

# **Louisiana AFG Area Assembly:**

## **Information for members who are new to Assembly**

### **Al-Anon Declaration:**

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.

### **Louisiana Area Assembly Mission Statement:**

The mission of the Louisiana AFG Area Assembly is to foster 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).

(Motion 05-01)

## **Introduction**

Just like any Al-Anon or Alateen meeting, the Louisiana Area Assembly is a safe place to be. It is safe to ask questions, to make mistakes, to disagree, and to be yourself. At Assembly, we are encouraged to “presume goodwill” of our fellow members; after all, we are all here for the same reason: we have been affected by a loved one’s drinking, and we want to heal. We can be assured that everyone participating in service is working for the good of Al-Anon and Alateen, even if we disagree with their perspective or with a particular course of action. We can let go of the behaviors we developed from living with alcoholism, and are free to embrace and practice the principles of our program in Al-Anon service.

### **Service Sponsorship**

And just like your personal recovery, your recovery in Al-Anon service can be enhanced by the use of a Service Sponsor. Remember: we never have to do anything in Al-Anon alone. More information about Service Sponsors can be found in the Al-Anon pamphlet, *Service Sponsorship: Working Smarter, Not Harder* (P-88), and in the *2022-2025 Al-Anon/Alateen Service Manual* on pages 45 and 73.

### **The Service Manual**

The *Al-Anon/Alateen Service Manual* is an essential tool for service at the Area level. You can download a free copy at:

<https://al-anon.org/for-members/members-resources/manuals-and-guidelines/service-manual/>

A glossary of terms used in service can be found on pages 72-77 and 140-143 of the *Service Manual*. Duties of Group Representatives (GRs) at Area Assembly are on pages 144-146.

Our *Service Manual* contains information based on the experiences of thousands of members over many decades. Many problems in Al-Anon can be solved using the *Service Manual*—you only have to read it!

### **The Area Website**

A wealth of information about the Louisiana Area Assembly can be found on our Area website: [www.la-al-anon.org](http://www.la-al-anon.org) (members' password: serenity), including documents and reports presented at the Assembly meetings, a calendar of events, and the email contact information of Area Officers, Area Coordinators, District Representatives (DRs), AIS/Intergroup Liaisons, and Past Delegates.

### **Common Acronyms used at Area Assembly:**

AAIS – Acadiana (Lafayette) Al-Anon Information Services  
AAPP – Area Alateen Process Person  
AFA – *Al-Anon Faces Alcoholism* (public outreach magazine)  
AFG – Al-Anon Family Groups  
AIS – Al-Anon Information Services (also known as Intergroup)  
AMIAS – Al-Anon Member(s) Involved in Alateen Service  
ASBR – Alateen Safety & Behavioral Requirements  
AWSC – Area World Service Committee  
BRAIS – Baton Rouge Al-Anon Information Services  
CAI – Chosen Agenda Item(s)  
CAL – Conference Approved Literature  
CMA – Current Mailing Address  
DR – District Representative  
D-SAC – Deep-South Alateen Conference  
GR – Group Representative  
KBDM – Knowledge-Based Decision Making  
LATC – La Treasure Chest (Area newsletter)  
SCRDM – South Central Regional Delegates Meeting  
WSC – World Service Conference  
WSO – World Service Office

## **The Assembly Meetings**

### **Purpose of Area Assembly**

The main purpose of the Area Assembly is to elect a representative, known as a Delegate, to the World Service Conference (WSC). (When you hear the phrase, “Conference Approved

Literature”, this is the conference they’re talking about.) The Delegate represents all registered Al-Anon and Alateen groups in Louisiana at the WSC, and presents a detailed report to the Assembly about what happened at the WSC. A new Delegate is elected by the Group Representatives (GRs) every three years.

The Assembly also conducts the business of the Area of Louisiana (also known as Area 22) at four meetings every year. We currently hold two meetings online and two meetings in person. The business of the Area includes (but is not limited to) managing contributions from Al-Anon groups, Districts, and AIS/Intergroups; electing Area Officers; presenting reports from WSO to GRs through the Delegate and Area Coordinators; creating and maintaining Alateen Safety and Behavioral Requirements; coordinating group and district efforts like public outreach; and allowing groups to voice their opinions to the Delegate to bring to the WSC. The only members who can vote at the Assembly are GRs. Every Al-Anon and Alateen group in Louisiana has the opportunity to have a voice and a vote at Assembly by electing a GR and funding their expenses to go to Area Assembly. This is why having a GR serve your group is important: it maintains the link between the groups and the WSC:

**Group elects GR → GR (Group) elects Delegate → Delegate represents Groups at WSC**

In this way we ensure that we carry out Concept of Service One: The ultimate responsibility and authority for Al-Anon world services belongs to the Al-Anon groups. Remember, the Al-Anon groups (and therefore its group members)—that is, **WE**—are in charge of Al-Anon, the WSC, and the WSO, not the other way around! If our group does not elect a GR to attend Assembly meetings, we are not participating in the overall service structure of our fellowship, and cannot voice our opinions and thoughts about Al-Anon policy and literature.

In the same way, it is the groups that make decisions at the Area level. If a group does not elect a GR to participate at the Assembly, it can have no say in how Area funds are spent, and can share no opinions regarding Area policy or outreach efforts. The group runs the risk of staying disconnected from other Al-Anon and Alateen groups and can become isolated, and we all know how detrimental isolation can be to spiritual health.

### **How Area Assembly Meetings Are Conducted**

As mentioned before, Area Assembly meetings are currently held four times per year, with two meetings online and two meetings in person. The members of the Assembly include GRs, DRs, Area Officers (including the Delegate), Area Coordinators, AIS/Intergroup Liaisons, and active Past Delegates. All of these members have a voice at the Assembly meeting, but only GRs are allowed to make motions and vote. The Area Chairperson conducts each Assembly meeting. The agenda of each Assembly is determined by the Area World Service Committee (AWSC)—more on that later.

Just like most Al-Anon and Alateen groups, the meeting opens with a moment of silence followed by the Serenity Prayer. After some introductory readings and announcements, the minutes of the previous Assembly are reviewed and corrected (if needed), and then they are approved by the GRs. When prompted by the Secretary, a GR moves to approve the minutes (as submitted or as amended), and this motion is seconded by another GR. The GRs then vote to

approve the minutes. (Unapproved Assembly minutes are emailed out to all Assembly members at least two weeks before the next Assembly meeting.)

After approval of the minutes, reports are usually given by the Area Treasurer, Delegate, and Alternate Delegate. This is followed by Special Committee reports (Convention Committee, GR and DR meetings, and New-to-Assembly meeting), and then Coordinator reports. The Coordinator reports often contain important information for Groups and the Area from WSO. Ideally, every report given at the Assembly will be posted on the Area website (<https://www.la-al-anon.org/panel-63-file-cabinet.html>) at least one week before the Assembly, but we're all human ☺.

After all reports are given, we then move on to On-going Business, and then New Business. It is during these parts of the meeting that decisions are made by GRs. This is also the time to ask questions about the topic that is being discussed, and to express opinions about it (applause is discouraged). Not every item will be voted on; sometimes discussions continue across two or more Assembly meetings. Many topics for consideration will be proposed by a thought/task force or a committee through the use of a Knowledge-Based Decision Making (KBDM) document. KBDM is a decision-making method used at the WSC and is very helpful in breaking down a topic into things to consider, pros and cons, and spiritual principles to apply, while allowing everyone involved to have the same information as everyone else. KBDM documents are usually posted to the Area website, so it is important to visit the website to learn more about topics for discussion and vote at the Assembly (<https://www.la-al-anon.org/kbdm.html>).

Once New Business is concluded, the Alternate Chair gives their report, including the announcement of which District wins the Spirit Stick for most attendees at Assembly. The Assembly is then closed by the Chair with a prayer and/or the Al-Anon Declaration.

### **What to Expect on the Day of Area Assembly**

If you take a look at the schedule for the day, you will notice that the Area Assembly is not the only meeting held on that day! The Alternate Chair is responsible for scheduling all activities, and this will probably vary depending on if the Assembly is held in person or online. In addition to the Area Assembly meeting, there will be an information forum, a GR meeting, a DR meeting, and a New-to-Assembly meeting. Other activities may include an "Early Bird" Al-Anon meeting, a workshop, a speaker meeting, and Action Committee meetings. Assembly schedules can change from one to the next, so be sure you are using the current schedule.

### **Action Committees**

The Louisiana Area has four Action Committees:

- Fellowship Communications
- Group Services
- Membership Outreach
- Public Outreach

Each Action Committee is chaired by one of the Area Coordinators and is comprised of the remaining members of the Assembly, including GRs. GRs, DRs, Past Delegates, and Liaisons are assigned by District, while Coordinators and Officers are assigned in accordance with their service position. Each committee has goals and objectives, and preferably meet in between Assemblies online. This is important as time constraints may not allow time for committees to meet on the day of Assembly.

## **AWSC Meetings**

Area World Service Committee (AWSC) meetings will be held two to three weeks before each Assembly, using an online conference program. GRs are not required to attend these meetings, nor do they have a voice or vote, but are still encouraged to come to listen and learn. The main purpose of the AWSC meeting is to set the agenda for the upcoming Assembly meeting. There may be times, through a motion and a vote at an Assembly meeting, that the GRs will delegate certain decision-making duties to the members of the AWSC on their behalf. Most members of the AWSC have a voice and vote at AWSC meetings, unless they are also a member of AA (Coordinators in our Area can be members of both Al-Anon and AA); in that case, the member has voice and no vote. Area Officers, including the Delegate, DRs, Area Coordinators, AIS/Intergroup Liaisons, and Past Delegates are considered to be members of the AWSC and have voice and vote. The AAPP and past members of the AWSC may attend meetings and have a voice, but no vote, at these meetings.

Although groups do not have a direct voice and vote through a GR at the AWSC meetings, they can still be heard through their DRs and AIS/Intergroup Liaisons. Any concerns that GRs or their groups have can be brought to the DR or the Liaison, and the DR or Liaison can bring up the topic at the AWSC meeting. GRs are also encouraged to contact Area Officers and Coordinators if they have something to bring up for consideration at the Assembly meeting.

### **Current AWSC Members, and Their Districts and Email Addresses:**

#### Area Officers:

Delegate – GW (D-10)	delegate@la-al-anon.org
Alternate Delegate – Rebecca P. (D-6)	altdelegate@la-al-anon.org
Chairperson – Danny C. (D-2)	chair@la-al-anon.org
Alternate Chairperson – Carmen O. (D-10)	altchair@la-al-anon.org
Treasurer – Rachel B. (D-10)	treasurer@la-al-anon.org
Secretary – Danielle H., (D-8)	secretary@la-al-anon.org

#### Area Coordinators:

Alateen – <i>vacant</i>	alateencoordinator@la-al-anon.org
AAPP – <i>vacant</i>	AAPP@la-al-anon.org
Archives – <i>vacant</i>	archives@la-al-anon.org
Budget & Finance – Sam B. (D-10)	budgetandfinance@la-al-anon.org
<i>The Forum</i> – Amy B. (D-10)	forum@la-al-anon.org

Group Records – Rosey A. (D- )  
GR Meeting Chair – Tammy M. (D-8)  
Hispanic Outreach – *vacant*  
Literature – Susan A. (D-10)  
La Treasure Chest Newsletter Editor – *vacant*  
New-to-Assembly Meeting Chair – *vacant*  
Public Outreach – Allan L. (D-14)  
Associate Public Outreach – *vacant*  
State Convention Chair – *vacant*  
Technology – Duke H. (D- )

grouprecords@la-al-anon.org  
gorientation@la-al-anon.org  
alanonespanol@la-al-anon.org  
literature@la-al-anon.org  
latreasurechest@la-al-anon.org  
newcomers@la-al-anon.org  
publicoutreach@la-al-anon.org  
publicoutreachassociate@la-al-anon.org  
convention@la-al-anon.org  
techcoordinator@la-al-anon.org

District Representatives:

District 1 – *vacant*  
District 2 – Paula D.  
District 3 – *vacant*  
District 4 – Clara E.  
District 5 – *vacant*  
District 6 – Cathy R.  
District 7 – *vacant*  
District 8 – Danielle H.  
District 9 – *vacant*  
District 10 – Steve G.  
District 11 – *vacant*  
District 12 – *vacant*  
District 13 – Regina S.  
District 14 – *vacant*  
District 15 – Lucy W.  
District 16 – *vacant*  
District 17 – *vacant*  
District 18 – *vacant*  
District 19 – *vacant*

district1@la-al-anon.org  
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district13@la-al-anon.org  
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district16@la-al-anon.org  
district17@la-al-anon.org  
district18@la-al-anon.org  
district19@la-al-anon.org

AIS/Intergroup Liaisons:

Baton Rouge AIS – Allan L. (D-14)  
Lafayette AIS – *vacant*  
New Orleans Intergroup – *vacant*

br-ais@la-al-anon.org  
laf-ais@la-al-anon.org  
no-intergroup@la-al-anon.org

Active Past Delegates:

Panel 60 – Tammy M. (D-8)  
Panel 57 – Carmen O. (D-10)  
Panel 54 – Angela A. (D-13)  
Panel 51 – Sylvia G. (D-10)  
Panel 48 – Clif B. (D-6)  
Panel 45 – Clara E. (D-4)  
Panel 42 – Jay P. (D- )  
Panel 39 – Mary Lynn J. (D- )  
Panel 27 – Gail F. (D-8)

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