

03-05-23 Meeting Notes

Use the meeting notes below to lay out in words the process - This will be page one of the handout. This would include the history behind the charge. See Nancy's document before the charge. Use the NH document as a guide.

The process diagram would be page two

Written Proposed procedures - used in the AWSC update slide - **Below bullet point need to tie out to the process diagram.**

Proposed procedures - Y/N not needed - summarize the requirements - not a repeat of process chart

- a. "Groups or Districts located in one Area contiguous with another Area may, through group conscience and following Area procedures, choose to participate in a second (Colorado) Area after giving up participation in the first Area, as agreed upon by both Areas." However, the group cannot be registered in more than one area (*need a reference to Colorado Area by-laws and service manual - pg. 162 in 2022-2025 service manual - look for references about registered.*) None found in the 2022-2025 service manual. >W Nothing in the AI-Anon Family Groups of Colorado Area Assembly, Inc. >W
- b. The **AFGWME** joining the Colorado Area is expected to participate in District and Area business meetings. If the business meeting does not have a virtual component, then a member of the AFGWME needs to attend face-to-face business meetings. (*need a reference to Colorado Area by-laws and service manual.*) District Meeting - P. 64, Area Assembly - P. 67, 68 in 2022-2025 service manual. Article 4, Section 4 Regular Meetings, Bylaws of AI-Anon Family Groups of Colorado Area Assembly, Inc. >W
- c. **A new meeting that wants to be only online in a geographical area (Colorado) and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)**
- d. A new meeting that wants to be only online and registered in the GEA will register with WSO using the Electronic-Group-Registration-EN form (found on the WSO website)

Notes

Mike will provide updates to TF on

2. The group's first step is to ask their current area to leave and ask the Colorado area if they can join. (Using the form to join the CO Area - the form lays out the two requirements to join.)

3. Electronic groups wanting to join the Colorado Area must participate in Colorado Assemblies and District meetings. If the meetings are face-to-face, then there will be an expectation for a member to attend the face-to-face Area and district meetings.
4. Following the registration procedure of WSO, a new electronic meeting that wants to be only online in a geographical area (Colorado) and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)
5. For groups coming from the GEA, the groups would petition to leave the GEA and ask for permission to join the Colorado Area.
6. Additional details are being discussed and will be vetted with KBDM. e.g., hybrid meetings, abide by the Colorado Area guidelines. - NOTE DO NOT INCLUDE

02-12-23 Meeting Notes

Simplified Proposed procedures - used in the AWSC update slide

7. The group's first step is to ask their current area to leave and ask the Colorado area if they can join. (Using the CO form to join form - here the form will lay out the two requirements to join.)
8. Electronic groups wanting to join Colorado Area must participate in Colorado Assemblies and District meetings. If the meetings are face-to-face, then there will be an expectation for a member to attend the face-to-face Area and district meetings.
9. Following the registration procedure of WSO, a new electronic meeting that wants to be only online in a geographical area (Colorado) and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)
10. For groups coming from the GEA, the groups would petition to leave the GEA and ask for permission to join the Colorado Area.
11. Additional details are being discussed and will be vetted with KBDM. e.g., hybrid meetings, abide by the Colorado Area guidelines.

01-29-23 Meeting Notes

Updates:

1. Please note the new file named "Process Diagram - Inclusion of E-meetings v1" which is a rough draft of the process we are working on. Think of this as a virtual whiteboard with sticky notes. Once we have something solidified, Mike will clean it up into a proper flowchart.
2. Willard mentioned that he received an announcement from AFG Records. The GEA now has a form/procedure in place for groups to petition/transfer to leave another area. Willard does not have access to the form. - Seems like solid progress.
 - a. What follows when the group is approved to leave their current area? - The next steps might affect the process this task force is working on.

What we accomplished or worked on

The group worked on the Process Diagram - Inclusion of E-meetings v1 using the NH process diagram.

We plan to continue the process diagram.

We have about seven meetings left before the March Assembly and the Friday night AWSC business meeting.

Ideally, we would present at the Spring Assembly then again at the SUMmer ASsembly with a vote at Summer Assembly

Kara will work on a process comparison between NH and CO

Simplified Proposed procedures - used in the AWSC update slide

12. The first step starts with the Service Manual procedure for groups that want to join other areas.
13. Electronic groups wanting to join Colorado Area must participate in Colorado Assemblies and District meetings. If the meetings are face-to-face, then there will be an expectation for a member to attend the face-to-face meeting.

14. Following the registration procedure of WSO, a new electronic meeting that wants to be only online in a geographical area (Colorado) and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)
15. For groups coming from the GEA, the groups would petition to leave the GEA and ask for permission to join the Colorado Area.
16. Additional details are being discussed and will be vetted with KBDM. e.g., hybrid meetings, abide by the Colorado Area guidelines.

01-22-23 Meeting Notes

Key Next steps

1. Shape a process diagram into something useful for the Sunday meetings - Mike
2. Continue working on the process wording

Simplified Proposed procedures - used in the AWSC update slide

17. The first step starts with the Service Manual procedure for groups that want to join other areas.
18. Electronic groups wanting to join Colorado Area must participate in Colorado Assemblies and District meetings. If the meetings are face-to-face, then there will be an expectation for a member to attend the face-to-face meeting.

19. Following the registration procedure of WSO, a new electronic meeting that wants to be only online in a geographical area (Colorado) and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)
20. For groups coming from the GEA, the groups would petition to leave the GEA and ask for permission to join the Colorado Area.
21. Additional details are being discussed and will be vetted with KBDM. e.g., hybrid meetings, abide by the Colorado Area guidelines.

Proposed procedures

- a. “Groups or Districts located in one Area contiguous with another Area may, through group conscience and following Area procedures, choose to participate in the second (Colorado) Area and give up participation in the first Area, as agreed upon by both Areas.” However, the group cannot be registered in more than one area *(need a reference to Colorado Area by-laws and service manual - pg 162 in 2022-2025 service manual - look for references about registered.)*
- b. The **AFGWME** joining the Colorado Area is expected to participate in District and Area business meetings. If the business meeting does not have a virtual component, then a member of the AFGWME needs to attend face-to-face business meetings. *(need a reference to Colorado Area by-laws and service manual.)*
- c. **A new meeting that wants to be only online in a geographical area (Colorado) and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)**
- d. A new meeting that wants to be only online and registered in the GEA will register with WSO using the Electronic-Group-Registration-EN form (found on the WSO website)

01-15-23 Meeting Notes

Begin new notes here

1. Proposed procedures
 - a. “Groups or Districts located in one Area contiguous with another Area may, through group conscience and following Area procedures, choose to participate in the second (Colorado) Area and give up participation in the first Area, as agreed upon by both Areas.” However, the group cannot be registered in more than one area *(need a reference to*

Colorado Area by-laws and service manual - pg 162 in 2022-2025 service manual - look for references about registered.)

- b. The **AFGWME** joining the Colorado Area is expected to participate in District and Area business meetings. If the business meeting does not have a virtual component, then a member of the AFGWME needs to attend face-to-face business meetings. *(need a reference to Colorado Area by-laws and service manual.)*
- c. **A new meeting that wants to be only online in a geographical area (Colorado) and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)**
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New considerations

Do we need to help provide guidance to groups that have an electronic component and have not split off?

<https://al-anon.org/pdf/Electronic-Meeting-Registration-Instructions-EN.pdf> - need to study this. It seems WSO has found a solution to the GEO tag by using zip codes - Willard will follow up with Kari to get Colorado listed on the dropdown.

Agenda from last week's notes

Continue with procedures at the next meeting

Compare to AZ procedures

Talk about one-pager for next week

01-08-23 Meeting Notes

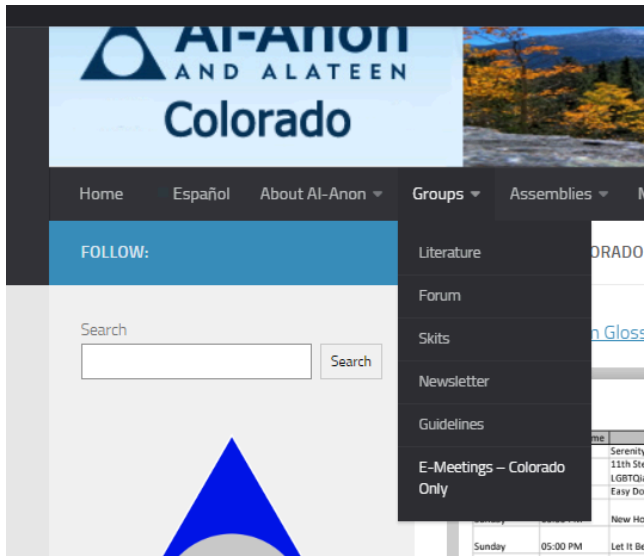
Group will commit to one hour meetings

Rick explained that the GEA is working on a possible process of handing off groups that might request to leave the GEA for a different area.

We discussed the link below and the example screenshots below

<https://al-anon-co.org/e-meetings-colorado-only/>

Navigation example screenshot



This link will open a Google Doc

Saturday	09:00 AM	Longmont Saturday Morning AFG	https://us02web.zoom.us/j/81746422388?pwd=QmFub2pDSGJkTESzZ291N3I2SC9QZz09
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Willard is the person updating the Google Doc PDF file

In this discussion we talked about the ease of use for webpage users to find the Google Doc. It is the opinion of the task force that finding the Google Doc could be more convenient. We talked about Nancy and Willard getting with the website coordinator, Scott, to discuss how the Google Doc of Colorado Based Electronic meetings might have more visibility when a user arrives at the main or home page.

Example is below.

<https://al-anon-co.org/>

The best place to learn how AI-Anon/Alateen works is at a meeting. Click on the blue chairs below to get started.

Find a Meeting 

Nancy - Are there some of the other areas that this committee is looking at? Arizona is of special interest and is inclusive.

AWSC meeting on Jan 22. - Could this task force provide an update? Mike - yes, we can, but the process. Plan for a 5 minutes update 6:30 to 8:00 - First thing in meeting is checking in on task force. Mike ~2-3 minute update with time for questions.

From Ozzies' notes below, "Staff is creating a new form/process for Electronic Groups to request to transfer Areas." As a result, we can act as if this process will be available to Colorado Area. **Step one - Ask Colorado Area if the area is willing and able to accept them.** We estimate that this part of the process will be available in a year or less.

1-8-23 At the Fall 22 Area assembly, a vote was made and approved to accept electronic meetings. Now the task force is working on the policies and procedures.

Step two - Colorado Area approves the request then the PEMAFG meeting asks for permission to leave the GEA by using the proper request process/form. - This is per the service manual - Rick (Misc Section on area changes pg. 162)

Miscellaneous: Renaming an Area, Changing a Group/District to a New Area

- If an Area has voted to formally change its name to more accurately reflect its boundaries, the Area would submit the request to the WSO. The Conference Leadership Team (CLT) would review the request. If the CLT agreed, it would make a recommendation, in the form of a motion, at the next WSC.

- Groups or Districts located in one Area contiguous with another Area may, through group conscience and following Area procedures, choose to participate in the second Area and give up participation in the first Area, as agreed upon by both Areas.

We did a quick reminder that what we are doing is in line with the KBDM process.

Actions item: Review Colorado Area guidelines and by-laws to identify the most relevant parts. Rick will send over copies so Mike might place them inside the Google Drive for Task Force Note: By-laws are about Colorado Area structure that includes officers and committees while guidelines are about

2. Proposed procedures

- a. Using the Colorado Area process, ask the Colorado area if they are willing to accept the group. (the Colorado Area process for gaining an affirmative needs to be worked out) Given an affirmative then: (pg 162 in 2022-2025 service manual)
- b. The AFGWME from another Area, including but not limited to the GEA must be released from the Area they are currently part of before being accepted into the Colorado Area. Using the process of the old area. (pg 162 in 2022-2025 service manual)
- c. **Given the suggestions in the AI-Anon/Alateen Service Manual and the by-laws and guidelines of the Colorado Area, the AFGWME joining the Colorado Area is expected to participate in their District and Area business meetings through their elected GR or AGR. When the business meetings are in a face-to-face format, To participate, the AFGWME GR or AGR needs to be present at the business meetings when they are in a face-to-face format.**
- d. A new meeting that wants to be only online in a geographical area and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)
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Left off here

Continue with procedures at next meeting

Compare to AZ procedures

12-18-22 Meeting Notes

Next meeting will be Jan 8th

Review and discuss to refresh our proposed policies as three weeks will have passed

Compare our work to the Arizona policy

The conversation about how long we will meet. We wanted to push the conversation to Jan 8th.

Rick will reach out to Scot at WSO regarding the electronic meeting search engine. This is based on the feedback below, "Staff is making progress towards a replacement for the electronic meeting search on al-anon.org. The replacement will adjust the meeting times displayed based on the user's location, which is the number one complaint about the current electronic meeting search."

Mike's suggestions for Rick's communication to Scot Powers - MIKE WILL FOLLOW UP ON THIS AFTER THE MEETING.

Have the end-user experience of the WSO meeting finder website mimic the AI-Anon mobile app, which is very attractive. I say this because younger people will be attracted to AI-Anon, given a positive/helpful online experience. Many young people form strong opinions of an organization based on their online or electronic experience before actually engaging with the product or service.

In our AI-Anon meetings, younger people are likely to see people a generation or two older. However, these young people may feel more drawn in by the online experience before coming to a meeting and then weighing their total experience.

Moreover, my mind was clouded by fear and worry when I sought out my first meeting. If the online experience can minimize the fear and worry, it would go a long way to helping ensure the newcomer can make it into their first meeting. For example, as of today, if I am searching for an electronic AI-Anon meeting, I need to convert the time zone details to find a possible meeting. The AI-Anon app seems to do this conversion based on my location and then offers up meetings I might attend in the near term.

If it helps, when I look at the AA link below, the brains behind the website appear to take my location details and offer results for meetings that have just started or will start soon.

<https://aa-intergroup.org/meetings/>

I hope this helps.
Mike Ruddy
C 719-201-8755
one.day.at.time@gmail.com

Make the process general enough so we might incorporate what WSO may adjust in the future. e.g. per the WSO search engine for electronic meetings

From Ozzies' notes below, "Staff is creating a new form/process for Electronic Groups to request to transfer Areas." As a result, we can act as if this process will be available to Colorado Area. **Step one - Ask Colorado Area if the area is willing and able to accept them.** We estimate that this part of the process will be available in a year or less.
Step two - Colorado Area approves the request then the PEMAFG meeting asks for permission to leave the GEA by using the proper request process/form.

We did a quick reminder that what we are doing is in line with the KBDM process.

Actions item: Review Colorado Area guidelines and by-laws to identify the most relevant parts. Rick will send over copies so Mike might place them inside the Google Drive for Task Force Note: By-laws are about Colorado Area structure that includes officers and committees while guidelines are about

3. Proposed procedures

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- b. The AFGWME from another Area, including but not limited to the GEA must be released from the Area they are currently part of before being accepted into the Colorado Area. Using the process of the old area.

- c. **Given the suggestions in the AI-Anon/Alateen Service Manual and the by-laws and guidelines of the Colorado Area, the AFGWME joining the Colorado Area is expected to participate in their District and Area business meetings through their elected GR or AGR. When the business meetings are in a face-to-face format, To participate, the AFGWME GR or AGR needs to be present at the business meetings when they are in a face-to-face format.**
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1-8-23 At the Fall 22 Area assembly, a vote was made and approved to accept electronic meetings. Now the task force is working on the policies and procedures.

Step two - Colorado Area approves the request then the PEMAFG meeting asks for permission to leave the GEA by using the proper request process/form. - This is per the service manual - Rick (Misc Section on area changes pg. TBD)

We did a quick reminder that what we are doing is in line with the KBDM process.

Actions item: Review Colorado Area guidelines and by-laws to identify the most relevant parts. Rick will send over copies so Mike might place them inside the Google Drive for Task Force Note: By-laws are about Colorado Area structure that includes officers and committees while guidelines are about

- 4. Proposed procedures
 - a. Using the Colorado Area process, ask the Colorado area if they are willing to accept the group. (the Colorado Area process for gaining an affirmative needs to be worked out) Given an affirmative then:
 - b. The AFGWME from another Area, including but not limited to the GEA must be released from the Area they are currently part of before being accepted into the Colorado Area. Using the process of the old area.

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12-11-22 Meeting Notes

12-11-22 New notes

From Last week

Next week - continue to develop proposed procedures

Mike will look at a Google Doc tool for laying out a visual process layout. Look at the NH process flow chart. - Done

Willard will look at the above database matters. - We can call this the WSO meeting database.

Note skip 12/25 and 1/1 to spend time with family - Follow-up - is a challenging task. Using a zip code or local post office may not work.

Would regroup on 1/8/23.

Update - Regarding the GEO tag for finding an electronic meeting inside Colorado Area - It seems this is a problem that does not have a solution now. This task force may need to look at other solutions. Rick suggests the group would pick a physical address that works for the group so that the WSO group search has something to work with. Let's park this issue for the moment. 12-11-22

Request to add notes here

Marthanne- Marthanne indicated that the GEA is evolving as a new Area. One of the items they are working on, in cooperation with the WSO, is a process to approve a PEM AFG meeting that wants to leave the GEA for the purpose of joining another Area. Marthanne forwarded this message from Ozzie (current delegate for GEA Area) from Scot Powers, Assoc Director, Brand Communications, WSO:

Here is a message from WSO who continue to give their support to the GEA area; so many blessings!

"Staff is making progress towards a replacement for the electronic meeting search on al-anon.org. The replacement will adjust the meeting times displayed based on the user's location, which is the number one complaint about the current electronic meeting search.

Staff is creating a new form/process for Electronic Groups to request to transfer Areas. Once complete groups will be able to initiate the transfer process, which will go first to their proposed Area for acceptance then to their current Area for acknowledgement. Once the process is complete, the WSO will update the Group's Area in the Group Records database.

An Online Group Records Task Force, made up of WSO Staff, Area Group Records Coordinators, and District Representatives, has crafted a questionnaire for Area Group Records Coordinators and District Representatives to understand the needs of these members from a Group Records management and/or visibility standpoint.

We will continue to post updates here on a regular basis." –Scot Powers Associate Director, Brand Communications, WSO

Mike - Next week, 12/18, have a group conscience about how long we will meet. Currently, we are planning to meet for one hour, but we have been running long. Discuss start and stop times.

Rick - We need to ensure the task force uses the Al-Anon service manual e.g. see the screenshot below. Below it implied that the GEA would need a procedure for a group to exit the GEA then Colorado Area would need a procedure to enter the area, which is what this task force is focused on.

Miscellaneous: Renaming an Area, Changing a Group/District to a New Area

- If an Area has voted to formally change its name to more accurately reflect its boundaries, the Area would submit the request to the WSO. The Conference Leadership Team (CLT) would review the request. If the CLT agreed, it would make a recommendation, in the form of a motion, at the next WSC.
- Groups or Districts located in one Area contiguous with another Area may, through group conscience and following Area procedures, choose to participate in the second Area and give up participation in the first Area, as agreed upon by both Areas.

Finances

At the Group Level

In gratitude and recognition of the principle of self-support, Al-Anon groups are financially responsible in the following ways:

- Each group covers its group expenses such as rent and literature.
- Each group provides its GR with sufficient funds to fulfill the GR duties including participation in the Assembly. Expenses may include meals, transportation, lodging, and registration fees.
- Each group supports the District activities.
- Each group supports the Area by contributing to cover expenses of the Assembly and the cost of sending the Delegate

12-4-22 New notes

5. Definitions:

“Permanent Electronic Groups (PEG)” are groups registered as members of the **Global Electronic Area (GEA)** using the Electronic-Group-Registration-EN form.

“Hybrid meetings” include a face-to-face component and an electronic component that meets simultaneously and is registered with WSO as a Geographical Area meeting using the AREA New-Group-Registration-EN form.

“AI-Anon Family Groups Which Meet Electronically (AFGWME)” includes all PEG and temporary electronic meetings but not the electronic component of a hybrid meeting.

6. Proposed procedures

- a. The AFGWME from another Area including but not limited to the GEA must be released from the Area they are currently part of before being accepted into the Arizona Area.
- b. A new meeting that wants to be only online in a geographical area and district registers with WSO using the AREA New-Group-Registration-EN form (found on the WSO website)
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We discussed at length the anchor point or physical address database requirements needed to find a electronic groups. Would only a zip code work? Would the database require a full physical address? If so, would using the local post office work? We suggest not using CMA or GR’s mailing address for anonymity reasons.

This group requested that Willard create a “fake” AFG meeting to test the above so the task force might have something useful to move forward.

The group would decide which district they want to opt in for zip codes that span more than one district.

What about an electronic-only district in Colorado? Willard mentioned that NH did this. Does the Colorado Area have an appetite for this?

Next week - continue to develop proposed procedures

Mike will look at a Google Doc tool for laying out a visual process layout. Look at the NH process flow chart.

Willard will look at the above database matters. - We can call this the WSO meeting database.

Note skip 12/25 and 1/1 to spend time with family

Would regroup on 1/8/23

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**Old Notes**

Reviewed the WSO meeting registration forms 1) Area registration form & 2) Electronic Forms

See the folder below

[https://drive.google.com/drive/folders/1Xxii8x-QqavvTP7kUIktP51LbidYsc1o?usp=share\\_link](https://drive.google.com/drive/folders/1Xxii8x-QqavvTP7kUIktP51LbidYsc1o?usp=share_link)

Reviewed the differences between the two above forms

Created the preliminary bullet point for the procedure below:

Send

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8. Proposed procedures

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Ask Willard to review the EX see screenshot below - This group has a face-to-face meeting and a separate electronic meeting. To be clear, they do not meet together or in a concurrent meeting.

Willard > EX = Extended 12-4-22

### [Longmont Saturday Morning AFG](#)

Saturday 9:00 AM

1801 Sunset Pl, Longmont, CO, 80501,  
USA

Face-to-face **EX**. Electronic Component  
available, Zoom, ID: 817 4642 2388

Passcode: 809 902 .

[https://us02web.zoom.us/j/81746422388?  
pwd=QmFub2pDSGJkTE5zZ291N3I2SC90](https://us02web.zoom.us/j/81746422388?pwd=QmFub2pDSGJkTE5zZ291N3I2SC90)

**1.8 miles away**

#### **Filters**

AI-Anon

Families, Friends, and Observers

Welcome

English

Saturday

Group ID 66708

[Report Problem](#)