

NYN Area 2025 Spring AWSC Meeting Minutes

NYN Secretary Molly C

OPENING

1. Call to order: 9:00 AM
2. Moment of Silence followed by the Serenity Prayer – All
3. Traditions read by Julie B D02
4. Concepta and Warranties read by Kathi D Immediate Past Delegate, Treasurer
5. Welcome and Information Items
 - a. Welcome new AWSC members – Ken D, D07
 - b. Meeting Etiquette was reviewed.
 - c. The Timer today for reports and discussion is Kathi D, Immediate Past Delegate
 - d. If you need help during the meeting please send a private chat to the E MeetingCoordinator, Maggie S.
 - e. Please, if possible, leave your video on so that we can “read the room”
 - f. Please stay muted when you are not speaking
 - g. Please raise your virtual hand under the react tab if you would like to speak
 - h. Before speaking, please introduce yourself by first name, last initial and district number so the secretary can take correct minutes
 - i. Voting
 - i. Who is eligible - Officer's, Coordinators, DR's, AIS Reps, Past NYN Delegates and Trustees (who remain active at the Area level)
 - ii. How to vote - use the green check mark for yes, red x for no
6. Roll Call
 - a. Ellen V, Chair called the roll – 21present, 20 voting members. See *Appendix A Roll Call*
 - b. A Zoom Poll was used to determine Substantial Unanimity, 2/3 or 3/4 of voting members for all motion votes. See Warranty Three under Concept Twelve for an explanation in P24/27 the 2022-2025 Al-Anon/Alateen Service Manual. – 2/3 or 3/4 of roll.
 - i. Substantial Unanimity is 2/3 of counted votes or 14 YES (✓). See Appendix B

AGENDA All reports are posted on the link NYN web site: <https://nynafg.com/news.html>

1. **Secretary Report** – MollyC
2025 NYN Winter AWSC Minutes of 3/29/25 unapproved taken by Secretary Nolly C were presented as read. Corrections/additions/deletions were noted and will be made.

- a. Motion to approve the minutes of the 2025 NYN Winter AWSC as amended was made by Carol C Delegate and 2nd by Julie B D02. Motion was carried with 19 yes votes. See Attachment B.
 - b. A copy of the corrected minutes will be sent to be posted on the NYN web site.
2. **Treasurer Report – Kathi D**
 - a. Reports posted include
 - i. 2025 NYN Monthly Donation Report
 - ii. 2025 NYN Budget vs Actual Expense To Date Report
 - iii. 2025 NYN Treasury Report including 2024 Total Revenue and Expenses, 2025 to date Revenue and Expenses, Donations, Bank Account Balances as of April 30, 2025.
 - b. Important information for later discussion is the Newsletter expenses September 2024 through April 2025.
3. **Delegate Report – Carol C**
 - a. I attended the 2025 World Service Conference April 24th– 27th in Hartford, CT and the Delegate’s visit to Stepping Stones on April 28th in Bedford Hills, NY. I am preparing a report which I will present to the Area Assembly on May 31st. I will make my presentation slides available to be posted online after my presentation and after all photos have been redacted.
 - b. The 2026 Road Trip to be held Tues - Sunday Oct 20 - 25, 2026 is a WSO Board of Trustee quarterly meeting open to members. It is held by an area chosen by lottery from those that apply. Would we like to host? There are three locations that meet the requirements in NY North – Albany, Buffalo and Syracuse. There are specified room, food, audio and visual requirements. We need a NYN Area Member to act as the contact person to two area hotels and the WSO personnel once a location is chosen. A committee of 3-5 will be needed if NYN is chosen. It can all be accomplished through emails.
 - c. A motion to put a vote that NYN submit a bid to host the WSO Board of Trustees’ October 2026 Road Trip on the 2025 Spring Assembly/Convention Agenda was made by Kathi D, NYN Treasurer and 2nd by Julie B D02. Motion was carried with 19 yes votes. See Attachment B.
4. **Two Minute Hot Topic Reports:** These will only be read here if there is something that needs to be discussed, please take the time to read them on our own.
 - a. Alternate Delegate/Forum Coordinator Report - Betty GM
 - b. Immediate Past Delegate Report - Kathi D
 - c. Alateen Coordinator Report - Mary S (Acting)
 - d. Area Alateen Process Person (AAPP) Report - Vicky D
 - e. Archives Coordinator Report - Janet GR

- f. Business E-Meeting Host Report - Maggie G
- g. Conventions Coordinator Report - Jim M
- h. Group Records Coordinator Report - Connie C
- i. Literature Coordinator Report - Renee S
- j. Newsletter Coordinator Report - Wendy L
- k. NYNAC Coordinator Report - Mary S
- l. Presentations Coordinator Report - Mike R
- m. Public Outreach Coordinator Report – vacant position
- n. Web Coordinator Report - Maria S
- o. Rochester AIS Report - Loron O
- p. Syracuse AIS Report - Kristi S or Lori G
- q. Western NY AIS Report - Mary EM

5. Discussion Items / Presentations

a. Technology Coordinator Task Force –

- i. Task Force Members present : D29 Stephanie B, Rochester AIS Loron O, Chair Ellen V presented the draft of the proposed Technology Coordinator Position description. See Appendix C NYN Technology Coordinator Job Duties (DRAFT)
- ii. Things to think about:
 - 1. It's an important and necessary position to hold hybrid area meetings.
 - 2. If it is approved
 - 3. It will be a 3 year position and begin with each new panel elected at the Fall Election Assembly. The next one Panel 67 will begin January 1, 2027.
 - 4. There is no reason to have previous DR experience for this service.
 - 5. The position can have voice and no vote at area meetings opening the position to any AI-Anon or Alateen member which includes one who is also a member of AA.
- iii. A motion was made to vote at the 2025 Spring Assembly to create the Technology Coordinator position to the NYN AWSC with the proposed job description and have a second vote on the voice and vote status of that position at the AWSC meetings by D23 Stephanie B and 2nd by D01 Cindy.

b. NYN Policy Guidelines Thought Force - Updates: Monthly meetings held to divide the guidelines into the “parent” and “baby” from other documents on finances and conventions. The Thought Force will file a report for the 2025 Spring Assembly and will recommend formation of a Task Force to clarify and better organize the NYN Area Policies.

c. Newsletter Task Force – NYNAC D12 Mary S task force member report:

- i. 53 hard copies were being mailed of each issue, ie 10 per calendar year. Only 3 of those subscriptions are paid. There is no subscription renewal or cancellation procedure in place. She and Alternate Delegate Betty G M have attempted to contact all

members receiving the hard copies to determine if they are wanted and needed since the newsletter is available via email for free.

- ii. 3 subscriptions continue and 17 subscriptions have been cancelled after person contact from Mary S or Betty G M. 33 have been sent letters regarding continuing or removing the subscription of Northern HLights with a request to contact Task Force members.
- iii. Please have all GRs check the status of their group's subscription – who receives it, if it's brought to the meeting, if the suggested subscription is paid annually.

d. Trustee Application Process in NYN Area Task Force –

- i. This Task Force is on hold waiting for new information coming from the 2025 WSC in our Delegate's report.

e. Area Web Page Update;

- i. Coming soon, email forwards to the District Reps through the NYN web site www.nynafg.com . This allows contact information for all districts without of using personal information. Sample: DR01@nynafg.com.
- ii. Please note it is best not to forward to a yahoo or a Hotmail email address. There seems to be many technical issues with them. If there is no DR or district contact available

f. NYN Inventory

- i. An inventory is done at the second Spring Assembly if each panel of service. It is to be filled out by DRs GRs. NYN Officers & Coordinators This year it is available online or to print out and complete. Hard copies will be available at the assembly for those who attend.
- ii. [Click here](#) for the online form.
- iii. [Click here](#) for the printable version

g. 2026 Fall Election Assembly

- i. We need to start planning now. If no district volunteers to host then we then we need a committee and to nominate a chairperson. It will be in person only since it is an election assembly.
- ii. A motion was made by Rochester AIS Loron O and 2nd by Literature Coordinator Renee S to form a committee for the 2026 NYN Fall Election Assembly to the Spring 2025 Spring Assembly.

6. Currently on the Agenda for Spring Assembly

a. NYN Position vacancies

- i. Vacancy - Alateen Coordinator election
- ii. New position - Technology Coordinator election
- iii. Vacancy - Public Outreach

b. Format of 2025 Fall and Spring 2026 Assemblies

- i. They are currently scheduled to be online only
- ii. Could they be changed to hybrid to foster fellowship and increase communication?

7. Additional Items

a. District Updates

- i. District 02 – Julie B asks that the Delegate raise the subject of the NYN policy for information on publishing meeting schedules.
 - ii. District 01 – Cindy E reports Julie D01 Secretary sent a flyer for their Day of Sharing to NYN and it was never published in the Northern HiLights or on the events calendar.
 - iii. District 02 Julie B states the district's Day of Sharing will be held this fall. More information to follow.
 - b. Announcements
 - i. Delegate Carol C reports the next International Al-Anon Convention will be held in Minneapolis MN.
 - ii. District 01 Cindy E announced the Buffalo Fall AA Convention with Al-Anon participation will be held October 24-26, 2025.
 - iii. District 18 Jim M reported the passing of longtime member Louise F. Louise, mother of 10, held many service positions above the group level in her district and in New York North Area.
 - iv. Rochester AIS Loron O asks anyone with experience having AFG meetings in prisons or jails please contact her to share their ESH.
 - v. Archives Coordinator Janet G R offers amends for her absence recently. Her life blew up but now she's back!
 - vi. 2025 Spring Assembly/Convention Chair Pat H stated banquet registration is still available.
 - c. See the NYN Website for upcoming Area events, AWSC, Assembly and Conventions scheduled.
- 8. Closing:
 - a. A motion was made by Cindy E D01 and 2nd by Julie B D02 to adjourn the AWSC meeting. Carried unanimously by voice vote. Meeting was closed with by the Chair at 11:37 AM.

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Service Position	Name	1=Present/0=Absent AM	1=Present/0=Absent PM
District Representative D01	Cindy E	1	1
District Representative D02	Julie B	1	1
District Representative D03		0	0
District Representative D04		0	0
District Representative D05	Carisa W	1	1
District Representative D06	Gerri W	1	1
District Representative D07		0	0
District Representative D08		0	0
District Representative D09	Lynne W	0	1
District Representative D10	Deanna B (alt)	1	1
District Representative D11		0	0
District Representative D12	Joan L	1	1
District Representative D13		0	0
District Representative D14		0	0
District Representative D15		0	0
District Representative D17		0	0
District Representative D18	Jim M	1	1
District Representative D19		0	0
District Representative D20		0	0
District Representative D21		0	0
District Representative D22		0	0
District Representative D23	Stephanie B	1	1
District Representative D24		0	0
District Representative D25	Brenda L	1	1
District Representative D26		0	0
District Representative D27		0	0
District Representative D28		0	0
District Representative D29	Pat H	1	1
Delegate	Carol C	1	1
Alt Delegate		0	0
IPD		0	0
Chairperson (No Vote)	Ellen V	0	0
Treasurer - Acting	Kathi D	1	1
Secretary	Molly C	0	0
Alateen Coordinator - Acting		0	0
AAPP		0	0
Archives Coordinator	Janet G R	1	1

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Bus E-Meeting Coordinator	Maggie G	1	1
Convention Coordinator		0	0
Group Records Coordinator		0	0
Literature Coordinator	Renee S	1	1
Newsletter Editor		0	0
NYNAC Coordinator	Mary S	1	1
Presentations Coordinator		0	0
Public Outreach Coordinator		0	0
Website Coordinator	Maria S	1	1
Rochester Intergroup Rep	Loron	1	1
Buffalo/Western Intergroup Rep		0	0
Syracuse AIS Chairperson	Kristi	1	1
Past Delegate Panel #			
Trusted Servant	Ken D, D07	0	0
# OF VOTES		19	20

NON Voting Members

2025 SPRING AWSC Motion Log Appendix B

Item	Item	Count	Result
POLL	<p># Voting: 21</p> <p>Originator: Ellen V, Chair 2nd:</p> <p>Matter of Consideration: Substantial Unanimity</p> <p>Poll: What portion of voting members will be considered Substantial Unanimity 2/3 or 3/4?</p>	<p>2/3 - 72%</p> <p>3/4 - 28%</p>	<p>Result: 2/3</p> <p>Note: 2/3 of 14</p>
#1 MOTION	<p># Voting: 20</p> <p>Originator: Carol C Delegate 2nd: Julie B D02</p> <p>Matter of Consideration: 2025 NYN Winter AWSC Minutes of 3/29/25</p>	<p>Yes: 19</p> <p>No: 0</p> <p>Abstain: 1</p> <p>Void: 0</p>	<p>Carried</p> <p>✓</p> <p>Defeated</p>

	Motion: Motion to approve the minutes of the 2025 NYN Winter AWSC as amended		
#2 MOTION	# Voting: 20 Originator: Kathi D, Treasurer 2nd: Julie B D02 Matter of Consideration: 2026 Road Trip Host Bid Motion motion to put a vote that NYN submit a bid to host the WSO Board of Trustees' October 2026 Road Trip on the 2025 Spring Assembly/Convention Agenda	Yes: 19 No: 0 Abstain: 1 Void:	Carried √ Defeated
#3 MOTION	# Voting: 21 Originator: D23 Stephanie B 2nd: D01 Cindy E Matter of Consideration: AWSC Technology Coordinator position Motion: To vote at the 2025 Spring Assembly to create the Technology Coordinator position to the NYN AWSC	Yes: 21 No: 0 Abstain: 0 Void: 0	Carried √ Defeated

	with the proposed job description and have a second vote on the voice and vote status of that position at the AWSC meetings		
#4 MOTION	<p># Voting: 21</p> <p>Originator: Rochester AIS Loron O 2nd by Literature Coordinator Renee S</p> <p>Matter of Consideration: 2026 Fall Election Assembly</p> <p>Motion: to form a committee for the 2026 NYN Fall Election Assembly to the Spring 2025 Spring Assembly</p>	<p>Yes: 21</p> <p>No: 0</p> <p>Abstain: 0</p> <p>Void: 0</p>	<p>Carried</p> <p>✓</p> <p>Defeated</p>
#5 MOTION	<p># Voting: 21</p> <p>Originator: D01 Cindy E 2nd by D02 Julie B</p> <p>Matter of Consideration: Adjournment</p> <p>Motion: To adjourn the 2025 Spring AWSC Meeting.</p>	<p>Yes:</p> <p>Voice vote only</p>	<p>Carried</p> <p>✓</p> <p>Defeated</p>

NYN Technology Coordinator Job Duties (DRAFT)

Responsibilities:

In addition to following the General Responsibilities of all New York North Officers and Coordinators, found in the *New York North Area Assembly Service Position Descriptions* the Tech Coordinator will:

- Collaboration: Ensure the venue can support technology needs and provide a list of audio-visual requirements to the AWSC/Assembly planning team
- Coordination: Work with the NYN E-Meeting host to coordinate hybrid meetings and troubleshoot technical issues.
- Setup and Testing: Arrive early to set up and test audio-visual equipment.
- Purchasing and Maintenance: Work with officers and coordinators to maintain equipment, contracts, and accurate records.
- Inventory Management: Create/maintain inventory list ; store and transport necessary equipment.
- Suggest updates to these responsibilities as the position evolves.
- Transition: Turn over equipment and resources to the successor and continue as a service mentor.

Qualifications:

- Technical Skills: Familiarity with computer equipment, systems applications, laptops, printers, projectors, and credit card equipment.
- Meeting Experience: Experience in facilitating hybrid meetings.
- Knowledge: Understanding of the Twelve Steps, Traditions, Concepts, and relevant sections of the Al-Anon/Alateen Service Manual.