

NEW JERSEY ASSEMBLY AREA 36

MEETING MINUTES – MARCH 4, 2023

VIRTUAL ASSEMBLY

Donna S. called the meeting to order at 10:01 AM via Zoom. The meeting opened with the Serenity Prayer led by Rich B., GR D-9.

The Twelve Traditions were read as follows:

Mary-Teresa GR, D8- Traditions 1-6

Clara, GR, D2 – Traditions 7-12

The Twelve Concepts were read as follows:

Laura S., GR, D9- Concepts 1-6

Trish M., GR, D2- Concepts 7-12

The Warranties were read by Mark McP., GR, D6

Donna S. from Page 86 of the Service Manual regarding service participation. Donna S. reviewed meeting etiquette on page 4-5 of the meeting packet.

Participation was tracked by Zoom. There were 86 participants. 56 Voting Members

OFFICER REPORTS

Chairperson: Chairperson report from Donna S. was included in packet. Donna S. reported the Amendment to the Certificate of Incorporation was sent to the State of NJ. The By-Laws and Policy Manual were updated and posted to the Area website (NJ-AI-Anon.org). Donna's personal zoom account was transferred to the Area and changed the payment from monthly to yearly. Tax exempt documentation was also submitted so that sales tax is not charged. Donna noted that the Zoom account can be used for meetings hosted by officers, coordinators and committees.

Delegate: Katie O. Delegate report from Katie O. was included in packet. Highlights presented by Katie O. include:

- Attended two WSO Chairperson of the Board Letter presentations followed by breakout sessions with assigned WSO Trustee.
- Hosted Panel 62 Delegate's Meeting.
- Hosted a Zoom meeting for GR's and CMA's in the new District 1 for the purpose of electing a DR. Only one GR attended. No one stood for DR.
- Noted that only letters/cards would be accepted at hotel for WSC. If groups want to send Love gifts they need to be sent to Katie's home to be received prior to April 19th.
- Attended training sessions for Chairpersons of Thought Force and Task Forces. Also attended training sessions for OneDrive

There were no questions about the Delegate report.

Alternate Delegate: Liz K. gave report; included in packet. Highlights include:

- There has been no contact with NJIS since last report.

There were no questions about the Alternate Delegate's report.

Treasurer: Mary K. gave report; included in packet. Highlights include:

- NJ AI-Anon Assembly Profit and Loss report for January through December 2022 included Total Income of \$ 13,729.50 and Total Expenses of \$15,980.90 for a Net Loss \$2,251.40 for 2022.
- Total Assets as of December 31, 2022 is \$32,657.30.

There were no questions about the Treasurer's report.

Recording Secretary: Scott A. provided minutes from November 5, 2022, which will be discussed later in the meeting.

Corresponding Secretary: Jennifer B. gave report; included in packet. Highlights include:

- Gave Group Records report that included 263 active Al-Anon groups; 289 Active Al-Anon meetings; and 6 active Alateen groups.
- Report includes details regarding status of meetings as temporarily suspended, temporarily electronic, temporarily hybrid, and face-to-face.
- Noted that there are 13 PEGs listed on the NJ Al-Anon website.
- One new group registered, 8 groups inactivated, 1 group in no mail status.
- Jennifer noted that this is her last year as Group Records Coordinator and she requested that anyone interested in learning more about the position to reach out to her. Elections will be held at the November Assembly.

COORDINATOR REPORTS

Alagram: Christina M. gave her report, which is included in packet. Highlights include:

- Received CMA and Area return address labels from the Group Records Coordinator (GRC)
- Emailed Alagram newsletter to website coordinator and the Chair for posting to the NJ Area website.
- Mailed the Alagram to 275 group CMA's.

There were no questions about the Alagram Coordinator's report.

Alateen: Lori-jo gave report, which is included in packet. Highlights include:

- Lori-jo informed the Assembly that there are presently five dates for AMIAS training. All Alateen Sponsors need to attend one of these dates or will not be re-certified. Lori-jo described process for re-certification documentation.
- Lori-jo is looking for a group of volunteers to review and suggest changes to our AMIAS training materials. After the draft changes are made, they will need the final manual to be reviewed by an attorney to ensure it follows NJ State guidelines. The meetings will be held in June and July, after the training is completed and we receive confirmation from WSO of registration for all Alateen meetings in the State.

Archives: Mike L. gave report, which is included in packet. Highlights include:

- Was invited to attend and display the NJ Archives at the 2022 AA Waves Roundup
- Was offered a laptop to use for the Archives from the Chairperson from Jal-Con. They no longer have a use for it as Jal-Con has disbanded.
- Planning to attend the Area 45 AA Convention in March 2023 in Atlantic City and the Area 44 Convention in Somerset in September 2023.
- Long time members questionnaire as well as group history form is included in the package.

Literature: Angela R. gave report, which is included in packet. Highlights include:

- The 2022-2025 Al-Anon/Alateen Service Manual (P24/27) v2 has arrived at WSO and is available for purchase. The cost is \$11.00
- There are 10 2023 calendars available for purchase if anyone is interested. The cost is \$7 (\$5.00 + \$2.00 for shipping)
- Attended first Literature Coordinator's meeting with WSO and members are

encouraged to order literature through local LDC's.

- Angela's report included links for articles from "Inside Al-Anon Family Groups" that can help provide information regarding Al-Anon literature.
- The new daily reader, *A Little Time for Myself* (B-34) will be introduced at the Al-Anon International Convention in Albuquerque, NM at the end of June 2023. Local literature distribution centers will be able to order in advance so they can provide it at the same time. It will also be available from the Al-Anon Bookstore at <https://ecomm.al-anon.org/>

Forum: Liz K. gave report, included in the packet. Highlights include:

- Forum Feature: "FEEL FREE" each issue of the Forum contains three articles that are approved for reprinting in our newsletters and website. They can also be used for fresh meeting topics and newsletters each month.
- 2023 Subscription Challenge: Can NJ reach 325 subscriptions.
- There will be a Forum Writing Workshop on Saturday March 18 at 9:00 am at the Area 45 AA Convention with Al-Anon participation.
- Willing to present this workshop to Districts via zoom.

Peter D. from District 5 asked if it is true that the Forum is not accepting poetry.

Public Outreach: Position is vacant. Karen P. made the following comments:

- March and April are full of events and help is needed.
- The Social Workers Conference will be held in AC at the end of April. Help is needed to man a table for this event.
- Karen will attend the Area 45 AA Convention with Al-Anon participation in AC with a literature table. Although

some literature will be soled, our primary responsibility is to provide information, not sell literature.

Website: AnnaMarie gave report, included with packet. Highlights include:

- Temporary Electronic Groups were removed from the Area website. Permanent Electronic Groups registered in NJ will remain on the page until the WSO is able to post them. There are currently 12 PEG's posted on our meeting webpage.
- The "Convention" tab was removed from the website.
- The current website hosting plan expires in April and will be renewed prior to then. Reviewing other providers and plans.
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DISTRICT REPORTS

District 1 Hunterdon/Warren Counties: Vacant

District 2 Morris County: Ken S. gave report, included in packet. Highlights include:

- 37 groups listed in group count, 24 active, 1 no mail status and 12 inactive.
- Alt. DR position remains unfilled and will remain on District agenda to offer members the opportunity to serve.
- Members of D2 met in November 2022 to stuff, address and apply postage to envelopes for 2022 Outreach Project that provided information to rehabs and facilities in D2. Alateen outreach document was included in the 2022 mailing.
- Two D2 members expressed interest in serving as AMIAS. One has signed up for training.
- Discussed possibility of District Zoom account that the groups can share.

District 3 Bergen and Passaic Counties: Vacant

District 4 Essex, Hudson and Union Counties:

Angela O. gave report, included with packet. Highlights include:

- District 4 has 41 meetings, 25 face to face, 3 hybrid, 7 temporary electronic, 3 permanent electronic, 2 suspended and 1 Spanish meeting with an unknown status.
- Goals for District: planning a spring event, send donation request letter to all groups with explanation of the role of the District and GRs as well as the District being a service arm., encourage participation and service at the District level, perform public outreach and continue to contact groups to verify and update meeting information,

District 5 Mercer, Middlesex and Somerset Counties

Peter M. gave report, included with Highlights include:

- Active participation at the District level. The following positions are filled: DR, Alt DR, Secretary, Literature Coordinator, Alateen Coordinator and Public Outreach Coordinator.
- Alateen at St. Gregory the Great has three regular members. The Unity Day for Alateen is postponed until a meeting location can be found.
- District Literature Display is available for Public Outreach events and anniversary meetings.
- Unity Day event is scheduled for October 21, 2023 at Stone Hill Church in Princeton.
- Plans to visit each group in the new district. In the meantime, a letter of welcome to each group will be emailed to the current contact list.

District 6 Monmouth County - Vacant

District 7 Ocean County : Karen P. gave report, which is included in packet. Highlights include:

- Two district meetings have been held so far this year.
- 24 registered groups in the District. 12 GRs participated in the meetings.
- Still looking for a secretary, treasurer and Alateen Coordinator.
- Several groups have GR's rotating out. There was discussion as to why it is important for each group to have representation at the District and Area meetings.
- The District will purchase the new Service manual for each GR and encourage the groups to have a current service manual.
- Voted to have face to face workshop and there is a committee working on a theme, venue and date and time.

District 8 Burlington, Camden, Gloucester

Liz K. gave report, which is included in packet. Highlights include:

- 25 groups active in district. 17 face to face, 3 temporarily electronic, 3 Al-Anon and 1 Alateen hybrid, 1 permanent electronic group, and 1 meeting closed due to lack of attendance.
- District printed meeting list is very popular.
- Will attend Area 45 AA Convention with Al-Anon participation and will lead a Forum writing workshop. Members from the District participating in the skit. This year's theme "Superheroes".
- GRs voted to give \$75 seed money for literature to new meetings in the District that do not have enough money to stock literature.
- Distribute "Are There Al-Anon Promises?" article from WSO that was published in the Forum in April 2014 in response to a well meaning member who

emailed a document that violates Al-Anon principles and copyright.

District 27 Atlantic, Cape May, Cumberland and Salem Counties

Anne A. was absent and her report was given by the Alt. DR which is included in packet. Highlights include:

- 15 Meetings including 2 that are summer seasonal only.
- 2 meetings recently listed as inactive.
- Previous Districts 26 and 27 combined treasuries into new District 9 and now has a balance of \$1,478.48.
- The new service manual will be purchased for distribution to all active meetings.
- Many members from District 9 are planning to attend the Area 45 AA Convention with Al-Anon participation in Atlantic City on March 17-19.

LIAISON REPORTS

NJIS: No report. No one attended.

Spanish Intergroup: Aura B. No report.

Al-Anon Chairperson to Area 45 Convention:

Jennifer R. provided a flyer for the Area 45 AA Convention with Al-Anon participation that will be March 17-19 at the Claridge Hotel in Atlantic City. A list of the Al-Anon meetings was provided. Registration is open.

OLD BUSINESS:

Discussion: Area Insurance Policy

Liz K. presented a report, included in the packet. It was noted that there was a typo on the report. The Total of the current premium should read \$1,510 (not \$1,150)

Quotes were received for insurance policies. The Liability policy includes coverage for groups whose

host venue requires an insurance certificate. Currently the policy in place does not cover individual groups. The premium quote for the general liability insurance is \$1,795, which is \$1,259 more than we currently pay, and the quote for the Directors and Officer's Insurance is \$602, which is \$372 less than we currently pay. The cost for the Liability Insurance averages out to \$11.20 per group per year. The Area would pay for the policy. There was also discussion about the procedure for requesting an insurance certificate. The procedure is included in the report.

There was a good deal of comments, questions and discussions.

Motion: The AWSC recommends that the Assembly approve the purchase of the insurance policies and begin coverage as soon as possible.

Vote: 52 yes, 0 no, 1 no vote

Discussion: Hybrid Assembly Follow-Up

Liz presented her report which was included in the packet. Highlights include:

- Survey was sent out to participants/GRs/CMAs as follow-up to first hybrid assembly. Highly rated reason for attending the Assembly included learn new ideas, follow up on previous motions, enjoy service work and for in person fellowship
- Members want at least one assembly per year where they can attend in person. Virtual is the most inclusive for all.
- VoxVote was the biggest issue and got the most comments.
- Suggestions included improve signage and enlist volunteer greeters to direct attendees, set up literature table, providing food and beverage is not necessary and brown bagging is acceptable and less expensive, prefer funds go to technology.
- Some respondents expressed a desire to find a cheaper alternative and a request was made for volunteers to help select the 2023 venue.

- Things to take into consideration when finding a venue: free parking, technology, room large enough for 50 plus a small room for new GR orientation. Email suggestions to Liz's email address on the top of her report.

It was noted that the policy manual requires that the Assembly meetings be held in the middle of the state. There was a question as to what is considered "middle of the state". It was determined that Middlesex County, Monmouth County, Mercer Count, Somerset County and Hudson County are considered "middle of the state".

Ken S. indicated that he has stands for signage and can print signs.

Peter D. volunteered to help find a location.

Jesse A. volunteered to help the day of Assembly.

Discussion: Establish AA Convention Coordinator Position

Donna S. referred to the report that Kathy B. prepared to discuss the responsibilities for the Al-Anon Liaison to AA Convention. Donna noted that in the past the selection of the Al-Anon Chair to Area 44 and Area 45 Conventions would be selected by the SJIS and NJIS. After the closing of SJIS the Al-Anon chair for Area 45 was handled by the AA Chair. In 2022 NJIS had difficulty finding someone to step up to serve as the Al-Anon Chair for the Area 44 Convention. Given the current state of affairs, the Area thinks it might be a good idea to establish an AA Convention Coordinator position responsible for finding chair people for the two AA conventions. Currently Area 44 is seeking a volunteer to serve as the 2023 Al-Anon Chairperson.

The coordinator position was not created, but Christina Mc volunteered to act as the Chairperson for the 2023 Area 44 AA Convention with Al-Anon participation.

Lunch Break: 12:30-1:00 PM

Reconvene at 1:00 PM

Guest Speaker: Heather S. Associate Director Community Relations, WSO

Donna introduced Heather and thanked her for taking the time to join us to give a presentation on Public Outreach.

- Heather started by sharing a letter written to Lois Wilson in 1953 thanking her for her decision to attend the State dinner in Newark. The letter further mentions that "There is great interest throughout the state in family work. . ."
- Heather also provided information for additional Al-Anon history.
- She talked about the Metamorphosis of the Al-Anon Traditions in 1952 and specifically Tradition 11: Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, and TV. We need guard with special care the anonymity of all AA members.
- Heather also shared ideas on where to start with public outreach. She talked about What can I do? Where to start? And noted that the 2022-2025 Al-Anon/Alateen Service Manual see pages 119-128 for the Public Outreach section of the Digest of Al-Anon and Alateen Policies How about our guidelines? Do you use them? If so, which ones? If not, why? What about the Alateen Service e-Manual? On our last call with Area PO Coordinators many Areas shared about struggling to sustain Alateen. Check out pages 22-23 for suggestions on spreading the word about Alateen
- Heather also indicated that The World Service Office (WSO) website, al-anon.org, is a rich resource available to every member and encouraged members to visit the WSO website today to explore all the information and resources available at your fingertips
- Heather provided a list of some of the service tools available for member use. Please note that some tools listed are available on-line; others can be ordered from your local Literature Distribution Center (LDC) or the WSO.

- Public Outreach to Professionals (G-29)
 - Public Outreach to Institutions (G-9)
 - Membership Survey Summary <https://al-anon.org/for-members/wso/research-and-surveys/>
 - Al-Anon Faces Alcoholism <https://al-anon.org/for-members/membersresources/literature/magazines/afa-magazine/>
 - Fact Sheet for Professionals (S-37E) English
 - Fact Sheet for Professionals (S-37F) French
 - Fact Sheet for Professionals (S-37S) Spanish
 - Alcoholics, Their Families, and the Judicial System (S-65/S-65c) Attracting and Cooperating (S-40)
 - <https://ecomm.alanon.org/ItemDetail?iProductCode=S40&Category=OTHER&WebsiteKey=db6e68f1-b2fe-4aaabaea-928d4e696dcc>
 - Outreach Bookmark (M-76)
 - Al-Anon Newcomer Packet (K-10)
 - Welcome Newcomer! (eK-10)
 - Al-Anon Welcomes All People of Color (S-68)
 - What Happens After Treatment? (inglés y español) (P-81ES) Alcoholics, Their Families, and the Judicial System (S-65ES)
- Heather encouraged members to cast our nets wider and broaden our reach. By exploring ways to welcome (non-traditional) communities such as:
- Colleges & Universities – students, faculty and staff, Residence Life, Health & Wellness Center, Specific Academic Departments
 - Hairstylists and barbers
 - Lawyers and judges
 - Libraries
 - Community centers
- Spiritual leaders
 - Government leaders
 - Shelters
- Heather also noted that Social Media Social media can be an important venue for carrying the message of Al-Anon as it fulfills its primary purpose of reaching those who are not yet aware of the existence of our fellowship.
- Given social media’s global reach, members serving Al-Anon Family Groups are encouraged to understand their unique responsibilities to adhere to our Legacies when using this medium.
- Social Media—Areas, Districts, AISs/Intergroups Service arms (Areas, Districts, AISs/Intergroups) can create blogs, profiles, or social media pages for public outreach relevant to the membership they serve, recognizing the need to adhere to Concept Ten by avoiding conflict with the service authority granted to the WSO by the WSC. Service arms can create and post content consistent with Al-Anon’s spiritual principles and Legacies except when to do so would violate copyright law. Only Al-Anon service arms are given permission to use the Al-Anon and Alateen trademark names and logos for social media purposes. (See also “Copyrights” and “Symbols/Logos.”)
- Social Media—Groups In keeping with Tradition Five, the purpose of an Al-Anon Family Group is to help the families and friends of alcoholics. Groups do not create social media pages. Groups are encouraged to support service arms’ public outreach efforts.
- Social Media—Individual Members To carry the message as described in Step Twelve, members are welcome to share social media posts from the WSO and Al-Anon service arms for public outreach. Members maintain the principle 9 Social Media of anonymity, never revealing

their membership, and do not appear to speak for Al-Anon as a whole. They avoid actions, behaviors, or commentary that could draw Al-Anon into public controversy, harm Al-Anon's name, or distort its public outreach message. The names "Al-Anon" and "Alateen" are trademark names and may not be used as usernames, logos, or identifying characteristics on profiles (See also "Anonymity.") In order to adhere to the spiritual principles described in Tradition Twelve, individual members do not create Al-Anon/Alateen social media pages.

- Heather talked about Public Service Announcements (PSA's) <https://al-anon.org/media-kit/public-service-announcements/>
- The WSO produces the PSAs and distributes them to all 22,000-plus commercial radio and TV stations in the United States and Canada. This has led to a record number of airplays and a broader reach for our PSAs than ever before. While the WSO handles distribution to commercial radio and TV stations, there is still an opportunity for local service arms and entities, as well as individual members, to involve themselves in this project by reaching out to stations not included in the WSO distribution and asking them to play our PSAs. These stations include:
 - Local cable TV stations (community cable channels)
 - College and university stations
 - Religious stationsAs these station managers agree to play our PSAs, simply send the station contact name, email address, and phone number, along with the station identifier and whether it's a TV or radio station, to media@al-anon.org, and the WSO will supply them with the appropriate PSAs.
- <https://al-anon.org/blog/how-you-can-participate-in-distributing-al-anon-psas/>

- Heather concluded her presentation and indicated that her presentation would be sent to Donna S. who would post it to groups.io.

OLD BUSINESS CONTINUED:

Policy Committee:

Donna S. reported that the Policy Committee currently consists of the Chair, Recording Secretary, Alt. Delegate, Past Delegate, a DR and a GR. Looking for a GR to volunteer to participate.

A question was asked as to how often the Committee meets. The response was that historically it is done once a year to add any motions that affect policy. However, this is going to be an opportunity to review the manual in its entirety and revise it so that it is more user friendly. Mary T., GR from District 8 volunteered to participate as the GR. The members of the committee are: Donna S., Liz K., Scott A., Carole M., Peter M., Mary T.

Thought Force to define excess funds and make recommendations on what to do when the Area has excess funds available:

Donna noted that the charge for the Thought Force is included in the packet and mentioned that a GR volunteer was need. Ken K. volunteered to participate.

NEW BUSINESS:

Approval of Minutes from November 5, 2022 Meeting:

After discussion of amendments a motion was made and seconded to approve the minutes as amended.

Motion: The members recommend that the minutes be approved as amended.

Vote: Yes ___ No ___ Abstention/No vote ___

2022 Financial Audit – Request for GR Volunteer:

Donna S. reported that 2022 Financial Audit is scheduled for Saturday April 1, 2022, at Mary K's

house in Hamilton, Peter D volunteered to participate as a Group Representative.

NEXT ASSEMBLY MEETING – Saturday, June 3, 2023 10:00 am – 3:00 PM via Zoom.

Ask It Basket: No Questions

Motion to adjourn made and seconded. Motioned passed by informal vote at around 3 PM. Meeting closed with AI-Anon Declaration

Minutes Submitted by
Scott A. - Recording Secretary