



OFFICERS		Present*	Rpt
Delegate	Cathy T.	P	R
Alt Delegate	Don B.	P	
Chairperson	Denise M.	P	
Secretary	Debbie H-F.	P	R
Treasurer	Ann J.	P	R
Active Past Delegates	Cheryl A.	P	
	Renee H.	E	
	Jim S.	P	
	Carol V.	E	

COORDINATORS		Present*	Rpt
Alateen Coordinator	Connie O.	P	R
AAPP	Connie O.	P	R
Archive Coordinator	Jami C.	P	R
Assembly Coordinator	Mary S.	P	R
Group Records Coord.	Selwa P.	E	
Literature Coord.	Ferrell N.	E	R
Public Outreach Coord	Position open	n/a	
Web Site Coordinator	Sandi H.	P	R

DISTRICT REPS	Present*	Rpt
1 Brenda M.	P	
2 Jaye R.	P	R
3 no DR	n/a	n/a
4 Clarine F. (alt.DR)		n/a
5 Sandra G.		
6 Pat S.		R
7 Mary S.	P	R
8 Jami C.	P	R
9 Jan S.		n/a

DISTRICT REPS	Present*	Rpt
10 Mary S. (C)	P	n/a
11 Susan B.	P	R
12 Arla P.	P	R
13 Sharyl M.	P	R
14 no DR	n/a	n/a
15 Heidi B.	P	
16 Jackie L. (C)	n/a	n/a
17 no DR	n/a	n/a
18 Kelli M.		

DISTRICT REPS	Present*	Rpt
19 Mary S.	P	
20 Diane R.	P	R
21 Stacy M.	P	
22 Merged with District 2		
23 No DR	n/a	n/a
24 Marge R.	P	
25 Jim D.	P	R
26 Diane G.		
27 No DR	n/a	n/a

* **Present column:** Present, Excused, Absent (unexcused). Contacts are encouraged but not required to attend.

9:02am- CALL TO ORDER by Denise M. Chairperson
 followed by a moment of silence and the Serenity Prayer

1. **Reading of the Traditions, Concepts & Warranties**, read around the room
2. **Courtesy Rule Reminder**
3. **Welcome & Introductions** – Around the room
4. **Answer DR Questions**, Denise M.
 - Figuring out how to help a handicapped member to be of service at the Assembly is challenging.
We're not sure this is our responsibility beyond someone volunteering to partner with her. She could find a friend to partner with her or ask a professional life coach to assist. It can be considered a form of service.
 - Listing a meeting as inactive due to lack of attendance.
Webmaster gets emails from people who have tried to attend a meeting with no one there. She asks that meetings without attendance be inactivated so that she can take it off the website.
 - Keeping an Alateen meeting going or starting one up.
 - ❖ *One District had a situation where the sponsors were no longer active in Al-Anon. They decided to suspend the meeting until they could find active, certified AMIAS. When reactivating, they also changed location, day, and time (at the same time as an Al-Anon meeting).*
 - ❖ *One Alateen meeting used their excess group funds to buy an ice cream machine; it's very popular.*



- ❖ *The Delegate said getting a meeting going with certified AMIAS' is the "easy part". Keeping it going is difficult and is a problem throughout the fellowship.*
- Literature in Spanish
 - ❖ *There is a new application that will do voice recognition and simultaneously translate it.*
 - ❖ *We don't have any Spanish translations for documents on our website.*
 - ❖ *We need to be careful to use a translator who is familiar with our program because we have special jargon.*
 - ❖ *The WSO offers Spanish translations of CAL books.*
 - ❖ *The original issue related to translation of Area forms. Denise M. put it on her to-do list.*
- 5. **Officer Reports**, see the attendance list at the beginning for reports given
 - Delegate – Cathy T.
She will be forwarding information on Chosen Agenda Items to the AWSC for input; she selects two. Also sending a copy of the WSO Annual Report. She will be on the Literature Committee for next year.
- 6. **Minutes from the Prior AWSC Meeting on 8/2/2014**, Debbie H-F., Secretary
A correction was made to item 4. Answer DR Questions, 3rd paragraph. The question should read, "Could we hire someone to translate the Policy-~~Service~~ **Manual**. A revised version will be posted to the website.

The report deadline for the Spring Assembly is **April 11th**.

*Motion made to accept the minutes as amended (by Don B., seconded by Susan B.). **Motion carried.***
- 7. **Treasurer's Report**, Ann J., Treasurer
Area contributions to WSO are up.

Many people send in contributions with just a check. This makes it difficult for the Treasurer to credit the contribution to the correct District.

The cost of the AWSC meeting and Assembly has gone up due to increase in hotel costs and decrease in attendance.

*Motion made to approve the financial reports as presented to take to the Assembly (by Jaye R. seconded by Brenda M.). **Motion carried.***
- 8. **Working Session on Area Emails**, Sandi H., Web Site Coordinator
The new email system is drag-and-drop.
 - You may access the Area 61 webmail (email) directly at area61afg.org/webmail.
 - Login: Use your full Area 61 email address including "@area61afg.org".
 - Described how to: Setup a signature, add contacts, and add/change an auto-forward (the email address that will automatically receive a copy of emails)
 - Debbie H-F will look for an app to easily access our email from a mobile device.
 - It was noted that for the foreseeable future, you should go to area61afg.com as the ".org" website is not operational. *Note that area61afg.org is now up-and-running.*
- 9. **Area Purchasing Literature at the LDC in SE WI**, Cheryl A. Past Delegate
We currently purchase our literature from the SE Wisconsin LDC (Literature Distribution Center) at the full LDC discount (that they receive from the WSO). Then, we resell it at the full retail price. We currently make money on literature sales.



It has come to our attention that the WSO prohibits LDCs from reselling literature at a discount. The SE WI LDC will implement that change in cost immediately.

Our options:

- Area being its own LDC
- Re-evaluate the Literature Coordinator position and the tasks involved
- The SE WI LDC could come here to sell literature
- We could continue to purchase literature at full price from the SE WI LDC. Then, pass any additional cost on to members.

We created a Thought Force to study this. Ann J., Jaye R., Susan B., Stacy B., Jim D.

10. **Policy Manual Update**, Debbie H-F.

The Policy Manual has been updated and distributed by email. There is also an Addendum document which identifies changes only.

The Policy Manual states that, "An updated Policy Manual will be drawn up by a Policy Committee and handed out at the Election Assembly." Should we continue to print a manual for each group?

Discussion followed. The question will be taken to the Assembly.

11. **Task Force on AFG Area 61 Convention**, Denise M.

We recommend creating a position called Convention Coordinator (which will be elected at the Fall Assembly).

It will require a small change to the Policy Manual [Area World Service Committee (AWSC), page 1, item 2.] to include the Convention Coordinator position.

We're looking at the last weekend in October in the Wisconsin Dells area for the first convention due to survey results and cost.

We would also like to create an Advisory Board including a Past Delegate and a person involved in the prior convention (Don B. for the 1st one).

We've looked at the experiences of AA Area 74 & 75 as well as Northern Illinois Al-Anon and Indiana Al-Anon with their conventions.

For 2017 & 2018, the Fall Assembly would be just like Spring Assembly (no Saturday banquet nor Sunday breakfast and spiritual speaker). There will be no change in the Spring Assembly. Note that contracts have been signed with Hotel Mead through 2016.

*Motion made to approve the addition of the Convention Coordinator to take to the Assembly (by Susan B. seconded by Sharyl M.). **Motion carried.***

12. **Future AWSC and Assemblies**, Mary S., Assembly Coordinator

Already covered in last item.

13. **Review Why We Have 4 Action Committees**, Jim S., Past Delegate

Somewhere around 1998, we added Action Committees in response to the same thing happening at WSO.

Consensus vote: Is our Action Committee structure working? Should we eliminate some or all of the Action Committees?

Make a decision in this panel or the next? This one

Each Action Committee should spend time today discussing, "Can they accomplish the work on their plate in this panel? Should they remain as an active Action Committee or can their projects be done by Thought and Task Forces?"



Cathy has info from other Areas on their use of Action Committees. She'll send it out.

12:00pm – 1:04pm – Lunch

14. Action Committees Met

15. Action Committee Reports

Membership Outreach, Mary S.

For Fall Assembly, we need a DR/GR Orientation leader. A sign-up will be sent around.

At the Spring Assembly, all members will be challenged to attend a meeting without a GR. They are developing a packet to give to the group. Members of the unrepresented group will be encouraged to attend the Fall Assembly.

We hope that there will be a "standing" committee to include new DR/GR Orientation & Buddy Day.

There should be a Thought Force to revisit groups with no GR.

Our Membership Outreach Action Committee can be dissolved.

Public Outreach, Diane R.

Denise P. is stepping down as chair of this committee. Cheryl has agreed to take the position.

The Professional eNewsletters are in an application that is tied to Denise P.'s company. She is willing to continue in a paid capacity.

The Powerpoints on the website are underused. We discussed what is best for the community. We need to set goals that are achievable and realistic.

They plan to do an actual demo of a Powerpoint presentation at the Spring Assembly.

The Public Outreach Action Committee recommends that they remain as a standing committee.

Group Services, Jim D.

We reviewed and revised the Area's current Officer and Coordinator job descriptions. It was noted that Officers and Coordinators should have a detailed procedure document for transition to the next panel.

Who has the tri-fold board for displaying the job descriptions at the Assembly?

Job descriptions are the only recurring project that we worked on. The rest of our work can be done by Task Forces. Our Action Committee can be dissolved.

It was agreed that the Chairperson will form a Task Force at the Fall AWSC one year prior to the Election Assembly to update the job descriptions.

Fellowship & Communications, Susan B.

We discussed how the Assembly used to be a time to bring people together. The Action Committees cause people to split up. Also, the Delegate meets with GRs to talk about action items. The Action Committee members miss out on that. So, Action Committees are a drawback to that process.

Our Action Committee can be dissolved as our work can be done by Task Forces.

Resolution of Action Committee Issue, Denise M.

The Public Outreach Action Committee will remain. The other 3 committees will be dissolved.

The Chairperson will setup a Job Description Task Force one year prior to the Election Assembly.

It will be the Chairperson's responsibility to ensure that people are working on the new DR/GR orientation and Buddy Day.



A Thought Force was created to determine the Policy changes that need to be made related to the changes in Action Committees. They will have their results by the Fall AWSC: Cathy T. & Ann J.

16. **Coordinator Reports**, see the attendance list at the beginning for reports given

- Alateen Coordinator & AAPP, Connie O. – The Alateen (AMIAS) training was divided into separate training workshops. We had 8 new AMIAS' resulting from training sessions.

AMIAS recertification is coming up.

The WSO has a new Facebook informational page for Alateen. There is no interactivity.

- Assembly Coordinator, Mary S.
Spring 2015 Assembly (District 1 & District 10 will help)
Fall 2015 Assembly (District 2)
Spring 2016 Assembly (District 12)
Fall 2016 Assembly (District 8)

I will be negotiating 2017 & 2018 with Hotel Mead soon.

- Public Outreach Coordinator, Denise P. resigned her position so we need a new Public Outreach Coordinator.
- Web Site Coordinator, Sandi H. – Districts 5, 8, 19, 21, & 24 have meeting lists on the website that are over a year old. Meetings on your list must be registered with the WSO.

Please do not use personal emails.

There is a new Group Records Update Form (GR1) on the website to make changes. Send it to Selwa P., the Group Records Coordinator.

17. **Voting Procedures for the Fall 2015 Assembly**, Denise M.

DRs should start talking to GRs about voting procedures for the Fall 2015 Election Assembly.

Issues:

- Someone not voting
- The number of iterations before we get a quorum
- Better method for counting votes
- Downtime between votes

Process:

- Denise will pre-make ballots
- Each voting-eligible person will get a number that we'll use to track the number of voters
- Define voting percentage and process in advance
- Discussion and activities during downtime

Most of the information is in the Al-Anon/Alateen Service Manual.

18. **District Reports**, see the attendance list at the beginning for reports received/given.

- DR 1, Brenda M. – We held our workshop in January and raised \$530. Lost 2 and gained 2 meetings.
- DR 2, – There will be a new DR Orientation at the Spring Assembly. The SE WI Service Center is looking for a new part-time Executive Director.
- DR 8, Jami C. – Spaghetti dinner is next weekend.



- DR 11, Susan B. – The Sponsorship-Working Together To Recover workshop is in April. Open/speaker meeting starting.
- DR 13, Sharyl M. – Two groups ordered the Al-Anon Faces Alcoholism magazine and are getting them out. Two people attended the AMIAS workshop.
- DR 15, Heidi B. – The Cabin Fever workshop was last weekend. Very successful; 70 people attended. We had an AA speaker and an AA panel for the first time. We made over \$432 (which is huge for us).
- DR 19, Mary S. – AA and Al-Anon sponsor a 4th Step retreat twice a year. This year, they are going to host 137 people...the numbers are growing. We'll be coordinating with the upcoming AA convention.
- DR 20, Diane R. – New Alateen group started.

ANNOUNCEMENTS

The Spring Assembly is May 15-16, 2015, hosted by Districts 1 with D10 helping. The next AWSC is August 1, 2015.

3:29pm - MEETING ADJOURNED by Denise M. Closed with the Al-Anon Declaration
*Motion made to adjourn the meeting (by Jaye R., seconded by Brenda M.). **Motion carried.***

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

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