

RI Al-Anon Family Groups (RI AFG)
World Service Committee (AWSC) Meeting

Location: 106 Rolfe St., Cranston, RI

Date: February 28, 2015

Time: 10am-12pm

ATTENDEES

David G., Area Chair; Barbara H, Literature Coordinator; Ann-Marie C, AA Coordinator; Heather M, Public Outreach Coordinator; Deb E., Area Secretary Tami K., Area Treasurer; Denise C., Group Records Coordinator; Denise A., Forum Coordinator; Dean H., Webmaster; Phyllis H., Area Delegate

OPENING

- Welcome: Read Traditions and Concepts
- Introductions
- Motion made to accept January 2015 minutes (as amended)—seconded and passed; to be posted to Web site

AWSC-RELATED DISCUSSIONS

- Upcoming Events
 - AA Convention with Al-Anon Participation 3/20/15-3/22/15—speaker is all set; Ann-Marie donated the copies of the Al-Anon meeting program/insert and will send out notice on Announcements list asking for volunteers to help with meetings; Barbara H. would like to have an Alateen information sheet available at the table, and she is looking for volunteers to help at the table; you need to register for the event to volunteer
 - Area Assembly June 6, 2015 (District 1)—still looking for a location; hope to have one soon
 - NERD (Northeastern Regional Delegates) Conference—David (past delegate) and Phyllis (current delegate) will attend; they will meet delegates/chairs in other states in the region; they can get contact info for other AWSC members in other areas while there, if requested
- Old Business
 - Transition of new officers and coordinators
 - Treasury has not been transitioned yet; Tami keeping track of contributions, but does not have access to account yet; should happen SOON
 - Barbara H. still working on accessing e-communities
 - Discussion of suggesting that District Reps send an e-mail to their groups introducing themselves (David will contact the DRs)
 - Trustee expenses and Thundermist donation for Fall 2014 Assembly—Trustee and Thundermist were paid
 - Status of possible AWSC Inventory meeting (Denise C., and Ann-Marie)—report attached—discussed best time of year to hold one (optimal time would be early summer before the July 4th) and what the purpose would be (bonding as a group, setting priorities/goals); will continue discussion
 - E-Mail addresses for Officers/Coordinators (Dean—proposal to create e-mails for each position to post on the website so members can contact AWSC directly; e-mail would be static, regardless of whoever is in the position; avoids having to publish private e-mails in public documents and communication; AWSC members would not be able to send messages under others' positions nor take the e-mail with them when their service is over; Dean has already created several and will report his progress at next meeting
 - 2014 Final Treasurers Report (see attached)—accepted

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REPORTS

- Chairperson report (David)—nothing to report
- Treasurer's report (Tami)—nothing to report
- Secretary's report (Deb): November 2014 AWSC minutes are up on the website; printed copies of the minutes will be kept in a binder at the office
- Delegate's report (Phyllis)—sent out proposed wording for Concepts 8 and 11 text changes to AWSC for comment; looking for feedback; attending NERD in 2 weeks; getting ready for Conference 4/19-4/24 in Virginia Beach; she has prepared a RI Area Highlights contribution for Conference; donations to WSO in general are up, while literature sales are down
- District Representative (DR) reports: DRs sent their regrets at not being able to attend; Mark (District 1) submitted report (attached)
- Public Outreach (Heather)—Heather is familiarizing herself with the PO material; would like to have a breakout session at next Assembly, showing PO letters and PO materials to show what's possible and gauge interest; has been visiting various meetings; would like to create address labels to put on pieces of literature
- Alateen Coordinator/Process Person—Coordinators not present; Phyllis and Heather report that an Alateen sponsors meeting was held recently during which they discussed how to get word out about Alateen; 5 new sponsors are being certified and trained; still need more sponsors and Al-Anon Members Involved in Alateen Service (AMIAS)
- Office Coordinator—POSITION IS VACANT—Phyllis has been acting as coordinator; report attached; Phyllis will need to step down as her Delegate duties ramp up; by default, Area Chair, David, becomes acting office coordinator until the position is filled
- Literature Coordinator (Barbara)—report attached; in lieu of a Literature financial contribution to the Area, Barbara made a motion to donate excess Alateen literature to Alateen groups—so carried
- Website Coordinator (Dean)—updated website 2 weeks before the meeting; will try to keep website as up to date as possible; discussion of possibility of selling literature online/using PayPal; will look into it further
- Group Records (Denise C.)—report attached; will send list of groups' Current Mailing Addresses (CMAs) to District Reps
- AA Liaison—reported on AA Convention above
- Forum Coordinator (Denise A.)—nothing to report
- Archives—POSITION IS VACANT—Denise A. would like to look into the archives and see what could be done—agreed

OTHER AWSC-RELATED ITEMS AND NEW BUSINESS

- Online Meetings: Which ones are Al-Anon meetings?—David submitted question to Ric B.

AGENDA ADDITIONS FOR NEXT MEETING

Submit any additional Agenda item suggestions to David G.

- ***Spring Assembly planning—need to get any materials to the groups 4 to 6 weeks before the Assembly***
- Continued discussion of possibility of AWSC Inventory—committee led by Denise C. and Ann-Marie
- Standard e-mails for AWSC Officers and Coordinators

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CLOSING

- Date of next AWSC meeting: Saturday, April 11, 10am-12pm, to plan for June 6th Assembly
- Date of Spring Assembly: Saturday, June 6, 2015, 9am-3:30pm (reg. at 8:30am) in District 1
- Meeting adjourned, closed with Serenity Prayer and Al-Anon Declaration

Respectfully submitted,
Deb E., Area Secretary

See following pages for Area Officer/Coordinator submitted reports.

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Panel Retreat

February 28, 2015

- Have it this summer
 - Pros
 - not as much going on (no assemblies, not as many panel meetings, etc...to tie people's time)
 - Cons
 - people go away during the summer
 - this year's workshop is scheduled early in the fall, so we will be busier during this summer
- Have it late fall/winter of next year
 - Pros
 - the workshop will be over and will free up some time
 - the panel will have had the better part of a year to adjust to their positions
 - Cons
 - Panel in full swing – meetings, assembly
 - Bad weather (too late into the fall), holiday rush

Recommend having it in early summer, before the 4th of July to have our best shot at high attendance.

Submitted by Denise C.

District 1 Report

February 27, 2015

Unfortunately due to the weather and other obligations I haven't had the opportunity to visit as many of my groups as possible.

By the next meeting I will make a more concerted effort to attend the other meetings and report on their status.

Also, still looking into a spot to host the June meeting. More to follow.

Respectfully submitted,
Mark C

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Group Records Report

February 28, 2015

Outgoing panel members were removed from the contact list and a current list was emailed to the panel. Outgoing panel members were also removed from the service list. There is a listing in the service list of ripanel46 with Barbara M's email address attached. I am unauthorized to delete it or change it. It must be changed by the owner of the group, but I don't know who that is.

Deb gave posting privileges to the new panel members on the announcements list and removed posting privileges from the outgoing panel members. She also gave me the ability to make these changes. There are a few panel members not on the announcements list; I will check on Saturday to see if I need to send them an invitation

I sent current lists to the following people:

- GR lists to the District Reps
- GR list to Heather for Public Outreach
- CMA list to Denise A. for the Forum
- Group list to Tami (Treasurer)

Respectfully submitted,

Denise C

Group Records Coordinator

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Office Coordinator Report

2/28/15

We currently have 5 volunteers working in the office: 4 with regular hours and 1 who fills in as needed and trains new volunteers. We now have 2 hotline volunteers and another member who will be trained soon. The office is currently open the following times:

Monday, 10:00 a.m. – 12:30 p.m.

Wednesday, 12:30 – 2:30 p.m.

Thursday, 5:30 – 7:30 p.m.

Saturday, 2:00 – 4:00 p.m.

In January the office staff picked up 15 voice mail messages, received 8 phone calls, and had 10 walk-ins for literature or information.

In February the office staff picked up 16 voice mail messages, received 9 phone calls, and had 8 walk-ins for literature or information. This does not include numbers for the volunteer hours this afternoon.

The hotline volunteers picked up 14 voice mail messages in January-February.

There has been an ongoing issue with the heating system. The owner has contacted her HVAC person and they have asked us to help them monitor the room temperature so that they can address the problem.

The building fire alarm went off last week and it was discovered that the fire department does not have a key to the office. Luckily, the building owner was on the property and she used her copy of our key to let them into the office. If she had not been there, they would have broken down the door. I referred the issue to David to handle as Area Chair.

The issue of replacing the desk in the office is still unresolved.

The computer that was donated by a generous member works well as does our internet connection. Thank you to Dean for setting up the computer and getting the internet connection working.

Since my responsibilities as Delegate are ramping up, I am stepping down from my role as Acting Office Co-Coordinator effective July 28, 2015. I have informed David and he will be looking for a replacement or assuming the duties himself.

Phyllis H.
Acting Office Co-Coordinator

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Literature Coordinator Report for AWSC Meeting—February 28, 2015

Current activities:

There will be a new Literature Catalog and Order form that will be uploaded to the Website and also sent out to the Announcement Email addresses once it is finalized. I will bring copies to the meeting for the Committee members.

The new Catalog lists publications separately (Al-Anon/Alateen – books/pamphlets) alphabetically and the new Order form is writable. I will be updating the shelves to reflect the Catalog on Saturday.

I will be sending out an email to the announcement list asking anyone that is attending the AA Convention and would be willing to help at the Literature Table to contact me.

Current Income/Expense:

Opening Balance (12/31/14)	\$175.48
January Deposits - Literature sales	\$275.75
February Deposits – Literature sales	\$802.30
Literature Purchases	-\$726.03
Ending balance (2/20/15)	\$526.90

LIS,
Barb
Literature Coordinator