

RI Al-Anon/Alateen

106 Rolfe Street
Cranston RI 02910
401-781-0044



April 1, 2016

Hi Everyone,

We are excited to share with you the Spring 2016 Assembly Agenda. As Group Representatives, you are the conduit between your groups and the Area. We look forward to hearing from you regarding the agenda items and, in particular, request that you take the items below to your groups for discussion prior to the Assembly on April 30.

- In the spirit of Al-Anon's Concept 4 – "Participation is the key to harmony." – we are encouraging all GRs to **BRING ONE OR MORE AL-ANON FRIENDS** with them to the Assembly **FOR FREE**. (Note that to help defray the costs of the Assembly, groups are asked to send their GR with a \$5 per group registration fee.) Please let your groups know that all members of Al-Anon/Alateen are welcome and have a voice at the Assembly (although only the Group Representative, Alternate, or Proxy can vote on behalf of the group).
- Also, there just might be a contest to see which District will have the most members in attendance!
- Open Area positions – Encourage group members to get involved in service by standing for one of the open positions (see attached list for position duties and qualifications). (Note that anyone standing for a position should attend the Assembly).
- Group questions and concerns. The main afternoon session will be made up of the questions and concerns that the GRs have gathered from their groups. Please send your group's topics to our Area Chair, David G. at chair.riafg@gmail.com by April 18.

Remember, if the GR or Alternate GR cannot attend, the group can send a proxy (note that any member who also is a member of AA cannot be a GR, Alternate GR, or group proxy). If a proxy is sent, he/she should bring a signed note from the group giving him/her permission to vote on behalf of the group.

Please be sure to print out the attached packet and bring it with you to the Assembly along with your Service Manual. We will NOT be bringing extra copies of this material to the Assembly.

LIS,
Phyllis H.
Delegate, Panel 55
Rhode Island

Let It Begin with Me. When anyone, anywhere, reaches out for help - let the hand of Al-Anon and Alateen always be there, and Let It Begin with Me.

Rhode Island Al-Anon Family Groups (RI AFG)

SPRING ASSEMBLY AGENDA ~ APRIL 30, 2016

Location: Wakefield Baptist Church, 236 Main St., Wakefield, RI

- 9:00 – 9:30 **Registration / Check-in**
- 9:30 – 10:00 **OPENING** [30 minutes]
- Moment of silence followed by the serenity prayer
 - Welcome
 - Our 3 Legacies: Read Traditions/Concepts/Warranties
 - Roll Call/Introductions
 - Housekeeping/Facilities Information
 - Review and Acceptance of December Assembly Minutes
 - Open Area Service Positions (to be discussed and voted on this afternoon):
Alternate Delegate, Archives Coordinator, *Lifelines* Editor, Website Coordinator,
Workshop Coordinator
- 10:00 – 10:45 **SERVICE IS FUN** [45 minutes]
- Game: Service Manual Quiz
- 10:45 – 11:00 *BREAK (continental breakfast provided-coffee/tea/water)*
- 11:00 – 12:00 **DELEGATE'S REPORT** [60 minutes]
- 12:00 – 1:00 **Lunch** (brown bag bring your own) (*lite snacks and refreshments provided*)
District Meetings during lunch
- 1:00 – 1:15 **SERVICE IS FUN** [15 minutes]
- Al-Anon Skit
- 1:15 – 2:15 **GR DISCUSSION TOPICS** [60 minutes]
- Topics to be determined by the GRs
- 2:15 – 2:30 *BREAK (lite snacks and refreshments provided-coffee/tea/water)*
- 2:30– 3:25 **ASSEMBLY ACTION ITEMS**
- Date of Next Assembly and selection of Assembly Planning Committee Volunteers –
to be held in/hosted by District 1
 - Open Area Positions – Nominations, Volunteers, Elections
 - Area Annual Appeal
 - Q&A as time permits
 - Reminder of Evaluation/Suggestion Forms
- 3:25 – 3:30 **CLOSING**
- Motion to adjourn
 - Closing prayer and Al-Anon Declaration

RI (Area 49)
Current Open Service Positions

Area Alternate Delegate – 1 year term

The Alternate Delegate is elected at Area Assembly for a 3-year term. If the Delegate is unable to finish his/her 3-year term, the Alternate steps in to complete the term as the new Delegate and represents the Area for the remainder of the term at the annual World Service Conference. The Alternate Delegate works along with the Delegate as much as possible in communicating with the groups. The Alternate Delegate can also provide valuable service to the Area by visiting Area groups and districts; assisting Area committees; developing Alateen groups, encouraging Al-Anon members to sponsor them, and setting up Alateen workshops; other responsibilities as assigned by the Area.

Archives Coordinator – 3 year term

The Area Archives Coordinator position is to preserve the experience, history, and memorabilia of the RI AFG. The Coordinator may head up an Archives Committee, which would be responsible for researching the history of Al-Anon in RI. The archive materials are currently at the Area office. Anonymity is stressed when displaying photographs that might identify individual members. The materials collected can be displayed at workshops, assemblies, group anniversaries, or public information displays.

***Lifelines* Editor – 3 year term**

The purpose of an Area newsletter is to provide a vital link among individual members, groups and the Area; encourage attendance at service events; communicate local, area, and Al-Anon Information Service news; and attract Al-Anon members into service. The objective of the *Lifelines* Editor is to produce a monthly newsletter. This is done by recurring articles-i.e. Delegates Corner; requesting articles from those that hold AWSC positions; posting requests for articles on the RI Announcement listserv; asking for personal shares; checking website for dates and times of upcoming events; participating in AWSC meetings; choosing a publish date; having other AWSC meeting members proofread the newsletter; and sending it to the RI Announcement list. Member's anonymity is protected at all times. All of this can take anywhere from 4 to 8 hours a month, if the coordinator works alone. It may be helpful to form a committee, or find a group of volunteers who are willing to donate a half-hour or hour of their time to do certain tasks each month.

Website Coordinator – 2 year term

The Website Coordinator keeps the RI AFG website updated by maintaining and uploading the meeting lists, uploading the *Lifelines* newsletter, and adding Area news, service opportunities, and events to the website. Responsibilities also include renewing the website each year and getting reimbursed by the Area Treasurer.

Workshop Coordinator – 1 year term

The Workshop Coordinator heads the Workshop Committee, which plans our annual Fall Workshop. The purpose of the Workshop is to allow members to participate in giving back to the program (Participation Is the Key to Harmony) while enjoying a day of recovery. All proceeds help the Area as a whole, which allows us to be self-supporting. The Workshop Coordinator chairs periodic committee meetings and secures volunteers who take on responsibilities for registration, decorating, hospitality, master of ceremonies, speakers, treasury, meetings, food, craft table, Alateen participation, AA participation, Literature table, and Public Outreach table. This person troubleshoots and supports these tasks as necessary.

VOTING POSITIONS OF AWSC AND EXPECTATION OF ATTENDANCE AT AWSC MEETINGS.

Per Policy 02-2010, all of the above listed Service Positions are voting positions for AWSC meetings, except for Workshop Coordinator. Members serving in voting positions are expected to regularly attend all AWSC meetings.

Rhode Island Al-Anon Family Groups (RI AFG)
WINTER ASSEMBLY ~ December 5, 2015
Jamestown Senior Center, Jamestown
Hosted by District 3

VOTING MEMBERS (GROUP REPRESENTATIVES and PROXIES)

Barbara H, Charles W, Clint W, Dan F, Dean H, Francoise D, Heather M, Jane A, Joe M, Joshua M, Joy C, Kate M, Kathy Y, Linda S, Lorie G, Mark C, Sandra M, Shalla S, Steve C, Susan H, Tami K, Traci B, Walter B

AREA OFFICER/COORDINATOR ATTENDEES

Ann-Marie C, AA Liaison; Barbara H, Literature Coordinator; David G, Area Chair; Dean H, Website Coordinator; Deb E, Area Secretary; Denise A, *Forum* Coordinator; Denise C, Group Records Coordinator; Heather M, Public Outreach Coordinator; Mark C, District 1 Representative; Megan B, Alateen Coordinator; Phyllis H, Area Delegate; Shawn J, Office Coordinator; Steve C, Email Coordinator; Tami K, Area Treasurer

OPENING

Moment of silence followed by the Serenity Prayer; reading of the Steps, Traditions, and Concepts; roll call/introductions.

June 6, 2015 Assembly minutes reviewed and accepted.

AREA BUSINESS

- Date of Next Assembly (hosted by District 2): April 30 (back-up of May 7; TBD by Assembly Committee); Assembly expressed wish to have Fall Assembly in October; date will be selected at Spring Assembly
- Open service positions for 2016 reviewed (election of new service members to take place after lunch)
- Distribution and review of 2016 budget documents (discussion and motion for approval after lunch)

DISTRICTS AND DISTRICT FUNCTIONING

Bud S, guest speaker and outgoing Delegate from Vermont, spoke about his experience in serving at a district level. He described things districts can do to build healthy, active districts:

- Get contact names of group representatives and current mailing addresses (CMAs) for each group
- Contact each group and set a date and place for a district meeting (suggests having a district meeting before a regular meeting, so program is available afterwards and people get a chance to visit new meetings)
- Use food to attract people
- Set a loose agenda and have something to do or talk about over the course of the year (plan events, workshops, spiritual days, fundraisers)
- Send out reminders
- Share your enthusiasm and make it fun
- Set a date for the next meeting

- Try to get someone to commit to serving as a district rep, even if temporarily

Active, working district service structures increase communication and grow service among members.

Attendees then broke out into groups to discuss: (1) What are the benefits of having an active, vibrant district? and (2) What can we do to make these benefits happen in our districts? Then the larger group convened to talk about what came up.

Results of the discussion will be typed up and distributed to groups at a later date.

LUNCH BREAKOUT

Participants met with their districts to elect new District Representatives (all districts) and form a Committee to plan the next Assembly (District 2).

ASSEMBLY ACTION ITEMS

- 2016 Budget was presented; Q&A and discussion followed; budget passed.
- Nominations and Elections for Open Service Positions:
 - Area Secretary—Shala
 - Email Coordinator—Dennis
 - Office Coordinator—Shawn
 - Alateen Process Person—Joy
 - District 1 Representative—Mark; Shawn, alternate
 - District 2 Representative—Kate
 - District 3 Representative—Tracy
- *The following positions remain vacant:*
 - Alternate Delegate
 - Archives Coordinator
 - *Lifelines* Coordinator
 - Workshop Coordinator

AREA OFFICERS AND COORDINATORS REPORTS

- Area Chair (David G)—Our Area now accepts 1-time memorial contributions by family of deceased members (this decision was made at the last Assembly); our Area meets every 6 weeks, and we will set dates for the next year so people can plan ahead
- Delegate (Phyllis H)—new Alateen meeting starting in December for students at Coventry High School; World Service Office is accepting applications for members of the Executive Committee for Real Property Management; there is a Delegate's Corner page on the Area website (www.riafg.org) with all of Phyllis' news and notes from the World Service Conference and World Service Office; she looks forward to bringing our voice and vote to the next Conference
- Literature Coordinator (Barbara H)—provides Literature expense information in every Area World Service Committee Meeting minutes, just check the www.riafg.org website; the balance in the Literature Account currently is \$159; she plans to send out more literature news and notes in the coming year

- Alateen Coordinator (Megan B)—there are around 4 school and 3 non-school groups running currently, with 4 or 5 new meetings in the pipeline; we have a bunch of new sponsors coming on board; always need new sponsors; RI Alateen has a new website (www.riateen.org), which should be up and running soon
- Office Coordinator (Shawn J)—office is currently open 4 days a week; the office takes 20-30 calls during office hours per month (additional calls outside of office hours are answered remotely by volunteers); if you've been in Al-Anon at least a year and have served in your home group, office volunteering is a great next step; the more volunteers we have, the more hours the office is open; anyone interested can contact Shawn
- Website Coordinator (Dean H)—can send meeting announcements to be posted on the website, via email or in writing; just send it on to Dean at the webmaster e-mail address listed on the website
- Group Records Coordinator (Denise C)—there are 47 active groups in RI; 28 have Group Representatives (GRs); 23 of those groups were represented at the Assembly today, 14 by GRs and 9 by proxies; 8 of the represented groups are from District 1, 10 are from District 2, 5 are from District 3
- *Forum* Coordinator (Denise A)—every group gets a free copy of the *Forum* each month; if your group doesn't get one, please check that your contact information is accurate and filed with World Service; encourage your group members to write for the *Forum*; only 45 individual members in RI subscribe to the *Forum*
- Public Outreach Coordinator (Heather M)—among other projects, she's been helping to set up a library of Al-Anon materials in the office of a family court judge; she's putting together a literature kit for groups; if you have old literature, she can supply labels to put in them and members can "forget" the literature in public places; this is a group effort, it's all our responsibility; think of what tiny step you can take to spread the word

CLOSING

Motion to adjourn. So carried.

Closed with the Serenity Prayer and Al-Anon Declaration.

Respectfully submitted,

Deb E.

Area Secretary