



POLICY COMMITTEE MEMBERS		Present/Excused
Delegate	Cathy T.	P
Alt Delegate	Don B.	P
Chairperson	Denise M.	P
Secretary	Debbie H-F.	P
Treasurer	Ann J.	P
Alateen Coordinator	Open position	n/a
Active Past Delegates	Cheryl A.	P
	Renee H.	E
	Jim S.	P
	Carol V.	P

INVITED GUESTS		Present/Excused
Assembly Coordinator	Mary S.	P
AAPP (Alateen Coord)	Connie O.	P

7:27pm - CALL TO ORDER by Denise M. followed by a moment of silence and the Serenity Prayer

1. Introductions
2. Reading of the Concepts & Warranties, around the room
3. Minutes from the 8/3/2012 Policy Committee Meeting, Debbie H-F.
 Carol V. asked that attendance be noted. Cathy T. will provide this if she has it. *Motion made to accept the minutes as amended (by Jim S., seconded by Cheryl A.). **Motion carried.***

OLD BUSINESS

1. **Policy Manual – How to distribute**, Cathy T.
 We used to print out one copy for each group (and each Officer, Coordinator, and DR). We distributed them to the DRs for their District. We did not distribute them to groups in unrepresented Districts. The printed copies become stale quickly. It is now posted on the web site and will be kept up-to-date. It is a lot to expect all groups to print it themselves. The introduction to the Policy Manual, page 2, states that it will be printed.

 It was decided that the Secretary will print one copy for each group, Officer, Coordinator, and DR plus extras (500 copies). They will be given to DRs at the Spring Assembly. She will also create a single addendum document noting ongoing changes to the 2012 Policy Manual which will be posted on-line.
2. **Hotel Mead Cost Increases**, Mary S.
 Current owners are excited about running the hotel and want to keep our business. The hotel gave us a proposal for cost increases starting in 2015. The major difference is that we will be paying for our meeting rooms (greatly reduced from their standard rate). The increase will amount to \$1,000 for the Fall Assembly, \$800 for the Spring Assembly, and \$120 for the AWSC; the total annual increase is \$2,040. They could be flexible if we don't need all of our rooms, e.g., we could divide up the larger rooms for less cost.

 The general consensus was that we are still getting a good price with excellent service from the Mead. Mary will sign the contracts for 2015 but wait to work on 2016.

 Should we increase Assembly registration amount now to make an easier transition? A Thought Force was created to study options (Ann J., Mary S., Denise M., Don B.). Thinking outside the box, we can change the timing and place for our meetings to make it more cost-effective. Their findings are due at the Fall AWSC.

 It was noted that the 2014 Fall Assembly was moved ahead by a week because of Rosh Hashanah. The new date is September 19-21, 2014.
3. **Midlake Financial Guidelines**, Debbie H-F.
 In the past, the Alateen Coordinator handled all of the money for Midlake (1,000s of dollars). He/she is not covered by our bonding (liability) insurance. It was decided that the Alateen



Coordinator will work with the Area Treasurer who will handle transactions through the separate Midlake account (similar to how the Assemblies work). We will keep our own seed money (not passed between Areas).

NEW BUSINESS

1. **Changing Area 61 Name To Include the Upper Peninsula of Michigan**, Cathy T.
The current name with the WSO is “Wisconsin”. Our Policy Manual says, “Wisconsin and Western UP of Michigan”; the Assembly has already seen this. Our District 27 used to be comprised of all counties in the Upper Peninsula but the eastern-most 2 counties chose to move to Michigan (Area 27) because the driving distance to Assemblies was shorter. The name change can be enacted by the Policy Committee with no additional approval.
The Policy Committee directed that the name be changed to “**Wisconsin and the Upper Peninsula of Michigan**” (*Michigan-portion verified by Phyllis D., former District Rep*).
2. **Wisconsin Raffle License**, Debbie H-F.
The SE WI LDC/AIS got a raffle license prior to the Snowball event. They worked with the state of Wisconsin to ensure that this was a requirement.

Should we even have a raffle since groups and individual spend almost twice as much as the Area makes on the drawing. The consensus was to continue with drawings as Districts & groups like to contribute baskets and may not send the equivalent amount of money to the Area.

*Motion made that the Treasurer should obtain the Class B Raffle License (by Cathy T., seconded by Debbie H-F.). **Motion carried.***
3. **Equipment Inventory**, Debbie H-F.
Debbie should keep the Secretary’s laptop (though she is using her personal laptop).

It was decided that we should dispose of the obsolete equipment as noted on the bottom half of the Equipment Inventory. Debbie will uninstall the software from the laptops prior to the Spring Assembly. Carol will donate the equipment to Goodwill (for no charge).
4. **Redistricting to Include More Unrepresented Groups**, Cathy T.
There are four Districts (13, 14, 16, 17) in Area 61 that have not had representation for more than 9 years. One suggestion for serving these unrepresented groups is to change the boundaries of adjacent represented Districts to include the nearby groups.

The Chair should ask the AWSC for volunteers for a Thought Force. The Group Services Action Committee (which includes the Group Records Coordinator) should be involved.

It was noted that the chairs for each Action Committee should be a DR (not an Officer or Coordinator). This was recommended by the Assembly Task Force.
5. **Suggested Alateen Policy Changes**, Connie O.
After review, none of the items noted are policy changes; we can give direction for procedural questions. We will add forms and/or an email link to AAPP to the web site for AMIAS certification. Fingerprint cards would have to be mailed or obtained from local law enforcement.

9:45pm - MEETING ADJOURNED by Denise M.

*Motion made to adjourn the meeting (by Carol V., seconded by Debbie H-F.). **Motion carried.***

NOTE: The annual Financial Audit followed the Policy Meeting.

The next Policy Committee meeting is tentatively scheduled for Friday, August 2, 2013.

Respectfully submitted,

Debbie Harvey-Frederiksen
Area 61 Secretary, Term 2013-2015

Note: *These minutes are not official until approved by the Policy Committee.*