

**TN AREA 52 Area World Service Committee (AWSC)  
FALL, September 14, 2024**

The fall session of TN Area AWSC met on September 14, 2024 in Lebanon, TN The meeting was called to order at 9:00 AM by Chairperson, Tarcila F. with a moment of silence followed by the Serenity Prayer.

Officers present in person were: Irene F., Delegate; Christine F., Alternate Delegate; Tarcila F., Chairperson; Marian P., Secretary; Patty C., Treasurer.

Coordinators present in person were: Cindy H., Convention; Erik T., Technology; Karla K, Archives.

District Representatives (DRs) present in person were: Becca B., (DR-20D); Elsie M., (DR-12B) and visitor Carolyn S., Group Representative (GR).

Coordinators and DRs present by Zoom were: Michelle E., Website Coordinator; Carol Anne M., Tennessee Area Alateen Coordinator (TAAC) and Tennessee Area Alateen Process Person (TAAPP); Judy W., Middle TN Area Information Service Liaison (AISL); DRs Mariette G. (DR-D7); Loring T. (DR-D5A); Linda M. (DR-D9) and Ken E. (DR-D8).

Visitors on Zoom were: Sheryll B. and Grace M., past Delegate.

The following topics were discussed:

**OPENING COMMENTS:**

The Steps were led by Michelle by Zoom; Becca read the Traditions; Karla read the Concepts and Warranties. Tarcila reviewed meeting etiquette and instructions and reminded that all reports are to be submitted within two weeks on the groups i.o. files.

**ACCEPTANCE OF MINUTES:**

Christine, former Interim Secretary, presented the minutes. A typographical error was noted and to be corrected (Janice to Janet). Christine will make the change and remove incorrect copies online. **Motion #1: I move to recommend to AWSC that we accept the minutes with the one amendment.** The motion was made by Irene (D-20C) and seconded by Karla (D-12C). There were 9 yes votes in the room and 5 yes votes by Zoom, zero nays, zero abstentions; the vote was unanimous. **The motion carried.**

**TREASURER'S REPORT:**

The Treasurer, Patty, shared her report online (report online). She will confer with Cindy, Convention Coordinator, to make any changes relative to the Convention's final statement. Patty shared that she believes the treasury will make its goal of \$11,000 in contributions for the year (\$6,263.44 currently). Her records showed \$14,340.15 came

in through PayPal for the convention. She also referred to Alateen background checks. Patty noted that all seems to be trending under budget, so far. She has entered finances into QuickBooks for better reports. Patty also shared the bank statement for transparency in accounting.

As of July 31, 2024, the bank balance was \$22,681.97. There were four deposits of \$10,171.75; outgoing was \$7,277.76; the new balance as of August 30, 2024 is \$25,575.96.

Patty shared the Profit and Loss Statement, the Balance sheet showing fixed and current assets totaling \$86,806.78. **Patty will do a final audit of that number and present at Assembly.**

Grace asked about the budget items for Group Records and Website Coordinators which were to be separated. **Patty will follow up with separating the line items for Group Records and Website Coordinator.**

Judy (Middle TN AISL) asked how much prudent reserve is and how much the convention cleared. Patty advised that Cindy will respond about the convention; the primary account as of August 31, 2024 is \$25,575.96; the reserve is \$29,537.52. Patty will give a reconciled report at Assembly.

Patty also advised that due to some postal errors, she was not receiving mail and some mail is still being sent to a previous Treasurer. Her mailing addresses is as follows: PO BOX 1341, Mt. Juliet, TN 37121-1341 or 204 Riverview Road, Mt. Juliet, TN 37122. There is also a button on the area website to give contributions through PayPal.

Carol Anne, Alateen Coordinator, mentioned that the company that completed background checks owed a \$90 credit for Alateen. Carol Anne will confer with Patty. Carol Anne also shared that the World Service Office (WSO) recommends that background checks for AI-Anon Members in Alateen Service (AIMAS) be fully funded by the Area, District, or Group. She asked how to request for the Area pay the fees. Tarcila recommended **Carol Anne complete a KBDM to present at next AWSC meeting.**

#### **KBDM:**

Chairperson Tarcila notified the attendees that it is the Chairperson's prerogative to entertain a KBDM even when an AWSC member who submitted the KBDM is not present to do so. She also noted the GR from the District involved was present to do so. A consensus for the GR to have voice and present the KBDM was taken. There were 10 yes votes in the room and 5 yes votes on zoom; zero nays. The KBDM was presented by Carolyn, GR of Donelson AFG, who read **"Donelson AFG's Request to Join District 12C"** (KBDM online). Carolyn shared that groups in D-12D were

contacted. Two groups agreed to Donelson's request to move; one group was unavailable; one group had no response. Groups in D12C had no objections.

**Motion #2: I move that "Easy Does It" group go from 12D to 12C.** The motion was made by Cindy (D-5B) and seconded by Becca (D-20D). There were 10 yes votes in the room and 6 yes votes from Zoom; zero nays, zero abstentions. **The motion carried.**

### **COORDINATOR REPORTS:**

**ALATEEN:** Carol Anne is the Alateen/TAAP Area Coordinator. She reported there are currently 30 AMIAS in service; 6 active Alateen groups (5 in person, 1 Alateen chat on the WSO app). There are 6-7 local AMIAS. She shared at the Convention they are always looking for adults with background checks; 4 people in Chattanooga area contacted her and they are working on certification.

A goal she has is for the Area or District to pay for background checks so more people would sign up. She is also working on a "How To" manual to pass to the next Coordinator.

Carol Anne also meets quarterly with WSO AMIAS to talk about issues with the app, and issues with Alateens. She invited all to sit in for meetings. In order to attend on app, must be certified AMIAS.

**ARCHIVES:** Karla managed to obtain an older PC and extract the hard drive with files for Archives. She will get Archives Binders. Her goal is to prepare an index so the files are available for area members to review (report online).

Karla shared that sometimes the price of things from long ago astound her. There was a personal story of a woman who would go to a neighbor with her children to avoid her drunk husband. Eventually, like an underground railroad, she and her children were able to get to safety.

Karla asked anyone with a story to submit it for review to keep Al-Anon personal.

**CONVENTION:** Cindy shared that the convention was a huge success: two hundred, forty-five people paid in advance and 27 paid on site for a total of 272 registrations; some people did not show. The speakers were well received and some of them did workshops as well. All speakers except the Alateen speaker were on the "Ask it Basket" panel.

Alateen and AA shared a conference room and that worked out well with their schedules. It was a bit disappointing that only three teens attended the convention. She recommends that the registration fee for teens be waived, only their meals to be paid for. It should be clear that a teen does not need to attend an Alateen group to attend.

There were three workshops (two in person, one online): In the Zoom workshop, attendees could converse with the group and share how Zoom makes them feel part of the event.

Cindy thanked all who worked to make the event a success. She shared the Convention Planning Committee received \$5,000 in seed money from the Area. The ending balance of income was \$11,193.77. The Area will receive approximately \$6,200 after all expenses are accounted for. Rough estimates of income are: \$8500 for ticket and food sales/fundraising \$7200; expenses were roughly \$9500.

The 2025 Convention Planning Committee has already had its first meeting with 32 people from across the state attending. Some committees are still open. The theme is: "Learning to Thrive in '25." Their next planning meeting will be October 25, 2024 EST.

Cindy also encouraged folks in the West Tennessee rotation to begin thinking of 2026 for sites, dates, etc.

**BUDGET PROPOSAL:** Patty shared the proposed 2025 budget (see budget online). She raised the contribution amount by \$1,000; Alateen budget remains the same until background searches are figured out; Treasurer Appeal Letter is what John Anderson (former treasurer) referred to as a "fudge amount" to make the budget balance. The account is gaining interest through the year. The total budget income for the year is \$27,700.

Reviewing the expenses, Patty noted Directors Meetings use Zoom to keep expenses low; she allowed an increase for liability insurance and crime policy; there has been no claim so that helps to keep it low. Expenses for AWSC will be held until a bill is received; Assembly may need to be adjusted for 2026 budget. There is a \$500 increase for Delegate and some for officers for inflation.

Cindy noted that we don't pay for the immediate past Delegate except for the year following their service (once every three years), so that item can be zero. Irene asked about the Delegate allowance for the World Service Convention, if it would be actual cost or equalized. The equalized amount is \$3,617.17. Discuss later in agenda.

Patty asked about donations to the International WSO. The response was that the WSC donates and AWSC earmarks for every five years. Cindy asked if AWSC could consider increasing the donation to WSO. **Discussion ensued and the increase will be \$1,000 for a \$2,000 donation to WSO.**

**ALTERNATE DELEGATE and FORUM REPORT:** Christine shared that Forum subscriptions are actually down in TN per the September report. Erik asked if the Forum stats include those who read online. Christine was uncertain as it would be difficult to tie them back to TN; people seem to be moving to digital overall.

The 70<sup>th</sup> Anniversary of the Forum is coming up. Christine noted there is an extensive process from submission review to publication with an intricate scoring system not based on quality of writing but how ESH is reflected.

As of last week, Christine will oversee the GR/DR orientation before Assembly. She asked for volunteers to help.

**WEBSITE:** Michelle reported by Zoom that she has been Website Coordinator since June (report online). She was able to keep the Convention information updated as changes came in and managed the Zoom registrations for the convention. Ben keeps the Literature page updated. Public Outreach has been created and fliers are available, as well as Spanish Al-Anon fliers – one can be customized to meeting or region.

Tarcila advised that the Public Outreach fliers were printed and available.

**GROUP RECORDS:** No report.

**NEWSLETTER:** No report.

**TECHNOLOGY:** Erik gave his report (report online) and thanked Michelle, Ken, Grace, and Irene for their participation which was crucial at the Convention.

Erik shared there were 300 MS365 licenses obtained through their charitable program. MS removed one license (unknown reason) which left 299. Erik proposes setting up a process for Districts and people doing Al-Anon business for free accounts; there's a need to identify how to distribute the licenses.

CANVA presentation software is also available to create brochures, programs, etc. It is an open-source system whereby creators make their designs available as templates. It works well and quickly without a lot of design skill.

The Workshop showed that technology is not a barrier for people to attend and that community and connection can be found online.

Becca asked about recordings of the Convention. Erik advised that the recordings were done by the recording company. Erik has the information and will post it on the site.

**AISL:** Judy was introduced as the new AISL for Middle Tennessee. She shared that Al-Anon is putting together a book about sponsorship for sponsors and sponsored. There is still time to make a submission for consideration. She talked about the flier, "Fall in Love with your AFG" and mentioned that AFS can get literature and have it delivered with a \$7 mailing fee within 7 days.

Cindy gave the East TN AISL report in lieu of Carol for KADA and Districts 2-6 (report online). If any information is needed, please see/call Cindy.

## **DISTRICT REPORTS:**

Loring reported by Zoom for **District 5A**. It is a small District which started out with 5 groups and down to 3. An online group joined the Global Electronic Area (GEA); another group disbanded. There is a hybrid meeting on Saturday and the only group with a GR. There is a Zoom-only group but not many attend. They are all literature studies.

Cindy asked if the group was listed on the KADA Zoom calendar? If so, they could probably use that and drop their own Zoom account to save expense.

Mariette reported by Zoom for **District 7**. She is uncertain how long it has been without a GR. The Dayton group looked on Facebook for a meeting place which was successful. There are two meetings in Athens with a GR, the first in many years. Al-Anon and AA decided to meet at the same time in Cleveland. The DRs meet every quarter; there is no budget to report. They have been invited to a coalition on health in Dayton with AA speakers and other groups.

Ken reported by Zoom for **District 8**. There are 8 active groups including an introduction meeting. They have quarterly speaker meetings, and a gratitude dinner is scheduled for November. The goal is to get members to know each other and others from other meetings. There is an outreach with the library and mental health committees. They are exploring sponsors who are interested in Alateen. The district meets once a month.

Linda reported by Zoom for **District 9**. They are seeing growth in their area. Some groups with multiple dates are down to 1; 1 electronic group, 1 new group. They have a focus on an annual picnic.

Elsie reported for **District 12B**. Elsie shared their district has 20 groups and 21 meetings, including 3 online. They have 12 GRs who meet the first Wednesday at 6:30 PM. Not all positions in the district are filled. There is 1 Alateen group that meets in person. There is a "Meeting on Wheels" with Belmont Students.

A question was asked what "Meetings on Wheels" was. It was explained that the Professor has a mental health class and he invites 5-6 active Al-Anon members to hold a meeting in his classroom. They hold a full meeting with the Opening statement, Serenity Prayer, anonymity statement, etc. Students sometimes choose to share.

In the absence of Marika, DR 12C, Marian read the report for **District 12C**. There are several active groups with fourteen meetings a week. Some groups do not have all service positions filled. The district has just obtained a new Treasurer and Marika will remain as DR for now. About 4-6 GRs attend District meetings every month. The district raised \$980 towards the Convention. See report attached and online.

Irene asked if anyone has contact information for **District 15** to let her know.

Becca reported for **District 20B**. They have 5 groups, 1 by Zoom only, 1 hybrid. One group meets face-to-face twice a month; others meet once or twice a week. The whole Memphis area meets together and they just got a Treasurer. Thirteen people showed up at their District meeting.

### **DELEGATE REPORT:**

Irene gave her Delegate report (report online). She reported on things she didn't cover in Assembly or updated since then, including:

- 1) conceptual approval has been given for a new CAL about finances which passed;
- 2) there is a recommendation to name new groups with more inclusivity rather than signifying a specific group (i.e. Women's Wednesday Group or Men's Mondays Group);
- 3) there have been changes to the service manual. Things more procedural have been moved to pamphlets and others moved from policy to other areas. There will also be changes in styling in the next few weeks; the printed version will be published for 2026 to 2028.
- 4) The Conference Leadership Team will have input from Delegates, in the planning of the Conference Agenda.
- 5) See report for financial update. Magazine, CAL, and contributions make up the income.
- 6) A survey was sent a year after Irene becoming Delegate which asked if DRs wanted to keep the annual trip to Stepping Stones. TN Area responded with 50/50 answer. WSO response said it was worthwhile. The Board will hold the World Service Conference WSC in NY Area for a 6-year trial.
- 7) Evaluations were still being taken for the four-day conference rather than 5-day. In 2026, they will return to a five-day conference as they found it too hard to complete business in four days. An online meeting might be considered for topics not able to be covered.
- 8) The annual Conference trip is equalized at \$2,532 and the full cost is \$3,617. Irene noted that in the past, our Area voted to cover the full cost. If Area does not pay the full amount, the WSO pays the difference out of its budget. Irene recommended the full amount be paid.
- 9) The 2025 WSC will be held in Windsor, CT with intent to attend Stepping Stone during the WSC time frame.
- 10) When books were converted to e-books, the financial impact on international structures was not recognized. There will be no more conversion to e-books until there has been a decision as to how to funnel funds back to the countries.
- 11) Every Delegate is given an opportunity to serve on Committees. Irene chose to be on a subcommittee for Public Outreach.
- 12) Five different workshops on sponsorship were created. Irene asked if members present would share Experience, Strength, and Hope (ESH) about sponsorship. The following gave sharing of what service sponsorship meant to them: Loring, Becca, Marian, Tarcila, Carol Anne, and Irene.

The discussion of paying for the Delegate's Conference attendance was renewed. The Treasurer advised there is \$3,500 in the budget for the Delegate. The budget is already ahead from the 2024 Convention, and the budget will be raised to \$3,700 for next year. Ben asked if it is in the Area Guidelines that we are to have a balanced budget. Yes, it is.

**Motion #3 - I move that we pay the full amount to the WSC for our Delegate's expenses.** The Motion was made by Rebecca (D-20D) and seconded by Loring (D-5A). There were 10 yes votes in the room and 7 yes votes on Zoom; there were zero nays and 1 abstained. **The Motion carried with substantial unanimity.**

**GUIDELINES HOUSEKEEPING WORK GROUP:** Tarcila read the KBDM (report online). She noted that Basic Skills and Knowledge duties were adopted on August 16, 2023 and included in each service position description. There were questions about the previously approved Basic Skills and Knowledge. The KBDM updated the service position descriptions for Delegate and Treasurer, as well as the Area Reimbursement form and the Area Reimbursement Guidelines. The suggestions for changes were made by the ESH of the work group made up of people who hold or have held the positions.

The reimbursement form will have a link available online to calculate mileage at the approved IRS Charitable Rate reimbursement (currently at \$0.14 per mile). The reference to the IRS approved rate was voted in 2020; reimbursement for gas receipts is no longer used.

Elsie asked what "SERDGT" referred to. Tarcila explained that the South East Regional Delegates Get Together (SERDGT) readies new delegates for the WSC.

There was discussion of the "K" under Treasurer duties. It was decided to amend the document to say "Credit or Debit Card."

There was a question for Treasurer position description about obtaining a credit card. Patty C. does not want her social security number associated with an AI-Anon credit card. Someone suggested an EIN could be used. Patty will look into it.

There was discussion about item "E" in the Treasurer description which led to no change.

There was also discussion if a signature line was necessary on the reimbursement form. A vote showed 7 in person disagreed; 7 by Zoom disagreed; 3 agreed to add it. It was a substantial majority to not add a signature line.

**Motion #4 – I move to suggest to the 2024 Fall Assembly the Housekeeping suggestions of the Service Position Delegate description be approved as written.** The motion was made by Irene (D-20C) and seconded by Elsie (D-



12B). There were 10 yes votes in the room and 7 yes votes by Zoom; zero nays; zero abstentions. **The motion carried unanimously.**

**Motion #5 – I move to recommend to Assembly to suggest to the 2024 Fall Assembly the Housekeeping suggestions of the service position for Area Treasurer as amended.** The motion was made by Patty (D-12C) and seconded by Karla (D-12B). There were 10 yes votes in the room and 7 yes votes by Zoom; zero nays, zero abstentions. **The motion carried unanimously.**

**Motion #6 – I move to recommend to Assembly to recommend to the 2024 Fall Assembly the Housekeeping workgroup for expense reimbursement guidelines as presented.** The motion was made by Cindy (D-5B) and seconded by Loring (D-5A). There were 10 yes votes in the room and 7 yes votes by Zoom. There were zero nays, zero abstentions. **The motion carried unanimously.**

**Motion #7 – I move to recommend to Assembly to 2024 Fall Assembly the Housekeeping work group for expense reimbursement report as presented.** The motion was made by Karla (D-12C) and seconded by Michelle (D-20D). There were 10 yes votes in the room and 6 yes votes by Zoom; there were zero nays, zero abstentions. **The motion carried.**

#### **COORDINATOR REPORTS (CONT):**

**LITERATURE:** Ben shared that there is a new booklet, “Healing Within Our Alcoholic Relationships.” He does not know the cost at this time. He will update the TN Al-Anon website’s Literature Corner. Tarcila mentioned the banner that arrived in time for Convention, and she will pass that on to Ben for Literature. See report attached and online.

#### **AGENDA FALL ASSEMBLY:**

The group worked on the agenda for the 2024 Fall Assembly Agenda (see below). Registration is to be covered by East TN; Cindy advised that someone in KADA area will fill in. The Legacies are to be covered by Middle TN; and the Mixer by West TN. Loring will take care of the Mixer; Becca will bring a Spiritual Sharing for West TN. Except for registration, all other positions can be completed through Zoom. Someone brought up the “Ask It Basket;” no one was assigned to take it. Cindy the Chairperson can ask someone.

There being no further business, the meeting adjourned at 4:16 PM with the Serenity Prayer followed by the Al-Anon Declaration.

Respectfully submitted,

Marian P.,  
Secretary

**FALL AGENDA ASSEMBLY  
NOVEMBER 2-3, 2024**

**Saturday**

8:30 – 9:00 AM	Registration (KADA, East TN)
9:00 – 9:30 AM	Opening, Announcements, Brief Introductions, Mixer Explanation - <u>East</u> (Loring T., D-5A); Three Legacies - <u>Middle</u> (Elsie M. D-12B); Spiritual Share – <u>West</u> (Becca B. D-20B)
9:30 – 10:15 AM	Secretary/Treasurer’s Reports/Budget
10:15 – 11:30 AM	Reports/Business
11:30 AM – 1 PM	Lunch
1:00 – 2:00 PM	Delegate’s Report
2:00 – 2:15 PM	Caucus/Break
2:15 – 4:00 PM	Business/Reports
4:00 – 4:15 PM	Mixer
4:15 – 5:00 PM	Business/Reports
5:00 – 6:30 PM	Dinner
6:30 – until	Business/Reports

**Sunday**

8:00 – 8:45 AM	Spiritual Share/Speaker
8:45 – 9:15 AM	GR Concerns/Ask it Basket/ESH
9:15 - until	Unfinished Business (Reports, etc.)