



**August 2019
AWSC Meeting Minutes**
Saturday, August 3, 2019
Hotel Mead, Wisconsin Rapids, WI

9:02am Call to Order by Ann J., followed by a moment of silence and the Serenity Prayer.

- **Reading of the Traditions, Concepts & Warranties, Anonymity Statement, Courtesy Rules**
- **Welcome & Introductions**
 - Special guests - our Partners-in-Service. There were 2 Partners in Service and 1 guest.
 - Officers, Coordinators, District Representatives or their Alternates have a voice and a vote at AWSC.
 - Rules of Discussion
- **Secretary and Treasurer Reports**
 - Approval of Minutes from the Spring 2019 AWSC Meeting.

Motion made by Bev H., 2nd by Laurie P. The Minutes were approved unanimously with the noted correction (Service Manual distribution total of \$1,300, not 13,000.)

Approval of Mid-Year Financial Reports – Jim D.

- **Budget vs Revenue & Expenses Report**
 - Revenue - contributions are substantially down (38%), interest accrual is low due to the way we are converting the Reserve Fund into CDs. Other items are on track, currently we are at 40% for revenue.
 - Expenses - Literature Expense is over budget due to a very large order which will carry us through the year. Other expenses are on track.
 - The Financial Report has not been posted yet but will be after this meeting. Due to the way the accounting was done, the bottom line shows a deficit. Jim will correct the report.

Ann J. asked for a Motion to approve the Financial Reports as they will be corrected. Cheryl A. made a motion to approve the Financial Reports as they will be corrected, 2nd by Don B. Motion approved unanimously.

Announcements

- Archivist position is open due to Heidi B. resignation. Ann J. has the archives in her possession. No specific qualifications are needed for Archives Coordinator
- The Area is looking for an Al-Anon member who is a CPA, accountant or attorney to give some guidance regarding our financial reporting.
- Reports for the Fall Assembly will be due on 9/7.

Financial Audit

Policy Manual Housekeeping: The word “AWSC” was inadvertently added to the wording of the Audit section; the audit does not need to be done by an AWSC member. The word ‘AWSC’ will be removed (pg. 3 under General #7.)

- Two volunteers are needed for the March 2020 Audit.



DR and Officer & Coordinators Breakout Sessions

Breakout Highlights

- DR Breakout Highlights – 9 DRs attended this breakout session. They want to meet again before every meeting, possibly hold a breakfast meeting.
- Susan B. encouraged the DRs to make notes of the issues they found helpful so they can pass the information on to next DR.

Quorum & Majority Vote

A member suggested that the quorum should be defined separately from the majority vote.

The Policy Committee posted these issues on the website, to receive recommendations (see website for details.)

Quorum policy is in the Policy Manual on Page 2 #3. 15% is needed for a quorum for AWSC and Assembly. A wording change may be needed to “15% of the total members (at Assembly that is 15% of active registered groups), must be present at a business meeting to do business”.

Our area currently has 26 districts, with 324 total meetings: 314 active groups, 22 with no mail, 6 reported no meetings. 15% of 324 is 51 groups that must be present.

- If there was an emergency, where at least 15% didn’t show up, how would business be able to be conducted?
- A member suggested that the quorum be changed to 10%.
 - A member responded that lowering the quorum number is not a good idea because that would not be a good representation of the groups; we have had only one time that there were not enough present to conduct business.
 - The World Service Conference determines in advance how the voting will occur at each meeting.
 - In the past we mainly used simple majority, unless it was an Officers/Coordinators election.
- A member suggested that we let the voting body decide how the vote will be taken at each meeting.
- The Al-Anon/Alateen Service Manual says we should try to get Substantial Unanimity; and the minority voice should be heard.
- Do abstentions count in the total number of votes or not?
 - Debbie H. said that “yes vs abstentions and no votes” is a simple majority vote.
 - At the World Service Conference abstentions lower the number of votes counted (i.e., they are not counted.)
 - We don’t want to make votes too easy to pass, so a simple majority might be too close; therefore, consider more than one vote difference to pass an issue.
 - A member stated that an abstention is not a “no.” At voting Assemblies we have always decided ahead of time what type of majority vote we would use.
 - A member suggested that every vote should be counted – yes, no, or abstain, and ask the abstentions why they abstained (maybe didn’t understand, etc.)
 - A member said they are against asking why people they abstained because everyone is able to comment.
 - A member suggested that everyone should vote from their conscience, not because they fear offending someone.
- Should Quorum and Majority Vote be two separate policies?
 - DRs should take this back to their GRs so they can be ready to vote on it at the Fall Assembly.



Special Project Requests

This is the 2nd year of using Abundance Funds (\$7,600 available this year)

- Special Project Requests need to be submitted 2 weeks before the AWSC meeting.
- A simple majority vote is required to approve Special Projects Requests.
- There are 5 Special Requests so far this year.
 1. Give newcomer packets and directories to groups to help them thrive - \$1,500 total
 - How will they be disseminated throughout the Area?
 - Ann will let them know if more information is needed; until then this is denied.
 2. Three Public Outreach Special Project Requests - \$6,840 total
 - a. The Forum Project - Purchase 400 Forum Magazine subscriptions to send to treatment centers, women's shelters, VA, etc., in order to inform them about Al-Anon. Currently 305 Forum subscriptions are being sent out, and the committee would like to increase the number to 400 subscriptions to offer to AWSC members to send out. The committee also wants to order 400 copies of Al-Anon Faces Alcoholism to be sent to professionals. The committee would like suggestions for facilities to send them to. Cost for The Forum Project is \$5,800.
 - Comment: The Forum is not a Public Outreach item, so suggests voting only for distribution of Al-Anon Faces Alcoholism magazines.
 - Cheryl A. said that 305 Forum Magazine subscriptions are mailed out now. If those facilities are interested, copies of Al-Anon Faces Alcoholism could then be sent to them. She would like to not split the mailing of the two publications; wants them to be received together.
 - Joann F. said that the library she works at will throw out any publication they did not subscribe to; asked what do the facilities receiving The Forum and Al-Anon Faces Alcoholism do with them?
 - b. Have an Alateen information table at the AA Area 74/75 Conference - \$450 Cost?
 - c. Have double-sided Al-Anon business cards printed for law enforcement officers and first responders to hand out to affected family members - \$500.00 total.
 3. Send \$5,000 to WSO to further Twelfth Step work at all levels.

Comments:

 - The request is too large, and it would not benefit only Area 61.
 - We should stay within the Abundance Fund parameters (1/3 - not more.)
 - Jim D., Treasurer, said that it is ok to overspend the 1/3 of Abundance Funds in a year, leaving less for the next year.
 - Would like to see more help for local Alateens
- 4. The Technology Task Force added a \$500 request to purchase remote access to meeting applications.

1:15pm – Reconvened

- Voting on Special Project Requests by Simple Majority
 - Public Outreach -
 - Forum Project - \$5800 for 400 Forum Magazine subscriptions and 400 Al-Anon Faces Alcoholism magazines
 - **13 Yes, 8 Opposed, 1 Abstention – Project Approved**
 - Attend AA Area 74/55 Conference – 22 Yes – Project Approved
 - Business cards for First Responders and Law Enforcement - **19 yes, 2 Opposed, 1 Abstention – Project Approved**
 - \$5,000 donation to WSO – **1 Yes, 20 No, 1 abstention— Project Denied**
 - Technology Task Force - \$500 for remote access to meetings applications – **18 Yes, 1 No, 3 Abstention – Project Approved**



- A reminder was made that the balance remaining of the Abundance Fund portion for this year will be given to WSO at end of the year, after we see the final Abundance Fund figures.

Proposed 2020 Budget-Jim D., Treasurer

- Jim explained the existing 2019, proposed 2020, and the average of those values for the last two panels were shown.

Revenue

- Revenue was slightly lower in 2018
- Raffles & Fundraising line item will be changed to Basket Raffle.
- Assembly Income is only from registration fees.

Expenses

- Expenses are about the same for 2019 and 2020
- Delegate Expenses are only for Delegate Equalized Expense for attending World Service Conference
- Alateen Operations is the day-to-day operating expenses (mailings, AMIAS training, etc.)
- Where do the amounts listed in the budget come from?
 - We looked at an average of the last 6 years expenses, and the previous year budget, also asked Coordinators; then an arbitrary decision is made.
- Should the \$1,800 for Technology Task Force be a Special Project Request because they are a not a committee?
 - Suggested adding a separate line item for Technology and/or Website.
- If we pass this budget, which is negative \$4,850, we may not be able to meet all our goals.
 - Where will the money come from if we don't take in enough to meet our goals?
 - The money would be taken from the Prudent Reserve (cashing a CD), causing the reserve to be short for the following year.
 - Comment: We should not present a negative budget to the Assembly.
 - The negative budget will let the Assembly know that we have more goals now, and contributions have dropped. The Abundance Fund will be used up next year, so the membership needs to increase donations; possibly send out an appeal letter.
 - Formerly we had a formula that would automatically increase/decrease Group Contributions to give us a balanced budget. The budget has been out of balance by about \$4,000 for the last 2 years.
 - Question: Was the 2018 budget negative when it was presented, and was it negative at the end of the year?
 - Yes, it was negative, but we spent less and then at end of year we had an abundance. This is how the Area accumulated the Abundance Funds. Now we have a policy that any excess funds at the end of the year will be donated to WSO, to avoid accumulating an abundance.
 - The 2018 budget was \$4,300 negative, and the 2019 budget is \$1,060 negative.
 - Comment: Would like to see a strategic plan for the Area for the future for planning purposes. This would eliminate a lot of repetitive problems.
 - Question: Has the Abundance Fund caused the contributions to go down?
 - That may be the reason contributions are down. The Area could vote to use some Abundance Funds to offset budget.
 - Question: Before we present this budget at the Assembly is there a way to simplify the explanation of the negative budget?
 - WSO uses an unbalanced budget. The Assembly can decide if we want a balanced budget.



- The budget is our operating fund and probably should be reported on at each meeting, rather than once a year. We should report the Midlake budget and the Convention budget, which should also be reported annually. Jim will present all 3 at Assembly.

Kathleen P. moved to approve the Proposed 2020 Budget. Joanne F. 2nd. 18 Yes, 1 No, 3 abstain – motion approved.

Breakout Session

- The Officers and Coordinators formed 3 groups for discussion on how to approach the lack of DRs in the Area. There are 13 Districts without DRs.
 - We will focus on the 3 top Ideas from the Brainstorming Sessions at the Spring Assembly:
Technology, Lack of DRs, Service

Top 5 ideas:

1. Have Co-Drs and let them know expenses may be reimbursed by Lois W. Fund
 2. Chairman can ask the GRs to caucus to elect DR
 3. Invite a member from another district to attend a district meeting
 4. Adopt a district
 5. Reach out to past Drs and GRs by email or in person
- Who will these ideas go to? Growing Service? Another committee?

Convention Excess Fund Guideline Discussion and Motion Update-Jim D., Treasurer

It was explained that the Convention Excess Guideline probably didn't need to be brought to the Assembly since it is a procedure of the Convention Planning Committee, not a policy. But since a motion was made and approved by the AWSC to take it to the Assembly, it was brought forward that way.

- The 2018 Convention Planning Committee recommended how any excess funds from a convention should be disbursed. A motion with those recommendations was made at the Spring 2019 Assembly but did not pass. Those recommendations were as follows.
 - The first \$2,000 will be kept as seed money for the next Convention.
 - The remainder will be broken down as follows.
 - 5% Midlake Conference
 - 5% AFG of SE WI (LDC/AIS)
 - 10% Convention Scholarship Fund
 - 40% to Area
 - 40% to WSO
- The CPC again reviewed their recommendation, took into consideration all the discussion from the Assembly, including the minority opinions and concluded their original recommendation was still the best. Since some felt there needed to be more options the AWSC decided to bring four options to the Fall 2019 Assembly:
 - A – Use the original recommendation
 - B - Give 100% to WSO
 - C - Give 100% to Area
 - D - Split the excess by giving Midlake 10%, AFGSEWI (AIS/LDC) 10%, scholarships to attend convention 10%, Area 25%, WSO 45%



- **Standing Committee Reports (2-MINUTE LIMIT on reports–contact the Chairperson if you need more time.)**
 - ~~Ann mentioned~~ There were very few reports received for this AWSC meeting. All DRS, Officers and Coordinators are encouraged to submit a report for each AWSC and Assembly. The deadline is 2 weeks before AWSC and Assembly. Reports received after the deadline will be posted as Late Reports.
 - Convention Planning Committee – Rhonda P.
 - Hospitality Chair needed; Volunteer Coordinator needed (or chairs can find their own volunteers),
 - 26 Registrants so far
 - MAICO will sell AA literature
 - Sue B. will hand out spreadsheet for volunteers for panels
 - Asked DRs to fill out the convention sheets that were passed around.
 - Growing Service – Carol V.
 - Partners in Service will be at every AWSC in the future, but will only receive one free lunch, but they are welcome to attend as frequently as they want. Today we have 2 Partners in Service.
 - Turn in the Lois W. Survey
 - Growing Service will hold a workshop at the convention and hopes to take the workshop to groups in the Area after convention.
 - Public Outreach – Cheryl A.
 - Contact Cheryl with more places that should receive Forums and Al-Anon Faces Alcoholism magazines.
- **Thought & Task Forces**
 - AWSC Inventory Task Force – dissolved
 - AMIAS Procedures Task Force– Renie M. and Joanne F.
 - WSO AMIAS training is different than our Area procedures – will be looking at updating certification and re-certification requirements, training, and records retention requirements
 - Technology Task Force – Debbie H.
 - On-line Convention registration is available.
 - Working on remote access to AWSC and Assembly, and remote voting (polling). Members with technology background are needed, and techno-challenged people are needed to test the technology.
 - Area Name/Legal Documentation Task Force – Chair Needed
 - Documentation Retention Task Force - Chair Needed
 - Assembly Format Thought Force – Iris R.
 - Sent out email to 2 people.
- **Officers**
 - Alternate Delegate/Forum Coordinator – Debbie H.
 - The Forum needs sharing's on the 3 Legacies
- **Coordinators & Liaisons**
 - Group Records – Rhonda P.
 - 415 total groups: 313 active, 115 inactive, 7 not meeting, 21 with no mailing address
 - Each district has been given a form (in the black mailbox) – please complete and return to Rhonda.



- Alateen – Renie M.
 - Has been travelling will be going to Michigan and Medford
 - Alateen workshops will be held at the convention
 - Looking forward to attending the AA District 74/75 conference in October
 - Beginning planning for Midlake 2021
 - Forming a committee for an Alateen “destination” workshop
 - Members interested in helping with workshops do not have to be AMIAS
- Assembly Coordinator – Iris R.
 - Needs Assembly hosting districts for 2020 and 2021. Districts can join together to host.
- AAPP – Joanne F.
 - Area 61 has 97 AMIAS, 6 new AMIAS, 17 received by deadline, 3 inactive, 24 active Alateen groups, 28 inactive Alateen groups
- Literature – Donna D.
 - Placed a large literature order recently; getting a lot of literature order requests.
 - Will be travelling to workshops, etc.
- Website – Dan D.
 - The website is now secure (lock),
 - Back-up for data retention,
 - Working on new technology
- Convention – Terri R.
 - New sound system at Chula Vista
 - Menu items have been decided, including a vegetarian option, and a breakfast buffet
- **DR Reports**
 - District 6 – Sandi H.
 - Spaghetti Dinner \$900 profit
 - Public Relations person was replaced
 - Billboard has WSO-approved wording and graphics – The district paid for vinyl and installation, but there is no charge for a Public Service billboard.
 - Working on a 2nd billboard.
 - District 18 – Kathleen P.
 - Purchased Al-Anon Faces Alcoholism for all 13 groups in the district for distribution to libraries and churches
 - Donated to Midlake
 - Will vote on donating to Hospitality at Convention
 - Will hold open meeting at a public library this fall – Cheryl A. will be Al-Anon speaker
 - Trouble getting GRs to represent each meeting
 - District 21 – Iris R.
 - Workshop and dinner coming up



• **What Is Important to Take Back to Your Groups**

- Have Public Outreach committee members from your groups
- Discuss balanced/imbalanced budget
- Convention volunteers are needed; chairpersons needed at convention
- Convention raffle baskets needed for children, teens and men

• **Dates to remember**

- Fall Assembly September 27-28
- Convention Oct. 25-27
- Spring AWSC March 7-8

Rhonda P. made a motion to adjourn; Dan G. 2nd. The motion carried unanimously.

The meeting was closed with the Al-Anon Declaration.

Respectfully Submitted,

Linda D.

Area 61 Secretary

Term 2019 - 2021



August 2019 AWSC Attendees & Reports

*** Present column:**

*Present,
 Excused,
 Absent (unexcused)*

*Contacts are encouraged
 but not required to
 attend.*

OFFICERS		Present*	Rpt
Delegate	Susan B.	P	
Alt Delegate	Debbie H.	P	R
Chairperson	Ann J.	P	R
Secretary	Linda D.	P	
Treasurer	Jim D.	P	
Active Past Delegates	Don B.	P	
	Jim S.	A	
	Carol V.	P	
	Cathy T.	P	

COORDINATORS		Present*	Rpt
Alateen Coordinator	Renie M.	P	R
AAPP	Joanne F.	P	R
Archive Coordinator	Heidi B.		n/a
Assembly Coordinator	Iris R.	P	R
Convention Coord.	Terri R.	P	R
Group Records Coord.	Rhonda P.	P	R
Literature Coordinator	Donna D.	P	R
Public Outreach Coord.	Cheryl A.	P	R
Web Site Coordinator	Dan G.	P	R

DISTRICT REPS		Present*	Rpt
1	Maureen E.		
2	No DR		
3	No DR		
4	No DR		
5	Sue B.	P	R
6	Sandi H.	A	R
7	Denny B.	P	
8	Beverly H.	P	
9	Laurie P.	P	

10	Timi H.	P	
11	Pete Mc.	P	
12	No DR		
13	No DR		
DISTRICT REPS		Present*	Rpt.
14	No DR		
15	No DR		
16	No DR		
17	No DR		



Area 61 – Al-Anon/Alateen
Wisconsin & the Upper Peninsula of Michigan
For families & friends of alcoholics

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18	Kathleen P.	P	R
19	No DR		
20	No DR		
21	Iris G.	P	R
23	No DR		
24	No DR		
25	Mary K. (Alt. DR)	P	
26	No DR		
27	No DR		



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