

New Jersey ASSEMBLY AREA 36
MEETING MINUTES – ASSEMBLY

March 1, 2025

FINAL

HYBRID ASSEMBLY

Katie O. called the Zoom meeting to order at 10:00 AM and opened with the Serenity Prayer.

The Twelve Traditions by Mickey S. (GR1), and Donna G. (GR2), Twelve Concepts by Kathie M. (GR3), and Kasey M. (GR4), and Warranties were read by Su N. (GR5).

Peter M. (Delegate) read Page 86 of the Service Manual regarding service participation by dual members.

OFFICER REPORTS

Chairperson's Report: Katie O. presented her report, available in the packet (pg. 5) and on groups.io.

Highlights include:

Katie O. updated the Panel 65 spreadsheets listing the elected Officers and appointed Coordinators. Uploaded the Al-Anon World Service Committee (AWSC) Update Form to Group Records at the World Service Office (WSO). (Peter M., our Delegate, will complete the AWSC UF hereafter.)

Katie O. attended the monthly AFG Connects Chairpersons' meeting in January and February. Hosted the NJ Board of Trustees (BOT) meeting on 1/8/25. The next BOT meeting is on 4/2/25. Hosted the Panel 62 Delegates meeting on 2/10/25. Katie O. is the NJ Registered Agent for NJ Al-Anon Assembly, Inc.

In January, Katie O. met Donna S., Mary K., and Ken S. at Bank of America (BOA) to update the Assembly's bank account signatures to Ken S. and Katie O. The Assembly's debit card will be switched to a credit card for increased security against theft.

Katie O. expressed gratitude to her service sponsor, whose guidance and support were immeasurable.

Questions or comments for Katie O. No

Delegate's Report Peter M. presented his report, available in the packet (pg. 6) and on groups.io.

Highlights include:

Peter is a scientist in his career. Peter M. brings information from the NJ Area Al-Anon Assembly to the Al-Anon World Service Conference (WSC). Peter M. met with Jayme C. (Chairperson), Rachelle C. (Co-Chairperson), and attended WSC Travel Training on 1/4/25. Peter M. will attend the Conference in Connecticut from 4/23/25 to 4/28/25. The "Applying Step Four to Encourage Area Inventories Task Force is meeting at 4 pm today (3/1/25), and Jason W., the Chairperson from Ontario South, will be there.

Ann Marie Z. was elected as a Trustee for another 3-year term. The Policy Committee discussed plans for the coming year. The World Service Office (WSO) organized and set in motion its Strategic Plan for the year.

If you're interested in sending a Love Gift to the World Service Conference, email Peter M. at njdelegate65@gmail.com for the mailing address. Please send the gifts by April 11th. There is an electronic new annual group update. Our area needs a new Trustee; interested email Peter M.

The World Service Conference (WSC) voting and non-voting members are listed in Peter M.'s report.

Questions or comments for Peter M. No

Alternate Delegate: Cathy B. presented her report, available in the packet and on groups.io.

Highlights include:

Cathy B. attended the Board of Trustees Officers meeting on 1/8/25, met with the former Alternate Delegate on 1/27/25, and will attend the Audit Committee meeting on 3/8/25. Cathy B. also provided the procedure for requesting a certificate of insurance (please see the 3/1/25 All Assembly reports packet). The insurance renewal is expected this week, groups will have the certificates by 3/7/25, possibly longer due to the backlog. Cathy B. expressed gratitude for Liz K.'s experience, strength, and hope.

Questions or comments for Cathy B.

Tina B. (GR 8 D8 Secretary) Do we need new certificates if we have current certificates?

Cathy B. (Alternate Delegate) Yes, I will send you a new certificate

Treasurer: Ken S. presented his report, available in the packet (pg. 7) and on groups.io.
Highlights include:

NJ Al-Anon Assembly Profit and Loss report for Fiscal Year 2025 as of 2/20/25 included Total Income of \$3,643.20 (group & personal contributions), Total Expenses of \$1,357.64, for Net Profit of \$2,285.56.

NJ Al-Anon Assembly Year to Date (YTD) Statement of Financial Position as of 2/20/25 shows a Checking Account Balance of \$12,285.18 and a Savings Account Balance of \$19,232.02; therefore, Total Assets equal \$31,517.20

IRS Form 990-N was filed for 2024. The following financial statements are included in Ken S.' report: Profit & Loss Fiscal Year 2025 as of 2/20/2025 with Budget vs. Actual, Profit & Loss Comparison Feb 2025 and Feb 20, 2024, Balance Sheet (Statement of Financial Position) Comparison YTD, Balance Sheet (Statement of Financial Position) Comparison YE, and List of All Deposits (Deposit and Interest) YTD.

The cover sheet in Ken S.'s report is a summary of all figures as of 2/20/25, the due date to submit reports on groups.io. The reports are dated January through December. Ken S. will add the \$492 received on 2/28/25 to the Deposit and Interest report. Insurance will be paid by 3/7/25, and it's due 3/11/25.

Ken S. renewed our phone service, sent \$250 to the World Service Office, renewed the PO Box, and Mary K. (former Treasurer) received our credit cards from Bank of America.

Questions or comments for Ken S. No

Recording Secretary: Kasey M. presented her report, available in the packet (pg. 26) and on groups.io.

Highlights include:

Kasey M. discussed AI tools with Katie O. (Chairperson) and Cliff R. (Technology Coordinator), and they decided to purchase Fathom. Fathom is an AI recording/notetaking tool that summarizes, transcribes, and records meetings. The Assembly received a 20% discount and paid \$144 for the year.

Kasey M. transcribed, edited, and posted minutes from the 1/8/25 Board of Trustees (BOT) meeting and the 2/1/25 AWSC meeting to groups.io. The amended and approved minutes from the BOT meeting on 9/4/24 and the AWSC meeting on 10/5/24 were edited and posted to groups.io.

Questions or comments for Kasey: No

Corresponding Secretary/Group Records Coordinator: Carrie H. presented her report, available in the packet (pg. 26) and on groups.io.
Highlights include:

As of 2/17/25, NJ has a total of 266 active Groups (254 Al-Anon and 12 Alateen). There are 286 active meetings (274 Al-Anon and 12 Alateen).

Since the last Assembly, 2 new groups have been registered, and 3 groups have become inactive. 14 groups do not have a CMA or group email address on record. In NJ, 99 groups do not have a GR currently listed (80 Face-to-face and 19 Electronic).

Carrie H. provided the link for group record changes in the packet. Carrie attended the Board of Trustees Officers' meeting on 1/8/25, the AWSC meeting on 2/1/25, and reviewed the AGRC Service Call recorded on 1/4/25. Carrie sent the CMA mailing and return address labels for the Alagram, sent email files for the Alagram, and packets for dark districts. Carrie H. also resolved DR (District Representatives) queries.

WSO suggests removing personal information from group meeting locations and removing specifics from group names, such as 'Adult Children' or 'Men', to support an atmosphere of welcome for newcomers. A lot of the work she does protects the anonymity of members who provide service to Al-Anon and keeps their records current. Additionally, Carrie works to ensure information and meetings are easy for newcomers to find. Thirty-eight percent of face-to-face groups and forty-one percent of electronic groups do not have Group Representatives. These figures change all the time

Questions or comments for Carrie H.

Tina B. (GR 8 D8 Secretary) How do we get the Alagram if the CMA doesn't give it to us?

Carrie H. (Corresponding Sec./GRC) The Alagram is also posted on the NJ website.

Katie O. (Chairperson) The Alagram is posted on nj-al-anon.org, click on 'About Us' and then click on 'Documents'

Mickey S. (GR/DR 1) I am the CMA (Current Mailing Address) Representative and a GR (Group Representative); therefore, GRs can also be the CMA.

Chris C. (GR 8) I'm a new GR and I received the Alagram in the mail, it may have something to do with being a DR.

Carrie H. (Corresponding Sec./GRC) When I provide labels for the Alagram, I'm providing labels for the Current Mailing Address (CMA), so the CMA on file at the time I pull the report is the one who receives the Alagram.

Jennifer B. (Website Coordinator) I started posting the Alagram on the calendar to the right of the Assembly meeting information. nj-al-anon.org/calendar

Rick (GR9), Will my current men's meeting in Mount Laurel no longer be listed as a men's meeting?

Carrie H. (Corresponding Sec./GRC) The WSO suggested changing the meeting name, there's no timeframe, no rule, it's just a suggestion to make the name as welcoming as possible to newcomers.

Mary Ellen (GR6) Can I request the list of active/inactive groups from you, or does my District Rep have to?

Carrie H. (Corresponding Sec./GRC) The DR should be able to pull a list, and if they need to update it, they should let me know.

COORDINATOR REPORTS

Alagram: AnnaMarie T. presented her report, available in the packet (pg. 27) and on groups.io. Highlights include:

AnnaMarie T. reviewed November 2, 2024, Assembly packets and draft minutes for key items to include in the Alagram, submitted a draft approved by the Chairperson and Delegate to publish, received CMA address labels and emails for distribution of the Alagram Winter 2025 edition. She also purchased envelopes, labels, stamps, and prints for the Winter 2025 Alagram and submitted an expense report to the Treasurer in the amount of \$464.59.

The Alagram was mailed to 266 CMAs, emailed to 193 CMAs, and forwarded to the Website Coordinator and Chairperson to post on the Area website. AnnaMarie thanked Jennifer for posting it on the calendar.

Questions or comments for AnnaMarie T.

Donna S. (Past Delegate, Past Chairperson Panel 59) What store did you print the Alagram from? The expenses seem a little high. The Alagram budget is \$1,065 for the year. Is there any way to get the printing done cheaper?

AnnaMarie T. (Alagram Coordinator) Due to illness, I had to print it from a store around the corner from my house. It was 80 cents per copy, I was concerned about the margin limitations of Best Value Print, and they weren't getting back to me on time. I was waiting for the shipping labels, then I got sick, and everything was last-minute.

Donna S. (Past Delegate, Past Chair Panel 59) For comparison purposes, we paid Best Value Print \$200 + for the full packet and the policy manual and it was fast.

AnnaMarie T. (Alagram Coordinator) Maybe the price was high because we printed in color, and it was considered 2 pages because it was front and

back. Maybe we can print it in black and white going forward?

Donna S. (Past Delegate, Past Chairperson Panel 59) Ok. Thank you, and thank you for your service.

Carrie H. (Corresponding Sec./GRC) For members who've received the Alagram in the mail, the label has the group number for which you are listed as CMA. If you think you shouldn't be the CMA for that group, please let me know the name of the person who should be the CMA for that group, or you can also reach out to your District Rep.

Angela R. (Alateen Area Processing Person) As a nonprofit organization, the Assembly does not pay sales tax. Bring the ST5 to the printer, and they will take the sales tax off.

Alateen Coordinator: David A. presented his report, available in the packet (pg. 28) and on groups.io.

Highlights include:

David A. and Angela R. (Alateen Area Process Person), developed a plan for 2025. They will hold 1 AMIAS (Alateen Member in Al-Anon Service) meeting per quarter, recertify all current Alateen meetings on time, increase Public Outreach, and have one Alateen meeting in each district.

The first AMIAS meeting of 2025 was on Wednesday, February 12. The World Service Office created a national public outreach presentation that can be used at the local level, which is available on the Public Outreach Toolkit page: [Public Outreach Toolkit](#). The deadline for recertifying Al-Anon Members in Alateen Service (AMIAS) is 6/15/25, and the training dates are available in the report.

Angela R. (AAPP) performs background checks for Alateen Sponsor's by utilizing the 'Hire Right' platform and the New Jersey State Police Offenders Registry website.

As the Alateen Coordinator, David's primary responsibility is AMIAS training. Approximately 12 people have been trained, and Angela R. is working on their background checks. David A. and Angela R. are encouraging districts to reach out to professionals in their communities (School Counselors, Health Teachers, Therapists, and Recovery Centers) to create greater awareness of Alateen. Alateen will be participating in the AA Area 45 Convention on

March 15, and if you're interested, please view the AA website for more information.

Questions or comments for David

Debbie F. (DR 3) How much does it cost the Assembly to certify an AMIAS (Al-Anon Member In Alateen Service)?

David A. (Alateen Coordinator) \$15 if the trainee lived in the same county for at least 7 years, if the trainee moved around in 7 years, it costs a little more.

Liz K. (Alternate GR 8) David, can you post the zoom link for the training in the chat, or do we need to reach out to you for that?

David A. (Alateen Coordinator) I've emailed DRs and Certified AMIAS the training dates with the Zoom link, and I will post the Zoom link in the chat.

Karen P. (Past Delegate Panel 41) I attended the last AMIAS recertification meeting, which was very informative and interactive. Thank you for all your efforts and the work you've done so far, David.

David A. (Alateen Coordinator) Thanks for your patience, Karen. We went a little over in the meeting you attended so I edited the training, and the AMIAS training last night was exactly 2 hours. Thank you for your comments.

Ida (GR 6) Do AMIAS' have to complete the training?

David A. (Alateen Coordinator) Yes, every year the AMIAS' need to recertify and get background checks to maintain World Service Office standards. If we don't recertify, we get decertified, and our meetings will disband.

Archives: Jennifer F. presented her report, available in the packet (pg. 30) and on groups.io.

Highlights include:

Jennifer F. met with Mike L. (former Archives Coordinator & Current Public Outreach Coordinator) on 2/22/25 to review the archives, pick up the laptop, and discuss projects to work on. She will also enter new archives electronically and organize documents.

Jennifer is working with the treasurer to move the storage unit closer to her location and she will also attend the AA Area 45 Convention in Atlantic City, NJ on 3/15/25. Jennifer bought a scanner to transfer older documents onto her laptop.

Questions or comments for Jennifer F. No

Forum: Cathy B. presented her report, available on groups.io.

Highlights include:

Cathy plans to increase subscription sales of the Forum magazine, as sales were down from 296 in February 2024 to 279 in February 2025. Total copies sold decreased from February 2024 sales of 313 to 296 in February 2025.

Questions or comments for Cathy: No

Literature Coordinator: Peter D. presented his report, available in the packet (pg. 31) and on groups.io.

Highlights include:

The Area Literature Coordinator facilitates awareness of existing and future Conference Approved Literature (CAL) resources. Please visit www.al-anon.org to explore the site's vast resources, subscribe to the free email newsletter "In the Loop", subscribe to the "Forum" magazine, and consider doing CAS reviews at District or Group business meetings.

The World Service Conference conceptually approved the Writing Guide for the new Finances in Recovery piece. The guide is available at <https://al-anon.org/sharing>. The WSO is collecting sharing, published anonymously, for the Personal and Service Sponsorship piece.

The next edition of the Al-Anon/Alateen Service Manual will be available in January 2025. The current Service Manual is available on the WSO website as a downloadable PDF and an online interactive edition. The printed copy of the 2022-2025 Service Manual is available for purchase. Please contact Peter D. to request a 2025 calendar.

Peter thanked Angela R. for inspiring him and passing on a wealth of information. He will ask for input for next year's calendar at the next assembly meeting and assemble a draft for distribution in October. During the AFG Connects meeting, Peter heard that many areas are hosting literature-studying/writing workshops.

With access to complete sets of Al-Anon literature Peter is willing to set up a table to help districts with writing workshops for any "Day of Sharing" or "Unity Day" events.

Questions or comments for Peter D. No

Public Outreach Coordinator: Mike L. presented his report, available in the packet (pg. 36) and on groups.io.

Highlights include:

During the Public Outreach meeting on 1/30/25, Liz K. suggested distributing a two-sided card (English front, Spanish back) with Al-Anon and Alateen phone numbers and a QR code to Police Departments. Penny of District 3 suggested giving the Al-Anon cards to EMTs to distribute to victims of domestic violence.

Mickey S. suggested using the NextDoor app, and Jesse of District 6 suggested we ask members who aren't holding positions to consider serving on the Public Outreach Committee in their district. Anne P., the DR of District 5, mentioned her district's Public Outreach ideas, donating books to the local and county library branches, tables at mental health fairs in high schools, and the National Night Out in August.

The next Public Outreach meeting will be in May before the next AWSOC meeting, please attend. Group Representatives and Al-Anon members interested in Public Outreach can go to <https://al-anon.org/for-members/members-resources/manuals-and-guidelines/guidelines/> to download Public Outreach guidelines (G9, G10, and G29).

Upcoming events we will attend are (1) the ASAP (Student Assistance Professionals) Conference from 3/6/25 through 3/7/25, (2) the AA Area 45 convention in Atlantic City from 3/14/25 through 3/16/25, and (3) the Social Workers Conference from 3/31/25 through 4/1/25.

Questions or comments for Mike L.

Kasey M. (Recording Secretary & GR 4) Can individual members perform Public Outreach outside of their group's Public Outreach Committee?

Mike L. (Public Outreach Coordinator) Yes, if the individual Al-Anon member stays within the Public Outreach guidelines and maintains their anonymity. Please check the guidelines to confirm that.

David A. (Alateen Coordinator) The Hunterdon school presentation was an information session; only 3 of 6 students attended (3 were absent). We provided information and then ran a mini Alateen meeting. We gave the students Alateen books, asked them about their goods and bads of the week, then

each student picked a topic from Alateen literature, read a page, and shared about what they read. While it would be nice to have an Alateen meeting in Hunterdon, I prefer that the meeting location also has an AA and Al-Anon meeting simultaneously.

Liz K. (Alternate GR 8) It's important to maintain communication with the District Representative of your area when it comes to doing outreach. If you're going to do public outreach as an individual member, do it with your Group Representative and keep your District Representative informed of all outreach efforts, including what is and is not working, so they can share it at the Assembly.

Mickey S. (GR/DR 1) Our One Day at a Time meeting, held Tuesdays at the Clinton Methodist Church, has an AA meeting. I will email David A. to discuss the possibility of having an Alateen meeting there.

David A. (Alateen Coordinator) Thank you, Mike, for hosting your Public Outreach meetings. They give me a greater perspective as to what we can do for Alateen Public Outreach. Thank you, Mickey, I look forward to talking with you.

Julie L. (GR 3 & ISR) Thanks to everybody for your service. We're using Public Outreach methods we feel comfortable with, but today's teens and 20-somethings are on TikTok and Instagram, and they don't respond to mailings. My suggestion is to meet them where they are, on TikTok and Instagram.

Mike L. (Public Outreach Coordinator) That's a great idea, Julie. Please attend the next Public Outreach meeting.

Beatriz (GR 6) If we want to put literature out in Libraries, do we have to contact our District Representative?

Mike L. (Public Outreach Coordinator) Yes, Liz K.'s suggestion to reach out to your District Representative regarding your Public Outreach efforts is a good idea to keep everyone on the same page. I'd like to shout out to Karen for helping me, she's been very helpful to me.

David A. (Alateen Coordinator) Thanks, Julie, for your comment. I had the same comment at WSO because their packet was pamphlets and a PowerPoint presentation. I'm aware of teen programs that have advisory committees that use TikTok. I think we can get the basics first, such as

Alateen meetings in every district, work out the anonymity issues, and then maybe the regular attendees can assist with public outreach on platforms teens use.

Cynthia K. (GR 5) The WSO has short videos on YouTube about Alateen. The videos are of teens talking about their experience, strength, and hope in Alateen. To protect their anonymity, only a small portion of their face is on video. You can download, email, or post them.

Tech coordinator: Cliff R. gave a brief report, not available in the packet or on groups.io.

Highlights include:

The Assembly budgeted \$6,000 for laptops for the Technology Coordinator, Chairperson, Treasurer, Recording Secretary, and Corresponding Secretary - \$1,200 each. Cliff R. needs to know who needs a laptop, and the hardware, software, and platform they prefer (Windows or Mac).

The Technology Coordinator (Cliff R.) and the Recording Secretary (Kasey M.) do not need laptops. Cliff R. heard from 2 members regarding their laptop needs. Cliff R. will schedule a meeting with the Technology Committee to discuss the recommendations made for the surplus.

Questions or comments for Cliff R.

Katie O. (Chairperson) Cliff, can you put in the chat the two members you've heard from and the questions the other three members should answer regarding their laptop needs?

Cliff R. (Technology Coordinator) Yes, I'll put the information in the chat.

Jennifer F. (Archives Coordinator/ADR D7) If someone is receiving a new laptop and they have an old laptop they will turn in, is it possible to hand their old laptop down to me? The laptop I received for the Archives Coordinator position is very old and slow, and it would be helpful to have even a slightly newer laptop.

Cliff R. (Technology Coordinator) If I have one handed down, I will reach out to Jennifer F.

Mickey S. (GR/DR 1) Is the budget for laptop acquisitions available to me?

Cliff R. (Technology Coordinator) Yes, it's in the Treasurer's report. The money has already been

allocated, it's just a question of whether we're going to use it or not.

Mickey S. (GR/DR 1) How many laptops are you talking about?

Cliff R. (Technology Coordinator) The budget allocation is for 5 laptops.

Katie O. (Chairperson) I do not see a budget allocation for laptops for Archivists. Please correct me if I'm wrong, but I've never heard of the archivists having a laptop. Maybe the Assembly had an extra laptop they gave to the Archives Coordinator. The AWSC had a heated debate about giving Office Coordinators new laptops after five years.

Donna S. (Past Delegate, Past Chairperson Panel 59) When Jalcon dissolved, they offered their laptop to Mike L., the Archives Coordinator at the time. Additionally, the laptops that we turn in after our positions end are very old and slow.

Mike L. (Public Outreach Coordinator) Before I gave the laptop to Jennifer F., it was very slow.

Kasey M. (Recording Secretary) Maybe we can take the laptop I don't need and donate it to Jennifer F.? Companies can reallocate funds from one department to another department within their organization to better align with current spending needs or priorities, if funds are available in another department. The procedure is to submit a "budget transfer" request with the amount being transferred, the accounts involved, and a reason for the transfer. Then the finance department either approves or denies the transfer request.

Cliff R. (Technology Coordinator) We would have to vote on that, the budget's already been decided, and I don't have the authority to change that.

Jennifer F. (Archives Coordinator) I don't necessarily need one, I have my own but if there's a laptop that is not in use that might be a little faster, that would be more beneficial just so I'm not using my personal laptop to keep all these different folders and files on my laptop.

Cliff R. (Technology Coordinator) If one does come up, I will keep you in mind, Jennifer.

Tim S. (Past Delegate Panel 38) Just a suggestion, if you have extra laptops and there's a need somewhere else, bring it up at the next Assembly meeting or

AWSC, and we can talk about reallocating them to different positions than they were originally allocated to in the last vote.

Liz K. (Alternate GR 8) I want to suggest using groups.io for storage of the electronic archives.

Katie O. (Chairperson) I think Donna S. said we've almost used up all storage space on groups.io. We may need to discuss moving old files to another platform.

Cliff R. (Technology Coordinator) Just a follow-up to that, Katie, I will message the tech coordinators group for US to get input from people as to what they use and what best practices they have in place, so I can use other people's research. This is on my to-do list.

Mickey S. (GR/DR 1) Groups.io has a discussion thread regarding that. Looking forward to other platforms we can use, there's Sky technology compared to a hard disk, which could go on the to-do list.

Donna S. (Past Delegate, Past Chairperson Panel 59) We currently have the free version of groups.io, and our storage is approaching its max. If we need additional storage, we could look at the paid version, I'm not sure how much that costs. Other areas use the paid version, so we may want to investigate the costs and benefits of the paid version.

Website: Jennifer B. presented her report, available in the packet (pg. 38) and on groups.io
Highlights include:

From 11/17/24 through 2/15/25, Google directed 1.7k new users, 789 logged in directly. The 'Meetings' page had 3,701 views, the 'Contact Us' page had 145 views, and 'Alateen' had 76 views. The technology devices of active users are mobile (63.3%), desktop (35.5%), and tablet (1.2%).

Jennifer updated the website subscriptions renewal payment information from debit card to credit card. Website subscriptions are 1) Ultimate Managed WordPress Websites Hosting Plan w/ GoDaddy, 2) NJ-Al-Anon.org Full Domain Privacy & Protection, and 3) Wordfence – Premium (Website Security). She also added events to the online calendar, uploaded approved flyers, uploaded the Winter 2025 Alagram, added Forum articles (with permission to share), updated forwarding emails for Panel 65's

'Contact Us' page, reviewed Google Analytics, and updated plugins.

The New Jersey Area website address is www.nj-al-anon.org. Please share that with others. Please forward your events to post on the Calendar to Jennifer B., but if you have a flyer, please send it to Katie O. and Peter M. for approval first. Six months ago, Jennifer created a QR code that brings you to Al-Anon's website, District 2 has it on their meeting list template. If anyone's interested, please email Jennifer.

Jennifer expressed her gratitude for serving in this new position, thanked AnnaMarie T. for her help and service.

Questions or comments for Jennifer B.

Peter M (Delegate) Thank you for your work, Jennifer. I appreciate it so much. To get a flyer approved, make sure there's no personal information on it and give proper notification of the event.

Mike L. (Public Outreach Coordinator) Is there any way to post the Combined Assembly Reports posted on the website so GRs can download them?

Jennifer B. (Website Coordinator) I think that might be up to the Chairperson, the Delegate, or AWSC? I'm not sure.

Cynthia K. (GR 5) How can we contact you to get the QR Code?

Jennifer B. (Website Coordinator) I can email it to you and all the DRs if you want.

Cynthia K (GR 5) It will be great for our group to put it on anything we have. It's a great way for people to find the website fast. Thanks so much.

Donna S. (Past Delegate, Past Chairperson Panel 59) Regarding Mike L.'s question regarding posting the Combined Assembly Reports on the website. This has been discussed in the past and may need to be revisited first by the AWSC. Many times, there's personal information (email addresses and phone numbers) in these reports, so posting them on the website could break anonymity. I know other areas post reports on the members section of their website, but I'm not sure if it's password protected. Maybe it's something the AWSC or Assembly would like to put to a thought force.

Beatriz (GR 6) My question is about the flyers, our group is planning an anniversary. If the flyer can't

have any phone numbers or email addresses on it, how will people reach out if they want more information?

Jennifer B. (Website Coordinator) It's my understanding that personal names, email addresses, and phone numbers cannot be published on the flyers. If the group has an email address that's not personal and doesn't have anyone's name in it, you can put that on the flyer. But again, Katie O. and Peter M. have to approve it.

Katie O. (Chairperson) Can we put the email address from the 'Contact Us' page on the website on the flyer?

Jennifer B. (Website Coordinator) So, Katie, do you want them to contact you, because only Coordinators are listed on the 'Contact Us' page?

Katie O. (Chairperson) No. I think the rule is that as long as the email address is generic and doesn't have any person's name on it, you can put it on the flyer. For example [groupname@gmail.com]. No personal names, emails, or phone numbers are permitted on flyers.

Debbie F (DR 3) This rule is only for publishing flyers on the website. If you want to put information on a flyer and hand it out at meetings, there's no issue with using a personal email address or phone number. The rule applies to publishing flyers on Al-Anon's website only.

District 1 Hunterdon/Warren Counties: Mickey S. presented his report, available in the packet (pg. 40) and on groups.io.
Highlights include:

District 1 has 10 active Al-Anon groups in Hunterdon and Warren County and 4 active GRs. Mickey recruited two more Group Representatives and will email Carrie H. their contact information. Six CMAs confirmed they're receiving NJ Assembly and World Service Office (WSO) correspondence. He also contacted the WSO Manager of AFG records to obtain the Current Mailing Address & Group Representative records for District 1 from 2012 to date. Then he generated a report from AFG Connects that lists the CMAs.

District 1 uses the NextDoor app, which is more like a neighborhood app. Although NextDoor receives

1,100 views per week, it doesn't translate to people showing up.

The Tuesday night Clinton One Day at a Time Group is developing an Al-Anon Newcomers pilot program with an onsite workshop and a trainer to get the message out to newcomers. Public Outreach initiatives include a concert and a bazaar.

Questions or comments for Mickey S. No

District 2 Morris County: Lynne M. presented her report, not available in the packet or on groups.io. Highlights include:

District 2 has a new Secretary, Treasurer, and District Representative, and they're working on getting an Alternate District Representative. In December, District 2 mailed Al-Anon and Alateen information packets to various organizations. Jennifer B. updated the meeting list flyer for distribution to groups in D2. The Day of Sharing is on April 5th, and the flyer is posted on the calendar.

Questions or comments for Lynne M.

Katie O. (Chairperson) Lynne, my email address is at the top of my report. Please send me your contact information (full name, address, phone number) and forward that to Peter M. as well so he can update the AWSOC Update Form to let the World Service Office Group Records.

Peter M. (Delegate) Welcome, Lynne, and thank you for being of service.

District 3 Bergen and Passaic Counties: Debbie F. presented her report, only available on groups.io. Highlights include:

District 3 has twenty-five face-to-face meetings. They have 4 hybrid, 2 Spanish, 1 Polish, 3 electronic, and 2 Alateen meetings. One Alateen meeting is on Zoom. Fellowship Day is Saturday, May 3, 2025.

The Co-Outreach Coordinators are finalizing an Alateen mailing scheduled to mail before April 1, 2025. Group Representative participation is limited, and the District Representative is calling groups that haven't responded to emails. The meeting list in District 3 was distributed, but it requires updating already. Debbie thanked Liz K. and District 8 for putting together a mailing template for District 2.

Questions or comments for Debbie F. No

District 4 Essex, Hudson, and Union Counties:

Patty V. presented her report, available in the packet (pg. 42) and on groups.io.

Highlights include:

District 4 has forty active meetings. (4 hybrid, 8 permanent electronic, and 28 face-to-face, 1 Men's, 1 Women's, 1 Polish, 1 Spanish, and 1 Bilingual Spanish & English).

The last District meeting was on February 16, 2025, and two Group Representatives attended. Patty was elected as the new District Representative, while Angela O. will continue as the Treasurer. Patty expressed her gratitude to Angela O., Peter M., and Liz K. for their guidance and support.

Questions or comments for Patty V. No

District 5 Mercer, Middlesex, and Somerset Counties: Anne P. presented her report, available in the packet (pg. 43) and on groups.io.

Highlights include:

District 5 activity includes: (a) purchasing a Zoom account, (b) creating a Group Contribution Form for group donations, (c) filling positions of Alt. DR, Secretary, Treasurer, Public Outreach Coordinator, Literature Coordinator, Newsletter Coordinator, and (d) opening a checking account.

District 5 Public Outreach projects include donating books to prisons, participating in a wellness conference, and educating Student Assistant Counselors (SACs) about Alateen at mental health fairs. Unity Day is Saturday, 10/25/25, at Stonehill Church in Princeton.

The Alateen meeting in Hamilton has six teens, and the South Brunswick group hasn't had any in one year.

District 5 had three Anniversary meetings this year and the next one is on Tuesday, 3/18/25, at St. Mark's Lutheran Church in Hamilton Township, refreshments at 7:30 and meeting at 8 pm.

As of our last District meeting held February 10th, the treasury balance was \$786.07. Going forward, the district meetings are scheduled for the second Monday of each month, excluding August and December.

Anne thanked AnnaMarie T. for getting the newsletter for District 5 out in February. Anne will

visit meetings to introduce herself and share information.

Questions or comments for Anne P. No

District 6 Monmouth County: Jess A. presented his report, not available in the packet or on groups.io.

Highlights include:

Seventeen people attended the last district meeting on 2/2/25. District 6 is organizing a writing workshop for new literature and the Forum magazine. They need volunteers to join the Public Outreach Committee and to help plan a field trip to Stepping Stones. This is a way for dual members to get involved in service. Our next district meeting is scheduled for the end of March.

Questions or comments for Jess A. No

District 7 Ocean County: Eileen R. presented her report, available in the packet (pg. 44) and on groups.io.

Highlights include:

District 7 has twenty-seven Al-Anon groups, 4 electronic, 1 hybrid, and 1 Spanish. Fifteen groups have Group Representatives, nine have a contact person, and three have neither a Group Representative nor a contact person. At the November 2024 District meeting, Eileen was elected as the new District Representative, and Jenn P. was elected as the Alternate DR. Eileen and other GRs in District 7 plan to visit dark groups to encourage them to elect GRs and to obtain a contact person.

Eileen's anonymous survey sent to Group Representatives resulted in a meeting time change and great feedback. District 7's first newsletter was distributed this week. The last district meeting was held on 2/5/25, and the next district meeting is scheduled for 3/5/25.

Topics of discussion for the 3/5/25 district meeting include: (1) how to facilitate the use of a line-item budget, (2) establishing Alateen meetings, (3) public outreach opportunities, and (4) Al-Anon Information Cards with QR codes.

Questions or comments for Eileen R.

Debbie F. (DR 3) Eileen, how did you do an anonymous survey?

Eileen R. (DR 7) I used Google Forms and sent it bcc so I couldn't see who answered. I'll put my email in the chat.

District 8, Burlington, Camden, Gloucester:

Tina H. presented her report, available in the packet (pg. 45) and on groups.io.

Highlights include:

District 8 has twenty-seven groups, 24 are Al-Anon and 3 are Alateen. The first new group, 'Beverly Al-Anon Family Group', meets every Sunday at 6:30 pm. The second new group, Let It Begin with Me AFG, meets every Thursday at 9:30 am. The Pitman AFG that meets at 7:30 pm relocated to the United Methodist Church at 785 N. Broadway, Pitman, NJ 08071 (cross street is Lambs Rd).

Public Outreach efforts for Alateen include providing information to Student Assistance Counselors in Middle Schools and High Schools. Liz K. and Joy S. will follow up on the Alateen mailings from the end of last year. Joy S. can be reached at alateencanhelp@gmail.com. Liz K. also creates and distributes the newsletter for District 8.

District meetings are being held on the second Wednesday of each month at 6 pm on Zoom. Please see the report for the meeting information. The Area 45 AA Convention with Al-Anon participation dates are 3/14/25 through 3/16/25, details available at <https://area45convention.org/>

Questions or comments for Tina H. No

District 9 Atlantic, Cape May, Cumberland, and Salem Counties: Kathy I. presented her report, available in the packet (pg. 46) and on groups.io.

Highlights include:

District 9 has sixteen meetings, including three that are only held Memorial Day through Labor Day (3 are hybrid, and 1 is a temporary electronic meeting). Four new Group Representatives were elected. At the district meeting on 2/5/25, John S. was elected as the new Treasurer, and David A. (Alateen Coordinator) spoke about starting an Alateen meeting. The next district meeting is scheduled for 3/5/25 at 7 pm (see the packet for meeting information). District 9 is working on finding a new District Secretary and an Alternate District Representative.

Questions or comments for Kathy I. No

District 10 (Electronic Groups): Vacant. Mark McP. presented a report for D 10, available in the packet (pg. 47) and on groups.io.

Highlights include:

Mark expressed his gratitude for the service of Panel 62 members, Donna S., Katie O., Liz K., Mary K., Carrie H., and Mary F.

At the district meeting on 1/28/25, District 10 elected new Panel 65 officers for NJ Al-Anon Area and Cliff R. as the Area Technology Coordinator.

WSO released 'Monthly Materials' for Al-Anon members, which includes the following articles: "Safety in Al-Anon Meetings", "Investing in Our Alateen Legacy", "Growth in the Safety Zone", "Alateens and Group Sponsors...", and "New Topics for the Member Blog".

Mark provided a brief update on progress at North Jersey Information Services, the need for volunteers in District 10, and the Zoom account they purchased. Mark thanked Cliff R. (Technology Coordinator) for his email regarding how to run Zoom meetings and Carrie H. (Corresponding Sec./Group Records Coordinator) for sending the packet and notice of the Assembly meeting to him.

Questions or comments for Mark McP. No

LIAISON REPORTS

North Jersey Information Services: Mark McP. presented his report, available in the packet (pg. 48) and on groups.io.

Highlights include:

The NJIS Special Meeting of Information Services Representatives on 2/27/25 tabled the proposed Amendments to the NJIS Constitution and elected Eric A. as the Chairperson of Committees. NJIS is currently North Jersey Information Services, and the goal is to expand services (Information Services and Literature Distribution Center) to the entire state of New Jersey.

Information Services Representatives (ISRs) must vote to amend the Constitution title from "North Jersey Information Services" to "New Jersey Information Services". Attendees of the NJIS meeting on 2/27/25 suggested that all New Jersey Al-Anon groups should be present for the vote to amend the Constitution title.

NJIS launched their updated website (see <https://northjerseyal-anon.org/>) There are two new pages, "Family Groups" (links to resources for Al-Anon Family Groups) and "Newcomers" (resources for potential new members). NJIS is working towards developing an Alateen page and automating literature purchasing.

NJIS participated in the WSO (World Service Office) Quarterly Al-Anon Information Services/Literature Distribution Center and Literature Distribution Center Meetings.

The NJIS Steering Committee needs volunteers. If you're interested, please contact NJIS at mmcpher59@outlook.com

Mark thanked Eric A. and Kathy C. for volunteering their services.

Questions or comments for Mark McP.

Mike O. (GR 9) Is it North Jersey only, or is it also South Jersey?

Mark McP. (North Jersey Information Services Chairperson) It's the 10 northern counties of NJ. We need to work with the ISRs (Information Services Representatives) before we can open North Jersey Information Services to the entire state of NJ.

Tim S. (Past Delegate Panel 38) What positions are still available?

Mark McP. (North Jersey Information Services Chairperson) We only have 5 members on the Steering Committee. We're revising the constitution to increase participation at the district level, and we'd love to work with the district representatives. Participants can serve in nonvoting positions. We want to build out the Alateen aspect of it.

Karen P. (Past Delegate Panel 41) How many registered groups does NJIS serve?

Mark McP. (North Jersey Information Services Chairperson) There are approximately 150 groups listed, including inactive groups. We're working on developing an updated list of active groups only.

Molly W. (GR 5) I'm a new Group Representative. How does an electronic group get books? Can you put the website link in the chat?

Mark McP. (North Jersey Information Services Chairperson) Yes, I will put the website in the chat. The Steering Committee is meeting this week to address our LDC (Literature Distribution Center)

services to make it easier for people to order literature.

Mike L. (Public Outreach Coordinator) What is an ISR?

Mark McP. (North Jersey Information Services Chairperson) ISRs are Information Services Representatives elected by each Al-Anon Family Group. The ISR represents their group and votes on behalf of their group at NJIS meetings. Expanding NJIS services to the entire state of NJ can only be done with the approval of ISRs, as they are the deciding body.

Cindy L. (GR 5) What is the difference between information services and literature coordinator?

Mark McP. (North Jersey Information Services Chairperson) NJIS provides information to members of Al-Anon Family Groups, and we're also a Literature Distribution Center. The World Service Office has its website for literature purchases, but they prefer areas to have their own literature distribution centers.

Mary Ellen (GR 6) Who elects the ISRs?

Mark McP. (North Jersey Information Services Chairperson) The Al-Anon Family Groups elect their ISRs, and the groups have autonomy in electing them. The Information Services Representatives are elected in the same way a Group Representative or Alternative Group Representative is elected, the only difference is that the ISRs' focus is primarily on North Jersey Information Services.

Mary Ellen (GR 6) NJIS always existed, but there were a lot of technicalities with the organization's structure. Information Services Representatives help to get the word out that North Jersey Information Services is getting back on track and that they're available for literature and Al-Anon Information distribution.

Mark McP. (North Jersey Information Services Chairperson) That is a fair description of what we're trying to do.

Peter M. (Delegate) All service position descriptions of representatives are in our service manual and policy handbook. Many times, a group representative's alternate can be the information services representative for that group. Each group elects an information services representative. All this

information is in the Service Manual and our Policy Handbook. Thanks so much.

Spanish Intergroup: Can anyone who attends Spanish Intergroup give a report?

Patty V. (DR 4) I attend Spanish Intergroup as a Group Representative, and their meeting is on March 9, 2025. I've tried reaching out to our liaison, Aura, but she's not getting back to me. I will pass on the message.

Katie O. (Chairperson) Patty, can you please forward me Aura's new email address? I've sent her a few emails, I've not heard back, and we would like to have a Spanish liaison to the NJ Assembly to let us know what's going on in our Spanish-speaking groups.

Patty V. (DR 4) Will do, I will reach out. Thank you

Al-Anon Chairperson to Area 44 Convention:
Christina M. was not at the Assembly meeting

Al-Anon Chairperson to Area 45 Convention:
Jennie C. was not at the Assembly meeting. Liz K. of District 8 gave an update.

Liz K. (Alternate GR 8) I'm not here as an official representative for the convention, but I am one of the workshop topic leaders at the convention. The website for the convention is open for registration, and all materials are there. The link is on the report for District 8 (<https://area45convention.org>). There's going to be an Al-Anon skit. David A. said there's going to be an Alateen speaker. There will also be 3 or 4 Al-Anon sessions on Saturday. The convention is the weekend of 3/14 – 3/16 in Atlantic City at the Claridge Hotel.

Questions or comments for Liz K

Katie O (Chairperson) Did they put a flyer out to post on the website?

Liz K. (Alternate GR 8) It was submitted last year, approved, and posted on the NJ website calendar in March.

Tina H (DR 8) I am the chairperson of topics at the convention. I will post something in the chat so it's available for everyone. There are 6 Al-Anon speaker meetings, 2 on Friday night and 4 on Saturday.

Recess from 12:07 PM to 12:37 PM

12:37 PM ROLL CALL – 52 VOTING GRs

OLD BUSINESS:

Discussion: Should the Alternate Delegate also be the Insurance Processing Person?

Donna S. (Past Delegate, Past Chairperson Panel 59) I thought it might be a good idea to give a little background on this. A couple of years ago, Liz K., the Alternate Delegate, sought out insurance proposals for purchasing insurance for the area. As a result, she took on the responsibility of getting certificates for the groups. That was not a formal responsibility of the Alternate Delegate. The question is, should or could the Alternate Delegate be the person who continues to handle that? This decision will affect policy and should probably be put into the policy manual if approved.

Tina B. (GR 8 D8 Secretary) Who was the Insurance Processing Person before Liz K.?

Katie O. (Chairperson) We didn't have insurance for the local groups before then. The groups were responsible for obtaining their insurance if the church or building they rented from required insurance. Liz K. was able to find a policy that would cover the local groups.

David A. (Alateen Coordinator) I'm speaking as a Group Representative for the Tuesday night Hamilton meeting. When the Assembly took on the responsibility of opening this insurance policy, it was a big help to our meeting. Thanks to Liz K. for her part in this and to whoever else put this together. Our group is very thankful. I don't want Liz K. to have to do this in perpetuity. I want her to be able to pass this responsibility on to somebody else. It does seem appropriate, after three years, to pass it on to the Alternate Delegate.

Katie O. (Chairperson) Assembly's insurance also covers events held at facilities that require insurance, not just groups.

Anne P. (DR 5) It's my understanding that the Assembly pays for the insurance policy, not the groups. This benefits all groups that need insurance

for the facilities where they host their meetings, correct?

Katie O. (Chairperson) Yes, the Assembly pays for the insurance certificates.

Melissa E. (GR 6) Cathy has graciously already fulfilled that role for our group, Red Bank Monday night Women's Group. We are in the process of moving, and the complication for us is that the insurance policy ends on March 7th. We're trying to move into our new space on March 3rd. Considering the insurance backlog issue, we're not sure where we stand right now. Thank you, Cathy, for fulfilling that position already.

Liz K. (Alternate GR 8) The policies don't lapse when the policy's renewal date comes up. It's renewed. The certificates don't stop just because of the end date. It just will take a little time to get your new certificate sent to you. If you need a certificate, follow the instructions on Cathy's (Alternate Delegate) report, and you'll have coverage. Don't fret too much about the dates because you'll get the certificates with the new dates as soon as the insurance company gets through the paperwork. Cathy and I have already talked about the Red Bank meeting's need for a new certificate on March 3rd, and you will have your certificate in time for your start.

Paul G. (Past Delegate Panel 50) Liz K., can you tell us what the time commitment is, as it would be an added responsibility for the Alternate Delegate? Do you feel this responsibility is an added strain?

Liz K. (Alternate GR 8) It takes about two hours a month – it is not a significant addition to responsibilities. If the Area decides it should not be the responsibility of the Alternate Delegate, then there will be another service position open. The question is, do we make insurance processing an official role of the Alternate Delegate? In the recent revision of the Area Handbook (our state's supplement to the World Service Office Service Manual), we didn't include it as a part of the job description for the Alternate Delegate.

Denise S. (GR 8) If the facility already covers the group, we don't need an additional insurance certificate, correct?

Katie O. (Chairperson) Only if the facility asks your group to be insured.

Lynne (GR 8) I do have a certificate of Liability Insurance with the policy number, effective date, and expiration date. The issue for us is that the church is asking us for one before 3/7/25, which is the expiration date. We need a new certificate otherwise, we will not be able to use that facility after 3/7/25.

Cathy B (Alternate Delegate) The insurance company told me they'd do their best to get the certificates to me by 3/7/25.

Lynne (GR 8) My question is, are we still insured even though the expiration date is 3/7/25? They won't allow us to meet unless we have a current paper certificate that shows we're still insured.

Cathy B. (Alternate Delegate) Yes, you are still insured, the certificates are paid in full, we're just waiting for the paperwork. We'll get the certificate to you as soon as possible.

Ken S. (Treasurer) We just received the invoice in the mail for renewal. It will be processed, paid, and go out in Monday's mail. Maybe we'll find a way to get it done quicker.

Motion: The AWSC recommends that the Alternate Delegate also be the Insurance Processing Person.

Vote: |Yes: 52| |No: 0| |Abstention: 0|
Motion carried with unanimity.

Approval of Minutes from November 2, 2024, Assembly Meeting:

After discussion of amendments to draft minutes, a motion was made by Katie O. to approve the minutes as amended.

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

Vote: |Yes: 52| |No: 0| |Abstention: 0|
The motion carried with unanimity.

Discussion: Should the Meeting ID, Passcode, and Link for AWSC and Assembly meetings be posted on the NJ Assembly's Website? When should it be posted?

Tina B (D8 Secretary) We have meetings in our district that do not have GRs. Some meetings have Current Mailing Address representatives who are not very active. For all members of our groups to be able to visit the Assembly and learn about the service

that's possible here, folks need to be able to know how to get into this meeting. Posting the credentials on the website gives people the ability, autonomy, and agency they need to get the information for themselves, show up, learn more, and eventually become a representative for the dark group or dark district because of what they hear in this room. I'm in favor of making the information more accessible to people who are looking for it.

Tim S. (Past Delegate Panel 38) I'd like to hear what our tech coordinator has to say about the complications with this, or the problems that this might create with people who are not Al-Anon members getting into the meeting.

Donna S. (Past Delegate, Past Chairperson Panel 59) Cliff R., our Technology Coordinator, had to leave, but I can share what he said about accessibility and the potential for Zoom bombers to gain access to our meetings. Cliff said, 'As long as we have protocols in place, such as hosts who know how to mute, remove, block, and report potential Zoom bombers, we should be good.' He added that we can post the link 9 months to 1 year in advance, as they expire within 12 months. I agree with Tina B. that more information available to our members is much better.

Monika V. (GR 2) I just want to note that I saw it on the website already, it's on the calendar. My only concern was what was already mentioned, having protocols in place for Zoom bombers.

Mark McP. (North Jersey Information Services Chairperson) The World Service Office (WSO) lists its meeting ID numbers on its webpage because so many meetings have similar names, and there's a lot of confusion as to which meeting you're looking for.

Katie O. (Chairperson) Cliff R. said he would help the Assembly meetings deal with potential Zoom bombers.

Motion: The AWSC recommends to the Assembly that the AWSC and Assembly meetings ID, Passcode, and Link be posted to the NJ Assembly calendar website nine months – one year before the meetings.

Vote: |Yes: 46| |No: 2| |Abstention: 2|
The motion passes with substantial unanimity.

Donna S. (Past Delegate, Past Chairperson Panel 59): This motion and the Insurance Processing

Person motion affect the policy. Both motions should be included in the Policy Handbook. If the Alagram motion passes, it should also be added to the Policy Handbook. These three items should be added to the Policy Committee meeting agenda.

Jennifer B. (Website Coordinator) I wanted to make a point of order. If people have website questions, I would like them to reach out to me. I understand Cliff is a tech coordinator, but if people can cc me on their emails to him, I would appreciate that. I am new to this website and how it's hosted; however, I have experience in my profession with different platforms.

Discussion: Request for clarification of the June 2007 motion in the Policy Manual regarding District Representatives sitting as voting members on any other Al-Anon Service Arm Board. Should the policy be changed?

Mark McP. (North Jersey Information Services Chairperson) This motion is not a universal rule everywhere. I just ask that it be considered because at the time, I was the District Representative of Area 10. We hope someone in District 10 will step forward to fill that role. It's not critical to that district or to North Jersey Information Services.

Katie O. (Chairperson) I kind of don't really understand. Are you asking us to consider appealing that you can't sit on other service arms?

Mark McP. (North Jersey Information Services Chairperson) My thought was that it's difficult to get people to step up. In an ideal world, people wouldn't have to volunteer for multiple service positions. Although it's not optimal, I think giving various service arms the flexibility to do this to help fill some vacant service positions would be beneficial. I'm not questioning the original decision. I just asked to raise the question, is it time to revisit this?

Christopher C. (GR 8) Is one of the reasons for this discussion due to a possible conflict of interest?

Kathy B. (Past Delegate Panel 44) I would like for us to consider leaving the motion as it is. We created the motion years ago because we had multiple people sitting on multiple voting boards. The idea is where the interest lies. If something is brought up on another service arm, it's outside of the Assembly. All other voting bodies are incorporated on their own, and we don't sit on other boards and vote due to

conflicts that may arise, such as double-headed management. North Jersey is a separate entity, and it needs to have its own voting system.

Katie O. (Chairperson) We're still just discussing whether this is a sound policy.

Peter M. (Delegate) It's not clear what the policy is we're discussing. The policy description is not shown on the agenda.

Katie O. (Chairperson) It's item 30 on the agenda, it's just a discussion currently. We aren't sure where the policy came from, why it's limited to District Representatives, and not extended to officers and coordinators. Those were some of the things that were brought up in past assemblies. So we're just discussing the policy, looking at it, and questioning whether it is a sound policy to have.

Peter M. (Delegate) Maybe we should create a thought force?

Katie O. (Chairperson) We can talk about that at the end.

Carole M. (Past Delegate Panel 35) It can be a conflict of interest. For example, if I'm a DR at the Assembly and the Chairperson of Information Service, where is my loyalty? Is my loyalty to the position as a District Representative at the Assembly, or is it as the Chairperson of Information Services? I would like to keep the policy as is.

Paul G. (Past Delegate Panel 50) Group Representatives can only represent one group at the Assembly meetings. That's why this motion was put in place. An additional consideration was that no person should be responsible for so many things to allow others the opportunity to volunteer for service positions.

Karen W. (AFG Member) I'm not clear what this policy is in the policy manual. The agenda states 'request for clarification of June 2007 motion in the policy manual'. It's not clear what the discussion pertains to or what the policy we're discussing is. Can the full description of the June 2007 motion policy be put on the agenda for the next Assembly meeting?

Katie O. (Chairperson) I can try to put the policy in the chat. I'd like to see this discussion get resolved today. Whether it gets kicked back to AWSC or we decide to leave it the way it is in the policy manual,

because this is the second Assembly where we've had this discussion.

Donna S. (Past Delegate, Past Chairperson Panel 59) Katie, I can put that in the chat for you.

Tim S. (Past Delegate Panel 38) If you're holding a liaison position to the Assembly, and you're a District Representative, you get two votes because the DR has a vote, and the liaison has a vote. That's double-headed management, and that's why this discussion was brought up. There were several occasions where people serving on multiple boards got multiple votes at the Assembly. I think we should keep the policy as it is.

Kasey M. (GR 4) We discussed this at the AWSC meeting and decided to take this to a thought force.

Katie O. (Chairperson) That wasn't my understanding. My understanding was that at AWSC, it got tabled. You know, maybe you're correct. I think I did call to ask for a thought force to be created, and nobody volunteered.

Kathleen W. (GR 4) It's very hard to get people to fill some of these positions. Now we're saying that willing volunteers can only have one position, that's a disservice to this whole thing. If a person holds positions on various service arms, they should only get 1 vote, period. We're struggling to get people to volunteer, and there are several unfilled positions.

Peter D. (Literature Coordinator) The agenda states District Representatives cannot hold a position on any other service arm. Why is it limited to DRs? If there's a perceived conflict of allegiance in one voting position to another voting position on another service arm, why doesn't it apply to all voting service positions, such as GRs, for example? DRs don't have a vote at the Assembly, they have a vote in the AWSC. GRs have a vote in the Assembly, so why should a GR be able to vote as an ISR and a service arm?

Karen P. (Past Delegate Panel 41) I want to make a clarification. Only GRs vote at the Assembly, but the AWSC brings motions to the Assembly for policies. When we sit on another board, we make decisions for that board, too. So why it refers only to the DRs, and that's why it only refers to the GRs. If you're a GR and you want to sit on the North Jersey Information Services as an Information Services Representative, you can. It isn't a conflict of interest because the

policy manual states the GR is an Alternate ISR; your group cannot get two people. I am a Past Delegate. I have a voice but no vote as a member of the AWSC (Area World Service Committee). If I wanted to be on the Steering Committee, I wouldn't come to the AWSC meeting unless I were an alternate. I can make policy and affect the bylaws of that information service. So, let's just wear one hat. It's ok for a DR to also serve as a GR because they have a vote at the AWSC and the Assembly. In all service areas in NJ, we're having a hard time getting people to step up. We need to be a squeaky wheel and continue to ask for members to step up for that position. I would like to see this motion stay as it is.

Katie O. (Chairperson) Just one clarification, if you are a GR for more than one group, it's in our policy manual/handbook that you only have one vote.

Rick (GR 9) Double-headed management in any sector of Al-Anon is not what this program is about... We need to allow people more time to step up in service, and if they don't, and things go away, then that's the natural progression for what has to happen.

Tina B. (GR 8 D8 Secretary) I am very grateful for the limits this program taught me about my capacity and my inclination to say yes and then regret it. And I also just want to affirm that it's incredibly uncomfortable to watch things that I love, people, places, and things, behave in ways that I don't always agree with. And as such, I think it's really important that I remember that my head only fits one hat. And I learned that in Al-Anon. And I also learned that I have to regulate my own discomfort about the things I can't control. So that's what I had to say. Thanks for letting me share.

Katie O. (Chairperson) I believe that if we don't have a motion to change the policy manual, then the discussion just ends, and the policy stays as it is. So with that, I think we're finished with the discussion, and the policy will be staying the way it is written in the policy manual.

Discussion: Should the Alagram be posted to the North Jersey Al-Anon Information Services Website?

Katie O. (Chairperson) I would like to emphasize that we're asking to post it on the North Jersey Al-

Anon Information Services website. It's already posted to New Jersey's Al-Anon Assembly website.

Mark McP. (North Jersey Information Services Chairperson) I did not ask for this to be put on the agenda, but I did ask if it was ok to post it on the North Jersey Al-Anon Information Services website. We're trying to get the word out with the Alagram. WSO reviewed and approved our website as it's within their guidelines.

Liz K. (Alternate GR 8) This is an outside issue, and this Assembly has no vote over what another organization puts on their website

Katie O. (Chairperson) Excuse me, I want to have a point of clarification here. Years ago, in the New Jersey Al-Anon Assembly, there was a huge discussion about whether we should even allow North Jersey Information Services to have a link on our website. So I feel this discussion is very appropriate for this organization to decide whether or not they want to allow the Alagram to be posted on another Service Arms website.

Tim S. (Past Delegate Panel 38) I'm grateful Mark brought this up and volunteered to put our Alagram on the North Jersey Information Services website. I would strongly suggest, in the spirit of cooperation, which we haven't had with this service arm for a number of years, that we approve this. I don't see harm in it. I believe at one point we had linked with NJIS' website.

Donna S. (Past Delegate, Past Chairperson Panel 59) Even though the area Assembly may approve this, North Jersey Information Services also has to approve it. We're not deciding for NJIS to post it to their website. We're deciding whether we'll send the Alagram to NJIS to post on their website or not. I agree with Tim about the spirit of cooperation. When I was a Delegate, I was reminded that my decision should be based on what's good for Al-Anon as a whole. In this instance, is it good for the Area, is it good for New Jersey Al-Anon as a whole to have this information be out there, and that we continue to cooperate with North Jersey Information Services? I hope that one day it's called New Jersey Information Services.

Monika V. (GR 2) Initially, I think having more information out there is great, and there's no harm in it. But as I've been listening and looking at the Policy Handbook and the websites, I've been very confused.

I think posting a link to the Assembly website on the North Jersey Information Services website might be a better idea. I found it very confusing when I started looking at the service arms and how they link to the World Service Office. If we post the Alagram to the NJIS website, could it be construed as North Jersey's Alagram rather than New Jersey's Assembly Alagram?

Gary G. (GR 6) I feel like this is outside business. We have no control over what anyone else may or may not post. If we post a link on our website (NJ Assembly), we get to vote on and control that. So this feels like it does not belong in our venue or our responsibility.

Peter M. (Delegate) I believe that in the spirit of cooperation, it's appropriate that we request the intergroup to post our Alagram on their website. This motion/discussion seems to indicate that we're telling them to do it. I think that might not be what people are talking about, not quite the feeling we want to have here.

MaryEllen (GR 6) I agree. It might be confusing if it's just a document that is somehow associated with the Assembly. I think if we post a link to our Assembly website on the North Jersey Information Services website, there would be more clarity. There are several things we post on our website. Are we going to start posting all our stuff on their website?

Carole M. (Past Delegate Panel 35) Maybe I'm wrong, but I remember years ago when we first got into websites and all this, that it was decided and World Service started it and said, 'each group is autonomous,' so we should not lend our name to another entity. Even though we can cooperate, we should remain, and I also think it was then decided at some point that the only site we linked to was World Service. I understand NJIS is getting and developing their own website and I don't think the Alagram should come. NJIS could give a report of the interesting things that happen at assembly that's one thing. Or if we or our delegate or someone wants to send a report to publication, maybe that would work. But I think we should remain autonomous. We need to cooperate with all the service arms but we need to remember the traditions, Bylaws, and Service Manual of Al-Anon says.

Katie O. (Chairperson) I just want to add that I believe the Alagram is copyrighted, so it can't be

posted to, you know, other websites, et cetera, you know, in magazines or whatever, without New Jersey Al-Anon Assembly's permission. So the discussion has ended, and we're going to do a voting member count again.

Roll Call - 50 voting members

Motion: The Alagram may be posted to the North Jersey Al-Anon Information Services Website.

Vote: |Yes: 32| |No: 15| |Abstention: 3|

The motion narrowly passes.

Tim S. (Past Delegate Panel 38) Katie, point of order. You never asked if there was any new business. You just moved right into approval of the minutes from the last assembly. I would like to bring up some new business.

Katie O. (Chairperson) I did label the new business on the bottom of page 3 on the agenda.

Tim S. (Past Delegate Panel 38) But you never asked if there was any new business.

Katie O. (Chairperson) Normally if they have something they want to add to the agenda they can email me ahead of time but if you had something you wanted to bring up Tim.

Tim S. (Past Delegate Panel 38) Yes, I'd like to have you put on the agenda for the AWSC to change the method of the AWSC for May and the Assembly for June from virtual only to hybrid.

Katie O. (Chairperson) Do you know if that can be done?

Tim S. (Past Delegate Panel 38) I'd like you to put it on the agenda for the AWSC to discuss.

Katie O. (Chairperson) Oh, okay. I actually didn't label it as virtual or hybrid or just in person purposely because I wasn't sure whether we were going to, you know, go ahead and have a hybrid meeting or whatever in June. So that's kind of still up in the air.

Karen P. (Past Delegate Panel 41) I just had a question about what Tim would like to put on the agenda for discussion at the next AWSC meeting. Was his question about having virtual meetings, including online meetings?

Katie O. (Chairperson) I'm not sure what you're asking, but if you want, you can just email me that

and I'll look at it and put it on the AWSC agenda, and we can agree on that then.

Ask It Basket:

Q1. *As a coordinator, I have a vote at the AWSC (Area World Service Conference) meetings that has the same weight as a vote by DRs (District Representatives). Why then is the previous motion just limited to DRs? Specifically, I'm a coordinator and an ISR with a vote on two different service arms. Why is this not a problem?*

Carole M. (Past Delegate Panel 35) If you were a DR at the AWSC and the Chairperson of Information Services, you would have two votes at the AWSC meeting. Who are you voting for, the Chairperson of Information Services or your group, or your district? Therefore, that's a conflict, but if you only have one vote in each place, then that is not a conflict. 3:54:55

Donna S. (Past Delegate, Past Chairperson Panel 59) I think the question being asked is, 'If I'm an ISR (Information Services Representative), I can vote at the Information Services meetings. And, if I'm also a coordinator, I can vote at AWSC. Why aren't coordinators restricted from holding the position?' I think the distinction here is that you would be an ISR, not a Steering Committee member. I may be wrong. That's the way I'm interpreting it, because as the ISR, you're voting for your group, you're representing your group. If you're a Steering Committee member at NJIS and you're also a coordinator of the Area Assembly, who are you voting for? As a Steering Committee member, you're representing the Steering Committee. As a Coordinator, you're representing AWSC. I think they're saying you can't be a District Representative and a Steering Committee member, like a Chairperson or Treasurer of NJIS. I don't know if that helps clarify that, but that's what I heard the question to be.

Q1. Clarification. *Specifically, it says DRs cannot serve on the Steering Committee of Information Services. Why then can a Coordinator serve on the Steering Committee of Information Services? There's an inconsistency here.*

Mark McP. (North Jersey Information Services Chairperson) The lack of clarity signifies that a thought force about the links of service arms in our area would be very useful to clear up the confusion with the websites and things like that. My understanding is the same as Donna's, for what that's worth.

Debbie F. (DR 3) One of my GRs was told that they cannot be a GR and an ISR. I've looked in the service manual, and I don't see that that's the case.

Peter M. (Delegate) Our Service Manual states very clearly that the Alternate Group Representative can also serve as the ISR, and the ISR can serve as the Alternate Group Representative. They can both fulfill the same duties and hold the same position. It's hopeful, and we want more people to serve in more positions. While it's not stated anywhere verbatim, I think what Al-Anon members would like is two people in those positions as GRs and ISRs. But if, for some reason, your group just has a GR or just has an ISR, they could serve in that other position temporarily until someone else can be found to fill that position.

Paul G. (Past Delegate Panel 50) If we can't fill service positions, then they should be empty, or they shouldn't get done. That has something to say about us and Al-Anon as a whole. All I can do is be an example of service. My home group has multiple DRs, our Alternate Delegate attends that meeting, and many GRs from various meetings attend that meeting. Many service positions are filled because there's an example of service in that meeting. Be an example of service, take somebody with you, and ask them to do service. When people hold multiple positions, others are prevented from having the experience of giving service and growing in their recovery.

Karen P. (Past Delegate Panel 41) Our Service Manual and Peter M., our Delegate, said it, the GR is the alternate ISR. In a perfect world, we would have two people. Years ago, we had two people. However, if the ISR cannot go to the meeting, the GR can go as the Alternate ISR.

Rick (GR 9) We're taught to avoid dominance and double-headed management. It's simple. If the position is not filled, it shouldn't be filled if no one steps up.

Carole M. (Past Delegate Panel 35) Double-headed management and conflicts of interest should be avoided. The Chairperson on the Board of Directors at World Service cannot serve in any other position in Al-Anon.

Q2. *When Group Representatives report information from Assembly or District meetings, are they to deliver factual accounting only? Are GR opinions allowed, and should they be included in the report?*

Cathy B. (Alternate Delegate) Page 73 of the service manual states, Al-Anon or Alateen members elected by the group members to request the group at district or area assembly meetings or to share information of importance, the GR brings this information back to the group.

Katie O. (Chairperson) What you just read, it just says to bring information back to the group. If they make their opinion part of the report, you know, what are we going to do, start editing that?

Donna S. (Past Delegate, Past Chairperson Panel 59) I'd like to point out tradition 1, our common welfare should come first, personal progress for the greatest number depends upon unity. When there's a vote at the Assembly, whether I agree with it or not, that's how it turned out. When I report back to my group, I believe that I should be giving a factual report, what happened, not what I think should have happened, because there needs to be unity. Of course, if the members wish to share their thoughts on it, that's fine. So I like to think about traditions one and two.

Melissa E. (GR 6) I second what Donna just said. Just the facts should be reported, and then during the discussion, I could share my opinion to add to the discussion.

Cindy U. (GR 7) I've been a GR for some time, and I have always given the facts to the best of my ability, but I also shared my opinion to give context around the discussion. It's a fine line, but I also think it's my duty to give my opinion when asked.

Paul G. (Past Delegate Panel 50) When I was a GR, I would bring the meeting packet, all the reports to the group, then it wasn't about me. As far

as bringing stuff to the district, I brought back what the group voted on.

Q3. *Is there a policy or protocol regarding emotional support animals being allowed in meetings? Not only a seeing eye dog, but a large dog or cat identified as an emotional support animal.*

Cathy B. (Alternate Delegate) I couldn't find anything in the service manual.

Liz K. (Alternate GR 8) I believe that it could be a matter of group autonomy decided by a group conscience vote. Be sure to announce it several times in advance of your business meeting, so everybody knows it is going to be a topic of discussion.

Kasey M. (GR 4) My friend has an emotional support animal. If she has her papers certifying the service animal, the animal is allowed in public buildings, including hospitals and restaurants. I agree with Liz K. It's a matter of group autonomy, and legally, I think service animals are allowed everywhere.

Peter M. (Delegate) If the meeting place has any restrictions on having animals, that's something that needs to be addressed. I agree with both speakers' previous, that it is a group autonomy issue. Speak about it at a business meeting and vote as a group. It's not about one member, it's about the whole group. The group is the one that makes the decision.

Paul G. (Past Delegate Panel 50) I manage a vacation rental, and if someone has a certified emotional support animal and provided their documents, I can't tell them they can't come in. State law mandates that I have to let them in. I imagine that's the same for all public buildings. I know it's up to the group to decide, but technically, I don't think you can stop them.

Mike O. (GR 9) I agree with Paul, if it's a bona fide support animal, it's discrimination to not allow them to join the group. I don't think that's something a group can vote on.

Peter D. (Literature Coordinator) If a person has a seeing-eye dog but another member is allergic to dogs, what do you do? Sounds like that should be a group conscience, unity is important.

Tina B. (GR 8 D8 Secretary) Service Animals are covered by the Americans with Disabilities Act, but emotional support animals are regulated by different legislation at the city and state levels, based on where your meeting is located. Different categories of animals are protected in different ways by different laws. Technically, only certified service animals are protected from discrimination by laws under the Americans with Disabilities Act. The rest of it is up to the group conscience.

Q4. *Can the Combined Reports Assembly Report be numbered throughout the entire document going forward?*

Katie O. (Chairperson) The problem with that is I didn't see anything in Adobe that would allow me to number the pages differently. But Donna could, she's kind of more experienced than I am, also she's running a newer version of Adobe Acrobat Pro.

Donna S. (Past Delegate, Past Chairperson Panel 59) I would be happy to guide Katie on that. One issue is that when people use the entire page, down to the very bottom margin, that makes it difficult to see some of the page numbers on the report.

Debbie F. (DR 3) Can you please send the district reps guidelines on how to format their reports? That would make things a lot easier. Thanks.

Katie O. (Chairperson) Years ago, AWSC (Area World Service Conference) decided that the reports should be posted as PDF files. I'm able to convert it to PDF, but Debbie's report took me all day, and I went through the whole thing twice.

Ken S. (Treasurer) Can you let us know what the margins should be?

Katie O. (Chairperson) What do you mean by margins?

Donna S. (Past Delegate, Past Chairperson Panel 59) The normal page set up has a 1/2 inch footer gives us enough room to be able to show the number at the bottom. I have a comment. First of all, awesome job Katie, all officers and coordinators, this is a well-run meeting. I appreciate everything that everybody has done. I'm excited to see 86 participants today, and that almost all coordinator positions have been filled, and all but 1 District Rep is filled. We had a lot of dark districts

for a couple of years, so I'm excited. I also want to thank everybody who participated today.

Katie O. (Chairperson) I would like to say that all the coordinator positions are filled. It's just the liaison position for Spanish Intergroup that I'm not getting any feedback from them on who's going to fill that position.

Katie O. (Chairperson) Tim S., when you said that I should have asked if there was any new business, did you mean I'm supposed to ask that besides what's on the agenda?

Tim S. (Past Delegate Panel 38) When it's time for new business, that's when it's appropriate to ask if there's any new business that wants to be addressed here or submitted to the AWSC. Historically, that's what's happened. It didn't happen today. It's not a big deal. I asked, can you please add this to the AWSC agenda? I will send you an email and ask you to put it on the AWSC agenda.

Katie O. (Chairperson) My question is, does it come as a suggestion for new business to add to the agenda after all the ask-it-basket questions?

Tim S. (Past Delegate Panel 38) New business is listed on the agenda after we come back from lunch, before we approve the minutes. You can ask if there's any new business when we come to it on the agenda, or after the ask-it-basket questions, that's up to you.

Paul G. (Past Delegate Panel 50) The process to bring new items to the agenda is to tell your District Representative to bring it to the AWSC and add it to the agenda. We don't usually bring up new topics at the Assembly until they're discussed at the AWSC (Area World Service Conference). The process is DR, AWSC, then Assembly.

Katie O. (Chairperson) I'm going to have to look into that because I've served on other non-profits, and it was frustrating. The board would have their meeting ahead of time before the general meeting, and they would set the agenda, and it was like everything they voted and decided was set in stone. I hear what you're saying, but also, what's kind of going through my head is that the GRs are rarely the decision makers. So if they have to wait every single time before they can ask that something be added to the agenda because it wasn't on the AWSC

agenda previously. I think that's kind of frustrating, the way the organization is supposed to work.

Paul G. (Past Delegate Panel 50) that's an example of exactly why we don't do this, because we start to argue about things.

Katie O. (Chairperson) Well, no, I'm saying I'm going to look into it and see exactly what the protocol is.

Christopher C. (GR 8) If you ask if there's any new business, it may become cumbersome if there's too much new business that's not on the agenda. How could that actually be dealt with at this meeting? I think the set agenda already has so much business to take care of in 5 hours.

Kathy B. (Past Delegate Panel 44) In the past, if anybody brought something up at the AWSC because we had decided years ago not to bring motions from the floor to the Assembly because it caused a lot of confusion. But if someone had a topic they wanted to add to the agenda, the Chairperson would write that down to be brought to the AWSC and privately get the details from the member who brought it up. This way it gets put on the agenda for the next AWSC meeting.

Karen (GR 8) If you can't bring up new business at the Assembly to add the AWSC agenda how are the GRs being heard? Is the channel to bring it up to the District Rep first and they take it to AWSC?

Kathy B. (Past Delegate Panel 44) The GR can bring up any concerns they have at their district meetings, then the District Representative brings it to the AWSC. Also, if there's an ask-it-basket question from the floor at the Assembly, that question can become new business, based on the question. It doesn't hurt to ask a question. We're trying to bring people in and not shoot questions down at the Assembly. If a Group Representative has a question and they don't have a District Representative, the Group Representative can work with the Chairperson to have it put on the AWSC agenda as new business. It doesn't have to turn into an hour-long conversation at the Assembly, but concerns raised at the Assembly can be added to the agenda for the next AWSC meeting. So, if anybody has any questions or opinions, feel free to state them here at the Assembly. Those are sometimes the best ideas.

Katie O. (Chairperson) We have seven minutes left so if you would like to see something added to the agenda for the upcoming AWSC meeting, please email me or your District Representative.

Liz K. (Alternate GR 8) The concern isn't that we don't want to hear comments or new business. This governing body takes concerns and conversations for motions through a process, and it can be very lengthy. Communication is key. Keep raising the questions, bring them up in your meetings, and communicate with your District Representative. If you don't have a direct line to your DR, the contact information for all of the AWSC members is on the New Jersey website.

Karen P. (Past Delegate Panel 41) For new Group Representatives, do not be afraid to ask the question. If you can't verbalize the question, put it in the ask-it-basket. If your question affects New Jersey Al-Anon, it will go through the AWSC and possibly the following Assembly meeting as a discussion, motion, or thought force.

Katie O. (Chairperson) The next AWSC meeting is Saturday, May 3rd. With that, I would like to close with the Al-Anon Declaration.

Karen P. (Past Delegate Panel 41) We need a motion to close the meeting first.

Katie O. (Chairperson) Do I have a motion to close?

Mike L. (NV Public Outreach Coordinator) Katie, there's a question on the floor.

Denise S. (GR 8) Katie, can you put your email in the chat, it's not on your report.

Katie O. (Chairperson) I'll stay on after we close to put it in the chat.

Jennifer B. (NV Website Coordinator) Katie, Denise can go to the 'Contact Us' page on the website and reach you that way.

NEXT ASSEMBLY MEETING – Saturday, June 7, 2025, 10:00 AM to 3:00 PM.

Meeting closed with the Al-Anon Declaration at 3 PM. Denise S. made a motion to close the meeting. Mike O. seconded the motion. Motion carried unanimously.

Minutes Submitted by
Kasey M. - Recording Secretary