

NEW JERSEY ASSEMBLY AREA 36

MEETING MINUTES – JUNE 1, 2024

VIRTUAL ASSEMBLY

Donna S. called the meeting to order at 10:00 AM via Zoom. Donna S. opened the meeting with the Serenity Prayer.

The Twelve Traditions were read as follows:

Mary Beth, GR, D9 - Traditions 1-6

Denise P., GR, D8 – Traditions 7-12

The Twelve Concepts were read as follows:

Kathleen W., GR, D4 - Concepts 1-6

Florence L., GR, D3 - Concepts 7-12

The Warranties were read by Kathy L., GR, D7

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

Participation was monitored by Carrie H. There were 105 participants, 54 Voting Members

At 10:15 AM, the Assembly nominated and elected Mary F. to fill the unexpired term of Recording Secretary through December 31, 2024. There were 51 Yes 0 No and 1 Abstention votes.

OFFICER REPORTS

Delegate's Report from the World Service Conference (WSC): Delegate's report included in packet and on groups.io. Katie O. reported that WSO is creating an outreach plan about Alateen for professionals. There are a number of task forces being formed or operating which will present their findings to WSO. Katie O. presented information on how locations (NY and VA Beach) are selected for the annual World Service Committee Meeting, and significant discussion followed. Katie O. indicated there was not vote on printing gender neutral

literature and no decision was made for 2024, and some discussion followed. Katie O. also presented the WSO Audit Report. Donna S. asked if WSO was projecting a deficit for 2024, to which Katie O. responded it was. Donna S. also asked if WSO was budgeting to transfer from its reserve, to which Katie O. responded it was. Katie O. also indicated that location for the 2028 convention has not been revealed, but that there are three potential locations. Katie O. also indicated that WSO is working to support electronic Alateen meetings throughout the world.

Break: 11:30AM-11:35AM

Chairperson: Chairperson report from Donna S. is included in the Assembly packet. Donna S. attended the NERD Meeting in MA on March 8 and 9; chaired the 2023 Financial Audit on March 23; chaired the Officers/Trustees Meeting on April 3, where topics included a financial update and the resignation of the Recording Secretary, with Mary F. agreeing to fill the unexpired term pending election at June 2024 Assembly; chaired May 4 AWSC Meeting; participated in the Policy Committee Meeting; and various other meetings with committees and coordinators. There were no questions about Donna's report.

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

Liz K. attended Zoom meeting on revitalizing the service structure of NJIS; worked on the Policy Handbook committee; and attended the Financial Audit in March. Liz K. reported that WSO is looking for multi-lingual members to translate CAL into various languages. Liz K. also announced that the Al-Anon Membership Survey is June 20-July 31, 2024, and encouraged GRs to get members to participate. Liz K. also presented the procedure for

requesting an insurance certificate for an Al-Anon group; this is included in her printed report in the packet.

Liz K. requested Ask-it-Basket questions. Ask-it-Basket questions will be addressed later in the meeting.

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

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

NJ Al-Anon Assembly Profit and Loss report for January through May 23, 2024 included Total Income of \$5,559.10 and Total Expenses of \$12,924.09, for a Net Loss of \$7,364.99 so far for 2024.

Checking Account Balance as of May 23, 2024 is \$2,964.14, Savings Account Balance is \$27,663.87, so Total Assets are \$30,628.01.

Mary K. serves on the Budget Committee, which is in the process of preparing a budget for 2024.

Scott A. asked about Jal Con Inc.'s dissolution income reported in June 2023. Mary K. explained that this income is on the books for 2023 as a one-time donation.

Ken K. asked about the 248 Groups in the NJ Area and whether we are tracking which Groups make donations to the NJ Area. Mary K. says that no, the NJ Area is not tracking which Groups are making donations.

There were no other questions about the Treasurer's report.

Mary K. indicated that NJ Assembly is not bringing in enough income to meet expenses. When questioned if NJ Assembly is operating in the red, Mary K. indicated that, as of date of her report, it is, but that reflects a snapshot of that date. The reserve still remains and there should be additional income by next Assembly.

Recording Secretary: Mary F. thanked NJ Assembly for the opportunity to serve. Minutes from prior Assemblies will be presented later in the meeting.

Corresponding Secretary: Carrie H.'s report is included in the packet. Highlights include:

There are 266 Groups in the NJ Area, with 254 active Al-Anon groups and 12 active Alateen groups. There are 276 active Al-Anon meetings and 12 active Alateen meetings, for 288 total active meetings. One group became inactive since last Assembly and 4 new groups registered since last Assembly. Carrie H. gave the link for making group record changes, included in packet.

Since last Assembly, Carrie H. attended Officer/Trustee Meeting in April and AWSC in May; attended a WSO WebEx meeting; worked with DRs to resolve meeting issues in their districts; and sent out addresses for Alagram.

There were questions regarding the correct address and location of a meeting, which were resolved.

COORDINATOR REPORTS

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

Christina prepared the spring 2024 edition of the Alagram and, after approval by Chair and Delegate, mailed a copy to each Group with a CMA (current mailing address). Christina also emailed a copy of the Alagram to each Group with an email address on file and sent a PDF copy to Website Coordinator to post on Assembly website. Christina gave a big thank you to Lori-jo for her help in getting Alagram out.

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

Alateen: Lori-jo gave report, which was not included in packet but was sent after printing.

Highlights include:

Area currently has 55 certified AMIAS. There were 16 training sessions held between March and May.

There will be one more training, then quarterly AMIAS meetings 6/5, 9/4, and 12/10. Focusing on how to do outreach in the community.

Currently, there are 13 registered Alateen meetings, with one new meeting starting in June and one hoping to start.

There were no questions regarding the Alateen Coordinator's report.

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

Mike L. attended the Area 45 AA convention in March 2024 and was invited to the District 8 workshop in April. There was a lot of interest in group history at both events.

Mike L. continues to solicit stories from Long-Time members and has received about a dozen forms back. These forms will be kept in the Area archives only.

Tina asked for the definition of a Long-Time member, which is 25 years or more.

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

Liz K. says there was a typo on the cover of the May issue (April instead of May). Also reported that NJ member Ellen K. had her photo published in the April issue. Members can submit sharings online, via email, or direct mail; see Liz K.'s report for addresses. Liz K. also included links for Forum writing guidelines in her report.

Liz K. participated in the Forum Coordinators meeting on February 17 and reminded everyone that *The Forum* turns 70 this year. Celebrate by giving subscriptions as gifts. Liz K. also reminded GRs that they are Forum representatives.

Currently, there are 312 copies of *The Forum* mailed to groups and individuals in NJ.

There were no questions for the Forum Coordinator.

Literature Coordinator: Angela R. gave report; also included in packet. Highlights include:

Angela R. gave updates from WSO, including that writing guides are available for new CAL on sponsorship and that new CAL is coming in Fall 2024, *Healing within Our Alcoholic Relationships (P-95)*, available in English, French, and Spanish.

The 2025 calendar is underway; deadline for submitting dates and photos is July 31, 2024.

Angela R. indicated her term is expiring this year and included a description of the position.

There were no questions.

Public Outreach: Position is vacant; however, Karen P. prepared a report. Highlights include:

Karen P. attended wellness fair 3/6 and 3/13 at Jackson HS, spoke and gave out literature, 2,000 students attended. Attended Area 45 AA Convention 3/15 and 3/16; sold over \$700 of literature and gave out free literature. Attended NJ social worker conference 4/14 through 4/16 in Atlantic City, giving out information about Al-Anon. Attended NJPN Conference 5/16 and 5/17 in Atlantic City, talked with many professionals and gave out literature. On waiting list for table at June 2 Pride parade in Asbury Park and scheduled to have a table at NJSAC conference in October.

There were no questions.

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

Website User Data analytics included in report. Website averaging 1443 website users per month, with average visit lasting 56 seconds. Additional analytics included in AnnaMarie's report. The majority of users (62%) access the website via mobile devices.

WordPress Hosting plan has been renewed for another year; nj-al-anon.org domain name has been renewed for another year; website calendar displays thumbnails of flyers for events.

There were no questions for the Website Coordinator.

DISTRICT REPORTS

District 1 Hunterdon/Warren Counties: Vacant.
No report.

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

27 groups listed in group count, 20 active including 2 Alateen meetings 1 active Alateen meeting, and 7 inactive meetings.

Last District meeting was May 7, 2024; next meeting is October 8, 2024.

Treasury as of May 7, 2024: \$1,180.71.

District still needs an Alternate DR.

District continues to meet to plan Day of Sharing, tentatively scheduled for 2025. There are now two co-chairs organizing the committee.

District continues public outreach projects and supports Butler and Morristown Alateen groups.

Liz K. asked about date for Day of Sharing; Ken indicated sometime in 2025.

District 3 Bergen and Passaic Counties: Debbie F. gave report; included in packet. Highlights include:

Currently 28 different meetings, including 3 PEG, 3 Hybrid, and 2 Spanish.

Last District meeting held May 19; 7 people attended. District meetings held monthly, 3rd Sunday, 7PM.

Treasury: \$175.66; Loretta G. is Treasurer. Zoom Pro account purchased for any group in the District to use. GRs going back to groups to discuss how to spend District funds and have voted to purchase Al-Anon Service Manual for any group wanting a copy.

District also works with NJIS and is also reaching out to groups in the District to be sure they are receiving information.

No questions for District 3 Rep.

District 4 Essex, Hudson and Union Counties:

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

District 4 has 40 active meetings (15 inactive) including 28 face to face (4 Spanish Speaking, 1 Polish Speaking, 1 Women's and 1 Men's), 4 hybrid, and 8 permanent electronic groups.

Last District meeting was May 19, 2024. Discussed status of NJIS and 4th Annual Fellowship Picnic, Saturday, June 29, 2024.

Treasury: \$260.91.

No questions for the District 4 Rep.

District 5 Mercer, Middlesex and Somerset Counties

Peter M. gave report orally, no report in packet.

Highlights include:

District 5 has 42 active groups.

Treasury: \$1,196.96. District has donated to all service arms and has formed a committee to establish prudent reserve.

District has newsletter to reach all groups and encourage participating in District and Assembly. Planning Annual Unity Day, October 26, 2024. Doing public outreach, particularly for Alateen, at recent mental health fairs and planning a project for September.

No questions for District 5 Rep.

District 6 Monmouth County – Vacant, no DR so no report. However, Jesse was present and indicated he was stepping up as DR for District 6.

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

Last District meeting was held on May 8, 2024; 12 GRs and DR attended.

District still needs Alateen coordinator. Discussed how to get information to guidance counselors;

decided to make packets of literature and distribute during summer, which is less busy for counselors.

Planning workshop on October 19, 2024, face-to-face. Last year's workshop was very successful.

Treasury is stable.

Next meeting scheduled for June 12, 2024.

No questions for District 7 Rep.

District 8 Burlington, Camden, Gloucester:

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

27 groups active in District 8, 24 Al-Anon and 13 Alateen. 19 face-to-face (including 1 Spanish), 4 Hybrid (3 Al-Anon, 1 Alateen), 3 PEG.

Last District meeting held May 15, 2024. Treasury: \$2,622.53.

First District workshop, April 27, 2024, had nearly 60 attendees, with donations at the door totaling more than \$500, with a net cost to District of \$800. A large planning committee and many volunteers made the event a success.

District has newsletter emailed to all GRs and CMAs, who are encouraged to share with members; District members served as chair and co-chair for AA Area 45 Convention in March; working on outreach for Alateen with professional community; and have distributed posters and bookmarks to libraries and community resource facilities.

District meetings are held 3rd Wednesday of each month at 6:30PM via Zoom. Link and passwords provided in report.

No questions for the District 8 Rep.

District 9 Atlantic, Cape May, Cumberland and Salem Counties: Anne A. presented her report, included in packet. Highlights include:

There are 19 Active Meetings in District 9 including 3 that are summer seasonal only. Three of the Groups are hybrid, one Group is a permanent electronic group.

Last District meeting held on May 8, 2024

Treasury: \$1,254. District voted to cover cost of Chairperson expenditures for AA Waves Round-Up with Al-Anon Participation in November, Rich B. to chair and Sara E. to co-chair. Also printed and mailed 200 District meeting lists and donated to WSO and NJ Assembly.

District has 10 certified AMIAS. New Alateen meeting to begin June 26, 2024 at Grace Lutheran Church in Somers Point.

Next District meeting scheduled for June 5, 2024 via Zoom. See meeting information provided in report.

No other questions for the District 9 Rep.

District 10 (Electronic Groups): Mark McP. presented his report, included in packet. Highlights include:

Last District meeting, April 29, 2024.

There are 11 Active Electronic Meetings in District 10, including 1 suspended. Their times, dates and Zoom links are listed in the District 10 report.

District 10 Zoom account also available for use if groups are having trouble with their existing accounts.

District 10 also reported at length on NJIS status and indicated there was much support for reinstating. A summary of this report is included in the District 10 and GRs are encouraged to send ISRs to the next virtual NJIS meeting. Details can be found in the District 10 report.

Mark also reminded Assembly that PEGs also need GRs, Alternate GRs, and other service positions; GRs have a vote and voice at NJ Assembly.

Mark also included a list of Alateen materials available in the District 10 report.

No questions for District 10 Rep.

Lunch Break: 12:20PM to 12:50PM

LIAISON REPORTS

NJIS: No report. Position vacant. Mark McP. Reported at length about the status of NJIS with the District 10 report.

Spanish Intergroup: Aura B. did not attend NJ Assembly. No report.

Al-Anon Chairperson to Area 45 Convention:

Jennie C. chairperson gave report, included in packet. Highlights include:

Attended first convention meeting on May 5, 2024. Co-chair is Mary T., who also attended. Skit chairperson is Chris C. Committee currently choosing a theme. Also currently looking for an Al-Anon speaker.

Peter asked how to get involved with the committee. Mary T. indicated her name and phone number were in the chat.

There were no other questions.

Al-Anon Chairperson to Area 44 Convention:

Christina McG., the Al-Anon Chairperson to the 68th Area 44 Convention, prepared a report that is posted on Groups.io. Highlights include:

The 68th Area 44 AA convention with Al-Anon participation to be held in Somerset, NJ on September 20-22, 2024. Christina invited all to attend and included flyer with packet.

The committee is still looking for volunteers, positions listed in report. Al-Anon speaker not yet named. Volunteers were directed to Christina's report for her contact information.

There were no other questions for Christina McG.

OLD BUSINESS:

Tech Coordinator Task Force Update: Donna S. gave report; included with packet. Highlights include:

Donna S. gave the background for establishing the task force and presented the charge, including the five KBDM questions as a starting point. Task force was requested to provide presentations to Officers/Trustees and AWSC for final presentation at November 2, 2024 NJ Assembly. KBDM questions are included with report.

Donna S. asked for volunteers. Tina B., Peter D., Mark McP. and Carole M. volunteered. Task was summarized as putting together a job description for the Tech Coordinator.

Donna S. indicated she would email the charge to the volunteers and added that the committee is free to recruit more volunteers.

Policy Handbook Committee Update:

No report included in packet. Donna S. gave update on progress orally. Highlights include:

The committee is close to getting the draft out to AWSC and members. Hoping to have final draft for November Assembly.

Discussion followed regarding whether someone serving on the policy handbook committee has a conflict if also working with NJIS. Kathy B. indicated that DRs may not sit on any Al-Anon service boards while serving as DR, a policy set in place June 2007.

There were no other questions.

Excess Funds Task Force Update:

No report included in packet. Tim S. and Mark McP. gave report.

There was discussion about the difference between excess funds, operating funds, and ample reserve. The task force recommended operating funds of \$5,000 per year, but this varies monthly.

There was also discussion about using excess funds for a PA system. An outside organization had a PA system available that might be obtained for a nominal contribution.

Also recommended was earmarking money in the budget to replace laptops for officers.

The suggestion of bus advertising as a use for excess funds was discouraged, as the cost would more than exceed the funds available and there was a question of whether this public outreach would benefit AL-Anon throughout NJ.

The task force is also considering stand-alone wifi for NJ Assembly for hybrid meetings, as currently dependent on the reliability of a venue's wifi.

The task force hopes to have a written report completed in September.
There were no questions.

Roll Call taken to get GR count for voting. There were 54 GRs present online for voting. Substantial Unanimity constitutes 36 yes votes. If a GR needs to leave, then let Carrie H. know so GR count is adjusted for voting.

NEW BUSINESS:

Determining Substantial Unanimity: Presented by Donna S.; report included in packet. Highlights include:

Background was presented on the need to end confusion on determining substantial unanimity. Since the number of voting GRs may vary throughout the day at Assemblies, substantial unanimity needs to be clarified. WSC Procedures booklet explanation was provided in the report.

Discussion followed as to procedures. Katie O. asked if a 75% vote was ever required, and Donna S. clarified that this would be for Bylaws only. Katie O. questioned if Assembly can be told when substantial unanimity will be used, and Donna S. directed Assembly to the policy manual. Karen asked for clarification as to how substantial unanimity affects voting and vote count and examples were given to show how this is calculated. Donna S. and Kathy B. indicated that only Yes and No votes are included in substantial unanimity, not abstentions or voids.

There was no further discussion on the issue so Donna S. brought up the following motion for a vote:

Motion: The AWSC recommends that the procedure for determining substantial unanimity is two-thirds of the votes cast, not counting abstentions or voids.
Vote:

Yes: 52 No: 0 Abstention: 0

Motion passed unanimously and will be added to the Policy Manual.

Approval of Minutes from November 4, 2023 Assembly Meeting:

After discussion of amendments to draft minutes, a motion was made by Christina and seconded by Jesse to approve the minutes as amended.

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

Vote:

Yes: 52 No: 0 Abstention: 0

Motion to approved minutes as amended passed unanimously.

Approval of Minutes from March 2, 2024 Assembly Meeting:

After discussion of amendments to draft minutes, a motion was made by Dee K. and seconded by Denise S. to approve the minutes as amended.

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

Vote:

Yes: 51 No: 0 Abstention: 0

Motion to approved minutes as amended passed unanimously.

Financial Audit: Donna S. presented the Audit Committee report; included with packet. Highlights include:

QuickBooks and bank statements reconciled and corresponded, with no issues. All credits and debits were verified with bank statements. Calculations were presented for establishing ample reserve, set at \$15,286.50 for 2024.

Ken S. and Liz K. indicated it would be helpful to see comparisons of income and expenses between years as presented in the budget. As there were no additional questions, Donna S. moved the meeting to a vote on the following motion.

Motion: The AWSC recommends to the Assembly that the 2023 Audit Report be approved and that the ample reserve for the new year be set at \$15,286.50.

Vote: Yes: 52 No: 0 Abstention: 0

Motion passed unanimously.

Ask It Basket:

- Can one person be a GR for two different meetings she regularly attends when one meeting would be dark otherwise?
- Significant discussion followed this question, with the consensus being that a person can be a GR for one group but can report to another group if there is no GR. This was also asked in the context of the NJIS efforts as there is an old amendment to Area Policy that may prevent people participating in Area serving with NJIS. It was agreed that there would be additional research on this question, to be presented as DID YOU KNOW? for November Assembly.
- What area service positions will be available in November which are open to dual members?

The only position currently open to dual members is the Area Alateen Process Person, which is appointed by the Chairperson. This position has no voice or vote. Anyone interested is asked to reach out to the Chairperson after elections.

- I thought that WSO was working on organizing the electronic groups. But, I see that our district reports include number of electronic groups. Wouldn't they fall under their new region structure and not part of our NJ Area structure? Thank you for any clarification!

Discussion followed indicated that Areas were given autonomy in determining how to accept electronic groups. NJ Assembly voted to accept electronic meetings into the Area. Electronic meetings could choose to be in a district in their geographic area or could join District 10, which is only electronic meetings. Many groups in NJ already had a built-in service structure when they became electronic meetings, so this ensured continuity of service.

- I wanted to go back to the WSO financials and the Stepping Stones conversation: Is the report indicating a kind of fiscal risk to WSO should the trips proceed as they historically have?

Katie O. indicated that WSC reported that having one conference every three years in New York was not financially sustainable because of the travel expenses. The recommendation is that every WSC be held in Virginia Beach to contain costs. Right now, WSC meets in the New York Metro area once every three years to be close to Stepping Stones. This would no longer be financially feasible.

NEXT ASSEMBLY MEETING – Saturday, November 2, 10:00AM to 3:00 PM, hybrid format.

Meeting closed with Al-Anon Declaration at 2:13 PM. Christina made motion, Ken S. seconded. Motion carried unanimously.

Minutes Submitted by
Mary F. - Recording Secretary