



Officers		*	Rpt*
Delegate	Don B.	P	O
Alt. Delegate	Susan B.	P	O
Chairperson	Debbie	P	R
Secretary	Jaye R.	P	R
Active Past Delegates	Cathy T.	P	
	Cheryl A.	P	
	Renee H.	P	
	Carol V.	P	
	Jim S.	A	

Coordinators		*	Rpt*
Alateen acting	Connie O.	P	Late
AAPP	Mary S.	P	R
Archive	Jamie C.	P	R
Assembly acting	Mary Sk.	P	R
Convention	Mary Sk	P	R
Group Records	Sandi H.	P	Oral
Literature	Arla P.	P	R
Public Outreach	George B.	P	R
Web Coordinator	Elizabeth S.	P	Oral

DISTRICT REPS	Present*	Rpt
1 Brenda M.	E	
2 Linda D.	P	R
3 Charles K.	A	
4 Milette K	P	R
5 Sandi G. (contact)	n/a	n/a
6 Jeni W.	P	
7 Matt G.	P	R
8 Susanne S.	P	R
9 Cathy T.	P	R

DISTRICT REPS	Present*	Rpt
10 Renie M.	A	
11 Jenni B.	P	
12 Arla P.	P	R
13 Tina (alt).	P	R
14 no DR	n/a	n/a
15 Heidi B.	E	
16 Jackie L. (C)	n/a	n/a
17 Sheryl F (contact)	n/a	n/a
18 Kelli M.	A	

DISTRICT REPS	Present*	Rpt
19 Connie O.	P	oral
20 Diane	n/a	n/a
21 Dan G.	P	oral
22 Merged with District 2		
23 Gayle K. (contact)	n/a	n/a
24 Marge R.		
25 Jim D.	P	oral
26 No DR	n/a	n/a
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 Debbie H. Chairperson

followed by a moment of silence and the Serenity Prayer

1. **Reading of the Traditions, Concepts & Warranties**, read around the room
2. **Courtesy Rules Reminder**
3. **Welcome & Introductions** – Around the room
4. **Officer Reports**, Debbie H., See attendance list at the beginning for reports given. Oral reports were requested in writing and will be posted under Assembly Materials.
 - Delegate – Don B asked groups to let him know how they are celebrating Al-Anon’s 65th anniversary. He reported to the North Central Regional Delegates on our first State convention scheduled for October 21-22 2017 at the Chula Vista Resort.
 - Alternate Delegate/Forum – Susan B. reported WSO will no longer send The Forum to groups for a trial period of 1 year due to finances. She distributed information on our Delegate’s address at the WSC so we can send him mail there.
5. **Minutes from the Prior AWSC Meeting on 8/1/2015**, Jaye R., Secretary
 No corrections were made.

 The report deadline for the Spring Assembly is **April 16th**.
*Motion made to accept the minutes (by Susan B., seconded by Arla P.). **Motion carried.***
6. **Treasurer’s Report**, Stacy S., Treasurer
 Reports were not posted on the website prior to AWSC.



*Motion made to post to website and print hard copies of Financial Report (by Mary S. seconded by Arla P.) **Motion Carried***

*Motion made to approve the financial reports as presented to take to the Assembly (by Cheryl A. seconded by Don B.). **Motion carried.***

Note: this was done after lunch to allow members time to review report.

7. **Working Session how to Overcome Fear and Build Self-Confidence**, Cheryl A., past delegate.
We were asked to identify fears and tools that we could use to benefit our leadership capabilities. These are some of the things we can do to empower ourselves:
 - Use baby steps
 - Remember you always have help available
 - Remember to trust our HP
 - Find a Service Sponsor
 - Remember we all have fears
 - Enthusiasm is contagious
 - Growth is good for you

8. **Updates from the Policy Committee**
 - We decided to broaden the scope of the Policy Committee beyond just policy.
 - *A new Task Force was made to define the Policy Committee purpose. The chair will write a charge. The members are Carol V., Cathy T. and Renee H.*
 - *A policy for use of Area equipment will be drafted by Susan B.*
 - New Standing Committees are:
 - Finance with Stacy S. as chair
 - GR/DR Orientation/ Buddy Day (to be renamed) with Mary Sky. as chair
 - Public Outreach with George B. as chair
 - Convention (will not be meeting during breakout sessions at AWSC and Assemblies) Cathy T. and Ann J. as co-chairs
 - A new Task Force for Literature will be filled

9. **Coordinator Reports**, see the attendance list at the beginning for reports that have been posted to website. Late reports will be posted to Assembly materials page on the website.
 - Alateen Coordinator, Connie O. is acting coordinator. We are seeking a new coordinator
 - Archivist Jami C., she will purchase a scanner to digitize our documents.
 - Assembly Coordinator, Mary Sky. is acting coordinator. We are seeking a new coordinator. Mary is looking for hosting districts.
 - Convention Coordinator, Mary Sky. – State Convention will be held Oct 21-22. 2017 at the Chula Vista Resort in Wisconsin Dells. She is actively looking for chairs of different convention committees. These can be any member of Al-Anon.
 - Group Records Coordinator, Sandi H. printed out updated Group Record change forms (GR-1) with the instructions to send all changes to Area Group Records Coordinator. All District Reps have access to their district's group's records on WSOs online database. Contact Sandi if you need help to access them. Groups that meet on different days must meet in the same location to be considered the same group by WSO.



- Literature Coordinator, Arla P. will attend workshops to sell CAL. She will be selling CAL at prices listed on WSOs order form.
- Public Outreach Coordinator, George B will submit a new report for Assembly.
- Web Site Coordinator, Elizabeth S. did a quick workshop on accessing AWSC Members webmail. She will send out instructions on how to do this. Group events can be posted to this site. Email flyers to her without personal contact information on them.

10. **District Reports**, see the attendance list at the beginning for reports received/given. These are posted on the website under AWSC Materials in the password protected area of the site.

12:00pm – 1:04pm – Lunch

11. **Discuss Coordinator and DR Questions**, Debbie H.

- Is there a coordinator report template?
 - *Carol V. will make coordinator and officer report templates.*
- What to do when liability insurance is requested by a group's landlord.
 - *Susan B. will draft language to be placed in the Policy Manual.*
- Should we change our absence policy?
 - After discussion we decided to enforce our absence policy as written and revisit in one year to see if the policy needs to be changed.
- How can members add items to the agenda?
 - The chair is flexible about setting the agenda. Anyone can contact the chair to get items on the agenda. The usual route is through DRs before the meeting.
- How can we increase our number of member in groups?
 - Suggestions were to use 'meeting on wheels' to take meetings to classrooms, police officers, therapists etc. Groups or districts can have an email contact available to answer questions..

12. **New Committees, Task Forces and Their Members** - The secretary requested chairs to send her a list of committee members and their mission statement they came up with during their breakout session.

- Finance
 - Finance Committee Meeting Minutes – Spring AWSC – March 5, 2016
 1. Chair – Stacy Smith
 2. DR 25 – Jim D
 3. DR 24 – Marge R
 4. Past Delegate/Treasurer – Kathy T
 - Purpose of the Finance Committee
 1. Create and Monitor Annual Budget
 2. Plan, Create, and Implement a succession plan for treasurer and finance committee
 3. Forecast if and when reserve funds be created and recommend additions and changes to area financial policies and procedures
 4. Review and recommend additions and changes to area financial policies and procedures
- Public Outreach
 - Chair – George B.
 - Cheryl A – past delegate
 - Susan B. – alt delegate
 - Sandi H. group records
 - Jenni B. – DR 11



Susanne S. DR 8

Mission Statement: To encourage and empower all members to participate in increasing the visibility of Al-Anon through the use of provided public outreach tools.

- GR/DR Orientation/ Buddy Day

Committee Members:

Mary Sk. – Chair

Linda D. – DR district 2

Elizabeth S. – Website Coordinator

Matt G. – DR district

Tina – alt DR district

Dan G., - DR district

Mary Sc. – AAPP

The committee changed its name to Growing Service.

The committee Mission Statement is “Encouraging leadership and development through continued service opportunities.”

The Buddy Day portion of the orientation will be called Partners in Service.

Linda D. will be responsible for bringing the GR/DR folders to the Area 61 meetings thru 2018. Instructions for DRs on accessing the Area 61 website/email will be handed out to the DRs as needed.

- Literature Task Force

- We are waiting for a charge from our chairperson.

- Committee members:

Chair – Arla P.

Renee H. past delegate

Jami C. archivist

Carol V. past delegate

Jaye R. secretary

Milette K. DR dist 4

- We decided that the Literature Coordinator will sell CAL in the near future and discussed how that could be accomplished.

- We would like to clarify the role of the Literature Coordinator (sell and educate members and the general population regarding CAL)

ANNOUNCEMENTS

The Spring Assembly is May 20-21, 2015 hosted by district 12. The next AWSC is August 6, 2016.

3:22pm - MEETING ADJOURNED by Debbie H. We closed with the Al-Anon Declaration.

*Motion made to adjourn the meeting (by Susan B., seconded by Mary S.). **Motion carried.***

Respectfully submitted,

Jaye Roush

Area 61 Secretary, Term 2016-2018

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