



# Rhode Island Al-Anon Family Groups

106 Rolfe Street, Cranston, RI 02910 • (401) 781-0044 • [www.riafg.org](http://www.riafg.org) • [alanon.riafg@gmail.com](mailto:alanon.riafg@gmail.com)

May 14, 2025

Happy Spring Everyone,

Your Area Committee is pleased to share the attached Assembly Agenda materials with you. As Group Representatives, you are the conduit between your groups, the Area, and WSO. We look forward to seeing you at the Assembly on June 14, 2025. We request that you take this information to your groups for discussion prior to the Assembly.

- Our Area Chair will be giving her report on the World Service Conference. GRs are encouraged to bring one or more Al-Anon friends with them to the Assembly to hear her report and learn more about service beyond the group level. All members of Al-Anon/Alateen are welcome and have a voice at the Assembly (although only the Group Representative, Alternate, or Proxy\* can vote on behalf of the group).
- Open Area positions – Encourage group members to get involved in service by standing for one of the open positions (see attached list). Anyone standing for a position should, if possible, attend the Assembly. If someone who wants to stand for a position is unable to attend, they should contact me at [chair.riawsc@gmail.com](mailto:chair.riawsc@gmail.com), prior to the Assembly to let me know of their interest.
- Technology Coordinator Position Task Force– Group Representatives at the 2024 Fall Assembly approved a motion to “Create a Task Force to develop Technology position.” The Task Force position description is in this packet. GRs are asked to share this information with their groups prior to the Assembly.
- Alateen Coordinator, Lucianna will be giving a presentation on becoming an AMIAS (Al-Anon Member in Alateen Service). She will also be giving information on training, qualifying and recruiting. Al-Anon members who also are members AA can be an AMIAS.

Remember, if the GR or Alternate GR cannot attend, the group can send a proxy\*. If a proxy is sent, he/she should bring a signed note from the group giving him/her permission to vote on behalf of the group.

Coffee, tea, and water will be provided, along with breakfast refreshments. All participants are responsible for providing their own lunch. Note that there are restaurants nearby if participants prefer to go out to lunch.

**Please be sure to print out the attached packet and bring it with you to the Assembly.**

With Great Gratitude,

*Christine E.*

Area 49, Chair

*Let It Begin with Me. When anyone, anywhere, reaches out for help - let the hand of Al-Anon and Alateen always be there, and Let It Begin with Me.*

\*Note that any member who also is a member of AA cannot be a GR, Alternate GR, or vote at the Assembly as the group proxy.

# 2025 SPRING ASSEMBLY AGENDA

June 14, 2025

**9:00 - 9:30 Registration / Check-in**

**9:30 - 9:50 OPENING/WELCOME**

- Moment of silence followed by the Serenity Prayer
- Read Steps/Traditions/Concepts/Warranties
- Roll Call/Introductions
- Assembly Etiquette
- Housekeeping/Facilities Information

**9:50 – 11:00 DELEGATE’S WORLD SERVICE CONFERENCE REPORT**

**11:00 - 11:15 BREAK**

**11:15 - 11:45 AREA BUSINESS**

- Review and Acceptance of October 5, 2024, Assembly Minutes
- Date of Fall 2025 Assembly (District 1 Host) - Proposed 2025 Date: November 1<sup>st</sup>
- Open Area 49 AWSC Positions (**See descriptions in Assembly packet**)
  - Delegate (1.5 years remaining)
  - Alternate Delegate (6 months remaining)
  - Lifelines Editor (2.5 years remaining)
  - Office Coordinator (2.5 years remaining)
  - Public Outreach Coordinator (6 months remaining)
  - Workshop Coordinator (6 months remaining)
  - Technology Coordinator 3-year term

**11:45 - 12:00 NEW TECHNOLOGY COORDINATOR POSITION TASK FORCE REPORT**

**12:00 - 12:15 2026 BUDGET TASK FORCE REPORT**

**12:15 - 1:00 LUNCH** (brown bag, bring your own)  
District meetings during lunch

**1:00 - 1:30 ALATEEN COORDINATOR PRESENTATION: Lucianna**

**1:30 - 2:00 VOTE ON AREA POSITIONS**

**2:15 - 2:30 BREAK**

**2:30 - 3:00 AL-ANON HISTORY HUNT**

**3:00 - 3:15 DISCUSSION/MOTIONS FROM THE ASSEMBLY FLOOR**

**3:15 - 3:30 CLOSING**

- Housekeeping matters, evaluation forms, *Forum* raffle, etc.
- Motion to adjourn
- Closing prayer and Al-Anon Declaration

## What is an Assembly?

An Area Assembly is the business meeting where groups send their GR or other group appointed proxy to express a voice and vote on behalf of the group. Also in attendance are the District Representatives and the Area Officers and Coordinators. Any and all interested Al-Anon and Alateen members are encouraged to attend as well.

The Rhode Island Area has two Assemblies per year - Spring and Fall - where we discuss issues pertinent to our Area as well as issues our Delegate may bring to us from the World Service Conference and WSO. GRs hear reports from the Delegate and other Area Officers/Coordinators; elect new officers and coordinators; and review and vote on the Area budget, proposed Area policies and guidelines, and proposed changes to Area operations.

At the Assembly, the GRs and group appointed proxies are the only people who can vote on issues before the Assembly. In addition to voting at the Assembly, the GRs/proxies carry information from the group to the Assembly and back from the Assembly to their groups.

## ASSEMBLY ETIQUETTE

*These are the ways we show respect and appreciation for the time and commitment each of us has made to prepare for, attend, and participate in the Assembly.*



Starting and stopping on time demonstrates integrity.



Stick to the Agenda.



Stay on topic. Discussion is limited to the current topic before the Assembly.



All Assembly participants may speak once on a topic.  
Exception: asking or answering a question.



All members have the right and responsibility to express their opinion. However, if someone else has expressed a member's perspective, it is not necessary to say it again.



Avoid side conversations, so that all members may participate and hear the discussion.



Out of respect to those holding a minority viewpoint, applause is discouraged when a member expresses an opinion with which others may agree.



Keeping our cell phones off demonstrates consideration for those around us.



Practice spiritual principles and presume goodwill.

**\*\*\*\*\*DRAFT VERSION # 2\*\*\*\*\***

Minutes of the RIAFG Assembly  
Held on October 5, 2024

In Attendance:

GR's District One: Barbara W., Dean H., Barbara G.

GR's District Two: David G., Sally K., Elaine H., Claudia P., Christine E., Kim C.,  
Scott M., Hillary T.

GR's District Three: Maggie W., Anna P., Jeannie O., Brian F., Brandon H.

AWSC: Linda Marie, Cindy B., Terry L., Christine E., Anna P., Maggie W., Elaine H.

Members of RIAFG: Maggie A., Jackie W., Holly R., Francisco P., Hilda E.

I. Opening/Welcome

- A. Cindy B., our RIAFG Interim Delegate, and Terry L., our RIAFG Area Treasurer, shared the job of chairing the assembly. At 9:00 AM Cindy opened the meeting with a moment of silence followed by the Serenity Prayer. Al-Anon's Twelve Steps, Traditions, Concepts of Service and General Warranties were read.
- B. Introductions of the AWSC and the Group Representatives were made. Assembly etiquette and housekeeping issues were given. Also noted was the availability of Love Gifts that were on the back table.

II. Area Business

- A. The minutes of the November 4, 2023, Assembly were accepted as submitted.
- B. The Spring Assembly has a scheduled date of June 14, 2025, and will be hosted by District 3.
- C. Terry explained how the staggered dates for the various service positions works. Cindy and Terry shared going over the requirements for the open service positions. It was noted that the officer positions; i.e., Area Delegate, Secretary, Treasurer, and Chair are the only positions that require that a member currently holds or has held a service position in the Area. The other positions can be held by active Al-Anon members. There are only three positions, Alateen Process Person, Email Coordinator, and Workshop Coordinator, that can be held by members also in AA.
- D. Information about the responsibilities of the open service positions were discussed as well as how the voting process will be done in the afternoon session. Currently the AWSC meetings occur via Zoom and there are approximately 5-6 meetings per year.

III. Delegate's WSC Report

- A. Cindy reviewed what the Area Delegate position involves. The WSC (World Service Conference) was held from April 18 through 21, 2024. The theme of this conference

was our path toward grace, unity and understanding. The importance of Concept 6 and Al-Anon's principles were stressed. 68 delegates from the US, Canada, Bermuda and Puerto Rico attended the conference.

- B. New Al-Anon literature, "Healing in Our Alcoholic Relationships," has been released and is now available. It has 48 pages and costs \$4.00. A new booklet, "Finances in Al-Anon Recovery" has received approval and will be available soon. World Service is now requesting sharing on sponsorship both personal and service. Conference Approved Literature (CAL) is now available in 37 languages.
- C. The online service manual has been updated regarding choosing a group's name. It is available now on the al-anon.org website.
- D. A task force has been created to address adding Delegates to the Conference Leadership Team.
- E. Miscellaneous WSO items:
  - 1. In January of 2024, Al-Anon's audit of its finances was found to be clean.
  - 2. The new daily reader, A Little Time for Myself, generated \$1M in revenue.
  - 3. Continuing the Delegates' visit to Stepping Stones during the WSC is currently under review.
  - 4. Only 61% of Al-Anon groups make donations to WSO. The amount per group required to provide services is \$330.09. The quarterly appeal from WSO is in addition to the \$330.09.
  - 5. 58 areas now support electronic groups. RIAFG is one of them.
  - 6. The WSC will be extended from 4 to 5 days.
  - 7. AA International Convention with Al-Anon participation will be held in Vancouver, BC, from July 3 through 6th, 2025. The 2028 AA International Convention will be held in the June to July timeframe. Exact dates and location are TBD.
  - 8. Cindy discussed what a "panel" is. Panel 64 are the incoming new Delegates. The outgoing delegates for 2024 are Panel 62. The "sweet spot" middle are Panel 63. Each new incoming group of Delegates has a unique panel number, so for 2025, they will be Panel 65.

#### IV. Treasurer's Report: Terry L.

- A. 2024 will be the third year that RIAFG expenses will exceed income. 2023 ended in a loss of \$1600.00. The forecast for 2024 is a loss of \$2100. The area has been using money from the bank account to make up for this short fall. The prudent reserve is still intact at about \$4K. There will be an annual appeal letter sent via email to the CMA's and GR's.
- B. At the group level, if every group contributed \$273.00 this year to the Area, the budget would be balanced. This is in addition to the \$330.09 contributed per group to the WSO. Only about 70% of our RIAFG groups donate to the Area.
- C. Terry presented the 2025 proposed budget, which reduced most of the coordinator budgets to \$0.00. Historically this money does not get utilized. There was discussion about reducing the budget amount for the AA Liaison, but it was ultimately agreed to leave this amount as the proposed. A motion was made by Scott M. and seconded by

Maggie to accept the 2025 budget as submitted. This was approved by the voting members of the Assembly.

- D. A motion was made by Chris, seconded by Brian, and approved by the Assembly to form a 2026 Budget Task Force to develop operational/financial strategies for a balanced budget. Terry L. will be the chair of this task force, and the members will be Scott, Brian, Kim, and Cindy.
- V. New Technology Position & Task Force: Cindy discussed this new position. There was some confusion as to if this was approved at the previous Assembly in November, but there was no mention of this in the minutes of that meeting. The job description is already available in the service manual. A motion was made by Maggie to create a Task Force to work on adding this position to our Area. This was seconded by Barbara and passed with a 9 pro, 8 con vote. However no one stepped up to chair this task force, so it is tabled for now.
- VI. Voting on Area Service Positions: During the lunch break, districts 1 and 2 elected their District Representative: District 1 is Barbara W. and District 2 is Scott M. The District 3 representative is filled. The Assembly proceeded to request members to stand for the various open Area positions. The following are the results of those elections shown by position, candidate, and result of voting:
1. Area Chair: Christine Egerton: Approved
  2. Area Delegate: Cindy B.: Not approved
  3. Alternate Delegate: no candidate
  4. Area Secretary: Anna P.: Approved
  5. AA Liaison: Dean H.: Approved
  6. Alateen Coordinator: Brian F.: Approved
  7. Alateen Process Person: Sally K.: Approved
  8. Archives Coordinator: Claudia P.: Approved
  9. Email Coordinator: Holly R.: Approved
  10. Forum Coordinator: Kim C.: Approved
  11. Lifelines Editor: Brandon H.: Approved
  12. Literature Coordinator: Jackie Wheeler.: Approved
  13. Public Outreach Coordinator: no candidate
  14. Office Coordinator: no candidate
  15. Workshop Coordinator 2024: no candidate
  16. Workshop Coordinator 2025: no candidate
- VII. Spring Assembly, 2025: June 14, 2024 is the date for the RIAFG Spring Assembly. District 3 will be in charge of the arrangements. The tentative location is YANA.
- VIII. The Assembly was adjourned at 3:55 PM and the closing prayers were the Serenity Prayer and the AI-Anon Declaration.

Minutes respectfully submitted by Elaine H., RI Area Office Coordinator

# RIAFG Area 49 Al-Anon World Service Committee Open Positions

## Full Descriptions and Qualifications

**\* Members serving in voting positions need to regularly attend AWSC meetings**

### AREA OFFICERS:

*Members who meet the following 3 criteria are eligible to serve as Delegate or Alternate Delegate: (1) is an active Al-Anon member, (2) is an outgoing or current Area World Service Committee member or former Area World Service Committee member who has remained active in service at the Area level, and (3) is not also a member of Alcoholics Anonymous.*

*Note: A past Delegate who has served a full three-year term may not succeed him/herself as Delegate or Alternate Delegate but may be re-elected after an interim three-year term provided that s/he has remained active in service at the Area level.*

#### **Delegate** (1.5 years remaining, term ends 12/31/26)

The Delegate represents the Area at the annual World Service Conference (WSC) and serves as the primary communication link between the World Service Office (WSO) and the Area and Groups within the Area. The delegate will be a channel through which information and concerns flow from the Groups and Area to WSO, and from WSO back to the Area and Groups. The Delegate monitors and participates in AFG Connects, the WSO's communication and document sharing tool. At the Spring Assembly, the Delegate provides a comprehensive WSC report to the Area. The Delegate attends the Northeast Regional Delegates Conference (NERD) each year prior to the World Service Conference, to discuss and receive information on Al-Anon issues within the Region. Throughout the term of service, s/he participates on WSO committees, task forces, and/or thought forces, provides Area information to WSO, and responds to requests from WSO. The Delegate is expected to attend each Area World Service Committee meeting and needs to work well with the Area Chair.

The Delegate is encouraged to consider standing for Area Chair at the completion of his/her term. The information learned as Delegate can then be used to support the new Delegate and the Area as a whole.

#### **Alternate Delegate** (6 months remaining, term ends on 12/31/25)

If the Delegate is unable to finish his/her 3-year term, the Alternate Delegate steps in to complete the term as the new Delegate and represents the Area for the remainder of the term at the annual World Service Conference. The Alternate Delegate works along with the Delegate as much as possible in communicating with the groups. S/he can also provide valuable service to the Area by visiting Area groups and districts; assisting Area

committees; developing Alateen groups, encouraging Al-Anon members to sponsor them, and setting up Alateen workshops; other responsibilities as assigned by the Area.

Additional Delegate and Alternate Delegate Qualifications - A past Delegate who has served a full three-year term may not succeed him/herself as Delegate or Alternate Delegate but may be re-elected after an interim three-year term provided that they have remained active in service at the Area level.

## **AREA COORDINATORS (VOTING)**

*Members who meet the following 2 criteria are eligible to serve in any of the Area Coordinator positions listed below: (1) is an active Al-Anon member and (2) is not also a member of Alcoholics Anonymous.*

### **Lifelines Editor** (2.5 years remaining, term ends 12/31/27)

The purpose of an Area newsletter is to provide a vital link among individual Members, the Groups and the Area; to encourage attendance at service events; communicate local, area, and Al-Anon Information Service news; and attract Al-Anon members into service. The objective of the Lifelines Editor is to produce a monthly newsletter. This is done by recurring articles-i.e. Delegates Corner; requesting articles from those that hold AWSC positions; asking for personal shares; checking websites for dates and times of upcoming events; participating in AWSC meetings; choosing a publish date; having other AWSC meeting members proofread the newsletter; maintaining a newsletter email distribution list; and distributing it to the newsletter distribution list. Member's anonymity is always protected. All of this can be taken anywhere for 4 to 8 hours a month, if the coordinator works alone. It may be helpful to form a committee or find a group of volunteers who are willing to donate a half-hour or hour of their time to do certain tasks each month.

### **Office Coordinator** - (2.5 years remaining, term ends 12/31/27)

The Office Coordinator ensures that our Area Office runs smoothly, making sure it is fully stocked with office supplies, training office and at-home volunteers, coordinating the volunteers' office hours, answering the phones, following up on messages, and filling literature orders.

### **Public Outreach Coordinator** (6 months remaining, term ends 12/31/25)

The Public Outreach Coordinator informs the public through the media, professionals, facilities, and organizations who we are, what we do, and how to get in touch with us. Our goal is to attract to our program those whose lives are or have been affected by someone else's drinking, so that those who need our program can find the help and hope we offer. They serve as a communication link between the WSO and the Area, making presentations

or holding workshops at events in the Area and the general community; distributing service projects and information from the WSO to Area Assemblies, Districts, and Groups; encouraging the Area, Districts, and GRs to carry project ideas and information to the groups; and continually educating the fellowship about the need to attract those who are still suffering to our program.

## **AREA COORDINATORS (NON-VOTING)**

*Active Al-Anon members are eligible to serve in the Area Coordinator position below. As this is a non-voting position, it can be filled by members who are also members of Alcoholics Anonymous.*

### **Workshop Coordinator 2025 (6 months remaining, term ends 12/31/25)**

The Workshop Coordinator heads the Workshop Committee, which plans our annual Fall Workshop. The purpose of the Workshop is to allow members to enjoy a day of recovery while participating in giving back to the program (Participation Is the Key to Harmony). All proceeds help the Area as a whole, which allows us to be self-supporting. The Workshop Coordinator chairs periodic committee meetings and secures volunteers who take on responsibilities for registration, decorating, hospitality, master of ceremonies, speakers, meetings, food, craft table, Alateen participation, AA participation, Literature table, and Public Outreach table. This person troubleshoots and supports these tasks as necessary.

# Rhode Island Al-Anon Family Groups



## Technology Coordinator Position Open

### Responsibilities

- The Technical Support Coordinator oversees RIAFG technical equipment including computers, printers, projection equipment, sound equipment, internet services, phone services, applications such as Zoom, Gmail, etc.
- They are responsible for set-up, maintenance, and troubleshooting as needed.
- Duties include overseeing technical accounts and options, safety settings, ensuring confidentiality, scheduling and member assistance as needed.
- The technical support person needs a working knowledge of computer science and information technology with the ability to assess and interact with applications.
- The tech support person works with the Area World Service Committee and the web coordinator to meet RIAFG technical needs.

*Members who meet the following 2 criteria are eligible to serve in this Area Coordinator position: (1) is an active Al-Anon member and (2) is not also a member of Alcoholics Anonymous.*