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> Please read at a minimum of two successive meetings so that all members may have an opportunity to participate in the Seventh Tradition

Quarterly Appeal Letter To Individual Members in Your Group

November 2018

Dear Al-Anon and Alateen members,

The family disease of alcoholism knows no boundaries: Isolation and despair look the same whether we live in Minneapolis or Berlin. That is why we are an international fellowship of members, all working together across the globe to find help and hope within the meeting rooms of Al-Anon and Alateen.

Through your generous individual contributions, our World Service Office (WSO) can provide services that connect and support structures and members throughout our worldwide fellowship. Coordination of the biennial International Al-Anon General Services Meeting (IAGSM), which was held this October in Virginia Beach, is one such example. Twenty-three General Service Offices Delegates will gather this fall to share the experience of Al-Anon international services.

Please take a moment to review the back of this letter for the benefits your WSO offers through its day-to-day work, such as the development of the updated website with the newly designed meeting search, the launch of our new book, *Intimacy in Alcoholic Relationships—A collection of Al-Anon personal stories* (B-33), and the coordination of our recent International Convention in Baltimore.

Thank you for your continued financial support today; it will help ensure that when anyone, anywhere reaches out for help, the hand of Al-Anon and Alateen will always be there.

In gratitude,

Debbie R. G

Debbie G. Member

AFG, Inc. Chairperson of the Board

Contributions to Al-Anon Family Group Headquarters, Inc. or Al-Anon Family Group Headquarters (Canada) Inc. may qualify as a charitable deduction, but the WSO makes no judgment as to the specific deductibility of a contribution by any member.

The last annual financial report, filed with the New York State Department, may be inspected at State of New York, Office of the Attorney General, Charities Bureau, 120 Broadway, New York, NY 10271; upon written request to the Commonwealth of Virginia, Department of Agriculture and Consumer Services, Division of Consumer Protection, Office of Consumer Affairs, PO Box 1163, Richmond, Virginia 23218; or at al-anon.org/members.

How the WSO Serves Your Groups and You

Programs

Group Services

- Keeps Group Records Information current
- Holds conference calls with Coordinators
- Supports Alateen and Al-Anon Member Involved in Alateen Service (AMIAS) Certification
- Sends complimentary Conference Approved Literature (CAL) and other service materials
- Supports Al-Anon Information Service Centers (AIS)
- Answers your questions about group issues
- Oversees Alateen Safety and Behavioral Requirements

Public Outreach / Professionals

- Prepares and distributes Al-Anon Faces Alcoholism
- Supports and encourages Areas in public outreach efforts
- Performs outreach to professionals
- Prepares and distributes e-News For Professionals

Literature

- Responds to correspondence about literature and The Forum
- Performs research to give the most thorough response to members' questions regarding CAL
- Processes requests to reprint CAL
- Prepares and distributes CAL
- Plans, schedules and conducts Literature Committee web conference calls
- Produces The Forum
- Manages AFG Connects folders for the Forum and Area Newsletter Coordinators

Conference

- Coordinates and staffs World Service Conference
- Prepares the World Service Conference Summary (P-46)
- Provides leadership and support for District Representatives and Delegates

- Responds to all communications regarding Delegate and Conference concerns
- Develops service tools to educate the membership on the Structure

International

- Supports International structures
- Coordinates International Al-Anon General Services Meeting
- Prepares International Al-Anon General Services Meeting (IAGSM) Summary
- Monitors and processes reprint permissions for the International community
- Coordinates the review of translations of CAL

Other Program Services

- Coordinates and staffs Together Empowering Al-Anon Members (TEAM) Events
- Maintains the archives
- Creates International Convention Program

Administration and Digital Strategy

Administrative Services

- Facilitates special projects and events, including Conference and International Conventions
- Maintains and defends copyrights and trademarks
- Grants permission for service arms to post the Legacies on their websites
- Coordinates Staff and Trustee participation in International and Area events
- Oversees Staff implementation of the Board's Strategic Plan

Digital Strategy

- Designs, builds and maintains the website
- Creates and manages social media pages
- Creates content for blogs, podcasts and social media
- Supports Web & Public Outreach (PO) Coordinators
- · Produces and distributes news releases
- Develops service-wide PO campaigns, including PSAs
- Maintains The Best of Public Outreach
- Conducts internal research and collaborates with researchers
- Designs, builds and distributes In the Loop

- Finance & Operations -

Finance & Customer Service

- Pays the bills of AFG, Inc.
- Receives and processes contributions
- Processes literature orders for members, groups, and Literature Distribution Centers (LDCs)
- Receives and processes *Forum* subscriptions

Operations

- Designs *The Forum,* Convention programs, literature
- Maintains AFG Connects and the online store
- Translates and distributes *Le lien* and *Al-Anon y Alateen* en acción
- Translates literature and other written pieces
- Stocks literature inventory