

**NOTE:** These are the “complete” minutes of the 2015 Spring Assembly meeting. The mailing was merely a “condensed” version. These minutes here, not the mail-out, will be presented for approval at the 2015 Fall Assembly.

**2015 SPRING ASSEMBLY MEETING MINUTES**

The Spring Assembly meeting was held on Saturday, May 16, 2015, at the North Congregational United Church Of Christ, 2040 W Henderson Road, Columbus 43220. Chairman Buff N opened the meeting at 12:30 PM with the Serenity Prayer. Tina L, Alateen Coordinator, read the Twelve Traditions; Karen P, Compliance Liaison & Area Alateen Process Person (AAPP), read the Twelve Concepts Of Service; and Jane E, GR-Monday Night AFG, Copley, read the General Warranties Of The Conference. Chairman Buff welcomed everyone and explained meeting etiquette and the voting procedures.

District Representatives (DR’s) from the following districts were recognized: 4, 6, 9 (Alternate DR), 24, 25, 30, 31, 39, 45, 48 and 56

Delegate Ginny C recognized and welcomed the 12 new Group Representatives.

**MINUTES:** The minutes of the Fall Assembly meeting were previously sent out by USPS, as well as posted on the Area website. Carol R, DR 48, moved and Allison G, GR-Women’s Choice, seconded to accept the minutes as distributed. The motion passed.

**TREASURER’S REPORT:**

Theresa M (2014) –	Ending balance as of 31 December 2013 –	\$ 32,034.69
	Income 1 January – 31 December 2014 –	+ 24,764.04
	Expenses 1 January – 31 December 2014 –	- 25,604.41
	Ending Balance as of 31 December 2014 –	\$ 31,194.32

Sarah L, GR-Serenity and Beyond, moved and Pam G, GR-Pathways To Serenity, seconded to accept the report. The motion passed.

Judy A (2015) –	Beginning balance as of 1 January 2015 –	\$31,194.32
	Income 1 January – 9 May 2015 –	+5,961.83
	Expenses 1 January – 9 May 2015 –	-5,149.09
	Ending Balance as of 9 May 2015 –	\$32,007.06

Kathleen S, DR 6, moved and Allison G, Women’s Choice, seconded to accept the report. The motion passed.

**ALTERNATE DELEGATE & AL-A-NOTES EDITOR REPORT:** - Theresa M

There were two errors in the first edition of Al-A-Notes this year: The toll free number to the World Service Office (WSO) is 1-888, not 1-800; the other is that Ginny C’s email address is “ohio” and not “oh”. If your group did not receive its copy, see the Group Records Coordinator – Al-A-Notes is sent to the Group’s Current Mailing Address (CMA). You may purchase an individual subscription as well. The sharings were wonderful about home groups and I’m again asking DR’s to send in the events going on in their districts.

Assembling the new GR packets is still a bit time consuming, and I also contacted all of the groups that do not have a DR, either by email or snail mail, encouraging them to come to Assembly.

**DELEGATE’S REPORT:** - Ginny C

This year’s World Service Conference theme was Living Our Spiritual Principles: Expanding Our Vision. Each day started at sunrise. Last year’s anxiety was replaced this year with eagerness. I felt I had a running start over my other Panel 55 comrades. A display at the back of the room showed all the countries that we have groups in and who use our literature. The first day of the conference was special because this was the first time we were allowed to use electronic devices for note taking. I used my mini iPad which travelled well and did not take up much space nor much battery. I also used my old fashioned notes on my papers and small notebook as needed.

A Thought Force identified a list of the spiritual principles or core values they felt were enhanced by being a registered group: Unity, Participation, Accountability and Responsibility.

Throughout 2014 and early 2015, each edition of the *Area Highlights* newsletter on the Members' Web site was visited by an average of 159 members. Have you read the Area Highlights sometime this year? So what would make the *Area Highlights* newsletter more useful to the members in our Area?

Trustees and executive staff presented a funny skit to introduce us to dreaming as a way of expanding our vision. This is the "Meeting after the Meeting" skit. Some of the dreams voiced by delegates were: to hold an Area event, to increase participation at Assembly, to increase the visibility of AI-Anon Family Groups, to ensure financial support of AI-Anon Family Groups, to strengthen Alateen groups, and to strengthen AI-Anon Family Groups.

One of the chosen agenda items was the following: Is the current model of Alateen the best model for the future of both AI-Anon and Alateen? The importance of Alateen to our AI-Anon programs. In some Areas, what is stopping our kids from coming to Alateen? The discussion was honest and open. Some points were that we're not using our resources efficiently by putting so much into Alateen, what does "model" mean, a younger group of "teens" seen everywhere, but the reality is 11 year olds don't mix with 18 year olds. There seems to be less kids in the current generation. We need to market to AI-Anon members. Alateens don't drive; someone has to get them there. That the Alateen Chat meeting is "not safe" is a misunderstanding of the chat room. Training focuses on the problems, not on how to be a good Alateen sponsor. Some positive ideas were having Alateen in the recovery centers or other institutions, have a traveling Alateen meeting, do a meeting in the schools, meeting on wheels, someone took an Alateen member to KOMIAC and the enthusiasm spread to grow the group, and having Pizza and cookies once a month. After that, during a break I made it to the beach and back to clear my head.

There are 2300 registered AI-Anon and Alateen members for the July 2-5 2015 International AA Convention in Atlanta. The next International AI-Anon/Alateen Convention is in Baltimore July 5-8, 2018. That is 167 weeks away. So plan and budget now, estimate travel expenses and plan on the cost of days off from work. Think about how many you want to share a room with? Fortunately, hotel prices are lower than Vancouver. Several days before and after are reserved at the convention price.

I'd like to share with you a little information about the first "Meet the Board" Event which was held in July of 2014. The agenda was planned from 9:00 AM – 4:00 PM. Most attendees pre-registered, but 20 registered on-site. The program began with a welcome message from the Chair of the Board, followed by three short talks by Trustees. Trustees shared about international visits, TEAM events, and visiting Area Assemblies. Round-table discussions on public outreach, challenges to the fellowship, and use of technology were held before lunch. Two personal talks by a Trustee and Executive Committee member followed after lunch. Lunch was an enjoyable time of members mixing and sharing experience, strength and hope. The Gallery Walk at the end of the day included ten different stations. The purpose was to rotate among tables to learn about the work of the Board of Trustees. Members had time to ask questions.

As your Delegate I would like to submit an application for the Meet the Board Event in October 2016. The trustees draw an Area out of a hat full of submissions next fall. This is an opportunity for Trustees and the Executive Committee to interact with members, as well as for members to interact with Trustees and the Executive Committee. The Area mainly needs to publicize the event, provide an Area contact person, and provide transportation between the hotel and airport if there is no free shuttle.

Been frustrated with e-communities? This year a new replacement is coming: AFGCONNECTS.

Contributions in 2014 to AI-Anon Family Groups, Inc., 61.21% of groups. The average each group gave was \$119. In Ohio, 52.6% of groups contributed. The average each group gave in Ohio was \$83. The Budget for 2015 has a \$52,000 shortfall. The increase is due in part to filling some positions that are needed and a reluctance to keep dipping into the reserve. Out of 15,456 groups, 9461 contributed. If each group that contributed in 2014 gave \$25.00 more it would be enough to make up the shortfall. If you are grateful for what AI-Anon has done for you, think abundantly and give more.

There are some job openings and new positions at AI-Anon Family Groups, Inc.: an Associate Director of Member Services-Groups, an Employee Relations and Organizational Development Manager, an Event/Project Manager, an App Developer, and a Graphic Illustrator. If anyone knows of someone with these talents, ask me for a job description and application instructions. Many of the positions do not require membership in AI-Anon.

They went over the selection process and timeline for Regional Trustees emphasizing the personal characteristics that would make a good leader in AI-Anon. They are looking for experienced, active AI-Anon members with basic computer experience and good communication skills who are committed to learning, fostering leadership in others, and being forward-thinking for the good of AI-Anon as a whole to serve as Board members. Area Chairs may have received resumes from AI-Anon members in their Area volunteering to place their names as candidates for selection as Regional Trustee. The resumes must be received at the WSO by the August 15, 2015 deadline. This means that the Area candidates must have their nominations in to the Ohio Area AWSC Meeting on August 15 to get approved and submitted that day. The US North Central Region needs to select a Regional Trustee this year. We consist of Minnesota North and South, Iowa, Wisconsin, Illinois North and South, Michigan, Indiana and Ohio.

TEAM Event Planning: The TEAM Event Request Form **must** be submitted at least six months prior to the event. The form can be submitted any time **before** six months, the earlier the better. A few weeks after the form is received, the proposed date, or the alternate date, will be confirmed. Six months prior to the TEAM Event, the planning between the Host Committee and the WSO begins. The Host Committee Suggested Planning Worksheet guides the Host Committee Chair in communicating about specific details with the WSO Task Force staff member. Additional resources on the Members' Web site include frequently asked questions, sample agendas, and sample TEAM names.

The Report on Real Property Ownership concluded that ownership of property has been financially feasible and has saved us money. Due to the management of the property being the business of the Executive Committee for Real Property Management, the property management is kept separate from the primary spiritual aim of Al-Anon Family Groups. The Board of Trustees found no negative impact of property ownership.

Every three years a member's survey is conducted. This year the average number of years of continuous membership in the sample was thirteen. The average age of a respondent was 59.8 years old. Of professionals, 78% were referred by a counselor or therapist.

There were several breakout sessions for the Big Question: "How do we envision responsible service leadership in Al-Anon - a vision that inspires today's members to be tomorrow's leaders who are motivated by spiritual principles?" I attended the one on "Relying on the ideas in concept Nine, especially the "Essay on Leadership" as a guide, what can Areas do to inspire members to grow and develop as future leaders?"

On the third day, a great skit was performed by the task force on creating ways to raise awareness of the tools available for Alateen. For example, how does the Alateen Chat work? The Alateen registers then shows up at the meeting time. They type in their sharing. The Sponsor posts it right away.

We voted on a number of issues. The consensus was to have the policy committee to come up with language regarding memorial contributions from family members. I am very excited to announce that the 2015 WSC give conceptual approval to develop a piece of CAL based on member sharing's published in past issues of the Forum. A floor motion passed to give permission for the conversion of Lois' Story (AV-1) and Lois and the Pioneers (AV-24) to DVD copy protected. We approved the wording changes to the descriptive text in the Service Manual on Concept Eight and began to work on Concept Eleven. The motion passed to adopt the definition of Universal Understanding of Family Recovery.

Member Services presented information collected from blogging on the topic "How can we keep new members coming back?" "Offer a Newcomer Packet with a meeting list and/or other Conference Approved Literature." "Spend time during the meeting acknowledging and welcoming the new member." "Initiate one-on-one contact before or after the meeting." "Our district has two meetings specifically to welcome newcomers. In those meetings seasoned Al-Anon Members follow the guideline for *Beginners' Meetings* (G-2)."

The second chosen agenda item led to a very interesting discussion which ties in with the recent discussion on the district representative e-communities: 1) How can we clarify our primary purpose while welcoming members who need our program who may have a drug addicted friend or family member? 2) Is Al-Anon becoming friends and families of addicts? Is the focus more on addiction than alcoholism? Are we diverted from Tradition Three and Tradition Five? How can we support group and maintain Al-Anon's primary aim? Is the Al-Anon program being diluted?

Several good points were brought up in the discussion. First, in the section on Tradition 5 in Paths to Recovery on p. 179. In that sharing a woman called the Intergroup Office and was told that because she was concerned about a boss who used drugs she was not to come to Al-Anon. As it turned out her grandparents were alcoholics. In the Service Manual on p. 25 it states: "When some alcoholics try to do without alcohol, the withdrawal symptoms are so overwhelming that they go back to drinking because drinking seems to be the only way to get rid of the agony. This is addiction." The term "addiction" is used throughout our literature. Finally on p. 124 of the Service Manual the following is stated: "A symptom of alcoholism in the home may be the abuse of drugs by family members. Occasional discussion of this topic is acceptable at an Al-Anon or Alateen meeting as it may be one of the results of living with alcoholism.

As I partially participated at the WSC 2014 in the following thought force I was up on stage with them. The topic was the Importance of Abundance and Spirituality in Money Discussions. They identified barriers and strategies for overcoming those barriers.

The Task Force to Identify, Gather and Present Practices Demonstrate a Healthy, Thriving Group developed a fabulous handout which is available on the side table or by contacting me.

In 2014, 347,000 copies of Al-Anon Faces Alcoholism were distributed by members in comparison to 13,000 copies in 2001.

The International Al-Anon General Services Meeting met in 2014. Thirteen structures were represented, not all 26. Lack of attendance was due to finances, language, travel, and lack of importance. As a result they proposed to suspend the equalized expense. Nine topics were covered with open discussion following. The highlights were discussions of finances, inventory, using principles in concepts 6, 10, 11, and incorporation.

On Friday, we flew almost an entire plane full of Delegates, Trustees and WSO staff to New York City. The next day, we were taken to the home of Bill and Lois Wilson about an hour north of New York City. I was so excited to be there. We had a lovely welcome by local Al-Anon group members including home baked cookies. The day was lovely and sunny. Lois' gardens were beginning to bloom. I saw the coffee pot that served many. We weren't allowed to take pictures in many locations inside but the kitchen was okay. Lois' study was fascinating with a multitude of mementos and photos. I was able to sit at Bill's desk where he wrote the Twelve and Twelve.

After the presentation, Lee R, 2 Day Fall & OAC Advisor, asked if Ginny knew how many countries Al-Anon literature is distributed in. Ginny said she would have to check, but thought it was in the 50's.

Karen P, Compliance & AAPP, asked about the 4 points to encourage Alateen groups and wanted to know if that might be published in some type of a flyer form to distribute to Alateen sponsors. Ginny said one problem is that Associate Director – Member Services position is vacant and that is one thing the person does. She also added that any Thought Force or Task Force that was begun at the WSC this year will not meet until next year. She also added that several Areas have Alateen sponsors but no Alateens.

Dennis K, Past Delegate, shared that two Alateen meetings in Dayton had to be disbanded because the Sponsors stepped down.

Betty H, DR 30, shared that Alateens do need a way to get to meetings. She shared that even if it means just "taking them" when they don't want to go, Alateen is an opportunity for teens to form lifetime friendships.

Robyn, GR-Heal A-Non, stated her Alateen group has been "up & down" in attendance over the past few years. But, be that as it may, Alateen may only have a teen who attends one meeting, and the Sponsors may only have that one opportunity to talk with the teens.

**REGISTRATION COMMITTEE REPORT:** - Karen S, Chairman – there were 56 GR's registered and a total of 71 people registered today. Everyone was reminded to turn in their name tags when they left.

**BUDGET COMMITTEE REPORT:** - Donna K, Chairman, presented the report –

The Budget committee looked at the money available and decided not to change any of the Reserve Funds amounts. We looked at the expense items and made a few adjustments to be able to balance with the change in income. Copies of the report are available on the back table.

In late March, Ginny asked if we could purchase some conflict resolutions packets to give to the DRs at the Fall AWSC meeting, for them to take back to their districts. We decided, as a group, to give her permission to go ahead.

Sandy F, Bylaws & Handbook Chairman, asked which line the funds for the KOMIAC buses are located and Robin R, past Budget Chairman, said that motion that had been passed before was that the money would come out of the Excess Funds (that is only if the money was available). Buff noted that there was a little over \$2,800 in excess funds and the cost of the bus is \$2,000.

Pam G, GR-Pathways To Serenity, moved and Malinda M, GR-Nu You, seconded, to approve the budget. The motion passed.

### **THOUGHT FORCE / TASK FORCE REPORTS:**

**THOUGHT FORCE – Investigate Insurance Needs for Ohio Area AFG:** Jan S, GR-Mentor Plains Serenity, presented the report –

Report regarding Insurance Thought Force - Spring Assembly - May 2015

#### **PART I – What do the other Areas do?**

The informal survey conducted by former Assembly Treasurer, Theresa M., covered information regarding insurance for 25 areas in the US and 1 in Canada. Of the areas which said they DO carry insurance, the distribution is as follows:

- 7 areas carry General Liability {what you most commonly think of as slip and falls}
- 4 areas bond the treasurer {which is called Fidelity or Dishonesty Bond}
- 2 areas covered theft (not defined)
- 1 area carries Property insurance on their translation equipment
- 4 areas carry "Directors & Officers" insurance (this is coverage for the decision making and faithful execution of duties).

*(Secretary's Note: That informal survey is contained in the 2015 Spring AWSC minutes)*

#### **PART II – Why should Ohio Assembly buy insurance?**

There are a number of reasons why Ohio Assembly should consider insurance coverage:

##### **General Liability**

- To protect \$30,000 in assets if a lawsuit is brought against us.
- Exposure to peanut allergy at the day care where we hold Spring Assembly.

Bringing in homemade food to Spring Assembly and the Ohio Area Convention hospitality  
Could be a contract requirement in the future for an Assembly or OAC location

(Note: make sure the insurance policy covers Spring & Fall Assemblies + OAC; NOT KOMIAC - it is a separate corporation)

Fidelity (dishonesty) Bond

To protect \$30,000 in assets under the control of the Treasurer

To protect approximately \$3,000 - \$6,000 in receipts annually at the OAC

NO criminal background check for treasurer or other trusted servants handling cash or with access to checking account, CDs

(Note: make sure the bond covers Assembly Officers + OAC, including registration committee)

Directors and Officers Insurance

AMIAS responsibility

Maintaining tax-exempt status

Proposed "Do Not List" policy could be controversial

PART III – What has been done to obtain an insurance quote?

Because of her professional background in commercial insurance, Jan S. prepared a narrative of background information on Ohio Assembly and e-mailed it to Bill Blakeslee at Jackson, Dieken & Associates insurance agency in mid-April, who then submitted it to Cincinnati Insurance Co. Cincinnati Insurance Co. still required a 15 page application, which Bill only recently completed. The Insurance Co. will also require one remaining piece of information -- our year-end financial statement for 2014 -- before they will quote.

The initial indication from Bill is that we can expect the Directors and Officers portion of the premium to be in the range of \$750-\$825/year. He explained that while the insurance company pays very few claims under the coverage, they charge enough money to cover the cost of legal expenses for the claims which are presented. The premiums for General Liability and the Dishonesty Bond would be in addition.

Jan said she hoped to have a quote from the Cincinnati agency at the Fall Assembly, and they are going to try to get additional quotes from other insurance agencies.

**TASK FORCE – Guidelines for Incoming Alateen Sponsors:** Tina L, Alateen Coordinator, presented the report –

They did discuss the sponsor guidelines at the Sponsor Workshops. Among those would be attending workshops, develop more specific guidelines and she would be working with Ginny to try to develop them.

The question of delisting Alateen sponsors has been addressed by World Service, but Tina said they needed to go over that policy and then present the Task Force recommendations at the Fall Assembly.

**TASK FORCE – Not Listing Groups that do not follow Traditions:** Allison G, GR-Women's Choice, Task Force Chairman, introduced Kay J, to present the report. Kay J, GR-Tuesday Noon introduced the other members – Brian J, Adult Children Growing Thru AFG, member at large; and Sandy F, Bylaws & Handbook Chairman, who served as an advisor. Kay J then made the KBDM presentation –

**Topic:** The Do Not List Task Force has developed a Do Not List Policy for removing or not listing group meetings on local meeting lists based on non-adherence to Al-Anon Traditions, Concepts of Service, Principles, and guidelines as outlined in the Service Manual and Conference-Approved Literature.

**Our Charge:**

- to establish criteria for responding to reported incidents with consistency across the Area and in keeping with Al-Anon Traditions, Concepts of Service, Principles, and guidelines as outlined in the Service Manual;
- to develop a procedure that encourages equal participation and cooperation among the group members and the policy Trusted Servants throughout the process;
- to develop a procedure in which the ideal goal is to include all Al-Anon groups in the Al-Anon fellowship through group support and education in Al-Anon Traditions, Concepts of Service, Principles, and guidelines as outlined in the Service Manual;
- to establish steps a group can take to be reinstated on local and Area meeting lists if it has been removed as a result of this policy.

**Background Information/Historical Perspective:** We examined the history of the various World Service Conference discussions and actions related to this topic in order to understand the progression of the issues and to inform our policy development decisions. [References: Conference Summaries 1992, 2007-present]

- 1992 - Open discussion topics included issues related to program dilution confusing newcomers, use of treatment center or other outside terminology and practices in group meetings, and cross-talk or breaking confidences and/or anonymity in or out of a meeting
- 2007 – Chosen Agenda Item #3: "How do we deal with members who are overwhelmingly controlling, dominating, and threatening to members of the group to do things their way." p35-37 WSC Summary 2007

- 2007 – Discussion came out of concerns regarding “Pyramid Sponsorship”. The bookmark (M-78) “Sponsorship – Working Together to Recover” was created as a result of this discussion.
- 2008 – Chosen Agenda Item #1: “Creating and maintaining healthy groups focused on our spiritual principles and free from program dilution” *p27 WSC Summary 2008*
- 2009 – Chosen Agenda Item #2: “How can Areas, districts, and groups look at unhealthy groups in a positive way?” This discussion led to a request by Conference members to form a Thought Force to come up with ideas to address this issue. *P41-45 WSC Summary 2009.*
- 2009-2010 – Topic of “unhealthy meetings” discussed in the July 2009 Board of Trustees Meeting. In these meetings the word “unhealthy” was deemed judgmental, and the charge of the Thought Force was changed to: “Thought Force to Support Areas in Dealing with Groups Whose Activities Fail to Consider AI-Anon or Alateen as a Whole”. The Thought Force was asked to report at the World Service Conference in 2011. *-p52-53 WSC Summary 2011*
- 2011 – The Thought Force presentation “How Do We Support Areas in Dealing with Groups Whose Activities Fail to Consider AI-Anon or Alateen as a Whole” focused on one of the ten identified areas of concern: “Outside literature used in meetings” to facilitate the discussion and to provide a format for Area discussions of this topic. *p52 WSC Summary 2011*
- 2011 – In the discussion that followed the Thought Force presentation, several Areas asked for support from the WSO regarding referrals to meetings that were found to be in violation of AI-Anon Traditions, Concepts of Service, Principles, and guidelines as outlined in the Service Manual. This discussion resulted in the formation of another Thought Force to explore how the WSO could handle this situation, and was designated as “Do Not Refer”. *p89 WSC Summary 2011*
- 2011-2012 – In Group Service Action Committee meetings from 2011-2012, the GSAC discussed specific incidents that had occurred in Ohio Area 44 and acted as the Thought Force on the “Do Not Refer” topic. The GSAC created this Thought Force in response to a request by the Policy Committee Chairperson at the 2012 World Service Conference to identify Area practices and to evaluate the need for a principle-based Area policy to be developed. *pp48-50 WSC Summary 2012*
- 2012 – WSC Task Force developed a workshop on the exclusive use of Conference-Approved Literature (CAL) in meetings as a result of the 2011 Thought Force presentation on “Outside literature used in meetings”.
- 2013 – Following a discussion at the Ohio Area Spring Assembly regarding several reported incidents that had occurred in the Ohio Area, a Task Force was formed charged with establishing criteria and developing a procedure for not listing groups operating outside of the Legacies. The Task Force was designated as “Do Not Refer” and was asked to identify problems; to research historical precedent on this topic; to examine AI-Anon Traditions, Concepts of Service, Principles, and guidelines related to this topic; and to develop an Area-wide policy for not referring newcomers to groups which do not abide by AI-Anon Traditions and policies. However, this Task Force did not come to fruition.
- 2014 – The concerns and complaints from members continued. At the Spring AWSC meeting the decision was made to bring the topic back to Assembly but renamed as “Do Not List” to address groups which are not following AI-Anon Traditions, Concepts of Service, Principles, and guidelines as outlined in the Service Manual. At the 2014 Spring Assembly the new Task Force was formed and given the charge. The Task Force Chairperson presented an update to the Ohio Area at the Fall Assembly based on work that had been completed to that date on the Do Not List Policy for Ohio Area. No discussion followed the presentation.

**Existing Motions That Pertain to This Topic:** None

### **What Do We Know About Our Membership’s Needs, Wants, & Preferences?**

#### **We know that:**

- Newcomers could be misled or confused about AI-Anon’s Primary Purpose at meetings in which outside literature is displayed, read, or recommended. Confusion could also occur at meetings that include outside affiliations.
- Dilution of the AI-Anon program can occur through member references to religious or political beliefs or practices, common use of treatment-center language (such as “qualifier” and “co-dependent”), and/or references to outside therapy or therapeutic tools (such as a “feelings wheel” and “guided meditation”) because these practices inadvertently spread to other meetings through members’ misunderstanding of AI-Anon Traditions, Concepts of Service, Principles, and guidelines as outlined in the Service Manual.
- Members could leave meetings and even the AI-Anon fellowship when AI-Anon Traditions, Concepts of Service, Principles, and guidelines as outlined in the Service Manual and Conference Approved Literature are not followed.
- Members could be hurt (emotionally or otherwise) by meetings that allow members to: dominate, violate anonymity, coerce others into and/or intimidate within sponsor relationships, or give specific advice instead of sharing their personal experience. Members could be hurt by bearing witness to or being a victim of gossip.

#### **What Do We Know About Our Capacity (Resources)?**

Our charge included anticipating costs associated with any Do Not List Procedure that we bring to this Assembly. We have determined the need for resources in three (3) categories:

1. **Personnel** – Trusted Servants to facilitate procedure, people to update meeting lists, person to update Handbook/Bylaws.
2. **Tangible Materials** – printed resource materials provided to groups, envelopes, postage, updated meeting lists, updates to Handbook/Bylaws.
3. **Travel** – to cover any expenses for procedure Trusted Servants serving where a local Trusted Servant could not be found\*

\*We examined the Area World Service Committee list and determined that Trusted Servants are located proximate to groups throughout the Area in order to address and hopefully eliminate the need for excessive travel expense amounts.

#### **What Are The Implications of Our Choices? Pros and Cons:**

- PRO – By responding directly to member concerns with a principle-based policy and by providing support, we put AI-Anon's Declaration into action, aid membership retention, and promote harmony within the group and among AI-Anon as a whole.
- PRO – Providing information, resources, and support to groups fosters unity among members and groups, acquaints members with CAL, and encourages sponsorship by ensuring a greater atmosphere of trust.
- CON – Local meeting lists may require more frequent updates, requiring the time of trusted servants and incurring printing costs.
- CON – Groups may decide to unaffiliate with AI-Anon if they perceive the Do Not List Procedure to be punitive, and existence of fewer groups implies fewer opportunities to help people in need.

#### **What We Wish We Knew But Don't:**

- If records (such as the DR documented report from attended meetings, Group Inventory responses, incident reports, etc.) shall be maintained, where would they be stored, for what period of time, and who would have access to these records?
- How do we inform our fellowship members about this procedure (i.e. if an incident occurs that it must be reported to the appropriate body) and that there is help available?
- Recognizing that DRs have a large number of meetings in their district, is the proposed procedure reasonable and in line with current responsibilities?
- If the DR was known personally by group members, would they behave differently when the DR attends the meeting? If so, would the DR be able to effectively facilitate the Do Not List Procedure?

A question was asked about the "fewer groups" mentioned in the "Cons" – wouldn't delisting groups basically make for fewer groups? Allison G answered, saying yes, it would, but it is up to the Group to determine if they, through a Group Conscience, do not want to be AI-Anon any more. In that case, the group would be deleted in its entirety.

Ginny C, Delegate, mentioned that during the WSC, it was announced that the WSO is working on designing a "search engine" that will enable anyone to find a meeting in a specific location, i.e. city & state or zip code.

Kay J also pointed out that, at the bottom of the GR-1 Registration Form, it states that "groups will abide by the Traditions and the meeting will be open to all AI-Anon members".

Allison G also pointed out that there could be a very long list of "What We Wish We Knew, But Don't" if the Task Force wanted to extend out long into the future. But, the Task Force tried to develop the KBDM based on what we know today.

A request was made about the specific, proposed policy that the Task Force had developed and Buff stated that the policy had been posted on the web site, as an information aid only. The proposed policy itself, Buff said, would not be presented today because it had not been voted to bring to Assembly by the AWSC.

#### **COORDINATOR REPORTS –**

**ALATEEN:** Tina L, Alateen Coordinator, presented the following report –

With the start of the journey as Alateen Coordinator in January 2015, one of my goals is to have better communication with the sponsors, so I've been trying to make sure they are kept updated as to what's going on either thru email or snail mail.

Using a list of sponsors from 2012 thru 2014 with 112 sponsors listed, I sent out introduction letters with calendar of events for 2015, 17 by snail mail and the rest thru emails.

On March 14, 2015, we held the sponsor workshop at the Ascension Lutheran Church in Columbus. We had 22 sponsors in attendance with 5 being new sponsors starting in 2015. During the sponsor workshop, sponsors took a 13 question true and false quiz with discussion of each question. We also discussed: AMIAS forms - Form A & B; and the

Information and Permission Form & Medical Form. I typed up notes from the sponsor workshop and sent 14 by snail mail and the rest thru emails.

The Spring Rally was held April 25, 2015 at the Ascension Lutheran Church in Columbus. We had 22 sponsors and approximately 41 Alateens that attended. Toledo Alateen Group chaired the Rally and their topic was HOPE. It included a panel, followed by breaking down into smaller discussion groups. All seem to enjoy the day.

The fall rally will be held October 24, 2015 at John Knox Church, in N Olmstead, OH. Youngstown district Alateen groups will chair the fall rally.

2015 KOMIAC is July 24 – 26 at Adrian College, Michigan. Registrations were handed out at the spring rally and were sent out to the CMAs of active Alateen groups.

In 2016, KOMIAC will be hosted and held in Ohio.

**ARCHIVES:** Barbara W, Archives Coordinator, was absent and Theresa M, Alternate Delegate, presented the report –

Please contact me if your group is interested in the Group History Checklist (AR-6). The Group History Checklist was introduced at the 1983 World Service Conference. Your group's history can be outlined or written in a narrative form. Some groups review the information annually, in conjunction with their group's anniversary. If you are the Group Representative of a new group, why not "let it begin with me" and complete this form?

**FORUM:** Christine T, Forum Coordinator, presented the following report –

- The Forum is Al-Anon's monthly magazine and Conference Approved Literature. It's like a meeting in your pocket or purse!
- Each month, it contains a meeting on a step/tradition/service concept, also meeting topics and World Service Office (WSO) news. Group Representatives are the Forum Representatives for their groups.
- I would like to encourage you to make The Forum a part of your personal Al-Anon program and use it in your meetings.
- There is one copy sent to each group every month via your Current Mailing Address (CMA).
- The Forum is written by members and for members. Please encourage members to subscribe and to write and submit articles for the Forum by having The Forum Writing Guidelines (F-1) available at your meetings. You can even submit a sharing on-line!
- Al-Anon's monthly magazine, *The Forum*, contains many personal stories of inspiration, some of which are made available each month on the Internet by authorization of Al-Anon Family Group Headquarters, Inc. Go to <http://al-anon.org/al-anon-literature> and find The Forum sample articles from the current issue.
- The Forum does not generate any income. The subscription cost of \$11.00 per year pays only for printing and postage-it does not cover the cost for staff resources to process submissions, develop the content, and design the magazine.
- As of this past December, 2014, Ohio had 810 subscribers to The Forum. As of March 2015, we have 784 Forum subscribers. That is 26 less than five months ago.

We would like to keep our subscriptions up and utilize this valuable resource so here are some ideas to get more Ohio subscribers:

- Give a Forum subscription as a door prize at anniversary meetings....
- Use the Forum articles for meeting topics. This introduces it to your members who aren't familiar with it.
- Take a special Forum collection during a meeting, and when you have \$11.00, draw a name for a Forum Subscription.
- Give a gift of a Forum subscription to your sponsor.
- Have Forum order forms available at your meetings.
- Use past Forums to drop off as Public Outreach (Districts could have stickers made up with the local Al-Anon phone number on them?)

Please let me know how you use and share The Forum and if you have ideas for expanding the readership of this valuable Al-Anon resource.

Printable order form: <http://www.al-anon.org/members/pdf/ForumOrder.pdf>

Writing Guidelines: [http://www.al-anon.org/members/pdf/Forum\\_Writing\\_GuidelineF1\\_11\\_2013.pdf](http://www.al-anon.org/members/pdf/Forum_Writing_GuidelineF1_11_2013.pdf)

Tips for GRs: <http://www.al-anon.org/pdf/F2.pdf>

**GROUP RECORDS:** Phil H presented the following report –

The Annual Group Update Form was mailed to all registered groups last October. As of last night, a total of 37% of the groups have returned the form, either to the WSO or to the Area Group Records Coordinator. By contrast, 32% of the groups have NEVER returned the Annual Update since the WSO began tracking this in 2010. This is such an easy way to keep group information up to date – has YOUR group returned its Annual Update? If you see me after the



meeting, I can give you that information. The WSO is looking into sending this form out electronically in the future, and to be able to have it e-mailed back to them, because of rising postage costs.

I took part in a Group Records Coordinator Conference Call on November 8, 2014. It made for an interesting time because I was also helping my Intergroup get ready for their Fall Roundup that was held that evening!

More and more, the WSO is relying on electronic communications to get timely information to groups. As of the date of that call, 40% of the registered groups do NOT have an electronic mailing address (e-mail) – that's 6,000 groups out of more than 15,000 in the United States. Area of Ohio is also looking at starting to use this as a means of communicating with groups as well – more about that later. In addition, District Representatives are a vital link in this electronic age. All of the DR's in Area of Ohio do have an e-mail address, but how many of them are communicating with their groups by e-mail? One thing that was emphasized was the use of "Blind Carbon Copy" (BCC) when doing mailings to ensure that individual members' email addresses are not revealed, thus maintaining their anonymity.

A new item has been added to the Group Records Change Form (GR-1), to provide groups that use either a post office box to receive group mail, or have group mail delivered to their meeting location, the ability to add an e-mail address. Again, this is in line with the WSO's goal of reducing postage costs. Group Record Coordinators also can download a report of "bounced e-mails". This generally occurs when an individual closes an e-mail account, but doesn't pass along that information. E-Mail sent to that address is then "bounced" back to the sender. I've been working on getting this information out to the DR's, along with groups that are in "No Mail" status. DR's – I need YOUR help to get this information corrected!

And finally, Area Group Record Coordinators were informed that the Area Alateen Process Persons either now have, or soon will have, editing capabilities just like the Al-Anon Group Record Coordinators. This will still require a coordinated effort between these two positions, as Al-Anon group changes may also affect Alateen groups as well, and that information needs to be passed along.

One note about "bounced e-mails" – occasionally, the cyber world, for unknown reasons, will not deliver an e-mail to a valid address, and "bounces" it. The WSO has no way of knowing when this happens, so if you get notified that your e-mail sent to your e-mail address "bounced" – and the address is correct – just let me know. I can have the WSO "reset" the e-mail address so you'll continue to receive group communications.

You will find the new Group Records Change Form, along with the instructions, on the back table. Also, you'll find the Group Listing Books, with groups listed by District, by Meeting City and by WSO Registration Number. Plus, copies of the current Area World Service Committee Roster (AWSC) are on the table.

As of last night, there were 424 active groups, holding a total of 479 meetings. Please keep in mind that the WSO lists Beginner's Meetings separately now. That's down from a total of 434 active groups reported at the last Fall Assembly. In addition, there are currently 142 inactive groups, down from a total of 143 inactive groups last fall. Also, a total of 23 group numbers were deleted this year. Those are groups that had been on "inactive" status for a period of time. Those numbers will never be reissued. If a group had its number deleted, it must reapply as a New Group in order to be registered with the WSO. The number of groups in "No Mail" status was 3, which is down from the 6 last fall, and there were 3 groups listed with a "Bounced E-Mail".

**LITERATURE:** Karen M, Literature Coordinator was absent and Ginny C, Delegate, presented the report –

There is conceptual approval for a new reader, consisting of past Forum articles. WSO is still asking for sharings on a new "daily reader", "Alateen Talks", "Al-Anon Faces Alcoholism". You can get the forms for these submissions are available on the WSO website. In addition, there is the "CAL Corner" in every issue of the Forum, where sharings are requested on specific pieces of literature. She also encouraged groups to use a wide variety of literature, as it broadens our recovery.

Karen P, Compliance/AAPP, shared that one thing she does at her Intergroup meeting, every other month, is a "book review" on a piece of CAL, and has that item available for sale at the meeting. It's being very well received.

**PUBLIC OUTREACH:** The Public Outreach Coordinator position was vacant and Sandy F, Bylaws & Handbook Chairman presented the report –

The Addiction Studies Institute will be held in Columbus, August 12, 13 and 14. 500 copies of "Al-Anon Faces Alcoholism" have been ordered. Other literature will be ordered in June. Meeting schedules are needed from Ohio AIS locations as follows –

- Toledo – 100
- Cleveland – 100
- Akron/Canton – 100
- Miami Valley – 100
- Youngstown – 100
- Cincinnati – 100
- Columbus – 500

Districts not a part of any AIS are asked to send me 50 copies. These schedules are given to professionals in your location. I also need help in the booth. If you can be of assistance, please let me know.

Our participation in the Addiction Studies Institute is in the third year of a three-year trial. They are expecting some 900 professionals to attend this year.

## **STANDING COMMITTEE REPORTS –**

**BYLAWS & HANDBOOK:** Sandy F, Committee Chair, presented the following report:

The transition from Panel 52 to Panel 55 was completed in March. Barbara W, the By-Laws and Handbook Chairman for the past three years had both the By-laws and Handbook up-to-date and placed on the website. On the cover of the document, it states: By-Laws it states, “Bylaws Current 2014” and the Handbook, “Handbook Current 10/2014”.

The current edition was copied and 25 sets were been given to the Delegate, Ginny C., and Alternate Delegate, Theresa M., for the new Group Representative’s Orientation.

Questions about the By-Laws or the Handbook can be sent to me via e-mail or phone. My contact information is listed on the AWSC contact list, which is provided by the Group Records Coordinator.

In March, the Budget Committee asked for some clarification of a line item in the Budget as it is stated in the Handbook. Please get out your Handbook and turn to page 20 of 28, Section F, number 4. It reads, “*Ohio Area Treasurer will pay \$200.00 towards expenses of Hospitality Room (Motion made and passed 3/27/93)*”.

As members of the Budget committee they knew it was not the correct amount because the budgeted amount had been \$300 for a few years. The Budget Committee asked me to research when that amount was changed to \$300. Following a search of the minutes of Assemblies for the past 10 years, I found the year and motion which changed the amount to \$300. I found it. The item should read, “*Ohio Area Treasurer will pay \$300.00 towards expenses of Hospitality Room (Motion #07-11)*”. This motion was made and passed at the 2007 Fall Assembly.

Making this change to the Handbook will make it up-to-date. Somehow it was overlooked and had not been changed. I will ask our Website Chairman to make this change to the Handbook posted on the website. For today, I recommend instead of going home and printing a new set of pages, cross out \$200 and change it to \$300 and then cross out the 3/27/93 and change it to #07-11.

**COMPLIANCE / AAPP:** Karen P, Compliance/AAPP, presented the following report:

I was appointed late February

WSO activated the new Alateen Sponsor and Group computer system in mid-March and continues to install applications. This makes new Alateen Sponsor Certification and Group updates much quicker.

DRs and GRs – Please help and encourage Sponsors and CMA’s to return the updated Sponsor Forms, fully filled out, completed, and signed by the Group Rep and District Rep, when available. If there is no GR or DR, the Alateen Coordinator may sign to assure our teens safety.

Please make sure, when signing these forms, that you know they are attending regular meetings, have read the Alateen guidelines and feel they are appropriate – emotionally and in their behavior – to work with our teens.

I will be taking home additional files today from Assembly and working to meet the dead line of June 1, 2015 for all Sponsor recertification and Group yearly updates.

There are currently 21 active Groups in Ohio, down from 51, since background checks have been required. Tina and I will be working hard to encourage potential Sponsors, through the help of future training programs and possible apprenticeship with seasoned sponsors, to help set them up for success. Currently we have newly certified sponsors volunteering to use this approach before starting a new meeting. Their feedback has been very positive on this process.

## **REVIEW & AUDIT:**

**2014:** Louise W, Chair, presented the following report –

The records are complete and accurate insofar as can be ascertained from materials provided. Thanks to Theresa for providing the check register (2 copies!!) and keeping the records in meticulous order. Both made the committee’s job flow quickly.

Louise did ask whether or not restaurant tips or tips given elsewhere, were a reimbursable expense. They have been reimbursed in the past. Ginny C, Delegate, said that the WSO does give delegates at the WSC money for a tip to give to the housekeeping staff.

**2015:** This position vacant and there was no report.

**TWO DAY FALL / OHIO AREA CONVENTION LIAISON:** Lee R presented the following report –

As 2 day Fall Assembly and OAC Liaison, I’m here to offer support and answer any questions you might have. I’d like to meet the chairpersons of 2015 and 2016 2 day Fall Assemblies.

As far as the state conventions go, 2015, which will be held in Cincinnati on June 5, 6 and 7 is well underway. They are receiving registrations and Sue, who is the chair, is hoping everyone will come and enjoy.

I have talked to Jan S, who is chairing the 2016 OAC in Cleveland on June 24, 25 and 26. Preliminary flyers have been distributed today. The Committee is meeting regularly and plans are underway. I hope to attend one of those meetings soon.

I am planning on attending the state convention in Kentucky in September. I hope to bring back ideas and information that we might be able to use for our conventions. Remember, 2 day fall is business and the convention is FUN! If we all work together with the guidelines and Traditions in mind, we can share our experience, strength and hope with one another!

**WEBSITE:** Mike K, Chair, was absent and Phil H presented the report for him. That report appears at the end of these minutes, on the website copy only.

Phil also added that he and Mike have been working to get items on the web site updated and current. All of the Assembly meeting minutes and AWSC meeting minutes, back to 2011, are now posted on the web site. In addition, all of the Delegate reports back to 2009 are also posted on the web site. The Expense Voucher that appears on the Document page has been updated – it is only in PDF format now and it is a “fillable” form, that is, you can fill it out on your computer, and then print out the completed form. We (Mike & I) decided to issue a challenge to all of you – see how many “updates” you can find, make a list of them and bring them to the Fall Assembly!

## **ACTION COMMITTEE REPORTS –**

**GROUP SERVICES:** Fred S, GR-Friday AFG, Cleveland, presented the report –

Most of our discussion focused on how to get more people to come back to Al-Anon. Some ideas we had were:

Making sure we retain the people we have now;

Meet one-on-one with the newcomers especially, but also those who are wanting to leave the program;

Show enthusiasm about the program;

Talk with others when they are willing to do service work, irregardless of how insignificant it might seem – let them help us out;

One group gives out the soft-cover version of “How Al-Anon Works” to newcomers;

Keep up with the group phone list and call people who haven’t been at the meeting in a while – also, use email lists to accomplish the same thing;

Encourage sponsorship as a way to grow your own program;

Have a newcomers’ group;

Have long time members co-chairing meetings with newcomers, so they feel more comfortable. Basically, go back and do the things that we’ve learned.

**FELLOWSHIP COMMUNICATIONS:** Linda N, GR-Sharing and Caring, Perrysburg, presented the report –

Question: what about the use of “addiction”, instead of “alcoholism” – would it go against legacies in opening? How can we get others aware of the Al-Anon program?

Using tent cards and “Al-Anon Spoken Here” were suggested reading with the Opening & before starting the meeting to bring attention to “avoiding outside entities”.

Use literature other than the daily readers. Some groups can’t afford a wide variety of literature – other groups have no storage place at the meeting site. But we need to encourage our groups to use all of the literature, including pamphlets that are available and encourage newcomers to take the pamphlets with them.

Newcomers – explain to newcomers what some of the specific types of meetings are (Steps / Traditions / Concepts). Be sure to welcome newcomers and encourage older members to sit with the newcomers and talk with them.

Keep attracting members by word of mouth. Also, Alateen now has a Facebook page.

Encourage GR’s to attend Assembly & District meetings, as well as mentoring the Alternate GR or substitute – the important issue is getting to meetings.

**MEMBERSHIP OUTREACH:** Allison G, GR-Women’s Group, presented the report –

The charge to the Committee can be found on page 27 of the Handbook. Ten questions were brought to the Action Committee. We discussed each briefly and then narrowed our focus to the one we felt encapsulated several of the others. The one we chose was, “What tools, practices, spiritual principles, and Conference Approved Literature can GR’s use to help group members embrace service as a vital element in personal recovery rather than as an attrition of meeting sharing?”

We felt that this includes other concerns, such as: (1) How can we clarify our primary purpose while welcoming members who are seeking help from the effects of living, loving a drug addicted friend or family member; (2) How can we encourage GR’s to attend Assembly; (3) How can we encourage the use of Conference Approved Literature; (4) What can

be done to reach those in meetings in rural areas; and (5) How can we use technology to connect with those within the fellowship?

Here are the ideas we came up with to address service among members which we felt that included those other concerns: Request a Group Conscience about adding a reading of the Concepts Of Service at the beginning of your meetings; Encourage the use of Conference Approved Literature, specifically more than just the daily readers, which is what most people only know of; Encourage personal relationships between members – one group has stars next to the names on the group phone list to indicate those members who are willing to act as temporary sponsors (and I think you should add a little legend at the bottom of the list to explain what the stars mean); Service as a meeting topic, directly related to the positive impact on personal recovery; Resources provided to groups with information about service positions – one of these resources could be the “Links Of Service”. Definitions of the responsibilities of each position can be found in the Handbook and the Service Manual. And finally, let members know about Area and local AI-Anon websites, YouTube channels, Facebook pages and Twitter feeds.

**PUBLIC OUTREACH:** Robyn H, GR-Heal A Non, presented the report – The Action Committee discussed a plan for public outreach to all groups in Ohio. We request funds to buy 500 copies of “AI-Anon Faces Alcoholism” and 2000 bookmarks - \$180.00 for the booklets and \$14.00 for the bookmarks.

## **CONVENTION AND ASSEMBLY REPORTS –**

**2014 TWO DAY FALL ASSEMBLY – DISTRICTS OF COLUMBUS:** No report.

**2015 OHIO AREA CONVENTION – DISTRICTS OF CINCINNATI:** No report.

**2015 TWO DAY FALL ASSEMBLY – DISTRICTS OF TOLEDO:** Kathleen S, DR 6, reported that room rates have been lowered to \$87, instead of \$89. However, due to rising food costs, the cost of the banquet will be \$35 and they’ve had to pare back on the food choices. The cutoff date for banquet reservations is October 5th.

**2016 OHIO AREA CONVENTION – DISTRICTS OF CLEVELAND:** Jan S, 2016 OAC Chair, presented the following report –

The districts of Cleveland are enthusiastically preparing a great Ohio Area Convention for you June 24- 26, 2016 at the Holiday Inn Mentor. I am Jan S, Chair for the convention. I am so pleased to say that since the October fall Assembly report, our host committee has doubled in size to over 20 volunteers! GR's from the Cleveland area who wish to sign up, please see me, or e-mail: [ohiocovention@ohioal-anon.org](mailto:ohiocovention@ohioal-anon.org).

To bring you up to date on progress, we have done the following: chosen the theme "Time to Grow!", toured the hotel so the committee could view the space for the meetings, hospitality, ways & means and literature, as well as the guest rooms; established the basic time structure for the convention; brainstormed ideas for workshops and panels; viewed sample items from the Ways & Means chairperson; our Program Committee listened to potential leads on CD; and our committee as a whole gave them approval to inquire if the speakers are available and, **TA DA!**, today we have "Save the Date" flyers for you to take back to your groups.

As you will see on the flyer, the room options are 1king with sofa bed or 2 queen – these rooms have a capacity of up to 4 people; also 1 king handicap, with a capacity of 2 people. All rooms are \$105/per room / per night / plus tax, and are equipped with microwave and refrigerator. If you would like to do a mini-vacation, the convention rate is available for one night pre & post-convention. Take one of the brochures provided by the Lake County Visitors Bureau.

Since we consider all the GRs, DRs, and officers here today our goodwill ambassadors, we are asking for your help with some key points: Spread the word that the Ohio Area Convention is a FUN weekend, NOT a business meeting, and that all AI-Anons are welcome

Please help us to be good hosts by *letting us know you are coming*. If you pre-register, even though you may not be staying at the hotel overnight, we can get a better count for our hospitality room and make sure we have booked sufficient meeting space.

I wanted to let you know that the 2016 OAC will be using the state tax-exempt ID number all the way through the convention. Referring to the articles of incorporation filed with the State of in 1990 for the AI-Anon Family Groups of Ohio Inc., as well as the current By-Laws on our website, the wording is consistent in saying, “*This organization shall, under its By-Laws, conduct the Ohio Area Assembly and the Ohio Area Convention.*” The tax exempt certificate was obtained 1 year after the incorporation so it is clear that it covers the OAC.

Thanks everyone for your great cooperation and support, especially Lee R. our new OAC Convention Advisor. Dayton 2011 OAC — I was re-reading your binder and found many helpful details; Toledo 2014 OAC who provided us with their wrap-up report; Donna -- my service sponsor; and of course all our wonderful 2016 OAC committee

members.

## **OLD BUSINESS:**

**ELECTION:** Buff announced that elections would be held for the positions of Group Records Coordinator, Public Outreach Coordinator and Archives Coordinator.

Robin R, GR-Oregon Thursday Night, gave her presentation for Group Records Coordinator position.

Jane E, GR-Monday Night AFG Copley, gave her presentation for Public Outreach Coordinator position.

Buff also announced that the position of Archives Coordinator needed to be elected and, even though Barbara W was absent, she could be elected.

The office seekers left the meeting room, ballot counters were appointed, and ballots were marked and collected.

The results of the election were:

Robin R was elected Group Records Coordinator,

Jane E was elected Public Outreach Coordinator and

Barbara W was elected Archives Coordinator.

## **NEW BUSINESS:**

**PRINTING CONCERNS / NEW MAILING REGULATIONS BY USPS:** Phil H gave the following report –

This is just a preliminary report/summary of what has been happening. At the Fall Assembly, I'll have a full KBDM report, along with various options that the Assembly can vote on at that time.

In February, I went to the Post Office in Springfield to transfer our Bulk Mailing Permit. I took along "samples" of what we mail, i.e. AI-A-Notes, Plea Letter, and Assembly minutes. The bulk mail supervisor told me about a new postal regulation – mailings will only be accepted on 28-pound paper (or heavier). We have been using 20-pound paper in the past. In addition, the supervisor informed me that we will have to comply with the "machinable processing" standards – that is (1) the folded edges must be to the right and the bottom of the "mail piece" (as they call it) and (2) must be secured with 3 sticky tabs – one at the top right, one at the bottom right and one at the top left. These new rules will apply to AI-A-Notes and Assembly minutes only, as the Plea letters are sent in a regular envelope. As an alternative, we can use a 6 x 9 inch envelope, but the thickness cannot exceed 1/4 of an inch (about 4 sheets of 8 1/2 x 11 paper, folded in half).

I've checked at the various "quick-printing" places, i.e. Office Max, Staples, etc., and none of them stock a 28 pound paper – they stock 24 pound and the next is 60 pound "card stock". However, I also wanted to check local printing companies.

At Office Max, they have a graduated scale for printing (considering that we'd use envelopes) – 1 to 499 copies, and 500 to 749 copies, which are the amounts we'd be having printed. For 11 x 17 paper (used for the AI-A-Notes), the cost is \$0.58 **EACH** for double-sided printing, machine folding is \$0.03 per fold. All of these prices are far above what has been budgeted.

In the past, we have relied on "discounts and deals" for our printing – I can get one as well: \$0.10 each for double-sided 11 x 17, \$0.35 for "booklet assembly (for the AI-A-Notes – that's folding both pages and getting them collated together) and \$0.06 for hand folding. That's still \$.67 per copy for AI-A-Notes, and we would still need an envelope. Those are available for \$0.14 each, for a total of \$0.81 **EACH**, and we sent out 548 copies, for a grand total of \$443. If you look on the budget we approved, there is \$600 for **THREE** editions of AI-A-Notes, so we have a problem. We'll have the same problem with the Assembly minutes, if we use a service like Office Max. I did use Office Max for the first edition of AI-A-Notes, so we could get them distributed.

I've contacted some local printing companies in the Springfield area – I've received a bid from just **ONE** company. I've discovered, using some of my local resources, that our amount of printing we do is too small for the larger companies to even be interested (we're printing a total of about 3,500 pieces per year). The one company I have received a bid from holds some promise – but the costs are going to be about what I've already been quoted. I want to try a printing of the minutes and the next AI-A-Notes with this company to evaluate how that will work.

Complicating matters even further was the fact that the bulk mail supervisor told me our request to transfer the non-profit, bulk mail permit was **DENIED**, and we must go through the entire re-certification process **ALL OVER**. Now, we do have the authority to mail at "regular" bulk rates, but again those are higher than non-profit. Just for comparison, the first issue of AI-A-Notes cost \$165.46 at "bulk" rate, as opposed to \$100.91 for non-profit, and the first plea letter cost \$140.55, whereas non-profit would have been \$86.62.

The Assembly minutes are going to be done in two formats: The first format will be the **COMPLETE** Assembly report/minutes, no matter how many pages it requires – that is going to be posted on the Ohio web site. The second format will be a **SEVERELY CONDENSED** version of the report and it **WILL NOT EXCEED** 3 1/2 pages – that mailing will go to the Group's CMA. This will also be included in my later report.

**WORK GROUP TO DEVELOP FLYER FOR NEW GR FOLDER:** Sandy F, Bylaws & Handbook Chair, reported that the Panel 52 Fellowship Communication Action Committee worked on this and presented its report at the 2014 Fall

Assembly. It needs to be developed into a Task Force, to gather all of the information together into a simple flyer. Ginny C, Delegate, added that this flyer has been partially developed. No one volunteered to Chair the Task Force, so it will come up under Old Business at the 2015 Fall Assembly.

**TASK FORCE FOR IMPLEMENTING CHANGES TO OHIO AREA CONVENTION:** Lee R, Chair, reported that a meeting was called, but only two of the four people showed up. There will be a better report at the Fall Assembly.

**REVIEW COMMITTEE CHAIR:** No one volunteered, but Buff did ask for everyone to consider this position. Louise W, DR 33, past Committee Chair and Donna K, DR 45, past Committee Chair, said the person who accepts this position needs to be good with numbers.

Chairman Buff announced that she had opened a new email account, for Area members to contact her. Email her at chairman@ohioal-anon.org and she will send it to you. She said the Outlook mail address has become too cumbersome for the volume of email that she receives from Area members. Her Outlook email address will still be used for WSO e-mail.

### **Meeting Schedule for 2015 – 2016**

Ohio Area Convention – June 5 – 7 – Holiday Inn, Hauck Road, Sharonville (Cincinnati)  
Alcoholics Anonymous International Convention with AI-Anon participation – July 2 – 5 – Atlanta, GA  
KOMIAC – July 24 – 26 – Adrian College, 110 S Madison, Adrian, MI  
Fall AWSC – August 15 – North Congregational United Church of Christ, 2040 Henderson Road, Columbus  
Two Day Fall Assembly – October 17 – 18 – Ramada Inn, 3536 Secor Rd., Toledo  
Fall Alateen Rally – October 24 – John Knox Church, 25200 Lorain Road, North Olmstead  
Ohio Area Convention – June 24 – 26, 2016 – Mentor (Cleveland)

**CLOSE:** There being no further business, Sandy F, Bylaws & Handbook Chair, moved and Phil H, DR 24, seconded to adjourn. The meeting was closed at 5:00 PM, with the Serenity Prayer followed by the AI-Anon Declaration.

Respectfully submitted,

Phil H  
Secretary

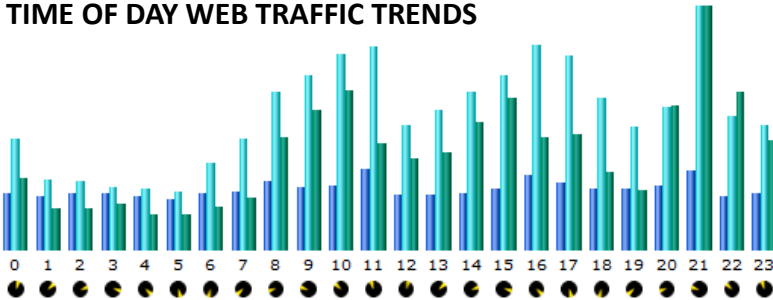
**NOTE:** These are the “complete” minutes of the 2015 Spring Assembly meeting. The mailing was merely a “condensed” version. These minutes here, not the mail-out, will be presented for approval at the 2015 Fall Assembly.

# OAA SPRING WEB REPORT – 05/16/2015

We are seeing an improvement in the volume of visitors to our site since early Spring, as well as a decrease in hacker/spammer traffic. Recent maintenance items that were performed include:

- Domain renewal for another two years.
- Additional email addresses were added at the beginning of the year.
- Many documents were added or updated on the documents page.
- The Alateen page was also updated.

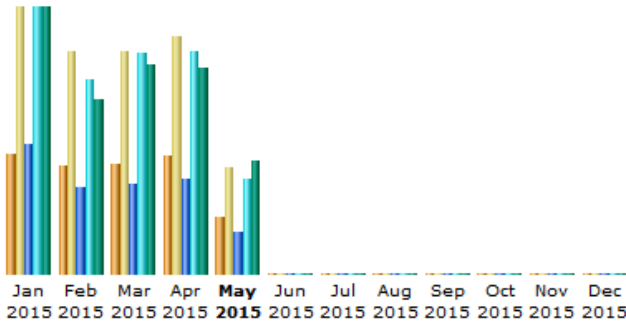
## TIME OF DAY WEB TRAFFIC TRENDS



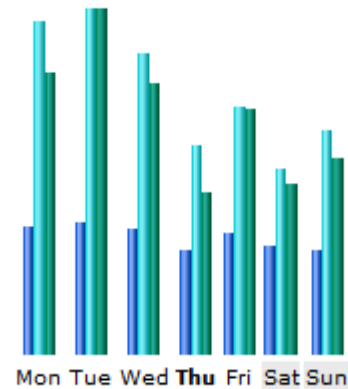
The top five meeting directories that visitors clicked on :

1. Remote
2. Cleveland
3. Akron
4. Toledo
5. Dayton

## MONTHLY AVERAGES



## DAY OF THE WEEK TRAFFIC TRENDS



Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2015	5,901	13,182	22,386	45,951	415.30 MB
Feb 2015	5,309	11,042	14,810	33,203	270.93 MB
Mar 2015	5,423	11,015	15,326	37,918	323.70 MB
Apr 2015	5,829	11,666	16,220	38,414	319.32 MB

## TOP 10 FILE DOWNLOADS FROM THE SITE

File Name	Downloads
<a href="/documents/05-16-2015-oaa-spring-assembly-agenda.pdf">/documents/05-16-2015-oaa-spring-assembly-agenda.pdf</a>	37
<a href="/documents/2013_AWSC_Meeting_Minutes_Aug%20.pdf">/documents/2013_AWSC_Meeting_Minutes_Aug%20.pdf</a>	26
<a href="/documents/Ohio_Area_Spring_Assembly_final-May_19_2012.pdf">/documents/Ohio_Area_Spring_Assembly_final-May_19_2012.pdf</a>	25
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