



The meeting started at 5:30pm with the Serenity Prayer  
Introductions & Attendance  
Dan G., Webmaster and Cathy T. are guests  
Read the Concepts & Warranties – Carol V.

### Announcements

Votes can be done with a show of hands. Guests have no voice and no vote, except for technical assistance from Dan G.

### Approve Minutes:

Read and approve the minutes from the March 6, 2020 Policy meeting - Linda D.  
Document Retention, under Pending and Deferred, is listed twice. Delete it as a Thought Force; leave it as a Task Force. Renie M. moved to accept the minutes as corrected. Carol V. 2nd. Motion carried.

Read and/approve the Roundtable Notes from the May 16, 2020 Policy Zoom meeting – Ann J.  
Jim D. moved to accept the minutes as presented., Carol V. 2nd. Motion carried.

### Old Business:

#### Active Past Delegate Task Force Report - Don B.

Discussion on of the Report included: Discussion about the Delegate term length as it applies to being an Active Area 61 Past Delegate. Can a Delegate who did not complete their 3-year term as Delegate serve our Area as a Past Delegate and be reimbursed for their expenses? The Past Delegate shares their experience, strength, and hope, so if they did not serve the full term, would they have enough experience to share? Should they be listed as life-time members of the AWSC or as an honorary position? The Past Delegate is not an elected position, it is an honorary position. Should Inactive Past Delegates ~~are be~~ guests until they pass their probationary period, so they have no voice and no vote? Any participation or involvement on a committee or Thought/Task Force is considered recordable activity. If a Past Delegate does not fulfill their term participate, they become inactive and they can try to become active again. A Task Force make recommendations but not policy so this report will go the AWSC then the Assembly for consideration. Don asked that the Task Force's Report be published as they wrote it, he doesn't want any of these extra discussions to be a part of what the Task Force decided and have to respond to the questions they may produce. The Assembly may vote to accept the Active Past Delegate Task Force Report. Possibly rename the position to Area 61 Active Past Delegate for the purpose of expense reimbursement as policy.

### Financial Reports – Jim D.

**Group Contributions** –Contributions were ahead of 2019 in the first half quarter of 2020 but declined in the 2nd half quarter. We are a little ahead of where we were at the same time last year.

### Profit and Loss Statement (Summary of the income & expenses)

The title can be changed from Profit and Loss to Income and Expense. Jim will look into adding a column to show the budget for each line item. Uncategorized expenses are transfers to and from accounts/working funds. The Abundance Fund Expense of \$3,388 was for 2019 carryover for Forum subscriptions and \$682.72 for a computer purchase. \$1,241.97 was for 5 charges for website upkeep.



The AWSC/Assembly line item should be only the Hotel Mead meeting rooms, technical equipment charges and coffee (not the guest rooms.) List the other AWSC and Assembly expenses separately in the future to compare with the budget.

**Balance Sheet** (breakdown of all the Area monies)

Prudent Reserve and Excess Savings are not listed. Excess Savings is the Abundance Fund. Ann J. requested that they be on this report. Retained Earnings is a stock report and should be removed from this report, as it implies that Area 61 is not a non-profit.

Jim is personally paying \$40 per month for QuickBooks Online, because the program was not approved by the Area.

The Assembly can approve reimbursement to Jim for that expense.

\$6,277 is in the Convention account. \$4,000 \$4277 should have been transferred out at the end of last year, leaving \$2,000 at the beginning of 2020. However, we may need that money to cover the costs of the 2020 Convention if it loses money this year due to low attendance because of the pandemic. If there is not enough money in the Convention Fund it can come out of the Working Fund, and if that isn't enough, we could use the Prudent Reserve. Jim will write up a procedure to present to the AWSC on covering Midlake and Convention expenses if there is not enough in their funds. Carol V. will ask WSO for suggestions on this.

Ann J. will help the Treasurer organize the Finance Committee to help the Treasurer.

The Reserve Fund may need to be used for future expenses, so we need to be conservative in our spending.

The Assembly has all of 2020 to spend any unspent Abundance funds from 2019. At that the end of 2020 any unspent Abundance funds will be sent to WSO, according to the vote taken at the Assembly. We can prepare a new recommendation to present to the Assembly for a vote. Ann will ask the WSO Board of Trustee's Treasurer for suggestions on spending Abundance funds.

**Majority Vote** – tabled

**New Business:**

**Delegate's Report** – Susan B. has not submitted her report yet, which she said she would have by June 16. No one on the Policy Committee has heard from her since the May Roundtable Meeting. Ann will reach out to her.

**Format for upcoming AWSC Meeting & Assembly**

The August 2020 AWSC will be held on August 1. A face-to-face meeting with remote participation needs 4 people to run it: a chairperson, a person to run the PowerPoints, a technical person to run the remote technology, and a person in charge of chats and technical difficulties. These people should not be GRs, as they would need to be in the meeting. A vote was taken by raising hands: the consensus is to



hold the August 2020 AWSC and the Fall 2020 Assembly virtually. Ann has heard that other virtual Assemblies and AWSC Meetings were scaled down to business only, not a lot of discussion or presentation/workshops at the meetings, have longer discussions in advance. There could be a speaker at the Assembly, a break for lunch, and have virtual breakout rooms.

### Discussion on how to pay for the 2020 Convention and donations to WSO

**WSO COVID19 Financial Appeal Update** – from Northern IL AFG Newsletter Delegate's Report:

WSO said that if every Area would donate \$5,000, and each registered group and electronic group would donate \$100 over and above their usual contributions, over \$1.4 million of the WSO deficit would be reduced. This information may not have been shared with the groups yet. Ann will check with the WSO Board of Trustee's Treasurer to confirm the details of the Appeal Update. Some thoughts shared were: District donations are considered Area donations, so we may be able to combine those amounts with funds from Area 61 to total \$5,000. Some districts in Area 61 are making substantial donations to WSO. Some groups are sending donations directly to WSO, which may be hard to track.

### 2020 Convention Expense

If we were to cancel the 2020 Convention, we would owe \$14,000 plus to Chula Vista. Discussion included: Chula Vista is willing to work with us as long as we hold something there, possibly have a small group meet there, use less rooms, less meals. We may be able to use the money that we haven't spent for the Spring Assembly to pay for it. We are signed up for 2 more years at Chula Vista. Ann J. is willing to go with a few CPC members to Chula Vista to discuss the contract. Possibly have an attorney look at our contract.

Possibly split the Abundance Fund with Area 61 and WSO. Procedures are in place for how the Abundance Fund can be spent. The Assembly did not meet this Spring to decide how to spend where to send the Abundance that was left at end of 2019. The Policy Committee needs should put together a recommendation for using the Abundance Fund to present to the AWSC. The Assembly can make another motion to change the how the Abundance Fund is spent.

### Electronic Donations

Jim will look into accepting PayPal, Venmo, Square, WordPress or other forms of electronic payments it. If it will add complications for the Treasurer, it doesn't have to be initiated. Ann suggested postponing making any changes.

### Policy Manual Changes

**Proposed change to Area 61 Policy Manual, Page 2, under General Policies, #1:**

All AWSC members are to attend two (2) Assemblies and two (2) AWSC meetings per year. If unable to attend, or have an alternate present, the Chairperson should be notified. Any AWSC member who has misses two consecutive unexcused absences from AWSC meetings and/or Assemblies will receive a written notice from the Chairperson. Upon missing the a third consecutive unexcused absence meeting, he/she they will be considered inactive. In the case of a District Representative, their district will also be notified.

Reasoning:



*As long as an AWSC member is fulfilling their position, including reporting their activities to the AWSC/Assembly, it shouldn't matter if they are unable to attend business meetings; they just need to let us know and have a reason. They are Trusted Servants, so the reason should be left to the discretion of the Chair and the member concerned; the Chair can always bring it to the PC if they feel the need. (We should be more concerned if they are attending but not filling their duties.)*  
-- Submitted by Ann J., Chairperson

A suggestion was made to write a Procedure on how to contact the member, possibly call them to try to resolve any issues before sending a written notice, and/or request a replacement (refer to pg. 150 of Service Manual.) Also suggested to re-write the Area Policy with one part for Officers & Coordinators, and a separate one for DRs. Ann requested that we continue this discussion by making comments on the electronic version of the document.

***Proposed addition to Area 61 Policy Manual, Page 2, under General Policies, as a new #2:***

*In order to draw on experience gained in service, Area 61 chooses to permit anyone who has served a three year term as DR, has remained active at the Area level (serving as: Coordinator, a member of a Standing Committee, Thought or Task Force), regularly attends Area Assembles and Al Anon meetings to stand for any Area Officer.*

***Reasoning:***

*From the Service Manual page 157: "In order to draw on experience gained in service, an Area may choose to permit anyone who has served a three year term as DR, has remained active at the Area level (as Newsletter Editor, Coordinator, etc.), and regularly attends Al Anon meetings to stand for the office of Delegate. It is recommended that Areas have a process or procedure for handling this possibility."*  
*Submitted by Carol V, Past Delegate/Growing Service Chairperson*

Change last sentence to Area Office (not Officer.) Suggestion to totally re-word this part so we don't lose the intent and add that they must remain active at the Area level. Carol V. referred to the Service Manual, pg. 153 - to call on the current DR to stand for a position. Active may mean more than being a Coordinator, referred to pg. 157 of the Service Manual, 3rd bullet, which says they must remain active. They can't take a break during the panel they are serving on. This statement is in the Area election procedures. The WSO Service Manual says the Area should have a procedure in place. Ann requested that we continue this discussion by making comments on the electronic version of the document.

**Lois W. Fund-** no discussion because we will not meet in person at Assembly.

The next Policy Committee meeting will be held on Monday, July 27 at 5:30pm.

Motion to adjourn made by Don B. Debbie H. 2nd. Motion carried.

Closed with the Al-Anon/Alateen Declaration at 7:56pm.



**JULY 2020**  
**POLICY COMMITTEE ZOOM MEETING**  
**07/06/2020**

<b>ATTENDEES</b>		
<b>Delegate</b>	Susan B.	A
<b>Alt Delegate</b>	Debbie H.	P
<b>Chairperson</b>	Ann J.	P
<b>Secretary</b>	Linda D.	P
<b>Treasurer</b>	Jim D.	P
<b>Alateen Coordinator</b>	Renie M.	P
<b>Active Past Delegates</b>		
<b>Don B.</b>		P
<b>Carol V.</b>		P
<b>INVITED GUESTS</b>		
<b>Webmaster</b>	Dan G.	P
<b>Past Delegate</b>	Cathy T.	P

**\* Present column: Present, Excused, Absent (unexcused)**