no voice and no vote, at the Area’s expense. The new representative would be able to observe the WSC business and have voice and vote through the NCWSA Delegate. The length of the trial is to be determined, but likely more than three years and less than ten years. This probably won’t be something that our Area will take an immediate action on, but I encourage your groups and districts to talk about how the current structure is working for you and what changes you feel would help...This is a great issue on which to apply Knowledge-Based Decision Making (KBDM).

There were also some exciting announcements in the area of Public Outreach. First, the Best of Public Outreach is now available in electronic form. You can find it on the Al-Anon.org website in the members section, under Public Outreach. It is a PDF that you can download onto your e-reader or tablet. This outreach tool is full of public outreach projects that you can do by yourself or with a group, some without spending any money. You can also submit an entry for the public outreach poster contest. The theme is “Is Someone Else’s Drinking Tearing you Apart?” and entries can be submitted in JPEG or PDF format to wso@al-anon.org (Attn: Public Outreach). You may also mail a hardcopy to the WSO. Designs can be horizontal or vertical drawings, photographs, paintings, or graphic design.

Other parameters include:

- no larger than 11" X 17"
- no smaller than 5.5" X 8.5"
- 200 - 300 dpi at 100% print size
- no more than 10MB

We heard reports from the following Thought Forces and Task Forces (email delegate@ncwsa.org for more information or materials):
Thought Forces
• How to Utilize the Service Manual
• Members Involved in Service Work Who Are Unable to Effectively Fulfill the Responsibility of the Position of the Position
• How Changes to the Environment Outside of Al-Anon May Affect Our Meetings and the Fellowship as a Whole

Task Forces
• Develop Presentations that Will Help to Strengthen the Communications Between the AIS, Areas, and Districts
• Reach Out to Minority Groups

Task Forces that started work in 2012
• Piece with Criteria to Help Service Arms Identify Service Jobs for Dual Members
• Tool Kit on Service and Personal Growth
• Workshop on the Importance of Conference Approved Literature (CAL) in Meetings

Did You Know?

• 35% of WSO funds come from member contributions and 65% come from literature sales. If each group (including those that donated $0 last year) donates $13 more this year than last year, WSO will reach its 2012 budget for group contributions. If each group donates $26 more than last year, WSO the amount collected would be enough to cover the 2012 budgeted expenses.

• Resumes for Trustee at Large or member of the Executive Committee for Real Property Management (ECRPM) are due by August 15, 2012. Contact me at delegate@ncwsa.org for the resume form.

Thank you very much for the opportunity to serve!

Yours In Service,

Patrick B.
NCWSA Delegate
Features: TSAs, KBDM, Group Representative Responsibility, etc

TSA= Trusted Servant Announcement

**TSA: Travel/Accommodations** – Sandi C., Past Delegate

Travel: Carpool, take breaks, plan ahead and don’t wait until the last minute.

Accommodations: for 3 day Assembly Squaw, 7 people in a suite paid $90 each for the whole stay.

**TSA: Luggage or Baggage** – John S., Immediate Past Delegate

Be prepared when you come to these meetings. You need to write down what you heard. The more luggage you bring, i.e., the Service Manual, pencil and paper, the better to understand and bring back information to your groups.

**TSA: Sanity** – Vicki H., Past Delegate & Current Trustee

- Don’t take it personally
- Not everyone speaks well. Hear what someone is trying to say.
- God attends Assembly
- When all else fails, go to the bathroom.

**TSA: Communication** – Art B., Past Delegate

A sponsee once said to me, “My boss said, … I said, “I can’t do that, …” Boss said, “It has to be done” and then my sponsee turned to me and said “and don’t tell me it’s all about communications”.

Most of the problems we face with people are because we don’t understand each other. I didn’t understand alcoholism until I listened for months to Al-Anon members. Al-Anon has taught me principles I use in my life most days. One of them is, “Talk to each other, reason things out.”

If my attitude is “I know better than you, so you must be wrong, and let me tell you how you are wrong,” then what I do is lose a friend and I lose the confidence of a coworker when I want him to help me. Recently, the World Service Conference began talking about “Presuming Good Will”. This means that even though I may disagree with you, you are trying to help rather than sabotage the work that needs to be done. It isn’t “I’m right, you’re wrong, it’s we have different ways to help each other. Can I offer you my way? Can I listen to your way?

As a group representative, you have a huge task when you return to your meeting. You have elected Patrick as delegate to a one-week-long conference. He had to reduce the forty hours of what
was discussed and decided in a couple hours today. Your group may not want to give you even five minutes to summarize this two hour report.

It isn’t necessary to give your entire report in one sitting. Take what you heard and prioritize what you will share. Give them a three minute summary of one item this week, and one again next week and one again the following week. Be sure your group purchases a copy of the 2012 Conference Summary. When it arrives, pick a few of the topics from it. And do another three minute summary. Encourage your group members to borrow this summary.

Finally, talk to each other, reason things out, because it’s all about communications.

KBDM-Knowledge Based Decision Making - Vicki H., Past Delegate & Current Trustee

There are various tools we can use to make decisions. Roberts rules of order have been used in Assemblies and are not tools of Al-Anon.

It is good to find tools. World service realized there was fighting and paid a consultant to come in and help. KBDM was the tool back in 2006. The Board of Trustees uses it, and feels like it really helps them. No one says you must use it. Northern California Area seems to have adopted this tool.

It took several years for Board of Trustees to figure out nuances.

Process:

Originating body - handed out ten pieces of paper says originating body. - could be assembly, Ncwsc, diversity committee. It is a large group of people in conversation.

An idea, many say what a great idea, 3 say,” No I don't like it. “

In past the group would talk then there would be a motion and 3/4 of room didn't know what was going on.

New idea: Let's form a thought force: it does thinking. I am going to appoint people on thought force who have varying ideas.

Assembly chairperson writes a charge that states specifically what it is and where to find information: i.e. historical minutes. This is focus of research.

5 KBDM basic questions

1. What do we know about members or prospective members needs that is relevant?
2. What do we know about capacity and strategic position of the organization relative to this issue?
3. What are the pros and cons?
4. What are the ethical implications?
5. What do we wish we knew but don’t?

Then originating body meets again. The thought force presents research to originating body, findings of where they are. It is important to begin the report with framing: here’s the history-- because some people might not have been there. The thought force may come back saying what was suggested is not legal. Or maybe with some ideas how we could accomplish. Let’s say the group comes back with 27 ideas. Assembly says 3. Let's do 3, 7, 12.

Let's form a task force and have them create a plan to implement idea. Very focused. Write plan to implement idea one.

By then there could be new assembly chair. Sandi is detailed; please be on task force. For continuity bring someone from thought force, then 2 other members, for example. Write an implementation plan for idea 1. Chairperson writes how we got to this point, what we are doing, writes a charge. Assembly said we definitely want to move forward with task force.

Task force researches and reports to originating body.

We must begin with "how we got here" and reports. Assembly might say, “that isn't what we want at all. “ Assembly can give feedback: no longer relevant.

Then task force goes off again and does what it was told to do. Then the task force comes back and reports. Assembly says, "we love it, we need to do this.” THEN there is the motion, after the issue has been fully researched.

Most likely the motion will pass as everyone is involved in process. “It takes forever” means we thought it all the way through.

Discussion:
• Someone asked: What about time sensitive decisions? The point is that those making the decision have the same info, will work for time sensitive decisions as well.
• Someone talked about having full discussion, not task forces.
• Someone asked: can we get a template on our website, and along with it maybe a mini wiki about it?
• Errol spoke to eventually having on website, he is willing to put on website.

GR Responsibility – John S.

John shared from “Open Letter to Group Rep” that was included in the packet and spoke about GR Responsibility.

The group representatives teach connection and relationship with the Area. After serving as GR, when you finish your term, you will have grown.
The GR sharing with their group can be focused and limited and safe, talking about literature, the Forum, the Delegate’s report, and other reports given at Assembly.

**Service Manual Quiz** – Sandi C.

Sandi asked questions from the Service Manual, making it come alive for many.

**Afternoon Workshops:**

1. Writing Workshop – Diane S.
2. Sponsorship Workshop – Vicki H.
3. Conflict Resolution – John S.

**Coordinator and other Reports**

**Alateen Coordinator’s Report** – Bonnie M.

The NCWSA Convention was a great opportunity to review our Convention Alateen Safety procedures and see what works and what could be improved.

We have confirmed our speakers for the 2012 Sponsors R & R weekend and have a revised “Save the Date” flyer available today. My goal is to get the registration flyer sent out this week. Please consider the importance of training and support for Al-Anon Members Involved in Alateen Service (AMIAS) and support the Alateen group sponsors, AMIAS and potential AMIAS in your districts who wish to attend. It is a wonderful, informative, spiritual, warm and loving weekend where we share our passion for Alateen. September 14-16, 2012 at Westminster Woods.

Lisa has produced the first edition of Alateen Express, the Northern California Alateen Newsletter, of the year!

**Archive Coordinator’s Report** – Chris M. & Diana C., alternate

- Collecting district histories and Coordinator histories for past 10 years
- The Archives Starter Kit with general information and tips is all available online.
- Groups and Districts can create and maintain their own Archives.
- Diana has Archives binders for use. If you need one, contact Diana at dcotta@dimare-ca.com.
- Archive displays are available for special events
- AFG headquarters has a history book that makes great literature and discussion book complete with questions. Check out, “Many Voices – One Journey!”

**Bylaws & Insurance Coordinator’s Report** – Joyce D.

- The ncwsa.org website has forms and guidelines.
- Change to a bylaw does not require a 2/3 vote by an Assembly, only a majority.
- Form A22 had big changes recently.
• We have one housekeeping change to Bylaws to approve here today. It officially corrects our corporate address to 1 West Campbell Ave, Rm Q-82, Campbell, CA 95008-1040.
• How many of you know that if the facility where your group meets asks for proof of General Liability Insurance you can get a Certificate of Evidence from us, NCWSA at no cost to the group? Once you complete the application and send it to me, it should take about a week to get the Certificate. The forms to use are A26a if it’s for a group meeting and A26b if it’s for a special event that lasts less than 24 hours and attendance is less than 250.

Diversity Coordinator’s Report – Chris AC.

Every district or AIS should have a diversity coordinator and could increase participation of young people in Al-Anon. Increase participation in Spanish speaking culture in local, District, and Area levels. We could have diversity panels at Area and district events.

Beth Ann is a young person, started young persons’ Al-Anon group for Santa Clara Valley District 21. They have a format geared towards their age group (18-35) and Chris has some printouts. There are 26 young people in the group.

District 23 task force has been discussing issues around diversity: encouraging young people to come to meetings, talking about using non-gender specific language in Al-Anon.

Veronica, the Alternate Diversity Coordinator has re-invigorate her District (D12) with Speaker meetings on various topics related to Diversity.

Executive Committee’s Report – Lisa B.

We hit the floor running at the February NCWSC meeting and did several Financial Assistant (FA) interviews with members of the 2012 NOCAC Committee. Since that time we have also interviewed the Financial Assistants and/or Treasurers for the April Convention and one day Assembly. In addition we have conducted a formal transition meeting with the previous EC yesterday.

In an effort to get to know our job and responsibilities we have had several phone meetings. During the course of these meetings we elected a Chairperson, Lisa B. - member at large and Secretary Carla G from the central section, reviewed both the NCWSA EC Guidelines and EC Checklist, reviewed the sections of the Bylaws that specifically referred to the EC, and reviewed the Management Audit report dated September 15, 2011. Unfortunately the DR from the South resigned shortly after our first phone call.

We interviewed Claude and Johanna and worked with Claude in making revisions to the Financial Assistant Guidelines that you will hopefully approve today. We have noted that some of the Treasurer’s guidelines are very old and are causing some confusion about whether we should follow the old guidelines or the newer procedures that are being used by some Officers, Coordinators, and Financial Assistants. We would like to impress upon you the importance of having the Officer’s Guidelines up-dated as soon as possible.
We would like to remind all Officers and Coordinators to review the NCWSA Executive Committee Checklist 2012-2014 - B18.1 and NCWSA Corporate Responsibilities TimeLine Review September 2011 - B18.2 to ensure that they are meeting their deadlines so that we do not put our status as a 501c3 Corporation in jeopardy.

Two items where tabled at previous NCWSC meetings and we hope to resolve them today.

Item #1. The September 2011 Management Audit Report (page 3) referred to a “California law that requires that corporate reports to their shareholders must specifically describe transactions in excess of $50,000 and any transactions benefiting officers, directors and or principal shareholders of the corporation.”

Item #2. The Financial Assistant Guidelines.

Item #1 FINDINGS AND RECOMMENDATIONS (Self Dealing): We have discussed this issue with the previous EC, Art B, and several other area members who have voiced concerns related to this issue. We are asking for your assistance in setting a limit for the area that would be substantially less than the $50,000 required under California law.

Item #2 FINDINGS AND RECOMMENDATIONS (Financial Assistant Guidelines):

Claude provided us with her suggested changes. A copy of the revised 4/25/2012 draft was placed in your bins. The changes that were made are in **bold font and underlined**. We feel that the changes reflected in this draft are reasonable and in alignment with the Bylaws. An additional suggestion was made regarding the copies of the deposits and other related items being sent to the Treasurer, Budget Committee, and EC Chairperson. Claude and Johanna suggestion is that it not necessary to send copies of various documents to the Budget Committee in addition to the EC Chair and Treasurer. Making this change would require a change to the Bylaws. At this time the EC recommends that this procedure remain in place and suggest that a thought force be created to address this suggested change. With that being said we would like to vote to accept the 4/25/2012 revision of the NCWSA Financial Assistant Guidelines and create a thought force.

We are extremely grateful to the previous EC for all their help and support during this time of learning and your support and understanding as move forward.

Respectfully Submitted,
Lisa B -- EC Chair Member at Large, Alternate Alateen Coordinator
Carla G -- EC Secretary Central Section DR
Roger EC -- Northern Section DR
Rosanna EC -- Member at Large

**Facilities Coordinator’s Report** -- DeDe W.

This weekend I will present a suggested NCWSA meeting rotation for discussion at the Committee
meeting. I hope the discussion will lead us to set dates and locations for all of this panel’s meetings. This might make it easier for members to participate in hosting and also attending all of the areas events.

A QUICK LITTLE IMPORTANT NOTE: It’s important that we all understand how making your hotel reservations for NCWSA events affects the bottom line for NCWSA. When we sign a hotel contract, we almost always have to commit to a certain number of rooms, creating a room block with a date by which we must reserve those rooms. In order to get credit towards our room block and also guarantee the quoted group rate, we must reserve no later than the cut-off date. WE DO NOT GET CREDIT FOR ROOMS BOOKED AFTER THE CUT OFF DATE.

The benefits of reserving your rooms before the cut-off date:

1. We get credit for EVERY room reserved before the cut-off date
2. We ensure that we get credit for every room booked.
3. We improve our resume for other hotel contracts, showing that we met our commitments and that we can be a positive business partner.
4. We act as responsible trusted servants with our members’ generous support.
5. We function more like a non-profit should, in this day and age, with this much responsibility, leaving a legacy of good stewardship.

Group Records Coordinator’s Report - Carol G.

• I need to thank Connie F., the previous Group Records Coordinator, for her tireless efforts and patience in not only helping me learn this new position, but also getting the 12 Stepper out to all received it. Unfortunately, we didn’t get enough copies made (an oversight to be sure).
• If you still need a copy, you can print a copy off of our website (ncwsa.org). If you’d like the most current copy of the contact pages, let me know, and I’ll send you a copy via snail mail.
• I’d like to request that all GR’s send me an updated A-16 form as soon as possible (if you haven’t done so in the past five months), as my goal is to get our group records as accurate as possible to ensure future mailings of the 12 Stepper get to where they should.

Institutions Coordinator’s Report – David B.

• Thank you for contributions to pink cans. Please carry back to groups.
• Thanks to Louise M. who is staying on with the work, continuing to serve, collecting and depositing donations.
• Thanks for donations of old Forums.
• There are currently 15 weekly meetings in the five state prisons.
• A new weekly meeting is being planned at the Solano and Folsom State Prisons.
• The Soledad, Folsom and Solano meetings are organizing their anniversary meetings – scheduling speakers to attend and share their experience, strength and hope.
• David attended the Annual Southern California Hospitals and Institutions Conference with Al-Anon Participation last month. Southern California is just beginning to prepare to start their first meeting in state prison. Many of our members have been transferred to prisons in Southern California.
• The biggest challenge for Al-Anon as well as other organizations is the long wait for our members to be cleared by the prison staff.
• The State is working to double the amount of volunteers coming into their facilities.
• The 2012 Northern California Hospitals and Institutions Conference with Al-Anon Participation will be in Redding on May 18, 19, & 20.
• David plans to attend District events to continue the awareness of Institutions service opportunities.

**Literature Coordinator’s Report** - Diana S.; Charlene R. – Alternate

***Writing workshops to provide sharings for the new book on Intimacy and the Forum.*** If your District or group of Districts wants me to come and do a workshop, just ask! *Did you know that all sharings sent to WSO are kept on file for possible later use in a book, pamphlet or The Forum??*

"**LIT HIT**" - Monthly quotes are posted from CAL. Ask your DR to send the quote around your district if you want to participate.

**Conference Approved Literature (CAL)**

E Literature is a hot topic and our new Delegate is on the Literature Committee. This gives us great access to info and thinking on when E CAL may be a reality. *Challenge members to read The Forum’s 3 online articles each month.*

Be sure to order from your Literature Distribution Center (LDC). For a list of LDCs, go to `www.ncwsa.org/ldc.html`.

Copies of two new items of CAL this spring have been put in each district bin folder today:

1) **Reprint R-18 for Parents of Alcoholics**

2) **Conflict Resolution Wallet Card, S-71**

**The newest book Many Voices, One Journey (B-31) is available at $16.00.** Do get copies out in your districts as it is a terrific history of our program.

**How Al-Anon Works, in soft cover for $5.00 each, is still available.** This was offered as a short-term publication to be given out to newcomers. Try to stock up while it is still in print in soft cover.

**The Forum** is the classic "meeting in your pocket." Subscriptions are struggling again so try finding ways of exciting people about the Forum: *schedule a writing workshop to get members to send stories, hold a meeting based on the recent copy, give newcomers a copy, or to new GRs at district meetings, make sure your group and district has a current subscription, and include the Forum in donation gift baskets. Remember all GRS are also Forum Reps!!*

Online link to subscribe to The Forum at: https://ssl.perfora.net/s105607162.oneandoneshop.com/sess/utn154f5bcd6bb1ea3/shopdata/index.shopscript.
NCWSA Convention Wrap Up Report - Chris D.

- Chris shared a report showing the preliminary financial results for April 20-22, 2012 Convention. It showed a net positive result, and showed attendance at 120 registered at Squaw, 223 total, a mixture of overnight and day-only. See 12 Stepper for the detailed results.
- Chris introduced Amparo who will be the Convention Chair for 2013, the theme: Acceptance: a Capital Idea. (to be held in Sacramento).

NoCAC Chair’s Report - Convention Chair Kat

- NoCAC has 15 committee members and will be held Nov 9-11, 2012 in Modesto.
- Bash is coming up - Camping fund raisers Livermore. Flyers are out on tables.
- On July 21 there will be a fundraiser in San Francisco at Ocean Beach - a bonfire.
- Please show up!
- See Cat or Jeff sponsor for more information.

PI/CPC Coordinator’s Report - Sue M.

- Expanding my email list of Area Outreach trusted servants (volunteers).
- Having volunteers making face-to-face, email and phone contact with professionals who have contacted WSO or the Area website.
- Reviewing the PI budget.
- Taking questions from Al-Anon volunteers on issues like PSA’s, Twitter and Facebook.
- Sending out requests from WSO to have “Thank You” campaigns to the local TV and radio markets for viewing Al-Anon PSA’s.
- Starting to review P-90 – The Best of Public Outreach.

12 Stepper Coordinator’s Report – Tom K. No report to Assembly

Website Coordinator’s Report - Errol S.

- Errol asked for show of hands those who haven’t seen website meeting map.
- They have improved pick a city zooms in so shows more local and not outside of that area. You can create a custom list too.
- Send group change forms (A16) to Group Records (Carol) and to Errol, since they are maintaining information on the website.
**Officer Reports:**

**Alternate Delegate’s Report** – Johanna MM.

**Area Process Person’s Report** – Charli D.

- The World Service mandates that we need to know who is with our kids. Process of certifying relies on the District Alateen Process Person. If you are trying to become an Al-Anon person involved in Alateen service, do not send things directly to the Area or to World Service. Instead, work with your District Alateen Process Person. They send approved applications to Charli.
- Over forty applicants have been processed and are certified as AMIAS new this year!
- Charli does Flyer approval for events to be posted on our website. Charli gave a handout about this. How does she know when you write on flyer that Alateens are taken care of? Let Charli know names of AMIAS who will be present.
- Please share this information with your events person as well.
- We DO NOT register Alateen groups with only one sponsor! Unregistered groups may not meet as Alateen.
- Using the correct form (Alateen, not Al-Anon) for Alateen registrations and changes, going through the DAPP, being sure that two AMIAS are listed as sponsors with the same names and addresses as are on their certifications—all help avoid having the forms sent back unprocessed.
- You can reach Charli at aapp@ncwsa.org.

**NCWSA Chair’s Report** – Yvonne de G.

- Attended SWRDM (South West Regional Delegates Meeting) in Santa Cruz.
- At SWRDM, saw many friends and met new incoming Area Chairs and Delegates.
- Thank you Sandi C. for bringing SWRDM to Northern California.
- Took the concept of TSA’s and brought it back to our one day Assembly
- Spoke at our NCWSA Convention that was held in Squaw Valley and various other events & meetings.
- Worked with our Facility Coordinator on walkthrough at the Embassy Suites in Monterey for our 3 day Assembly in October
- We have monthly Conference Calls with the Officers and our delegate to keep current.
- Thank you for letting me Serve you as your Area Chair panel 52.
Secretary’s Report – Patti R.

Hi everyone I am Patti, your secretary for the next 3 years, three years of learning and growing together.

I do service to support this program because it has given me so much, then in turn doing service supports and enriches my program

I will be taking minutes for Assemblies.

Treasurer’s Financial Report – Claude D.

- Claude reviewed chart with expenses versus income by month for first quarter 2012.
- New equipment is added to balance sheet.
- $21,000 in first quarter donations. Thanks to all who sent donations.
- For donations form, go to the www.ncwsa.org website: Service>Forms>A25 Donation Form.
- Please fill in section on groups – it gives good information about who is sending the money.
- Mail donations to:

  NCWSA Treasurer
  PO BOX 728
  VACAVILLE, CA 95696-0728

Respectfully Submitted,

Patti R.
Secretary
May 3, 2013