

Summary 1980

Al-Anon Family Groups

World Service Conference



New York, New York

April 21-26, 1980

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Our Conference Theme:

GROUP CONSCIENCE IN ACTION

"When problems arise, as they often do in human relations, no one member has the right to make a decision for the group. Individually and together, members seek to be guided by a Higher Power to the decision that will achieve the greatest good for the greatest number."¹

"The . . . Al-Anon Conference is, therefore, the practical means by which Al-Anon's group conscience (can) speak and put its desires for world service into operation. It (is) the voice of world Al-Anon and the permanent guarantee that our world services shall continue to function under all conditions."²

In citing the appropriateness of the 1980 Conference theme, Stephanie O'K., Chairman of the Board of Trustees, said that group conscience in action was the very "fiber and fabric of all Conferences which have come before, . . . each person counts in a special way. Our opinions, reservations and the right to disagree . . ." were evidence of the group conscience at work.

¹LIVING WITH AN ALCOHOLIC, Al-Anon Family Group Headquarters, Inc., 1980.

²Purposes of the World Service Conference, Al-Anon Family Group Headquarters, Inc.

The Opening Dinner

was held in the Madison Room of the Biltmore Hotel in New York City. The 20th World Service Conference (WSC) was officially begun after the invocation was given by Stephanie O'K. Conference Chairman, Jean A., from Ontario, Canada, welcomed Delegates, World Service Office (WSO) Staff and Conference members and their guests and introduced the speaker Holly C. (former Conference Secretary at the WSO).

Born in the "roaring twenties," Holly learned what it was like to live with a family which made merry, and yet later she was unable to recognize the cause of her husband's illness. She tried home remedies, a geographic cure, the silent treatment, and put notes in his lunchbox, but it was after sending a letter of inquiry to AA that he reached for help. Holly went along to that first meeting in a Brooklyn school and heard laughter again. Several

months later she went to her first Al-Anon meeting, became active and eventually started a group on her "side" of Brooklyn.

Holly told of the evolution of the group into a service-minded gathering which began to understand the need for a well-informed group conscience. As her husband became active in AA service, she followed his lead and attended the AA International held in Long Beach, California. It was there plans were initiated for an Al-Anon Conference and Holly surrendered her work with Alateen to take on the responsibility of Conference Secretary for the WSO.

She punctuated her continuing service story with a hearty laugh and good naturedly traced her activities for the almost twenty years she worked for the fellowship.

In retirement, she still remains active in her new group near her family on Long Island.

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MONDAY

New Conference Members Meet the WSO Staff

The meeting for the incoming Panel 20 was held following dinner. The new Delegates were introduced to the Staff and WSO volunteers attending their first Conference and heard about services provided by standing committees and their 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 S., (formerly O'D.) Public Information (P.I.); Linda McF., Literature; Hildegard M., Editor of *The FORUM* magazine; Margaret O'B., Archivist; Sandra F., International Coordinator and Eileen McS., Administrative Aide.

At 9:00 the new Panel and Staff joined the full Conference for the evening's

Opening Session

which began with roll call. Conference members took assigned places among fellow smokers or non-smokers in the mirrored Music Room which they occupied for the week. The first order of business was a report from the

Admissions Committee

by Mary D., WY, who announced the recommendations to seat with voice and no vote: Cay C., Chairman of the Publications Francaises (PFA); Alberte C., Secretary of the PFA; Teresa M., Spanish Services Supervisor at the WSO; Eileen McS., Administrative Aide from the WSO; Richard Keilley, Controller at the WSO; and Helen R., Representative from the U.K. and Eire. (See Motions.) In addition, the committee recommended recognition of the State of Vermont as an Area and asked that the Delegate, Jean G. be seated with voice and vote. (See Motions.)

Members listened with new awareness to the reading of the Twelve Traditions by Stephanie O'K. She spoke of the Conference theme and introduced Jean A. who commented on how "Group Conscience in Action" would lend itself to five full days of work.

Admissions Committee Report-back

Chairman, Mary D., WY

Outgoing Panel 18 Delegates—Virginia W., LA; Louise C., ME, Mary D., WY

The committee requested:

- *The non-voting Conference members' list identify Al-Anon or non-Al-Anon participants. (See Motions.)*

- *The number of groups required to petition the Admissions Committee to divide and send an additional Delegate to be increased from 200 to 400. (See Motions.)*

Elected as next year's Chairman, Lois W., IN

Open Sessions—Moderator, Ruth H., Trustee

Green Light

Providing an opportunity for free expression, the symbolic "green light" indicates all ideas are acceptable. Each member is given a turn to recommend an agenda item which has not been submitted earlier or would not otherwise be covered. Full discussions were suggested. These items were listed with a bold marker on a large pad and the pages were hung where they could be seen by all.

Red Light

Each of the 41 topics was reviewed and by a show of hands the members selected these items they would further consider:

Bringing the Concepts Alive: In leading, Adean M., UT and Mary Nell T., TX, subtitled this discussion, "The value of the use of—and increased reference to—the Concepts." Mary Nell's remarks centered on the help she received from articles in *The FORUM* and her own study of the Twelve Concepts as service guides. Through reading and re-reading, she became familiar with the "checks and balances" between the Conference and the Board of Trustees, understood more the meanings of "dedication," "vision," "special skills," and "stability;" she noted that in her home group a member is responsible for a short synopsis on the Concepts as well as the Traditions. Because she felt the program was more than unity and recovery, she asked the Conference to consider adding the Legacy of Service to its proposed hard-covered indepth study of the Twelve Steps and Twelve Traditions.

Other thoughts:

- they add to the value of service work, they inspire leadership and enhance a member's understanding of the principles of service,
- they offer personal recovery,
- they can be the subject of group, District and Area Workshops on service,
- they can be included in more literature to help members become familiar with them,
- The *FORUM* will carry an editorial on each Concept next year.

Registration of "Pre-teen": For several years there have been requests for the WSO to register, as members, children under twelve, which call themselves "Pre-teens," "Alatot," etc. A motion was offered and discussion followed.

Those in favor of registering Pre-Teens cited: "Preventative medicine"—younger children who are reached early are less confused and disturbed; The need has been expressed—every year requests are made; Not all Al-Anon parents are ready to help their own children; Sponsors of these groups are highly dedicated; Groups are very enthusiastic; There is good sharing; There is a need to reach these children before real trouble begins; Younger children are more receptive than teenagers.

Those opposed: A "teaching" situation is created; Alateen should be strengthened first; Al-Anon should not take over the responsibility of parents; Younger children don't know what to share; Sponsors are untrained; Adult sponsors are difficult to recruit; Watching younger children is a bigger responsibility; New literature would be necessary; AA has one meeting with members of all ages; Al-Anon seems to keep dividing; There should be one Al-Anon of all ages; What would the age limit be? The Alateen groups could be split according to age groups; How do children "take what they like and leave the rest." How can younger children be counted on to observe anonymity and Traditions.

When all these views had been expressed, a vote was taken. The motion to register Pre-teens was defeated. (See Motions.)

In a later session (See Policy, pg. 25), the issue was resolved by removing the age limitation for Alateen registration. From this point in time, groups of younger children which request registration will be registered and serviced as Alateen. The decision to accept younger family members was left to each Alateen group.



Area Finances

Standards in Area financing, recording, and reporting were covered in discussions on Area Treasurers and Budgets. Many suggested a committee be appointed to prepare a budget as a financial guideline and meet to decide what the Area Committee could hope to accomplish, having paid for rent, travel, telephone, newsletter, and mailing expenses. Once these general costs are budgeted, input from coordinators can be sought on proposed expenditures for Public Information, Alateen, Institution, and Literature needs.

The budget can be submitted to the entire Area World Service Committee for its approval and then groups can be contacted with an appeal for Area operating funds. Proposed budgets can be voted on at Area Assemblies and they can always be adjusted. Areas which hold frequent meetings to establish needs, appear to have fewer financial disagreements. The World Service Handbook can be consulted for direction.

In dealing with costs, Areas have established checking accounts which require at least two signatures for payment. Area Treasurers are sought from among those with some book-keeping experience, someone prepared to make financial reports, regularly, perhaps four times a year. Keeping track of other people's money is a highly responsible job and often requires added skill. Conference members were quick to point out, however, that the Area Treasurer is, first and foremost, an Al-Anon member. Requests for receipts for expenses are not uncommon and "you can trust me" is not a sufficient proof of purchase. Some Area's have receipts and expenses in the thousands, and accurate accounts are one of the few "musts" in service.

The Treasury, of course, belongs to the members, not to the Treasurer. Some Areas seek tax-exempt status which can be secured with the assistance of a member in the legal profession. It may help to search through past minutes of Assemblies to discover precedents for expenditures which can be presented to Assembly members, as reasons for proposed spending.

All who contributed to this discussion supported working toward cooperative use of funds while considering the Traditions which share the thought that we try not to let money divert us from our primary purpose.

TUESDAY

The early morning roll call was followed by the Chairman's greeting. Jean offered her prayers for understanding and fellowship, urging each individual to exercise the privilege of participation, remembering that the Conference is simply a large Al-Anon group, a collection of consciences willing to share in service. She introduced our Co-founder,

Lois W.

"Al-Anon love and devotion is being carried on throughout the world," Lois began, "and it is growing ever and ever, stronger and greater." She called on those assembled to "keep always our Al-Anon goals in mind and to gain inspiration from the Conference in order to spread enthusiasm and devotion."

A remarkable leader, Lois attributed her longevity to "a feeling of usefulness" which had carried her on to "this late date in life." She was then presented with a plaque from the groups in Scotland by Helen R., the Representative from the U.K. and Eire.

Conference Voting Procedure

Myrna H. referred to the method of presenting recommendations in the form of motions for a full Conference vote. There are 100 Conference members and their number requires more formality than a local group vote. A full explanation always appears in the Conference Brochure, a collection of instructions and back-up material made available to Conference members each year to assist them in making decisions.

Service Committees

There followed the Conference Secretary, Helen G., with the ANNOUNCEMENT OF STANDING COMMITTEE APPOINTMENTS which had been made by mail. Panel 20 Delegates joined committees which were being served by members of Panel 19 and 18. *[Each of the committees has at least 6 Delegate members who join In-Town members to review and make suggestions for service.]*

	Panel 19 1979-1981		Panel 20 1980-1982	
ADMISSIONS:	Lois W.	IN	Valerie M.	CO
	Dorothy H.	TN	Jean G.	VT
	Jo W.	MAN	Grace O'N.	WI
AGENDA:	Maxine R.	MN	Doris W.	BC
	Lavinia B.	RI	Ethel McG.	MA
	Murel S.	TX(E)	Dorothy R.	MT
ALATEEN:	Jessica K.	HI	Richard B.	AL
	Maxine B.	NY(N)	Phyllis B.	ATL PROV.
	Rosanne E.	PA	Dot G.	NC
	Yolande G.	QUE(W)		
HANDBOOK:	Faun L.	CA(N)	Ruth C.	GA
	Mary Jane R.	MI	Margaret A.	NJ
	Dorothy O'N.	NFLD/LAB	Jan M.	OR
INSTITUTIONS:	George T.	DE	Norma M.	OK
	Merle L.	IL(N)	Doris G.	VA
	Mary Beth J.	KS	Della D.	WA
	Barbara R.	KY		
LITERATURE:	Megs T.	FL	Lorill W.	ALTA
	Mary Nell T.	TX(W)	Mary Fran W.	AZ
	Mary C.	ONT(S)	Fran B.	MS
PUBLIC	Pat R.	CA(S)	Mary Jane J.	ND
INFORMATION:	Sarah R.	MD	Andree A.	QUE(E)
	Olive M.	OH	Alice O'M.	WV

LITERATURE DISTRIBUTION CENTERS

Advantages

- two to three day deliveries
- bulk discounts offer a traditional means to raise funds for local services
- centers' funds used to establish a local business office
- having a stock of literature helps fill public information needs
- orders can be taken by phone
- service literature is easily available
- shipping and packaging is facilitated when sent to one central area
- provide a way to incorporate and be in a tax-exempt status

Disadvantages

- success can be demanding in time and effort
- centers require more volunteer personnel
- some reorganization is required
- bookkeeping needs are more complex
- local funds may have to be advanced until distribution becomes established
- more legal and insurance involvements
- a paid worker may have to be hired

The Conference Committee had planned a different format from all previous Conferences. Service arms with mutual interests were placed on the agenda together. This "pairing" of presentations provided a substantial period of time for participation from the floor. The first of these combined activities involved

LITERATURE AND ALATEEN

In a salute to the Literature Committee, Linda McF., Literature Secretary, cited their dedication, resolve and honesty in reviewing and producing the written expression of group conscience. Bo H., told of his conviction that "For our group purposes, there is but one authority, a loving God, as He may express Himself in our group conscience." It was Bo's belief that "there is a loving Power that expresses itself through the voices of Al-Anon, voices which are transmitted through literature. He said that those who work on literature "have been entrusted with the responsibility of not letting any yearnings for personal authority . . . get in the way of the magic which comes when we listen to the one authority described in our Second Tradition. He went on to say that the Literature Services have also included the more practical needs of distribution by providing an advance notice system to Delegates, Literature Area Coordinators, Area Newsletter Editors, Literature Depots and Information Services which handle large amounts of literature. These local members help in making announcements of new and revised material and are thus better able to have books, pamphlets and leaflets on hand when they become available from the World Service Office. Earlier in the year, these sources were polled to survey the value of local distribution centers for their Area. The generous responses provided enough feedback to consider the compilation of extensive guidelines on the operations of successful distribution centers. The Conference members were asked to share an unusual success story.

There is no doubt that local distribution has added to the phenomenal increase in the use of Al-Anon and Alateen Conference-Approved Literature. In continuing, Bo noted that there had been those who felt there was not enough emphasis placed on literature for Alateen in the past. Today, the committee is growing in its understanding of material which focuses neither on Al-Anon nor Alateen; instead, it speaks to the entire fellowship, recognizing that we have one message—a message which is delivered in many voices: younger voices and older voices.

In a cooperative effort with the members of the Alateen Committee, the Literature Committee had produced three widely-used pieces: 1. **Adult Children of Alcoholics**—while prepared for Al-Anon's older members, it tells the stories of people who might have been more able to cope, had they had the benefits of Alateen; 2. **Understanding Ourselves & Alcoholism**—carries the explanation of the disease which was first published in the book, **ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS**; and 3. **Living With Sobriety: Another Beginning** (carries many stories of younger members who were in Alateen). In what seemed a natural expression of the benefits of the program, the new literature apparently has appealed to a broad membership, one which is not separated by its differences but joined in its sameness.

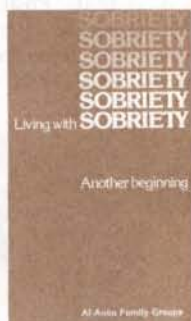
This point was borne out by the remarks of the Alateen Secretary, Carol K. Carol has served first as volunteer Chairman of the Alateen Committee. It was there she realized that Al-Anon had a wonderful tool of recovery to offer the young. She felt we must achieve within Al-Anon the same recognition we had received from the professional community. To do this, we needed to provide consistent support and guidance to our members through literature. What she noticed, however, was inconsistency. There remained several other concerns: Sponsorship, double winners, guidance without dominance, the age limit on sponsorship, service involvement at the District and/or Assembly, Alateen Conventions and coordination of activities.

The new volunteer Chairman, Bonnie R., had always felt that those who were involved in the decision-making for Alateen should be involved with Alateen in their Area. She applauded the "tremendous increase in Delegate participation with Alateen." She hoped by discussing topics of mutual concern, the Conference would be able to strengthen the foundation of Alateen. Toward that end, Bonnie introduced the Alateen Committee members noting the outgoing Panel 18 members, Loretta R., MO; Bessie L., SC; and Irene B., SD. The In-Town member participating in the session was Barbara C.

Discounts

Registered Al-Anon Information Services and Al-Anon Literature Depots which handle literature sales to groups in their Areas will be eligible for a special discount, over and above the discounts noted on the Al-Anon/Alateen Order Blank (S-16).

If the amount of the order is \$200, or more, these registered distribution centers will be able to subtract an additional 10% of the total cost of their literature order from the World Service Office.



Barbara had discovered the importance of informing a membership by becoming informed herself. It had become evident to her that much time was put into the writing and revisions of literature. As a member of the committee, she had seen each piece written and rewritten to assure the effectiveness and unifying nature of the work. She knew that attending these meetings was only half of her responsibility; she had to be "aware" of what people in her locality were saying. This "listening" helped her form the opinions she brought for committee action.

The sharing of Conference members centered on improving sponsorship.

INTERNATIONAL COORDINATION

Myrna H., Chairman,
Sandra F., Secretary

Myrna spoke with enthusiasm of plans for Al-Anon's first trial General Services meeting on July 7, 1980, following our participation in the AA International Convention in New Orleans. Henrietta S., and Margaret O'B., are serving with Myrna and Sandy to welcome Delegates from 13 General Services Offices, the United States and Canada. They will meet in an attempt to encourage Al-Anon's growth worldwide, to represent their countries in this endeavor and ultimately to seek the best way to carry the message. Sandy then spoke of the excitement in planning the agenda, preparing a brochure, meetings, accommodations and meals for this momentous gathering. At this first meeting, there will be English-speaking members from Argentina, Australia, Costa Rica, El Salvador, Finland, Flemish Belgium, French Belgium, France, Germany, Mexico, New Zealand, South Africa, The Netherlands, and the U.K. and Eire.

The United Kingdom and Eire chose, as the Representative to this year's Conference, a member from Scotland.

U.K. and Eire

Helen R. continued this session with her soft, rolling burr. She told her personal recovery and service story before offering her report on activities across the Atlantic.

In general, the service structure parallels that of the World Service Conference except their District Representatives are the equivalent of Delegates. Their General Service Office has held 10 Conferences, produces a newsletter to equal our FORUM, carries on Public Information and Institutions projects, and has obtained permission to reprint Conference-Approved Literature. They serve Alateen as well, from a thriving, if crowded office, which has 8 service workers and volunteers in one room. Among their varied activities have been responses to over 5,000 phone calls, 4,843 letters, 1,616 distress letters, and 268 requests for help from students. They have seen improvement and feel they are making progress while developing strong and solid foundations for future service to their groups. They have managed to come through a series of crises by applying the principle of group conscience and their abiding faith in the help of a Higher Power.

Following Helen was Cay C., Chairman of the Publications Francaises (P.F.A.) who gave the committee report on this service branch of the WSO. (See page 23)

Spanish Services

The session was brought to a close with a report from Teresa M., Translator and Supervisor of Spanish Services. Before she began her remarks on the growth of Al-Anon/Alateen Spanish-speaking groups in the United States and other countries, Teresa shared some of her personal story and experiences. A refugee from her native Cuba, she had been looking for freedom, security and peace. She discovered, among other things, she needed the help of Al-Anon. "It was there," she said, "I found real freedom and happiness, that which comes with love, understanding, an open mind, awareness, acceptance, and courage from a Higher Power."

IMPROVING SPONSORSHIP

- *Be there and Be one*
- *Bring the Sponsor "out of the corner"*
- *Remove from our literature, the tone which does not allow any sharing from the Sponsor*
- *Have Sponsors help to write their own literature*
- *Sponsors can share without sounding like "teachers"*
- *Invite Alateens to lead an Al-Anon meeting*
- *Limit AA Sponsorship to assisting the Al-Anon Sponsor*
- *Sponsors can be well informed and well read*
- *Get Guidelines from the WSO*
- *Hold Area Alateen workshops*
- *Alateen Sponsors and those interested can attend Area Assemblies and "speak out and up for Alateen"*
- *We can remind Alateen members they are part of Al-Anon, not a separate fellowship*
- *Alateen IS our responsibility*
- *Offer warm guidance and encouragement without dominance*
- *Attend regular Sponsor meetings*
- *Give a teenager a ride to a meeting*
- *Developing communication—strengthen ties between the Delegate and the Area coordinator*
- *Be part of the Alateen group*
- *Be a "program attractor"*
- *Where you see good, healthy Al-Anon—you see healthy Alateen*
- *Mature Alateens can ask for help from an Al-Anon group*
- *Former Alateens—often Sponsors—go regularly to Al-Anon meetings*

Spanish Services Report

In 1969, we had just three Spanish-speaking groups in the United States with 160 groups among the countries of Mexico, El Salvador, Costa Rica, Nicaragua, Argentina, Puerto Rico and Spain. *LIVING WITH AN ALCOHOLIC* was the only book translated plus two pamphlets, "A Guide for the Family of the Alcoholic," and "To the Mother and Father of an Alcoholic." We distributed a monthly bulletin, "Al-Anon En Accion."

Eleven years later, we have 2,000 Spanish-speaking regular Al-Anon groups and Institutions groups in Mexico, Central America, South America, Puerto Rico, the Caribbean Islands, and Spain; in the United States we have the Spanish-speaking communities of California, New Mexico, Arizona, Colorado, Connecticut, Florida, Georgia, Illinois, Maryland, Massachusetts, Michigan, Nebraska, Nevada, New Jersey, New York, Ohio, Texas, Utah, Virginia, Wisconsin, and in Ontario and Quebec, Canada.

Today, we have translated books, pamphlets, P.I. and Institutions material plus thousands of letters. Correspondence has increased to serve requests from members and professionals in the field of alcoholism.

Teresa was happy to report that there are now 4 books, 21 pamphlets, 5 posters, 2 service manuals, 6 additional mimeo-

graphed pieces, 3 wallet cards, and for the first time a bilingual piece, the Serenity Prayer card, available in Spanish and English printed by the WSO.

"We could not have accomplished all these translations without the wonderful cooperation of members who gave us their time and effort. In our WSO Spanish Services department, we try to coordinate and reinterpret material from different Spanish-speaking countries in order to have the most universal Spanish literature available throughout the world."

In 1979, Spanish Services started a new bimonthly publication in the Spanish language, to correspond with the English version of *INSIDE AL-ANON*, which we call, "*Dentro De Al-Anon*." We have translated and dubbed into Spanish, "Christy Visits the WSO," and two of our TV spots, one for Al-Anon, and one for Alateen, which were developed in cooperation with P.I. Services. Available from the WSO at \$25 each, they were chosen for their appropriate message by 112 Spanish language television stations. Beautifully synchronized, they seem almost made for the Spanish language.

Teresa closed with her "thank you's" going to her Al-Anon friends for the moral and spiritual support they had given her all these years.

WEDNESDAY

AL-ANON WORLD SERVICE OFFICE (WSO)

GENERAL SECRETARY'S REPORT

Myrna H.

Each year an extensive report of all WSO activities is submitted to and considered by the World Service Conference (WSC) members, who represent the entire fellowship. The reports are summarized following the Conference for inclusion in the Conference Summary, which is distributed to all registered English-language groups worldwide, as well as to General Service Offices of non-English-speaking countries, who use it as reference material. The Board of Trustees, which is the membership corporation responsible for carrying out the mandates of the business policies; estimating revenue; administration of service to the membership and the publication and distribution of Conference-Approved Literature, receive quarterly and annual work progress reports. These reports are also made available to the Executive Committee, which is empowered to act on behalf of the Board in the intervals between Board meetings. This committee meets monthly to make business and administrative decisions.

PERSONNEL ADMINISTRATION:

General Secretary—The General Secretary (Executive Director of the WSO) is responsible to the Executive Committee and the Board for the Administrative policies of the organization, the management and operation of the WSO, with over 60 employees, and the direct supervision of all members of the Administrative Staff. She is secretary of the Board and a voting Trustee, Secretary of the Policy Committee, an ex-officio member of all committees and Chairman of Al-Anon/Alateen activities at the 1980 International Convention and the 1980 General Services Meeting.

Administrative Staff—Regular weekly meetings of the Staff Secretaries, including the Office Supervisor, were held to discuss problem letters, coordinate services, mailings and other office procedures.

Support Staff—(Reported in conjunction with Deborah K., Office Supervisor)

During 1979, two employees were discharged; five resigned; a long-time employee, retired, twelve were hired and remained with us through the year; and six received promotions. Mary Ann K. was named as Editorial Assistant in The *FORUM* services and Teresa M.'s

title was changed to Spanish Services Supervisor. When we purchased an offset machine, two staff members were trained in all its uses; they skillfully ran approximately 2,000,000 pieces during 1979. Monthly meetings provided information on WSO happenings to all levels of staff and offered an avenue for discussion.

STAFF CONCERNS: (Reported in conjunction with Deborah K.)

Salary Survey—An extensive study of WSO's staff positions and salary structure was conducted resulting in: the establishment of a formalized structured salary range chart; guidelines for salary administration, promotions and hiring practices; and organizational structure chart; an evaluation form; and revisions to the Personnel Manual. Revisions were made to insure that WSO has fair salaries and comparable working conditions to the metropolitan area, as well as an accurate and efficient grading structure.

Benefits—The health insurance carrier was changed and dental insurance was added to the policy. A tuition reimbursement plan was put into effect. Through this plan, staff members have been able to attend courses in Archives, Editing for the Junior Editor; Business English (written and verbal); the Legal Aspects of Hiring and Firing; and Advanced Editing. A Travel/Accident Policy to cover all staff and WSO volunteer Conference members traveling on behalf of WSO was effected in November. An extensive survey of the pension plan was carried out by the Controller. That, along with consideration of a long-term disability plan, will be further considered in 1980.

Communications with AA's Staff—Open discussions and sharing sessions on legal rights and responsibilities in the field of personnel, benefits and financial concerns have been established between the Controller and the Financial Services Manager of Alcoholics Anonymous' GSO and between our Office Supervisor and GSO's Personnel Manager. In addition, the other members of the Administrative Staff at WSO have been in communication with their AA counterparts whenever necessary.

Staff Update

During a crippling public transportation strike in New York City, the staff displayed extraordinary dedication and perseverance. Attendance, except for normal illness, was nearly 100 percent for the two-week period.

OFFICE PROCEDURES: (Reported in conjunction with Deborah K.)

A new system was devised in which correspondence is kept permanently, on a year-to-year basis. Orders are filed separately by month, in a geographical sequential file. This system allows us to keep abreast of group information. A secretarial team was utilized and the suggestion box continued to provide a means for all staff members to be creative in improving systems.

Hiring Procedures—Attendance at a seminar on the Legal Aspects of Hiring and Firing by the General Secretary and Office Supervisor made clear that Al-Anon, as a not-for-profit organization, is very much subject to Federal and State legislation in many areas, including fair employment practices. This pointed out the need for professional personnel administration by a well-trained staff. We have implemented many of their recommendations, including a comprehensive information kit for new employees and formalized recruitment, interviewing, hiring, evaluations and record-keeping techniques.

Cardio-Pulmonary Resuscitation—A staff member was asked to take a course for instructors in CPR and will be teaching others on staff in 1980. Scheduling of staff for First Aid courses is also taking place.

Purchases—Equipment was purchased in 1979, and has aided our efficient and economical processing of services to the fellowship, among which was a shredder, used to shred old World Directories and printouts, assuring anonymity, as well as providing filler for packages.

PUBLICATIONS:

LOIS REMEMBERS—The long-awaited autobiography of our beloved co-founder was published in time for the 1979 WSC. The reception to the book has been excellent and 22,652 were sold during the year.

Pamphlets and Booklets—During 1979, the following long-awaited new pamphlets and booklets were produced. Though they were published during the last half of the year, the response was overwhelming. They sold as follows: Adult Children of Alcoholics—48,390; Understanding Ourselves and Alcoholism—93,560; Living with Sobriety: Another Beginning—41,678.

INSIDE AL-ANON—(Report by Sandra F.)

A format was established for the six bi-monthly issues of *INSIDE AL-ANON* that was maintained throughout this first year of publication. On page two, the Staff Secretaries of the Alateen, P.I., Institutions, Literature and International services regularly, submit articles. Other regular features are the Personnel Story and "We Get Letters" Section. Later in the year, a Group Spotlight section was added. As the contents of this newsletter increased, the Welcome to New Groups and the Calendar of Events were mimeographed on a separate News 'n Notes sheet. A volunteer committee was formed consisting of Alan S. along with Alice B. and Marge S. to assist the Staff who review each manuscript before completion. In addition to reviewing contents, Marge has also written the Personnel Story Column. A Group Highlights Questionnaire was developed and handed to Delegates during the 19th WSC successfully providing copy for stories about groups. Page one lead articles were written by members, in addition to those written by the Editor. Subscriptions began with the July-August issue. Without solicitation, a total of 243 copies were sent on subscription by the year's end. A system for handling subscriptions was developed.

INSIDE AL-ANON Update—Sandy F., Editor

A survey was taken of 10 percent of U.S. and Canadian groups receiving this newsletter. A report will be forthcoming. An ad hoc committee was appointed to add volunteer input in content and production.

Links of Service—A study has been undertaken to determine the feasibility of creating a film strip to illustrate the structure of the Al-Anon/Alateen fellowship. "Links of Service" is a working title.

Links of Service Update—Margaret S.

A brief portion of AA's Filmstrip on Service was shown to all Conference members. In anticipation of proceeding with an Al-Anon filmstrip on service in the group, the District, and the Area—samples of cartoon styles were displayed.

Conference members were to choose the artist's work which appealed to them, and their choice would be considered in the production of this service tool.

Other material—The following new, specialized material has been well-received (as shown by letters and sales) by the fellowship: Beginners Listening Tapes, Christy Visits the WSO, Al-Anon and Alateen Posters, The *FORUM* Binders.

GROUP RECORDS AND DIRECTORY: (Reported in conjunction with Deborah K. and Patricia Reilly)

World Directory—Part I of the Directory, consisting of three separate sections, was distributed to all Conference members at the close of the 1979 WSC and mailed to the fellowship immediately thereafter. Part II of the Directory, the International section (outside the U.S. and Canada), was mailed in September to all registered overseas groups and loners. The word "Confidential" appears prominently on all sections of the Directory.

Directory Update

This is the first year of publication in which there was not a single reported case of misuse of its confidential material.

Registration Process—New forms were created to simplify the registration process. One is now used simply to obtain information on a group, either prior to registering or to check on the accuracy of our records. The other is used to register groups. These forms, which were modified slightly for Institutions and Alateen groups, replace the professionally printed cards. Group registration by telephone has also been discontinued. Groups are now requested to submit their registration in writing. If a group calls to register, an information data form is sent to them and when it is returned, the registration process is begun.

Registered Groups and Lone Members—

	Groups		Lone	Alateen	GSOs/Information
	Al-Anon	Alateen	Members	Contacts	Services, etc.
Total Registrations Worldwide 12/31/79	14,022	2,278	165	24	165
United States	9,179	1,543	36	12	89
Canada	1,572	307	27	5	16
International (Outside U.S. & Canada)	3,271	428	102	7	60
Group Count 12/31/78	12,704	2,261	213	25	156
1979 Increases or Decreases	+1,318	+17	-48	-1	+9

Loners Update—Ann S., Carole K.

There are 191 lone members of which 31 are Alateen. There are 76 Al-Anon loners' sponsors and 11 Alateen loners' sponsors. Correspondents are needed for French, German and Spanish-speaking loners.

GROUP SERVICES: (Reported in conjunction with Deborah K.)

Group-Wide Mailings—The following mailings were sent to all groups in 1979:

- Six issues of *INSIDE AL-ANON*, along with the regular insert, WSO News 'n Notes, and an extensive amount of announcements and other enclosures.
- The three annual Appeal Letters, sent in March, July and November to Al-Anon and Alateen groups as well as lone members.
- The 1979 Conference Summary, along with a 1980 International Convention mailing.
- Part I, (in three sections), and Part II of the World Directory, to the appropriate groups.
- The annual questionnaire, used in preparation of the Directory.

Limited Mailings

- A. **AREA HIGHLIGHTS**, now prepared by Conference Services, was mailed, with enclosures, six times this year to Delegates, Coordinators, Information Services and WSO Conference members.
- B. Six issues of **ALATEEN TALK** were mailed to all Alateen groups, as well as the Department's mailing list.
- C. A special mailing to all Lone members to introduce the new Lone Member services.
- D. The first issue of **LONERS' LETTER BOX** to all registered Al-Anon and Alateen loners, loner sponsors and Delegates.
- E. The complete 1979 Ask-It-Basket Questions and Answers, to all 1979 WSO members. (An edited version went to all groups.)
- F. *Al-Anon Speaks Out*, the annual newsletter from Public Information Services, was sent to the 5,057 Professionals' mailing list.
- G. **AL-ANON IN INSTITUTIONS**, A newsletter (formerly titled **INSTITUTIONAL HIGHLIGHTS**) was distributed to all Institutions groups, Information services, Delegates and all those requesting it in January. In April, it was sent to all Al-Anon/Alateen groups as well.

Throughout 1979, efforts have been made to save money on mailing costs. The Appeal Letters are now sent early at bulk-mail rate (except the November one, which still goes first class to avoid the holiday mails. The **FORUM** is now mailed second-class rate, (a rate only available to subscription magazines) rather than bulk-mail. In addition, all mailings are consolidated, so that many enclosures go with major mailings, rather than spending money on several separate mailings. All of this has cut costs substantially, while not adversely affecting service in any way. We also found it necessary to change mailers to improve the efficiency and speed of our mailings.

Mailings—1979

The FORUM	335,798
INSIDE AL-ANON	79,998
ALATEEN TALK	11,406
AL-ANON/ALATEEN EN ACCION	16,449
DENTRO DE AL-ANON	10,929
Appeal Letters	36,612
1979 World Directories Part I	13,314
Part II	3,155
AREA HIGHLIGHTS	4,000
1979 Conference Summary	14,438
AL-ANON IN INSTITUTIONS	16,071
LONERS' LETTER BOX	400

PROFESSIONAL SERVICES:

Legal Counsel—During 1979, we sought advice on several matters from WSO's counsel, Smith, Steibel, Alexander and Saskor.

Audit—The semi-annual audits were conducted by Owen J. Flanagan, CPA, and reports were prepared for the Trustees and Conference members.

POLICY CONCERNS:

Correspondence—Many questions were submitted during the year which were answered by interpretation of existing policies. They were: The Double Winners role; the sharing of facilities with AA; the formation of a state convention which crosses Area lines and which neither Area wishes to support; the promotion of retreats before of after meetings in the group meeting room; couples' groups whose members "promote" membership; films; Conference-Approved Literature; membership eligibility; anonymity; the term, "Group Dynamics" and what it has to do with Al-Anon; methods of publicizing an event when an Area Assembly disapproved of announcements being made; and, denial of a request from a member for authorization from WSO to conduct an independent study or survey involving Al-Anon and Alateen members. Payment for these completed questionnaires was also denied, as this would be considered an endorsement of the project by Al-Anon as a whole.

Twelve Steps and Twelve Traditions—Work has continued throughout 1979 on the proposed book, **THE TWELVE STEPS AND TWELVE TRADITIONS**. A subcommittee of the Policy Committee is reviewing the material submitted and has completed work on the Steps. This was then sent to the Literature Committee for its comments. Work on the Traditions continues while the Literature Committee completes its review. Progress on this book has been substantial and will continue in 1980.

GENERAL CORRESPONDENCE:

Letters handled during 1979 by the Administrative Staff included such topics as: babysitting services at group meetings; producing our books in paperback; removing the name Al-Anon Family Group Headquarters, Inc. from return envelopes; the importance and duties of the GR; teenage alcoholism; defining duties of group officers; discussing marital problems at group meetings; AA and Al-Anon group separation; couples' groups; opposition to supporting WSO; possibility of developing guidelines for employees at a literature distribution center; the appropriate naming of a group; why butterflies are not the emblem of the fellowship; singles' groups; AA and Al-Anon discord; members belonging to more than one group; request for help in starting a group for victims of domestic violence; steering committee information; Alano clubs; registration of joint groups; discussion of other therapeutic programs at meetings; questions about "Ala-Fam" meetings; personal conflict among elected officers; whether a group conscience vote requires a two-thirds or a simple majority, and which procedure to follow in case of a tie; correctness of a group vote by a show of hands; opening bank accounts; using group funds to purchase or rent tapes of Al-Anon speakers or films; the practicality and wisdom of a group's turning over 80 percent of its weekly proceeds to a clubhouse for rent; members bringing religion into meetings; how to encourage and increase group membership; two group meetings having separate officers with one GR servicing both groups; using ODAT as a basis for group meetings; information on starting a group similar to Al-Anon for families of the mentally ill; quoting from outside literature; and a national problem—families of drug abusers being referred to Al-Anon groups.

VISITORS:

Throughout 1979, tours were given to Al-Anon members, their families and friends from: Alabama, Canada, Chicago, Illinois, Connecticut, Florida, Georgia, Kansas, Iowa, Louisiana, Maryland, Minnesota, New Hampshire, New York, New Jersey, New Zealand, South Carolina, Texas, Pennsylvania, Puerto Rico, Australia, England, Japan, Norway, Saudi Arabia, South Africa and Switzerland.

VOLUNTEERS:

Approximately 1,100 in-office volunteer hours were given to general administration at WSO in 1979. Of that time, approximately 740 were devoted to Administration and 360 to support services.

ALATEEN COMMITTEE REPORT

Bonnie R., Chairman

Carole K., Secretary

COMMITTEE: The Committee met monthly before the Conference to prepare for its presentation: "Al-Anon—A Continuation of Alateen Growth," which covered the transition period from Alateen to Al-Anon and encouraged a closer working relationship between Al-Anon and Alateen. The Committee discussed material for placement in the future Alateen Kit and decided to review our present material for consistency. Mimeographed sheets and Guidelines For Alateens, reviewed for additions or changes were: Information For The Newcomer, What Is Expected of An Alateen Sponsor?, The Alateen Guidelines—Organizing An Alateen Group, Suggested Programs For Alateen Meetings, Do-It-Yourself Wallet Card For Alateen Groups' Sponsors and Co-Sponsors, Suggestions For Sponsors of Alateen Groups, and Information For Helping Agencies and Professionals Re: Alateen. In our concern for Alateen's lack of growth, we decided to direct our attention to strengthening Alateen's foundation. Special subcommittee meetings were held to work on problem areas. First, a meeting of sponsors was held to review the Sponsors' Pamphlet before submitting it to the Literature Secretary for printing. The sponsors on our Committee invited other sponsors from the New York-New Jersey area to review the pamphlet together. Many suggestions had been submitted and all appropriate suggestions have now been incorporated into a new version. We feel Sponsors' meetings of this type are valuable when working on issues directly related to Sponsorship. Our aim is to make sponsors a part of the group. We hope to encourage them to guide the Alateens with their knowledge of the 12 Steps and Traditions, cautioning them not to take over the meetings. We are also stressing that a sponsor not use the Alateen meeting for his own personal growth, but that he or she simultaneously attend Al-Anon meet-

ings. In an effort to keep the Al-Anon focus at Alateen meetings, every group should have an Al-Anon member as a sponsor. In many areas there was confusion as to who sponsors Alateen; the word "co-sponsor" added to this confusion. Through the cooperation of the Al-Anon and AA fellowships, an AA member may assist the Al-Anon member in sponsoring. Therefore, the word "co-sponsor" has been dropped and "assistant" substituted. Another committee of Staff members was formed under the direction of the Policy Committee Chairman to review Alateen as a whole. From this, the membership statement in the Policy Digest was extensively revised. This proposed statement was then presented for consideration to the Alateen Committee at its December meeting. Further deletions and additions were made. The statement is now ready for presentation to the Policy Committee in January for consideration and acceptance, so it can be approved by the Conference in April. The Committee also concentrated on Alateens' involvement in Al-Anon Area-Wide Conventions and developed a new statement for eventual inclusion in the Policy Digest. The Committee was informed of the planned new service to Loners and was very enthusiastic about the project. The members felt it would fill a need, not only for the Loner, but for the active Alateen member; giving them another avenue of 12th-Step sharing through correspondence.

REVISIONS: The tri-annual Al-Anon appeal letters were revised for Alateen. "Alateen Groups," Chapter VI of LIVING WITH AN ALCOHOLIC, was revised and submitted to the Literature Committee.

The Alateen chapter in **AL-ANON FACES ALCOHOLISM**—was scheduled for revision. On the recommendation of the Alateen Committee, three professionals were contacted and asked to submit material for the chapter. The professionals were Dr. Jan Woititz, Dr. Patricia O'Gorman and Margaret Cork. Margaret Cork, author of FORGOTTEN CHILDREN, was unable to comply with our request due to poor health. We did receive material from the other two; however, because of press deadlines, the revision must wait until the next printing.

Facts About Alateen—The statement, "AA may co-sponsor," was removed because it was being misread. Instead of co-sponsoring, more and more AA's were sponsoring Alateen groups. Alateen groups must have Al-Anon sponsors; AA members may assist the Al-Anon member in sponsoring.

The Guidelines for Alateen Speakers—were rewritten.

ALATEEN TALK: Six issues were published covering topics of: Alateen members transition period into Al-Anon, the Alateen Committee's presentation to the World Service Conference ("Al-Anon—A Continuation of Alateen Growth"), the new Loners' Service and an article, "Are Your Newcomers Returning?" This last article, "Are Your Newcomers Returning?" covered gimmicks and games which can lead to the dilution of the Alateen program. The new Alateen Poster, LOIS REMEMBERS, The FORUM and Alateen's participation in the 1980 A.A. International were announced. Besides personal sharings and Alateen conference information, some of the 12 Traditions and 12 Steps, as well as the slogans, were covered.

Alateen Update—Hank G.

The Board of Trustees will investigate the possibility of expanding Alateen representation at the next Conference. A committee will look into ways to enhance Alateen sharing through the World Service Conference.

CONVENTIONS COVERED:

Alateen—METRO (New York, New Jersey Metropolitan area), E.A.R. (Eastern Alateen Roundup), N.O.M.A.A.C. (North Mid-Atlantic Alateen Convention), N.E.A.C. (New England Alateen Convention), O.M.I.A.C. (Ohio-Michigan-Indiana Alateen Conference), D.S.A.C. (Deep South Alateen Conference), N.Y.N.A.C. (New York North Alateen Conference) was their first, and E.S.A.C. (Eastern Seaboard Alateen Conference). There was much discussion on sponsorship and Alateens' involvement in service at all the conventions.

Al-Anon—Illinois North Assembly, featured Alateen, Delaware Al-Anon held their First Annual Mini-Conference, Oklahoma Al-Anon/Alateen Convention. The Oklahoma Al-Anon/Alateen Convention was a beautiful example of Al-Anon/Alateen at work.

OFFICE PROCEDURE: Packets of Alateen literature were sent to 779 new and proposed groups. In addition, 63 possible proposed group

letters were answered. Inquiries from 59 outside agencies, and nine schools were answered and given the name of an Al-Anon contact. Each Al-Anon group was notified of the professional's inquiry and the need for Al-Anon sponsorship. There were 51 group and 29 sponsor letters answered covering their problems as well as their successes. A total of 397 individual inquiries were answered and given an Alateen contact. Many individuals did not have an Alateen group in their neighborhood; therefore, 51 Loners' letters were sent inviting them to join our new service. Along with this new service, 14 letters were sent to Alateen members interested in sponsoring the lone Alateen members. We wrote letters to 16 Alateen Conferences, 72 to Al-Anon and Alateen members working with the In-Town Committee, 50 to (WSC) Delegates, 35 to Alateen Coordinators, 36 to Al-Anon groups, 16 thank you notes for the Alateen ODAT sharings as well as 43 for **ALATEEN TALK**. We have written five letters to inquiries for an Alateen Institutions group. The statement of our policy about Preteen was sent along with What's "Drunk," Mama?, the cartoon pamphlet and an Alateen contact, to 33 Preteen inquiries.

Alateen Report-back

Bonnie R., Chairman

Outgoing Panel 18 Delegates—Bessie L., SC; Irene B., SD; Loretta R., MO.

Bonnie reported on the increased interest in Alateen. There was a net increase of only seventeen groups last year indicating a need to strengthen the Alateen foundation. The Alateen Kit was not developed this year because of the inconsistencies in our present Alateen literature and policy.

Carole reported on correspondence received at WSO, especially individual inquiries. There is concern because of the lack of Alateen groups available for referral.

The Loners' Service has been helpful in writing to these teens, however, few are writing back the second time and are not taking advantage of this new service. Also, there were two Alateen loners in one town but they cannot form a group without an Al-Anon sponsor.

A Delegate suggested that copies of individual inquiries (from those who have no group to contact) be forwarded to the Delegate or Alateen Coordinator. This way, the local Area may be able to give the individual more direction.

Questions asked by the Delegates

Do your Alateens attend District Meetings?

Why isn't **ALATEEN TALK** being sent to all Al-Anon groups?

(It was felt that **ALATEEN TALK** was a helpful tool for Al-Anon members to better understanding Alateen.)

Can Al-Anon exclude Alateen from meetings?

How do the Alateens feel about all these topics?

Can an Alateen be an Alateen Coordinator?

Some of the Delegates' comments were:

Alateen doesn't feel a part of Al-Anon.

Alateens are not answering newsletter requests (for their opinions) on different topics.

I suggest that all literature be headed "Al-Anon/Alateen."

We need input from Alateens, if they want to be recognized, we need to see and hear them at Assembly meetings.

Committee members' comments:

"I would like to see Alateens dealt with as individuals rather than in bunches. Maybe, then, we wouldn't be so negative."

"Leave responsibility to kids."

"Alateens focus all year on conventions and this can misdirect their primary purpose."

General comments:

Many times sponsors sound like "saviours." There may be too much protection and Alateens can't grow on their own.

Some conclusions after our discussions were:

(1) Alateens can (and have done) service work, especially in Public Information. Missouri Delegate reported on a successful P.I. project which the Alateens did in her state. Alateens were responsible for all the footwork and financing of their project.

- (2) Alateen Coordinators can be the "key" for working with Alateen and Areas that are working well with a Coordinator have few problems.
- (3) The Alateen Coordinator's qualifications were discussed. After checking in our Handbook, we found that Double Winners could not serve as an Alateen Coordinator.
- (4) Would like to encourage Alateens to read Al-Anon literature. It is also important for them to realize that *INSIDE AL-ANON* and *The FORUM* is theirs to read.
- (5) It's important to realize that Alateen is part of Al-Anon.
- (6) How can we encourage our young adults to go into Al-Anon? (In Texas, once you're twenty, you can no longer return to their Conference as an Alateen but may return as an Alateen sponsor.)
- (7) The Delegate from Hawaii wished her Area had some of these concerns. The Alateens keep coming in and leaving the fellowship; therefore, they're having trouble maintaining groups.

ARCHIVES COMMITTEE REPORT

Lorain B., Chairman
Margaret O'B., Archivist

COMMITTEE: 1979 was the first full year for the Archives services. The year began with Loretta L., as Chairman until the completion of her term. Lorain B., Regional Trustee, Southwest U.S., was appointed following the WSC in April. The Committee members remained the same throughout the year (Lois W., Anne B. and Margaret D. as honorary members and Penny B. and Mary S. as in-town members). Aside from two in-town meetings in February and March, the full Committee met in March, July and October. Those who were not able to be with us were kept abreast of Archives activity through minutes and quarterly reports. Highlights of the meetings were: budgetary matters and future projects; access and restriction of Archival material; planning Archives participation at the forthcoming AA International Convention. Snapshots were taken at the first meeting and on invitation of Nell W., AA GSO Archivist, the Committee had an enlightening and inspiring tour of the Archives at AA GSO.

WORLD SERVICE CONFERENCE: The former Chairman, Loretta and the Archivist were invited to participate at the 1979 WSC with voice but no vote. Both gave a short talk on their activities touching briefly on future goals. At this time Areas were encouraged to start their own Archives locally.

EDUCATIONAL OPPORTUNITIES:

METRO (Metropolitan Reference and Research Library Agency), New York City—Margaret attended this one-day workshop May 4th entitled "Archives—What, Why, How?" This program consisted of lectures from seven established archivists or librarians from prestigious institutions covering the major considerations involved in the establishment of an Archives. A comprehensive report on this workshop is on file.

National Archives and Records Service, Washington, D.C.—This Institute, "Introduction to Modern Archives Administration," in cooperation with the Library of Congress, which Margaret also attended was very worthwhile. Each day for two weeks, sessions began at 8:45 A.M. through 5:15 P.M. with lectures and discussion by specialists of all phases of Modern Archives Administration. Although the emphasis was on governmental procedures and practices, there was something for everyone that could be adapted to their own situations. Tours were also included of the National Archives building and facilities, the Library of Congress and the Sisters of Mercy Generalate Archives in Bethesda, Maryland. Participants were asked to evaluate each session and lecturer to help improve future Institutes. Many handouts were given which can be used for future reference aids. Home study tests were given throughout the course and a final exam was distributed the last day to be returned within two weeks. Margaret received a Certificate for this course.

PROCEDURES: From a room full of cartons and transfiles of accumulated records emerged shelves filled with archival document cases, 3 new file cabinets, a used display cabinet, bookcase and breakfront. Historic pictures and documents were hung and memorabilia displayed.

Daily processing of reading, sorting, disposing and accessioning of the accumulated records began. An article in *INSIDE AL-ANON* calling for longtime members to write to the Archivist was initiated. Requests for research of group or Area histories began to come in. Histories were received either in the form of an anniversary program or a letter from a longtime member. A list of longtime members is being prepared with the aid of speakers' questionnaires for the International Convention, visitors to the office or correspondence from the member. A questionnaire is being developed for tape interviews of longtime members. Visits with Nell, AA GSO Archivist, during the year have been and still are very helpful.

NOTEWORTHY ACCESSIONS TO ARCHIVES: Autographed copies of editions of our various books; the first Al-Anon registered cards from AA; Lois' files from Stepping Stones; Anne B.'s early papers; various guest books; early Spanish files; early *FORUMS*; scrapbooks of newspaper clippings; various tapes.

It has been obvious, during this first year, how valuable a tool the Archives services has been and can be to the fellowship and services within the WSO.

Archives Report-back

Lorain B., Chairman; Margaret O'B., Archivist

"This year we've seen the Archives come alive," said Margaret, who summed up the progress being made by saying she was past the "housecleaning" stage and into the "compiling category" stage. She expressed her pleasure at the increased interest from the membership noting that Area newsletters contained reports of Archives being started locally.

Whenever possible, Margaret met requests for assistance in these projects. She also had some charming letters from longtime members telling of their early recollections and received a copy of the talks given by wives at the First AA International Convention in 1950 and copies of the two issues of the 1947 AA *GRAPEVINE* which mentioned the family group movement.

In covering plans for participation by Archives services in the 1980 Convention, Margaret revealed the ages of her panelists—the Al-Anon ages of 29 and 30 years—with one, "just a baby, only 23." Other longtime members would be asked to tape their early recollections before the Convention officially started.

In her comments on the theme of this year's Conference, Margaret couldn't "help but think back to when Lois and the early volunteers entertained the AA Delegates' wives at 'Spring-Get-Togethers'. Evelyn C. would bring the napkins, Henrietta, the paper plates and Lillian, the knives and forks. One time, and this is in the Archives—they must have had spaghetti . . . there is a notation in parenthesis stating 'not enough meatballs.' It was Margaret's hope that as we grew we would not forget our past, our heritage.

Lorain began . . . "We hope what we are preserving will last an eternity." In covering the many changes and additions to Al-Anon's growing collection, she also recalled the history of the Conference saying we could be "very proud of our past. In the years to come, researchers, historians and others interested in how Al-Anon was conceived, will have access to Archives for facts and for study. Almost every committee of Al-Anon service has already benefited from having Archives as a resource."

CONFERENCE COMMITTEE REPORT

Jean A., Chairman
Ruth H., Ass't Chairman
Helen G., Secretary

CHAIRMAN'S MESSAGE: The spiritual aspect of the Conference theme is a guiding force throughout the fellowship. The unanimous choice of the Conference Committee for the 1980 WSC is "Group Conscience In Action." It is hoped that members everywhere will gain insights from using it in planned activities as well as at group meetings.

CONFERENCE COMMITTEE: The first three months of 1979 were spent coordinating the multitudinous details for a smooth functioning April Conference. Material was prepared for the Conference Brochure and reservations were made at the Hotel Biltmore. The Board of Trustees, members of the Executive Committee, volunteer chairmen and Staff were invited to participate in a Pre-Conference Briefing session held on March 27, 1979. Thirty-two people attended; the 1979 Conference Agenda was reviewed. An exciting conclusion to a productive Conference was the visit to "Stepping Stones." Two 53 passenger buses were reserved to transport Conference members from New York to Bedford Hills.

CONFERENCE SUMMARY: A copy of the Conference Summary, providing members with a full and comprehensive report on the 1979 WSC, was sent to every group in July. Over 1780 copies were mailed to World Service Delegates for distribution in their Assembly Areas. Close to 300 copies were sent to Publications Francaise, P.F.A., Inc., to the Overseas Representatives and to Past Delegates.

SUB COMMITTEES:

Agenda: Rita McC., a new Trustee, has been appointed as the Board of Trustees liaison member to the Agenda Committee and has been attending Conference Committee meetings regularly. The Delegate Chairman (1980) of the Agenda Committee is Mairi S. (CT). Delegate members of the Agenda Committee continue to receive the Conference Committee's Quarterly Reports. Throughout the year, the Conference Committee gave consideration to restructuring the format of the 1980 WSC, and planned its Agenda accordingly.

Agenda Report-back

Mairi S., CT

Delegate members whose terms will expire: Mairi S., CT; Syntha E., NB; Carolyn McC., NY.

Members of this committee felt "ineffectual" and discussed how they could improve communication among other Conference members and the Conference by accepting the responsibility for keeping in touch with 6 other Delegates throughout the year, encouraging them to offer concerns, etc., to be discussed at the Conference.

Recommendations:

Agenda committee members would like to receive the minutes of the Conference committee meetings as well as the Quarterly Reports; The questionnaire, asking for a review of the present Conference and suggestions for the following year, could be placed in the front of the Brochure and brought to the attention of the members on the first Conference day; All reports and proposed motions for Conference attention be received before the Conference; if not, then they should appear in the Addendum, including Admissions committee motions; and that the third-year Delegates' show be discontinued.

Conference Souvenirs

continued use of the gold pin but only once every three years; repeat the giving of a *FORUM* binder; create a plastic name tag with a different color for each Panel; create a coated cover for all the service manuals, a folder-type, with pockets.

Proposed Theme considerations:

The Three Legacies: Recovery, Unity, Service
The Concepts: Our Trust in Service
The Concepts: Our Third Legacy
The Concepts: Our Road to Service
Our Legacies: Recovery, Unity and Service
Our Concepts: The Road to . . .
Serving is Gratitude made Visible
Living—Principles Above Personalities
Service—Visible Gratitude
Concepts are the "How to"—Individual Integrity
Concepts of Service

Specific Recommendations

that all third-year Delegates should have three minutes of Agenda time for their remarks, (See Motions.)

that the Agenda committee members receive absentee ballots to vote for a Conference dinner speaker and the spiritual speakers, (See Motions.)

Admissions: Ruth F., RT Canada East, is the Board of Trustees liaison member to the Admissions Committee. The Guidelines were revised and sent to the Delegate members of the committee, along with a list of committee members' names and addresses. All correspondence regarding the Minnesota Area Assembly's petition to divide and form another Assembly Area in 1982 was forwarded to the committee members. Prior to the 1979 WSC, a letter was sent submitting the names of non-voting participants, approved by the Board of Trustees at its January meeting, to be seated at the Conference with voice and no vote. A follow-up letter was sent requesting written approval of the seating of these non-voting people. Sarah R. wrote requesting that "D.C." be included in the Maryland Area designation, to read, "Maryland & D.C. Area." It was the consensus of the Committee that the title "Maryland & D.C. Area" is appropriate and should be recorded as such in our records. A letter was sent to the members of the Admissions Committee informing them of this addition. Mary D. (WY), Secretary of the 1979 Admissions Committee, sent us the minutes of the committee meeting held during the 1979 WSC. These were processed and mailed to all Admissions Committee members. Mary is the 1980 Delegate Chairman of the committee. Members were also informed that Vermont has formed an Assembly and elected its first Delegate, Jean G. (Panel 20).

Handbook: Several suggested changes and questions concerning the Handbook were received from Blanca (PR) and Dorothy O'N. (Nfld & Lab), both Delegate members of the committee. These are to be considered by the In-Town Committee, chaired by Audrey S. (RT U.S. NW) at the January meeting.

Handbook Update

The Board of Trustees recommended and the Conference affirmed a new formula for assessing the Delegates' Equalized Expenses. The cost to an Area for sending a Delegate to the Conference is to be reduced and the difference will be returned to the Area to be used in local expenses.

Handbook Report-back

Audrey S.

Outgoing Panel 18 Delegates Marsha N., NH; Blanca R., PR. Several minor revisions were offered for the service Handbook. These were approved for inclusion in an insert which will accompany present copies and will be added to the next printing. Copies of the revisions were to be mailed to all groups soon after the Conference.

Hospitality: Sally D., Chairman of Hospitality, arranged for local volunteer members to serve in the Hospitality Room during Conference week. One hundred fifty badges were made. Charts were prepared to record registration, hotel arrival and departure dates of Conference members, number of guests expected at the Opening Dinner and "Stepping Stones" etc. Thank you letters were sent to the 35 volunteers who served in the Hospitality Room; each volunteer was given a *FORUM* binder and a year's supply of the magazine. Sally will handle all hospitality considerations for the 1980 WSC.

EQUALIZED EXPENSE FUND: A letter was sent in August to all Conference members informing them of the increase from \$480 to \$510. This increase reflects the rising costs in transportation, hotel accommodations and meals; it is based on the requirement of a double room occupancy.

ELECTION ASSEMBLIES: In the fall of 1979, Panel 17 Areas (1977-79) elected new Panel 20 Delegates. Each new Panel 20 Delegate was sent a letter of welcome, a Conference Summary, an Area World Service Committee form and a questionnaire requesting background information. They were also asked if they prefer to serve on a particular Standing Committee during their three year term of office. Outgoing Panel 17 Delegates were informed that they would continue to be on our mailing list to receive the annual Conference Summary and *AREA HIGHLIGHTS*.

OVERSEAS REPRESENTATIVE: In October a letter of welcome and Conference related material was sent to Helen R., who will be the Representative from the U.K. & Eire at the 1980 WSC.

AREA HIGHLIGHTS: The preparation and distribution of this quarterly bulletin was assigned to the Conference Services following the 1979 WSC. A distribution chart was prepared showing to whom it is mailed and the total number of copies sent. Approximately 1,000 issues were mailed each quarter.

BUDGET: During the last quarter, the budget for the 1980 WSC was prepared with the Controller for submission to the Board of Trustees.

HOTEL: To insure meeting space and sleeping rooms for the 1981 WSC, we have negotiated a contract with the Biltmore Hotel. An ad hoc committee has been appointed to investigate a possible new hotel site for future Conferences.

CONFERENCE TAPING: Arrangements were made to have Ken Epstein record the 1980 WSC.

FILM STRIP: An Al-Anon/Alateen filmstrip, designed to encourage members to become involved in service and tentatively titled "Links of Service," is being developed. Three sample illustrations will be shown at the 1980 WSC and Conference members will be asked to vote on the cartoon style and to express ideas for the format.

OFFICE PROCEDURES: Correspondence received on a daily basis, requesting guidance and information from individuals, groups, Areas and Delegates, was sorted and answered. Mailing cards, Area World Service Committee Forms and other records are constantly updated. Newsletters are read; items of general interest are considered for possible inclusion in *AREA HIGHLIGHTS*; pertinent information is noted and passed along to the appropriate Staff Secretary. Area Delegates' Assistance Sheets are mailed periodically to each Delegate. Group contribution slips are mailed at regular intervals. Delegates are informed of correspondence which requires Area attention and/or direction.

THE FORUM COMMITTEE REPORT

Hildegard M., Editor

STATISTICS: The statistics of this year are dramatic:

10,000 new paid subscribers; an average net gain of 900 new paid subscribers per month; 3,300 new subscribers through the October subscription offer; 75.7 per cent increase in income generated by *The FORUM*; Costs up \$21,000; income up \$60,000; Increased editorial contributions: 314 in 4th Quarter 1978, 531 in 4th Quarter 1979; 2,477 letters answered individually; 46,400 form letters mailed; 9,500 copies of *The FORUM* reprint on detachment mailed out; 335,798 copies of *The FORUM* mailed in 1979.

Beyond these statistics is the fulfillment of the stated purpose of *The FORUM*: "The *FORUM* is the medium through which Al-Anon and Alateen members worldwide share. It is a vital instrument in helping readers understand and develop in the program. It presents a means for open discussion in which individuals and groups can be heard." This sharing, understanding of the program and opportunity for open discussion has been vastly enlarged. The number of members who now subscribe to *The FORUM* has nearly doubled since it was changed to magazine format two years ago. The number of paid subscribers in April of 1978—when the operation was first computerized and more accurate statistics became available—was 19,000. At the end of 1979 it had reached 35,681 and is still climbing!

EDITORIAL: None of this would be possible without the editorial contribution of the members worldwide. Members are responding, not only in increasing numbers, but with heartfelt writing. The *FORUM* Committee thanks the Delegates, the District Representatives and the Group Representatives for their help in making groups and members more aware of *The FORUM*.

THE FORUM COMMITTEE: The *FORUM* Committee meets monthly to review all material published in the magazine and make decisions on editorial and subscription policies. Regular committee members are: Alice B., Bo H., Mary Ann K. and Rita McC. To broaden the base and enlarge the opportunity for service, each month an additional Al-Anon member is invited to attend.

SUBSCRIPTION FULFILLMENT: An efficient subscription fulfillment

department has been developed. Both the computer and mailing services were transferred to new companies at mid-year and the system was completely redesigned. By the end of the year most of the dislocations and problem situations had been cleared up. Despite the increased volume, the subscription staff has not increased in the last three years.

CORRESPONDENCE: Correspondence from *The FORUM* on both editorial and subscription matters, to and from members who are both contributors and subscribers, is closely intertwined. The volume of letters submitting material for publication is rising steadily. Letters to and from subscribers are a vital means of contact between *The FORUM* and members. A letter welcoming new subscribers goes out with the first issue. Utilizing the increased capability of the new computer system, a three-fold series of renewal letters was instituted in September and is bringing in an excellent response. With each new gift subscription a card announcing the donor is included, if desired.

FORUM BINDERS: The response to this method of keeping issues of *The FORUM* manageable and accessible has been very good. The sustained volume of orders made it practical to order larger quantities which reduced the cost slightly.

REPRINTS: The Executive Committee approved the idea of reprinting *FORUM* articles when a sufficient need is evident. The *FORUM* interview on detachment, from the February and March 1979 issues, is now available.

ENCOURAGING SUBSCRIPTIONS: Special mailings were sent to all groups who did not have a *FORUM* group subscription, with a letter to the Group Representative pointing out the importance of *The FORUM* as an Al-Anon program tool. A complimentary copy of the May issue was sent to each registered group. Again, in October, each group received a complimentary copy of *The FORUM*.

GOALS: Some of our goals for the year ahead are: by April 1980 to have doubled the number of subscribers since April, 1978; by October 1980 to have doubled the number of binders sold since May 1979; to have a copy of *The FORUM* at each Al-Anon group so that every member has the opportunity to read it.

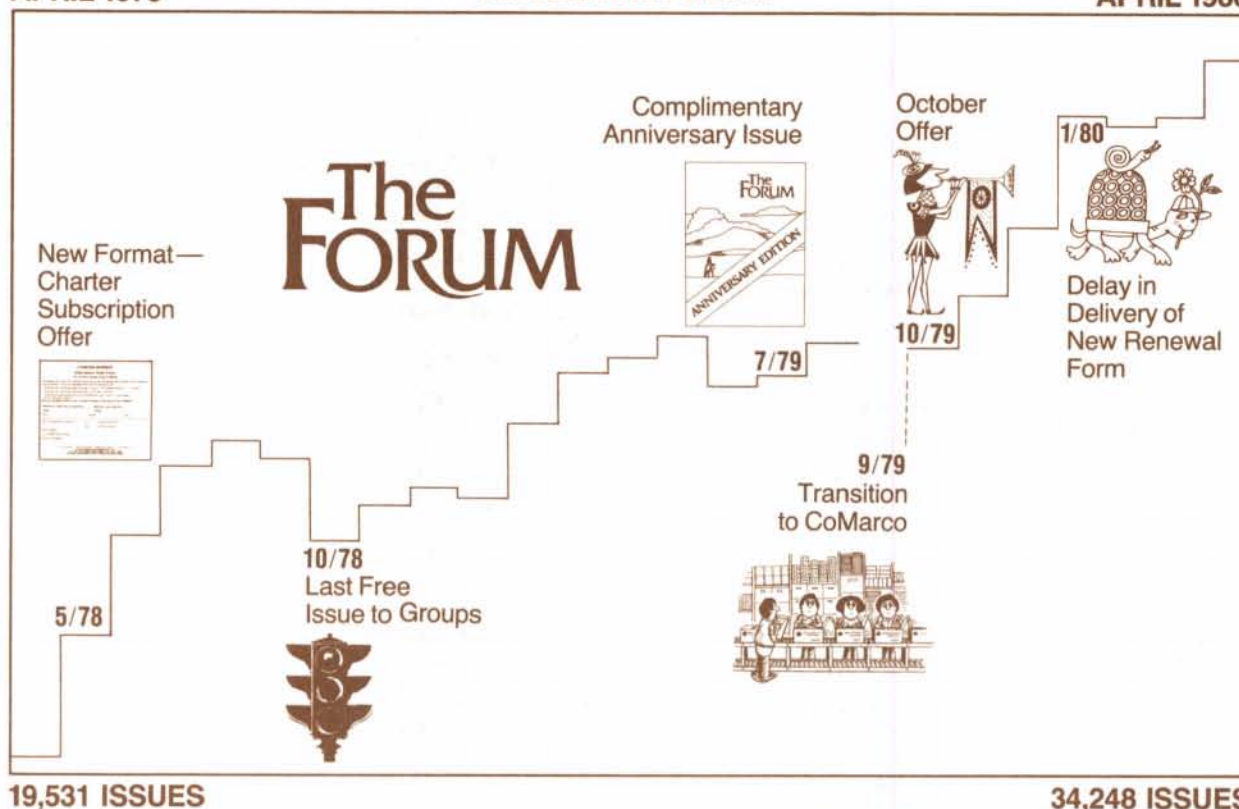
Having presented her office report, Hildegard went on to a session called

The Language of *FORUM* Subscription

"Did you ever stop to think—you are bilingual?" Hildegard began. She was referring to such expressions as detachment, double winner, slip, enabler, those which appear to have entirely new meanings when used to explain the effects of alcoholism. It seems the language of *FORUM* subscriptions is equally puzzling until you've been given a quick familiarization of terms used in subscription fulfillment.

The *FORUM* circulation department speaks the language of its computer system. With Hildegard's presentation of the codes for these transactions, Conference members learned just what all those numbers on their *FORUM* label mean. "Breaking the label code" is not the only way a *FORUM* subscriber experiencing subscription difficulties can help resolve them. In order to expedite processing and delivery of *FORUM* subscriptions, the following tips were suggested:

1. *Remember the cut-off date.* (We stop entering subscriptions the third week of each month.) To make sure a subscription is processed at the earliest date, have the order arrive at *The FORUM* department during the first two weeks of each month. . . .
2. *Send all *FORUM* material separately.* When literature orders, etc., are enclosed, the processing of subscriptions is delayed. Any additional enclosures can mean the subscription misses the cut-off date. *FORUM* editorial contributions, subscriptions and binder orders can be sent together.
3. *Neatness counts.* Please write legibly on *FORUM* orders. Subscriptions that the computer firm cannot read are returned to *The FORUM* for deciphering. This delays their entry for an additional month, since the processing of this order must start again.



4. *Enclose the mailing label.* It is a great help in researching and locating mailing problems, expediting renewals, changes and reactivates if members send in the actual *FORUM* mailing label from the most recent issue.
5. *Allow for crossing-in-the-mail.* Please wait one mailing cycle before writing to The *FORUM* circulation department regarding renewals. The *FORUM* uses a multi-letter renewal series and it is quite common for our letters and members' renewals to cross in the mail. In most cases, the subscription has been, or is being, processed.
6. *Include the telephone number.* When writing concerning a *FORUM* subscription, members should give their telephone numbers, if possible. It's cheaper and faster to answer by phone.

The subscription picture is two-fold. It includes both renewals and new subscribers. We cannot emphasize one, at the expense of the other. Our purpose is to reach the greatest number of members. While the circulation picture deals with numbers, first and foremost, we are a service.

There is a vital unity between editorial and subscription services. The people who write in about their subscriptions are the same members who are our story writers.

The *FORUM* is the voice of the fellowship. It is the magazine that brings the help and hope of the program to members worldwide.

Hildegard read several enthusiastic letters of appreciation to The *FORUM* and extended an open invitation "to come as you are on all levels of recovery, to take advantage of a spiritual healing."

With the continued help of members, their group representative, the *FORUM* staff pledged to achieve its best in a one-to-one relationship of caring and response. It was Hildegard's conviction that the relationship between sender and receiver would continue to grow with "your love, your enthusiasm and, most of all, your prayers."

FORUM Report-back

In a session provided for unfinished business, the Conference heard a plea for the translation of The *FORUM* magazine into Spanish. Several Conference members spoke of the growing use of the Spanish language among members in the groups in Canada and the United States; another shared her understanding that Spanish had become the second language of the world. Those who favored the translations also cited the need to provide members with this, our "voice of the fellowships." The *FORUM* is the spiritual medium which helps build worldwide unity and brings the program to our members through shared experiences.

Additional views expressed:

PROS:

The time had come to provide this service.

Spanish-speaking groups should receive the same quality levels of service as other languages.

Additional staff, or work space, could and should be provided for the service.

A highly-successful year for literature sales would provide funds for the project.

One Delegate pledged to return the repayment to the Area of the equalized expense fund money so the project could get underway.

CONS:

The *FORUM* is not a self-supporting service; its costs outweigh its income.

Additional staff, and/or workspace, would be costly.

Providing a high standard translation suitable to all Spanish-speaking groups would be difficult.

Insufficient information available on desirability, mailing requirements, and adaptability to another culture.

After all ideas were shared, a motion was made to request the immediate implementation of the translation and publication of The *FORUM* in Spanish. (See Motions.)

INSTITUTIONS COMMITTEE REPORT

Edwina F., Chairman
Ann S., Staff

Throughout the year, Delegates, Institutions Coordinators and other members involved worldwide are helpful in responding to the needs of the Committee. There has been a marked increase in the number of inquiries about our program from professionals at penal and other institutions. More members are becoming less hesitant to serve, however, there is still a great need for members to fill the requests received for the availability of Al-Anon in institutions. The institutions newsletter's name was changed mid-year from *INSTITUTIONAL HIGHLIGHTS* to *AL-ANON IN INSTITUTIONS*, a name more descriptive of the message it brings.

COMMITTEE:

As society moves toward erasing the stigma associated with alcoholism, and professionals recognize the need for family recovery, there are increased requests for groups to start at facilities. The Committee hopes to develop a system that would encourage members' greater involvement in institutions service. For this reason, education of the important role an Institutions group plays in a facility is one way we hope to achieve results.

Delegate Members—Letters of appreciation were sent to all participants at the 1979 WSC and each new member received a letter of welcome.

In-Town Members—Charles R. from Clayton, New Jersey has been appointed as Assistant Chairman of the Institutions Committee. Charlene La P. from Kingston, NY resigned for personal reasons and Alan S. from Upper Montclair, NJ joined the Committee. Ann and Edwina met on several occasions to prepare and/or complete projects.

The Committee is reviewing the pamphlet, *Working As For Or With Professionals*, as it pertains to institutions service, and recommended changes to the Literature Committee. Six members interested in Al-Anon Institutions service were invited to observe and participate at the September committee meeting. A financial questionnaire was developed and mailed in November along with a cover letter to all registered Institutions groups, to Coordinators and to Delegates to learn how Institutions groups are functioning today and how they obtain funds for literature. A report of findings will be provided in 1980. It was decided to send a covering letter and questionnaire to all Coordinators early in 1980 asking what they think an Institutions group is. The answers will enable the Committee to have a clearer view of these groups as they exist today.

AL-ANON IN INSTITUTIONS: Three issues were sent this year. For the July issue, a new masthead was designed in-house and considerable changes were made in the format. A copy of the July issue was sent to all groups, providing an awareness of this aspect of service for the newer members. Delegates, Institutions Coordinators and active members continue to share experiences through *AL-ANON IN INSTITUTIONS*. Several Coordinators have requested extra copies for distribution at their Area Assemblies. As a result of the group-wide mailing, we received many requests for Guidelines for Institutions Service. Members also asked to have their names added to the mailing list for future issues. Several also expressed their liking of the new name and format. The Executive Committee has asked Edwina to evaluate, *AL-ANON IN INSTITUTIONS* to determine its value as a service vehicle. Edwina responded by expressing that its focus could be expanded. Toward this end, a special effort was put into the last issue and Edwina will respond to the Executive Committee again in 1980.

INSTITUTIONS COORDINATORS: We now have 62 Institutions Coordinators. All were asked to share experiences to perpetuate their corner in the newsletter. The Coordinators' list is updated routinely. Letters of welcome and other pertinent material are sent to aid new Coordinators in fulfilling their responsibilities.

CONFERENCE: Plans were made for the 1979 Conference presentation. At the 1979 WSC Standing Committee meeting, members discussed the Questionnaire for Institutions Committee Inventory and also reviewed the revised copies of, *Meeting on Wheels*, *Duties of an Institutions Coordinator* and *Homeward Bound*. Committee members further discussed the problem of professionals taking over the Al-Anon meetings. The consensus was to increase the knowledge of members involved in this phase of service, so they will not allow this to happen. With regard to the use of tapes at institutions meetings, the Committee

was unanimous in saying that while tapes serve a need, they do not replace the human element so needed by a newcomer. For the 1980 WSC, Public Information, (P.I.) and Institutions Services will present a joint session. Details are being worked out cooperatively by members of both Committees. All Standing Committee members will be apprised of the details as they are developed. In this regard, Coordinators will be sent a letter of explanation and a form to be returned to each of the two WSO Committees, listing two questions they would like to have discussed at this session. To avoid duplication, they were asked to share this information with their Delegates. In a letter from Helen, the Conference Secretary, about Conference plans, the Delegates will also be asked to submit questions they would like to have discussed. The replies will be reviewed by both Committees.

INSTITUTIONS KIT: The Kit is continually up-dated with revised or new material. A sample Institutions Workshop was developed and will be included. *INSIDE AL-ANON* replaces *The FORUM*.

OFFICE PROCEDURES:

Revisions—Guidelines for Institutions Service, *Meeting on Wheels*, *The Twelve Concepts*, suggestions for a New Institutions Group and a letter to new Institutions groups were revised. A new group registration form was developed to replace the data card. Changes were made in WSO Institutions Standing Committee Guidelines and suggestions were made for the revised edition of *LIVING WITH AN ALCOHOLIC*.

Correspondence—Copies of literature orders, letters from professionals and outside agencies inquiring about Al-Anon were sent to the Area Coordinators who consider this an aid in their work. Inquiries from professionals about the Al-Anon program and, in some instances, the possibility of a group starting at their facility were answered. A copy of the request and our reply were sent to Area Coordinators or, where there is no Coordinator, to the Delegate. Having learned about Al-Anon through *Meetings on Wheels*, literature left by local members, television and word of mouth, prisoners continue to request literature for themselves and family members. Each request is personally answered.

General Correspondence—We responded to: requests for information and material to start Institutions Committees and Institutions groups; inquiries from educational, mental health and judicial facilities; assistance in situations where there was a break in Traditions; and encouragement in cooperation between P.I. and Institutions services.

Phone Calls—Numerous calls have been received throughout the year from doctors, alcoholism counselors, clinic supervisors, family coordinators, etc. seeking information about meetings and the possibility of having a *Meeting on Wheels* demonstrated at their facilities and groups started.

Mailings—The question of whether to continue sending Literature to families of inmates in penal institutions, without the families' request, was brought before the Policy Committee. The Institutions Committee was asked to research the matter and in so doing, a questionnaire was sent to Coordinators asking for the experiences of members in their Area. All replies were reviewed and discussed at the Conference Standing Committee in April. To our knowledge, there have been no problems with doing this in any Area.

Publications—During the year institutions articles were prepared for *AREA HIGHLIGHTS*, *INSIDE AL-ANON* and *The FORUM*.

NEW GROUPS: New Institutions groups have started this year in: Alabama, Arizona, Colorado, Delaware, Florida, Georgia, Indiana, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Nevada, Ohio, Oregon, Texas, Virginia, Washington, West Virginia and Canada.

SPANISH SPEAKING MEMBERS INVOLVED IN INSTITUTIONS SERVICES (as reported by Teresa M.)

Costa Rica—In answer to a request, we sent material in Spanish and suggested they contact the Institutions Committees of Mexico and Argentina.

Mexico—Al-Anon members were especially pleased because an Institutions group was formed at a clinic in Nuevo Leon.

Argentina—The Al-Anon Bragado group carried the Al-Anon message to several institutions, the local police commissary, childrens' homes, a school for adults, private clinics, etc. They wrote for further information in planning to form an Institutions Committee and several institutions groups. Now available in Spanish is the revised pamphlet.

Institutions Report-back

George T., DE

Results of a recent Institutions Survey with 173 returns:

- (1) How do you finance an Institutions group?
 - 65 groups take up a collection
 - 102 do not
 - 6 leave a basket on the table
- (2) How many respond to the WSO Tri-Annual appeal?
 - 53 contribute
 - 113 do not
 - 6 do occasionally
 - 56 groups do receive financial support from groups in the District
 - 111 do not
 - 4 receive help from the Information Service or Inter-group
- (3) How was literature supplied?
 - 60 by their group
 - 32 by the Information Service/Intergroups
 - 5 by their Areas
 - 3 by individuals from their pockets
 - 31 facilities where they meet, paid for by grant money, hospital funds, donations by the nurses, and in a few cases, directly from the U.S. Navy.

While it is very tempting to use literature furnished by the military and other facilities, the consensus was that it is more in keeping with the Traditions, if the groups or sponsors provide their own literature.

In some cases, particularly the military, it is almost impossible to pay for such things as coffee, refreshments, etc. Therefore, on occasion, donations are given, such as, a Bingo Fund for patients, Al-Anon books to a library, or money for refreshments for patients.

689 groups which meet in institutions are not registered as Institutions groups, while 373 are. It is sometimes difficult to distinguish between a regular and an Institutions group from the information received. If a regular meeting is held in an institution, it is suggested that it would be better not to use the name of the institutions as a group name. Also, if a regular meeting is held in an institution, by all means explore the possibility of starting an Institutions group in that facility. We were reminded of the benefits of placing posters on bulletin boards in the institutions' visiting rooms, meeting rooms, etc.

The 689 groups registered as regular groups meeting in an institution can be made aware that the first half-hour before the regular meeting could be devoted to an Institutions meeting. This information can be disseminated at the District level. Merle will write us about how she plans to do this in her Area, and it will be printed in the newsletter, *AL-ANON IN INSTITUTIONS*.

All Delegates, as well as Area Coordinators, are urged to send articles to the quarterly publication, *AL-ANON IN INSTITUTIONS*.

In a response to a discussion concerning Al-Anon members who also work professionally, Edwina reported that progress is being made on revisions of the pamphlet, "Working As, For, or with Professionals." It is now in the hands of the Literature Committee and may possibly be finished in the Fall. The definition of "What is an Institutions group meeting?" has also been revised. Revised Guidelines will appear in September.

The entire survey results will be published in *AL-ANON IN INSTITUTIONS*. Ann S. called to our attention that she has received many requests for Institutions groups to be started at facilities, but often these needs are not met because no one can be found to service them. This creates another problem, since on

occasion, professionals will then attempt to start a group themselves. Edwina said that for this reason, we are trying to develop a packet for professionals. A recommendation was made to have something printed on the Institutions Kit, stating that "these kits are only for use by Al-Anon members to start an Institutions group." Merle suggested placing a sticker on the face of the Kit. Our literature can be sold to anyone who orders it, but the question was raised as to whether our service manuals should be sold to anyone but Al-Anon members.

The Delegates on the Committee reported various degrees of success as well as frustrations in their Areas. Delaware is experiencing a revival in Institutions work due to a new Institutions Area Coordinator. The Institutions Committee is holding an Institutions Workshop one Saturday each month (from 10 AM to 1 PM) making use of a new sample workshop sheet, and the 12 Steps, as interpreted for Institution groups by Mary Beth J. of Kansas.

GRs in the state are requested to suggest these tools to their group.

The Delaware Institutions Coordinator also stresses the value of having a sponsor for each Institutions group, and an Institutions group started in a home for battered women. Merle thought it would be a good idea to clarify in every issue of *AL-ANON IN INSTITUTIONS* exactly what an Institutions groups is, and where it can be started.

In 1979, the Executive Committee asked the Chairman, Edwina, to evaluate the newsletter, *AL-ANON IN INSTITUTIONS*, and she will make her report in May. Merle felt that the newsletter is desperately needed to stimulate interest in Institutions service. It is a vital link between Institutions groups, Coordinators, and others involved in this area of service.

1980 INTERNATIONAL CONVENTION REPORT

Myrna H., Chairman

Margaret S., Secretary

CONVENTION COMMITTEE: Meetings are now held weekly and Carole K., Alateen Staff Secretary, has been named Margaret's assistant. Other Staff members had been called into the meeting to give suggestions and to learn their assignments. At the 1979 WSC Volunteer Forms, speakers questionnaires and other material was distributed, and Conference members were given an opportunity to express concerns and ask questions.

HOST COMMITTEE: Chairman, Dot S. came to New York to meet with the Board of Trustees and the Planning Committee. Each quarter, the Host Committee Chairman is sent a letter from the General Secretary, highlighting relevant news. In turn, the Host Committee sends minutes of their meetings.

1979 WORLD SERVICE CONFERENCE: At the 1979 WSC, the committee created enthusiasm among the Delegates with a high stepping musical presentation and gave each Conference member a praline which is a candy indigenous to New Orleans (compliments of Dot S.). Members were given forms to take back to their Areas. The Louisiana Delegate expressed the Host Committee sentiment as well as the sentiment of the WSO when she spoke to the assemblage and said, "Ya'll Come."

STATIONERY: All correspondence from the WSO is being mailed on the new stationery which features the Al-Anon theme, "Joy in Recovery," on a banner across a globe in its letterhead.

MAILINGS: In 1979 the WSO processed a worldwide mailing which included a cover letter, a Registration Form, a Flyer, a Speakers Questionnaire and a Volunteer Form.

KEEPSAKE PROGRAM: Linda, Literature Secretary, is working closely with Mary Ann, of the *FORUM* staff, to develop a keepsake program. It will be a Souvenir Booklet consisting of 32-pages and divided into four categories: Hospitality, Sharing, Fellowship and Friendship.

PROGRAM: Our theme, "Joy in Recovery," will be used as a basis for our meetings and workshops.

Workshops—Each WSO Committee will have a workshop at the Convention and some additional ones are planned.

VISIT TO NEW ORLEANS: Four Staff Committee members and one volunteer accompanied by the WSO Controller went to New Orleans to meet with representatives. We finalized our space reservations which are now held on a firm basis. The Hilton has given us their assurance that they will provide us with all the assistance we need to develop a successful Convention.

REGISTRATION: AA has supplied us with 40,000 forms; two were mailed to each registered Al-Anon and Alateen English-speaking group worldwide. A cover letter went stressing the importance of checking off Al-Anon or Alateen membership so there can be a proper allocation of funds between the fellowships. General Service Offices overseas were sent fifty registration forms each and a letter explaining that the groups in their respective countries also received forms. Each person registering will get an individual acknowledgement from AA even if they are involved with charter flights and private housing arrangements. AA also supplied us with French and Spanish registration forms for groups speaking these languages.

FLYERS: Flyers, graphically depicting our theme, were distributed with each registration form. In addition these flyers were supplied to each AA Central Service Office here and abroad for distribution to the groups in their States, Provinces or Countries. The Flyer has been translated into French and Spanish and will accompany the translated registration forms.

LOIS' BREAKFAST: Plans for breakfast with Lois, Al-Anon's opening event, are nearing completion. A flyer has been created with two order blanks on the bottom. We have developed a system within the office to handle the tickets and all related details. The tickets are \$12.00 per person; approximately 3,500 people can be seated.

RECEPTION TO MEET WSO PERSONNEL: A budget was worked out and approved for this reception.

CONFERENCE REUNION LUNCHEON: A letter was sent, over the signatures of the Conference Reunion Chairman and Assistant Chairman, to all past and present Conference members informing them of a Conference Reunion Luncheon to be held on July 5, 1980, at the New Orleans Hilton. A second letter will be mailed early in 1980 giving full details and providing a form to obtain tickets.

THE NEW ORLEANS HILTON: We have been in close contact with the Hotel management who assures us co-operation.

ACCOMMODATIONS: Of the 400 rooms we had originally blocked out at the Hilton, we are not holding 125; the remaining 275 rooms have been released to the New Orleans Housing Bureau because it would be extremely confusing to reserve rooms for anyone but WSO staff and volunteer personnel.

RIVERGATE CONVENTION CENTER: The Convention Manager at the Rivergate has clarified all points that were questioned by our attorney and ourselves; our contract with them has been amended, signed and returned.

PUBLIC INFORMATION: Margaret met with Walter M., AA's Public Information person, concerning public information for Al-Anon/Alateen re: this International event. Walter has assured us that Al-Anon will be included in all announcements and articles issued to the outside press. The Friday Newsletter from the National Council on Alcoholism is cooperating with us in making this International event known. The *FORUM* has regularly published informative articles encouraging participation at the convention. We have also utilized the bi-monthly publications, *INSIDE AL-ANON* and *ALATEEN TALK*, to make information about the Convention known. *AREA HIGHLIGHTS* has done the same thing on a quarterly basis.

SPEAKERS QUESTIONNAIRES: Speakers Questionnaires continue to arrive from our membership on a regular basis and are acknowledged. A special Speakers Questionnaire was revised and sent to Alateen groups to elicit more speakers for the program.

COOPERATION WITH AA: Betty L., GSO's Staff Coordinator for the Convention has cooperated completely with the Al-Anon/Alateen Convention Committee. A copy of our minutes is sent to Betty after each of our meetings.

1980 AA International Convention Report back

Myrna H., Chairman; Margaret S., Secretary



If this globe and ribbon—proclaiming Al-Anon & Alateen's theme for participation in the 1980 International Convention (held by AA in New Orleans over the July 4th weekend) looks familiar, it should! It has been emblazoned on every notice, flyer, invitation or letter sent from the WSO in the last year.

It was the symbol of plans being made by the WSO and the Host Committee from Louisiana to offer a series of joyous experiences for those attending. There would be meetings on the Twelve Steps and Traditions, personal recovery, the Twelve Traditions, spiritual happiness and living with sobriety, workshops, big meetings and small meetings, late meetings and early meetings. There would be meetings with intriguing names: "It's a Small World" (with permission from the author), "Spiritual Jambalaya," "Step Up," "Step Lively," "Step Ahead," "Good News," "Those Magic Words," "Tension Relievers," "Traditions and all that Jazz," "From Me to Me with Love," "Getting our Act Together," "Alone, but not Alone," "Saints are Sinners Who Keep Trying," music and laughter when "Texas Shares Al-Anon in Words and Song," and there would be a Reception and a Breakfast with Lois!

Plans had been made for an Al-Anon/Alateen Center at the Hilton Hotel. Rooms had been assigned at The Rivergate for big gatherings, menus had been chosen, speakers assigned and there would be banners, badges and signs to get the many thousands from the Superdome to their hotels.

There will be an entirely new and exciting souvenir booklet which will carry the program as well as pictures and illustrations of New Orleans, sections on Friendship, Fellowship, Sharing and Hospitality.

And, in speaking of hospitality, Myrna was high in her praise of the work being done in the Area by the volunteer host committee when she introduced the Delegate who incorporated her anticipation in a delightful poem, highlighting the program for Conference members. It was Virginia W., who told how the Louisiana groups had been able to raise \$20,000 in four years to help create a summer Mardi Gras for those who would be going to this event.

Virginia's final words—the familiar invitation "y'all come!"

INTERNATIONAL COORDINATION COMMITTEE

Myrna H., Chairman
Sandra F., Secretary

COMMITTEE: At the 19th WSC, it was decided to change the title of the Overseas Coordination Committee to International and include it as a standing Committee in the Concepts. The newly developed committee, Margaret O'B., Myrna H., Henrietta S. and Sandra F. agreed to disclose the General Services Meeting and other International matters since its members consist of WSO Staff and volunteers familiar with Al-Anon worldwide.

GENERAL SERVICES MEETING (GSM): The Board of Trustees approved the following recommendations: Participants will be called Delegates; the Trial GSM will convene for one day, Monday, July 7, 1980; one or two Delegates from each country will be seated; the Delegate from the U.S. and Canada should be the Chairman of the Board and the Canada W. Regional Trustee; voting members of the meeting will consist of the Trial GSM Committee and Delegates. The Board also approved the committee's recommendation of the theme,

"Joy in World Unity," to tie in with the overall 1980 theme. Support staff may be requested to attend as needed. Myrna will chair the meeting. The purpose of this first meeting is to set the machinery in motion for future meetings and adopt a working charter. The WSO may propose an equalized expense arrangement for the future meetings. A Statement of Purpose was developed for submission to Delegates prior to their attending this meeting. It will be discussed, further developed and adopted at the first General Services Meeting itself. Those countries which have confirmed: Argentina, Australia, Belgium, Finland, France, Germany, Mexico, Netherlands, New Zealand, South Africa, United Kingdom and Eire, the United States and Canada. Attendance is still being considered by Costa Rica, El Salvador, Brazil and Switzerland. Although the Netherlands do not have a GSO and are not eligible to send a Delegate, an observer, interested in establishing structure, is to be seated.

1979 WORLD SERVICE CONFERENCE: Monica S. of the U.K. and Eire and Jean B. of Switzerland both represented their General Services Offices (GSOs) at the Conference and brought literature displays. Myrna reported on the progress made in planning the Trial GSM and Sandy introduced the Representatives. Teresa M., Spanish Translator, spoke about improving communications between English and Spanish-speaking groups in the U.S. and Canada.

SPANISH: (in conjunction with Teresa M.)

Mailings—To all Spanish-speaking groups:

DENTRO DE AL-ANON (INSIDE AL-ANON), *AL-ANON/ALATEEN EN ACCION* was sent monthly through June and bi-monthly thereafter, announcements of the new P.I. posters and Table Displays, a translation of the Alateen flyer, "Al-Anon—A continuation of the growth of Alateen," an announcement of LOIS REMEMBERS for bi-lingual members, An Open Letter to a GR, a 1980 International Convention Mailing, The P.I. newsletter to professionals (*Al-Anon Speaks Out*), the November Appeal letter.

Limited mailings—GSOs were sent copies of the new posters suggesting the application of pressure sensitive labels with the Spanish translation to replace the English message. GSOs, Intergroups and Information Services were sent a translation of our notice concerning local printing and publishing of literature.

New Spanish Translations—The Policy Digest, including all the changes approved at the 19th WSC, is now available. It was attractively prepared in mimeography and sent to all Spanish-speaking groups.

The Overseas Report—A portion of the 1979 WSC Summary was translated and prepared in mimeography. Suggested by Teresa, our Spanish Translator, it is aimed to make Spanish groups aware of how much a part they are of worldwide Al-Anon activities.

So You Love An Alcoholic—Approval was given by the Executive Committee for printing.

Serenity Prayer Card—The WSO will print the Serenity Prayer Card in Puerto Rico. It will contain a Spanish translation on one side and English on the other.

Revisions: Letter for new Institutions Group, Suggestions for new Institutions Group, Emblem of AFG, Sponsoring a Lone Member, Registration form, and Group Change form, the Form letter to individuals and the clergy flyer. The two AA pieces, on the Spanish price list, are now being dropped.

Other office work—Letters were written to the GSOs in Mexico, Colombia, El Salvador and Argentina requesting an exchange of pamphlets they are currently printing which we would replace with Spanish ODATs.

PUBLICATIONS FRANCAISES (P.F.A.): The January-February issue of *INSIDE AL-ANON* was translated and mailed to all French-speaking groups. Simone, our past Delegate is working with Alberte in translating the material. The title of the French version is *AU COEUR D'AL-ANON* (the center of Al-Anon). The layout was prepared by Alberte. Subsequently, the March-April, May-June and July-August issues were also mailed.

New Translations: THE DILEMMA OF THE ALCOHOLIC MARRIAGE and Blueprint for Progress.

Mailings—The July Appeal letters to French groups in the U.S. and Canada, the 1980 International Convention mailing and November Appeal letters to French-speaking groups worldwide.

Annual Contract—Richard (our Controller), Myrna, Henrietta and Sandy met with Alberte and Cay to sign the annual agreement between

the WSO and PFA. At that time, it was established that Sandy would work with PFA concerning translations and Myrna would be consulted on administrative matters. The GSO in France and the Literature Committee in Belgium to reprint French translations in Belgium. Cay and Alberte agreed that it would be advantageous to have France and Belgium cooperate in this venture as long as one standard French translation, as prepared by PFA, is used.

MAILINGS TO GENERAL SERVICE OFFICES: A request for updated information for Part II of the World Directory; an autographed copy of LOIS REMEMBERS; a set of Part I of the World Directory; invitations to the 1980 World Service Conference; The World Service Handbook; The Twelve Concepts of Service and the Policy Digest; copies of the P.I. posters indicating that the English text can be translated into other languages with the application of pressure sensitive labels.

TRANSLATIONS:

Polish—This is Al-Anon, by Hanna J. From British Columbia.

Greek—This is Al-Anon, by Raquel, of Spanish Records. Raquel also reviewed a translation of Just For Today and then arranged to have both prepared for photo-offset. Copies were sent to the GSO in Australia, and to our English-speaking group on a military base in Athens, Greece. They were announced in *AREA HIGHLIGHTS*.

REVISIONS:

Price list—Seventeen new translations were added to the United States and Canada translation order form. The Icelandic language was represented for the first time. Spanish translations were removed from the revised form and included as a separate insert sheet to be sent along with the printed form. The list of mimeographed translations were also updated. Copies of the revised Homeward Bound were sent to PFA, our own Spanish Department and the GSOs in Finland, U.K. and Eire, and Germany.

"Suggestions for New Groups"—The form for groups outside the U.S. and Canada was revised.

TRANSLATORS QUESTIONNAIRE: A questionnaire was sent to the WSO translators to update and request additional information.

TRADEMARKS: We have applied for international registration of our trademarks.

POLISH GROUP: A member of a Polish-speaking group recently formed in Chicago has agreed to review Polish translations. Purpose and Suggestions, and Freedom From Despair, translated by Hanna, were sent for review.

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ARGENTINA: The GSO in Argentina obtained a larger office and kept the old office as a literature stock room. Copies of the newly printed *ALATEEN*, *HOPE FOR CHILDREN OF ALCOHOLICS* were sent to the WSO. Nilda, Secretary of the GSO, wrote: "Argentina will say 'PRESENT'," at the Trial GSM. Their newly formed Board appointed Jorge F., a member, as Delegate. Alicia C., a volunteer at the GSO who translates English material, was chosen alternate Delegate. Jorge, has informed us they are moving slowly but surely in the formation of Districts in Argentina. He also asked, "how to determine the continuity of the Board of Trustees," and if it is necessary for all groups in the country to approve the Board. We explained the WSO procedure for Board elections pointing out that the slate of officers are confirmed at our annual Conference. We also sent a copy of the Board of Trustees Guidelines and By-Laws. Nilda asked for suggestions to raise money to send a Delegate to the Trial GSM and asked if a raffle was feasible. We outlined expenses and explained how the GSOs in New Zealand, the U.K. and Eire were paying for the Delegate's expenses. We suggested that a notice be placed in *AMISTAD*, the monthly bulletin, or by writing directly to groups.

AUSTRALIA: Marge McG., the Secretary of the GSO, died December 26th. A telegram was sent to the GSO expressing our condolences. A letter from Myrna on behalf of the WSO followed. Shortly before Marge died, she informed us that the Australian GSO moved to larger quarters. The newsletter announced: "An afternoon office warming was held in October with a social in the evening." With the expansion of the office, plans are underway to encourage Areas to "think and act national." A member from the Victorian Southern Area wrote an article in *GROUP NEWS*, the national newsletter, suggesting that Australia rotate sending a representative to the WSC. Peggy G. is the Delegate to

the GSM. Marge was also to have been Delegate. Marge sent us a copy of the National Meeting List printed for the first time and a copy of the Australian adaptation of Family Treatment Tool in Alcoholism. This copy retains all the tone of the original and can be used as a model for other GSOs that wish to adapt this pamphlet for local public information needs. Marge McG. wrote to Mary S. earlier in the year requesting help with the development of an Australian policy committee. Mary questioned the need to have one, explaining that the WSO Policy Committee is composed of Members of the Board, Staff Secretaries, and Standing Committee Chairmen thus bringing a large body of thought to policy discussions. She informed Marge of the U.K. and Eire's procedure of reviewing WSO policy decisions. Mary also suggested they adopt the name "General Service Board" instead of "Board of Trustees" which is suggested in our Policy Digest. In reply to Mary S.'s letter, Marge said they were welcoming Mary's suggestion and were relieved not to have the responsibility. The WSO will supply *INSIDE AL-ANON* to the GSO for distribution to the groups in Australia. The GSO ordered large quantities of literature in 15 languages (predominantly Italian, Polish, Greek and German). We ordered from the literature distribution centers in each country for drop shipment to Australia and advised them to place future quantity orders directly. The Central Service Office in Netherby, South Australia requested guidance on restructuring the office into an Area Committee. Historical background of how we formed Areas here was provided.

BELGIUM:

Flemish—Karel M., of the GSO, reported that "the members present at our September service meeting" agreed that Belgium participate in the Trial GSM and chose him Delegate. Marie-Jeanne, a volunteer worker, will be second Delegate. He also asked if Anneke of Amsterdam could come as a third. The Committee agreed that Anneke can attend as an observer with voice but no vote. Presently, the Netherlands are joined in service structure with Belgium, but are considering the possibility of forming its own GSO. Karel sent a complimentary supply of *ALATEEN—HOPE FOR CHILDREN OF ALCOHOLICS* in Flemish.

French—We received copies of *THE DILEMMA OF THE ALCOHOLIC MARRIAGE* which was translated in 1978. We sent a copy to PFA and the reviewer in the U.S. who worked on this translation.

We advised Myre, the Literature Coordinator of Al-Anon Services Generaux, we would extend permission to reprint French translations, completed by PFA for distribution in Belgium, France and Switzerland. Also, PFA, as a service arm of the WSO, reserves the right to approve idiomatic changes. "This news," Myre said, "was announced at the May 12th General Service Meeting." Reprint Permission forms were sent for: *ONE DAY AT A TIME*, *A Guide For the Family of the Alcoholic*, *The Slogans (from Alcoholism The Family Disease)*, *To the Mother and Father of the Alcoholic*, *Purpose and Suggestions and What Do You Do About the Alcoholic's Drinking?* Although they used the PFA's translations the format was different. After discussion with the International Coordination Committee, a decision was reached that stress be placed more on content than style.

BRAZIL: Maria C., Secretary, reported that things are now running normally in their newly established GSO. Acknowledging our invitation to the Trial GSM, Maria said, "we hope, with the aid of our Higher Power, conditions to participate will be favorable." Maria informed us that the GSO intends to reprint only Confernece-Approved Literature. We sent reprint forms for the newly translated *Freedom From Despair*, *The Twelve Steps and Traditions*, *How Can I Help My Children*, *Twenty Questions*, *A Guide For the Family of the Alcoholic*, and *To the Mother and Father of an Alcoholic*. Maria also advised us that *Purpose and Suggestions and What Do You Do About the Alcoholic's Drinking*, were completely revised. The GSO, she reported, is in the process of reviewing all existing Portuguese translations. The GSO continues to donate large quantities of Portuguese literature to the WSO. After meeting Henrietta and Teresa in 1978, the Information Service in Rio de Janeiro sent a letter to groups in their Area encouraging unity within Brazil. Many questions that caused the former GSO to disband were cleared up. A group in Minas Gerais, who planned to form a District Commission for Alateen groups, was sent *Guidelines for Alateen Coordinators*. We then suggested they contact the GSO in Sao Paulo. Maria asked if the WSO had a ribbon or logo pin for Al-Anon members to celebrate anniversaries. We explained that some groups in the U.S. and Canada give out pins, but we don't stock any since this is not universal Al-Anon practice.

COLOMBIA: Mary, Chairman of the Board, and Cecilia O., Secretary of the GSO, informed us that the GSO in Bucaramanga was closed and that they planned to discuss relocation during the Second Al-Anon Encounter in Colombia in June. They asked for our suggestions. Although most of the GSOs are located in the country's largest metropolitan city, we pointed out there are exceptions and this decision must rest with the group conscience of Al-Anon in Colombia. A question arose about the ownership of the filmstrip, *Christy Visits the World Service Office*, sent to the GSO. We informed them that WSO aids belong to the office and not individual members and should be forwarded when the new GSO forms. We wrote to Mary and Cecilia concerning the status of the GSO later in the year but no reply was received. Isabel, a member of the Central Group in Manizales trying to locate the GSO wrote after receiving the Policy Digest and excerpts from the 1979 WSC Summary in which she learned about the International Coordination Committee. "We realize," she said, "that we need somebody to keep a national channel contact and have organized a service committee." We suggested that they contact other groups.

COSTA RICA: We plan "1979 to be the year of structuring," wrote Mary de R., Secretary of the GSO. "We have already been in contact with all the groups outlining their plans." She advised that a General Service Board and Literature Committee has already been established. We sent *Guidelines for General Service Offices*, explained the concept behind forming Areas and suggested they elect a GR for each group. The Literature Committee requested permission to reprint and also asked if they could take a loan in the Al-Anon name. We explained how other countries financed reprints and brought this question to Policy. After the Policy Committee discussion, we informed them that since they were incorporated, they could legally take out a loan; traditionally, however, this has never been done. Also, taking out a loan conflicts with our Tradition of self-support and their successors would be bound to repay a loan they may not have felt appropriate. Mary de R. wrote concerning the Trial GSM and asked if knowledge of English was required. We explained that knowledge of English was a prerequisite since it was the only feasible way for all Delegates to communicate and we suggested the possibility of her coming as second Delegate along with another member fluent in the language. Mary suggested that the distribution of literature be considered at the Trial GSM and informed us of a problem they are experiencing. It stems from a member who purchases literature from Mexico and sells it at a lower price than the GSO is able to. Mary explained how the "dream" of their news bulletin, "Compartamos" (We Share), became a reality. A copy of the first issue was sent to all GSOs, lone members and to some groups in countries where there are no GSOs. In the future, they will send it only to Spanish-speaking GSOs. She said the Policy Digest, contained answers to many questions. She also spoke to Angelita, the Secretary of the GSO in El Salvador, who told her that El Salvador is planning to send a Delegate to the Trial GSM. "Should an Institutions group that might not be run according to Traditions be registered?" Mary asked. We pointed out that the WSO registers any group as long as it calls itself an Al-Anon group and consists of Al-Anon members. We suggested that their newly formed Institutions Committee inform this group about Traditions.

DENMARK: Gerta told us that she was filling in for Bitten, the former Secretary of the office, who has been ill and has also started a new job. Reprint permission forms were sent for *Alcoholism*, *A Merry-Go Round Named Denial*, *A Guide For the Family of the Alcoholic*, and *What's Next? Asks the Husband of the Alcoholic*. The Merry-Go Round Named Denial was reviewed by a member named Ib in Pennsylvania who reviewed the other two Danish translations previously. Gerta said that when they reprint Merry-Go-Round Named Denial, they'll implement Ib's minor corrections. We received a supply of the new pamphlets and were requested to send a proportionate supply of *LIVING WITH AN ALCOHOLIC* in exchange.

EL SALVADOR: The GSO is in the process of obtaining legal status. We sent a copy of the WSO's Bylaws and *A Guide To Al-Anon's General Service Structure* and recommended they engage a lawyer.

EAST AFRICA: We informed Goddey I., our contact in Nigeria, who told us of several loners in his area interested in Al-Anon, he might now consider forming a group.

FINLAND: Marjatta, our English correspondent, said, "We are sure that someone of us will be Delegate to the GSM in New Orleans," and said exact information will be forthcoming after their annual February meeting. She asked for help in improving their structure (based on the Finnish AA structure) consisting of two separate entities: Al-Anon

Palvelu and Al-Anon Kustannus r.y. We pointed out that it is difficult to analyze a structure that completely departs from our Handbook. If their formation was based on the World Service Handbook, as in other GSOs, we could better guide them. We also explained the relationship between the Executive Committee and the Board of Trustees as she requested. After reading the 1979 WSC Summary, Marjatta said she planned to correspond with Jean B. of Switzerland concerning their service structure. The Al-Anon Kustannus moved from Helsinki to Riihimäki. A supply of complimentary copies of the booklet, What's "Drunk," Mama? in Finnish, was received. Marjatta asked for permission to translate and produce the beginner's tape cassettes. She also inquired about the possibility of taping the Alateen Twelve Steps and Traditions pamphlet. We informed her that taping literature will be considered at the 1980 WSC and suggested that she continue with the translation in the meantime. Reprint Permission forms were sent for Facts About Alateen. We advised Marjatta that reprint permission is not required for the Policy Statement on Public Information and the Drink, Drunk, Drunk quiz. After learning from the Conference Summary that the ODAT book is being translated into Norwegian, Marjatta requested the address of the Bergen Monday Al-Anon members who are working on this translation. She informed us that the Norwegian translation of the ODAT may be helpful for Swedish-speaking members.

FRANCE: Antoinette, responding "yes" to our invitation to the Trial GSM, said she, Simone (their Secretary), and Jean (their new President), are attending the International. We "must study our English seriously this year! One of us will be official Delegate." Janine L., a member from France, asked to attend the 1979 WSC since she would be in New York on business at that time. The Conference Secretary explained that representatives should reflect the national interests of their country. We wrote to the GSO in Paris, who informed us they thought it best not to send a Representative this year. At their Conference in April, they will discuss attendance at our 1981 WSC. She also asked for help in structuring their Areas since they have so few groups.

GERMANY: Lisa K., the Secretary of the GSO, informed us that Erich H., our English correspondent, was appointed Delegate to the Trial GSM. We suggested the possibility of her coming as second Delegate since Lisa is able to correspond in English. She also asked about simultaneous translations at future meetings. Friedhelm, of the literature team in Germany, returned copies of all items currently printed in German as well as reprint forms for three new German translations; Al-Anon Is For Men, So You Love An Alcoholic, What's Next? Asks the Husband of the Alcoholic. Reprint Permission forms were also sent for Alcoholism, the Family Disease, Double Winners and What's "Drunk," Mama?. Alice B., who reviewed the translations, confirmed their excellence and stated, "In a number of instances, the idea is made much clearer than the fuzzy original." The German literature team is no longer printing Sponsorship, What It's All About. Lisa sent us samples of the Serenity Prayer, the Anonymity placard and a large pressure sensitive Al-Anon logo sticker printed by their literature team. A copy of the Serenity Prayer on parchment was sent to Archives as well as to Literature for consideration for printing in English. We sent Erich a copy of our Bylaws to aid in improving structure. He is currently working on a translation of the concepts. Lisa, who has been in contact with Ingeborg in Austria, asked if we could write to Ingeborg and explain about service. We suggested to Lisa that countries in close proximity with similar cultural and language needs, join in service structure as the United States and Canada and the U.K. and Eire. We further suggested she continue to work with Austria and encourage Ingeborg to write to the WSO and continue to work with her.

GIBRALTER: Edith, from the U.K. and Eire GSO, requested that the director of a large company interested in forming a group, contact us. We suggested to him ways to help form the first group in Gibraltar and suggested he communicate with the closest Al-Anon group in Malaga, Spain.

GUATEMALA: Martha E., of the General Service Office in Guatemala, sent us a list of their new General Service Board. At their request we sent Suggested Guidelines for Al-Anon General Service Structure. Martha informed us that the "Delegate" who will represent Guatemala at the WSC is Elibet de E. We questioned whether they were referring to a "Representative" to the WSC or a "Delegate" to the Trial GSM.

ICELAND: Reprint Permission forms for Freedom From Despair, Are You Living With A Severe Drinking Problem? and So You Love an Alcoholic were sent to Sisi, our contact. She told us that portions of

LIVING WITH AN ALCOHOLIC and THE DILEMMA OF THE ALCOHOLIC MARRIAGE were translated asking if they could be mimeographed to give to the groups. We informed her permission was only required for actual printing. We sent a copy of the translation order form showing the newly added Icelandic pamphlet. She advised us that they had recently translated Homeward Bound before they knew about the major revision and are now in the process of revising the translation. This unnecessary work will be avoided in the future with literature services sending advance notice to translators. Sisi expressed her appreciation for An Open Letter to a Group Representative.

INDIA: The AA Pali Evening Group in Bombay asked for assistance in carrying the Al-Anon message at an upcoming National Conference and Exhibition on Alcoholism. We suggested they contact Pervez A. of the Peace Al-Anon Group in Bombay and sent a supply of leaflets and posters for display at this event.

INDONESIA: Dora T., from the newly formed Friendly Al-Anon Jakarta Group, asked about literature in translation. She said, "Indonesia is a former Dutch colony and some people still speak Dutch." She also said there are members interested in translating literature into Indonesian. We sent Freedom From Despair, and This Is Al-Anon and suggested they type it in the same format we use for our own in-house printing so we could distribute it from the WSO as well.

IRAN: The AA GSO informed us that the wife of a member of the AA group in Tehran was interested in Al-Anon and asked that we contact him. We wrote to Igor, the AA member, who has translated some AA literature into Persian, and sent introductory material. An Al-Anon member in California asked us to send literature to a friend in Iran who was introduced to Al-Anon during a visit to the States. We contacted this member, sent literature and suggested he consider becoming a lone member.

ITALY: Wendy, of the Rome Al-Anon Group, corrected our existing translation of, Freedom From Despair, and sent a revised copy. She also sent a new translation of So You Love An Alcoholic, which was reviewed in Belgium. Anna Maria's translation, she said, maintains the "warmth, feeling and directness" essential in our Al-Anon message. Anna Maria also reviewed A Merry-Go-Round Named Denial, translated by Wendy and other members in Rome. Wendy sent us a list of literature available in Italian including translations from other sources. We explained the reasons for Conference-Approved-Literature and sent a copy of Why CAL? She questioned the relationship between Al-Anon and AA pointing out that the AA Secretary handles Al-Anon contributions. We sent the Guidelines For Group Separation the Policy Digest and explained the need for Al-Anon to be self-sufficient. Wendy informed us that Rome Al-Anon, founded March 6, 1977, celebrated its second anniversary. Alida, who recently moved to Milan after being introduced to our fellowship in England, requested help. There are no groups in Milan but she said she felt too inexperienced to start one. We provided explanatory material and also encouraged her to contact Wendy in Rome. Wendy, who left Rome at the end of 1979, completed translations of To the Mother and Father of an Alcoholic, and the Just For Today leaflet.

JAPAN: We were unable to obtain Japanese literature from our previous sources and wrote to a military Al-Anon group. Mary, of the Yakata Al-Anon Family Group, sent a supply of THE DILEMMA OF THE ALCOHOLIC MARRIAGE, and Lois' Story. She also informed us that the AA Tokyo Central Office had been distributing Al-Anon literature. At Mary's advice, Sister Teruko Ito, a Japanese Catholic nun of the Tokyo Al-Anon Family Group, wrote and informed us that THE DILEMMA OF THE ALCOHOLIC MARRIAGE, that Mary had sent, was a partial translation of the one completed by Father Peter Tanaka. He hadn't responded to previous correspondence concerning this book because he was in Taiwan. Sister Teruko said that she and other Al-Anon members would review existing translations and make new translations available. Father Peter Tanaka, of the Tokyo AA Central Service Office, visited the WSO seeking a loan to print THE DILEMMA OF THE ALCOHOLIC MARRIAGE. He explained that an Al-Anon group in Tokyo is working on translations so that reprint permission could be extended to them. Sister Teruko subsequently wrote that although they would appreciate financial assistance, "If it is not possible, we will try to finance it ourselves." After discussion with the International Coordination Committee, we informed Sister Teruko that the WSO had never extended a loan before and didn't consider it feasible now. We then sent Reprint Permission forms for THE DILEMMA OF THE ALCOHOLIC MARRIAGE and So You Love An Alcoholic. She later informed us that various groups in Tokyo decided to form an intergroup. "Their aim," she said, "is to work towards better coordination among groups here

in Tokyo, between English-speaking groups and Japanese-speaking groups and Japanese groups and headquarters."

MALAYSIA: "Al-Anon disbanded in 1976, and now we have AA but no Al-Anon," Kim, an Al-Anon member in Malaka, informed us. She said there were two potential Al-Anon members but they only spoke Chinese. We informed her there were no Chinese translations and asked for her help in making them available. We also offered suggestions to help her form a group and advised, in the meantime, to register as a Loner.

MEXICO: Gloria, Secretary of the GSO, informed us that Mexico is in the process of selecting Delegates for the Trial General Services Meeting. Al-Anon formed its own 24-Hour Intergroup in Mexico City and sent their "Constitutive Acts" to the GSO. Gloria, the Secretary, said she thought, "It is a positive service in the Federal District due to the great growth of our groups." She also questioned some of the terms used by the Intergroup; we sent clarification. Linda and Teresa attended the First National and International Congress of the AA 24-Hour Group in Guernavaca. Linda said, "we were impressed with the dedication to Al-Anon principles and sense of unity evidenced in Mexico City and Guernavaca. There are strong ties to the WSO and a spirit of cooperation prevailed." Reprint Permission forms were sent for Blueprint For Progress, and Homeward Bound. When these two items are printed, Mexico will send a proportionate supply in exchange for 500 ODAT books that we had shipped them previously. Gloria sent a Spanish translation of My Wife Drinks Too Much.

THE NETHERLANDS: Petra, a member of an English-speaking group in The Hague, requested information to help them form a Dutch-speaking group. Nora, a member of the Middleburg Group, informed us of interest in forming a separate service structure from that of Belgium. We explained that Anneke, who will be attending the Trial GSM, will discuss the service structure in the Netherlands.

NEW ZEALAND: Yvoama, Secretary of the GSO, and Thelma W. were selected as Delegates to the General Services Meeting. "A milestone has been reached by Al-Anon in New Zealand," reported the General Services Newsletter. The GSO now has a rented office in Upper Hutt. This office will centralize services formerly transacted from the homes of various members. Yvoama, due to personal commitments, is unable to continue as General Secretary, but has decided to remain long enough to train Pat. B., who will work at the office. The New Zealand Handbook was unanimously accepted with minor alterations, at their annual National Conference. Nelia, the Literature Officer of the New Zealand GSO, while describing importing difficulties, requested permission to reprint all our literature. We explained that we do not give blanket reprint authorization, but that permission must be requested for each pamphlet. She informed us that they required a separate license from customs to import the Beginner's Meeting tapes.

NORWAY: Jennie, of the Hope Al-Anon Group in Oslo, reported that members in Bergen are working on a translation of the ODAT while she, along with other members in Oslo are completing the translation of Merry-Go-Round Named Denial, Family Treatment Tool, and What Do You Do About the Alcoholic's Drinking. "We are slowly reaching out to others," she said. An article about Al-Anon was published in the largest newspaper in Norway as well as in a women's magazine. Several Al-Anon members have also been invited to speak at open AA meetings. Reprint Permission forms for the Al-Anon Steps (as it appears in LOIS' STORY), Alcoholism, the Family Disease, and the Just For Today leaflet were sent to Jenny. The Monday Al-Anon Family Group in Bergen sent a manuscript of the Norwegian ODAT. Linda's Secretary, Norma, spot-checked several pages. She said the translation seemed accurate but might be too literal. After discussion during the International Coordination Committee meeting, we informed the Monday Group that we will review this work. We then asked about their plans for printing and distributing, pointing out that such an ambitious project is usually undertaken by a national office or committee. Oscar Olsen, a doctor who is a non-alcoholic trustee on the AA General Service Board in Norway, visited the WSO. Deeply involved in AA activities from its inception in Norway, he is now interested in Al-Anon's development. He offered to review the Norwegian ODAT. We gave him the January pages, a copy of the English book and a complimentary copy of LOIS REMEMBERS. Subsequently, he informed us that "the translators have succeeded in finding good idiomatic Norwegian expressions," and it was, therefore, an "excellent" job. He then commented, "LOIS REMEMBERS was wonderful. I have read it already and intend to read it again." Several pages of the

ODAT were also sent for review to Uun R. of the bilingual Asker Al-Anon Group in Solberg. Reprint Permission forms were sent to the Monday Night Group in Bergen. We pointed out that permission was granted with the understanding that the right to publish will be relinquished when a national body is formed.

PANAMA: The Redentor Al-Anon Family Group asked for public information help. Their Secretary, Noris, told us of some of the group's activities. Yet, "In spite of all this, the group does not grow." We sent him a copy of the Spanish Public Information Kit, some additional material and expressed our desire to help.

PARAGUAY: Members of the Santa Cruz Al-Anon Family Group asked, "How can we improve communication and relations among the groups so that each group does not have to work isolated?" We suggested they write to the groups in Paraguay and sent Guidelines For Information Services.

PERU: While Henrietta and Teresa were in Lima last year, Angelica, a member, informed them that the few groups in Peru have virtually no literature. We sent a supply of literature for each of the 12 groups and one set of books for distribution among the groups. We then suggested the temporary use of mimeographed translations. Angelica informed us that she has not received this material due to problems with government regulations at their post office. She said a member from Peru would be visiting the WSO and that we might send some literature back with her.

POLAND: Hanna, from British Columbia, informed us of the first Al-Anon group in Poland, located in Poznan. Olga, the wife of the AA member who started the first AA group in Poland, "seems to be the mainspring of the group." Hanna contacted this group and will provide them with copies of Polish mimeographed translations.

SOUTH AFRICA: Riena, the Secretary/Treasurer of the GSO, wrote, "South Africa will definitely be represented at the Trial General Services Meeting." She said she'll let us know the name of the Delegate after their next Executive Committee Meeting. The GSO in Johannesburg requested permission to translate and print the Alateen Do's and Don'ts Wallet card into Afrikaans. They previously asked for permission to mimeograph Understanding Ourselves and Alcoholism into Afrikaans. When we learned they were planning to print this material into two separate leaflets, we suggested they wait and work from the new WSO leaflet. Kinsa, the Structure Coordinator for the GSO, questioned the Delegates equalized expense fund. They asked what we do when one Assembly Area sends more Delegates than others and from what sources the general fund is made up? They also wanted to know if we tried to obtain enough money from the Areas for future Conferences. We answered their questions and urged them to attend the GSM in 1980 pointing out the benefits of the sharing of experiences with WSO personnel and with other countries.

SPAIN: Maria Louisa, a member of the Geminis Group, who had polled the groups in Spain last year regarding the formation of a national office, asked for additional help and we suggested they begin forming a national service committee. We sent Spanish literature for distribution at the upcoming First National Convention of AA in Barcelona and allayed their fears that their aims were in conflict with those of the Information Service in Aviles. Maria Louisa said there was much interest in the formation of a national committee in Spain engendered at this Convention. She expressed concern about Barcelona as the location for this committee and asked for help in improving communication when there is a great distance between groups. We suggested that after the volunteer service committee is formed, they could set up an office or rent desk space. We also pointed out that although Madrid might be a more logical choice than Barcelona, the office could be subsequently relocated. Guidelines for forming a GSO were sent. When Teresa visited the Geminis Group on her vacation, she said, "there is much enthusiasm and interest which will lead to the growth and unity of Al-Anon in Spain." Montse, of the Geminis Group in Barcelona, sent a translation of Why is Al-Anon Anonymous, Al-Anon Is For Men and Sponsorship, What It's All About. Teresa confirmed them to be "excellent translations with only minor proofreading corrections needed." We informed Montse of our plans to make them available in mimeography.

SWEDEN: Dr. Valverius, of the University of UMEA, invited Al-Anon to participate in a meeting called, "Satellite Conference to the 8th International Conference on Alcohol, Drugs and Traffic Safety" in Stockholm. We informed them of local Al-Anon contacts and advised them of our willingness to send English, French and German literature for distribution.

SWITZERLAND: Jean B., Representative from Switzerland said, "Switzerland would like to send a Delegate to the GSM. The problem is the English-speaking requirement since the most involved people in the service structure do not have sufficient command of English. A final decision will be made at their next General Meeting. While attending the 19th WSC, Jean told of their process of translating CAL into German by the Swiss and German Al-Anon members. She said that the literature team now hoped to work closer with the WSO when printing and revising literature, and asked for guidelines. We informed Jean of the process for review and that permission is not required to translate but must be obtained when they plan to print. Jean said that upon hearing her 1979 WSC Conference report, everyone agreed that many ideas and suggestions can be adapted in Switzerland and Germany. Lisa and Ursula, of the GSO in Switzerland, both suggested that the literature team translate the Policy Digest which they agreed would help solve "many problems within both committees." The Swiss committee would like to translate and print *INSIDE AL-ANON* and asked if we could offer financial assistance. We sent copies of the French and Spanish translations and suggested it be produced similarly on mimeo or offset equipment. Or, portions could be reprinted in M+F, their monthly magazine. The staff of M+F requested guidelines for paying an AA member who does bookkeeping services. We explained that using any outside help is certainly within Traditions provided we pay for it. Jean later wrote back thanking us for our reassurance. She said, "I was especially pleased with your suggestion of having two signatures on the check."

TURKEY: Garry, an AA member in the military, requested Al-Anon literature. He said that often the majority who come to AA open meetings are potential Al-Anon members and there are no Al-Anon groups in Turkey.

U.K. AND EIRE: The Conference in the U.K. and Eire appointed its first General Service Meeting Delegate Judy B., a member of the Trial GSM Committee and Chairman of the Executive Committee. Their Trial GSM Committee sent many suggestions for agenda topics. Judy B., Delegate to the Trial GSM, will represent the U.K. and Eire at the opening Around the World Meeting of the International. She expressed her delight at being chosen Delegate to the GSM and said she felt "this meeting is an important development for Al-Anon worldwide and demonstrates the determination of the World Service Office to consistently adapt to changing situations and share at an international level." "The Conference has voted to send a WSC Representative to New York next April . . . her name is Helen R. She is the first Scottish Representative to the WSC. Jean B. of Switzerland and Liliane from Belgium and the Netherlands both attended the U.K. and Eire Conference as observers. Monica said, "I am more aware of Al-Anon in the U.K. as a part of Al-Anon worldwide and believe that maintaining unity between all of us is probably the most vital function of the WSO and the International Coordination Committee." While Monica was here, she asked if we could send advance packing slips when orders are dispatched. We agreed. Monica gave us a copy of A Community Resource for Labor/Management Alcoholism Programs prepared by the P.I. Committee which the GSO is now printing in leaflet form. It was given to Linda for consideration by the Literature Committee. Monica also questioned the necessity of sending the World Directory to each group in the U.K. and Eire since it was expensive to distribute and suggested copies be sent to their GSO District Committees and Board, but it wouldn't be feasible since we would then be doing less for the groups in the U.K. and Eire than those of the rest of the world. Judy, in liaison with the Literature Committee, has designed a new public information leaflet, Al-Anon Family Groups—A Community Resource For Those Involved With Alcoholism. This leaflet will contain excerpts from Al-Anon Family Treatment Tool. It was originally developed when they were trying to adapt Al-Anon Family Treatment Tool, for public information use and in the process, revised the pamphlet to such an extent, it was no longer in the same piece. Immediately upon receipt of the new pamphlets Adult Children of Alcoholics, and Understanding Ourselves and Alcoholism, the GSO requested and were sent Reprint Permission forms.

URUGUAY: We sent members of the Nueva Vida Al-Anon Family Group in Montevideo a portion of the Guidelines outlining the functions of an Information Service. Lula said she would like to know how to work with their newly-formed Intergroup and the GSO in Argentina since they register with both service offices. She further requested help with speaking before professionals. We sent Public Information Guidelines and Issue #4 of *DENTRO DE AL-ANON* pointing out that the Public Information section on page two provided helpful tips on the subject.

LITERATURE COMMITTEE REPORT

Bo H., Chairman
Linda McF., Secretary

COMMITTEE: An appointment to the In-Town Committee was requested for Caroline S., CT. The Chairman regretfully accepted the resignations of Peggy T. and Paul K., two longtime In-Town members. Several Al-Anon volunteers have attended the In-Town Committee meeting with an eye toward joining its ranks. Committee appointments will be made after the first of the year.

REVISIONS:

Minor—Updating and/or typographical errors or any other necessary corrections were made.

Major

- P-8 Homeward Bound was approved by the Policy Committee members and sent to the printer. The cover carries the word REVISED. All announcements were sent.
- P-9 How Can I Help My Children? has been revised to de-emphasize the "he's" and "she's" and to show equal parental concern for the well-being of the children. The checklist has been altered to read in the first person (I) rather than the more authoritative second person (You). The material on "abuse" has been extended to include the need for help for non-alcoholics who may have become violent with their children, and several statements were qualified by adding the more conditional word "may" leaving room for exceptions to what may be a generally accepted statement.
- P-25 Digest of Al-Anon/Alateen Policies, P-26 The Twelve Concepts of Service, and P-27 World Service Handbook have been amended to include the changes recommended by the 1979 World Service Conference.
- P-28 Al-Anon's World Service Office (leaflet), expanded and given a new international motif was made available after announcements were sent.

Proposed—The Committee is still working on revisions for:

- S-4 Information for the Newcomer—Approved by Committee and sent to Policy Committee.
- P-16 To the Mother and Father of an Alcoholic—Writing continues.
- P-24 Al-Anon & Alateen Groups At Work—Several Committees have submitted suggestions.
- P-39 Labor-Management Packet—In response to the P.I. Committee's request to proceed on a project which would offer a labor-management packet in a format similar to the one developed in the United Kingdom, the Committee suggested that a complete outline of the project from the P.I. Committee would be helpful.
- B-5 LIVING WITH AN ALCOHOLIC—A considerable number of suggestions have been received from the WSO Staff, Committees and the Literature Committee members. Due to be reprinted in 1980, the book does not currently reflect the International Coordination Committee, Archives, increased services to Loners, etc. Figures and facts will be updated. Copies of major revisions were sent to the Literature Committee for approval.

Style Changes—New colors and/or typefaces were chosen for many pamphlets.

- P-1 Al-Anon Is For Men was redesigned to make the booklet into a leaflet with a new cover at reduced production costs. The new size required a change in cover design as well.
- P-10 It's A Teenaged Affair has a new updated drawing.
- M-12 Al-Anon's Bookmark no longer has rounded corners.
- K-8 Literature Display Pack has a new montage of books which includes LOIS REMEMBERS: a facsimile of the cover of Living With Sobriety (P-49), and copies of Adult Children of Alcoholics (P-47) and Understanding Ourselves and Alcoholism (P-48).
- P-36 Al-Anon Fact File will have a self-cover instead of a coated sheet to reduced costs.

The P.I. Committee asked for and received a 1979 World Service Conference vote to discontinue using P-38 Al-Anon Group Impact and P-49 Allies for Al-Anon. These were removed from the price list with the understanding that those who still stocked these items could use up their supply in their current orders.

Announcements—Notices of current revisions appeared in *AREA HIGHLIGHTS*, *INSIDE AL-ANON*, and a Letter-Calendar for all those on the advance notice list. Advance notices are sent to Area Offices, Information Services, Newsletter Editors, Literature Depots, Literature Committee members, Literature Area Coordinators, Delegates and individuals requesting early notification.

A word about revisions—Our pamphlets are updated every time they are reprinted. For some, these revisions occur three times a year. In most instances, the heart of the material remains the same. We polish a little, we update, we correct figure-facts, paying particular attention to consistency. The Literature Committee is aware of its responsibility to make the literature reflect Al-Anon and Alateen today. This is why, for the most part, we don't throw away last year's copy of a pamphlet—we just add this year's copy to our supplies. If, for some well-conceived reason, we are going to substantially change material, the WSO makes every attempt to contact those who distribute Al-Anon literature, and to help where and when we can. Major revisions will be forecast as far in advance as possible. Copies of revisions are shared with the International Coordinator at WSO, who forwards them to our Translators.

NEW MATERIAL: The following contain information of interest to all Al-Anon and Alateen Members.

- B-7 **LOIS REMEMBERS**—For several months the necessary production procedures were pursued in order to coordinate the activity of the author, designer, indexer, proofreader, composition firm, paper company, cloth manufacturer and the printer. The paper was purchased and delivered along with the cover cloth and the first two copies were received in advance of the production date. The book was delivered in time to be presented at the 1979 World Service Conference. A special one-of-a-kind edition was presented to Lois.
- P-47 **Adult Children of Alcoholics**—Four original stories illustrating how they used the Al-Anon program to reverse the effects of their parents' alcoholism and find themselves. This bright red leaflet had an initial printing of 30M and is currently in its Third printing.
- P-48 **Understanding Ourselves and Alcoholism**—Using material from the book, *ALATEEN-HOPE FOR CHILDREN OF ALCOHOLICS* and the service manual, *Al-Anon and Alateen Groups At Work*, this six-page leaflet details how compulsion, addiction, obsession, and denial also affect those close to an alcoholic. Carried in a two-color leaflet, the material is in its Second printing of 75M.
- P-49 **Living With Sobriety: Another Beginning**—Suggestions from the Literature Committee were included and the final version became a 32-page booklet offering a wide variety of shared experiences on how members have used the program to handle the difficulties, joys and surprises of living with sobriety. Among the nearly 100 topics covered are: preoccupation with recovery, finding ways to put the past to rest, talking to friends and parents, conquering jealousy, facing reality, dry drunks and slips. Its First printing was for 50M and the booklet is now in a Second printing of 75M.

Announcements—All copies of new literature are sent to Area Delegates and GSOs and those who translate literature in other countries.

Announcements/Order Blanks are sent to groups with *INSIDE AL-ANON* facilitating inventory control and providing an order form until the Catalog (S-15) and the Al-Anon/Alateen Order Blanks (S-12 and S-16) are revised.

MEETINGS: In-Town Committee meetings were held to plan for the World Service Conference Literature Session: to discuss current review action, to hear suggestions, to edit material, to make recommendations to Delegate members of the Committee, to set goals and establish priorities. It was thought that it would be to the member's advantage to see in our literature an occasional cross-reference to another pamphlet or book which discusses a similar idea. The *FORUM* Committee was asked to consider placing pamphlet and book references in footnotes to appropriate articles. They were also asked to consider an article which would help show the Al-Anon family today. It was hoped that such an article would lead to a broadening in the base of Al-Anon membership. Because many members, other than wives are in Al-Anon, the Committee felt The *FORUM* could air the varying lifestyles of members today and their right to the fellowship, rather than produce specific literature. In keeping with the Committee's purpose to reflect Al-Anon today, efforts would continue in making

revised and new material—non-sexist, available for Al-Anon and Alateen, and without stereotypes. In reviewing suggestions, the Committee directs the Literature Coordinators to answer letters and write follow-ups, wherever possible. Taking the positive approach, ideas which are pursued, appear in the Annual Report. Generally, those which are not, appear in the Quarterly Reports.

LITERATURE COORDINATORS: Standard procedures were followed to bring lists up to date. Coordinators are sent Guidelines and advance notices and copies of new leaflets as well as World Service Conference material to keep them abreast of literature happenings.

OFFICE PROCEDURES:

Copyrights—Requests for permission to reprint excerpts were received from: The Cortland County Alcoholism Service in New York; the P.I. Coordinators in Tennessee, Kentucky and Georgia; the U.K. & Eire General Service Office; the Massachusetts Information Service; a newspaper reporter in Lynwood, Washington; the Department of Public Welfare in Great Falls, Montana; authors in East Northport, New York; Orlando, Florida and California; the Delegate from Puerto Rico; publishers of a school magazine in Highwood, Illinois; the *Burns-Times Herald*, Burns, Oregon; the University of Georgia, Athens, Georgia; the Committee for the Fourth Al-Anon Conference in Silver Springs, Maryland; and a member in Harris, Iowa. New copyrights were requested and received for *Living With Sobriety: Another Beginning*; *Adult Children of Alcoholics*; *Understanding Ourselves and Alcoholism*, and also for the substantially revised material.

Outside Directory Listings were perused and updated.

Correspondence—All inquiries were answered; suggestions were forwarded to the Committee.

Production—Every effort is being made to increase the efficiency of production while minimizing the cost of printing. Toward that end, a system was developed to take into consideration the use and proposed use of our material. The demand for Al-Anon literature increased 49% over the preceding year. The figures not only reflected requests for new literature but a substantial rise in the use of older pieces. Unprecedented sales of new material and the increased sales of revised material indicated that the writing appealed to a broad segment of the fellowship. It appears that changes in design and color have drawn the interest of new and longtime members. In addition, the remarkable work being done by local Al-Anon distributors, Information Services, Literature Depots, etc., shows their dedication and growing expertise in spreading the Al-Anon message through the literature. Area Delegates and Assemblies have also helped in making members aware of the use of Conference-Approved Literature as a valuable recovery tool and Area newsletter editors have responded to the advance notice system through timely articles and announcements. While increased use was heartening, it added to the already heavy production burdens carried by Literature Service. The production process required additional personnel. A new employee, Eileen Malone, was hired as a Jr. Production Assistant. Her duties include proofreading, paste-ups, assistance in design and dummyming copy, maintenance of production service lists, and preparation of bids and orders. Efforts are being continued in inventory coordination. Regular meetings are held with the Controller and personnel in the Accounting and Shipping Departments. Several new companies are now printing and binding our material and regular appointments are kept with their sales and production personnel.

ADDITIONAL ASSIGNMENTS: The 1979 WSC Summary, containing edited Annual Reports and the summary of Conference activities was written by the Literature Coordinator and produced for distribution in mid-July. Preparations were begun before the Conference, facilitating early delivery.

Literature Report-back—Lodema S., ID

Outgoing Panel 18 Delegates: Lodema S., ID, Barbara P., AR, Audrey G., Sask., CA

Simplification of Literature—Linda stated that the Executive Committee has agreed to the Spanish printing of *Jane's Husband Drank Too Much* (P-23).

Cassette Tapes of Conference-Approved Literature—Last year the Delegates were asked to think about producing tapes. It was stated that the tapes are good for the sightless or those with

other reading difficulties. It was decided to present the production of tapes of CAL to the Conference. (See Motions.)

New Pamphlets—The use of new pamphlets appears to have filled the needs of many members. Since the "Information for the Newcomer" (S-4) pamphlet has a new format (three-panel foldout), a member questioned why one entire side is blank. Linda explained that this particular pamphlet is a mimeographed piece produced inhouse and, therefore, the least costly to print. A member's suggestion that this blank side be used to show telephone numbers, suggested meetings, etc., will be considered.

Illustrated Traditions—The committee was informed that efforts to locate an artist would be continued.

Alateen's ODAT—Progress has been made but completion is still a long way off.

TWELVE & TWELVE (hardcovered)—The writing is almost finished. One member was sorry that it will not cover all of the Three Legacies (Recovery, Unity and Service). Another member felt that perhaps the Concepts should be added later as they are very important: three different types of experience involve three different areas of expression. The Literature Secretary mentioned that the three new members of the committee would receive the TWELVE & TWELVE for their personal evaluation.

AL-ANON FACES ALCOHOLISM—We will have to wait for another printing before we can commence any major changes.

Advance Notice was discussed, however, this was fully covered in the Literature session and the Annual Report.

LIVING WITH AN ALCOHOLIC—(Revisions)—No inserts will be available because too many changes are scattered throughout the book. It now contains a new chapter on Al-Anon's relationship to the community.

New Serenity Prayer card—The Executive Committee approved the printing of an English version. Please wait for the advance notice order blank. This item is not yet available.

Changes for the "Welcome"—Three changes were suggested; of these, two were supported by the committee. (See Motions.)

A Workshop-Concept Notebook had been submitted for committee action, specifically, for Conference approval. It is a collection of previously published Conference-Approved material on the Twelve Steps, with questions for the group. The Chairman of the Committee stated that the workshop notebook is a voluminous piece of work and certainly shows dedication and effort. The notebook was then passed to those new members who had not previously seen it.

There were many letters received from members urging the World Service Office to approve the publication of this notebook for workshop-type meetings. Differing opinions were also expressed. After much discussion, the Literature Committee turned down the suggestion to publish the workbook as Conference-Approved Literature.

In addition, to protect Al-Anon's copyrights of material, all those who produce and/or distribute these workbooks will be asked to stop. A statement will be prepared to be sent to other authors of text-type works.

French Literature Committee Report

Les Publications Francaises (P.F.A., Inc.)

Les Publications Francaises, a service branch of the WSO, incorporated in September, 1976, provides service to all French language groups. Its office is situated in Montreal, Quebec, where, at the present time, the largest number of French groups are located. The Board of Directors is made up of two past Delegates, Cay C., Chairman, and Claire B., Vice-Chairman; the third member, Alberte C., Secretary, is the former French Lit-

erature Committee Chairman. The staff consists of three full-time employees, three part-time, and 2 occasional helpers.

Group Growth

As of December 1979, 391 Al-Anon groups and 69 Alateen groups were registered in Canada, as compared to 365 Al-Anon groups and 83 Alateen groups in 1978. This represents a considerable decrease in the number of Alateen groups. Three Information Services are registered in Quebec, 4 Al-Anon groups in U.S.; 50 Al-Anon groups and 5 Intergroups in Belgium; 53 Al-Anon, 4 Alateen and 2 Intergroups in France; 17 Al-Anon groups in Switzerland. All mailings to the Al-Anon and Alateen groups in Germany have been coming back to us; we do not know if these two French groups are still open. The number of lone members is now 56, 20 of whom live in France; the others are scattered throughout Canada, U.S.A., Germany, Brazil, French Guyana, England, New Caledonia, Chile, Tahiti, and Switzerland.

Finances

Total sales for 1979 amounted to \$86,068, an increase of \$22,416 over 1978, however, we have to take into account a 20% increase in our prices in the course of the year. General expenses: administrative, printing, salaries, have also increased so that, even with the present turnover, we still need the financial support of the WSO, since we provide a service in their name to French language groups. For instance: one mailing of *INSIDE AL-ANON*, which is provided free-of-charge to the groups, costs \$176.96 postage and \$270 for printing, as well as the cost of envelopes, employees' salaries for translation, layout, typing and shipping.

Shipping

We receive an average of 70 letters per week. During the year we sent to the groups, or individuals, 384 letters, plus 715 letters for group registration and 1,835 appeal letters. We sent 3,180 packets of literature in Canada and the U.S.A., and 43 mail-bags filled with parcels to Europe. Mailings of *THE FORUM* and *INSIDE AL-ANON*: 3,535 to Canada and U.S.A.; 1,236 to Europe.

Office Equipment

We replaced our printing machine. This more adequate equipment also removed the necessity of hiring another part-time employee.

Publications

In the course of the year we published one book: *THE DILEMMA OF THE ALCOHOLIC MARRIAGE* (B-4); the booklet, *Blueprint For Progress* (P-5); the pamphlet, *Do You Need Alateen?* (S-1). There were also major revisions in: *Twelve Steps and Twelve Traditions* (P-17); *Questionnaire for Step 4 Al-Anon* (S-5); *Group Inventory Questionnaire* (S-3); *P.I. Kit* (K-3), and the *Institutions Kit* (K-5), all of which have been updated.

Permission having been given to the Al-Anon General Services of Belgium to publish French pamphlets and books—we do not yet know exactly what impact this has had on our services. In any case, our overseas sales were as follows: France, \$1,397.05; General Services Belgium, \$2,791.10; A.S.A. (Association de soutien aux alcooliques) of Belgium, \$1,406.25.

We would like to study now, the impact of this measure on the unity of Al-Anon, the uniformity of official Al-Anon publications and Al-Anon progress overseas.

Projects

With the appropriate equipment and two part-time employees who, in time, will be employed full-time, we have begun the redistribution of tasks. In the course of 1980, we plan to form a team whose special task will be the preparation for publishing *THE FORUM*, and *INSIDE AL-ANON*.

We also propose publishing *LOIS REMEMBERS*. We have the translation on hand and we are presently awaiting permission from the WSO (confirmation of eventual financing) before undertaking revision in preparation for publication in 1980.

LONE MEMBER SERVICES REPORT

Ann S., Al-Anon Coordinator
Carole K., Alateen Coordinator

During 1979 our service to lone members was expanded through which a sharing vehicle *LONERS' LETTERBOX*, was born. *LONERS' LETTER BOX*, sent every two months to lone members, also reaches the homebound and loners' sponsors.

Lone Members—include any adult or teen without a local meeting. These members have the option of being listed in the World Directory as a contact for those seeking help in their Area.

Home-bound Lone Members—are those who cannot attend regular meetings for health reasons. These members are not listed in the World Directory, yet receive loner service.

Loners' Sponsors—are active members who share through correspondence with loners. This broadens the perspective of the loner as well as the active member and fulfills the needs of those who want to correspond. Such correspondence with active members may encourage loners to form groups.

DEVELOPMENT: First, we wrote to existing lone members explaining the expanded service and plans for the newsletter. We then developed an introductory letter for persons requesting Al-Anon/Alateen information where there are no existing Al-Anon/Alateen groups, to inform them about the loner service. With the letter, some literature, a registration card and consent sheet for Directory listing is sent. When they return the registration card, another letter is sent with more literature. In November, a new Al-Anon lone member list was typed designating those who communicate in other languages. Because lone members now have the option of having their names and addresses in the World Directory, a letter was sent asking their preference.

The FORUM: Early in May we wrote to lone members telling them they would no longer receive a complimentary copy of *The FORUM*; however, because this decision was reversed by the Board of Trustees, all were advised they will continue to receive *The FORUM* for another year.

DISTRIBUTION: The first issue of *LONERS' LETTER BOX* and a complete list of loners were mailed to all registered loners, loners' sponsors and Alateen contacts in the Fall. The second issue was completed in early winter. Ann and Carole made an appeal in this issue for loners and loners' sponsors to share so more articles of interest could be published.

RESPONSES: As a result of articles placed in *The FORUM*, *INSIDE AL-ANON* and *AREA HIGHLIGHTS*, the responses for loners' sponsors has been good. At the year's end, we had 72 loners' sponsors, 26 Alateen lone members and 164 lone members.

Policy matters were addressed when the Annual Report was made to the Conference.

Policy Committee Report

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

It was the Chairman, Mary S., who said, "After a little more than a year of our expanded Policy Committee membership, we are all still enthusiastic about our present format. The greater number of voices, the greater in-put of opinions from an enlarged area of the countries—the U.S. and Canada. I do hope you all read Sandy's excellent article in *INSIDE AL-ANON* (Vol. 1, No. 6, Pg. 3) to give you a feeling of being there yourselves at a Policy Committee meeting. I also want to thank you and other members of your Areas for your letters to us. These are proof that we are all working *together* through thoughtful use of these guidelines, in our joint efforts to keep the true spirit of Al-Anon

alive. As we are charged in the Concepts, we listen to minority views, try to evaluate difficulties on which we are questioned and advise to the best of our collective abilities. We strive for group conscience in our Committee decisions, as we then seek group conscience guidance from our larger body—you, the Conference. We bring to you points on which we ask you to vote."

From the Policy Committee Meetings:

On 1/21/80

- (1) Page 30, under section II, MEMBERSHIP (c), "Dual Membership in Al-Anon and AA," be reworded as follows:

Al-Anon/Alateen members who are also members of AA are eligible to hold office within the Al-Anon/Alateen groups. AAs who are active members of Al-Anon may serve as the Sponsor of Alateen groups by virtue of their Al-Anon membership. All these are vital services at the group level. Emphasis should be placed on the Al-Anon/Alateen interpretation of the program at all times. Because of the unique nature of the Al-Anon/Alateen and AA programs, our group experience has shown that on the world service level, it is not wise for Al-Anon/Alateen members, who are also AA members to serve in the following categories: Al-Anon/Alateen Group Representatives (GR), District Representatives (DR), Delegates, and their Alternates, 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 32, under section IV, CONVENTIONS, add a new item (b) to be entitled "Alateen Participation." The present items (b) "Symbols" and (c) "Films" are to be relettered in their proper sequence.

c. Alateen Participation

Since Alateen is part of the Al-Anon fellowship, its members are to be included in Al-Anon activities, whenever possible. It is within the autonomy of the Planning Committee to make the decision whether or not the Alateens have a separate agenda.

- (3) Page 29, under section I, GROUPS, (b) "Registration of Groups," delete the second sentence which reads: "Many new groups identify by selecting a name that will attract members with similar needs and problems, such as the Alateens, the Stag Groups, the Parents' Groups, Young Peoples Al-Anon, etc." The statement now reads:

b. Registration of Groups

The WSO will register any group designating itself as an Al-Anon Family Group with the understanding that it will abide by the Traditions and that meetings will be open to any Al-Anon member.

- (4) Page 23, under section V, GROUP FUNDS, add a new item (b) to be entitled "Babysitters." The present item (b) "Donations to Outside Agencies" is to become item (c).

b. Babysitters

Some meetings are attended by members who must bring children. Using group funds, or taking a special collection to pay for a babysitter at the meetings, is within a group's autonomy. Paying for this type of service does not violate Traditions since avoiding disruption of a meeting benefits the group as a whole.

These policies were approved by the full Conference.

There were several other policies which had been recommended by the Committee at its meeting.

On 3/24/80

To amend the Policy Digest, p. 19, paragraph 1:

I. MEMBERSHIP

Alateens are members of the Al-Anon fellowship and, as the name implies, Alateen is designed for members in their teens.

Members below the teen years are encouraged to attend Al-Anon meetings. Family members below the teen years may not be ready for the Alateen self-help program. Such children may have to depend on others to choose what they learn. This dependency could lead to the development of a teaching program rather than a shared learning experience. "Teaching" is not compatible with the Al-Anon principle of sharing. There are, however, young children who need and are ready for sharing in Alateen.

It is within the autonomy of each Alateen group to lower the age limit or to divide into groups according to age. If the members are all below the teen years, this may be designated in the group's name.

b. Preteens (Is to be omitted)

NOTE: Paragraph #'s I through IV are to change accordingly.

To amend the Policy Digest, p. 32 IV. CONVENTIONS, items (a), (b), (c) as follows:

a. Al-Anon/Alateen Area-Wide Conventions (Rallies, Reunions, Round-Ups, or any other name for a large get-together).

Conventions attract many members, drawing them to celebrate and share their experiences. Where possible, members planning Area or Region wide conventions, work closely with the local Area World Service Committee(s). Good liaison assures better attendance as well as good will. In many Areas, the convention chairmen are appointed or elected at the Area Assembly. The chairman, or other committee liaison member has a voice and a vote on the Area World Service Committee.

b. "Mini Conventions," "Share-A-Thons," "Workshops," (or any other name for a small get-together)
Members may choose to plan smaller get-togethers for public information, service, or other sharing purposes. Chairmen of these events are not necessarily chosen by, nor members of, their Area World Service Committee; to avoid calendar conflicts and encourage unity, they can alert the District Representative, the Area Delegate, or some other member of the Committee, making known their dates, purposes, etc.

c. Alateen Participation

Since Alateen is part of the Al-Anon fellowship, its members are to be included in Al-Anon activities whenever possible. It is within the autonomy of the planning committee to make the decision whether or not the Alateens have a separate agenda.

NOTE: The paragraphs entitled "Symbols" and "Films" become items (d) and (e) respectively.

The Conference also voted to approve increasing the amount which could be contributed by a member as an individual or under the birthday plan. The changes are reflected in the following:

P. 21 b. Individual Contributions

The limit on all contributions from individual members of Al-Anon and Alateen to WSO is \$500 per year and a one-time contribution from the immediate family in memory of a member is \$500.

c. Birthday Plan

The Birthday Plan is an optional means of members expressing their gratitude to Al-Anon by contributing

a dollar a year for each year's membership. It's up to the members of the Area Assembly to stimulate interest in the Plan.

From the Conference:

While the majority of suggestions for additions or revisions to existing policies often originate with the Policy Committee, others come from different sources.

As a result of a request by a Delegate, the Chairman appointed a special Conference ad hoc committee to form an acceptable change in the Policies concerning the use of the Al-Anon and Alateen Confidential World Directory. The material will be added as follows:

III HOW IT IS USED

p. 38 c. The permanent mailing addresses and phone numbers listed in the World Directory are used by the WSO for referral purposes. Many groups use the address of their meeting places, for mail or rent a P.O. Box. When neither of these is practical, all members agreeing to be listed in the World Directory should understand that their names, addresses and phone numbers may be sent to any individual in search of Al-Anon, or Alateen, in their locality. Members may, however, be assured that the WSO will make every effort to protect anonymity when cooperating with professionals.

This matter was also approved by Conference vote.

All additions and revisions will appear in the 1980-81 Edition of the Digest of Al-Anon and Alateen Policies. An "insert" will be prepared to include all statements approved by the Conference, and will be available to those who wish to update their 1979-80 Editions of this service manual (P-25).

Mary's closing remarks emphasized the need for change—"As we go on growing, there will be continual re-exploration, re-clarification, and re-definition, because the old answers may no longer serve.

"And so I expect that you will be called upon to pass on new interpretations as our membership's needs and focus—shift and change." She thanked the Conference members for their "thoughtful help in arriving at these guidelines through which we all strive for the same goal—preservation of the true spirit of Al-Anon."

PUBLIC INFORMATION COMMITTEE REPORT

Mary C., Chairman

Margaret S., Secretary

All material emanating from the Public Information Department after August 1979 was signed Margaret S. The Public Information Secretary's name changed upon her marriage.

COMMITTEE MEETINGS: Committee meetings are held regularly providing the opportunity to consult with and inform all members of current projects. Occasionally guests are invited and they sometimes become regular members. Hank G. retained membership on the committee after completing another year as Chairman. Mary C. was appointed as chairman following the Conference. Penny B., who had attended several meetings during the early part of the year as a guest, is now a member.

CANADIAN PUBLIC INFORMATION: An ad hoc committee of the Board of Trustees has been formed to establish a channel through which federal and national Canadian bodies may be reached. Ruth H., Regional Trustee, Canada (West) is the liaison between the Canadian committee members and the World Service Office. This committee has nine members in Canada working in cooperation with the WSO Public Information Staff Secretary attempting to develop an efficient and comprehensive public information program in Canada.

1979 WORLD SERVICE CONFERENCE PRESENTATION: The Standing Committee presented a skit on the Don'ts and Dos when cooperating with professional agencies. It was a high-spirited session with a serious message. A question and answer period followed.

STANDING COMMITTEE MEETING: At the Standing Committee meeting, the In-Town and Delegate members discussed how Conference members introduced themselves when speaking publicly. The consensus was, members at this level of service use their own discretion while keeping the Eleventh Tradition in focus. The committee also discussed using existing public information tools to the best advantage and explored ways to encourage leadership and communication among members doing P.I. work. The 20-question quiz, which had been completely rewritten and expanded, was approved by the committee and given to the Literature Secretary for production. The Clergy Flyer was reviewed and a number of changes were made. The committee plans to review it again next year. The committee reviewed the statement on Detachment and gave its approval for use in public information service. The WSO filmstrip, *CHRISTY VISITS THE WORLD SERVICE OFFICE*, was evaluated by 44 Delegates who indicated that the film is very effective. The Conference recommended that a companion filmstrip describing the volunteers' role in service be created. We are in the process of eliciting estimates on production costs. Conference members at the 1980 WSC will be shown sketches so they may vote on the most effective illustrations to be used.

P.I. COORDINATORS: The P.I. Secretary continues to send a letter of welcome and encouragement, along with the Public Information Kit and two back issues of *AREA HIGHLIGHTS*, to new Coordinators. Inquiries from professionals as well as announcements of Area projects are now sent monthly, rather than quarterly, to respective coordinators; if there is no coordinator, to the Area Delegate. All coordinators have been cooperative in sharing Area information by responding to the questionnaire which is sent annually by the Secretary. The purpose of this questionnaire is to keep the World Service Office informed of local methods of doing public information so Areas can benefit from one another's experience. The Coordinators were requested by the P.I. Staff Secretary to send suggestions for workshops or skits for both the 1980 World Service Conference in April and for Al-Anon's participation in the AA International Convention in New Orleans in July.

GENERAL OFFICE WORK: Personal and telephone interviews and inquiries are a regular occurrence at the World Service Office. Writers, executives from health agencies and professional organizations, etc. are given information about Al-Anon and Alateen upon request. Follow-up information, pertaining to their particular field of interest or service is sent. Over 4100 inquiries were processed during the past year. All inquiries received in various categories, i.e. social and governmental agencies religious, educational, legal, etc. are answered and recorded in a log book. They are forwarded to the Area of origin for follow-up. Two hundred forty-five letters were personally acknowledged in 1979 giving specific ideas and suggestions to Al-Anon members seeking guidance.

PRESS CLIPPINGS: A press clipping service provides the World Service Office with nationwide newspaper articles that mention Al-Anon. These are routinely scanned for misrepresentation or misspelling of "Al-Anon" or "Alateen." Letters correcting misinformation are sent whenever necessary.

SERVICE AIDS:

Public Information Kit—The kit now includes a mimeographed rendition of the twenty questions *AL-ANON—IS IT FOR YOU?* approved at the 1979 WSC, and the new mimeographed statement on Detachment. Additions and deletions in the kit have been provided to the Public Information Coordinators, Delegates, Information Services, Newsletter Editors, etc. through *AREA HIGHLIGHTS*.

Television Spots—A mailing consisting of a cover letter, storyboards, and a response card from the P.I. Staff Secretary, was sent to television stations in Canada. Our efforts are geared toward informing every television station in Canada that the spots exist and are available from members who provide them to local stations. The spot showing the postal worker is not effective in Canada because it depicts a U.S. employee. We are, therefore, substituting another spot for this one on all Canadian orders. At the present time four Al-Anon 30-second television spots, "FAMILY PROBLEM," "TEENAGER," "A WIFE'S DREAM" and "HUSBAND and DOCTOR" are adapted for use on national Canadian television. In a letter from the Canadian Broadcasting Corporation complimenting the spots, we were assured they would be given national coverage on a regular basis. A mailing including storyboards was sent to 108 television stations in the United States with Spanish programming, asking them which of the spots they believe would be most useful in informing the community they serve. A similar mailing has gone to the twelve stations in Puerto Rico. The CBS television network has aired our public service announcements throughout 1979. Had this time been purchased at commercial rates the cost would have approximated \$2,236,471. We are most grateful and we have sent CBS a thank you note.

Ruth H., Regional Trustee for Canada West, has accepted the responsibility of distributing mail received at Box 3163, Mission, British Columbia, Canada B2V 4J4, in compliance with Canadian public service requirements. The address has been spliced onto the end of the four spots replacing P.O. Box 182 used in the United States. Ruth will disseminate the mail received at this box to the appropriate Delegate or Coordinator. Any national inquiries sent to this address will be forwarded, by Ruth, directly to the WSO.

Public Information Guidelines—The revised P.I. Guidelines, with the full cooperation and acceptance of the P.I. Standing Committee, have been given to the Literature Staff Secretary for printing. Revised copies will be available in January 1980.

Al-Anon Today—(formerly called Facts and Figures) This service aid, updating statistical report on Al-Anon's growth, is available to members doing public information work as well as to professionals.

Christy Visits The World Service Office—The Spanish translated cassette that accompanies this filmstrip was extremely disappointing because the voices are not complimentary to the characters and the timing of the automatic beep system was off. We have returned the material to the dubbing company in Puerto Rico and are awaiting a reply.

Al-Anon Publications—Articles are regularly submitted by the P.I. Staff Secretary for publication in *AREA HIGHLIGHTS*, *INSIDE AL-ANON* and *The FORUM*.

Al-Anon Speaks Out—Five thousand fifty-seven copies of our annual publication, designed to stimulate interest about Al-Anon among the professional community, along with catalogs and order blanks were sent to our outside mailing list. Requests for additional copies were filled upon request. Complimentary copies of this newsletter are sent to each national exhibit in which Al-Anon participates.

Labor/Management Packet—Work on the Labor/Management Packet continues. Bill Duncan, from NCA, is investigating costs of reprints of an editorial from the November-December Labor/Management Journal so we may replace the outdated piece which is presently in the packet.

Exhibit Booth—The new exhibit booth has been completed. Pictures were shown to the In-Town P.I. Committee as well as to the staff. All who saw the booth were impressed with its good looks and happy to hear that it would be on display at the 1980 WSC and at the 1980 AA International Convention in New Orleans. We expect to ship the new booth to all Canadian National Exhibits in which we participate during 1980.

Posters—The P.I. posters have won an award from the New York Art Directors Club, Inc. for the best public service campaign of 1978. The award is presently on display in Archives at the WSO. An article explaining the art work on the award-winning posters was published in the June issue of *The FORUM*. The Standing Committee at the 1979 WSC addressed the matter of posters. The consensus was that since our printed posters are due for revision, they should have an illustration to make them similar to the recently phased out photo posters. All Conference members received a letter following the Conference asking for their ideas and suggestions for illustrations. To date we have received three suggestions. We are presently awaiting production bids from three companies for the new posters.

1980 WORLD SERVICE CONFERENCE: P.I. and Institutions Committee members met recently to plan a joint presentation for the 1980 WSC. Having a joint presentation was agreed upon because of the need to encourage cooperation in these two closely related fields of service. Since time is so limited at the WSC, a joint presentation has double benefits.

OUTSIDE MAILINGS: The Al-Anon annual letter to 6000 professionals on our outside mailing list, was sent to schedule. This letter gave Al-Anon the opportunity to announce new material, extend seasonal greetings and provide professionals with catalogs and order blanks. In regard to the outside mailing list, the P.I. Committee, at a recent meeting which included Myrna H. and Mary S., again explored the issue of attraction vs. promotion. The Committee requested that the list be expanded to include the top 100 professional and industrial organizations in the country. The Executive Committee concurred in this decision and committee members, Walter and Hank, are working on this project.

COOPERATION WITH THE MEDIA:

Newspapers and Magazines—*Teen Talk Magazine* sent a writer to interview the Alateen and P.I. Staff Secretaries for an article on families affected by alcoholism. The writer was given permission to use the pictures from the story boards of our television spots with his article.

Booklets—Channing L. Bete regularly requests us to review the contents of their scriptographic booklets. They are very responsive to Al-Anon philosophy and have revised their material in response to our suggestions. This company regularly sends pre-publication copies for comments, criticisms and suggestions. The final publications are kept on file.

Outside Filmmakers—A script based on the book, *THE LATE, GREAT ME*, was adapted for a television after-school special by Daniel Wilson Productions, Inc. It was reviewed by the P.I. Staff Secretary because the producer requested it be read in light of Al-Anon principles. We made many suggestions, among them that a tag-on at the end of the show announce Al-Anon and how to find it. The coordinator for a film on cooperation between fellowships and professionals, to be financed by the New York State Division of Alcoholism and Alcohol Abuse, is working closely with the P.I. Secretary to achieve a technical accuracy. Margaret does technical editing of films on a regular basis as a courtesy to outside filmmakers.

COOPERATION WITH OUTSIDE PUBLISHERS AND MEDIA: Margaret and Carole K. (Alateen Staff Secretary), were interviewed as a research source for the program, *Healthline*, which presented two half-hour segments on families. We sent Alateen material to Meadowbrook Press to use as research material in their development of a cartoon booklet. Motown Productions, in California, has been provided with Alateen literature and put in contact with local members for guidance in producing a film. A newspaper in Toledo, Ohio was given a telephone interview and material for an article was forwarded to them. Carole and Margaret received word from the Massachusetts Delegate that all is going well on the filming of a simulated Alateen meeting produced by Diego Echeverria of CBS News. This is for a "teen problem" show which is aired on Saturdays at 1:30 p.m.

Friday Newsletter—The National Council on Alcoholism has regularly presented Al-Anon material in their publication when submitted to them by the P.I. Staff Secretary. The most recent letters made announcements about Al-Anon meetings at the 1980 AA International Convention; our new booklet, *Living With Sobriety*; Another Beginning, as well as the new leaflets, *Understanding Ourselves and Alcoholism* and *Adult Children of Alcoholics*.

Bergen Record—The P.I. Staff Secretary worked closely with the editor of this New Jersey newspaper in the creation of an article on Alateen; the Literature Staff Secretary provided the editor with reprint permission forms for a limited "quote."

Meadowbrook Press—A full page was dedicated to Alateen in the first edition of a booklet, *FREE STUFF FOR KIDS*, offering the Alateen Do's and Don'ts Card; the cartoon booklet, *If Your Parents Drink Too Much* and Alateen's Just for Today folder. All requests for material are processed through the P.I. Department.

Modern Maturity Magazine—Margaret cooperated with an author on an article for this publication. He is also interested in alcoholism among senior citizens and plans to consult with Al-Anon when writing future articles.

Lou Grant Story—A thank you note has been received from the writers of this show for material sent in response to research for an upcoming episode.

Hardcovered Book—Al-Anon and Alateen have been listed in the Scholastic book entitled *LIFE IS A LONELY PLACE*.

COOPERATION WITH OUTSIDE AGENCIES:

Association of Labor-Management Administrators & Consultants on Alcoholism—Stephanie O'K., Chairman of the Board of Trustees, presented a paper at the annual meeting of ALMACA which was held in Detroit, Michigan.

Department of Health, Education and Welfare—Myrna, the General Secretary, and Margaret were invited to AA's General Service Office for the presentation of AA's Big Book, by Lois W., to Secretary Califano of the Department of Health, Education and Welfare. Following the ceremony, Lois inscribed a copy of her memoirs, *LOIS REMEMBERS*, which was sent with a cover letter to Secretary Califano. Shortly thereafter he sent a thank you note which has been given to the Archivist for historical purposes.

The Chairman of the P.I. Committee reported on her participation at the briefing meeting for the White House Conference on Families. Al-Anon participation has been encouraged in each state where hearings are being held. Members may actively appear at hearings or submit typewritten testimony not exceeding 1000 words. Al-Anon members, in the five states where hearings are being held, are coordinating testimonies on the plight of the family of the alcoholic brought forth as a subject of national concern.

The National Council on Alcoholism—The Task Force on the Family has been designated as a committee. The P.I. Staff Secretary has resigned from the committee as an official member because it could be deemed as affiliation with NCA. Though no longer an official committee member, she will be available to NCA for consultation in our continuing effort to cooperate. Mary C., as an individual volunteer, will replace Margaret on this committee. Audrey S., Regional Trustee, (US Northwest), presented a 30 minute paper called, "Al-Anon For the Family, It Works," during the two day session on Alcoholism and the Family at the NCA Forum in Washington, D.C. The article was later published in a new magazine about alcoholism called, *FOCUS*. Myrna H., the General Secretary, was a speaker at NCA's annual luncheon. Myrna had the opportunity to describe the help available in Al-Anon using three Al-Anon 30-second spots as illustrative material. She reported that her talk went well and she passed out literature to all the attendees. Members of the NCA staff met with the Chairman of the Al-Anon Board of Trustees, the General Secretary, Chairman of the Executive Committee, the P.I. Staff Secretary and other Al-Anon staff to discuss cooperation between our organizations. As a result, the Chairman of the P.I. Committee, Mary C., will be meeting with a member from NCA to discuss the White House hearings on "the family." The Director of NCA has expressed a fervent desire to cooperate with us. NCA has also formed a committee on Alcoholism and the Aging. Penny B., a committee member, has been asked by the General Secretary to serve as Al-Anon's liaison.

EDUCATION:

New England School of Alcohol Studies—Penny B., and her husband gave talks before 350-400 professionals followed by a question and answer period.

Rutgers—The P.I. Staff Secretary lectured at a class entitled, *Understanding and Relating to AA*. It is gratifying to note that in both these schools, Al-Anon speakers were invited as lecturers to help educate students planning a course in the field of alcoholism.

Westchester Community College—The P.I. Staff Secretary attended a seminar at Westchester Community College. The curriculum stressed developing a relationship with the public, letting them know of our existence and availability. Other purposes of public information are to promote good will, influence public opinion and make the public wise by providing them with informative material. It was pointed out that going without public information is more expensive than having it and the excuse "we cannot afford it," is not a viable one. It was also stated that non-profit organizations should be very cautious about demeaning themselves to printers, artists, etc. in an effort to gain special favors or reduced prices. The most vital tool of a public information practitioner is a thorough knowledge of the organization for which he is working. Margaret found it rewarding to learn that the Al-Anon approach to public information is extremely advanced. Where most

community services focus on the patient and the practitioner, our public service approach also includes the effects on and the needs of the community.

EXHIBITS:

The American Association of School Administrators—New Orleans, Barbara P.
Criminology Conference—Hot Springs, British Columbia, Canada, Joanne B.
American Orthopsychiatric Association—Washington, D.C., Sarah R.
American Personnel & Guidance Association—Las Vegas, Nevada, Hunter B.
National Catholic Education Association—Philadelphia, Pennsylvania, Rosanne E.
U.S. Public Health Service Professional Association—Phoenix, Arizona, Lorain S.
National Council on Alcoholism—Washington, D.C., Bruce and Eileen McK.
American Occupational Health Conference—Anaheim, California, Pat B. and Dave G.
United Federation of Teachers—New York City, Carolyn McC.
National Conference on Social Welfare—Philadelphia, Pennsylvania, Kathy C.
Canadian Library Association—Ottawa, Canada, Mary C.
Congress II on Education—Vancouver, British Columbia, Canada, Joanne B.
American Bar Association—Dallas, Texas, Mary Nell T.
American Correctional Association—Philadelphia, Pennsylvania, Rosanne E.
Alcohol & Drug Problems Association of North America—Washington, D.C., Sarah R.
National Association of Alcoholism Counselors—Cincinnati, Ohio, Jean C.
National Legal Aid and Defender Association—Albuquerque, New Mexico, Rosemarie G.
National Association of Social Workers—San Antonio, Texas, Murel S.
National Conference of Religious Leaders—Indianapolis, Indiana, Lois W.

BOOK EXHIBIT:

Publisher's Exposition Display—Library Association, Washington, D.C.
FREE "TAKE ONE" TABLES: Al-Anon participated in three events of this nature in 1979.
American Association of Sex Educators, Counselors and Therapists—Washington, D.C., Sarah R.
American Association for Higher Education—Washington, D.C.
ALMACA—Detroit, Michigan. The W.S.O. sent complimentary literature for display.

Public Information Report-back

Alice W., W.V.

Outgoing Panel 18 Delegates Edna C., IL(S), Helen W., IA, Winnie G., NV

Margaret, P.I. Secretary, asked the committee to observe the new exhibit booth and share their feelings so she may be guided by their opinion when the time comes to order another. The general reaction expressed was that the booth was attractive as well as practical in structure.

The chairman then referred the committee to the items on the agenda.

1) *Cooperation With Professionals, i.e., NCA*

A discussion concerning Al-Anon cooperation with an outside agency ensued. It was pointed out that Al-Anon sends our exhibit booth to NCA's annual forum, we often send speakers to other NCA meetings during the year and two of our Committee members are on related committees.

Mary C. is on the White House Conference on the Family and Penny B. is involved on the Committee for the Aging.

It was felt that, in some instances, the agency is not reciprocating cooperative efforts. The question arose as to whether we

should lessen our efforts. Some committee members stated that Al-Anon may still benefit by this cooperation although it does not always measure up to our expectations.

All members will keep each other posted on the results of our participation in outside events and periodically report their reactions to the Public Information Secretary.

2) *Suggestion From The Literature Committee*

Margaret gave the members copies of the new chapter in **LIVING WITH AN ALCOHOLIC** which the Literature Committee suggested for use in doing public information service. It will be considered.

3) *Guidelines For Carrying the Message To Industry*

Members have written to the World Service Office asking for specific guidelines which the World Service Office does not have as yet. Margaret passed around a copy of Guidelines created by Karen S., the Minnesota Public Information Coordinator and asked that they read these at home. Ideas and suggestions for improving them will be returned to Margaret by mail.

4) *Dial-A-Message*

As a result of letters received at the World Service Office from members requesting that we write a script for a telephone hot line message, this committee unanimously agreed to propose a motion for the Public Information Committee to develop a tape recorded message to be used on hot lines, etc.—(The motion, however, was not carried and the idea will be reassessed.)

5) *Al-Anon Speaks Out*

In a recent mailing, the Public Information Coordinators were asked if they would like the annual newsletter, *Al-Anon Speaks Out*, made available to members for purchase. A recommendation was made to have this annual newsletter available to the Al-Anon membership at large.

Having completed the business on the agenda, members generally shared topics of concern and interest. One subject was the importance of visual aids which may be made available to, or in lieu of, an Al-Anon or Alateen speaker at various gatherings. This will be kept in mind for possible inclusion on next year's agenda.

Members discussed the importance of having the Beginners' Tapes in Spanish and French and recommended translations in these languages.

Margaret reminded members to write a letter of thanks to the station each time they see an Al-Anon television spot on the air. This is a positive and effective approach to having our spots aired more often.

REGIONAL SERVICE SEMINAR COMMITTEE

Audrey S., Chairman

Helen G., Secretary

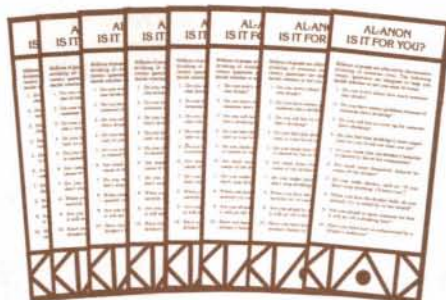
The 1979 Conference supported the establishment of Regional Service Seminars (RSS). These are special service meetings where members share with the WSO. They are to be hosted in different Al-Anon Regions of the United States and Canada, with the first held in the fall of 1980 and others semi-annually thereafter. At the July meeting of the Board of Trustees, Western Canada was selected by lot to host the first trial seminar during the weekend of October 24-26, 1980 in Banff, Alberta. Ruth H., RT, Canada West, will chair this event. In Alberta, a Host Committee was formed with Ena S., outgoing Panel 17 Delegate, as Chairman and Connie M., as her Assistant. After an investigation, a space was confirmed at the Banff Springs Hotel. Connie will be the liaison between the WSO and the hotel. At the first RSS Committee meeting in October, 1979, a letter to current Delegates in the Canada West Region; an outline of the general procedure; and a sheet, entitled, "Al-Anon Regional Service Seminars," were developed. The letter is scheduled for mailing after the next Committee meeting in late

(continued p. 30)

NEW MATERIAL



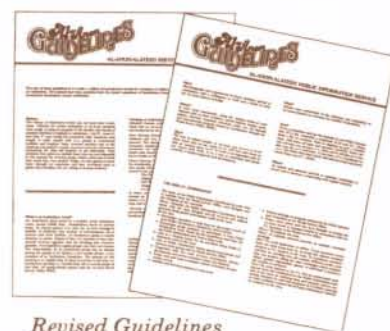
New printed posters



A twenty-question quiz



Newsletter for professional community



Revised Guidelines



Handbook for service



Revised edition

INSTITUTIONS AND PUBLIC INFORMATION

Many members interested in service have seen the need for cooperative efforts among those helping to reach the millions who need Al-Anon but are unaware of its existence. This is often the case where Institutions and Public Information work is concerned: Before an Institutions group can be started, there is a certain amount of P.I. work to be done. In recognition of this overlapping of commitment, the Chairmen and the Staff Secretaries of these two services compiled a series of questions from 64 Delegates and 126 Area Coordinators—questions which they hoped could be answered by Conference members sharing what had worked best in their Areas.

Edwina F., added, "It is not possible to answer some of these questions in clear-cut 'yes and no' responses. As we all know, what applies in the city of Chicago may not be at all appropriate in the rural areas of Canada." She pointed out that today's goal was to gain further insight and awareness of how Al-Anon growth could be achieved through cooperation.

The questions were read by members of both the P.I. and Institutions Committees. Topics and answers included: the fringe benefits enjoyed by a group which registered as an Institutions group; ways to cooperate with AA while remaining a separate entity; developing contacts at facilities to start a group; finding a common sense, middle-ground between identity and anonymity; sharing information at the District and Assembly levels; using available material on how to speak about P.I. work where the emphasis can stress HOW the program has helped: ways to handle Institutions group finances; how to reach people in rural areas; how to keep Al-Anon members attending Institutions meetings after initial meetings; avoiding duplication of effort; avoiding conditions which preclude upholding the Traditions; avoiding false impressions by news media; educating personnel at a health center; helping Alateens do P.I. and Institutions work; creating interest in service; using a form letter to attorneys, judges, and police officers; responding to patients or inmates who want their families informed about Al-Anon; fund raising; the Coordinators role in the growth of

service; coping with changing administrative staffs; motivating service; handling the insistence of professionals who want to affiliate with Al-Anon; the difference between Public Information and Institutions services; and establishing a reasonable length of service for Institutions and P.I. chairpersons.

The questions and their answers stimulated a lengthy discussion which did not permit covering them all. In September, all groups will receive a complete set of questions and their answers in addition to a revised set of Guidelines for P.I. and Institutions Service.

Ann S., Institutions Staff Secretary, followed with a brief descriptive summary of letters from General Service Offices, who wrote exciting and encouraging news of Institutions service in their countries. Many of these letters will be shared in the newsletter, *AL-ANON IN INSTITUTIONS*, prepared by the WSO. Letters from New Zealand, Switzerland, Finland and Australia spoke of the work done in committees and by individuals. All were motivated and concerned with motivating others. Ann called on Conference members to help reach the goal of the Institutions Committee—to have an Institutions meeting in every health facility in each Area.

It was Mary C.'s contention that cooperation between services could easily be accomplished by participants who remembered they were reaching for a common goal: carrying the Al-Anon message.

She called on Margaret S., who was pleased to announce and distribute samples of three entirely new 11" x 14" posters which had been designed and produced for P.I. display purposes. They were a combination of the popular printed poster and each had a line drawing illustrating the effects of alcoholism on a man, woman, and two teenagers. Each was priced at twenty-five cents or five for one dollar.

Another helpful tool will be Al-Anon, Is It For You? a 3½ x 8½ inch "give-a-way"—20 questions to help reveal the need for the Al-Anon program of recovery. They will be low-priced to encourage distribution; 100 at 50¢ and 250 at \$1.00.

(continued from p. 28)

January. Delegates in the Areas bordering the Canada West Region will also be notified. Delegates will be asked to bring their ideas and suggestions to the WSC in April. Ruth H. and Connie M. met in November with the Director of Sales at the Banff Springs Hotel to discuss arrangements. Space is reserved for 220 people and the cost of the weekend per person has been determined. The newest of the P.I. Exhibit Books will be shipped for display. Announcements have appeared in the September issue of *AREA HIGHLIGHTS* informing Areas outside Canada West that reservation and registration forms are available from the WSO.

Seminar Update

The Alberta Host Committee has solicited volunteers to help with the details for which they are responsible, and their enthusiasm is boundless. Canada has always been service-minded, and has held province-wide meetings in the past, so distances they must travel only serve as a challenge; they are undaunted.

Representatives of the WSO, some Staff and Trustees, will attend Al-Anon's first RSS, giving individuals in the Canada (W) Region an opportunity to meet and share with them on a one-to-one basis. The program is developing, and additional committee meetings will complete the arrangements.

All costs of the seminar itself are paid by the WSO, but transportation, housing and meals for the individuals attending, are their expense. Spouses are welcome, but no special program is being planned for AA members. Banff, Alberta is a beautiful setting for such a meeting, and it is hoped that others from the United States and Canada (E), who live relatively close, will be able to attend.

The second Regional Service Seminar is scheduled to be held early in 1981 in the United States Southeast Region, but no details are yet available.

The following Assembly Areas sent RT candidates' résumés

U.S. Northeast Region

Connecticut
Massachusetts
Michigan
New York (N)
Ohio
Pennsylvania

Connie MacD.; Eva H. (Alt.)
Norma McG.
Anne S.
Thomas C.
Roz C.
Bob D.

U.S. Southeast Region

Florida
Kentucky
Louisiana
Mississippi
North Carolina
Puerto Rico
Tennessee
Virginia

Joan S.
Ruth R.
Theresa L.
Diane W.
Virginia M.
Conchita R.
Bobbie C.
Dee M.

In the U.S. Northeast Region, Delaware, Indiana, Maine, Maryland & D.C., New Jersey, New York (S) and Vermont had no available candidate; New Hampshire and Rhode Island did not respond. In the U.S. Southeast Region, Alabama, Arkansas, Georgia, Missouri, South Carolina and West Virginia had no available candidate. The voting members for the U.S. Northeast Region are the 15 Area Delegates within the Region, 4 other Delegates and 4 Trustees, one the Chairman of the Board and the three other chosen by lot. The voting members for the U.S. Southeast Region are the 14 Delegates within the Region, 4 other Delegates and 4 Trustees, one being the Chairman of the Board. The names of the voting Trustees are to be drawn at the January 1980 Board meeting. The names of the Assembly Areas outside the Regions, plus Alternates, were drawn at the 1979 World Service Conference. The Areas are as follows:

Voting for U.S. Northeast

Arkansas
Iowa
Missouri
Newfoundland & Labrador
Nevada (1st Alternate)
Texas (E) (2nd Alternate)

Voting for U.S. Southeast

California (S)
Delaware
New Hampshire
Pennsylvania
Maryland & D.C. (1st Alternate)
Rhode Island (2nd Alternate)

TREASURER'S REPORT

Henrietta S., Treasurer

It is comforting to report to you all that the continuing inflation of the past year did not have an adverse impact on the financial outcome of the operation of the Al-Anon World Service Office. The stable financial condition in which we currently find ourselves indicates the wisdom of giving serious consideration to ways in which services to the membership can be effectively expanded.

The income and expenses for 1979 are compared in detail with those of the prior years in Exhibit A of the financial statement prepared by Owen J. Flanagan, our Certified Public Accountant. Total income during 1979 increased by \$542,000, or 41%. That substantial increase was more than sufficient to cover higher operating expenses of \$126,000, or 9.4%. With no expense comparable to the relocation costs of \$279,800 incurred the previous year, this provided an excess of income of \$376,600 in 1979, as compared with an excess of expense of \$316,900 in 1978.

Sales and costs of books and other literature are compared for the two years on Schedule 1. Total sales in 1979 were \$530,600, or 42.4% higher than in 1978. Book sales increased \$286,100. \$151,500 of this was attributable to the new book, "Lois Remembers." Sales of other literature were higher by \$244,500, or 41%. The increase in unit sales of books, exclusive of 22,700 copies of "Lois Remembers," was 34,000, or about 18%. Sales of ODAT, which had increased by 15%, or 17,000 copies, in 1978, improved even more in 1979 with an increase of 19%, or 25,000 books sold.

Contributions increased by \$35,100 or 11.5%, compared with a percentage increase of 26% last year. This percentage drop is disturbing, since contributions represent a greater sense of commitment and participation in the fellowship than do publi-

REGIONAL TRUSTEE COMMITTEE REPORT

Paul L., Chairman

Helen G., Secretary

A presentation about the RT Election Plan was made to the full 1979 Conference. The elections held during the 1979 WSC for the seating of Regional Trustees from Canada East and Canada West further increased the number of Regional Trustees to five. The Regional Trustee nominees chosen by the Conference were Ruth F. (Ont., N) for Canada East and Ruth H. (Man.) for Canada West. The Board elected these candidates at their annual meeting following the WSC. The Experimental Plan and the explanation of qualifications sheets were revised to include the motion approved by the 1979 WSC for nomination of an Alternate Regional Trustee candidate. The sheet explaining qualifications was further revised under the headings *Background* and *Time Required* to conform with the Guidelines for Board of Trustees members. In June 1979, the Delegates and Chairmen of the U.S. Northeast and U.S. Southeast Regions were asked to submit candidates for nomination as Regional Trustees. A copy of the Experimental Plan, the suggested qualifications, the recommended procedure for selection of the Regional Trustee candidate, the Trustee Guidelines, Regional Trustee candidate résumé form and a covering letter were mailed to the Areas that will be participating in the RT elections at the 1980 WSC.

REGIONAL TRUSTEE NOMINATIONS: The closing date for submitting the Regional Trustee candidates' résumés is January 1, 1980. Copies are then reproduced at the WSO and mailed to those who will be voting at the 1980 WSC.

The results are:	U.S. Northeast	U.S. Southeast
RT candidates résumés received	6	8
Assembly Areas did not respond	2	0
Assembly Areas no available cand.	7	6
Total Assembly Areas	15	14

cation sales. It would be foolhardy to allow our sound financial situation today, due partly to increased book and literature sales, make us too complacent. Primarily we are a service organization, not a publishing company. We are certainly grateful to all the Delegates for all they have done in the past to keep the members in their Areas aware that it is each one's responsibility to support Al-Anon's service arms, but some thought has been given to a tool that may simplify their efforts. You will be hearing more about this later.

The *FORUM* subscription income increased \$60,000 in 1979, almost double the prior year's figure. A full year at higher subscription prices and additional circulation both contributed to that improved result.

The increase of \$126,000 in regular operating expenses, or 9.4%, compares with an increase of \$240,900, or 22%, in 1978. Salaries, being the largest component of operating expenses, were higher by \$81,500, or 12.8%. At the end of the year, there were 59 employees, an increase of five over 1978; the remainder of the greater salary expense was due to normal increments and one special cost-of-living payment in November. Employee benefit costs were higher by \$5,800, or 5.8%.

Packing and shipping costs were \$21,600 higher than the previous year, but the percentage increase of 29.7% was considerably less than the increase in the volume of literature distributed. Closer controls over labor and packaging material costs continued to be exercised with good effect in 1979.

The basic expenses of operating the WSO, including rent, supplies, telephone, services, etc., increased \$39,200, or 13%, in 1979. This reflects the inflationary pressures on stationery and office maintenance costs, as well as a full year in the new larger premises.

The decrease in the total of all other expenses was primarily attributable to the fact that in 1979 there were no expenses such as the costs of producing the WSO film and TV radio spots, which were approximately \$50,000 in 1978. Otherwise, most of the other expenses in this category showed increases, particularly travel and meeting expenses.

In respect to the Reserve Fund, which was established in April 1970 with an initial amount of \$80,000 and the intent to set aside sufficient funds to ensure the continuation of the organization's essential services in the event of a severe recession, the Board in January of 1978 redefined the objectives for the fund to an amount equal to 75% of the previous year's operating expenses. At that time, this would have amounted to \$814,000.

At their October 1979 meeting, the Board authorized a transfer of \$200,000 to the Reserve Fund, bringing the principal balance to \$700,000. At the 1979 level, the objective of 75% of the previous year's operating expenses would be approximately \$1,125,000.

Treasurer's Report Update

In response to a suggestion by the Delegate from Maryland and Washington, D.C., the Budget and Executive Committees and the Board of Trustees considered developing a leaflet which condenses and briefly explains the source of all contributions, in accordance with the Seventh Tradition, one which also defines the need to support all the service arms, local and worldwide. Before proceeding, it was decided to try to arrive at a consensus at the Conference. All Conference members were given a copy of AA's pamphlet, and a questionnaire, asking for a determination. When these forms are reviewed, a decision will be reached on the form and substance of the proposed Al-Anon and Alateen leaflet.

General Fund Expense

	1979 Actual	Budget 1980
<i>Operating Expense</i>		
Salaries (incl. temp. help)	\$ 718,383	\$ 835,000
Employee benefits	104,193	140,000
<i>Total Labor cost</i>	822,576	975,000
Building occupancy	126,840	136,000
Packaging & shipping	94,333	110,000
Postage	85,099	97,000
Telephone	25,670	28,700
Stationery & Office Supplies	52,328	57,000
Outside services	39,978	43,000
Repairs & maintenance	6,618	7,500
Travel & meetings	26,439	36,000
Professional fees	10,182	11,000
Printing: <i>FORUM</i>	59,539	69,000
Directories	11,636	12,700
Conference Summary	6,760	7,500
<i>Inside Al-Anon</i>	9,644	11,000
Other	3,342	4,500
Public Information Exhibits	12,715	14,000
Direct Conference cost	32,431	49,700
French Literature Service	19,014	19,000
Regional Service Seminars	—	6,000
Miscellaneous	15,992	17,500
<i>Total operating expense</i>	1,461,136	1,712,100
<i>Non-Operating Expense</i>		
1980 Convention (NET)	—	40,000
Furniture & equipment	28,211	36,500
<i>Total non-operating expense</i>	28,211	76,500
<i>Total Expense (Schedule 1)</i>	<u>\$1,489,347</u>	<u>\$1,788,600</u>

Budget 1980

	1979 Actual	Budget 1980
<i>Literature Sales</i>		
Living with an Alcoholic	\$ 75,868	\$ 82,300
Al-Anon Faces Alcoholism	54,917	59,300
Dilemma of the Alcoholic Marriage	62,334	66,900
One Day At A Time	532,904	640,000
Favorite <i>FORUM</i> Editorials	28,670	29,800
Alateen—Hope for the Children	40,171	42,200
Lois Remembers	151,460	50,000
12 Steps & 12 Traditions	—	50,000
Other Literature	835,725	1,020,000
<i>Income from Publications</i>	1,782,049	2,040,500
<i>Cost of Literature Distributed</i>		
Living with an Alcoholic	16,674	19,500
Al-Anon Faces Alcoholism	12,939	14,100
Dilemma of the Alcoholic Marriage	15,617	17,800
One Day At A Time	137,003	179,200
Favorite <i>FORUM</i> Editorials	7,213	7,600
Alateen—Hope for the Children	10,548	11,100
Lois Remembers	38,002	12,500
12 Steps & 12 Traditions	—	13,500
Other Literature	232,934	294,000
<i>Cost of Literature</i>	470,930	569,300
Gross Profit from Literature Sales	1,311,119	1,471,200
Films, Radio & TV Spots	5,182	3,000
<i>FORUM</i> Subscriptions & back issues	140,208	150,000
Interest earned	67,993	110,000
Contributions	341,475	376,000
<i>Total Income</i>	1,865,977	2,110,200
<i>Less Expense (Schedule 2)</i>	1,489,347	1,788,600
<i>Excess of income</i>	<u>\$ 376,630</u>	<u>\$ 321,600</u>

The Budget was accepted.

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

Nominating Committee Report

Carter C., Chairman

Carter 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 Henry G., three-year term; Henrietta S., three-year term; Theodore K., one-year term; Alice B., two-year term. The names of the Regional Trustees, as proposed earlier, were: Norma McG., MA, US Northeast; and Virginia M., NC, U.S. Southeast.

Discussion of the slate centered on several thoughts:

- Conference members asked to have In-Town Trustee resumes before voting.
- The members of the Board were asked to conscientiously seek new members, ones who had not served before.
- More than one slate was requested.
- It was noted that several of the nominees had already served six-year terms, interrupted only by terms on the Executive Committee.
- Additional input from the Areas through the expanded Regional Trustee plan was noted.
- Longtime service does provide invaluable experience.
- The principle of rotation of leaders in world service is as important as rotation in a group of group officers.

The slate was approved. (See Motions.)

Carter announced the appointment of the Executive Committee members: Chairman, Stephanie O'K.; Frank R.; Edwina F.; and Staff Member, Sandra F.

Further, it was decided to ask all candidates for Trustee (both Regional and In-Town) to submit resumes for Conference consideration prior to election to the Board. A resume would not be required from lifetime, honorary, or Staff Trustee candidates. (See Motions.)

GROUP CONSCIENCE IN ACTION

Helen G., Moderator

To provide a framework for a stimulating and productive discussion, the Conference had turned to the Conference Secretary, Helen G. She noted that this phrase, like many of Al-Anon's principles, is often misinterpreted through lack of knowledge. She had asked herself, "How does God express Himself in the group conscience? and what is a group conscience, anyway?" She had searched the book, *LIVING WITH AN ALCOHOLIC*, and researched the statement of purpose which had been distributed to the members of the First Trial Conference. (Both these quotes appear under the theme on the first page of the Summary.) It was these thoughts she combined with a workshop on group conscience which had been prepared for the 5th Al-Anon Area Convention in Mississippi. Revised here and there, the new workshop was presented before the break-up sessions at the Conference.

When each of the groups had had their discussions, a summarization of their thoughts was presented in a

Report-back

- Group conscience is the working of our Higher Power through the members for the good of the group. It results from the ability to place "principles above personalities."
- It is developed through a knowledge of our service manuals because an informed group will allow equal participation among all members. This sharing helps to develop the group conscience.
- Knowledge of the Traditions is needed to develop a group conscience. The Traditions unify groups. They are its backbone. One section expressed it this way: "Traditions are like traffic signs—they tell you what road to take for your own good."
- The group conscience is expressed through participation in an honest effort to reach agreement on how Al-Anon's purpose may be best accomplished—always keeping in mind our Traditions. It is also expressed by gracefully accepting, without resentment, any decision made contrary to one's own opinion.
- Group conscience is God-guided and autonomy is self-guided. Group conscience acts as "brakes" on autonomy.
- By exercising group conscience, we are obeying the unenforceable through adherence to Traditions and Concepts.
- An informed group conscience is not heard unless properly chosen servants are fully trusted to speak for it.
- We must always remember "I am responsible" but resist the temptation to offer solutions. Rotation of officers is a safeguard.
- Trust, trustworthiness, openmindedness and all other positive attitudes exercised with love encourage a healthy group conscience to prevail.
- Negative attitudes tend to suppress, diminish, or demean group conscience.
- By putting "principles above personalities" and recognizing a group conscience, we are growing spiritually.
- It is through the various arms of service that our home group's conscience is heard; at District, Area World Service Committee, Area Assembly, and World Service Conference levels—thereby reflecting Al-Anon's worldwide conscience.

"From the clash of differing opinions
the spark of Truth shall arise."

THURSDAY

Sharing AREA HIGHLIGHTS

Marsha N., NH, Chairman

Carolyn, McC., NY(S), Secretary

This session is held generally for Delegates' sharing and deals with topics which do not require full Conference resolution. Marsha N., chaired the discussions of primary interest and Carolyn gave the

Report

The meeting began with a moment of silence. The Serenity Prayer and the Twelve Traditions were followed by a reading of the 1976 Conference decisions which opened the "Delegates Only" meeting and the Board of Trustees meetings to allow all other members of the Conference to attend as observers. From the 39 responses to a survey of Delegates made in 1979, Marsha offered the following:

Only Delegates and Representatives would have voice.

The purpose of the meeting would be to air Area problems and solutions.

The meetings might achieve a general information exchange of what is going on in the Areas.

Marsha then read some replies to the last part of the survey which added other thoughts. Those attending voted to accept the results as a majority rule.

Marsha had asked for suggestions for topics to be discussed at this meeting in a second survey taken in 1980. A list of these 34 subjects was distributed and three additional topics were added. Those covered were:

- A suggestion that the Ask-It-Basket questions be carried with their answers in the Conference Summary and that they be discussed at the Conference.
- *Cooperation of Area Officers widely separated by distance*—Tools which help are the phone, mail, Assembly Meetings, Area Newsletters, and travel of Area Officers with the Delegate for Delegate Reports.
- *Finding qualified Regional Trustees*—The Newsletter, specifically the Delegate's section, was suggested as a vehicle.

- *Interesting members in service*—Lavinia B., RI, presented an imaginative program. Those interested could have a copy by writing the WSO.
- *Outstanding accomplishments or meetings in the Area*—Virginia W., LA, noted that (1) her Area had raised \$20,000. in just four years to host the International Convention in New Orleans (2) many Areas move their Assembly meetings geographically.
- *Double Winners*—It was suggested that problems presented by overzealous members of two programs could be overcome by maintaining strong Al-Anon leadership which asked recovering alcoholics in Al-Anon to concentrate on the help they were seeking from the aspect of family recovery, and not to speak as members of AA.
- *Sharing the pros and cons of remaining a GR when elected as the DR*—DRs, who are not GRs, do not vote at Assemblies, only at meetings of the Area World Service Committee.

Other topics covered were couples' groups, and varying election procedures.

An election for the 1981 Chairman of this meeting placed George T., DE, as Chairman; and Jessica K., HI, as Secretary.

PANEL

Generally speaking, the World Service Conference is a business meeting, but it is first and foremost, a gathering of Al-Anon members. All have "paid their dues" through a rite of passage; they have learned to live full and enriched lives in spite of the effects of alcoholism on them. What they bring to each Conference session is their spiritual strength, their convictions, and their sense of responsibility. To emphasize their membership, a panel of speakers was asked to address themselves to Al-Anon principles. The first was Jessica K., HI, who emphasized "how important the group has been" in her recovery. Bessie L., SC, focused on how service had enriched her life. Born in Georgia, she married after high school and took on all the responsibilities of the marriage for eighteen years. She came into the program when her husband went into a rehabilitation center. She was taken to her first meeting but re-

called that the members were mostly busy taking each other's inventories, and not doing "much right except that we were willing." They were carrying the message even though they didn't have one to carry. She dropped out of Al-Anon and when she returned the group had begun to focus on Conference-Approved Literature and she became active in service.

Learning to adjust to other people's views, as a leader, helped Bessie find spiritual recovery. She was humble and grateful that the people of South Carolina wanted her as their Delegate, but she suffered pangs of self-doubt at her first Conference, until Judene from Colorado told her "God makes no mistakes." She felt that service had helped her relationship with a Higher Power, "beyond expectations," giving her acceptance, surrender, responsibility and humility.

"Al-Anon service gave me the freedom and opportunity to be me. Working with others in service has taught me that I need to look inward if something seems lacking . . . it has enriched my life with loving friends . . . hopefully, I will be able to understand and encourage others to reach for these experiences."

Margaret S., stressed how she reflects the group conscience in all her thoughts, words and deeds. It was in Al-Anon that she learned, with hope and strength, to find herself. "Now, this is the real me," she continued, "with the courage to face down and resist managers and manipulators."

In sharing her thoughts on the group conscience, Margaret defined it as the collective wisdom of all members achieved through sharing, a solid foundation for growth which could inspire our conduct in all we do. She cited the Traditions as guides for group unity and the framework within which she carried on all her activities. In her personal life, she found it particularly difficult to draw a line between detachment and responsibility, to stop protecting other people, and to allow those she loved to face reality. It was through the group she gained courage to allow those she loved to face facts and function realistically.

Reflecting the group conscience on a group level required knowledge, acceptance of a consensus and a strong adherence to anonymity. In supporting the principles of our common welfare, she pointed out that members have the right to refuse to participate but no one member has the right to disrupt the whole because their point

of view is not accepted . . . "part of the privilege of expressing our point of view is the privilege other members have of expressing theirs . . . courteous acceptance is an essential aspect of Al-Anon growth."

She also learned that reflecting the group conscience required understanding and sharing the necessity for Conference-Approved Literature because it reflects the experiences and opinions of Al-Anon members worldwide.

As a member of the WSO Staff, Margaret is given her ultimate direction by the Conference. It was her belief that her performance is on view, that the WSO is a visible image of world service and that, often as a Staff Secretary, she was not free to offer her personal opinions, but was responsible to share the opinions of others. She has often had to remind herself not to take criticism personally, and to remember that each opinion contributes to group conscience but is not necessarily a reflection of it.

While her service as a Staff Secretary, her work on the Policy and Conference Committees have given her the privilege and responsibility of sharing the experience, strength and hope gained in her service work—it was the World Service Conference, she felt was "the most exciting Assembly of Al-Anon members. The World Service Office (WSO) is a service arm of the Conference . . . [all] must operate under close observation, guidance, and sometimes, direction of the Conference . . . each of us has the obligation to study the Concepts, the Traditions, live the Steps so that when we vote at this level, our vote is derived from intelligent and sober thinking.

"Only by putting personal desires aside, by creating a comfortable road for ourselves between the paradox, "turn the other cheek" and "stand up and be counted"—can we, as Al-Anon members, contribute to having the World Service Conference use its vested authority for giving shape to the destiny that God is holding in store for all of us, at home, in our group, and in our service work."

FRIDAY

Revision of the Bylaws

Article IV, paragraph 3 of the Al-Anon Bylaws prescribed a set mileage

limit for eligibility of an In-Town member of the Board of Trustees. In order to expand that area beyond a 150-mile radius and allow more latitude in choosing its members, the Board proposed and the Conference accepted the following:

"In-Town Trustees are Trustees whose nomination originates with, or with the consent of, the Board of Trustees and who live sufficiently close to the principal office of the World Service Office located in New York City as to be readily available for consultation at that office and to attend special meetings of the Board of Trustees called on short notice."

Regional Trustee Nominations

Paul L., Chairman

In mid-1979, the Delegates and Chairmen of the U.S. Northeast and U.S. Southeast Regions were asked to submit candidates for nomination as Regional Trustees (RT). Resumes were received, copied and mailed by the WSO 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:

N.E. Norma McG., MA
S.E. Virginia M., N.C.

Regional Trustee Plan

Stephanie O'K.

In order to broaden the scope of representation on the Board of Trustees, 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. Canada was the third region. Every three years, a regional plan was reviewed and the number of regions remained the same. Feeling the need to increase its number, the Board proposed the number of regions be expanded to six. Regional lines were redrawn. These lines did not follow AAs nor did they act as a limitation of activities to members living in each region. The new Al-Anon regions were drawn to provide equal representation, as they in-

cluded a similar amount of groups. In 1977, the expanded plan was approved as experimental and became the basis for the election of three new Regional Trustees. At this Conference, the plan was made permanent by a vote of the members. (See Motions.)

SATURDAY

Spiritual Meeting

The final session of the Conference has always been the spiritual meeting. It is thought to be significant because it goes beyond Al-Anon in action to reflect the spiritual nature of the program.

Blanca R., Puerto Rico

Blanca had suffered a series of childhood hurts which left her painfully insecure. When she met a man who helped her through a difficult period, she was prepared to overlook his drinking. Marriage and children made it impossible not to see. His introduction into AA brought her to Al-Anon but she was unprepared for a return to drinking. "I couldn't get over it . . . all the time I spent in Al-Anon, I had only enjoyed my husband's sobriety, I did nothing for myself, all I could do was cry with self-pity," she said. She went in and out of the program for nine years until one night, alone in her room at a retreat, she felt peace. "My heart, mind and body opened," she recalled, "I remembered Al-Anon and truly, there and then, understood the real meaning of this program, LOVE."

As her fears lessened, she answered the call for service and became a newsletter editor. She began to assist at Area Meetings where the group conscience was in action even though she voted "without knowing what was going on." She became Delegate by relying on "God's will."

She felt she had learned to understand and control her impulses to offer dominant leadership in her Area and she was growing more serene. She understood that others could and should have their share of work, too. She brought her talk to a close saying, "Today, I know that being here with you, is the greatest gift I have received from the group conscience in action, God as I know Him. From my husband's illness, alcoholism, from his support and love . . . and from you all, who will always be in my heart and prayers."

For Audrey, giving a spiritual talk was "something of a miracle . . . not the end, but a new beginning." Her relationship with a Higher Power was not always secure. As a child, she "knew nothing of His real and intense love."

She had led a typical life of a child of an alcoholic, hiding from verbal abuse and eating before her father joined the family at the table. "Perhaps," she said, "because I had no real relationship with my father, I craved the attention of boys."

At sixteen, she left her father's house to "seek this love that was supposed to 'turn windmills and create giants out of midgets.'" The result of her search was marriage at 18 to a boy of 21, with "just a slight drinking problem." Two children, and some, geographical moves later, she and her husband were welcomed, with open arms, into AA and Al-Anon.

Audrey's early years in the program were spent trying to get to know her husband and how to change him. Her diversion was service work.

During the next few years, she learned "trust" as the group treasurer, how to work with others, as secretary and program chairperson. She recognized that group conscience in action was the obvious answer to problems in groups and the Area. She began to read, read, read, and could feel herself loving Al-Anon more and more. She listened and learned from others, and felt her faith tested and strengthened, and yet, she was paralyzed with fear when elected Delegate. She brought with her, an ulcer, which she said was the result of non-acceptance and self-pity. She had been unhappy about a move to the northern part of the province but serving had been "the force for good which led her back to the Twelve Steps and God."

Today, there are many things she is grateful for. "I am what I am and God loves me," said Audrey, "and love is the secret of life, its ingredients are courage, hope and trust."

She spoke with pride of her marriage, as she and her husband have "invaded the innermost places within us and learned the joy of understanding, acceptance and love." She holds a special place of pride and love for her children, and feels that she lives, "a terribly, normal life, with normal problems."

ASK-IT-BASKET QUESTIONS 1980 WSC

We do not have enough space here to answer all the questions submitted. Those which appear here are of general interest; others which were primarily suggestions have been referred to the appropriate service committee.

Q. *What is the possibility of changing the Policy Digest at the top of page 18 to read: "... Al-Anon bulletin boards, newsletters and information services should not be used for publicizing activities of other organizations, the possible exception being AA."*

A. Though we are spiritually allied with AA, Al-Anon as a whole, cannot endorse any outside organization. If groups wish to post notices of AA, it is within their autonomy to do so.

Q. *Can meeting days and times be included in Directory listings?*

A. The World Directory is published annually. Since meeting information changes frequently, it can never be relied upon for accurate meeting information.

Q. *How soon can we expect a literature rack similar to AA's?*

A. This is under consideration by the WSO Executive Committee.

Q. *How do you feel about "Double Winners" attending Al-Anon and taking up the whole meeting with their personal problems? Should the planned subject of the meeting be stuck to or not? If not, isn't this breaking the First Tradition? For example—if there are ten people at a closed Al-Anon meeting, probably 8 of them have personal problems, should one person monopolize the meeting which we all need so badly?*

A. It's the Chairman's responsibility to maintain control of the meeting and to state that everyone is to have an opportunity to express themselves.

Q. *How do you handle "gays" at meetings?*

A. As you would any other member. Al-Anon transcends age, race, color, creed, sex and life-style.

Q. *Do we have the legal right at an Al-Anon Convention to a policy of "anyone under the influence of drugs or alcohol will be asked to leave?" What powers of enforcement do we have?*

A. If a person is disruptive for any reason, he or she, may be asked to leave a meeting, conference or convention. Enforcement may be difficult, but is usually accomplished when a firm message is given.

Q. *Can an alcoholic, not in AA, serve as a GR?*

A. Any member, who is not also a member of AA, may serve as GR if he or she is elected by the group.

Q. *While visiting a group, does a member have the right to talk during the business meeting?*

A. This is a group decision.

Q. *Can contributions "In Memoriam" be made to the WSO when an Al-Anon/Alateen member loses a member of his/her family?*

A. Yes.

Q. *What can an Area (District) do to discourage Al-Anons from opening another group in a locality which already has several groups, some of which need support? The Manual gives instructions on how to start an Al-Anon group in the community, but nothing is said about a locality which already has several groups.*

A. If members wish to start a group, it is their prerogative to do so even when many groups already exist in a community.

Q. *Are there any skits on the Concepts?*

A. No. The WSO would be pleased to have any that have been developed.

Q. *It is felt the tri-annual appeal letter is too lengthy and some questioned whether it need be read at three meetings? As a Delegate, I have suggested the member reading the letter, underline the highlights of it and when the group member attendance is somewhat constant, just give them a reminder. I had to submit this question as a result of our Area World Service Committee meeting.*

- A. The appeal letters are always on one sheet and takes two or three minutes to read. It is up to the group as to how the message is to be conveyed.
- Q. *Can one Area vote against a statement in the Policy Digest at its Assembly? If members vote against Policy, what happens?*
- A. The Policy Digest is not a book of rules; it is however, a set of suggestions which are gathered from interpretations of the Traditions and approved by the WSC.
- Q. *Who determines the agenda of an Area Roundup—the Area Committee members or the hosting group?*
- A. If it is an Area project, the Area Committee decides on the program, or it may delegate the responsibility to the hosting group if it so chooses.
- Q. *Post Teen groups feel they do not need a Sponsor and have expressed this opinion. How can we best convince them they do without bruising their dignity or making them feel watched?*
- A. Since Post Teen is an age break in the Alateen program, they should go by the Alateen guidelines which says all Alateen groups should have an active Al-Anon member as sponsor. Older Alateens who feel too mature to have a group Sponsor should be encouraged to join Al-Anon.
- Q. *Does the new thinking about AAs being assistant (not "Co") Alateen Sponsors change our thinking about AAs running Alateen Conferences? Can we have a revision of the Alateen Conference guidelines making Al-Anons responsible for Alateen Conference?*
- A. Since there is no policy on this particular issue, it will be presented to the Policy Committee this year for a decision.
- Q. *Can the girl friend of an Alateen member be accepted in Al-Anon as she doesn't understand her boy friend's way of life (or program) and eventually she may live with an alcoholic family?*
- A. On pages 30 and 31 of the "Digest of Al-Anon & Alateen Policies," it states under II, Membership, a) Membership Eligibility, "Anyone who feels his/her personal life is or has been deeply affected by close contact with a problem drinker is eligible for membership in Al-Anon." Under III, Meetings, (a) Open/Closed Meetings, it states, "Closed meetings are for Al-Anon members only; anyone whose personal life is, or has been, deeply affected by close contact with a problem drinker. Open meetings may be attended by anyone interested in alcoholism."
- Q. *What responsibility does Alateen have when asked by Al-Anon or AA members to call their children? These children have not asked for the call.*
- A. None. The Alateens could, if they choose to, give their number to the parents and say, "if your teenagers want help, have them call me."
- Q. *Should we reconsider having "Double Winners" as Alateen Sponsors? I'm finding they do not attend Al-Anon regularly.*
- A. This was covered in the Policy and clarified at the 1980 Conference under "Double Winners," in the Policy Digest under the heading of Membership on page 30, paragraph c, Dual Membership in Al-Anon and AA.
- Q. *Can we have more help with the Alateen program, especially for new groups?*
- A. There is a lot of information for new groups in the literature, *ALATEEN TALK*, *INSIDE AL-ANON* and *The FORUM*. Many Alateen groups use the book, "Alateen, Hope for Children."
- Q. *"Anonymity is the cornerstone of our program." Therefore, if an Al-Anon member staffs a literature booth at a Conference (Federal/Provincial or otherwise) is he/she not breaking his/her spouse's anonymity?*
- A. Anonymity is the cornerstone of our program. It does not, however, follow that if an Al-Anon member staffs a literature booth servicing the public that this breaks anonymity. The Eleventh Tradition clearly states: "... at the level of press, radio, TV or film;" in all other cases the members must decide for themselves the degree of anonymity he or she chooses to observe. Please see the anonymity statement developed by and available from the World Service Office in your Digest of Al-Anon & Alateen Policies.
- Q. *May a counselor on alcoholism (being an Al-Anon member) hold a service job—such as GR, DR or Delegate?*
- A. If elected, yes.
- Q. *Al-Anon's primary purpose is to help families of alcoholics. When these families are successful in achieving communication and form "couples groups," what can be done to encourage them rather than discourage them?*
- A. If this is an Al-Anon group, with Al-Anon officers, that invites spouses to participate, it may be encouraged. If this is not the case, we neither encourage nor discourage its formation as Al-Anon has no opinion on groups outside of Al-Anon.
- Q. *Would it be possible for Al-Anon to consider holding its own National and International Convention in the future? We are of age now and certainly we have many talented and capable members who could handle this very well.*
- A. This is under consideration.
- Q. *We had recently been asked to publish activities of a Clubhouse operated by AA members. Would page 17 of the Policy Digest (under retreats, second paragraph) apply to this? Would an explanation of Tradition Six: "To print announcements concerning agencies in official Al-Anon newsletters is to endorse and lend them moral support" apply to our situation as yet?*
- A. Yes to both questions. In addition, page 15 of the 1980-81 Policy Digest also provides further information about Clubhouses.
- Q. *AA has a group they call a "Family Group." It is registered at General Service Office as AA and has all AA officers. If Al-Anon is asked to chair this meeting, is this all right?*
- A. If Al-Anons are invited and welcomed as guests it is a fine opportunity for AAs to gain the Al-Anon point of view.
- Q. *If Al-Anon has a fund raising project (example: sale of goods on a Special Day)—would it be permissible to bring along friends?*
- A. This is a matter of group autonomy as it does not violate any Traditions.

- Q. I'd like to know what makes a person a member of Al-Anon. I assumed you had to attend meetings fairly regularly to be a member. If you don't do this, are you allowed to attend Assemblies so you can be involved in the yearly State Conference?
- A. Membership is self-determined according to the 1980-81 Policy Digest, page 29. The Assembly provides a valuable opportunity to encourage members in service. Assemblies are generally open to all Al-Anon members.
- Q. What do we call ourselves? Al-Anon/Alateens? I dislike Al-Anoners and Alateeners. One member tried to coin the word—"Al-Anonic."
- A. We usually call ourselves Al-Anon and Alateen members.
- Q. I have been contacted concerning a member of Al-Anon who:
—uses last names in meetings without permission
—gives out telephone lists to people outside of meetings
—uses telephone list to invite people to showers and get babysitters. (People are angry.)
Our DR has already told her this is all against Traditions and she doesn't care. What is the next step to take?
- A. It is deeply distressing when members violate the Traditions. Meetings on the Traditions and taking a Group Inventory can be helpful.
- Q. Can more than one order blank be included with literature orders? Many groups have asked for at least two per order.
- A. If you wish for extra order blanks, request the number in your order.
- Q. I am never comfortable as a guest speaker—or in the audience—when there is a standing ovation. Do others feel the same? Should gratitude be shown in this manner?
- A. This is a matter of individual choice.
- Q. Is it permissible to tape the One Day At A Time for non-readers?
- A. A tape is available through the Library of Congress. Write to the WSO for information on how to borrow it.
- Q. In one of our little weekly advertisement newspapers was a notice that read something like this:
Are you living with a problem drinker? To hear my personal story, write to: John Doe, 111 North, Nowhere, Utah, Cost is \$3.00.
- A. If this person is an Al-Anon member, he has violated the Tradition of anonymity and probably several other Traditions as well.
- Q. A member of some 24-years recalls that we were urged to attract rather than promote our program. She feels there is now more promotion than attraction due to some of the Public Information activity. Please comment.
- A. It is sometimes difficult to draw the line between promotion and attraction. This has been regularly addressed by many World Service Conferences. It is up to each Al-Anon member to strive to stay within the guidelines of the Traditions.
- Q. What pamphlets do we suggest for Al-Anon members to give a professional, on the initial return visit, because that professional had suggested attending Al-Anon originally.
- A. When a professional suggests Al-Anon in the first place, the beginning member might consider going back and sharing the benefits received and expressing gratitude. Most of our literature is appropriate; perhaps several pieces could be taken to the professional from which he or she may select an appropriate one.
- Q. Could the P. I. Committee issue a statement on Al-Anon's policy concerning intervention, confrontation, etc., to be included in the P. I. Kit? This would help Al-Anon members communicate with professionals in an intelligent manner quoting WSO rather than their personal opinion.
- A. The WSO Policy Committee is presently considering a policy statement concerning intervention and confrontation; it should be available in the near future.
- Q. Could you please identify in English, the language used in a piece of translated Conference Approved Literature?
- A. It would be difficult to add English labels to the thousands of items of literature in translation processed at the WSO. We plan to encourage translators to include the English title when printing. You will find the title in English on all mimeographed translations, and printed literature will now have the English literature code number stamped on it.
- Q. How will the inception of the General Service Meeting (held every two years) affect the World Service Conference?
- A. The WSC is the senior Conference. The GSM will be more of a "sharing" meeting.
- Q. Can we have a list of workshops that are available from the WSO?
- A. A list of workshops developed for World Service Conference sessions is in preparation. The workshops consist of questions on Area concerns and are appropriate for District or Assembly meetings.
- Q. What is the extent of Delegate/Chairman interaction, in addition to their chairing meetings, reporting on worldwide affairs and duties?
- A. The responsibilities and duties of the Area Chairman are outlined in the World Service Handbook on pp. 19-23, under Election Assembly Procedure, and on p. 27 item IV, under Duties of Assembly Members.
- The duties and responsibilities of the Area Delegate at the WSC and in his/her Area are delineated on pp. 28-29 of the World Service Handbook. Cooperation and communication between these two officers allows for a productive harmonious Assembly structure.
- Q. Could we choose Assembly officers from all the outgoing District Representatives? They have the knowledge to do the job. It is hard for most of us to become a new GR or DR and also be Assembly Officer, whereas most of the outgoing DRs have no office and would like to be considered.
- A. In keeping with the principle of group autonomy, an Area may decide to depart from the procedures outlined in the World Service Handbook when it is deemed necessary. If by majority agreement, an Assembly decides to do so, it is suggested that the changes be a matter of record so all members clearly understand them.

- Q. A member of an Area wrote the Delegate requesting that the following be presented at the Conference: At an Area World Service Committee there was a closed vote on a certain matter. This member felt that the Area World Service Committee was wrong in voting and she is not happy with the affirmative results of the vote. She stated that Tradition Seven was violated and she feels the topic should be presented at our annual Area Assembly to be voted on by the Group Representatives and District Representatives "so there will be a good feeling of group conscience from the Area." Could a vote be rescinded and her suggestion carried out?
- A. All members within an Area are free to bring their concerns to the attention of the Assembly, which generally reviews decisions and recommendations of its Area World Service Committee. The Assembly, which reflects a larger group conscience, may choose to affirm or rescind Committee actions.
- Q. How does one get fresh, experienced, stable Al-Anons to come forward for service work at groups meeting at hospitals and prisons?
- A. Try holding workshops. Workshops held monthly within a District by experienced Al-Anon members can help spread enthusiasm within the District. Al-Anon members have often admitted to feeling frightened of institutions involvement. A workshop can dispel this fear and usually stimulates interest and excitement. Group members may also invite Al-Anon speakers to their meetings to talk about their growth through their involvement in Institutions service.
- Q. Should a counselor from an institution start an Al-Anon or Alateen Group?
- A. If a counselor happens to also be an Al-Anon member, he or she may certainly be helpful in getting a group started. They may arrange for the space for the group to hold meetings and possibly a place to store literature and other supplies. Experience has shown that it is better if an Al-Anon member working at a facility does not become a member of that group. Other members of the Al-Anon group tend to place the counselor in a professional role and the meeting can easily turn into a counseling session. Wise Al-Anon members who are also professionals usually help with the arrangements, then step back and become a regular Al-Anon member in another group. This also helps to eliminate the possibility of encroachment by other professionals.
- Q. Are there any problems in having groups composed of a majority of "Double Winners?" such as, dilution of Al-Anon? changing Al-Anon into AA? by saying such words as "in AA we do this?"
- A. These examples are good reasons why Al-Anon or Alateen groups with a majority of AA members are not encouraged. Other reasons are, the Al-Anon point of view is limited, and it would be difficult to find a GR.
- Q. Should a counselor on alcoholism (being an Al-Anon member) start an Al-Anon or Alateen group in his/her center and chair it?
- A. If the member serves as a member and not a counselor, his/her activity need not be limited.
- Q. In Conference-Approved Literature pertaining to Public Information, when using the term "American Medical Association," does this cover all Areas who use this literature? If not, could more be added here to cover other Areas?
- A. The American Medical Association was among the pioneers of those recognizing alcoholism as a disease. Many others now do and the suggestions will be forwarded to the Literature Committee to update where applicable.
- Q. This question has been asked many times in Al-Anon meetings. What or who is an alcoholic? May an answer be brought forth in one of our CAL or hard cover books?
- A. We would not attempt to define an alcoholic. The Al-Anon/Alateen focus is on the effects of the disease on the family and close friends.
- Q. How many General Service Offices are there? Where and what is their purpose?
- A. Presently there are 17 GSOs located in: Argentina, Australia, Belgium-Flemish, Belgium-French, Brazil, Costa Rica, El Salvador, Finland, France, Germany, Guatemala, Mexico, Netherlands, New Zealand, South Africa, Switzerland, United Kingdom & Eire. They are national offices that act as clearing houses for those in the country who wish help or information about Al-Anon. They translate and/or reprint CAL, they may publish a periodic bulletin for distribution to the groups in their country and maintain and distribute lists of all the groups in their country.
- Q. When sending money to World Service Office, should Canadians send group cheques or American money orders?
- A. We ask all Canadian members to send checks in American funds.
- Q. The back page of the World Service Handbook showing a graph—shows a link from Information Services through a liaison member to the Area World Service Committee, from Information Services to Alternate DR, then shows lines of cooperation from Alternate DR to DR. How is this accomplished, plus should this "cooperation and how it is accomplished" be explained in Guidelines for "the Al-Anon Information Service—What it is and How it Serves?"
- A. To accomplish this, the groups must elect both a GR and an Alternate. They in turn elect a DR and an Alternate DR. The DR attends District and Assemblies while the Alternate attends meetings of the Information Service. If one is unable to attend, the other fills in. For this reason primarily, good communication and cooperation is important.
- Q. Is there any further information concerning the progress of publishing the ODAT book for Alateens?
- A. No, since ODAT is being written by Alateen members it is taking quite a while to compile enough material for this book. We do have enough at this time to get started but not enough to finish.

Delegates Thoughts on a Theme

Group Conscience is . . .

"... the basic unity of our fellowship, our primary motivating force."

Winnie G., NV

Winnie's encounter with group conscience occurred when there were just two isolated groups (no Area Assembly, no contact with Al-Anon worldwide) which were notified about "some World Service Conference" and a Delegate to be sent. Another 'rumor' was whipping up talk about using only Al-Anon Conference-Approved Literature, not the AA Big Book. Winnie was chosen to chair the meeting where these "highly controversial" topics were to be discussed. When the votes were counted, the group had voted for CAL! "I was devastated," Winnie confessed, "the group conscience was not informed—on either side—it was *amassed*. The group had come to the right decision by the wrong methods. The sorry side effect was that many old-timers, resigned to defeat, never came back. I was lucky. I needed this program so desperately—I hung on."

Since then, Nevada has come a long way. They have an Assembly, District Meetings, and discuss the importance of the Traditions, CAL, unity, etc. Winnie's election put to rest the excuse of poor health. "If you can do it, anyone can," said a friend who knew she was facing severe surgery.

Because Winnie believes that Al-Anon and AA are governed by the greatest force on earth—MUTUAL CONSENT, and guided by the greatest force in the universe—A LOVING GOD, she is grateful and proud to be a part of the fellowship.

"... developed by open, frank discussions."

Bessie L., SC

"Group conscience means that members rely on a loving God as He may express Himself within a group to guide them wisely in the use of the Traditions regarding group decisions, attitudes, and actions, therefore, fulfilling the purpose of unity among groups," said Bessie, "and all opinions are to be aired while basing final decisions on the Traditions. The Traditions are the guidelines for group unity."

Bessie felt there are no musts in Al-Anon—only suggestions; "that the group conscience gives encouragement to the willing servant and is a great resource when voices need to be heard."

"Groups should hold meetings periodically on the Traditions to insure that individual members understand the purpose, meaning and importance of the Al-Anon Traditions, and" she continued, "workshops on group conscience at the District and Area levels are also needed. For a healthy group conscience, an attitude of acceptance and a sharing of responsibilities among members are required. Placing principles before personalities is very necessary. Attitudes of intolerance, resentment, and attempts to conflict opinions contrary to Al-Anon Traditions, have a detrimental effect on group conscience. The common need among members is the spirit of love and order, and when shared, result in visible growth both individually and group-wise. Through group conscience, members become more aware of the needs of others; thinking of others more than self."

She summed up saying, "Here at the Conference is where you really see Group Conscience in Action, and as long as we have God leading the group conscience, our program will live forever."

"... in every one of us."

Louise C., ME

Having spent her early months with a very strong Al-Anon member, Louise was only able to agree when this woman started saying, "You could take over the duties of Treasurer."

Louise stayed in service for the next three years and became Group Representative. She feared making mistakes, thinking she had to be perfect but when she started helping at the District level, she learned she would have the help of the group conscience. Her sense of responsibility was awakened by her sponsor, prodding "those who become aware of things, take care of them." It wasn't easy for Louise to speak up and state how she felt but her strong feelings for Al-Anon and the Traditions helped her overcome her reluctance. She is grateful today to her higher power for teaching her to follow through, and for the acceptance she found in others.

Group Conscience is . . .

"... given a chance to work, if you can keep your head."

Syntha E., NB

"Gullible's Travels" was the label Syntha gave her trips as Delegate. She had realized that being *gullible* did have its advantages because she believed everything she heard about Al-Anon. She thought it unfair to compare Al-Anon with other organizations since it is a way of life, however, she was impressed to see how the groups do function. She couldn't feel the dissension she knew existed outside. She saw another comparison; in Al-Anon, chairman did not mean a 'heavy-handed leader.' Whether a large group or small, or whatever area of service I'm in," said Syntha, "I'm responsible for only my share, not everyone's . . . I'm here to serve . . . thank goodness, you told me about group conscience in action . . . if I'm called about group problems . . . I don't blow in, blow up and blow out . . . I can say, 'Here are our Traditions, here are the suggested guidelines, what now is the group conscience?' You told me it would work, and I believed you! Hooray for the gullible!"

"... God conscience working through the members."

Barbara P., AR

The place Barbara saw it work effectively was in the World Service Conference. "We are gathered here from all corners of the states and other areas with many different personalities and ideas, however, the main concern always seems to be what is best for Al-Anon."

Barbara knew she had grown spiritually since becoming Delegate, as she had to learn to put principles above personalities. She was comparing her growth to typing one day. She knew she could read all the books about typing and letter composition, even memorizing the key board and discussing how a typewriter worked . . . "but I would never really know how to type until I started practicing on it."

This is the same way she learned about applying God in her everyday life and today she knows how it works. "Thank goodness," she said, "I don't have to be perfect . . . all that is required is that I continue to practice."

"... working from my home group—clear up to the World Service Conference."

Lodema S., ID

Having lost her first husband, who was an acknowledged, practicing alcoholic, Lodema swore she would never marry again, but she did—and married an alcoholic. It was his drinking that led him to AA, and her to Al-Anon. Her sponsor had "gone off to New York and came back with a whole bunch of figures from the office," and Lodema couldn't have cared less. A move to another state prompted her to attend most of her husband's open AA meetings. Eight years ago, Betty T., (a self-acclaimed 'pusher and shover') wrote to inquire about Idaho becoming an Area. She *told* Lodema to be a Group Representative, and later, when as Delegate, she learned about Districts, she chose Lodema, in much the same way, to be a District Representative.

While not necessarily recommending these methods for local service, Lodema did say that without the initial push, Idaho would "still be back in the sagebrush." As the present Delegate, Lodema bows to the group conscience, even when she is not always in agreement with it.

"... acting without fear."

Marsha N., NH

"Allowing oneself to be an instrument of the Higher Power is Group Conscience in Action," Marsha began. "... It is refusing to allow issues, other than God's will, to influence us in carrying out His will, while, at the same time, keeping an open mind to the input of others." Putting principles above personalities, feeling in one's heart a Higher Power's will for a role in fulfilling His will in the fellowship, are other definitions, she offered.

"Active participation means hearing that Higher Power's voice and following it." Marsha noted that it isn't always a source of joy, or happiness, to be the one chosen to help implement group conscience yet she felt blessed because she understood what it meant to feel "... of those to whom much is given, much is expected."

Her last thoughts on group conscience centered on acceptance. She felt that Al-Anon had but "one authority—a loving God, as He may express Himself"—that truly "our leaders are but trusted servants, they do not govern."

"... what its members make it."

Loretta R., MO

It was Loretta's belief that group conscience began when our co-founders made plans to ask the groups for recommendations so that the New York Office would never dominate the groups. In this way, Al-Anon would always be what its members made it. "We all play an important role in our groups, whether we are newcomers sitting there listening and learning, or 'seasoned' members giving guidance... our sole purpose is to share our experiences, strength and hope," said Loretta, who recognized too, that forcing one's will on the group could diminish its growth. She felt it is helpful to listen to those who do not generally speak. We usually hear from those who are confident; often, there are differing viewpoints and seeking them out may require *asking*. It is the nature of our program to allow for these differences. It was Loretta's own experience (with opposing views on a babysitter for her group) which led her to accept the expression of group conscience. Her local group is growing "not so much because it's well-organized and has more money, but simply because of the idea that it is meeting and fulfilling the needs of its members."

"... when all plans for the group are approved by the majority."

Virginia W., LA

It was Virginia's belief that she had suffered from a childhood illness, the illness of self-pity, which she chose to call, "Why me?" After twenty years and to clear her conscience for breaking up her marriage, she had gone to see a priest, who told her (since she managed to stay that long) she should stay a little longer and go to Al-Anon.

She had tried *everything* and decided to give the Al-Anon do's and don'ts a chance. Her complete about-face made her husband's life "so miserable and unmanageable, he went to AA for help."

As she learned more about Al-Anon and applied the program to her own life, she started to live again, her life became happier, and had new meaning.

When she became aware of the organizational and service side of the program, she accepted the position of Group Representative, realizing that *her* survival was dependent on the group. Because she was not sure she wanted to stand for Delegate, she felt it was the group conscience which served as a vehicle for God's will in her election.

"The people elected to serve their groups and their states are accountable," she continued, "they give no advice, judge no one's conduct and issue no orders. Every one of them may be eliminated at the next election. They are really trusted servants."

Now, Virginia's phrase is "Why not me?"

Group Conscience is . . .

"... a Loving God—working."

Edna C., ILL (S)

When Edna first met her second husband, she was lonely, and it felt good to be needed. His sister told her he was an alcoholic and he said he belonged to AA. She thought this meant he would never drink again. She went to her first Al-Anon meeting but didn't continue; she thought alcoholism was his problem, not hers. She didn't get back to the program until he had been sober again for two years.

She moved into service, after having been treasurer, secretary, alternate GR, and finally GR, and DR. Never having liked the limelight, she had to face her reluctance with the help of her belief in a loving God. It was His love that strengthened her courage.

Her term as Delegate began with her first airplane flight to N.Y. At first, she stood in awe of the people from WSO, but realized later she was an equal, having much in common. While her personal tragedies have been legion, she has managed to face them with the loving support of her Al-Anon, AA, and church friends, who have constantly been at her side. She expressed her gratitude for having been shown a new way of life.

"... principles above personalities."

Mairi S., CT

Mairi spent six months in Al-Anon saying, "My name is Mairi." A very active drinking situation had left her totally incapable of saying anything else. She sat and listened, and learned because she was genuinely afraid that others would judge her only fit to be institutionalized. Service became part of her recovery story; she worked hard until she felt she was good at what she was doing. Others encouraged her efforts. (She said the only reason service people could give for not having attended a District or Assembly meeting was their *death*.)

What she saw in service was two sides of the fence; decisions being reached through group conscience and the will of the majority. Having traveled as the Delegate, she has seen problems, where personalities were considered above principles. One felt that application of the Traditions was at the heart of any solution. She was pleased to share her feelings knowing she had the right to have her own opinions, right or wrong, but equally happy she no longer felt "helpless or hopeless."

"... a mysterious force at work."

Audrey G., Saskatchewan

Audrey spun a tale for the Conference members. She spoke of a young woman who was content as a wife and mother in the Al-Anon group in her city. Her group was large, active, very friendly and she loved it.

One day she moved with her husband to a town far away to the north. Because she had been in Al-Anon for many years, she doubted her new, small group would ever study the Traditions, or service material. She thought they didn't love Al-Anon enough. In her despair, she became silent. Through her silence, she realized she was "talking the talk, but not walking the walk," and began again to practice the Steps to recovery. Lo and behold, with her new acceptance, the group "improved" and members became involved in public information, studying the Traditions, and sponsoring. Now there are three groups for the member to attend.

"That member is me—as you may have guessed," said Audrey, "and this is a true story of a real example of group conscience in action."

"... the personality of a group."

Mary D., WY

If a group is using the Twelve Traditions, it will show in its group conscience," said Mary, "just as using the Twelve Steps affects our individual growth." For Mary, "the most exciting part of Al-Anon is knowing that group conscience in action is God, as each in the group understands Him, expressing His will for that group." God is made visible to her through problems she couldn't handle alone.

When Mary started in Al-Anon, she was so filled with fear, she literally felt pain from it. She learned to pray for God's help and guidance, to understand that her fear came from a lack of confidence in her own judgment. She prayed, "Loving Father, I now put away all fear and anxiety about this situation. I place it and myself in your loving care. You will guide me to victory and healing."

She had learned in Al-Anon to be comforted and strengthened by her relationship with her Higher Power and has not felt the painful fear she used to have when she depended on her own resources.

"... a protection and guide for those needing it in the years to come."

Irene B., SD

Finding Al-Anon ended Irene's search for relief from a great burden. Understanding that her husband's alcoholism was a disease, and both of them finding programs of recovery was a miracle unfolding.

While trying to work her program the first year, her biggest revelation was finding that living with alcoholism merely magnified her own character defects and fears. She also discovered that sobriety did not bring an end to their problems of marriage.

At one time, she wished the whole world could share in the Al-Anon program. Today, she believes that those who do embrace the program make it possible for everyone to share its benefits, by providing an expanding and growing fellowship for those needing it in the future.

While her group's conscience led her to serve as Delegate, Irene feels she has received more than she has given. She is careful to avoid having one person, or problem dominate a meeting, as the program needs to be protected for the benefit of those to come.

Irene will miss the Conference, but looks forward to serving in other ways, and knows that her Higher Power will provide her with more insight, courage and humility to do so.

"... the attitude of the group."

Helen W., IA

"I think most of us are here today because of Group Conscience in Action," said Helen. "Those of us who represent our Area have felt that 'group conscience' at work here, at the World Service Conference, and experience that consciousness over and over, in both obvious and subtle ways, during the days we participate."

Helen believed the Al-Anon program could bring personal conscience into play, as part of the group conscience. In order to inventory her ability to accept group conscience, she asked herself these questions:

"Do I call for group conscience on every level, area, district, group, etc.?"

"What about on every issue?"

"Can I graciously accept that the group conscience may differ from my view?"

"In view of differing views, can I encourage all to express themselves, even though I may not hold that view?"

"Am I aware that the conscience of the group tomorrow, may be different from what they feel today. If this point is remembered, it makes acceptance easier."

"Do I remember to keep it simple?"

"As I end my service as Delegate this year, and go into service, wherever I'm called, may God allow me the grace to be aware that each, and every person, is working for the welfare of the Al-Anon program. Their ways may differ from mine, but through group conscience, good will prevail."

Group Conscience is . . .

"... also a family affair."

Adean M., UT

"Group Conscience in Action—the very tone reflects our spirituality," said Adean. "For our common welfare, with the aid of a Higher Power, we openly discuss the items brought before us . . . everyone is listened to with love and freedom of expression."

For those reasons, Adean believes the Traditions represent the common welfare of the family unit, as well as the Al-Anon or Alateen group.

Autonomous, understanding, accepting, self-supporting, (if not always financially) encouraging, and unprofessional, the family members play a role in the family's hopes, dreams, and accomplishments. Adean's family maintains respect for each other's program without interfering with the spiritual awareness of each other's right to live—according to their individual standards. Harmony comes with acceptance of each personality, as a special gift, "ever remembering the principles of love and mutual respect for the entire unit while bringing about a workable and stable relationship."

"It isn't easy to use the Traditions within the family—but looking for a common welfare has brought all of us a certain degree of unity and serenity."

"... a step toward my recovery."

Blanca R., PR

"I would like you to think," Blanca imagined, "that each of you is the only English-speaking person in this Conference, and that everything is done and spoken in Spanish . . . and when you return to your Area, you will have to translate everything." Having asked the Conference to identify with her challenge, Blanca went on to tell how the group conscience in action dispelled her feelings of incompetence and failure.

As a new Delegate, Blanca had been appointed to the Handbook Committee and discovered at its first meeting there was a lack of support for its continuance. In spite of her objections and personal views, the Handbook Committee voted to dissolve itself.

The full Conference, however, exercised a larger group conscience and voted to have the committee continue its review for Handbook improvement.

Putting "extra practice" into her program helped Blanca place principles above personalities, and trust people until she had reason not to. For her, the Conference had been a memorable experience and an opportunity to get her own conscience into healthy action.

"... the help which members shared with me in learning . . ."

Beulah duG., Ontario (N)

It was through attending meetings that Beulah learned to speak up and share, to understand she was a person. "Before Al-Anon, in fact, even before becoming involved with the disease of alcoholism," she said, "I was like a lamb grazing on barren land . . . timid, self-complacent, always on the defensive because I didn't have enough self-confidence; but, after many meetings," she confessed, "a change gradually came about. I had found green pastures and realized I was in the right fold of human beings, with people who understood."

"Nudged" into service by a longtime member of her home group, she came to believe her "Higher Power/God" molds people to a job, and that members of her group put her into action by their group conscience.

She felt that the "themes" of the past three Conferences she had attended were chosen, at the most appropriate time, for her Area's needs and, if we continue to cooperate through understanding and gain spiritual growth through service, the result will be, group conscience in action.

"... the will of the Higher Power speaking through the group."

Rosemarie G., NM

In introducing herself, Rosemarie cited her name, her group and this reassuring fact: "I have not had to plan a murder or a suicide for ten years." At the center of her emotional stability was Al-Anon. It was several years after her husband's sobriety that Rosemarie accepted help and support from the group. She had believed that love conquered all, but wasn't able to conquer the addiction to alcohol. She was unable to see her part in the situation. It soon became apparent that her marriage depended on her getting involved in Al-Anon, to gain some understanding of herself.

In quoting Andre Gide, "We cannot discover new oceans unless we have courage to lose sight of the shore." Thus she had launched her frail craft named 'willingness' on the ocean named 'discovery.' She began a never-ending exploration; her navigational guides were and are: attending meetings, reading the literature, the Twelve Steps, prayer and meditation.

When she began in service, the waves on her ocean were the Traditions and group conscience, but realization of the phrase, "trusted servant" turned her around.

She had a growing awareness of Al-Anon as a gift of grace, an inner strength that fails her only when she doubts it.

Avoiding the shoals of self-pity, resentment, anger and fear, she feels she is floating on a serene sea—knowing serenity is a condition, not a mood, and that the real meaning of TLC is "try loving completely."

"... getting up and saying what you have to say."

Carolyn McC., NY (S)

Carolyn called her first World Service Conference, a reflection of "principles above personalities." There, Conference members drew on their knowledge of the Traditions to avoid endorsing films (or keeping a list of films) which had not been produced by the fellowship. She was relieved to carry back this "news" to her Southern New York Area. Because it is also the location of the WSO, Carolyn felt that her Area has not always received the "service support" it might have enjoyed at a distance. She wanted that relationship to improve, and had come to the Conference as a Delegate, "bound to be liked if it killed me." "It almost did," she continued.

Her nervousness was compounded when her name was the first drawn to share in the Green Light Session. She "passed" but was later given a second chance to speak by the Chairman. She knew she couldn't go home to her Area without being honest. Having spoken, she heard another Conference member say, "good kid," and her belief in Al-Anon was restored. She was disappointed in her second Conference but it was not in her nature to quit. She shared her feelings with those in her Area because she knew they could tell if she were unhappy, or disappointed.

In her first year of service, there had been some dissension in her Area, and when people began to share their feelings, the situation improved. She carried this thought to her third Conference, where she felt she had witnessed the group conscience in action. She was able to go to the microphone and share her thoughts, knowing that all Conference members were meant to be there—unafraid.

"... reached through honesty, open-mindedness, and a willingness to learn."

Dorothy O'N., Newfoundland & Labrador

"Getting ready," "the meeting," and "the decision" are the three facets Dorothy feels help members to experience the group conscience.

She said, "Seeking the facts is the member's responsibility and facts can often be found in Conference-Approved Literature. Days before important meetings might be spent making oneself spiritually, mentally, and physically ready. Studying service manuals and the Traditions is also helpful, along with quiet times with the God of one's understanding.

Dorothy recommended opening business meetings with a spiritual message to set the tone, or atmosphere, so "God could express Himself in these sessions . . . Sometimes we need to be reminded that God is always with us."

"Efforts can be made to make newcomers feel part of the group's decision by inviting them to express their opinions. All members can be made to feel their thoughts are welcome, and," Dorothy suggested, "add time for good discussions so all will understand what they are voting for. If there is a major decision to be made and members don't have all the facts, the vote can always be postponed until the next meeting."

Dorothy's final ingredient was acceptance; the outcome is the will of the majority. Her final hope summed up her beliefs: "The one who speaks is to deliver God's message; the one who serves is to do it with the strength provided by God."

MOTIONS AND RECOMMENDATIONS

Motions were made, seconded and carried: To approve the Admissions Committee's recommendation that the following participants be seated with voice and no vote: Cay C., Chairman, Publications Francaises; Alberte C., Secretary/*Translator; Teresa M., Supervisor Spanish Services (WSO); Eileen McS., Administrative Aide (WSO); Richard Keilly, Controller (WSO); Helen R., Representative U.K. Eire,

To approve the Admissions Committee's recommendation that Vermont be recognized as an Area and, as such, that Vermont's Delegate be seated at the 1980 Conference and all subsequent Conferences with voice and vote.

That the Delegates' Equalized Expense Fund be reduced from 80% to a 50% assessment per Area of projected Delegates' costs, and that the WSO Controller work out a method of reimbursement to the Areas for 1980 Conference participation.

To accept the annual reports as submitted in the 1980 Conference Brochure.

To approve the financial report as submitted.

That the individual contribution a member may contribute be raised from \$400 to \$500 per year; that a one-time contribution from the immediate family in memory of a member also be raised from \$400 to \$500 and that the Birthday Plan have the \$10 limit removed.

To approve the 1980 budget as submitted.

To approve The FORUM Committee report as submitted.

To approve the additions and revisions in the Digest of Al-Anon and Alateen Policies on page 30, under section II, Membership, as amended.

To approve the additions and revisions in the Digest of Al-Anon and Alateen Policies on page 32, under section IV, Conventions, as amended.

To approve the additions and revisions in the Digest of Al-Anon and Alateen Policies on page 29, under section I, Groups as amended.

To approve the additions and revisions in the Digest of Al-Anon and Alateen Policies on page 23, under section V, Group Funds, as amended.

To approve the additions and revisions in the Digest of Al-Anon and Alateen Policies on page 32, under section IV, Conventions, as amended.

*Henceforth, the title "Translator," will be dropped.

That the Experimental Regional Trustee Plan be made permanent.

That all candidates for an Al-Anon Trustee, both Regional and In-town, will submit resumes for Conference consideration prior to election. A resume is not required from lifetime, honorary or staff trustee candidates.

To approve the revised By-Laws as amended.

That the World Service Office of Al-Anon Family Groups produce tapes of Conference-Approved Literature for sale and distribution.

That the wording of the suggested welcome be changed to include the word, "or have lived with . . ." in the following: "We who live with the problem of alcoholism understand as perhaps few others can . . ." so it will read: "We who live with, or have lived with, the problem of alcoholism . . ."

That the wording of the suggested Al-Anon/Alateen welcome be changed from, "We urge you to try our program. It will show you how to find solutions

that lead to serenity." so that it will read: "We urge you to try our program. It has helped many of us find solutions that lead to serenity."

To approve the Admissions Committee's recommendation that when the list of non-voting people is sent to the Committee members, the persons to be seated be identified as Al-Anon or non-Al-Anon members as well as having their positions at the WSO stated.

To approve the Admissions Committee's recommendation that Minnesota divide into North and South. The additional Delegate will be seated at the 1982 WSC.

To approve the Admissions Committee's recommendation that the number of groups required for a state or province to petition the Admissions Committee to divide and send an additional Delegate be increased from 200 to 400 groups.

To approve the Handbook Committee's recommendation that the amendments to the Handbook be accepted as submitted.

To approve the Agenda Committee's recommendation that *all* blue-bird third year Delegates should have three minutes agenda time.

To approve the Agenda Committee's recommendation that the Agenda Committee Delegates receive absentee ballots to vote for the Conference Dinner Speaker and Spiritual Speakers.

To approve the Public Information Committee's recommendation that translations of the Beginners' Tapes be made in both Spanish and French.

To approve the Public Information Committee's recommendation that the annual newsletter, *AL-ANON SPEAKS OUT*, be made available to the Al-Anon membership at large.

To approve the Public Information Committee's recommendation that the Public Information Committee investigate the possibility of developing a tape recorded message be used on hot lines, etc.

To approve the Nominating Committee's recommendation that the following four nominees for election as in-town Trustees who have been nominated by the Board of Trustees to take office upon the adjournment of the 1980 annual meeting of the Board to fill vacancies then arising: Henry E. G., three-year term; Henrietta S., three-year term; Theodore C. K., one-year term; Alice B., two-year term.

To approve the Policy Committee's recommendation that, "Members may, however, be assured that WSO will make every effort to protect anonymity when cooperating with professionals" be added to the Policy Digest pages 38, III (c).

To approve the Alateen Committee's recommendation that the revisions to the Policy Digest, page 19, be accepted as submitted.

To approve the Alateen Committee's recommendation that the revisions to the Policy Digest, page 20, item V, be accepted as submitted.

That the World Service Office immediately implement the translation and publication of *The FORUM* in Spanish.

To approve preparation of a leaflet by the Literature Committee, re: contributions to the various service arms.

