Al-Anon Family Group Headquarters, Inc.

P. O. BOX 182 MADISON SQUARE STATION NEW YORK 10, N. Y. Scanned

July, 1961.

Dear Group Secretary,

Enclosed is a summary report of Al-Anon's first World Service Conference.

As suggested in the accompanying issue of the "Forum", we hope your group will devote a meeting to reading and discussion of the report so that all members may fully realize the purpose and value of having a World Service Conference.

We wish to take this opportunity to announce a happy merger from the Literature Committee: some of the most helpful bits from our popular pamphlet, "Alcoholism, The Family Disease", wedded to equally vital sections from the Triple A booklet (through the courtesy of the Triple A Family Group of Tucson, Arizona), supplemented by a wealth of new material.

The resulting 48-page booklet, retaining the provocative title, "ALCOHOLISM THE FAMILY DISEASE", should prove even more of an inspiration to newcomers and a lasting comfort to long-standing Al-Anoners than any of its component parts. Six new personal stories give insights into reactions of wives, a husband and a mother of alcoholics. Question and answer features are geared to both new and more advanced members. Slogans, bracing "life savers", an interpretation of the Twelve Steps, and a list of the Twelve Traditions, make this a basic booklet - at only 25¢ per copy - that every group will want to stock.

Also enclosed is a free copy of another new pamphlet that groups have been eagerly awaiting, "THE TWELVE STEPS AND TRADITIONS", as compiled and revised from the Forum. It also costs 25ϕ a copy. We know that you will want to add both new publications to your regular supply of literature.

Sincerely,

Afinante Autyphin

General Secretary

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SERVICE CENTER FOR THE AL-ANON FAMILY GROUPS

SUMMARY

of the

FIRST AL-ANON WORLD SERVICE CONFERENCE

NEW YORK	APRIL	1961	
Friday Norning		Session I	

The first session of the Conference opened with a short welcome by Sue, the Conference Chairman, after which Bill, Co-founder of AA spoke for ten minutes on the great benefits that Al-Anon will receive from the formation of our Conference, judging by AA's experience. His concluding remarks were: "Each one of these yearly meetings, be they dull, be they controversial, are really an insurance policy which can guarantee the future unity and the functioning of your society. May God bless and keep you all. You will surely look back upon this day as a great one in the annals of the Al-Anon Family Groups."

After a moment of silence and the repeating of the Serenity Prayer in unison, Sue called the roll of the 1st Panel Delegates, Headquarters Board of Directors (8 in attendance) and the additional Advisory Board members who had voice but no vote. There were Delegates from the following: California, Florida, Illinois, Kansas, Ohio, Michigan, Minnesota, New York, Pennsylvania, Texas, British Columbia and Ontario.

Sue then introduced Lois, Bill's wife and an early member of Al-Anon; also Anne, Chairman of the Board of Directors, who was her co-worker in setting up Al-Anon Service Headquarters. Anne in turn introduced the members of the Headquarters Staff and Volunteer Chairman of the various Committees, all of whom gave verbal excerpts from their complete written reports included in each Delegate's portfolio; a summary of which follows:

Henrietta, General Secretary, explained the services of the Headquarters office and pointed up the growth of Al-Anon in the 8 years she has been in charge.

Long time staff member, Evelyn, then told of her work of ordering supplies, doing mimeographing, packing of literature and book orders and mailing.

Trudy, the 1960 Chairman of the <u>Literature Committee</u>, was ill so Emma read her report which included the revision and recasting of our original book and its publication in July, 1960, under the title of "Living With An Alcoholic."

Eleanor then reported on the large number of articles in national magazines and syndicated newspaper columns which had come to her desk for approval as Chairman of the <u>Public Information Committee</u>.

Anne asked Wanda, Chairman of the Al-Anon activities at the <u>AA Long Beach Convention</u> in 1960, to say a few words about that most thrilling and successful event.

Contact with welfare workers of all kinds, doctors, clergymen, prison wardens, etc., Ann N. said, had proven most stimulating in her work as Chairman of <u>Public Relations Com-</u> <u>mittee</u>, while informing them about Al-Anon.

Hugh was not able to be present so Mary gave his report about <u>Alateens</u>, their growth and the importance of proper sponsorship.

Next Vi recounted her success in obtaining dependable volunteers for Headquarters as _____ Chairman of the <u>Volunteer Committee</u>.

Then the <u>Policy Committee's</u> purpose of assisting groups and Headquarters, when requested, in interpreting the Traditions for use in their daily affairs was explained by Lois, its Chairman.

Margaret, <u>Editor of the Forum</u>, asked Delegates to urge all groups to send in their Al-Anon thoughts and experiences so that the Forum might have a two-way stretch and be a real Family Forum.

The fact that contributions had not kept pace with the tremendous growth in the number of groups and the consequent additional work at the office, was demonstrated by the figures as Wanda reported on the affairs of the <u>Budget Committee</u>, of which she was Chairman.

After, Holly, the Conference Secretary, told of the preparation needed in the formation of this Conference, Sue given the approval of these reports by the Conference, adjourned its first session.

Friday Afternoon - Session II

DATE, COMPOSITION AND CHAIRMAN OF 1962 CONFERENCE

The first question on the Agenda was to set the date for next year's Conference. Before determining whether to hold it again at the same time as AA's Conference next April, the chairman suggested that a decision should be made about whether Representatives and Observers should attend next year.

There was such vital interest in World Service in areas not included in the First Panel, that 7 Areas sent Representatives to this Conference, and there were also quite a few Observers who were not AA Delegates' wives. For the 10 years that AA has held their Conferences, they have had neither Representatives nor Observers, with the exception of one or two instances when an Observer from abroad was permitted to attend. Although there was much enthusiasm in favor of opening the Conference to anyone wishing to come, Lois reminded the Conference members that AL-Anon is a young society without the membership or money to have full representation by Delegates as AA did in its early Conferences. Further discussion of the overhead costs involved in holding the Conference, aside from Delegates' traveling expenses, led to a motion to permit only one Representative from any State or Province outside Panel-I and II to attend next year's Conference. The only Observers invited to attend will be the wives and husbands of AA Delegates.

Thus the date of the 1962 Conference was set to coincide with the AA Conference.

A demonstration of confidence in this year's chairman was the unanimous election of Sue to chair the Conference again in 1962.

SELECTION AND FINANCING OF PANEL-II

The next item on the Agenda was to consider how Panel-II was to be selected. For the first Conference, Panel-I was determined by dividing the continent into four quadrants, following state boundaries, almost equal in the number of groups, according to the 1960 Al-Anon World Directory. In each of the four quadrants, the three states or provinces having the largest number of Al-Anon groups were chosen to send a Delegate. The discussion about whether California and Texas should be given special consideration and allotted two Delegates each because of the geographical difficulties and the numbers of groups in both states was resolved by their respective Delegates agreeing that it was best to go along

with the original experimental plan for the three-year trial period.

It was decided to select Panel-II by division of the continent into four nearly equal Al-Anon population quadrants, as before, and picking the additional 12 Panel-II Delegates from the next largest number of groups listed in the 1961 Al-Anon Directory.

The Chairman then brought up the question of how the 1962 Conference was to be financed. She explained that for this Conference, it was the responsibility of each First Panel Assembly to send \$200 to Headquarters to cover the estimated cost of travel expenses and accompdations of all 12-Delegates to the Conference. The appeal for the General Conference Fund was made to all groups, whether or not they were in an area having a Delegate. It was hoped that the resulting contributions would be sufficient to cover the overhead expenses of the Conference. However, it was estimated that neither the Delegates Expense Fund nor the General Conference Fund was enough to pay all costs of the First Conference.

In the beginning there had been much confusion among the groups concerning the two funds, but the Minnesota Delegate stated that when it was clarified, their state found that the groups were more aware of the cost of the Conference when they did separate these two funds, the Group Representative bringing a certain amount to the Assembly for the Delegate, and all groups sending their contribution to the Conference Fund directly to Headquarters. It made the groups more aware and more willing to accept the greater expense. Suggestions for raising money for the Delegates' Expenses included the holding of Hound Robins or Intra-Area meetings, Pot Luck suppers, bridge parties, white elephant sales, special events meetings and a registration fee at the Assembly.

Although it was realized that it would have to be more than (200 per Area for Delegates: Expenses in 1962, the setting of the exact amount was left to the discretion of the Headquarters Conference Committee.

WAYS & MEANS OF ASSURING AN ADEQUATE REGULAR INCOME FOR HEADQUARTERS

As only about 55% of registered Al-Anon groups contributed to HQ in 1960, it was apparent that there is a crying need for more awareness of the purposes of Headquarters on the part of individual members. The Chairman said that the Headquarters semi-annual (spring and fall) appeal for contributions is to the <u>individual</u>, not to the group. Lois suggested that if the Delegates and Representatives could return home and let the members see that sending money to HQ is helping the next mate of an alcoholic who is in need, that it's for the spread of Al-Anon to others like themselves, that it <u>isn't</u> just to be sunk in the earth but has a very vital purpose, individual Al-Anons might develop a stronger sense of financial responsibility to HQ.

In response to the suggestion that the Conference Fund appeal be combined with the regular semi-annual appeal for Headquarters contributions, it was pointed out that AA World Services now only ask for semi-yearly donations to the General Service Office (\$3.00 per year, per member), they sent out special Conference appeals, for the first few years of the AA Conference.

Kansas spoke of the birthday plan worked out by AA members of their state which the Al-Anons are going to try. If each member gives \$1 per year for each year, up to 10 years, like the AAs do, it would be a material expression of gratitude and appreciation.

Another suggestion was that group members who miss meetings be reminded that group expenses and the need for contributions to HQ go on during their absence. If possible, absentee members should put into the collection basket sums sufficient to cover the meetings they missed, when they return.

It is true that in Al-Anon, there are many members with active alcoholics, with no money to put in the kitty. Those with sober spouses who do have more cash could help the others out by donating a little more than their share, thus balancing the situation.

HOW NON-CONTRIBUTING GROUPS CAN BE BETTER INFORMED

Discussion of how groups that do not contribute could be made to realize the need led to the following suggestions:

1. That the Delegates be sent a complete financial report of the Conference. The Conference Summary to the groups would include a list of states and provinces showing number of groups registered, the number contributing and total amount of 1960 contributions.

2. That the Delegates undertake the responsibility of keeping their Committeemen and GRs informed and see if a better job can be done this year.

3. That the groups be made to realize that Headquarters is still very dependent on its volunteer help, but that it is not always possible to get enough qualified, regular volunteers for specialized standing committee work. More paid employees are needed but cannot be obtained until additional funds are available. Al-Anon is growing by leaps and bounds and the extent of Headquarters services multiplies daily.

CONFERENCE APPROVED LITERATURE

It was explained that the question of Conference Approved Literature did not mean what literature we should have, but only that the Conference put its stamp of approval on literature that is pure Al-Anon. It is wonderful that the interest of groups all over the country has led them to publish their own pamphlets but the literature isn't always entirely in line with Al-Anon. Some of it may have a local slant, some of it a religious slant. It could produce a very serious diffusement of Al-Anon principles if different viewpoints all went under the name of Al-Anon. Conference approved literature would in no way prevent groups from putting out their own local literature if they wanted to.

Ohio mentioned that much controversial literature, different from anything that we learned in AA or Al-Anon, had been in use by some of their groups and the members' thinking became all mixed up. They thought they were practicing Al-Anon principles, and it took quite a while to straighten out their confusion. Kansas mentioned having a wonderful library but stressed the need for official literature from Headquarters so that Al-Anon wouldn't ever lose its true meaning. Other Delegates brought up local pamphlets in widespread use with controversial contents.

California reported that at one time the Southern California Intergroup stocked literature from practically every State in the Union. It became a terribly complicated thing. In the past year, a decision was made to handle nothing except the literature from Headquarters at their Intergroup office.

The final decision was that Al-Anon have Conference Approved Literature, but that any group can publish whatever it wants locally.

HOW CAN RETURNING DELEGATES BEST MAKE REPORTS AND SERVICE THEIR AREAS

Among the channels of communication which Delegates might use, in addition to correspondence, and personal visits, the following ideas were brought forth:-

1. Articles in local Al-Anon organs, such as "This Day".

2. Use of a tape recording made by the Delegate for the Conference report, to be circularized among far distant groups.

3. Use of Round Robins, or Intra Area meetings for giving of the report and making personal contact with larger numbers of groups.

Meeting closed with the Lord's Prayer.

Saturday Morning

Session III

After the Chairman opened the meeting with the Serenity Prayer, Lois explained that the Board of Directors handle all business matters at HQ and they also serve on the Advisory Board whose function is to help the Directors decide matters of policy and to advise on the bigger issues of overall Al-Anon. There are 10 Directors, at present, but the number can be 9-13. There are 27 on the Advisory Board, including the members of the Board of Directors.

SUGGESTION FOR THE IMPROVEMENT OF THE WORLD DIRECTORY

Since the Delegates, Committeemen and the GRs themselves will find it necessary to refer to their World Directory, it was stressed how important it is for the groups to send in their registration cards completely filled out so that each year the listings in the Directory will be correct.

A motion was made that in every state where there is a Delegate, the Delegate's name be listed under the name of the state in the 1962 World Directory.

It was suggested that the Directory list meeting places and meeting nights, but it was pointed out that due to the constant changes it would not be practical to include this information since the Directory does give telephone numbers for the use of traveling members. The State Assemblies or local Intergroups could get out meeting lists of their areas, as a service to the members.

The question was broached as to the advisability of the 1962 Directory including the number of members and the amount that each group contributes to HQ, to formulate a sense of achievement among the members. Although a few groups are not financially able to support Headquarters, there are many that can but do not because of lack of knowledge or through carelessness, so it was felt that the advantages of listing contributions would far outweigh any chance of humiliating the few. Therefore the motion was carried that the 1962 Directory list the number of groups in each state or province, the number of groups contributing and the total amount but not what each individual group contributed. The question concerning the listing of contributions by groups will be reconsidered at the 1962 Conference after Delegates have consulted their areas.

SUGGESTION FOR IMPROVEMENT OF THE CONFERENCE

In this year's Conference, the Advisory Board gave up its voting privilege, and the question was raised about an imbalance of N.Y. area votes next year. Discussion ensued stressing that each Delegate was in fact representing Al-Anon as a whole and not any one area. To ensure that the "group conscience" prevails, the decision was reached that for the 1962 Conference, the 24 Delegates, the Board of Directors and only those members of the Advisory Board who are Chairmen of standing Committees, would have a vote. All other Advisory Board members will have voice but no vote, as will the Representatives.

To avoid any errors in accounting, it was decided that the Conference Handbook be amended to read: "The Assembly Treasurer will make a quarterly written report to the Assembly officers, Delegates, Committeemen and GRs."

MISCELLANEOUS QUESTIONS

The term of office for a Delegate was questioned. It was decided to let it remain at 3 years and after that time, if we have a permanent Conference it can be set up as we choose. For the present, the term of office for GRs, Committeemen and Assembly officers will rest with the individual Assemblies.

Since one purpose of the Conference was to stimulate interest, it was explained that Delegates should not hold any other office in their Assembly, letting other members also take an active part.

To make sure that GRs receive all Conference mail, it was decided it be sent to the Assembly Secretary to be redirected to GRs.

Headquarters will inform new groups of where and how to contact their Assembly, leaving it to their discretion to participate in the World Service Conference. Alert Committeemen can pick up "new groups" from the Forum each month and keep them informed of Assembly activities.

Session was adjourned after an announcement had been made that HO would be open from 12-1 for those who had not attended the OPEN HOUSE.

Saturday Afternoon

Session IV

The final session of the Conference was called to order.

MISCELLANEOUS QUESTIONS (cont'd)

The question was asked if we should charge the groups for the Conference Manual (now called Conference Handbook). It was decided that groups in new Panels only, will receive one Handbook free. All other Handbooks will have a price set by HQ. The Assemblies will purchase any additional copies of Handbooks for distribution to GRs of new groups.

OVERALL PUBLIC INFORMATION

It was suggested that any article on Al-Anon for national distribution, should first be submitted to HQ for factual corrections. Articles for local publicity need not be sent to HQ - only those on a national level.

LITERATURE

The need for literature written specifically for men, a piece directed to families of active alcoholies, and a pamphlet on the interpretation of the 12 Steps and 12 Traditions as they appeared in the Forum, were all suggested. Hany of these subjects will soon be covered when "Alcoholism, The Family Disease" is revised, incorporating the best items from the original pamphlet of that name and items from the Triple A booklet of Tucson, Arizona. It will also include slogans or sayings called, "LIFE SAVERS". In addition, the Literature Committee is preparing a pamphlet that will contain an interpretation of the 12 Steps and 12 Traditions and also a pamphlet for male Al-Anons.

TRANSLATIONS

The Representative from Quebec recognized the great need there was for the many French speaking groups there to have communication via the Forum. She took a course on how to translate, then learned to cut the stencils herself and then had them mimcographed. In the early part of 1961, she mailed Forums to five groups and now mails to 15 or 20 groups. She

has translated several pieces of HQ literature but is now at a standstill because of finances.

It was announced that "THE AL-ANON FAMILY GROUPS" translated into Spanish may be ordered from Headquarters @ \$1.75, soft cover.

SUGGESTIONS FOR MEETINGS

If more attention is focused on having interesting and informative meetings, groups need not experience a hull after a year or so. The members can call and lend encouragement to those that have "constant slipees" in their homes and this would help the member more than any piece of literature that could be written.

While reading from the Bible gives a spiritual lift to a meeting, it should be done at the discretion of the leader, for if entire meetings were conducted in this manner, groups would lose sight of the 12 Steps and 12 Traditions and of the identification one with another.

It was the consenus of opinion that only Al-Anon pamphlets and books be displayed at meetings, thus avoiding any controversy. If members wished to loan a piece of inspirational literature, etc., it would be an individual thing and not on "the group level".

By changing officers every 3-6 months, new ideas are put into action and no one person dominates. Change of officers need not affect the group's permanent mailing address.

TRADITIONS

In the past six years, there have been very minor changes in the writing of our 12-Traditions; the words "and TV" were added, a semi-colon changed to a period and one letter capitalized. The purpose of the Traditions is to insure group unity, thereby benefiting Al-Anon as a whole.

GROUP UNITY

One tactful way to have more people take an active part in meetings is to name a General Chairman and then name 3 Chairman alphabetically, one for each of the following 3 months. Members then will know in advance what the program will be and they can get together and coordinate their ideas.

If groups will adhere to the Steps as they were originally written and not try to revise them, greater harmony and unity will result.

New groups can be assisted by enlisting the aid of the local Intergroup, if there is one; or individual Al-Anon members of an existing group may offer to conduct a meeting.

QUADRANTS

For this first year, there are 3 Delegates from each quadrant and it was felt that while these Delegates might report about the Conference to other states within the quadrant, if invited, they should in no way feel obligated to do so. Hany of the Delegates expressed a willingness to speak about World Service to those not in Panel-I.

ASSEMBLIES FOR WORLD SERVICE

Until such time as the states can have more than Annual or Semi-Annual meetings, the officers of the Assembly could plan such meetings to coincide with the AA Conference of

their particular state. Since Al-Anon is often included on their program, an AA Conference would present an opportune time for GRs, Committee and Assembly officers to meet with their Delegate. If there should be any pertinent Assembly matters to discuss, plans could be made for an Al-Anon Breakfast or Luncheon, during Conference time, always being certain that <u>ALL</u> GRs have been notified in advance. If a group has not named a GR, then the notice would go to the group's permanent mailing address.

FORUM

The FORUM answers many group problems from time to time; a letter containing a question is presented and then the answers will be found in a later issue. Many letters tell how the application of the program has helped "this member" to gain a measure of serenity although there still is an active alcoholic problem in the home. Questions about anonymity are discussed. The FORUM is in truth a new piece of literature with each edition.

ALATEEN GROUPS

The Alateen program is based on the 12 Steps of Alcoholics Anonymous, and as in Al-Anon, members use these steps as a standard of conduct for their own lives. The importance of proper sponsorship and the cooperation of the parents was stressed.

It would be most helpful and informative if the Alateen members and the sponsor or advisor for an Alateen group would write to HQ to offer suggestions as to how they have dealt with the problem of transportation, or how they plan social activities, etc. This information could be passed on to new groups.

CLOSING ADDRESS OF CONFERENCE

Lois thanked all the Delegates, Representatives and observers for attending this first Conference for World Service and for having given us so much help. Each person was asked to take back to their area our blessings and good wishes for the future of Al-Anon. The Conference was then adjourned with the recitation of the Lord's Prayer in unison.

Last, but not least, you will want to know how the Conference came out financially. As of June 23, 1961, Conference contributions, including Panel-I area contributions towards Delegates' expenses were \$5,575.00. Expenses consisting of Delegates' fares and three days' expenses, Conference Luncheon, brochures, stationery and postage, tape transcription of Conference sessions and other miscellaneous expenditures came to date to \$6,520.00, resulting in a deficit.

There are additional expenditures in preparing the Conference Review for the Delegates, the Summary on the Conference to all groups and the mailing of both, which cannot be estimated at this time. Groups are still contributing toward the 1961 Conference. A complete financial report of the 1961 Conference will appear in the brochure for the 1962 Al-Anon World Service Conference, and will be available to groups requesting it.

While the first Conference did end with a deficit, we are sure that in future years when all the groups are represented, expenses will be covered.

As directed by the Conference, enclosed with this Summary is a listing of the 1960 contributions to our Headquarters. Many of our services are free, such as the group's free copy of the FORUM and the annual WORLD DIRECTORY, yet they are very important and vital, and have been largely responsible for the growth of Al-Anon.

CONTRIBUTIONS TO AL-ANON FAMILY GROUP HEADQUARTERS - 1960

U.S.A STATE	Total No. of Groups	No. of Gps. <u>Contri.</u>	Amount of Contri.
Alabama	7	3	\$ 50.00
Alaska	2	3 2 8	20.00
Arizona	1/4		159.00
Arkansas	10	7	106.00
California	148	91	2,159.67
Colcrado	21	10	336.16
Connecticut	12	9	174.00
Delaware	2 5 35	9 2 3 15	43.00
District of Columbia	5	3	66.00
Florida	35		192.00
Georgia	9	7	80.00
Hawaii	1	l	16.00
Idaho	9 1 3 49	7 1 3 30	43.00
Illinois	49	30	397.90
Indiana	26	18	233.00
Iowa	17	11	295.00
Kansas	23	16	276.00
Kentucky	16	7	123.00
Louisiana	18	11	185.68
Maine	6	2	40.00
Maryland	20	10	181.00
Massachusetts	22	18	189.50
Michigan	100	66	1,220.47
Minnesota	40	19	301.00
Mississippi	10	7	126.50
Missouri	18	7	86.75
Montana	15	9 5 2 1	136.20
Nebraska	11	5	78.50
Nevada	5 1	2	18.00
New Hampshire	l		5.00
New Jersey	23	15	374.50
New Mexico	10	6	96.00
New York	92	52	1,066.00
North Carolina	24	11	259.00
North Dakota	15	8	105.75
Ohio	43	19	264.00
Okishoma	16	12	459.00
Oregon	26	14	305.50
Pennsylvania	46	24	376.37
Rhode Island	1	1	14.00
South Carolina	17	2	96.75
South Dakota	10	7	139.00
Ternossee	18	10	168.75
Texas	99	55	1,066.70
Utah	13	8	92.50
Vermont	3	3	35.00
Virginia	24	15	258.00
Washington	29	17	201.50
West Virginia	2	1	20.00
Wisconsin	24	15	360.25
Wyoming	5.	3	38.00
Puerto Rico	6	3	23.00
	1,212	708	
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\$ 13,157.99

CONTRIBUTIONS TO AL-ANON FAMILY GROUP HEADQUARTERS - 1960

CANADA - PROVINCES	Total No. of Groups	No. of Gps. Contri.	Amount of Contri.	
Alberta	28	15	Ş 278.8 0	
British Columbia	33	18	232.50	
Manitoba	11	7	129.25	
New Brunswick	3	2	30.00	
Newfoundland	4	2	19.00	
Nova Scotia	12	7	147.00	
Ontario	68	35	943.40	
Prince Edward Is.	2			
Quebec	9	6	39.00	
Saskatchewan	19	15	182.75	
Yukon Terr.	l			
	190	107	\$ 2,001.70	\$ 2,001.70
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Outside U.S.				
And Canada	115	20	98.66	98.66
Individuals 179.34				

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U.S.A. <u>13,157.99</u> Total \$15,437.69