

ALATEEN COORDINATOR / AREA ALATEEN PROCESS PERSON (AAPP):**Date:** February 1, 2014**Event:** AWSC – Spring Meeting**Name:** Connie Oliver**Position:** AAPP/Alateen Coordinator**PROJECTS/GOALS:**

1. I no longer require policy committee to review "Multi-Area Requirements" when other states participate in events held in our state. See WSO Guideline G-16. It is a simple note and I now have contacts in Minnesota and Illinois. They will notify me prior to events such as Soberfest or Midlake. I will add this requirement to notes for future AAPP and coordinator.
2. Area 61 is required to complete a fingerprint audit every three years by the Crime Information Bureau. One is due in the fall. I have asked policy committee to review the "DRAFT – Revision and also a "DRAFT" for a "Documentation Retention/Disposal Process."
3. As of 1/30/14, our Area has 21 Active Alateen Groups. We added Sioux Falls, Monday Night in Stevens Point and Keep An Open Mind is now inactive.
4. There are currently 133 certified AMIAS. Of the 133, 37 were new certifications. I rejected one applicant as she was not a member of AI-Anon.
5. Midlake planning is going well. That will be upon us the end of May. Kathy J. and I are on the registration committee. We e-mailed "Save The Date Flyers" to 107 (3 were couples) and four were undeliverable. We snail mailed 23. Two were undeliverable. Kathy J will have the registration packets out after our next meeting February 15th. We have a great committee with Gary P. as the Chair.
6. I continue to receive Public Information requests forwarded by WSO and any that go through our area website. To date, I have been in contact with 22 or so people. One resulted in the start up with Sioux Falls Alateen and the help of Sharyl M. the new DR for District 13.
7. AMIAS recertification is coming up and I am counting on full cooperation from everyone.

QUESTIONS OR ISSUES:

1. Fingerprint Audit Process
2. Document Retention/Disposal Process

ARCHIVE COORDINATOR: No Report**ASSEMBLY COORDINATOR:**

AWSC March 1, 2014

Hosting Districts needed for 2015 and 2016

Can you believe it is 2014! We have hosting districts for assemblies this year, then . . .

Spring 2015: District 1 has expressed interest but needs a partner district . . . who is ready to step up?

Fall 2015: open

Spring 2016: open

Fall 2016: open

These are the districts that have hosted in the last six years:

9, 21, 6, 11, 2, 5, 22, 10, 20, 19, 12, 26, 7, 8 and 15. It has been over 5 yrs. now for districts 8 and 15.

Most hopefully at the time of this reading on March 1, we can be thanking districts for stepping up to service in hosting assemblies.

Dietary restrictive meals for Spring Assembly: Plated meals equivalent to the buffet price of \$15 will be offered. Please print neatly on your pre-registration so I can call you if there are any questions.**Negotiating with the Mead Hotel for 2016:** The Spring Policy meeting will address this and I will begin these negotiations very soon after that.

Other: Will be attending planning meeting next Sat. with the host districts of Fall Assembly 2014. Also purchased new ticket containers for the basket raffle. (old ones were cracked and shabby).

In gratitude, Mary S.

GROUP RECORDS COORDINATOR:

Date: March 1, 2014

Event: March AWSC

Name: Selwa Perry

Position: Group Records Coordinator

Area 61 currently has 359 active groups. Nine groups are in No Mail Status, because there is not a person registered to receive the group mail (CMA). The No Mail Status groups are in Districts 1, 7, 78, 9, 23, and 26.

District Reps, please pick up your District's group reports at Assembly, review with your groups and report any changes or corrections. DRs are encouraged to access and review these reports (read only) on the WSO Group Records website. If you have any questions about how to do this, please contact me.

To request group changes, register a new group or disband a group:

Submit changes via the *AI-Anon Registration/Group Records Change Form (GR1)*, which can be found on the Area 61 website at www.area61afg.org; select *Area Business* from the *Menu*, and under *General Documents & Forms*, you will find the *Group Records-AI-Anon AI-Anon Registration/Group Records Change Form GR-1*. Complete the form, save it as a PDF, and email the form to me at grouprecords@area61afg.org or mail the form to Group Records, PO Box 523, Sheboygan, WI 53082.

The form does not have a section to designate an Alternate Group Rep, however, if your Group has an Alternate GR, please let me know that person's name, address, phone and email, either somewhere on the form, or by email.

Please note and include your WSO ID number and Group name and City when submitting changes or making inquiries because the meeting day and time is not the primary search data point on the WSO Group Records website. If you don't know your WSO Group ID number, please email me at grouprecords@area61afg.org and I will be glad to send it to you.

Two reminders:

1. Please use your assigned Area 61 email address or your personal email address to communicate group changes.
2. Please copy grouprecords@area61afg.org when you email the webmaster about group changes on the website. The ball stops here, and if I haven't made the change, the webmaster can't make the change.

Thank you for the opportunity to be of service!

LITERATURE COORDINATOR: No Report

PUBLIC OUTREACH COORDINATOR:

PUBLIC OUTREACH REPORT

For March 2014 AWSC - 2/10/14

1. E-NEWSLETTER

Our eNewsletter has been suspended due to no email service to send future issues. Cancellation of this service occurred in October 2013 and had been donated by PO Coordinator through her business. Upshot: Area 61 would have to fund an account with Vertical Response or another email service provider, at a projected cost of \$250-\$300 annually (cost is dependent on size of database, i.e. number of names/emails, we deliver to).

We are considering Drop 1 of the newsletter last Fall as a "beta test." Response was good, with the following metrics:

DATE DROPPED: Sep. 24, 2013, 9:03 am CDT
 SENT TO: 1,369 emails
 OPENS: 298, or a 22% open rate, which is good
 CLICKS: 1,325—with 82% of these clicking on the AFA magazine pdf
 BOUNCES: 31 or 2%
 UNSUBSCRIBES: 5 or 0.4% (very good for a first drop)

Our pitch to DRs and GRs at the Fall 2013 Assembly to forward us names/emails to add to the database was met with no response. So our ability to build the database is in question, but we could push this further w Area membership once we confirm that Area 61 has funds to allocate to support distribution.

2. TURNKEY PPT PROGRAM FOR IN-PERSON PRESENTATIONS

Elements of this program, originally created in District 6 and aimed at Law Enforcement, were emailed to Website Coordinator for posting to the Area 61 website. These elements include:

- >> PPT native file for customizing
- >> pdf of sample handout for note taking
- >> survey of attendees, in Word for customizing
- >> stickers to place on handout literature, in Word for customizing

PO Committee members are using above to create 2 new versions: one aimed at schools, another at health care. We have requested the version of this that was customized to physicians. Our intent is to have these 2 new versions available to Area 61 membership by Spring Assembly.

3. The PO Committee will be meeting the 4th Sunday of every other month: Feb/Apr/Jun/Aug/Oct to advance initiatives consistent with our role within Area 61.

Respectfully submitted by Denise P., Public Outreach Coordinator 2013-2015, Area 61

WEB SITE COORDINATOR:

Webmaster AWSC spring 2014 report

Information gathered from September 1 to February 1 2014 using Google Analytics regarding area 61 website.

68.2% of visitors are new, 31.8% are returning visitors 10,000 visitors with an average of 2.75 pages viewed

Of the 10, 000 visitors:
 7,048 viewed on desktop
 2100 viewed on mobile
 1160 viewed on table Average website visit 2.52 mins

There was a drastic peak in traffic, just before Holidays. Relative increase in traffic seen in October and end of January

Webpage was viewed in 5 countries

United States, Canada, Netherlands, United Kingdom, Ukraine

Most frequently viewed pages:

Index page
 Find a meeting page

Emails to area 61 continue to average about 10-15 per month excluding area 61 business emails.

Those hosting events need to send information to Webmaster for posting on Events page. Little Events information has been coming in. REMEMBER: if flyer is to be posted on webpage it cannot contain: full name, name and phone number, home address or home email. (see page 91 Anonymity and the Media of the 2014 service manual).

Reminder: meetings cannot be changed on website without notification of the Group Records Coordinator
 Submitted in Service, Webmaster