



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	Connie O.	P
Active Past Delegates	Cheryl A.	P
	Renee H.	E
	Jim S.	P
	Carol V.	P

INVITED GUESTS		Present/Excused
Assembly Coordinator	Mary S.	P
Public Outreach Coord.	Denise P.	P
Web Site Coordinator	Sandi H.	P

7:29pm - 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 prior Policy Committee Meeting on 8/2/2013, Debbie H-F.
 The 2015 contract with Hotel Mead was signed at the beginning of 2013 (by Mary S.). Also, the language for suggested increases is confusing (changes suggested by Don B.)
Motion made to accept the minutes as amended (by Cheryl A., seconded by Don B.).
Motion carried.

OLD BUSINESS

1. **Annual Audit Reminder**, Denise M.
 Audit was performed prior to the Policy Committee meeting by Debbie H-F., Ann J., and Connie O. Audit passed.
2. **Thought Force on Al-Anon State Conference**, Denise M.
 No report.
3. **Thought Force on Expense Reimbursements**, Jim S.
 The following recommendations will go to the AWSC.
 - a. Create a Task Force to continue work on expense reimbursement policy. Review and update the Policy Manual to consolidate all expense reimbursement policies in one place.
 - b. Survey NCRDM attendees on their expense reimbursement policies.
 - c. Determine if the study should be extended to include a DR equalized expense reimbursement policy.
4. **Thought Force on Use of Electronic Equipment at Assemblies & AWSCs**, Carol V.
 Nothing from a policy perspective.

NEW BUSINESS

1. **Professionals eNewsletter**, Denise P.
 There is an issue with technology. Denise's company had a Vertical Response account but dropped it in September (after using it for our first Professionals Newsletter). Denise P. proposes that the Area purchase a Vertical Response subscription. We would only have to pay \$40 per drop (for up to 3,000 email recipients). No contract is required; we can choose to eliminate the service at any time. You build the newsletter within a template in Vertical Response. It is an easy template to use for future editors.

 For 2014, we could purchase the Vertical Response subscription using Special Project money. This issue will be brought before the AWSC tomorrow.



It was also mentioned that we should have a budget line item for Public Outreach expenditures as much of our work is through public outreach. Alateen also needs a budget line item for their costs. Alateen's printing/mailing costs are currently falling under Office Supplies (\$500+ for last year).

Maybe we should think bigger so that all Action Committees have more money to spend without requesting a Special Project.

These are not policy issues; just budgetary discussions. For the 2015 budget, the Treasurer should add Public Outreach and Alateen line items to the budget and allow the AWSC and Assembly to vote on them.

2. **2016 Contract with Hotel Mead, Mary S.**

Review of 2015 Contract Rates:

AWSC: Meeting rooms are \$120 for each AWSC (other organizations would pay \$200)

Spring Assembly: \$800 for us, \$1,725 for others

Fall Assembly: \$1,000 for us, \$2,400 for others. It was noted that Sunday costs us \$175.

We currently do not pay anything for meeting rooms. 2015 will be about \$2,000 total.

We are proposing to raise the registration fees, starting in 2015, so the increase in cost will be covered for 2015. The proposal is to increase the Spring Assembly registration fee from \$10 to \$15. Increase the Fall Assembly from \$15 to \$25. This must be approved by the AWSC.

Should we consider changing the Fall Assembly format to be only one day (like Spring)? If we decide to have a State Convention, the Fall Assembly format will probably change to be the same as the Spring.

Mary needs direction on negotiations for 2016. Will we have the same format for the Assemblies? Try to get the same contract arrangements that we have for 2015.

3. **Other Business**

The Web Site Coordinator is getting emails requesting contact information. Group contact information is not available to her. She should pass the requests to the Group Records Coordinator.

8:12pm - MEETING ADJOURNED by Denise M.

*Motion made to adjourn the meeting (by Don B., seconded by Carol V.). **Motion carried.***

NOTE: The next Policy Committee meeting is tentatively scheduled for Friday, August 1, 2014.

Respectfully submitted,

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

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