

# 1992 AL-ANON FAMILY GROUPS WORLD SERVICE CONFERENCE

## THEME: SPONSORSHIP— EXPANDING OUR HORIZONS

STAMFORD, CONNECTICUT

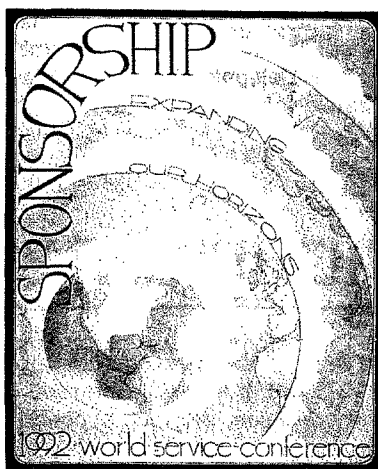
APRIL 26-29, 1992

### TABLE OF CONTENTS

Admissions/Handbook .....	7	French Services (PFA) .....	4
Alateen .....	4	<i>Inside Al-Anon</i> .....	12
Archives .....	6	Institutions .....	12
Board of Trustees		International Conventions .....	13
Nominating Committee .....	18	International Coordination .....	13
Conference Committee on Trustees (CCT) .....	19	Literature .....	14
Board Report .....	19	Motions .....	31
Executive Committee Report .....	22	National Public Information of Canada (NPIC) .....	8
Brainstorming on Sponsorship .....	11	Open Discussion .....	16
Closing Session .....	24	Open Time .....	16
Conference Site Report .....	6	Opening Session .....	2
Conference Theme .....	2	Overseas Representation—Brazil .....	14
Cooperating with the Professional Community .....	7	Policy .....	17
Delegate Sharing:		Public Information .....	17
Sponsorship—Expanding Our Horizons .....	25	Regional Service Seminars .....	18
Treasurer's Report		Sharing Area Highlights .....	2
1991 Financial Report .....	8	Spanish Services .....	4
1992 Budget Report .....	9	Spiritual Session .....	22
1992 Budget .....	10	Standing Committees .....	3
<i>The FORUM</i> .....	11	1991 WSO Annual Report ..... A1 - A24 (follows page 16)	

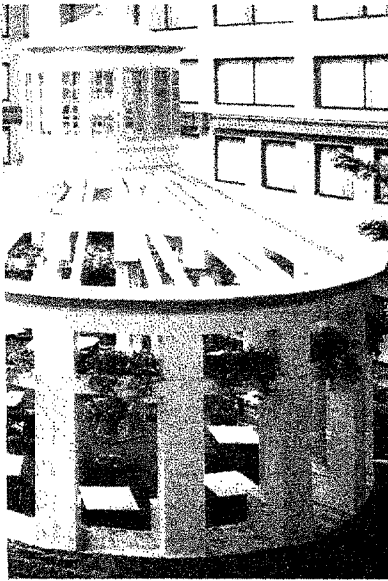
### CONCEPT II.

The Al-Anon Family Groups have delegated complete administrative and operational authority to their Conference and its service arms. "... it is evident that, in order to get effective action, the groups must delegate the actual operational authority to chosen service representatives who are empowered to speak and act for them. The group conscience of Al-Anon could not be heard unless a properly chosen Conference were fully trusted to speak for it in most world service matters."



# CONFERENCE THEME

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## SPONSORSHIP—EXPANDING OUR HORIZONS

The 1992 World Service Conference opened on Sunday, April 26th featuring a streamlined agenda. In an effort to reduce costs during these financially disturbing times, the WSC members agreed to lessen the number of Conference days to four. Although the time together may have been shortened, there was no shortage of emotions during the week. The goals of Al-Anon were achieved, while the bonds grew stronger.

The warmth and love so indicative of this fellowship flowed through each and every member as Mary Fran W., Conference Chairman, welcomed the 1992 WSC participants, with a special welcome to the Representative from Brazil, Ivone M. de I. The Conference members were invited to share and celebrate the theme of this year's WSC, "Sponsorship—Expanding Our Horizons."

The first motion of the Conference was approved unanimously to seat the following participants with vote but no vote:

Alberte C., Secretary of Publications Francaises, Inc., PFA  
Richard Keilly, WSO Controller (Nonmember)  
Georgette G., Office Manager, National Public Information Canada  
Ivone M. de I., Representative from Brazil

On a sad note, Mary Fran announced to the Conference that Harry F., Delegate from Texas (W), would not be joining the group since his wife became ill; thoughts and prayers were with Harry. The Alternate Delegate, Stephany C., was able to fly in and attend a large portion of this meeting of growth and unity for Al-Anon Family Groups.

Breaking away from the traditional Ask-it-Basket format, Mary Fran requested and received a Conference consensus to have four Delegates and two WSO conference members round up the questions each day and focus on developing responses. In addition to providing a more viable means of responding to Ask-it-Basket questions, this new process would allow WSC members a chance for further participation. Ask-it-Basket questions and answers will be printed in a future issue of *AREA HIGHLIGHTS*.

Following this order of business, Mary Fran invited Board of Trustee Chairman, John B., to share his thoughts. John welcomed everyone to this "no-frills" 32nd World Service Conference and expressed the Board's appreciation for the hard work and cooperation shared by all during the past year.

In another break from the norm, a "Clearing the Air" session was held to allow members to speak freely of concerns regarding the Conference. Carrying over from last year's Conference, members shared their thoughts on the possibility and feasibility of the World Service Office owning property. It was agreed that this topic would be left pending until the Board of Trustees presentation, where an update on the relocation of the WSO would be provided. Further comments stressed the need for "we" and "they" to be removed from the language during the next four days as members were reminded that we are one fellowship of worldwide Al-Anon.

The next order of business on the agenda was the Conference voting procedure as explained by the Chairman. As in prior years, the membership agreed, via a consensus, to utilize a closed ballot, with a two-thirds majority decision for substantial unanimity. It was agreed that abstentions would reduce the total voting population prior to the two-thirds majority being determined. To ensure Delegate members maintained a two-thirds voting ratio to WSO members, one non-Delegate Conference member's name was pulled from the hat daily and he/she would retain voice but no vote.

## SHARING AREA HIGHLIGHTS

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Peggy S., IA, '92 Chairman  
Joel E., MD/DC, '93 Chairman  
Pat E., TX (E), '93 Reporter

The Chairman opened the meeting with an explanation of the evolution of this session. It developed in 1976 out of a need expressed by many Delegates for a meeting without WSO participation, where ideas, projects, successes and failures could be shared. Subsequently,

WSO members have been invited to attend as guests with no voice. A decision was made that one topic would be discussed at a time; and the members would be provided the opportunity to share their thoughts.

The first topic questioned whether an Area Archivist could serve more than a three-year term? Members shared their Area perspectives and relayed that the one Area Archivist has been re-elected three times, serving a total of nine years. Another area has the outgoing Delegate taking on Archives responsibility.

Delegates discussed the problem of Coordinators crossing over jobs. It was suggested that a special meeting be held at the Assembly to work out the problems or go through an inventory.

Members shared their thoughts regarding an Alateen Sponsor arrested for pornography. Suggestions included dealing with the problem at the Area level and using the Concepts to keep the focus on Alateen.

Conversation centered around how to keep Al-Anon, Al-Anon. One Area shared that a group called the Al-Anon Big Book Study Group was able to register with the WSO, since they were not called AA. Delegate members commented that guidelines on group names may be useful. It was recommended that a meeting be chaired on Why Conference-Approved Literature? Other thoughts encouraged members to speak up and to not be afraid of protecting Al-Anon.

Other topics focused on: sub-Districts with cities so large they become a District of their own; ensuring DRs and Area Coordinators attend the Assembly; the need to incorporate or apply for a tax ID number, and insurance coverage for Al-Anon functions.

## APPROVAL OF ANNUAL REPORTS

Questions received by the WSO, from the membership, on the 1991 Annual Reports were compiled and distributed at the WSC. Myrna H., the Executive Director, reported that there are currently 10 staff positions that will remain open to curtail expenses.

A motion was made, seconded and carried, to approve the 1991 Annual Reports as amended.

A motion from the floor of the WSC requested approval to form a committee of Delegates and WSO Staff to study the future computer needs for Group Records at the WSO and Area levels. Members reported on the growth of on-line records being maintained at the local level. The committee's focus would be to explore methods of linking computer access between the WSO and the Areas to ensure that accurate and timely Group Records' information is maintained.

## STANDING COMMITTEES

Rita McC., Conference Administrator, announced the Standing Committee appointments:

<u>COMMITTEE</u>	<u>Panel 30 (1990-1992)</u>		<u>Panel 31 (1991-1993)</u>		<u>Panel 32 (1992-1994)</u>	
Admissions/Handbook	Jan T.	IL (S)	Mary Alice B.	OH	Skip A.	MS
	Winnie S.	NM	Lynette F.	IN	Valerie H.	GA
	Carol O'D.	CT	Joyce K.	CA (S)	Nancy B.	CO
Alateen	Joanne J.	ID	Ann S.	MN (S)	Grover C.	WI
	Sharon H.	SASK	Jerry S.	ONT (S)	Donna M.	MT
	Sylvia B.	AR	Larry A.	IL (N)	Bea J.	OR
Archives	Glena C.	UT	Gayle W.	TN	Diane H.	NC
	Dee McK.	WY	Carolyn S.	HI	Caryn J.	WA
			Connie C.	MI		
Conference Committee on Trustees	Josephine B.	NFDL/LAB	Betty W.	FL (N)	Georges L.	QUE (E)
	Peggy S.	IA	Joel E.	MD/DC	Chuck Le M.	MN
			Giseline L.	QUE (W)		
Cooperating with the Professional Community	Margaret R.	ONT (N)	Diane W.	PA	Carol C.	BC/YUKON
	Felix M.	PR	Janice McN.	KS	Kay T.	VA
	Ann P.	NE			Maisie MacL.	MA

## COMMITTEE

### Panel 30 (1990-1992)

Institutions	Barbara T.	AK
	Sarah M.	MO
	William R.	NY (S)
Literature	Judi L.	NV
	Edna S.	SC
	Camille G.	NH
Public Information	Barbara M.	LA
	Jody T.	SD
	Trudi L.	ME

### Panel 31 (1991-1993)

Arlene M.	NY (N)
Frank R.	DE
Harry F.	TX (W)
Wilma K.	KY
Pat E.	TX (E)
Mary Lou M.	FL (S)
Peggy C.	CA (N)
Jeannette N.	MAN
Rita D.	RI

### Panel 32 (1992-1994)

Sara Jane G.	W VA
Nancy H.	NJ
Corinne A.	Atl. Prov.
Jeanette B.	AL
Isabel F.	Alb/NWT
Barbara S.	VT
Oteka M.	OK
Loretta J.	ND
Barbara H.	AZ

# SPANISH SERVICES

## **Update**

Sandra F., Chairman  
Mary Ann K., Administrator  
Raquel K., Executive Assistant  
of Spanish Services

Raquel K., Executive Assistant for Spanish Services for 16 years, has assumed the duties performed by both she and the former Spanish Services Supervisor, who has retired. Many shifts have been made in her duties and the revision process streamlined. Raquel translates and produces 15 issues of various newsletters each year, along with hundreds of letters from General Service Offices and individuals.

All projects done in English, such as RADIO OUTREACH, are translated and produced in Spanish.

Ecuador and Chile recently informed the WSO that an Information Service was formed. Because of high printing costs, all members are being directed to the Mexican GSO for copies of the Spanish version, ALATEEN—a day at a time.

A luncheon was held during the WSC where attendees shared what is being done in the Spanish groups in their areas.

# FRENCH SERVICES

## **Update**

Publications Francaises, Inc.,  
PFA  
Alberte C., Secretary

Since 1991 sales decreased by \$24,500 over 1990, services were limited to only essentials. By March 31, 1992 sales had increased \$20,500 over the same period last year, and the April forecast is positive.

The quality of French translations is also a positive factor on overseas sales, which show a substantial increase. For the first three months of 1992, sales to Belgium, France and Switzerland were twice the 1991 sales for the same period.

Al-Anon groups in Quebec continue to decrease in number. There were 490 groups in 1991; 1992 registrations show only 462 groups. Alateen groups declined from 65 in 1991 to 47 in 1992.

PFA continues to work on bringing *The FORUM* publication up-to-date and a schedule has been established to publish this magazine on a more regular basis. Subscriptions have decreased in Quebec, but there are almost 100 overseas subscriptions, of which 40 are for the Geneva group in Switzerland. To save on postage costs, two issues of the magazine have been shipped together since the beginning of 1992 and will continue until completely up-to-date.

Sales of the book, LOIS REMEMBERS are going as projected. 1,285 of the 3,258 copies printed have been sold. The book, AS WE UNDERSTOOD. . . , will be published this coming summer. A large part of the translation of AL-ANON FACES ALCOHOLISM is now done, and the translation of . . . IN ALL OUR AFFAIRS has been started. "With God's help and combining our efforts, together we can make it."

# ALATEEN

## **Update**

Peggy L., Chairman  
Bonnie C., Administrator

The Committee reported that the Acceptance and Serenity booklets in the Alateen Talks Back Series are in production and the third booklet on Slogans was approved by the Policy Committee. Each will sell for \$1.50. Alateen Talks Back single sheets, Detachment, Serenity and Acceptance, will be discontinued once the ATB booklets are produced.

Requests for sharings appearing in WSO publications and distribution of our sharing sheets have resulted in a substantial number of responses for preparation of the newly proposed Alateen recovery book.

*ALATEEN TALK*, spring issue is on the topic, Letting Go of the Past. A feedback sheet will accompany the issue requesting articles for *The FORUM*.

With the focus on younger members, the Alateen Committee presented an emotion-filled video emphasizing the need for younger member recognition. The film portrayed younger Alateen members sharing their stories of living with active alcoholism and the ways in which the Alateen program has helped them cope. Sue, who is twelve, shared that she has been coming to Alateen for two years. "I come to Alateen to talk about my problems and express my feelings. I trust the people in my group. The Steps and the slogans are good because I can learn to live more peacefully if I use them." Chrystal is nine and a half years old and has been coming to Alateen for three and a half years. "Alateen has helped me because instead of just talking to a whole group I can talk to an Alateen member who understands me. I can't cry in front of a lot of people because I feel unsafe and so I can talk to members in the meeting and get out some guilty stuff and stress. I also leave with some confidence in myself and think of the good things I did. Alateen is a safe place for me to share, and instead of having my whole life a black shadow, Alateen brightens up my whole day." WSC members could relate to the heart felt words shared by these members.

In-town Committee members shared their thoughts and feelings on the need to address this growing population of younger Alateen members. David, the son and brother of alcoholics, described his life, "I was very desperate and hated living, so I tried to commit suicide when I was 11 or 12. What if I had succeeded? What if I was allowed into Alateen at eight or nine years old? I'm trying to put my life together so I can still say I had a happy childhood. It's almost too late for me, but it's not too late for these younger members."

All Conference members shared their experiences during a brainstorming session. As all conference members broke into groups, a member of the Alateen Committee sat in on each group and took notes. The Committee thanked the Conference members for their enthusiastic participation and took all the ideas back to the full Standing Committee.

## Presentation



The pamphlet, A Guide for Alateen Sponsors (P-29) and Al-Anon's Guideline for Alateen Sponsors (G-19) will be combined.

The Alateen Administrator reported that she had chaired a writers workshop at the Alateen Missouri Area Convention and came back with over 70 sharings and drawings for Alateen's new recovery book. The teens on the Committee were asked what they would want to see in this book and to write and send their comments and thoughts to WSO. All Committee members were asked to study the outline and send in their ideas and suggestions.

The Committee commented on the Alateen presentation, expressing their regret that the brainstorming session wasn't longer. Some of the comments from the session were as follows:

- . More literature for younger people.
- . Were not aware of the younger members' pain.
- . The times are changing; people are more involved with younger members.
- . We need simple terminology.

After a lengthy discussion, the consensus of the Committee was that material in simple form is needed. It was suggested that an article appear in *ALATEEN TALK* entitled, "What do you think of our younger members?"

Recognizing from the 1990 Survey that many of our Alateen groups are exercising their autonomy through the present policy regarding admittance of younger members and with 30 percent of our membership now under 12 years of age, the Alateen Committee presented a motion for Conference consideration to provide services to meet the needs of the younger members of Alateen. As with the brainstorming session and the Alateen presentation, Conference members discussed the Committee's proposal. After careful thought and reflection, the motion was carried to provide services to the younger members of Alateen.

## Reportback

# ARCHIVES

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## Update

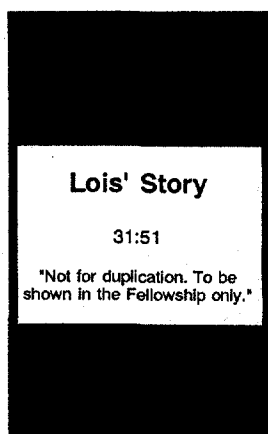
Patricia G., Chairman  
Claire R., Administrator

The Al-Anon Family Origins—Collection Kit (K-27) was produced and made available for purchase. To encourage and increase its use within the fellowship, the film, *Lois' Story*, was transferred to VHS videocassette and a new rental price of \$25 was established.

Due to the WSO's 1991 financial situation, the Archives Service was not authorized to proceed with production of the Lois W. and the Pioneers video. In reviewing the original 1982 film interview of Lois W., Henrietta S. and Margaret D., the Archives Committee felt that the project should be treated as a documentary due to the caliber of the subject matter. The Committee continues to gather bids from producers and will submit estimates to the Budget Committee for approval in 1992.

Developing computerized indexes of the contents of the WSO Archives continues as an ongoing priority. This greatly aids our research process. Priorities of documents to be duplicated for safeguarding and preservation are also being determined.

## Reportback



The Committee was informed about the impact of the forthcoming relocation. A schedule will be developed with the WSO to work with each service to accession their materials to Archives in a logical and concise manner. Prior to this, the Archives Committee will recommend guidelines for materials to be submitted for preservation. While moving out of the New York area may pose special circumstances for Archives, every effort will be made to maintain communications and a cooperative relationship with AA and Stepping Stones.

The Committee reviewed a second draft of the Al-Anon time line of major events depicting group growth, which it plans to develop as a service tool.

The Committee reviewed a second draft of the revised longtime members' questionnaire and will submit final recommendations by June 1. It was the consensus of the Committee to continue to direct the questionnaire to members who have been in the fellowship for at least 25 years.

Through brainstorming, the Committee recommended that consideration be given to the designation of an Archives Awareness Day, on March 4.

The Committee would like to help Area Archivists obtain background information from their past Delegates and trusted servants. It was decided to adapt the current Trustee Profile/Resume form for a questionnaire.

# CONFERENCE SITE REPORT

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Mary Fran W., Chairman  
Rita McC., Administrator

The Conference Committee reported that negotiations are underway and space is being reserved with several hotels, including the Radisson Tara, with the understanding that space will be released within a reasonable time frame when the best site for the 1993 World Service Conference is determined.

During the past year, suitable sites have been explored within the greater New York metropolitan area which includes: New York City, New Jersey, Westchester County and Connecticut. Exhibits and several on-site visits lead to contacts with viable hotels. At the present time, five hotels are being considered for the 1993 WSC—one in New Jersey, one in Westchester County and three in Connecticut.

The proposed dates for the 1993 World Service Conference are: April 25 to May 1, 1993.

Conference members made comments and suggestions on the shortened Conference week, the hotel accommodations, the trip to the World Service Office and Stepping Stones.

# ADMISSIONS/HANDBOOK

## (Subcommittee of the Conference Committee)

The Committee discussed the proposed revision to the Handbook Chart to include Al-Anon's international structure. Extensive discussion was held concerning the Delegates' equalized expense and the Area's choice of contributing additional funds to cover the entire cost of sending a Delegate to the WSC. The Committee focused on Delegates serving as contacts for public inquiries as a result of a recommendation from the Policy Committee.

A suggestion was brought to the Committee to expand the WSC by seating past Delegates at the Conference with voice and no vote. The Committee felt that the WSC is a closed Conference and adding additional members would call for increased funding and an unwieldy Conference. Further discussion revolved around the role of past Delegates in their Areas and how they can best serve within the service structure. The Committee agreed that each Area can choose how to best use the expertise and experience of their immediate past Delegate. How they decide to do this will vary from Area to Area. They agreed that in most Areas, past Delegates do remain active in service work. Three motions, originating with the Admissions/Handbook Committee, were brought to the floor of the Conference.

The Conference approved changing the World Service Handbook to allow Areas to contribute additional funds up to and including the entire cost of sending a Delegate to the Conference, by adding a new sentence on page 16; adding an item on page 31 to suggest the Delegate may serve as an alternate contact for public inquiries within the Area, and revising the Handbook Chart as presented to the Conference.

### Reportback

Jim K., Chairman  
Rita McC., Administrator

## COOPERATING WITH THE PROFESSIONAL COMMUNITY (CPC)

The Committee reported that *AL-ANON SPEAKS OUT* was produced and mailed to over 18,000 professionals. The March issue of the Coordinators' newsletter, CPC Update, was mailed with copies of *AL-ANON SPEAKS OUT*, Winter 1991-92, the revised Pebble in the Pond, and a wrap around band for *AL-ANON FACES ALCOHOLISM*.

The pamphlet, *Al-Anon and Professionals*, retitled *A Member's Guide: Working as a Professional, Working with Professionals*, was extensively revised and will be redesigned.

Articles on the campaign to "Sponsor a Professional" encouraging member involvement, were submitted to WSO publications. Undergoing Committee review, *Al-Anon Family Treatment Tool in Alcoholism* is expected to be produced as a fact sheet. A Letter to Organizations and Outside Agencies from a Group was also revised.

The CPC Chairman and CPC Administrator gave a presentation at the Conference of the Academy of Criminal Justice Sciences, in Pittsburgh, PA. Al-Anon accepted an invitation to conduct two workshops at the 1992 Rutgers Summer School of Alcohol Studies and presentations at the University of Utah School on Alcoholism and Other Drug Dependencies. The invitation to conduct a plenary session on our membership survey at the University of California's 21st Annual Summer School of Alcohol, Tobacco and Other Drug studies was accepted. The American Association of Marriage and Family Therapists invited Al-Anon to participate in a panel with AA at their annual conference to be held in the fall of 1992.

### Update

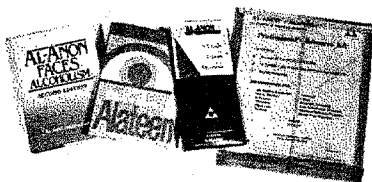
Richard B., Chairman  
Ellen D., Administrator

The "CPC Rapettes," adorned in lime-green hats and hot pink tee shirts, "rapped" their musically humorous message into the hearts and minds of Conference members. Introducing the newly produced, one-time flyer, *CPC—You Are the Key*, the Rapettes were joined by other Committee members, in a not-so-exaggerated skit that brought the leaflet to life. The skit focused on typical misconceptions professionals share in treating people affected by someone else's alcoholism. The "doctor" recited unfamiliar symptoms that medication didn't help; the "clergyman" explained how he recommended youth groups to the kids that came to see him; the "lawyer" discussed divorce, DWI and juvenile cases he's handled, and the rigid "Al-Anon member" dictated what should and should not be done. All these professionals were serenaded by the Rapettes with choruses of encouragement to refer their clients and patients

### Presentation

to Al-Anon as a means of re-directing their lives. The final chorus emphasized for members: "You Are the Key" to helping professionals understand the family disease of alcoholism. Following the skit, several committee members shared their experiences on "Sponsoring a Professional" and a question and answer period followed.

## Reportback



After a lengthy discussion, the Committee agreed not to develop a packet for Student Assistance Program Professionals but to develop the following items for members to send to professionals at elementary, junior high and high school levels: an Open Letter to Student Assistance Professionals, which would include a bibliography and a flyer/order blank for the Alateen Discount Pack. It was suggested that a meeting schedule and Facts About Alateen be enclosed with a cover letter to the CPC Coordinators.

A brainstorming session was held on making the Professional's Resource Kit available to schools and colleges that train lawyers, counselors, doctors, etc., and to organizations as well as individual professionals.

The Board requested that the CPC Committee consider implementing procedures to contact other Twelve Step organizations to inform them about our literature/materials. By a narrow majority, the Committee voted to proceed with the Board's recommendation.

## NATIONAL PUBLIC INFORMATION CANADA (NPIC) (Subcommittee of CPC Committee)

### Update

Lorill W., Chairman  
Georgette G., Office Manager

Letters expressing interest in participating at conferences were sent to four agencies/organizations. A list of national and provincial TV stations in Canada is being developed for the P.I. Committee at the WSO.

Questionnaires and an order blank for the Professional's Resource Kit were sent to all literature depots in Canada, encouraging them to have the kits available for sale to members and professionals.

NPIC exhibited at the 18th National Consultation on Vocational Counseling, in Ottawa, January 21 to 23, 1992.

PSAs were sent to Tele 7, in Sherbrooks, Quebec, and Cable 3, in Hull. A TV station aired information about Al-Anon in French along with the local telephone number and a list of meetings.

The 1992 issue of *AL-ANON SPEAKS OUT* was mailed to 4,077 professionals along with a provincial literature order form and the flyer for the Professional's Resource Kit.

In response to the *AL-ANON SPEAKS OUT* mailing, twelve requests were received from the professional community for more information and literature. Local literature order forms were sent with Al-Anon Family Treatment Tool in Alcoholism. Four requests were received for information on starting an Alateen group in schools. Copies of these requests were directed to local CPC Coordinators.

Fourteen hundred copies of the 1992 Canadian Bulletin were sent to members for service work. Thirty-two professionals' names were received from CPC and P.I. Coordinators and added to the professional mailing list.

Five hundred fifty copies of the Update, Al-Anon Today in Canada, were sent to the fellowship for service work.

Twenty-nine English and eight French packets of literature were sent in response to inquiries.

# TREASURER'S REPORT

## 1991 Financial Report

Bill S., Chairman  
Richard Keilly, Controller  
(Non-member)

Total income from operations in 1991 was \$4,539,110—slightly higher (\$51,110) than projected in the budget, which was estimated at \$4,489,000.

Due to several cost-saving initiatives, total operating expenses were \$4,677,010, as compared to the 1991 budget projection of \$4,778,000 for a difference from a budget of \$100,900 in reduced costs. The 1991 difference between operating expenses and income of the general fund was a net loss of \$137,900. This was much better than expected. The budget presented to the 1991 WSC had projected a net loss of \$289,000. Therefore, the actual loss was \$151,000 less than anticipated. In summary, the reason for the lower-than-expected loss was twofold: income was \$50,110 (1.1%) higher and expenses were \$100,900 (2.1%) lower than projected.

The gross profit on sales of all literature was \$2,988,294—about \$84,000 higher than budgeted. The *FORUM* subscription income was about as expected, and interest income was \$8,000 over projections. Fellowship contributions were \$41,000 below the expected growth figures. Despite the ongoing recession, contributions received increased 6% from 1990, by \$61,300 to a total of \$1,076,928 in 1991.



As noted above, expenses were lower by \$100,990. Salary costs were reduced by about \$38,000, as the number of filled WSO positions decreased from 66 to 62 through attrition. The packing and shipping costs were \$24,000 lower, due in part to a 2 per cent increase in handling charges affected in September 1991. Reduction in use of in-house volunteer help resulted in a \$12,000 savings, and miscellaneous expenses were \$14,000 below budget.

At December 31, 1991, the General Fund had assets of \$2,639,994, of which \$785,030 consisted of cash and temporary investments, an amount more than sufficient to cover any immediate cash needs during the year. Because this sum was in excess of our estimates of day-to-day needs for 1992, the Board of Trustees authorized the transfer of \$150,000 from the General Fund to the Reserve Fund at their January 1992 Board meeting.

The Board established a Reserve Fund goal at their January 1988 meeting of \$4,500,000 by 1992. The December 21, 1991 cost value of the Reserve Fund was \$3,150,885. The market value of the Reserve Fund at December 31, 1991 was \$3,411,115. At either cost or market value, the Fund was well below the target set by the Board. It is now anticipated that the Reserve Fund will be required to partially support a WSO relocation in the 1995-1996 time period.

Total sales are expected to improve from \$4,052,000 to \$4,138,000 in 1992, an increase of \$86,000. While literature income will increase, the actual distribution of literature is expected to decline, due in part to the October 1, 1991 book selling-price increase. Sales of existing literature should decline; however, anticipated income from our new book, *COURAGE TO CHANGE: One Day at a Time in Al-Anon II*, should more than offset these expected declines. Also, the cost of literature will decline from 26.3 percent to 23.5 percent resulting in greater profits on sales.

The *FORUM* subscription income is expected to decline to \$418,000 in the face of a January 1992 price increase from \$7.50 to \$9. This, we believe, will cause a temporary decline in our subscription base. However, because of the increase in subscription prices, coupled with savings generated from a bimonthly mailing of Canadian and overseas subscriptions, the mailing of subscriptions at reduced rates, and a change to a lower-cost printer, the 1991 *FORUM* magazine loss of \$215,000 will be reduced by approximately \$50,000 in 1992.

Interest earned will total about \$35,000—about \$8,000 less than in 1991—because of lower interest rates and a decline in our investment base, due to the transfer of \$150,000 to the Reserve Fund.

Finally, contributions are projected to improve to \$1,090,000 (1.2%), a slight improvement over a very good response by the fellowship in 1991, in spite of a recession that persisted throughout the entire year.

Total expenses should increase by \$32,000 to \$4,709,000. Operating expenses will, however, decline by \$55,000 to \$4,459,000 and nonoperating expense will increase by \$87,000 to \$250,000.

Of our total operating expense budget of \$4,459,000, \$3,215,000 or 72 percent is consumed by labor and occupancy expense. Labor costs will total \$2,350,000—a slight decline from 1991. We now have 62 employees. Partially offsetting the savings generated by the staff reductions was a small wage increase to employees that generally equaled the cost of living. Benefit costs are now anticipated to be only slightly higher than in 1991, due largely to a change in our health-insurance carrier. Building occupancy costs are again expected to increase with higher real-estate taxes and porter-wage escalations, offset in part by savings realized from relocating the shipping department in May of this year from Long Island City to the Bronx. The lease will run concurrent with the lease for the WSO Headquarters.

In reviewing our other operating expenses, please note that based on first quarter results and projections for the balance of the year, we now expect to realize a gain on the direct cost of shipping literature due to the 7percent handling charge now being imposed. Postage for both *The FORUM* and other mailings should be lower. *The FORUM*, previously mailed second class, is now mailed third class and, where applicable, bar coded to reduce rates. The decline in other postage reflects a reduction in newsletter mailings, and a change in outside mailers. Also included in postage is the cost of a group-wide mailing of the revised Service Manuals.

Printing costs will be lower—a new printer for *The FORUM* was engaged, *INSIDE AL-ANON* is being printed concurrently with the Spanish version, some newsletters are now printed internally, and the frequency of printing other newsletters has been reduced. Offsetting these savings is the biennial cost of the revised Service Manuals.

The direct cost of the World Service Conference is expected to decline by \$20,000 with the shortened Conference week.

Other costs of operating the office should be relatively stable.

## 1992 Budget

Bill S., Chairman  
Richard Keilly, Controller  
(Non-member)

# 1992 BUDGET

	1991 <u>Budget</u>	1991 <u>Actual</u>	1992 <u>Budget</u>
<b><u>REVENUE</u></b>			
Income from Publications	\$3,981,000	\$4,052,000	\$4,138,000
Cost of Literature	<u>1,077,000</u>	<u>1,063,700</u>	<u>972,000</u>
Gross Profit from Literature Sales	2,904,000	2,988,300	3,166,000
FORUM Subscriptions	432,000	430,900	418,000
Interest Earned	35,000	43,000	35,000
Contributions	<u>1,118,000</u>	<u>1,076,900</u>	<u>1,090,000</u>
<b><u>TOTAL REVENUE</u></b>	<b><u>4,489,000</u></b>	<b><u>4,539,100</u></b>	<b><u>4,709,000</u></b>
<b><u>EXPENSE</u></b>			
<b>Operating Expense:</b>			
Salaries	1,834,000	1,779,000	1,765,000
Payroll Taxes	167,000	159,200	165,000
Benefits	390,000	414,900	420,000
Building Occupancy	826,000	821,600	865,000
Packing & Shipping (Net)	59,000	35,000	(10,000)
Postage: FORUM	150,000	166,700	146,000
Other	158,000	160,300	154,000
Telephone: Office	27,000	31,600	32,000
800 numbers	23,000	23,200	26,000
Stationery & Office Supplies	133,000	128,500	130,000
Office Services & Expenses	34,000	37,400	41,000
Repairs & Maintenance	51,000	39,500	45,000
Travel & Meetings: Committees	125,000	135,500	141,000
Office & Administration	21,000	16,300	20,000
Legal & Audit	18,000	17,400	19,000
Printing: FORUM	176,000	176,900	135,000
Conference Summary	18,000	15,700	16,000
INSIDE AL-ANON	33,000	32,000	30,000
Other	53,000	48,800	45,000
CPC Exhibits	25,000	21,200	25,000
Direct Conference Costs (Net)	91,000	91,500	72,000
French Literature Service (Net)	65,000	65,900	65,000
Canadian Public Information	32,000	30,700	32,000
Regional Services Seminars	17,000	14,200	17,000
In-Office Volunteers	34,000	22,100	26,000
Insurance	16,000	15,500	18,000
Miscellaneous	<u>27,000</u>	<u>13,400</u>	<u>19,000</u>
<b>Total Operating Expense</b>	<b><u>4,603,000</u></b>	<b><u>4,514,000</u></b>	<b><u>4,459,000</u></b>
<b>Non-Operating Expense:</b>			
Relocation Cost - Shipping Department	—	—	10,000
Int'l Al-Anon General Service Meeting	—	—	57,000
P.I. Special Projects	10,000	—	—
PSA/P.I. Campaign	—	—	19,000
Depreciation & Amortization	<u>165,000</u>	<u>163,000</u>	<u>164,000</u>
<b>Total Non operating Expense</b>	<b><u>175,000</u></b>	<b><u>163,000</u></b>	<b><u>250,000</u></b>
<b><u>TOTAL EXPENSE</u></b>	<b><u>4,778,000</u></b>	<b><u>4,677,000</u></b>	<b><u>4,709,000</u></b>
<b><u>EXCESS REVENUE (EXPENSE)</u></b>	<b><u>(\$289,000)</u></b>	<b><u>(\$137,900)</u></b>	<b><u>\$0</u></b>

Non-operating expenses, on the other hand, will rise by \$87,000; a cost of approximately \$10,000 will be incurred in relocating the shipping department to a larger but less expensive space. The biennial IAGSM is expected to cost about \$57,000, and a new PSA/P.I. campaign is budgeted at \$19,000.

The Conference unanimously approved the 1992 Budget.

## 1991 Budget (cont'd)

# SPONSORSHIP BRAINSTORMING SESSION

With the Conference theme, "Sponsorship—Expanding Our Horizons," the focus of a special brainstorming session was on increasing sponsorship at all levels of Al-Anon service. Four categories were suggested to guide the members along, including: personal/service/recovery sponsorship; sponsoring a professional; sponsoring Al-Anon financially, and being a sponsor. Enthusiastic and creative ideas were shared during a reportback session to the full Conference body:

Pat L., WSO, Introduction  
Mary Ann K., WSO, Reportback  
Coordinator

- List members willing to serve as temporary sponsors.
- Put temporary sponsor names on a card to fit in ODAT.
- Have greeters be temporary sponsors.
- Have a meeting periodically on sponsorship.
- Introduce a service sponsor as someone who's been there.
- Have an Area Assembly on sponsorship.
- Use newsletters to tell service stories.
- Continue to educate members that Alateen is part of Al-Anon.
- Sponsor an Alateen sponsor.
- Take a newcomer to an Institutions meeting.
- Accept the fact that suicide and depression are sometimes issues of Alateens.
- Use Alateen literature at Al-Anon meetings.
- Use the videos *Walk This Path of Hope* and *Alateen Tells It Like It Is*.
- Develop a relationship with a professional.
- Be consistent in your efforts with professionals.
- Sponsor your boss or your child's teacher.
- Educate the groups to Al-Anon's financial needs.
- Make a personal birthday contribution and tell others about it.
- Suggest a budget at the group level to raise awareness.
- Buy books for newcomers.
- Remember that buying literature is a contribution to Al-Anon.
- Use the Seventh Tradition pamphlet to educate others.

## THE FORUM

FORUM FAVORITES, Volume 4, will include previously published sharings selected by FORUM readers. The Committee has received over 250 of their suggested selections which the Committee is in the process of reviewing. The Literature Committee has been given the first two collections of articles for their approval.

The FORUM Committee requested sharings for the Alateen page. A sharing sheet has been developed and will be included with the next mailing of *ALATEEN TALK*.

Due to an overwhelming response to FORUM reprints in topic form (i.e., adult children, men, parents and sponsorship), *The FORUM* Editorial Committee decided to devote several two-page spreads in the magazine to the topic "Intimacy." However, instead of proceeding in the direction of reprints—as they do not reach the wide range of distribution that CAL literature does—a motion was presented to the Conference to grant conceptual approval to produce a CAL booklet on specific topics using articles appearing in past issues of *The FORUM*.

The WSC granted conceptual approval to produce a CAL piece on the topic of Intimacy, using articles previously published in *The FORUM*.

### Update FORUM Editorial Committee

Syntha E., Editorial Committee  
Chairman  
Fran M., Administrator



## **Update** **The FORUM Business** **Operations Committee**

Bob D., Business Operations  
Chairman  
Fran M., Administrator

Two new FORUM promotions were approved by the Executive Committee: One offers the baker's dozen in newcomer's packets, and the other, an extra copy with group subscriptions of six or more. Due to high mailing costs, the Board of Trustees approved bimonthly mailings, whereby two months of *FORUM* issues will be mailed together to Canadian and overseas subscribers.

As a cost-cutting measure, a new designer was hired to redesign *The FORUM*. Subscriptions have dropped from approximately 62,000, as of September 1991, to 57,500 in June of 1992.

# **INSIDE AL-ANON**

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**Update**  
Jane O., Chairman  
Sandra F., Editor

The Conference members were informed that they would be receiving a proof sheet of the Conference edition of *INSIDE AL-ANON* during the week following the WSC. Comments, suggestions and ideas were invited prior to the final edition being mailed to all groups.

# **INSTITUTIONS**

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**Update**  
Skip L., Chairman  
Claire R., Administrator

→ The 1992 printing of *Homeward Bound* was produced and distributed in a cost-saving fold-out format. While the text of the pamphlet has been updated, the Committee continues to appeal to the fellowship for personal stories of having an alcoholic leave home for treatment and/or confinement and returning home.

To further encourage members to contact facilities, the Committee has decided to develop a series of open letters to Institutions administrators and staff.

Guidelines for the Inmate Correspondence Service were revised by the Committee. The Guideline For Al-Anon Members Serving as Inmate Contacts now explicitly asks that members exchanging letters with inmates avoid disclosing their full name and home address. Members are strongly encouraged to use the WSO post office box if a personal or local group/service arm post office box address is not available. Copies of the revised guidelines were sent to Area Institutions Coordinators and Delegates as well as all current participants of the Inmate Correctional Service.

The Inmate Correspondence Service has many willing Al-Anon members available to serve as contacts; we now need inmates to participate in this service. Area Institutions Coordinators have been asked to encourage service projects related to prisons, detention centers and correctional units so that staff and inmates will learn of this service.

To respond to the needs of administrators and staff who are interested in having our literature available at their facility but often do not know what pieces to order, the concept of a Facilities Starter Package has been developed and will be submitted for approval and pricing to the Executive Committee at its May meeting. Institutions groups would also benefit from this package, as it would contain a much larger number of items than the present Institutions Discount Package.

## **Reportback**

The Guidelines for Al-Anon Members Serving as Inmate Contacts and the Guidelines for Inmates Writing to an Al-Anon Member were reviewed. Minor recommendations were made for improving the wording of several statements when future revisions are done. The Committee was also informed that the correspondence service had its first "graduate" a female inmate who has been paroled from prison and sent thanks for making the service available. She carried the message by leaving Al-Anon literature with her cellmate and she plans on attending Al-Anon in her home community.

The Committee agreed that the Institutions Kit is a suitable alternative to the Combined Service Workbook.

The Committee finalized the theme and service activities for the 1992 October Institutions Month service tool. The 1992 WSC theme, Sponsorship—Expanding Our Horizons was selected, and the seven service activities were created.

The Committee approved a list of recovery CAL pieces for a Facilities Starter Discount Package and will send a memo to the Executive Committee for final authorization and pricing. An explanation was also given on how Institutions groups could benefit from this package.

There are many Institutions professionals not targeted in existing Open Letters for Institutions Service work. The Committee decided it would begin by developing an Open Letter to counselors at abused family residences and health care professionals, particularly nurses.

# INTERNATIONAL CONVENTIONS

The Controller and Coordinator met twice with AA's Convention Consultants, Coordinator and Financial Managers to discuss Al-Anon's participation at AA's International. Each of our needs were listed and reviewed. For example: proposed meeting space, hospitality needs, sales booths, separate programs, information packets, and decorations.

Al-Anon's events will be kept to daytime meetings and workshops. We will hold big meetings, dances and luncheons at the 1998 International Convention, where Al-Anon has asked AA to participate with us.

Further discussion on Al-Anon's participation with AA will take place after the World Service Conference.

## 1995 AA's International Convention with Al-Anon Participation

Myrna H., Chairman  
Mary Ann K., Coordinator

A milestone meeting took place following the close of the 1992 World Service Conference, where three cities were chosen as possible sites for Al-Anon's 1998 International Convention. This will be Al-Anon's International Convention—held for the first time with AA's participation. One of the three cities will be chosen as the site at the Board of Trustees meeting in October.

To choose the three cities a Site Selection Committee was created, comprised of WSO Staff and Volunteer members, as well as Delegates. Ten cities presented bids to host this International: Washington, DC; Phoenix, AZ; Atlanta, GA; Boston, MA; Chicago, IL; Minneapolis, MN; Indianapolis, IN; Salt Lake City, UT; Fort Lauderdale, FL; and Denver, CO. The Delegates representing these cities presented slides and videos and some used the assistance of a Convention Bureau Representative. At the end of the day, a vote was taken to choose the three cities that would best meet our needs to host Al-Anon's International Convention in 1998.

Congratulations on behalf of Al-Anon as a whole were extended to the Delegates representing the ten cities for the courage and vision to begin a process that will not be completed until 1998.

In August, a Site Inspection Team, made up of the Planning Committee and a Board member, will visit the three cities to review the meeting facilities, meet with hotel personnel and envision, in general, how our members will feel in each place. This Site Inspection Team will recommend one city to the Board of Trustees in October.

The three possible sites for the 1998 Al-Anon International Convention are Atlanta, Indianapolis, and Salt Lake City.

Prior to this meeting and during the course of the WSC, a motion was presented from the floor of the Conference requesting that the 1990 International Slogan Booklet be made available for purchase in either its original or revised form. After much discussion, the Conference members decided the booklet was intended as a souvenir for those Al-Anons attending the 1990 Convention, therefore, the motion did not carry.

## 1998 AA International Convention Update

Myrna H., Executive Director  
Mary Ann K., Coordinator

# INTERNATIONAL COORDINATION

The Committee reported that there will be 22 countries represented by 41 Delegates at the 1992 International General Services Meeting, which will be held August 21 to 25 at the Radisson Tara Hotel, in Stamford, CT. John B. and Lorill W. will represent the U.S. and Canada. Delegates will share their successes and experiences in relation to finances, reprinting literature, adult children, getting people to serve on committees and drawing boundaries concerning the duties of the committees.

In other areas of International Coordination, Radio Free Europe held two interviews with the Staff Administrator, and subsequently, letters requesting information have come in from Russia and the Ukraine.

The Moscow Intergroup held a one-day workshop, where 70 people attended. At the WSO, the first five months of the ODAT in Russian were received. An American member, who found Al-Anon in Moscow, hand-delivered the translation of the last seven months to the WSO on her return to the United States.

The WSO received permission to reprint the article, "A Voice from Afar," written by a Soviet doctor in collaboration with Al-Anon member, Mary W., of California.

## Update

Louise B.,  
Chairman  
Mary Ann K.,  
Administrator



Literature continues to be a problem because of printing difficulties. The WSO is extending its "To Russia, With Love" project with hope of its continuance into 1993, and is considering the possibility of printing ONE DAY AT A TIME in Russian. We hope to finance this project through prepaid orders from Assemblies and Information Services. Area Newsletter Editors have responded favorably to our request to reprint the Russian flyer in their publications.

## OVERSEAS REPRESENTATION—BRAZIL

Ivone M. de L., Brazil

Al-Anon began in Brazil in 1965, and Alateen, in 1972. Our groups reflected the immediate need of its early membership—recovery. There was little concern at that time for procedures and structures that provided unity of effort; however, our General Service Office was registered in 1973. In 1979, the first General Service Conference took place in Sao Paulo. In 1980, Brazil sent one Delegate to the first trial IAGSM, and in the same year, a big step toward Al-Anon unity took place, when we translated and published the four Service Manuals. This provided for rapid and well-founded growth in the organizational structure of our program.

In 1983, the Board of Trustees was established. This Board, never stopping its study and work, has members from six Regions and the metropolitan area of Sao Paulo, the city where our GSO is located. Unity of structure became more clearly defined, and the goals and conscience of that structure, more clearly understood.

In the same year, the Brazilian bulletin, *Boletim Informativo Nacional*, was created. In 1987, the ninth General Service Conference approved a new review of the by-laws, changing the corporation's name to Grupos Familiares Al-Anon do Brasil. In 1989, the first trial Regional Service Seminar was held.

During 1991, the thirteenth General Service Conference approved an experimental project to assure the increase and development of the four Al-Anon special services—Alateen, CPC, Institutions and P.I.—in all Regions for a three-year term. To accomplish this, committees were formed, composed of the Area Delegates of each Region with the Regional Trustee as Chairman.

There are currently 1,091 Al-Anon groups and 116 Alateen groups in Brazil that form 25 Areas, with 21 Delegates and 6 Regions. Nine of our Areas are divided into Districts, and we have 13 General Service Conferences. We have 109 CAL pieces translated into Portuguese, with five Literature Distribution Centers and 18 Information Services.

In Brazil, we are experiencing the same feelings expressed by the WSC during last year's strategic planning meeting. We decided that something had to be done. One measure was my coming here to listen and report the way you are dealing with the problem. As others before me have said, our goal has been to conform as closely as possible to the accepted structure and purpose of Al-Anon worldwide, not because someone directed us to do so, but because we have seen the benefits of your example of unified efforts.

I know I will have opportunities to learn during this week. I only ask my Higher Power to grant me the wisdom to transmit it in my country.

## LITERATURE

### Update

John Henry K., Chairman  
Geri H., Administrator

AL-ANON TODAY (working title): Following the Committee's review of her proposal, a writer/editor Al-Anon member was contracted to produce the manuscript for this book. The Committee further developed the guidelines previously established for this work. Sharings that clearly identify members' backgrounds and circumstances, as well as their recovery in Al-Anon, can reflect the "universality of Al-Anon/Alateen today."

Following a meeting with the Committee's Chairman, liaison to the Board, Administrator and Deputy Executive Director, a writer/editor Al-Anon member was contracted to produce the COMING OF AGE (working title) manuscript. Committee members expressed their support of her proposal.

Many more sharings for The Secret of Recovery Is Service (working title) are needed. A sharing sheet is being widely distributed for this purpose.

Rather than pursue an in-depth update of AL-ANON'S TWELVE STEPS AND TWELVE TRADITIONS (B-8), the Committee decided to consider recommending the development of

a new piece that would offer nondirective but thought-provoking questions relating to the individual Steps and Traditions.

An Al-Anon member suggested a new subtitle, "Help for Families and Friends of Alcoholics" for the pamphlet, Purpose and Suggestions (P-13).

The possibility of revising the pamphlet, What Do You Do About the Alcoholic's Drinking? (P-19), to make it more universally applicable, is under consideration.

Committee members see a definite need to review the pamphlet, Why CAL? (P-35), so that it will more readily respond to the needs of our fellowship.

**COURAGE TO CHANGE:** One Day at a Time in Al-Anon II (B-16, B-17) is now in production with a publication date set for July 1992. Prices are \$9 for the standard size and \$11 for the large print edition.

Earlier this month Committee members reviewed an outline submitted for the book, COMING OF AGE. The Literature Committee reviewed the comments submitted by the reviewers and provided direction for the writer/editor. The outline was approved; members objected to the phrases "working theory" and "grown-up" as used in the outline. Following discussion, the Committee agreed to retain COMING OF AGE as the working title.

The Concepts, Al-Anon's Best Kept Secret? (P-57), is the only pamphlet on the Concepts other than the service manual. The committee recommended that production in a less costly format, perhaps without the artwork, be explored.

No overwhelming need was seen for continued production of the Twelve Traditions—Illustrated (P-60). The Committee recommended that the Board of Trustees consider discontinuing its production. The Committee may consider using sharings from this piece in AL-ANON TODAY.

The Committee also considered an Al-Anon member's objection to a pamphlet written solely by alcoholics, 3 Views of Al-Anon (P-15). The Committee members agreed that this piece fulfills an identified need within the fellowship, and the sales figures verify that the pamphlet is being used.

The Committee discussed the use of quotations from sources other than Al-Anon and reaffirmed its practice of using quotations from CAL when appropriate.

The Long-Range Study Panel suggested that the Literature Committee consider four ideas: producing two books a year; producing hard and soft-cover editions of Al-Anon books; reaching out to families and friends of alcoholics by having books available in bookstores, and producing a separate booklet on each of the Twelve Steps. Although the Literature Committee works on the simultaneous development of more than one book, it advises against setting as its goal the annual publication of two books. The Committee cited several reasons for rejecting this Panel's first proposal: quality may be sacrificed to the expediency of production; the books may not respond to needs of the fellowship; care needs to be taken to avoid redundant literature; pamphlets may better serve some needs; experience shows that sharings from the fellowship may not be available given the short period; all new books originate with conceptual approval from the World Service Conference—the Conference has not set this goal, and the Literature Committee is not comfortable with an imposed quota.

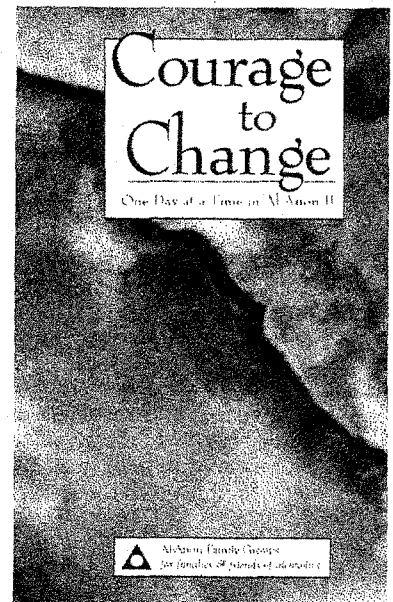
The Committee agreed not to change the title of the book, THE DILEMMA OF THE ALCOHOLIC MARRIAGE (B-4), at this time. A member had recommended that it be changed to ALCOHOLIC RELATIONSHIP.

In light of the 1978 WSC motion that no changes could be made on the ONE DAY AT A TIME book without a majority approval of the Conference in session, the Literature Committee requested, and the Conference approved, adding Al-Anon's Twelve Concepts with Warranties to future printings of ODAT.

A motion from the floor of the Conference suggested that three additional Delegates be added to the Literature Standing Committee to address the Committee's workload. WSO Staff pointed out that the Long-Range Study Panel and the Board of Trustees were looking at the feasibility of restructuring a number of things, including the Literature Committee. Results from this study would be presented to a future Conference; therefore, the motion did not pass.

Two motions from the floor of the Conference were made but not passed, recommending production of a series of slogan bookmarks and of an Al-Anon medallion.

## Reportback





# OPEN DISCUSSION

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The open discussion session afforded Conference members the opportunity to discuss those topics uppermost in their minds. Three topics receiving the highest number of votes were discussed on the floor of the Conference, and the remaining issues were sent to workshops with a reportback to the members.

The first issue centered around property ownership by Al-Anon. Members' opinions contrasted on the potential violation of Traditions should property be owned in the name of Al-Anon Family Groups. Personal and Area-wide expressions of concern and support were shared by the WSC members. In addition to the Traditions, members were encouraged to focus attention on the Concepts, which delegate authority to the Conference and the Board as trusted servants. Further discussion evolved around cost factors associated with ownership versus lease or rental of property. Members felt that much thought and soul-searching is needed before any decision is made. It was agreed that this issue would be resolved using the strength and love of the Al-Anon program and ultimately through a group conscience, under the guidance of our Higher Power.

Co-dependent issues were a topic for open discussion. One member shared a feeling of gratitude for being able to depend on the Al-Anon fellowship. Sponsorship was overwhelmingly encouraged as the key to ensuring that the program does not become diluted and to avoid confusion for the newcomer. Beginners meetings were suggested as a means for listening to new members and giving them the opportunity to "get it all out." Workshops on professional terminology are a helpful means of keeping new "buzzwords" from being brought into Al-Anon meetings. Meetings that stick to the Steps and Traditions are less likely to allow outside language. It was agreed that each Al-Anon member need not "take it personally" in order to keep Al-Anon, Al-Anon but should keep the focus on ourselves, work the program and set a positive example.

The final topic for open discussion was cross talking. Several members shared their definition of the term, which sparked varied and insightful discussion. Suggestions included: conduct workshops as a way of addressing issues that need the resources of a group; avoid giving power to a word; exchange cross talk for loving interchange; explain the purpose of the meeting in the opening; be a positive example for the newcomer; encourage the chairperson to keep the meeting in order, remove the words "cross talk" from meetings; eliminate articles, stories and talk on the subject; be understanding to the newcomer; work on having good Al-Anon meetings—they have a natural rhythm; if you can't call your group "the best," go out and find another one; be flexible with newcomers, gently explain the program and then move on. Members were confident that by keeping the focus on our primary purpose—to help the families and friends of alcoholics—problems would be overcome. Thanks were extended to all participants for not "cross talking during the session!"

Additional topics discussed in workshop sessions were: responsibilities of trusted servants and the Right of Decision; how to avoid racism; reaching out to minorities (race, sexual orientation, religion); dual members holding office; encouraging members to stay in Al-Anon and getting involved in service; the program needs of younger Alateen members; WSO finances, and group autonomy.

## OPEN TIME

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As work was progressing, Conference members enjoyed an open time during the week to share thoughts, suggestions or ideas, or to have their questions answered.

- Regarding the FIRST STEPS book supply, Delegates were offered this book in quantity for the price of postage.
- One member was curious about what happened to the old supply of WSO stationery. It was reported that the WSO letterhead was printed in-house, and remaining supplies were utilized as notepaper.
- A Delegate member shared that at Assembly, four separate prayers were put into a hat and one was drawn. This way no time was spent trying to decide which prayer to read.
- A suggestion was made to rethink the new format for the Ask-it-Basket, as it could prove to be a mammoth task.



# 1991 WSO Annual Report

## EXECUTIVE DIRECTOR'S REPORT

Myrna H.

### OVERALL ADMINISTRATION

The World Service Office presents a report of its activities to the World Service Conference (WSC), representing the Al-Anon fellowship worldwide. These reports are condensed for the Conference Summary and distributed to all former and present Conference members including the number of copies requested for dissemination in their Areas. An abridged version, appearing in *INSIDE AL-ANON*, is sent to all registered English-speaking groups, which is also translated into French and Spanish.

The Board of Trustees of Al-Anon Family Group Headquarters, Inc. is responsible for: carrying out the mandates of the WSC; establishing business policies of the WSO; estimating revenue; administering service to the membership; publishing and distributing Conference-Approved Literature; approving the quarterly and annual reports submitted by the Executive Director and each WSO committee. The Executive Committee, which meets monthly, is empowered to act on behalf of the Board between Board meetings.

### PERSONNEL ADMINISTRATION

**Executive Director** - Myrna H., is responsible to the Board of Trustees and the Executive Committee for the implementation of the corporation's policies, management, staffing and operation of the WSO. As Secretary of the Board, the Executive Director is a Trustee and an ex-officio member of all WSO committees.

**Deputy Executive Director/Services Manager** - Sandra F., acts in all matters for the Executive Director during her absence. As the Services Manager, the Deputy Executive Director provides oversight and day-to-day supervision for the Staff Administrators and the WSO's services to the fellowship.

**Controller/Business Manager** - Richard J. Keilly (non-member), prepares the budget in conjunction with the Treasurer and the Assistant Controller. He has oversight of WSO's business operations and provides financial assistance as required.

**Other Administrative Staff** - Besides the Executive Director, Deputy and Controller, the Administrative Staff consists of the Office Manager, who acts as liaison between the business and service functions, and the Administrative Staff/Coordinators of Standing Committees.

The Executive Director and Deputy met quarterly with Staff Administrators to establish goals. The Deputy maintained oversight in the implementation of projects and evaluated each Staff Administrator in terms of strategies and results.

To coordinate efforts, weekly Administrative Staff meetings were held with the Service Staff to provide an avenue to discuss concerns, enhance coordination of procedures and to review unusual mail. The Controller, his Assistant and

Department Supervisors met monthly with the Service Staff to update activities, coordinate business functions and discuss other matters of importance.

### ADMINISTRATIVE STAFF

In January, acknowledgement was given to the Executive Director by the Trustees and Staff as a tribute to her 25 years at the WSO.

Our Archivist, an employee of 20 years retired in September, initiating the restructuring of our services. The Administrator for Institutions/Group Services became the Archivist/Institutions Administrator, while Group Services were divided among the other services. Additionally, several Staff Administrators are now handling more than one Region of group-related correspondence.

The Administrative Manual, outlining the functions of WSO Staff and administrative office procedures was updated and distributed to Trustees, Administrative Staff and Supervisors.

Personal thank you letters from the Executive Director were sent to acknowledge contributions received over \$200. The International Administrator similarly acknowledged contributions received from overseas.

A study is underway to review combining CPC and Institutions Services as well clustering "like" services such as P.I./CPC/Institutions based upon a recommendation from the 1990 World Service Conference SOS Panel.

### SUPERVISORY STAFF

Our Spanish Services Supervisor retired early in September. In lieu of replacing her, the Staff Assistant/Secretary assigned to that department was promoted to the position of Executive Assistant, absorbing the administrative responsibilities of the service. Some of her own responsibilities were allocated to other support staff. She reports directly to the International Coordination Administrator. Rather than two assistants, for the Executive Director and the Deputy Executive Director, there is one Executive Assistant aided by a clerk who now handles all support services for both, including coverage for the Board of Trustees, Long-Range Study Panel, Executive, Budget, and Policy Committees.

The Staff Assistant assigned to P.I./RSS services acted in the Secretarial Team Supervisor's stead while she was on maternity leave.

Meetings of the Administrative Staff and Department Supervisors were held to provide an opportunity to give updates of department activities, and coordinate services.

### SUPPORT STAFF

The Office Manager, Joan Hochbaum (nonmember), reports that throughout the year a number of staff either resigned or were terminated for cause. Several job functions were restructured to phase out several positions when staff members left. Based on a time study of Staff Assistants to determine the scope of projects which were

independent and which were clerical in nature, several job responsibilities were shifted to assure a fair distribution of the workload and to utilize their capabilities more effectively. Temporary assistance was obtained as needed instead of hiring staff.

An employment service working with government agencies to place eligible individuals was utilized. Their fee is exclusive of FICA, Unemployment Insurance or Worker's Compensation. At the end of four months the WSO has the option to hire the individual directly and begin benefits after the normal three-month probationary period.

### STAFF CONCERNS

With the aid of Administrative and Supervisory Staff and full cooperation of the support staff, we were able to eliminate ten full-time positions in one year, totally through attrition. Everyone pulled together in a conscientious effort to continue services for our membership.

**Training and Development** - The Executive Director and the Deputy attended several seminars sponsored by the American Society of Association Executives. Staff Administrators, the Office Manager, Supervisors, and support staff attended seminars to enhance their skills and to keep abreast of the latest technology.

**Job Evaluations** - Annual evaluations of all staff were conducted by the appropriate supervisor. They involved discussion between the supervisor and staff member to foster an understanding of performance needs and strengths, and establishment of goals for improvement.

**All Staff Memorandum Series** - Thirty-nine memorandums were issued to keep staff abreast of new personnel, job vacancies, holiday schedules, health and social issues, new office procedures and co-worker information.

### OFFICE OPERATIONS

**Purchases** - A new collator allowed us to group more material at greater speed. Computer equipment was purchased for the service areas and a newly designed envelope for the contribution appeal letter was produced to explain how contributions are used for ongoing service to all groups.

**Outside Services** - Due to high printing costs, a new printing company was engaged to produce *The FORUM*. Since the new printer also handled mailings at a lower cost than the existing mailing house, a decision was made to effect a change. To further decrease costs, we began mailing *The FORUM* third class rate instead of second class. Additionally, using magnetic tapes instead of mailing labels for subscribers allows us to take advantage of post office discounts. This procedure is also being used for *FORUM* renewals.

**Office Information and Technology** - Researching various options in using voice mail, desktop systems and alternate delivery systems was ongoing by the Executive Director, the Controller, and Office Manager and other staff as assigned.

**Visitors** - During the year, WSO tours by support staff were given to members, their spouses and friends from: Arizona, California, Connecticut, Florida, Kansas, Kentucky, New Jersey, New York, North Carolina,

Oklahoma, Pennsylvania, South Carolina, Texas, Vermont, Washington, Australia, Brazil, Canada, England, Germany, Mexico, Russia, and Venezuela.

### GROUP SERVICES

**Service Manuals** - Insert sheets of 1991 WSC motions and updates were discontinued to reduce costs. Text changes and 1991 WSC approved motions were compiled for review.

**Getting In Touch With Al-Anon/Alateen (S-23)** - A cost-saving desktop format was produced in-house which would permit two printings per year instead of one; eight Delegates were contacted regarding the suspended status of AIS offices; and updated information was requested for reactivation and inclusion in the 1992 printing.

**Al-Anon Information Services** - There were six inquiries for forming Information Services; three new AIS completed the registration process. A variety of requests were received for: procedures and policies for paid employees; suggestions for fund-raising projects to offset declining group contributions and literature sales; incorporation and establishment of a checking account; background information for an AA Central Service office in regard to the inclusion of Al-Anon meeting information in an AA published meeting list; and an AIS inventory format. A cover letter accompanied the annual Group Records Information Service/Intergroup Questionnaire requesting current PMAs and telephone numbers for the 1992 printing of *Getting In Touch With Al-Anon/Alateen*. Five AIS were notified that personal telephone numbers and home addresses of members may not be used for registration and publication in *Getting In Touch*. Delegate assistance was sought when an Information Service was placed in suspended status and temporarily deleted from *Getting In Touch* until difficulties with its telephone service are corrected; another AIS was contacted regarding chronic complaints reported to the WSO about its telephone answering service system; an Information Service filed a late tax return and incurred a large penalty, the individual responsible for the problem was informed she would not be subject to the \$1,000 contribution limitation if she were to make financial amends.

**Combined Service Workbook (K-17)** - Information and samples of revised materials were received from Alateen, CPC, P.I. and Institutions. Due to the labor intensive nature and costliness of the workbook production, approval was given to reestablish separate kits with a common general section in each.

**Splinter Groups** - Requests were received from the following self-help organizations on a variety of subjects including: adaptation of Al-Anon materials and clarification of copyright policies for our Preamble, Welcome, and Closing. Copies of the AFG, Inc. By-Laws and Regional Trustee Plan were requested by Phobics Anonymous, Arts Anonymous, Nar-Anon Family Groups, Inc., Families and Friends of Gay People, and Families and Friends of the Mentally Ill. The P.I. Coordinator and Treasurer of Survivors of Incest Anonymous, Inc. visited the WSO and asked for information regarding the Concepts of Service; structure and functions of the Board of Trustees; WSO financial policies, the CAL process and literature sales. Al-Anon's primary purpose was explained to a minister interested in forming an adult children group for Christians using the Bible as its basic text.

**Hearing Impaired** - The only registered group for the hard of hearing (four members) joined a nearby group that can accommodate their Assistive Listening Devices. The September *FORUM* contained an article encouraging members and groups to write to the WSO about hearing impaired service projects; an Information Service and the No Name Al-Anon Family Group located in Omaha, NE responded. Three registered Al-Anon groups (2 USA and 1 Canada) and one Alateen group (USA) conducting their meetings in American Sign Language were contacted for background information about meetings in sign language and adaptation of literature. An Idaho member who requested information about AIS with TTY services was referred to the Information Service in Omaha, NE.

**Visually Impaired** - In response to a cover letter mailing accompanying the first 1991 printing of Material for the Visually Impaired in the U.S. and Canada (S-14), ten libraries serving the blind and disabled were added to the *AL-ANON SPEAKS OUT* mailing list; 23 USA libraries for the blind requested complimentary copies of five large-print pamphlets. Volunteer Services for the Visually Handicapped, MI was granted permission to transcribe *AL-ANON'S TWELVE STEPS & TWELVE TRADITIONS* (B-8) and the Twelve Steps and Twelve Traditions (P-17) into braille. Volunteer Braille Service (VBS) in Marissa, IL, a not-for-profit agency, was granted permission to produce in braille and large print, 70 items of recovery CAL and to offer monthly subscriptions of *The FORUM* (beginning 1990) and to transcribe *ALATEEN TALK* (1988 to the present); they reported their first subscription request for a large-print *FORUM* from Canada. A second revision of Material for the Visually Impaired in the U.S. and Canada (S-14) was compiled and mailed to 250 regional, subregional, and provincial libraries and major agencies serving the blind and disabled in the U.S. and Canada; numerous requests for the S-14 listing were received from individuals and professionals. A member sought information on group donations of braille literature to public libraries and an announcement of the availability of recovery CAL, *The FORUM*, and *ALATEEN TALK* from VBS, Inc. appeared in *BRAILLE BOOK REVIEW*, a quarterly publication distributed by the National Library Service for the Blind and Physically Handicapped (a division of the Library of Congress, Washington, DC) to its 10,000 braille subscribers.

## PRODUCTION

Reported by Conway Policastro (nonmember), Production Manager

**Books** - B-1 *AL-ANON FACES ALCOHOLISM* - 6th printing; B-4 *DILEMMA OF THE ALCOHOLIC MARRIAGE* - 17th printing; B-5 *AL-ANON FAMILY GROUPS* - 17th Printing; B-7 *LOIS REMEMBERS* - softcover - 3rd printing; B-8 *AL-ANON'S TWELVE STEPS & TWELVE TRADITIONS* - 12th printing; B-9C *FORUM FAVORITES*, Vol. 3 - 1st printing; B-15 *...IN ALL OUR AFFAIRS* - 2nd printing.

**New Items** - P-66 *Anne's Story* (in-house); P-67 *Dear Mom & Dad* pamphlet (in-house); S-27 *Alateen Sponsorship, Is It For You?* (in-house).

**Revised** - S-29 1990 Survey Leaflet; RSP-4 *Alcoholism, the Family Disease* and RSP-7 *Guide For The Family* (Russian); K-10C *Al-Anon Newcomer Kit Sleeve*; K-18C

*Alateen Newcomer Kit Sleeve*; S-15 and S-15R *CAL Catalogs*; S-23 *Getting In Touch* (now in-house); P-2 *Al-Anon, You and the Alcoholic*; P-21 *Youth and the Alcoholic Parent*; P-11 *Lois' Story*; S-21 *7th Tradition Suggests* (now in-house).

**General** - Sixty-two pamphlets, leaflets, flyers, etc. were produced in 1991.

**Offset Department** - The in-house Offset Department produced 4,020,602 impressions in 1991.

## SPANISH SERVICES

Reported by Raquel K., Executive Assistant for Spanish Services

**New Material Completed** - *ALATEEN—A DAY AT A TIME* - Spanish (with revisions) and manuscript sent to Mexico GSO for production. P-57 *The Concepts—Al-Anon's Best Kept Secret?* - Updated manuscript sent to Mexico GSO; C-12 *Guidelines for Trustees*; three *Appeal Letters*; new *Al-Anon/Alateen Registration Form*; *Group Inventory sheet* on using CAL; *Sampler*: (K-8) *Al-Anon/Alateen CAL*; (M-44) *Al-Anon Is & Is Not*; May 1992 P.I. *Month Calendar*; October 1991 *Institutions Month Calendar*; P.I. *Radio Outreach (Phase I)*; *Reserve Fund pamphlet*; articles for *AREA HIGHLIGHTS*.

**Updated Material** - *Guidelines*: G-1, G-3, G-5, G-6, G-10, G-11, G-12, G-13, G-17, G-19, G-27, G-30; (S-15) 1991-92 *Catalog of Conference-Approved Literature and Service Materials*; B-8 jacket of *AL-ANON'S TWELVE & TWELVE*; B-1 jacket and minor corrections; (S-16) *Order Blank October 1991*; (SAV-10) *Al-Anon Speaks for Itself*, VHS; Sp-53 *Subscription Order Form for DENTRO DE AL-ANON and AL-ANON Y ALATEEN EN ACCION*; posters M-42 *Twelve Steps* and M-43 *Twelve Traditions*; SM-41 *Is Alcohol A Problem In Your Family?*; M-26 *Serenity Prayer*; S-20 *Alateen, Is It For You?*; major revision of *Some Answers in Al-Anon* from P-2; *Sheet of 1992 World Directory*; P-65 revision of *Anonymity* and M-44 *Al-Anon/Alateen Is & Is Not Bookmark (Portuguese)*; 1991 *Spanish Groups Directory* for groups in U.S., Puerto Rico and Canada; M-1 *Are You Concerned About...*; M-10 *Just For Today Al-Anon Wallet Card*; P-29 *A Guide for Alateen Sponsors*.

**Newsletters** - Six issues of *AL-ANON Y ALATEEN EN ACCION*; six issues of *DENTRO DE AL-ANON*; two issues of *AL-ANON HABLA CLARO*; one issue of *AL-ANON EN LAS INSTITUCIONES* (combined with *AL-ANON Y ALATEEN EN ACCION* as a cost-saving measure while giving information about Institutions to members more frequently); *INTERNATIONAL EXCHANGE BULLETIN* June 1991.

Subscriptions are 1,401. (86 new and 20 renewals)

**Spanish Group Records** - There are now 348 Al-Anon, Alateen and Adult Children groups in the U.S. (50 of which are in Puerto Rico and 2 in Canada). Total registered overseas - 870. The groups in Argentina, Brazil, Mexico and Spain are registered with their own GSOs.

**Spanish Professionals** - There are now 830 professionals on our mailing list.

**Translations** - Letters to and from GSOs-155; WSO form letters -15; correspondence to and from individuals - 370.

## FRENCH SERVICES

Sandra F., Deputy Executive Director, reports:

The Chairman of the Board and the Executive Director visited PFA and met with Alberte C., General Secretary and Babs R., Chairman of the PFA Board to discuss over-all PFA operations and reporting lines. In another trip, Margaret Hollenbeck, Assistant Controller (nonmember), visited PFA to review both record keeping and computerization systems. The WSO Executive Committee approved printing LOIS REMEMBERS in softcover in Canada.

Alberte C., General Secretary of PFA reports:

**New** - LOIS REMEMBERS (B-7); Anne's Story (P-66); Anonymity (P-65); Alateen Sponsorship, Is It For You? (S-27); Guidelines: Area Conventions (G-20), Area Newsletters (G-21) and Area Alateen Coordinators (G-24); Ask-It-Basket Questions.

**Major Revisions** - AL-ANON FAMILY GROUPS (B-5) with index; Al-Anon and Alateen Groups At Work (P-24); Digest of Al-Anon and Alateen Policies (P-25); World Service Handbook (P-27); Why Conference-Approved Literature? (P-35); The Al-Anon Focus (P-45).

**Updated Material** - THE DILEMMA OF THE ALCOHOLIC MARRIAGE (B-4) index added; AL-ANON'S TWELVE STEPS & TWELVE TRADITIONS (B-8) index added; It's a Teenaged Affair (P-10); Three Views of Al-Anon (P-15); To the Mother and Father of an Alcoholic (P-16); The Twelve Concepts of Service (P-26); Understanding Ourselves and Alcoholism (P-48); Al-Anon Speaks To You, The Professional (P-58); Are You Concerned About Someone's Drinking? (M-1); Information for the Newcomer (S-4); Did You Grow Up With A Problem Drinker? (S-25).

**Supplementary Material** - *The FORUM*; *INSIDE AL-ANON*; *AL-ANON SPEAKS OUT*; Appeal Letters; translations for NPIC; materials translated for the Regional Service Seminar; letters for the WSO; various Guidelines; new order forms; list of all French meetings in Canada and U.S. (twice a year).

**Projects in Progress** - Translation of AS WE UNDERSTOOD... (B-11); AL-ANON FACES ALCOHOLISM (B-1); ...IN ALL OUR AFFAIRS (B-15); reprints from Al-Anon publications; Open Letters.

Financially speaking, 1991 has been a very difficult year. The expenses were reduced to a minimum. Sales volume on books were down by one-third; our total sales having decreased by approximately 12.5% over year 1990 resulted in a shortage of nearly \$25,000. However, publications offered in a different format such as the four Service Manuals bound together and the Ask-It-Basket printed on sheets to be inserted in a ring binder have brought us over \$8,000 worth of sales. Although the sales of our new book LOIS REMEMBERS (B-7) has been less than we had planned for, it nevertheless yielded over \$8,000. It is hoped that the publication of a new book in 1992 will improve our budget balance.

## GROUP RECORDS

### Groupwide Mailings

Three Appeal Letters	62,858
Six issues of <i>INSIDE AL-ANON</i>	17,055
1990 Questionnaire *	5,000
Two 1991 Questionnaires *	7,800
Special Price Increase Letter	20,618

\* The mailing of the group information questionnaires was staggered.

### Limited Mailings

Six issues of <i>ALATEEN TALK</i>	40,126
Four issues of <i>LONE MEMBER</i>	4,179
<i>LETTER BOX</i>	
Three issues of <i>AL-ANON IN INSTITUTIONS</i>	12,532
Two issues of <i>AL-ANON HABLA CLARO</i>	1,956
Five issues of <i>DENTRO DE AL-ANON</i> and <i>AL-ANON Y ALATEEN EN ACCION</i>	13,381
Two issues of <i>AL-ANON SPEAKS OUT</i>	40,398
Five issues of <i>AREA HIGHLIGHTS</i>	6,244
Nine Advance Mailings	14,953
Two Personnel Mailings	2,118
Information Services	250
RSS - Canada East	944
RSS - U.S. North Central	4,239
Two RSS - U.S. Southwest	5,422
Special FORUM Mailing	2,100
Special Spanish Mailing	350
Two U.S./Canadian Contribution Acknowledgments	37,830

### Subscriptions

	Total 1991	1990
<i>The FORUM</i>	56,917	62,489
<i>ALATEEN TALK</i>	2,625	2,489
<i>INSIDE AL-ANON</i>	5,665	5,399
<i>AL-ANON IN INSTITUTIONS</i>	677	635
<i>DENTRO DE AL-ANON</i>	1,454	1,324
<i>AL-ANON Y ALATEEN EN ACCION</i>		

### REGISTERED GROUPS AND LONE MEMBERS

	Total 1991	1990
Al-Anon Groups Worldwide	27,976	27,093
Alateen Groups Worldwide	4,139	3,208
Institutions Groups U.S. & Canada	454	547
Total	32,115	30,301
	Total 1991	1990
Information Services GSOs	292	288
Literature Distribution Centers	179	160
Lone Members U.S. & Canada	200	367

	U.S.	Canada	Overseas
Al-Anon	17,270	2,049	8,657
Alateen	2,118	236	1,786
Institutions	433	21	
Total	19,821	2,306	10,443
Information Services & GSO's	177	21	94
Literature Depots	145	20	14
Lone Members	169	31	

### STRATEGIC PLANNING

During 1990 WSO staff and volunteers in several brainstorming sessions identified over 100 concerns which might be impeding our efforts to effectively carry the Al-Anon message to families and friends of alcoholics. In a series of surveys, these concerns were narrowed down to twenty.

Early in 1991, Area Delegates reviewed the list from their perspective. A tally of all Conference members further refined the list to the following four items: *the impact of other Twelve-Step organizations; lack of P.I. identification; the need to foster sponsorship; and the need for better planning to encourage the use of our products and services (marketing)*. A plan, based on these concerns, was drafted within the WSO and distributed at the 1991 WSC. Meetings on implementing the plan were held throughout the year at the WSO and were summarized at quarterly Board meetings. Areas reported activities through their Regional Trustee. Articles on the plan appeared in all WSO publications in addition to many Area publications. Sessions on planning were held at Regional Service Seminars.

Based on our planning efforts, at year's end a new theme and approach for carrying the message was developed by the P.I. Committee. A review was undertaken of all CAL and WSO newsletters. Each product developed by the WSO outlined a distribution plan. Considerable feedback was received from individual members, groups and Areas. Focus increased on P.I. efforts (particularly adding the words "for families and friends of alcoholics" to all messages) and many workshops on sponsorship were held. Members expressed they felt the tone of the plan was not in keeping with the spiritual aspects of the fellowship; Administrative staff worked on redrafting the plan to comply with commentary received from our membership.

### PROFESSIONAL SERVICES

**Annual Auditors** - The annual audit was conducted by the firm of Owen T. Flanagan & Company.

**Investment Services** - Meetings were held on a regular basis with our representative of the investment firm, Beck, Mack & Oliver who handles the WSO reserve fund investments.

**Real Estate Consultant** - The Seally, Hoffman and Sheehan firm was engaged to analyze WSO's lease at 1372 Broadway, to determine if we had overpaid in escalations normally charged by building owners within NYC.

**Legal** - Frames of Mind, who was licensed to reproduce our marks was contacted to redesign their coin in keeping

with AA's criteria (that the triangle not come to the end of the circle of the coin as it then might appear to be the AA trademark which is a triangle within a circle) and to change its promotional language so as not to imply affiliation. Other organizations will be directed likewise.

We informed an attorney who represents a coin distributor that we would not authorize the production of a coin with the likenesses of Lois W. and Anne B. Other legal matters involved the theft of a laptop computer, unauthorized hotel charges at an RSS and employment issues.

### RELOCATION

In order to expedite our relocation study, the Chairman of the Board appointed an ad hoc Relocation Panel. Based on material developed by the Long-Range Study Panel, the ad hoc committee based its review on the following prioritized selection criteria: financial considerations, staffing/volunteers, accessibility, professional services and national exposure. The Panel then interviewed five relocation consultants and selected James P. Wadley & Co. to determine one of three options: 1) to remain in NY; 2) to select a site in the NY metropolitan area or 3) to select a remote site outside of the NY metropolitan area. An extensive study ensued which included interviews with WSO volunteers and staff. Based on the consultant's report, the Board of Trustees accepted the Relocation Panel's recommendation to relocate the WSO outside of NYC and the NYC metropolitan area at the expiration of our lease or earlier if feasible. The Relocation Panel was then disbanded and the Board determined that another panel and possibly a consultant might be needed before the 1994 WSC to determine viable relocation options.

### PUBLIC RELATIONS

In conjunction with staff travel, the following organizations were visited: the Institutions Administrator spoke at the Adult Diagnostic Treatment Center for Male Sex Offenders, Rahway, NJ and visited the Mid-Missouri Mental Health Center; the CPC Administrator visited the Office of Substance Abuse & Prevention (OSAP) and the Office of Treatment Improvement (OTI) in Washington, DC as Liaison to NIAAA and the NIAAA Advisory Council; the Archivist visited The NYC Police Department Museum to glean ideas; the CPC and Institutions Administrators gave presentations at the Rutgers Summer School of Alcohol Studies; the CPC Administrator gave four presentations at the University of Utah School on Alcoholism and Other Drug Dependencies; the Alateen Administrator visited the Juvenile Service Program, Inc. in Ft. Myers, FL; the CPC Administrator and the Alateen Area Coordinator met with the Executive Director of the YMCA in Salina, KS; the CPC Administrator also met with professionals at NIAAA in Bethesda, MD and National Association State Alcohol & Drug Abuse Directors (NASADAD) in Washington, DC; the Deputy Executive Director and the Conference Administrator visited various sites in San Diego in preparation for AA's International Convention, where we will participate.

The Executive Director and Past Board Chairman, Mary Fran W. attended a Twelfth Step Conference in Phoenix, AZ as a means of cooperation with similar organizations, including AA, and to share mutual concerns regarding structure, literature, production and P.I. policies.

The Chairman of the Board visited the Parkside Recovery Center's main office in Chicago, once with the Executive

Director to determine how Al-Anon can cooperate, once with the Literature Administrator and then with the International Coordination Administrator, who also joined him at the Polish Welfare Society. In an effort to reach out to their clients ...IN ALL OUR AFFAIRS along with other literature has been sent to Parkside Centers throughout the U.S.

The Deputy Executive Director attended the National Consensus Symposium on Children of Alcoholics & Co-Dependence in Warrenton, VA. In conjunction with the U.S. Southwest Regional Service Seminar in Ontario, CA the Deputy and the Conference and Alateen Administrators visited several treatment centers and members of other Twelve-Step fellowships either separately or in a group.

### CORRESPONDENCE

A variety of correspondence and phone calls are responded to by the WSO daily. Staff Administrators handled these calls and letters geographically as follows: Carole K., U.S. Southeast; Fran M., U.S. Northeast and North Central; Ellen D., U.S. Southwest and South Central; Claire R., U.S. Northwest; Geri H., Canada East; Bonnie C., Canada West and Central; Mary Ann K., Overseas.

Topics generating the most interest this year were: Crosstalk, the Strategic Plan, dual membership, the WSO financial situation, lease/purchase of WSO space, reaction from groups being removed from Information Service listings, the use of outside literature at meetings.

### SPEAKING INVITATIONS AT CONFERENCES/CONVENTIONS

**Second Quarter** - Claire R. participated in the 15th Missouri Al-Anon Convention; Bonnie C. attended the Northern Mid-Atlantic Alateen Conference; Carole K. attended the Spring Speakers Convention in Oregon.

**Third Quarter** - Mary Ann K. attended an Al-Anon Service Day in Michigan, Nebraska's 13th Reunion and the Pennsylvania Assembly; Bonnie C. attended the Ninth Florida Area Alateen Conference and attended the Mid-Eastern Alateen Conference in Front Royal, VA; Carole K. participated in the AA Convention, Tacoma, WA.

**Fourth Quarter** - Fran M. attended the Florida (S) Convention in Ft. Lauderdale, FL; Mary Ann K. spoke at the Northern Illinois Assembly; Bonnie C. attended the 1991 Minnesota Alateen Convention; Geri H. attended the literature workshop in Connecticut; Carole K. attended an AA Convention in Hawaii and AA/Al-Anon's 40th Annual Convention, Southern California; Rita McC. spoke at the Oklahoma Al-Anon Convention.

## ALATEEN

Peggy L., Chairman  
Bonnie C., Administrator

### COMMITTEE

Gerry Van S. is the Liaison member. Anne D., Sue H. and Siobhan became Committee members in October. The

Committee met four times; three Task Force meetings were held.

### 1992 WSC

**Alateen Presentation (Serving Younger Members)** - The Committee will have a presentation on Alateen's younger members. An outline has been developed.

### COMPLETED

**Youth and the Alcoholic Parent (P-21)** - A special flyer was mailed announcing extensive revisions and the new fold-out design developed to reduce production cost.

**Alateen Sponsorship, Is It For You? (S-27)** - Card was produced and announcements made in all Area Newsletters.

**Dear Mom & Dad (P-67)** - was produced in-house. Approval was given to replace Operation Alateen with this pamphlet in the Al-Anon Newcomer's Packets. Replacement should take place when stock of Operation Alateen has been depleted.

### IN PROGRESS

**Alateen Talks Back (ATB) Booklets** - The topics Acceptance and Serenity (two separate booklets) were reviewed by the Alateen and Literature Committees. The Policy Committee has completed and approved the manuscripts. Concerns were expressed about the use of first names and locations in conjunction with the sharings; the consensus of the Alateen Committee was to print first names and states/provinces only for each sharing eliminating the month and year in the ATB Series. The booklet on Slogans has been reviewed by the Alateen and Literature Committees. A manuscript will be brought to the Alateen Committee for final review.

**Alateen Recovery Book** - The WSC gave conceptual approval for the production of a new book on Alateen's recovery. The Alateen Committee is working on an outline to include chapters on crisis, abuse, death, etc. A substantial amount of responses due in part to articles in WSO newsletters and from the U.S. Southwest RSS, were received. Sharings continue to be compiled from Alateen members in preparation for the new book.

### UNDER CONSIDERATION

**Alateen Literature Review** - It's A Teenaged Affair (P-10) and Moving On! From Alateen to Al-Anon (P-59) were recommended for inclusion in the new Alateen recovery book.

### ALATEEN TALK

The April, June, August, October and December themes were: Alateen - A Way of Life, Facing Reality/Abuse/Courage/Wisdom, Learning From My Mistakes/Choices, Doing the Best I Can - one day at a time, Hope - Sharing With Others. A flyer was sent with the April issue announcing the new piece, Alateen Sponsorship, Is It For You? (S-27); forms were sent with the December issue encouraging members to send in their sharings for the new Alateen recovery book.

### CORRESPONDENCE

Correspondence included a marked increase in requests from libraries for Alateen material; starting Alateen groups



in schools and other institutions; continuous inquiries from the membership as well as from the professional community on preteen; concerns and questions from Alateen Sponsors on suicide, abuse and other issues. Additionally, telephone calls from members and the professional community were ongoing.

#### OTHER OFFICE ACTIVITIES

**Boys & Girls Club of America** - A letter was sent to ten Area Alateen Coordinators to help initiate Alateen groups at Boys and Girls Club locations which have made their premises available. This will be an ongoing project.

**Alateen Services** - Collaborative efforts with the P.I. Administrator on public information is ongoing for Alateen, (ie. Fox 5 program on Alateen, *Children Express* and the *Mickey Mouse Club* featuring Alateen).

**Alateen Sponsorship** - Responses have been received from a special mailing sent with *INSIDE AL-ANON* to adult children groups encouraging Alateen Sponsorship.

**Revisions** - Just For Today bookmark (M-13); If Your Parents Drink Too Much (P-22) and the label for *Alateen Tells It Like It Is* (AV-16) were reviewed for reprint. *ALATEEN - A DAY AT A TIME* (B-10) and Alateen Do's and Don'ts (M-9) will be reprinted with minor revisions.

**Spotlight on Coordinators** - The September and November issues were mailed to Area Alateen Coordinators. Sharings included an Alateen Coordinator expressing concern for holding Alateen meetings in schools and a sharing from another Alateen Coordinator encouraging Alateen group communication with the membership.

#### CONVENTIONS ATTENDED

Five Alateen Conferences were attended by the Alateen Administrator, two by invitation. The Alateen Chairman accompanied the Administrator to one of the five, held at the Northern Mid-Atlantic Alateen Conference (NOMAAC) in Pennsylvania and by invitation the Chairman attended the Southern California Alateen Conference (SCAC).

### ARCHIVES

Helen W./Patricia G., Chairmen  
Margaret O'B./Claire R., Archivists

#### COMMITTEE

Following the 1991 WSC, Pat G. was appointed Chairman. The Committee met four times; one Task Force meeting was held.

#### 1991 WSC

**WSC Presentation** - A 15-minute video of excerpted portions of a two-hour unedited 1982 interview of Lois W. and the Pioneers (Henrietta S. and Margaret D.) was shown. Delegate members described their local or Area archives and In-town members shared their experience and participation on the WSO Archives Committee. A question-and-answer period followed and a copy of a 1948 newspaper clipping was presented to each Conference member.

**Motions Approved by the WSC** - Conceptual approval

was received to research various methods and costs to preserve the contents of WSO Archives, and the production and rental of a VHS videocassette excerpted from the 1982 Lois W. and the Pioneers interview for use within the fellowship.

#### COMPLETED

**Anne's Story (P-66)** - The leaflet was produced in-house and made available for distribution. The Archives Committee recommended to the Literature Committee that consideration be given to include Anne's Story in the upcoming book, *AL-ANON TODAY* (working title).

**Photo of Anne B.** - Has been made available for sale to the membership for \$1.50 plus \$1.00 shipping and handling. Anne B.'s daughter provided a release authorizing the sale and distribution of the photograph.

**LOIS REMEMBERS** - The third printing was produced in softcover; the Al-Anon and AA Historical Events were updated and a copy of the Lois W. commemorative bookplate was added to the dedication page ("It takes only one person to start something but many others to carry it out." Lois W. 1891-1988.)

**Al-Anon Family Origins** - A Collection (K-27) - As recommended by the Executive Committee, materials were compiled into a kit as follows: *FIRST STEPS*; Lois W. and the Pioneers audiocassettes; Lois' Story and Anne's Story pamphlets; and two, 8 x 10 photographs of our co-founders.

**Bookplate, AA's Resolution of Gratitude, 1988** - As suggested by the Executive Committee, a bookplate was designed and produced for conferences/conventions literature orders; an announcement flyer for the softcover printing of *LOIS REMEMBERS* and the bookplate were developed to accompany the Convention Order Blank.

**Lois' Story, Conversion to VHS Videocassette** - The Executive Committee approved transferring the 16mm film to videocassette with the macrovision process to assure nonduplication; remaining 16mm film copies will be retired and VHS videocassettes will be available for rental from the WSO.

#### IN PROGRESS

**Lois W. and the Pioneers Video** - The Committee concurred that due to the caliber of the unedited film interview, the project should be treated as a documentary. Although a 1992 production is not anticipated, research to complete the project will continue; two producers have been invited to submit bids.

**Time Line of Al-Anon History** - The Committee continues to explore the creation of a service tool for the general public that would provide a chronology of significant events in Al-Anon's history and a chart of Al-Anon's group growth.

#### PRESERVATION AND CONSERVATION

**Outside Storage** - The previous Archivist, Margaret O'B., developed a preliminary plan for storage of archival material in a temperature controlled environment. As a conservation and security measure, storage of all WSO archival material in a protective environment outside of the office and the duplication of major information kept at the

WSO was suggested as the ideal. Subsequently, Ellen A., Committee member, presented a report on prioritization of archival material for outside storage in accordance with professional archival guidelines. Implementation of the outside storage plan began by transferring the 1960 Trial Conference Plan; 1960-1990 Conference Summaries, first and current editions of hardcover books and three boxes of Lois W.'s papers.

**Photographs** - The Archivist, Claire R., met with a member who is a professional photographer to obtain an overview of necessary supplies needed to protect photographic materials and negatives. Display formats such as collages and scrapbooks were suggested along with the establishment of prioritization of photographs for preservation. Estimates for repair and transfer to acid-free paper and mylar protective coverings for the photographs will be explored.

**Lois W. Obituary Articles and Memorial Letters** - Gillian G., a member and professional archival consultant reviewed the materials and made accessioning and preservation recommendations; Area newsletter and newspaper articles, along with letters from members and groups were sorted and readied for accessioning.

**Al-Anon's Original Papers Scrapbook** - Gillian G. and the AA and Stepping Stones Archivists shared ideas for restoration and transfer of Lois W. handwritten drafts of the Steps and Traditions, the first typewritten mechanicals of the pamphlet, Purposes and Suggestions, and the first World Directory. A new archival scrapbook consisting of acid-free paper with mylar protective coverings should be sought. It was agreed that recommendations, estimates, and the service of professional organizations specializing in archival preservation should be obtained and that the papers in the scrapbook warrant special attention as the first documents of our fellowship.

#### OTHER OFFICE ACTIVITIES

**Archives Sharing Bulletin** - The Spring and Fall issues were produced and mailed to 74 Coordinators.

**Guideline, Area Archives (G-9)** - Recommendations for revisions were made and submitted.

**Computerization, Long-Range Study Panel and Policy Committee Motions & Subject Compendiums** - Topical listings of indexes of LSRP and Policy Committee Meetings compiled by the Executive Assistant were entered into the Archives computer. Subject/title searches through these minutes are now available which expedites research.

**Computerization, Executive Committee and Board of Trustees Minutes** - Dates of all meetings were compiled and entered so that development of subject/motion guides can begin.

**Computerization, Descriptive Guides** - Title entry of all file folders in the main collection (acid-free boxes) was completed. Review and cross-referencing continues; literature order numbers, dates, and specific committee titles are being added for more accurate identification in the computer.

**Al-Anon, AA, and Stepping Stones Archives Meeting** - The WSO, AA GSO, and Stepping Stones Archivists resumed their periodic meetings and agreed to continue

sharing valuable information. Al-Anon hosted the November bimonthly meetings. Progress regarding computerization, software, and scanners were exchanged; the advantage of linking the three Archives by computer modem in the future and the use of compatible software packages was discussed.

#### RESEARCH REQUESTS AND ACCESSIONS

Besides in-house noncurrent records, various items were received from members and Areas. Requests for historical data and group histories were answered. This information is reported in-depth in the Quarterly Reports.

#### BUDGET

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William S., Chairman  
Richard J. Keilly, Controller/Business Manager  
(nonmember)

Activities and recommendations included: ongoing review of the 1991 Budget; review and modification of the revised Seventh Tradition pamphlet; consideration of adding DRs to the *AREA HIGHLIGHTS* mailing on a one-year trial; redesigning the Birthday Envelope to include information in English, French and Spanish; review of staff and SOS Panel cost-cutting recommendations and implementation wherever feasible; recommended pricing policy for new recovery and service material; a recommendation to increase book prices and a decrease in the discount to LDCs; a recommendation to give a free copy of *FIRST STEPS* to new groups; producing 3,000 copies of softcover *LOIS REMEMBERS* in French and 5,000 in English; consideration of increasing the amount of individual contributions and bequests; a review of WSC equalized expense; a literature and FORUM subscription price increase; development of a Reserve Fund explanation piece; increase of GSO representatives' WSC registration fee and a decrease of per diem for all WSC members; development of salary range and three-year budget projections charts; establishment of a severance policy for the relocation or discontinuance of a functional area of operation of the WSO; consideration of individual Service Workbook kits; recommendations to establish a bar code on books to facilitate sales to book distributors; to submit the 1992 balanced budget to the WSC as part of the Budget Committee report; to recommend a transfer of any excess 1992 income to the Reserve Fund; to implement a relocation fund with the theme "41 Years - 41 Miles of Dollars" for 1992.

Additional activities included a review of each Appeal Letter and establishing prices on new materials for recommendation to the Executive Committee.

#### CONFERENCE

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Norma McG., Mary Fran W., Chairmen  
Rita McC., Administrator

#### CONFERENCE PREPARATION

From January through April, activities focused on coordinating the many details for the upcoming 1992 WSC.



Material was compiled for Conference members and arrangements with the Radisson Tara Hotel, Stamford, Connecticut were finalized.

Following the 1991 WSC, negotiations began with the Radisson Tara Hotel for the 1992 WSC, April 26 - 30.

### HOSPITALITY

A complimentary copy of ...IN ALL OUR AFFAIRS was given as a gift of appreciation.

### CONFERENCE SUMMARY

Over 2,500 complimentary copies were sent to current Delegates for distribution to Area World Service Committees. Approximately 567 were sent to past Delegates and Trustees and other WSO Conference members. Present Delegates received a personal copy. By motion of the 1991 WSC, the Conference Summary, no longer free to all AI-Anon groups, was made available for purchase at \$2.00 per copy.

A reporter/writer was retained to report on the 1992 WSC.

### MAILINGS TO CONFERENCE MEMBERS

During the first quarter, pertinent material concerning the 1991 WSC was mailed. Subsequent mailings included material related to the 1992 WSC as well as newsletters and new material. Contribution slips and printouts were mailed periodically.

### ELECTION ASSEMBLIES/PANEL 32

Panel 32 (1992-1994) Delegates were elected by their Areas in the Fall of 1991. Thank you letters were sent to outgoing Panel 29 Delegates (who will continue to receive *AREA HIGHLIGHTS* and the WSC Summary) for their services with a copy of "The Open Letter" for new Group Representatives, since these Areas will be electing Panel 32 Delegates.

### EQUALIZED EXPENSE FUND

The Board of Trustees has approved that the 1992 Equalized Expense remain at \$700 (U.S.) and \$800 (Canadian). Sixty-seven Areas have sent their Equalized Expense checks. Seven Areas gave amounts greater than the \$700; four of the seven Areas gave the entire cost (\$1,300) of sending a Delegate to the WSC.

### PANEL 32 DELEGATES (1992-1994)

After each Delegates' name was received, a welcome letter was sent with appropriate material.

### OVERSEAS REPRESENTATIVES

In September, General Service Offices were sent an invitation to participate in the 1992 WSC. Germany, Australia and Italy declined the invitation while Brazil accepted and will be sending a representative.

### ASK-IT-BASKET

Questions and Answers from the 1991 WSC were mailed to all Conference members in July. Questions submitted at the 1992 WSC will be mailed to Conference members after the WSC and will be printed in *AREA HIGHLIGHTS*.

### REGIONAL TRUSTEE (RT) PROCEDURES

A cover letter, voting procedures and resumes of RTs from Canada Central, Canada East and Canada West were sent to all voting and nonvoting Conference members prior to the RT nomination session at the 1991 WSC. RTs nominated and subsequently elected were: Lorill W., Canada West; Pat L., Canada East and Connie D., Canada Central.

Material was distributed at the 1991 WSC to Area Delegates in the U.S. Northeast, U.S. Southeast and U.S. North Central Regions as these Regions will be submitting candidates' names for nomination at the 1992 WSC.

The RT candidates submitted are:

**U.S. Northeast** - Connecticut, Connie McD.; Maryland/DC, Beatrice R.; Massachusetts, Donald F. C.; New Jersey, Jane D.; New York (N), Marion W.; Pennsylvania, Margaret G.; Vermont, Cecil B. H.

**U.S. Southeast** - Florida (N), Madelaine B. W.; Kentucky, Patricia B.; West Virginia, Jackie E.

**U.S. North Central** - Illinois (N), Maxine K.; Iowa, Jean L. T.; Minnesota (S), Liz W.

The following Delegates were selected at the 1991 WSC to participate in the 1992 nominations.

### Out-of-Region WSDs to vote in U.S. Northeast Region

Judi L.	Nevada
Mary Alice B.	Ohio
Harry F.	Texas (W)

### Alternate

Winnie S.	New Mexico
Sylvia B.	Arkansas

### Out-of-Region WSDs to vote in U.S. Southeast Region

Dee McK.	Wyoming
Jan T.	Illinois (S)
JoAnne J.	Idaho

### Alternate

Arlene M.	New York (N)
Glena C.	Utah

### Out-of-Region WSDs to vote in U.S. North Central Region

Gigi L.	Quebec (W)
Janice McN.	Kansas
Rita D.	Rhode Island

### Alternate

JoAnne J.	Idaho
Joyce K.	California (S)

The names of the voting Trustees will be drawn at the January 1992 Board Meeting. Each Conference member will be sent a set of resumes.

## 1992 WSC

**Theme** - "Sponsorship - Expanding our Horizons"

**Shortened Conference** - As a cost-cutting measure, the Committee recommended shortening the 1992 WSC by streamlining the schedule.

**Dates of the 1992 WSC** - April 26-30, 1992.

**1992 WSO Opening Breakfast** - Sunday, April 26, 1992 at 7:30 AM. No guests will be invited. A concluding breakfast will also be served on Thursday, April 30.

**Opening Session** - Sunday, April 26th at 8:30 AM in the International West and Center Ballroom.

**Opening Dinner** - The WSO Opening Dinner has been eliminated as a cost-cutting measure.

**3-Minute Talk Theme** - Outgoing Delegates are invited to give a 3-minute talk on the topic, Sponsorship—Expanding our Horizons.

**Many Faces Talks** - Eliminated from the 1992 WSC agenda.

**Green Light/Red Light** - Conference members will continue to submit questions to the WSO prior to the Conference. Green Light topics will be sorted in advance for consideration during the Red Light session. Items not receiving sufficient votes for open discussion will be addressed in workshops and reported back to the WSC.

**Group Records** - A list of most frequently asked Group Records questions were mailed to WSC members in January. Delegates may ask questions regarding Group Records during their optional visit to the WSO on Thursday or by calling the WSO at any time.

**Standing Committee Presentations** - Alateen and CPC will be presenting at the 1992 WSC. Each will be given 30 minutes for their presentation and 15 minutes for questions and answers. Other services will be given the opportunity to present 5-minute updates where appropriate.

**Voting Ratio** - A lottery will be held each day with the appropriate number of non-voters drawn to maintain a 2/3 Delegate majority. Each name chosen will have a voice and no vote for one day only.

**Taping at the WSC** - Fred Crookshank will be recording the 1992 WSC. Audio tapes of the 3-minute and spiritual speakers will be available to Conference members.

**Orientation Meeting/New Conference Members** - Saturday, April 25 at 6:30 PM in the Hartford South Room.

**Clearing the Air Session** - is added to the 1992 Agenda.

**Closing Session** - Scheduled for Wednesday evening following the Unfinished Business Session. Outgoing Delegates will have an opportunity to share their closing comments when they receive their scroll.

**Standing Committee Reportbacks** - Standing Committee Reportbacks will be brought back to the WSO compiled, and mailed to WSC members after the WSC.

**Complimentary Tapes** - Will be given to the 3-minute and spiritual speakers at the 1992 WSC.

**WSC Portfolios** - Canvas portfolios will be distributed to new Conference members only.

**Workshop Topics** - Topics will be based on Red Light

items which do not have sufficient votes for discussion during open discussion periods.

**Portable Display Booth** - The CPC display booth will not be exhibited at the 1992 WSC.

**AREA HIGHLIGHTS** - Approximately 1,850 copies were mailed with inserts.

**Display Packet** - The Display packet will be mailed to new Delegates on request.

**Workbook** - The Al-Anon/Alateen workbook will be mailed to new Delegates.

## ANNUAL REPORTS

A completed Annual Report will be mailed to Conference members with a cover letter from the Executive Director suggesting they review the report and submit any questions they have prior to the Conference. The answers to all questions will be included in the portfolios. Annual Reports will not be included in the portfolios. Approval of the 1991 Annual Report is scheduled for Sunday, April 26.

## FINANCIAL BUDGET

Prior to the approval of the Financial Report, the 1992 Budget will be presented. The vote on the 1992 Budget will take place later in the week.

## NPIC

The Board approved the seating of the NPIC Office Manager with voice and no vote on a three-year trial basis (1991-1993).

## 1993 WSC

The tentative dates are April 25 - May 1.

## SUBCOMMITTEE: ADMISSIONS/HANDBOOK

Jim K., Chairman  
Rita McC., Secretary

In-town Committee members: Jim K., Chairman; Rita McC., Conference Administrator; Mary Fran W., Conference Chairman; Maxine K. and Louise B. met twice. The recommendations for Handbook revisions were reviewed with Delegate input. The Admissions/Handbook Guidelines were approved. The Composite Handbook Chart was approved for presentation to the 1992 WSC.

## OFFICE PROCEDURES

Correspondence and telephone inquiries regarding Area concerns were answered. Records were updated, articles were excerpted from Area newsletters for *AREA HIGHLIGHTS*. Articles were written for WSO publications.

## COOPERATING WITH THE PROFESSIONAL COMMUNITY

Phyllis D./Richard B., Chairmen  
Ellen D., Administrator

## COMMITTEE

Richard B. became Chairman following the 1991 WSC.

The Committee met five times, including the Standing Committee at the 1991 WSC. There were seven Task Force meetings.

### 1992 WSC

**CPC Presentation** - "You Are The Key To CPC" was selected as the theme of the presentation which will include a skit, song, explanation of the handout, CPC You Are The Key, discussion of the Sponsor A Professional Campaign and a question and answer period.

### PROFESSIONAL ACTIVITIES

The following eleven conferences/meetings were attended by WSO Staff/Volunteers:

Office of Treatment Improvement (OTI) and the Office of Substance Abuse Prevention (OSAP), Rockville, MD; National Institute on Alcohol Abuse & Alcoholism, Bethesda, MD (Feb & Sept); National Self-Help Clearinghouse, New York, NY; Realization Center, New York, NY; Rutgers Summer School on Alcohol and Drug Studies, New Brunswick, NJ; University of Utah School on Alcoholism and Other Drug Dependencies, Salt Lake City, UT; Royal Tropical Institute's 27th International Course in Health Development - Amsterdam, Netherlands; National Association of State Alcohol and Drug Abuse Directors, Washington, DC; Employee Assistance Professionals Association, Arlington, VA; Alcohol and Drug Problems Association of North America, Washington, DC; The Salina Family YMCA, Salina, KS.

### EXHIBITS

Al-Anon exhibited at 15 national conferences; volunteers staffed the booths and distributed literature. Hardcover books were sold at one conference; literature was sent to four conferences for their Free Take-One-Tables.

### COMPLETED

**Who Are The Members of Al-Anon and Alateen? 1990 Survey** - This leaflet reflecting statistics from the 1990 Membership Survey, became available for distribution.

**Professional's Resource Kit** - This new kit which provides comprehensive reference materials became available for distribution. It includes: AL-ANON FACES ALCOHOLISM, ALATEEN-HOPE FOR CHILDREN OF ALCOHOLICS, a cover sheet and a packet of literature cased in a plastic envelope. Information about the Professional's Resource Kit was sent to 28 colleges and universities and various agencies and professionals.

**Al-Anon Speaks For Itself Videocassette Case** - A new wrap-around label for the VHS format was completed along with a self-sticking information guide for the inside of the cassette case.

**"Available From Al-Anon Family Groups"** - This special flyer/order blank of selected material was developed and mailed with the Summer issue of *AL-ANON SPEAKS OUT*.

### IN PROGRESS

**Al-Anon and Professionals, (proposed new title - A Member's Guide: Working As a Professional, Working**

**with Professionals)** - An extensive revision was completed and approved by the CPC Committee, the Executive Director and the Policy Committee.

**Sponsor A Professional** - The Committee launched a year-long "Sponsor A Professional Campaign" in 1992. Articles encouraging members to get involved appeared in *CPC Update*; *The FORUM*; *AREA HIGHLIGHTS*; and *INSIDE AL-ANON*.

**Suggested Letter From A Group To Professionals and Outside Agencies** - The Committee was asked to submit their suggestions for revising this letter.

**Al-Anon Family Treatment Tool In Alcoholism** - The Committee agreed to undertake the revision of this service tool as a fact sheet for use with professionals.

### UNDER CONSIDERATION

**Student's Assistance Program Packet (SAPP)** - The Committee is in the process of reviewing material for this proposed packet.

### NEWSLETTERS

**AL-ANON SPEAKS OUT** - The Winter 1990-91 issue which featured an article on the new book *...IN ALL OUR AFFAIRS* was mailed with the promo piece for the book, and a Contact Card (fits *Rolodex* file) for professionals. The Summer 1991 issue featured an article on Al-Anon's 40th birthday. Enclosures were: the flyer/order blank, Available From Al-Anon Family Groups, announcement flyer for the Professional's Resource Kit, and a copy of *Getting In Touch With Al-Anon/Alateen*. The Winter 1992 issue featuring the article, "Parents At A Loss..." was completed. Winter and Summer issues were sent to over 17,000 professionals.

### COORDINATORS

**CPC Update** - Four issues were sent to Area CPC Coordinators.

### OTHER OFFICE ACTIVITIES

**Letters to National Associations** - Letters requesting presentation time and meeting space for open Al-Anon meetings were sent to 24 professional associations holding national conferences in 1992.

**The Academy of Criminal Justice Sciences, Pittsburg, PA (March, 1992)** - A proposal to conduct a workshop at their annual meeting was accepted.

**University of Utah School on Alcoholism and Other Drug Dependencies (June 1992)** - Letters and literature were sent to the school's 24 Section Leaders offering to provide a presentation; two sections have requested a presentation.

**The University of California, San Diego, 21st Summer School of Alcohol, Tobacco and Other Drug Studies (July, 1992)** - Al-Anon's proposal to give a presentation was accepted and the following plenary session lecture was scheduled: Al-Anon Family Groups: A Membership Profile.

**Office Work** - A CPC or Educator's pack and a form or personalized letter was sent in response to over 1,100 professional inquiries.

**Revisions** - CPC Group Twelfth Step Work Made Easy (CPC-H1); Al-Anon Speaks to You, The Professional; CPC section of A Pebble In The Pond.

**Reprints** - The Committee reviewed and approved their continued use and agreed to discontinue the production of the Employee Assistance Packet while retaining the reprints that make up the packets.

**Welcome Visitors Sheets** - 1,077 professionals signed the Welcome Visitors Sheets at the exhibit booths and were placed on the mailing list.

**Institutes on Alcoholism** - Six institutes were sent literature for their registration packets.

#### **SUBCOMMITTEE: NPIC (NATIONAL PUBLIC INFORMATION CANADA)**

Lorill W., Chairman  
Ellen D., Administrator

#### **COMMITTEE**

The NPIC Committee met three times at the WSO and once at the WSC. Beginning in 1992, it was agreed to hold one regular Committee meeting per year at the World Service Conference and Task Force meetings in July, October, and January.

#### **AL-ANON SPEAKS OUT**

A total of 5,300 Canadian Bulletins were sent to members for service work. The 1991 annual mailing was sent to approximately 4,000 professionals. The enclosures were: a cover letter with tear-off portion to return for a personalized Contact Card; the promo piece for ...IN ALL OUR AFFAIRS and a copy of Update: Al-Anon Today in Canada. The 1992 issue was produced.

#### **PROFESSIONAL ACTIVITIES**

The NPIC Office Manager attended the following conferences: The First National Symposium on Family Policies for the Department of Family Affairs for the Quebec Government. The Quebec Delegate also attended. Conference for the Canadian Centre on Substance Abuse in Ottawa; Employee Assistance Conference, Department of National Defense, Ottawa; EAP Coordinators from across Canada.

The NPIC Office Manager also gave a presentation on NPIC at the Regional Service Seminar held in Quebec.

#### **COMPLETED**

**National Public Information Canada (NPIC Fact Sheet CPC-N-1)** - This piece was developed to inform our members about NPIC and its relationship to the WSO and its activities with the public, the professional community and the membership. The Fact Sheet was sent to all groups in Canada with the Dec/Jan 1991-92 issue of *INSIDE AL-ANON*.

**Mailing List** - All prisons and correctional centers across Canada, 80 national libraries and 200 federal libraries were added to the *AL-ANON SPEAKS OUT* mailing list. One hundred-fourteen professionals asked to be added to the mailing list as well as 456 professionals who signed the Welcome Visitors sheets at the exhibit booths.

Letters expressing interest in participating in conferences were sent to 16 agencies/organizations.

#### **IN PROGRESS**

Preparations are being made for the 1992 *AL-ANON SPEAKS OUT* mailing.

#### **EXHIBITS**

NPIC provided a display for seven exhibits. Literature was sent for three Take-One-Tables and two conferences for their registration packets.

#### **INQUIRIES**

189 English and 48 French packets of literature were sent in response to inquiries.

#### **MEDIA CONTACTS**

Al-Anon/Alateen PSA's are being aired in Ontario showing the NPIC telephone number. A listing of all Al-Anon/Alateen answering services in Canada was printed in the resources directory of a new national magazine. An article about Al-Anon/Alateen was sent to the editor of *Health Promotion Magazine* and to the *Womanist National Magazine*. A copy of *Getting In Touch With Al-Anon/Alateen* was sent to *Reader's Digest* for the Family Medical Guide listing on self-help organizations.

#### **OTHER OFFICE ACTIVITIES**

In response to the offer included in the 1991 mailing of *AL-ANON SPEAKS OUT*, 254 requests for a personalized Contact Card were filled and approximately 15 professionals requested a Canadian address to order ...IN ALL OUR AFFAIRS.

#### **The FORUM**

Anita M./Syntha E., Editorial Committee Chairmen  
Robert D., Business Operations Chairman  
Fran M., FORUM Administrator

#### **EDITORIAL COMMITTEE**

The Committee met seven times to review manuscripts.

#### **1991 WSC**

The following motions were passed at the 1991 WSC: to have a volunteer Trustee appointed as Chairman of the FORUM Editorial Committee and to have a Staff Administrator compile *The FORUM* magazine.

#### **COMPLETED**

**FORUM Reprints** - Four new reprints were produced—Adult Children, Parents, Men and Sponsorship.

**FORUM Coordinator Guidelines** - were completed in April and handed out at the Conference.

**FORUM FAVORITES Vol. 3** - This 160-page softcover book was published in July 1991.

### IN PROGRESS

**FORUM FAVORITES Vol. 4** - Articles were printed in the November and December '91 issues of *The FORUM* encouraging members to select their favorite *FORUM* articles for inclusion in this book. These articles, as well as selections received from a similar plea to the fellowship several years ago, will be reviewed by the Committee beginning in January.

### EDITORIALS

(Jan) In "Each New Day," a member found that it was possible for her to live serenely and happily whether or not the drinker continued to drink - sobriety was an added bonus. (Feb) In "Tough Love," a mother shares how she had to detach physically when her youngest son turned to alcohol. (Mar) In "A Man In Amarillo," a male member shares that his depression and fears have subsided since his spiritual awakening the second time around in Al-Anon. (April) "Life is an Art" relates the story of how one member discovered (through the program) that her life was her responsibility. (May) "Cause of Celebration" describes the feelings of a mother of an alcoholic four years after finding the program and how four specific Al-Anon books led her to serenity. (June) In "THINK," a member shares how the slogan, THINK is special to her because it brought her from a state of guilty remorse to one of gratitude. (July) "A Personal Slogan" reveals how one member used One Day At A Time to overcome procrastination and denial. (Aug) Practicing the Twelve Steps uncovered the key to self-esteem for a member in "Mission Possible." (Sept) "A Small World" relates the personal story of a Filipino spouse and how she and two others started Al-Anon in the Philippines. (Oct) "Is Al-Anon Changing?" features varied responses to this timely question posed in the June '91 issue. (Nov) A member relates how she was able to rid herself of angry and bitter resentments by practicing the Steps in "Lifelong Companions." (Dec) In "A Recipe for Living," a member relates how the love and friendship found at meetings changed her attitude from one of self-destruction and hate to love.

### BUSINESS OPERATIONS COMMITTEE

The Committee met three times.

### COMPLETED

**New Printer/Designer** - In September, as a cost-cutting measure, King Lithographers was hired to print *The FORUM* and a new designer was engaged as well.

**FORUM FAVORITES Vol. 3** - 40,000 copies of *FORUM FAVORITES Vol. 3* were ordered to sell at \$5.00 each; the price of Volumes 1 & 2 was increased to \$7.50 a set; the complete set of Volumes 1, 2 and 3 was set at \$12.00.

**FORUM Calendar** - A request was submitted for conceptual approval of a 1993 Slogan Calendar; however, because there were so many uncertainties in this project, the request was denied by the Executive Committee.

### IN PROGRESS

**FORUM Flap** - The Committee agreed to continue use of the flap for 12 months.

**FORUM Promotion** - The primary promotion for 1992 will be 13 issues for the price of 12 aimed at new *FORUM* subscribers.

The Committee approved sending 100 back issues of *The FORUM* to all *FORUM* Coordinators for promotion purposes, requesting feedback on their use as well as results.

**FORUM Alternatives** - The *FORUM* Administrator researched costs to produce and mail *The FORUM* in another size and with an *INSIDE AL-ANON* insert. Further investigation continues.

**FORUM Slipcase** - The Committee continues to look for new and innovative ways to store a two-year supply of *FORUMs*.

**FORUM on Cassette** - The feasibility of producing *FORUM* on cassette will be discussed at the January 1992 meeting.

**FORUM Subscriptions** - *FORUM* subscriptions began to drop at the end of the year. Letters were sent to subscribers asking them to reconsider renewing and to give us their comments about the magazine. The response was poor and a further decline is anticipated due to a price increase in January 1992.

### COORDINATORS

*FORUM* Coordinators were sent a copy of *FORUM FAVORITES Vol. 3*, four new reprints, *FORUM* Coordinator Guidelines, several samples of the new subscription envelope, 100 back issues of *The FORUM* and 100 *FORUM* subscription envelopes. Coordinators were asked to let the WSO know the results of displaying these materials at upcoming conventions and assemblies. They were also asked to let DRs and GRs know about the decline in subscriptions.

### OTHER OFFICE ACTIVITIES

**FORUM Subscription Envelopes** - A new *FORUM* subscription envelope, aimed at the new subscriber, is available to display at conventions, assemblies and all Al-Anon meetings.

**FORUM Renewal Envelopes** - As a convenience to our readers, two new envelopes were ordered to replace the renewal letters sent to *FORUM* subscribers.

**Review of WSO Publications** - As proposed in the Strategic Long Range Plan to improve the distribution of Al-Anon services, the *FORUM* Administrator analyzed all WSO newsletters with regard to cost, number of issues printed per year and production time. This resulted in reducing issues in several publications, a reduction in production time and finally a saving on cost.

### INSIDE AL-ANON (IA)

Jane O., Chairman  
Sandra F., Editor

### COMMITTEE

The Chairman and Editor met and planned the annual calendar for *IA*. Each issue was reviewed by the Chairman and five Staff members; after editing the

Executive Director reviewed the final manuscript. The Publications Assistant developed a new style for the Conference issue to go with the new format.

## EDITORIALS

**Feb/Mar** - Lois W. and Al-Anon's Beginnings, the Conference theme: 40 Years—Sharing the Vision, Tuning In To the Traditions, Al-Anon's 10th Anniversary in Japan.

**April/May** - Request for sharings for AL-ANON TODAY, announcements of FORUM FAVORITES Vol. 3 and three FORUM reprints, and The Third Tradition and Its Close Encounters.

**June/July** - Proof sheet of WSC issue was mailed two days after the Conference; calls were received to express appreciation and to make corrections. The Conference issue included an order form for the Conference Summary.

**Aug/Sept** - Articles on Literature Distribution Centers, the Twelve Steps: Roots and Wings, "Send Us Your Comments" on Let's Take a Worldwide Group Inventory.

**Oct/Nov** - Featured: 1992 Conference Theme: Sponsorship - Expanding Our Horizons; Financial Sponsorship; Staff Changes; Letting Go: The Leadership Challenge.

**Dec/Jan** - Articles: To and From Russia With Love; Members Debate: Is It Loving Interchange or Crosstalk?; Beginners' Meetings; information on the CAL Library Set.

## CORRESPONDENCE

Letters and phone calls with favorable comments were received on "Tuning In To the Traditions;" one suggested making it a reprint. Requests for special issues, especially "Crosstalk," are still being received and several have come in on "Is It Loving Interchange or Is It Crosstalk." Due to continued interest in this topic, a box will be maintained in Archives for issues of the nineties. Over 30 letters were received on "Let's Take a Worldwide Inventory," and an article based on reader responses will appear in the Feb/Mar 1992 issue.

## INSTITUTIONS

Judy S./Skip L., Chairmen  
Claire R., Administrator

### COMMITTEE

Judy S., an In-town member, served as Chairman; Angela W., the Liaison member. Pat B. was appointed Chairman following the WSC. Due to reassignment of Pat B., Skip L. became Chairman. The Committee met four times and held seven Task Force meetings.

### 1991 WSC

**WSC Presentation** - Committee members summarized their respective workshops compiled in a packet, "Sharing The Vision Through Institutions Workshops" distributed to all Conference members. An explanation of the Meeting On Wheels guideline (G-22) and demonstration of the "Things To Avoid" section was also given.

**Professional Terminology Piece** - Due to its inability to develop the text in a nondirective manner, a motion was

presented and approved by the WSC to withdraw previous conceptual approval for the project.

## COMPLETED

**Homeward Bound** - Minor revisions were submitted for 1992 production. In keeping with cost-saving measures, the next printing will be produced in a fold-out format; this will aid distribution in correctional facilities and other institutions with regulations regarding literature.

**Flyer, Volunteers For Institutions Service Work (I-9)** - The card stock master for photocopies or a poster was distributed to Area Institutions Coordinators and Information Services with an explanatory memorandum.

**Highlights Of Al-Anon In Institutions, 35 Years Of History (I-9)** - The service sheet was updated to include the formation of the Inmate Correspondence Service.

**Guideline, For Correctional Services (G-14)** - Revisions were compiled and submitted for production.

## IN PROGRESS

**Homeward Bound** - The Committee was asked to reconsider 12 sharings compiled to date. The stories contain members' experiences in finding Al-Anon at Institutions meetings or as a result of the alcoholic's treatment; however, they do not address the intended focus of this pamphlet which is application of Al-Anon principles while the alcoholic is away and/or returning home. New sharing sheets were distributed.

**Form Letters, Combined Service Workbook (K-17)** - The Committee reaffirmed its decision to discontinue production of A Sample Letter To Be Used When Contacting Local AA Members In Institutional Meetings (L-9). Recommendations for (L-5) Sample Letter For Use When Contacting Families of AA Members In An Institution; (L-7) Sample Institutions Letter To The Professionals; and (L-10) Suggested For a Local or District Project are being compiled for review.

**Sample Institutions Workshop (I-8)** - Committee members submitted major revisions for review.

## INMATE CORRESPONDENCE SERVICE

To respond to the needs of inmates who do not have an Al-Anon/Alateen group to attend where they are incarcerated, an Inmate Correspondence Service was created. Guidelines for Inmates Writing to Al-Anon/Alateen Members and for Al-Anon/Alateen Members Serving As Inmate Contacts were developed and distributed to inmates, Al-Anon/Alateen Inmate Contacts, Area Institutions Coordinators. The service was announced in all WSO newsletters, *The FORUM*, and a press release was sent to the American Jail Association. Sixty-seven members (25 men - 42 women) have volunteered to exchange letters as Al-Anon Inmate Contacts; 5 inmates are participating in the service; two are in proposed status.

The Chairman of the Institutions Committee for the Al-Anon Information Service in Brisbane, Queensland, Australia expressed interest in establishing a similar service overseas. Copies of guidelines and all supporting materials were forwarded to the Australia GSO.

## OCTOBER INSTITUTIONS MONTH

The theme, "Sharing The Vision" was chosen and utilized in WSO newsletter articles. A simplified format to replace the existing calendar of activities for the October Institutions Month service tool was developed; existing service projects were combined into 12 ideas. The 1991 service tool was distributed with the July issue of *AL-ANON IN INSTITUTIONS* and the Aug/Sept *INSIDE AL-ANON*. Cover letters were sent to Institutions Coordinators, Information Services and Area Newsletter Editors; a Spanish translation was made for the U.S. and overseas.

### AL-ANON IN INSTITUTIONS

**Format**—Desktop publishing was used in March as a cost-saving measure and to utilize new WSO computer capabilities. Further savings resulted when the newsletter was reduced to one sheet and printed in-house.

**Masthead** — The committee is still searching for designs.

### EDITORIALS

**March** — Articles were from an adult child inmate and his correspondence with the WSO on behalf of a newly-formed Al-Anon Adult Children Group at the Cook County Jail in Chicago, IL; an appeal for male Al-Anon members to volunteer to write to male inmates; and a reportback on the *AL-ANON IN INSTITUTIONS* Readership Survey.

**July** — Sharing The Vision: October Institutions Month was the featured article and the 1991 October Institutions Month service tool was inserted. Also included were articles on the newly formed Inmate Correspondence Service; the 1991 WSC motion rescinding the professional terminology piece; and a sharing about the Seaforth/Bantry Bay Alateen Group's Institutions service work at a treatment center in Southern New South Wales, Australia.

**November** — The featured article was titled "Service Sponsorship: Loving Interchange;" Alateen Institutions Group Sponsor sharings were also included.

### CORRESPONDENCE

Letters and telephone inquiries were received concerning professionals in institutions, members doing service work and inmates. Topics included: starting Al-Anon and Al-Anon adult children groups, pre-release programs, sending literature to families of inmates, requests for complimentary hardbound books, Spanish literature subscriptions for *The FORUM*, Alateen sponsorship in institutions, contributions at institutions meetings, eligibility of dual members serving in institutions, guidelines for speaking, in-service training for treatment center personnel, material for aftercare programs and for Native Americans.

Literature and information were provided to a resident of a group home who was not permitted to attend meetings outside of the facility due to the nature of her illness.

Coordinators were informed for follow up activity.

### COORDINATORS

Thirteen new Coordinators were welcomed and sent complimentary copies of the Combined Service Workbooks (K-17). Three cover letters and attachments were sent with mailings of *AL-ANON IN INSTITUTIONS*.

## OTHER OFFICE ACTIVITIES

**Inquiries** — Packets of literature and a letter were sent in response to 116 professional inquiries.

**Institutions Section, Combined Service Workshop (K-17)** — Materials were readied for revision.

## INTERNATIONAL CONVENTIONS

Myrna H., Chairman  
Mary Ann K., Coordinator

**1995 Al-Anon Participation At AA's International - San Diego, CA - June 29 to July 2** — A list of Al-Anon's needs for program events, speakers, Host Committee, press and personnel for the Convention was compiled by the Planning Committee—the Executive Director, Deputy Executive Director, Controller, and Coordinators (past and present), and passed on to AA.

While on other assignments the Deputy Executive Director, past Coordinator and Conference Administrator visited the facilities which AA has assigned to Al-Anon.

**1998 Al-Anon's International Convention - July 3, 4, 5** — A four-page bid sheet and cover letter was sent to all Conference members detailing Al-Anon's needs for the Convention scheduled for July 3-5 1998. Ten cities responded: Washington, DC; Denver, CO; Boston, MA; Indianapolis, IN; Ft. Lauderdale, FL; Salt Lake City, UT; Phoenix, AZ; Minneapolis, MN; Chicago, IL and Atlanta, GA. Acknowledgement of the bids was sent to each Delegate whose Area participated. A Site Selection Committee comprised of the Planning Committee and Conference members, selected by the Board of Trustees, will choose three cities from the ten making presentations to host the 1998 International. The Site Selection Committee is to meet on April 30 immediately following the 1992 WSC. A subcommittee of the Site Selection Committee will visit the three cities chosen at this meeting and recommend one to the October Board meeting.

## INTERNATIONAL COORDINATION

William S./Louise B., Chairmen  
Mary Ann K., Administrator

### COMMITTEE

Louise B., new Committee Chairman, was invited by Bill S., former Chairman, to meet informally with the Committee during the 1991 WSC. Goals were set with a major focus on how the WSO can encourage Al-Anon structures and help new structures develop. The "To Russia With Love" project continues to support the groups in the Soviet Union. Since members in Poland are reprinting the ODAT in their country, WSO's plan, initially intended to reprint the ODAT in Polish with prepaid orders from Information Services and Assemblies, will be used instead to fund the reprinting of the ODAT into Russian. The World Service Handbook Chart was changed to reflect the worldwide nature of the program.



## IAGSM

The theme for the 1992 International Al-Anon General Services Meeting (IAGSM) is entitled, "IAGSM—The Path to Unity." The meeting is scheduled for August 21 - 25 at the Radisson Tara Hotel in Stamford, Connecticut.

The Swedish structure formally requested admission to the IAGSM since it now meets the criteria set by the IAGSM Admissions Committee in 1988.

The International Coordination Committee is aiming to adhere to the 1988 IAGSM motion to keep the cycle of rotating the meeting outside the U.S. every four years. A new bid sheet was designed with travel costs, providing an equitable basis for comparison of costs.

The following countries plan on sending one or two Delegates to the 1992 meeting: Argentina, Australia, Belgium (Flemish & French), Brazil, Finland, France, Germany, Iceland, Italy, Japan, Mexico, Netherlands, New Zealand, Norway, South Africa, Spain, Sweden, Switzerland (German), U.K. & Eire, and U.S. & Canada.

**Mailings** - Four cover letters, with a copy to the GSOs, were sent with the following: Delegate Registration Form, Travel & Accommodation Form, estimated equalized expense amount, information on agenda additions and literature displays, outline for structures' history, structure's history as of 1990, Guidelines for General Service Structures, and bid form to host the 1994 IAGSM.

## SERVICES

**GSO Mailings** - Material relative to the IAGSM, the *INTERNATIONAL EXCHANGE BULLETIN*, the modified Appeal Letter and the Strategic Long-Range Plan. GSOs were also sent copies of all new and revised material.

**Translations** - Permission was requested to translate pages from the ODAT and Did You Grow Up With A Problem Drinker? into Inuktitut (a language spoken by 6,000 native Indians in Northern Quebec). The following CAL was translated: Understanding Ourselves and Alcoholism - *Esperanto*; Purpose and Suggestions - *Estonian*. Freedom From Despair was sent for translation into Lithuanian. Eight members volunteered as Russian translators, two for Czechoslovakian, and one for German.

Time limits were established for reviewers to help expedite the translation process as requested by IAGSM Delegates; one month for leaflets and pamphlets, six weeks to two months for books. The following were reviewed: *AL-ANON'S TWELVE & TWELVE* - *Danish* and *German*; The Concepts: Al-Anon's Best Kept Secret, To the Mother and Father, It's A Teenaged Affair, Why CAL?, Alateen Sponsor to Sponsor, Alateen Do's and Don'ts, Youth and the Alcoholic Parent, Al-Anon Fact File, Does She Drink Too Much?, How Can I Help My Children?, and Al-Anon Spoken Here - *Italian*; Twelve Concepts of Service - *Japanese*, ODAT - *Polish*; To the Mother and Father and Twelve Steps and Traditions Al-Anon - *Russian*.

**Reprint Permissions** - Forms were sent to the following GSOs: *Argentina* - *AL-ANON'S TWELVE & TWELVE*, *Al-Anon Is For Adult Children of Alcoholics*, *Al-Anon Sharings from Adult Children*, *How Can I Help My Children?*, *Does She Drink Too Much?*; *Australia* - ...IN

*ALL OUR AFFAIRS*, What's "Drunk," Mama? audio cassette; *Brazil* - *AL-ANON'S TWELVE & TWELVE*, What's "Drunk," Mama? audio cassette, *Al-Anon/Alateen Is and Is Not* bookmark; *Colombia*, *Denmark* and *Finland* - *AL-ANON'S TWELVE & TWELVE*; *Italy* - negatives for the artwork of the Serenity Prayer Card, How Can I Help My Children?, It's A Teenaged Affair..., Why CAL?, Alateen Sponsor to Sponsor, Al-Anon Spoken Here, Alateen Do's and Don'ts, Youth and the Alcoholic Parent, Does She Drink Too Much?, Al-Anon Fact File; *Japan* - Twelve Concepts of Service; *Mexico* - Alateen Table Card; *Sweden* - You Don't Have to Drink... 6 5/8 x 8 1/2" poster, Alcoholism Can Tear A Family Apart table display, Twelve Steps and Traditions, What's "Drunk," Mama?, Table Anonymity Card; *U.K. & Eire* - Twelve Steps and Traditions, Alateen Program Card, Suggested Preamble, Serenity Prayer, Welcome and Closing into Welsh; *Venezuela* - Al-Anon, You and the Alcoholic, Alcoholism, The Family Disease, Purpose & Suggestions, Al-Anon and Professionals, Al-Anon Family Treatment Tool, Understanding Ourselves and Alcoholism.

**Literature Requests** - Material was sent in Arabic, Chinese, Finnish, French, German, Greek, Hungarian, Italian, Japanese, Korean, Polish, Portuguese, Russian, Spanish, and Vietnamese.

**Group Information** - Getting In Touch With Al-Anon/Alateen was sent to individuals in the military requesting groups in Europe and the U.S. and to members in Australia, Japan, New Zealand, and Switzerland who are relocating to the U.S. Meeting locations were provided to members in Japan, Nigeria, Poland, Uganda, and West Indies. Material on starting a group with Vietnamese literature was sent to a member in the U.S. Information about groups in Singapore, Taipei, and Hong Kong was sent to a member in Ohio vacationing in those places. A Portuguese-speaking member in Boston, MA, was directed to the Portuguese-speaking group in Somerville, MA, for support in starting a Portuguese-speaking group in Framingham, MA, which has a large Brazilian population.

**Military** - A packet was developed and a new reprint from *The FORUM* entitled "Al-Anon and the Military" will be included. Information was sent to a member starting an Al-Anon Adult Children of Alcoholics Group and another starting a group in Crete, Greece. A wealth of material was sent to a group in Rabat, Morocco.

**Contributions** - A total of \$33,000 was received from groups and structures outside the U.S. and Canada.

## AL-ANON INTERNATIONALLY

**Argentina** - With a more stable economy, the GSO requested reprint permission for seven CAL pieces to increase their resources and offer new material to groups. Congratulations were sent for their 25th anniversary.

**Australia** - The GSO experiencing difficulties with one State having three Areas duplicate efforts in P.I./CPC, was sent WSO's experience. Groups forming in the Fiji Islands are directed to the GSO for registration. An article regarding the availability of the Aboriginal Banner through the GSO was included in *AL-ANON SPEAKS OUT* and several hundred copies sent to the GSO to support them in reaching out to those working with the Aborigines.



**Austria** - A member who attended the Austria Service Conference, questioned the appropriateness of calling an Al-Anon member "co-dependent."

**Belgium (Flemish)** - With the GSO's assistance the 1990 IAGSM Delegate has subtitled *Al-Anon Speaks For Itself* on PAL video band. The master tape was returned so that other countries with PAL can borrow it to subtitle in their language, thus saving the cost of making a new master.

**Belgium (French)** - The GSOs for the Benelux countries (French and Flemish Belgium, and the Netherlands) were asked to assume the responsibility of renewing and paying for the registration of trademarks in 1993.

**Bolivia** - A missionary priest (visiting his hometown in Illinois) gave the WSO new insight on this country's situation. A letter, with information on starting an Al-Anon Service Committee, was sent to a contact he suggested since no structure exists as yet.

**Brazil** - The GSO will send a representative to the 1992 WSC.

**Chile** - Guidelines for a General Service Structure were sent to a member wishing to organize the groups.

**Colombia** - Experiencing service problems, the GSO was sent FIRST STEPS and LOIS REMEMBERS which relates to WSO's similar experience at our beginnings. Raquel K., Executive Assistant to Spanish Services, visited the GSO while on vacation to discuss the service problems described in correspondence received at the WSO. Since the WSO was unable to send representation to their preliminary conference in March, a letter was sent from WSO to all the groups—through the GSO—stressing the importance of a conference and to encourage their participation. The letter also encouraged the groups to buy literature from their GSO as another means of support. Due to their Conference, they are unable to send representation to the 1992 IAGSM. It was pointed out to the GSO that their plan to add four non-Al-Anon members to work as custodian "class A Trustees" is a departure from the Al-Anon structure worldwide.

**Denmark** - Twenty-four groups were represented at a National Service Committee and a structure is in the process of being formed. A Power of Attorney form for the GSO to register the Al-Anon trademarks was signed and returned. A Nordic meeting of Al-Anon and AA members took place in Copenhagen in July. Clarification was requested from the GSO regarding the months of the ODAT published in pamphlet form.

**El Salvador** - The Florida Area Assembly (in the U.S.) purchased a generous supply of Spanish literature from the WSO and sent it to the GSO to support them in their time of difficulties.

**Estonia** - Al-Anon's first piece, Purpose & Suggestions, in Estonian will be added to the Literature in Translation Order Blank.

**Finland** - Gratitude was expressed to the GSO for contributing to the WSO their IAGSM Delegate's expenses. An Open House was held for the newly remodeled GSO and a new computer purchased.

**France** - Encouragement was sent to the GSO for their continued working relationship with the French-speaking GSOs in Belgium and Switzerland, and for their participation in buying Russian literature. A translation of

sharings from a longtime member who started the GSO in 1974 was forwarded to the WSO's Literature Administrator.

**Germany** - The *INSIDE AL-ANON* reprint, on Al-Anon Adult Children of Alcoholics, was printed in the GSO's newsletter, *AL-ANON INTERN*. A letter of introduction was received from the first full-time employee at the GSO who is taking English lessons to improve communications with the WSO. Plans are underway to restructure the German Board of Trustees according to WSO's By-Laws.

**Iceland** - Because of the distance separating the newsletter Editor from the GSO, the WSO shared experience and referred her to the GSOs in Norway and U.K. & Eire where a similar situation exists.

**India** - The Calcutta Intergroup sent a report of their first Al-Anon Workshop (Conference). As a last resort, this Intergroup has been photocopying CAL because of foreign exchange restrictions. The Bombay Intergroup published their first newsletter entitled *GROUPLINK*.

**Israel** - A cover letter with three pieces of Russian literature were sent to each of the four registered groups because of the influx of Russian-speaking people coming into the country. A generous supply of Arabic and English literature was sent to a social worker working with 1,000 alcoholics and their families.

**Italy** - Clarification on policy questions was sent to the 1990 IAGSM Delegate with explanations from the World Service Handbook and Twelve Concepts of Service. Address labels of all Al-Anon groups in the Soviet Union and Republics were sent to the GSO since they requested participation in the project "To Russia With Love."

**Japan** - The GSO was informed of letters received by several groups regarding different interpretations of the Traditions. Three pieces were published: History of Japanese Groups, Suggestions to Groups, and A Composite of Stories from their magazine.

**Jordan** - Literature and a registration form were sent to the first newly formed group in Amman.

**Kenya** - An individual wishing to start a group in Nairobi requested the ODAT in Kiswahili.

**Korea** - Contact has been made with the members in Seoul who are continuing to serve the groups after the death of our longtime contact and translator, Morty K. WSO can now offer the ODAT, in Korean, to members buying in bulk from the members in Seoul.

**Lithuania** - Understanding Ourselves and Alcoholism, in Lithuanian, has been added to our Literature in Translation Order Blank, and a member in Rhode Island is working on the translation of the ODAT.

**Malta** - Information Service Guidelines were sent to the Valletta group who has assumed this service.

**Mauritius** - Several French-speaking groups were directed to register with PFA which will connect them to Al-Anon worldwide.

**Mexico** - Authorization was granted for the GSO to sell literature to Guatemala on a three-year trial basis. A list of material not yet translated into Spanish was sent to the GSO as part of the project initiated at the 1990 IAGSM. WSO's experience was shared with the GSO on: difficulties of maintaining the Service Manuals up to date; the development of radio and TV spots, the Vice President of

the Board of Trustees who visited the WSO sought information on the role of the Executive Committee, General Secretary, and in general, how to establish accountability in the GSO staff. AL-ANON FACES ALCOHOLISM (8,000) and AL-ANON'S TWELVE & TWELVE (5,000) in Spanish were received and acknowledged. ALATEEN—a day at a time will not be purchased in bulk from the GSO since the cost is too high. Members wishing to purchase the book will be directed to the GSO—announcements will appear in Spanish newsletters.

**Netherlands** – A letter was sent on behalf of the International Coordination Committee to members in service concerning unity.

**New Zealand** – A copy of the General Secretary's resignation was received.

**Norway** – The GSO expressed a desire to help the WSO in worldwide efforts.

**Paraguay** – A member requesting Spanish literature to help existing groups was directed to the GSO. They were asked to inform the WSO if the GSO is still functioning.

**Peru** – Members in Lima are struggling to set up a service structure. A missionary in Arequipa requested Spanish literature in small packages since the mail previously has been robbed. The International Coordination Committee approved sending complimentary material in installments.

**Poland** – As a gift, an individual from Massachusetts donated a translated copy of the ODAT in Polish to the WSO for review. A member from Massachusetts, visiting an AA/Al-Anon Convention, notified the WSO that four intergroups exist. Plans are underway to print the ODAT there and the Poles are willing to help the Soviets.

**Seychelles** – A group in Anse Royale was directed to the GSO in South Africa to expedite ordering literature.

**Soviet Union** – There were many firsts this year: an Alateen group was registered, a groupwide mailing was conducted in the Soviet Union, the popular Soviet magazine, *Family and School* published an article about Al-Anon and encouraged participation in the program, the printing by the WSO of the 12 & 12 pamphlets and Guidelines for Alateen Sponsors and an Intergroup was established. In July the committee agreed to try to meet the needs of all the Republics in the Soviet Union. Due to so many changes, the name "Commonwealth of Independent States" will be used in the future. The International Administrator met with Galina G., a member of the committee who started the first Intergroup in Moscow. An Al-Anon member from the Ukraine visiting family in British Columbia was hosted for four days by service members in that Area. The first five months of the ODAT was reviewed with a plan to print the ODAT here. Reprinting in their country continues to be a problem for Al-Anon members; however, we have received word that other publishers of material on alcoholism and the family are planning to print for profit there. Ninety percent of all correspondence concerns Russian literature. The "To Russia with Love" project will continue in 1992.

**Spain** – The GSO will add their structure's history to the World Service Handbook, in Spanish.

**Sweden** – A newly established Information Service in Gothenburg wanting to register with the WSO was directed to the GSO. Information on material in *The FORUM* and

*INSIDE AL-ANON* was sent to service members producing their own publication entitled *AL-ANON KONTAKT*.

**Switzerland (French)** – Acknowledgment of several contributions received was sent to the GSO.

**Switzerland (German)** – An explanation of the November Appeal Letter was sent to a member in Zurich.

**Syria** – The first request for Al-Anon information was received from a doctor in Lettiaka.

**U.K. & Eire** – Al-Anon trademark registration was completed. Address labels with a list of Al-Anon groups in the Soviet Union were sent to the GSO since they are receiving inquiries on the project "To Russia With Love." English-speaking groups in Europe were sent two letters (from the WSO and GSO) that the GSO will act as their Information Service. Material and a registration form was sent to a member relocating to Kuwait.

**Venezuela** – The reprint permission process was clarified for the GSO.

## SUBCOMMITTEE: SPANISH

Sandra F., Chairman  
Mary Ann K., Administrator  
Raquel K., Executive Assistant

The price of individual and bulk subscriptions to *DENTRO DE AL-ANON* and *AL-ANON Y ALATEEN EN ACCION* was increased. Procedures were developed at the IAGSM to avoid duplication of translation. At the 1991 WSC, a luncheon was held for all Delegates with Spanish-speaking groups in their Area. Notification of a Spanish District formed in Southern California was a direct result of this luncheon. WSO plans to continue to use this time with Delegates to share what has and hasn't worked and to encourage Spanish Services.

## LITERATURE

John K., Chairman  
Geri H., Administrator

## COMMITTEE

Doris S. is the Liaison member. There were four Committee meetings and five Task Force meetings.

## COMPLETED

The following projects were completed during 1991:

- K-23 Men's Newcomer Packet
- K-24 Parents' Newcomer Packet
- P-1 Al-Anon is for Men – extensively revised
- P-2 Al-Anon, You and the Alcoholic – extensively revised
- M-26 Serenity Prayer Card – redesigned
- M-7 Al-Anon Basic Program Wallet Card – redesigned
- M-8 "Let it Begin..." Declaration Card – redesigned
- S-15 Al-Anon/Alateen CAL Catalog
- S-15R Reading for Recovery Catalog including order form
- S-16 Conference-Approved Literature Order Form
- Literature Distribution Centers (LDCs) Listing

## IN PROGRESS

**New Daily Reader (COURAGE TO CHANGE) (B-16)** - The manuscript (386 pages) for a new daily reader was developed, reviewed and enthusiastically approved by Literature and Policy Committees and the Executive Director, and sent to a copy editor for final polishing. The Task Force met five times to consider all comments/suggestions from reviewers and determine direction for the writer/editor (AI-Anon member).

**COURAGE TO CHANGE:** One Day at a Time in AI-Anon II was approved as the title and subtitle. An extensive index was prepared, the cover designed, and simultaneous production of a large print edition was recommended.

**AL-ANON TODAY** - "Sharing Sheets" that provide a description of this project, guidelines for writing, and space to begin writing were developed and distributed. In response, many members submitted their "Stories of Recovery in AI-Anon" and sharings on key topics. The Committee previously had developed guidelines for this work. Negotiations are in progress with an AI-Anon member who has submitted a proposal to prepare the manuscript for this book.

**AI-Anon, You and the Alcoholic (P-2)** - The manuscript for this extensively revised pamphlet was approved by the Literature and Policy Committees and the Executive Director before being printed.

**COMING OF AGE** - Committee members discussed possible approaches to this piece, considered areas in-depth sharings from members of all ages might cover, and agreed that "Coming of Age" will be the working title.

"Sharing sheets" were developed and distributed worldwide for this project also. A great number of sharings have been received, many with notes conveying support for this endeavor and gratitude to AI-Anon. *The FORUM* reprints, "Growing Up With Alcoholism" (R-11 and R-13) are also being considered for inclusion in this project.

Discussion began with an AI-Anon member (writer/editor) who may submit a proposal for this project in the future.

**The Secret of Recovery (working title)** - Committee members gave solid support to this "Recovery Through Service" piece and visualize a booklet, possibly the size and format of *Living With Sobriety* (P-49).

While articles appear in *The FORUM*, *AREA HIGHLIGHTS* and *INSIDE AL-ANON* and "sharing sheets" are being widely distributed, many more sharings on recovery through service are needed. The Alateen Committee has offered its sharings on Alateen Sponsorship.

## UNDER CONSIDERATION

**Twelve Steps and Twelve Traditions Inventory Booklet** - The Committee considered an in-depth update of *AL-ANON'S TWELVE STEPS AND TWELVE TRADITIONS* (B-8), but was hesitant to change a book so well-received by our fellowship, particularly when the resulting revision and expansion could mean an increase in the selling price. The Committee decided, instead, to consider recommending the development of a new piece that would stand alone

or be used with the present book. The new piece could include: discussions on the Steps, Traditions, and Concepts, introductory material and questions on each of the legacies and sharings from our fellowship.

**Blueprint for Progress (P-5)** - As requested by a former Delegate, Committee members have been considering revising the "Blueprint" to a style similar to that of the *Overeaters Anonymous* inventory. Members agreed that the present "Blueprint" reflects a gentle approach to the Fourth Step and emphasizes the individual's positive qualities, thereby more accurately reflecting the AI-Anon program. The following points were discussed:

- Questions might be phrased so as to prompt positive or affirming responses
- A more in-depth inventory piece might be welcomed
- Questions need to be applicable to all in our fellowship
- This piece might well be left as it stands
- Another piece with questions on the Steps and Traditions could be developed

**Sponsorship, What It's All About (P-31)** - The Committee considered a recommendation to produce a booklet on sponsorship but agreed that adding material on service work sponsorship to the existing pamphlet would be worthwhile. Sharings continue to be requested.

**ODAT (B-6, B-14)** - A proposal was made by the Literature Committee to add the Concepts and Warranties to ODAT. This addition is being considered in light of the 1978 WSC motion that: "no change may be made to our book, *ONE DAY AT A TIME IN AL-ANON* without majority approval of the full Conference in session."

**Purpose and Suggestions (P-13)** - The Committee is considering replacing the subtitle with "AI-Anon has but one purpose: to help families of alcoholics."

## OTHER COMMITTEE ACTIVITIES

**Alateen Booklets** - The Committee reviewed the following material for booklets being developed by the Alateen Committee: 46 sharings on Acceptance, 28 sharings on Serenity, 35 sharings on the Slogans.

**Homeward Bound (P-8)** - The Committee reviewed nine sharings proposed by the Institutions Committee as replacements for "A Personal Story," along with proposed revisions to the text of this pamphlet.

**Petition** - The Literature Committee considered a petition from AI-Anon members who oppose creating new and revising existing AI-Anon literature. Committee members voiced their support for the letter sent by the Administrator in response to the petition and suggested a follow-up letter be sent to the petitioners informing them that their request was considered by the Committee and that the Committee will keep their thoughts in mind as it fulfills its mission as stated in Concept XI and follows the direction given by the World Service Conference.

**CAL Overview and Proposal** - Having reviewed all Conference-Approved Literature and related material, the Literature Administrator presented a report "CAL Overview and Proposal" to the Executive Committee. As a result, a comprehensive look at distributing CAL is now underway. Focusing primarily on the portions relevant to Literature Services, the Committee reviewed this report and endorsed the proposal.

**Audiocassettes** - Two audiocassette projects, Al-Anon is for Adult Children of Alcoholics (P-52), and Beginners' Meetings were not approved because audiocassettes are not selling.

### COORDINATORS

Twenty-three newly appointed Literature Coordinators were welcomed, registered and sent material to assist them in their service to the fellowship.

To further an active interest in all Al-Anon CAL, increased communication with Literature Coordinators continued. Coordinators were sent samples of new items as well as "sharing sheets" to be photocopied and distributed.

### LITERATURE DISTRIBUTION CENTERS

The Literature Administrator visited the Southeastern Wisconsin LDC on August 22, 1991, to find ways in which the WSO could help LDCs serve our fellowship.

Three prospective Literature Distribution Centers (LDCs) were registered and sent Guidelines for assistance in establishing their service.

To encourage members' support of Literature Distribution Centers a list of LDCs in the U.S. and Canada along with their telephone numbers was produced and distributed with the Oct/Nov issue of *INSIDE AL-ANON*. Copies are available on request and are included in orders shipped.

Copies of completed registration forms for new LDCs, a list of all LDCs, and a printout of LDCs in their respective Areas were sent to each Delegate for verification.

### OTHER OFFICE ACTIVITIES

**Guidelines** - Guidelines were updated and are now being reprinted in-house in only one color. This is proving to be both a labor and cost-saving measure.

**Permission to Reprint** - Eighteen releases were granted for brief excerpts from Al-Anon material to be quoted in other publications.

**Advance Notices** - Flyers were developed and produced for: the Newcomer Packets for Men (K-23), Parents (K-24), Military (K-25); AS WE UNDERSTOOD (B-11), AL-ANON'S TWELVE STEPS AND TWELVE TRADITIONS (B-8), and ONE DAY AT A TIME IN AL-ANON (B-6). The flyer for ...IN ALL OUR AFFAIRS (B-15) was revised.

Efforts continue on simultaneously announcing material to groups and individual members.

**Catalog and Order Forms** - The Catalog of Conference-Approved Literature (S-15) and Reading for Recovery (S-15R) were redesigned and updated. The Reading for Recovery catalog now has a built-in order form. All order forms included notice of the increased shipping charge.

**Catalog Updates** - Two catalog updates were prepared.

**Revising and Reprinting** - Five Al-Anon books and 26 pamphlets were reviewed and minor revisions were made before reprinting.

**Marketing** - The Literature Administrator participated in several seminars and meetings to foster CAL awareness.

...IN ALL OUR AFFAIRS (B-15) continued to attract the attention of families and friends of alcoholics. Australia produced their own edition in May 1991. A marketing plan for COURAGE TO CHANGE (B-16) was presented to and accepted by the Executive Committee.

### CORRESPONDENCE

Of the more than 200 letters received each quarter, the largest percentage were sharings for upcoming literature projects, apparently in response to articles in *INSIDE AL-ANON*, *The FORUM*, *AREA HIGHLIGHTS*.

### LONG-RANGE STUDY PANEL

Mary Fran W., Chairman  
Sandra F., Secretary

#### PANEL

William S. is the Liaison member.

**Relocation** - A report on the status of relocation was given to the 1991 World Service Conference. The 1991 WSC approved allowing the WSO to study the option of owning or leasing property. The Board appointed an ad hoc committee to continue the relocation study. (See the Executive Director's Report.)

**Surveys** - In reviewing the Fellowship Survey the Panel found that among its many uses are: CPC work; staff planning; students working on Masters; authors, TV producers, reporters for research purposes; for referral when planning projects. The Panel suggested that CPC consider conducting a survey less frequently than every three years.

**Governance Structure** - The Board assigned this topic to the LRSP. After study the Panel decided to begin with Zero-Based Planning and appointed an ad hoc committee which developed a preliminary report and model of the minimum structure needed to operate the WSO. The Board approved further study and suggested four reference points: 1) Studying the World Service Conference to see if its focus remains on the original spiritual intent; 2) How to streamline overall operations (WSO); 3) Dividing the Policy Committee responsibilities between Board, Conference and Executive Committees; 4) Having the Board establish policy and parameters for a higher threshold of responsibility for the Executive Committee so the Board need not be involved in the day-to-day operation of the WSO.

**Other Topics** - The Panel also discussed strategies for the distribution and development of Al-Anon materials. It also considered ways to improve communication and net-working with the fellowship.

### NOMINATING

Helen W., Chairman

The Nominating and Conference Committee on Trustees (CCT) met twice during the 1991 WSC. The Profile/Resume form was reviewed and amendments made. The point scoring system utilized for several years in selecting

Trustees whereby #1 is the lowest on the scale, #10 highest was clarified. Revision was made to the CCT guidelines with further review to be considered in 1992. The 1991 schedule for submission of Trustee-At-Large was developed, with an August 15th postmark as the cut-off date. Peggy S. was affirmed as 1991-92 CCT Chairman and Joel E. was elected 1992-93 CCT Chairman.

The Nominating Committee reviewed its guidelines and added a statement that all Nominating meetings are closed except for the July meeting which is open to all Trustees. It was also established that the ex-officio status of the Board Chairman and Executive Director on all committees makes it no longer necessary to review their seating on Nominating on an annual basis.

Seventeen Trustee-At-Large resumes were mailed to the Nominating Committee and CCT. After tabulating the results of the scores given, six candidates were selected. But, due to a Board decision to fill only two Trustee-At-Large positions as opposed to the usual three, the following four candidates were selected and will be presented to the Board for nomination in January: Louise B., VA, Peggy L., PA, Phyllis M., NY, Syntha E., NE.

How to provide the same opportunity for Regional Trustees as Trustees-At-Large to hold Board office was discussed and agreed that when the situation arises, the process will require some modification with an explanation to the WSC.

A slate of Board officers, a chairman and members of the Executive Committee were prepared for the Board in January.

## **POLICY**

Marjorie W./Norma McG./Pat B., Chairmen  
Sandra F., Secretary

### **COMMITTEE**

The Policy Committee consists of all WSO Conference members. It is the largest expression of group conscience short of the annual WSC. The Committee meets quarterly to discuss issues pertaining to the Traditions and the Twelve Concepts of Service.

### **POLICY DIGEST REVISIONS**

The 1991 WSC approved the following revisions to the Policy Digest: page 26 under RECOVERY AND SERVICE MATERIALS, II. TIMELY REPRINTS - to amend the text to include "These committees may also reprint articles from *The FORUM*, WSO newsletters or other WSO publications when interest in a particular subject is indicated. Such reprints can be proposed for development as a permanent piece of CAL if a strong interest in them is evidenced;" page 15 under MEMBERSHIP AND GROUP MEETINGS/CONVENTIONS, II. MEETINGS, Items c. and d. - to change the text as follows: c: \*Audio Tape Recordings, Occasionally, Al-Anon/Alateen meetings are audio taped by members, but as a matter of courtesy the person doing the taping should ask permission. Al-Anon/Alateen meetings may be taped with the following suggestions that:

- every member is aware and approves of the taping
- anonymity is carefully preserved

d. Video Taping/Filming, Video taping/filming at meetings is not recommended.

Other activities included: the development of recommendations to the WSC on the subjects of updating information regarding the WSC Summary and increasing the amount of contributions and bequests; reportbacks on the Policy Committee review of Conference-Approved Literature and reprints; consideration of a reference in the new Daily Reader where the "Higher Power" is referred to as *she*; consideration of reproducing two chapters in the AA Big Book in translation and the development of a procedure for Literature Committee review of Alateen CAL.

The following minority reports and questions regarding the dual membership policy were brought to the attention of the Policy Committee: a recommendation to expand the policy to include past AA members; a suggestion to soften the policy to allow Al-Anon members who also belong to AA to serve within certain parameters; clarification on what would happen should a dual member be elected GR. Since one individual sent a petition to all Conference members to abolish the dual member policy and the letter was distributed through the WSO, the Committee affirmed its procedure of having the WSO provide Conference members' names and addresses to Al-Anon members upon request so that such items could be sent directly.

## **PUBLIC INFORMATION**

Phyllis M., Chairman  
Carole K., Administrator

### **COMMITTEE**

Pat L. is the Liaison member.

The Committee's focus was on the image and identity of the Al-Anon fellowship in preparation for an overall P.I. campaign for 1992.

### **REACHING OUT TO THE MINORITY COMMUNITIES**

It was decided to disband this ad hoc committee since the main goal, to encourage minorities, especially members from the black community to serve on the WSO Standing Committees, was accomplished. Beverly McC., Chairman of the ad hoc committee, served on the P.I. Committee representing minority concerns.

### **1991 WSC**

The P.I. presentation was a video on the Do's and Don'ts of P.I.; a script with storyboards was handed out.

### **COMPLETED**

**Radio Outreach** - 68 Areas were notified about Radio Outreach, 56 responded to Phase 1; 41 to Phase 2; 17 to Phase 3; and 10 Areas completed the project. Packets numbering 1,039 of Phase 1 were mailed to Areas for distribution to Districts; 116 Districts requested Phase 2; 24 requested Phase 3, and to date, 11 Districts have completed the project.

**New Radio Scripts** - Al-Anon and Alateen radio scripts were written (PI-V1, PI-V2) for Radio Outreach follow up.

**1992 Birthday Calendar** - was mailed with the Feb/Mar issue of *INSIDE AL-ANON*.

**Media Releases** - A 1991 happy birthday and a holiday press release were faxed to *United Press, Associated Press, The New York Times*, and the *Daily News* and then mailed to P.I. Coordinators.

**Media Brainstorming** - Meetings with Al-Anon members possessing media experience were held in Chicago, Los Angeles and New York City. The P.I. tools, our identity, image and avenues for carrying the Al-Anon message to the general public were exchanged.

**P.I. Campaign** - The concept of a P.I. campaign, including Public Service Announcements for television was presented and approved by the Board, P.I., Budget and Policy Committees.

### IN PROGRESS

**TV Spots and P.I. Campaign** - The production of the PSAs will begin in March 1992.

**800 Number** - Plans are underway for bringing the P.I. 800 number into the WSO and eliminating the outside answering service.

**Newspaper Outreach** - Similar to Radio Outreach, this project is being researched.

### COOPERATION WITH THE PUBLIC

**Media (Television)** - Requests: MTV's *Like We Care*, NBC's *A Closer Look, Cover to Cover*, The Children's Television Workshop *3-2-1 Contact*, Aviva Productions for an HBO special on alcoholism, *Eyewitness News*, MCA *Family Entertainment* for Universal Studios, CEL Communications for the Arts & Entertainment Network, and Baltimore Pictures regarding a feature film. Meetings filmed in progress at the WSO for: *The Mickey Mouse Club*, Medstar Communications, *Good Day NY* (Al-Anon Adult Children), *Good Day NY* (Alateen), *The Diana Monfort Show*, and ZDF Television in Germany. Television programs that aired Al-Anon 800 #: *Beverly Hills 90210*, *Sally Jesse Raphael* and a TV show in Long Island on Channel 25. Al-Anon was mentioned on: *Father Dowling Mysteries*, *The Oprah Winfrey Show*, *All My Children*, *The Young and Restless*, and a special on Suzanne Somers' life. International Television: Requests came from ZDF Productions in Germany, RAI Corporation Italian Television, and Tele 7 in Quebec, Canada.

Two requests for endorsement were received by *Beverly Hills 90210* and Bill Moyers, *A Mythic Journey* with Sam Keane. They were informed of our Tradition of nonendorsement and sent Al-Anon material.

**Media Outreach (PSAs)** - A campaign to establish and maintain relations with contacts at major networks, including cable, was begun. PSAs were sent to ABC, CBS, NBC, Nickelodeon, and FOX.

After contacting a branch of Carolco, Al-Anon's name, address and phone number have been included in a branch of E-Mail that reaches production companies across the country.

The P.I. Chairman and P.I. Administrator met with Meredith McRae, actress/producer, to discuss ideas for future video projects.

The P.I. Administrator participated via phone in a one-hour call-in radio show hosted by Meredith McRae in Los Angeles on *KABC Talk Radio*.

The P.I. Chairman and Administrator answered hotline calls for a PBS special with Bill Moyers called, *Circle of Recovery*.

A letter of general information offering the book ...IN ALL OUR AFFAIRS was sent to 17 publications; 10 responses were received.

**Publications** - Requests were received from 30 magazines and outside publications for Al-Anon/Alateen information. ...IN ALL OUR AFFAIRS was reviewed in *Sober Times* and *The Phoenix* recovery newspapers. **Magazines:** Al-Anon/Alateen was listed in *Parade Magazine*, *Ann Landers*, *Your Family Magazine*, *Seventeen Magazine*, *YM Magazine*, *New York Magazine*, *Cosmopolitan*, *Parents*, *The Sun Times*, *Essence*, *Copley News*. **Books:** Al-Anon/Alateen was listed in: *Corey's Dad Drinks Too Much*, *Help For Children From Infancy To Adulthood*, *Still Married*, *Still Sober*, *Girl Talk*, *All The Things Your Sister Never Told You*, *The Co-Dependent Parent*, *Free Yourself by Freeing Your Child*, *Alcoholism*, and *How Can I Live Without You? Hope for Alcoholics and their Families*. **Directories:** listing Al-Anon/Alateen - Prentice Hall Medical Information Project, Prevention Resource Information Center, Leadership: Morris Substance Abuse Family Educators Brochure, and Newsletters in Print, The New Age Source Book, and the Information Please Almanac.

The November issue of *Seventeen* had an article called, "Out of Step, My Trouble with Alateen."

Al-Anon's name was used without prior notification or consent in an advertisement for "The Wellspring Service," a pharmaceutical service. The advertisers were contacted and have agreed to denote Al-Anon as a registered trademark. The ad discontinued its run in August 1991. They also agreed to give our 800 # to those inquiring about Al-Anon as a result of the ad.

*USA Today* called to inform us they would be including Al-Anon's birthday in a calendar printed for reporters listing important events each month.

### OUTSIDE AGENCIES

Meetings were held with NCADD and OSAP. NCADD mentions Al-Anon as a resource in it's letter to the general public and will now include the 800 #. OSAP will include the 800 # in their resource material.

The Baxter Health Care Communications included extensive mention of Al-Anon, address, and phone numbers in it's Facts About Alcohol pamphlet for it's Employee Assistance Program.

The Better Business Bureau was called regarding their approval of our PSAs, which is needed before NBC will air them.

A letter of correction was sent to E. Sue Blume, the author of *Secret Survivors, Uncovering Incest and Its After Effects on Women*, regarding the mentioning of Al-Anon as having adopted a checklist used by the author. A letter of apology was received from the publisher and author.



Organizations requesting information and speakers: Iberia General Hospital in Louisiana, Juilliard School of Music in NY, Fashion Institute of Technology in NY, The Spark Program of James Monroe H.S. in NY, The Good Friend Program in Danbury, CT, The Central Labor Rehabilitation Council and St. Vincent's Hospital in NY. Requests were forwarded to local Coordinators for follow-up.

#### OTHER OFFICE ACTIVITIES

**Revisions** - The Al-Anon Fact File (P-36); Update, Al-Anon Today (PI-4); Anonymity Leaflet (P-65); Media Kit - contents to include Anonymity leaflet; Detachment (S-19) color of leaflet was changed to fuchsia; P.I. section of the Service Workbook; P.I. Packet contents to reduce cost.

**Coordinator's Newsletter** - The P.I. Scoop focused on Radio Outreach; Alateen's participation in the *Mickey Mouse Club* TV show; an alert about individuals soliciting money from the clergy in the name of Al-Anon; Area Coordinators shared their service experiences and were encouraged to keep communication open with the District P.I. Chairman.

P.I. Coordinator's in 17 states were sent information about the blind and handicapped and follow-up requests made by libraries in their Area.

There were 3,482 requests for information, including 2,604 individual calls to the 800 # from the general public.

#### SUBCOMMITTEE: LONE MEMBER SERVICE

Phyllis M., Chairman  
Carole K., Administrator

##### LONE MEMBER LETTER BOX

The March, June, September and December issues were mailed to registered Al-Anon/Alateen Lone Members and Lone Member Contacts with a sharing form and return envelope. The December issue was printed in two colors.

#### OTHER OFFICE ACTIVITIES

Procedures for Inmate Correspondence Service were passed along to Institutions Service.

Forty-six inquiries were received and answered as the result of an article in the February issue of *The FORUM* about the Lone Member Service.

#### REGISTRATIONS

Registered Al-Anon Contacts - 131; Registered Alateen Contacts - 10; Proposed Al-Anon Lone Members - 36; Proposed Alateen Lone Members - 16; Registered Al-Anon Lone Members - 27; Registered Alateen Lone Members - 3.

#### REGIONAL SERVICE SEMINARS

Maxine K., Chairman  
Rita McC., Administrator

#### COMMITTEE

The Committee met each quarter. Time schedule for Regional Trustee's RSS preparation was distributed to all RTs. NPIC and PFA displays will be sent to all Canadian RSSs. At the 1991 World Service Conference RSS breakout sessions, the Delegates discussed the pros and cons of the Regions assuming additional responsibility regarding hotel arrangements, contract signing and agenda planning of RSSs with the possibility of the Region eventually assuming full responsibility for the RSS. Based on the discussion, a consensus was reached by the RSS Committee that this is not feasible at this time. Since taking photos during general sessions at the RSSs has been a concern, the RSS Chairmen were asked to take a group conscience at each Seminar.

Cost-cutting measures included a recommendation that Areas hosting an RSS become financially responsible for site inspections and having coffee costs incorporated with meal packages.

To generate interest in CAL and to encourage sales, RTs will suggest that Host Committees have a literature sales table at all RSSs.

#### 1991 WSC

RTs received packets with copies of the suggested agenda, RSS Guidelines and a bid schedule at the RSS meeting prior to the WSC for distribution at their Breakout Session (with additional guidelines for Canadian Regions).

#### MAILINGS

Mailings to the Canada East, U.S. North Central, U.S. Southwest, U.S. Northeast, U.S. South Central, and Canada West RSSs were scheduled accordingly and included: site and room rate announcements to Delegates, registration forms, explanatory materials to groups, Information Services, Delegates and Lone Members in the respective Regions. The WSO sends each Host Committee material for the registration packets, including flyers of new literature. The RSS banner, FORUM Display Board, What's New Board, Sights and Sounds Board, and Links of Service Board and the NPIC Display were also mailed. (Canada receives materials in English and French.)

#### CANADA EAST RSS

Mary C., Chairman

**Site** - Laval University, Quebec City, Quebec, Canada; May 24-26, 1991.

**Theme** - Let's Open Our Gates To Service

**Reportback** - There were 369 registrations. The WSO was represented by: John B., Chairman of the Board of Trustees; Mary C., Seminar Chairman; Helen W., Trustee-At-Large; Myrna H., Executive Director; Claire R., Institutions Administrator; Mary Ann K., International Coordination Administrator, Rita McC., RSS Administrator.

There was no taping at this Seminar due to the simultaneous translation. Evaluations indicated that the WSO presentations were highly rated and the most popular workshops were Alateen and P.I. Three workshops were held in the General Session room.

## U.S. NORTH CENTRAL RSS

Maxine K., Chairman

**Site** - Sheraton International at O'Hare; 6810 N. Mannheim; Rosemont, IL  
**Date** - August 23-25, 1991  
**Theme** - Enthusiasm - An Invitation to Service

**Reportback** - There were 260 registrations. The WSO was represented by John B., Chairman of the Board of Trustees; Maxine K., Seminar Chairman, Richard B., Trustee-At-Large; Jim K., U.S. Southwest RT; Myrna H., Executive Director; Carole K., P.I. Administrator; Geri H., Literature Administrator; Rita McC., RSS Administrator.

Two workshops were held in the General Session room. There were no workshop reportbacks. The books, ...IN ALL OUR AFFAIRS and FORUM FAVORITES Vol. 3 were sold by the Host Committee. Evaluations indicated that the most popular agenda items were: Area Coordinators' Sharings, WSO Staff personal stories, Literature, P.I. and Alateen presentations. A 7th Tradition basket was passed and the proceeds given to the WSO.

## U.S. SOUTHWEST RSS

Jim K., Chairman

**Site** - Red Lion Inn, 222 N. Vineyard, Ontario, CA 91764  
**Date** - November 8-10, 1991  
**Theme** - "R" Surprise Gift!

**Accommodations** - Room and meal package for the weekend: Single occupancy \$206; Double \$130.00; Triple \$105.00; Quadruple \$92.00. Meal package alone \$54.00.

**Reportback** - There were 388 registrations. The WSO was represented by John B., Board Chairman; Jim K., Seminar Chairman, Gerry V. S., Trustee-At-Large; Sandra F., Deputy Executive Director; Bonnie C., Alateen Administrator; Rita McC., Conference RSS Administrator.

Between sessions, Al-Anon video tapes were shown in the Hospitality Room.

Two workshops were held in the General Session room. There were no workshop reportbacks. CAL sales generated \$1,244. Evaluations indicated that the most popular agenda items were: The Finance Session; Control vs. Leadership, Sponsorship and Alateen workshops.

A spontaneous 7th Tradition basket was passed for a contribution to the WSO.

## U.S. NORTHEAST RSS

Angela W., Chairman

**Site** - The Sheraton Tara Hotel, Nashua, NH  
**Date** - May 15-17, 1992  
**Theme** - Let It Begin With Me

**Site Inspection** - Rita McC. and Angela W. visited the site and met with the Delegate, Host Committee Chairman and hotel officials.

**Accommodations** - Rates per person for the entire weekend are: Single occupancy plus 4 meals \$183.71; Double \$115.67; Triple \$96.59; Quadruple \$84.35. Meal package alone \$47.63.

## U.S. SOUTH CENTRAL RSS

Patricia A. S., Chairman

**Site** - The Landmark Hotel, Metairie, Louisiana  
**Date** - August 21-23, 1992  
**Theme** - Service - And All That Jazz

**Accommodations** - Rates per person for the entire weekend are: Single occupancy plus 4 meals \$129.00; Double \$85.00; Triple \$70.00; Quadruple \$63.00. Meal package alone \$41.00. Registration fee \$15.00.

## CANADA WEST RSS

Lorill W., Chairman

The Vancouver, B.C. Visitor's and Conventions Bureau offered a complimentary site inspection for the Staff Administrator with a stop-off for a site inspection in Edmonton, Alberta. The RSS Administrator inspected both sites before presenting the bids to the Committee.

**Site** - Edmonton Inn, 11830 Kingsway Avenue, Edmonton, Alberta T5G 0X5  
**Date** - October 2, 3, 4, 1992

**Accommodations** - Rates per person for the weekend are: Single occupancy plus 4 meals \$225.00; Double \$141.00; Triple \$120.47; Quadruple \$110.70. Meal package alone \$51.00. Registration fee \$15.00 (Canadian funds).

## OTHER OFFICE ACTIVITIES

**Articles** - regarding the Canada East RSS, the U.S. North Central RSS and the U.S. Southwest RSS were submitted to *The FORUM*, *INSIDE AL-ANON* and *AREA HIGHLIGHTS*.

Compiled and distributed by:  
AL-ANON FAMILY GROUP HEADQUARTERS, INC.  
P.O. Box 862, Midtown Station  
New York, New York 10018-0862



# POLICY

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Amendments and deletions were made to the descriptive text in Al-Anon's Twelve Concepts of Service in Concepts III (page 10), IV (page 12), VIII (page 19) and XI (page 33), as a result of the 1991 World Service Conference, approving the restructuring of *The FORUM* editorial and staffing composition. A change was also made to remove the words, "honorary members," which referred to Lois W. and Anne B., since they are deceased. The WSC approved the recommendations of the Policy Committee to change the descriptive text of the Twelve Concepts of Service.

Pat B., Chairman  
Sandra F.,  
Deputy Executive Director

The Budget Committee recommended that the Policy Committee consider increasing individual contributions to \$10,000 per year and one-time legacy bequests in any amount up to \$100,000. Concern was expressed over the high percentage increase in contribution limits. It was explained that this would not represent a change in the intent of the original policy of limiting contributions to an amount that would not place an individual in a position of exerting undue influence on the fellowship as a whole. The text on page 19 of the Digest of Al-Anon & Alateen Policies, under Finances, will reflect this change.

The Conference approved a motion to clear up the ambiguity in a 1991 motion that redefined the distribution of complimentary copies of the World Service Conference Summary. In a related motion, approval was granted to amend the text on page 27 of the Policy Digest, under Other Publications, to conform with the motions passed by the 1991 and 1992 Conferences. The Conference Summary is an annual report of the World Service Conference and the World Service Office activities. It is distributed free to Area World Service Committees and to current and past Conference members. Groups and individuals may purchase copies at a nominal cost.

Text was amended in the Digest of Al-Anon & Alateen Policies on page 33, under the Public Information section, to recognize the needs of our service entities in countries with diverse cultural differences as recommended by the International Coordination Committee. Further, it was recommended that the text relating to material for a welcome wagon packet of Al-Anon CAL, on page 33, be deleted, since this passage is obsolete, limited in its scope and not directly related to the Traditions.

## PUBLIC INFORMATION

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In February of this year, the P.I. 800 number was transferred from an outside source to the WSO to improve services for potential newcomers and to reduce costs. In the first three months of 1991, the outside service handled 661 calls; the WSO secretarial team answered 617 calls in the first month. There were over 200 calls as a result of the *Sally Jessy Raphael* show, which aired the Al-Anon 800 number. Members were reminded that this service is not for literature orders or policy or Area concerns.

Storyboards of the new TV Public Service Announcements, (PSAs) were sent to CBS, ABC, NBC, CNN and FOX for content acceptance. In addition, the Better Business Bureau was contacted to assure that Al-Anon's fact file is current, as the national TV stations will check with them before giving airing approval of the PSAs, to their affiliates.

**Update**  
Phyllis M., Chairman  
Carole K., Administrator

The preliminary TV PSAs were reviewed by the Committee, and suggestions for a revised sound portion were discussed.

The representative from Brazil reported that she has translated the RADIO OUTREACH project into Portuguese for use in her country.

A Birthday Calendar layout suggestion from Southern California was handed out to the Committee, and the concept was approved for the 1993 calendar, which will include Archives information on the back panel.

The Committee reviewed the pros and cons of getting involved in the National Alcoholism Awareness Month. After much discussion it was agreed that this was an opportunity for Al-Anon to continue its efforts to reach people who are affected by another person's drinking. P.I. Coordinators will be reminded of alcoholism awareness month via the P.I. newsletter, P.I. Scoop.

The Committee talked at length about the need for additional outreach to minorities and

### Reportback

all people of diverse cultures. Four members volunteered to write articles for *The FORUM* and *AREA HIGHLIGHTS* encouraging minorities to share their experiences, strength and hope in Al-Anon. This project will serve in part to gather information for a possible pamphlet.

A brainstorming session was conducted regarding the issue of project dissemination and implementation. It was suggested that future press releases provide a two month lead to allow time for them to be discussed and distributed to the Districts and media.

The development of an information packet for writers, columnists and authors was reviewed and the concept accepted. The proposed title for this packet is, "Write On With Al-Anon" a resource for writers.

## REGIONAL SERVICE SEMINARS (RSS)

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### Update

Maxine K., Chairman  
Rita McC., Administrator

The Board recommended that, in 1991, Regions begin to accept full responsibility for RSSs. This responsibility would include site inspections, finances, planning and hotel negotiations. The RSS Committee's consensus, based on feedback from Delegates through their Regional Trustees, is that action on this motion is not feasible at this time. At each RSS Committee meeting, however, cost-cutting measures will be considered and implemented.

A recommendation was made by the Budget Committee that should it become financially necessary, site inspections be conducted on a case-by-case basis, by the RT and Area Delegate without the RSS Administrator.

The Canada East RT is researching ways to reduce translation costs at French-speaking Seminars.

For the first time, three RSSs were held in 1991—1,017 Al-Anon members attended. The figure seems to indicate more people are becoming interested in service through these Seminars.

Regional Service Seminars will be held as follows: U.S. Northeast, May 15 to 17, 1992, in Nashua, NH; U.S. South Central, August 21 to 23, 1992 in Metairie, LA; Canada West, October 2 to 4, 1992 in Edmonton, Alberta.

Louisville, KY was selected as the site for the U.S. Southeast RSS to be held March 12 to 14, 1993.

## NOMINATING COMMITTEE

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### Report

Helen W., Chairman

A brief explanation on the difference between Trustee-at-Large and Regional Trustee was reviewed with Conference members. In the year prior to the election for Regional Trustee at the WSC, each Area is encouraged to select one candidate and submit a resume for that person by January 1 of the year in which the election is to be held. The focus here is on the Area selection of the candidate.

In contrast, the Trustee-at-Large nominees do not come through the Area structure. Any Al-Anon member who feels he/she meets the criteria may submit a resume directly to the WSO Executive Director postmarked no later than August 15. The Trustee-at-Large candidate does not need affirmation from the Assembly. The resumes are reviewed by CCT and the Nominating Committees. The Nominating Committee selects six candidates (generally), who are then presented to the WSO Board at its January Meeting. The Board selects three nominees (two this year). The WSC is asked to affirm the nominees who will be presented to the Board for election at its Annual Meeting.

At the end of this Conference, the solicitation of resumes will begin for three Trustee-at-Large candidates to be presented to the 1993 WSC.

The Board of Trustees agreed, at their October 1991 meeting, to postpone the nomination of one Trustee-at-Large pending review of WSO's financial situation. As a result of the work of the CCT and Nominating Committees, the following candidates are being submitted to the World Service Conference for traditional affirmation:

Regional Trustee

Marion W.  
Pat B.  
Maxine K.

U.S. Northeast  
U.S. Southeast  
U.S. North Central

Trustee-at-Large

Louise B.  
Syntha E.

Second 3-year term  
Second 3-year term

Officers of the Board of Trustees

John B.  
Jim K.  
Doris S.

Chairman  
Vice Chairman  
Treasurer

Executive Committee

Bill S.  
Mary C.\*  
Mary Fran W.  
Ellen D.

First year  
Second year  
Third year  
Second year,  
Administrative Staff Member

\* *Chairman*

Following the RT elections held at the WSC, a motion was presented for Conference consideration to redo the election for the U.S. Northeast, since there was a question as to whether the voting procedure had been properly adhered to. The Conference members agree to void the first election and have the participating members vote again for the Regional Trustee nominee.

## CONFERENCE COMMITTEE ON TRUSTEES (CCT)

### Subcommittee of the Nominating Committee

The Conference Committee on Trustees meets annually with the Nominating Committee at the World Service Conference.

Each member of the CCT is sent copies of resumes submitted for Trustee-at-Large. The resume asks for previous and current AI-Anon/Alateen involvement, experience at group, District, Area and WSO levels, the interests of candidates such as Alateen, Archives, Literature, *The FORUM*, etc., personal history (i.e., education, training and experience), and a sharing about themselves.

Resumes are then graded on a ten-point system devised jointly by the Nominating and CCT Committees. The Chairman compiles the scores and sends the results and comments to the WSO Executive Director.

#### Update

Peggy S., Chairman

The CCT is composed solely of Delegates. The purpose of the Committee was explained to new members. Seventeen resumes were submitted for Trustee-at-Large. The 1992 schedule for submitting Trustee-at-Large resumes was decided upon. CCT Guidelines were reviewed and are being updated. Joel E., MD/DC, was elected 1993 CCT Chairman, and Chuck LeM., MN (N), Chairman-elect.

#### Reportback

## BOARD OF TRUSTEES

### Discontinuance of CAL

Doris S.

The development of Conference-Approved Literature began in 1961. Now, 31 years later, there are approximately 250 books, pamphlets, leaflets, posters, audio and video cassettes, etc. Over the years, the WSC has initiated many new materials but no established process exists for discontinuing an item once it no longer proves useful. The Board of Trustees, at its January 1992 meeting passed a unanimous motion that to discontinue a piece of CAL, a recommendation is required from the full committee of origin, with Delegate members, and with approval from the Board of Trustees.

### Board Report

John B., Chairman

This motion acknowledges that only a Standing Committee with Delegate members can create CAL. Similarly, it is up to a full Standing Committee with Delegate members to determine whether a piece of CAL no longer meets the needs for which it was originally intended. The Board charged the Executive Committee to develop a process for discontinuance of CAL. The Executive Committee, at their March 1992 meeting, approved the following process.

1. The following criteria must be met for discontinuing CAL:
  - a) the material has had a three to five year initial introductory period from the date of publication;
  - b) the sales of the material reflect minimal interest by the membership;
  - c) the content has or will be adequately covered in other CAL material, if needed.
2. A recommendation will then be required from the full committee to discontinue the item. (Recovery material, i.e., Literature Committee; Service material, i.e., the committee of origin with Delegate members.)
3. A motion from the Board of Trustees will then be required, granting approval to discontinue the item after determination that the criteria has been fulfilled.

The Conference body acknowledged this process by way of a group consensus.

## **Relocation**

Bob D.

As reported in the 1991 Annual Report, independent consultants, James P. Wadley & Co. (JPW), were hired to evaluate the question of relocation of the WSO.

There were no geographic limits placed on this study but nine locations were selected by the Relocation Committee to be considered in addition to those selected by JPW. Included in this was an evaluation of the costs of such a move based on estimates of what relocation/severance benefits should/could be paid.

The study revealed that the choice of any of the six test cities and three nearby counties that JPW used in the study would result in an accumulated savings of \$4.5 million to \$9.5 million over an estimated \$2 million cost of relocation in the first 10 years at the new location. It was also determined that the cost of relocation would be recovered in 2.5 to 3.9 years.

After review of the results of the JPW relocation study, the ad-hoc Relocation Committee recommended to the Board that the WSO relocate outside the New York metropolitan area at the expiration of our lease in 1996. The Board, at its October 1991 meeting, voted to relocate the WSO outside the New York metropolitan area in 1996 or sooner if feasible. The decision on the exact location is to be made prior to the 1994 WSC and then presented to the 1994 WSC for its approval.

A fact sheet on property ownership chronologically described the WSC motions permitting the Relocation Committee to consider property ownership when compiling information on options for relocation of the World Service Office.

A motion was presented for Conference consideration from the floor of the membership to rescind the 1991 motion, which stated the belief that property ownership would be consistent with Al-Anon's Traditions. As in prior years, this topic sparked much discussion and opinion sharing. Members articulated their personal thoughts as well as those of the Areas they represented. After careful consideration, the motion to rescind the 1991 motion did not carry.

## **Relocation Fund**

Bill S.

At a special Board meeting in April 1991, the Board authorized the establishment of a separate relocation fund. Its goal is to reach \$2 million by 1995 to support the relocation of the WSO from New York to another city, to be determined by 1994.

As a result of a brainstorming session at the October 1991 Board Meeting and at the recommendation of the Budget Committee, a relocation campaign was developed commemorating Al-Anon's 41st Birthday. Each member is asked to stand and be counted by donating \$1 to this fund in 1992. If 432,960 of the estimated 500,000 members would contribute one, and only one, dollar this year, and those dollars were laid end to end, we would have 41 miles of dollars, the age of the Al-Anon fellowship. With the support of the 1992 WSC, this 41 Miles of Dollars Campaign began. To launch the campaign, a mailing will go out to all U.S. and Canadian groups in May containing a specially designed reloca-

tion coffee can cover with an explanation of its use. Presented at the Conference was the 1992 Relocation Trend Can Can! Four Staff Administrators, wearing spangled headbands, danced onto the Conference floor and unrolled 41 miles of play money dollar bills. Bill S. contributed the first dollar to the fund. The Delegates were each given a can cover to take back to their Areas to pass on the message.

## **1991 Strategic Long-Range Plan**

Maxine K.

This plan started with the WSO, but it was Al-Anon's plan. It was undoubtedly the most unpopular thing to come along for some time. Some Areas did a lot of talking, criticizing and tearing the plan apart, but very little implementing. One Area refused to take part in it, and some members threatened to cut off donations to WSO because of it. But, there was agreement to parts of the Plan. We all agreed we need to do more to make newcomers feel welcome and to make them aware of what sponsorship is all about. Many ideas were shared on implementation and suggestions were received.

There were many responses regarding making Al-Anon literature more responsive to the changing membership, such as additional adult children literature and more communication from the fellowship to the WSO; shortening the five-year CAL process; having writing workshops at Assemblies.

All of this is now history, and there is a new service plan; but the previous plan certainly aroused people and, in some cases bonded them together to further the principles of Al-Anon and to resolve to not let the program be diluted.

## **1992 Service Plan**

Rick B.

Drawing from the input of all Conference members, a new Strategic Plan was developed within the WSO and subsequently distributed at the 1991 WSC. Delegates, in turn, carried the plan to the fellowship. The plan contains many actions that are already taking place within the service structure; they are not new. What is new is putting the pieces together into one unified plan.

With the hope of discovering why the number of registered groups has remained constant over the past three years, a fearless and searching inventory needed to be taken. Ten areas of concern were developed after a series of surveys:

- Many people do not know Al-Anon is a primary recovery resource for families and friends of alcoholics.
- Other Twelve Step groups have had an impact on Al-Anon.
- Sponsorship is a recovery tool that could be used more frequently.
- We need to improve the development and awareness of our literature and services.
- We need to look to the Traditions, in addition to the Steps, for personal recovery.
- Many newcomers do not stay in Al-Anon.
- Many members do not know about Al-Anon's structure: Districts, Areas, Regions, the World Service Conference and the World Service Office.
- Literature ought to respond to the needs of the membership in a timely manner.
- Many Alateen members do not become Al-Anon members.
- We need to focus on the spiritual nature of our fellowship.

When asked how to address these concerns, the membership overwhelmingly responded, "By getting back to basics!" Focusing on the identified areas of concern, three goals were developed and action plans set in motion to carry the message to the families and friends of alcoholics.

During the 1992 World Service Conference, a special breakout brainstorming session was held to identify additional and specific action plans to achieve the three goals. A reportback was provided to the full Conference membership that included:

### **Goal One—Letting People Know About Al-Anon and Where to Find Us**

- Encourage members to get involved.
- Give complimentary FORUM subscriptions to professionals.
- Make annual appeals to members to commit to service.
- Give recognition for a job well done.
- Ask what members do in their daily lives to pass the message along.
- Thank the media.

### **Goal Two—Giving the Newcomer a Warm and Loving Welcome**

- Let the newcomer know you're concerned.
- Provide a temporary sponsor at their first meeting.
- Have review sessions on how to greet newcomers.
- Be patient.
- Listen, listen, listen.
- Lead by being a living example.

### **Goal Three—Sharing the Benefits of Al-Anon**

- Invite older Alateens to share at Al-Anon meetings.
- Always refer to the Service Manuals.
- Ask for help, no one has to do anything alone.
- Use a service sponsor.
- Be courteous to newcomers at all times.
- Stress the Al-Anon literature.
- Lead; don't control.

A final copy of the Al-Anon Service Plan will be sent to all Conference members for wide-spread distribution within the Areas. Members were enthusiastic about the importance of developing a plan to unify, strengthen and make the fellowship attractive for years to come.

## **EXECUTIVE COMMITTEE**

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**Report**  
Mary C., Chairman

The Executive Committee reported that a new guideline, Our World Service Office (GA-12), describing the services provided by the WSO, is now available. A sample copy was distributed to all Conference members.

Thanks and appreciation were extended to the entire WSO staff for the extra work and effort they put forth during the past year as a result of staff reductions and other claims on their time due to cost-saving measures.

## **SPIRITUAL TALKS**

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Sarah M., MO

I moved to Columbia, MO, in 1975 with my four year old daughter. I had been divorced from my first husband about three and a half years and was a senior in college when my daughter, Christy, was born. With the move to Columbia, I enrolled at the University of Missouri, part-time, working toward my Master's degree while employed full-time at the Mid-Missouri Mental Health Center.

About halfway through my studies, I met my second husband at the health center. He also worked there. I found out, much later that he had been a patient for six months at the State Mental Hospital, in Fulton, MO. I never really intended to get involved with this man, but before long, he was in my life, and the horrors that I had only seen on TV began to happen. I came to my first Al-Anon meeting in 1978, after about nine months of marriage. I was very afraid for myself and my daughter.

I am not glad about what happened to me, but I am glad that since he was an alcoholic I was able to find Al-Anon. In the beginning, the only emotion that I seemed to have was fear. My biggest fear was of the alcoholic and how I was going to get my life together again and be able to take care of myself and my daughter. If I had learned anything from being raised in a somewhat large and poor family, it was how to survive on nearly nothing. Without my newfound Al-Anon family and a God that I initially borrowed from them, I would not have made it. These loving people just helped me in every way that I would allow them to. The first woman to talk to me at my first meeting was probably my greatest helper. She put her arms around me and just kept giving me instructions. I was so desperate, I kept following them. I was soon tagging along with her and another member. We went on all kinds of Twelve Step calls—P.I. work, such as radio and TV interviews, and even the old-fashioned kind of Twelve Step calls to people's homes.

About this time, my daughter and I were settled into an apartment of our own again. I had a job in a nursing home and was finally finished with school. My fears were beginning to subside and life was getting better. However, my past was not completely behind me; my

"estranged" ex-husband found me. I heard the breaking glass and loud noises in the foyer and quickly called the police. They took him away, and though my fears are not completely gone, he has never bothered me again. The damage to my apartment resulted in my landlord not renewing my lease, and as we were getting ready to go to the Convention in New Orleans I thought about having no place to come back to. My Al-Anon friends said not to worry, God would provide.

When we returned, my sponsors got busy and located a small house that they felt I could afford, and in two weeks another life's dream was coming true. We were moving into our own little home! Life was definitely looking up.

In 1984, I started dating Dennis, a man that had been introduced to me by my sponsor. Our first date was at the Moberly Prison AA and Al-Anon Institutions Workshop! Dennis was a AA Delegate when we got married in 1985, so I got to go with him on his second trip to New York in 1986 to the AA General Service Conference. We had been married over six months at that time, but still had not combined our homes and families. We were trying to do things in stages.

In the fall of 1986, we did combine our three children—ages: 14, 15 and 18—under one roof. Only two months after moving into our home, I was offered another really good job. By the act of letting go of the previous one, God had provided something better.

The adjustments of moving were very difficult, even though we had not move that far away. I had remained active in service at the Area level since my first job as District Representative in 1981, so I already knew people in St. Louis. My husband's AA friends have also been great in making us feel at home in a new place.

The kids were too grown up to try to combine into a close-knit family, so that has been a slow process. Our last child will be leaving home in June of this year to go to school—back in Columbia at the University. This gives me more reason to visit that special city, where so many good things happened in our lives. I had gone there to get a degree and I ended up finding a whole new life.

Underneath this facade of humor, a smiling face and positive attitude, is the real me. A serious member, still with a smile and positive attitude, but pain, anguish and fear of the unknown haunt me. Since the theme of this year's Conference is, "Sponsorship—Expanding our Horizons," I thought I'd share how sponsorship along with spirituality and my Higher Power, got me where I am today. I went three and a half years without a sponsor, as I was so wonderful, I could do it all myself. Then at an election at the group, a friend pushed me into being the chairperson. This gave me a taste of what service to the group and Al-Anon was all about. I didn't know what I was doing, but I liked what I learned. I became an Alternate Group Representative at a new Step and Traditions meeting. The GR didn't attend too many Area meetings, so wonderful me attended them, along with the ones I attended at the Information Service as Alternate Group Representative. It got overwhelming at times, and that's when I got a sponsor. I know now that the program suggests male member to male sponsor and female member to female sponsor, but all I knew then was that I needed a sponsor.

Bill R., NY (S)

She allowed me to dump, cry and justify my actions, then gave me program to clear my mind. She would always bring me back to the Al-Anon way: literature, slogans, phones, etc. I never knew until now that she was getting so much help from me, too. We are still sharing with one another today, after eleven years. She had lost her husband, and I had lost my best friend of 14 years. We had something in common besides service to Al-Anon. We shared our anger, resentment, pain and "shoulda's." She made me aware of my shortcomings, and did I need help in finding them. My Fourth and Fifth Steps weren't exactly a breeze, but she made it a little more comfortable at our sessions. My sponsor got me out of my world of self-pity and isolation and into the world of District and Area in Al-Anon. I was elected to the office of DR, Alternate Delegate and then Delegate.

After the election I was hospitalized. It was cancer, metastasized to my liver. I had a few bad days, but with the help of family, program friends and the Higher Power, I'm still here. It seems my Higher Power gives me direction, reason and purpose to hang around for a while to aggravate a few controllers or pushy members. At this point in my recovery and where I am in life, I'm not accepting unacceptable behavior anymore.

Each time I get hit with life's problems, HP finds a job for me to do. He steps in and carries me along until I can go it by myself, but always there with his "super support." Working Principles above Personalities is a difficult part of recovery for me. I'm seeing that I can listen to the message, even if the messenger gives me a big pain in the you-know-what. I heard at a meeting once, that time *in* doesn't mean time *well*. We all come across stumbling blocks in our program, but we must turn them into stepping stones for recovery. I never knew that stumbling blocks could be people. I find, as much as I grow, there is



always someone who knows more. Just being here at the World Service Conference is sort of a miracle that I am very grateful for. Meeting and loving, in a very special way, everyone, from my service sponsor, WSO Staff, Delegates and volunteers is a reward—more than I could ever imagine. I never thought I'd accomplish so many things. I was even a service sponsor for a first year Delegate.

All these things that the Higher Power has helped me to accomplish in service to Al-Anon, from group level to Delegate. What's next? Only He knows. Just my being here today—what an incredible experience. When it's time, He'll call; until then, thank you for being here for me and allowing me to be here for you.

To close, something I wrote but couldn't have accepted for literature—it rhymes in places, making it poetry, but that's how it came to me. I sat in church one Thanksgiving morning, and after checking out the outfits worn, giving thank you and gratitude to the Higher Power, I started wondering. I often wonder and still do.

### **I Often Wonder**

Had I found the program sooner  
Had I got the program sooner  
Had I done more  
Had I done less  
Had the alcoholic gotten program  
Would they be here today?  
How easy it is to remember the good times  
How difficult it is to forget the bad times  
Was this the will of the Higher Power  
Is this His will for me?  
Would I have grown from who I was to who I am to be  
How grateful I am to those I've met, learned from,  
laughed with and cried  
Who stood by me when the alcoholic died  
Where I'd be without my Higher Power  
Would I be without my Higher Power?

## **CLOSING SESSION**

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As the week drew to an end, emotions peaked as Mary Fran W., Conference Chairman, and Myrna H., WSO Executive Director, led the session to say farewell and distribute scrolls to the outgoing Delegates. Warmest wishes were extended as they move on into new phases of Al-Anon life.

The outgoing Delegates shared their thoughts on the WSC and their mixed feelings of nearing the completion of their terms:

- I know that Al-Anon is in good hands with those coming next year to take our place.
- I will take a part of you home with me and keep you with me always.
- You won't be forgotten; you're right here in my heart.
- This has been the highlight of my Al-Anon life so far; I know God has more in store for me.
- Wow, if it's God's will, I intend to run for office in September.
- Thanks for the wonderful experience.
- This has been the most enlightening and growing experience of my life. I'm so grateful to all my sponsored miracles.
- I've expanded my horizons far more than I ever could have dreamed or imagined.
- I choose not to say good-bye; hopefully our paths will cross again, so I'll say, "See you soon."
- Now I'll go home and try and love my active alcoholic.
- Memories of each of you will fill the void I'm feeling.
- I would be remiss if I didn't publicly thank a lady in this room—she knows who she is.

- Al-Anon service is the best training ground for life.
- It's difficult to say adios to something you have made part of your life. I will go home with no title, just the hard work of keeping the message.
- There were lots of joys, sadness, agreements, disagreements, but we all came out laughing.
- I want Al-Anon to be around for generations; it saved my life.

On behalf of the World Service Conference body, Myrna H. acknowledged a very special member who has attended ten consecutive Conferences and witnessed the joys, tears and even the outrageousness. Never once did he scold or admonish, but simply enjoyed the antics. He sat through hundreds of motions and discussions. The WSC offered its deep love and gratitude, for providing ten years of recorded history of Al-Anon and Alateen progress, to Fred C., our sound and recording technician who travelled each year from Texas to be with us. Fred was presented with a certificate of appreciation from the Board of Trustees, the World Service Conference and the worldwide fellowship of Al-Anon for his dedicated service.

## THEME: SPONSORSHIP—EXPANDING OUR HORIZONS

Each outgoing delegate gave a three minute talk.

Ann P., NE

If it weren't for sponsorship, I would not be standing here today. I attended my first meeting in a small town other than my own. Six months later, I had the privilege of helping to form a group in my hometown. This began the service part of my program. In reality, recovery and service continue to go hand in hand in my life.

One of my personal sponsors took me to my first state assembly meeting. As I sat next to her, I asked many questions. She was patient and kind and always had time for me. The trip home was full of program and service, truly expanding my horizons.

At Montreal, I heard my "good friend" talk about being a Delegate. In June, my "good friend" asked me to think and pray about standing for Delegate. My knees buckled as I said, "No, no, I can't." She said, "I only asked you to think and pray and you can do that!" She told me all I had to be was willing, and God would take care of the rest. I did lots of thinking and praying and in November of 1986, I stood for Delegate. I was elected alternate Delegate. God knew what was best for the state and for me, as I suffered a mild stroke. Being Alternate Delegate was a learning, growing and painful time for me.

In 1989 I debated with myself and others on whether to stand for Delegate again—was my health up to it; could I handle it? My "good friend" said, "All you have to be is willing, and God will take care of the rest."

At my first Conference, we elected Skip as our U.S. Northwest Regional Trustee. I had the pleasure of calling my "good friend," with the news of her election. My "good friend" who told me all I had to be was willing; my "good friend" who asked me to think and pray about being delegate. Now my "good friend" is also my service sponsor and I am so grateful to her.

I love you, Skip, and everyone here today. You have all helped to expand my horizons and make my dream come true. Thank you, and God bless you.

Camille G., NH

I grew up in a family where there was excessive drinking and violence. My childhood was an unhappy part of my life. By the age of 19, I had three children; life seemed to get worse as the

years went by. My life was unmanageable, as things were falling apart fast and furiously. I was emotionally bankrupt and I wasn't capable of making any decision or even knowing what direction to go in. I met someone who would become my first sponsor. She took me to an Al-Anon newcomer's meeting. For the first time in my life I was being given guidance. I hung on to Al-Anon and my sponsor for dear life.

I continued to work on goals that my sponsor helped me set. One of the goals was to apply for a college scholarship. This goal seemed almost impossible to reach. As I slowly worked through my anger and realized that "hurt people hurt people," my life began finally to take on noticeable changes.

In 1988, my three lovely daughters graduated from high school. I never would have thought this was possible since so many roadblocks had been placed in their paths. Education was something I wanted for them and for me. Life was taking on a new outlook, and I graduated in May 1989 with an Associate Degree in Business.

I decided to continue my education and become involved in Al-Anon service work at the same time. The need for a service sponsor was on the agenda, and I found one that I felt I could love, trust and grow spiritually with. Service work has been a growing experience, and it will remain a part of my life.

This year has brought new changes for me. I will be the outgoing New Hampshire Delegate and will be graduating with a Bachelor's Degree in Accounting. My service involvement and my service sponsor are the reasons I have met a recovering alcoholic and will be getting married this August. This program and the people in it have given me hope, love and encouragement to turn my life around. I've found a great deal of serenity and happiness.

Winnie S., NM

When I came into Al-Anon, I had no self-esteem, was a broken spirit, had no faith and only a glimmer of hope for the future.

My first sponsor was a lady who had been in Al-Anon for nine years. If it hadn't been for her, I probably would not be standing here. She pushed me into service work immediately. She did not ask if I would or could go, she said, "I'll pick you up and we ARE going!" My home group needed a GR. I asked what a GR was and was told I'd make a good one. I was handed a set of manuals, and I went off to my first Assembly.

# THEME: SPONSORSHIP—

This was just the beginning of my new life. In the coming years I would be surrounded by my Al-Anon family. This new family would share my sorrow, sadness, pain, joy, happiness and serenity. They would not judge but would love me until I could love myself. My tunnel vision would change so that I would be able to look at issues realistically and make decisions with an open mind.

I did not know that I would have to face the anger and feelings of abandonment that I had stored for many years. The key to my escape would be attending meetings, working the Steps and Traditions and examining my motives for decisions and actions. After my first sponsor died, it took me years to find another person I felt comfortable with. Not only is she my sponsor now, but she is also a dear friend. She was with me during the most painful time of my life—through the ending of my longtime marriage and the estranged relationship with my children. My sponsor helped me recognize that I had a deep faith and a powerful relationship with my Higher Power, my God.

Today I have the peace and serenity I wanted so desperately when I stood looking out the window watching the sunrise on the horizon over the plains of Montana, after the chaplain told me I could do nothing about my husband's drinking.

I know that, one day at a time, keeping in touch with my sponsor and other Al-Anon friends, attending meetings and trusting in God, that I will continue to have peace, joy and serenity.

Sylvia B., AR

A sponsor is someone to turn to, someone to trust, someone who has walked this road of recovery and is willing to share the journey with me—not so that I follow in her footsteps, but so that I gain courage to make my own footprints, to take chances and to search the horizon for the glories of growth.

Early on, my first sponsor gave me hope that there was a chance for me to find happiness whether my husband stopped drinking or not. She shared with me her strong belief and faith in the ultimate goodness of her Higher Power. She encouraged me to find my own "power greater than myself," to use the tools of the program. Gradually the sun began peeking over the horizon, and in that light, I saw solutions to my adversity.

I was introduced to district meetings and began to taste the addictive nectar of service. I didn't like it at first: I was ignorant of the jargon and bored by the business, but there was something enticing about the whole set up. Just as the alcoholic continues to experiment with booze until the booze gets him, so I continued to attend service meetings until service got me.

Part of the attraction was the lady who became my service sponsor. With dignity and grace she drew me into the wonderful, exciting world of service. Through seeing her in action, I learned the importance of being well-informed, making commitments and being a trusted leader. I came to believe that when a hand reaches out, I am indeed responsible!

But on this enlightened horizon, the dark clouds of pain overtook me. The pain of trying to become just like another of my sponsors. I tried to copy her personality, her methods of speaking and sponsoring. Only after many tears and much soul searching did I realize that out of my own weakness I had allowed myself to be swallowed up. I had become the type of person I so despised.

I have learned from positive and negative experiences, though. Because of those "pain clouds" I am becoming a more emotionally stable sponsor for those who come to me. My present sponsor and I walk together and share. We have both had our mountaintop view of the expanded horizon and our own deep valleys of despair. We understand, we care, we share. Thank God for sponsorship.

Glena C., UT

My call for help 17 years ago was answered by a beautiful Al-Anon member who was to become my sponsor—not only in my recovery, but as my service sponsor as well. Coming to the program I just couldn't seem to unplug from the family—a drinking spouse and children, who were always in trouble. I kept waiting for the members and my sponsor to tell me how to fix my family.

My sponsor knew me well and told me I needed to get involved. Her sponsoring gave me the desire to try service in setting up chairs, emptying ashtrays, making coffee and, finally, to chairing a meeting. I attended District and Area meetings that I didn't really understand for a long time. I was asked to be the GR of a new meeting, and, out of fear, I never went back.

My first experience as a sponsor came in the form of a phone call—a woman was waiting for her husband to come home at 1:00 A.M., I told her to get a good night's sleep. I saw this woman four years later, she thanked me and explained that she hadn't needed any more help after that night. Her husband had gotten sober and had not drank since. I was hired and fired all in one night.

My first try at area service was as literature coordinator. I thought it was a safe place; I could give out information that World Service sent to me. Then I had the courage to be alternate GR, GR and District Representative. During this time in Al-Anon, I lost my 23-year-old son to this disease. I became mechanical—attending meetings but not sharing. The Al-Anons loved and cared for me, and my sponsor listened a lot. I felt as if I were in a fog, but let my name stand for Alternate Delegate. For this I will always be grateful to my Higher Power.

In no time, I was elected Delegate and had the wonderful opportunity to serve Utah as their trusted servant. The last two and a half years have been a very rewarding and humbling experience. Sponsorship has truly expanded my horizons in wanting to recover and in being able to give back what Al-Anon has given me.

Trudy L., ME

The picture of my horizon I have today is one of stretching and endless possibilities. When I first walked into the halls of Al-Anon, my horizon was narrow and dim. I had isolated myself to the point of not having any interest in anything or anyone. Thanks to some very important people in my life, I was lifted from the world of isolation to become a productive, loving human being with a life so full that 24 hours in a day is not nearly enough.

Four months into the program, I asked this beautiful lady for her phone number. We had a lot in common, and I could identify with her from the beginning. Among many things, I will always be grateful to her for the lesson she taught me about equality in our program. She also taught me the meaning of love.

Another wonderful lady was instrumental in getting me involved in service. I will never forget when she let me read her notes from the Conference, which she attended some 20 years before. From that moment, I wondered what it would be like to have this opportunity, but my service work had to begin at the group level. Each office that I have held has been a learning experience. Patience and humility were hard lessons to learn. At first I was so ambitious, I wanted to learn it all and be involved in everything. I was held back and gently reminded: easy does it. I know today that if I had been left to my own devices, I would have burned out early and would not have been fortunate to have been elected Delegate. It has been a long and, at times, painful journey.

Being Delegate has been one of the most exciting things in my life. I have learned to let go of my loved ones and do for me. My

# EXPANDING OUR HORIZONS

ego has gotten in my way many times, but those are the times that I have had to reach out to my Higher Power even more. I have a long way to go in my recovery, but without service, I know the trip would not be as rewarding. Thanks to sponsorship, it makes my recovery much more bearable and enjoyable.

Today, I have the ultimate sponsor: my Higher Power, who is always there for me when I remember to reach out and accept the help. Thank you so much, Al-Anon, for my life.

Edna S., SC

I came into Al-Anon very lonely, shy and confused, without faith and self-confidence to make a decision on my own. This dear, sweet lady would take me to one side and share her experience, strength and hope. She had faith in me when I didn't. She gave me that friendly little nudge I needed to chair a meeting, display literature or pick up ashtrays. I began to have faith that I could do what I set out to do. When I started on the road to recovery, I discovered that my Higher Power placed Al-Anon in my path.

I didn't make much progress until I became actively involved in service work. After serving on the group and District levels, I was elected Alternate Delegate. Near the end of my term, my sponsor asked me if I was going to stand for Delegate. I wasn't sure: I had doubts, I didn't feel qualified. My sponsor said that her dream for me was that I would serve as Area Delegate. Once again she gave me her support and encouragement and the self-confidence that I needed to continue. I am very grateful to her and the South Carolina Al-Anons and Alateens for having the faith and confidence in me to allow me to represent them.

In the past few years, I have learned to be more patient and tolerant of others and accept them for who they are. I have strengthened my faith in the God of my understanding and have learned to trust and put my life in His care. I have gained self-confidence and faith in myself; I have learned how to love and be loved, how to be kind, how to laugh and how to live and let live, one day at a time.

The first year at Conference made me realize that I do have choices today. I can be as happy and free as I choose to be. In order to keep what I have, I have to be willing to share it with others. Sponsorship has truly expanded my horizons beyond my wildest dreams. Thank you, sponsors and fellowship friends, for being there for me when I needed you.

Barbara M., LA

When I first came to Al-Anon, I heard, "get a sponsor, get a sponsor." The idea appealed to me, because I thought I would have a captive audience to listen to my long-suffering tale of woe. I asked someone I had already unloaded on and, I couldn't believe it, she accepted. Soon after, I moved to Louisiana and had to begin the search all over again. I found two sponsors—one who told me what I wanted to hear and one who told me what I needed to hear. Eventually, I weaned myself down to one sponsor, and I was beginning to hear and understand.

I was rather unique: I adopted my husband's sponsor as my own, so he would really know what I was dealing with and be able to straighten out my husband. He was a wise, recovering AA, and he just listened and listened.

A few years ago, I was sponsoring seven or eight people. Today, I don't feel I would be a proper sponsor sponsoring that many people. I am now a sponsor for only one person, but she uses me like I think a sponsor should be used; she calls to check things out on how she's feeling. My sponsor and I have a wonderful relationship. What I have learned about sponsoring and being sponsored is that we almost seem to end up sponsoring each other.

When I got into service work, I muddled along for a couple of years, and then I heard a phrase—service sponsor. I have never officially asked anyone to be my service sponsor, but I feel I have one. She's the one I call when I don't know what to do with a particular problem in service. She's a past Delegate to the WSC, so she knows what I'm talking about when I call her. She has been an inspiration to me in my service life in Al-Anon.

Of all the tools this fellowship has to offer, sponsorship is one of the most valuable. Sponsors are true friends. No matter how sick or confused or hurt or angry I get, my sponsor can almost always turn my thinking around with a phrase or a look. I hate to think what I would have missed had I not had a sponsor all these years. I feel being a sponsor and being well sponsored has truly expanded my horizons as a member of the worldwide fellowship of Al-Anon.

Jan T., IL (S)

Sponsorship has not been without its ups and downs. I have had different personal sponsors over the years. I see this as God's way of leading me to the sponsor I need. The personal sponsor I have today was originally my service sponsor. It took me a while to get the courage to ask her to be my service sponsor and even longer to be my personal sponsor. Was it ever worth waiting for.

I now realize that I have had numerous service sponsors over the years, but they didn't have a title. I attended my first service function when I was in Al-Anon three months. I was so excited after this meeting that my group elected me GR. How many times have you heard, "He/she has not been around long enough to serve"? Had someone said this about me, I may not have had the courage or self-worth to continue. I needed to be wanted, needed and loved. I have been active in service ever since that day.

Service has been a real big part of my recovery. It has let me be me. After a while, I became Jan—not Jack's wife, Tim's mom or Howard and Phyllis' daughter—just Jan.

I still feel I have a lot to learn to be a good sponsor. I thank God for those special people I can share with and trust completely. Sharing our experience, strength and hope is true sponsorship to me. Searching to be a good sponsor and sponsoree will keep me "expanding my horizons." Thank you all for being here and helping me on my journey.

Ivone M. de L., Brazil

By having had a spiritual awakening and being willing to carry the message to others, we work on our Twelfth Step. When doing so, we who are engaged in service frequently think about P.I. and Institutions work. We must remember that Twelfth-Step work, on a person-to-person basis, comes first.

Twelfth-Step work is the simplest and purest way of carrying to others something we firmly believe in: the Al-Anon message. Sponsorship gives us the opportunity to do something rewarding, to share our own experiences, strengths and hope with someone who is suffering.

Until some time ago, I used to think a sponsor was someone you looked to when you needed to hear a friendly word of support or were in a crisis. As a sponsor, I tried to be someone you could trust, who would hear and try to comfort with the knowledge that Al-Anon has given to me.

Now I am beginning to understand sponsorship as being all that and something else. As a sponsor, it should also be my job to try to explain what Al-Anon is about—a worldwide fellowship. As I introduce him/her to the Twelve Traditions, I would also explain the importance for the unity of Al-Anon as a whole, and how the Seventh Tradition is responsible for the survival of Al-Anon world-

# THEME: SPONSORSHIP—

wide. I would explain how grateful I am to Al-Anon and why I decided to give my time and ability in the form of service. I would talk about how service has helped in my own recovery and that it will do the same for them.

All I have said can be phrased, "I am responsible." I am responsible first for my recovery; second, for lovingly carrying the Al-Anon message to others, and third, for the survival and progress of the Al-Anon program, trying to pass on to others the program as well as the feeling of belonging that I feel today.

Peggy S., IA

If someone said to you, "Put your hand in mine and walk with me, I will help you." What would your answer be? This journey of growth and discovery hand-in-hand is called sponsorship, a part of my program that has been very important in my recovery.

When I first came to Al-Anon, I was told to get a sponsor. Quite frankly, I thought that was ridiculous. I thought my husband should get one, but I didn't see the need for one for myself. I don't recall what finally prompted me, but I'll be forever grateful that I did get one. When I first decided who I wanted to ask, my fear of rejection took hold, and I didn't have the courage to ask in person. Instead, I sent her a birthday card. Trust was the biggest factor in my decision—and doubly so in this case, as her husband was my husband's sponsor.

As I grew in the program, another dimension of sponsorship unfolded. When someone first asked me to be her sponsor, I was thrilled and excited, yet afraid I was inadequate. I immediately devoured the pamphlet on sponsorship. Thus, my journey began.

I gave my sponsor the right to put her foot in the appropriate place, and I, too, have done my share of "footwork." I have a reputation for being a tough sponsor, and I guess I'm guilty. Sponsoring others has had its headaches and its joys. There are those I rarely hear from, and there are those who have become special people in my life. We keep in touch personally and in service. What a joy to know I have played a small part in the personal growth of others.

My involvement in Al-Anon led me into service, first as a GR, then a DR and now as Area Delegate. I was thrilled to hear the theme for this Conference, because in the past I urged so many members to come ride with me. That sharing in service has enhanced my personal growth and added to my recovery. One of my greatest joys would be to see someone that I sponsor become a future delegate of the Iowa area.

True growth in Al-Anon is a fusing of personal recovery and service, making the triangle complete: recovery, unity and service. Sponsorship, both personal and service, has expanded my horizons. Even though this is my last year as Delegate, I pledge to continue expanding my horizons, so that the hand of Al-Anon will be there for others as it has been for me.

JoAnn J., ID

When I walked through the doors of Al-Anon, I did not have the feeling that this was a place where one could "expand our horizons." After 19 years of trying to control an alcoholic, raising two sons and maintaining a career as a nurse, I woke up one morning and knew it was all over. I conveyed this to the alcoholic without threats or tears. He promptly told me that he was an alcoholic. I was manipulated into attending an open AA meeting with him. I loved AA and knew he needed it, so I escorted him to meetings every night.

Alcoholics Anonymous gave me my first opportunity to expand

my horizons, two members took the time and the risk to tell me what I needed to hear. I could talk faster than my husband Joe, so I answered any questions. If he did say anything, I retold the story the way "it really was." One man asked me if I ever considered the possibility that I could be sicker than the alcoholic; I assumed he was crazy and told him so. Another informed me that Joe could not get sober with me attending the meetings and removed me to Al-Anon.

I was not happy to be at my first Al-Anon meeting, they wanted to talk about me not him. I informed them that I was a busy person and just wanted to know how to keep my husband sober, because if he drank again, I was history. I could spare them thirty days to give me this information or I wouldn't be back.

I came back because people shared a part of themselves, and I identified. One lady encouraged me to come for six months, make no major decisions and let the healing begin. She told me that the hardest thing for an Al-Anon to do was to do nothing. This has enabled me to step back and look beyond the problem.

With my sponsor's encouragement, in service work my horizons really began to expand. My biggest personal growth came as an Alateen sponsor. Through their sharings, I began to realize my part in the disease and was able to let go of many resentments—a big horizon expander!

Fourteen years ago I came to my first Al-Anon meeting and here I am at the World Service Conference experiencing Al-Anon worldwide work. My horizons have expanded beyond anything I could have imagined, and it's just begun. But for the grace of God and people like you who attend meetings, I could have missed all this.

Josephine B., Nfld/Lab.

When I arrived at the doors of Al-Anon, I was very quickly attracted to an Al-Anon member with compassion for my situation. Without my knowing it this member took a personal interest in my situation and in a very simple way started sponsoring my recovery. I thank my Higher Power that I found the Al-Anon program just in time. By the time I was hospitalized with a serious problem, I had made a commitment to myself that I would give the program every opportunity to work for me and I for it.

My sponsors became many, and they continued to care. The program of Al-Anon was working its miracles in my life, and I started to take my commitment to Al-Anon seriously. When it was suggested that I start a new group in my hometown, in blind faith I said okay. I was now being sponsored by new sponsors: the DR, the Delegate and the WSO Staff. I was under the spell of Al-Anon.

The taunts of the alcoholic were beginning to fall on deaf ears, and I certainly had lots to do to take my mind off negative thoughts. The world became a better place to live because of my involvement in the service of Al-Anon. Through all these contacts and service work, I was being sponsored back to a life of love and service.

It was now my turn to begin sponsoring others. As my eyes and ears were opened, I gently suggested the Al-Anon program to any friend or acquaintance whom I thought could use a recovery program. My growth as a trustworthy and responsible person was beginning to be noticed by many people outside the program and I was invited to participate in community projects where much was expected of me.

Nothing, however, would have happened except through the direction of a Higher Power, who lovingly placed all these people on my path of life. Although my recovery has been difficult at times and many late hours have been spent on service work, it

# EXPANDING OUR HORIZONS

has been well worth it. I will continue to sponsor others in some small aspect of service work in order to give to others the same opportunities for recovery that have been given to me. For each time I sponsor others, I feel I am being given another blessed opportunity to expand my horizons as well as those of the Al-Anon program.

Jody T., SD

What an all encompassing statement—expanding our horizons. I feel the need to express the joy in my heart for those who have taken the time to be there for me throughout my Al-Anon life. My Higher Power, the Ultimate Sponsor, gave an understanding of alcoholism to the pastor we were seeing for counseling.

My Ultimate Sponsor guided me to the address supplied by that pastor. Even the embarrassment of coming late and sitting down in the front row of an AA meeting and then being led from the room to the correct meeting didn't deter me. My Higher Power brought so many wonderful people into my life that night. People who taught me to open up and share, to let the tears fall, and taught me how to laugh again.

We didn't talk about service or sponsors back then, but we were a part of it without knowing it. They offered their phone numbers and assured me, "It's all right to call." I freely admit I was pushed into service by my first sponsors. They helped me walk, sometimes crawl, through the pain, the anger, the feelings of failure. Anger no longer means the plans and attempts at suicide. I was even a failure at that! I was told that I wasn't a failure; I just married them.

They watched and prodded me into discovering that I am a child of God, deserving of love. I have learned to trust again with realistic expectations of myself and others. Learned not to set people on pedestals that were actually sand castles of my own making.

Now I have become the one with the understanding eyes, the listening ear and the ready phone number that's all right to call. Working with others, opening myself to others and letting us grow, being human, living, not just existing, but caring about, not for, the whole world. No longer rescuing or looking to be rescued. Thanking my Ultimate Sponsor for carrying and guiding me into the light and love I found in Al-Anon and within me.

The fact that I am here today is testimony to the fact that Al-Anon is a living, growing, healing series of sponsored miracles.

Felix M., PR

As my term as Delegate comes to an end, my feelings, my heart, my whole being can only express my gratitude and love for all the goodness and the enrichment Al-Anon has given me.

Today we live in a world of constant change. New challenges have to be met with new ideas. In Al-Anon, we have to face those changes with faith and hope. Sponsorship is a valuable tool in dealing with this future. My first sponsor was an 18-year-old Alateen. That Alateen taught me the gratitude of service, of giving and sharing with the newcomers the message of hope and faith. That Alateen taught me that for being a sponsor there is no age. That Alateen is one of my sons.

As Delegate, I feel great pride and gratitude in having the past three Area Delegates as my sponsors in service. They have contributed immensely to my personal growth and recovery. Thanks to my sponsors, I learned how to be a sponsor.

Today I'm sponsoring fellow Al-Anon members, as well as three new Al-Anon groups, two Al-Anon open meetings at two

mental institutions, and alcoholism programs at six universities. I have learned that every time I sponsor, I'm giving thanks to my Higher Power for all I have received. I'm giving thanks for the new person I am today. I'm saying thanks to Al-Anon/Alateen for the happiness, peace and love that my family and I are experiencing today.

Dear fellows, let us all express our gratitude to Al-Anon by sponsoring. Let's open our hearts and give something of what we have received. Let us all, united by the Al-Anon spirit, make sponsorship a reality, so that the horizons foreshadowed by our founders will expand and grow day by day.

As I say . . . adios . . . good-bye to all of you, I am leaving a piece of my heart, a piece of my soul, in this World Service Conference. I won't say good-bye but hasta luego . . . God bless all of us.

Margaret R., Ont. (N)

Unbeknownst to me, sponsorship was in my Al-Anon life long before I recognized it. After I'd been going to Al-Anon for three months a member approached me and asked if I'd consider becoming the group's GR. That night I took the service manuals home and read them for a week, becoming truly intrigued with the organization but not completely understanding the terminology.

Nine months into the program, I attended my first assembly as GR. The sharing and caring in that church basement was almost overwhelming. In the fall of 1986, my service sponsor encouraged my district to give a donation toward attending my first Regional Service Seminar, in Winnipeg. How exciting to meet WSO Staff and Trustees. How the concepts came alive for me, and how often I've thanked my service sponsor for her persistence in encouraging my attendance there.

At times I have been overwhelmed and tired of the jobs that I took on, but each time I get into that thinking mode it never fails that a sponsor or sponsoree will call out of the blue—once again my Higher Power working for me.

At our last AWSC meeting in February, we held a workshop on this year's theme. A statement that arose from our discussion was "Problems are opportunities to grow." Sponsorship, whether at a personal level or at a service level, has helped me grow in areas of my life I had no idea were problems. Sponsorship has become the wrapping paper of my Al-Anon gift for life. The paper can be glitzy or plain, we can make the inner gift fancy or simple, but the end result is that Sponsorship keeps us all together.

Barbara T., AK

The theme of Sponsorship—Expanding Our Horizons now takes on new meaning for me. My first experience with a Twelve Step program was from going to AA meetings with my husband. I heard about the Steps and Traditions and knew the AAs had to ask someone to be their sponsor in order to work the Steps. I learned the jargon: Get a sponsor; go to meetings; work the Steps.

From time to time, two ladies would talk to me after these meetings and offer to pick me up. I always found an excuse not to go. Finally, I gave these two old ladies a break: "What else is there to do in Juneau on a Wednesday night?"

Eventually I gave one of those old ladies the honor of being my sponsor and starting working the Steps. I still continued to go to AA meetings and conferences as often as I could.

Finally, I attended my first Al-Anon workshop on getting Al-Anon organized in Alaska. The responses we started getting



# THEME: SPONSORSHIP—

back weren't positive. The whole process was real scary: Who's going to be in charge? It isn't going to work. We don't need it. Finally we made the decision to do it.

We held the elections, and I was elected the first Alaska Delegate. Later I had to resign, because we were moving to Arizona, and I never got to attend the Conference. The Alternate Delegate became the first Alaska Delegate to attend the WSC. I felt I had failed and let down the fellowship in Alaska. Once again I felt inadequate.

I got another sponsor in Arizona and told her my woes, and she pointed out all the positive things I had done but couldn't see. She gave me love, understanding, hope and wisdom, when I could not see it myself. Now I have come full circle, by completing someone else's term as Delegate. I know now that this is the Conference I was supposed to attend and that my horizons in the fellowship have no end.

Dee McK., WY

Since 1973, it has been an adventure back to life. When my husband found permanent sobriety as the result of a Twelve Step call from AA, I should have been elated, but I was withdrawn to the state of borderline catatonia and a physical wreck. After being hospitalized and treated physically, I came back to the ugly world I had escaped from.

That was my entry into Al-Anon: angry, bitter and full of fear. I went to a Twelve Step Study Group in Denver. I left that meeting with a sponsor, and soon I was an active member of Al-Anon.

My sponsor, and 16 other members, spoon-fed me back to life, showing me how to do everything. I found trust in God, because I learned to trust; love became a natural state of my being. I was loved into service. In 1975 I was blessed with being a member and being active. At the International Convention I was privileged to meet Lois W. and I heard "Let It Begin With Me" sung at the Parade of Flags. That was awesome.

The love of my sponsors followed me in the spirit of love and left me very much alive today. I wish to say I love you all.

Sharon H., Sask.

When I found Al-Anon 17 years ago I had no idea that I would be expanding my horizons as I have. I met my sponsor when I was searching for answers to what was wrong with my marriage. My sponsor and others in the group loved me back to life. Together we got involved in service work at Assemblies and Seminars. We wanted to give back some of what we had gained.

I am the first Saskatchewan Delegate not able to meet our beloved Lois W. However, because of my mother's strong involvement in Al-Anon, I feel as if I know Lois W. in a very special way. Mom (Marge B.) was the first Saskatchewan Delegate. Mom and Dad met Lois and Bill and were so inspired they passed on the message every chance they got. Mom still attends our local meeting every week.

Sponsorship has always been a number-one priority with me. I have seen many Al-Anons come and go, but the ones involved in sponsorship stay and expand their horizons.

My dad passed away last August after 44 years of sobriety. Of the many things he taught me I remember this when I'm asked to sponsor someone: "If they are ready, you will say nothing wrong. If they are not, you will say nothing right." Keep passing it on.

Carol O'D., CT

The disease of alcoholism brought me to my first Al-Anon meeting filled with fear, feeling lonely and unable to cope with the turmoil in my life. I was falling apart though I struggled to appear calm and in charge of myself.

I could not understand the love and caring that you gave me; I was afraid to trust or accept it. You encouraged me to come back and you shared your feelings of hope with me. When I was with you, I began to listen and to learn. I began to believe that, yes, I did have a right to a decent life. Away from the group, it was hard for me to remember this new Al-Anon way of living.

You suggested that I get a sponsor and after a while I did. That was the beginning of "expanding my horizon." It did not take long for my sponsor to recognize that I needed help to rebuild my self-esteem and self-worth. It was her words of encouragement and praise that gave me some purpose. My sponsor encouraged me to become involved in service, to begin to care about the members of my groups. I started as coffee maker, then became secretary, treasurer, and then my group elected me Group Representative.

Serving as Area Delegate has been rewarding in my personal growth. I have had the opportunity to practice changed behaviors and to strengthen the gifts from God that make me uniquely me. As a trusted servant, I am gaining the confidence and ability to meet the challenges and help make the decisions facing Al-Anon today while recognizing there is but one authority—a loving God as He may express Himself in our group conscience.

I feel a great sense of gratitude for a Higher Power who cares for me through all of you.

Judi L., NV

I did not readily accept the idea that the Al-Anon program had anything to offer me. When I was willing to allow the principals of the program to become a part of my life, I realized that I had been my best thinking that got me here, and that it would be in my best interest to find someone who thought more clearly than I did. I had not yet learned to trust, so I observed the person I had decided to ask to be my sponsor.

I approached her one night after a meeting. I immediately walked away, not waiting for her to answer. I just assumed she would be my sponsor; that way I couldn't be rejected. She encouraged me to get involved in service, and very soon I became group secretary. My present sponsor is not only my personal sponsor but also my service sponsor. Having been a past Delegate, she has been invaluable to me during my term.

As members of the World Service Conference, we are all sponsors to the fellowship as a whole. We have the responsibility of preserving the principals of this program for the benefit of its members. We have spent hours discussing the needs of various special interest groups and how to adapt the program to fit their needs. What happened to the concept "We are a fellowship of men and women who share our experience, strength and hope in order that we might solve our common problem." In trying to fulfill the role of sponsor at the world service level, I've used the same tool I use in being a personal sponsor—a God that gives me the very best guidance I can get. It has been a frustrating experience at times and certainly a growing one. I'm delighted I had the opportunity to expand my horizons at this level of service.



# MOTIONS

## MOTION #1 (98 yes)

To approve the following participants be seated with voice and no vote: Alberte C., Secretary, Publications Francaises (Al-Anon Member); Richard K., WSO Controller (Non Al-Anon Member); Georgette G., Office Manager, National Public Information of Canada (Al-Anon Member); Ivone M. de I., Representative from Brazil (Al-Anon Member).

## MOTION #2 (96 yes; 1 no; 1 abstain)

To approve the 1991 Annual Report.

## MOTION #3 (98 yes; 1 void)

To approve the 1991 Audited Financial Report.

## MOTION #4 (100 yes)

To approve the 1992 Budget Committee Report.

## MOTION #5 (99 yes)

To have the words *The FORUM* deleted from the first sentence of descriptive text on Page 10, Concept III, Paragraph 7, in the Twelve Concepts of Service so it would read:

Again this same kind of confusion could beset the relations of the Trustees to the Executive Committee, and committees directed by non-Trustee volunteers, and paid service workers.

## MOTION #6 (97 yes; 2 no)

To amend the descriptive text of Al-Anon's Twelve Concepts of Service of Concept IV, page 12, paragraph 8 as follows:

The active Management of the World Service Office, previously called the Headquarters Office, is vested in the Executive Committee whose duty is to see that all projects are carefully carried out. The Executive Committee is composed of the Treasurer and the Executive Director, both of whom are Trustees; three members-at-large who contribute their advice and professional experience; \* a person from the Administrative Staff of the World Service Office and the Chairman of the Policy Committee. For timely communication linkage, a member of The FORUM Editorial and/or The FORUM Business Operations Committee may be invited to attend Executive Committee meetings without vote.

## MOTION #7 (97 yes; 1 no; 1 abstain)

To amend the descriptive text of Al-Anon's Twelve Concepts of Service of Concept IV, page 13, paragraph 11 to read:

However, other than the Executive Director, no paid staff worker should become a Trustee. First, it would interfere with the rotation of the Board, which already has one nonrotating member. Second, if ever the Headquarters corporation had to be reorganized by the Conference, paid Trustees in a bloc might prove a vested interest difficult to dislodge.

## MOTION #8 (73 yes; 26 no)

Text change to page 19 of the Digest of Al-Anon and Alateen Policies; under FINANCES I. WSO CONTRIBUTIONS—Regular, c. Individual Contributions: that the amount be increased from \$1,000 to \$10,000, and f. Bequest, that the amount be increased from \$5,000 to \$100,000.

## MOTION #9 (99 yes; 1 no)

Re: To amend the text of the Digest of Al-Anon and Alateen Policies, IV, OTHER PUBLICATIONS, a. The Conference Summary, page 27, to read:

The Conference Summary is the annual report of the World Service Conference and the World Service Office activities. It is distributed free, to Area World Service Committees and to current and past Conference members. Groups and individuals may purchase copies at a nominal cost.

## MOTION #10 (90 yes; 6 no; 1 abstain; 2 void)

To amend the text of the Policy Digest, page 33, V. PUBLIC INFORMATION, c. Public Information Literature, by adding the following paragraph after the sentence which ends "...such items before publication":

Each General Service Structure working in countries outside the U.S. and Canada may reprint WSO material and are not limited to printing one P.I. piece. They are encouraged to look at their own Public Information needs based on cultural differences and tradition. The WSO also reserves the right to review such items before publication.

## MOTION #11 (96 yes; 1 abstain, 1 void)

To amend the text of the Policy Digest, page 33, V. Public Information, c. Public Information Literature, by deleting the following paragraph:

- An effective P.I. tool is inclusion of Al-Anon CAL in the packet distributed by a Welcome Wagon. An appropriate piece for this purpose is the leaflet, "Are You Concerned About Someone's Drinking?"

## MOTION #12 (82 yes; 13 no; 3 abstain)

The RT Nominating Committee for Northeast Area Delegates make a motion to go through the nominating process again, because the voting procedure was not adhered to during the nominating process.

## MOTION #13 (99 yes; 1 void)

To approve the Revised Handbook Chart as presented.

## MOTION #14 (71 yes; 26 no; 1 abstain; 2 void)

To add text to the World Service Handbook on Page 31, VII World Service Delegate, under B. In His Area. Add a new #4 to read: He may serve as a contact for public inquiries within his Area if the Coordinator is unavailable. The old #4 to become #5.

## MOTION #15 (93 yes; 6 no; 1 void)

To add a sentence to the World Service Handbook on Page 16, IV under Delegates Equalized Expense. The sentence would read: Areas may choose to contribute additional funds up to and including the entire cost of sending a Delegate to the WSC.

# MOTIONS

## MOTION #16 (90 yes; 7 no; 1 void)

To add Al-Anon's Twelve Concepts with Warranties to future printings of our book, ONE DAY AT A TIME IN AL-ANON.

## MOTION #17 (86 yes; 12 no; 1 abstain; 1 void)

The Alateen Committee recognizes the fact that 30 percent of our membership is under 12 years of age. We therefore move to provide services to meet the needs of our younger members of Alateen.

## MOTION #18 (74 yes; 23 no)

That the World Service Conference give conceptual approval to producing a CAL booklet on the topic of Intimacy using articles previously published in *The FORUM*.

## MOTION #19 (62 yes; 37 no; 1 abstain) DENIED

If financially feasible, the World Service Conference recommends that the 1990 International Convention Slogan booklet be made available for purchase in the original or revised form.

## MOTION #20 (24 yes; 76 no) DENIED

The World Service Conference recommends that three additional Delegates be added to the Literature Committee effective in 1993, making the total number of Delegates at 12 instead of the current nine Delegates.

## MOTION #21 (24 yes; 72 no; 3 abstain; 1 void) DENIED

Al-Anon produce "Al-Anon Meditation" rather than allowing outside entities to infringe on our logo.

## MOTION #22 (98 yes; 1 no; 1 abstain)

Re: To clear up the ambiguity in Motion #7 of the 1991 World Service Conference.

That the 1992 World Service Conference defines the complimentary distribution of the WSC Summary as follows: World Service Conference Members, Past WSC members and Area World Service Committees (Area Officers, Coordinators and District Representatives).

## MOTION #23 (86 yes; 11 no; 3 abstain)

To amend the descriptive text of Al-Anon's Twelve Concepts of Service of Concept VIII, page 19, paragraph 9 as follows:

*The FORUM*, from its inception, had a single editor with the full responsibility for choice of material, layout, and the writing of editorials. As our magazine grew, an Editorial Committee was appointed by the Trustees in 1968 to assist the Editor. If and when the magazine reaches the stage where it should handle its own subscriptions and printing, a *FORUM* Executive Committee will no doubt be needed. This would make the World Service Office and *The FORUM* two separate operations, each with its own Executive Committee and each with separate funds and facilities. The Board of Trustees would, of course, maintain its custodial supervision of both operations.

Rather than form two separate operations for *The FORUM* and

the World Service Office, in 1982 a *FORUM* Business Operations Committee was formed to oversee the business and promotional aspects of *The FORUM*. The formation of this Committee addresses the unique business nature of *The FORUM*.

## MOTION #24 (95 yes; 4 no; 1 abstain)

To amend the descriptive text of Al-Anon's Twelve Concepts of Service of Concept X, page 33 as follows:

### The FORUM

Then an Editorial Committee was formed which names its own successors, subject to the approval of the corporate Board. In 1991, the World Service Conference approved the motion to have a volunteer Trustee appointed as Chairman of The *FORUM* Editorial Committee and a Staff Administrator to compile the magazine. The Editorial Committee assists the Staff Administrator and staff in determining the editorial policy and content of the magazine. This Committee makes recommendations respecting *The FORUM* promotional material going to the groups. Our Editorial Committee, therefore, is the Chief guarantor of the magazine's quality and editorial continuity.

In 1982, *The FORUM* Business Operations Committee was formed to oversee the business and promotional aspects of *The FORUM*. To date the office has handled all subscription data.

## MOTION #25 (43 yes; 54 no; 3 abstain) DENIED

That the WSC adopt a "no smoking" policy for all General Session meetings and at mealtimes.

## MOTIONS #26 (31 yes; 68 no) DENIED

To make a motion for the Literature Committee to receive conceptual approval to produce a slogan bookmark series.

## MOTION #27 (85 yes; 15 no)

That a committee of Delegates and WSO Staff be formed to study the future computer software compatibility needs for Group Records at both the WSO and Area level.

## MOTION #28 WITHDRAWN

Areas of the WSC are concerned about the rotation of personnel in the Executive Director and Deputy Executive Director positions. We recommend that personnel in these positions do not serve more than a 5 year period.

## MOTION #29 (13 yes; 84 no; 2 void) DENIED

To rescind Motion #34 of the 1991 Conference, which states: WSC believes ownership of property by Al-Anon Family Groups, Inc. is consistent with our Traditions.

## MOTION #30 (93 yes; 1 no; 4 abstain)

Whereas the Executive Staff (Executive Director, Deputy Executive Director and Controller) have worked diligently to provide outstanding services to the Al-Anon/Alateen Family Groups, we hereby express full support for their dedication.