

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

**Location:** 106 Rolfe St., Cranston, RI

**Date:** January 10, 2015

**Time:** 10am-12pm

**ATTENDEES**

David G., incoming Area Chair/outgoing Delegate; Denise C., Group Records Coordinator; Rose B., outgoing Alateen Coordinator/Process Person; Barbara M., outgoing Area Chair; Mark C., incoming District 1 Representative; Barbara H, incoming Literature Coordinator/outgoing AA Liaison; Heather M, incoming Public Outreach Coordinator; Tami K., incoming Treasurer; Ann-Marie C, incoming AA Coordinator; Monique C., incoming District 2 Representative; Megan B., incoming Alateen Coordinator; Meg D., incoming District 3 Representative; Deb E., incoming Area Secretary/outgoing Literature Coordinator

**OPENING**

- Moment of silence followed by the serenity prayer
- Welcome:
  - The Preamble to the Twelve Steps (service manual)
  - Our 3 Legacies: Read Steps/Traditions/Concepts
- New and outgoing AWSC members introduced themselves
- David described functions of various service positions
- Clarification of the Area Yahoo discussion groups and WSO e-communities, and the purpose of each
- Motion made to accept November 2014 minutes (as amended)—seconded and passed; to be posted to Web site

**AWSC-RELATED DISCUSSIONS**

- Motion to reimburse Trustee who spoke at Fall 2014 Assembly for mileage plus tolls: \$109.00 (we have a budget place holder of \$200 available every 3 years to ensure WSO comes to RI)—seconded and passed
  - Discussion to ensure we remember to include \$200 in the Area Budget every 3 years to cover this expense
- Motion to make donation of \$50 to Thundermist for use of the facility for Fall 2014 Assembly—seconded and passed
- Discussion of possibility of holding a 2- to 4-hour inventory of AWSC, to discuss what is/isn't working and whether there are things we'd like to change and to bond as a team
  - Former Area Chairs from other Areas, who have facilitated inventories for other Areas, are willing to come and facilitate one for us--would need to cover their mileage expenses
  - Denise C. and Ann-Marie to form committee to explore this idea further
  - **To be discussed at next AWSC meeting**
- Discussion of opportunities for outgoing AWSC members to transition to incoming members—responsibilities, contact list, shadowing of new officers, questions

**REPORTS**

- Chairperson—please see David with any issues
- Treasurer's—Nancy (outgoing) will touch base with Tami (incoming) later in January; presented current budget statement; any outstanding expenses should be given to Tami; Tami and David to be added to Area Treasury account
- Secretary—Barbara H. and will take care of any amendments to the Assembly minutes
- Delegate—transition from outgoing to incoming complete; David and Phyllis to attend North East Regional Delegates (NERD) Conference in March in Connecticut
- District 1 Representative—no report at this time
- District 2 Representative—transition in process
- District 3 Representative—DR and Alternate DR have met
- Public Outreach—Heather has explored e-Community to learn about the position

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- Alateen Coordinator—Rose submitted report (see attached); there are now 7 potential sponsors; note that mail addressed to Alateen Process Person (ie, BCIs documents containing personal information) should not be opened; Alateen Coordinator to add Process Person to records; members interested in Alateen service can contact Megan B.
- Office Coordinator—Phyllis H., acting Co-Coordinator submitted report (see attached)
- Group Records—Denise C. submitted report (see attached); will remove outgoing AWSC members from contact list and Service list, and as moderators of Announcement list; any Alateen meeting changes should go from the AAPP directly to Dean H., Web site Coordinator; DRs are encouraged to check list of groups in their districts and confirm that they are accurate
- Literature Coordinator—transition is ongoing; Literature account has been transferred
- AA Liaison—Transition complete; Barbara H. (outgoing) and Ann-Marie C. (incoming) attended AA Convention committee meeting together; registrations and room are set for AA Liaison and Literature Coordinator (sharing room to lower expense); registration form for Convention is on Web site
- Web site Coordinator—discussion of providing standard e-mail addresses for coordinators and listing these addresses on the Web site so members know who to contact—**to be discussed at next AWSC meeting**
- Area Workshop—Denise C., 2014 Workshop Co-Chair, submitted report (see attached); workshop binder has been left in the office for the incoming Co-Chairs

**OTHER AWSC-RELATED ITEMS**

- Barbara H. will no longer be able to donate photocopying; Area will need to cover all photocopying for Area events moving forward, using funds from Area budget allocated for that purpose
  - Suggestion that Group Representatives bring copies of the Assembly packets e-mailed to them ahead of time to save on copying expense
- Motion to include reports submitted before the AWSC meeting in the minutes so they are part of the public record—seconded and passed
- Open service positions—Archives, Lifelines, Office Coordinator

**AGENDA ADDITIONS FOR NEXT MEETING**

- Spring Assembly planning
- Continued discussion of possibility of AWSC Inventory—committee led by Denise C. and Ann-Marie
- Standard e-mails for AWSC Officers and Coordinators
- Submit any additional Agenda item suggestions to David G.

**CLOSING**

- Date of next AWSC meeting: Saturday, February 28, 10am-12pm
- 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

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***Alateen Coordinator Report—Submitted by Rose B., outgoing Alateen Coordinator/Process Person***

Here is my final report as Alateen Coordinator. It has been my privilege to have served in this capacity!

Rose

- Active High School Meetings in: Pilgrim, Chariho, LaSalle, and Narragansett High Schools
- Schools wanting meetings are Warwick Vets, Coventry, Tollgate, and North Smithfield, along with a group home in Warren.
- There are 3 evening meetings. One each in Charlestown, Cumberland, and Wakefield. The evening meeting meetings need support.
- There are 9 certified sponsors.
- There are 6 Al-anon members in the process of becoming certified AMIAS (Al-Anon Member in Alateen Service).
- Over these last three years we have had various opportunities for Alateens to come together in fellowship through activities such as bowling at Legion Bowl in Cranston, pizza parties, and poster contests.
- Participation in e-community to communicate with other Alateen coordinators and area process persons
- Online group records and AMIAS records has made this process person much simpler with making modifications and recertification.
- Hope for Children of Alcoholics is now available as an eBook

***Office Coordinator Report—Submitted by Phyllis H., acting Office Co-Coordinator***

We currently have 5 volunteers working in the office and 1 hotline volunteer. The office is currently open the following times:

Monday, 10:00 a.m. – 12:30 p.m.

Wednesday, 12:00 – 2:00 p.m.

Thursday, 5:30 – 7:30 p.m.

Saturday, 2:00 – 4:00 p.m.

We expect to add another time slot in the near future.

In December the office staff picked up 12 voice mail messages, received 7 phone calls, and had 10 walk-ins for literature or information.

We currently do not have any record of the number of messages that are picked up by the hotline volunteer. I think it would be a good idea to have that information to add to the Office Coordinator reports. I will send an email to Donna asking her to report that information to me on a monthly basis.

We need to replace the desk in the office. One of our volunteers and her husband attempted to re-glue the top to the desk, but it did not hold. Aside from that problem, the desk is very old and the configuration is not good for our usage. With the area's permission, I would like to put out a request on the announcements list to see if we can get a desk donated by a member. Dean has also been checking Craig's list for free desks.

Phyllis H.  
Acting Office Co-Coordinator

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***Group Records Coordinator Report—Submitted by Denise C., Group Records Coordinator***

- I invited the new members to the service list. At this time there are 4 new members that are not on the list. I sent another invitation to these members and I will be happy to help anyone who is having trouble accepting the invitation.
  - After this meeting I will remove all of the outgoing panel members from the service list
- I invited everyone to the announcements list who had requested it at the December Assembly. I also invited any new panel members to the announcements list that were not currently on it.
- I updated the contact list to include the new members.
  - After this meeting, I will remove the outgoing members.
- I updated the WSO with our new panel members. I neglected to include the returning members, including myself, and as a result, I currently do not have access to the group records online site. I reregistered all of the returning members with the WSO am waiting to receive a new password for the Group Records Site.
  - Lisa Brown, our Alateen Process Person is not yet registered with the WSO – there was no listing for a process person on the form that was provided to me. Again, I have contacted the WSO and am working on getting it straightened out.
- I would like to thank all of the incoming panel members for getting their contact information to me. Please feel free to contact me if you have any problems with the service and/or announcements list. I don't always have an answer, but will do my best to figure it out.

Respectfully submitted,  
Denise C.  
Group Record Coordinator

***Workshop Chair Report—Submitted by Denise C., 2014 Workshop Co-Chair***

I have updated the Workshop binder to include what we did at the 2014 workshop. I have also included an outline of what needs to be done to prepare for the workshop. This is just intended as a guideline for the new chairperson; we welcome fresh ideas.

Respectfully submitted,  
Denise C.  
2014 Workshop Co-Chair