



Fall Policy Meeting Minutes

Friday, August 3, 2012

Hotel Mead, Wisconsin Rapids

POLICY COMMITTEE MEMBERS		Present/Excused
Delegate	Cheryl A.	P
Alt Delegate	Cathy T.	P
Chairperson	Karen D.	P
Secretary	Becky K.	P
Treasurer	Debbie H-F.	P
Alateen Coordinator	Emily P.	
Active Past Delegates	Carol V.	P
	Renee H.	P
	Jim S.	P

INVITED GUESTS		Present/Excused
Group Records Coord	Jaye R.	P

7:35 **Call to Order** by Karen D, followed by the Serenity Prayer

1. **Meeting Minutes:** *Motion made to approve the minutes from the prior Policy Committee meeting. Motion carried.*
2. **Review Policy Manual** - Cathy T.

Regional Service Seminar to change to TEAM Event: (pg 4)

It is written as an AREA TEAM event

Consensus vote: How many are willing to change from RSS to TEAM? Votes were taken 7 in favor.

We will revisit this in the Spring.

All officers and coordinators should be there. The cost (not final) for the TEAM Event \$20 reg., \$45 with Saturday dinner. All meals \$65. Rooms \$89, triple/quad \$99.00 (1 night lodging).

Consensus vote: Should we continue our drawing for the 2 tickets for AWSC members? Yes

Group Records Coordinators (pg 8):

There is no print out anymore; information is now received electronically from the WSO database. This is a housekeeping update.

Area 61 Map:

Pg. 15 is now the map on 1 page. Now that we have our interactive map projected.

Policy vs. Guidelines?

The Area 61 Alateen Requirements page is more of a guideline. Can we have a section that distinguishes it as not being policy., e.g., "Supplemental Information".

Should the Hosting Assembly Checklist be in the Supplemental Information section? It could be distributed by the Assembly Coordinator and put on the website under Area Business (so that it can be easily changed).

The Area 61 Alateen Sponsorship Registration form has to be in the Policy section because it is policy.

What about the Rules for Participating Minors? Is that Policy? All the things in the Policy Manual were voted as Policy.

Where are the Roles of the Alateen Sponsors? It is not in the Policy Manual. It was a standalone sheet. (Emily) I can check on it tonight for the Guide for Sponsors of Alateen groups and the role of sponsors.

Since this is all Policy, why don't we put the forms in the back because they are more fluid.



Motion made to recommend to the AWSC to make the changes suggested to the Policy Manual that include separating policy from forms and guidelines (seconded by Cathy T.). Motion carried.

Distribution:

We have to have this printed by the Assembly. Maybe not...especially if this is going to be on-line.

Should we send changes to the GR's? The DR's should be sending the minutes to their GRs so they have the changes.

3. Group Records Coordinator:

No longer needs the PC to get to the database because it is on-line. The computer is 9 years old with no internal modem for accessing the internet.

Are we going to keep the 2nd group records database?

Jaye R: WSO maintains a database and I maintain a data base. There is a lot of duplication. DR's can also access the database and let me know of changes. The DR's can print the database from WSO. The only AWSC people who ask for group info are the Treasurer, Alateen Coordinator. One other AWSC can have access besides group records and that is Treasurer. In the future that could be the website coordinator. The Treasurer currently verifies every contribution but that could be someone printing a database for her. I think we should eliminate the Area database and only use the WSO database.

Debbie H-F: I don't think we want to get rid of our database. The website coordinator still needs the special comment section for directions, what corner it is on (to be used for the Google map feature on our redesigned website). Northern California's site. The new map will show the whole Area with little pins and they can zoom in on each location. Northern California tracks longitude and latitude made to be sure the map is 100% correct.

Not all meeting locations on our current site are correctly mapped (a Google problem, not ours). We could put a disclaimer on the website and not maintain the longitude & latitude.

Until the web site task force gets this straightened out we need to maintain the Area website. (*Note that it was later decided by the Web Site Task Force to not require maintenance of the 2nd database; we will convert the information we may need at the time the Google map goes live.*)

It was decided to not make any changes to policy at this time as it should work itself out.

Does the Group Records coordinator need a computer?

We all need computers to do our jobs but we only provide one to the Secretary as she is the only one that needs to bring it to meetings.

It was decided that the Area does not need to provide the Group Records Coordinator with a computer.

4. Midlake Monies:

Midlake is NOT an Area event. The only reason the Treasurer got the check (approx. \$3,600) was that we needed a place for the money. One year, the hosting committee Treasurer held onto the money because she/he thought it would disappear. We decided it would be easier to have the Area hold onto the money.

The amount of money (*that changed hands*) for the last Midlake was \$12,000. If there is fraud, who is responsible? The Midlake Treasurer.

Excess Midlake funds have always stayed in WI. (Emily P) The reason I asked that we keep it is that Devil's Head's costs may go up and the kids can't afford it.

(Debbie H-F) I think Midlake money should be handled by the Area Treasurer who is bonded.



If you want the Treasurer to hold it since she is bonded, that is fine.

When the Regional Delegates meeting happens, we will have a Treasurer and they will do the event. They handle the money separately from the Area. Does the regional committee get a separate checking account?

The accountability needs to be on the NCRDM and Midlake so they should not be on the Area budget.

It was decided to remove the NCRDM and Midlake monies from the Budget and the Budget vs. Revenue/Expense Report.

They will be tracked in a separate “holding” section on the Financial Report because we are holding it under our tax ID.

5. Election Procedures:

Election procedures follow the WSO service manual. All Areas do it differently; in some, the Delegate appoints the Coordinators.

We used to nominate the Coordinators in a separate room but we now stay together because we wanted them to see what we do, though they have no voice and no vote.

There are lull periods during the counting. Sharon used to ask questions. (Carol V.) If I work really fast I could make a Policy Manual Jeopardy.

6. Sober Fest and other conferences come into our state where there is Al-Anon participation.

Their AMIAS are coming in, how do we do this?

It could be 3 sentences, sign your name, we have given them permission. Or, we get this into our guidelines to accept AMIAS from outside our Area so it is always there every time.

I think we need to get them to sign something. If it is in the guideline, the Alateen Coordinator will make sure they are abiding by it.

Motion made to recommend to the AWSC to add on pg 17 item 13 under Area 61 rules about participating minors: add item 13 to read sponsor from stated outside WI will be accepted at Alateen conferences as long as they are certified in their area according to WSO standards (by Cathy T., seconded by Cheryl A.). Motion carried.

Motion made to recommend to the AWSC to add on pg 17 item 14 Area 61 rules about participating minors:

Most Alateen Conferences and Conventions are closed events for Alateens and their Alateen Group Sponsors/AMIAS only. Alateen conference committees may invite guest speakers. These guests should be identified to everyone attending the conference.

Conference Boards may invite guests to participate in meeting/workshops at conferences or conventions provided at least one AMIAS is present. (by Cathy T.)

Discussion: Where it says, should never stay in the room with an Alateen, what if it is their child and they are not an AMIAS. If they are with their parent they are responsible.

It is important that all Midlake meetings have an AMIAS present.

Motion carried.

7. Web Coordinator and webpage guidelines:

Wanda wrote the original guidelines; The task force will be updating them. We decided it is not necessary to put them in the Policy Manual.

8. Document Retention and Destruction Guidelines

Cathy T.: When I took over as treasurer, I got 9 boxes and I know you don't need to keep everything, just the statements.

Since it is not Policy we could define them and present to the AWSC and/or Assembly for feedback. The groups should be aware. We could put it on the website.



It was decided to work on this in the future.

9:39pm **Closing** the Al-Anon Declaration

Respectfully submitted,

Becky K.
Area 61 Secretary
(Term 2010 – 2012)
Edited by Debbie H-F. & Cathy T.