

Area Assembly

Meeting Minutes
AFG Area 22_LA
Saturday, March 27, 2021

**** UNAPPROVED MINUTES ****

The regularly scheduled meeting of the Louisiana Area Assembly was held online using the video conference program Zoom, at 2:00 p.m. on Saturday, March 27, 2021. Angela A., Chairperson, opened the meeting with a moment of silence followed by the Serenity Prayer. She welcomed all in attendance, and then read the Louisiana Area Assembly Mission Statement: The mission of the Louisiana AFG Area Assembly is to foster and support participation in service for Al-Anon and interest in the Steps, Traditions, and Concepts; to provide opportunities for groups to associate with other groups; to inform about the activities and service in our region; and to maintain representation to and from the World Service Conference (WSC).

Volunteers read Al-Anon's Twelve Steps, Twelve Traditions, and Twelve Concepts of Service, including the General Warranties. Angela informed the Assembly that audio was being recorded using the record feature on Zoom in order to assist the secretary, Rachel B., with the minutes. She then announced the future tentative dates of the remaining 2021 Area Assembly weekends:

May 22-23*, August 21-22, and November 6-7

* *Not our usual "Assembly months"*

Angela reminded Assembly members that all the documents that are needed for today's meeting were on the Area website, www.la-al-anon.org. She then reminded everyone of the online conference procedures for participating in discussions, asking questions, dealing with technical problems, online meeting etiquette, etc.

Rachel B., Area Secretary, asked for any corrections to the unapproved minutes from Saturday, November 7, 2020. Duke H. suggested that it may be unwise to include the members' website password on the first page. A motion to accept the minutes as amended was made by Steve G., Group Representative (GR), and seconded by Danny C., GR. The minutes were approved as amended.

OFFICER REPORTS

Alternate Delegate's report: Eric N., Alternate Delegate

Special thanks to Jay P. for his workshop on the Concepts this morning. He will present the second half of his workshop at the May assembly. Our speaker tonight is Vicki D. I am looking for speakers and workshops for future assemblies; please contact me if you are interested in filling either of those roles.

Delegate's report: Tammy M., Delegate

- ◆ In the Loop is an email subscription service available through the World Service Office website. You sign up by giving your email address and once a month, get the news in your Inbox. March 2021 information includes:
 - ♣ Member Blog has a new topic—March's topic is Share Some Rewards and Challenges of "virtual service opportunities." You can also add to the Blog on the third of the three legacies: Third Step, Third Tradition, and Third Concept.
 - ♣ New Public Outreach Posters are available. If you want to know anything, see our Public Outreach Coordinator – Gina.
 - ♣ AFG Mobile App includes subscribing to premium content where you can use a gratitude list. Also includes a daily "Today's Reflection."
 - ♣ Open position at the World Service Office for Director of Programs. This is open due to retirement. Information? See me, or it's also posted on the WSO Website.
- ◆ How many subscribe to *The Forum*? It's always a great meeting starter. I have a personal subscription—there is the electronic version too with the advantage of enlarging text. Why wait for the mail these days, when you can order *The Forum* online?
- ◆ April is National Alcohol Awareness Month—Public Outreach Campaign—Check with your Area on how you can participate.

SPECIAL COMMITTEE REPORTSNewcomers to Area Assembly Meeting report: Sylvia G., Newcomers to Area Assembly Coordinator

There were 8 attendees. Topics reviewed are as follows: Area Assembly Agenda, *Service Manual*, and Service Sponsorship

State Convention: Duke H., Convention ChairGR Meeting report: Carmen O., GR Meeting Coordinator

- ◆ Introductions & Al-Anon History
- ◆ Tradition Two
- ◆ Concept Two
- ◆ Group Inventory –G-8a & G-8b, a tool for healthy recovery. Article from *The Forum*
- ◆ Al-Anon Sharing in Al-Anon Alateen Meetings
- ◆ Hispanic meetings

DR Meeting report: Susan A., Alternate Chair

The DR meeting went well. We had Rachel B. as our guest speaker, using the *Service Manual* to help us better understand our responsibilities as DRs. We discussed pp. 91-93 in the *Service Manual* as well as p. 100. The topics for discussion were Anonymity at Meetings and Events and Anonymity in Service particularly when using email. We filled our assignments for the next Assembly. We talked about ways to keep current in order to be a good link to our groups. We reiterated the importance of taking care of ourselves by attending meetings, and

using a sponsor and a service sponsor. We shared what was working in our districts and what was not working. Many districts have had recent District meetings. Several were focusing on Public Outreach within their districts. We still have six districts with no representation. The meeting had eleven members in attendance, seven DRs, one Alternate DR, our Area Secretary, our Alternate Delegate, and a past Delegate. We appreciated having two officers and a past Delegate to share their experience, strength and hope with our group. Thank you for your attendance! Keep coming back!!!!

South Central Regional Delegates Meeting (SCRDM) report: Sylvia G., Chairperson

Treasurer's report: Hope L., Treasurer—absent; report given by Angela A., Chairperson

This report reflects the complete fourth quarter of 2020. We will have a detailed Treasurer's report in May. Of special note was the World Service Office (WSO) reimbursement of our actual Delegate's expenses to the 2020 World Service Conference (WSC)—the WSC was held virtually instead of in person, so the amount our Area paid to cover Tammy's expenses were partially reimbursed. The amount reimbursed to the Area was \$1,481.69.

Donations for Assembly may be mailed to:

LA AFG Area Assembly

P.O. Box 93953

Lafayette, LA 70509

Please include your group's name and WSO ID# on the check or money order, and do not send cash.

COORDINATOR REPORTS

Special Note: All coordinator reports were submitted in writing prior to the Assembly and posted on the Area website (www.la-al-anon.org), and were also given orally during the meeting. On a trial basis, Area Coordinators will give their coordinator reports at the Assembly instead of Action Committee reports, which will be given at tomorrow's Area World Service Committee (AWSC) meeting. (This is trial one of three.)

Alateen: Steve G., Alateen Coordinator

- ◆ Alateen meetings are still struggling statewide. Please help Alateen by announcing Alateen in all Al-Anon meetings and stressing this is a family disease that takes family recovery. It will also help if we are not only announcing *continually* in Al-Anon, but making sure AA has the information as well. There are many other Public Outreach opportunities, please feel free to email me (AlateenCoordinator@la-al-anon.org) and/or Randy W., your Area Alateen Process Person, (AAPP@la-al-anon.org) for any help. Gina R., our Public Outreach Coordinator, has also been working closely with Alateen for outreach, and we appreciate the help!
- ◆ There are four Alateen books and several Alateen pamphlets that would be great if all Al-Anon meetings could have available. This has many benefits that ripple through the program. First, it carries the message of the availability of Alateen when people see the

literature. Second, it makes it easy for members of a group to grab literature for a teen in their life who may need help. Thirdly, by purchasing literature we are helping WSO with sales. Finally, it also showcases some amazing literature to start a meeting that is not widely used. <https://ecomm.al-anon.org/ICommerce/Shop/ICommerce/Store/StoreLayouts/Home.aspx?hkey=ce378d32-c015-4a7a-8eba-f68fe1127526>

- ◆ We are actively working on the Alateen Area Safety and Behavioral Requirements. The process after we complete our draft will be:
 - a. Louisiana lawyer must review them.
 - b. AWSC for a vote.
 - c. WSO for approval
 - d. Assembly for a vote.
- ◆ We have a unique opportunity for local AMIAS (Al-Anon Members Involved in Alateen Service), to “bring” teens to the Lafayette Zoom Meeting if they are trying to get an Alateen group started in their district. This is the time to start building an Alateen group so that if it starts with only one teen, there are several teens in the group to support them as you build up a meeting. Per clarified WSO guidelines, Alateens in the Louisiana Area can attend any Alateen electronic meeting within the state with or without an AMIAS. However, no Alateen from outside of the state will be allowed to attend Alateen meetings in LA Area 22 even with their AMIAS.
- ◆ I am excited to announce that we now have a Group Representative (GR) and Intergroup/Information Services Representative (IR/ISR) for one of the Alateen groups here in Louisiana. Representation is so important so that all voices are heard.

Archives: Rebecca P., Archives Coordinator

Vision: Archives for Louisiana Area 22 will be organized, categorized, cataloged, scanned if deemed appropriate for posting on the Area website, and filed or boxed appropriately.

Archives will be posted on the Area 22 website in the Archives Section as approved by the AWSC and available at the Baton Rouge Al-Anon Information Services (AIS) office for supervised viewing by Al-Anon members and other interested parties.

Archives may be requested to be brought to Area Assemblies or other workshops or meetings by the Archivist as deemed appropriate by the AWSC.

Current Activities:

- a. As Archivist, I have formed an Archives Committee of volunteer members who are skilled in the following areas:
 - i. Policies and Procedures – Rachel B. to join to establish and/or update existing policies and procedures regarding the Archives collection, maintenance, and utilization of the Archives in compliance with all matters of general policy of the AWSC, what to keep and build on
 - ii. Photography – Jay P. to join to take photos of items in our Archives for posting on the Area 22 website.
 - iii. Web posting and formation of an Archives section of the Area Website – GW to join to securely post photos and PDFs of other interesting and valuable information password protected on the Area 22 Website

- iv. Inventory and cataloging – former Archivists may join to assist in the transition to familiarize us with the current system
- v. Alateen information – Steve G. to join to review the existing Alateen information and determine a policy regarding the retention period of inactive Alateen Group Records and inactive AMIAS records and providing a secure storage area in the Archives for the new Alateen records.
- vi. Utilization of a database and scanning and oldest paper records – Duke to join to scan as needed and transmit to Webmaster for housing on the Area website
- vii. Longtime member interviews or recordings – asking the LA Treasure Chest editor to join us for the purpose of interviewing and recording the voices of longtime members in our Area to become part of our Archives.
- viii. Old collections of *The Forum* – seeking any older preferably bound collections of *The Forum* magazines which may be donated to Area 22 Archives
- ix. Other interested volunteers are asked to reach out to me with their areas of expertise and their willingness to be of service on the Archives Committee.
- b. Archives on the website will be a focus so I will be slowly sending reports and other archival material will be scanned to the Webmaster to become part of the digital archives ongoing starting in March 2021
- c. Historical archival documents in the Archives Office will also be scanned and sent to the Webmaster ongoing starting in March 2021.
- d. I spent Thursday and Friday, March 11 and 12, 2021, at the Archives Office to meet individually with members of the Archives Committee to begin the work in earnest, with the goal of spending at least two days per month working on the Archives.
- e. The team at WSO will be of assistance in our efforts: Joe T., WSO Archivist; Karen, Software Engineer.
- f. I have searched the Archivist AFGConnects site for any updates to share with Area Assembly and AWSC from 2020 and 2021 to date:
 - i. March 5, 2021 – Archivist in Hawaii looking for any information that other states/areas may have about Al-Anon in Hawaii to help build their Archives
 - ii. March 1, 2021 – Job Posting for Director of Programs at WSO - not just for Archivists – this must have been posted on all AFGConnects
 - iii. March 1, 2021 – Archivist encouraging asking past Archives Coordinators to serve on our Archive Committee and long-time members who can offer recollections and even perhaps donate items to the Archives.
 - iv. February 28, 2021 – Archivist asking what lists we maintain; what software we use; what database; how deep do we catalog – box level, folder level, document level. What categories/descriptions do we use - box, folder, binder, loose document – contents, date, Al-Anon or Alateen related, newsletter, document, notes, Conference Approved Literature (CAL) by WSO catalog code number, district number, group name/city.
 - v. February 28, 2021, - Archivist asking who comprises the Ad Hoc Archives Committee – any Area Board Member, Officer, Members, other.
 - vi. September 12, 2020 – Archivist looking for Power Point presentation on Lois for use at their virtual Area Assembly
 - vii. February 13, 2020 – Archivist requested information on who started Love Gifts in our Area to be sent to Delegates attending WSC

- g. I will be researching older AFGConnects information for reporting out at next Area Assembly/AWSC.

Budget & Finance: Pebble B., Budget & Finance Coordinator

Email Pebble B.: budgetandfinance@la-al-anon.org

I was asked to be Budget & Finance (B&F) Coordinator in mid-March.

- ◆ B&F Action Committee Thought Force completed knowledge-based decision making (KBDM) document on “Online Area Contributions”. This KBDM will be presented to the AWSC for discussion and a decision for or against presenting it at the Assembly in May.
- ◆ These Financial documents were sent to the Officers and Website Coordinator for consideration to post on the website:
 - ♣ A 2020 Budget Tracker showing revenue & expenses. The Fourth quarter may need some revision once I receive the supporting documents for the last quarter of 2020 to ensure it is accurate. It seems revenue in 2020 was down 58% from 2019
 - ♣ A 2021 Budget Tracker based on all Assemblies being held virtually. This report may be revised somewhat when I receive the supporting documents for the last quarter of 2020.
 - ♣ A 5-year comparison (2016 – 2020) to compare the trends in income and revenue and know the net income that our donation to WSO is based upon.
- ◆ A request for the Budget & Finance Committee to begin a Thought Force to produce a KBDM on the signatures that Assembly will require for the checking account – keeping in mind Motion 2020-02 rescinded Motion 97-02 requiring two (2) signatures for a check to be valid.
- ◆ A request for a budget for holding a hybrid Assembly (in-person and virtual Assembly simultaneously). I have not compiled one to date. Several factors will need to be considered:
 1. AFG Assembly has no contract with a site to hold an in-person Assembly. The cost of the venue will be a “best guess” cost. AA is holding all of its 2021 Assemblies and their convention virtually. AFG would have to sign a “stand-alone” contract with a venue for 2021 making it more costly.
 2. Revenue down so would our present cash flow allow for this “hybrid” Assembly to be cost effective?

The Forum: Paula D., Forum Coordinator

Louisiana January thru March 2021 Sales Report

	Group Subscriptions	Group Copies	Other* Subscriptions	Other Copies	Total subscriptions	Total copies
Jan	16	17	173	177	189	194
Feb	15	15	174	178	188	193
Mar	14	15	165	170	179	185
Total	44	47	512	525	556	572

* Other subscriptions include individuals, districts, Al-Anon Information Services (AIS) offices, and Literature Distribution Centers

I’ve provided the totals for the last three months.

Group Records: Rosey A., Group Records Coordinator

Typed & submitted by: Rachel B., Area Secretary

gabeandrach@yahoo.com

Hispanic Outreach: position vacant, no report

Literature: Ann B., Literature Coordinator—absent; report was submitted and posted on the website

January/February 2021 Literature Coordinator Update:

Dear Literature Coordinators,

Here's the latest update of literature news. Please feel free to pass this info on at Assemblies and via e-mail to District Representatives, Information Services/Intergroups, Website Coordinators, and Newsletter Editors. Establishing an e-mail list of these members/service arms makes it easy to forward this information.

- ◆ You Are Our Frontline Trusted Servants: A huge thank you to all Literature Coordinators for your valiant work during this pandemic. Your work in keeping our fellowship aware of the importance of Conference Approved Literature (CAL) has never been more important. Literature sales last year were considerably lower, and we rely on you to remind local members of the value that CAL provides to their recovery. Please share with each other on AFG Connects the ways in which you are reaching out to the members of your Area.
- ◆ Welcome to New Literature Coordinators: We are so glad to have you aboard! If you haven't reviewed the *Area Literature Coordinators* (G-6) Guideline yet, click here: al-anon.org/pdf/G6.pdf. If you have any questions or comments for your fellow Coordinators, please post them here on the Literature Coordinator community of AFG Connects. If you have any questions regarding this site, please contact Annette S. at Annette@al-anon.org. If you have any questions regarding your role as a Literature Coordinator or about CAL, please contact Tom C. at Tom@al-anon.org. For those of you whose Areas have combined the positions of Literature and *Forum* Coordinator, please know that you should also be connected by now to the *Forum* Coordinator community of AFG Connects, where you will receive information specific to *The Forum*.
- ◆ Electronic version of the *Al-Anon Newcomer Packet* (K-10): As was mentioned in the most recent Chairperson of the Board letter, this project was recently approved for development, and Staff is implementing a previous Literature Committee recommendation to eliminate duplication of information in the *Packet*. No release date has been set yet, but the project is in progress and expected to be available this year through a variety of vendors, just as our current eBooks are, such as the electronic versions of *How Al-Anon Works* (eB-22), *Courage to Change* (eB-16), *Hope for Today* (eB-27), etc., and it should work in the same way that the eBooks do. Announcements will be made when it is available. In the meantime, electronic meetings can provide the following URL to newcomers so they can sign up to receive an email with newcomer information: al-anon.org/welcome. The newcomer will be prompted to enter a personal email address to where the digital information will be immediately delivered. Members may wish to share this in their meetings and include it in their meeting formats when welcoming new members.
- ◆ NEW DAILY READER (working title): The Literature Committee will soon be reviewing the near final draft of our next daily reader! Once it has given approval, the draft will proceed with Policy review and final review by the Executive Director. But there will still remain much work to be done, including selection of a title by the Titling Committee,

developing an index, designing the look of the book, and translation into French and Spanish so that all three editions can be released at the same time. (That last item is a year-and-a-half project in itself.) Our goal is to have the book ready for the 2023 Al-Anon International Convention in New Mexico. That sounds like a long way off, but the view from here is a busy one.

- ◆ Members Blog: Have you read or written a sharing for the Member Blog? Have you encouraged other members to do so? Please check it out at al-anon.org/member-blog. Each month there are new topics added, including the Steps, Traditions, and Concepts of Service.
- ◆ "CAL Corner" Topics: This department is featured each month in *The Forum* magazine. It contains members' sharings on how a particular piece of our literature has enhanced their recovery. January's topic is *Opening Our Hearts, Transforming Our Losses* (B-29). In February, the department will focus on the 25th anniversary of *Courage to Be Me* (B-26), and in March on *Intimacy in Alcoholic Relationships* (B-33).
- ◆ Sharings needed for "CAL Corner": Please urge members to share in writing about how a piece of CAL has helped them with their recovery. We are currently looking for sharings about *Hope & Understanding for Parents & Grandparents* (P-94), *Al-Anon's Twelve Steps & Twelve Traditions* (B-8), *Living Today in Alateen* (B-26), *Discovering Choices* (B-20), and *Opening Our Hearts, Transforming Our Losses* (B-29). Please see the writing guideline for "CAL Corner" in the Guidelines & Procedures folder under the "Library" folders in the Literature Coordinator community of AFG Connects or at: al-anon.org/pdf/CALcornerSharingRevised%202018.pdf.
- ◆ Writing about CAL for Area Newsletters: Please use your Area newsletter to share how local members are spreading the word about CAL or to publish their reviews of various CAL.

Because your Assembly or AWSC meetings might not coincide with my postings on AFG Connects, please contact me anytime you need more information or have questions about literature content.

Yours in gratitude and service, Tom C., Associate Director--Literature

Please contact me if there are any specific questions you would like me to ask the WSO Literature staff. Thank you for your service! (email: literature@la-al-anon.org)

La Treasure Chest (LATC): Danielle H., LATC Newsletter Editor

Public Outreach: Gina R., Public Outreach Coordinator

Website Coordinator: GW, Website Coordinator

The average unique page visits to date in 2021 are 46.31. The average for 2020 was 71.94. Upgrades to the website include the addition of a link to "In the Loop" in the main menu, a streamlining of the Panel 60 Assembly Weekend archives, and a link from the "Meeting updater" form to the WSO search engine for the verification of group WSO ID#s. Also, for this Assembly a link was placed on the Area Assembly (public page) for registration, as well as the embedding of the Assembly Weekend Schedule on that page, for easy reference. We suggest and recommend that all reports to be given during the weekend be sent to the Website Coordinator and the Area Secretary. This way much of the information to be presented may be examined prior to arrival at the Assembly.

Typed & submitted by: Rachel B., Area Secretary

gabeandrach@yahoo.com

The bulk of the work of the Website Coordinator this past quarter has been in the continuation of the Area 22 Tech Team to provide technical assistance and technical hosting for the 2021 SCRDM which was held virtually. Zoom is a dynamic entity that is constantly being upgraded. This has enabled an increased level of confidence in the hosting of these virtual events.

The Assembly Zoom account has been made available for usage by Area Assembly Committees and to date has only been used for one such meeting. An annual license was purchased in January at a 20% discount of the cost of a month-to-month license. At the end of this subscription, we may be able to convert our account to a free account and have it available to reactivate as needed.

I am currently working on updating the job description for the “Website Coordinator” position and it is obvious that the position has become much more than the coordination of the website. At the appropriate time I will ask that this position title be changed to “Technology Coordinator,” to provide a more accurate description of what the job entails.

There are still many technical issues to consider including the acceptance of electronic contributions at the Area level, and consideration of the feasibility of introducing some sort of hybrid format at Assembly functions.

The Area 22 Tech Team is always looking for AI-Anon members interested in the technical aspects of our program and welcome volunteers of all skill levels to join in the process. If you have an interest in helping plan our technological course, all you have to do is contact me at area22techteam@gmail.com.

It has been an honor and privilege being of service to LA AFG Area Assembly, and I am having a blast! There is an ever-expanding sense of peace within me, knowing that the God of my understanding consistently places me exactly where I am supposed to be when I am supposed to be there. All I need is the willingness to Keep an Open Mind.

ON-GOING BUSINESS: Angela A., Chairperson

There is no on-going business that needs to be discussed at this time.

NEW BUSINESS: Angela A., Chairperson

We are beginning a three-Assembly trial of having Coordinator reports given at the Assembly instead of the AWSC meeting, and having Action Committee reports given at the AWSC. At the end of the trial, this will be brought before the AWSC, where a decision will be made to end the trial or continue the trial. Angela asked GRs if they liked having Coordinator reports at Assembly, or if they preferred the Action Committee reports, and suggested they tell their DR what they think, so the DR can bring it before the AWSC when the trial ends.

Angela asked if there was any other new business that needed to be taken to the AWSC in the morning. The topic of why certain Coordinators were on certain Action Committees was brought up, and Angela said she would add it to tomorrow’s agenda.

Alternate Chair's report: Susan A., Alternate Chair

The district assignments for 2021 Assembly in May:

Saturday morning meeting – District 2, Danny C.

Saturday Night Owl meeting – District 8, Sarah G.

Sunday morning meeting - District 14, Allan L.

The next Assembly weekend on May 22nd -23rd will again be virtual. We are waiting on AA as to their decision about virtual versus in person Assemblies for August and November. They are hoping to be in person for those two Assemblies. They are currently working on a contract with a new hotel. We will have more information on this in May. They too have had trouble finding a convention-type hotel that meets their needs and requirements.

The 2021 Assembly Weekend Dates:

May 22nd -23rd, Aug 21st -22nd, and Nov 6th -7th

The 2022 Assembly Weekend Dates:

Jan 15th -16th, April 9th -10th, Aug 20th -21st, and Nov 5th -6th

Today's attendance was 52.

Just a reminder – normally we pass “the shoe” at Assembly. Remember that you may always mail in a donation. All donations are greatly appreciated. The Service Arms Contact List is on the website.

Special thanks to all who participated today, for Jay P. for his knowledgeable workshop on the concepts, for Action Committee Coordinators and for those who volunteered to lead the Al-Anon meetings. I want to particularly thank GW and the Tech Team for making this Assembly work so well virtually. We could not have done it without all of you! I am grateful today for being a part of this Area Assembly as your Alternate Chair.

As many of you know in the past, the Alternate Chair gives out the spirit stick to the district that has the most people in attendance at Assembly. We have come up with a little poll to help us figure this out. In a minute, you will see a few questions on your screen. Please answer the questions as quickly as possible. Our Tech Team will tally up the results and I will report the winner!

The Spirit Stick winner is District 10.

Assembly was closed with the Serenity Prayer followed by the Al-Anon Declaration.