

AL-ANON FAMILY GROUPS

1994 WORLD SERVICE CONFERENCE

Traditions: Our Framework—Our Freedom
Tarrytown, New York, April 24 - 27, 1994

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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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TRADITIONS:

Our Framework—Our Freedom

The Thirty-fourth Annual Al-Anon World Service Conference opened on Sunday morning, April 24, 1994, at the Tarrytown Hilton Inn in Tarrytown, New York. Mary Fran W., Chairperson of the Conference Committee, welcomed the participants with warm words of love and encouragement: "We will be seeking God's direction in our deliberations in the days to come. Being asked to contemplate serious change will call up a new understanding, will increase our ability to love and to serve, and will provide strength and confidence in accomplishing the tasks that lie ahead." Quoting George Bernard Shaw, Mary Fran continued, "Those who cannot change their minds cannot change anything." Those words would echo in the minds of the Conference members during this historic week of decision making. Accepting that the group conscience is the final authority for Al-Anon World Service, the Conference began with the Serenity Prayer. Each morning, to open the Conference session, Panel 34 Delegates recited either the Twelve Steps, the Concepts of Service, or the Warranties.

The first order of business was a motion from the Admissions/Handbook Committee to approve the following participants to be seated with voice but no vote:

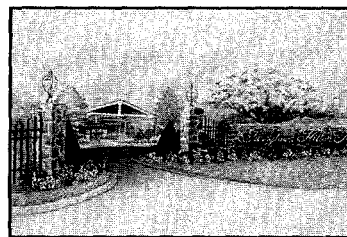
- Alberte C., Secretary PFA, Al-Anon member
- Richard Keilly, WSO Business Manager, nonmember

- Georgette G., NPIC Office Supervisor, Al-Anon member
- Josephine B., Representative from Italy, Al-Anon member

Next on the agenda was Conference voting procedure. Motions may originate from the Standing Committees, the Board of Trustees, the Policy Committee, or any voting member of the World Service Conference. A discussion point focused on whether to deduct abstentions from the voting total prior to determining substantial unanimity. Consensus was reached to follow the procedure of prior Conferences and to subtract abstentions from the voting population. A determination was also made that the 1994 WSC would vote by means of a closed ballot with a two-thirds majority needed to reach substantial unanimity. Two Delegates whose names would be drawn by lot each day would serve as ballot counters.

As in the past, a WSO staff member and volunteer was assigned, with four Delegates selected by lot, to research Ask-It-Basket questions. Responses will be sent to all WSC participants at the conclusion of the World Service Conference.

Richard B., Chairperson of the Board of Trustees, welcomed all members, particularly the new Panel 34 Delegates, on behalf of the Trustees, WSO staff, and volunteers. "This is an historic time we are facing," he noted. "The group conscience has guided us well during the past 34 years, and our trusted servants before then have led us to this point." Ric then read the Twelve Traditions.



SHARING AREA HIGHLIGHTS

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Guidelines for this meeting were considered and it was determined, by consensus vote that only Area concerns would be discussed.

There was discussion on several topics:

- Do Areas have Area Conventions separate from their Assembly?
- How do Areas take an Area Assembly inventory?
- Concern that incorporation violates Tradition Nine
- Area liability insurance and the bonding of Area officers
- Use of AFG Plan through District workshops and/or mini-conferences

- Cooperation between Al-Anon and AA at Conventions/Roundups
- Sharings on the International Spanish Al-Anon/AA Convention in Arizona

Other sharings included:

- Alateen Conference members donated money to WSO Relocation Fund
- CAL workshop at Assembly encouraged Group Representatives to highlight one CAL pamphlet per month at their groups
- District Representative brings his or her CAL library to meetings to exhibit literature
- Area Coordinator and Alateens brought a presentation to a church-sponsored

Skip A.,
Chairperson

Nancy H.,
Reporter

- roundup, and as a result, Alateen meetings are being set up throughout the state
- After new panel Coordinators were elected, each made a presentation and participated in a workshop
 - Group Representatives wrote letters to var-

ious professionals in their District; the Area paid the postage and made the contacts

Doris B., Arkansas, was elected Chairperson of the 1995 Sharing Area Highlights session. Ruby W., Louisiana, was elected Reporter.

STANDING COMMITTEES

Rita McC., Conference Administrator, announced the Standing Committee Appointments.

COMMITTEE	Panel 32 (1992-94)	Panel 33 (1993-95)	Panel 34 (1994-96)
Admissions/Handbook	Skip A.MS Valerie H.GA Nancy B.CO	Kalvin Y.ONT (N) Doris B.AR Jan C.ID	Geneva B.IL (N) Mary Ruth R.TN Mary D.TX (W)
Alateen	Grover C.WI Donna M.MT Bea J.OR	Wilma L.NE Joan C.SD Becky B.AK	Bill H.TX (E) Kary L.CA (S) Sherry B.NY (N)
Archives	Diane H.NC Caryn J.WA	Ruby W.LA Shirley S.SC	Mara W.KS Lucy J.ONT (S)
Conference Committee on Trustees	Rita L.QUE (E) Chuck LeM.MN (N)	Mike T.NM Ruth S.NY (S)	Barbara McL.OH Neal B.RI Melody G.MD/DC
Cooperating with the Professional Community	Carol C.BC/YUKON Kay T.VA Maisie MacL.MA	Jim L.NH Lucy T.ME Bernice McL.NFL/LAB	Jennie H.FL (S) Elaine L.DE Karen W.MAN
Institutions	Sara Jane G.WV Nancy H.NJ Genevieve B.ATL/PROV	Terry C.CT Norma C.IL (N) Robert J.WY	Eileen McD.IN Madeleine P.FL (N) Michelle L.MI
Literature	Jeanette B.AL Isabel F.ALB/NWT Barbara S.VT	Lois B.A Antonia M.PR Roberta A.UT	Art B.CA (N) Susan E.HI Denise G.QUE (W)
Public Information	Oteka M.OK Loretta J.ND Barbara H.AZ	Marjorie S.SASK Rachel P.NV John P.MO	Mariellyn K.MN (S) Mary Etta M.KY Jean T.PA

APPROVAL OF ANNUAL REPORTS

The WSO Executive Director, Myrna H., introduced the 1993 Annual Reports, which represent a summary of the work performed at the WSO. The meeting was opened for

discussion. Changes were noted and the Board of Trustees requested and received approval of the 1993 Annual Reports as amended.

SPANISH SERVICES LUNCHEON

Twenty-seven Delegates with Spanish-speaking groups in their Areas had lunch and shared with WSO staff and volunteers.

Raquel K., WSO Executive Assistant for Spanish Services, explained the scope and extent of its activities. There are 5,534 Spanish-speaking groups meeting outside the U.S. and Canada and 383 groups within our borders.

Delegates shared activities and ideas for increasing outreach efforts. Reaching out to

family members at Spanish-language AA Conventions was considered a good way to start. Spanish Coordinators are in place in many Areas, and one Area named its coordinator a Multicultural Coordinator, to indicate outreach to a culturally diverse Area.

All who attended agreed that the number of Hispanic members continues to grow and that the availability of translations is critical.



Sandra F.,
Chairperson

Mary Ann K.,
Administrator

Raquel K.,
Executive Assistant

FRENCH SERVICES REPORT

Publications Francaises PFA, Inc., is a WSO service arm outside the United States. Situated in Montreal, Quebec, this office services all French-speaking groups in Canada and the United States.

PFA currently offers its services to 530 groups: 452 Al-Anon groups in Quebec, one in Manitoba, 20 in Ontario, and 10 in the United States (two in CT, two in NH, and six in FL); and 42 Alateen groups in Quebec, one in New Brunswick, and four in Ontario. Eight small Literature Distribution Centers serve groups in their Regions.

We do not know how many French-speaking groups exist overseas, yet in 1993 we sent almost 1,100 free copies of *INSIDE AL-ANON* to Belgium, France, and Switzerland. These General Service Offices regularly order literature from PFA.

To inform members about the literature, PFA displays and sells it at Al-Anon Days, at Assembly meetings, and at conventions in

both Quebec Areas. In addition, PFA collaborates with the WSO translating English writings and actively participates in Canada East Regional Service Seminars and in all Al-Anon International Conventions.

Besides the *INSIDE AL-ANON* newsletter, sent free to all French-speaking groups in Canada and the United States, PFA translates and publishes *The FORUM*, two months at a time in a 48-page magazine. WSO news of interest to French-speaking groups is provided in an insert to the magazine. This year, we have a new printer, whose costs are lower. To the extent that it is possible (and according to what the French-speaking groups need), PFA translates and distributes new literature published by the WSO. The final text for *Courage to Change* is being prepared with a view to publication in the fall.

In collaboration with WSO, PFA will continue, as in the past, to offer the best services possible to all French-speaking groups.

Alberte C.,
Secretary

ALATEEN REPORTBACK

The booklet, Alateen Talks Back Series (ATB) on Higher Power (P-72) has been completed, and a copy was given to all Conference members. The next two in the series, ATB on Twelve Steps and Twelve Traditions and on Detachment, are still being compiled for review by the Alateen and Literature Committees. The next and last in the series will be Coping with Tough Stuff and Younger Members.

The new recovery book *COURAGE TO BE A KID* (working title) is in progress. Feedback sheets are being circulated for additional sharings on specific topics. A suggestion was given to have a writers' workshop at local

Alateen meetings.

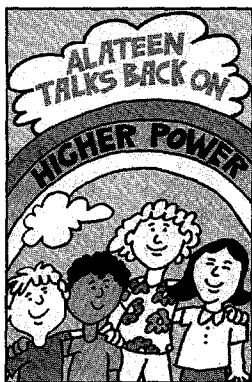
Material is being gathered for the new "How To" Alateen Sponsor booklet and the Committee is looking for an Al-Anon member with editing and writing experience.

Alateen Spotlight on Coordinators will now be combined with *AREA HIGHLIGHTS* in order to reach a wider section of our membership. *ALATEEN TALK's* Spring issue, "DETACHMENT," repeated the bookmark that appeared in the winter issue. An Open Letter to My Teacher (OT-5) will now have our 800 number on it.

Because some of our Conference members

Gerry V.,
Chairperson

Bonnie C.,
Administrator



raised questions about the Alateen Responsibility Statement, the Executive Committee agreed that the statement be given legal review. It was determined that the statement will continue to be distributed but is subject to language modification in the future.

The 1994 Full Alateen Standing Committee discussed the pros and cons of adopting the Al-Anon Traditions at great length. Alateen Traditions Three and Five limit the age of members by referring to "teenagers." Some comments relayed fears expressed by Alateen members that the elimination of Alateen

Traditions would affect the membership.

As a result of the discussion and some cautions about the need to take time on this very important issue, the Alateen Committee agreed to ask the Policy Committee for direction regarding the process to be followed in adopting Al-Anon's Traditions for Alateen groups and unifying Al-Anon and Alateen. The Committee also agreed to have an ad hoc committee, consisting of Alateen Committee members, issue a report on the study of Traditions Three, Four, and Five regarding Alateen membership eligibility.

ARCHIVES PRESENTATION / REPORTBACK

Louise B.,
Chairperson

Claire R.,
Administrator



To the tune of Aretha Franklin's "Respect," illustrating that Archives has both spirit and soul, the Committee members paraded into the general meeting room wearing placards displaying Al-Anon's historical literature and thus commanded everyone's attention.

First the Committee explained how the Archives Service has evolved since its inception, which had been characterized by exaggerated collectibles such as a leftover chicken from an Area Convention banquet, a pacifier from a group with baby-sitting services, an Aladdin's lamp from the first Long-Range Study Panel meeting, and a Lone Ranger's mask from a member trying to be anonymous while doing P.I. work.

With the WSO relocation as an accessioning-policy motivator, the Committee described the Archives' current changes. A video was played for the Conference members showing the archival procedures being utilized at Stepping Stones; these focus on electronic scanning equipment. With this technology, the WSO Archives could become paperless: materials could be retained on optical discs for forty years and on compact discs for a hundred years. A whole new world will open up with this equipment. The Committee demonstrated the time-saving nature of the scanning devices. Research requests could be completed in a matter of minutes rather than the time now required.

Reverting from the future to the past, the Committee Chairperson introduced members who will forever be regarded as pioneers of the Al-Anon and AA fellowships, "to say hello and to lead Conference members' discussion groups." Archives Committee members strolled into the room dressed as historical figures well-known to our fellowship. The first to enter to a rousing welcome were Lois and Bill W. "I haven't been to an Al-Anon Conference since 1968," Bill commented and Lois expressed her feelings about being back. Annie

S. and Dr. Bob followed. Annie died in 1949, two years before Al-Anon was officially organized, but she helped to lay the basis for Al-Anon's Twelve Step work. Her husband, AA co-founder, Dr. Bob, supported Annie's work with family members and early women members of AA. Anne B., Margaret D., and Evelyn C., early workers for Al-Anon, then greeted the WSC membership. One of the final guests was Henrietta S., the first Al-Anon General Secretary, who entered carrying "the world in her hands." Henrietta was truly a pioneer, particularly with international Al-Anon work. Her extensive, worldwide correspondence is preserved lovingly in the WSO Archives.

Conference members were delighted to reflect on Al-Anon's history with the help of so vivid a display. They then divided into discussion groups to respond to a series of questions related to the Archives Service.

The "Archives Presentation Questions for Discussion" and "Area Archives Coordinator's Questionnaire" that were distributed, will provide feedback to update Al-Anon Guidelines for Area Archives, giving each Area clear direction on how to preserve and protect their Archives. Conference members also received a photocopy of Lois's first draft of the Twelve Traditions and a list of Archives Service materials.

The Archives Committee is working on a "Vision and Mission Statement" and "Goals" that are in keeping with the Twelve Steps, Twelve Traditions, and Twelve Concepts.

The Committee discussed the subject of videotaping longtime members for archival purposes. The following points were suggested: obtain written permission; use caution; protect anonymity; guarantee that the video will not be sold for profit, prestige, or power; stress principles above personalities.

The Archives Service Coordinator, Virginia A., will attend a workshop entitled, "Appraisal: The Archivist's First Responsibility." This will

help the sorting and assessment of material for WSO's relocation. Some of the ideas will be included in *AREA HIGHLIGHTS* to aid Area Archivists in determining what to preserve.

The possibility of rotating the site of the

World Service Conference every other year, in New York, was explored with a view to maintaining our historical roots near Stepping Stones and AA.

CONFERENCE REPORT

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1995 World Service Conference Site

Planning for the 1995 World Service Conference begins immediately following the close of this Conference. Negotiations continue with hotels in New York, New Jersey, and Connecticut to assure that the most suitable site is selected, one that is affordable and meets our needs.

Throughout the year, preliminary bids have been received, and personal contacts via correspondence and telephone have been made. Investigating some hotels has led to a dead end—inadequate meeting space; exorbitant room rates and/or ground transportation costs.

The 1995 World Service Conference will be held April 23-27.

Rita McC.,
Administrator

ADMISSIONS/HANDBOOK REPORTBACK

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(Subcommittee of the Conference Committee)

The Committee reviewed page 76, line 3, #14 of the Al-Anon/Alateen Service Manual, General Information for Assemblies, and after a lengthy discussion on serving in more than one Area at one time, a motion was made to delete existing language and create a more positive statement. The Committee clarified to the WSC that the language change would not alter the intent of the current wording but would merely create a more positive statement than the directive now in the Manual. Following discussion, the motion carried.

The Committee also reviewed Duties of Assembly Members, Section V, Secretary, item d. Discussion revolved around Areas sending copies of their Assembly reports to the WSO. The Committee felt that these reports should be sent to Area Archives and that only updated information should be sent to the WSO. Therefore, the Committee will present a motion to delete text from page 80.

A 1994 Ask-It-Basket question was referred to the Committee: How was it determined that

for an Area to divide, there must be 400 groups? Why can't the number be reduced? After discussion, the Committee called attention to page 63 in the Handbook section of the Al-Anon/Alateen Service Manual which refers to the 400 group figure. It was further noted a motion stating the number was approved at the 1980 WSC and reaffirmed at the 1982 WSC.

Through miscommunication in the editorial process, a copy editor's draft suggested changing the gender-specific language of the 1992-1993 Manual. The Committee reaffirmed the 1993 Conference decision that the gender-specific language should remain unchanged.

International Services stressed how important the Admissions/Handbook Committee is. GSOs around the world strive to follow the WSO's lead and the Conference was informed that our Handbook, including the Structure Chart that appears in our 1992/1993 edition, has been translated into Norwegian.

Lastly, the Committee reviewed the revised Links of Service and suggested deleting the page references at the bottom of each panel and printing instead a suggestion to check our Manual for additional information.

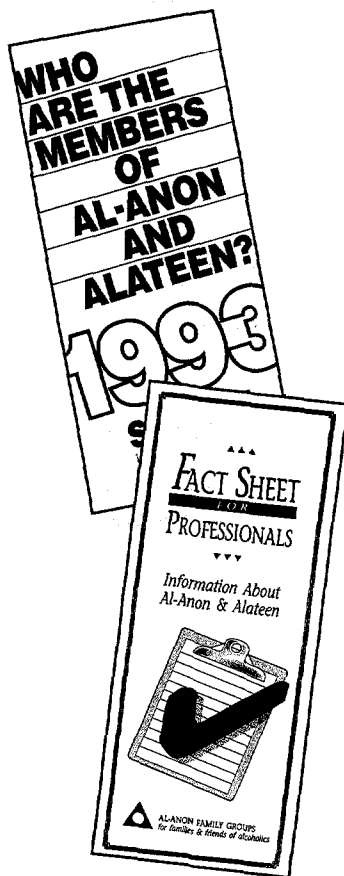
Mary A. T.,
Chairperson

Rita McC.,
Administrator

COOPERATING WITH THE PROFESSIONAL COMMUNITY (CPC) REPORTBACK

Phyllis M.,
Chairperson

Ellen D.,
Administrator



The winter issue of *AL-ANON SPEAKS OUT* was mailed to over 6,000 professionals, along with a copy of the Fact Sheet for Professionals, a catalog, and a form for requesting copies of the 1993 Survey Leaflet and the Fact Sheet. As a result, over 200 requests for material were filled. A mailing to over 1,470 employee assistance professionals was completed; 225 of the EAPs requested additional information. Professionals' names and addresses were sent to Area CPC Coordinators for follow-up. A mailing to 400 residency programs of family physicians is being developed.

A second draft of the Attraction/Cooperation handout, designed to give examples of activities that reflect the principles of attraction and cooperation, was developed. The article "Living with a Timebomb" was produced as a reprint for CPC service work. *CPC Update*, the newsletter for Area Coordinators, was discontinued. Coordinators' reports will now appear in *AREA HIGHLIGHTS*.

The CPC Standing Committee reviewed the original, three-panel version of the Fact Sheet for Professionals and the new, four-panel version with a tear-off postage-paid reply card. The Committee agreed the four-panel version is an effective tool that provides professionals with the opportunity to request more information. The Administrator reported that the new, four-panel version was changed in response to members' requests that the Fact Sheet reflect the wording of page 97 in the Service Manual relative to who may start Al-Anon/Alateen groups.

The Committee reviewed a draft of a revised Guideline, Cooperating with the Profes-

sional Community (G-29), which now incorporates Introducing Al-Anon to the Professional Community (G-28). Members made editorial suggestions and recommended graphic enhancements.

The first draft of the proposed new Guideline for Area CPC Coordinators was also discussed. The Committee agreed this should be produced as a separate Guideline. Members will submit their editing suggestions by May 15. The Committee reviewed the article "Al-Anon and Dentistry" as a possible CPC reprint. After discussion, it was concluded that the article should not be reprinted because it did not provide enough information about Al-Anon.

Under consideration is the development of a simplified chart to help professionals understand how to work within the Al-Anon service structure.

A WSO pilot project is being planned to inform national corporate leaders about Al-Anon/Alateen. This project may result in opportunities for local CPC work.

The CPC Committee presented the WSC with a motion for conceptual approval to develop a piece written by Al-Anon members in the helping professions to attract other professionals. Conference members discussed the intent of this piece—and whether it would be geared toward new members or would aim to provide information to educate professionals. The Committee clarified that the piece would serve both purposes. After discussion regarding the volume of new material in production and the focus on specialized groups, the Conference did not approve the CPC request.

NATIONAL PUBLIC INFORMATION CANADA (NPIC)

Connie D.,
Chairperson

Ellen D.,
Administrator

Georgette G.,
NPIC Office Manager

(Subcommittee of CPC Committee)

There have been two exhibits since January: the Fifth International Conference on the Reduction of Drug-Related Harm, held in Toronto, and the International Women's Day in Ottawa. There was a take-one table for the Twentieth National Consultation on Career Development Conference in Ottawa.

Three conferences are coming up in May: in Winnipeg, the Canadian Guidance and

Counselling Association Conference, the Parent Resources Institute for Drug Education Conference, and the Community Safety Conference in Saint John, New Brunswick.

Thirty-two hundred copies of the 1994 *AL-ANON SPEAKS OUT*, Canadian Bulletin were sent to all P.I., CPC, and Alateen Coordinators and 1,150 copies to all Canadian Literature Depots.

The press release "A Free Service in Times of Soaring Health Care Costs" was rewritten

with the NPIC address and sent to all P.I. Coordinators and to 26 national newspapers. This press release was also translated into French by PFA and sent to P.I. Coordinators.

Television PSA was delivered to station CJOH in Ottawa for broadcasting. Five requests were received from P.I. Coordinators for the French Radio PSA.

In order to clarify the work NPIC is engaged in, we have prepared transparencies on NPIC for presentations at Regional Service Seminars and for Canadian Delegates at the World Service Conference.

The French version of the video, *Alateen Tells It Like It Is*, is in production.

TREASURER'S REPORT

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1993 Financial Report

Income from operations totalled \$4,316,911 in 1993, about \$102,100 less than anticipated. Expenses for the year were \$4,456,019, or \$91,000 less than projected. The net result was a loss of \$139,108, as compared to a projected loss of \$128,000 and to an operating profit of \$334,372 in 1992.

Lower income was caused by a steep decline in both literature sales and contribution receipts. Sales of literature were \$651,300 lower than in the prior year. While sales of virtually all books and other literature were below the prior year's figures, *ODAT* sales, in particular, declined by \$456,510 (47.2 percent), reflecting greater use of the *Courage to Change* daily reader. The gross profit realized on sales of literature, \$2,968,022, was \$505,439 less than in 1992.

Contribution receipts of \$870,741 were \$51,500 (5.7 percent) behind 1992 receipts. Since 1991, when contributions totalled \$1,043,200, these receipts have declined by \$172,500 (16.5 percent).

FORUM subscription income and investment income did improve in 1993 by \$27,500 and \$7,090, respectively.

Operating expense, \$4,456,019, was \$41,605 below 1992 results. Actual expense for virtually all individual line items were below their cost. Some of the expenses that were less than anticipated are labor costs (\$15,200 below projections), occupancy (\$2,600), *FORUM* postage (\$13,000), stationery and supplies (\$18,000), committee travel and meetings (\$10,600), office travel and meetings (\$4,500), and in-office volunteers (\$7,000). The few items that exceeded estimates include repairs and maintenance (\$4,400) and other printing (\$4,400).

At December 31, 1993, the General Fund had assets of \$2,195,899, of which \$873,129 con-

sisted of cash and temporary investments. After taking into account liabilities of \$687,301, the General Fund had a net balance of \$1,508,598.

The Board, at their January 1988 meeting, established a Reserve Fund goal of \$4,500,000 by 1992. That goal was reached in 1993, if assets of the Reserve Fund are taken at their market value. At year-end, the Reserve Fund had a cost value of \$4,297,264 and a market value of \$4,797,902. A substantial portion of the Reserve Fund assets will be used in the relocation of the WSO in 1996.

A Relocation Fund, established in 1992 in anticipation of moving the WSO, received only \$77,129 in contributions during the year. Of that amount, \$63,563 was used to cover relocation-related expenses. At December 31, 1993, the Fund had a balance of \$48,137. While final figures depend on future Board decisions, we now expect that the total cost of relocation will be between \$1,500,000 and \$2,000,000, plus the cost of updating existing office systems.

The WSO was commended for significantly reducing expenses during the course of the year without affecting services to the fellowship. Questions focused on the Relocation Fund and the use of the Reserve Fund for the WSO relocation. It was explained that money was stored in the Reserve Fund for possible use in relocating the office and for any Board-directed expenditure. In spite of this, funds have never been withdrawn. Unfortunately, since the Relocation Fund has received only \$159,000, the Reserve Fund will be used in the relocation. Members discussed ideas to bring back to their Areas for increasing contributions to the WSO Relocation Fund. Discussion also focused on IRS regulations relative to the Reserve Fund.

A motion was made, seconded, and carried to approve the 1993 audited financial report.

Doris S.,
WSO Treasurer

Richard Keilly,
WSO Business Manager

1994 BUDGET REPORT

Doris S.,
Treasurer

Richard Keilly,
Business Manager

The 1994 Budget projects a loss of \$272,000. Literature sales over the past five years have recorded a substantial year-to-year decline. We expect that trend to continue in the current year. Total projected literature sales of \$3,840,000 are only \$32,000 higher than in 1993. A new book, *From Survival to Recovery*, is expected to generate about \$460,000 in additional income and should offset the decline in sales of all existing literature. The gross profit earned on literature sold should remain relatively stable at 77.7 percent.

FORUM subscription income of \$405,000 is \$41,000 less than the prior year. Total monthly circulation is expected to average 45,000 copies, as compared with an average circulation of 52,000 copies in 1993 and a peak monthly distribution of 62,000 copies in 1990.

Interest earned will be slightly below 1993 figures. Contributions of \$870,000 are expected to only equal 1993 receipts.

Total projected revenue is \$4,288,000 versus \$4,317,100 in 1993.

Total expense should increase by approximately \$104,000, or 2.3 percent. Operating expense of \$4,351,000 is \$73,000, or 1.7 percent, above 1993 results. About 75 percent of our operating budget comprises labor and occupancy costs. Included in our labor expense estimate is a cost-of-living increase and savings realized from the use of managed-care health insurance versus self-insured coverage in 1993. Building occupancy costs, which are 19 percent of our total expense budget, will increase to \$886,000 to reflect an increase in building assessments. Packing and shipping (net) recognizes the effect of a February UPS increase and an expected October postage-rate adjustment. FORUM postage expense will be lower as our magazine circulation declines and a bimonthly mailing of this magazine takes effect. Other postage costs should increase, due in part, to the cost of acknowledging most contributions individually. Office services and expenses will increase by \$23,000 to account for new outreach efforts. *INSIDE AL-ANON* costs will be lower, reflecting a reduction from six to three Spanish-version issues per year and a change in printers. Other printing costs will decline as we begin to realize the full effect of printing our newsletters in-house. Regional Service Seminar costs will also be lower, as only two seminars will be held in 1994. Insurance will increase to reflect the cost of a Directors and Officers liability insurance policy.

Included in this year's budget is the biennial cost of the IAGSM and the balance of the

Communication Consultant's fee.

Conference members were provided with supplementary financial information to further explain Al-Anon's financial picture during the past four years. We have experienced a severe decline in income over the past four-year period and expect further operational losses (as compared to overall losses) in the near term. We have already cut expenses without significantly affecting services, positioned ourselves to avoid future operating expense increases, and improved our financial health by over \$700,000 in anticipation of relocating.

Having survived the most difficult period in our recent history, we are nonetheless aware of the problems that lie ahead. Book sales have declined in some titles by almost two thirds during the four-year period and are again below projections through the first quarter of 1994. Although discussions with both AA and Hazelden indicate that their sales have recently improved, we need to remain cautious. We have serious concerns about the flat contribution levels and the decline in FORUM subscriptions.

Also, the number of groups continues to decline. This is partly due to a new method of distributing group-update questionnaires. Rather than send a direct mailing, District Representatives (DRs) visited groups in their Area with questionnaires.

We expect the WSO will be able to survive the next few years due to income from publishing a new book in 1994 and another in 1995, and also due to a hoped-for improvement in the economy. We believe that we need to continue to keep expenses under control without reducing services. Further, following the relocation, substantial savings will be realized in occupancy and salaries. Annual savings at the new location are expected to be between \$700,000 and \$800,000.

Conference members probed the proposed budget, focusing on decreased literature and FORUM sales, as well as costs associated with the relocation of the World Service Office in 1996. Concern was expressed about passing a deficit budget. WSC participants discussed ways to inform the fellowship that their support is needed and a reminder that contributions to the WSO result in service to the groups. The members commended the WSO for the honesty and reality reflected in this year's budget.

Following discussion, a motion was made, seconded, and carried to approve the 1994 Budget Committee Report.

1994 BUDGET

Al-Anon Family Group Headquarters, Inc.

	1993 BUDGET	1993 ACTUAL	1994 BUDGET
REVENUE			
Income from Publications.....	\$4,107,000	\$3,808,100	\$3,840,000
Cost of Literature	916,000	839,900	857,000
Gross Profit from Literature Sales	3,191,000	2,968,200	2,983,000
FORUM Subscriptions	440,000	446,400	405,000
Interest Earned	24,000	31,800	30,000
Contributions	875,000	870,700	870,000
TOTAL REVENUE	4,530,000	4,317,100	4,288,000
EXPENSE			
Operating Expense:			
Salaries	1,805,000	1,778,300	1,815,000
Payroll Taxes	155,000	151,800	155,000
Benefits	441,000	469,700	440,000
Building Occupancy	865,000	857,400	886,000
Packing & Shipping (Net)	(38,000)	(54,000)	(35,000)
Postage: FORUM	125,000	112,000	82,000
Other	140,000	145,100	157,000
Telephone: Office	31,000	29,800	30,000
800 #'s	18,000	15,700	13,000
Stationery & Office Supplies	122,000	104,000	120,000
Office Services & Expenses	44,000	46,800	70,000
Repairs & Maintenance	40,000	44,400	49,000
Travel & Meetings: Committees	127,000	116,900	124,000
Office & Administration	12,000	4,500	14,000
Legal & Audit	19,000	18,000	20,000
Printing: FORUM	126,000	124,200	120,000
Conference Summary	12,000	11,000	14,000
INSIDE AL-ANON	34,000	34,400	23,000
Other	25,000	24,400	18,000
CPC Exhibits	25,000	21,800	21,000
Direct Conference Costs (Net)	62,000	51,500	51,000
French Literature Service (Net)	65,000	71,700	65,000
Canadian Public Information	30,000	30,000	30,000
Regional Service Seminars	11,000	13,700	8,000
In-Office Volunteers	24,000	17,000	21,000
Insurance	17,000	15,900	21,000
Miscellaneous	18,000	22,000	19,000
Total Operating Expense	4,355,000	4,278,000	4,351,000
Non-Operating Expense:			
Int'l Al-Anon General Services Meeting	—	—	55,000
Archives Film	5,000	4,800	—
Communication Consultant	—	4,900	9,000
CPC Survey	13,000	12,400	—
PSA/P.I. Campaign	—	1,200	5,000
Depreciation & Amortization	157,000	154,900	140,000
Total Non-Operating Expense	175,000	178,200	209,000
TOTAL EXPENSE	4,530,000	4,456,200	4,560,000
EXCESS REVENUE (EXPENSE)	\$0	(\$139,100)	(\$272,000)

THE FORUM

Syntha E.,
Chairperson

Fran M.,
Administrator

Editorial Committee Reportback

The Committee continued to review articles for a proposed booklet on abuse. Brainstorming sessions resulted in two topics to be considered for reprints: Feelings, and Making It On Your Own. Specific sharings might include (under Feelings): rejection, hope/joy, anger, gratitude, humor, forgiveness. Making It on Your Own could include: finances, change, self-esteem, career, education, and child care.

A recent questionnaire was sent to 2,000 subscribers asking opinions on the bimonthly mailing of *The FORUM* as well as on other items.

The *FORUM* Editorial Committee requested Conference approval to produce *FORUM Favorites*, Volume 5. The Committee explained that when volume 4 was produced, they requested members to submit their favorite articles and had an overwhelming response. Volume 5 would be based on sharings from 1979 through 1985 or through the present. Questions arose on whether reprinting *FORUM* articles is circumventing the CAL process. Members explained that the material is reviewed by the Policy and Literature Commit-

tees to ensure that the Al-Anon message is maintained accurately. Articles may be denied for inclusion for this reason. Thoughts were also shared on the volume of materials currently in production from the Committee and the fact that volume 4 was produced only recently. At the conclusion of the discussion, the Conference denied the *FORUM* Committee's request to produce *FORUM Favorites*, Volume 5.

The Committee also asked the Conference for conceptual approval to produce a booklet on abuse. In response to requests, coping with and/or overcoming abuse would be the emphasis of the piece, which would utilize *FORUM* reprints. Some members expressed concern that we appear to be getting away from the reason we are here and that we need to share about our common feelings, not specific problems. Others felt that members were looking for this type of tool to aid in their recovery, a tool that would speak to the private pain of those walking in the door. Still others explained that we may be putting ourselves in a position of giving advice. Following this sensitive discussion, the Conference members voted not to approve development of this piece.

Skip L.,
Chairperson

Fran M.,
Administrator

The *FORUM* Business Operations Committee Reportback

INSIDE AL-ANON was mailed to *FORUM* subscribers with the January 1994 issue. The Executive Committee approved the addition of a three-year subscription on the order form, to commence with the May issue. A three-year subscription in the United States is \$24.00; in Canada, \$27.00. The Production Manager will be reordering a one-year supply of binders in April. The manufacturer will, at no extra charge, make them a half-inch bigger to accommodate larger issues.

The Executive Committee approved selling *FORUM Favorites*, Volumes 1-4 as a set, at a price of \$16.00, starting this fall. Following Budget Committee approval, a renewal letter, a free May issue, and a postage-paid envelope was sent to recently dropped subscribers. The Committee agreed to send a third renewal envelope to subscribers. The Budget Committee approved \$3,000 for *FORUM* promotions in 1994. The Committee agreed to produce a table card with matching *FORUM* subscription

order forms to be sent to each group at no charge, along with instructions for display at meetings or on literature tables.

As an emergency cost-cutting measure, the Board of Trustees approved mailing *The FORUM* bimonthly in the United States, as we do in Canada, beginning with the July and August issues. A letter will be sent to subscribers with the June issue explaining why this is necessary and why we couldn't wait for responses from a questionnaire mailed with the May issue.

The Committee suggested changing *The FORUM* Representative at meetings to a volunteer other than the GR, for a three-year trial period, and presented a motion to the WSC for approval. The WSC agreed that *The FORUM* is a valuable tool for members and increasing subscriptions needs to be a focus. Discussion also focused, however, on the difficulty of filling the current service positions. Additional thoughts centered on group autonomy in decision-making with regard to the *FORUM* Coordinator. Following this discussion, the motion was not approved by the WSC.

INSTITUTIONS REPORTBACK

Regarding the new CAL leaflet, the Institutions Committee has now completed its first review of two different drafts. Our goal is to develop an effective leaflet for those family members and friends of alcoholics being released from institutions to try our program where they live. The draft selected for further development begins with an invitation to try our program; it then gives information about our fellowship, including where and how a group can be located. The leaflet will be redrafted based upon input from a second Committee review.

The Committee is in the early stages of one of its most important undertakings. A comprehensive review of Institutions Service has begun with a visioning of where we want to be. Our Institutions Service across the country must be revitalized in order to carry Al-Anon's message effectively to the thousands of family members and friends of alcoholics who are connected with the more than

52,000 institutions in North America.

The survey of Area Institutions Coordinators was completed and tabulated; a draft report is being reviewed by the Committee. The 30 Coordinators who responded provided valuable information on the status of Institutions Service at the Area level. Problem areas, which are service opportunities in disguise, are being identified. The survey of Institutions groups was sent March 4, with a return date of April 1.

Help and support is needed with this year's October Institutions Month, a reach-out to institutions. The Committee is finalizing a leaflet that will be asking Al-Anon members from every District to join together to reach every institution in North America with Al-Anon's message. This leaflet will set forth simple suggested steps, beginning in July, that Districts can follow to reach the institutions in their Districts. By joint effort, more than 52,000 institutions can be reached.

Donald H.,
Chairperson

Claire R.,
Administrator

INTERNATIONAL CONVENTIONS

1995 AA International Convention

AA's 1995 International Convention with Al-Anon participation will be held June 29 to July 2, in San Diego, California. The Board of Trustees will be voting on the theme, Al-Anon Worldwide Hope. Registration booklets will be mailed to the groups, along with additional registration forms. Mailings will be staggered so that all will receive the information at about the same time, beginning in late August 1994 (packets will first be mailed to New Zealand, then Australia, and so forth). The registration cutoff will be mid-May 1995. The fee will be \$65.00 (preregistration) or \$70.00 (on-site registration). In keeping with our Seventh Tradition, the fee is set to cover the myriad costs of putting on a Convention of this size and ensures that the Convention will be fully self-supporting.

In 1995, credit cards will be accepted. Housing will be coordinated differently as well. (In 1990, it was extremely difficult to honor registrations on a first come, first served basis, since a roomful of forms arrived at the same time.) Registrants will not choose a hotel; they will select an area for housing, a price range, and their first, second, and third choices for housing. The committee will do their best to give members their first choice.

Housing will not be processed until October 1, but members are encouraged to respond as soon as possible. Al-Anon's expenses will be paid by Al-Anon registrations.

Al-Anon will not hold meetings at night. Members can enjoy the city or the AA large meetings. There will be 20 Al-Anon meetings and workshops running simultaneously on Friday and Saturday in the center of town at the Concourse, the Doubletree, and the U.S. Grant. Instead of a Conference Reunion Luncheon, there will be a Reunion Dinner. Sunday will be AA's Spiritual Meeting. The AA main events will be the Big Meetings at the Jack Murphy Stadium; marathons, topic meetings, workshops, and panel at the San Diego Convention Center, the Hyatt, and Marriott Hotels. The celebration will kick off with a Harbor Block Party and dances along the waterfront.

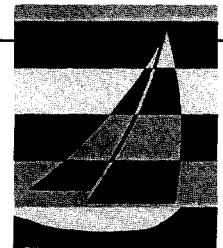
At their last site visit, Carole and Mary Ann walked through the facilities and were taken into a glamorous ballroom at the U.S. Grant. The women who accompanied them said there was a ghost in that room, whose name was Fanny. Fanny had been deeply affected by someone else's drinking, and she haunted the room. Carole tried to contact Fanny, but she wouldn't respond. As they were leaving, Carole commented, "Hang on Fanny, 'cause I'm coming back and bringing help!"

Myrna H.,
Convention Chairperson

Sandra F.,
Co-Chairperson

Mary Ann K.,
Coordinator

Carole K.,
Co-Coordinator



**AA's International
Convention with
Al-Anon Participation
June 29-July 2, 1995
San Diego, CA**

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Myrna H.,
Convention Chairperson

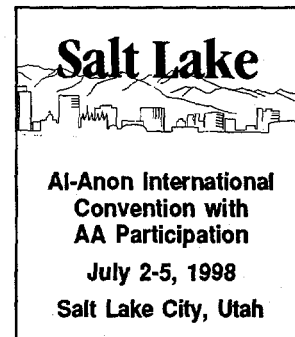
Sandra F.,
Co-Chairperson

Mary Ann K.,
Coordinator

Carole K.,
Co-Coordinator

1998 Al-Anon International Convention

Al-Anon's First International Convention with AA participation, will take place July 2 to 5, in Salt Lake City, Utah. The seed has been planted and is in a quiet state of germination. Roberta A., Utah Delegate, presented each new Delegate with the button and flyer distributed at the 1993 World Service Conference. The Conference members were assured of the warm welcome planned for all Al-Anons.



INTERNATIONAL COORDINATION REPORTBACK

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Maxine K.,
Chairperson

Mary Ann K.,
Administrator



The Committee noted an error in the Annual Report on page 17: Contributions from countries outside U.S. and Canada should read, \$16,924.

Forty Delegates from 22 countries are scheduled to attend the 1994 IAGSM in Brussels, Belgium, in August. For the first time, Poland and Korea will be sending Delegates. "Although there is no structure in Russia yet, and Russians will not be attending the IAGSM, we now have 59 Russian groups thanks to all of you, the literature you sent, and the members visiting," said the speaker. The Russian translation of *The Dilemma of the Alcoholic Marriage* will be available soon.

The Committee announced a new project whereby an Area can "adopt" a Russian group to help them get started, similar to Finland's adoption of Estonia. If an Area signs up, they will be given adoption papers to sign, and for a two-year period, agree to send letters and cards of encouragement as well as literature. Communications are mailed directly to the

Russian group. Some Russian members can read or write English, but even if they can't, they still appreciate knowing they have our support. WSO will provide the address of the group and a map of Russia showing their general location. The group in Russia will, in turn, be notified of your connection and sent a map showing the adopting Area's location. Since there are 65 United States Areas and 59 Russian groups, not every Area will be able to adopt a group; it will be accomplished on a first come, first served basis. This adoption is limited to two years in hopes that a service structure will be organized that will publish literature in Russian, Lithuanian, Latvian, Estonian, and Ukrainian. Many letters ask the WSO to thank the members that sent the Russian ODATs. The Committee suggested that Delegates report this message to the Areas: "Please tell the folks at home that the Russians say, 'Thanks!'" With everyone's help, the Russians may reprint literature in 1996 and attend the IAGSM in the year 2000.

LITERATURE REPORTBACK

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The Literature and Policy Committees and the Executive Director reviewed and unanimously approved the complete manuscript of COMING OF AGE (working title), which was subsequently submitted to a copy editor (Al-Anon member) for final polishing. The title, *From Survival to Recovery: Growing Up in an Alcoholic Home* has also been approved by both Committees and the Executive Director. The Budget Committee set the selling price at \$12.00, and a third-quarter publishing date is expected.

The Committee considered and provided direction for section # 7 (a brief history of Al-Anon) for AL-ANON TODAY (working title). A complete manuscript is being prepared for review at a later date. Members agreed to submit title proposals for consideration by the Committee. The Committee anticipates production in 1995.

The complete RECOVERY THROUGH SERVICE (working title) manuscript has been approved by the Literature and Policy Committees and the Executive Director. It was subsequently submitted to a copy editor for final polishing. An index will be prepared after the manuscript has been typeset. The Committee approved the title, *Discover Recovery Through Service*, which will be submitted to the Policy Committee and the Executive Director for approval. A second-quarter publishing date is anticipated.

The Committee discussed guidelines for TWELVE/TWELVE/TWELVE (working title). The need for a narrative style was reiterated. We envision personal and group study with questions at the end of each Step, Tradition, and Concept. Delegate members shared their experience in soliciting members' sharings through writing, workshops, and distribution of the sharing sheet.

Responding to the request from the Long-Range Study Panel that the Committee envision direction for itself, members reiterated the goals of keeping up the momentum of the CAL Overview/Proposal, continually reassessing Al-Anon literature, and considering an open-ended Conference motion for timely development and production of daily readers/spiritual material.

For years, gay and lesbian members of the fellowship have been requesting literature especially for them. Responding to recent requests, the Committee again considered this topic, noting that identity pieces already exist for men, parents, and adult children. Additionally, members supported production of a piece that would encourage broader participa-

tion of gay men and lesbians within our fellowship.

The Committee unanimously approved a motion "to produce an outreach piece for gay and lesbian Al-Anon members." A number of Conference members wholeheartedly supported this. Some considered it to be a means of welcoming even more families and friends of alcoholics to Al-Anon. Others questioned the definition of "piece"—pamphlet, booklet, or book? Some WSC members expressed concern that our focus would be on uniqueness rather than unity.

Following in-depth discussion, the Conference members' vote did not approve the Literature Committee's motion.

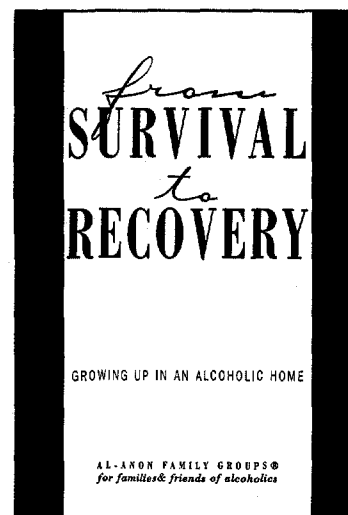
The Committee continued its report. Responding to an invitation from the Literature Committee, Mary Ann K., International Coordination Administrator, and Ric B., Chairperson of the Board of Trustees, attended the Committee meeting to give background information on the memorandum from the Chairpersons of the Board and of the International Coordination Committee requesting development of a new piece on spirituality. The Committee noted that sharing for literature is a growth process; it would stimulate participation around the world; it could give our fellowship a greater sense of unity. The diversity anticipated in the book would reflect a broader perspective of our fellowship, and this would be a step from provincialism. Although our literature is translated into more than 30 languages, it is a North American view of Al-Anon that is being presented. We need to encourage more members beyond our borders to contribute sharings reflecting their own culture and to allow them to write in their own language. Caution in translating both feelings and words was urged.

Eager to work with the international segment of our fellowship and to collaborate with the GSOs, the Committee unanimously agreed to present a motion to the Conference to produce a recovery piece on spirituality, affirming the universality of our fellowship from the perspective of a variety of cultures. Members commented that this would link communication with countries around the world and would be wonderful for them, and us. It was also noted that although some phrases, due to cultural and ethnic differences, may be difficult to translate, we really speak only one language—the language of the heart.

Following discussion, the WSC approved the Literature Committee's request.

Helen W.,
Chairperson

Geri H.,
Administrator



OVERSEAS REPRESENTATIVE

Italy
Josephine B.,
Representative

Symbolizing the international growth of Al-Anon was a very special guest, Jo B., Representative from Italy, who shared her Al-Anon experiences both one-to-one and within the service structure in a most delightful manner.

Ciao, I am a long way from home, but at home here with you. I can't explain the joy I feel in being here. The message of *experience, strength, and hope* that I have received—these are the key words I understood coming into Al-Anon. I wanted to understand the workings of a senior Conference; it is my privilege to attend. I heard discussions at this level of problems that are the same all over the world, and this is reassuring. I want to thank Mary Ann K., Rita McC., and finally my Conference Sponsor, Maxine K. I can't believe I have a Conference Sponsor!

As you can tell, I'm not Italian, I'm English, but I married an Italian and have spent my entire married life in Italy—it feels so special to share in my native language.

Al-Anon in Italy is going through a lot of changes at the moment, which can be exciting and also painful. Since most Al-Anons fear change—that's part of our disease. We are working toward a new structure. A Structure Committee was formed two years ago to translate the Service Manual and find a way to adapt the worldwide structure suggested there to conform to Italian legislation and at the same time to safeguard the needs of the groups. Up until now we have groups and Districts, GRs and DRs. The country is divided into 12 Districts, and each has a DR who sits on our National Committee, which meets every two months. We hope that with the new structure we shall be able to complete the chain of service and unite with the rest of Al-Anon worldwide.

At the last National Assembly the Structure Committee proposed, to all the GRs, the new Service Manual and the layout for our new structure—Areas, Districts, Board of Trustees—and the way to set up our first Conference. The proposed structure suggested six Areas, each to be represented at the Conference by two Delegates. Each District was asked to set

up a workshop to examine the proposals. The workshops are now beginning to come back with counter-proposals, and we are finding that a more workable solution would be to have between 12 and 15 Areas, to be represented at the Conference by just one Delegate per Area, which is in line with the Concepts. I know you know that—but we don't.

A bone of contention was how to nominate the first Trustees. Just as we are affected by fear, Al-Anons seem affected also by ego. The best way around this is to nominate, as the first Trustees, the five officers who were already voted in by the GRs at the National Assembly last year—the National Secretary, Treasurer, National Coordinator, IAGSM Delegate, and Alternate Delegate. This would be on a temporary basis until the next Assembly. Two other people will be co-opted onto the Board of Trustees, possibly the Literature Committee Coordinator and the editor of the *Incontro* magazine (which is like *The FORUM*).

I think it is very important to be able to share growing pains in another country and see that we are all working toward a common need and a common goal. We must always remember that God is in charge. We do the work, but we must turn the results over to our Higher Power. Sometimes it is difficult to remember that our time is not God's time.

When I began to come to Al-Anon, believe it or not, there was just one group in Italy. Today we have 322 groups, 296 of which are Al-Anon; 17 Alateen; and 9, Al-Anon Adult Children groups. So even with all our defects and lack of structure, the message has been carried. I would like to say, on a personal note, that I have found it a privilege to serve Al-Anon as a trusted servant, and I would like to thank you all for going before us and showing us the way. In closing, I would like to go back to Bill W.'s words as outlined in Concept Nine: "Thank God so many of our service leaders at all levels of operation are blessed with the attributes of tolerance, responsibility, flexibility, and vision." Thank you for making me feel so welcome. God bless you all.

LONG-RANGE STUDY PANEL REPORT

The Long-Range Study Panel (LRSP) met once this year in February and discussed the *Time* magazine article, "New Faces of America" to determine how ethnic changes in America may affect the way WSO and Al-Anon Family Groups communicate our recovery message.

After studying input from its members and various committees of the Board, a long-range, goal-visioning session was conducted. Through this visioning, a list of initial goals was developed, evaluated and prioritized:

1. to make the use of technology a priority
2. to present a five-year plan to the 1996 WSC with annual updates
3. to be known as the best service/resource

- for the families and friends of alcoholics
4. to make the WSC a true group conscience
5. to create name recognition by having every school-aged child learn about Al-Anon and its purpose
6. to clarify, recognize, and support leadership within the service structure
7. to take an inventory of our service structure (WSC, DR, GR, and so forth) and evaluate its usefulness

These visions were submitted to the Board for their review and evaluation to determine if the LRSP is keeping to the course the Board desired for the WSO.

Bill S.,
Chairperson

OPEN DISCUSSION

The Deputy Executive Director, Sandra F., explained that Conference members would vote on those topics they would like to have discussed in an open forum. The remaining topics will be sent to standing committees for discussion and reportback. The Delegates whose Areas submitted the topics, would act as moderators for the session.

Al-Anon Literature

The first topic for general discussion concerned Al-Anon literature and the increasingly high volume of pieces. Conference participants shared their thoughts on how literature saved their lives in recovery. "When we share literature, we are sharing a piece of ourselves, since Al-Anon's literature comes from us." Strong sentiments were expressed in support of the volume and content of our literature. Others felt that the volume is pushing our basic principles aside; newcomers might be overwhelmed. Members reminded one another that the production of literature was approved by the Conference, since we agreed to new pieces for adult children, parents, and others to meet the needs within our fellowship. Expressions of concern and support were shared by all.

Communications Consultant

The second topic concerned the WSO's hiring of an outside communications consultant to spread the message of Al-Anon.

Several questions and comments surfaced:

- Are the simple and meaningful words of one who has been there more effective

than the polished words of a professional?

- Could an Al-Anon member do the job rather than an outside professional, since our membership is comprised of highly professional and knowledgeable people who want to be part of our service process?
- There are free and very rich resources in this program, and we should look inward rather than outward.
- There are times when we need expert advice and a fresh viewpoint can be a valuable asset.
- Sometimes someone too close to the problem can't see clearly.

Several members focused on the timing and notification of the hiring, which immediately followed the 1993 WSC.

Dual Members

The final open discussion topic was one discussed often over the years. Should dual members be allowed to serve in Al-Anon beyond the group level? Which Traditions and Concepts give Al-Anon the authority to refuse service beyond the group to Al-Anon members who are also AA members?

The moderator explained the impact this issue has had in his Area. Discussion involved the Eleventh Tradition and guarding with special care the anonymity of all members. To ensure Al-Anon service stays "pure," members would have to be asked if they also belong to AA.

Others felt that the First Tradition was affected. Although our Steps, Traditions, or Concepts may not explicitly have the appropriate wording, Al-Anon has been kept alive because

Moderators:
Art B., CA (N)
Jim L., NH
Terry C., CT



of our history, and many of our decisions are made on that basis. Emphasis was placed on the primary purpose of Al-Anon members—to recover from the effects of another person's drinking—and of AA members—to stay sober. AA members must stay focused on their recovery and cannot be a master of two programs. Our program could become diluted as we stray from our primary spiritual aim.

Additional comments were in part:

- AA members presently hold group positions that provide a great service at the local level
- AA is in need of its own service workers
- Our policy is being dictated by Bill W.'s statement that said, "Keep the drunks out."

- AAs come to Al-Anon because they are hurting and when we separate them, we are holding them at arm's length and aren't accepting where their pain is coming from.

Conference members expressed their heartfelt gratitude for this program of recovery.

Following this open discussion, a motion was presented from the floor of the WSC to change the policy concerning Al-Anon members who are also AA members, so that there be no restrictions to their service. The ensuing discussion focused on key points similar to those already voiced. A vote was taken, and the 1994 World Service Conference elected not to change

WORKSHOPS



Those topics not discussed in an open forum were referred to the Conference members during breakout workshop sessions.

One topic voted on by the Conference and addressed by each group of members related to what the World Service Conference can do about the declining number of groups, and how they can stimulate an outreach to the families and friends of alcoholics who still need the warmth and love of the fellowship. Workshop members proposed that each Area work to increase the number of groups by five percent; start a group for no reason; have open meetings and invite AA; announce meetings in newspapers and church bulletins; give professionals and school counselors literature and local meeting lists; follow up, with a phone call, those radio and TV stations who air PSAs.

Further ideas included: think positive about your outreach; educate—share experience, strength, and hope; keep in touch with newcomers and be willing to accept them as they are, and love them into the program. We need to remain committed and not give up; try to restart groups that have folded, possibly with a lone member, and support new groups by attending; try Alateen sponsorship—you might like it. Alateen sponsor-to-sponsor meetings are also successful. Saturday morning Al-Anon meetings can be very successful, due to weekend drinking episodes.

Other thoughts focused on ideas that may be generated by the Communications Consultant and by using the Delegates' report of the WSC to stimulate service work. Keep new meetings on track by using the Guideline, How to Start a Group. We always need to remember that we need not be anonymous to one another. Have functions in conjunction with AA to attract families and friends.

Some workshop members wondered if there are too many meetings already and we are spreading ourselves too thin. This could also be

an indication that our decline in groups is not a real decrease, but a stabilization after the large influx of members during the eighties, who later found more appropriate Twelve Step groups. Members were also concerned that the reason for not starting meetings may be a lack of support for new groups and sponsors.

Other topics addressed by the workshop participants focused on ways to restimulate members into service to ensure that Al-Anon's message of recovery reaches all those who need to hear it; utilizing electronic bulletin boards during natural disasters to establish communications within the fellowship; alerting members to meeting dates and times; inflicting enthusiasm within the membership as well as the groups to increase financial support at all levels of the service structure; and maintaining three-year terms to ensure individuals have the ability to follow through on projects and commitments.

Members also discussed ways to alleviate conflicts when personalities overcome principles. Suggestions were made to clear the air with an inventory to help prevent disunity that may scare newcomers. The group conscience should prevail. Also, one-on-one discussions may be beneficial to bring the focus back to Al-Anon.

Regarding the closing prayer, members suggested that the group conscience or meeting chairperson decide the closing. Many options are available in addition to the Lord's Prayer. Members may opt to use the Serenity Prayer or Just For Today. We must always remember that Al-Anon is a spiritual, not a religious program.

As some Areas have elected an Adult Children Coordinator, the question was raised whether our Handbook should reflect this service arm as well as recommend responsibilities. The workshop participants suggested that we do nothing at this time. Rather, we should monitor the position and receive input as needed.

OPEN TIME

A motion from the floor of the WSC was made and seconded that the "...Conference welcomes persons of diverse cultural and ethnic backgrounds. Additionally, we acknowledge and welcome gays and lesbians, along with their families...to participate in the Al-Anon fellowship..."

Members expressed their sadness that such a statement of reaffirmation might be needed to ensure that all members are welcomed into Al-Anon. Conference members shared sentiments on splinter groups within Al-Anon and the focus on our individuality rather than on our common suffering. Some commented that we are unified by our diversity and need to eliminate labels in order to be as one. Members repeated that the denial of the motion from the Literature Committee was not intended as a message to gay and lesbian members that they are not welcome. Others explained their views in favor of the earlier motion as a means of attracting new members to the program and providing an instant, recognizable welcome to all members.

During the discussion, the motion was

tabled to allow for a new motion to be brought forward from the floor of the Conference. Conference approval was requested to produce an introductory piece, in pamphlet format, to reach out to members of the gay and lesbian community. The originator explained that this motion differs from the earlier one, as it is a motion to produce an introductory "piece of literature."

Sentiments were shared on whether we are trying to do our Higher Power's work, as this issue had already been voted on. Others reiterated their opinions as expressed during the Literature Committee discussion, comparing the pros and cons of creating material directed toward one group of Al-Anon members. Following discussion, the Conference voted to produce an introductory pamphlet to reach out to members in the gay and lesbian community.

After quiet reflection, the WSC denied the motion to accept the affirmation statement, making clear that although they didn't disagree with the statement, many felt it was not needed.

POLICY REPORT

Motions were made, seconded, and carried to remove the directive language regarding the translation of Conference-Approved Literature; to remove the explanation of the name change of the Public Information Committee; to reword the section on income tax deductions for WSO contributions; to clarify incorporation standards outside the United States; and to remove examples of specific instances that relayed Area experiences relative to incorporation, tax-exempt status, or filing for tax-exempt status.

The final motion stemmed from a concern that the "Use of Group Funds" section does not state that it is the responsibility of the group to furnish expenses for the GRs. The Committee agreed that a reference in the Al-Anon/Alateen Groups at Work section of the Service Manual, would adequately address the issue. It was noted that the motion does not reflect a change in policy but merely a clarification on the groups' responsibility.

During discussion, it was pointed out that referring to other parts of the Service Manual in the Policy Digest could cause those sections to be construed as policy. Although Conference participants agreed with the intent of this motion, it was withdrawn by the Policy

Committee for study of the larger issue.

Conference members were informed that a policy subcommittee is looking at the Manual's inconsistencies relative to WSO contributions. The Policy Committee also reported a concern regarding the fact sheet that explains who can start a group and whether a professional can initiate a group. The way the policy reads and is interpreted, a professional may start a group, and once the group is formed, members attend only open meetings. The Policy Committee affirmed that interpretation.

Conference members expressed concern that the potential existed for a counselor-led program in schools. Members suggested that since schools may require someone to be present, they should then become open meetings. Others asked that the Policy Committee address how long a professional should attend a meeting. Some felt that the groups need to determine when the professional is no longer needed. Delegates shared some personal experiences in which professionals were the key to Al-Anon and AA groups being formed. Of particular concern were those situations where professionals referred people to Al-Anon but Al-Anon members did not respond.

Pat B.,
Chairperson

Sandra F.,
Deputy Executive Director

PUBLIC INFORMATION PRESENTATION/REPORTBACK

Marion W.,
Chairperson

Carole K.,
Administrator



The Public Information Committee's presentation focused on three attraction issues: attracting the general public, attracting the newcomer to the group, attracting members into service.

There were three posters displayed as part of this presentation; one of a slightly opened door that said, "Pssst. This is Al-Anon," the second, "Open The Door For More In 94" and the third, "We Can't Sit And Glow, We Need To Let The Public Know."

The first attraction addressed was, "Attracting the General Public to Al-Anon and Alateen." The first presenter shared, "Just a short time ago, Al-Anon P.I. efforts seemed to be at a standstill and new people were not coming to Al-Anon." Because of this concern, the P.I. Committee focused on increasing communication with the Area P.I. Coordinators in an effort to increase participation in P.I. projects. One of the most successful communication tools used this year was the P.I. conference call between the P.I. Coordinators and the WSO P.I. Committee.

Because Springtime brings an increase in requests for Al-Anon participation at health fairs, and offers an opportunity for Al-Anon to inform the general public about the program, each Conference member was given a health fair packet to take back to the Areas as a guide for health fair participation.

As part of the presentation, several new P.I. opportunities developed by friends outside of Al-Anon were shared: a poster designed by an employee-communications division of a company in Connecticut, encouraging individuals affected by someone else's drinking to go to Al-Anon. The poster was sent to 6,000 companies, including NYNEX, Yellow Freight, Georgia Pacific, and the Canada National Railway Outlets. The poster listed the WSO Group Records number and the Canadian Group Records 800 number.

A new movie, *When a Man Loves a Woman* is to be released in May. It depicts the effects of alcoholism on a family and refers the husband to Al-Anon. *Glamour* magazine had a blurb on the movie that said, "When a man loves a woman, he doesn't bail out, he goes to Al-Anon." Conference members were given a "News Flash" about the movie that contained suggested follow-up outreach projects.

A musical video, *Little Rock*, by country music singer Collin Raye, was discussed and viewed. The WSO received a call from Collin Raye's staff requesting permission to use the 800 number at the end of a music video

addressing alcoholism and its effects on the family. The video, *Little Rock*, shows the problem, and Mr. Raye also wanted to present his viewers with a solution. PSAs using clips from the video were also produced. The video and PSAs were shown to the Conference.

The conclusion of the segment, "Attracting The General Public," was the showing of new Al-Anon/Alateen TV PSAs. Conference members were each given a PSA to take back to their Area and were reminded that Al-Anon and Alateen has come a long way, but we still have a lot of work to do.

The second segment of the presentation focused on, *Attracting the newcomer to the group*. The poster for this segment was an open door that said, "Open the Door for More in 94." A committee member shared, "It is up to each member to touch a newcomer. Tell them the meeting format one-on-one, ask if they want coffee, take them with you to the meeting room. Get their phone number and give them yours. Share a little of your recovery. These are small but meaningful ways to make newcomers feel welcome."

Another member of the Committee shared, "We cannot keep our program unless we are willing to give it away. My group has a Welcome Committee that consists of two members who are appointed each month. They are responsible to welcome all, but especially responsible to make the newcomer feel welcome. They offer coffee, give an explanation of what goes on, provide a sleeve with pamphlets and a telephone list, get newcomers' numbers and call them during the week. If the newcomer doesn't have money, they tell them not to worry about it and to keep coming back. It all begins with me."

The third and last section was, *Attracting members into service*. The poster used in the presentation was "We Can't Sit and Glow, We Need to Let the Public Know." In order to do P.I. we need to encourage the membership to get involved in service.

A Committee member shared, "P.I. work has come full circle. We reach out and pass on the message to the newcomer, and then we need to get them involved in service. A lack of commitment to service seems to be an ongoing concern with the groups, Districts, and Areas. Service fever can be contagious. Give the newcomer a specific job. It makes them feel, 'I can do that. They think I can do that.' This can be a great confidence builder. Another member of the Committee shared her

memories of being a cookie girl. "Every time someone took a cookie off the plate, I replaced it right away."

There comes a time when our gratitude makes us want to shout to all those who need to go to an Al-Anon meeting. As members, we need to attract others and get them involved in P.I. work. Service needs to be shared at meetings. This sharing can spark in others a willingness to get involved. We need to remember how it was for us in the beginning. It was overwhelming just to come to the meeting. The P.I. Service Kit contains a wealth of information. It's inexpensive yet priceless. You can be the spark that will attract the fellowship into action.

The Committee reported that the U.K. and Eire held a one-year poster campaign. Their goal was to post 25,000 by the end of the year. The year is not yet over, and to date they have displayed 25,638. Baltimore Gas and Electric had an insert in their January 1994 bills, "Help Is A Phone Call Away" with a local Al-Anon and Alateen contact number listed.

A creative arts team worked with the WSO staff on a script about alcohol abuse and its effects on children. The drama is being presented in schools throughout New York City. This is just one of the many creative teams addressing alcoholism and its effect on children. Another new avenue for carrying the Al-Anon message is cable TV recovery channels. The P.I. Committee is requesting that information on local cable recovery programs be sent to the WSO P.I. service.

Minority outreach continues to be a concern. The P.I. Committee is looking for input on service outreach experiences with minority communities. How do you reach out? Have you been successful in informing those in need that Al-Anon and Alateen is for all those who are being affected by someone else's drinking?

Instead of creating something new, the P.I. Committee would like the poster, "Alcoholism Can Tear a Family Apart" as an ad mat for a magazine outreach. This poster continues to be an effective P.I. tool and has appeared on billboards. It was agreed that an effective billboard project may be the way to reach out to minority communities. Research on the possi-

bility of a billboard outreach will take place.

In response to a need identified by the American Association for Retired Persons (AARP), the P.I. Committee will be working on an introductory piece focusing on the senior population. A request for sharings will appear on the WSO page of the July issue of *The FORUM*, entitled, "Golden Years Tarnished by Alcoholism." The three categories of seniors are: those raising their grandchildren because the parents are drinking; those facing alcoholism for the first time after the retirement of a spouse; and those concerned with their adult children's drinking. The P.I. Committee also makes a recommendation to the Literature Committee for the development of a recovery piece addressing the issues facing senior family members.

The 1995 Birthday Calendar was discussed. The theme and graphic will be taken from the "Don't Sit and Glow" poster. The theme will be expanded to "Don't Sit and Glow—Reach Out and Grow." The script focus will be Service Is Recovery and Service Sponsors.

The Committee discussed the Long-Range Study Panel's request regarding what they would like to see happen in the next five to ten years: computer networking; full magazine coverage; larger P.I. staff and Committee; a membership more informed of the Traditions and more open-minded about P.I. projects; research into AA's P.I. Committee, its structure, and the way it relates to the other committees and functions within the AA service structure; and expansion of P.I. computer software to include desktop publishing for the quick production of P.I. pieces.

New projects included one suggestion to research the feasibility of a film on P.I. that would inform members how to do P.I. service work and encourage them into service.

The Representative from Italy attended the P.I. Committee meeting, and the members were given a chance to share their experiences and service knowledge in answer to her questions.

The Conference members were provided with a list of service questions to take back to their Areas. The topics highlighted Service Is Recovery; Anonymity—A Tradition Break; and Welcome the Newcomer.

EXECUTIVE DIRECTOR'S REPORT

Myrna H.

INTRODUCTION

The World Service Office provides, herein, a report of its activities to the World Service Conference (WSC). These reports are printed in the Conference Summary that is available to the entire membership. An abridged version, appearing in *INSIDE AL-ANON*, is sent to all registered English-speaking groups and is translated into French and Spanish.

OVERALL ADMINISTRATION

The Board of Trustees of Al-Anon Family Group Headquarters, Inc. is responsible for: carrying out the mandates of the World Service Conference (WSC); establishing business policies of the World Service Office (WSO); estimating revenue; administering service to the membership; publishing and distributing Conference-Approved Literature (CAL); approving the quarterly and annual reports submitted by the Executive Director and WSO Staff.

The Executive Committee meets monthly and is empowered to act on behalf of the Trustees between Board meetings. It has legal authority bestowed by the Board of Trustees to have oversight of day-to-day affairs of the WSO.

Al-Anon Family Group Headquarters, Inc. (WSO) is a not-for-profit organization, listed under Section 501 (c) (3) of the U.S. Internal Revenue Code, and has been incorporated in New York State since 1954.

With a staff of 60 full and part-time employees, an Executive Director is responsible for overall supervision of the WSO staff and for administration of the organization's policies. In the absence of the Executive Director, the Deputy Executive Director acts in her stead. The Deputy is also the manager of the service departments, while the Business Manager is directly responsible for business operations and controlling finances.

Al-Anon Family Group Headquarters, Inc. is committed to equal employment opportunity and is in compliance with all existing Federal, State and local fair employment laws and guidelines. AFG, Inc. does not discriminate on the basis of race, color, sex, age, religion, national origin or handicapped status. Every effort is made to maintain a work atmosphere that is free from harassment.

GENERAL PROCEDURES

To enhance internal communication and to insure quality performance, the following procedures are ongoing: weekly Administrative Staff meetings that include Department Supervisors once a month; quarterly administrative goal-setting sessions; annual evaluations of personnel; a regular all staff memorandum series; periodic full staff meetings.

ADMINISTRATIVE/SUPERVISORY STAFF

Because many of the Al-Anon Information Services (AIS) and Literature Distribution Centers (LDC) are combined operations, there is an overlap at the WSO in handling communication. Therefore, a buddy system was developed whereby the Alateen Administrator, who handles the AIS assignment, and the Literature Administrator, who handles the LDC assignment, work as a team to keep each other abreast of interaction with these service arms and to fill in for one another.

Administrative Manual - The manual was updated by the Deputy and distributed to Conference members and supervisory staff.

SUPPORT STAFF

The Office Manager, Joan Hochbaum (nonmember), reports that a turnover in personnel continued because of resignations and terminations. By attrition, three positions were not filled to curtail costs. Temporary assistance was used as needed. Promotions occurred from within whenever possible.

STAFF CONCERNS

Training and Development - The Executive Director, Deputy Executive Director and Business Manager attended management seminars sponsored by the New York and American Societies of Association Executives. The Staff Administrators, Supervisors, and support staff attended various training programs to improve skills and to keep up with the latest technology.

Achievements - The International Staff Administrator, after many hours of study and a seven-hour test, received her certification as an Association Executive awarded by the American Society of Association Executives. The Executive Director, already a CAE, submitted documentation and received her second re-certification upon satisfying all the requirements.

Benefits - To comply with the new Family and Medical Leave Act, our leave of absence policy was extended to include up to 12 weeks of unpaid leave during any 12-month period to care for a seriously ill child, spouse or parent and to care for an adopted child.

Due to rising health care costs, research was conducted by the Business Manager on various managed health care systems as a lower cost health insurance alternative.

Personnel Manual - A revised copy was distributed to the Board of Trustees, Executive Committee and staff.

Maintaining Office Morale - In light of our forthcoming relocation, a morale committee was formed. Several suggestions, including a Friday dress down day, have been implemented.

Nonsmoking Office Policy - As a result of a report published by the EPA that classified secondhand tobacco

smoke is a dangerous substance, staff and volunteers were notified that the WSO will no longer provide a smoking area. Smoking cessation programs were offered to interested staff.

Fire Safety - The building management held periodic fire drills and the staff was given specific rules to follow should a fire in the building occur.

Memorandum Series - All employees receive ongoing memoranda to keep them apprised of job vacancies, new staff, holiday schedules, co-worker information and changes in office procedures.

Sunshine Club - Upon conclusion of their probationary period, employees are invited to join the Sunshine Club that is funded by the members wishing to share in the joys and sorrows of their co-workers.

Holiday Festivities - The office was opened again on Thanksgiving Day to staff and their families to view the annual Macy's Thanksgiving Day parade; the annual holiday party for staff and volunteers was held; the last working days before Christmas and New Year's were designated family days for staff wishing to bring children for a visit.

OFFICE OPERATIONS

Computer Development - A software package was obtained to computerize our personnel and attendance records; a program was developed to centralize service departmental mailings, generate labels, and provide reports; a laptop computer was purchased for Staff home and travel use, and an anti-viral kit was installed to protect computer files.

Quality Circle - A Quality Circle, consisting of support staff and chaired by the FORUM Administrator, worked as a team on ways to improve telephone procedures.

Recycling - To do our part in conservation and to comply with New York mandatory work place regulations, a recycling policy was implemented.

Volunteers - Volunteers provided assistance in the Mini-Shipping and Mail Departments throughout the year as needed.

MEMBERSHIP SERVICES

Visually Impaired - The Secretarial Team Supervisor continued to review Al-Anon recovery large-print material converted by Volunteer Braille Services (VBS).

The revised order blank, Material for the Visually Impaired (S-14) and the Audio Visual Order Blank (S-16/AV), was mailed to over 200 U.S. and Canadian regional, sub-regional, provincial libraries and agencies serving the blind as well as to our Literature Distribution Centers and Coordinators.

Permission was granted to Recording for the Blind in Princeton, NJ, and the Royal National Institute for the Blind in Peterborough, England, to record *Courage to Change*.

Readings for the Blind, Inc., in Southfield, MI, was granted permission to record *...In All Our Affairs*.

Articles continued to be published in WSO publications informing the fellowship of this service.

Hearing Impaired - The Rochester New York Institute of Technology was granted permission to print a listing of the Al-Anon/Alateen groups registered with the WSO as hearing impaired in their 1993 National Directory of Alcohol and Other Drugs Prevention and Treatment Programs Accessible to the Deaf.

Service Kits - The following materials were added to the P.I. Service Kit (K-3): radio PSA cassettes (A-12A and A-12B) and script; two new Alateen (M-51 and M-52), and new Al-Anon posters (M-48 and M-49); and the updated P.I. Discount List. Three posters, (M-22, M-23 and M-24) were discontinued.

The Open letter to the Student Assistance Professional (OSP-7) was added to the CPC Service Kit (K-15) and all reprints were removed.

The new Fact Sheet for Professionals (S-27) replaced the pamphlet, Al-Anon Treatment Tool in Alcoholism (P-37) in all Service Kits.

Getting In Touch with Al-Anon/Alateen (S-23) - The January-June and July-December 1993 issues were published in different color inks and mailed to all AISs with an update sheet. The typeface was also changed for clarity. An asterisk was included after the phone number to indicate answering services provided. Extra copies were offered to AISs. The update sheet was revised to include AIS office hours.

Al-Anon/Alateen Service Manual - Changes from the 1993 WSC were inserted and an editor was hired to copyedit the manual. He suggested format changes and pointed out duplications and inconsistencies and corrected grammar. An index will be developed for the entire manual and as suggested by members, each of the four sections will be set off for easy identification.

Al-Anon Information Service/Intergroup (AIS) - Various inquiries were received and explanations sent on a variety of subjects. An article appeared in *AIS/LDC Infoline* requesting samples of individual AIS guidelines for office volunteers that resulted in requests from several AIS's for a copy of any guidelines received. To encourage new group registration, Preregistration Forms (S-33), were sent to AIS/Intergroups. Problems concerning individual addresses and inoperable telephone numbers at Information Services are ongoing at the WSO.

Guideline for Information Services (G-4) was revised to include a disclaimer that can be used on local meeting lists stating: "When our Information Service Office lists a group, at their request, there is an informal agreement that the group will abide by Al-Anon Traditions and keep its doors open to any Al-Anon member. Listing in this Directory does not constitute approval of any group's manner of practicing the Al-Anon program. If the group you attend is not right for you, please try another. There is help and hope available in Al-Anon." This statement was reviewed and approved by several AIS offices. The disclaimer was also printed in WSO newsletters.

An article appeared in WSO newsletters asking members to assist in developing a listing of answering services that

are not registered as AIS offices. This will aid in the creation of a list separate from the Getting In Touch directory.

The Alateen Administrator (who holds the subsidiary assignment of AIS) visited the Al-Anon Information Service in Houston, TX.

Two mailings of *AIS/LDC Infoline* newsletter were sent to AIS offices in the U.S., Canada and abroad.

PRODUCTION

Reported by Jennifer Bassler (nonmember), Production Manager

New items - RB-6 Russian *ODAT*; B-9D *FORUM Favorites*, Volume 4; SB-16 Spanish *Courage to Change*; IAGSM Summary; RSR-61 A Voice From Afar reprint; M-48 and M-49 P.I. posters for Al-Anon; M-51 and M-52 P.I. posters for Alateen; P-8 newly-designed Homeward Bound booklet; P-71 Alateen Talks Back on Sponsoring an Alateen Group; P-77 Sexual Intimacy; S-15 and S-15R newly-designed 1994 catalogs; S-29 Survey Leaflet; R-62 Al-Anon Bolsters Treatment Efforts reprint; S-37 Fact Sheet for Professionals; Newly-designed sleeves for Newcomer's Kit.

Books - SB-6 *ODAT* 7th printing and SB-8 *Twelve and Twelve* 8th printing Spanish; B-8 *Twelve and Twelve* 13th printing; ; B-11 *As We Understood...* 5th printing; B-16 *Courage to Change* and B-17 *Large Print Courage to Change* 2nd printings with improved binding styles.

Other Materials - P-2 Al-Anon You and the Alcoholic; P-3 Alcoholism, A Merry-Go-Round Named Denial; P-5 Blueprint for Progress; P-7 A Guide for the Family; P-8 Homeward Bound; P-9 How Can I Help My Children; P-10 It's A Teenaged Affair; P-19 What Do You Do About the Alcoholic's Drinking?; P-22 If Your Parents Drink Too Much; SP-24, SP-25, SP-26, SP-27 Spanish Service Manuals, P-29 Guide For Sponsors; P-33 Why Is Al-Anon Anonymous; P-34 A Members Guide; P-48 Understanding Ourselves and Alcoholism; P-52 Al-Anon Is For Adult Children; P-55 Planting a Seed; P-58 Al-Anon Speaks to You the Professional; P-62 Does She Drink Too Much; P-65 Anonymity; P-77 Sexual Intimacy printed twice in '93; S-4 Information for the Newcomer; SS-4 Spanish Information for the Newcomer; S-5 Step 4 Questionnaire; S-9 Table Anonymity Card; S-11, S-16, S-16AV, S-16 LDC-1, S-16LDC2a, S-16LDC2b, and Spanish S-16 order forms; S-19 Detachment Card; S-23 Getting in Touch; S-27 Alateen Sponsorship; S-30 Our WSO; M-7 Program Wallet Card; M-9 Alateen Do's and Don'ts; M-12 Just For Today Bookmarks; M-14/M-15 Logos; M-18 Alateen Program Card; M-26 Serenity Prayer Card; M-44 CPC Bookmark.

Newsletters - *ALATEEN TALK*, *INSIDE AL-ANON*, *DENTRO DE AL-ANON* and *AL-ANON Y ALATEEN EN ACCION*, *AREA HIGHLIGHTS*, *LONE MEMBER LETTER BOX*, *AL-ANON IN INSTITUTIONS*.

OFFSET DEPARTMENT

The Offset Department printed 2,500,000 impressions in 1993.

SPANISH SERVICES

Reported by Raquel K., Executive Assistant for Spanish Services

New Material Completed - *Courage to Change*; six P.I. radio scripts; list of 64 Spanish-language TV stations; chart of 1990 census showing the total population and Hispanic population compared to number of Al-Anon groups and number of Spanish TV stations in each state, were compiled; P-53 Al-Anon Spoken Here; flyer announcing new material was sent to Spanish-speaking groups with a Literature Order Blank.

Updated Material - Major Revisions: S-4 Information for the Newcomer; PG-3 Group Records; SP-49 Living With Sobriety; B-6 *ODAT*; G-18 Guideline for Literature Distribution Centers; the updated 1992-93 Service Manuals were sent to groups in the U.S., Puerto Rico, Canada and Overseas; Spanish Groups Directory for groups in U.S., Puerto Rico and Canada; S-16 Literature Order Blank.

Minor Revisions: S-19 Detachment; S-25 Did You Grow Up With a Problem Drinker? - 20 Questions; M-1 Are You Concerned About...?; M-12 Just For Today; Al-Anon's Twelve & Twelve; Getting in Touch with Al-Anon/Alateen.

Projects in Progress - *DENTRO DE AL-ANON*, Feb/Mar 1994; *AL-ANON Y ALATEEN EN ACCION* Feb/Mar 1994; S-16 Literature Order Blank update; *AL-ANON HABLA CLARO* Winter 1993-94; Flyer for *Courage to Change* (also sent to professionals and groups in the U.S., English and Spanish-speaking Information Services in areas with large Spanish populations, Institutions groups); Sexual Intimacy (new).

Newsletters - Six issues of *AL-ANON Y ALATEEN EN ACCION* and *DENTRO DE AL-ANON*; two issues of *AL-ANON HABLA CLARO*; *AL-ANON IN INSTITUTIONS* (combined with *AL-ANON Y ALATEEN EN ACCION*).

Inserts included 1993 October Institutions Month Calendar; P.I. Calendar for 1993-94. Spanish/English articles were submitted for *AREA HIGHLIGHTS*.

Subscriptions - New - 65 (individual/multiple, totaling 693 copies); Renewals - 29 (individual/multiple, totaling 447 copies)

Spanish Group Records - There are 383 Al-Anon, Alateen, Institutions and Adult Children groups in the U.S. (55 of are in Puerto Rico and five in Canada). Total registered overseas - 758. The groups in Argentina, Brazil, Mexico and Spain are registered with their GSOs.

Professionals - There are 712 professionals on our mailing list for information relating to Spanish Services.

Translations - Letters to and from GSOs - 157; correspondence to and from individuals - 62; appeal letters 2; requests for catalogs, order blanks, complimentary material - 144.

FRENCH SERVICES

Meetings were held periodically between the WSO Executive Staff and PFA General Secretary to discuss PFA

office operations, translations, production of newsletters and other pertinent matters.

Alberte C., General Secretary of PFA reports:

New - ...*In All Our Affairs* (B-15); Sexual Intimacy (P-77); A Member's Guide (P-34); Have You Tried Al-Anon, Doctor? (R-57).

Major Revisions - Al-Anon, You and the Alcoholic (P-2); Homeward Bound (P-8).

Updated Material - A Guide for the Family of the Alcoholic (P-7); So You Love an Alcoholic (P-14); Three Views of Al-Anon (P-15); Al-Anon, Family Treatment Tool in Alcoholism (P-37).

Supplementary Material - *The FORUM* (Sep/Oct 1992 to Sep/Oct 1993); *INSIDE AL-ANON* (Oct/Nov 1992 to Oct/Nov 1993); *AL-ANON SPEAKS OUT* 1993; Appeal Letters; various translations for NPIC; radio spot announcements (A-9); *Alateen Tells It Like It Is* - The Video (AV-16); material for 1994 Seminar; meetings lists (twice a year).

Projects in Progress - Translation of *Courage to Change* (B-16) and *Al-Anon Faces Alcoholism* (B-1); reprints from *The FORUM* and *INSIDE AL-ANON*; Open Letters; revision of Guidelines.

Sales reached a total of \$228,000, which is \$24,000 over our 1992 sales. Two thousand one hundred fifty (2,150) copies of the book, *As We Understood...*, which have been sold during the year and 2,700 copies of our new book ...*In All Our Affairs*, were sold from the date it was published (October), to the end of the year. The *ODAT* remains a best seller with a total of 4,500 copies sold during the year. In 1993, 1,092 copies of *INSIDE AL-ANON* were shipped overseas, free of charge. *The FORUM* and *INSIDE AL-ANON* are now sent on a regular basis. A computer and postage machine were purchased.

GROUP RECORDS

Groupwide Mailings

Six issues of <i>INSIDE AL-ANON</i>	168,502
Three Appeal Letters	61,955
U.S. and Canada Contribution Statement	21,017
Relocation Appeal	20,088
Contribution Acknowledgments	20,052
Questionnaires	5,000

Limited Mailings

Two issues of <i>AL-ANON SPEAKS OUT</i>	14,481
Getting In Touch	2,636
Six issues of <i>DENTRO DE AL-ANON</i> and <i>AL-ANON Y ALATEEN EN ACCION</i>	12,997
One issue of <i>AL-ANON HABLA CLARO</i>	636
RSS (Southeast)	2,745
RSS (Northwest)	1,982
RSS (Canada East)	2,395
Four issues of <i>LONE MEMBER LETTER BOX</i>	3,557
Spanish Service Manual	369
Four Personnel mailings	4,113
CPC Survey	773
Nine Advance Mailings	15,040

Three issues of <i>ALATEEN TALK</i>	17,231
One issue of <i>AL-ANON IN INSTITUTIONS</i>	2,982
Three issues of <i>AREA HIGHLIGHTS</i>	7,073
Four Literature Distribution Center Mailings	692
Group Finance Questionnaire	940

Mailings were combined where possible to conserve costs.

Subscriptions

	Total 1993	Total 1992
<i>The FORUM</i>	48,204	55,060
<i>ALATEEN TALK</i>	1,576	1,112
<i>INSIDE AL-ANON</i>	5,181	4,688
<i>AL-ANON IN INSTITUTIONS</i>	275	399
<i>DENTRO DE AL-ANON & AL-ANON Y ALATEEN EN ACCION</i>	1,335	2,390

Group Records 800 Number Calls - There were 18,748 telephone calls recorded by the World Directory toll-free number for the year ending 1993.

To create better communication between the groups and all service arms, group questionnaires were mailed to Area Delegates for distribution to the District Representatives who in turn were responsible for getting the questionnaires to each group in their District.

A substantial number of groups were dropped as a result of this new procedure; however, there were fewer mail returns and our records contain more accurate group information.

REGISTERED GROUPS AND LONE MEMBERS

	1993	1992
Al-Anon Groups Worldwide	27,530	28,336
Alateen Groups Worldwide	3,235	3,236
Total	30,765	31,572

Institutions Groups (U.S. & Canada)	398	440
Information Services & GSOs	323	321
Literature Distribution Centers	192	192
Lone Members U.S. & Canada	161	196

	1993	U.S.	Canada	Overseas
Al-Anon	16,416		2,023	9,091
Alateen	2,004		199	1,032
Institutions Groups	381		17	
Information Services & GSOs	188		20	115
Literature Depots	158		20	14
Lone Members	142		19	

RELOCATION OF THE WSO

In keeping with the established time frame, relocation activities progressed significantly in 1993. The ad hoc Relocation Committee met frequently to discuss strategies,

while the Board of Trustees and its Administrative Committees, Executive, Budget, Policy, and Pension, addressed the diverse aspects of relocation and how it will impact upon operations and services. In addition, the Board Chairperson established six ad hoc committees, consisting mainly of Trustees, to consider a variety of subjects related to staffing, benefits, services, office policies and structure, equipment and other pertinent factors.

A relocation consultant was also engaged to help with prioritizing relocation criteria and to narrow the choices of cities to four for site inspection by a team consisting of the Chairpersons of the Board and Executive Committee, the Executive Director and the relocation consultant.

The team visited four undisclosed locations to consider the diverse characteristics of each site. After a ten-day trip, the relocation consultant prepared a summation of all findings for the Relocation Committee which met in July.

At the same time, several members of the Relocation Committee visited the new association building that had been granted tax exemption by New York City to acquire costs and specifications for comparison purposes. Other building administrators, including our landlord, submitted proposals for future occupancy as well.

In October, the Relocation Committee considered all the gathered information and discussed the merits of Tampa, FL; Norfolk, VA; and Dayton, OH as the possible location for the WSO. (One location in North Carolina had been eliminated earlier.) After many hours of deliberation, including review of cost projections, based on leased space, the Committee recommended Norfolk, VA as a first choice, with Dayton, OH as a backup in the event the financial estimates did not materialize in Norfolk.

Following approval by the Board, each Trustee phoned Area Delegates and other WSO Conference members to inform them that Norfolk, VA was the Board's choice and that Dayton would serve as the backup city.

A packet was mailed to Conference members to provide specifics about the Committee's activities and information about the site following the Board meeting along with the Board Chairperson's cover letter. Conference members will be given full information prior to the 1994 World Service Conference in preparation for the final vote on the site at the 1994 WSC.

PUBLIC RELATIONS

The Executive Director made a presentation about Al-Anon at a Self-Help Plenary at Fordham University sponsored by the NY State Office of Alcoholism and Substance Abuse. The P.I. Administrator, and International Coordination Administrator, visited the AA GSO and met with their P.I., Regional Forums, International Convention and overseas counterparts.

The CPC Administrator attended the National Catholic Education Association Convention in New Orleans where she moderated a presentation and met with professionals at two agencies. The International Coordination Administrator made a presentation to 150 professionals at a seminar sponsored by Hofstra University and Marworth Treatment Center titled, "The Disease Concept and Family

Systems." The FORUM Administrator gave three presentations at the Utah School of Alcoholism; The CPC Administrator made a presentation to the Rutgers Summer school of Alcoholism Studies and provided a Meeting on Wheels; The Alateen Administrator accepted the Margaret Cork Award on behalf of Alateen at the 10th Anniversary of NACoA, Indiana University of Pennsylvania; The Board Chairperson and Executive Director appeared on a TV talk show and along with the P.I. Administrator gave a newspaper interview in Sault Ste. Marie, Ontario; Two Trustees accompanied the Institutions Administrator to a Prison Alliance Liaison Services presentation in NYC. In conjunction with attendance at an ASAE Convention in Minnesota, the Deputy Executive Director visited Hazelden where she met with the staff from the Public Information Department, Family Program and Renewal Center; The CPC Chairperson and CPC Administrator met with a coordinator of the Office of Alcoholism and Substance Abuse Services in Albany to discuss Managed Care and HMOs and their role and impact on addiction treatment; the three then met with two other service providers from Capital District Physicians to learn more about HMOs and American Psychiatric Management on Managed Health Care. The CPC and Alateen Administrators attended a teleconference, "Classroom Connections: Building Reliance in Children of Alcoholics" at NJ Network in Trenton. The Stepping Stones Foundation sponsored a seminar where the Chairperson of the Board and Executive Director attended as liaisons from the WSO along with others from organizations in the field of alcoholism. The P.I. and CPC Administrators took part in a 12-Step panel as part of the Employee Assistance Program at The New York Times.

The Chairperson of the Board, P.I. Administrator, Washington Area Delegate, and Deputy Executive Director met with several Native Americans who were holding a meeting at the hotel in Spokane, WA, sponsored by The N.A.T.I.V.E. Projects (Native American Treatment, Intervention and Education Projects).

PROFESSIONAL SERVICES

Communications Consultant - The Strategic Planning Team within the WSO chaired by the Deputy Executive Director and consisting of the Executive Director, Business Manager, Office Manager and Staff Administrators met for the first quarter of the year. The team developed a presentation on the AFG Service Plan for the 1994 WSC. The team agreed that consulting help was needed in order to carry Al-Anon's message to families and friends of alcoholics through the ever-growing and complex communications channels.

The Board of Trustees authorized the Executive Committee to select a consultant to develop an integrated plan for communicating the Al-Anon message to the membership and to the public. Following interviews with four consultants, Beth Bay, a Communications Consultant, was engaged to work with the Deputy Executive Director and report to the Executive Committee. Following interviews, presentations and meetings with volunteers and staff at the WSO, the consultant attended a Regional Service Seminar and met with several individual Al-Anon members. She also visited an Al-Anon Information Service. To further understand the workings of our service structure, various surveys will be sent to groups, Group Representatives, District Representatives, and other members at the Area World Service level.

Legal - Al-Anon's copyright attorney, Bob Faber, was contacted regarding two trademark infringements.

When the WSO was informed that AA is no longer opposing the use of their triangle within circle mark and allows other organizations to reproduce the mark without licensing, the WSO contacted our copyright attorney to consider discontinuing the use of Al-Anon's licensing agreement. We learned that although we are not endangering Al-Anon's use of our logo by similarly allowing blanket use on medallions, jewelry, etc., we are relinquishing control of its exclusivity as a symbol of our fellowship. Our present position of licensing the use of our mark will continue.

The WSO was in communication with several attorneys concerning bequests made to Al-Anon.

John F., legal advisor, can no longer attend Executive Committee meetings; however, he continued to help on specific issues as the need arose. Several attorney letters were acknowledged, concerning a local controversy among members.

An attorney at the Brooklyn Bar Association was contacted regarding the use of the Alateen Responsibility Statement. John Callagy, an attorney with the firm Kelly, Drye and Warren, was also consulted on this matter and he attended the December Executive Committee meeting to discuss the relationship of the WSO to the groups in general, as well as the Responsibility Statement. Mr. Callagy agreed to recommend new wording for the statement and offered suggestions concerning guidelines and other materials that provide direction to Al-Anon groups and members.

Insurance - After researching costs, Director's and Officer's insurance was obtained.

Financial - Upon completion of the annual audit, the Executive Director and Business Manager met with our Auditor, Mr. Flanagan, to discuss some of his findings.

Translations - A recent emigree from Russia provided professional assistance in the translation of over 700 letters received in a four-week period in response to an article about Al-Anon in a Russian newspaper.

CORRESPONDENCE

The Executive Director, Deputy Executive Director and Staff Administrators responded to a variety of correspondence and telephone calls. The majority related to concerns about relocation and the leasing or purchasing of property and Area problems involving legal matters, finances and contributions.

SPEAKING INVITATIONS AT CONFERENCES/CONVENTIONS

First Quarter - Carole K. spoke at the AA Convention, Galveston, TX and the NW Florida Al-Anon/Alateen Convention; Fran M. spoke at the North Carolina Al-Anon Convention; Bonnie C., while at the RSS in Louisville, KY, visited the AIS; Claire R. spoke at and participated in a service workshop at the Connecticut Al-Anon Convention.

Second Quarter - Bonnie C. attended the Eastern Texas Alateen Conference in New Caney, TX and visited the Al-

Anon Intergroup of the Greater Houston Area; Ellen D. visited the AIS in Metairie, LA; Claire R. attended the 16th Annual Connecticut Convention and the Wisconsin AA Convention with Al-Anon participation.

Third Quarter - Bonnie C. attended the South Carolina Alateen Conference and the Iowa Spring Assembly; Deanna Z. attended KOMIAC, Terre Haute, IN; Rita McC. spoke at the AA 5th Annual Summer Conference in Atlantic Providences, Canada and the 24th Annual Al-Anon/Alateen Assembly Convention in Houston, TX; Claire R. attended the Maine Al-Anon Convention and visited Stepping Stones.

Fourth Quarter - Claire R. interviewed early Al-Anon member, Penny B. at her home, for Archives; Ellen D. visited NIAAA in Washington, DC; Mary Ann K. visited Rihimaki, Finland to attend their 40th anniversary. She also visited the GSO and the English-speaking group and had a service meeting in St. Petersburg, Russia and brought Al-Anon to Estonia for the first time; Claire R. and Louise B. visited the AA Archives; Geri H. attended the 21st Annual Al-Anon Convention in Tulsa, OK; Carole K. attended the 15th Annual Nebraska Al-Anon/Alateen Reunion; Rita McC. attended the Indiana Fall Election Assembly and met the newly-elected Delegate; Bonnie C. attended the NY North Alateen Conference.

VISITORS

During this year members, their spouses, and friends toured the WSO from: the United States and the Canadian Provinces, as well as Australia, China, Colombia, Germany, and Iceland.

ALATEEN

Gerry VS., Chairperson
Bonnie C., Administrator

COMPLETED

Alateen Talks Back (ATB) Series - The fourth booklet, Sponsoring an Alateen Group (P-71) was processed through the Alateen, Literature and Policy Committees and subsequently released.

IN PROGRESS

COURAGE TO BE A KID (working title) - A writer/editor (Al-Anon member/Alateen Sponsor) was engaged. The Committee agreed to a workbook format using sharings from Alateen members. Feedback sheets were developed with focused questions. Over 200 sharings resulted from writers' workshops conducted at Alateen Conferences. Following review of the initial draft, new feedback sheets were distributed to elicit sharings on missing topics. The editor/writer who is attempting to keep the focus on the Alateen members, was given further direction for revision. For additional sharings, announcements were made in WSO publications and feedback sheets were sent to Information Services and Alateen Sponsors in the U.S. and Canada.

Alateen Talks Back (ATB) Series - The 32-page

booklet, Higher Power (P-72), was approved by the Alateen, Literature and Policy Committees and readied for design preparation. Plans for the sixth booklet, The 12 Steps & 12 Traditions are underway and will contain a combination of sharings on specific Steps and Traditions. Cover art for the Higher Power and Steps & Traditions booklets are complete. The seventh booklet will contain sharings from younger members; the eighth will focus on detachment; the ninth and last in the series is about difficult situations i.e. death, divorce, suicide, abuse, etc.

Alateen Sponsorship "How To" Booklet - Since the lack of good Alateen Sponsors is our biggest challenge, the 1993 WSC gave conceptual approval to produce an Alateen service booklet on How to Be an Alateen Sponsor. The Committee has submitted ideas for content: a personal inventory section for Alateen Sponsors; and inclusion of already existing pamphlets and guidelines.

UNDER CONSIDERATION

Alateen Responsibility Statement - The Executive Committee agreed to a legal review of this statement. It was determined that it continue to be distributed but is subject to language modification in the future.

Alateen Video - With direction from the Board of Trustees to consider a broader scope for the development of a video, the Alateen and P.I. Administrators are developing ideas and researching costs.

Alateen Traditions (Younger Members re: Policy on Registration and Membership) - As a result of a 1992 WSC motion to provide service to younger members, the Committee is researching Alateen's beginnings, with the idea of adapting Al-Anon's Traditions for Alateen. Further discussion on replacing Alateen's Traditions is scheduled for the Standing Committee meeting during the 1994 WSC.

Cartoon Booklet - Several artists have submitted their drawings for updating this booklet. Additional art is still being sought.

Detachment Bookmark - The 1993 Winter issue of *ALATEEN TALK* featured a cut-out bookmark on Detachment as a holiday gift and will be repeated in the Spring issue. The Committee agreed to research the cost of producing this bookmark separately.

ALATEEN TALK

Themes for Spring, Summer, Fall and Winter were: Priorities—How I View Them; Alateen Helps When I am Feeling Rejected/Outraged/Withdrawn; Self-Knowledge/Self-Love/Self-Will; and God Of My Understanding. Feedback sheets for Alateen's new recovery book and the How To be an Alateen Sponsor booklet were mailed with the Spring issue. *ALATEEN TALK* was produced in-house using a flat, non-glossy finish, providing a savings of over \$9,000 beginning with the Fall issue. A flyer on the new booklet, Alateen Talks Back On Sponsoring An Alateen Group (P-71) was mailed with the Winter issue.

CORRESPONDENCE

Personal, professional, concerned relatives and general information letters and phone calls continued. They included: Members questioning the funding of transporta-

tion to Alateen Conferences and whether these Conferences are part of the Al-Anon/Alateen structure; concerns about smoking at Alateen meetings; requests for clarification of using the names Alatot, Alakids or Pre-teen; requests for more literature for younger members; the closing of an Alateen group by a District Alateen Coordinator; setting up Alateen groups in schools; questions about the Seventh Tradition; giving CAL approval for an Alateen puzzle; dual members holding Board positions at Alateen Conferences; library requests continued for subscriptions to *ALATEEN TALK*, and requests for Alateen Alateen skits.

COORDINATORS

Eighteen new Coordinators were welcomed and sent material to assist them in service work. Outgoing Alateen Coordinators were thanked for their work with WSO.

Spotlight on Coordinators - Five issues were mailed to Area Alateen Coordinators. They included feedback sheets for new Area sharings for the new recovery book and the How to Be an Alateen Sponsor booklet, a list of Coordinators (U.S. and Canada), a sample form letter with a list of the literature that WSO sends to the professional community to help avoid duplication of material. The November issue featured the first of 12 suggested projects to encourage Alateen and Al-Anon unity. Alateen Services met with the Florida (N) and Missouri Alateen Coordinators at the WSO. In response to an appeal to her Area, the Florida (N) Coordinator submitted over 100 sharings from Alateens for the new recovery book.

OTHER ACTIVITIES

Poster - The Alateen Committee offered suggestions for design and color changes to the P.I. Committee. This poster is now available to the membership.

Public Information - The P.I. and Alateen Administrators combined efforts and met with a researcher for a public television pilot film that features "courageous kids." They also met with the Creative Arts Team from New York University and invited several Alateen members and Sponsors to be present. The Creative Arts Team will be providing greater awareness on the effects of alcoholism on the family by conducting a play and workshops in the schools. Information was also sent to the WNHCRadio program, New Haven, CT, and a TV show on Channel 11 out of Chicago.

Revisions - Minor revisions were made to *Alateen: a day at a time*, Alateen's Newcomer Kit sleeve; Alateen section in *A Pebble in the Pond*; (P-29) *A Guide For Sponsors of Alateen Groups*, and (P-22) *If Your Parents Drink Too Much* was reviewed for reprint.

CONVENTIONS ATTENDED

Six Alateen Conferences were attended: The Eastern Texas Alateen Conference (ETAC), New Carney, TX; the Southern California Alateen Conference (SCAC), Claremont McKenna College, Claremont, CA; South Carolina Alateen Conference, Leesville, SC; the Kentucky, Ohio, Michigan and Indiana (KOMIAC) weekend, Indiana State University in Terre Haute, IN; the New York North Alateen Conference (NYNAC), at Watson Homestead in Coopers Plains, NY.

ARCHIVES

Patricia G./Louise B., Chairpersons
Claire R., Administrator

COMPLETED

Lois W. and The Pioneers Video (AV-24) - The rough-cut video and script were approved for production. Photographs and documents from the Archives were provided for cut-away shots. Fifty VHS videocassettes, with macrovision to prevent duplication, were produced for rental within the fellowship.

IN PROGRESS

Videotaping Members for Archival Purposes - Committee members provided feedback about videotaping longtime members and Area trusted servants in conjunction with the Traditions and existing statements in the Policy Digest section of the Service Manual.

UNDER CONSIDERATION

50th Anniversary Book/Booklet - Recommended the development of a 50th anniversary book/booklet for distribution in 2001. Suggestions for contents were compiled and retained for future consideration.

Combination of Lois and Anne's Story Pamphlets - The Intown members considered this idea as a means of clarifying that Al-Anon has two co-founders and to create a section of biographical information along with a description of early Twelve-Step work. The project was discontinued in order to fulfill the 1986 WSC Motion #27, that calls for the inclusion of Lois' Story (P-11) in the AL-ANON TODAY (working title) book.

RESEARCH REQUESTS

Historical data was provided on:

- Copyright, Alcoholism, Merry-Go-Round Named Denial by Father Joseph Kellerman
- Group Histories - 38 Al-Anon; 2 Alateen
- District Histories - 2
- Origin of the Serenity Prayer
- 1987 WSC Motion, WSO Adult Children Administrator
- Dual Membership Policy - 2
- Alateen Conferences
- P.I. Press Releases, new books
- Ownership of photos, *Lois Remembers*
- WSO Relocation and Purchase of Property
- Origin of "Just For Today"
- Lois W. and Anne B. speeches
- Origin of Alateen Traditions
- Development of Regional Trustee (RT) Plan
- P.I. Newspaper Advertisement Mats
- Roles of Anne S. and Anne B.

NOTEWORTHY ACCESSIONS

- Documents regarding the origin of the adult children movement; formation of Al-Anon Adult Children groups in NYC, and a NYC Adult Children Intergroup.
- 1960 AA Convention, Longbeach, CA, AA Daily Bulletins, Volumes 1 and 3.

- "Create A Sober World Association" article to carry the Al-Anon and AA message to the people of the former Soviet Union.
- Photocopy, Anne S. Spiritual Workbook.
- Photocopies of the following Oxford Group Publications: Rev. Samuel Shoemaker, "What If I Had But One Sermon To Preach" and "Three Levels Life"; H.A. Walter, "Soul Surgery."
- Photograph, Barry L., Editor, *Lois Remembers*.

COORDINATORS

Fifteen new Coordinators were welcomed and sent a packet of materials. Three Coordinators were given ideas for Area workshops; two were provided with copies of their Area's early group correspondence. The Group History and Group Trusted Servant Profile forms were provided, along with announcements and information about *Lois W. and the Pioneers* video.

PRESERVATION AND CONSERVATION

Outside Storage - Fifteen boxes of various editions of CAL books and braille literature, and one box of 1985-1991 WSC tapes were cataloged and sent to Pierce Leahy Archives for outside storage.

Computerization, Cataloguing and Indexing - A complete listing of *The FORUM* in English and French was made; 11 missing issues were located with the aid of Area Archivists and WSO newsletter articles. PFA was also contacted to furnish specific issues to complete the French *FORUM* collection. Other projects include: cataloging of P.I. posters and an inventory and update of the *AREA HIGHLIGHTS* newsletter collection.

Materials were classified and accessioned from file cabinets into the core collection and placed in archival quality storage in preparation for relocation.

Cataloging of the 1990 Al-Anon International Convention tapes and RSS tapes was completed. The Intown members also recommended reconsideration of retaining RSS tapes.

Longtime Member Questionnaires (AR-1) - Completed questionnaires were received from members and Area Archivists were notified. Area Archivists and members also requested copies of the form either to fill out themselves or to give to 25-year members.

Lois Remembers, Electronic Transfer - Using their optical disk scanning equipment, the Stepping Stones Archivist transferred the text to a three and a half inch disk for our use as a research finding aid.

OFFICE ACTIVITIES

Group History (AR-6) and Group Trusted Servant Profile Forms (AR-7) - These forms were made available for distribution.

Archives Display Board - A display board was created that included Archives service sheets, historical literature and audiovisual materials.

Group Packet - The consolidation of materials and service aids into a packet to help maintain group and

District histories was recommended by the Committee; however, due to its labor intensive nature, production could not proceed.

Assessment, WSO Archives Relocation, 1996 - Gillian G., member and professional Archival Consultant, met with the Committee to outline recommendations such as using relocation as an opportunity to streamline the Archives collection and return specified items to Area Archives and that each service identify and classify its documents in 1994 with oversight by Archives Service. Ellen A., Intown member and professional Archivist, will help compile a "wish list" of items for relocation such as: fireproof file cabinets, display cases and an Archives research room separate from core collection materials.

AI-Anon, AA and Stepping Stones Archivists Meetings
Three meetings were held. In addition, a special meeting, hosted by AI-Anon, was held due to a visit from the AA Ohio Archivist to New York.

AI-Anon Then and Now (AR-2) - The 1993 printing, containing major revisions was produced and distributed.

Volunteers - Members were sought to assist with accessioning materials in storage on an ongoing basis.

Lois' Story (A-1) Video - Permission was granted to the Australian GSO to convert our VHS videocassette into PAL video band with the provision that macrovision be utilized on all videocassette copies and that they not be sold.

Interview With Penny B., Southbury, CT - Ruth L., Committee member, accompanied the Archivist on an interview of Penny B., past Trustee and WSC Chairperson 1968-1977. Tapes from the four-hour interview were transcribed.

Archives Sharing Bulletin - The Spring and Winter issues were compiled and submitted for production.

BUDGET

Doris S., Chairperson
Richard J. Keilly, Business Manager (nonmember)

Activities included: Previewing the relocation appeal letters for distribution to GRs and Delegates; developing a Questionnaire on Group Finances to be sent to five percent of the AI-Anon groups; allocating expenses for a site inspection of four cities in consideration of relocation; recommending that the Reserve Fund surpass one year's operating expenses in anticipation of relocation expenses; allocating funds to engage a Russian translator due to the heavy correspondence received from Russia; revising the discount structure to Literature Distribution Centers (LDCs); obtaining Director's and Officer's Insurance; supplying guidelines free to LDCs in reasonable amounts; making a recommendation to the Board concerning the Conference Equalized Expense; continuing the Daily Duo offer of \$2.00 off on the package of the *ODAT* and *Courage to Change* in the 1994 Catalog; approving the \$1.00 off coupons for new FORUM subscribers; adjusting the price of Blueprint for Progress (P-5) from \$1.75 to \$2.50 and AI-Anon Fact File (P-36) from \$.45 to \$.15 (100 for \$10.00) to conform with prices of similar size

publications; developing an article for the Oct/Nov *INSIDE AL-ANON* on different ways to contribute with enclosures of a birthday envelope and an in memoriam card; agreeing to acknowledge all contributions on a monthly basis; reviewing service department budgets.

The following recommendations were made: to make an offer of a loan to the Mexican GSO to cover replacement of equipment taken in a burglary; to remove the pocket-sized *ODAT* (leaving the large print) and adding the large print of *Courage to Change* and *FORUM Favorites*, Volume 4 to the Library of CAL (LC-1) and to reprice the set from \$65 to \$70; a policy was developed regarding WSO support during crisis situations at GSOs; that publication of the Service Manual be postponed until 1995; to reduce *DENTRO DE AL-ANON* and *AL-ANON Y ALATEEN EN ACCION* from six to three times per year; to accept skilled volunteers on special projects. For the Relocation Appeal in May, the Treasurer sent a letter to the Delegates with a sharing sheet for them to report successful relocation fund-raising activities conducted within their Area. An article was placed in *AREA HIGH-LIGHTS*.

Additional activities included: review of each appeal letter and the use of a greeting card appeal in lieu of the regular appeal letter for July.

CONFERENCE

Mary Fran W., Chairperson
Rita McC., Administrator

CONFERENCE PREPARATION

From January through April, activities were focused on coordinating the many details for the 1993 WSC. Material was compiled for Conference members and arrangements with the Radisson Tara Hotel, Stamford, CT were finalized.

Following the 1993 WSC, negotiations began with the Tarrytown Hilton Inn for the 1994 WSC, April 24 - 27.

CONFERENCE SUMMARY

Over 2,600 complimentary copies were sent to current Delegates for distribution to Area World Service Committees as well as a personal copy. More than 600 were sent to past Delegates and Trustees and other WSO Conference members. By motion of the 1991 WSC, the Conference Summary is now available for purchase at \$2.00 each; groups no longer receive a free copy.

MAILINGS TO CONFERENCE MEMBERS

During the first quarter, pertinent material for the 1993 WSC was mailed. Subsequent mailings included material related to the 1994 WSC as well as newsletters and new material. Contribution slips and printouts of Group Records were mailed periodically.

ELECTION ASSEMBLIES/PANEL 34 (1994-1996)

Panel 34 Delegates were elected by their Areas in the Fall of 1993. After each Delegates' name was received, a welcome letter was sent with appropriate material. A thank you letter was sent to outgoing Panel 31 Delegates.

EQUALIZED EXPENSE FUND

The 1994 Equalized Expense was established at \$800 (U.S.) and \$900 (Canadian). Forty-two Areas sent Equalized Expense checks by years' end. Eleven Areas exceeded the \$800 and sent \$1,200, the full cost of sending a Delegate to the WSC.

PANEL 32 DELEGATES (1992-1994) - Calvin Y. was elected to replace Faye L., Panel 33, Ontario (N) Delegate. Genevieve B., will replace Corinne A., Panel 32, Atlantic Provinces Delegate.

ASK-IT-BASKET (AIB)

Questions and answers from the 1993 WSC AIB were mailed to all Conference members. The 1994 WSC will follow the 1993 format of selecting four Delegates, one WSO Staff member and one WSO volunteer to process the AIB questions/answers. The AIB will be printed in the Conference Summary.

REGIONAL TRUSTEE (RT) PROCEDURES

A cover letter, voting procedures and resumes of RTs from U.S. Southwest, U.S. Northwest and U.S. South Central were sent to all voting and nonvoting Conference members prior to the RT nomination session at the 1993 WSC. RTs elected were: Mary A-T., U.S. Southwest, Skip L., U.S. Northwest and Pat S., U.S. South Central.

Material was distributed at the 1993 WSC to Area Delegates in Canada (E), Canada (W) and Canada Central Regions as these Regions will be submitting candidates' names for nomination at the 1994 WSC.

The RT candidates submitted are:

Canada (E) - Pat L., Atlantic Provinces. There were no candidates from Newfoundland/Labrador, Quebec (E) or Quebec (W).

Canada (W) - Vera K., Alberta/NWT; Pat A., BC/Yukon; Audrey F., Saskatchewan.

Canada Central - Connie D., Ontario (N). There was no candidate from Manitoba. Ontario (S) withdrew their candidate.

The following Delegates were selected at the 1993 WSC to participate in the 1994 RT nominations:

Out-of-Region WSDs to vote in the Canada (E) Region:

Becky B., Alaska Alternate - Roberta A., Utah

Out-of-Region WSDs to vote in the Canada (W) Region:

Doris B., Arkansas Alternate - Donna M., Montana

Out-of-Region WSDs to vote in Canada Central Region:

Ruby W., Louisiana Alternate - Terry C., Connecticut

The names of the voting Trustees will be drawn at the January 1994 Board Meeting. Each Conference member will be sent a set of resumes.

1994 WSC

Theme - TRADITIONS: Our Framework—Our Freedom

Dates - April 24 - 27, 1994

Opening Breakfast - Sunday, April 24th at 7:30 AM. A concluding breakfast will also be served on Thursday, April 28th.

Opening Session - Sunday, April 24th at 8:30 AM in the Grand Ballroom.

Visit to WSO - On Thursday, April 28th, buses will depart for the WSO and will return the same afternoon.

Three-Minute Talk Theme - Outgoing Delegates are invited to present a three-minute talk on the topic, Our Framework—Our Freedom. Outgoing Delegates selected as spiritual speakers will be given the option of not presenting a three-minute talk.

Green Light/Red Light - Conference members will submit their questions to the WSO prior to the Conference. Green Light topics are sorted in advance for consideration during the Red Light Session. Items that do not receive sufficient votes for Open Discussion will be addressed in workshops and reported back at the Conference.

Standing Committee Presentations - Public Information (P.I.) and Archives will be presenting at the 1994 WSC.

Smoking Policy - The 1994 WSC will be a nonsmoking Conference.

Taping at the WSC - Fred Crookshank, assisted by Russell Cook will record the WSC. Audio tapes of the three-minute and spiritual speakers will be available to Conference members.

New Conference Member Orientation - is scheduled with a third-year Delegate sharing on, "Reporting Back to your Area."

Standing Committee Reportbacks - Standing Committee and Workshop Reportbacks will be brought back to the WSO, compiled and mailed to WSC members following the Conference.

Complimentary tapes - will be given to the three-minute and spiritual speakers.

Display Packet - Packet is available on request by new Delegates.

Service Kits and Service Manual - The four service kits (Alateen, CPC, Institutions and P.I.) as well as the Al-Anon/Alateen Service Manual were mailed to Panel 34 Delegates. One copy of each will be available for reference in the Hospitality Room.

AREA HIGHLIGHTS - Approximately 2,900 copies were mailed quarterly with inserts; 970 District Representatives received their first mailing.

1995 WSC

Tentative dates - April 23 - 26.

SUBCOMMITTEE: ADMISSIONS/HANDBOOK

Patricia S./Mary A-T., Chairpersons
Rita McC., Administrator

Intown Committee members: Mary A-T., Chairperson; Rita McC., Conference Administrator; Mary Fran W., Conference Chairperson; Maxine K., Connie D. and Pat S., met quarterly. Recommendations for Handbook revisions were reviewed with Delegate input.

Written approval was given by Committee members to seat nonvoting participants at the 1994 WSC, as recommended by the Board of Trustees.

OFFICE PROCEDURES

Correspondence and telephone inquiries regarding Area concerns were answered daily. A list of Area DRs was compiled, records were updated, Area newsletters read and articles of interest excerpted for *AREA HIGHLIGHTS*. Articles were written for WSO publications.

COOPERATING WITH THE PROFESSIONAL COMMUNITY

Richard B./Phyllis M., Chairpersons
Ellen D., Administrator

PROFESSIONAL ACTIVITIES

The following 16 conferences/meetings were attended by WSO Staff/Volunteers: National Institute on Alcohol Abuse and Alcoholism, Rockville, MD; Center for Substance Abuse Treatment, Rockville, MD; National Catholic Education Association, New Orleans, LA; Creative Arts Team, New York, NY; University of Utah Summer School on Alcoholism and other Drug Dependencies, Salt Lake City, UT; Rutgers University Center of Alcohol Studies, New Brunswick, NJ; Children of Alcoholics Foundation, Inc. New York, NY; Office of Alcoholism and Substance Abuse Services (OASAS) Albany, NY; American PSYC. Management, Albany, NY; Capital District Health Plan, Albany, NY; American Association of Retired Persons (AARP) New York, NY; An Interactive National Teleconference, Classroom Connection: Building Resilience in Children of Alcoholics, Trenton, NJ; American Managed Care Review Association, Washington, DC; The National Coalition of Hispanic Health and Human Services Organization (COSSMHO) Washington, DC; New York Times, New York, NY.

EXHIBITS

Al-Anon exhibited at 11 national conferences where volunteers staffed the booths and distributed literature. Literature was sent to four Conferences for their free Take-One-Tables; material was provided for one Table-Top display. Videos were shown at four film festivals.

COMPLETED

1993 Al-Anon/Alateen Membership Survey - The survey questionnaires were distributed through the Dele-

gates to three percent (552) of the Al-Anon groups, and ten percent (220) of the Alateen groups selected at random from the groups in the U.S. and Canada. Fifty-two percent of the groups responded. A survey report was compiled and distributed to WSO members. The pamphlet, *Who Are The Members of Al-Anon/Alateen? 1993 Survey* became available for distribution.

Fact Sheet for Professionals - A new complimentary service tool became available on the S-16 order form. Announcement articles were submitted to WSO publications. The Fact Sheet replaces the discontinued pamphlet, *Al-Anon Family Treatment Tool in Alcoholism*.

Al-Anon Family Treatment Tool in Alcoholism - At their October meeting, the Board of Trustees approved the Committee's recommendation to discontinue this pamphlet. A flyer offering the inventory for the cost of postage was mailed to CPC, Institutions and P.I. Coordinators.

Open Letter to the Student Assistance Professional (OSAP-7) became available on the Supplementary Order Form. Copies were sent to Delegates and Coordinators.

A Member's Guide: Working As A Professional, Working With Professionals (P-34) - An announcement flyer was distributed to inform the fellowship of this newly-revised pamphlet, formerly titled *Al-Anon and Professionals*.

CPC Idea Box - To provide individuals, groups and Districts with one or two simple ideas for reaching out to professionals, a *Here's An Idea Box*, was approved by the Committee for use in WSO publications.

Reprints - The following reprints were discontinued because they are dated: *Al-Anon and the Community (R-1); *A Teacher Finds Guidance in Al-Anon (R-2); *Al-Anon and Counseling (R-51); Al-Anon and Employee Programs (R-52); Alcoholism: A Double-Edged Sword (R-53); Labor Management Update (R-54); and Have You Tried Al-Anon, Doctor? (R-57).

*Inventory was offered to Coordinators for the cost of postage for a three-month period ending 12/31/93.

IN PROGRESS

Living With A Timebomb, Nursing Times, June 1993 - The CPC and Executive Committees approved this article as a new reprint contingent upon final review and approval of five members of the Policy Committee.

Proposed Attraction/Cooperation Service Tool - CPC Committee members were asked to select 10 activities which best illustrate the principle of cooperation for this proposed new piece.

Cooperating with the Professional Community Guideline (G-29) - A draft combining the (G-28) introducing Al-Anon to the Professional Community with (G-29) was sent to members for comments.

Proposed Area CPC Coordinator's Guideline - Area CPC Coordinators were asked to provide input on the information they feel should be included.

CPC Service Kit - The Committee is working on stream-

lining and improving the organization of the Kit in order to make it more "user friendly."

Mailing to Employee Assistance Programs, Project - Approximately 1,000 EAP labels were purchased.

Tear-Off Sheet for Fact Sheet for Professionals - To make it easy for professionals to receive additional information/material, the Committee is considering adding a fourth panel as a tear-off return order form. Having a separate Fact Sheet with NPIC's address is also being considered.

NEWSLETTERS

AL-ANON SPEAKS OUT - The Winter 1992-93 issue featuring the Alateen Talks Back booklets, was sent to over 5,000 professionals with a complimentary issue of *The FORUM* and an order form for the booklets. The Summer issue featured "Al-Anon: From A Man's Point of View" and a Myth/Fact column. It was sent to over 6,000 professionals with an order form for the Homeward Bound and Sexual Intimacy booklets and a form to request a free copy of *Getting in Touch with Al-Anon/Alateen* and *Al-Anon Is For Men*. Over 600 professionals requested these two items.

COORDINATORS

Six mailings were sent to Coordinators with various inserts. In addition, Coordinators were sent material to distribute to DRs and District CPC Chairpersons. Eleven invitations to participate in local conferences were forwarded to CPC Coordinators.

OTHER OFFICE ACTIVITIES

General Inquiries - Over 700 inquiries were answered with either a personalized or standard letter and a CPC or Educator's pack.

CPC Outreach - Letters were mailed to the national headquarters of approximately 20 Twelve Step, Twelve Traditions, self-help fellowships. Information was sent to the Committee on Education and Labor of the U.S. House of Representatives; an article and our 800 number was published in the *Employee Benefit News* which reaches over 57,000 corporate decision-makers.

Cooperation with Outside Agencies - Information was sent and direct contact made with a variety of organizations. Notable among them were the American Association of Retired Persons (AARP); National Institute of Alcohol Abuse & Alcoholism (NIAAA); and National Council on Alcoholism & Other Drug Dependencies (NCADD).

Welcome Visitors Sheets - Over 1,100 professionals signed the Welcome Visitors Sheets and requested information at our exhibit booths and were placed on the mailing list.

SUBCOMMITTEE: NPIC (NATIONAL PUBLIC INFORMATION CANADA)

Connie D., Chairperson
Ellen D., Administrator

AL-ANON SPEAKS OUT, Canadian Bulletin

The 1993 issue was mailed to 5,100 professionals with the promo piece for the book *Courage to Change*. Forty-three requests were received from the professional community for a free copy of *Dear Mom & Dad*, and *To the Mother and Father of an Alcoholic*. The 1994 issue was produced and features a Myth/Fact article. The 1994 annual mailing will include the new Fact Sheet for Professionals (S-37) and an order form to request a free copy of *Getting in Touch with Al-Anon/Alateen* and *Al-Anon Is For Men*.

Over 7,000 Canadian Bulletins were sent to members for service work. Two hundred and thirty-eight professionals' names were received from CPC and P.I. Coordinators and added to the annual mailing of the Canadian Bulletin.

PROFESSIONAL ACTIVITIES

Local members presented a Meeting On Wheels during a session at the American Psychological Association Convention in Toronto.

The NPIC Manager gave a presentation and shared her recovery story at the Fourth North American Conference on Family and Corrections.

The Quebec East Delegate gave a presentation at the Canadian Mental Health Association Annual Conference.

COMPLETED

Letters were sent to over 30 national agencies/organizations requesting participation in their national conferences. "Al-Anon and Counseling" reprints were mailed to 1,200 members of the Canadian Guidance and Counseling Association across Canada.

EXHIBITS

NPIC provided a display for 10 exhibits. Literature was sent for 17 Take-One-Tables.

INQUIRIES

Resource listing information was requested by Canada Health and Welfare for their self-help directory; the EAP monthly journal for Revenue Canada; the RCMP newsletter; Addiction Research Foundation directory; the Student's Assistance Program at the Ottawa University; Help-line answering services in Toronto; *The Womanist*, a national newspaper; the Ontario School Board Children's Safety Handbook. Guidelines and literature were sent to an Indian Reserve Rehabilitation Centre to open an Al-Anon meeting.

MEDIA CONTACTS

An application for registration of Public Service Announcements with Telecaster Committee of Canada was completed for airing Al-Anon/Alateen PSAs.

In response to a mailing to TV and radio in Canada, 60 requests were received for TV PSAs and 54 for radio PSAs.

Radio-Canada and Radio-Quebec agreed to air Al-Anon/Alateen PSAs for one year on a national level.

The NPIC Manager attended the recording of the French radio PSA and 11 copies were sent to Coordinators for distribution to radio stations.

In answer to a press release sent to 30 national newspapers for National Drug and Alcohol Awareness Week, 16 requests were received for a free copy of *Understanding Ourselves and Alcoholism*. Requests for information on how to order our new book *Courage to Change* were also received.

The Holiday Press Release in French and English was sent to all Canadian P.I. Coordinators and to 26 national newspapers across Canada.

OTHER OFFICE ACTIVITIES

One hundred forty-two English and 33 French packets of Al-Anon literature were sent in addition to 1,200 copies of *Update: Al-Anon Today In Canada* to members for service work.

Al-Anon Speaks for Itself videos were given to the libraries of the National Film Board of Canada, Addiction Research Foundation and Career Track for referrals. Fifty EAP kits were sent to five federal government departments for distribution to EAP Coordinators.

The Office Manager gave a presentation on NPIC at the RSS in Sault Ste. Marie on August 7, 1993.

Requests received from members for renting videos were: eight for *Lois W. and the Pioneers*, and 14 for *Lois' Story*.

The FORUM

Syntha E., Editorial Committee Chairperson
William S./Skip L., Business Operations Chairpersons
Fran M., FORUM Administrator

1993 WORLD SERVICE CONFERENCE

A videotape of Al-Anon members being interviewed on their knowledge of *The FORUM* was followed by a Committee member in an elephant costume reminding members that "The Elephant in the Living Room" article will appear in *FORUM Favorites*, Volume 4. A slide presentation followed explaining the step-by-step production process of *The FORUM* as well as what the Areas, and specifically GRs, can do to help spread the word about the magazine at meetings. A packet including "Tips for GRs" (a new form, featuring ten ways to help GRs as FORUM Representatives at meetings), and a copy of the new booklet, *Sexual Intimacy and the Alcoholic Relationship* were distributed.

EDITORIAL COMMITTEE

The Committee met eight times to review manuscripts.

COMPLETED

FORUM Order Form - A new order form, featuring all *FORUM*-related material, was developed and can be found on the flip side of "Tips for GRs" or can be ordered separately.

IN PROGRESS

Abuse Booklet - Since sufficient sharings have been published on the subject, consideration was given for the production of a booklet on abuse, based on the Committee's suggestion to include chapters on 1) Self-Abuse, 2) The Al-Anon as the Abuser, 3) The Al-Anon as the Abused and 4) Sexual Abuse. Conceptual approval will be sought at the 1994 WSC.

Round Table Topics - The Committee agreed to mention several CAL pieces pertaining to the topic chosen on that page as a source of reference for members. This procedure will begin with the January '94 issue.

FORUM Questionnaire - The Committee agreed to send questionnaires to 2,000 randomly selected FORUM subscribers to ensure that we are still meeting their needs. The cost for this project is minimal.

REPRINTS

The following *FORUM* reprints on the Supplementary Order Form were discontinued:

Growing Up With Alcoholism (R-11), Growing Up With Alcoholism, Part II (R-13), Parents of Alcoholics (R-14) and Men in Al-Anon (R-15). They will continue to be used in Kits. The Sponsorship reprint (R-16) will remain on the Supplementary Order Form.

UNDER CONSIDERATION

FORUM Favorites, Volume 5 - The Executive Committee was informed of the Committee's desire to begin work on this project and is working toward achieving conceptual approval at the 1994 WSC.

EDITORIALS

(Jan) "Defining God" to a newcomer takes a simple and honest approach, relates a member in story with that title. (Feb) A member tells how she copes with the lack of physical intimacy in marriage in "Area Of Confusion." (Mar) The value of humor and how the program may be applied in the workplace is described in "Troubled Waters." (Apr) A member tells how the program helped break the cycle of denial in "Incest and Alcohol." (May) With the help of a loving sponsor, a member relates how she dealt with a negative emotion in "Dealing With Anger." (Jun) The value of detachment is conveyed in "Turning Negative To Positive." (Jul) In "A Different Perspective" the husband of an alcoholic reveals how the program helps him cope with alcoholic behavior during sobriety. (Aug) A male member uses the program and program friends to accept a terminal illness in "A Better Place." (Sep) Members worldwide shared experiences, strength and hope in the international issue which featured translated letters from members in "To Russia With Love." (Oct) In "Blame vs Responsibility" a member uses the program to stop blaming others and accept responsibility for her own mistakes which brings her happiness and renewed self-confidence. (Nov) The mother of eight uses the program to establish her independence in "Setting the Groundwork." (Dec) Meetings and working the Steps help an adult child gain love, support and understanding in "Away From Home."

BUSINESS OPERATIONS COMMITTEE

Lorill W. is the Liaison Member. Approximately 48,000 copies of *The FORUM* were mailed each month, indicating a substantial decrease in the last year. The Committee considered various ideas to encourage sales.

COMPLETED

Sexual Intimacy Booklet - Produced in April '93, the 48-page booklet was distributed at the 1993 WSC. It sold at \$2.50 each.

FORUM Favorites, Volume 4 - Produced in September, this 144-page soft-covered book became available in October at \$5.00 each.

Record of Subscriptions - A report showing subscriptions by state was sent to Coordinators as an aid in pursuing subscription goals.

IN PROGRESS

1993 FORUM Promotion - To improve communication and reach more members, the Committee agreed to include the Dec/Jan issue of *INSIDE AL-ANON* in the Jan '94 mailing of *The FORUM*, as well as feature it on that month's flap. *INSIDE AL-ANON* will feature informative material on *The FORUM* and *The FORUM* will incorporate a piece on *INSIDE AL-ANON* on the WSO page.

\$1.00 Off Coupon - This coupon is being offered to new subscribers and will be included in all mailings to: LDCs, DRs, RSS's, *INSIDE AL-ANON*, FORUM Coordinators; literature orders; Beginners Packets and with *The FORUM* magazine. The offer began in November '93 and expires April '94.

Gift Subscription Acknowledgments - Acknowledgments are being sent to gift donors with the gift-giver's name on the gift card.

FORUM Flap - As of the January '94 issue, the detailed Canadian rate information will be removed and will appear three or four times during the year and provide space on the flap to include the binder order form and gift information.

Bookmark - A *FORUM* bookmark, similar to the ones Literature Services has printed, will be included in the production schedule.

Binder - The current supplier has agreed to produce binders that will accommodate a two-year supply of the 30-page (with flap) *FORUM* without extra charge.

UNDER CONSIDERATION

FORUM Display Posters - Ideas and costs for a less expensive poster will be investigated and brought to the January '94 meeting.

FORUM Subscriptions - The following suggestion was submitted to the Budget Committee: change *The FORUM* order form to include a three-year subscription rate of \$24.00 U.S. and \$27.00 Canada and other countries. Charge \$6.00 for *The FORUM* binder.

A suggestion was made to prepare a *FORUM* cover to serve as an order blank; print FINAL ISSUE on envelope in red.

Renewal Plan - A recommendation to send a test letter/order form to 1,000 recently dropped subscribers with a complimentary issue was submitted to the Budget Committee in November. A postage paid return envelope from our inventory will be included for convenience in responding. The cost factor will be mailing charges.

FORUM Favorites, Volumes 1-4 - The Committee recommended selling Volumes 1-4 as a set for \$15.00. Volume 4 would continue to be sold separately for \$5.00. This would commence in the final quarter of 1994 upon Executive Committee approval.

COORDINATORS

Two mailings were sent to 67 Coordinators. Separate mailings of back issues were sent to Coordinators when requested.

INSIDE AL-ANON

Mary C., Chairperson
Sandra F., Editor

COMMITTEE

The Chairperson and Editor met to discuss the processing of manuscripts and to plan for the balance of the 1993/94 calendar year. Each issue was reviewed by the Chairperson and five Staff Administrators; the Executive Director reviews the final manuscript.

EDITORIALS

Feb/Mar - Articles included: *Al-Anon As Seen Through the 1993 Fellowship Survey*; an explanation of the Volunteer Braille Service, Inc. which has translated 67 pieces of CAL; *Preserving the Past Insures the Future*.

Apr/May - A special six-page issue, articles included: *Relocation Then & Now*; *Putting Action Into Attraction*; *New Offerings in Literature*; and a special two-pager, "What Do I Learn From Someone I Sponsor?"

June/July - A proof sheet of the mini-summary of the WSC was mailed to Conference members on May 3rd.

Aug/Sept - Articles were: *The WSO Salutes Al-Anon Members in Russia*; *Service Profile, Richard B.*; and announcements of the new *Lois W. and The Pioneers* video, *FORUM Favorites, Volume 4*, October Institutions Month and radio PSAs. The Calendar of Events, two pages, was printed separately due to the large amount of events submitted.

Oct/Nov - November is gratitude month therefore the articles were: *Carrying the Message*; *Members in U.S. and Canada Extend the Hand of Al-Anon & Alateen*; *Is Putting Action Into Attraction—Promotion?*; *AIS Meeting of the Minds Evolves on Disclaimer*.

Dec/Jan 1993-94 - The lead article was: *Norfolk*

Recommended Site for New Al-Anon Headquarters; other articles contained a tribute to Rev. Joseph Kellermann, a report on the latest fellowship survey, 40th anniversary of Al-Anon in Finland and a Service Profile on our own Serena T.

There were a total of 25 inserts during the year.

Correspondence - There were over 100 responses to the Send Us Your Comments request on the topic, "What Do I Learn From Someone I Sponsor?" Only excerpts were used in *INSIDE AL-ANON*, the balance of the material was sent to Literature Services for upcoming CAL and to *The FORUM* for future issues; the members are sent a copy of the April/May issue containing the article from earlier sharings and are informed that their sharings are being forwarded to *The FORUM* for consideration in future issues. Responses to "How Do You Conduct Your Business Meeting" in the Oct/Nov issue are still being received—approximately 150 as of the middle of December. The material is being collated so that it may be used in one or more articles.

INSTITUTIONS

Skip L./Don H., Chairpersons
Claire R., Administrator

COMPLETED

Planting a Seed (P-55) - The pamphlet was transferred to an in-house produced fold-out format. The Board of Trustees approved its removal from the CAL listing and was made available as a complimentary service item.

Reprint, Al-Anon Bolsters Treatment Efforts (R-62) - The reprint by James Marchaman and Sharon P. from the Pennsylvania Department of Corrections newsletter, *News Front* was approved and made available for distribution.

Homeward Bound (P-8) - A 48-page booklet revision featuring the sharing of 40 members was distributed. In addition to a groupwide mailing, the advance mailing notice was sent to 77 treatment centers with EAP consultants, 100 treatment centers with family programs and 175 professionals from the CPC advance mailing list.

Original Homeward Bound, Special Offer - A special postage/handling offer to deplete the existing discontinued stock was made available for October Institutions Month. The supply was exhausted in four months.

IN PROGRESS

Open Letters to Institutions Professionals - Existing drafts of letters to Abused Family Residences, Substance Abuse Program/Treatment Center Counselors, Nurses and Clinicians were reviewed. A reassessment of this project, its goals and validity is planned.

New CAL Institutions Leaflet - The 1993 WSC approved the development of a leaflet for those who have an alcoholic relative or friend at an institution or being released from a facility. The Committee envisions an inexpensive, informational piece designed to help families or

friends of alcoholics make the transition from the institution to a local Al-Anon group. The inclusion of identification questions for parents, adult children, and siblings along with gender sensitivity were recommended as priorities. A writer/editor was contacted to prepare a first draft.

Institutionalized Lone Member Service - The Inmate Correspondence Service Guidelines (ICS-1 and ICS-2), Registration Form (ICS-3) and Fact Sheet (ICS-4) were adapted to encompass members residing at psychiatric or mental health facilities for long-term care.

INSTITUTIONS SERVICE REVIEW

With the substantial reductions in registered Institutions groups and distribution of Institutions service materials, the Committee decided to focus on three basic questions: 1) Where are we now? 2) Where do we want to be? 3) How will we get there? The purpose of this study is to evaluate and revitalize Institutions service work. Background information on the purpose of the WSO Institutions Committee, the types of facilities; Institutions service and review of recovery and service materials were compiled.

Outreach to Institutions/Treatment Professionals - Delegate Committee members visited treatment centers, mental hospitals and abused/family residences to learn about current programs and how Al-Anon can cooperate with the facility. The consensus of the Committee was that changes in alcohol treatment programs are adversely impacting upon traditional Institutions groups.

By way of a conference call, an Al-Anon member, who in her professional capacity operates an alcohol/drug treatment program, shared information regarding changes in treatment and family programs with Intown members.

Surveys - An Area Institutions Coordinator Survey was undertaken to obtain specific data on how Coordinators are selected, Area budgets for Institutions service projects, October Institutions Month, *AL-ANON IN INSTITUTIONS*, WSO mailings, and other Institutions literature and service materials. It also questioned trends and developments in institutions as perceived by Coordinators.

An Institutions Group Survey will be developed to obtain information on group practices, how the WSO Institutions Service can improve or expand its services to the groups, and how to increase the Al-Anon presence at various types of facilities.

WSO Institutions Committee Purpose - A statement of purpose was adapted by the Committee to help it provide leadership (vision, principles, plans, policies, etc.) in creating the Al-Anon Presence at institutions.

AL-ANON IN INSTITUTIONS

The Spring issue was distributed. Articles featured the value of cooperation with local P.I. and CPC Committees; an announcement about the 1993 printing of *Homeward Bound* in booklet format; and personal sharings from Alateen members.

At the WSC Standing Committee meeting, the following suggestions were made for articles: sharing of service assignments by groups and Districts; reaching out to parents with incarcerated youths or adult children; applica-

tion of the Traditions to Institutions service work; and appeals for Inmate Correspondence Service Contacts.

Two interactive question/answer columns will be added to generate more participation from Coordinators and members sponsoring groups.

OCTOBER INSTITUTIONS MONTH

The 1993 WSC theme was adopted and a graphic artist created a drawing for the service sheet which was produced in English and Spanish. To encourage inclusion in newsletters, photocopies of the mechanical were sent to Area, AIS and GSO Newsletter Editors. The 1993 Service Sheet was distributed to Area Institutions Coordinators and to Al-Anon/Alateen groups. Articles appeared in WSO publications. A follow-up study of Area activities was conducted to ascertain the value of this project.

COORDINATORS

Seventeen new Coordinators were welcomed. Six Coordinators were contacted to provide follow-up to facilities seeking assistance in starting groups.

INMATE CORRESPONDENCE SERVICE

Eight inmates were welcomed. Six contacts were assigned inmates with whom to correspond; five members volunteered to be contacts.

Throughout the year articles announcing the need for male contacts appeared in *The FORUM* and *AREA HIGHLIGHTS* to correspond with incarcerated teens. To encourage the Inmate Correspondence Service in Canada, the NPIC Office Manager will translate The Fact Sheet, registration form, and the two guidelines into French, and will coordinate a mailing to all correctional facilities in Canada.

There are a total of 20 members serving as inmate contacts, and 20 registered inmates.

CORRESPONDENCE

Forty inmates were provided with general information, literature and an explanation of Al-Anon's primary purpose.

Fifteen inmates and three AA correctional facilities groups were provided with literature and meeting information to forward to their family members.

Large literature requests from an AA group meeting at a detention center and correctional facility chaplain were referred to the Area Institutions Coordinators for follow-up. Staff at six correctional facilities were provided with literature and information about Al-Anon and the Inmate Correspondence Service.

General guidelines and service materials for starting an Institutions group were sent to three members, and general information on how to start a group was sent to a counseling center. Five professionals interested in starting groups were referred to the Area Coordinator.

Ninety general information requests from professionals were received, including literature requests and general

information from treatment centers and professionals. General information and literature was sent to an epidemiology center in Port-of-Spain, Trinidad. Al-Anon contact information was provided to a mental health database.

Two new District Institutions Chairpersons were sent service-related materials, and referred to their Area Institutions Coordinator.

OFFICE ACTIVITIES

A mailing to 77 treatment centers with EAP Coordinators and 100 treatment centers with family, codependency, and adult children programs were sent information about Al-Anon. Three percent of the EAP Coordinators and 15 percent of the treatment facilities requested further information about literature and to be added to the advance mailing list.

Prison Alliance Liaison Services - The Administrator attended a one-day workshop at John Jay College in NYC. Family members of inmates were present and participated in a seminar designed to create and link services for organizing a constituency for family members.

INTERNATIONAL CONVENTIONS

Myrna S. H., Chairperson
Sandra F., Co-Chairperson
Mary Ann K., Coordinator
Carole K., Co-Coordinator

1995 (San Diego, CA, June 29 - July 2) - The Coordinator and Co-Coordinator made a site visit in July and organized the election of the Host Committee, Chairperson and Co-Chairperson. Host Committee Guidelines were revised and given to the Host Committee Chairs.

Local members elected Patricia R., Chairperson, and Hester B., Co-Chairperson. A meeting was held in New York with AA's International Coordinator, Eileen G., to review Al-Anon's meeting space. As a result, Gregg Talley, AA's Convention Consultant, reserved space at the Civic Theater, the Concourse facility and the U.S. Grant and Doubletree Hotels.

1998 (Salt Lake City, UT, July 2 - 5) - An agreement was signed with the city to hold the Convention there. Contact is ongoing with the Convention & Visitors Bureau to obtain information and graphics for WSO's publications.

INTERNATIONAL COORDINATION

Maxine K., Chairperson
Mary Ann K., Administrator

IAGSM

The site of the 1994 IAGSM will be Brussels, Belgium. The following structures presently have representation: Argen-

tina, Australia, Belgium (Flemish and French), Brazil, Finland, Germany, Iceland, Italy, Netherlands, New Zealand, Norway, South Africa, Spain, Sweden, Switzerland (German), U.K. & Eire. For the first time, Korea, a newly-established GSO, will also be included.

General Sessions, all of which were suggested by former Delegates, will focus on Finances and Unity as well as Adult Children, How WSO Works, Anonymity, and a presentation on Overcoming Al-Anon Weariness in Service. A milestone discussion will take place on Creating Original Recovery Material in other structures.

SERVICES

Translations - Translations were done in the following languages: Dutch, Hebrew, Italian, Japanese, Lithuanian, Polish, Russian and Spanish.

Reprint Permissions - Forms were sent to the following GSOs: **Argentina** - *Alateen: A Day at a Time*, *The Dilemma of the Alcoholic Marriage*, *Blueprint For Progress*, and *What's "Drunk," Mama?*; **Belgium (Flemish)** - *What's "Drunk," Mama?*, and *Al-Anon is for Adult Children of Alcoholics*; **Finnish** - *...In All Our Affairs*; **India** - *Freedom from Despair*, *Purpose and Suggestions*, *So You Love An Alcoholic*, *To the Mother and Father of an Alcoholic*, *What Do You Do About the Alcoholic's Drinking?*, *This is Al-Anon*, *Why is Al-Anon Anonymous?*, *Understanding Ourselves & Alcoholism*, *Information for the Newcomer*, *Al-Anon, Is It For You?*, and *Detachment*; **Italy** - *Twelve Steps & Twelve Traditions for Alateen*, *Planting a Seed*, *Anonymity*, *Dear Mom & Dad*, *If Your Parents Drink Too Much*, and *Moving On! From Alateen to Al-Anon*; **Mexico** - audiocassette of *Living With Sobriety*; **U.K. & Eire** - *Courage to Change*.

Literature Requests - Material was sent in Chinese, English, Estonian, French, German, Hebrew, Italian, Japanese, Korean, Polish, Portuguese, Russian and Spanish.

Group Information - Getting in Touch with Al-Anon/Alateen was sent to members in New York, California, Minnesota, Germany, and Spain. A member living in Maryland was sent information on registered groups in Ecuador and a member in Germany on registered groups in Taipei, and Taiwan. A member from Minnesota was given a group and contact in Poland, a member in Ohio was sent group information for Italy, a member in California was sent information for groups in Czech Republic, a member in New Jersey was sent information on groups in Belgium, and a counselor in New York was sent information on groups for Guyana. A doctor visiting from India was given the Information Service address and a member in California was given group information in Indonesia. Both were sent material on how to start a group, along with a member in New Jersey wanting to start a Portuguese-speaking group. A member living in Czech Republic was sent information on our Lone Member Service.

GSO Mailing - Copies of the two IAGSM mailings were sent to the GSOs in addition to eight cover letters with material published by the WSO.

Military - One English-speaking group in Italy requested to register with the WSO.

Contributions - A total of \$12,593.62 was received from groups and structures outside the U.S. and Canada.

AL-ANON INTERNATIONALLY

Argentina - The GSO translated sections of *Courage to Change*, and the Sexual Intimacy booklet.

Australia - The GSO worked with WSO to lower production costs of *Courage to Change* and Sexual Intimacy by the purchase of the film for the book cover. When the Southern New South Wales Area voiced concern about members' home and work telephone numbers being given as group information, the GSO revised their registration form.

Belgium (Flemish) - Members of the Host Committee for the IAGSM are in constant communication with the WSO to prepare for the IAGSM.

Belgium (French) - The GSO assumed the cost of renewing the registration of Al-Anon's trademarks for the Benelux countries.

Brazil - At the 1992 WSC, their representative brought back some of the techniques used at the WSC and informed the WSO that more serenity, love and mutual understanding was generated at their General Service Conference.

Bulgaria - A member who attended Al-Anon meetings in California visited the WSO for several days to learn about service work in order to establish the first group in Bulgaria.

Chile - As requested from the Retorno A La Vida Al-Anon Group, a printout of the groups registered with the WSO was sent so they could invite members to participate at AA's Third Convention in August 1993.

Colombia - A newly-elected Executive Director, (Al-Anon member) was hired after the National Conference disapproved the hiring of the acting Executive Director who is a social worker and not an Al-Anon member.

Commonwealth of Independent States (formerly the Soviet Union) - The WSO received 1,600 letters requesting literature and information about Al-Anon in response to one Russian newspaper article written by a physician. Fifty Al-Anon groups are registered, and 5,000 copies of the *ODAT* in Russian were published by WSO, sold to members in and outside the U.S., and shipped as paid gifts to groups and those asking for help in Russia and the Republics. The International Administrator visited an English-speaking meeting in St. Petersburg and held a service meeting with seven Russians, two Americans and three Finns present. The International Administrator and Finland's IAGSM Delegate traveled by ferry to Estonia and with AA's help made contact with wives of AA members interested in setting up the first Al-Anon group there. Six members are now attending. Literature and support is supplied by Finland.

Cuba - The GSO in Mexico will register five Cuban groups they know about for a trial period of one year or until the members in Cuba can communicate more easily with the United States.

Denmark - WSO's P.I. Committee reviewed the Danish poster but could not adapt it for our structure because it did not depict the diverse population of the U.S. and Canada.

Finland - Al-Anon's 40th Anniversary was the occasion for the International Administrator's trip to Helsinki with a side trip to St. Petersburg, Russia, and Estonia. Finland has voted to bring an Al-Anon member from Estonia to their Convention in the summer with her expenses paid by Finland to introduce and have this member see some members with long term recovery.

Germany - Clarification about Alateen within Al-Anon's structure and changes in the descriptive text of the Twelve Concepts of Service were sent, along with the signed "Power of Attorney" forms regarding registration of Al-Anon's trademarks.

Iceland - WSO shared their past experience regarding a FORUM editor.

India - The West Bengal AIS in Calcutta has obtained a Post Office Box independent of AA's.

Israel - A proposed plan to have Al-Anon and Nar-Anon under the same umbrella was rejected at a GR's meeting.

Italy - A list of references from CAL found in *Courage to Change* was sent to the GSO.

Japan - The WSO sent encouragement by letter and telephone calls to reassess the criteria set up by Japan's Conference for registration of groups.

Kenya - The *ODAT*, translated into Kiswahili, was sent on a disk to the WSO.

Korea - A GSO has been established in Seoul. The WSO extended an invitation to the 1994 IAGSM.

Latvia - Russian literature was sent to an individual whose letter could not be translated due to the lack of a Latvian-speaking translator.

Lithuania - Members were encouraged to use English CAL when translating into Lithuanian instead of Russian translations. Our "Criteria for Granting Reprint Permission of CAL" was sent to a member in California to take to the members when she visits Lithuania.

Mexico - At the National Conference last February, the Board of Trustees and Delegates resolved their differences over the dismissal of a longtime employee. The GSO acknowledged receipt of the loan offered by the WSO to replace office equipment lost in a burglary.

Netherlands - Directed by the International Coordination Committee, WSO will recognize the Al-Anon office in Gouda as the GSO.

Nigeria - A newly-registered group was sent clarification about its name which contained the word "foundation."

Norway - To lower production costs of *Courage to Change* the GSO is working with us by using our artwork for the cover.

Pakistan - Clarification about the use of the words "Higher Power" and "God" in Al-Anon's CAL was sent to a member relocating from Los Angeles.

Poland - WSO's English-speaking contact acknowledged receipt of the money sent for 200 copies of the *ODAT* in Polish. By buying directly from Poland, WSO can help the members there, plus maintain our Polish inventory.

Romania - According to a coordinator of a charitable organization, Al-Anon groups have formed, but are not registered with the WSO. Material in Russian and French was sent to the coordinator to support her efforts in connecting these groups to the fellowship.

Saudi Arabia - A contribution of \$300 was received from the Oasis AFG through a contact in Dhahran.

Singapore - The Singapore AFG requested permission to photocopy *Courage to Change*. Instead, several books were sent with the understanding the monies be sent to the WSO once they are sold.

Slovakia (a republic from former Czechoslovakia) - Czech and Russian literature were sent to the first Al-Anon group.

South Africa - Consideration was given to having the International Administrator attend the National Conference.

Spain - A response was sent to the IAGSM Delegate relating to how much authority does a GR have to change a vote reached by the group.

Switzerland (German) - The GSO started the process of translating *Courage to Change*. The WSO suggested working with us to reduce production cost of the cover.

U.K. & Eire - The GSO has just joined in the "To Russia With Love" project.

Venezuela - The Digest of Al-Anon and Alateen Policies in Spanish was sent to a member to further inspire her efforts to sponsor an Alateen group.

SPANISH SUBCOMMITTEE

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

SPANISH SERVICES

Spanish *Courage to Change* was translated in sections by members in: Argentina, Costa Rica, Mexico, Puerto Rico, Spain, the U.S. and Canada and produced by the WSO. Plans are underway to have the booklet, *Sexual Intimacy* similarly translated.

At the 1993 WSC, all members were invited to a Sunday luncheon focused on Spanish Services. A list of Spanish-speaking groups was given to each Delegate as well as a list of the Spanish TV stations in each Area. Also a listing of the Spanish population in each Area was supplied to encourage further outreach.

LITERATURE

Helen W., Chairperson
Geri H., Administrator

1993 WORLD SERVICE CONFERENCE

The Committee's presentation dramatized the development of a new piece of literature and enlisted Conference members' suggestions on ways to bring Al-Anon literature to families and friends of alcoholics everywhere.

COMPLETED

What Do You Do About the Alcoholic's Drinking?

(P-19) - Following approval by the Literature and Policy Committees and the Executive Director, the revised pamphlet was produced.

Other Material - The Committee completed its review of sharings submitted for *FORUM Favorites*, Volume 4 and the Alateen Talks Back booklets on "Higher Power" and "Sponsoring an Alateen Group." Members also completed review of the Homeward Bound and Intimacy manuscripts.

IN PROGRESS

COMING OF AGE (working title) - The initial drafts of all five sections of this manuscript were completed by the writer/editor (Al-Anon member) and favorably reviewed by the Committee. Acting on Committee direction, the writer/editor commenced preparation of a final draft of the manuscript which will be submitted for Committee approval in January.

AL-ANON TODAY (working title) - The initial drafts of all seven sections of this manuscript were completed by the writer/editor (Al-Anon member). The Committee favorably reviewed the first six sections and recommended further development of the portions devoted to the Steps and Traditions. Following review, Section #7, a brief history of Al-Anon, is being reworked.

RECOVERY THROUGH SERVICE (working title) - The initial drafts of all three sections of this manuscript were completed by the writer/editor (Al-Anon member) and submitted to the Committee for members' comments/suggestions. Following the Committee's direction, a final draft will be prepared for review.

The variety of members' sharings in Section #1 (Hesitating) and Section #2 (Service experiences) is balanced by a discussion of the Traditions written in a single voice (Section #3).

TWELVE/TWELVE/TWELVE (working title) - Following WSC approval of the Committee's motion "to produce an in-depth book on Al-Anon's Steps, Traditions and Concepts," articles requesting members' sharings on these principles were prepared for WSO publications. Sharing sheets are being distributed through LDCs, Coordinators, and correspondence from Literature Services. With wider distribution of the sharing sheets and publication of **COMING OF AGE** (working title) many more sharings are anticipated.

Committee members continue to support a work written in

a narrative style and in the first person plural as the Steps had been.

UNDER CONSIDERATION

Material on Abuse and Intimacy - Committee members discussed an Executive Committee motion: "that the Literature Committee consider works on the general topics of 1) intimacy and 2) abuse.

Members called attention to *...In All Our Affairs: Making Crises Work for You* and the works currently in progress which address many of the problems associated with alcoholism, including, but not limited to, intimacy and abuse.

New Daily Reader - Recognizing the fellowship's responsiveness to *Courage to Change*, Committee members discussed the possibility of bringing out a new daily reader around 1998, and noted that considerable lead time is required to bring a motion to the Conference, collect sharings, develop a manuscript, and publish it.

Pamphlet for Gays and Lesbians - Through the years gays and lesbians have continued to ask for a piece of literature with their sharings. Having considered Delegates' comments, Intown members requested this item remain on the Committee's agenda for further discussion and suggested that a pamphlet or booklet be considered.

IAGSM Motion - The Board of Trustees asked the Literature Committee to discuss the 1992 IAGSM motion: "To produce an Al-Anon adult children book that will focus on the spiritual nature of our program." Committee members expressed their appreciation for the IAGSM's recommendation, and suggested that the GSOs may wish to provide the Committee with additional input on this request. Members agreed to consider the recommendation in light of the Committee's current projects which may ultimately meet the IAGSM request.

...In All Our Affairs: Making Crises Work for You - Because some members find it misleading, the Committee reconsidered the title of our book *...In All Our Affairs*. The suggestion had been made to use the subtitle as the main title; however, the Committee thought the title should be left unchanged at this time.

Bookmark - Committee members considered a suggestion to produce a bookmark with words welcoming a newcomer, but agreed that a personal welcome is more inviting than a bookmark.

OTHER OFFICE ACTIVITIES

CAL Overview/Proposal Update - The annual editorial, marketing and financial review of Al-Anon's Conference-Approved Literature and related material listed on the CAL order form (S-16) was completed. Recommendations included: "Book-of-the-Month" program, the consolidation of selected pamphlets, discontinuing a number of reprints, redesigning Blueprint for Progress, extending the "Daily Reader Duo" offer, complimentary distribution of specific pieces, and timely publications of books and pamphlets responsive to the needs of our fellowship.

Book-of-the-Month - Development of a program that will spotlight each Al-Anon book for a full month has

begun. To actively involve members in all aspects of the proposed program, articles were prepared for WSO publications and sharing sheets were readied for fellow-ship-wide distribution. Continuing coordination, communication, and monitoring are integral to the program.

REPRINTINGS

Of the 31 requests for permission to use Al-Anon's copyrighted material, 21 were granted.

Eight books and 25 pamphlets were reviewed and minor revisions were made prior to reprinting.

As We Understood... (B-11) and *Al-Anon's Twelve Steps and Twelve Traditions* were produced with printed coversides.

Blueprint for Progress (P-5) was reprinted in a "friendlier" typeface and smaller trim size.

One Day at a Time in Al-Anon (B-6, 14) and *Courage to Change: One Day at a Time in Al-Anon* (B-16, 17) were offered to the fellowship as sets (original size B-18, large print B-19) at a \$2.00 savings per set.

The Library of CAL (LC-1) was updated to include Al-Anon's new books and to delete *First Steps*.

The sleeve for Newcomer Packets was redesigned to include Suggestions for Newcomers on the front panel, with our 800 telephone numbers and space for Phone Contacts and Local Meeting Information, on the back panel.

Where appropriate, the words, "World Service Office for Al-Anon and Alateen," will be added immediately below the words, "Al-Anon Family Group Headquarters, Inc." on all literature and related materials.

Guidelines - The annual review and reprinting of all Guidelines was completed. The meeting list disclaimer developed by AISs was incorporated into the Guideline for Information Services (G-4).

Catalogs - Al-Anon's four and twelve-page catalogs were extensively redesigned and prepared for printing. Order forms were incorporated in each to facilitate purchasing.

Order Forms - Al-Anon's order forms for supplementary material (S-11) and AV items (S-16AV) were combined (S-16AV) and prepared for production. All order forms were updated and reprinted as needed.

LITERATURE DISTRIBUTION CENTERS (LDCs)

Eighteen prospective LDCs were registered and sent material to aid them in establishing their services.

Copies of completed registration forms for new LDCs and a printout of LDCs in their respective Areas were sent to Delegates for verification.

Two issues of the *AIS/LDC Infoline* were published in an effort to encourage LDCs and AISs to develop a network of communication and mutual support.

The "guidelines for volunteers" submitted by various LDCs

and AISs, were distributed to service centers requesting them.

Priority notices, which enable LDCs to stock new items before announcements are made to the fellowship, were prepared for new CAL and service materials.

An updated listing of LDCs with publishable telephone numbers was printed.

LDCs were informed of an extended credit policy that became effective in February, and an additional discount on pamphlets.

All preparation for, participation in, and follow up on the AIS/LDC Workshop in Louisville, KY was completed.

COORDINATORS

Twenty-nine newly-appointed Literature Coordinators were registered and sent material to assist them in their work.

MARKETING

Listings - Updated information concerning Al-Anon publications was provided for listings in the following: Oxbridge Communications; The Literary Market Place; Bowker Publications; Publisher's Directory; ABA Book Buyers Handbook; Ulrich's International Periodical Directory; Directory of Small Presses.

Distribution - Expanded distribution of our books as a means of carrying the Al-Anon message to families and friends of alcoholics everywhere, continued to be investigated.

A list of bookstores that have purchased Al-Anon books is being compiled.

Cooperative Efforts - The Information Exchange has introduced *Courage to Change* to more than 1,000 treatment centers and Twelfth-Step bookstores.

CORRESPONDENCE

Approximately 1,000 copies of letters were received this year. The greatest number were sharings for AL-ANON TODAY, COMING OF AGE and RECOVERY THROUGH SERVICE, and TWELVE/TWELVE/TWELVE (working titles).

LONG-RANGE STUDY PANEL

William S., Chairperson
Sandra F., Secretary

PANEL

The Panel held a combined meeting with the Board of Trustees in July that was facilitated by a long range planning specialist. Doris S. is the Liaison member. Board agenda topics for the year included: Marketing Strategies; Future Fellowship Survey and Analyzing Present Survey; Service Structure including Zero-Based Planning, Streamlining the Present Structure, Board Composition and Size

and the Relocation Impact on Service Structure, both WSO Staff and Volunteers. LRSP ad hoc Committees: AI-Anon in 10 Years; Relocation Impact on Service Structure (Staffing); Service Structure, Zero-Based Planning.

Past and current Trustees were surveyed regarding service structure and as a result, recommendations were made to the Board of Trustees. The Panel is reviewing recommendations on Relocation Impact on Service Structure (Staffing) to submit to the Board in July, 1994. The Panel reviewed the fourth 1993 CPC Membership Survey; each additional survey increases the validity of the information.

The following long range goal, originally developed by the LRSP in 1982 was adopted by the Panel: To develop effective methods and systems for our Fellowship to properly inform and communicate to all people the philosophy and strength of AI-Anon as a resource for the family of alcoholics. We believe by so doing, we will have given millions of people the opportunity for finding 'a better and happier way of living for themselves', along with its corollary goals.

The Long-Range Study Panel revised its Statement of Purpose and subsequently it was approved by the Board. This statement clarifies the Panel's assignments and the process by which it operates. The statement reads: "The Long-Range Study Panel, an analytic resource for the Board, acts in an advisory capacity to encourage the WSO and its committees to plan for the future. It identifies and explores long-range implications not assigned to a particular committee. The Panel tries to anticipate the needs of the WSO and our rapidly changing membership and the impact thereon of technological and social changes in society as a whole.

"The Panel also prompts the various service committees, volunteers, and staff to stretch beyond their day-to-day workload to establish long-range goals and to develop strategies for accomplishing those goals. Committees are also urged to evaluate their progress in achieving prior long-range goals.

"The topics to be discussed in LRSP sessions come from the Board of Trustees. Topics may also originate with any other WSO committee or with the Panel itself subject to approval by the Board. The Panel's final recommendations will revert back to the Board of Trustees and then to the committee of origin or another appropriate committee."

NOMINATING

Jim K./Lorill W., Chairpersons

The Nominating Committee and CCT met twice during the 1993 WSC. The consensus was to remove gender specific language from the guidelines. In reviewing the Profile/Resume form and the Tally Sheet, special note was made that the Tally Sheet contains a category for business experience while the Profile/Resume does not. Additions were made to the Requirements for Serving as a Trustee; spacing on the front page was made more concise to allow for more personal information from the candidate. All changes will be voted on at the combined CCT and Nominating meeting at the 1994 Conference. Trustee

candidates are encouraged to send their resumes by certified mail and that a copy of the acknowledgment letter for Trustees-At-Large be sent to the Delegate.

Chuck LeM., Minnesota (N) was elected 1993-94 CCT Chairperson and Mike T., New Mexico was nominated 1994-95 CCT Chairperson-elect.

The Committee is also reviewing AA's Trustee-At-Large procedures and Concept Eleven as it relates to the Trustee and non-Trustee appointments.

Eighteen Trustee-At-Large resumes were sent to the CCT and Nominating Committee. After reviewing the tabulated results of the Nominating Committee and CCT for the Trustee-at-Large resumes, the following six candidates were selected for presentation to the Board in January for nomination: Betty B., KS; Donald C., MA; Peggy L., PA; Bette O'B., CT; Doris S., KY; and Gerry VS., CT.

In order to broaden the selection of Executive Committee At-Large members, each Nominating Committee member agreed to invite individuals to submit resumes. The Committee then prepared a recommended slate of officers for the Board of Trustees and Executive Committee Members-At-Large, including Chairperson for the January Board meeting.

POLICY

Pat B., Chairperson
Sandra F., Secretary

COMMITTEE

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

The Policy Committee Chairperson and four other Committee members, designated by the Chairperson, review all Conference-Approved Literature, materials and reprints which are developed by the various service committees to see that the contents adhere to the Traditions and Concepts.

1993 WORLD SERVICE CONFERENCE

AI-Anon/Alateen Service Manual—Policy Digest Section – The WSC approved 21 of 22 revisions recommended by an ad hoc committee formed in July of 1991 that has been reviewing the Policy Digest. The following guidelines were used to determine recommended wording: that existing policy remain as is; that passages be rooted in the Traditions or Concepts wherever possible; that information unrelated to Policy be removed as well as outdated material. Other revisions were: page 99, under I. MEMBERSHIP AND GROUP MEETINGS/CONVENTIONS, h. Group Problems that clarified the policy on the WSO's role in solving group problems; and page 113, section c. World Directories of AI-Anon Family Groups to outline procedures for obtaining information formerly printed in the Directories.

OTHER COMMITTEE ACTIVITIES

Review of the Policy Digest - Work on the language begun at the 1993 WSC will continue with several additional revisions to go to the 1994 WSC. A recommendation was made to add wording to page 107 on the Use of Group Funds to alert a group of its responsibility to pay Group Representative's expenses.

Study of Property Ownership - An ad hoc committee to study property ownership in light of the Traditions conducted an extensive study of the Traditions and Concepts as well as all written and verbal communication. The study and a bibliography outlining the research undertaken was submitted to the Board for consideration.

Study of Traditions - An ad hoc committee was formed to review the Traditions as they relate to cooperation vs affiliation and attraction vs promotion. Consideration was given to revising the text on pages 117 and 166 in the Service Manual and developing material on the subject.

Correspondence - Disagreement between an Intergroup and the groups it serves over the dismissal of an Alateen Sponsor resulted in dozens of letters and phone calls asking the WSO to intervene. This led to a revision in the Service Manual explaining the role of the WSO and GSOs in other countries.

A variety of letters were addressed to the Policy Committee on various subjects—the bulk concerned the dual membership policy.

PUBLIC INFORMATION

Marion W./Phyllis M., Chairpersons
Carole K., Administrator

COMMITTEE

Committee review included: Al-Anon/Alateen poster designs; 1994 Birthday Calendar; Holiday Press releases; production of PSAs and CAL review; P.I. Coordinator conference call and the development of a production schedule for PSAs.

REACHING OUT TO THE MINORITY COMMUNITIES

The P.I. and CPC Administrators and the New York (S) P.I./CPC Coordinator presented Al-Anon to the Harlem Carentee Cullen Community Center. The Spokane RSS Host Committee Chairperson arranged a meeting with the Native Americans living in the Washington Area. The Area Delegate, Chairperson of the Board, Deputy Executive Director, and P.I. Administrator met for one hour with eight members from the Native American Treatment, Intervention and Education Project.

COMPLETED

Birthday Press Release celebrating Al-Anon's updated approach as it enters middle age; Holiday Press Releases; radio PSAs; mailing to 2,200 radio stations across the U.S. and 480 in Canada; May '94-95 Birthday Calendar; Al-Anon/Alateen posters; P.I. Coordinators conference call

and four issues of P.I. Scoop. CAL P.I. literature review discontinued M-39, M-40, S-24 and K-14.

IN PROGRESS

Development of a Health Fair Kit; 1994 WSC presentation for the 1994 WSC; second P.I. conference call; leaflet on attraction/cooperation; magazine ad mats and a senior citizen leaflet.

COOPERATION WITH THE PUBLIC

Media (Television) - A request for Al-Anon information came from the *Montel Williams Show* and *ABC News* which is creating presentations through the use of laser disks; NBC, *Another World*, requested props; OCTV Oxnard College requested storyboards for their Red Ribbon Week. *Channel One*, a TV show for high school students, and a Japanese channel requested information for an upcoming show. NBC, ABC and FOX in New York requested the new PSAs; Awareness Films requested information for an upcoming movie *Rockbottom*; *Sally Jesse Raphael* requested audience participation for a show on children of alcoholics; ABC requested Al-Anon/Alateen participation for a chapter on their laser disk tentatively titled *Just Kids*; Channel 34 Hollister, CA sought permission to air *Alateen Tells It Like It Is*, the video.

Other requests for information came from: *Wavelengths* a new show; *Nick At Nite News*; a pilot for Channel 13 *Courageous Children*; Disney Pictures, for a movie tentatively titled *Significant Other* and *All My Children*.

Media Outreach (PSAs) - ABC, CBS, NBC were contacted in an outreach effort for airing TV PSAs. ABC and CBS expressed continued support for Al-Anon PSAs. NBC has a rotation schedule; once a PSA is aired it goes to the back of the line and has a one year shelf life.

Radio - WABC 77 AM requested information for their *Call Action* show; CBS radio in New York requested the Al-Anon radio scripts; WNHC radio, New Haven conducted an interview with an Alateen sponsor; WRTA radio in Altoona, PA taped an on-air interview with an Al-Anon member to be used as a PSA for Al-Anon; National Public Radio requested interviews for an upcoming program titled *Becoming Whole* and KICR, Alexandria, LA requested information for their *Mini Magazine* show.

Publications - Resource listing information was requested by: the Virginia Statewide Referral System; *Access*, a Washington directory; *National Help Directory*; *Directory of American Youth Organizations*; Self Help Network of Kansas; *United Way of Wooster Directory*; *Courage to Heal* resources; National Health Information Center; Runaway Hotline; Covenant House Niteline, a nationwide toll free 24-hour hotline; *Pierian Press National Helpline Directory*; *Wellness Resource Directory*; *Health Desk* resource guide; Michigan Protection and Advocacy Service; *Boys & Girls Club* newsletter; Creative Multi Media a CD-Rom for parenting; *Wellcare* newsletter; Health Desk for windows; and the Microsoft Corporation.

Magazines - Information was requested from: *Cooking Light*; Dr. Joyce Brother's in *Good Housekeeping*; *Health and Fitness*; *Soap Opera Digest*; *Careers and Colleges*; *First for Women*; *Sunburst*; *Ladies Home Journal*; *Women's Day*; *Listen* magazine for teenagers; *Health*

Science; EAP Digest; YM, young and modern; Your Health and Fitness; Parent's Magazine; Mademoiselle, a young women's magazine; Women's Almanac; Family Life Magazine; Tell, a teenage magazine; Elle and Teen. Alcoholics Anonymous requested updated information for their listing "Fellowships Similar to AA."

Newspapers - The WSO clipping service submitted 1,102 articles mentioning Al-Anon/Alateen throughout the United States; an article on the Al-Anon RSS in the *Sault Star*; *Ann Lander's* national column listed Al-Anon's 20 Questions along with the 800 number; *The Village Voice* of New York; *Syracuse Herald Journal*; "Ask Beth," a column in the *Boston Globe*; *The Utah Daily Spectrum* and the *North Carolina Journal*.

Newspaper Outreach - A Media Release, Fact Sheet and information about the U.S. Northwest Regional Service Seminar were sent to KREM-TV, Spokane, WA.

Books - Information about Al-Anon and Alateen was requested for the following: a book geared to teenagers by Enslow Publishers for listing of the Alateen 800 number; *Information Please Almanac*; Avocus Publishers requested permission to reprint Alateen Is It For You? in *Quests and Quandaries*, a Human Development Workbook; *Guideposts*; an encyclopedia book on *Menopause and Midlife Health*; *Greenhaven Press*, a book for college students; *Cambridge University Press*; *The Encyclopedia of Domestic Violence*; Adler books for students; *Professional Resource Publishers* and Microsoft Corporation.

OUTSIDE AGENCIES

The P.I. and CPC Administrators met an American Association of Retired Persons (AARP) representative to discuss the need to address alcoholism and its effect on seniors and their families; P.I. and CPC Administrators worked on the development of an ad about Al-Anon, offering a packet of information for the *Employee Benefit News*, a new magazine for employees' benefit managers.

OTHER OFFICE ACTIVITIES

Coordinators - Mailings included P.I. Scoop; Birthday and Holiday Press Releases; TV PSA storyboards, radio scripts and distribution charts; P.I. registration, transcripts and evaluations forms. Coordinator correspondence totaled 73.

There were 3,439 letter requests for information.

Computer Communication - Worked with Al-Anon volunteers to explore the possibilities of utilizing computers and disks as a resource for reaching out to the membership with service information. The first experiment placed P.I. Speaker Guidelines on a computer disk using graphics in an effort to bring the Guidelines alive.

There were 7,476 calls received on the P.I. 800 number.

SUBCOMMITTEE: LONE MEMBER SERVICE

Patricia L./Marion W., Chairpersons
Carole K., Administrator

LONE MEMBER LETTER BOX

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

GUIDELINES

Guidelines for the Lone Member Service were developed and mailed to all registered Lone Members and Contacts.

REGISTRATIONS

Registered Al-Anon Contacts - 49; Alateen Contacts - 11; Proposed Al-Anon Lone Members - 29; Registered Al-Anon Lone Members - 20; Proposed Alateen Lone Members - 14; Registered Alateen Lone Members - 8.

UPDATE LETTER

Three hundred responses were received as a result of the update letter sent to Lone Members and Contacts.

OTHER OFFICE ACTIVITIES

Information was sent to more than 100 individual requests to participate in the Lone Member Service.

REGIONAL SERVICE SEMINARS

Maxine K./Patricia S., Chairpersons
Rita McC./Carole K., Administrators

COMMITTEE

A Regional Service Seminar banner was purchased to be kept at the NPIC office with display boards for RSS's.

To make better use of staff and volunteer time for relocation and the two upcoming International Conventions, the Board of Trustees approved the Committee's recommendation to hold two RSS's per year instead of three, on a trial basis starting with the Spring Seminar in 1994 until 1997. Because of the 1995 International Convention, the U.S. Southwest RSS will be held in the Fall of '94 and the U.S. North Central the Spring of '95.

Guidelines for the RSS Committee were developed. The RSS Guidelines were revised.

MAILINGS

Groups, Delegates, AISs, LDCs and Lone Members in the U.S. Northwest, Canada East Regions and selected surrounding Areas received site and room rate announcements, registration forms and explanatory materials.

The WSO sent Canada Central and U.S. Northwest Host Committees material for registration packets, new literature flyers, the RSS banner, *The FORUM* display board, What's New board, Sights and Sounds board and Links of Service board. Getting In Touch with Al-Anon and Alateen (S-23) was added to the list of materials for the RSS registration packets. NPIC and PFA displays were also mailed.

HOST COMMITTEES

Thank you letters and copies of the book *Courage to Change* were sent to the Host Chairperson, Co-Chairperson and Chairpersons of Host Subcommittees of the three RSSs held this year.

U.S. SOUTHEAST RSS

Patricia D. B., Chairperson

Site: Executive West Hotel, Louisville, Kentucky
Date: March 12-14, 1993
Theme: Service - The Winning Ticket

Reportback - There were 459 registrations. The WSO was represented by John B., Board Chairperson; Patricia B., Seminar Chairperson; Sandra F., Deputy Executive Director; Connie D., Canada Central RT; Geri H., Literature Administrator; Bonnie C., Alateen Administrator; Rita McC., RSS/Conference Administrator.

Two workshops were held in the General Session Room: Twelve Concepts of Service, and Leadership - What Is It? (Concept Nine). Evaluation forms suggested that the most preferred sessions were the Ask-It-Basket, WSO Sharings, Literature Writing Workshop and Concepts.

CANADA CENTRAL RSS

Connie D., Chairperson

Site: Algoma's Water Tower Inn
Sault Ste. Marie, Ontario, Canada
Date: August 6-8, 1993
Theme: Lock Into Service

Reportback - There were 121 registrations. The WSO was represented by Richard B., Board Chairperson; Connie D., Seminar Chairperson; Skip L., U.S. Northwest RT; Myrna H., Executive Director; Rita McC., RSS/Conference Administrator; Carole K., P.I. Administrator.

The Executive Director and the Chairperson of the Board were interviewed on a local television talk show about Al-Anon. The Chairperson of the Board, the Executive Director and the P.I. Administrator also held an interview with a local newspaper reporter.

Because registration was lower than expected, the workshop schedule was reduced to five breakouts in the morning and five in the afternoon. Two workshops were held in the General Session Room—Step Twelve: Carrying the Message to the Newcomer, and Service Sponsorship. The sessions most preferred were the Opening Session, the Chairperson of the Board presentations; Explanation of Warranties and Concepts.

U.S. NORTHWEST RSS

Skip L., Chairperson

Site: Westcoast Ridpath Hotel
Spokane, Washington
Date: November 5-7, 1993
Theme: Reap the Harvest of Service

Agenda - The agenda was printed in advance to be included with the Host Committee's confirmation letter.

Reportback - There were 295 registrations. The WSO was represented by Richard B., Board Chairperson; Skip L., Seminar Chairperson; Mary A-T., U.S. Southwest RT; Sandra F., Deputy Executive Director; Claire R., Institutions/Archives Administrator; Mary Ann K., International Administrator, and Carole K., P.I./RSS Administrator.

Evaluation forms suggested that the sessions most preferred were: the presentation by the Chairperson of the Board; an International Love Affair, International presentation; Links of Service; Archives film; WSO presentations, Ask-It-Basket and the Opening Session.

Written reportbacks from the workshops were mailed to the 200 attendees who requested them.

CANADA EAST RSS

Pat L., Chairperson

Site: Hotel Le Chantecler, Ste. Adelec, Quebec
Date: May 13-15, 1994
Theme: Harmony in Nature and in Service

Site Inspection - Pat L., RT and Seminar Chairperson, visited the hotel and met with the Delegate, Host Committee Chairperson and hotel personnel.

Accommodations - Single occupancy (two nights) plus four meals (per person): \$287.00; Double \$163.95; Triple \$136.95; Quadruple \$123.80. Meal package alone \$47.00. (All Canadian Funds.)

Registration Mailing - This mailing was sent to all English and French-speaking groups in Quebec and surrounding areas.

Taping - The Region decided not to tape this Seminar. The general session will be taped by the RSS Staff Coordinator for archival purposes.

Translations - The cost for renting the translation equipment and cost for interpreters was researched.

U.S. SOUTHWEST RSS

Mary A-T., Chairperson

Site: Hyatt Regency Hotel, Denver, Colorado
Date: November 4-6, 1994
Theme: Mile High Service Experience

Site Inspection - Mary A-T., Seminar Chairperson; the Colorado Area Delegate; and Jim K., Past Trustee made a site visit to the hotel. They met with the hotel personnel and proposed Host Committee members.

Accommodations - Single occupancy plus four meals (per person): \$197.00; Double \$137.00; Triple \$117.00; Quadruple \$107.00. Meal package alone \$63.00.

Mailing - A letter announcing the Seminar was sent to all World Service Delegates.

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

REGIONAL SERVICE SEMINARS (RSS) REPORTBACK

The composition of the Committee was changed to include all Regional Trustees. Something new that was mentioned at the U.S. Northwest RSS in Spokane, WA, was mailing workshop report-backs to all who attended the RSS.

The Canada East RSS will be held in Ste. Adele, Quebec, from May 13 to 15.

The U.S. Southwest RSS is planned for Denver, Colorado, November 4-6, 1994; registration forms can be picked up at the WSO. A new idea on the agenda is entitled, "Alternate Links of Service," which will feature all GRs, DRs, and Alternate Delegates.

The first choice for the U.S. North Central RSS is Minneapolis; the final decision, however, will be announced after the site visit.

A motion from the floor of the Conference focused on the change in the RSS schedule. A request was made for the U.S. Southwest Re-

gion to conduct a service seminar on a three-year basis. The U.S. Southwest Region would take full financial and physical responsibility to put on its own service seminar on an experimental basis. The originators explained that this is not meant to be a decisive measure; it is merely a means for the Region to conduct a service seminar.

Conference members were concerned that passage of this motion would deflect from the unity of the fellowship. Although disappointed at the decision to change the RSS schedule, members agreed that we should stand together. Suggestions were made recommending that the Area may conduct a service seminar; however, they should refrain from using the terminology "Regional Service Seminar (RSS)." Following this discussion, the motion was withdrawn.

Pat S.,
Chairperson

Carole K.,
Administrator

REGIONAL TRUSTEE PLAN

Packets explaining the nominating process for RTs, with profile sheets, a list of Area chairpersons, and the Regional Trustee Plan, have been prepared for U.S. Northeast, U.S. Southeast, and U.S. North Central—the three Regions that will be nominating RTs from their Areas at the 1995 WSC.

A format that successfully began last year is being implemented again this year; RTs from the three nominating Regions will distribute RT nominee packets to the Delegates in their Region at their Conference RSS breakout session. The RTs need to know the dates of the election Assemblies for each Area and will encourage Delegates to nominate candidates and send the nominating information to the WSO before the January 1, 1995 deadline.

If a nominee is selected from an Area, an official profile form on the candidate is sent by the Delegate via certified mail to the WSO before January 1. Failure to do so constitutes forfeiture. It is equally important that the Delegate notify the WSO when the Area is not submitting a nominee candidate. The resumes should be typed and filled out on one side only, in the space provided. The resume should be sent in a separate envelope addressed to the Conference Administrator at the WSO.

There are humorous and not so humorous occurrences each year in connection with submitting candidates' names. Some Delegates

take a casual approach. Resumes are found attached to literature order forms, *The FORUM*, or literature sharing sheets; this makes their journey to the Conference department lengthier and sometimes more uncertain.

After January 1995, when all the resumes have been received, the profiles are gathered for printing in the Conference brochure and for mailing to Conference members for review prior to the Conference.

The Delegates were encouraged to review the criteria for Regional Trustees and submit resumes for the qualified Al-Anon members in their Areas. Names were drawn for those non-Area WSC members, three Delegates and two Alternates, to vote at the 1995 RT elections in accordance with the RT plan, as follows: (The WSO participants will be selected by the Board.)

Northeast
Joan C., SD
Karen W., Man
Norma C., IL (S)

Southeast
Ruth S., NY (S)
Lois B., IA
Mariellyn K., MN (S)

North Central
Shirley S., SC
Kalvin Y., Ont (N)
Jim L., NH

Alternates
Kary L., CA (S)
Rachel P., NV

Alternates
Doris B., AR
Jan C., ID

Alternates
Bill H., TX (E)
Neal B., RI

Ric B.,
Board Chairperson

Rita McC.,
Administrator

CONFERENCE COMMITTEE ON TRUSTEES (CCT) REPORTBACK

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Chuck LeM.,
Chairperson

The Chairperson explained that the purpose of the CCT is to review all Trustee-at-Large resumes received from the Nominating Committee. Resumes are reviewed and graded on a ten-point scale. The tallied forms are then returned to the WSO Executive Director before the October Board meeting. If a candidate submitted by the Nominating Committee is denied, any member of the CCT may file a minority appeal to the Nominating Committee

and, if necessary, to the Board of Trustees.

The resume for Trustee-at-Large is being reworked to allow clearer input by applicants. One change will possibly be the inclusion of the WSO fax number for returning resumes to the Executive Director. The time frame for movement of the resumes through the process will remain the same.

It was reported that Mike T., New Mexico, will be the new CCT Chairperson.

NOMINATING COMMITTEE REPORTBACK

.....

Lorill W.,
Chairperson

The difference between Trustee-at-Large and Regional Trustee was briefly described, with focus on the selection process. In the year prior to the RT election, each Area is encouraged to submit one candidate's resume through their Delegate. In contrast, any Al-Anon member who feels he or she meets the criteria may submit a resume for Trustee-at-Large to the WSO Executive Director. The resumes are rated by the Conference Committee on Trustees (CCT) and submitted to the Nominating Committee. Six candidates are selected and invited to the January Board dinner, and three are then chosen.

The following nominees are being to the World Service Conference for traditional affirmation:

Donald C.	MA	1st 3 Year term
Gerry V.	CT	2nd 3 Year term
Doris S.,	KY	2nd 3 Year term

Following discussion, the slate of Trustees-at-Large was affirmed. The slate of Board of Trustees Officers was presented to the WSC for affirmation:

Richard B.	Chairperson
Gerry V.	Vice Chairperson
Doris S.	Treasurer

Following discussion on Al-Anon's rotation system, the slate of Officers to the Board of Trustees was affirmed by the World Service Conference.

The WSC also affirmed the Regional Trustee nominations made earlier in the week:

Canada (E)	Pat L.	Atl Provinces
Canada Central	Connie D.	Ontario (N)
Canada (W)	Pat A.	BC

The Executive Committee is the administrative arm of the WSO. The Board elected three At-Large members and one Staff Administrator for one-year terms:

Bill S.,	Chairperson	3rd year
John B.		2nd year
Lorill W.		1st year
Rita McC.,	Staff Administrator	

BOARD OF TRUSTEES

.....

Ric B., Chairperson of the Board of Trustees, reported on activities approved by the Board that had been addressed by the Trustees at their Quarterly Board meetings throughout the year. *FORUM* mailings: In response to a pending increase in U.S. postage rates during 1994, *The FORUM* will be mailed two issues at a time, beginning with the July and August 1994 issues. This double mailing will continue until after the WSO's relocation. This measure is expected to result in savings of \$15,000 for 1994 and \$30,000 for 1995 and beyond, until the relocation.

International Al-Anon General Services Meeting (IAGSM)

The Board of Trustees will be asking the IAGSM in 1994 to postpone its meeting from 1996 to 1997, to skip the 1998 session, and to hold it instead in the year 2000. The current schedule of events would have WSO staff involved in the 1995 AA International Convention, the 1996 IAGSM, the 1996 relocation of the World Service Office, the 1998 International Convention, and the 1998 IAGSM. For this reason, as well as cost considerations, part of the request is that the IAGSM be held in the United States in 1997 and outside the United States in the year 2000.

1995 World Service Conference

Due to the issues that will need to be discussed at the 1995 World Service Conference—relocation, finalization of the Policy Manual, and leadership development for Delegates and Trustees, the Board approved extending next year's WSC by one day.

Self-Support

Ric introduced Skip A. and Isabel F., who led a discussion on the potential for moving toward self-support relative to the Delegates' equalized expenses. The current cost is \$1200, with the Canadian Areas paying \$900 and the U.S. Delegates paying \$800; the WSO provides the balance. Ideas were shared on educating the Areas to send more if they can afford to, on increasing the equalized expense ratio gradually over time, and on ensuring that stipulations are adopted for those Areas unable to afford this, since each Area should be represented at the World Service Conference, regardless of expenses.

Regional Trustee Plan

Following the discussion, the Board of Trustees presented a motion to extend the Regional Trustee plan on a trial basis for three

additional years. The current trial period is ending, and action needs to be taken. If not approved, the RT plan would revert to the original six Regions. Following discussion on ways to increase communication between the WSO and the Areas, the motion was approved by the Conference body.

Al-Anon/Alateen Service Manual

Ric continued with a motion to recommend that production of the Service Manual be postponed until 1995. After the 1995 update, the Manual's two-year production cycle would continue. Since the majority of the changes affect only the tone of the Manual, the motion was approved. It was recommended that a summary of the changes made at the Conferences be included in newsletters to ensure the fellowship's awareness.

Relocation

The Board Chairperson presented the WSC with in-depth details of the several-year process that began in 1991 when the Board approved a preliminary study on relocation. The search began with 320 cities, and narrowed to nine, as determined by six WSO volunteers and three staff members. Significant input and assessments provided by a Relocation Consultant were vital to the process. During the evaluation process, financial impact was stressed as the primary motivator. Secondary concerns included quality of life and ease of transportation. Personal factors could not be included in the equation. A secret vote by the subcommittee determined upon four locations that became the focus of the three-person site-visit subcommittee. A follow-up field visit to three of the four locations was conducted.

Analysis of site-visit information enabled the Relocation Committee to select and recommend Norfolk, Virginia, for the location of Al-Anon's World Service Office. It was agreed that Dayton, Ohio would serve as backup in the event that the financial projections for Norfolk did not materialize. This recommendation was adopted at the October Board meeting, and each Delegate was informed. The recommendation is now submitted to the 1994 World Service Conference in the form of a motion to accept the Norfolk, Virginia area as the site for relocation of the World Service Office with Dayton, Ohio as the backup city.

The Board Chairperson indicated that 15 to 20 current WSO employees are projected to relocate. Wage scales in this region of the country would allow the WSO to hire qualified, skilled employees at the same rates, or

Ric B.,
Chairperson

lower than in the New York metropolitan area. Five or six Al-Anon Areas would be the basis for volunteers to support the WSO service efforts.

The 1994 Conference members expressed their love and concern for the fellowship during this emotional discussion. Relaying the opinions and thoughts of their Areas, the Delegates probed the selection process to ensure all avenues were traveled before the vote on this major issue. Sentiments of appreciation for the voluminous work effort were expressed.

A few of the heartfelt expressions signifying the love, trust, and confidence felt in that room were: "The decision can only be reached by allowing our Higher Power to speak through our trusted servants." "Our Higher Power influenced each one of us during the decision-making process in doing what was best for Al-Anon." "Al-Anon was really at work in the room. I saw each member talking to their Higher Power. Whatever the decision, I know it will be the best one for Al-Anon."

Following the discussion, the motion was approved to relocate the Al-Anon World Service Office to the Norfolk, Virginia area, with Dayton, Ohio serving as the backup city. Kay T., Virginia Delegate, presented Myrna H., WSO Executive Director, with a pictorial book on the state of Virginia and passed along a heartfelt welcome to the World Service Office.

This monumental decision paved the way for the anticipated and historic motion from the Board of Trustees.

In January 1994 the Relocation Committee recommended that a Board motion be drafted to purchase property for a trial period. Said motion is to be a contract between the Board and the World Service Conference. A copy of this motion was sent to all Conference members after Board approval and is presented at this time for Conference approval. The full text of the motion can be found on pages 46-47.

Purchase of Property

A serene quiet filled the room. Knowing full well the impact of the upcoming discussion, the Conference members asked for guidance and joined in reciting the Serenity Prayer. Ric stressed the importance of having a full hearing before any action was taken, reminding the participants that all questions must be answered and everyone must have the opportunity to express individual, group, and Area opinions.

Ric continued: "Concept Nine explains the need for our leaders to be visionaries yet ready to compromise. The purchase of real property is a vision of the Board; however, it is up to the Conference to modify, agree or disagree. The Board of Trustees is committed to buy property only if the Conference approves." Ric reinforced this message: "Should the motion

pass, and it was later determined that the decision resulted in a break of the Steps, Traditions, or Concepts, the Board would act immediately to dispose of the property. Our fellowship's unity is of primary importance."

The session was opened and initial discussion focused on the wording of the motion, and changes were made. Delegates probed the intent of each word to better understand the contract being proposed. Conference members searched their hearts and souls and expressed their innermost thoughts throughout the evening. Personal opinions were entwined with group and Area viewpoints. Many Areas expressed confidence in their trusted servants and their conviction that the right decision for the future of Al-Anon would be reached through reflection and our Higher Power's will.

Some Areas explained that ownership of property has created disunity already; if the motion passed, their groups would withhold funds from the WSO as an indication of displeasure. Other members stated that our groups have the right to withhold funds if they feel it is appropriate; it is our hope, however, that they will trust in our Higher Power, rely on the group conscience to make the best decision for Al-Anon as a whole, and support that decision. Some members reflected that Al-Anon's needs would be taken care of if we trust in our Higher Power. Members agreed that there is no wrong opinion on this topic and we need to focus on eliminating any disunity this decision may bring.

Throughout this discussion, there was a feeling of serenity, an awareness that our Higher Power would help us make the right decision. Sentiments were expressed on how beneficial it would be for Al-Anon finally to have a home of its own. One member looked ahead 15 years to when the mortgage would be paid and even better services could be provided with the money saved. A marvelous gift could be given to our fellowship 15 years from now with the decision made tonight. Another stated that we sometimes think of our Board as a bunch of wheeler-dealer lawyers putting us at risk, rather than as caring Al-Anons who love the program as much as we do.

Members relayed their awe at the process being followed; they would never forget what went on during this night of reflection, sharing, and decision making. After all the thoughts were expressed, and the emotions spent, the discussion concluded. The amended motion was reread in its entirety. Then, in accordance with the Eleventh Tradition, a period of quiet meditation followed. A calm came over the room as members reflected on their decision. All who cared to, joined once again in saying the Serenity Prayer. The vote was taken and business was halted until the count was determined. After several minutes had

passed, Mary Fran W., Conference Chairperson, announced that the motion had carried with a vote of 79 yes and 19 no.

Communications Consultant

Sandra F., Deputy Executive Director reported that to ensure that the message of Al-Anon is reaching those in need, and in response to the reduced number of groups, literature distributions, contributions, and *FORUM* subscriptions, the Board agreed to hire a Communications Consultant to review Al-Anon's communication strategy and make recommendations for improvement.

One of the first suggestions made by the Consultant concerned the November appeal. A sample mailing providing directions for conducting the appeal was made to 22 states. That appears to have been most successful.

The Consultant has been provided with information at the World Service level, including WSO books and leaflets, and has had discussions with members of the Board, the Execu-

tive Committee, and Committee Chairpersons and WSO staff. She has also met briefly with various GRs, DRs, and local service workers.

The time has come to get information from the membership. Surveys are being sent to Information Services, a random sampling of groups, and a random sampling of DRs for distribution to GRs and to each Delegate. Another series of surveys will be sent to CPC Coordinators and Alateen Sponsors. Surveys have already been completed for *The FORUM* and Institutions.

The information to be obtained is vital in assessing our communication strategy; a five-year plan will be developed, based on this input. The Consultant will provide the WSO with recommendations to improve communication, with specific examples of activities to be deployed. The AFG Service Plan will also be updated.

Members shared thoughts on utilizing the results of the surveys at the Area and local levels as well.

SPIRITUAL TALKS

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This is how I began the evolution of my Eleventh Step, which continues to this day. My first remembered prayer to my Higher Power was uttered when, as a young child, I lay trembling beneath the covers. I was terrified by an apparition or perception of something quite evil. I can still picture it. I prayed that God would protect me and remove the source of my dread. That prayer was answered because—I know today—it was a prayer of need. Since then I have tried to pray daily, but I must tell you, I have not always done that, nor have I always had the faith of my first remembered prayer.

My next stepping-stone was a prayer of wants. I was still a youngster, and I had entered a name-the-puppy contest on television. My mother told me to pray for it, so I did. My demand to God went, "Please let me win that dog," followed by a long list of things I would do as part of the deal. I was quite disappointed in not winning the contest. The God of my understanding doesn't always give me what I want.

During an evening out with one of my pals, his girlfriend introduced me to the person who would become my wife. I thanked God over and over for my good fortune. She was the answer to my prayers. She was beautiful, she was humorous, she was interesting, she liked me—and although neither of us knew it, she was an alcoholic. We meshed perfectly. We were two sick people who had

found each other. We were soon married. We now have three children, and this January we celebrated 27 years of pure bliss.

Well, some bliss. As our life as husband and wife progressed, so did the disease of alcoholism. Which brings me to my next prayer. It was quite a simple prayer, really: "Please, God, let Sandy love me." This was a particularly difficult time in my spiritual life because when I was home alone and she was out, I wished she would die; and when she came home, I was glad she was alive. When she was drunk, I hated her; and the next day, when she was sober, I loved her. It was a prayer of wants. I didn't know then that God answers prayers in His time.

I call the next stepping-stone my Mom-and-Dad prayer. My folks were married about 35 years when my dad suffered cardiac arrest. He was resuscitated, but unfortunately he had been without oxygen for a considerable time and so had brain damage as well as the damage to his heart. My dad, as I had known him up to that day, was gone. His short-term memory was gone. His long-term memory was his reality. He learned to walk and talk; he learned to be three or four years old again. This was very difficult for our family, especially my mother, who was the primary caregiver. This led to many angry confrontations between them. I would pray, "Please let Mom love Dad."

My dad had many hospitalizations, and

Chuck LeM.,
Minnesota (N)

during one of these stays, the doctor wanted to do some tests that were quite painful. I held him and told him it was okay to holler, and we both cried because of his pain. I went home and told my Higher Power that I was angry at what my father was going through. I realized that I had become aware of my anger, that I had accepted it, and that my dad was loved by his Higher Power and that he would be taken care of. I was also given a conviction that what was happening was not God's doing. My belief in God does not allow me to think that He would cause harm or pain to my father, who was such a kind, gentle, and loving person. God's will for me allowed me to deal with his illness with courage and faith.

At an Al-Anon meeting one evening the topic was love. As the sharing went around, I came to the understanding that my mother still loved my father as much as before and that she had to learn to give that love in a very different way. It wasn't my parents' love for each other that needed my prayers, but my understanding and my acceptance of their love. My dad lived with chronic pain and for 13 years before passing away in 1990. We accepted his passing with relief, knowing he loved us and was loved by us, as he is even to this day.

My dog prayer was one of wants, not needs. Today I accept that my Higher Power is providing for my needs. Concerning my prayer, "Please let Sandy love me," you taught me that she always did. My confusion with the love and hate I felt for her came from living with and loving an alcoholic.

The conscious contact I have with my Higher Power today, and the understanding of

the spiritual force that guides my life, comes from a daily practice of our Twelve Steps. The daily practice of these Steps helps me maintain my mental, spiritual, and physical health. I am being given a continuing and growing understanding of our Steps.

"Do you still need Al-Anon?" I'm sometimes asked. Let me share a recent experience and let you decide if I do. It was time for our evening meal. The early-evening sun was streaming through the windows, creating a warm, bright, and cozy atmosphere. As we started eating, we got into a less than open-minded discussion on the proper way of buttering corn on the cob. Should the butter be applied with the knife or should the cob be drawn across the quarter of butter still in the butter dish? Realizing it was difficult to yell and keep the corn kernels in my mouth, I threw down my cob and announced that I didn't want to eat with Sandy anymore and that I was going to take a walk. I was livid. As I walked towards the river, I thought about my role in our argument. I started calming down and once again, through the Eleventh Step, I was able to have God remove my anger and resentment. I returned home and we both apologized for the argument. I then sat down to "naked" supper. On the leftover corn on the cob, I passed. I trust in my Higher Power, but I didn't want to push it.

Yes, I still do need Al-Anon in my life today, and I thank you all for being here to help insure Al-Anon's future for those who have yet to come through the doors, to our fellowship, and I thank you for allowing me to share part of my recovery with you today.

Valerie H.,
Georgia

My parents were social drinkers. They entertained and went to parties, but I never ever saw them drunk, so I can't really tell you that that's how I came into the fellowship. I do know that a lot of the things that were wrong with me were wrong long before I met my alcoholic spouse. Since I've been in this fellowship, I've been learning on a day-to-day basis and growing one day at a time.

I have a character defect that I call "chameleonism." I have the ability to be anything you want me to be at any time. I don't have an identity of my own, I take on yours. It caused me a lot of pain before I got to you, but it was a survival tactic to get me here. The other character defect is "fantasy land." I have a lot of trouble dealing with what is because it's too hard and too painful. The third defect has to do with commitment. Commitment scares me because it means that I have to put

forth a little bit of me with a little bit of you. I always had an excuse; I always had a reason why it didn't work; so I didn't look as if I was a failure. That finger always pointed out to you. I made you responsible for me.

My mother and father are some of the most beautiful people I know today. They tried to instill in me and my brother that we were very special people, that we could be anything that we wanted to be if we set our minds to it. Somehow that message got garbled. I was an only child for five years. Then my parents had my brother. I'm still forgiving them for that. Today, he is a very special man in my life, but back then he was a source of great pain. I looked at him as competition, and when I competed against him, I always seemed to lose.

Let me show you how I identified my first character defect. My little brother loved me

with all his heart and soul. When he was a very young toddler, he would come into my room and sleep with me because he was afraid. One night he came in while my cousin was there. This cousin called my mom and told her that my brother was out of his bed. Mom came in, spanked him and sent him to his room crying. My heart said, "No!" I ached for this boy. My cousin thought it was real funny, so I laughed too. That was not how I felt inside, but that was what I did. I denied myself a long time. I allowed what *you* believed, what *you* thought and what *you* felt to dictate to me.

I met my husband in high school. I married this man because I felt I had found someone who looked at me and only me. He listened to what I said. He drank, but so did my parents. It was no big deal. We fought constantly. I thought it was me—something I did, something I didn't do. He was always happy when there was a crowd. He was the center of attention and the life of the party. When the party was over, there was anger, resentment, and fighting. As the disease of alcoholism progresses in the alcoholic, I truly believe, the disease in us progresses too—my sense of wanting to belong; my need to be part of something; my longing to be loved by someone, and my people pleasing all progressed.

I'm not proud of a lot of choices I made trying to achieve my goals. I attempted suicide because I felt so unloved and unworthy. There were high speed chases down the Atlanta highway, gunshots fired out of my house—some from me, some from him. We were a lost cause.

The straw that broke the camel's back and started us on a sort of healing process was me lying on the floor, with hands around my throat, and losing consciousness. There was no way for me to escape the situation I was in, but God wasn't ready for me yet. Somehow, the hands were released. My husband and I decided that I was sick and needed help. We went to the neighborhood mental institution, and my husband proceeded to tell them all about me. The counselor looked at him and looked at me and looked at him and said, "Mr. H., I think we need to put you in the hospital." I was hurting and I needed help. I felt I wasn't even good enough to get committed. One more time, somebody else was more important to take care of, than I.

There was one person in my life before I got to you who loved me just for me, and that was my mother-in-law. If there was ever a way to personify the Al-Anon beliefs and

principles, she was it. This lady knew unconditional love, and I loved her with all my heart and soul. While my husband was in this hospital, my mother-in-law suffered a massive heart attack. I begged, I pleaded, I cursed and I bargained with God all the way to the hospital. By the time I got to the hospital, she was already dead. I didn't have anyone.

My husband had another hospital stay at the Psychiatric Institute of Atlanta, and God put a man in his life that talked the language of the heart, and my husband was introduced to AA. I went with him to his first AA meeting, and I felt love and acceptance. I felt I belonged. They put their arms around me, hugged me, and said, "Welcome." I started going to Al-Anon, and I felt the same love and acceptance, but I didn't have recovery. I didn't know what I needed to do to stay a member. So I got every piece of literature and memorized it. If you didn't know me, you'd have thought I'd been here from the inception, but the pain was still there. The God of my understanding finally put a lady into my life who said, "I say this with love. Take the cotton out of your ears and stuff it in your mouth." That lady was put into my life to stop me long enough to listen and to stop trying to imitate you.

My mom and I are so close now because of this fellowship. She doesn't feel as if she belongs, but I carry the message to her, and she walks around the house talking about detachment and enabling. My paternal grandmother and I were at odds all my life. I got a chance through this program to make amends to her, and for her to make amends to me. The God of my understanding mended that relationship. A few months later, He decided to call her home. Thanks to you and this program, it was so different from when my mother-in-law died. I knew that this woman loved me, and she knew I loved her. I was able to kiss her goodbye and tell her I'd miss her. What a beautiful difference!

As a result of this program, we bought our first home. We have now been married 21 years, and my husband is in AA recovery and is one of the most beautiful friends I have. My son is in the Navy, and I was able to release him with love. My daughter is the love of my life. She's in college and paying her own way because she knew Mom and Dad couldn't afford it. She's in Alateen. What a beautiful gift you have given me. Today I feel such hope, joy, faith, peace, sanity, support, freedom, and love. I know I'm in the right place. I love you all.

CLOSING SESSION

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Lorill W.,
Moderator

Mary Fran W. was joined by Myrna H., WSO Executive Director, to express thanks and appreciation to the outgoing Panel 32 Delegates, "We never say good-bye in Al-Anon, but we would like to acknowledge the outgoing panel with a memento." As Delegates' names were called, they each accepted a scroll. Expressions of admiration were extended to Mary Fran, outgoing Conference Chairperson, "You made us laugh and cry. You were the shining light for us. You have our love and warm feelings in whatever the Higher Power has in store for you."

Two Areas also shared appreciation to the WSO by presenting sizeable contributions to help Al-Anon continue to spread the message of help and recovery for those still suffering from the effects of alcoholism in a loved one. Emotions were in high gear as Lorill W.,

Canada (W) Regional Trustee, acted as moderator during the Closing Session. As this Conference would also be her last as a Regional Trustee, Lorill shared, saying, "I know that Al-Anon's policy of rotation is very necessary and helps to keep our program working—we are all part of a passing parade. I have always believed that as one door closes, another will open. I hope I have been able to give something to this fellowship. I know that I have gained tremendously in spiritual and personal growth."

Personal appreciation was also extended to WSO volunteers who will be leaving the Conference. The session was then opened for all members to co/me forward and share their sentiments.

"I don't know what happened this week, but one thing that I understand even more than the first day I came into the program is, if I keep working my program and keep reaching out and accepting you, then I can accept me."

"I was asked to stand for Delegate, but didn't think I was ready to, so I served as Alternate. Then I got a call that our Delegate couldn't attend, so here I am. I wish my Higher Power had been a little more gentle. I have witnessed one of the most remarkable events and now get to go back and share it all with my Area."

"I've been to the highest peak and to the lowest valley. I've been confused and tired. I've had opinions and changed them. After this week, I'll never be the same again. I'm so grateful for this program."

"Thank you for the opportunity to feel all the things that I have."

"Of all the Conferences I've been to, this has been the strangest, most emotional and historic of them all. It has been wonderful."

"We were willing and God did the rest."

"I grew up during this Conference."

"We've experienced so many changes in our minds and in our hearts. Our Higher Power has surrounded us with love. Let's celebrate the gift."

"I'm taking with me something no one can take away—I have a piece of each of you. And, I'm leaving a piece of me. The power of knowing how small yet how grand my part is gives me a balance I never had before."

"I will see you all again in other places. Good-bye."

"I witnessed Al-Anon Family Groups working as a whole."

"I truly believe God brought us all together to make some important decisions for this fellowship. It has been an experience I will never forget, being a part of and feeling the spirituality and love."

"I could almost reach out and feel my Higher Power's hand in this room."

"I could feel my Higher Power stronger than ever during this Conference."

"The joy of being able to change my mind has given me a much more open mind to take home. Thank you."

With those words spoken, Mary Fran struck the gavel one last time: "These are the final words for Al-Anon's Archives that you'll ever hear from me...I declare the 1994 World Service Conference is adjourned."

THEME

TRADITIONS: OUR FRAMEWORK—OUR FREEDOM

.....

Each Outgoing Delegate Gave a Three-minute Talk

Skip A.,

Mississippi

When I started in Al-Anon, I was very lucky—I found the perfect home group. The members of my group loved me and nurtured me and helped me recover from the effects of living with an alcoholic.

As I grew in the program, my friends told me about the framework of Al-Anon and how the Traditions worked in our home group. I studied and listened and learned.

I am a visual person, and in my mind's eye I saw my home group as a wood-framed house with lots of cozy rooms. The outside was painted blue with a dark brown trim, and there were azaleas and roses and trees all around.

When I finally ventured into service work beyond the group, I was surprised to find that while most of the groups were framed in wood, not very many were painted blue. It was obvious to me that I was going to have to buy a lot of blue paint. All those groups needed my help to create a perfect home group, one just like my own.

I talked with my sponsor and told her I was very frustrated. I told her that I didn't have enough money for the paint and that none of the groups would listen to me when I told them to buy it. I was worried and anxious and I didn't feel very free. "What must I do?" I asked.

She said, "Why not give them a copy of the Traditions, and maybe the guidelines for a meeting, but let God tell them about the paint. After all, it's His job. It says so right there in Tradition Two."

And you know, it did. He told this one to use yellow, that one red, another one peach, this other one teal, and that one lavender. The neighborhood really looked bright. I saw all the colors of the rainbow, plus some. All the groups were framed with wood, just like my home group, but they were of different sizes and different colors.

I am not worried or anxious anymore, and I am freed from the compulsion to make every group exactly like my home group. Before, I thought God could use only blue paint. Now I marvel at how He uses our differences to strengthen our numbers by opening our doors to many people—many different people. I rejoice that we can unify with a common bond. We each have a problem of alcoholism in a relative or friend.

Nancy B.,

Colorado

In my growing-up years, the message I got was that I could look good mouthing platitudes and still do anything I wanted, as long as I could get away with it. I didn't feel as if I had anything that truly defined what I was. I used other people's morals, other people's God, and I let others' confidence magnify my own insecurity. I felt if anyone truly knew me they would be appalled by my shallow character and sleazy ethics. I was a black hole and definitely not free.

My history contains sexual abuse and incest as a child, date rape and pregnancy while in college. (I went through the adoption of the child numbly, never grieving over that loss until years later, in the program.) When I was a junior in college, someone came along who looked as if he could fill the black hole. He was the first person who seemed to be just what he said he was—a hard-drinking, honest cowboy—and he won my heart. I was convinced he would not love me if he knew me, and I lied to him about my history. When I finally was honest with him, years later in a Ninth Step, I discovered how very much we truly did love each other.

I was married ten years before I found Al-Anon. My children were as confused as I was. They could see my anger and could only assume that it was because of something they had done. I was spreading a disease I didn't even realize I had. I still didn't see that the problem was alcoholism. Going to that first meeting was the first movement I had ever made to find myself.

I remember the hugs from people who didn't even know me, but I took them at their word. When they said, "Keep coming back," I did. In fact, I made 30 meetings in 30 days. I discovered a hunger for information and nurturing that could only be satisfied sitting in those meetings. I was very blessed to have come to a meeting 18 years ago this August. They did a Step meeting and a Tradition meeting every month.

The First Tradition helped me to take my eyes off the alcoholic and realize what had been happening to the rest of us. With the encouragement of my sponsor, I began to have supper at a decent hour for the children and to go ahead with a peaceful bedtime. I'd even go to bed myself. What freedom!

Tradition Two made me realize that I had made alcoholism the authority in our family. The knowledge that our family group could have only one authority, a loving God, was novel and marvelous. I learned the mutual respect and dignity of anonymity. I was grateful for service work because I would often hear words come out of my mouth that I needed to hear for myself.

These years have been ones of change, growth (sometimes painful), and learning for our family, for me in service, and for the program. Our family needed the unity and framework of the Traditions, and through service I have found that my program is an ongoing process of change through commitment. I still need meetings, my sponsors, all my sponsees, my literature, telling my story, and my service work. Now, when I get to feeling the black hole of loving coming back, when I need a hug but I can't stand to be touched, I know that I can change that feeling by changing my thinking. "I can't stand it" changes to "I don't like it, but I can stand it with the help of Al-Anon and my Higher Power." I have freedom I never knew existed.

An Allegheny Indian once said, "Speaking encompasses the body, mind, and heart. When I speak, my heart touches yours and yours touches mine." In Al-Anon we touch on another's hearts through the sharing of our experience, strength, and hope. Through this healing touch, Al-Anon reversed the spiral of the disease of alcoholism that had been going on for generations in my family. And if we use them, the Traditions will keep us safe in the storms of change, because the principles they have taught me are timeless—selflessness, acknowledgment of a

power greater than any one person, clarity of purpose, self-determination, cooperation without enmeshment, financial responsibility, service without thought of reward, structure without rules, conviction without using public forums, and equality through anonymity.

Jeanette B.,

Alabama

The Traditions may have been written to provide guidance and unity in the groups, but they have also given me a reference for my personal life. Growing up with a domineering, controlling father and living in an alcoholic marriage, I needed to learn to compromise, to express myself, to listen to others, to have a common goal, to respect authority, to put principles above personalities, and to be a trusted servant. As I observed others applying the Traditions in their service work, I gained enough courage to try them in my service life and then in my personal life.

The Traditions have provided a framework for functioning as a family unit:

1. Our common welfare as a family should come first: personal progress for all family members depends upon unity and stability.
2. We need a loving God as the authority of our family. It is not the alcoholic, or a spoiled child, or my fears that should dominate or control the family unit.
3. The only requirement for membership in our family is to be part of it. It is not necessary to have straight A's, perfect manners, or a charming personality.
4. Each family member is encouraged to be an individual and develop his or her abilities, skills, or talents—except when that is detrimental to the family as a whole. We try to keep balance in our family.
5. I practice the Twelve Steps myself. I try to encourage and understand my family members, to welcome them, and give them comfort when appropriate.
6. I do not meddle, intervene, or give unsolicited advice to my adult children, lest problems of control, resentments, or anger divert us from our primarily loving relationship.
7. Each family unit ought to be self-supporting to avoid creating dependency.
8. My relationships should remain forever loving, but I may say no as required.
9. I do not have to organize or direct our whole family. They may even be more responsible than I am.
10. I do not need to express my opinion on their disagreements or take sides in their disagreements, unless I want to be drawn into the middle of their controversy.
11. My influence in the family is based on attraction rather than position, and I need to guard with special care the uniqueness of each family member.
12. Anonymity limits the glory seeking, the power seeking, the egos, the personalities within the family and gives me the courage to be me.

The Traditions give me the freedom to grow, to develop, and to try new things. I, of course, have sadness that this is my last Conference, but I also have some of the "been there, done that" attitude. I don't mean to sound flippant, but I know that every service position has been frightening when I began it, but then I grew cozy and comfortable. If I had stayed where I was comfortable, I would have missed the wonderful opportunity of

serving as Delegate. Now I am getting excited about the next thing, whatever it may be, that my Higher Power has for me.

Genevieve B.,

Atlantic Provinces

When I came to the Al-Anon program, I came to obtain sobriety for my spouse. I had all kinds of imagined plans for happiness for us when he got sober. Consequently, as I sat in meetings in the early days of my recovery, I had no time for those preliminary readings, as I liked to think of them. I felt that the Traditions, especially, were a total waste of time. What did I care for that stuff? I wanted the quick fix, the magic solution that I could take home so that all would be well.

After many starts and stops in Al-Anon, I met a patient, caring woman who became my sponsor and who, in her gentle way, led me to see the infinite wisdom in our Traditions. She was a longtime member, had recently moved to our area, and was DR of our newly-formed District, of which I was elected Alternate.

That fall, she asked me to represent our District at our AWSCM in Moncton, New Brunswick. I felt extremely inadequate attending this meeting with "all the heavies," and the idea of actually meeting the New York Delegate, who I felt must be only a notch below the Higher Power, was overwhelming. However, when I got there and saw all those ordinary people dressed in ordinary clothes and drinking ordinary coffee, I became a little more relaxed. The awesome New York Delegate came up to me and gave me a hug and said, "Hi, I'm Phyllis." And, boy, did they disagree at that meeting! After the meeting, I was totally amazed. It was as if the disagreements had never happened. There were hugs, smiles, and promises to "see you at Assembly."

When I look back, that was really my first encounter with the reality of the Traditions in our fellowship. Here I saw the willingness of trusted servants to comply with those suggested guidelines by recognizing that our common welfare has to come first and that principles are far more important than personalities. I've had many opportunities since then to testify to the value of "enforcing the unenforceable" in our program.

Through these spiritual guidelines I have been able to recognize the damaging effects of my self-will and resentments within my personal relationships as well as within Al-Anon. We, as members of Al-Anon, through the loving understanding of those who have gone before us, learn to conform to those principles of recovery. Our lives, and the lives of those to come, depend on it. By practicing those principles, we have been able to build an incredible experience which, God willing, shall sustain us for as long as He may need us.

Grover C.,

Wisconsin

My first service experience came when I got involved with our Intergroup. This was my first real introduction to the Traditions. I had been in Al-Anon about a year. The Intergroup sent their annual group update sheet. It had the usual requests—who were the group contacts, ISR, and the GR? I was curious. I made the mistake of asking what these positions were. The Chairperson said, that since I wanted to know, I should go to the next Intergroup meeting and find out. Bring it back to the group; then we all would know.

Unknown to all of us, that was the most important move of

my Al-Anon life. I found out, brought it back, and was asked to become the ISR. Why not?

Service had started in my life. A couple of Intergroups later, an Ask-It Basket question wanted to know what could be done about a group being transient. Someone asked if they used the Traditions. Look there for your answers. Wow! I thought that was so simple. But what are the Traditions? They are those other twelve things in the back of the book. It got me started. I had to study them. It was a real awakening.

I took my findings back to the group. They told me they did not need Traditions. After all, they were in a program of recovery. In my own mind, I was very angry. How dare they send me to find out these things, then tell me they had no need for them? Each meeting that I led was on a Tradition. It planted a seed.

Our fall Assembly was coming up. We didn't have a GR. Having been introduced to the Service Manuals, I read the responsibilities of the GR. Once again I had checked it out. Not only did it give me a chance to grow, but at Assembly I was told to give someone else an opportunity to grow. I told the group I could not hold two positions of service in the group. They would have to fill the ISR position, and they did.

At the Area level, I really learned how the Traditions could set me free. I sat at the business meetings and thought, how boring. Soon I learned that they were not. The Traditions allowed me the privilege to agree and to disagree without being angry at whomever I disagreed with or whoever disagreed with me. They taught me that I had two ears and one mouth for a very good reason; all I had to do was apply it. The Traditions freed me of being super sensitive. I no longer take a difference of opinion as a personal attack.

Carol C.,

British Columbia/Yukon Territory

Since arriving here in 1992 for my first Conference, I am now a much more informed and open-minded Al-Anon member. What comes to mind when I think of our Twelve Traditions is one very special gift that they offer me, the gift of freedom. With all the various situations I have had to deal with in the past three years, I could not have handled any of them without the wisdom offered in the Twelve Traditions. They have guided my actions and decisions and saved me from getting bogged down in controversy, allowed me to let go of some of the difficult problems I have encountered with personalities, and most recently gave me the direction needed to deal with a matter concerning a large sum of money.

An inheritance of \$10,000—left to four groups in our Area—involved lawyers, the courts, and of course, all the members in the groups involved, with all their various opinions; not to mention the opinions of those not directly involved. Without these Twelve Traditions to guide my actions and without the groups' conscience at work, this matter could not have been dealt with so easily and effectively. I believe the Twelve Traditions offer us a framework in which we have tremendous freedom. This kind of freedom allows me to do the good that needs to be done in Al-Anon. I could not have served and maintained my serenity without the framework of the Twelve Traditions.

Although I am sad that my term has come to an end, I am filled with a great deal of happiness and satisfaction. This is a personal satisfaction, one of knowing that I actually completed the job. In the past I started many things but never saw them through to the end. Not this time—I actually did it! It has been the most incredible learning experience for me. I have learned

about Al-Anon and a worldwide fellowship, about how much is still to be done, but most of all I have learned about myself, about how much worth I have as a human being and a good Al-Anon member. You all gave me this worth, this freedom, and a great deal of satisfaction in knowing that I was able to do the job. I sure had my doubts when I started out in 1992.

My wish for each of you is that the gifts of the program—serenity and freedom—will be bountiful in the days ahead. My heart is filled with gratitude toward the members of the World Service Office and the Board of Trustees. Thank you for being there for me whenever I reached out to you.

It is my prayer, for this fellowship, that we continue to share our differing views in a spirit of unity and that we all experience the freedom this brings. With this freedom we can do the good in Al-Anon that needs to be done, one day at a time.

Isabel F.,

Alberta/Northwest Territories

I empathized with the actress in, *To Sir with Love*, when she sang, "How do you thank someone who has taken you from crayons to perfume?"

When I first found Al-Anon, the crayons were to mask the real me and paint a pretty picture of what I wanted you to believe I was. The perfume has become my relationship with my Higher Power and, with that, a willingness and a desire to grow.

I pray I never stop growing. I believe my progress to this point can be attributed largely to the Traditions. I was accepted as an equal, with no expectations of me. I needed no special qualifications to be part of this fellowship. I learned the beauty of honesty and humility from those who were there before me.

I came to this program with the misconception that I should never admit a mistake to my children; it would show weakness or failure. I desperately wanted harmony in our home, and you, through the Traditions, have given me the tools to do my part in achieving that harmony. I treasure the relationship I have today with my husband (who celebrated his 20th birthday in AA last August), with my four sons, my beautiful daughter-in-law (an adult child in Al-Anon), and my three darling granddaughters. Without this program, I doubt if any of them would even want to know me.

In the Alberta/Northwest Territories Area Assembly, use of the Traditions as our framework and most certainly our freedom has resulted in our love and encouragement of one another. I am truly honored to have been chosen to represent my Area at this Conference.

These past three years have held many treasures that I shall carry always, with gratitude. I am especially grateful to the Literature Committee for the growth afforded me there. Thank you and God bless you.

Sara Jane G.,

West Virginia

I begin this talk with mixed feelings. The experience of being part of the World Service Conference has changed me. I will never be the same for knowing all of you. I still find the idea that I am a part of this overwhelming at times. (I could never have gotten here on my own!) I also have a sense of sadness that I have finished my time here and must move on to whatever is next on my journey of recovery and service.

Three years ago, when I stood for Delegate at our Area Assembly election, it was as though I was lifted up by someone

else. I resisted the idea but seemed empowered by something greater than I was. I remember thinking I must be crazy, but I was also sure that I would never be elected. I was doing what I was told to do, which was to be willing, while God would take care of the rest. I know God goes where Al-Anon is, so I figured my Higher Power would make sure I didn't get some job I couldn't handle. I'm just beginning to feel that I have some notion of what being a Delegate really means. In Al-Anon, just when you begin to feel you know what you're doing, it's time to move on to some other job.

Before I walked in the door of my first Al-Anon meeting over eight years ago, I had lost my freedom to the disease of alcoholism. It took my honesty with myself and others, my self-worth, and my ability to choose. Never would I have imagined I would have gratitude in my heart for the pain that forced me to go to strangers in order to save my life. Al-Anon was there for me, the same as it was there for you and those who came before us.

I know it will be there for those who come after us. I am sure of that because we have the Twelve Traditions. They frame our program with a loving God, unity, clarity of purpose, anonymity, and a spiritual foundation—a framework for freedom.

I have learned that these same Traditions, that make our program work and keep it alive, can also help me live in the real world and have loving relationships with my family, my co-workers and others. The Steps give me a way to live with myself, and my Higher Power and the Traditions give me a way to live with other people. Because I have this framework, I can't get too far away from those principles that give me choices and the freedom to make those choices.

Diane H.,
North Carolina

When I read the theme selected for the 1994 World Service Conference, my first reaction was, "How will I ever be able to share on that topic in three minutes?" My mind was a spinning state of confusion, but as usual my thinking still goes from one extreme to the other before focusing somewhere midstream. Two words began to come into my mind—"harmony" and "serenity." The very next thought that followed was the memory of a page in our *One Day At A Time* that addressed our worldwide fellowship of groups working together for the one purpose of building better lives. I reread the page, and feelings of gratitude flowed.

Sometimes when I join hands in the closing at my home group to say the Lord's Prayer, I think of all the other Al-Anon and Alateen members in other places that are also joining hands to close their meeting at the same time in the same way. I'm so grateful to belong to a fellowship where the differences of race, social class, education, language, and religion don't matter because of our Twelve Traditions, our unity.

The vast differences between the groups and members don't matter, because of the common bond of having been affected by alcoholism. It is the Traditions that provide the framework that makes it possible for all of us to work together. I truly know that the founders of AA and Al-Anon had to be inspired by a Power beyond my comprehension in order to write Twelve Traditions that can guide all humankind into a fellowship of unity and harmony.

As a newcomer, I didn't understand why the Traditions were necessary. I wanted from the group a quick fix to all the problems of living with active alcoholism. Today, I'm forever

grateful to the old-timers who lovingly guided me to stay within the framework of Al-Anon during my early years. Many times I tried to control the group without realizing it. As I have grown in recovery and service, I've come to know that the Al-Anon principles are more important than my own personal beliefs and feelings. If a group decision doesn't go my way, I can, for the first time in my life, accept that decision with love and peace in my heart. I still have the freedom to be an individual and to be heard, but I also remember I'm a member of a group. Through the use of the Twelve Traditions, a group decision can be reached on any issue, even when everyone doesn't fully agree, and the group members can continue to love in such a fellowship as Al-Anon. And what an overwhelming gift to have been given the opportunity to serve as Delegate!

I will never forget the feeling of being here with you and seeing the Traditions in action. For the worldwide Al-Anon that I have been privileged to have a glimpse of, for the pleasure of sharing that glimpse with you, for the opportunity to learn more about myself, for the spiritual journey of the past three years, and for the love of the Higher Power who sent me here, I shall be eternally grateful. May the love and peace of the program grow in you.

Barbara H.,
Arizona

After Ken became sober, we remarried. (He's my second and third husband.) I knew everything would be wonderful, because he wasn't drinking. I went to open AA meetings, stood with my arms folded, and asked him why his new friends didn't like me. I was waiting for Al-Anon to invite me. I finally was invited and found a new way of life.

I started doing service work right away with my sponsor, Jo. I was DR, and my sponsor the Alternate. We went to Answering Service meetings, AWSC meetings, and Assemblies. There had never been any GRs or a DR in our Area, so we took it on. We went prepared to vote for all the groups in our District and found out there were books on how to do this. As I ran the universe so well with Jo, we were elected instead of self-appointed.

We learned by reading the Traditions that we could help with the group and District problems and problems in our own lives. All of this plus a full-time job! Then I found I could use these principles at work, and by doing so in all my affairs, I saw my life slowly become better. A little over 21 years later, I am still learning. These past three Conferences made me grow taller, and as long as each morning I turn my life and will over to the care of God, as I understand Him, my life has serenity.

I learned the first steps in Northern Illinois, much of it from some Trustees here today and very much from the Illinois North Delegate, Irene, who is no longer with us.

I was transplanted to Arizona over ten years ago and have blossomed. The unity, the trust, not closing my mind, and loving each of you, whether you agree with me or not, have come from truly living Al-Anon.

I believe we are a fellowship of equals. We don't need force because we become obedient to the unenforceable. We do God's work, not His job. We let go of our old ideas and our past prejudices fade away. We have more confidence in ourselves and that old knot in our stomach is gone most of the time. I must leave and let the process of rotation work. Good luck to each of you as you make future decisions for Al-Anon.

John H.,
Massachusetts

Unfortunately, Maisie couldn't be here—she is the Delegate, and I am Alternate Delegate—but she's doing very well after triple-bypass surgery. I asked her what she wanted me to say to you, and she answered, "Tell them how much I regret that I can't be there, and issue my heartfelt thanks to be part of this meeting."

The Twelve Steps outline a program for my recovery from the effects of alcoholism. The Twelve Traditions are usually thought of as the way to facilitate interactions within and between groups, but I often try to see them as guidelines for my own personal interactions—and to practice these principles in all my affairs:

1. The more I identify with and support others, the better my own progress.
2. No one of us has the answers, particularly me.
3. Keep it simple—this program is only about alcoholism, not politics or religion.
4. Mind my own business, unless someone else really is involved. Then remember item one.
5. Keep it simple—and don't forget why I came into and needed this program. Be supportive not accusatory; understanding not punitive.
6. Keep it simple—don't be competitive, don't try to buy love, and don't mix money and friendship.
7. Don't expect anyone else to take care of me.
8. It's okay to ask for help when needed.
9. Don't be inflexible—and it's important to let people be helpful.
10. Don't argue or debate or find fault.
11. Show people—don't tell them.
12. Information and intimacy should never be used as weapons or currency.

Nancy H.,
New Jersey

Being comfortable with and understanding the Traditions is not the way I began my service in Al-Anon. I had some knowledge because my first sponsor showed me, in her quiet and gentle way, the importance of our unity and our common welfare. How healthy it became to keep our meetings centered on the topic and ourselves, not on our alcoholics. In this way we kept our focus on our individual recovery and kept our groups healthy and supportive. How I needed that! When I was new in the program, I wanted to force-feed this program to the world. But I learned the importance of our single purpose, that of helping those affected by another's alcoholism.

My sponsor guided me into Al-Anon service and was always there with a quiet, reassuring word. When I served as Chair in Al-Anon's program at the AA Convention, her husband was the AA Chair. I was learning and growing, sometimes with quiet gratitude and sometimes with indignant attitude. At this event, I saw great possibilities for greater understanding and co-operation between our two fellowships.

My crash course in learning about the Traditions began, when we, in New Jersey tried to elect a Panel 32 Delegate. Before coming to Conference as New Jersey's Alternate Delegate, I devoured the Handbook, the Traditions, and the Concepts literature. I learned the importance of unity within the fellowship, for when you give up unity, trust disappears, and it is almost impossible to regain. Learning to be a trusted servant and to trust

my Higher Power and others is sometimes difficult because of the characteristics of my disease.

At my first Conference, I saw, heard, and felt the Traditions come alive. My Higher Power, as always, placed me where I needed to be—for my Area, for my personal growth, and for my family. A former New Jersey Delegate taught me that my opinion counted. He respected me by allowing me to express my opinion. He listened, and that didn't happen often, because I usually didn't give my opinion. I learned to respect myself enough to know that my opinion counts and I have the right and responsibility to voice my views and my Area's views. Al-Anon service changed me, and most of you can attest to that. These past two Conferences, lovingly taught me that trusted servants do not govern; they serve. I have not always understood nor agreed with some proposals at Conference. I have grown to value the honesty, openness, and willingness of WSO personnel and our Trustees to give us answers. My questions were asked out of love for this program. I learned to listen, to inform, and most of all to be patient and get out of my Higher Power's way. I gave respect and received respect.

Most important, my Higher Power has given me this personal growth in Al-Anon service. I'm very grateful that I had the privilege of being a Delegate. My family is also grateful because being busy kept me out of their hair. I no longer had the time or energy to try to fix their lives. Oh, once in a while I made the opportunity to jump in and have a few go-rounds, but most of the time I was on my way to a meeting, a Saturday workshop, or Assembly—or reading tons of mail, answering phone calls, or sleeping. As I live my Al-Anon recovery, I learn to guide, not govern; love, not dominate; comfort, not suffocate; and practice, practice, practice my program.

Bea J.,
Oregon

It wasn't until I became a Group Representative that I really started to look at or work on the Traditions. I learned the phrase "obedience to the enforceable." We follow the guidelines because they keep Al-Anon, Al-Anon. This gives each member a chance to grow in their own way and at their own pace.

As I grew in service to District Representative, I found that I could use our Traditions in working with the groups, helping them to keep their meeting within the guidelines of the fellowship as our Higher Power worked through a problem for them, and helping to keep in mind what's best for Al-Anon as a whole.

In one instance I was asked to attend a meeting as the District Representative. This meeting was controlled by a very dominating person. She would let you speak only if you had attended for six months and had very quietly sat and listened and learned. No one there had enough time to be a Group Representative. I talked to some longtime members, then took five people with time in the program and attended this meeting. We all assured the woman in control that we all had enough time to share. We all attended the meeting for several months. One of our five decided she liked the meeting and volunteered to be the Group Representative. At first, the controlling lady was very angry with me, but today she is a friend, and we can even laugh at her past ideas. The meeting is using the Traditions, and love is still going and growing.

My Area has given me the privilege to serve as their Delegate. I use our Traditions to help me keep looking at what's best for Al-Anon as a whole. I also use the Traditions in my

daily life and in family matters. They help our family members keep their individuality and still work together as a family, sharing feelings and ideas with respect for even the youngest members. I have the privilege of being respected by my children and my grandchildren.

I will always be there for service work because I will never be able to pay back our wonderful program of Al-Anon for setting me free to be me.

Caryn J.,

Washington

As a child, I fell in love with the peace and serenity that the ocean beach brings—its waves, its powerful sound, the rain squalls, the beautiful sunsets, the treasures of sea shells. As an adult marrying the man of my dreams, I anticipated a marriage similar to that of my parents; one that was loving and caring, peaceful and very “normal,” almost boring. Marrying an alcoholic was like being at the ocean with all the good and bad. It also brought me to Al-Anon. I did as I was told by my fellow members. I went to lots of meetings, but I did not get involved in service.

Five years later, attending Al-Anon's First International Convention in Montreal, I wandered into a meeting entitled, “When I Grow Up I Want to Be a Delegate.” It was the only room with seating available. By the time the meeting was over, I thought that I might like to be a Delegate someday.

I came back to my home group to find out that we did not have a GR and were in an inactive District. My service in Al-Anon began, without my ever even thinking about my Montreal experience until after I became an Area officer and began considering standing for Delegate.

My Al-Anon experiences have been like learning the techniques of weaving a basket. Intertwining each Step, Tradition, Concept, and slogan has resulted in my no longer having to drive to the ocean for peace and serenity.

Similarly, the last three years' themes, “Sponsorship, Expanding Our Horizons,” “Let It Begin with Me in '93,” and “Traditions: Our Framework, Our Freedom,” have provided me with even more tools in achieving my spiritual goals.

Watching and experiencing the World Service Conference work has evidenced to me why Al-Anon has survived over four decades. It's awesome listening to how our Traditions are applied in all phases of our program. As a dear friend said in a note to me upon arrival at my first Conference, “Trust in the process of the Conference. It works!” Trusting is not easy or comfortable, yet the Traditions offer us that framework needed for freedom from self and others.

I will always cherish these three years, for they laid one more layer of foundation for who I am. This experience has assured me that I am okay. It has taught me to believe in myself and to challenge others. Without the love of each and every one of you, my Al-Anon friends, I still would be one very lonely person, all wrapped up in pity, anger, self-righteousness, and resentment. Today I have new-found freedoms. I look forward to on the role of Washington Area Delegate to another trusted servant. I know that we will meet again at an Al-Anon meeting, the Regional Service Seminar in San Diego in 1995 or our Third International Convention in Salt Lake City. I do not leave with tears or sorrow. I leave with a huge smile, a big hug of gratitude, and a feeling of a job done the best I could possibly do. I also leave knowing that our Traditions will maintain this beloved fellowship, much as I know that today it's a nice day at the ocean, rain or shine!

Loretta J.,

North Dakota

Little did I know years ago, on June 29, 1979, when I first entered the doors of Al-Anon, how much my life would change. Living with an alcoholic was no longer fun; it was miserable. I shared my misery with a co-worker, who immediately discovered a need for Al-Anon in my life. He arranged for an Al-Anon person to take me to my first meeting and the beginning of a new life for me.

I can't say I was overly enthusiastic about being there, but I did feel a sense of belonging. The members just listened, and, even more, they understood where I had been and what a turmoil I was in. At the end of my six weeks of newcomers' meetings, I was encouraged to select a sponsor. Using the Twelve Steps and my sponsor, I found the courage to take a true look at myself and do a Fifth Step. I was truly beginning to change.

Soon I was invited by the Group Representative to attend a State Assembly meeting, and the Twelve Traditions became even more alive. How wonderful that I can attend a meeting anywhere and still find the same framework and support. It was, and still is, important for me to have stability in my life. The Traditions provide that simple framework. They keep Al-Anon alive for me at the group, District, Area, and World Service levels.

Without Al-Anon in my life, I don't know where I'd be today. It has helped me deal with so many things. Last year, when I was here for Conference and my husband was in the intensive care unit, I needed the stability of the Traditions of Al-Anon to practice in my life—my personal progress depended upon the unity I found here. The love and support of everyone was tremendous. You all cared and weren't afraid to show it. Following his death, the cards I received in the mail from Al-Anon members nationwide were the highlights of my days. Again, you were all there for me.

The Al-Anon program plays a big part in each day of my life. I use it at work and while shopping. I use it to let my son live his life and to avoid interfering. It has taken a lot of work, but the rewards are great. Each time I'm truly able to let go, there's such a sense of satisfaction—another freedom.

I am deeply grateful for all the freedom I have received in Al-Anon, the freedom to express myself for who I am and not be judged. The love and understanding during both good times and bad will never be forgotten. For that, I'll be eternally grateful.

I intend to keep Al-Anon alive in me and to continually share the freedom I've received with all the family and friends of alcoholics I meet—just to keep Al-Anon alive!

Rita L.,

Quebec (E)

It is a pleasure and privilege to be a part of the 1994 World Service Conference. I feel much more relaxed this year, my second and last year.

I shall remember 1993 for a long time. Two days before leaving for the Conference, I attended the funeral of a very close friend, whom I had stood by for 15 months before she died of cancer. I lived her sickness with her and went through a lot of emotions. I then left for the Conference—and again lots of emotions, and sleepless nights. Two days after returning from the Conference, I went into the hospital for an operation that was afterwards very difficult and painful. My husband started drink-

ing the day of the operation; and after my return home, the more I suffered and cried, the more he drank and left me alone. I just felt as if I wanted to die.

Finally, after a month and a half of lying around, with time to think, I realized what was not important in my life, and my priorities changed. I could say it was a spiritual awakening. There always is a positive turnout to everything we go through in life, and in the end we grow and become a better person.

When I first came to Al-Anon, I did not understand the importance of the Traditions. As I progressed, I began to understand that their importance was for the well-being of our groups worldwide. All of us can benefit from making ourselves and newcomers familiar with the Traditions. Our unity in Al-Anon depends on each of us respecting these guidelines. My freedom in Al-Anon goes as far as observing the Traditions, which are our framework.

I started in service work over 20 years ago when I first in Al-Anon. Service work is what helped me get through living with an active alcoholic for most of my 36 years of marriage. Keeping busy by putting my energy in another direction is what helped my mental state of mind. Service work has also helped me meet such wonderful people. They have become very close friends that I can count on.

Unity of Al-Anon the world over provides us with a core of stability we can depend on. When we are confused and upset, it is a good feeling to know we can rely on our groups to give us comfort. We have the responsibility of guarding our own group's welfare so it will be there when others need it.

I thank my Higher Power for having led me to this wonderful fellowship. I also thank Him for a recent sobriety in my home that has brought love, peace, and serenity. I am sure that being in service work has helped bring this peace into my life.

Chuck LeM., Minnesota (N)

It was my first experience listening to an Al-Anon speaker at an open meeting at a treatment center. I had only been in the fellowship a few months, and I could really relate to what she was sharing. I left that meeting thinking she was the most knowledgeable person in Al-Anon.

Needless to say, I was thrilled when this person showed up at my home group, although I didn't know it was my home group at the time. The Chairperson opened the meeting with a moment of silence. We then recited the Serenity Prayer, and the Twelve Steps and Twelve Traditions were read. The person with the topic started the sharing, and the meeting progressed from there. Then came the moment I had been waiting for. It was my new-found mentor's turn to share.

First, she told us that she attended meetings in a town not far from ours. The piece of literature she said they liked to use at their meetings was one the group had come up with on their own. The Twelve Steps they printed up were, along with the explanations of their meanings, almost the same as the regular Al-Anon ones but easier to understand. I was thinking, "Wow, that's for me. Something simple."

It was then that one of the more experienced group members asked if the pamphlet this person was about to read from was Conference-Approved Literature. She said, no, it was printed and passed out at the meeting she attended. The meeting Chairperson shared with us the importance of following the Traditions. She pointed out the Fourth Tradition, "Each group should be autonomous, except in matters affecting another

group or Al-Anon or AA as a whole." At the time, I didn't understand or necessarily go along with what was talked about. Little did I know this very situation would be covered in our *Twelve and Twelve* book published the next year.

I have often looked back on that incident as a gift from my Higher Power. That gentle but firm introduction to the need of practicing our Twelve Traditions started me on the road to broadening my knowledge and understanding. Most of the groups I have attended have a Tradition meeting at least once a month. My two home groups have them for sure.

I warmly remember purchasing my *Twelve Steps and Twelve Traditions* in 1981. I took it with me to almost every meeting, and I still do, sharing and studying its contents with my Al-Anon friends.

I can also recall with a tinge of embarrassment standing up at one of my first Area Assemblies and reading from *Twelve Steps and Twelve Traditions* about "obedience to the unenforceable," expounding on it as if I was the only one ever to have read that page. Boy, did I need a meeting on humility—and I've been to quite a few since then. And you've loved me through it all.

I chose to talk about my introduction to our Fourth Tradition because this is April, the fourth month of the year, and many groups throughout our fellowship will be focusing on the Fourth Tradition, which initiated my interest and subsequent involvement in all of our Traditions. What I have learned through these years is that Al-Anon's Twelve Traditions are our framework, our freedom.

Donna M., Montana

I was one of five children—Daddy's little angel and Mom's whipping post. At the age of 20 I married a man just like dear old Dad. Fifteen years later I was introduced to Al-Anon and heard everything the alcoholic can do—hide bottles, steal money, lie to the boss, write bad checks, and abuse the children. My spouse wasn't doing any of those things; I was. I continued to go to Al-Anon to prove to these radical women that I was not an alcoholic. The next two years were total confusion. Then sobriety, and I totally lost it.

I finally got a sponsor and began the Twelve Steps of Al-Anon for me. I latched on to page 283 in our *ODAT*; it was, for the time being, my God. It told me to "study God to be quiet, to mind my own business, and to not confuse the business of others with my own." In so doing, I was able to look at, and into, Donna. My family was a big mess and my sponsor told me we had Twelve Traditions. I could apply them to the family as a group, and I'd better do something if I ever wanted to live happy, joyous, and free. This was the first time I had looked at the Traditions, and, thank God, as miracles followed, all the promises of our program were granted to me. I'm not saying everything was a bed of roses—it wasn't. We had six children heading into teenage years one after the other.

After my spouse retired from the Navy, we moved to Montana, where I immediately got involved in service. The first job was working the hospitality room at our State AA Roundup, where we held our Al-Anon Assembly meeting. This was the start of ten years of being DR in three different Districts. I then was editor of our *News and Views*, but I resigned due to my health. I could not stay home, so I kept going back to the Assembly. Prior to the fall Assembly of 1991, I was asked to hand in a resume for Chairman. I was ready to give back to Al-Anon what Al-Anon so freely gave me; God willing, and here I am in

my third year as Delegate.

The Conference themes have given me a life not to survive in, but to live in. All have given me a God of my understanding who is a real friend. He talks to me through each and every one of you. God has allowed me to love and truly enjoy my children today. The grandchildren are a super special bonus. Today, I can love and enjoy my spouse as a special friend also. I'm proud to say he is my spouse. He's given so much of himself these past three years so I can keep commitments.

One day as I entered the hospital on the Blackfeet Reservation, I saw a picture on the bulletin board. It was glowing and just beautiful. Today it still hangs there, only now it is a plaque, and as I leave you today, I can only repeat:

Do not walk in front of me
I may not follow
Do not walk behind me
I may not lead
Just walk beside me
and be my friend.

Oteka M.,

Oklahoma

When I first came to Al-Anon, I came only for you to tell me how to get my husband sober or to divorce him. Nothing I had tried for 12 years had worked. I was desperate, lonely, and afraid.

I had to drive 60 miles round trip to the nearest meeting, and it wasn't until we formed a group in my hometown, one year later, that I became aware enough of the Traditions to study them. We wanted so badly for our group to survive that we immediately started studying and trying to follow the Traditions.

We had one old-timer in our group. I know now that our Higher Power talked to us through her and showed us the benefits of studying the Traditions right along with the Steps. Every other Monday night we studied the Traditions, and she would point out how each Tradition could help our families. This was done in a loving way, without trying to control the group. She stressed service, always wanting to be present at Assembly to hear the Delegate's report after Conference. Now she's older and isn't well enough to come to meetings, but we still remind one another, "Remember what Joyce would say."

Traditions: Our Framework, Our Freedom. I have freedoms now that I never dreamed were possible. I was not aware that I had a choice about anything. The Oklahoma Area has given me the freedom to be their trusted servant. I feel their trust, love, and support. For that I'm truly grateful.

Tradition One is very important to me. I have seen progress depend upon unity in all levels of service, especially in the Area and in my own family. The voice of the minority is essential to unity.

If we follow our framework, Al-Anon will still be here for our children and grandchildren for generations to come, undiluted and undistorted.

Barb S.,

Vermont

My introduction to Al-Anon came some 15 years ago, but it was nearly three years later that I came truly for myself. I didn't reach the freedom I have today without working through the pain of growing up with alcoholism and marrying an alcoholic. Twenty-five years later, my Higher Power is taking care of my

relationship with my spouse, one day at a time. This framework has also given me the freedom to experience the joy of my sister's wedding and of seeing my father, six months sober, walking her down the aisle. It is also giving me the freedom to share the joy and excitement of planning my own daughter's wedding this June.

At first, joy was not in my vocabulary. I was a lot of things, but free wasn't one of them. "Keep coming back" was the only thing I heard at first. After a time, bits and pieces of the Steps began to get through the fog. I remember being at a meeting where someone talked about using the Traditions in the family. I began to practice the Steps and Traditions in meetings and slowly got the courage to practice those same ideas with my family.

When we moved from Ohio back to Vermont, my dear friend said, "Carry the message." I really didn't know what he meant. I did know that Al-Anon would be wherever I went. I have been told that it is not always my shortcomings that are the problem, but how I deal with them. In this case my need to people please is probably one of the main reasons I am standing here today. Someone asked me to go to an Area meeting, and since I had no clue, I said yes. That "yes" kicked my recovery into high gear, because it got me into service and paved the way for the freedom to be me.

Freedom came by using the Steps to open the lines of communication. I had to take down the walls and share, open my ears and listen, and open my heart and let you in. As I learned to do these things with you, I became free to do this in all my relationships.

Freedom came by using the Traditions. I became willing to educate myself in the hows and whys that keep my group and the fellowship strong and healthy for the next newcomer who walks through the door. This education process made me realize that the Traditions that brought unity to Al-Anon applied to my family and other areas as well.

Freedom came by practicing the Twelve Concepts of Service. My participation in service has broadened my experience and cultivates my ongoing growth.

Communication, education, participation—an extension of the Twelve Steps of Recovery, the Twelve Traditions of Unity, and the Twelve Concepts of Service, provide a framework for me to be free to be myself today. This framework, with one ultimate authority, has brought us together and supports each of us and the fellowship as we continue to fulfill our primary spiritual aim.

Kay T.,

Virginia

The other day, in the mall near my home, I observed a couple who were obviously newlyweds. They were strolling along holding hands, the woman leaning occasionally on the man's chest as they window shopped. All of a sudden they seemed to have gotten into an argument. They dropped hands and stepped back from each other. Then I overheard the bride say, "When I married you, I thought I had found Mr. Right. I didn't know your first name was 'Always.'"

I came to Al-Anon thinking I had to be always right. I grew up with a perfectionist mother and married a perfectionist man. There wasn't room to make mistakes. Praise God, you accepted me, warts and all. And I learned I could aim for excellence without having to prove myself perfect.

My first encounter with the Traditions happened when, as a GR, I suggested we hold a workshop on the Traditions, and I

volunteered to write a skit about them. The setting was the porch of a hillbilly family much like those seen on the television show *Hee Haw*. The audience was called upon to participate by reading the appropriate Tradition after each problem discussed by the hayseeds. It was a lot of fun to put together, and I learned much about the Traditions that anchored them soundly in my soul. The opportunity was invaluable, for I went on to serve as DR and Chair for the Virginia Area Assembly, and now as Delegate.

If I could have gotten well on my own, believe me, I would have. I had to depend upon the group and the unity of that group to give me a sense of acceptance and serenity in times of personal despair. Without that framework, we would have nothing to hang our lives on.

I recently attended a meeting that was a feast of love, gentleness, comfort, concern, depth, peace, and new perspectives to meditate and grow on. It was food for my hungry soul. Following our Traditions knits this group together. There is time

to listen, time to share, time to serve, without any one member being left with too many duties. Truly there is unity, service, recovery.

Twenty-six years ago this month I attended my first meeting. Through the years my freedom as an individual has grown one step at a time. But not without God bringing me to the place of being entirely ready for Him to remove my shortcomings. When I first took that Seventh Step, I finally realized He was giving me freedom from my despair; freedom from trying to be always right in my own strength; freedom from loneliness.

Within the framework and freedom of the Traditions, I have learned the difference between walls and boundaries. Walls are rigid; boundaries are flexible. Boundaries allow me to set my own values and give others the dignity to choose theirs, to say no with love instead of hostility, to learn to discern whether my defenses keep me safe or isolate me. I no longer have to be always right, because I trust that our loving God is and that He makes His presence known in the Traditions.

1994 WSC ASK-IT-BASKET QUESTIONS

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The Conference Committee agreed unanimously to include Delegates in the AIB process, incorporating their knowledge with that of the WSO. Therefore, a committee of six Conference members (one WSO staff member, one WSO volunteer and four Delegates) responded to the following Ask-It-Basket questions, producing a compilation of diverse answers. For more in-depth answers you may contact your Area Delegate.

ALATEEN

1. **We have a problem with parents trying to dictate and control the program in an Alateen meeting and have lost the sponsor and finally the meeting over this. What can be done and who is responsible when there is destruction of property by an Alateen group?**

In the future, a meeting of all parties can be called (parents, Alateens and sponsor) to discuss what would benefit the Alateens. Experience has shown it best that individuals responsible for the destruction of property be held accountable.

2. **Since there is an acute shortage of Alateen Sponsors, are there any guidelines in dealing with inappropriate behavior at conferences, conventions etc. to which Alateens have been invited—and who is responsible?**

According to the Alateen Conference Guidelines (G-16), Alateen Sponsors are responsible for the Alateens they bring. However, they have the right to refuse to bring an Alateen member whom they do not think will abide by the suggested behavior guidelines.

3. **Support for our Alateen Jrs (5-12): If every group is to be self-supporting, how can we expect this from these children?**
The younger member Alateen groups are also self-supporting through their own contributions.

4. **Can a double winner be an Alateen Sponsor?**
Yes. By virtue of membership in Al-Anon.

BOARD OF TRUSTEES

1. **For the new building committee: Can consideration be made to have space for meeting rooms for such things as Trustees meetings and Delegates meetings, instead of renting extra meeting space?**

Consideration will be given to having ample meeting space for all Al-Anon Family Group Headquarters, Inc. needs.

2. **Why was information on owning property not more specific in its costs of buying compared to leasing?**

Completed figures on the estimated savings has not been fully explored pending the WSC decision. A full accounting will be given to the 1995 Conference after the research has been done. In terms of property ownership, cost was not a primary motive.

3. **Why are some long-range planning issues, such as the process for relocation, kept secret from the Al-Anon membership? It is the opinion of many that participation, while time-consuming, is the key to understanding and acceptance.**
The site information for relocation remained confidential to both our membership and to the individuals in the cities themselves to avoid solicitation or pressure and to allow the WSO to obtain unbiased data. All WSO committee issues, including Long-Range Planning, are shared with the fellowship when the project/plan/idea is developed.

4. **The lease vs purchase proposal shows a substantial amount of savings in purchasing. How will this savings benefit our purpose of "helping families of alcoholics?"**

The savings can be put back into services that have had to be reduced due to cost-cutting measures.

5. **Has the World Service Office or Board of Trustees reviewed the organizational structure and procedures from an effectiveness point-of-view? Service surely is to families of alcoholics. In our Assembly, most of the discussion is about how to support the individuals and families. Is it time to**

refocus? Maybe the organization would benefit from concentrating on member service?

The mission of Al-Anon Family Groups is reflected in our Fifth Tradition: this includes our existing membership as well as outreach to the public.

6. As for the hiring of a communications specialist I have two questions:

- a) What happened to our slogan, "Keep it Simple"?
- b) If it's not broken, then why fix it? I'd like to see us get back to the business at hand. Let's support each other in recovery and keep the focus!

The saying, "If it's not broken, why fix it?" must never be used as a deterrent to constant improvement. Besides, with families and friends of alcoholics increasing and our groups decreasing, something appears to be "broke." An experienced outsider brings a new approach that will strengthen our ability to serve the fellowship.

7. The book, *Al-Anon Faces Alcoholism*, is given to students in psychology to study in some U.S. universities and is printed in 12 other languages. The French, not only in Quebec and Canada but all around, also desperately need that book in their language for Public Information and universities and colleges. Since the French in Canada send contributions every year to WSO, could the WSO urge the publication of that book in their language? According to PFA, the translation is already done and only waits to be printed.

This is under consideration now that a translation has been completed.

8. Why is it necessary to move from NYC; AA managed to stay? The 1992 WSC voted to do so in consideration of anticipated long-time savings.

9. The letter regarding WSO relocation still does not answer the members' questions. This (response, answer) is floral at best and politically safe at worst. Keep it simple and answer our questions, please. Why is this relocation taking place, rather than renovate over three years? Is it not possible to find a location with adequate facilities? How much do we need to pay for relocation? This is not mandatory for employer relocation.

The main purpose of relocating the WSO out of New York is to reduce overhead costs. We may find existing space here, but found NYC costs excessive when making comparisons, even in our present location. We expect the cost of relocation to be between \$1,500,000 and \$2,000,000. It was agreed that we would be fair with our employees if we did relocate the office.

BUDGET/FINANCE

1. French language Al-Anon members in Canada send contributions every year to WSO which in return fixes PFA's budget. Yet very few of us know anything of PFA's budget and priorities. Could these be revealed to us contributors in one way or another? In our news bulletins for example?

French groups in the U.S. and Canada are part of Al-Anon as a whole, and so the Al-Anon Family Group Headquarters budget with its line item for PFA is reported and is accessible to French language Al-Anon members in Canada.

2. In Massachusetts we were caught in a financial bind. Our response, led by a decisive steering committee, was to trim

expenses to live within our means when donations were enough. We were able to restore services. Why can't the WSO do the same?

Has the World Service Office done some cost-cutting measures? What are they? What was the approximate savings?

A detailed report of WSO cost-cutting measures was included in a handout to all 1994 WSC members. Among the many cost-saving measures accomplished, has been a reduction in staff from a previous high of 72 to a current staff of 59.

3. Is the World Service Office Relocation Fund in a non-interest bearing account?

The Relocation Fund account is currently combined with the General Fund checking account. The Relocation Fund will be separated when it has sufficient assets.

4. Why won't we accept more than \$100,000 bequests from death; removal of ceilings for donations?

The idea of capping bequests is to avoid having any individual exert influence by promising to leave large sums of money to our fellowship. Based on a budget of our size, the WSC agreed to a cap of \$100,000.

5. Where do individual contributions show up? What about Birthday monies?

All contributions are combined in all reports under contributions. We will, however, acknowledge each contribution separately in 1994.

6. Our Area is incorporated, can we sell trinkets, etc. without injuring our tax-exempt status?

Yes, as long as the profit is minimal and does not become a major source of income. Experience shows however, that the sale of trinkets can divert us from our primary purpose.

7. When at group and Assembly level, members are cutting corners financially; why does this not appear to be happening at WSC? Back to "Keep it simple."

We cut over \$20,000 yearly from the WSC budget, including a day off the Conference schedule.

8. Where does the money go for District, Area, and WSO? See the Seventh Tradition pamphlet.

9. How can the WSO be asking for money when the Reserve Fund is so great?

The Reserve Fund goal is to have one-year's operating expenses if income does not cover expenses. With the severe decline in income in recent years, it is quite possible that we may use the Reserve Fund to continue required services. In addition, a substantial portion may be used in the relocation.

10. Regarding page 9 of the 1993 Summary:

- a) In 1992, \$650,000 transferred to the Reserve Fund. Where did this come from? I can't seem to find it in the budget for 1992.

Accumulated monies from the General Fund were transferred to the Reserve Fund. You wouldn't find it in the budget, as it is not an expense. The transfer was shown on the Balance Sheet included with the Financial Report.

- b) The goal for the Reserve Fund is \$4,500,000. At present the Reserve Fund cost is \$3,975,122 and now has a market value of \$4,328,500. Even if the move of the WSO costs over \$2,000,000, shouldn't that still leave over \$2,000,000 in reserve?

Yes, it wouldn't deplete the Reserve Fund. The Fund would be replenished after relocation to an amount equal to one year's operating expense.

c) Is one year's operating cost necessary as a Reserve Fund?

We are encouraged to keep it simple, go back to basics and to have faith in our Higher Power. Would it be too much to ask the World Service Office to set an example?

The Reserve Fund is set aside in the event of a severe economic recession. We would expect to offer our basic services as long as possible should our income decline. The Reserve Fund would permit us to accomplish this.

CONFERENCE/STRUCTURE

1. If a group wishes to change Areas, what is the proper procedure? Does it require approval of the District and both Areas involved? Is a time frame required to assure that a group has fully considered the implications and is not being dominated by a vocal minority?

When District changes are made, it is important that it be discussed with both Districts before a decision is made. Districting and redistricting decisions are usually made at the Area Assembly.

2. What can be done when a District cannot, or will not, fill the position of a District Representative?

This problem can be discussed at an Area Assembly meeting when all GRs and DRs are present, where the importance of being involved at the Area level can be discussed. Experience has shown when the position is open long enough, a trusted servant usually fills it.

3. In reference to election of District Representative on page 68 of the Service Manual, can the Service Manual be changed so that the District Representative is elected from outgoing Group Representatives by the outgoing Group Representatives? I believe we should reconsider the rule that mandates that all considered in the election for DR only be the newly-elected GRs. I suggest that the District be allowed to also consider the old GR for the election.

Experience has shown that the greatest number of Areas use this method of electing DRs. The District may choose to adapt the Handbook as needed.

4. Why are Past Delegates not listed as members of the WSC in the Handbook/Service Manual?

Past Delegates are no longer members of the WSC.

5. I feel that the WSO should clearly explain that the Alternate GR is not responsible to finish the three-year term of the resigning GR, but should instead call for an election at the earliest appropriate time, at which time he may be considered for the duty.

According to the Service Manual, page 67, if the GR resigns, the Alternate becomes the GR. He/she may then be elected for his/her own three-year term.

6. Can members subscribe to AREA HIGHLIGHTS?

No. However, all DRs are currently on the mailing list and can make copies for all who want one.

7. Once District boundaries have been chosen in an Area, do individual Al-Anon groups have the right to cross District boundaries and be represented by another District they choose?

This needs to be brought up at the Area Assembly. Some Areas

do have procedures, e.g. groups can petition their current District to ask their preferred District if it is acceptable to them to have the new group in their District. If acceptable, the switch is made.

8. Why do the Handbooks, in describing the GR duties, not suggest he/she call regular group business meetings and address chairmanship of same?

There are guidelines in the Handbook for GRs. Any other responsibility is up to the autonomy of the group.

9. Where did the 400 figure for groups for an Area come from, before it can split, and why can't this number be made smaller to make it easier for larger geographic Areas to divide into smaller, more manageable Areas?

The 1980 Conference Summary, WSC motion raised the number from 200 to 400 as it was preferred not to have a large and unwieldy conference. The 1982 WSC clarified the Motion according to page 63 of the Service Manual, "an Area can only split once."

10. What do other Areas do regarding schedules? Do they have schedules?

District schedules should not conflict with other Districts. They are usually planned around state schedules.

11. Can World Service Office produce a guideline for GRs relating to the group's participation in money collected at each meeting? It would be most helpful to the GR to have something like this to read at meetings.

This information can be found in the Seventh Tradition pamphlet.

12. We would like to clarify if a group of newcomers only has to elect a GR. If so, will it be among the steering committee members?

All Al-Anon groups should have a GR. Any member may volunteer to be elected or appointed as the GR.

13. If an Area Coordinator is not attending Al-Anon meetings, should they be asked to step down? If members are reporting this to the AWSC, is this a breach of anonymity?

Al-Anon does not designate a specific number of meetings a member must attend for membership or to hold a service position. Therefore, to ask an Area Coordinator to step down based on reports that he/she is not attending meetings would be a breach of trust.

14. Why aren't there guidelines and/or more information regarding steering committees?

Please see Service Manual, page 26 titled, "The Business or Advisory Committee."

15. Is having an "Advisory Board" at Assembly Area level, part of Al-Anon's structure? Is having the Assembly chairperson and Executive appointing these active Al-Anon members keeping in line with the Traditions?

This is a matter that can be decided through Area autonomy.

COOPERATING WITH THE PROFESSIONAL COMMUNITY

1. The new pamphlet, Fact Sheet For Professionals, states Al-Anon/Alateen groups may be started by a professional such as a member of the clergy, an alcoholism counselor. It is also mentioned again on page 97 of our Al-Anon•Alateen Service Manual. Does that mean they can do that? But do we call that meeting Al-Anon or Alateen? If this group starts in the school, do we give them literature or sell literature and books to them?

Yes, a member of the helping professions may initiate the formation of an Al-Anon/Alateen group, according to the Policy Digest page 97, b. These groups may be called Al-Anon and Alateen. When professionals inquire about initiating the formation of an Alateen group, they are informed that an Al-Anon member is needed to serve as the sponsor for an Alateen group. Our literature also makes this policy clear. It is in keeping with the Twelve Traditions for Al-Anon/Alateen service arms, groups and members to give or sell literature to Alateen groups that hold their meetings in schools.

THE FORUM

1. Why does it take so long to receive new subscriptions (or change of address) to *The FORUM*?

New subscriptions and address changes are processed within six to eight weeks. Faxing a change of address and providing a charge card number on a faxed subscription order will expedite the process.

2. Several issues of *The FORUM* have been arriving very late. Why?

Whenever issues arrive late, call your post office to initiate a "Publication Watch." Then call the WSO so we can do the same.

GENERAL

1. Does an Information Service have a vote at Area World Service Committee if it uses a member's phone number rather than paying for their own phone? Should Information Services send reports to Area World Service Committee if they have a vote?

This is up to the autonomy of the Area and the guidelines they create for their Assemblies.

2. Does Al-Anon have a preferred term to refer to the person sponsored by a sponsor, for example, "sponsee," "sponsee," etc.?

No. The terms, "sponsee" and "sponsee" have evolved because of continuous use.

3. "How to start a meeting" - Page 35 and page 97 of our Service Manual differ. How can this be corrected?

This will be referred to the Policy Committee.

4. When natural disasters, such as earthquakes and hurricanes hit an area, would an electronic bulletin board by modem on computers be an appropriate way to establish communication and give notice of emergency meetings, etc.?

Yes, Al-Anons should reach out whenever they can.

5. Our Area has a homebound member who wants to read literature onto tapes for our tape librarian to make available for check-out (no purchase). My Area wanted to know if this violated any copyright laws that you know of?

No. Copyright laws protect the property of authors, in this case Al-Anon Family Groups. Therefore, as long as permission is requested and credit is given Al-Anon at the beginning of the tape, no law would be broken.

6. Can we print addendum pages for the Service Manual instead of reprinting it every two years—especially when the changes are minor?

Our previous experience with providing addendum pages for the Service Manual proved to be very costly and more cumbersome for our members to use.

7. Can the Concepts booklet be printed in a cover so as to fit in the Service Manual?

The Concepts booklet has been incorporated into the Al-Anon/Alateen Service Manual.

8. Can individual members rent videos, *Lois' Story* (AV-1) and *Lois W. & the Pioneers* (AV-24)?

Yes. Al-Anon members, groups or service arms can rent these videos. (See order blank S-35)

9. A disbanded Al-Anon group has a balance in a checking account: How do District and other local groups deal with this? The disbanded group funds may be divided between the Area and the WSO.

10. We were told that there is no check system such as the groups have because State Assemblies and State Committees do not have identification numbers such as the groups do. Would it not be possible to assign these identification numbers so a receipt of some sort would be sent?

Why don't groups get receipts from WSO for donations made?

The WSO is working on a system to assign ID numbers (for Area use) and receipt numbers (for office use) for all contributions.

11. In our recovery program of Al-Anon we have been encouraged to get personal sponsors. In researching the literature and manuals, no information is found on personal sponsors being members of AA. As members of Al-Anon shouldn't our focus be on having an Al-Anon member as a sponsor or would anyone working a 12 Step program (EA, OA, NA, AA, etc) serve as a personal sponsor?

How can we tell anyone who he/she should choose as a sponsor? Experience has shown the ideal sponsor to have the experience and longevity in the Al-Anon program, and that they walk the walk, and talk the talk.

12. Sometime ago in an *INSIDE AL-ANON*, a preamble to the opening appeared. Why isn't this found in the Service Manual or is it not a Conference-Approved opening?

This was addressed in the Jan/Feb 1981 issue of *INSIDE AL-ANON*.

13. Why doesn't the World Service Office take an inventory like it is suggested of the group to do?

The WSO is accountable to the Board of Trustees as well as the WSC; therefore, a WSO inventory regarding its responsibilities is conducted on a regular basis.

14. Members in our Area have been bothered by abbreviations used in our Service Manual and by "Trusted Servants" giving reports. How can we emphasize our plea to not use abbreviation when sharing and getting them out of the Service Manuals?

When the Service Manual is reprinted, consideration will be given to providing a glossary of terms at the beginning; also within each section, the first time a term that is commonly abbreviated is used, it will be spelled out with the abbreviation in parentheses.

15. A member in a group that has an idea or proposition concerning the administrative tools such as formula guide for meetings, comment sheet, suggestions, etc.: Would it be all right to publish her idea in our Area Newsletter so other groups can profit by it?

The decision to publish new guidelines, not already described in our manuals, needs discussion at the Area level.

16. AA has a convention and invites Al-Anon/Alateen to participate but does not allow them to put the triangle logo identifying them as Al-Anon members. Members tell them other AA conventions do let Al-Anon identify themselves and they say if you want to wear a logo have your own convention. What, if anything, can we do in a case like this other than follow what they say or not participate in their convention?

Al-Anon must comply with AA's wishes if they plan to participate at their conventions.

17. Will WSO ever become just a clearinghouse and not publish?

No, literature is a necessary part of serving our fellowship.

18. How can an "unregistered" (nonregistered at WSO) group be considered an "outside enterprise" with an Area Information Service? Can any "arm" of service accept contributions from a group that is not registered at WSO, but calls themselves an Al-Anon Family Group and follows the Traditions and suggested format for meetings?

An unregistered group is not considered an "outside enterprise." They do not, however, have the benefit of recovery information about the various services provided by WSO.

Any service arm can accept contributions from an unregistered group, as long as they follow Al-Anon Traditions and call themselves an Al-Anon Family Group.

19. Do you have to be registered with WSO to be an Al-Anon group? The wording in the Handbook appears to assume this, but can't find explicit wording and the question has come up a few times in our Area.

No. However, groups that are registered with the WSO have the added benefit of receiving information about the various services provided by WSO.

20. Why is there no provision for our blind members? Is there any reason why our literature cannot be available on tape for those who cannot see to read or for those unable to read? What is WSO doing to address the needs of the blind, deaf or hearing impaired?

Al-Anon has a listing for the visually impaired (S-14) which provides private (not-for-profit) and state agencies in the U.S. and Canada that distribute (sell or lend) large print, Braille or audiocassettes. Visually impaired members are served by agencies who receive copyright authorization from the WSO to transcribe Al-Anon/Alateen literature to meet their special needs. Signing is encouraged by Al-Anon volunteers for those who are hearing impaired.

21. Where are the new members going and how do we keep them coming back?

Al-Anon members need to enthusiastically welcome newcomers, sponsor Alateen, as well as do CPC, P.I. and Institutions work at their group and Area level.

22. Why is "Love Money" still being given to Delegates for Conference? Aren't the expenses covered sufficiently. Monies should be used for outreach.

"Love Money" is still considered a contribution to Al-Anon by the Areas that opt to provide this. This is within Area autonomy.

GROUP RECORDS

1. Why does it take so long to correct the records on updates of GRs along with current information updates? It appears that it is not as effective as it ought to be—corrected information is sent many times and seems to take years before changes are recorded.

Our mail records are changed daily. They are considered priority. Many times groups ask to have a GR changed, thinking this will also change their current mailing address (CMA). The GR and the CMA are separate positions unless we are told otherwise.

LITERATURE

1. Can gender specific language be removed from newly-printed literature and changed in the Steps?

Use of gender specific language is continually addressed. Changing the Steps requires the written approval of three quarters of all Al-Anon groups as stated in the Bylaws, Article XI and to date there has not been one Area in favor of changing the Steps.

2. Will the new 12+12+12 (A Perfect 36) be published in Spanish?

When all publications are produced, consideration is given to translation in other languages.

3. Because we allow groups to be specialized in Al-Anon, such as "adult children," "Al-Anon Mens'," etc. why can't these groups use additional literature other than Conference approved that better reflects their uniqueness?

See Policy Digest, page 113, Section d. Outside Publications.

4. Does the general use of the *One Day at a Time* and *Courage to Change* daily readers for meetings reduce the use and sale of our Al-Anon Family Group literature and stifle the growth of our groups?

Perhaps. Having Al-Anon's other books available for sale and using them when chairing meetings will encourage others to become interested in all of our literature.

5. Had many complaints on why *Courage to Change* book is coming apart so easily compared to *ODAT*.

The problem has been corrected.

6. Why do we constantly change the color of our pamphlets? It is confusing and doesn't it cost money?

Changing the color of a pamphlet does not affect the cost of production. Color changes sometimes spark renewed interest.

7. How can we discourage Al-Anon Adult Children from bringing in and using other literature that is not CAL?

Al-Anon members can only relay the message that CAL is the preferred language of Al-Anon.

8. Are there copyrights on our literature, such as our hard-cover books, etc.?

Al-Anon literature is copyrighted and can only be reproduced with written permission of Al-Anon Family Group Headquarters, Inc.

POLICY

1. If an Al-Anon member is standing in a hotel lobby waiting for an Assembly to begin and is approached by an individual who is not a member of the program asking, "What kind of conference is this?" what is the correct response, keeping in mind the anonymity of other Al-Anon members present?

This Conference is for Al-Anon and Alateen, the international organization for families and friends of alcoholics. (If the individual seeking information is a member of the press, remind them of the Eleventh Tradition.)

2. In reference to Al-Anon Adult Children groups, can the Service Manual language be added, similar to page 98, paragraph d. Choosing A Group Name?

The language in the Policy Digest under "Choosing A Group Name" applies to all groups, including Al-Anon adult children groups.

3. Our literature supports the fellowship. If we're tempted to write our literature for sale outside the fellowship, are we supporting outside entities?

Our Twelfth Step urges us to "carry this message to others." Our literature, by going to many places that we might not, allows us to carry our message of hope to the families and friends of alcoholics who may not yet be aware of the help available to them in Al-Anon.

4. If we are hosting an Area Assembly event such as a pot luck dinner with speakers or a dance or a conference to raise funds for our Assembly Area, can members of AA participate or be invited to attend?

Yes, we cooperate with AA in Area conventions and Area Assembly events.

5. In order to really include in our fellowship people who no longer live with an alcoholic (adult children, widows, separated, divorced persons, etc.), would anything be changed in the *Spirit* of our Traditions if a phrase was added to Tradition Three, to read like this: "The only requirement for membership is that there be, 'Or Have Been', a problem of alcoholism in a relative or friend." Therefore, if nothing is changed in the *Spirit* of our Traditions, do we still need written consent of three quarters of all the Al-Anon groups (worldwide) to proceed?

According to our Service Manual, *any* change in the wording of the Traditions needs written approval of three quarters of all registered groups.

6. Why do we distinguish between open and closed meetings? Page 100, b. Service Manual.

7. AA has lost their copyright on their logo. Does Al-Anon have copyrights on theirs? Could we lose it too?

See page 115 of the Policy Digest.

8. What is the problem with using the terms "Co-dependent" or other professional terms? If our fellowship is changing, so are we not open to changing in this area?

The Digest of Al-Anon/Alateen Policies in the Service Manual suggests that the use of labels perpetuates the tendency to focus on the alcoholic.

9. Can the World Service Office accept memorial donations from those outside Al-Anon in an Al-Anon member's name. (Eg. a company donating money in the names of employees who are Al-Anon members?)

No. The memorial donation must come from an Al-Anon or Alateen member (Page 105 in the Al-Anon/Alateen Service Manual.)

PUBLIC INFORMATION

1. Can an 800 number be established for general information and questions?

Time and money has prevented this from happening. There is a P.I. 800 number for the general public and another for meeting information.

2. A P.I. Committee asked PFA if they could photocopy French posters because they are very expensive. Can PFA photocopy posters and flyers?

PFA is the publishing arm of all French literature and materials and can use any means necessary to reproduce its material. The material is copyrighted and permission must be received before individuals or local committees reproduce the French posters.

REGIONAL SERVICE SEMINAR

1. Is there a way to schedule RSS' so as not to conflict with Area Assemblies - How far ahead are dates set? New York North GRs and DRs were disappointed last year that we could not attend both.

The Regional Trustee checks the calendar of events in the Region avoiding holidays and Area activities whenever possible. The RSS Committee is informed of calendar conflicts before RSS Committee selects a date. The dates for RSS' are discussed at the breakout sessions during the World Service Conference when all Delegates from the Region are present. When discussing dates, consideration of other events is given at that time. Dates are discussed 18 months in advance but are decided approximately one year in advance.

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 Keilly, Business Manager (non-Al-Anon member); Georgette G., Office Manager, National Public Information Committee Canada (Al-Anon member); Josephine B., Representative from Italy (Al-Anon member).

Motion #2 (97 yes, 1 abstention)

To approve the 1993 Annual Report.

Motion #3 (97 yes, 1 abstention)

To approve the 1993 Audited Financial Report.

Motion #4 (94 yes, 1 no, 1 abstention, 2 void)

To approve the 1994 Budget.

Motion #5 — WITHDRAWN

Per request of the Southwest Region Delegates' meeting, I move that the Southwest Region conduct a Service Seminar on a three-year basis. The Southwest Region is willing to take full financial and physical responsibility to put on its own Service Seminar on an experimental basis.

Motion #6 (90 yes, 7 no, 1 void)

To extend the Regional Trustee Plan as a trial for an additional three years.

Motion #7 (94 yes, 4 no)

To recommend that production of the Service Manual be postponed until 1995.

Motion #8 (84 yes, 14 no)

To accept the Norfolk, VA area as the site for relocation of the World Service Office with Dayton, OH as the back-up city.

Motion #9 (98 yes)

To amend the text on pg. 115, 1992-1993 Al-Anon/Alateen Service Manual, Policy Digest section, under VIII. Reprint Authorization, 3. Granting Permission to Translate CAL as follows:

All translations of Al-Anon CAL in a language other than English are to be submitted to the WSO for review and approval before permission to print or reprint is granted.

To amend the text on pg. 118, 1992-1993 Al-Anon/Alateen Service Manual, Policy Digest section, under V. Public Information as follows:

Delete opening paragraph.

a. Paid ads

A group may pay for an ad in a newspaper or magazine to make the community aware of Al-Anon and Alateen. In accordance with our Traditions, an individual member may pay for such space with group approval. This can be considered a member's personal contribution.

b. Posters

1. The Al-Anon/Alateen posters may be displayed in any public place or conveyance with the permission of the respective facility/organization. For referral, a P.O. Box or office address and local Al-Anon service phone number may be used.

2. As is

c. Public Information Literature

Although the Conference has designated Al-Anon's WSO as the sole publishing agent for the fellowship, the WSO extends permission to Information Services or Area World Service Committees to publish only one Public Information piece, which can be produced inexpensively and distributed within their area of service. This often is incorporated with the local meeting schedule. The WSO reserves the right to review 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. There are Public Information needs based on cultural differences and tradition. The WSO also reserves the right to review such items before publication.

To amend the text on pg. 119, 1992-1993 Al-Anon/Alateen Service Manual, Policy Digest section, under Incorporation/Taxes as follows:

I. Al-Anon Family Group Headquarters, Inc.

a. Tax-exempt status was granted to Al-Anon Family Group Headquarters, Inc., our World Service Office, in 1956 under Sec. 501(c)(3) of the U.S. Internal Revenue Code as being a nonprofit corporation organized under the laws of the State of New York and operated exclusively for educational purposes. When New York State law was amended subsequently, the World Service Office registered as a not-for-profit corporation. Contributions to Al-Anon Family Group Headquarters, Inc. may qualify as a charitable deduction, but the World Service Office makes no judgment as to the specific deductibility of a contribution by any member.

b. As is

To amend the text on pg. 119, 1992-1993 Al-Anon/Alateen Service Manual, Policy Digest section, under II. National General Services as follows:

Incorporation as a nonprofit organization relates to the tax laws of the U.S., which stipulate that any excess of income at the end of the year is nontaxable. Most other countries have some equivalent of the U.S. regulations governing nonprofit corporations. At the suggestion of the WSO, the General Service Boards of U.K. and Eire, Finland, Germany and other countries have made comparable registration for such legal status with their governments.

General Service Boards should consult with local legal counsel when considering nonprofit incorporation for their organizations outside the U.S. & Canada. Advantages and disadvantages may vary from structure to structure.

To amend the text on pg. 120-121, 1992-1993 Al-Anon/Alateen Service Manual, Policy Digest section, under III. Assemblies (U.S.)* as follows:

a. As is

b. Each Area Assembly may want to review the shared experience of other Assemblies before considering incorporation. Be-

cause state and local laws vary, all final decisions need to be reviewed by local legal and financial experts. WSO is neither equipped nor qualified to advise or aid individual Assembly Areas in incorporating or obtaining tax exemption.

Delete "c"

To amend the text on pg. 121, 1992-93 Al-Anon/Alateen Service Manual, Policy Digest section, IV. as follows:

IV. Al-Anon Information Services, (Intergroups), Literature Distribution Centers (U.S.)*

Local Al-Anon service committees that perform business functions: sign contracts, rent an office, buy equipment, employ staff, print meeting lists and bulletins or sell Al-Anon material, etc. may want to explore incorporation in accordance with the non-profit laws of their state. They may also need to check state and local laws regarding the collection of sales tax.

These suggestions are primarily to protect individual members, volunteers and employees from possible personal liability. Incorporation would not give local services authority over the groups they serve.

~~Motion #10 — WITHDRAWN~~

~~To Amend the text on pg. 107, 1992-93 Al-Anon • Alateen Service Manual, Policy Digest section, under VI. Use of Group Funds, Rent and Other Related Expenses as follows:~~

~~See page 25, The Treasurer and page 68, 3. Finances~~

~~VI. Use of Group Funds~~

~~Motion #11 (11 yes, 86 no, 1 abstention) — DENIED~~

~~To return this Conference and all future Conferences to allow smoking during Conference sessions.~~

Motion #12 (79 yes, 19 no)

MOTION TO AUTHORIZE OWNERSHIP OF REAL PROPERTY

WHEREAS, the 1991 WSC affirmed that in regard to the relocation study, the ownership of property by Al-Anon Family Group Headquarters, Inc. is consistent with our Traditions; and

WHEREAS, the Board of Trustees did study the purchase of property as a part of relocation; and

WHEREAS, the Traditions separate the organization of groups from the organization of service centers; and

WHEREAS, the Board of Trustees believes that it is financially prudent to own real estate in connection with relocation in 1996; and

WHEREAS, the Board of Trustees and the Conference desire to always maintain the spirit and intent of the Steps, Traditions and Concepts; and

WHEREAS, the Al-Anon Family Group Headquarters, Inc. is the clearinghouse for Al-Anon groups in the United States and Canada as well as the link to the General Service Offices abroad;

NOW, therefore be it resolved that the 1994 World Service Conference does hereby empower the Board of Trustees to purchase property for the Al-Anon Family Group Headquarters, Inc. under the following conditions:

1. The Board of Trustees finds that the purchase of property is financially feasible.

2. The Conference authorizes the purchase of property for a trial period of 15 years. At the end of 15 years, it can end the trial period; extend the trial period; or order the sale of the property. The Board of Trustees agrees not to override the action of the Conference on the ownership of property, if the Conference directs that the property be sold.
3. During the trial period, which begins with occupancy, the Board of Trustees will report triennially as to the financial feasibility of the ownership of real property, the compliance with the spirit and letter of this resolution; and the negative impact, if any, that the purchase of property has had on the fellowship as a whole.
4. During the trial period, the Conference and the Board requests that the ownership of real property be limited to Al-Anon Family Group Headquarters, Inc. or its subsidiary management corporation.
5. After the second triennial report (six years), the Conference can withdraw permission to own real property. At that point, the property will be sold or disposed of by the Board of Trustees for the most financially prudent price without regard to gain/loss.
6. If at any time the Al-Anon Family Group Headquarters, Inc. owns real property and that property is sold or disposed of for whatever reason, any net funds realized after the payment of existing mortgages, costs associated with the sale, costs associated with the purchase of another location and relocation to a new site shall be placed in a designated fund to reduce future occupancy costs of Al-Anon Family Group Headquarters, Inc. Said fund may not be used to sustain existing or create new services or programs. Said fund can not be added to by the Board or the fellowship except by investment income the fund generates. Said fund is to reduce occupancy costs and avoid dissension over funds which could be viewed as perilous wealth.
7. During the trial period and after that, the Board of Trustees will establish a subsidiary corporation or a separate Executive Committee in order to ensure that the management of the real property be done in a prudent manner and not interfere with the day to day operations of the spiritual parts of the program, i.e., service to the groups, individuals, or Al-Anon as a whole. Bylaws or structure for a separate entity or Executive Committee shall be drafted by the Board, affirmed by the 1995 WSC and adopted by the Board at its 1995 Annual Meeting.
8. Said real property shall house only the operations of Al-Anon Family Group Headquarters, Inc. and the entity formed only to manage the property. No space will be available to outside tenants.
9. It shall be the guiding principle of real property ownership by Al-Anon Family Group Headquarters, Inc. that the ownership of property is a means to providing service to the groups and not as an investment. Because of this, the real property, at the request of the Conference or direction of the Board, can be sold at a loss or abandoned without regard to its value when it interferes with the Traditions or Concepts. It is understood that abandonment or sale of real property would not relieve Al-Anon Family Group Headquarters, Inc., or its subsidiary corporation, if any, from fulfilling its financial responsibilities connected with the abandoned or sold property.
10. So long as no other condition herein is violated, the Board of Trustees retains the right to purchase real property when financially feasible. Should ownership of that property become a financial or operational liability, the Board may

sell said property without further Conference action.

11. It is understood that the individual groups and service arms have no ownership interest or liability in any property owned by Al-Anon Family Group Headquarters, Inc., its subsidiary corporation or its alternate Executive Committee, except in accordance with its Articles of Incorporation.
12. The management, ownership and operation of said real property shall conform to the existing zoning, tax, state and federal regulations in order to maintain the 501(c)(3) status of Al-Anon Family Group Headquarters, Inc.. While representatives of the subsidiary management corporation or real estate management Executive Committee may attend public hearings or meetings related to changes in zoning, tax treatment, etc., Al-Anon Family Group Headquarters, Inc. or its subsidiary corporation or Executive Committee, will not affiliate, give testimony or advocate in any way or take positions which may involve the fellowship in any outside controversy regardless of the impact on the value of the real property or the cost to the fellowship.

Motion #13 (53 yes, 42 no, 2 abstentions, 1 void) — DENIED
To produce an outreach piece for gay and lesbian Al-Anon members

Motion #14 (88 yes, 9 no, 1 abstention)
To produce a recovery piece on spirituality affirming the universality of our fellowship from the perspective of a variety of cultures around the world.

Motion #15 (94 yes, 4 no)
To change wording in the Al-Anon/Alateen Service Manual on page 76 #14. "One may hold an Assembly office in only one Area at a time."

Motion #16 (97 yes, 1 no)
To delete from page 80 V. Secretary d. "and reports of all Assemblies."

Motion #17 (53 yes, 45 no) — DENIED
To recommend each group designate a separate position of FORUM Representative to encourage sales and use of *The FORUM*. This action would be carried out for a three-year trial period, effective immediately.

Motion #18 (55 yes, 43 no) — DENIED
To give conceptual approval to produce Volume 5 of *FORUM Favorites*.

Motion #19 (54 yes, 43 no, 1 abstention) — DENIED
To give conceptual approval to produce a booklet on abuse.

Motion #20 (21 yes, 77 no) — DENIED
To change the Policy concerning Al-Anon members who are also AA members, so that there are no restrictions to their service.

Motion #21 (34 yes, 64 no) — DENIED
That conceptual approval be given to produce a piece written by Al-Anon members who are of the helping professions in order to attract other professionals.

Motion #22 (51 yes, 40 no, 7 abstentions) — DENIED
In a spirit of attraction and unity, the 1994 World Service Conference welcomes persons of diverse cultural and ethnic backgrounds. Each member of our fellowship is a significant participant. Additionally, we acknowledge and welcome gays and lesbians, along with their families who have been affected by someone else's alcoholism to participate in the Al-Anon fellowship. While respecting each other's individuality and varying experiences our common welfare must come first. Al-Anon offers the Twelve Steps, the Twelve Traditions and the Twelve Concepts of Service and invites all to participate in the Al-Anon worldwide fellowship.

Motion #23 (77 yes, 20 no, 1 abstention)
To produce an introductory piece in pamphlet format to reach out to members of the gay and lesbian community.

1994 WORLD SERVICE CONFERENCE MEMBERS

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Oteka M., Oklahoma
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