

NEW YORK NORTH AREA
ASSEMBLY MEETING
May 20, 2017

1. **Call to order** at 9:15 AM by Susan A. with a moment of silence followed by the Serenity Prayer.
2. **Traditions:** Read by Susan – D22 **Concepts & Warranties:** Read by Paula – D22.
3. **Welcome & Information:**
 - Assembly Guidelines Power Point reviewed. Use the Ask-It-Basket for questions. They'll will be answered later in the day. Only Group Reps vote. One vote per group. Motions need to be submitted in writing, forms are available. 14-15 New GR's stood to be welcomed.
 - Lunch: Noon – 1 PM. 1 PM presentation workshop for all.
4. **Roll Call:**
 - Each district was asked to stand when called. The District Rep stated the number of voting GR's from their district. 71 Voting GR's were present as follows:

Dist. 1	Dist. 2	Dist. 3	Dist.4	Dist. 5	Dist. 6	Dist. 7	Dist. 8	Dist. 9	Dist. 10	
5	7	6	0	4	1	1	5	2	6	37
Dist .11	Dist.12	Dist. 13	Dist. 14	Dist. 15	Dist. 17	Dist.18	Dist. 19	Dist. 20	Dist. 21	
0	3	0	4	8	5	1	0	0	1	22
Dist.22	Dist. 23	Dist. 24	Dist .25	Dist. 26	Dist. 27	Dist. 28	Dist. 29			
5	3	0	1	1	0	0	2			12
										71

- **Coordinators:** Alateen, Archives, Convention, Group Records, Literature, Newsletter, NYNAC, Presentation, Public Outreach and Web.
 - **Officers:** Delegate, Alt Delegate & Forum Coordinator (Gwenne absent Connie D will represent), Immediate Past Delegate, Secretary, Treasurer & Chairperson.
 - **Past Delegates:** Elaine R. & Bob C. , Connie D, Phyllis, Mary G
 - **Trustee- none / Past Trustee/s:** Phyllis and Mary G.
 - **AIS Reps:** Syracuse.
5. **Secretary's Report:** online- Minutes from the Sept 24, 2016 Fall Assembly meeting read by Pam A. M: to accept as read: Carol - D15 & 2nd by Walt D15. Passed by Voice Vote
 6. **Treasurer's Report:** Linda A. – Report online.
 - Account balances: Checking \$13,378.55 - Reserve \$9,750.20 - Mutual Funds \$2,955.40.
 - The final 2015 financial spreadsheet showed Incoming as \$24,244.57 & Expenses as \$19,497.75
 - 2017 Income & Expense thru April 2017: Incoming funds = \$5,800.70 & Expenses = \$7,830.87.
 - Motion to accept the Treasurer's report – Harold D5, 2nd Mike D26. Motion Passed, VV.
 7. **Delegate Report:** Diane C. – Entire report online.
 - **Updates from the 2017 World Service Conference:**
 - Contributions by NYN groups increased by \$6,000 over 2015. 58.8 % of NYN groups contributed compared to 64.7% of all groups. Average per group in NYN was approx. \$119.00, cost to support each group - \$261.00. Is your group doing their part?
 - **WSO is cutting costs by using technology to their advantage.**
 - WSO added new positions (Digital Strategy Manager, Webmaster and Social Media Specialist) to focus on bringing new technology to Al-Anon, redesign of website and increase Al-Anon's presence on social media.

- The complimentary group Forum was discontinued.
- The conference summary will no longer be provided free to Area AWSC members. Free download on the Member's website.
- 2018-2020 Service Manual is in progress. Groups will no longer receive a free copy. New groups will receive a complimentary copy 3 months after they register.
- Cost of 2018-2020 Service Manual will be \$6. Can order from LDC's or on the WSO website. It will be available to view and download on the member's website for free.
- Two new PSAs introduced in 2017 with the ability to distribute to media stations via a link as opposed to physically mailing CD.
- Members can contribute to WSO on-line or setup preauthorized contributions.
- **Chosen Agenda items were:**
 - *"How do we attract younger members and continue to keep them coming back."*
 - *"How can we more effectively cooperate with AA? Enhancing a relationship with those members and their family and friends who are already aware of the positive impact of twelve-step recovery?"*
 - *"Welcoming and supporting newcomers to Al-Anon dealing with drug addiction while staying true to our steps, traditions and concepts of service."*
- **Two policies were amended by the WSC: "Announcing Events" & "Financial Matters."** Details of policy updates in Delegate report on NYN website and on WSO Member's Website.
- Diane told the Assembly that throughout the WSC the Delegates were asked to keep in mind, ***Is it Accurate? Does It Provide Clarity? Can We Live With It?***
- **Open & Closed meetings:** In 2016 the WSO Policy Committee began discussing the terms "open" and "closed" meetings and considered strategies to eliminate confusion the terms cause for the public and Al-Anon members. Delegates were asked to get input from their areas. Results, confusion surrounds the terminology. WSC was asked to consider:
 - *Do nothing. Leave up to areas to deal with the terminology on their meeting list.*
 - *Let WSO address defining terms more fully and update the Service Manual.*
 - *Ask Policy Committee to look at terminology, consider alternative wording with caveat that preserving anonymity, confidentiality and safety is important to all members.*
 - *Was only a topic for discussion – no further action was taken.*
- **Prayer for Today update:** At the 2016 WSC discussions occurred regarding the WSO Literature Committee's recommendation to remove the "Prayer for Today" from the *Just for Today* Bookmark and Wallet Card, and from "How Al-Anon Works". No motion was made, consensus was for Delegates to take back to their areas for discussion and revisit at the 2017 WSC. Delegates reported on those discussions. Reaction was divided on whether to keep it or delete. If kept, should it be included in the Newcomers Packets? Some felt the Board of Trustees & the Literature Committee should make this decision due to the controversy related to the topic. There was no consensus on how to proceed, however there was a consensus to discontinue the discussion and take no action at this time.
- **Task Forces presented skits, discussions and workshops related to:**
 - *"Spirituality in District Money Discussions"*
 - *"Talking about Spirituality and Area Finances"*
 - *"Spiritual Principals in Group Money Discussion"*
 - Diane has handouts from each task force and will request they be put on the NYN website.

- The Sixth International Convention is July 6 - 8, 2018 in Baltimore, Maryland. Beginning in Sept 2017 information can be found at: <https://al-anon.org/al-anon-international-conventions>
- As an outgoing Delegate on Panel 55, Diane shared her story at the WSC on the Conference theme: "Our Members Our Hope for the Future".

8. **Immediate Past Delegate & State Report: Ruth S.**

- 2017 will be NYN's 3rd time at the NY State Fair, booth will be located in the Science & Industry Building. 13 days Aug 23rd – Sept 4th.
- New banner this year and adding "Al-Anon Faces Alcoholism" to the pamphlet handouts this year.
- Need 104 volunteer slots filled - NYN will provide tickets to fair for volunteers
- Sign-up on the NYN website, at home page click on link to the sign-up page.
- Please complete all information on sign-up page. The information can only be viewed behind the scenes and enables the mailing of the fair ticket.
- Just a reminder, funds cannot be earmarked for fair outreach; you, your group, district, etc., can increase your overall donations to the area.

9. **Officer/Coordinator 2 Minute Hot Topic Reports:** All reports online unless otherwise noted.

- **Alateen: Walt S.**
 - ✓ Each year WSO allows every area to appoint someone to assist the Alateen Area Process Person with the annual AMIAS recertification process.
 - ✓ Mary Beth G. (Camillus sponsor) was approved as assistant AAPP for NYN.
 - ✓ Alateen Training Module is close to completion. Would like to have the training module setup on a web-based platform to allow online training of AMIAS's
 - ✓ Would like to add a section on "Mandatory Reporters: to NYN Alateen Guidelines.
- **Archives: Kevin M**
 - ✓ Went through archives and organized the "Forums" and literature.
 - ✓ Various Archives Coordinators are looking into or have started to digitize their area's archives.
 - ✓ Gave position presentation.
- **Convention: Nancy H.**
 - ✓ 2017 Election Assembly: Host D3 & D18, Sept. 22-24 @ Comfort Inn, North Syracuse.
 - ✓ Hosts for 2019 & 2020 Spring & Fall needed. Would like to have commitments by the Fall Assembly. (end of panel 55)
- **Group Records: Lynda S**
 - ✓ 10 groups in some form of non-communication with WSO and NYN. 1 group in status of "Not Meeting". (Showed info)
 - ✓ Communication is key. When investigating she starts with the District Reps.
- **Literature/ Alternate Delegate (Forum): Gwenne R.** – Connie reported on behalf of Gwenne.
 - ✓ There will be a Forum drawing today.
 - ✓ Gave Service Position Presentation for Literature and Alternate Delegate.
 - Literature coordinator encourages all members in the area to learn about the CAL (Conference Approved Literature) process and be familiar with current available material.
 - Alternate Delegate is the forum coordinator, attends the new GR meeting and talks about the forum, is the time keeper at AWSC and Assembly meetings and prepares to step in if Delegate is unable to attend the WSC.

- **Newsletter: John O.**
 - ✓ For each edition, prints and mails. This is not a direct duty of the Newsletter Editor.
 - ✓ Has supplies and a printer that can be given to the next editor.
- **NYNAC: Leslie C.**
 - ✓ **2016 NYNAC** - Lodging and food were \$3,840, T-shirts \$354.00. Registration \$125 per person. \$500 seed money paid back to NYN. \$2,800 left in account due to donations and fund raising efforts by NYNAC coordinator. Some teens did not feel comfortable with the large number of adults at the event.
 - ✓ **2017 NYNAC** - New pricing received for 2017. Vanderkamp has no minimum limits. Could consider 1 cabin as opposed to 2 and save approx. \$700. Other venues were checked for the favored weekend in 2017, only 1 is available at higher cost. Wants to keep the cost low. 2017 Duty folders still need to be assigned to Alateen groups. It's possible the 2017 registration cost could be \$150.00 per person based on 30 individuals.
 - Gave job presentation: Description on NYN website. A little bit of work and fun.
- **Presentation: Sarah R.**
 - ✓ Will have a workshop today.
- **Public Outreach: Pat H**
 - ✓ Showed 2 new 30 second PSA's. Provided DR's and P/O Coordinators with list of media outlets in NYN that have aired the PSA's, includes procedure instructions.
 - ✓ Al-Anon Faces Alcoholism 2018" deadline to order is July 5, 2017.
 - ✓ Sent 150 AFA's to "Trinity of Chemung County" for family members.
 - ✓ Comment: No men in the PSA's. What about diversity? Will follow-up with WSO.
- **Website: Molly C.**
 - ✓ Manually updates meeting info on website for meetings not listed on any meeting schedule.
 - ✓ Responds to "NYN Contact Us" email inquiries. Year to date there's been 37.

10. **AIS - 2 Minute Hot Topic Reports:**

- **Syracuse AIS:** Ruth reported - report online.
 - ✓ Planning an open house for the fall.
 - ✓ New project - place the P/O poster with tear offs in laundromats.
 - ✓ Plan to have Officers and Coordinators attend district meetings to increase communication and encourage service.
- **Western NY AIS:** No report
- **Rochester AIS:** No report

11. **Lunch Break:** Assembly reconvened at 1:15 pm.

12. **Workshop** - All attending the Assembly & Convention participated in a workshop "Recovery Road Race". Groups moved through stations where they had questions and brainstormed before moving to next table. Puzzle pieces spelled out "Serenity".

13. **Committee Reports:**

- **Insurance:** Walt
 - ✓ Requested policy estimates via a website to insurance agency that specializes in non- profits. Waiting for response to inquiry.
- **Finance Committee:**
 - ✓ Susan prepared a written statement that was read to the assembly by Elaine R. that provided background on missing NYNAC funds and the steps taken to date to recover. See attached. A Discussion occurred. Listed below.

- **AAPP/Alateen Coordinator Position: Walt**
 - ✓ The AWSC recommended a new service position be established to handle the certification of new AMIAS's (Al-Anon Members Involved in Alateen Service) and the yearly recertification process of AMIAS's.
 - ✓ The new position to be titled Area Alateen Process Person (AAPP) the responsibilities of the new position are currently being handled by the Alateen Coordinator.
 - ✓ Walt presented the Service Position descriptions with responsibilities for both Coordinator positions. AAPP position would have a budget of \$450.00 yr. Same as the other coordinator positions. Funding would be available once during the 3 year term for the AAPP to attend NYNAC.
 - ✓ If approved the new position would be filled at the Fall Election Assembly.

14. **Service position presentations at the Assembly were given by:** Delegate, Secretary, Literature, Alternate Delegate, NYNAC and Archives Coordinators.

15. **Roll Call: for voting items**

- 78 Voting GR's were present as follows:

Dist. 1	Dist. 2	Dist. 3	Dist.4	Dist. 5	Dist. 6	Dist. 7	Dist. 8	Dist. 9	Dist. 10	
7	7	7	0	4	1	1	5	2	5	39
Dist .11	Dist.12	Dist. 13	Dist. 14	Dist. 15	Dist. 17	Dist.18	Dist. 19	Dist. 20	Dist. 21	
1	3	0	3	9	5	1	2	0	1	25
Dist.22	Dist. 23	Dist. 24	Dist .25	Dist. 26	Dist. 27	Dist. 28	Dist. 29			
4	3	0	3	1	0	0	3			14
										78

16. **Voting Items:**

- **Appointment of Literature Coordinator Replacement: Motion** by and 2nd by to approve the appointment of Gwenne R. as the Literature Coordinator for the remainder of the term. Passed by VV.
- **Split the Alateen Coordinator Service Position into 2 Positions:** The AAPP (Area Alateen Process Person) and the Alateen Coordinator. Motion by Walt S. D15 2nd by Debbie D3. Passed VV
- **New York North to pursue legal action in Buffalo Small Claims court to recover \$1,500.00:** Motion by Connie D and 2nd by Ruth S. Consensus to approve was a simple majority. Simple majority would be 40 in favor vs substantial unanimity requiring 52. Written ballots were counted: 40 yes and 38 no. Motion passed.

17. **Announcements:**

- District 1 -meeting immediately following Assembly - Roosevelt room.
- Hospitality closing at 6 PM until after the banquet and speakers
- Forum Drawing winner: Tammy Y – Buffalo
- Fundraisers, days of sharing and picnics announced. See Northern Hi-Lights for details
- Make hotel reservation early for the Fall Assembly. Due to a concert, hotel expects sell out.

18. **Motion to adjourn:** Passed by Voice Vote. Closed with the Al-Anon Declaration at 3:52pm.

Discussion on NYNAC finances

Q. What about practicing these principles in all our affairs and keeping anonymity?

A. The By-Laws state the name of the association is NYN AREA Assembly. Al-Anon or AFG are not part of the name.

Comment: The Finance Committee felt this needed to be presented to the assembly to make the decision.

A letter was read from a prior incident in 1990's when the bill to pay the NYNAC venue was not paid.

Group conscience decisions should be made as an assembly for the growth of the assembly.

Comments:

- Try not to lay blame
- Separate myself from the turmoil
- Let the person suffer the consequences of their own actions
- The alcoholic disease has affected us as an area.
- If you don't deal with something it keeps coming back
- Struggling with spirituality and principals and enabling.
- Would like to see amends made.
- Over 20 years ago a something similar happened.
- There is no bill to be paid. The money in question is missing from the bank account. The prior incident 20 plus years ago was about a bill not being paid to a venue where NYNAC was held.
- Go with your conscience and ask higher power for help.
- Warranty 4 was read from the service manual pg. 221 & pg. 289, I'm on both sides of the fence
- As long as Al-Anon name is not used, they steal they should be punished.
- Don't feel we will get anything by going to small claims, while a letter to forgive the person may get the money paid back in the future.
- I didn't come to Al-Anon to fight about money.
- Because I don't like to talk about money doesn't mean I have to bury my head.
- The new coordinator has been working hard to raise funds.
- This is about Al-Anon in NYN as a whole, if NYN says no problem, then the next group says no problem.
- Forgiveness
- Need to pursue as a consequence of a personal action.

Q. What is the process of oversight?

A. A process is in place, there was resistance to the process and no cooperation. Finance committee tried to do what was prudent.

- Process included: 2 signatures on all checks, review of account statements, audit of all records. (Details of oversight contained in the NYNAC Service Position Description) was met with resistance.
- Missing funds were due to: Debit card usage and checks written to NYNAC being deposited to an account that was not the NYNAC account.
- Finance committee is working on revisions to the oversight process.

Finance Committee Report - Read to the Assembly

Following the 2015 NYNAC, the Finance Committee chairperson notified the NYNAC coordinator that she needed a financial report for that year's NYNAC. Both the NYN Treasurer and the Finance Committee chair received some vague information.

Prior to the 2016 Spring Assembly, the Finance Committee chair received an email from the NYNAC coordinator with some financial information and a letter of resignation. The NYN Treasurer was not able to access the NYNAC bank account because it was overdrawn. The Finance Committee chair went to the bank, paid the \$104.86 overdraft fee and obtained the account's bank statements.

The bank statements showed that two checks had been cashed electronically with a debit card and the money not deposited in the account. Another check was deposited and the money was withdrawn. The total equaled \$437.05. The individuals who wrote the checks are pursuing recovery of the funds through the bank. \$1500 is unaccounted for. The Finance Committee chair sent a certified letter requesting more information. It returned undelivered to the Finance Committee chair.

The Area Chairperson attempted to contact the former NYNAC coordinator several times by email, phone and in July, two home visits. At the first home visit, the daughter answered the door, but did not know when her mother would return. At the second home visit in the evening of the same day, no one was home. The Area Chairperson asked the daughter to ask her mother to contact her.

In October 2016, the Area Chair called the Detective in the town where the former NYNAC coordinator lives. The detective called the former NYNAC coordinator and explained to her what consequences she was facing and strongly suggested that she contact the Area Chair and make amends. The former NYNAC coordinator sent an email to the Area Chair apologizing and expressing her willingness to make amends. She agreed to sign a contract to repay the \$1500 in monthly installments. In January 2017 the Area Chair sent the contract for signature but it was not returned.

At this point, in order to continue to attempt to recover the funds, the Finance Committee recommends that the Assembly pursue initiating a claim for reimbursement in Small Claims court. As a Committee, we're working on safeguards so that this situation is less likely to occur in the future.

Area Alateen Process Person

- The AAPP person should have a computer and prior computer experience.
- Experience as an Alateen Sponsor is helpful but not required.
- Is required to complete the NYN Area AMIAS Certification Process if not already certified as an AMIAS.

Responsibilities:

- Certifies new AMIAS (Al-Anon Member(s) Involved in Alateen Service) via the WSO process upon receiving all the required Area Forms set forth in the NYN Area Alateen Guidelines.
- Files and retains all AMIAS paper work upon completion of registration.
- Recertifies all current AMIAS each year based on the NYN Area Guidelines requirements per the WSO recertification process.
- Registers all new Alateen Groups via the WSO process.
- Files and retains Alateen Group Information Form GR-3.
- Updates Alateen Group based on changes received on the Alateen Group Information Form GR-3 via the WSO process.
- Purges all inactive AMIAS paperwork upon six years from date of resigning from position.
- Purges all Alateen Group Paperwork six years from date that the group closes.
- Works closely with the NYN Alateen Coordinator.
- Cooperates with NYNAC Coordinator.
- Assists Area Officers and Coordinators in becoming AMIAS's.
- Takes part in all required WSO Alateen conference calls.

Alateen Coordinator

- Be familiar with G-24, Guidelines for Area Alateen Coordinators.
- Experience as an Alateen Sponsor is helpful.
- Is required to complete the NYN Area AMIAS Certification Process if not already certified as an AMIAS.

Responsibilities:

- Works closely with the NYN Area Alateen Process Person.
- Makes certain that all AMIAS are familiar with Area Safety Requirements and Guidelines.
- Keeps in touch with Area Alateen groups and sponsors.
- Coordinates with new Alateen groups, making sure that groups know that the Alateen Coordinator is a resource of support and knowledge.
- Attends the New York North Area Alateen Conference (NYNAC) every year.
- Sends out updates to the NYN Alateen Handbook to all District Representatives and Alateen Group CMA's.
- Cooperates with NYNAC Coordinator.
- Reviews the NYN Alateen Education Module on a yearly basis making any necessary updates as needed.
- Conducts workshops and training for AMIAS and other members based on requirements set forth in the NYN Area Guidelines.
- Takes part in all required WSO Alateen conference calls.

Suggestions:

- Lead an "Alateen Interest Meeting" at each NYN Assembly/Convention. (usually on Sunday morning).