

# Summary 1979

April 23-28, 1979

## 19th World Service Conference

# AL-ANON

Al-Anon Family Groups New York, New York

© Al-Anon Family Group Headquarters, Inc. 1979

### Our Conference Theme:

#### SPIRITUAL GROWTH THROUGH SERVICE

For many of us, spiritual growth began at an Al-Anon or Alateen meeting when, in the company of others whose lives had been pressed inward by the constrictions of alcoholism, we made our first effort in service, reaching beyond ourselves toward another human in distress.

It didn't matter what form that reaching took; we might have passed along a cup of coffee, cleaned up after a meeting, or spoken gently to a frightened newcomer. What mattered was that we began to move past our own solitary anguish.

As our service involvement grew, our spiritual nature expanded. Stretched by our efforts to lead active and useful lives, we were no longer afraid to let others reach us.

### The Opening Dinner

was held in the Foundation Court of the Biltmore Hotel in New York City and officially began the 19th World Service Conference (WSC). After the invocation was given by Stephanie O'K., Chairman of the Board of Trustees, the Conference Chairman, Jean A., from Ontario, Canada, welcomed Delegates, guests, the World Service Office (WSO) Staff and Conference members. She requested a moment of silence while all thought of Lois, our beloved co-founder, who was ill and unable to attend.

The dinner speaker was Judene G., Delegate from Colorado. "The task ahead of us is not greater than the power within us," said Judene, who had gone to her first Al-Anon meeting wearing a wig and dark glasses. Embarrassed by alcoholism in her home,

she was afraid to be recognized. Her opening remarks supported her contention that each of us has the capacity to prevail. It was through Al-Anon that she had found love, acceptance, and hope.

Because she wasn't doing much at home "except being obsessed" with her husband's drinking, she was grateful to find service work to be done in her group, and although *she* "got better, *things* got worse." She hit a second bottom after her husband's sobriety when, filled with fears, jealousy, anger and insecurity, she intensified her belief in a Higher Power. "I am free to live today," she continued, "because of the recovery miracles in my life . . . I believe these coincidences to be small miracles where God chose to remain anonymous."

Having overcome her fears, Judene said service had shown her she could do what she needed to do for herself. She thanked her fellow Conference members for helping to carry her "back to health."

#### WHERE TO FIND IT

AA's Regional Forum	4
Admissions Committee	2
Alateen	3, 9, 10
Archives	10, 11
Board of Trustees Nomination	34
Conference Committee	11, 12
Delegates' Talks	22, 23, 24
Delegates' Committee Appointments	3
Financial Reports	29, 30
FORUM, The	12, 13
General Secretary's Report	6, 7, 8, 9
Green Light Open Sessions	2
Institutions	3, 13, 14

International Reports	4, 5, 6, 17-22
Literature	15, 16, 17
Lois Remembers	34
Mini Workshops	31, 32
Motions and Recommendations	36
1980 AA's International	14
Panel on Coping With Life's Changing Situations	30, 31
Policy	24, 25
Public Information	26, 27, 28
Regional Concerns	29, 34
Sharing Area Highlights	33
Spiritual Meeting	35
Sponsorship Workshop	30

## The Opening Session, Monday, April 23

began with the calling of the roll. Conference members excitedly filed into assigned places in the large Music Room which they were to occupy for the remainder of the week-long deliberations.

### Stephanie's Welcome to the Conference

began with her reading of the Twelve Traditions. She said, "I'm so happy we are here." She then asked all those who were attending for the first time to stand and "turn a full 360 degrees," so they might see they were not alone. She presented the new Conference Secretary, Helen G., and the new General Secretary, Myrna H., and announced her regret at having to accept the resignation of Ted K., former Chairman of the Executive Committee.

First, there was a report from the

### Admissions Committee,

by Joanne B., British Columbia, Chairman, who announced the recommendations to seat Loretta L., Chairman of the Archives Committee; Margaret O'B., Archivist; Teresa M., Spanish Translator; Richard Keilly, Controller; Eileen McS., Administrative Aide; Cay C., Chairman of P.F.A. and Alberte C., Secretary of P.F.A., Inc. (Publications Francaises). In addition, she welcomed Representatives, Jean B. of Switzerland and Monica S. from the U.K. and Eire who were also seated with voice but no vote. Joanne welcomed Dorothy O'N., the Delegate for the newest Area of Newfoundland and Labrador. The seating recommendations were unanimously approved.

### Admissions Committee Report-Back

Chairman, Joanne B., British Columbia

Lorain S., AZ, Margaret A., NJ, Virginia W., LA, Louise C., ME, Mary D., WY, Jo W., Manitoba, Lois W., IN, Dorothy H., TN, Paul L., Trustee; and Jean A. met with Helen G., the Conference Secretary to consider several topics: The naming of Mary D. as Chairman in 1980 and Lois W., IN, as Recording Secretary; the need for genuine reflection in the evaluation of requests for Conference seating; the value of committee continuity through the sharing of Conference Brochures from year-to-year; the expected division of Minnesota in 1982; and the difficulties encountered by a member who had tried to help Vermont join the Conference. It was suggested that all WSC members read the revised Admissions guidelines.

### Open Session—Green Light/Red Light—

Moderator, Carter C., Trustee

This session provides an opportunity for free expression. The symbolic "green light" indicates all ideas are "GO." Each member is given a turn at this session to recommend an agenda topic which would not otherwise appear. Full discussions would follow. Suggestions were listed with a bold marker on large pieces of paper which were placed where they could be seen by everyone. During the "red light" portion, of the 40 topics introduced, those chosen for further consideration were: Handling Area group listings of combination AA and Al-Anon groups; and if time permitted, The Encroachment of Professionals (particularly in Institutions Groups); The Suitability of AA members solely Sponsoring Alateen Groups; The Creation of a Service Film Strip on Group and District Representation. Many of the topics not covered during the Open Sessions held later in the week were referred to committees and to the WSO for action.

### Open Sessions

*Listing of Combination Groups—Linda Mc F., Eileen McS.*

With the help of Eileen Mc S., Administrative Aide, Linda explained how combination Al-Anon, AA groups were regis-

tered at the WSO. In citing the Guidelines for Separation of Groups (G-23), she noted that groups which had Al-Anon officers were placed in the Al-Anon Directory. Those with AA officers were listed with the AA General Service Office. Local meeting lists were compiled in several ways. In some, there were notices of combined groups, in others, there were notices of combined meetings. The discussion widened to include comments on the advisability of listing and supporting these combined groups, many of which have grown to include Alateen. There was concern voiced over which message was carried and the tendency for inventories to be taken, or intimacies to be aired and anonymities broken. One member proposed that the 1966 Conference decision to continue listing these groups be rescinded. No firm consensus was achieved, but while several benefits were noted such as greater understanding of the two fellowships, shared views and increased communication, there were many drawbacks. It was suggested that the issue be considered more fully in the near future.

### Encroachment of Professionals in Institutions

Edwina F., Institutions Chairman

Jessica B., Atlantic Provinces

It was generally decided that difficulties arise when professionals and members are hampered by a lack of knowledge of what they can do to help each other. There were many offerings which centered on informing the professional: giving a "Meeting-On-Wheels;" inviting professionals to Open meetings to listen rather than to speak; providing literature and information to administrative personnel in institutions where groups would like to meet; and having speakers at professional seminars and meetings. But it was suggested that members concentrate on educating the members about the Traditions so they might be less inclined to ask professionals to do for them what they could do for themselves. As with all relationships, the rapport which is developed between the groups and the institutions' staff is often the key. Members who have seen to it that Al-Anon attendance was consistent and concerned have found greater acceptance of Al-Anon Traditions and procedures.

## Tuesday Morning, April 24

### New Delegates Meet the WSO Staff

This year's meeting for the incoming \*Panel 19 was held following a light breakfast. The new Delegates were introduced to the services provided by Standing Committees and their World Service Office (WSO) Staff liaison members. The General Secretary, Myrna H., explained her role at the office. She called on Helen G., Conference; Carol K., Alateen; Ann S., Institutions; Margaret O'D., Public Information (P.I.); Linda McF., Staff Writer; Hildegard M., Editor of The FORUM magazine; Margaret O'B., Archivist; Sandra F., International Coordinator and Eileen McS., Administrative Aide to the General Secretary.

*\*A Panel consists of one-third of the Delegates attending the Conference and is elected every year for a three-year term. The elections of the three Panels are staggered so that a Conference always includes one Panel of Delegates with two years' experience.*

At 9:15 the new Panel and the Staff joined the full Conference for the morning sessions:

Often it is the Conference Chairman's greeting at roll call which sets the tone for the day. Jean's greeting this morning began with her prayer for the full realization of the Conference theme. In asking herself where her spiritual growth began, she found herself looking further and further back to find that Al-Anon had touched her spiritual essence from the very beginning.

Missing from the morning's proceedings were Lois' greetings. Unfortunately, her illness had continued.

## Conference Voting Procedure—Myrna H.

Myrna H. covered the method needed to present recommendations in the form of motions for a full Conference vote. Because there are almost 100 voting Conference members, there is more formality than might be needed in a local group. Full explanations also appeared in the Conference Brochure. (This valuable collection of instructions and back-up material is made available to all Conference members each year to help them in making Conference decisions.)

## ANNOUNCEMENT OF STANDING COMMITTEE APPOINTMENTS

Helen G., Conference Staff Secretary

Helen read the appointments of new members of the Conference Standing Committees which had been made by mail.

	Panel 18 1978-1980		Panel 19 1979-1981	
ADMISSIONS:	Virginia W.	LA	Lois W.	KS
	Irene P.	ME	Dorothy H.	TN
	Mary D.	WY	Jo W.	MAN
AGENDA:	Meiri S.	CT	Maxine R.	MN
	Synthia E.	NB	Lavinia B.	RI
	Carolyn McC.	NY(S)	Murel S.	TX(E)
ALATEEN:	Bessie L.	SC	Jessica K.	HI
	Irene B.	SD	Maxine B.	NY(N)
	Loretta R.	MO	Rosanne E.	PA
			Yolande G.	QUE(W)
HANDBOOK:	Marsha N.	NH	Faun L.	CA(N)
	Blanca R.	PR	Mary Jane R.	MI
			Dorothy O.N.	NFLD/LAB
INSTITUTIONS:	Adean M.	UT	George T.	DE
	Beulah duG.	ONT(N)	Merle L.	IL(N)
	Rosemarie G.	NM	Mary Beth J.	KS
			Barbara R.	KY
LITERATURE:	Barbara P.	AR	Megs T.	FL
	Lodema S.	ID	Mary Nell T.	TX(W)
	Audrey G.	SASK	Mary C.	ONT(S)
PUBLIC	Edna C.	IL(S)	Pat R.	CA(S)
INFORMATION:	Helen W.	IA	Sarah R.	MD
	Winnie G.	NV	Olive M.	OH

Standing Committee report-backs follow each committee's Annual Report.

After a delightful luncheon held in the suite adjacent to the main meeting room, the Conference members were treated to the

## ALATEEN SESSION—Bonnie R., Chairman Carol K., Secretary

### Al-Anon—A Continuation of Alateen Growth

At the last World Service Conference, the Alateen In-Town Committee was asked to prepare a presentation and find out why so few Alateens move on to Al-Anon once they pass the age of 20.

Carole K., the former Alateen Volunteer Chairman and now the new Secretary, explained how the committee had gathered its information from a questionnaire which it had sent to all registered Alateen groups. She then called on the new Volunteer Chairman, Bonnie R.

Bonnie introduced Alateen members of the In-Town Committee. The first to speak on Age was Mike M., who said while in many Al-Anon meetings there appears to be great importance attached to a person's age, regardless of experience in the program or the need for a meeting, there are reasons for Alateen members to attend: there may not be any Alateen meeting that evening; there may be no Alateen meeting in the neighborhood, or the only transportation available may be to an Al-Anon meeting. Many teenagers care about their program and don't want it to end but are not sure Al-Anon is for them.

Kathy M. spoke of the need to become more aware of each

other's Experience. As the members overlook the differences they have with their peers, they can also overlook the differences they find in Alateen/Al-Anon. She reminded us that while situations may be different, our experiences, our attitudes and our feelings make us all equal.

John M. added thoughts on Relationships—our bonds, our associations and affiliations. He noted that Al-Anons have much to offer which can be of help to Alateens and made several suggestions for the development of open sharing.

Michele L. addressed Personalities. With tolerance and acceptance, she felt it was possible to focus on principles and to understand that each of us expresses ourselves differently, through mannerisms, dress and priorities. She felt there would be a natural continuation of Alateen growth when both Al-Anons and Alateens could accept each other, without passing judgment, by applying the program.

Bob H. spoke on Growth. His discoveries had surprised him. What he had thought to be a vast gap was actually "a little crack in the cement." Because of the efforts made in gathering the information for this session, many Alateens got involved and felt closer to the Alateen In-Town Committee. He said, "Now they know that the individual, as well as the group, will be heard. . . I look on Alateen as where the cracks have spread. I look on Al-Anon as bricklayers who must do their work. Without the support of the bricklayers, these cracks will become holes."

At the end of the program, the participants were asked how communications between Al-Anon and Alateen groups could be bettered so that commitments might be honored. In response, it was said that the Al-Anon group might share its disappointments. Alateen Sponsors might be consulted in making arrangements so that they could help by confirming and supporting the commitments made by the Alateens. Tact and speaking to an older teenager were methods offered which help improve relationships between groups.

The coordination of activities in the District and the Area were improved in one Area where the assistant Alateen coordinator was an Alateen member. Several Alateen panelists offered the following:

In some instances, Alateens are District Representatives and many Alateen GRs make it a practice to attend Assembly meetings on a regular basis. Alateens are asked to be main speakers at some Area Conventions and in one instance, the Alateen member's theme was her personal transition from an older Alateen to a younger Al-Anon. As in other situations, the genuine involvement of Alateen members in Al-Anon programs appeared to serve as an attraction for their future involvement in Al-Anon. Al-Anon GRs have informed Alateen GRs about up-coming meetings and events, even providing them with transportation, a major need for youngsters.

Guidelines were requested for Al-Anon groups expecting Alateen attendance. It was suggested that: our younger members be made welcome; Alateens not be used as personal specialists in solving Al-Anon children's problems; those children whose experience is good where Al-Anon is concerned tend to go on to sponsor Alateen; Al-Anons who are fearful of working with Alateen might ask them to trade meetings so they may see how both use the program for personal recovery.

A copy of the presentation was provided to all and is available from the WSO on request.

## INSTITUTIONS SESSION—Edwina F., Chairman Ann S., Staff Secretary

### The Institutions Committee Takes the Fourth Step and Uses all Twelve

Edwina began by remarking that it had become necessary for the committee to take a good look at its achievements, failures and future goals. They realized that they were, in effect, taking the Fourth Step. As a result of this inventory, they found an apparent lack of enthusiasm and a feeling of apathy in the area of Institutions service. They planned to go on from their inven-

tory to the Fifth Step and share their difficulties so they might grow spiritually as a committee and be guided in their work.

Ann S., Institutions Secretary, named the In-Town members of the committee, Charlene La P., Sarah P. and Charles R., and the Trustee member, Ruth H.

Rosemarie G., NM, and Jessica B., Atlantic Provinces, led the program speaking on apathy and its remedy. Rosemarie acknowledged that Institutions work often required a "certain breed of cat," tact, knowledge, and interest, but she felt the circle of workers could be widened by planting the seed in the group with personal enthusiasm. A sponsor can interest the person she sponsors as a form of Twelfth-Step work. Jessica B. added her comments on this work which is often the only means of reaching the families of hospitalized or institutionalized alcoholics.

Cooperation with social workers was enhanced when they saw how reliable Al-Anon members were in arriving for scheduled meetings whether or not there were referrals expected. At these orientation meetings, family members could be encouraged to join a regular meeting held near their home.

Delegate members gave their names and became part of the sharing session which followed. Shared were several ideas: Original feelings of inadequacy were replaced when members became part of this service endeavor; it helps to have a knowledgeable Al-Anon member lead an Institutions group to avoid take-overs by facility personnel; these groups work best when sponsored by several groups in a District or an individual Al-Anon group which sees to consistent attendance of those giving the meeting; personal contact is better for new members rather than using beginners' tapes which serve better as introductions of Al-Anon to professionals.

The difference between an Institutions group and a regular group which happens to meet in an institution was reviewed. One type of Institutions group holds open orientation meetings which are conducted to give potential members an idea of the Al-Anon program. Membership in these groups is transient in nature.

Through an inventory, Adean M., UT, commented on how we can look into ourselves and find a way to talk with families in crisis. We can ask others in our group to go along with us and experience the legacies of recovery, unity and service.

Mary Beth J., KS, told how she and her Institutions Coordinator arrived at the inventory for a local Institutions Committee which was distributed along with an inventory questionnaire.

In summing up, Edwina offered everyone this new inventory to stimulate interest among members and help to create enthusiasm. Copies are available through the WSO.

## AA's REGIONAL FORUM

A report by Helen G., Conference Secretary

Reporting on an AA Regional Forum gave Helen the special opportunity to share an interesting and inspiring weekend she spent in Hershey, Pennsylvania with Stephanie. They had attended AA's Service Forum to see how service members from a region were able to meet with the AA General Service Office representatives. The question in their minds was: "Could Al-Anon consider a series of regional meetings or mini-conferences strictly on service matters, in order to bring our World Service Office closer to GRs and other service-minded members and the groups they represent?" AA Forums have been held since December of 1975 and there have been ten such meetings, four each year (except during the year of the International Convention, when there were only three). AA Forums are intended as a way of providing better communication among service members. "These meetings are real sharing sessions and do not affect the role of their Annual General Service Conference which remains the decision-making body in AA. The Forums air feelings, voice opinions, answer questions and make suggestions, but no decisions. . . . There, the GSO officers, Delegates and Trustees have the opportunity for personal contact, a

chance to clarify questions and to share valuable experiences." The General Service Office pays the expenses of all Board and staff personnel. Those incurred by Area service people are covered by the Assembly. Others, cover their own expenses.

Agendas, locations, format, etc., are worked out by the Regional Trustees and the Area Delegate and the AA General Service Office. The responsibilities for local arrangements are assumed by a host-city contact working with the Regional Trustee. The General Service Office handles mailings and registrations. Helen found the sharing extremely helpful and were it not for the fact that some of the terminology was slightly different she would have thought she had been at an Al-Anon gathering.

The weekend proved a valuable learning experience—so much so that the Board of Trustees proposed that such a meeting be introduced to the Al-Anon World Service Conference. If the Conference approved the concept, Al-Anon's Regional Service Seminars (ARSS) could be held following a petition from a region wishing to hold the first trial meeting in the fall of 1980. Helen noted that the U.S. East and the U.S. Northwest had already submitted petitions. She then called on Stephanie who presented a motion which would approve having Al-Anon Regional Service Seminars on an experimental basis, the first to be held in 1980.

Discussions on the motion included:

Concern for expenditure; the value Forums have had for AA and how the Areas would benefit. Delegates wondered how much Area expense was involved for them and past Delegate's attendance. In answering queries about details, Stephanie's assurances included several points: AA's experience was favorable—they've held ten—Delegates would only need to attend one Seminar; it would be held in that region only once in 3 years. Delegate get-togethers could be part of the service activity.

The motion carried.

## INTERNATIONAL REPRESENTATIVES

Sandy F., Coordinator

Sandy enthusiastically began her introductions reporting that her new position added to her perspective of the fellowship.

Myrna, the chairman, then spoke of the excitement in planning our first trial general service meeting to be held July 7, 1980, following Al-Anon's participation in the AA International Convention in New Orleans. Serving with Myrna and Sandy are Henrietta S. and Margaret O'B. With approval, the Al-Anon International Coordination Committee will have permanent status as a standing committee. The Delegates from the GSO to the trial meeting will provide direction to WSO in International services as do Delegate members from this Conference to our other committees. Myrna said, "I believe this momentous forthcoming event is a true step forward toward achieving worldwide unity."

### Monica S., U.K. and Eire

Monica, a member of the Leeds Group in Northern England, had come to Al-Anon more than ten years ago. Her early aversion to service work had been replaced as she worked first for her group, then her District, and eventually crossed the Atlantic to participate in this Conference.

She described the London GSO as basically "one large room in which one full-time and five part-time staff, together with Al-Anon member volunteers, take care of *all* the business aspects necessary to support the groups. One part-time staff member deals exclusively with P.I. work. In addition to handling the 3,714 telephone calls, the staff sent out 1,713 letters, an increase of over 500 in the previous year. As distributors of Conference-Approved Literature, the UK and Eire office stocks only CAL; 27 items are printed in the USA and they have permission to reprint 43. These include Anglicized versions of the guidelines, etc. Stocks of foreign literature are low, however, for the benefit of the immigrant Asian community there are

translations into Urdu and Punjabi. The policy of printing so much literature has proved satisfactory, but there is a heavy reliance on speedy airmail communication from the WSO for the latest reprints.

The five countries, England, Wales, Scotland, Northern Ireland and the Republic of Eire have a total of 434 Al-Anon groups and 47 Alateen groups. There are also 11 registered loners. Of the two Information Services in Scotland and Eire, the Glasgow office is just a year old. Both provide telephone answering service, stock literature, are financed by local groups and staffed by volunteers. Their public information work is on the increase.

In discussing the service structure more fully, Monica went on to explain the duties of the General Service Board, the Area, Executive, P.I., Conference and Literature Committees. She further explained the duties of the Editorial Committee for the newsletter—News and Views—their present monthly distribution is 2,450.

In general, the service structure parallels that of the Conference except that their District Representative is equivalent to a Delegate in the U.S. and Canada. The newest committee is the UK and Eire World Service Meeting Committee, formed to choose a representative to the first general service meeting to be held at the AA International in 1980.

The Ninth UK and Eire Service Conference tried some innovations—an abbreviated version of the green light/red light open sessions, and a first attempt at standing committees and a review of policy discussions made at the World Service Conference. There are still no Area Committees for Institutions or Alateen.

Monica's final thoughts were on the Conference theme: "We are all born with the potential to grow spiritually by the way we live our lives and relate to the people around us. But this world is a difficult place to live in. We are constantly put under pressure to increase our material possessions, to compete with our fellow men and to get to the top in what is commonly called 'the rat race.' All of us here have suffered—and some of us may have died spiritually in the process—from the effects of living with the problem of alcoholism. Al-Anon has given us a chance to re-appraise our values, and to work together in service to each other—and to those who will follow us—by using the inspiration and guidance of our Higher Power, a source of strength that never fails. We no longer need to set our limits to what we feel able to do alone. Our willingness and effort and cooperation as we work together can achieve more than we would think possible. 'It is in giving that we receive, it is in pardoning that we are pardoned, and it is in dying that we are born to eternal life!'"

#### **Jean B., Switzerland**

English by birth, Jean has lived in Switzerland for 17 years. There she had met her husband. At first she thought the Swiss were very fond of wine, however, after her husband's two sessions at a drying-out clinic, she began to change her mind. It was during one of these visits her husband heard of AA. Zurich was one of the few towns where the fellowship existed and soon he became an active member. In 1966, there was scarcely any AA literature in German—so Jean used to read to her husband from the "Big Book." They also subscribed to the AA *Grapevine* and there she read Lois' article. At last she knew there was a program for her—but where to find it in Switzerland? She heard that an Al-Anon meeting would be held in Germany. The Germans and Swiss who attended this meeting were the pioneers of Al-Anon in both Germany and Switzerland. Because Jean's mother language was English, she was able to have good contacts with the WSO right from the start. With help, Al-Anon members started the Central Service Office in Switzerland in 1969.

There are four official languages in Switzerland: German, French, Italian and Romansch (a mixture of Latin and Italian from the time of the Roman occupation). There are 25 German-speaking groups, including one Alateen and as far as she knows,

there are about seven French-speaking groups. There are no Al-Anon groups in the Italian-speaking section.

Jean said:

"The German-speaking Swiss speak a very broad dialect, and so high German is almost another language! Due to our good contacts with the German Al-Anons, we were able to take advantage of their translations. The very first piece of Al-Anon literature was translated by the Germans and financed by the Swiss in 1968. Now, 11 years later, we have 18 pamphlets translated as well as *LIVING WITH AN ALCOHOLIC* and *ONE DAY AT A TIME*.

"In 1968, the Swiss Al-Anon started to publish a monthly magazine entitled "Miteinander-Fuereinander" (with each other and for each other). The circulation has risen from a modest 20 at the beginning to over 2,000, largely due to Al-Anon's growth in Germany. Despite the large circulation, we have great difficulties in getting people to write something.

"Up to now translation efforts were mainly concentrated on the literature dealing with our program; the organizational side such as "Al-Anon and Alateen Groups at Work" was neglected. I am happy to say that we now have a Literature Team made up of about 18 Germans and 2 Swiss and that literature, like the "World Service Handbook" is also being translated.

"We wrote our own "Guidelines" in Switzerland for the Committees and the Groups, which we put together from the English and American Handbooks as well as from our local experiences.

"Our Working Committee consists of: Secretary of the Central Service Office, Treasurer, Literature Coordinator and Dispatch, Magazine Team and Bookkeeping, Public Information Coordinator and our seven Area Delegates. You probably think what a lot of organization for just a handful of groups, but just as a house needs a kitchen and a bathroom, however many rooms it has, so we need a basic organization.

"Our Committee meets about four times a year, and all policies, suggestions, etc. are voted upon at the Meeting of the Chairmen which takes place twice a year. At this meeting, a representative of each group attends.

"Al-Anon is growing slowly in Switzerland. Whenever we try to get on TV or radio, we have to take second place to AA. Just recently Al-Anon members appeared for the first time on Swiss television (masked) in a program on addiction.

"This taking second place is typical of the Swiss woman's role and that is why it is very hard for them to grow in our program. They are not so emancipated as American women and so it is very hard for them to talk about themselves and to stand on their own feet.

"As there are a lot of foreign companies in Zurich, we are able to keep a small English-speaking group going. It is a wonderful experience to be able to actively sponsor in my own language, and I do get more out of the English meetings. That is why it is a really wonderful experience to take part in this World Service Conference and I sincerely hope that I can bring a lot of ideas to my dear Swiss Al-Anon friends.

"Last, but not least, may I say how much we appreciate having a Coordinator at Headquarters, and I know our German Al-Anon friends also join me in saying a big thank you for all your love and help."

#### **Teresa M., Spanish Translator**

International services also include coordinating Conference-Approved Literature into other languages. The second language in the United States today is Spanish. The need is so great we have our own Spanish Department at the WSO. Teresa M. was not there to speak about translations, however, she spoke about ways to improve communications between the Spanish and English-speaking groups in the U.S. and Canadian Areas. She asked that Delegates help in serving the *Spanish-speaking groups with a few bilingual members* by: getting a list from the WSO of the Spanish-speaking groups in their Areas; sending the available introductory letter (in Spanish); visiting as many



groups as possible; encouraging groups to elect a bilingual GR; encouraging the bilingual GR to seek the offices of DR and/or Delegate.

*In serving the Spanish-speaking groups with few or no bilingual members:* From the list of Spanish-speaking groups, find the locations and compare them with local English-speaking Groups; write or visit these English-speaking groups requesting assistance from their bilingual members. They can act as a liaison bringing the Spanish-speaking member and others, including the Spanish-speaking GR, to attend their English-speaking meeting on the day the Delegate or other Area officers plan to visit. The bilingual members can be encouraged to return to the group with the shared experiences.

### Wednesday morning, April 25

Following the calling of the roll, Jean offered a thought for the day. It was her feeling that humility is interwoven with spiritual growth; humility helps us find our place in the scheme of things and allows us to stand silent before all that we don't know so we can then get on with the business of learning. There were then a series of reports from the

## AL-ANON WORLD SERVICE OFFICE GENERAL SECRETARY'S REPORT

Myrna H.

A detailed report of all World Service Office activities is submitted annually to the World Service Conference and considered by Conference members who represent the fellowship worldwide. Following the Conference, a summarization of all reports is included in the Conference Summary and distributed to every registered English-speaking group. General Service Offices of other-language countries receive copies of the Summary as a source of reference.

Quarterly and annual work progress reports are made to the Board of Trustees of Al-Anon Family Group Headquarters, Inc., the membership corporation responsible within the framework of our Traditions for the following: carrying out the mandates of the World Service Conference; business policies; estimating annual revenue; prudent administration of service to the membership; and the publication and distribution of Conference-Approved Literature. The Executive Committee, empowered to act on behalf of the Board in the intervals between Board meetings, meets monthly for business and administrative decisions.

### PERSONNEL ADMINISTRATION:

**General Secretary**—The General Secretary (Executive Director) of the World Service Office, who is Secretary of the Board and a Trustee, is responsible to the Executive Committee and to the Trustees for the over-all supervision of the Administrative Staff and the administrative policies of the organization. She serves on ad hoc committees and is chairman of Al-Anon/Alateen Activities for the International Convention and the World Service Meeting Committee.

**Administrative Staff**—Major changes in the Administrative Staff occurred during 1978: When Eleanor O'B. resigned in May as General Secretary, Myrna H., who had been appointed Deputy General Secretary in January, assumed the responsibilities of the position. At the October Board meeting, the Trustees appointed Myrna as the General Secretary. In August 1978, Richard Kelly joined the WSO staff as Controller, replacing Eamon Timoney, who retired. Sandra F. became the WSO's first Overseas Coordinator. Margaret O'B., who served as Office Supervisor since 1976, became the WSO's first Archivist; Deborah K. replaced Margaret as Office Supervisor. At mid-year, Darcy W. resigned as Alateen Staff Secretary; Carole K. was promoted to the position of Alateen Secretary; Holly C., who served as Conference Secretary since the inception of the WSC, had to retire early for health reasons; Holly's assistant, Helen G. replaced her.

**Support Staff**—Employment and supervision of the support staff, clerical, accounting and shipping personnel, is the function of the Office Supervisor, with the approval of the appropriate Administrative Staff Secretary or Unit Head, and the General Secretary. Several members of the support staff also left our employ for a variety of reasons; others received promotions. One long-time employee, Tony

Vargas, who handled mailings, passed away quite suddenly leaving a void in our staff and in our hearts.

Several new positions were created: Assistant to the Controller, Editorial Assistant and Assistant Shipping Foreman. The position of Jr. Administrative Assistant was created and Eileen McS., of the clerical staff, was given this assignment.

**Staff Concerns**—The General Secretary's basic responsibility includes coordinating the work of the Al-Anon Administrative Staff dedicated to giving the best possible service to the fellowship. Most of the Staff are members of Al-Anon and some are voting members of the World Service Conference. At the year's end, the Staff consisted of the following: Myrna H., General Secretary; Hildegard M., The FORUM Editor; Carole K., Alateen Secretary; Margaret O'B., Archivist; Helen G., Conference Secretary; Ann S., Institutions Secretary; Sandra F., Overseas Coordinator\* and Editor of *INSIDE AL-ANON*; Margaret O'D., Public Information Secretary and Secretary for Al-Anon/Alateen Activities at the 1980 International Convention; and, Linda McF., Staff Writer\*; Richard Kelly, Controller; and Debbie K., Officer Supervisor.

In addition to the work of their respective committees, Staff members carry out many additional assignments: by covering group relations matters based on predetermined geographical divisions; by creating service tools; by serving on ad hoc committees; by sharing with one another the technological knowledge acquired through working with printers and other specialists; and by generally cooperating in all other aspects of our work. Weekly Staff meetings are held where Staff Secretaries freely share with the General Secretary, The FORUM Editor and the Office Supervisor ideas on all pertinent matters. It has been a year of education and growth for the Staff, evidenced by good teamwork and excellent cooperation.

By mid-year, another important Administrative Committee, the General Secretary's Policy and Procedure Coordinating Committee, had been activated. The General Secretary, the Controller, the Office Supervisor and The FORUM Editor meet weekly to coordinate and discuss all internal administrative needs, development and plans.

Support staff meetings are held monthly by the Office Supervisor to keep lines of communication open. A suggestion box was initiated to increase efficiency and save money. A secretarial team system is now in effect and is coordinated by the Office Supervisor to draw on existing resources within the WSO to fill departmental needs.

### PUBLICATIONS:

**Pricing**—A literature and book price increase, which became effective on July 1, helped offset rising production costs. The full effect of this increase will be realized in 1979.

**Books**—According to the figures provided by Richard, our Controller, our most popular hardcover book, *ONE DAY AT A TIME IN AL-ANON*, showed a substantial increase over the previous year. The other books increased to some extent but not by as wide a margin. Compared with 1977, book shipments were as follows:

	1978	1977
ONE DAY AT A TIME IN AL-ANON .....	129,674	112,716
LIVING WITH AN ALCOHOLIC .....	16,644	15,322
AL-ANON FACES ALCOHOLISM .....	10,149	9,036
DILEMMA OF THE ALCOHOLIC		
MARRIAGE .....	13,203	12,641
AL-ANON'S FAVORITE FORUM		
EDITORIALS .....	5,764	5,444
ALATEEN-HOPE FOR CHILDREN OF		
ALCOHOLICS .....	12,074	11,394

The colors on the jacket of *AL-ANON'S FAVORITE FORUM* EDITORIALS were changed in the latter portion of the year and this sparked increased interest in the book.

Production of Lois's autobiography, *LOIS REMEMBERS*, began in earnest with the engagement of a graphic designer and a copy editor during the second quarter. While edited chapters of the manuscript were re-typed at the WSO, an attorney specializing in copyright law, was consulted for the proper registration of the copyright. Bids were elicited from several printing firms and a decision was reached based on the lowest bid received. Target date for completion of the book is April, 1979.

**Literature**—An ongoing analysis of literature production costs resulted in the broadening of our competitive bidding procedure. From this we have seen a slight increase in profit margins for 1978; the full effect will be realized in future years.

\*SEE CHANGES IN BY-LAWS ... (P. 33)

The **FORUM**—In the eight months since The **FORUM** has become a magazine (May-December), 273,459 copies have been distributed. The production, circulation, mailing and subscription encouragement has been placed under the direction of The **FORUM** Editor; her report gives more comprehensive details.

#### The **FORUM** Up-Date—Hildegard M., Editor

As of the May issue, there were 28,000 paid subscriptions. This increase reflects the generous efforts of those in service who are letting members know how they can share in the "voice of the fellowship."

**INSIDE AL-ANON**—(report by Sandra F.)—Since it was no longer economically feasible to send The **FORUM** free to all the groups when it expanded into a magazine, a new publication, similar in purpose to AA's *Box 459*, was suggested as its free replacement by the 1978 WSC to begin with the January-February, 1979 issue.

Discussion with staff helped generate ideas for the newsletter's format. A visual presentation and a written report outlining its goals and estimated costs were approved by the Board of Trustees at the July meeting. Subsequently the type style, masthead, and other art work were selected. Progress reports are given at weekly staff meetings where discussion of individual, group and Area problems stimulate ideas for articles. Staff Secretaries provide copy for each issue, contribute material as needed, and review a copy of the completed manuscript for suggestions and corrections. It is then sent to our volunteer committee consisting of Alan S., Alice B. and Marge S.

Announcements were made in The **FORUM** and **AREA HIGHLIGHTS**. Letters were sent to GSOs with suggestions for translations and distribution. The U.K. and Eire and S. Africa are currently receiving **INSIDE AL-ANON** in bulk which they distribute in their country; Australia and New Zealand were encouraged to make similar arrangements.

The first issue, in addition to Staff contributions, contained a lead article submitted by Lois called, "The Early Days," and one concerning a policy decision on the World Directory, written with the help of Mary S., Policy Committee Chairman.

#### **INSIDE AL-ANON Up-date**—Sandy F., Editor

In appealing to the Conference to help gain wider group readership of the bimonthly newsletter, Sandy noted it could only be a group service vehicle if its contents were made known by the member receiving the mail. Subscriptions will be available at \$1.50 per year for an individual and \$5.00 for multiples of 10. The newsletter is available in Spanish and French.

**AREA HIGHLIGHTS**—The editorship of **AREA HIGHLIGHTS**, our service sharing vehicle, passed from the Public Information Secretary to the Literature Department soon after the close of the 1978 WSC. Beside WSO news, material for inclusion is gathered from Delegates' and Coordinators' letters and from Area newsletters. **AREA HIGHLIGHTS** is prepared and edited under the direction of the Staff Writer, sent quarterly, to past and present Delegates, Information Services, Area Coordinators, Newsletter Editors and all WSO Conference members, with a total distribution of approximately 2,600 annually.

**ALATEEN TALK**—Edited by the Alateen Secretary, with assistance from a volunteer member of the Alateen Committee, this bimonthly periodical is mailed to all Alateen groups. During 1978, a total of 13,710 were sent out.

**INSTITUTIONAL HIGHLIGHTS**—Compiled and edited by the Institutions Secretary, this quarterly newsletter is mailed to Institutions groups, Delegates, Coordinators, Information Services and interested individuals. A total of 4,015 were mailed for the year.

**AL-ANON/LATEEN EN ACCION**—Our Spanish language newsletter, highlighting **FORUM** articles and newsworthy messages is prepared monthly by Teresa M., our Spanish bilingual translator. It is mailed to all groups in the Spanish community with an annual circulation of 20,223 copies.

#### OTHER MATERIAL:

**Listening Tapes**—Work on the six listening tapes for beginners' meetings accelerated with the approach of the 1978 WSC so that approval

by the Conference could be obtained in order to continue the project. The scripts were reviewed and substantially edited for accuracy and tone. During the actual taping, we provided technical assistance and direction to the professional actors at the recording studio. Finally, three tapes were ready for the 1978 Conference and a vote was taken giving approval. After the Conference, work progressed on the three final scripts. In July, the recording of the last three beginners' meetings took place. While the master tape was under production, a study was made of packaging the cassettes. A reasonably priced, attractive, blue vinyl case was selected and mailing envelopes were ordered. The cassette case contained a plastic pocket which held a descriptive sheet with a detachable price list, a questionnaire giving purchasers an opportunity for evaluating the contents and uses, and the Beginners' Meetings Guidelines. Application for copyrighting the phono-record and the content of the tapes had been submitted to the Register of Copyrights and a registration number is now on file. An announcement of the first Conference-Approved tapes was mailed to the groups in September. Within one week, our entire stock of 250 sets were sold out. By the end of the year 840 sets had been sold.

#### Listening Tapes up-date

As of the end of March 1978, there have been 1,200 sets of Beginners' tapes purchased.

**WSO Film Strip**—The film strip and cassette tape entitled, "Christy Visits the World Service Office," was produced in cooperation with the full staff. By the year's end, sets were distributed to all Areas.

**Visually Handicapped**—(report by Eileen McS)—After contacting the Library of Congress, we learned that our book, *ONE DAY AT A TIME IN AL-ANON*, has been transcribed on cassettes and would be available from all Regional Libraries in the United States. The list of resource material for the visually handicapped has been revised and mailed to all registered Al-Anon and Alateen groups with the first issue of **INSIDE AL-ANON**.

**BOOKKEEPING AND ACCOUNTING:** (report by Richard Keilly, Controller) The volume of work did not perceptibly increase over 1977 and the personnel in the Accounting Department remained unchanged at eight persons.

An ongoing review of operating procedure and costs is required to offset cost increases due to inflation. During the year, considerable time was spent analyzing manpower requirements and shipping, postage and printing costs. As a result, large literature orders are now being shipped by truck, second-class postage will be used for certain mailings and the purchase of offset equipment to become operable in January of 1979 will further eliminate some outside printing costs.

Our auditors performed their usual interim audit for the half year ending June 30, and all Conference members were given audited financial statements for the year ended December 31, 1977.

#### GROUP RECORDS AND DIRECTORY:

**World Directory, Part I**—The number of Al-Anon and Alateen groups has doubled within the last five years necessitating a subdivision of Part I of the World Directory into three geographical sections: United States East, United States West and Canada. Each group received a copy of the section in which it was listed. The other sections could be purchased by members only at \$1.00 per copy.

**World Directory Part II**—In May, approximately 550 letters and data cards were mailed from the WSO to English-speaking groups overseas in preparation of Part II of the World Directory which lists all groups overseas. This was published and distributed during the last quarter of 1978.

#### Directory up-date

To emphasize the point, the new Directories will have the word "CONFIDENTIAL" stamped boldly on the cover.

**Registered Groups and Lone Members**—In 1978, 2,558 new groups registered and 1,644 were dropped from the active list. Total registration, worldwide, as of December 31, 1978 were:

Al-Anon Groups	12,704
Alateen Groups	2,261
Lone Members	213
Alateen Contacts	25
GSO's, Information Services, etc.	156
Total	15,359

A breakdown of these figures follows:

<b>UNITED STATES</b>	
Al-Anon Groups	8,345
Alateen Groups	1,526
Lone Members	36
Alateen Contacts	10
Information Services, etc.	83
<b>CANADA</b>	
Al-Anon Groups	1,472
Alateen Groups	314
Lone Members	41
Alateen Contacts	7
Information Services, etc.	15
<b>*OVERSEAS</b>	
Al-Anon Groups	2,887
Alateen Groups	421
Lone Members	136
Alateen Contacts	8
Information Services, GSO's, etc.	58
<b>Group Count as of December 31, 1977</b>	
Al-Anon Groups	11,643
Alateen Groups	2,263
Lone Members	203
Alateen Contacts	23
Information Services, etc.	148
<b>1978 Increase—Decrease</b>	
Al-Anon Groups	+ 1,061
Alateen Groups	- 2
Lone Members	+ 10
Alateen Contacts	+ 2
Information Services, etc.	+ 8

## Loners

The WSO is extending its services to lone members (any adults or teenagers without a local meeting). Al-Anon lone members have the option of being listed in the Directory as contacts for those seeking help. Those Al-Anons/Alateens who are homebound lone members and cannot attend local meetings will not be listed, but will receive all other lone member services.

All lone members will receive a newsletter which will be edited at the World Service Office by Carole K. for Alateen and Ann S. for Al-Anon.

**GROUP SERVICES:** During 1978, the WSO served approximately 15,000 groups and lone members worldwide. Each of the 1,697 proposed groups received a letter explaining registration procedures along with introductory material. Upon return of the registration card, each group received a starter kit containing the four service manuals, a Conference Summary, the appropriate World Directory, price lists and assorted literature. Until October, the *FORUM* was sent monthly to every English-speaking group. The first issue of *INSIDE AL-ANON* was mailed in December. The French *FORUM*, mailed by PFA in Quebec, continues to go to the registered French groups; *AL-ANONIALATEEN EN ACCION*, mailed from the WSO, was sent to all the Spanish groups. The bimonthly publication, *ALATEEN TALK*, was sent to all Al-Anon, Alateen groups and lone members.

Some of the volume mailings made in 1978, compared with the previous year, follows:

	1978	1977
ALATEEN TALK	70,044	64,149
AL-ANONIALATEEN EN ACCION	20,223	16,445
INSTITUTIONAL HIGHLIGHTS	4,015	15,161
World Directories	13,347	13,011
Conference Summaries	13,092	11,331
Appeal Letters	35,722	32,397

**Group-wide Mailings**—Various group-wide mailings included: a letter introducing the new *FORUM*; an announcement covering such news as the new AFPE book jacket, a revision of Youth and the Alcoholic Parent and the move to new quarters; an announcement of the price increases with the updated catalog and order forms; three Al-Anon and Alateen appeal letters; the questionnaire requesting up-dated

group information for the 1979 World Directory; a notice of the new Beginners' Meetings Listening Tapes; the Conference Summary; the first edition of *INSIDE AL-ANON* which was mailed with a descriptive insert about the WSO, a notice about the new posters and table display easels, a listing of material for the visually handicapped and TV and radio spot order forms.

**Limited Mailings**—All service arms received the Policy Digest revision sheet and advance notification of our price increases; the Delegates received the WSO film strip and the Beginners' Meetings Listening Tapes for their Areas. The professional community received two mailings: The first included "Al-Anon Speaks Out" with a catalog and an order blank; the second, a cover letter with an updated catalog and price list.

**LEGAL COUNSEL:** From time to time, the services of an attorney may be required for guidance in legal matters in connection with our operation. During 1978, an attorney was consulted in such matters as: Review of leases and contracts in connection with the WSO's move to new quarters; the interpretation of the new copyright laws and its effect on new and already-published material; ways to deal with a commercial organization which continued to misuse our World Directory after being told to discontinue doing so.

**POLICY CONCERNS:** Throughout the year a number of letters were received raising questions which required dissemination and interpretation of existing policies. These included: A problem concerning the exclusion of "Double Winners" at Al-Anon meetings; the return of a check from a Naval Chaplain who appreciated Al-Anon's work, but was not a member; several breaches of anonymity in mailings; a question as to whether closed meetings were "a thing of the past;" another on this topic asking if discussion meetings should be open; a clarification of the term "group dynamics," as it appeared in the Policy Digest; Al-Anon's non-endorsement of "Ala-Fam" groups, a new type of meeting suggested in a recent outside film; the misuse of the World Directory; the question of a "Double Winner" being appointed the District PI Chairman; explanation of why the WSO is unable to stock and sell the logo as a jewelry item.

**INFORMATION SERVICES (INTERGROUPS):** In response to requests, guidance was offered to various Information Services (Intergroups) throughout the world in the many aspects of their service responsibilities. Most of these requests entailed routine procedural responses; however, several required a more detailed interpretation of Traditions and policies. Among these were a request for help in dealing with a paid worker who failed to follow prescribed procedures during the working day. After resolving this problem, members later found they needed guidance in their cooperative relationship with AA. In another locality, a group questioned the idea of purchasing literature from an Information Service in a neighboring state. To this we replied that Information Services are requested by the WSO to limit their sales to the city in which it is located and the surrounding suburbs. Fund-raising by an Information Service was another source of concern for a member who objected to the sponsoring of a holiday party as a means of raising money. Several Information Services requested guidance in the stocking and selling of CAL which we also provided.

With the addition of new Information Services and the frequency of address changes, our lists of Al-Anon/Alateen Information Services were updated and produced in mimeography several times during the year. These lists are useful to the membership in various ways: They enable Information Service volunteers to correspond with one another; provide a source of meeting information for referral purposes; and, they may be given to professionals in lieu of the World Directory whenever such a request is received.

**GENERAL CORRESPONDENCE:** Throughout the year, members from all over the world had written to the World Service Office with a variety of questions or problems they found too difficult to resolve without help. The Administrative Staff, knowledgeable about the Steps, Traditions, Concepts and policies, and having gained insights through exposure to group experiences, combined these qualities to provide ideas and suggestions to help groups find their own answers through the application of our program. Typical of the addressed questions were:

- Is it against Traditions for a group to give away CAL? [No.]
- Is it all right to use the ODAF as a basis for meetings? [Occasionally.]
- Can a group do anything if a newspaper article is edited to give the wrong impression of Al-Anon? [An individual can write.]
- Can the Concepts be used as meeting topics? [Yes.]
- Is it proper to use the Lord's Prayer at the close of meetings? [This is

\*SEE CHANGES IN BY-LAWS . . . (P. 33)



- up to each group.]
- Should Al-Anon members participate at open AA discussion meetings? [If invited.]
- Can non-Conference-Approved tapes be played at meetings? [Within group autonomy.]
- Can group funds be used for AA functions? [Group funds should be used for Alateen purposes.]
- Should telephone numbers of outside agencies be maintained by an Al-Anon answering service? [Not a good idea.]
- Can WSO Quarterly Reports be sent to Area Newsletter Editors? [These are work progress reports and have not yet been approved by the WSO and are subject to change.]
- Is it a violation of Tradition for Al-Anon books to be sold in public bookstores? [No.]

*Other subjects addressed:* WSO discount policies; requests; accumulating too much money in group treasuries; minute-taking at weekly meetings; the proper naming of a group; the seeking of tax-exempt status; disruptive members; discrimination of a group by other groups because of language differences; gossip at meetings; showing outside films at open meetings; announcements of open Al-Anon meetings in local newspapers; specialized groups; O.A. members attending Al-Anon meetings; "adoption" of an overseas group by a group in the U.S.; non-members starting groups; registration fees at Conventions; originating new titles, such as "County Representatives."

*The Staff was also called upon to explain:*

- the difference between steering committee meetings and business meetings;
- that WSO's tax-exempt number cannot be made available to groups for their checking or savings accounts;
- that the re-writing of the Twelve Steps would dilute our program;
- the difference between cooperation and affiliation with AA;
- that the WSO is not in a position to extend further discounts on literature to help offset the exchange rate premiums of other countries;
- that Tradition Nine does not preclude the organization of the WSO and other service operations.

**MOVE TO NEW QUARTERS:** The relocation of the WSO to One Park Avenue was accomplished in two stages: A professional moving firm moved the Shipping Department first during the last week of February; the remainder of the office was moved the following week. Our spacious bright new offices were an uplift for the staff particularly after enduring a long winter of cold and snowy weather. It took approximately one week to arrange furniture and settle in after which, business resumed as usual.

**OPEN HOUSE:** Because we wanted as many members as possible to visit our new quarters, it was decided to hold an Office Open House where everyone would be welcomed. Since AA GSO holds their Open House annually, it was agreed that more people might attend if ours was concurrent with theirs. After consulting with AA about the date, printed invitations were issued to all groups in New York, New Jersey and Connecticut for Saturday, November 4, 1978. Two hundred guests were escorted through the office by volunteers from the metropolitan New York area to meet the staff. The film, "Christy Visits the World Service Office," was shown, refreshments were served and a souvenir packet was given out. Visitors were encouraged to sign up as volunteers or for possible future employment. Overall, the Open House was successful in offering members of the fellowship, as well as other attending friends, insight into the operation of the WSO.

**VISITORS:** During 1978, personal tours of the WSO were given to visitors from: Arizona, California, Colorado, Connecticut, Florida, Kansas, Massachusetts, Mississippi, New York, Texas, Wisconsin, Canada, Australia, New Zealand, Norway and Saudi Arabia. Deborah K., Office Supervisor, arranged all the tours.

**Invitations to Staff and Board of Trustees Members to Speak at Conferences/Conventions** (report by Eileen McS.)

The following is a summary of participation by Staff Secretaries and various members of the Board of Trustees in Conference and Conventions:

*The First Quarter*—Hildegard M., The FORUM Editor, participated in the 4th Annual Al-Anon Convention in Greensboro, North Carolina.

*The Second Quarter*—Sandy F., Overseas Coordinator, was invited to share at the Al-Anon/Alateen Seminar in Manitoba, Canada. Hildegard spoke at the 5th Annual New York North Convention in Albany. Myrna H., General Secretary; Margaret O'D., P.I. Secretary and Carole K.,

Alateen Secretary, shared their experiences with our fellowship in Louisiana at the 5th Louisiana Convention in Lafayette. Carole participated in the New England Alateen Convention (N.E.A.C.) held in Skidmore College in New York. Stephanie O'K., Chairman of the Board, attended and spoke at a Convention in Palm Springs, California and the Gopher State Roundup in Minnesota.

*The Third Quarter*—In August, Carole attended the Mideastern Alateen Conference in Virginia. Paul L., Regional Trustee (SE), attended and took part in the 34th Southeastern AA Conference in Winston-Salem, North Carolina. Edwina F., Institutions Chairman and a member of the Board of Trustees, was the luncheon speaker at the JAL-CON Al-Anon Convention in Madison, New Jersey. Ted K., Chairman of the Executive Committee, was invited to attend the Colorado AA State Convention. He gave a service talk to 200 Al-Anon members on Saturday afternoon and was the Saturday night speaker on the AA program. Paul also attended the North Central AA Five State Regional Conference. Hildegard, during a two-week vacation in Finland, participated in Al-Anon's 25th anniversary celebration. Stephanie was the Sunday morning speaker at the 5th Annual Tennessee Al-Anon Convention in Nashville and was also the sole Al-Anon speaker at the 18th Annual Lakeside Conference in Brownwood, Texas. During this quarter, Ted, Paul, Carole and Linda McF., Staff Writer, spoke in Lenox, Massachusetts, New Hampshire and Kentucky.

*The Fourth Quarter*—Hildegard, Sandy, Linda and Stephanie were invited to speak in North Carolina, Wisconsin, Ontario, and Oklahoma. Helen G., Conference Secretary, and Stephanie attended the AA Northeast Regional Forum in Hershey, Pennsylvania as observers, and will give a report on this to our Conference in April.

## ALATEEN COMMITTEE REPORT

Bonnie R., Chairman  
Carole K., Secretary

**CHAIRMAN:** Bonnie R., an Al-Anon member who has been active in Alateen for many years as a sponsor, was appointed to the position of Chairman of the Alateen Committee.

**STAFF:** Several changes have taken place: The Alateen Secretary, Darcy W., chose to venture into the field of fashion, a long-time interest; Martha E., who had served as the Assistant to the Alateen Secretary, resigned; Carole K., past Alateen Chairman, became Alateen Secretary; Amanda M., resigned and was replaced by Judy F.

**COMMITTEE:** A three-act play, "Saturday Night Sponsor Fever," was presented at the 1978 World Service Conference by the Committee, covering the subject of Sponsorship of Alateen groups. Copies of this play were distributed to Conference members and requests for additional copies were filled.

The committee now consists of six Alateen members, three sponsors, two Staff members and one Advisor (Timmy). The members on the committee at the year's end are: Barbara S., a sponsor from New Jersey, Mike M., Michele L., Judy F., John E., Robert H., and Michael W., all Alateen members. John E. is an Alateen member from Louisiana who is going to school in the New York area. To maintain continuity, our committee meets each month on the third Sunday at the World Service Office.

Alateen Committee members have attended the other In-Town meetings effectively adding the Alateen voice to these other committees and providing the Alateen Committee with a broader view of Al-Anon/Alateen as a whole.

A letter from a concerned Alateen Sponsor brought out important questions about the Sponsor's role at Alateen Conferences. One was, "Are Sponsors isolating themselves from the Alateens by going to AA, Al-Anon and Sponsors meetings during the Conference, instead of sharing at Alateen meetings?" The committee's consensus was: Yes, Sponsors' meetings at Conferences do tend to separate the Sponsors from the Alateens during the weekend. They also recognized, however, that Sponsors' meetings are an important means of sharing problems, strengths and experiences with each other. The committee's goal is to encourage further participation of the Sponsors with the Alateens during Conferences wherever possible.

The letter also expressed concern about 18 and 19-year old members sponsoring Alateen. The question was asked, "Who is responsible when these young people transport younger people (under 18) to Alateen Conferences, sometimes crossing state lines?"

"Hot Seats," "Trust Walks," "Care Circles," and the giving of "Warm Fuzzies," are becoming a part of some Alateen Conferences and meetings. We are planning to have articles in ALATEEN TALK, The

FORUM, and *INSIDE AL-ANON* to inform the fellowship, both Alateen and Al-Anon, that activities such as these are not part of our program.

A questionnaire, on the subject "Al-Anon—A Continuation of Alateen Growth," was developed for inclusion in the February 1979 issue of *ALATEEN TALK*. The Alateen presentation for the 1979 WSC has been planned and it was agreed that, in order to cover the subject fully, both Al-Anon and Alateen views should be presented.

A request was sent to the Executive Committee asking that Alateen members of the In-Town Committee be permitted to attend Alateen Conferences along with the Chairman or Staff Secretary. It was felt there would be less hesitancy on the part of the Alateens to talk to a teenager representing the WSO than an adult. It would also be good for Alateens to see teenage representation existed. The Executive Committee approved this proposal on a trial basis providing the means for the Alateens to attend up to four Conferences annually.

**LITERATURE:** Sufficient material has been gathered and submitted to the \*Staff Writer for an Alateen ODAT book to be started. The Sponsor's pamphlet was completed and submitted to the Literature Committee.

**ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS** was reviewed by the committee and suggestions for changes were submitted to the Staff Writer.

The committee agreed that the chapter entitled, "Why Alateen?" in the Al-Anon book, *AL-ANON FACES ALCOHOLISM*, page 55, is out-dated and should be rewritten. A suggestion was made that a composite of writings by various professionals, with the Alateen Committee's views, be substituted. It was strongly expressed that no one professional should speak for Alateen.

**PUBLIC INFORMATION:** Articles appeared in: *Glamour Magazine*, *Women's Home Companion*, *Girls Club of America*.

A film to be used in the schools was shown to the Alateen In-Town Committee to insure the accuracy of its message. "Soft Is The Heart of a Child," produced by Modern Talking Picture Services, shows the effects of alcoholism on the behavior of children both at home and in school. It was agreed that the subject was well covered.

On October 17, 1978, a meeting was held with counselors at the Convent of the Sacred Heart. The discussion was held on the pros and cons of holding Alateen meetings in the schools. These questions are being asked more and more: "How do the schools start one?" "How is the anonymity of the members protected?" "Should Alateen meetings be held in the schools?"

A meeting was held with Pat O'Gorman, Director, Department of Prevention and Education, at the National Council on Alcoholism, on October 24th, for a general exchange of ideas.

The booklet, "About Alcoholism Services," was read for the Changing L. Bete Company, Inc. The following suggestions were offered: To delete the words "Alatot" and "children" in the paragraph about Alateen and change the statement "difficulties caused by alcoholic parents" to "difficulties caused by living in an alcoholic home situation."

An interview was given to a representative of Sun Burst Productions which is doing a comprehensive film study for schools.

**ALATEEN TALK:** Six issues were published with an expansion of the Alateens' Personal Sharings page. Edith G., a member of the Alateen Committee, has volunteered to serve as Assistant Editor.

**REVISIONS:** The tri-annual Al-Anon appeal letters were revised for Alateen suitability.

The Alateen proposed group letter was revised and divided into two different letters. One is to be sent to seemingly established groups, which are not registered but have placed literature orders. The second one is for members that write for information about starting a group, but give us very little data.

A paragraph about choosing the right group name was incorporated into "Suggestions for a New Alateen Group."

Prices on the Alateen Literature Discount Package, Order Form, "A", were updated when price increases went into effect.

#### CONVENTIONS COVERED:

**Alateen—METRO,** (New York, New Jersey Metropolitan area), N.E.A.C. (New England Alateen Conference), O.M.I.A.C., (Ohio, Michigan, Indiana, Alateen Conference), M.E.A.C. (Mid-Eastern Alateen Conference), E.S.A.C., (Eastern Seaboard Alateen Conference).

**Al-Anon—Louisiana and Kentucky State Conventions.**

**OFFICE PROCEDURES:** Packets of Alateen literature were sent to 718 new and proposed groups. In addition, 52 possible proposed group

\*SEE CHANGES IN BY-LAWS . . . (P. 33)

letters were answered. Inquiries from 37 outside agencies were given the name of an Al-Anon contact and each Al-Anon group was notified of the professional inquiry and the need for Al-Anon sponsorship of Alateen.

A total of 571 individual inquiries were answered and given literature and an Alateen contact. Many of these individuals did not have an Alateen group in their neighborhood and were given the nearest Al-Anon contact. A copy of their letter was sent to the Al-Anon group along with a covering letter asking the Al-Anons for help.

We wrote letters to 7 Alateen Conferences, 75 to the members for the Alateen Committee, 58 to World Service Delegates and 34 to the Alateen Coordinators. There were 89 letters answered from groups and Sponsors sharing their problems as well as their successes.

Thank you letters were sent to those who shared experiences for the Alateen ODAT and *ALATEEN TALK*.

Twenty-eight inquiries were received from Preteen groups. The statement of our policy about Preteens were sent along with What's "Drunk," Mama?, and a cartoon pamphlet plus an Alateen group contact.

#### Alateen Standing Committee Report-Back—Loretta R., MO

In sharing Alateen concerns in their Areas, Delegates asked how they could service the teenagers in Junior High School whose parents denied the drinking problem or refused to let them attend meetings at night. It was hoped that there might be an increase of meetings held in schools and that guidelines might be prepared to help with anonymity and to insure proper sponsorship. The preteen issue was brought up: One Area expressed continuing pressure to register younger groups; another contributed a notebook which covers a proposed format for a preteen meeting; a third asked how preteens could be told they were not to be able to attend Alateen conferences. It was suggested that attendance requests be directed back to the committees which run the Alateen conferences and that all Alateens attending Al-Anon conventions or get-togethers be accompanied by a sponsor or a parent. Local Alateen Public Information work has included a "Meeting-on-Wheels" which was brought to a University. Another Area is sending P.I. kits to school counselors along with information written by Alateens which could be included in the counselor's newsletter. The committee will be directing its efforts toward working on this year's project to help develop continuity between Alateen and Al-Anon membership. It will also continue to focus attention on sponsorship of Alateen groups and the revision and up-dating of Alateen material which it plans to submit to the Literature Committee.

#### ARCHIVES COMMITTEE REPORT

Loretta L., Chairman  
Margaret O'B., Archivist

At the Annual Meeting of the Board of Trustees in April 1978 a decision was made to preserve our past while we have the assistance of those who started Al-Anon. At this time Loretta was appointed Chairman of the Archives Committee. Since then, she has spent considerable time in the library and has had several conferences with Nell W., AA's Archivist. She then selected Penny B. and Mary S. as regular members of the Committee with Lois W., Anne B. and Margaret D. as honorary members.

Margaret O'B. was appointed Archivist. She spent the first two weeks instructing her Office Supervisor replacement and making the Archives room more presentable.

A sketchy inventory was prepared for the first Archives Committee meeting which took place on November 17th. In addition to the full committee, we were fortunate to have Myrna H., General Secretary, Henrietta S., past General Secretary and now a volunteer, and Nell W., AA's Archivist. Since we were so new, the main topic at this meeting, was to plan purposes and procedures for future meetings. At the Committee's request, the General Secretary was asked to submit to the Board of Trustees a request that the Archives Committee be classified as an "Administrative Committee." Photographs were taken and everyone was invited for a visit to AA GSO's Archives. A subsequent informal meeting of the regular Committee was held primarily to go over the minutes of the previous meeting.

Information on available courses in Archives Administration was gleaned by writing, telephoning and visiting several libraries. Margaret is to enroll in a comprehensive two-week program given at the Modern Archives and Records Service in Washington, D.C.

Out-of-office activities consisted of: a visit with Nell at AA GSO; attendance of a half-day seminar on "The Craft of Interviewing" at the N.Y. Hilton; a visit to several bookstores and libraries to seek information and read appropriate books. During one of these visits, a list was compiled of other Archives in the metropolitan area that could be visited in the near future.

Requests for research were made as follows:

- past minutes regarding our pamphlets, Alcoholism, A Merry-Go-Round Named Denial, and A Guide for the Family of the Alcoholic, for the General Secretary
- facts regarding the start of The *FORUM* and early editions, for a past Delegate involved in a special project
- facts regarding the first World Service Conference, for an article in *INSIDE AL-ANON*

Many cartons of books were unpacked, cataloged and displayed in the bookcase. Another attractive asset to the Archives room is a Public Information booth that was once used for National Exhibits but is no longer in portable condition for that function.

A reel-to-reel tape was received from a Texas member. It was recorded at a June 12, 1954 Ft. Worth Convention. A portion of it consists of a talk by Bill W., who arrived unexpectedly. At the end of the year, Anne B. sent in a file of her early correspondence and talks.

---

#### ARCHIVES Up-date—Margaret O'B., Archivist

Loretta L., Chairman

Margaret thanked WSC members for their warmth and love. Having fearfully started at the WSO "just to get on her feet," Margaret had stayed to become a worker in Group Records, Secretary to the General Secretary, Office Supervisor and finally, Archivist. She was continually impressed by the office procedures, the using of first names, the sharing by one and all of the kitchen chores and she was fascinated by the growth of services. Before her appointment as Archivist, she had broadly hinted that she would be equally thrilled to take on the new job of sorting and displaying Al-Anon's history which seemed to be liberally mixed in with materials of dubious value in an ocean of cartons and cabinets. Afterwards, she plunged into the unpacking and sorting. Courses in cataloging and researching are in view for Margaret this summer.

Loretta capsulized the background and formation of the committee and recounted the ways in which it hopes to help give our fellowship a sense of our past, the opportunity to study it and to discover what Al-Anon is and how it started. The committee will act in an advisory capacity deciding on and developing policy. It will evaluate the right of access in light of Al-Anon's Traditions. When the in-hand material is sorted, requests will later be made for contributions of missing material from the fellowship.

---

#### CONFERENCE COMMITTEE REPORT

Jean A., Chairman

Ruth H., Assistant Chairman

Helen G., Secretary

**CHAIRMAN'S MESSAGE:** "For approximately 20 years, Holly C. served our World Service Office well. She held the post of Conference Secretary from its beginning in 1961 through 1978 maintaining continuity and thereby helping greatly to establish a firm foundation for World Service Conferences. Helen G. assisted Holly for 10 years as Hospitality Chairman and for three years previous to Holly's retirement in 1978, Helen served as Assistant to the Conference Secretary. Now Helen has taken over the position vacated by Holly and already her experience, efficiency and capability is obvious and assures us of that same vital ingredient—continuity.

"We are grateful to Holly for years of dedicated service. Working with Helen is a pleasure and we welcome her as our World Service Conference Secretary."

**CONFERENCE COMMITTEE REPORT:** Since our yearly work begins and ends in mid-year when the World Service Conference is held, the first three months of 1978 were devoted to final preparations for the 18th Annual WSC. Our activities were directed toward reviewing the past Conference and planning the one to come in 1979.

A full and comprehensive report on the 1978 WSC appears in the Conference Summary. The 19th WSC, April 23-28, will be held at the Biltmore Hotel, New York City. The theme of the Conference is, "Spiritual Growth Through Service."

**CONFERENCE SUMMARY:** Over 1800 complimentary copies of the Conference Summary were mailed to Delegates for distribution in their Assembly Areas. In addition, each Delegate received a personal copy. Close to 400 complimentary copies were sent to Publication Francaises, P.F.A., Inc., the Overseas Representatives and past Delegates.

#### SUB-COMMITTEES:

**Agenda—**Lorain B., R.T. U.S. Southwest, has been appointed as the Board of Trustees' liaison member. Delegate members of the Agenda Committee are now receiving The Conference Committee's Quarterly Reports.

The Town Hall meeting on "Sponsorship" and the five Mini-Workshops planned for the 1979 WSC are a direct result of the Suggestion Forms, included in the 1978 Conference portfolios.

---

#### Agenda Committee Report-Back—Mairi S., CT

Plans for the 20th Conference were begun when this Conference sub-committee met to consider: A possible theme—Spiritual Unity Worldwide; Simplicity Worldwide; Keep It Simple; Universal Sharing; Freedom To Be . . . ; and Principles Above Personalities; and a suggested souvenir—a white coffee mug with blue logo; a cover for the Al-Anon pad which is called "Write On"; or a laminated Twelve Steps and Twelve Traditions card. The Committee also recommended sending all Delegates a list of incoming Delegates and compiling announcements for Incoming Delegates which might help them to be more aware of what to expect. These announcements might make note of: the availability of the Al-Anon meeting for Conference members and their guests held the Sunday night before the Conference begins; the idea that no problem would be too small to share at the Green Light Session; the material they will be receiving at the Conference, i.e., reports, announcements, synopses, etc., and the open invitation which all Conference members are extended to attend the quarterly and annual meetings of the Board of Trustees held during the Conference. The committee wished to express appreciation for receiving the quarterly reports of the Conference Committee and the meeting closed with the election of next year's Chairman, Mairi S. from Connecticut.

**Admissions—**Paul L., R.T., U.S. East, has been appointed as the Board of Trustees' liaison member to the Admissions Committee.

As a result the Admission's Committee's recommendation and subsequent approval by the 1978 World Service Conference, The Newfoundland and Labrador Area will be sending a Delegate to the 1979 WSC. A member in Vermont has taken initial steps, with the guidance of the WSO, to form an Area Assembly.

Joanne B., (British Columbia), Delegate Chairman of the Admissions Committee, sent a letter outlining suggested changes to the Admissions Committee Guidelines. The suggestions were reviewed and the Guidelines have been updated for inclusion in the Conference Brochure. They will be sent to Delegate members of the Committee prior to the 1979 WSC.

**Handbook—**Alice B., who had served for several years as Chairman of the Handbook Committee, completed her term through the 1978 Conference. Audrey S., R.T. Northwest, was appointed as Chairman for this year. The In-Town Committee members met in October, reviewed the entire Handbook and proposed a number of changes. Several suggestions were also received from Blanca R., of Puerto Rico, a Delegate member of the Handbook Committee.

All recommended changes are to be sent to the full committee prior to the 1979 WSC. Revisions to the Conference Charter, appearing in the back of the Handbook, also proposed by the In-Town Committee, will be reviewed for approval by the Board of Trustees at their January Board meeting. If approved by the Board, they will then be submitted to the full Conference for adoption.

## Handbook Committee Report-Back—Audrey S., Chairman

Extensive revisions were offered for the World Service Handbook. Some of these additions and/or corrections were amended and all were then approved for inclusion in the next printing which will carry the years 1979-1980 on the cover.

**Hospitality**—In the second quarter, thank-you letters were sent to all volunteers who served in the Hospitality Room during Conference week. A copy of the first edition of *The FORUM* was enclosed in appreciation. All hospitality considerations for the 1979 WSC will be handled by Sally D., the newly-appointed Chairman of the Hospitality Committee.

**EQUALIZED EXPENSE FUND:** A letter was sent August 1, 1978 to all Conference members informing them of the increase from \$425 to \$480 in the Delegates' Equalized Expense Fund from each Area for a Delegate to attend the 1979 WSC.

**ELECTION ASSEMBLIES:** In the fall of 1978, Panel 16 Areas (1976-1978) elected new Panel 19 Delegates. Panel 16 Delegates were asked if they wished to be continued on our mailing list to receive special mailings. Panel 19 Delegates were sent a letter of welcome, a Conference Summary and a questionnaire requesting background information. They were also asked to let us know which committee they prefer to serve on during their three-year term.

**OVERSEAS REPRESENTATIVES:** Two Representatives will be attending our 1979 WSC: Jean B. from Switzerland and Monica S. from the U.K. and Eire.

**HOTEL:** A committee was appointed during the first quarter to investigate a new hotel site for the 1979 WSC. After considerable research and through a process of elimination, a contract was again negotiated with the Biltmore Hotel for the 1979 and 1980 WSCs to insure meeting space and sleeping rooms.

**MAILINGS TO DELEGATES:** All Delegates in the U.S. and Canada were sent the filmstrip with cassette of the WSO for general use within the fellowship and complimentary sets of the Beginners' Meetings cassettes before the year's end.

A copy of each Area's computer print-out sheet and group contribution slips were mailed periodically to the Delegate. They were also sent with copies of correspondence which required Area attention and/or direction.

**CONFERENCE TAPING:** Tony Sheppard taped the 1978 WSC and was asked to do so again in 1979.

**STEPPING STONES:** Since Conference members are invited to "Stepping Stones" at the close of the 19th WSC, plans are in progress for this visit.

**OFFICE PROCEDURES:** Daily correspondence was sorted and answered. Changes in records were properly recorded. Newsletters were read and pertinent information was noted and passed along to the appropriate Staff Secretary.

## THE FORUM COMMITTEE REPORT

Hildegard M. Editor

The year 1978 was the most exciting one yet for *The FORUM*. It marked the transformation of Al-Anon's publication into a full magazine and a 25% increase in the number of subscribers.

**EDITORIAL:** Reader response to the new format has been overwhelmingly favorable. Members are writing in to us ever increasing numbers. They are responding to the caliber of the material printed in *The FORUM* with graphic, helpful, heartfelt sharing of their own experiences.

The help of the Delegates in informing the District and Group Representatives Area of the need for *FORUM* material is invaluable. Much of the reader response is due to their efforts. We rely on all members to contribute to the magazine and are eagerly looking forward to even more drawings, photographs, letters, articles and cover photographs.

**CIRCULATION:** Much of the year's work has been directed toward expediting the handling of subscriptions. Early in the year the conversion of subscription lists and pro-rating of subscriptions was a difficult task.

All subscriptions are now received and processed at the WSO and then put on computer in order to have labels printed. A system was

developed to facilitate the entry of subscribers in the computer so we can be furnished information on name, address, number of issues ordered, expiration date, etc. Procedures for entering new subscriptions, renewals and changes of address were instituted. These are still being assessed and altered for greater efficiency.

Computerization of mailing labels is essential to deal with the increased volume of subscribers. A work-time-cost study of *The FORUM* Circulation Department presented to the Executive Committee in March showed the cost justification of this move. The computer printouts also give us invaluable statistical information.

*FORUM* subscribers, at the end of December 1978, numbered 25,510. This is an average increase of more than 600 a month since *The FORUM* became a magazine. More than a thousand groups, which had not previously subscribed, have entered subscriptions since the complimentary copies were discontinued after October.

**MAILING:** A procedure was established to coordinate all group-wide mailings from the WSO. From January through October, while each group received a free *FORUM*, these mailings were supervised by *The FORUM* Editor. Now, with the introduction of *INSIDE AL-ANON*, group-wide mailings will be coordinated by the Office Supervisor. An outside mailing house handles stuffing and mailing of most single-issue *FORUM* subscriptions. The remainder are mailed in-house.

**PRODUCTION:** To coordinate editorial production (galleys, mechanicals and blue-line proof) the printout of subscription labels and the mailing schedule of both in and out-of-house mailings, production schedules have been set. With this advance planning, the daily, weekly and monthly deadlines are known and met by the editorial staff, *The FORUM* Committee, the subscription staff, the printer, the computer service and the mailing house.

**ADMINISTRATION:** Because of the need to work closely together, the two lines of magazine production and subscription fulfillment have been combined into one *FORUM* staff which now includes three people who work exclusively on subscriptions and mailings, two who work on editorial and the coordination of subscriptions and mailings, and *The FORUM* Editor.

**CORRESPONDENCE:** During this past year, 1,357 personal letters were answered by *The FORUM* editorial staff, primarily in response to their communications concerning written contributions to *The FORUM*.

Letters to specific groups of *FORUM* subscribers were sent as follows:

- with the May issue—to Group Representatives announcing the new magazine
- to individual subscribers
- to multiple subscribers
- with the Aug. issue—Group Representatives giving guidelines in writing for *The FORUM*
- with the Oct. issue—to all groups announcing this was the last free issue
- to individuals announcing special rate for gift subscriptions of *The FORUM*
- to multiples announcing special rate for gift subscriptions of *The FORUM*

In several other issues there was coordination between articles on the WSO page and enclosures sent with *The FORUM*, such as: TV and Radio Spots price list, Beginners' Meeting Tapes price list, Read Any Good Books Lately? price list.

Renewal letters were sent each month, three months in advance of subscriber expiration dates.

**FORUM BINDERS:** In response to requests from readers for a means to preserve their magazines, we have developed and made available a binder to hold 24 issues. It is attractively designed in maroon simulated leather with gold lettering and logo, and can be ordered from the WSO for \$3.50 each.

**ENCOURAGING SUBSCRIPTIONS:** Now that the new format of *The FORUM* has been established, we hope to maintain the excitement of each succeeding issue. The main thrust of the coming year, however, will be to inform many more members of the magazine. In order to reach those groups that do not subscribe, a new field is being entered in the group records computerized list so they can be identified. A special letter will be sent to those groups so they can learn about *The FORUM* and make it available to their group.

A letter to lapsed subscribers has encouraged reactivation of many of these subscriptions.

The special gift subscription offer was well received. Additional

letters and special offers are being developed to inform members about The *FORUM*.

### The *FORUM* Forum Session

Every time the word "forum" is suggested as a title for an Al-Anon gathering, The *FORUM* Committee winces. That title, they feel, is best reserved for the full-fledged magazine. Thus, it was with facetious glee they lovingly dubbed this session, "The *FORUM* Forum." It was the committee's opportunity to reach many more groups and individuals through the Delegate members of the WSC.

Hildegard introduced Alice B., longtime member who offered her thinking on writing suitable material for the magazine format. There is still a need for short articles, letters and humorous stories. Members needn't worry about grammar or spelling as they will be corrected in the editing.

Rita McC. followed with a comprehensive explanation of the methods used in selecting black/white photographs, art work for covers and story illustrations. With the help of an overhead projector, Rita showed how vertical designs with strong patterns of light and shadow make the best covers. Members are invited to submit their art work for consideration.

Bo H. gained a reputation as the "giver of gifts" by first presenting all WSC members with the official Conference souvenir, a handsome embossed binder for a two-year collection of The *FORUM* in the new style. The binders, he said, are available to the entire fellowship and will be carried on the order blank and catalog following the Conference.

In sharing how they helped to "get out the word"—Delegates recounted how they gave subscriptions; as gifts to newcomers after six weeks; to raffle winners at Area Conventions; to friends for birthday presents; and one Area has added an Area Coordinator whose job is to create posters, send letters and give workshops on The *FORUM*.

## INSTITUTIONS COMMITTEE REPORT

Edwina F., Chairman  
Ann S., Staff

### COMMITTEE:

**Delegate Members**—We welcomed Rosemarie G., NM; Beulah deG., Ontario (N); Adean M. UT, who especially requested appointments to institutions. We are also grateful to Isabel F., MD; Betty B., KS; and Marlene D., HI; and feel confident their communication will not end with their terms as Delegates.

Replies to our letters have been particularly helpful in planning the Institutions session for the 1979 World Service Conference.

**In-town Members**—We welcomed back Charlene La P. from Kingston, NY. The resignations of Fran P. and Jean H., made it necessary to search for new members. An open-sharing session on October 22, 1978 proved fruitful. With the approval of the Board of Trustees, Charles R. from Franklinville, NJ, and Anne H. from Deer Park, NY, joined the committee. Both have previous involvement with local institutions.

The committee held twelve exciting and productive meetings this year. Ann and Edwina met several times between meetings.

**Objectives**—The committee feels it is important for prospective members, who learn about Al-Anon through professionals, to find an available meeting at an institution; this is particularly true if their loved ones are hospitalized, in prison, or if they find themselves before the judiciary because of alcoholism. Members involved in Institutions groups need to be especially knowledgeable about Al-Anon's structure, Steps and Traditions. Their tolerance, patience and understanding are of utmost importance to the newcomer. This education is a goal of the committee.

**INSTITUTIONAL HIGHLIGHTS:** Four issues were prepared and distributed to all Institutions groups, Institutions Coordinators, past and present Delegates, Representatives, Newsletter Editors, Information Services, Bilingual-Spanish Institutions groups and all WSO Conference members. More members are becoming involved in Institutions work worldwide and are able to share through this vehicle. In response to requests, many Chairmen of Districts have been added to our mailing list.

We were also asked if *INSTITUTIONAL HIGHLIGHTS* could be obtained in bulk. Whenever extra copies were requested, we sent a limited number.

The Maryland newsletter editor wrote that she liked the style and content; the Institutions Coordinator from Illinois (N) appreciated the inclusion of the "Coordinator's Corner." Carl de B. expressed hope that more of the sixty-one coordinators would be inspired to write.

**INSTITUTIONS COORDINATORS:** Of the sixty-one Institutions Coordinators, ten percent are past Delegates. Katie M. of Missouri and Hilda H. of Virginia phoned for clarification of guidelines, each with a specific question regarding a particular facility in their Area. Newly-elected coordinators received a letter of welcome and an Institutions Kit. A letter of appreciation was sent to those who let us know they were involved in Institutions Workshops at Assemblies and elsewhere.

**PROGRESS IN THE SPANISH COMMUNITIES:** Teresa M., Translator, reported that the GSO in Argentina has established an active Institutions Committee. Members in Costa Rica have been presenting a "Meeting-on-Wheels" and said they have experienced great success in their endeavors. Five new Institutions groups have been established in Mexico. A valuable aid to the Spanish-speaking bilingual membership has been the institutions material in translation. Teresa said that the formation of groups and the presentation of a "Meeting-on-Wheels" in the Spanish communities were a result of the January 1977 groupwide institutions mailing to Spanish and bilingual groups.

**INSTITUTIONS KIT:** The Kit has been updated and the new leaflet, *YOU Can Render A Great Service to Families of PROBLEM DRINKERS*, has been included. A sheet of suggested literature displays suitable for Institutions groups has also been added; A 1978 update was placed on the sheet, "Institutions Highlights," which is a history of Al-Anon in institutions for the past twenty-two years; and *INSIDE AL-ANON* will be a replacement for The *FORUM*.

**CONFERENCE:** The Institutions presentation at the 1978 Conference was in skit form, acted by committee members. With In-town Committee assistance, an agenda was prepared for the Standing Committee meeting and sent in advance to all members along with a copy of the skits.

For our session at the 1979 Conference, the committee has decided to use the working title, "The Institutions Committee takes the Fourth Step and uses all Twelve."

**RUTGERS SUMMER SCHOOL:** Ann attended the Rutgers Summer School of Alcohol Studies in New Jersey from June 25th through July 14th. She returned with great enthusiasm for the wonderful people she met and the gratifying educational experience. The curriculum, however, which emphasized the necessity of family recovery, offered almost no scheduled classes in this regard.

**NEW MATERIAL:** The new leaflet, *YOU Can Render A Great Service to Families of PROBLEM DRINKERS*, was developed. A sample copy was sent to all Conference members on the Standing Committee and was approved unanimously. One hundred thirty-five thousand have been ordered to date by members involved in both Institutions and P.I. work. All groups received a sample with an order blank, a covering letter, a copy of *INSTITUTIONAL HIGHLIGHTS*, and an order blank for the Institutions Kit.

Using the committee suggestions, a mimeographed sheet entitled, "Information for a Newcomer at an Institutions Meeting," was developed as a replacement for the printed sheet, "Information for the Newcomer."

**INSTITUTIONS MATERIAL:** The committee has reviewed and recommended changes and/or written material for: (P-8) Homeward Bound; (P-42) Pebble in the Pond; Two new group letters, revised to include a paragraph on choosing an appropriate name for a group; Guidelines for Institutions Work; "Meeting-on-Wheels"; "Suggestions for a New Al-Anon Institutions Group"; the list of material contained in the Institutions Kit; WSO Institutions Committee Guidelines and "What is an Institutions Group Meeting?"; The Guidelines for Institutions Coordinators; *YOU Can Render A Great Service to Families of PROBLEM DRINKERS*; The Institutions Literature Discount Order Blank.

**Proposed**—A recommendation for amendments to the Concepts, under the category of Institutions Committee, was submitted to the General Secretary for consideration by the Board of Trustees. The growth of groups in the facilities other than penal institutions and hospitals has necessitated an expansion of the original text.

The *FORUM*—Twelve articles written for the Institutions column, prompted members to say they were inspired to serve the fellowship through Institutions work.



In keeping with the 1979 Conference theme, "Spiritual Growth Through Service," the articles for 1979, under a column heading "A Line in '79," will reflect personal growth of individual members through institutions work. Copy for the first three issues of 1979 has been submitted to The *FORUM* Editor.

#### OFFICE PROCEDURES:

**Correspondence—telephone contacts—mail**—Copies of literature orders and letters from professionals inquiring about Al-Anon, were sent to the Area Coordinators.

The alcoholism coordinator at a hospital on Wards Island, NY, asked Ann to introduce Al-Anon to the professional staff. In turn, the professional staff arranged for the residents to attend the Al-Anon program instead of their usual AA session. Approximately 70 professionals and residents were present when Ann spoke briefly on the history and program of Al-Anon and then participated in the presentation of a "Meeting-on-Wheels" with the NY(S) Delegate, Carolyn McC., who chaired the meeting.

The staff requested that this type of session be repeated every six weeks for new residents and staff.

Two hospital counselors called the WSO for help in establishing an Al-Anon group at their facility after an unsuccessful attempt to enlist local members. We were able to encourage a local member to contact the counselor at White Plains Hospital. Both requests were passed along to the Delegate and the Area Institutions Coordinator for follow-up.

The Administrator of a hospital in Illinois phoned to ask if it was necessary to continue an established Institutions group if their family therapy group, for which clients pay, informs families of the First Step. The Al-Anon Institutions group at this facility holds a closed meeting. We explained the need for Al-Anon closed meetings and for group autonomy, and informed them that they would be welcome to attend open Al-Anon meetings. The matter was then referred to the Institutions Coordinator. Subsequently, the Director of the Sanitarium requested we add her name to our mailing list to receive *INSTITUTIONAL HIGHLIGHTS*.

When outside agency personnel inquired about starting an Al-Anon group at their facility, letters of acknowledgement were sent. Excerpts from Guidelines for Institutions Work are now being included in each monthly issue of the New South Wales Newsletter.

**NEW GROUPS:** During 1978, a total of ninety new Institutions groups have started in the following states: Alabama, Arizona, California, Connecticut, Florida, Georgia, Illinois, Kansas, Indiana, Louisiana, Maine, Maryland, Michigan, Minnesota, Missouri, Nevada, New Hampshire, New Jersey, New Mexico, New York, Ohio, Oklahoma, Pennsylvania, South Dakota, Tennessee, Texas, Utah, Virginia, Wisconsin, Mexico, New Zealand, Puerto Rico and Brazil.

### Institutions Standing Committee Report-Back

Ruth H. NC

A new piece, "Questionnaire for An Institutions Committee Inventory" was distributed. Homeward Bound has been completely revised and ready for distribution. All committee suggestions for its revision were fully considered and appear in the new version. While the pamphlet continues as a valuable tool for Institutions work, it was broadened to appeal to any family member who is expecting the return of a newly-sobered alcoholic. Other revisions include the Guidelines and the "Meeting-on-Wheels." Committee members were asked to submit a title and format for the 1980 Institutions column in The *FORUM*, and to thank coordinators for their response to requests for sharing in *INSTITUTIONAL HIGHLIGHTS*, copies of which are available to members on request. (Coordinators may ask for extra copies for District Representatives.)

Discussions followed on two methods now being used to contact the friends and families of alcoholics in prison: Filling requests from prisoners who write and ask Al-Anon to contact the family; sending an Institutions form letter to the Secretary of the AA group in prison asking for a list of those members who want their families to receive Al-Anon literature. No firm consensus was reached but it was decided to review the form letter for its local suitability and suggestions for change would be sent to the WSO.

**ALATEEN TALK** will carry an article on teens involved in Institutions work. Suggestions offered during the discussion on professional take-overs of Institutions group meetings included: not using the Beginners' Tapes for Institutions groups—they cannot replace the human element for a newcomer; helping encourage participation in Institutions work of strong, well-informed members who won't be intimidated by the pressures from the professionals. It was agreed that strengthening the knowledge of Al-Anon members involved was more advisable than trying to teach the offending professional.

### 1980 INTERNATIONAL CONVENTION REPORT

Myrna H., Chairman  
Margaret O'D., Secretary

The WSO Committee for Al-Anon/Alateen participation in AA's 1980 International Convention to be held in New Orleans, is comprised of five staff members: Myrna H., Margaret O'D., Carole K., Eileen McS., Sandy F. and one volunteer, Timmy W. Enthusiasm is mounting as the Louisiana Host Committee and the WSO Committee work in cooperation to make this event both inspiring and fun-filled. Some of the highlights of the Convention plans follow:

**Theme—"Joy In Recovery"**

**Guidelines**—The guidelines used for past Host Committees have been revised for the New Orleans Host Committee.

**Host Committee Starter Fund**—A fund has been provided on an imprest basis, to the Host Committee, to cover expenses. When expenses exceed the starter fund, the World Service Office, upon receipt of itemized lists, reimburses the Host Committee.

**Big Meetings**—The North Hall at the Rivergate will be used for Al-Anon's four big meetings.

**Financial Responsibility**—The Policy Committee and the Board of Trustees reaffirmed their decision that all financial responsibility for Al-Anon/Alateen participation in the Convention belongs to the World Service Office. The Host Committee may raise money for any hospitality they wish to provide.

**VISIT TO NEW ORLEANS:** Myrna and Margaret flew to Louisiana on June 2nd. They spoke at the Al-Anon Conference in Lafayette about plans for the Convention. They proceeded to New Orleans with Dot S., Host Committee Chairman and conferred with Kemmie R., Assistant Chairman, as well as the Host Committee Secretary and Treasurer. The revised sections of the Convention Guidelines entitled, Policies and Procedures, were reviewed and her questions were answered.

The convention manager provided a tour of the Hilton and Myrna and Margaret also toured the Rivergate Convention Center. Margaret made another trip with Carole to discuss the many arrangements concerning workshop rooms, a breakfast for Lois, telephone service, etc.

### AA International Convention—1980

Myrna H., Chairman  
Margaret O'D., Secretary, Al-Anon/Alateen Activities

A bevy of bow-tied committee members, wearing derbies and gartered sleeves, highstepped their way up the Conference aisles to a musical rendition of "When The Saints Come Marching In." They tossed each member a candy praline as they moved toward the podium sweeping the Louisiana Delegate before them. They had everyone's attention, when Myrna began to speak. New Orleans was *the place* and the AA International was *the event* for 1980. The Al-Anon plans for participation are well formed and moving along nicely: Speakers' questionnaires have been produced and will be used to objectively select those who will address the Al-Anon and Alateen sessions; forms will also be available for those who wish to volunteer for non-speaking assistance for the host committee which is handling hospitality; new letterhead has been designed and is being used for all correspondence at the WSO; the program is being planned (there will be a Conference Reunion) and registration will probably begin in the fall of 1979. The International Convention Committee decided that all meetings will emphasize the theme, "Joy in Recovery," and have universal appeal rather than be geared to specific backgrounds, sex, religious preference

or life-style. In keeping with the Traditions, Al-Anon meetings are not exclusive in nature. The Conference agreed by passing a motion which affirmed the committee decision.

## LITERATURE COMMITTEE REPORT

Bo H., Chairman  
Linda McF., Staff Writer\*

### COMMITTEE:

Many volunteers signed up for notices when they came to the WSO Open House and two have come to all subsequent meetings. Bo will request appointments from the Chairman of the Board in January of 1979.

Mary Ann K., an In-Town volunteer member for five years, resigned to assist The *FORUM* Editor, on Staff.

Three new Delegate members were Barbara P., AR; Lodema S., ID; Audrey G., Sask.

Fond and grateful farewells to retiring Delegate members Joan S., FL; Willie H., Ont. (S); and James S., DE.

**REVISIONS:** For unity of program presentation, copies of all changes are provided to Overseas holders of reprint permission in other languages.

Notices were sent with *AREA HIGHLIGHTS* to all known literature distributors, Delegates, Coordinators, Information Services, and those on the advance-notice-request list to remind those who purchase large amounts of literature not to stockpile material which is under review for major revisions. In the future, *AREA HIGHLIGHTS* will carry announcements of all proposed revisions planned for the next three months between issues. All these concerned were asked to carefully consider literature news in the Summary, The *FORUM* and *INSIDE AL-ANON* to keep abreast of literature.

**Minor**—Up-dating, misspelling, typographical errors, grammar corrections and/or code adjustments were made in (P-15) Three Views of Al-Anon, (P-33) Why is Al-Anon Anonymous?, (P-17) The Twelve Steps and Traditions, (P-19) What Do You Do About The Alcoholic's Drinking?, (P-13) Purpose and Suggestions, (P-3) Alcoholism, A Merry-Go-Round Named Denial, (P-11) Lois' Story, (P-36) The Al-Anon Fact File, The P.I. Price List, (M-19) "You can Render . . .", (P-14) So You Love An Alcoholic, (P-9) How Can I Help My Children?, (P-12) My Wife Drinks Too Much, (P-16) To the Mother and Father of an Alcoholic, (P-20) What's Next? Asks the Husband of an Alcoholic, (P-26) The Twelve Concepts of Service, (P-45) "Double Winners", (P-21) Youth and the Alcoholic Parent, (P-5) Blueprint for Progress: 4th Step Inventory, (P-18) Twelve Steps & Twelve Traditions for Alateen, (P-41) Facts About Alateen, (P-4) Alcoholism, The Family Disease.

(S-12) Supplementary Order Blank for Alateen, (S-15) A Catalog of Conference-Approved Literature and other Service Materials, (S-16) Al-Anon and Alateen Order Blank were updated to include the new posters, the Table Posters/Easel, the TV and Radio Spot Announcements and the price increases.

(P-29) Guide for Sponsors of Alateen Groups was amended (per Board of Trustees instructions) to include: "As Alateen Sponsors, you have the same responsibility and potential liability to an Alateen member as if you invited him or her to your own home." This statement will appear in all appropriate Alateen literature as it is revised for reprinting.

(P-25) Policy Digest—A large volume sale of the 5th printing (revised only to include Conference decisions) enabled us to correct the wording on the distribution of The *FORUM* and the additional Directory volumes when we recorded 2,000 more of the edition.

(P-27) World Service Handbook—An insert was written to reflect Conference amendments and decisions regarding the changes in the Equalized Expenses.

**Major**—New material was reviewed by the In-Town committee members, the Delegate members, the General Secretary and two members of the Policy Committee before being sent to the printer. Announcements were sent to all groups for:

(P-1) Al-Anon IS For Men—Now includes references to males other than husbands and broadens the scope of the shared experiences.

(P-2) Al-Anon, You and the Alcoholic—New answers were written and several new questions were answered for this pamphlet which is generally distributed to newcomers.

(P-21) Youth and the Alcoholic Parent—Additional material on resentments toward non-alcoholic parents was included along with new questions about alcoholic mothers.

(B-5) LIVING WITH AN ALCOHOLIC—Revisions of confusing language, additions defining Alateen and Institutions groups were added for its 8th printing.

(B-4) DILEMMA OF THE ALCOHOLIC MARRIAGE—The book jacket flaps, which had been blank, were used to include paragraphs from the book indicating the nature of the work for prospective readers. The back flap now carries a list of other books about Al-Anon and Alateen, the logo, and the WSO address.

**Proposed**—As a part of its continuing review, the committee is working on major revisions to submit for:

(P-16) To the Mother and Father of an Alcoholic—In response to the need for more material focused on living with youthful alcoholics, the chapter in *AL-ANON FACES ALCOHOLISM*, "A Mother of a Teenaged Alcoholic," has been considered to be included in an expanded version. Additional material is still to be written and submitted for approval.

(P-8) Homeward Bound—New copy was written in response to requests for revisions from both the Institutions and the Literature Committees. The new version has been submitted to the In-Town Committees and will next be sent to the Delegate members of the Literature Committee.

(P-29) Al-Anon's World Service Office—At the urging of the Board of Trustees, material has been written to expand this leaflet. The proposed revisions will go the route of all Conference-Approved Literature.

**Style Changes**—(B-2) *AL-ANON'S FAVORITE FORUM EDITORIALS*—Colors for the book jacket were changed to brighten its look. Responses to an announcement of the availability of replacement jackets for *UNSOLD* copies of the book were overwhelming. The total requests from groups and literature distributors was almost half the entire number of books sold to them by the WSO in the two preceding years. Stock was distributed on a first-come first-serve basis. The cost of reprinting more jackets to fill later orders was a prohibitive \$700. Letters were sent to groups and depots whose orders could not be filled.

(P-25) Digest of Al-Anon and Alateen Policies—After the new and/or reworded policies have been approved at the World Service Conference, the revised edition will have a cover which is dated and a new color.

(P-1) Al-Anon IS For Men—Previously printed on a costly and difficult to secure yellow stock, the new edition will be brown print on white stock.

(P-7) A Guide for the Family of the Alcoholic—This booklet was reset to correct the imbalance in ink densities and the color was slightly lightened by changing the shade of blue.

(S-15) A Catalog of Conference-Approved Literature—The contents were reset and the stock folded to eliminate the staple, reducing the cost. It is hoped the inclusion of these brief descriptions with each order distributed by the WSO will encourage wider use of all literature and supplementary material.

**NEW MATERIAL:** All new manuscripts follow the procedure outlined in the Policy Digest for the printing of Conference-Approved Literature.

Replacement pamphlet for "How To Know An Alcoholic"—The suggested material will be from (P-24) Al-Anon and Alateen Groups At Work, pages 3 through 6. "Understanding Alcoholism" on page 3 is originally from *ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS*, and the section on "Understanding Ourselves" was revised for the group manual in 1976. The working title for the proposed leaflet is "Understanding Ourselves and Alcoholism" and will be submitted for approval.

Living With Sobriety: Another Beginning—Creating a new format and additional re-writing have brought this piece closer to completion. The amended manuscript has been submitted to the Delegate members of the Committee.

For Adult Children of Alcoholics—A manuscript has been completed, approved by the In-Town Committee and recently submitted to the Delegate members of the Committee.

An illustrated version of the Traditions—A well-known French cartoonist has volunteered to present some illustrations for consideration.

**TWELVE STEPS AND TWELVE TRADITIONS**—Work has been completed for the Steps and a majority of the Traditions. Manuscripts have been sent to committee members for comments.

**ONE DAY AT A TIME IN ALATEEN**—A considerable amount of preparatory work has been completed. A meeting was held with the \*Staff Writer and the Alateen Committee has reviewed and approved a proposed format for the individual pages of this book which will contain a personal daily message to young people. Many of the

\*LITERATURE SECRETARY

thoughts submitted will be used with little or no editing, some required editing and many will need additional work but a book is beginning to take shape. All proposed pages will be reviewed by the Alateen Committee as well as those who usually see manuscripts.

**LOIS REMEMBERS**—Several years ago the Conference authorized the writing, by Al-Anon's co-founder, of an autobiography. Copies of the manuscript will be sent to the Delegate members of the committee and made available for the In-Town members. The new book should be available after the 1979 World Service Conference and will carry the catalog designation (B-7).

**MEETINGS:** The In-Town Committee held eight meetings. Inclement weather forced cancellation of two mid-winter meetings. In addition to planning the agenda for the full Standing Committee meeting at the 1978 Conference and working on proposed revisions of pamphlets, the committee offered comments on new material. All suggestions from members were considered and discussions were held. Highlights of the winter meetings and the Standing Committee Conference Report-back can be found in the Summary for 1978.

The meetings centered on the continued review of pamphlets and books already in print; the postponement of the mailing of the last ten pamphlets for review until the following year; the consideration of how and when to use material written by an outside professional, the practice of printing an author's name in Al-Anon literature, the problems ensuing from the pressure to print yet another pamphlet by a professional, the assistance of the Policy Committee in resolving the issue; artistic improvement of the graphic designs for covers, additional style changes, uses of color; the agenda for the Literature Standing Committee meeting; and plans for the Literature session at the 1979 WSC. The program will be developed from the committee suggestions as well as the information returned on the Area Literature Coordinators questionnaire. Cartoon posters will act as a backdrop for the panel discussion of five major topics: the use of Conference-Approved Literature; the production of new and revised material; the vagaries of production, scheduling and mailing; the universality of the literature; and broadening the use of literature. The cartoon will offer a light, graphic reminder of the topics and will be included in a synopsis.

**Suggestions**—The committee again discussed the possibility of creating a leaflet on the use of the telephone and developing a page in Al-Anon and Alateen Groups At Work which would offer a suggested meeting agenda. Also discussed: redesigning "Information for the Newcomer," so it will appear in a vertical columned leaflet as does the one in U.K. and Eire. Consideration was given to a greater standardization of leaflet and pamphlet sizes, the production of a literature display rack, and the design and production of simple Public Information and Institutions cards which explain Al-Anon and Alateen at a glance. AA has several of these inexpensive, easily-read pieces.

**The FORUM:** The FORUM Editor has been asked to consider featuring literature on a regular basis.

**LITERATURE COORDINATORS:** Revised Guidelines and letters of welcome were sent to newly-elected and appointed Area Coordinators. After the first of the year, those Areas which do not have Coordinators will be informed of literature projects through mailings to the Delegate.

A questionnaire was sent requesting information on the local use of CAL: for long-time members researching answers to current problems, for newcomers, for Twelfth-Step work, for P.I. and Institutions; which pieces were used the most, which the least; and its effectiveness. Answers were varied but comprehensive; one quarter of those polled responded.

#### OFFICE PROCEDURES:

**Copyright**—Requests for permission to reprint excerpts from our literature were received from: The Mental Health Almanac, Princeton, NJ; the Portland Area Newsletter; the Queensland Central Services, Australia; an Alateen group doing P.I. work in Oklahoma; the Assistant Professor of Nursing, College of St. Catherine in St. Paul, Minn.; the host of a devotional radio program in Camden, Maine; Braille Transcribers, Carmichael, Calif.; the Lutheran General Hospital, Park Ridge, Ill.; St. Luke's Hospital, Pasadena, Calif.; the Nevada Council of NCA; two Al-Anon groups wishing to tape ODAT for sightless members, and a P.I. Coordinator for Rhode Island, Alabama, Missouri; the Cambridge Massachusetts Alcohol Education Program; a member of the American Legion in Atlanta, Ga., a member in Chicago for a company paper; the GamAnon Literature Committee; a member in Boone, Iowa; Inland Empire Service Center, Calif., a member in N.D., and the N.Y. Intergroup.

An explanation of the fair use portion of the new copyright law was

given to the Al-Anon Information Service Office of Orange County, Calif.

New copyrights were requested and received for substantially revised material from the Library of Congress Copyright Office in Washington, D.C.

**Directory Listings—ISBN** (International Standard Book Numbers)—We continued to maintain our listing in the Publishers' Trade List Annual, and a new listing was secured for LOIS REMEMBERS.

**Directory Listings—CIP** (Catalog In Publications)—A Catalog card number was requested from the Library of Congress for LOIS REMEMBERS.

Print-outs for listings in other Directories were corrected and brought up-to-date.

**Correspondence**—Responses were sent to letters from members and interested parties who offered suggestions or requested information about literature.

**Production**—Discussions were held and appointments kept with the salesmen and their production assistants who help expedite the production of books and pamphlets. Additional appointments were kept with salesmen for new firms to discuss the adaptability of their services to our literature needs. Meetings were held with the Canadian printers of ODAT as well as Consulate officers who assisted us in placing an order at considerable savings. The first shipment of this printing arrived on time and in good order.

Meetings were held with the Chairman of the Trustee's Committee and the designer to develop a schedule for printing, binding paper purchase, cover cloth purchase, for LOIS REMEMBERS. Specifications were sent to four major book producers who later submitted bids. These were forwarded to the Controller for presentation to the Executive Committee.

ONE DAY AT A TIME IN AL-ANON is in its 12th printing.

DILEMMA OF THE ALCOHOLIC MARRIAGE is in its 5th printing.

ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS is in its 4th printing.

**ADDITIONAL ASSIGNMENTS:**\* The Staff Writer completed Guidelines for Area Conventions with the help of many Areas which sent outlines and reports from their own successful and productive large meetings.

**Conference Summary**—The 60,000-word Conference Summary for 1978 offered groups the coverage of the work accomplished by their Area Delegates and the volunteer committees and also carried the Annual WSO reports.

#### Literature Standing Committee Report-Back

Jean T., OR

In urging members to read the annual reports for literature progress, Bo and Linda noted four other ways in which the membership could be made more aware of new and revised material: (1) the newsletter for service workers, *AREA HIGHLIGHTS* carries up-coming and current literature events on its last page; (2) an advance notice system sends announcements to Delegates, Area Coordinators, Literature Distributors and Information Services (3) the Conference *SUMMARY* notes where new material is being generated and (4) the Delegates' Reports can carry important literature considerations.

Improvements of graphics will continue; type faces and color will be used to assure more readability and the width of some pamphlets will be trimmed to gain a standard size which will cut printing costs. Responding to many requests for simplification of literature for the deaf, those not proficient in English and for the sightless, the committee recommended that all Conference members consider voting for the production of tape cassettes at the next Conference. In the interim, it was hoped further recommendations could be made as to where this work might begin and which of the Conference-Approved Literature might be chosen for the readings. The Literature Review will continue with the committee working on pamphlets P-20 through P-30; the 1979 goals also will include revisions of (P-28) Al-Anon's World Service Office; (P-16) To The Mother And Father of An Alcoholic; a new pamphlet for the Adult Children of Alcoholics, a leaflet for newcomers called "Understanding

\*LITERATURE SECRETARY

Ourselves and Alcoholism," and a booklet for those living with sobriety. It is hoped that 1980 will be the publication date for the Alateen ODAT and a hardcoverd TWELVE STEPS AND TWELVE TRADITIONS.

## LITERATURE SESSION—Bo H., Chairman

\*Linda McF., Literature Secretary

The Conference was invited to a "simulated" Literature Committee Meeting presented by the Delegate members of the Committee. Each Delegate took part in a scripted discussion on the main concerns and the discussions were highlighted by five large cartoon posters which graphically illustrated the topic under consideration. The first subject was "Why CAL?" and covered the pros and cons of having Conference-Approved Literature which provides a universal interpretation of the program, serves Al-Anon/Alateen worldwide and promotes unity. Many Areas use CAL in service work; they send CAL to libraries, medical centers, to lawyers, clergymen and industrial counselors; they give CAL free to newcomers. In the group, CAL is often used for meeting ideas, for reference and for personal help in interpreting the principles of the program and the Twelve Steps and Traditions. "What's new?" covered the requirements for new and revised CAL, the deliberations before its approval, and how the committee considers taking the best of the past and sharing the experiences of today. "You want it when?" went over the demands of production; why it takes time for an idea to be transferred into a leaflet, pamphlet or book. "What makes you think you're different?" spoke of the varied membership and how the program is effective for those with different life-styles and family situations, how CAL reflects how we are different but concentrates on how we are alike pointing out toward the same spiritual road of recovery. The last of the committee's discussions centered on the idea that the literature belongs to the fellowship. In "Have you got any suggestions?" the committee asked everyone to remember that all suggestions are reviewed; the literature grows with the expressed needs of the fellowship; the literature needs change, not for change's sake but for growth. In citing ways the members could help do its job, the committee provided a synopsis of the topics which included the cartoons and suggested that the material could be featured in Area Newsletters. They also developed individual and group inventories from a questionnaire sent to Area Literature Coordinators. With help, it was felt the use of CAL could be encouraged without sounding authoritarian. In seeking to make the literature attractive, the Literature Committee urged that we not compete among ourselves (the WSO is the only authorized publishing agent), that we protect our copyright (releases can be obtained for brief excerpts) and that we continue to produce valuable literature which expresses the Al-Anon point of view, is easily understood and meets the standards of good books in print.

## FRENCH LITERATURE COMMITTEE REPORT Publications Francaises (PFA)

Alberte C., Secretary

Cay C., Chairman; Harriet L., Translator

"Publications Francaises," P.F.A., Inc. are French Publications for the Families of Alcoholics and a service branch of Al-Anon Family Group Headquarters, Inc. Their purpose is to assure service to all French language groups throughout the world. This service includes translation, publishing and distribution of Conference-Approved Al-Anon and Alateen Literature, The FORUM and the new bimonthly publication, *INSIDE AL-ANON*; the translation and mailing of three annual appeal letters to the French groups and other communications from the WSO; group registrations; answering requests for information and sending the necessary literature pertaining to the formation of new groups.

"At the present time, 365 Al-Anon groups and 83 Alateen groups are registered in Canada; 4 Al-Anon groups in the U.S.; 49 groups and 5 Intergrups in Belgium; 14 groups in Switzerland; 54 Al-Anon groups, 6 Alateen groups and 2 Intergrups in France; 1 Al-Anon and 1 Alateen group in Germany. We are also serving 36 lone members in Canada.

\*SEE CHANGES IN BY-LAWS . . . (P. 33)

U.S., France, Germany, Algeria, Brazil, French Guiana, England, Ireland, Chile and New Caledonia.

"Literature mail orders increased considerably in 1978; total sales amounted to \$63,652 an addition of \$7,808 over the previous year. We were able to keep prices down during 1978 thanks to the cooperation of the groups who accepted adding 5% of the total amount of their orders for mailing and handling. Since March 1979 prices of Al-Anon/Alateen literature were raised. With the publication of our new order forms, we used the same literature code numbers as the WSO so it would be easier to identify each piece. Before reprinting, we make sure we include any revisions that may have been made, thus keeping our publications up-to-date.

"During 1978, before reprinting, we revised the following: Facts About Alateen; Purpose & Suggestions; Al-Anon, You and the Alcoholic; A Guide for Sponsors of Alateen Groups; Questionnaire for Step 4, Al-Anon; Group Inventory Questionnaire. Corrections were made in the pamphlets, Youth & the Alcoholic Parent and Al-Anon IS For Men. These are now ready for reprinting. This fall we will revise and reprint *LIVING WITH AN ALCOHOLIC*.

"New translations include: Do You Need Alateen? (excerpt from *ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS*), Operation Alateen, What's "drunk," Mama?, Alcoholism, A Merry-Go-Round Named Denial; Guidelines for: Al-Anon/Alateen Participation In An Area AA Convention, How to Start an Al-Anon Group, Institutions Work, For Al-Anon Members Interested In Speaking, In Organizing Alateen Groups; The Open Al-Anon Meeting (Public Information Kit), Institutions Kit and a booklet listing meetings that we publish three times a year. We have also started publishing *INSIDE AL-ANON*.

"Much of our work consisted in translating *THE DILEMMA OF THE ALCOHOLIC MARRIAGE* which came off the press in March 1979. With the consent of our General Secretary, we ordered 15,000 copies; the first of which was offered to members at the AA Convention in Quebec last month. To date, 1,100 copies were sold.

"In the face of this success, we plan to undertake the translation of *LOIS REMEMBERS* and we hope to have the pleasure of presenting our book to Lois at the 1980 AA Convention in New Orleans."

## \*OVERSEAS REPORT

Sandra F., Overseas Coordinator

**OFFICE PROCEDURES:** The overseas services were integrated and a permanent Staff Secretary assigned on February 1, 1978. Aims are: to perpetuate unity between the WSO and General Service Offices (GSO), to provide information and encouragement to service committees trying to develop nationally and preserve our relationship with groups overseas. The Overseas Secretary coordinates the translation and reprinting of Conference-Approved literature, maintains stock, and fills orders and requests for literature in translation. With the growth of our overseas services, a worldwide meeting is being planned. The purpose of this World Service Meeting (WSM) is to foster the development of Al-Anon overseas and to maintain unity amidst many languages and cultures. Representatives from every country with national structures will be encouraged to share their experiences in order to further carry the Al-Anon message of hope throughout the world.

**TRIAL WORLD SERVICE MEETING:** Early in 1978 steps were taken to initiate the first of these World Service Meetings (WSM).

The 18th WSC supported the Board's of Trustees' decision to implement a Trial WSM at the 1980 International Convention to be held in New Orleans, Louisiana. A memo was sent to GSOs advising them of the Conference decision. Interest in attending and great enthusiasm was expressed by France, South Africa, Australia, Mexico, Switzerland, U.K. and Eire. Later Stephanie met with Myrna, Henrietta and Sandy and a committee was formed consisting of the General Secretary, as Chairman, a Trustee, and the Staff Coordinator. Consideration was given to adding another staff member at a later date. Teresa will be invited to attend enhancing knowledge of our Spanish-speaking groups. A representative from Publications Francaises may also be requested to provide similar knowledge for the French segment of our fellowship.

## WORLD SERVICE CONFERENCES:

1978—The Overseas Secretary was introduced to the WSC. She spoke of the new assignment and how groups overseas link with those in the U.S. and Canada. A plea was made for Delegates to inform the WSO of bilingual Al-Anon members available to help with translations. Alberto S., Representative from Argentina, and Brian M. from the U.K. and Eire, delivered memorable talks about the growth of Al-Anon in their country.

An artistic display of foreign literature adorned the hospitality room. 1979—A letter was sent to all GSOs informing them of the dates of the 1979 WSC and of their eligibility for representation. Jean B. of Switzerland, and Monica S. of the U.K. and Eire, will attend.

#### **SPANISH:**

**New book**—ALATEEN HOPE FOR CHILDREN OF ALCOHOLICS

**New pamphlets**—Al-Anon Family Treatment Tool, Facts About Alateen, Al-Anon Fact File, Blueprint For Progress and Homeward Bound.

**New translations in mimeography**—What's "Drunk", Mama?; Working As, For, and With Professionals; Alateen Guidelines for Area Conventions; Why Cal?; Clergy flyer.

**Translations in progress**—Alateen's Twelve and Twelve (in conjunction with Father Roberto, a member in California), It's a Teenaged Affair? So You Love an Alcoholic, Why is Al-Anon Anonymous? and Guidelines for Institutions Coordinators (in conjunction with Blanca, Delegate from Puerto Rico). Teresa is working on the Twelve Concepts of Service. The Policy Digest was completed and quotes for printing will be obtained.

**INSIDE AL-ANON**—(DENTRO DE AL-ANON) is being translated bi-monthly. Translation, layout and art work conform closely to the printed English copy. Al-Anon/Alateen en Accion, will continue as a monthly publication until June and then will be sent bimonthly with *INSIDE AL-ANON*, as one-page insert sheet.

**MAILINGS**—To all Spanish-speaking groups

- Al-Anon Speaks Out.
- Al-Anon/Alateen en Accion was mailed monthly (the October, November and December issues were translated from Spanish into English for review).
- New data cards to all overseas groups to update listings for Part II of the World Directory.
- World Directory, Part II.

**Limited mailings**—To GSOs

- Notice of Myrna's appointment as General Secretary.
- Speaker's Questionnaire and covering letter for the 1980 International Convention.
- Revised Price Lists.

**Other office work**—All translations were reviewed when reprinted and appropriate minor revisions made. A major revision was made in *Alcoholism: The Family Disease* (Alcoholismo Contagio Familiar). The price list of Spanish translations for overseas groups was revised and a new price list of translations in mimeography was developed. The possibility of purchasing Spanish literature from Mexico and Argentina is being considered. Teresa is reviewing prices submitted from printing firms in both countries. The Spanish staff also handles public information requests and letters from individuals seeking information about our fellowship. Letters from Spanish groups requesting guidelines, information about literature and Spanish literature orders are handled by our Spanish staff along with all records for Spanish groups.

**South and Central American trip**—(Report by Henrietta S., and Teresa M.) Henrietta and Teresa, who were invited to attend Argentina's first Annual Convention, also visited El Salvador, Brazil, Colombia, Peru and Costa Rica. The WSO Trustees agreed that this trip offered a unique opportunity for two WSO Representatives to meet with Al-Anon and Alateen members for discussion of their mutual concerns. The month-long trip was worthwhile and inspiring. Everywhere the most heartwarming hospitality was extended. It was rewarding to see the dedication of the members in these countries and reassuring to view at first-hand how much the program has meant to so many individuals so far away.

**Coordination of Responsibilities**—(Report by Myrna H.)

It was decided that the duties of the Spanish translator conform as closely as possible to those of Publications Francaises. Spanish translation service will include: answering routine correspondence, disseminating material developed at the WSO into Spanish and maintenance of group records. All group relations matters would be translated and submitted to the appropriate Staff Secretary. Since *AL-ANON/ALATEEN EN ACCION*, the WSO monthly Spanish newsletter is sent to groups overseas, Sandy will review the contents. Dora, Teresa's Assistant, will translate correspondence with the GSO's and overseas group relations correspondence for Sandy. A recommendation was made to the Conference Committee that Teresa be seated at our WSC with voice, but no vote as is Alberte, the translator of the PFA.

#### **PUBLICATIONS FRANCAISES, (P.F.A. INC.)**

The annual agreement between the WSO and PFA is effective May through April 30, 1979. We sent a French translation of *THE DILEMMA OF THE ALCOHOLIC MARRIAGE* completed by the Belgium General Service Board for French-speaking Al-Anon. Copies of the tri-annual appeal letters for Al-Anon/Alateens and loners were sent along with the newly-revised appeal form. Cay C. agreed to translate French correspondence and read French publications received at the WSO. Business and clerical matters will be turned over to PFA; group relation matters will be forwarded to the WSO. After printing and mailing costs are determined, the feasibility of translating future issues of *Inside Al-Anon* for distribution to French groups will be considered.

#### **TRANSLATIONS:**

**Japanese**—See Japan.

**Polish**—Hanka, a member from Canada, translated *A Guide For the Family of the Alcoholic*, *Just For Today*, the 12 Steps and Traditions, and the Slogans from *This IS Al-Anon*. The material was reviewed at a museum in British Columbia. A Polish newspaper in New York type-set this material at a nominal cost. We announced the availability of these pieces in mimeography in *The FORUM* and *AREA HIGHLIGHTS*.

**Greek**—Raquel K., from Spanish group records, translated the Information Sheet For the Newcomers and then arranged to have the material typed to be run off in mimeography. It is Al-Anon's first Greek translation. We informed an English-speaking group in Athens, Greece about its availability.

**Italian**—See Italy.

**Swahili**—Johnny S., a missionary who introduced Al-Anon in Nairobi, visited the WSO and requested permission to translate CAL into Swahili. He will contact an AA member named Felicity who will start with a translation of *This IS Al-Anon*; an Al-Anon member will review it.

**Ukrainian**—We discovered Ukrainian translations in our files. We contacted a member in Manitoba and asked if the material could be typed.

**Requests**—We received requests for information and orders for CAL in: Polish, Italian, French, German, Spanish, Persian, Korean, Finnish, Urdu and Punjabi, Hebrew, Chinese, Greek, Japanese, Norwegian, Portuguese, Ukrainian and Yugoslavian. The requests indicate a need for additional translations in Polish and Italian.

**Translation Order Forms**—The translation order form for the U.S. and Canada was updated. A price list of material in mimeography was prepared listing translations in Danish, Greek, Icelandic, Italian, Korean, Polish and Urdu and Punjabi. The completed price lists were sent to all service arms with the December *AREA HIGHLIGHTS* mailing.

**INTERNATIONAL P.I.**—Al-Anon literature in English, French, German and Spanish was sent to The International Council on Alcohol and Addictions for their Annual meeting in Zurich, Switzerland. Another meeting of this prestigious international organization was held in Poland where we were able to send copies of our new Polish translations in addition to literature in four other languages. A mental health center in Poland subsequently requested information. (There presently are no Al-Anon groups in Poland.) A supply of literature was also sent to the Health Science Center Hospital which is sponsoring the 1979 World Congress on Mental Health in Salzburg, Austria.

#### **MAILINGS TO GSOs:**

- A copy of the *FORUM* in its new format along with a covering letter.
- All three sections of the World Directory, Part I, with a letter requesting GSOs to inform groups in their country that this information is available.
- A letter requesting permission to have the Directory Part II sent in bulk for the GSOs to distribute within their country.
- New CAL price lists along with a letter explaining that the effective date of the price increase would be extended for members outside the U.S. and Canada.
- The 1978 World Service Conference Summary and Policy Digest including an insert sheet updating the current issue.
- Complimentary copies of "Christy Visits the WSO" and cassettes of the Six Beginners' Meetings to GSOs with English-speaking contacts.

**OTHER OFFICE WORK:** A definition of the overseas assignment was developed in relationship to the rest of the staff, who previously handled parts of it; a set of files was established; a backlog of reprint permission forms were brought up-to-date. There is now an inventory control system for literature in translation; a new method for evaluat-



ing literature contributions. An historical log was prepared containing all Conference reports and service manuals.

**Announcements**—As new translations become available, articles were written for *The FORUM* and *AREA HIGHLIGHTS*.

**Overseas service listing**—The list of Al-Anon and Alateen Information Services, Central Services and GSOs outside the U.S. and Canada was updated.

#### AL-ANON OVERSEAS\*

**ARGENTINA:** Nilda, Secretary of the GSO, wrote of the great and beautiful satisfactions having Argentina represented at the WSC by Alberto S. and their first National Convention. It was marvelous to share so many hours with Al-Anon members from other provinces, the neighboring countries and overall with our dearest and unforgettable friends, Henrietta and Teresa."

Alberto had many questions which he discussed on the further development of Argentina's GSO. Suggestions were offered to aid them with their structure and the role of WSO volunteer committees was explained. A copy of the Al-Anon Family Group Headquarter's Bylaws was sent.

The GSO offered to print and distribute *AL-ANON/ALATEEN EN ACCION* in Argentina. We explained that we were planning a new newsletter called *INSIDE AL-ANON* and asked if they would similarly distribute the new publication. As of September, 1978, Argentina has its own National Newsletter called *AMISTAD* (Friendship).

Reprint permission forms were sent for *Homeward Bound*, *Blueprint For Progress*, *ALATEEN-HOPE FOR CHILDREN OF ALCOHOLICS*, and *What's "Drunk," Mama?* Since we have not printed *Homeward Bound* and *Blueprint For Progress* yet, we asked Alberto while he was here, to furnish us with prices for purchasing directly from Argentina, as we do with *THE DILEMMA OF THE ALCOHOLIC MARRIAGE*.

A request was made to extend Australia's area of literature distribution to Chile in addition to Uruguay and Paraguay; we authorized this arrangement until 1980 explaining that at this time, we hope to re-evaluate at the WSM, the distribution of literature outside of a GSO's country.

**AUSTRALIA:** The Australian GSO in Victoria officially opened October 1, 1977. Budget and Literature committees have been formed; their first Board of Trustees meeting was held in August. Marge McG. also wrote to Mary S. Policy Committee Chairman, asking for help.

She reported, "There was greater unity and understanding of what it was all about" at Australia's 1978 General Service Conference (GSC). She said the information from the WSO for the 1977 WSC and the help she received while she was with Jean A. in Canada, enabled her to pass this knowledge on to the Australian members.

Due to the development of the GSO, the Central Service Office in Sydney has been restructured as the Sydney Information Service. The Central Service Office in Brisbane has disbanded; the services they performed are now covered by two Area Committees. Letters arrived from Inglewood and Olinda Australia, requesting help to facilitate the changeover from Central Service Offices to Area Committees. We sent them Guidelines on Information Services and referred them to the Information Service Offices in Sydney and Queensland who have made similar transitions.

We reviewed the Australian Service Handbook of March, 1978 and made several minor corrections such as, they "reprint" not "publish" literature. Also, that the Traditions and Steps can only be changed with the written consent of Al-Anon as a whole, not by Al-Anon in Australia.

Marge asked if an Area Delegate, who paid his own way, could represent Australia at the 1979 WSC. We explained that a representative to the Conference must reflect the interest of Al-Anon as a whole in Australia. For this reason, it was urged that the GSO pay the \$50 registration fee and other costs could be handled at their discretion.

Letters concerning policy arrived from New South Wales, Queensland and Victoria. The issues covered were: Outside speakers at meetings, having a paid worker vote at a volunteer Board of Trustees meeting, selling Al-Anon literature to book stores, and AA and Al-Anon holding a joint dance. In addition to pointing out appropriate sections of our Policy Digest, we also suggested these members consult the GSO in Australia.

The GSO informed us of large Italian and Greek-speaking populations in Australia and asked for help in serving them.

After reviewing the copy of Al-Anon Family Treatment Tool, sent by Cec. R., we pointed out that there were so many changes, it is no longer the same piece of literature. We recommended that either they reprint the original or develop an entirely new P.I. piece. We sent a

\*SEE CHANGES IN BY-LAWS . . . (P. 33)

copy of a P.I. piece printed in the U.K. as a sample.

Our Literature Committee was asked to consider producing material directed at adult children of alcoholics. This request was passed on to the Literature Committee, but we recommended using the Alateen book in the meantime, pointing out that many Al-Anon members find it helpful.

The GSO sent us several pamphlets and a handbook distributed by Nar-Anon in Australia, which they believed violated our copyright, and a reprint of "Double Winners" from an Australian AA monthly magazine. Although much of the material used by Nar-Anon was in the public domain, Linda wrote to Nar-Anon pointing out that they have never asked for nor received permission to reprint our Handbook. She also wrote to the Editor of the AA monthly magazine and explained copyright procedures. Margaret O'D. wrote to Nar-Anon noting the portions of their literature that implied affiliation with Al-Anon.

**AUSTRIA:** Last year there was one group in Austria. Ingeborg, a member, advised us that there are now five and sent the WSO the first contribution from that country. We asked if Ingeborg would continue serving as our official contact.

#### BELGIUM:

**Flemish**—Karel M. of the GSO in Brugge sent us a supply of the newly-printed Flemish translations of *ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS*. When we returned the original copies of all reprint permission forms sent from the GSO in December 1976, we asked them to clarify the proper term for their language since "Flemish" which had been indicated on the forms by the WSO was crossed off by them and replaced with "Netherlands."

A visitor from Belgium, Lena S., visiting the WSO. She reviewed and corrected the listing of Flemish literature on our translation order form. She said she welcomed the opportunity to let her group know all about the WSO.

**French**—Marie-Louise of the French-speaking General Service Board sent a manuscript of *THE DILEMMA OF THE ALCOHOLIC MARRIAGE*. They begged an immediate review since they hoped to have the book ready for an upcoming Francophone (French-speaking groups) Conference. We had the manuscript reviewed and several corrections were made.

We were asked to review two pamphlets so they could be labeled as CAL. One deals with the structure of the National Office and Information Center, the other is, "Discovering Al-Anon." We explained how CAL is developed, sent the pamphlet, *Why CAL?* and explained that if they would translate the material into English, we would review it. The statement "Approved by the World Service Office and the Francophone Groups of Belgium" could then be imprinted.

Ann Marie S. of Brussels, said she would be happy to help us with Italian translations. We sent her copies of the Italian translations of *A Merry-Go-Round Named Denial*, and *So You Love an Alcoholic*, along with English and French versions and asked her to review them for us.

**BERMUDA:** In a letter from a member from Bermuda requesting Portuguese literature, there was a plea for Alateen information. In our reply to Angela, we sent a supply of Alateen material and guidelines and suggested that she contact Carole K. for help in forming an Alateen group.

**BRAZIL:** The GSO moved its office from Rio de Janeiro to Sao Paulo to enlist the services of more volunteers.

Translation and reprint permission forms were sent for *Twelve Steps* and *Twelve Traditions*, and, *What Do You Do About the Alcoholic's Drinking?*

The film, *LOIS'S STORY*, was sent to Brazil with Dr. Jack Norris, of the AA Board of Trustees, who spoke at their National Conference.

In a letter received in March, Sonia L., Secretary of the GSO, said she might attend our 1978 WSC and requested that we supply forms stating that her visit was of an official nature. This, she said, would enable her to attend without paying the usual \$1,333 deposit to the Brazilian Government required for visitors traveling around. Although it was too late to attend the 1978 WSC, suggestions were made to facilitate her possible attendance at the 1979 WSC.

An AA member in Brazil reprinted 10,000 mimeographed copies of *Alcoholism*, *A Merry-Go-Round Named Denial*, in Portuguese for distribution and asked if permission was required. We suggested he contact the GSO since reprint permission had been granted to them.

There were several letters from the GSO and from members of the Sao Paulo Information Service stemming from a member involved in Al-Anon activities while working as a professional. We explained Al-Anon's position and sent them the newly-translated Spanish pamphlet, *Working As, For and With Professionals*. In the meantime, the

Secretary of the GSO resigned and a new GSO was formed. All reprint forms for Portuguese literature were returned to the WSO.

Many letters arrived from the Al-Anon information service in Rio De Janeiro and individual Al-Anon members who were concerned about the changeover. One letter even suggested the formation of a second GSO. We explained why it is essential for only one national office to exist and suggested they work cooperatively to best serve the needs of Al-Anon in Brazil.

Maria Christina, Secretary of the new GSO, sent information about their structure, officers and location. She also sent a copy of the Statutes (equivalent to our By-laws of Al-Anon in Brazil which Henrietta personally discussed with her during her South American trip. We reissued reprint permission forms for all items currently translated into Portuguese previously held by the Secretary of the disbanded GSO. We also suggested, in response to their questions concerning the translation of ODAT, that it might be helpful to first translate some of our service manuals, such as Al-Anon and Alateen Groups At Work, and the Policy Digest.

Henrietta and Teresa brought back samples of literature and we learned they were printing the anonymity card and Al-Anon poster. Several items, that were not CAL, were indicated as Conference-Approved. After explaining that only items for which reprint permission had been granted may bear our logo and seal, we suggested they discontinue distribution of literature from an outside agency.

**COLOMBIA:** We extended permission to reprint Just For Today, Freedom From Despair and "Some Al-Anon Answers From Al-Anon, You and the Alcoholic."

While ordering 350 assorted Spanish books, Cecilia O., of the GSO, expressed appreciation to the WSO.

During their trip to Bogota, Henrietta and Teresa met with Mary de M., Chairman of the GSO, in Bucaramanga. Teresa also communicated by phone with Cecilia, the Secretary, and Maria, the P.I. Chairman. While attending a Bogota Al-Anon Group Meeting, Henrietta and Teresa encouraged support of the Intergroup in Bogota and GSO in Bucaramanga.

A further step in the development of Al-Anon in Colombia is reflected in the development of a national newsletter. This premier issue started "with the publication of this first bulletin, Apartado 2757 from the General Service Office in Colombia, we are initiating a series of publications that we hope will preserve optimum conditions for the unity inside Al-Anon Family Groups."

**COSTA RICA:** The GSO is moving from its present location and asked if it was appropriate to move in the same building as AA's GSO. We wrote that AA and Al-Anon service offices are often in close proximity; this doesn't violate any Traditions. Consuelo also asked if AA could announce a new Al-Anon group in their bulletin. We explained aspects of cooperation with AA, pointing out that in keeping with our Tradition of self-support, AA should be reimbursed for expenses incurred on behalf of Al-Anon. We informed her that our Policy Digest, soon to be translated into Spanish, will offer answers to such questions. Consuelo has since resigned as Secretary of the GSO; Maria M., who met with Henrietta and Teresa, is the new Secretary.

The GSO members explained their problems in obtaining CAL to Henrietta and asked for reprint rights. We suggested that to avoid duplication of effort, they consult the GSO in El Salvador and only consider reprinting literature not printed there. Henrietta also recommended incorporation of the GSO to obtain legal non-profit status.

**EAST AFRICA:** We wrote to an Al-Anon loner from Nigeria, Prince G., about his listing in our World Directory, pointing out that since ours is a fellowship of equals, we try to avoid titles such as doctor, senator, etc.

This same member wrote that he knows of four potential members and hopes to start a group. We suggested the Beginners' Meeting Cassettes as an aid in learning how an Al-Anon meeting is conducted.

**EL SALVADOR:** We informed Angela, the General Secretary, of Costa Rica's plans to reprint CAL and suggested they work together to make literature available for both their countries. Reprint permission forms for LIVING WITH AN ALCOHOLIC, A Guide For the Family of the Alcoholic, A Merry-Go-Round Named Denial, and Youth and the Alcoholic Parent, were sent as requested of Henrietta and Teresa during their trip. While in El Salvador, Teresa appeared on TV with Angela, in silhouette. Henrietta reported, "It was the first time the Al-Anon story was told on TV in that country . . ."

**FINLAND:** We sent reprint permission forms for our four service manuals, Sponsorship, What It's All About, and What's "Drunk", Mama?

During her vacation, Hildegard attended the 25th Anniversary of Al-Anon in Finland. She also visited the Al-Anon GSO and the AA GSO in Helsinki. She reported that meeting so many loving, hospitable Al-Anon members and seeing their enthusiasm and dedication was a memorable experience.

Marjatta asked to translate the Beginners' Meeting Cassettes. We sent a manuscript of the six scripts.

**FRANCE:** Antoinette informed us that France is seriously considering sending a representative to the WSM in 1980.

She announced the availability of the World Directory, Part One, in the French newsletter, La Chaine, saying she was delighted to have this information available for members visiting the United States and Canada.

In another letter concerning the Beginners' Meeting Cassettes and the filmstrip of the WSO, she requested a French translation of the cassettes.

Claude, an AA member from Paris, visited the WSO and delivered a letter from his wife, Yvonne. When we replied, we sent literature and an autographed copy of the new FORUM. While here, Claude, a cartoonist, offered to submit sketches for the new illustrated Traditions pamphlet. When he returned, he wrote that he would submit illustrations and Yvonne, who was familiar with "the spirit of Al-Anon," would assist him.

**GERMANY:** We returned the signed reprint permission forms for ODAT, and Blueprint For Progress, to Lisa K., Secretary of the GSO. Since this delayed them, Erich, our English-speaking contact questioned the need for reprint forms and for the WSO to review translations. We explained the necessity for reviewing literature pointing out that reprint permission forms protect Al-Anon in Germany as well as Al-Anon as a whole. We assured him we would do anything possible to expedite further transactions.

A list of all literature currently printed in Germany was sent to Erich along with reprint permission forms for each item. We requested that he have the forms completed and return them to us.

Alice B. advised us that 500 copies of the German ODAT were sold at their Conference in the first hour; 1,000 copies were ordered by Switzerland. A supply of German ODATS were ordered by the WSO to fill requests from members in the U.S. and Canada.

Erich sent up a copy of a publication, Al-Anon in Deutschland, covering the history of Al-Anon in Germany. On the second page was a note in English entitled "Hello Al-Anon Headquarters in New York." This open letter to members of the WSO pointed out the debt of gratitude to Lois, Alice and Henrietta.

**ICELAND:** Sisi, an Al-Anon member in Iceland, visited the WSO in November. She informed us that a committee called, "Al-Anon Utgafan," consisting of several bilingual members, is working on Icelandic translations and has already printed Freedom From Despair, for which we submitted reprint permission forms. They are also working on translations of Blueprint For Progress, A Merry-Go-Round Named Denial, The Twelve Steps and Traditions, and What's "Drunk", Mama?

**INDIA:** Permission to reprint, This IS Al-Anon, Purpose and Suggestions, and Freedom From Despair, for English-speaking groups in India was given to Perviez A., a member of the Peace Al-Anon Group in Bombay who had previously visited the GSO. We advised another member from the Bangalore group who asked for reprint permission that it had already been granted to the Peace AFG. We also advised another member from Our Lady of Egypt Al-Anon group, who wrote about the problems of obtaining Al-Anon literature in India, that steps were being taken to overcome this difficulty.

Farida and her mother, Gool, two Al-Anon members from Bombay, visited the WSO. Farida informed us that she worked closely with Perviez, our contact in Bombay, and explained the difficulties in purchasing literature from the WSO. Both bought as many books as they could carry back with them.

An order for books, accompanied by payment, was received from another member in Bombay. We wrote to Perviez and asked how this member was able to send money out of India. Perviez replied, "The reason you received the cheque from India for books, is that with the change in our government and an improvement in our foreign language exchange situation, we may now order educational and technical books from abroad."

**INDONESIA:** Morrie, a Virginia member in the military, with an upcoming tour of duty in Jakarta, asked about the status of Al-Anon there. Since there were no Al-Anon groups in Indonesia, we supplied him with the necessary literature to start one and advised him to contact the AA group.

He later wrote that the material we had sent was instrumental in

forming Jakarta's first Al-Anon group. Dora, their secretary, wrote, "Our group consists of only three members, but we are planning to do public information to let our community know that meetings are available."

**ISRAEL:** A social worker in Jerusalem, who read about Al-Anon in a local publication said she was working with a Hebrew-speaking family desperately in need of Al-Anon. We explained there was no Hebrew Al-Anon literature and sent a translation order form suggesting that Israeli people often speak other languages. We sent literature and referred her to Al-Anon's first Israeli group in Tel-Aviv.

**ITALY:** Translations of *So You Love an Alcoholic*, *Purpose and Suggestions*, *Alcoholism*, *A Merry-Go-Round Named Denial*, and *Lois' Story*, were received from Wendy, a member of the Rome Al-Anon Group. Al-Anon members from Virginia, Colorado Springs and Belgium are now reviewing them. When completed, copies will be made available in mimeography to fill the many requests received wherever there is a large Italian-speaking population.

Wendy informed us that the Rome Al-Anon Group has expanded and a second Italian-speaking Al-Anon group has been formed. A copy of Al-Anon and Alateen groups at Work, was sent with a suggestion that a translation of this service manual might be helpful for Italian members who, as she said, "are beginning to see the necessity of service."

The AA and Al-Anon groups in Rome are planning to start an answering service.

**JAPAN:** Father Peter T., from Tokyo, who visited last year, sent us a manuscript in Japanese of *THE DILEMMA OF THE ALCOHOLIC MARRIAGE*. We wrote to Harumi K., who worked on previous Japanese translations, and asked her help in reviewing this book. We advised Father Peter that we were arranging to review this work and asked him about his distribution plans. A Japanese Al-Anon member, Meika encouraged by Beatrice H., Montana Delegate, reviewed the first chapter. Meika reported the translation was proper, but in Japanese of a higher degree that might be difficult for the average Japanese to comprehend. It is, according to Meika, "a perfect translation."

We also asked Harumi K., as well as Father Peter T., to replenish our supply of Japanese literature. Since neither replied, we wrote to an English-speaking group listed in the World Dictionary to obtain literature.

**MEXICO:** Gloria de T. is now General Secretary of the GSO; Susi K. will remain our English-speaking contact.

Susi reported that Mexico is trying to arrange for representation to the First World Service Meeting and requested more details. She also informed us that the GSO is considering "integrating a translation committee." At Teresa's suggestion, we informed her that such a committee presently exists in Merida, Yucatan and they are currently working on the translation of the Alateen book.

A group in Mexico City reprinted the leaflet *Twenty Questions*; we informed them that reprint permission had been extended to their GSO. They said the leaflet was printed for a special occasion and offered to pay us for the use of it. We explained copyright procedures. We wrote that financial remuneration wasn't necessary. This group formed a "Committee for the Integration of the First Intergroup Al-Anon Office in Mexico." They said they would like to send a representative to New York. We sent Information Service Guidelines assuring them of our desire to meet all Al-Anon members and share our knowledge and experience.

**NEPAL:** The first Al-Anon group in Kathmandu, Nepal was formed by a member from Virginia.

**NEW ZEALAND:** Yvoama, Secretary of the GSO, reported their service Conference in September was a great success. She explained that a representative from New Zealand attended the Australian Conference as an observer. At the Conference a decision was made to discontinue publication of their Annual Magazine which they said released Audrey, the magazine editor, to work on a new draft of the New Zealand Handbook similar to that of Australia and the UK and Eire. The revised Handbook will be brought to their 1979 Service Conference.

Yvoama sent us a map of New Zealand indicating the location of the various members and Information Service Offices serving New Zealand. Their goal, she said, is to eventually centralize all services for New Zealand and are now seeking suitable quarters.

After playing the tape of Christy Visits the WSO, Yvoama said, "I feel so much closer to you all..." She also expressed her excitement over the cassettes of Beginner's Meetings which she said should be very helpful as an educational aid for groups "planning to present

meetings to newcomers."

**NORWAY:** Forms extending permission to translate and print *A Guide For the Family of the Alcoholic* were sent to Jenny, a member of the Hope Al-Anon Group, in Oslo. This Norwegian translation, printed several years ago, was added to our translation order form. She later sent us a supply of *A Guide For the Family*, along with file copies of *Just For Today*, *Alcoholism The Family Disease*, and the *Al-Anon Steps* (as it appears in *Lois' Story*). We then sent reprint permission forms and pointed out that our AFG symbol, missing from these newly-translated pieces, must appear on future printings.

Since members are working on a Norwegian translation of ODAT, Geraldine asked about receiving financial help from other countries. We replied that although there were no restrictions on receiving such help within the fellowship, there is an important principle behind the concept of self-support that helps us avoid undertaking more than we are financially able. It also makes us self-sufficient and reduces the possibility of outside pressures. As an alternative, we suggested that funds intended for such an ambitious printing project might be diverted into the formation of a service office.

Winnie, who corresponded with the WSO when she lived in Stavanger, returned to the U.S. and explained the need to increase the communication between groups. While in Norway, she had been in contact with Jenny and offered to help her in forming a Central Service Office in Oslo. Winnie explained that the Alpha Norge Group in Stavanger had accumulated a sizeable treasury that could be used in this behalf.

**SOUTH AFRICA:** Riena of the Braamfontein AFG has become Secretary/Treasurer of the Al-Anon General Service in Johannesburg since Joan Van Z. is no longer able to serve.

A member of the GSO in Johannesburg, upon learning about the World Service Meeting, wrote to say, "We are delighted to hear this news and are already planning ways and means to send a representative to attend this meeting." Subsequently, Kinsa K., PI Coordinator, was recommended as the representative. She said: "This suggestion will have to be endorsed by all our groups..."

Kinsa also wrote for WSO approval of a pamphlet, *Tell Me About Al-Anon*. After reviewing it, we wrote suggesting the pamphlet be considered a P.I. piece that can be printed as outlined on page 41 of the Policy Digest.

The draft of their Handbook outlining the structure of Al-Anon in Southern Africa was reviewed and permission was extended for the GSO to develop mimeographed excerpts of "Understanding Alcoholism" and "Understanding Ourselves," from Al-Anon and Alateen Groups at Work.

**SPAIN:** Five members of the Grupo Al-Anon Geminis de Barcelona desirous of uniting groups in Spain requested help. They said that Al-Anon members from the group de Madrid expressed similar interest. Alberto S. from Argentina, who visited Spain earlier this year, spoke with several members and offered suggestions. They plan to poll all groups in Spain listed in the World Directory to determine if they wish to form a national service structure.

Montse, a member of the Geminis Group, visited the WSO last year and offered to help translate *AL-ANON FACES ALCOHOLISM*. We sent a letter of encouragement and a copy of the book.

**SWITZERLAND:** Jean B., who is to remain our English-speaking contact, explained that she is no longer General Secretary of the Al-Anon Kontaktstelle in Zurich. Ursula is the new Secretary.

Jean was unanimously voted representative to the 19th WSC. She also informed us that plans are underway to send a representative to the World Service Meeting. Believing that a publication addressed to the groups will fill an important need, Jean asked if they will be able to translate excerpts from *INSIDE AL-ANON* for their monthly magazine. Although we plan to copyright *INSIDE AL-ANON*, we explained that we hope to encourage its widespread translation.

**UNITED ARAB EMIRATES:** Peggy, from Abu Dubai, wrote about the "immense" help Al-Anon has been to her. She asked if an "Al-Anon counselor" could pass this help on to the children in need of our program. We sent literature explaining Alateen sponsorship.

**URUGUAY:** P.I. and Institutions Guidelines were sent to Walkiria of the Al-Anon group in Montevideo. We asked if the WSO should list this group as an Information Service since they provide group record information and do public work for the city of Montevideo.

**VENEZUELA:** An Al-Anon member from Venezuela and her AA husband, who visited the WSO discussed their first national convention, which was announced in Colombia, to be held in Maracaibo in June.

**U.K. & EIRE:** When Brian, the U.K. and Eire's Representative to the WSC, visited the WSO, he brought current copies of all CAL they reprint. When he returned, he wrote an article in "News and Views" describing his visit. He later informed us that Monica S., from Horseforth, Leeds will be U.K. and Eire's 1979 WSC representative.

When we announced the first World Service Meeting, they wrote, "We are delighted to know that the first World Service Meeting is to be held in 1980, and shall be discussing what contribution we will hope to make at our own Conference in September." The GSO soon formed a standing committee. Jan B. was chosen chairman and the two committee members are Judy B. and Dorothy H. The committee, to convene in the Spring, will report to the GSO Board at the May meeting and their 1979 Conference.

*New items reprinted in the U.K. and Eire—Al-Anon and Alateen Bookmarks, Purpose and Suggestions, Sponsorship, What It's All About, My Wife Drinks Too Much, Lois' Story, Facts About Alateen, Three Views of Al-Anon, and What's Next? Asks the husband.*

We received a proposed revision of Al-Anon, Family Treatment Tool, in which the entire piece was amended with the exception of the portion "What Al-Anon groups do and don't do." We suggested the amended version be used as their one public information piece, be given another title and that permission be requested to reprint the excerpt from the Family Treatment Tool.

A request was made to have a leaflet in Urdu and Punjabi available for translation into other languages since "its contents are simple to understand." We replied that the material it contained can be found in existing CAL, but suggested its continued use since it was reviewed, found acceptable and was the only translation in that language. We also asked for copies to use to fill requests received at the WSO.

A group in Tipperary wrote about forming their own GSO for the groups in Eire. We explained that GSOs are not formed by the WSO with a suggestion that this issue be raised at the U.K. and Eire's General Service Office Conference by their District Representative. A copy of their letter and our reply were sent to the GSO.

Many valuable suggestions stemmed from correspondence with the GSO. *AREA HIGHLIGHTS* is now being sent airmail overseas; the World Directory, Part II now contains an index of countries.

## Out-going Delegates' thoughts on the Theme

"... one of the most rewarding experiences of my life." Mary N., OK

When Mary found Al-Anon, she was spiritually bankrupt, physically ill and mentally at her bottom. She came to the program differently than most people. "I was sentenced to the program by my parish priest. I was to go six weeks before he would give me absolution." Completely defeated, she did as she was told and went to her first Al-Anon meeting in tears. Finding that she was not alone, that she was accepted and loved just as she was, she gradually learned to live one day at a time, to be grateful and to get involved as a Group Representative. Service work became an escape which turned into a growing and spiritual experience. She has no anonymity because her husband tells everyone she's the "president of Oklahoma Al-Anon."

\* \* \*

"... what you offered was worth striving for." Bill M., MS

Bill found his search, for experiences he could share, painful. He realized that his professional approach (he was an inspector for the military) tended to make him take inventories and embrace a pragmatic approach to relationships. "It was my defense and my protective armor." With fewer than six months in Al-Anon, he was asked to be a GR. His efforts in service were part of a long, dry period where he focused on presenting, chairing and supervising and he did not feel he was contributing to his well-being or his spiritual growth. But slowly he began to need more. "Somehow you helped me to believe that what you offered was worth striving for: To be a friend, to walk with you, to trust when in doubt, to accept the unchangeable, to receive pleasure from your joy, and to think and act with love in the presence of the unlovable, ... to love and accept love, these I found on a continuing basis until I could believe. For Bill, service had become a "child of spiritual growth" through which

he could show his gratitude to God for what had been given to him.

\* \* \*

"... after some willingness on my part." Lorain S., AZ

Lorain said: "God—working through people has created this series of circumstances that were necessary for my small part of spiritual growth. Before being literally forced into Al-Anon by a then 10 year sober spouse, my conscious thoughts of a spiritual existence were at best unclear. After some willingness on my part to grasp a small portion of the Al-Anon program of recovery, I inadvertently became interested in Al-Anon service work and structure through a long and delightful association with my service-minded AA spouse." For Lorain, spiritual growth came from these simple beginnings; working with newcomers, new groups and serving on committees. While at times she thought her daily progress was nil, she realized in retrospect how much she had changed. Her sense of values, her fears—all were altered by a better spiritual outlook.

\* \* \*

"I had become a scared turtle with my head pulled in." Jean T., OR

For Jean, service is giving of one's time and efforts, giving of one's self and that kind of service began when, as a newcomer, she returned to a second meeting. The commitment became the beginning of her spiritual growth. Having been told she should never say, "no," Jean began her own service for the group by setting-up, washing dishes, setting out literature, and being group librarian. Strengthened by the feeling of belonging, she was able to come out of her shell to do things which had once frightened her. She found she liked people. As her jobs grew, so did her self-confidence and patience. She became a full time employee and an amateur radio operator. She said, "Where I used to think the days would never end, now I wonder where I will find all the time to do all the things I would like to do, things I missed out on when I was younger and so wrapped up in every one else's business."

\* \* \*

"I owe a debt of gratitude to the ones who pulled and pushed me into service." Mel W., AL

In Al-Anon only a few weeks, Mel was asked to be the Secretary-Treasurer of a small, almost inactive group. Mel said, "After many mistakes and reading the books, literature and service manuals, I learned I must pray for understanding and guidance to do whatever I had to do, not realizing God was keeping me busy serving others for my own sanity and peace of mind." Mel's husband found sobriety and service work in AA. Together they traveled "... many physical, mental and emotional miles together, having something in common drew us together." She summed up her feelings: "Through service, I can see the worldwide view of Al-Anon. This has given me new thoughts and ideas on the strength and magnitude of our program."

\* \* \*

"I figured the mail would be safe enough at my house, so I became Secretary." Beatrice H., MT

Beatrice's service work began early in her Al-Anon recovery. There were few members to share the offices and because one couldn't guarantee the literature's safety, Beatrice volunteered to serve. She had come to Al-Anon to get off her merry-go-round of frustration, anger, and misery. Beatrice grew up in a family and community where drinking was not a way of life. She knew very little about alcoholism and its effects. She was not prepared to handle a drinking husband and she fell into the trap of "fighting, nagging and shouting. I had the name of someone who could help me but didn't use it for nearly two years. My Higher Power just stood by until I decided I couldn't handle it

any longer, admitted defeat, and called for help." Today, Barbara is more at peace with herself. She feels she owes that peace to her Higher Power, Al-Anon and AA.

\* \* \*

"The old, critical side of me is disappearing." Helen V., VA

Helen couldn't read a simple paragraph at a meeting without some feeling of anxiety but as time went on, she began to assume small duties within the group making coffee, etc. As she moved from Chairman to GR and DR, she found herself engrossed in preparing for each job, although she felt inadequate to the task. She worked through these feelings and eventually she felt she received spiritual benefits from her involvement. She went to church, too, and all these involvements helped her attain her sense of spiritual well-being. She found employment after being out of an office for 25 years. Today, her personal relationships with family, friends and business associates have all shown improvement. "The old, critical side of me is disappearing and a smile and a kind word are taking its place."

\* \* \*

"I am not much all by myself." Vernie S., GA

Vernie had convinced herself her husband would stop drinking once they were married, "... once had little 'ole me to keep him company, but," she continued, "I don't have to tell you it did not work out the way I planned. I was so affected by his illness, I became an acute case in a very short while." In her anguish, she cried out for help and surrendered. Her phone call put her in touch with Al-Anon. Even though her husband continued to drink, she remained active and easily fell into service work to give back what she had learned. "I had a natural love for people and compassion for the families of alcoholics. I found I could give to them, what had been freely given to me when I needed it so desperately." When she was elected Delegate, she was "wild with joy and full of enthusiasm, ambition and an over-abundance of pride." Her first Conference brought her to her knees; tired and exhausted she prayed for an attitude which would help her to study, listen and learn. With God's help, she has since been able to serve with self-confidence and serenity.

\* \* \*

"Participation is one way of saying thank you." Ena S., Alberta

Al-Anon represents a tall, sturdy tree of life to this Delegate; a tree with many interdependent branches which require participation in service work to keep them alive for those who follow. As trusted servants, the leaders in Al-Anon help to maintain the tree's health and growth. It is the trust others place in leaders that brings them a sense of responsibility, a feeling of belonging. Ena had asked herself what she could contribute as one person. Her work became a continuing vigilance against the character defects she felt acted as a block to her progress: self-will, impatience, unwillingness, anger, obstinacy and tolerance. Her answer became clear: She could keep what she had received by giving it away.

\* \* \*

"Spiritual growth is becoming aware of the group conscience." Ruth H., NC

Ruth said, "All the chips seem to be down for me," when she and her husband were directed to AA and Al-Anon. While they both went to their first open AA meeting, they began to work their programs separately and yet together. Ruth's husband has continued to be very supportive of her Al-Anon service work and when they drove to New York for the first time, she turned and asked if he had ever dreamed his drinking would get them both to the city. Ruth's spiritual growth began with the Twelve Steps and matured when she attended her first Assembly. As her service involvement grew, she recognized a force which worked

through people who gave their time and effort to maintain Al-Anon unity. She became aware of the group conscience. She said how grateful she was to experience that conscience at her three World Service Conferences and thanked the members for sharing these truly strong and spiritual experiences with her.

\* \* \*

"There is no better exercise for the heart than reaching down and lifting someone up." Mary Frances T., ND

Convinced that she had received more through service than she had given, Mary sometimes became over-zealous in urging others to be involved. Now married 32 years, she knew nothing about the disease of alcoholism when her husband had been sent for treatment by his doctor. She gathered that other AA wives had "failed miserably." After five years of battling the booze, her husband went back for treatment and she went to Al-Anon. Learning to work in her Area gave her a chance to grow, gave her back her self-reliance and helped her come in closer contact with her Higher Power. Today she firmly believes, "as we give, so we get."

\* \* \*

"I talk Al-Anon, I live Al-Anon, and I love Al-Anon."

Mabel "Butch" H., WI

Butch begins each day with "God, There isn't anything that can happen today that You and I can't handle." She is confident having found a new way of life, a new way to spend her time and a new way to look at things realistically.

With charm and wit, she explained how acceptance, attitude and detachment had taken her through the disease of alcoholism. It was the love she found in Al-Anon that gave her time to grow, helped her through her separation and her husband's death. She thanked Conference members for their part in her spiritual growth saying "don't walk behind me, I may not lead; don't walk in front of me, I may not follow; just walk beside me and be my friend."

\* \* \*

"Laughing aloud was a major step in my personal growth."

Connie D., WA

Blessed with a delightful sense of humor, Connie commented on her early years in Al-Anon that she never laughed out loud, lacked self-confidence, reeked of self-pity, etc., and wouldn't go anywhere with her husband. She later became a GR and began her service and her gradual development toward maturity. She made new friends and became aware that her happiness did not depend on her husband, that life could be beautiful with him, without him, or in spite of him. There was no longer any time for self-pity. She believes she will keep on being involved with Al-Anon all her life.

\* \* \*

"I have learned responsibility . . . by doing tasks I would prefer not doing." Esther S., W.VA

After several years of sobriety, Esther's husband suggested Al-Anon. She had resisted to "the bitter end." There was no Al-Anon in her home town so she started a group to "help those poor unfortunates . . ." She became active in service before she fully understood recovery and became GR even before there was an Area Assembly.

In taking an honest look at her service involvement, Esther feels grateful for what the program has done for her. She has learned acceptance, surrender, patience, responsibility and humility. "It is not always necessary to stand up and voice my opinion on every subject." Having found faith by letting God work through the group conscience she has learned to trust her Higher Power . . . and to stay involved.

\* \* \*



Two Delegates were given *workshop* assignments and did not present their thoughts on the theme. These are summarized below:

"I don't refuse service any time I want to do some spiritual growing." Marilyn M., MA

Marilyn's involvement really began when the group asked her to be its representative. She agreed reluctantly because of her penchant for procrastination. Her sense of responsibility won the day.

In helping to form Districts in her Area, she discovered that her recovery *could* start during the active drinking days. From that point on her compassion grew. Today she believes that her service mission basically was planned by a Higher Power. Durable and tough she had handled living with a "slipper" with "disgust" because he couldn't exclude alcohol from his life. A sweet Al-Anon member suggested, "Fine, if he's a slipper, call him one, just don't put a *heel* on the slipper." From that point on, her compassion grew. Today Marilyn doesn't refuse service any time she wants to do some spiritual growing, and now the fringe benefits abound.

\* \* \*

"The position of Delegate has provided me with self-knowledge and spiritual growth beyond my most vivid imaginings." Joanne B., British Columbia

Joanne's family life had been secure and loving. Her parents had provided a constant example of strength and she had been convinced that "God was in His Heaven, and all was right with the world." Her early desire for Christian fellowship had been short lived when she confused organized religion with "hard sell" during a church building drive. She married at seventeen, had a son before she was nineteen and was divorced before she was twenty-five. She married again at thirty to an alcoholic. She had three babies "as fast as possible" to settle her husband down but was unable to change her aloneness, unhappiness, confusion and dissatisfaction. She prayed for a miracle and AA and Al-Anon did come into her life. She was introduced to Al-Anon service almost immediately and was growing as an individual through the fellowship. The unhappy days of her difficulties with motherhood faded and after searching out a fellow member, she was able to start formulating a degree of spiritual understanding which was comparable with her personal growth. She had been helped in spiritual matters by her husband, too. She sustained a belief in a Higher Power whom she did not understand but on whom she could rely. She worked through two and a half years of Alateen sponsorship with "other people's children" and gained the forbearance to love the son she had so bitterly abused when he was younger. She is grateful to and she prays for "all those Al-Anon members who came before . . . who had the foresight to demonstrate by example the everlasting links in Al-Anon's chain of responsibility."

## POLICY COMMITTEE REPORT

Mary S., Chairman  
Lois W., Co-Chairman  
Myrna H., Secretary

Mary began, "Once again it is my turn to welcome you—old faces and new faces—to our discussions of policies affecting us all. As Al-Anon continues to grow, new situations will always arise requiring our joint examination to insure that Al-Anon's image remain as universal as possible. Sometimes it requires re-examination of existing policy to meet this growth, sometimes it requires formulation of new guides.

"The definitive actions of our committee during the past year are listed below for your consideration, and there will undoubtedly be more by the time of the Conference. Please familiarize yourself with these so that we may have a smooth and fruitful session as we meet together.

"The 1979 WSC will be asked to vote on the following:"

## Policy Committee Meetings

## Motions

6/20/78

That the attached statement on Anonymity be included in The Digest of Al-Anon and Alateen Policies.

10/23/78

That the following additions and revisions (new wording underscored) be made in the Digest of Al-Anon and Alateen Policies.

- (1) Page 30, under section II (c), Dual Membership in Al-Anon and AA, two new categories, WSO In-Town Committee members, and Alternate Delegates are to be added, on Page 31, line 3, this paragraph, will now read:

Because of the unique nature of the Al-Anon/Alateen and AA programs, *our group experience has shown that on the service level it is wise for Al-Anon/Alateen members, who are not also AA, to serve in the following categories: Al-Anon/Alateen Group Representatives (GR), District Representatives (DR), Delegates, Alternate Delegates and WSO In-Town Committee members.* The need to focus at all times and retain emphasis on the Al-Anon/Alateen interpretation of the program would of necessity bring about a conflict of interest at Assembly and World Service levels.

- (2) Page 17, under section IV, RELIGION, in title of item (a) delete the word "at"; an item (c) entitled, "Conventions" is to be added, with a paragraph to read: *Religious services and announcements of them are not a part of an Al-Anon/Alateen event.*
- (3) Page 18, under Section V, a new item (b) entitled, "Labels" is to be added with a paragraph to read: *Terms such as "para-alcoholic," "near-alcoholic," "co-alcoholic" or other professional jargon can confuse and sometimes conflict with the Al-Anon/Alateen message of recovery. (Note: The present section under V (b) will become V (c).)*
- (4) Page 30, under section I (f), Group Dynamics delete the entire paragraph. Page 17, under section V, (a), Outside Therapies, add the words, *Group Dynamics*. The paragraph will now read:  
The Sixth Tradition suggests that:  
no promotion or endorsement of any outside therapies be permitted at Al-Anon meetings (e.g. Encounter Groups, Prayer Groups, Meditation Groups, *Group Dynamics* and others.)

1/22/79

That the following additions and revisions (new wording italicized) be made in the Digest of Al-Anon and Alateen Policies:

- (1) Page 16, under section III, an item (a), line 2, substitute the word *films* for documentaries. This sentence will now read:  
Some private filmmakers have indicated interest in producing *films* concerning Al-Anon and Alateen to sell to public agencies.
- (2) Page 31, under section III, MEETINGS, a new item (c) entitled, "Films" is to be added, with paragraphs to read:  
1. *The use of films at closed meetings is not appropriate; experience shows such use lessens the opportunity and desire for personal exchange between members. This sharing is basic to our program of recovery.*  
2. *Although it is not suggested as an alternative to having members speak, the occasional use of films at open meetings may be helpful. It is not,*

however, the most effective way to carry the Al-Anon message. The explanation under Outside Agencies, p. 14, II a. Speakers from the Helping Professions, applies equally to the use of films.

3. Members sometimes plan special meetings to show the two films approved by the World Service Conference: "Lois's Story," which describes the formation of Al-Anon by its co-founder and gives the historical background of Al-Anon; and "Christy Visits the World Service Office," which describes the workings and workers of the WSO and encourages members to become involved in service. These special meetings are held in addition to a group's regular meeting.

- (3) Page 32, under section IV, CONVENTIONS, a new item (c) entitled "films" is to be added with a paragraph to read:

*Sometimes films are used at large meetings and conventions for entertainment between meetings and workshops. Careful consideration is essential in choosing films; their content should not violate the Al-Anon/Alateen Traditions or principles. Of course, Al-Anon does not endorse films made by outside filmmakers.*

- (4) Page 34, under section VI, WHAT IS THE VOICE OF THE FELLOWSHIP?, a new statement was developed to replace the existing one. The statement reads:

*The FORUM is the monthly magazine in which Al-Anon and Alateen members share their experiences. Letters and articles sent to The FORUM from members all over the world are edited by a volunteer committee and The FORUM staff at the WSO. This assures a publication which helps readers understand and grow in the program. It also offers meeting ideas and material to be used as a basis for group discussions.*

*The FORUM can be used, and is encouraged to be used, by all members and groups for meetings and discussion. The FORUM as a concept is Conference-Approved, but it is not possible for each issue to follow the full procedure for Conference-Approved literature. However, everything published in it—personal stories and issues affecting the fellowship—is reviewed for its fidelity to the Al-Anon program and principles.*

*Since it is copyrighted material, the WSO cannot grant permission for substantial reprints in any publication, including Area newsletters, without endangering our copyright.*

*Subscriptions for The FORUM are available to both individuals and groups.*

And the Conference accepted the following statement for inclusion in the Policy Digest.

### ANONYMITY

The experience of our groups suggests that the principle of anonymity—summed up in Tradition Twelve as "the spiritual foundation of all our Traditions"—has three elements. There is anonymity as it applies outside Al-Anon, governing our contacts with non-members and organizations. There is anonymity within the fellowship and third, anonymity as it contributes to our personal growth.

#### 1. Anonymity Outside Al-Anon

Tradition Eleven gives a specific guideline, "We need always maintain personal anonymity at the level of press, radio, TV and films." This gives potential members confidence that their identity will not be revealed when they join Al-Anon. Also, personal anonymity at this public level guards the fellowship from the Al-Anon member who may be tempted to seek public recognition.

When speaking or writing as an Al-Anon member at the level of press, radio, TV or film, only first names or pseudonyms are used. In photographs for publication, and in TV appearances, faces are not recognizable. This may be achieved by back-to-camera or blurring of features in some way.

It is, however, important to make Al-Anon known through our public information work with professionals who come into contact with families still suffering from the effects of alcoholism. Such contacts, of course, make it necessary for the Al-Anon members involved to give their full names. Al-Anon members also give their full names to interested doctors, spiritual leaders, school or industrial personnel.

#### 2. Anonymity Within Al-Anon

Members use their full names within the fellowship when they wish. The degree of anonymity a member chooses (first name, pseudonym or full name) is not subject to criticism. Each member has the right to decide.

Regardless of our personal choice, we guard the anonymity of everyone else in the fellowships, Al-Anon/Alateen and AA. This means not revealing to anyone, even to relatives, friends and other members, whom we see and what we hear at a meeting. Anonymity goes well beyond mere names. All of us need to feel secure in the knowledge that nothing seen or heard at a meeting will be revealed. We feel free to express ourselves among our fellow Al-Anons because we can be sure that what we say will be held in confidence.

At open Al-Anon meetings, group anniversaries, conventions or workshops where non-members are present, Al-Anon members are free to decide how much anonymity they prefer. It is well to open such meetings with a brief explanation of the 11th and 12th Traditions. One suggestion is as follows:

There may be some who are not familiar with our Tradition of personal anonymity at the public level.

If so, we respectfully ask that no AA, Al-Anon or Alateen speaker or member be identified by full name or picture in published or broadcast reports of our meeting.

The assurance of anonymity is essential to our efforts to help other families of alcoholics, and our Tradition of anonymity reminds us that Al-Anon and Alateen principles come before personalities.

At the service level (Group Representatives, District Representatives, World Service Conference members, etc.), it is practical to use full names and addresses to facilitate communication.

Letters to an Al-Anon member should *never* have the name Al-Anon on the envelope, including the return address.

Letters to The FORUM should give full name and addresses. Material which is published will be signed any way the writer wishes, first name and initial, initials only, and/or geographical location. Area Newsletter editors usually follow this procedure.

#### 3. Anonymity In Our Personal Growth

While each member has the right of decision regarding personal anonymity within the fellowship, the use of first names only reminds us we are equals in Al-Anon. We share as equals, regardless of social, educational or financial position. Common sense in the use of anonymity provides freedom and the security each member is assured in Al-Anon. Our spiritual growth in humility has its roots in the principle of anonymity.

## PUBLIC INFORMATION COMMITTEE REPORT

Hank G., Chairman  
Margaret O'D., Secretary

**1978 WORLD SERVICE CONFERENCE:** During the Public Information Town Hall Meeting, working reels of the five television spots were shown: Committee members, Hank G. and Walter W. led a discussion; it was the foundation for the guidelines which will shortly be published in the booklet, *Pebble in The Pond*. The new Exhibit Booth with art work by Committee member, Rosanna S. was on display for all Conference members to view. Four literature displays of Al-Anon were prepared for the Hospitality Room by Committee member, Mary C. Committee member, Barbara F., prepared the Public Information Standing Committee agenda for In-Town and Delegate members: 1) progress of public information projects already in production (television and radio spots, guidelines, posters, etc); 2) ideas to implement this newly created material; 3) a new public information workshop agenda, contributed by a member in California, was reworked and accepted for inclusion in the Public Information Kit.

**PUBLIC INFORMATION COORDINATORS:** Each new Coordinator is sent a letter of welcome and encouragement along with the Public Information Kit and a copy of *AREA HIGHLIGHTS*. All coordinators are kept informed of inquiries from professionals in their states. If there is no Coordinator in the Area, inquiries are sent to the Delegate.

The annual P.I. Questionnaire proved again to be a very helpful personal contact. Coordinators' enthusiastic and detailed responses tell us which tools are being used, how public information is funded, the cooperation between committees, and what help is needed from the World Service Office, etc.

Through use of the questionnaire, an idea for a P.I. project was developed in Illinois, successfully copied in Ohio, and brought to the WSO's attention. This P.I. card has pertinent information about Al-Anon and Alateen and lists local meetings. Through WSO's sharing, the card has been developed in eight other Areas.

**GENERAL OFFICE WORK:** Personal interviews were conducted with writers as well as executives from health agencies and professional organizations to give information about Al-Anon and Alateen as a resource. Interviews were also given to students and other visitors to the World Service Office doing research when scheduling permitted.

All inquiries received and answered in government agencies, social agencies, legal, education, medical and mental health, religious, students, labor/management, etc. were recorded in a log book. Form letters answering inquiries from professionals, students, industrial personnel, etc., were regularly updated as was all stenciled material. Telephone conversations with writers, magazine publishers, newsletter editors, industrial leaders and individuals interested in Al-Anon are followed up by sending material pertaining to their particular field. Appointments with salesmen and suppliers of products helped in the development of material.

When informed of state exhibits, conventions, or other major events in a particular Area, we forward the information to the Coordinator or Delegate. Participation in a state-wide event is a local decision.

Routinely, outside publications are scanned and responded to when appropriate. After reading a transcript of Rosalynn Carter's interview by the United States Department of Health, Education and Welfare, a letter was written to Mrs. Carter pointing out the benefits of Al-Anon and Alateen to the families of alcoholics. A very warm reply was received expressing interest and gratitude.

**INQUIRIES REQUIRING SPECIAL ATTENTION:** Five hundred eleven (511) letters were personally acknowledged giving specific ideas and suggestions to Al-Anon members seeking guidance in carrying the Al-Anon message.

**INQUIRIES:** Two Thousand nine-hundred sixty-seven (2,967) inquiries from the public were processed during 1978. This processing involves sorting according to category, i.e., medical, legal, student, etc., logging, sending a form letter with a packet and forwarding to the Public Information Coordinator in the state of origin for local follow-up if possible.

**CORRECTION LETTERS:** One hundred sixty-two (162) correction letters were sent to publications that misrepresented or misspelled Al-Anon and/or Alateen. Besides tactfully correcting the spelling, the letter has information about Al-Anon basic structure as well as its aims and purposes.

**PRESS CLIPPINGS:** The Public Information Department is turning over the up-to-date file of press clippings to the Archivist who will

decide how they can best be utilized.

**CANADIAN PUBLIC INFORMATION:** There have been a number of inquiries from Canada concerning Canadian National Exhibits. This, in combination with the efforts of having television and radio spots distributed nationally in Canada, has pointed out the need of studying how to effectively carry the Al-Anon message country-wide. Ruth H., Regional Trustee, is working closely with the WSO Public Information Committee. We are very hopeful that a discussion concerning Canadian public information at the 1979 World Service Conference will help.

### SERVICE AIDS:

**Public Information Kit**—The most comprehensive material available to those interested in carrying the Al-Anon message is in the P.I. Kit; the following material has been added this year: Clergy Flyer, Influence of Al-Anon on Children of Alcoholics, You Can Render . . . leaflet, guidelines and suggestions for working with the media, a new workshop agenda for doing public information, anonymity piece, open meeting format, scripts for television and radio spots, guidelines and a sample letter for broadcasters.

Three of the mimeographed sheets in the kit have been revised: Fact Sheet, Sample Letter for the Clergy, Sample Letter from Groups to Professionals. The announcement for the Poster and Poster/Easel have also been added to the kit. These eye-catching, informational announcements are also order forms.

**Pebble in The Pond**—The changes in the booklet, *Pebble in The Pond*, have been approved by the P.I. Standing Committee. The new edition will include information about the television and radio spots, Alateen and Institutions Committees, the new posters and poster/easel, the P.I. Kit and the display and discount packets. In addition, the inside back cover contains the policy statement on public information. New art work and a new color scheme enhance the appearance of the booklet and help make it more interesting and inspiring. All Public Information Coordinators and Delegates will be encouraged to use it.

**Television Spots**—The five 30-second television spots were completed and distributed; all of the national stations (i.e., CBS, NBC and ABC) were provided with enough sets for network showing. They illustrate five topics: the Family, Wife, Teenager, Professional and Industry/Minority. A set of five, individually boxed, is \$100.00. Single spots are \$25.00 each. Prior to the Conference all Conference members were sent a special letter announcing the availability of the radio and television spots and letting them know the prices. Announcements and guidelines were included with the June issue of *AREA HIGHLIGHTS*. Orders from members throughout the country were filled and guidelines for having them aired were included with every order.

Story Boards, which are illustrated descriptions of the television spots, were developed for informing the media. They were sent to the 950 U.S. TV stations with a covering letter describing Al-Anon's role in the community and a response card asking whether the station was interested in airing the spots. There have been 325 response cards received from stations so far. These cards were forwarded to the respective Delegate or Coordinator from where the response card originated. Presently, the producer of the spots is investigating the feasibility of providing the same service in Canada.

We are currently consulting with the United States Customs to make the television spots available in other countries. The Canadian orders were filled after we applied for and received a Certificate of International Character from the U.S. government and a Certificate of Exportation from the Canadian government.

In the last quarter of this year, one network alone provided \$438,000 in free radio and television time.

**Radio Spots**—The five radio spots are based on the same theme as the television spots. A complete set of five spots are available on one record at \$5.00.

Due to an imperfection in the production of the radio spots, some members have received records with static. We are waiting for shipment of new inventory at which time all defective records will be replaced.

**Posters**—Two new colorfully-designed posters, by a prominent illustrator, graphically depicting the effects of Al-Anon/Alateen on family members are now available to the fellowship in sets; each set contains a large 17" x 26" poster and a small 8" x 12" poster of either the Al-Anon or Alateen design.

**Poster/Easel**—This is a self-contained portable standing table display of the new Al-Anon/Alateen posters. Its appealing colors blend with our book jackets and allow for creating involvement at Conventions, Assemblies, and Health Fairs.

**World Service Office Filmstrip**—The concept for the World Service film presentation was created in close cooperation with a professional film maker. The film illustrates the workers and workings of the office. Developing the filmstrip and cassette was a very complicated and challenging effort. All staff members cooperated by explaining their own position on a tape which was synchronized with their pictures. Because of staff changes, it was necessary to do a major part of the production twice; however, the result was gratifying. Members continually let us know they feel a strong communion with the World Service Office when seeing it and they have found it effective in attracting members into service.

Every Assembly Area in the United States and Canada as well as the General Service Offices overseas were provided with a set. Additional sets are available for \$9.50 each. Order blanks and directions for showing it were developed and are included with each purchase.

**Display Packet and Discount Packet**—The Display Packet and Discount Packet have been updated to include the leaflet called, *You Can Render A Great Service To Families Of Problem Drinkers*.

**Clergy Flyer**—The Clergy Flyer has been rewritten and redesigned in our efforts to more effectively cooperate with the clergy in helping families suffering because of the disease of alcoholism. Mimeographed copies of the flyer are available at 5¢ each.

**Service Manuals**—The description of the Public Information Committee in the service manual, *Al-Anon and Alateen Groups At Work*, has been rewritten and approved by the Standing Committee members of the Public Information Committee for submission to the Literature Committee.

#### COOPERATION WITH THE MEDIA:

**Television**—The Today show on NBC is developed a research directory which will include Al-Anon/Alateen as a community resource.

**Radio**—Our Spanish translator, Teresa M. participated in two Spanish-speaking radio interview shows, explaining Al-Anon to the Hispanic community in several cities. Consequently, many letters and telephone requests for additional information were processed by the Spanish Department.

**Newspapers and Magazines**—Articles written with cooperation of the Public Information Staff Secretary appeared in *McCall's*, *Current Health and Beauty Digest*, among other magazines.

An article was written with our help for the Magazine Section of the *Sunday News* and another for the *Globe Weekly* explaining Al-Anon.

The Public Information Staff Secretary wrote to the editor of *Good Housekeeping Magazine*, who recently published an excellent article which included information about Al-Anon/Alateen, suggesting readers be informed that Al-Anon is available as a community resource that the public can find by looking in their local directory or by writing to the World Service Office.

In response to a note from Margaret, Ann Landers wrote complimenting Al-Anon and expressing her appreciation for having "caring folks" like Al-Anon people to whom she can refer her readers.

**Outside Filmmakers**—Lutheran General Hospital and Sunburst Productions were given assistance in developing films for the families of alcoholics.

A representative from Operation Cork, the producer of the film, *If You Love Me*, assured Margaret that a national tag-on concerning Al-Anon as promised, is part of the film; unfortunately, some local stations have cut this, inserting contact numbers of alcoholism counseling agencies. In some instances this has diverted focus away from the family.

Efforts were made throughout the year to keep each Area informed of the two films dealing with the families of alcoholics, *A Slight Drinking Problem*, and, *If You Loved Me*, both produced by outside film makers.

When possible, groups were notified in advance by the World Service Office. Since air-dates and viewing times, however, were at the discretion of the networks and subject to last minute changes, it was often disappointing and confusing when information received at the WSO was subject to change without our control.

**Policy Regarding Outside Films**—A special ad hoc committee of the Policy Committee developed workable statements for the Policy Digest concerning the use of films by outside agencies. This was the culmination of two years of study and Conference attention to the difficult decisions concerning the use of such films. The Public Information Committee is most grateful for the help and cooperation received concerning films.

#### COOPERATION WITH OUTSIDE AGENCIES:

**NCA Task Force**—During the early half of the year, the Public Information Staff Secretary regularly attended Task Force meetings on the family as a member of their Family Committee. The program for their annual Forum in 1978 has a very strong focus on the family, much of which was in keeping with Al-Anon philosophy. In recognition of its contributions, the Task Force has become a Standing Committee of the National Board of Directors of NCA. We are grateful for having had the opportunity to add our input and are hopeful that this cooperation will continue.

**NCA Friday Newsletter**—The National Council on Alcoholism's bi-monthly publication informs professionals in the field of alcoholism about news regarding Al-Anon and Alateen from information given to them by the Public Information Department. Our new address, television spots and radio spots as well as new listing tapes have all been mentioned periodically in this publication during 1978.

**Speeches**—Hank G., Chairman of the Public Information Committee and Al-Anon Trustee, presented a speech at the annual meeting of the Association of Labor-Management Administrators and Consultants on Alcoholism (ALMACA) in San Francisco, California. Margaret presented a speech called "Al-Anon, Hope For The Family," before the Psychiatric Institute Foundation at their Annual Conference in Washington, D.C. Margaret also presented a speech at the National Council on Alcoholism (NCA) Forum in St. Louis, Missouri. Ruth H., Regional Trustee, presented a paper at the Canadian Foundation of Alcohol and Drug Dependencies in Calgary, Alberta.

Audrey S. has presented an abstract for consideration by NCA's Committee for the 1979 National Forum.

We closed 1978 with a special letter extending holiday greetings and pointing out new items available from the World Service Office; it also mentioned our time-tested favorite pamphlets which are regularly revised and updated to reflect Al-Anon as it is today. A special effort was made to make the letter warm and friendly, avoiding a promotional approach. All of the professionals on our outside mailing list have inquired about Al-Anon at one time or another. Included with this letter was a copy of our new catalog and an order blank.

**"Al-Anon Speaks Out"**—A newsletter describing Al-Anon to the professional community was developed. A special mailing consisting of this newsletter and an order blank was sent to 5,573 professionals. It was also sent to the Delegates, Newsletter Editors, Information Services and General Service Offices overseas as well as the 12,000 Al-Anon Groups with a cover letter explaining it. Work is now in progress on the 1979 edition.

#### EXHIBITS:

**General Information**—The World Service Office assumes complete responsibility for Al-Anon participation in national exhibits throughout the United States and Canada.

Our task includes selecting Conventions, securing booth space, ordering furniture, insuring that we have an acting Representative, supplying complimentary material, shipping the booth and filling requests for additional materials at the meeting's end. During 1978 Al-Anon participated in the following national exhibits:

*American Association of School Administrators*, Atlanta, Georgia; Vernie S. was our Representative.

*American Personnel and Guidance Association*, Washington, D.C.; Isabel F., Representative.

*American Orthopsychiatric Association*, San Francisco, California; Irma C., Representative.

*National Catholic Education Association*, St. Louis, Missouri; The Representative: Eledia S.

*American Occupational Health Conference*, New Orleans, Louisiana; Our Representative, Barbara P.

*National Council on Alcoholism*, St. Louis, Missouri; Eledia S. was our Representative.

*United Federation of Teachers*, New York City; Our Acting Representative was Carolyn McC.

*National Conference on Social Welfare*, Los Angeles, California; Faye F. our Representative.

*National Education Association*, Dallas, Texas; Babs B. was our Representative.

*The American Bar Association*, New York City; Carolyn McC. was our Representative.

*National Association of Alcoholism Counselors*, Memphis, Tennessee; Martha B. was our Representative.

American Correctional Institute, Portland, Oregon; Jan M. was our Representative.

Alcohol and Drug Problems Association, Seattle, Washington; Mel D. was our Representative.

American Public Health Association, Los Angeles, California; Our Representative, Faye F.

ALMACA (Association of Labor-Management Administrators & Consultants on Alcoholism, Inc.) We had a "Free, Take-One" table at the annual meeting of ALMACA in San Francisco, California.

Child Welfare League, sponsored book exhibits in several cities in the United States in which Al-Anon participated. Books were displayed along with several catalogs and order blanks.

Periodic Exposition Displays featured LIVING WITH AN ALCOHOLIC and ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS at the National Library Association Conference. Catalogs and order blanks were available.

Al-Anon also participated in the 30th Frankfurt Book Fair in Germany. It was noted that books are available in languages other than English.

**Exhibit Letters**—One thousand eight hundred sixty-one (1,861) follow-up letters with packets were sent upon request to people who visited Al-Anon Exhibit Booths during 1978.

**1979 Exhibit Booth**—Construction is in progress on the 1979 booth after an extensive study of production costs was submitted for approval. Enlarged photos of our new posters will enhance the booth.

**1979 WORLD SERVICE CONFERENCE**: A skit based on the multifaceted aspects of the Don'ts and Do's in Public Information work is being prepared for the 1979 World Service Conference.

#### **P.I. Standing Committee Report-Back**—Pat R., CA (S)

Retiring Chairman, Hank G., will be replaced by Mary C. Hank will continue as a committeeman while serving as Chairman of the Executive Committee. The importance of Al-Anon members' involvement was stressed when a national exhibit takes place in their Area. Identification of WSC members doing P.I. work was discussed and a consensus was reached which recommended these members use their own discretion in revealing their full names, in keeping with the Eleventh Tradition. Comments were sought on the P.I. guidelines and "Pebble in the Pond." It was agreed that the praying hands artwork be removed from the clergy flyer. Committee members plan to consult doctors to find reactions to the "Open Letter to my Doctor." Comments were offered on the new posters. Since there was some dissatisfaction, various alternatives were posed for members who chose not to use them. The old posters are no longer available but the smaller 25¢ poster is due to be reviewed. When this is done it may serve as an alternative for the new posters. Others felt the new posters were too expensive; one person felt they should be sold in sets of two. It was pointed out that while the posters are not always personally pleasing to some, they may be appealing to a broad audience and are of timely significance. The message is offered regardless of age, ethnic background or financial status and the ability to make the public aware of this is sometimes more capably done by a professional rather than by Al-Anon members alone. All suggestions and alternatives will be studied. A revised version of a quiz for potential members was offered and approved as the replacement for the "Drink, Drank, Drunk" quiz. The newer questions focus on the family and will be given to the Literature Committee for production with an appropriate title.

In a special recommendation made to the Conference, the committee suggested that "Allies for Al-Anon in Helping the Family," published in 1966 and "Al-Anon Group Impact on Professional Rehabilitation of the Alcoholic," published in 1968 no longer be published. These pieces will not be replaced at the present time, but when appropriate material presents itself, the committee will review it. The recommendation was accepted by vote. Delegates were asked to encourage Intergroups to keep lists of bilingual members. The importance of maintaining a booth specifically for Canadian use (there is a possibility of renting a booth for this purpose) was noted. A project approval will

be pursued for the translation of the WSO filmstrip, "Christy Visits The WSO" into Spanish and members of the committee plan to investigate the Spanish translation of the TV spots.

#### **PUBLIC INFORMATION SESSION**

Hank G., Chairman

Margaret O'D., Secretary

##### *"The Don'ts and Do's in Cooperating with Professionals"*

In a high-spirited skit, the Public Information Committee reinforced the most effective means of reaching the professional. The committee rang up the curtain on the story of SUPERNON, strange visitor from the Al-Anon planet, who came to earth with powers and abilities to reach beyond to professionals. In this spoof on "the man of steel"—the other well-known super human who shall remain nameless to support Al-Anon's policy of not endorsing any comic strips—the players' chorus and narrator, Margaret O'D. led the audience to a doctor's office. There, an angry patient chastised the doctor for not prescribing Al-Anon. Dr. Mel Practice was played by Mel W., AL, and the patient, Wailing Winnie, played by Winnie G., NE.

In another situation, Penny Parishioner, Penny B., protested to the Reverend Hank Sanctity, Hank G., that he had not counseled her well. More mayhem was occurring in the office of Mary Media; Mary C., who was trying to avoid the budding actress, Sarah Heartburn, Sarah R., MD. The situation called for SUPERNON, and Judene G., CO, flew to the rescue. Armed with her Public Information Kit and her copy of "Pebble in the Pond," she was ready to rescue these well-meaning Al-Anon members, who, hampered by their anger, indecision, anxiety and lack of self-worth, had not been able to gain recognition for Al-Anon from the medical, clerical or media professionals. SUPERNON changed quickly, (in a P.I. Information Booth of course) removed these negative characteristics and the audience revisited the professionals and their friends from Al-Anon to see how their cooperation was mutually beneficial. Naturally, SUPERNON won the day and fought the "never-ending bottle with truth, justice and the Al-Anon way." The script is available from the WSO.

Hank returned to his more familiar role as committee chairman to point out that the skit had been a light approach to a matter of deep concern. In responding to a request for guidelines to fully cover working with outside agencies, Margaret said guidelines were written expressions of shared experiences and that the committee would have to have input from the members before being considered. Further points of interest included: *Posters for buses*—bus sizes vary from Area to Area. This type of project is best done locally; *Reaching the Clergy*—many still believe that alcoholism is a moral issue. Those who know about Al-Anon might be encouraged to let their parishioners know they are knowledgeable; *Alateen involvement in P.I.*—many Alateen groups place posters in spots where the majority of the teenagers congregate; *National Exhibits*—Delegate may be asked to supply a representative for a national exhibit to be held in the Area. An exhibit booth is shipped along with free literature. Manning the booth brings results as well as personal satisfaction (when a state exhibit is considered, the participants will have had the experience to do it economically and efficiently); *TV and Radio Spots*—One Area concentrates much of its P.I. work into one week which has been set aside by the Governor's proclamation. Local mayors are asked to cooperate, and the Area is saturated with 1000 Al-Anon/Alateen posters. Local radio and TV stations are given copies of the spots, open meetings are held and members speak in the schools. WSC members rose to agree that the membership is being increased by many who see and hear these spots. Another voice was raised to remind those whose efforts have been successful to write and thank the stations which carry the message.



## REGIONAL TRUSTEE COMMITTEE REPORT

Paul L. Chairman  
Helen G., Secretary

Implementation of the Expanded Regional Trustee Plan began with the elections held during the 1978 World Service Conference for the seating of a U.S. Northwest and U.S. Southwest Regional Trustee.

The elected Regional Trustee nominees were Audrey S., (IA) for the U.S. Northwest and Lorain B., (KS) for the U.S. Southwest.

In June 1978, the Delegates and Chairmen of the Eastern and Western Canadian Regions' Assembly Areas were asked to submit candidates for nomination as Regional Trustees. A copy of the Experimental Plan, a sheet giving suggested qualifications and the recommended procedure for selection of the Regional Trustee Candidate, and a covering letter were mailed to the Areas which will be participating in the Regional Trustee elections at the 1979 WSC. A Regional Trustee Candidate Resume form was included.

**REGIONAL TRUSTEE NOMINATION:** The WSO was to receive the Regional Trustee Candidates' resumes no later than January 1, 1979. Copies are reproduced at the WSO and mailed to those who will be voting at the 1979 WSC.

Ontario (S.) and Quebec (E.), in the Canada (E.) Region, chose not to submit resumes for nominations.

Each Conference voting member will be sent a complete set of the resumes. The voting members for Canada (E.) Region are the 6 Area Delegates within the Region, 2 other Delegates and 2 Trustees, one the Chairman of the Board and the other chosen by lot at the January Board meeting. The voting members of the Canada (W.) Region are the 4 Area Delegates within the Region, 2 other Delegates and 2 Trustees, one the Chairman of the Board and the other chosen by lot at the January Board meeting.

The names of the Assembly Areas outside the Regions, plus Alternates, were drawn at the 1978 World Service Conference. The Areas are as follows:

### *Voting for Canada (E.)*

Nevada	
South Dakota	
Saskatchewan	(1st Alternate)
North Dakota	(2nd Alternate)

### *Voting for Canada (W.)*

Wisconsin	
Colorado	
Connecticut	(1st Alternate)
West Virginia	(2nd Alternate)

In 1980, the U.S. Northeast and Southeast Regions will complete the expansion.

## TREASURER'S REPORT\*

Henrietta S., Treasurer

The cost of the move of the WSO to much larger quarters, which are expected to house our requirements for some years to come and provide adequate space for expanding services, was the major factor which resulted in the deficit in our financial operation in 1978. Continuing inflation also had an appreciable effect on operating results.

The income and expenses for 1978 are compared in detail with those of the prior year in Exhibit A of the financial statement. Total income in 1978 increased \$175,200, or 15.2% while operating expenses were higher by \$240,900 or 22%, resulting in an operating deficit of \$11,100. In addition, total direct costs of \$305,800 incurred in relocating the WSO brought the total excess of expense for the year to \$316,900, compared with an excess of income in the prior year of \$34,100.

Sales and costs of books and other literature are compared with the 1977 results in Schedule 1. Book sales increased \$75,800 and sales of other literature were \$15,300 higher. Unit sales of books increased 21,600 copies, or 13%; all titles were higher, with ODAT sales accounting for almost 17,000 additional copies, an increase of 15%.

Contributions increased by \$62,600, or 26%, compared with percentage increases of 5% and 19% respectively, in the two preceding years. Worthy of mention is the fact that the amount of \$306,343 received in contributions represent 23% of total income. Measured against income from sales of books and literature, this is the best ratio thus far achieved in our history. It is a heartening trend which indicates

a growing sense of responsibility in the membership to support of Al-Anon's World Services. We are grateful to all the Delegates for the efforts to impress upon the groups in their Areas how much the WSO depends on contributions. We rely on their continued cooperation in encouraging non-contributing groups to do their share and contributing groups to increase their support.

Other income showed an overall increase of \$47,000 in 1978. Most of that increase was due to deferral of \$31,700 of *FORUM* subscription income in the prior year, when the method of accounting for subscription income was changed. Earned income from *FORUM* subscriptions in 1978 was \$50,200 higher than the purposely reduced figure for 1977. Radio and TV spot sales also increased in 1978 by \$7,900. Interest income was lower by \$11,200 as anticipated because available investment assets were used to cover relocation costs.

The increase of \$240,900 in regular operating expenses, or 22%, compares with an increase of \$99,400, or 10% in the prior years. Salaries, being the largest component of operating expenses, were higher by \$59,800, or 10.4%. At December 31, 1978, there were 54 employees, a net increase of three from 1977. The remainder of the additional salary expense was due to normal increments. Employee benefit costs were higher by \$24,300, or 33%. Though this reflects higher rates for Social Security and other statutory benefits, this unusually large increase was caused by an additional assessment of \$9,000 for previous years' workmen's compensation and disability insurance relating to reclassification of employees in the Shipping Department.

Packing and shipping costs were also higher, but again this year, the percentage increase was lower in proportion to the increased volume of literature distributed. Closer controls over labor and packaging material costs have been exercised with good effect for the past two years.

The cost of maintaining the French literature service in Montreal declined by \$2,000 in 1978 and reflects continuing progress toward their objective of achieving a self-supporting status.

The basic expenses of operating the WSO, including rent, supplies, telephone, services, etc., increased \$75,100, or 33.3% in 1978. That substantial increase was directly related to the move to larger premises. Higher rent, a new telephone system, and especially more costly cleaning and office services were important factors in the overall increase. Other elements, independent of the move, were higher postage rates coupled with larger mailings of *The FORUM* and group assistance materials, as well as computerization of *The FORUM* subscription records.

Other significant expenses were incurred for the following three projects: production of new master TV and radio spots—\$34,900, a new filmstrip with cassette on the activities at WSO—\$14,300, and additional printing costs for the expanded *FORUM*—\$18,500. Public information expenses were also higher by \$6,400, which included the cost of a new display unit, and meeting costs increased \$8,700, including the cost of an "open house" at the new WSO.

The major increase in 1978 expense was, of course, the cost of relocating the WSO to new premises at 1 Park Avenue, which aggregated \$305,821 and comprised the following major components:

Leasehold improvements—design,	
demolition and construction .....	\$264,873
Furnishings .....	26,069
Moving costs .....	14,879
	<u>305,821</u>

Substantially all of the costs of the relocation were paid in 1978 and are included in the above figures. They are nonrecurring expenses. The space that was added was much needed to provide for a more efficient operation and to accommodate additional staff. There is now adequate room for the frequent meetings of the various Standing and Ad Hoc Committees and working space for the many other volunteers who give so generously of their time in assisting the staff in special projects. We are deeply grateful for their continued help, which substantially lessens employee costs.

In respect to the Reserve Fund, the Board of Trustees decided in January 1978 that the goal of a fixed dollar amount of \$500,000, which had been established as the ceiling for the Fund in July, 1976, be re-defined. The objective of the Fund is now an amount equal to 75% of the previous year's operating expenses. At the beginning of the year, this would have amounted to \$814,000, but no transfers to the Reserve Fund were authorized during 1978.

The Report was unanimously accepted.

## Budget 1978

Richard Kelly, Controller

### Schedule 1

	Budget 1979	Actual 1978
<i>Publications: Sales</i>		
Living with an Alcoholic	\$ 65,700	6 62,324
Al-Anon Faces Alcoholism	49,800	47,146
Dilemma of the Alcoholic Marriage	50,000	48,637
One Day At A Time	476,700	439,931
Favorite FORUM Editorials	28,200	27,354
Alateen—Hope for Children of Alcoholics	37,100	34,826
Lois Remembers	151,800	—
Other Literature	620,000	590,909
<i>Income from Publications</i>	<u>1,479,300</u>	<u>1,251,127</u>
<i>Cost of Literature distributed</i>		
Living with an Alcoholic	14,800	13,488
Al-Anon Faces Alcoholism	11,900	10,900
Dilemma of the Alcoholic Marriage	13,000	11,434
One Day At A Time	125,500	121,450
Favorite FORUM Editorials	7,500	6,242
Alateen—Hope for Children of Alcoholics	10,900	9,989
Lois Remembers	39,600	—
Other Literature	198,400	198,719
<i>Cost of Publications</i>	<u>421,600</u>	<u>372,222</u>
Gross Profit from Literature Sales	1,057,700	878,905
Films, Radio & TV Spots	9,000	12,555
FORUM Subscriptions	135,000	79,774
Interest earned	44,500	46,522
Contributions	322,000	306,343
<i>Total Income</i>	<u>1,568,200</u>	<u>1,324,099</u>
Less: Expense (Schedule 2)	<u>1,477,900</u>	<u>1,640,974</u>
<i>Excess of income (expense)</i>	<u>\$ 90,300</u>	<u>\$ (316,875)</u>

## General Fund Expense Budget 1979

Schedule 2	Budget 1979	Actual 1978
<i>Operating Expense</i>		
Salaries	\$ 692,000	\$ 636,905
Employee benefits	108,300	98,395
Total labor costs	800,300	735,300
Building occupancy	145,000	119,065
Packing & shipping	88,700	72,706
Postage	85,000	76,410
Telephone	28,000	24,406
Stationery & office supplies	45,000	42,095
Outside services	39,300	31,792
Repairs & maintenance	5,100	4,833
Travel & meetings	24,700	20,666
Professional fees	11,000	10,050
Printing: FORUM	55,100	50,236
Directories	13,900	12,448
Conference Summary	6,800	6,004
Inside Al-Anon	10,000	—
Other	5,900	7,302
Exhibitions—P.I.	14,600	13,282
Direct Conference costs	33,000	26,577
French literature service	22,000	14,494
TV & Radio Spots	—	35,714
W.S.O. Film	—	14,300
Miscellaneous	18,000	13,973
Total operating expenses	<u>1,451,400</u>	<u>1,331,653</u>
<i>Non-Operating Expenses</i>		
Relocation: Office construction & moving	—	279,752
Furniture & equipment	26,500	29,589
Total non-operating expense	<u>26,500</u>	<u>309,321</u>
<i>Total Expenses (Schedule 1)</i>	<u>\$1,477,900</u>	<u>\$1,640,974</u>

The Budget was accepted.

\*The annual financial statement is available to any group on request.

The Reports were approved by a unanimous vote.

There followed a session called a

## SPONSORSHIP TOWN HALL—Loretta R., MO

Loretta began by thanking her daughter, Kelly for assistance and saying: "Good sponsorship is the indispensable ingredient for recovery in this program." She continued her presentation concentrating on the benefits of having and/or being a sponsor for another member.

She expressed the special concern of newcomers, citing the advantages of having a "special friend" with whom one could talk over personal problems which one would rather not discuss with the entire group. In addition: a sponsor could provide an on-going relationship where there would be no need for reviewing the details of the past; could provide a consistent and clear viewpoint rather than a confusing assortment of opinions; could help in learning the application of the Twelve Steps by sharing ways of changing.

Loretta offered some guidelines in choosing a sponsor which included: being sure that the sponsor was applying Al-Anon principles in his or her life; was an active member; understood and appreciated the ideas of others; was available and willing to help; was loving and yet able to tell it "like it is," when necessary. She suggested that a new member choose an "unofficial sponsor" in the beginning and jot down several phone numbers without hesitating to call when the need arose.

For the member who had the advantages of being a sponsor, Loretta spoke of some of the qualities she felt a sponsor might try to develop; being a good example; being available, being honest and able to detach; having a loving and understanding attitude; being a good and patient listener; being encouraging with empathy. Her list continued recommending restraint, anonymity, and reliance on a Higher Power. The discussion which followed added these thoughts:

- how to handle a violent-natured spouse—try to meet a new member at a distance from the alcoholic, take a friend; quietly leave when the spouse reappears;
- seek cooperation with community resources—AA members and local or state police
- sponsorship by opposite sex should be only after considerable thought
- quoting the sponsor at home is a breach of anonymity and good sense
- have workshops and panels on sponsorship
- some groups appoint an interim sponsor for a new member until they choose one
- sponsoring as a "couple" creates personal involvement and can make detachment difficult
- getting a man to be a sponsor or be sponsored—assign a male from another group to take him around
- sponsorship can be mentioned in the opening of a meeting
- talk program and not personalities, rather than ask for details, ask what Step are you working on today?
- by having others listen a little at a time, members can be encouraged to pick a full-time sponsor.

## Thursday Morning, April 26,

was particularly moving. In her introductions after roll call, Jean quoted page 55 of AL-ANON'S FAVORITE FORUM EDITORIALS before she called on a panel of speakers to present

## COPING WITH LIFE'S CHANGING SITUATIONS

Carole K., mother of four, termed her family "a family that became ill together and recovered together through AA, Al-

Anon and Alateen. Each member had worked on himself but was supportive of the others." She had never really been frightened of her future and yet, after sobriety her husband became ill with arthritis and was forced to retire early from the construction work he had done to support them all. Knowing she would have to work, frightened by her lack of recognizable skills, she sought out employment but was miserable. Her husband and children had more confidence in her than she had in herself but she knew she would have to deal with her anger and fear, that she could do what she had to do. She became a commuter and the breadwinner when she took on the job of Alateen Secretary. To do this, she had to accept leaving her 12 year old with her "house husband" while he went to college. (On her first payday she brought home candy and flowers—she now asks him, "Where's all the money going?") Carole's wit and joy reflected the mutual understanding and respect which has developed with her role of roles. To counter a feeling of inadequacy, she went back to college, too, and today, while it still takes "a lot of Al-Anon" to give her writing to others—she no longer stops and worries. She still stops, however, to *care*.

**Ann S.**, felt that Al-Anon had helped her find ways to handle major changes in her life: "... from control to releasing with love, from anger to compassion and understanding ... an inner peace in place of turmoil ... a saner life of warmth and solidarity.

In speaking of her early and tragic childhood she remembered how "cheated and ashamed" she had felt when she lost her father and mother. Bewildered by such loss, she coped by letting others make decisions for her. Raised with her sister and cousins, she had feared her sister's marriage would mean another loss, but instead she had moved in with her until her own marriage. Alcohol had not been a part of her early married bliss, but as she grew older she started to miss her parents more and more and she began to feel sorry for herself.

When she became aware of what was wrong in her household, she knew she was facing a major problem but didn't know what to do about it until a year later when she found Al-Anon through an AA member at the Intergroup office. At first she didn't think she was in the right place but loving members took her phone number and gave her comfort, love and friendship. She became painfully aware that her husband was happiest when she left him alone to drink.

After about four years in Al-Anon she gained enough courage to change her job. She had been accepted at the WSO as the Institutions Secretary. The work she did there made "all the grief and pain I suffered at home ... put to rest." Given the opportunity to live a beautiful philosophy for 24 hours she was able to cope with her guilt, anger and sadness. She determined her needs, became as good to herself as possible, learned to live autonomously and knew what she would have to do for her future. She found a home for the two cats, went on vacation for the first time in ten years, redecorated her home, and went to college.

Today she has goals and purpose. She has learned to keep an open mind and no longer subjects herself to anyone's unacceptable behavior and can disagree with a person but still maintain respect for the other fellow and his views. With her new found Al-Anon courage, there are still times when she goes through periods of grief and great pain but she has faith that her life today is as it *has to be* and perhaps some day it will be as she always *hoped it would be*.

**Ruth H.**, wondered if she would be able to "go back into the spiritual pain of this last year, and face it with Al-Anons sharing their comfort, strength and hope. It had been these gifts which had sustained her through her husband's illness and death. She said: "As in every life experience, it was necessary for me to live through death, to acknowledge the reality of it. I had known the loss of a loved one at an unconscious level, since the death of my father around my second birthday. For 30 years, something in me searched for this lost father. Another 30 years had to go by before I learned that the feeling of rage, which sometimes plagued my sleep, likely derived from my infant frustration at losing someone who meant so much to me. Last summer, again during sleep, I awoke to an awareness that I was crying like a small child, while saying: 'Why did you do this to me, God—or Life?' Immediately I recognized that I was angry because Hughie had died, and the anger eased my grief."

Ruth had understood early in Hughie's drinking days that she must either reach out for help for herself or spend the balance of her days mentally and emotionally incapacitated. The Al-Anon experience had changed her attitude, given her a spiritual rebirth, brought her back to life and ultimately enriched every member of her family. It was this design for living that she intellectually grasped. The application of these principles was a stumbling block. The death of a loved one was the final test of her ability to accept the things she could not change, "... to release with love, to once again acknowledge the totality of my powerlessness, and, with your love, to pick up the remaining pieces of my life and go on from there."

Today, Ruth is coping ... and more than just coping. "I am living a new life attempting to integrate the good from the past with what is now merging. This is again another process. I have been living close to nature, watching and being a part of her healing and her destructive moods. This new environment provides a day-by-day challenge and I feel that I am continuing to grow spiritually. I have come to believe that this is the way it was meant to be."

As Ruth shared Hughie's last moments, her voice broke and Jean read the end of her message. Ruth was able to speak in those moments, "Let go, Hughie, rest, my love."

The Public Service Nurse had said to Ruth, "I've nursed hundreds of terminally ill patients with this illness, but I've never seen a patient, or a family that handles this kind of situation the way you do. There's no hysteria, no anger, no bitterness. I don't know what it is, but I look forward to coming to this house." She had replied, "Perhaps I can tell you what it is. It is the fellowship of AA and Al-Anon. Love and strength are coming to this home from all over this continent, and we are able to accept what is happening."

When Jean finished reading, Ruth was given the tribute of absolute, respectful silence.

Having had an Al-Anon experience of this nature, it was difficult for the Conference to go on to business matters. After a subdued coffee break, there began the

## MINI-WORKSHOPS—Helen G., Conference Secretary

Helen briefly explained why the Conference Committee chose this format to respond to the many suggestions offered by those attending last year's Conference. Delegates had been assigned to chair five different workshops because of their interest or experience with the topics. Staff Secretaries had volunteered to assist the Delegate Chairmen and had helped

them to develop material from the thoughts and questions which had been gathered at the WSO.

***Involvement for the Handicapped***—Joanne R., British Columbia, Chairman  
Helen V., VA, reporting

Some of the obstacles which could hinder a handicapped newcomer to Al-Anon or Alateen were transportation, difficulty in oral communication, lack of funds, physical obstacles (such as high curbs and long flights of stairs where the group meets) and reading disabilities. Some groups have met these problems by providing the Information Service with data on local transportation facilities or volunteer drivers. Others provide members willing to make home visits, act as telephone contacts or offer to take entire traveling meetings to the handicapped member. Alateen literature often helps those who need a more straightforward approach to reading. Prejudices because of ignorance can be overcome through personal contact and knowledge and there are many aids available. The WSO carries a list of Braille material. Community services for the deaf will often offer an interpreter for a meeting. Most groups are more than willing to make efforts to reach a special member requiring their help, and many include national or provincial organizations for the handicapped in their Public Information work. Often a smile or a touch can draw the member into the group and it helps not to make a "special fuss" over a disability.

***Overcoming Prejudice Through Service***

Rosemarie G., NM, Chairman

In her opening remarks, Rosemarie had defined prejudice as "a prejudgment stemming from ignorance, being down on something you are not up on." There are many kinds of prejudices: geographic, racial, ethnic, financial, preference for life-styles, sexual, old members vs. new members, intellectual, those of language and religion. The list went on to note prejudices experienced by Al-Anon or Alateen members who are divorced or widowed, the handicapped, "Double Winners" and the problems of youth vs. adults. Often these feelings of prejudging come from ignorance and conditioning. Many members are not aware of their prejudices and do not see that a lack of tolerance reflects the taking of another's inventory, often hindering the ability to express love. The discussions offered using the program as a remedy, listening to others regardless of speech patterns or impairment; expressing love to one another, keeping in mind our mutual sameness rather than our differences; not letting what we see with our eyes blur our vision (color, appearance, etc., are not important in sharing recovery). The *FORUM* will devote articles in the future to focus on the topic of prejudice and will ask for experiences and suggestions to be shared on the specifics. Rosemarie urged Al-Anon members to be prepared to give healthy answers which would involve, perhaps, understanding our own prejudices since admitting them is often the first step toward overcoming them.

***Turning People On To Service***—Bessie L., SC, Chairman  
Bill M., MI, reporting

It isn't always easy to interest group members in service work. In some groups, newcomers hurt too much to be interested

in a group workshop on service. They need their meeting and feel their time is being taken up by too much "business." In this workshop, Conference members offered views on a myriad of ways in which a newcomer could be involved in service without taking away from a regular meeting; responsibilities can be shared when newcomers are made aware of the duties that must be performed to provide them with a meeting place, etc. Newcomers can be gently drawn into service by having them hand out literature, serve coffee, clean up; then the guidance can be gently withdrawn. Assignments can be made for chairmen of program, meeting or refreshment. Service can be made more attractive through District Meeting workshops. (One Area holds five different workshops at the same time. At the end of an hour everyone moves to another subject.) As a follow-up to maintain service enthusiasm, Area Newsletters can carry articles showing workshop results. As with other parts of the program, it helps to have an attitude toward service which reflects its attraction. Service people can, by example, share experiences and personal growth. They can invite members to go with them to District and Area functions, and Twelfth-Step calls. When members tell their stories they stimulate others to participate. This expression of our feelings, even those of inadequacy or fear, show our humanness. As those in service ask to be trusted, they can also show trust.

***How to Conduct Interesting Workshops***—Marilyn M., MA, Chairman  
Audrey G., Sask., reporting

Workshops are often a valuable way of sharing with members who are interested in service. Carefully planned, they can be coordinated with Area Assemblies, held on a weekend or in one day or evening. They offer a learning experience, stir enthusiasm and pass along information basic to service work. Topics are often chosen from questions which have been asked in newsletters or at meetings. In sharing methods for smooth administration of this type of get-together, members offered these ideas: assign participants from one locality to different sessions affording them the greatest coverage of topics; color key the meeting rooms with different colored badges; write to the WSO for scripts of service skits which can be performed; one member could give a workshop by asking different groups in the District to cover the proposed subject matter; lone members with pen pals can share their experience; newcomers can be informed and invited to attend; in providing an interesting learning experience, workshop committee members can also file reports and guidelines for future meetings so members will know which procedures worked best; and it helps to clear the workshop date with the District Representative so there is no conflict with other scheduled activities.

All plans can be made well in advance for meeting rooms, reservation fees, food, tables, etc. and flyers can be sent. Reservation fees are more assuring than passing the basket at larger events. Many Areas hold workshops in schools and ask for a picnic lunch to be brought so costs can be kept at a minimum. Proceeds often go toward Public Information, Institutions or for future workshops. Alateens are often invited to participate, but in some instances they prefer meeting with their own age group.

Some Areas prefer not to hold raffles to raise money and most agreed that it was much better to have Al-Anon speakers than to invite outside professionals to speak or show movies. Guidelines (G-20) for holding large meetings are available from the WSO.

## Responsibilities of the Area Delegate and the Area Chairman

Carolyn McC., Chairman

Adean M., UT, reporting

The workshop began with readings from the World Service Handbook which explains how Al-Anon is held together worldwide and how it is structured. The duties of the Delegate and the Area Chairman are listed and used by most members as a guide in defining Area responsibilities. Some Areas, in full agreement, have changed procedures when they needed to adapt them to better fit their needs. In the discussions which followed, Delegates told how they handled several concerns: some Areas elect while other Areas select Chairmen (either method may be used but the method should be made known to all, and unless changed by full Assembly vote, should be maintained); some Areas elect and others select Coordinators (many Coordinators are chosen from the members-at-large and from those who attend Assemblies); in Areas where selections are made, there is often a committee which nominates people who are service-minded. Some Areas have Delegates who bring back everything they gather from the Conference to the Area Committees and turn it over to them for further action (Delegates can't do everything).

There is generally a good rapport and a constant flow of information in Areas where the Delegate's duties and those of the other Area officers are clearly defined. In one Area, if the officers do not appear to be handling their responsibilities, a group conscience meeting is called; some Areas choose GRs or DRs as Coordinators, some choose past Delegates; most everyone agreed that there should be greater understanding of service work and that all should work together toward Area goals. Some felt it was up to the Delegate and the Chairman to form an Area World Service Committee with the Chairman acting as the administrator and the Delegate acting as the ambassador. In one Area meeting, agendas are formed at a monthly meeting of the Delegate, Alternate, Secretary, Chairman and Treasurer (other officers attend four times a year). They have two Assembly meetings a year. In another, agendas are planned immediately following the Assembly. Meetings which are planned jointly seemed to affirm "principles above personalities."

Workshop members felt former Delegates should attend World Service Committee meetings and be encouraged to continue working at another job, i.e., Chairman, Advisor, Coordinator. They have a wealth of knowledge to share and could be of invaluable assistance. (Past Delegates would have no vote as Advisors but would vote if they held an Area office.)

## SHARING AREA HIGHLIGHTS MEETING

Judene G., Co., Chairman

Ena S., Alberta, Canada, Alternate

Held primarily for Delegates, this meeting generally deals with items which do not require full Conference attention or resolution. Judene G., CO, chaired the discussions of general topics which were not part of the Conference agenda.

## Meeting Report

Ena S.

Judene thanked the Delegates for their cooperation and had Teresa M., WSO Spanish Translator read the Traditions before addressing a variety of subjects: *Filling Area Offices*—Two Areas request resumes be submitted by those interested; another staggers its elections (one year it elects a Delegate, the next year a Chairman and Secretary and the following year, the Treasurer. Past and present DRs are eligible to stand for Delegate if they do not currently hold the position of Area Chairman, Secretary or Treasurer); most agreed that holding too many offices at once was not a good idea. *What to do about officers who won't resign*—Some try to approach the person first, then ask the Assembly for a replacement; others bring the issue to the W.S. Committee. *How to make Area Business meetings more interesting*—Workshops were suggested along with having a former service worker give a talk; a sense of humor goes a long way as do personalized skits. (It was suggested that Al-Anon members resign if they discover they need to be in AA. Some Delegates felt it would be better to have not filled a position than to have filled it with a Double Winner, who by virtue of a Conference Decision, could not be seated as a Delegate. By encouraging greater attendance at the Assembly Meetings, officers might be more likely to find another willing Al-Anon candidate.) *Al-Anon Conferences and Conventions*—AA participation was discussed and it was felt that the AA speaker should be chosen by AA members. A motion to change the name of this session was tabled until next year when the Chairman will be Marsha N., NH and the Co-Chairman will be Carolyn McC., NY.

## Friday Morning, April 27,

brought the beginning of the last full work day. Following the roll call and announcements was

## CHANGES IN BY-LAWS, CONCEPTS & CHARTER

Stephanie O'K., Chairman

Carter C., Co-Chairman

The Board of Trustees had requested that Carter C. review the material in the booklet which carries the Twelve Concepts of Service and their explanations. He suggested several restatements of confusing passages, corrected inaccuracies to conform with WSO's Corporate By-laws and proposed material which would cover the additional services provided by the World Service Office. These changes will be carried in the text and all original material will be maintained in the appendix as an historical record. All these additions and corrections were approved by full Conference vote and will appear in the next printing of the booklet.

Among the more noticeable amendments were the titles of two staff positions: "Staff Writer" became "Literature Secretary/Coordinator" and "Overseas Coordinator" became "International Coordinator." (The newly-formed committee will also be more appropriately called, "International Coordination Committee.")



## NOMINATING COMMITTEE REPORT

Penny B., Chairman

Penny presented the slate of nominees proposed to fill vacancies on the Board of Trustees.

The charter states that no Trustee may serve for a period of more than six consecutive years and, as an incorporated trusteeship, the Board chooses its own successors. This choice is subject to the approval of the Conference.

Those proposed as members of the Board were: George H. for a first three-year term; Rita McC. for a first three-year term; Bonnie R. for a first three-year term. Nominations for officers included: Stephanie O'K., as Chairman of the Board; Audrey S., as Vice Chairman; Henrietta S., as Treasurer. The names of the Regional Trustees as proposed earlier were: Ruth H., Canada West, Ruth F., Canada East. All were accepted by unanimous vote.

Penny also announced the appointment of the Executive Committee members: Hank G., Penny B., Alan S., and Margaret O'D.

## REGIONAL TRUSTEE PLAN

Paul L., Chairman

Originally, the Board of Trustees was made up of in-town members. In order to broaden the scope of representation, a plan was proposed to provide for nominations of Board members who lived outside the Greater New York area. Geographically, the U.S. was divided into two regions, East and West and Canada became the third. Every three years a regional plan was reviewed and the number of regions remained the same. The Board, feeling the need to increase its number, requested that a proposal be prepared for expanding the number of regions to six. Regional lines were redrawn. These lines did not follow AA's regional divisions nor did they act as a limitation of activities to members living in each part of the country. These new Al-Anon regions provided equal representation as they included a similar amount of groups. In 1977 the expanded plan was approved as experimental and became the basis for the election of new Regional Trustees.

## REGIONAL TRUSTEE NOMINATION

In mid-1978 the Delegates and Chairman of the Canadian Western and Eastern Regions Assembly Areas were asked to submit candidates for nomination as Regional Trustees ("RT"). Resumes were received, copied and mailed by the World Service Office to those who would be voting at the Conference in this election, (the Regions' Area Delegate, two Trustees and four additional Delegates from outside the Regions). The candidates selected by closed ballot were: Ruth F., of Ontario (N), for Canada East, and Ruth H., of Manitoba for Canada West.

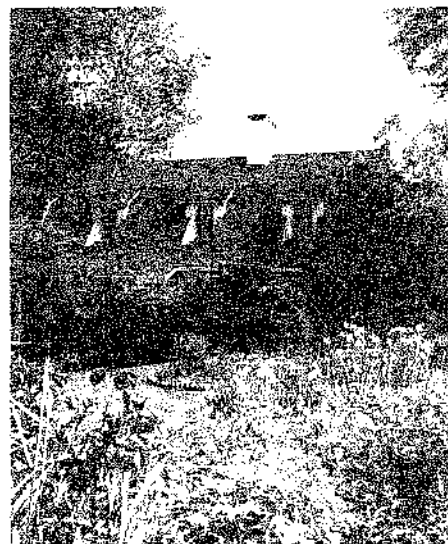
In 1980 the U.S. Northeast and U.S. Southeast regions will complete the expansion.

In a Conference session, Paul L., RT, U.S. East, discussed: (1) past experiences and pitfalls of nominating a candidate (2) qualifications (3) responsibilities of the RT (4) nominating methods (5) how to use the sample letter as a guide (6) the Resume form (7) notifying the WSO (8) Delegates' responsibilities and (9) how candidates are nominated.

In the past, though all eligible Assemblies were encouraged to select a Regional Trustee candidate, some Areas chose not to do so, preferring to support the candidate of another Area. There had always been a sufficient number of candidates to hold an election. Now that the Regions are smaller, fewer Assemblies are submitting candidates. This year in Canada East through unfortunate circumstances, there remained only one name on the slate. The Board of Trustees suggested the Conference consider changing the procedure to assure a fuller slate in the future. The newer method was approved. (See Motion back cover.)

## LOIS REMEMBERS

Bo H., Literature chairman rose to tell of his experiences and feelings as the Chairman of a special committee which had been asked to produce Al-Anon's seventh hardcover book, LOIS REMEMBERS.



For several years, Al-Anon's co-founder, Lois W., has been working on her memoirs and the 1974 Conference had voted to publish them and to assist her in every possible way. There were many production crises but the last and, perhaps the most frustrating was the stranding of a truckload of LOIS REMEMBERS in Buffalo. The truckdrivers were on strike. There were no guarantees that the book would arrive in time for the WSC. The fellowship had been notified that, in this autobiography, Lois would joyously and directly tell her personal story: Her childhood in Brooklyn as the protected daughter of a leading doctor; her attraction for young Bill W.; their marriage and growing awareness of his problem with drinking. The book was to be published with Lois' own sketches and family photographs. It was to be a source of information on the eventful years before and after the founding of Alcoholics Anonymous and Al-Anon/Alateen.

The strike ended leaving just enough time for delivery. In presenting a copy of the book to each Conference member, Bo lovingly and warmly expressed the deep disappointment he felt in Lois' absence.

## Saturday Morning, April 28

The spiritual meeting has always been the final Conference session. Many feel it is the most significant because it goes beyond Al-Anon in action to reflect the spiritual growth which is gained through service. **Jessica B., Atlantic Provinces** was the first to speak. Jessica's life, it seemed, had been one long period of waiting. As a child she had suffered from a debilitating disease and her parents, fearful for her life, had restricted her activity. Pampered and protected, she had grown up in an atmosphere of almost overwhelming love and care. When she married she was not prepared to oversee her own life and often deferred to her husband. The advent of alcoholism served to reinforce her dependence. She lived in a world where appearances took precedence and was not able to share her concern for a rapidly deteriorating situation. There were literally no vacations and the arrival of children did little to alter the effects of her husband's disease. A long-awaited tenth anniversary trip to New York was marred by the fact that her husband's drinking buddies went along on the trip. Jessica sat alone in her hotel room, waiting. Her introduction to AA and Al-Anon became the turning point. As she became involved in her group and later in service, she began to see how she had contributed to her own unhappiness and dependency on others. The love and understanding she received, the tools of the program, and her abiding faith helped guide her life toward positive and constructive

goals. She had, in truth, found recovery both emotionally and spiritually in Al-Anon.

**Hank G.** chose a story he heard as a child as the theme of his talk. He recalled the Bible story of Mary when she was asked "Woman, why weepest thou?" He compared this story of desperation to the wife of an alcoholic and then spoke of his own utter despair, the "loss of everyone and everything that one can hope for." His feelings during his second marriage to an alcoholic were those of anguish, resentment and of defeat . . . "a melange of hate and love." He had experienced them earlier in his life when his brother was lost in a drowning accident and he sensed the same finality when alcohol was the central problem. It was the guidance and gratitude he experienced in Al-Anon which changed his life. These led him to acceptance, "and with this acceptance, realization that we must search for His guidance every day of our lives." He turned to service and lost his tendency to feel sorry for himself in helping others. His work in Al-Anon and his church helped him continue to search for reasons to be grateful and sometimes his "joy in living . . . wells up inside . . . like a great Bach cantata." He then shared the miracle of his wife's recovery from alcoholism, her subsequent illness which was diagnosed irreversible and her miraculous physical recovery. Today he feels he can tell his story without fear of judgment and without restraint, confident and with a deep abiding faith in God.

## MOTIONS AND RECOMMENDATIONS

### Motions were made, seconded and carried:

To approve the 1978 Annual Report as written.

To approve the 1978 Treasurer's Report as written.

To approve the 1979 Budget.

That the 1977 Motion which read, "that the extension of bulk discounts, insofar as Al-Anon Information Services are concerned (including Intergroups and distribution centers), be limited to such of those services as distribute only Conference-Approved literature for Al-Anon and Alateen and other items as may be furnished by the Al-Anon World Service Office," be rescinded.

To approve the 1978 *FORUM* Annual Report as written.

To accept the interim actions of the Policy Committee as revised and to approve their inclusion in the Digest of Al-Anon and Alateen Policies.

To accept the Public Information Committee's recommendation that two pamphlets, *Allies for Al-Anon in Helping the Family*, published in 1966 and, *Al-Anon Group Impact on Professional Rehabilitation of the Alcoholic*, published in 1968, be dropped.

That a Regional Trustee candidate should be nominated by each Area. At the same time an Alternate Regional Trustee candidate could be selected, who would automatically take the place of the original Regional Trustee candidate, in the event of the death or withdrawal of the original Regional Trustee candidate prior to the nomination of the candidate by the World Service Conference.

To approve the establishment of Al-Anon Regional Service Seminars, to be hosted in different Al-Anon Regions of the United States and Canada, with the first trial meeting to be held in the fall of 1980 and semi-annually thereafter.

To approve the revised By-laws as amended.

To accept the Alateen's Committee's recommendation that an Alateen Kit, similar to the Institutions and Public Information Kits, be developed.

That the Al-Anon International Convention Committee's decision be reaffirmed—that in order to preserve the spirit of unity in Al-Anon/Alateen, all our meetings at the 1980 International Convention be universal in nature rather than specific to any particular or special interest group.

That the name of the committee, developed to coordinate activities between this Conference and our fellowship in other countries, be changed from Overseas Coordination Committee to International Coordination Committee.

That we make all amendments, past and present, in the body of the text of the Concepts, with the original text preserved in the appendix.

To approve the revised Concepts as amended.

To approve the revised Conference Charter as amended.

To accept the Nominating Committee's recommendation for the slate of Trustees as follows: Board of Trustees—George H. for 1st 3-year term; Bonnie R. for 1st 3-year term; Rita McC. for 1st 3-year term. Regional Trustees for a 3-year term—Ruth H., Manitoba, Canada West; Ruth F., Ontario N., Canada East. Foisy, Ontario N., Canada East.

To accept the Nominating Committee's recommendation for the slate of Trustee Officers for a one-year term as follows: Stephnie O'K., as Chairman; Audrey S. as Vice Chairman; Henrietta S. as Treasurer.

To accept the Handbook Committee's recommendation that the revisions to the World Service Handbook for Al-Anon and Alateen Groups be accepted as submitted and amended.