Summer Assembly - What is going to happen? How do I do it? Will I do it right? EEK!

After much feedback on our process to this point with the upcoming Summer Assembly, it was suggested by a GR that a detailed information sheet be provided to go over what to expect this weekend. Hopefully, you will find this helpful and feel supported. You can also find detailed information on our website:
https://al-anon-co.org/members-only-page/2020-assembly-documents/

I have attached an updated Agenda. You will find all the information for each meeting directly under the meeting description.
For example: There is a 9PM Night Owl Meeting (a regular Al-Anon meeting)
on Friday, July 24th. Underneath the title: Night Owl Meeting will be the Zoom Meeting ID, Password, as well as a Link to the meeting.

THE ASSEMBLY

FRIDAY, JULY 24, 2020

Friday Night - GR, DR, and Coordinator Breakout Meetings:

Each Friday night breakout meeting (GR/DR/Coordinator) are individual meetings, much like what you are used to at regular Al-Anon/Alateen meetings. There is no registration required for these meetings. Simply log in and you will be admitted to a waiting room. Once there, our host will admit you into the main meeting room. GRs you will be muted upon entry to the room to help with background noises and distractions.

Friday Night - Night Owl Meeting:

This is a regular Al-Anon meeting that anyone may join, hosted by the Assembly.

SATURDAY, JULY 25, 2020 - ASSEMBLY BUSINESS MEETING (Assembly will begin promptly at 9:30AM) - Registration 8:45AM - 9:25AM

We are asking people to join the Business Assembly Meeting in staggered times so we can take everyone through the registration process. Much like a regular Assembly where you would sign up at the registration desk - your service position, home group, district, etc. This will also serve as Roll Call for our Secretary. Please take note of the time you are to join, which is indicated on the Agenda.

Once you join the meeting you will be admitted to a "waiting room" until the Host let's you into the main meeting room. Once the Host lets you into the Main room you will quickly be transferred to a Registration Breakout Room (you will need to accept the invitation to move to this breakout room). Once in the Registration Room you will meet a Registration Host who will request your service position, district number and group name, if applicable. You will then be renamed by our Registration Host so we can easily identify our members (for example - if you are Jane Doe and you are a GR for Courage to Change Group in District 2, you will be renamed: GR - Jane D., D2.

After you have registered and been renamed, the Registration Host will ask you to leave the Registration room by clicking a button "Leave" on your screen. If you are unable to leave the room for some reason, do not worry. We will automatically move everyone to the main room before Assembly begins.

What to expect when you join the main room:

Once you join the main meeting room after you registered, you will see a presentation that will be playing. This presentation will go over the rules of the Assembly as well as etiquette for being on a virtual meeting.

It's important to note that you will be muted. Only the Hosts can unmute you. We are doing this to limit background noises and outside distractions and prevent talking over each other.

If you have a question, want to make a comment or need assistance you can reach a host in several ways:

1. **Raise your hand.** You will find a blue hand icon on the bottom of the Participants box. Click on the hand to raise it. We will call on you in the order your hand was raised.
2. **Chat** - you may chat with a host privately. Please do not select "Everyone" in the chat box. This will help to limit distractions and keep the business of the meeting where everyone can participate (phone users don't generally see chat).
3. If you need Tech help - **Chat: TECH HELP** and you will be connected to our Website Coordinator, Dave, who can help you with your question. For more in depth help, you may be asked to join the Tech Help Breakout Room.

VOTING:

We will be using a POLL voting method. The good news is that there isn't much you need to do except click on a button once the poll is launched. We will be doing majority voting (50%+1). Remember - **Only GRs can vote!** Results will be displayed in real time.

Saturday Afternoon Speaker Meeting - 2PM:

This will be a Speaker meeting (set up like a regular meeting), but you will be muted upon entry. If you have a question or comment, please share that in the chat box and one of our co-hosts will be happy to assist. We have the honor of hearing Marian M., story and the meeting will be hosted by District 4.

Special Notes:

Once you register you do not need to sit in front of the screen. You can go get your cup of coffee or tea and come back when you are ready. Please do not "leave" the meeting, just turn off your video, if desired, and return to your screen when settled. We will not be having any formal breaks. Please take care of your needs as they arise.

In the Agenda you will find the word "**VOTE**" where I will ask all GRs to be present so all are represented. We will have a *possible* 5 votes:

1. 9:50AM - Secretary's Report: Approval of the Minutes from November 2019 Assembly
2. 10:00AM - Alt Delegate Report: Approval to donate additional funds to WSO
3. 10:30AM - Literature Coordinator Position Description Task Force Presentation and vote to approve
4. 11:10AM - Weekend In Al-Anon motion to cancel the in-person WIA event scheduled for October
5. 11:10AM - Weekend In Al-Anon motion to determine if the WIA committee should prepare a condensed virtual WIA

If you are sharing a screen with another member (for example, if you are a DR and have some GRs that will be participating on your shared screen) please take note that we can only have one vote per screen. So, if you are doing a shared screen, please also login with your tablet or other device and go through registration so you are able to submit a vote through that secondary device. The owner of the shared screen will have one vote. If you need additional help please contact either website@al-anon-co.org or records@al-anon-co.org

Well - I think that's all I have! Whew! I know this is different, uncomfortable, scary, and a big change. I am confident that we will get through this together as we support each other during these changes. A Higher Power will be present to help guide. All is well.

Looking forward to seeing you all very soon!

Love in Service,

Christy Bell
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