

# **COLORADO AREA AWSC MEETING**

DoubleTree Hotel, Colorado Springs

Friday, March 15, 2019

*Final Draft*

Meeting opened with the Serenity Prayer, reading of the Traditions and Concepts.

**Roll Call** – The following members were present: District Representatives – 02 Debby, 03 Janet, 05 Liz, 06 JoEllen, 08 Nancy, 09 Tom (Alt), 10 Deb, 11 Dawn, 12 Jason, 13 Kevin, 15 Vicki, 16 Kimberly, 20 Suzanne, 24 Kathy (Alt), 25 Margarita; Coordinators – Forum Debby, Website Linda (standing in for Steve), Records Denisha, Public Outreach Kevin, Archives Donna, Butterfly Connie, Alateen Annika, AAPP Donna (standing in for Kathy), IT/Media Linda, GR Connection Julie; Event Chairs – WIA Meg, WIA Co-Chair Donna, State Convention Chair Margarita, DIA Jan(District 3); Service Center Liaisons – Pikes Peak SC Bob, Denver Area SC Donna; Officers – Chair Christy, Alt Delegate Kari, Delegate Rick, Treasurer Grete, Secretary Meg; Past Delegates – Panel 52 Debbe, Panel 38 Dennis, Panel 56 Eloy, Panel 35 Michelle, Panel 50 Teri, Panel 32 Nancy, Panel 53 Marilyn, and Panel 47 Tom.

**Approval of minutes-** Brook moved to approve, Donna seconded the motion. The motion passed by simple majority; 3 abstentions; 0 opposed.

## **Officers reports-**

Chair Christy: I want to start by thanking you for your generosity in deciding to send me to the Southwest Regional Delegates Meeting (SWRDM) last week. This years event took place in Hilo, HI and I feel so very privileged to have been able to attend. I met so many wonderful Al-Anon members who were current and past-delegates, past and current chairs, trustees, and many more. I was able to experience the respect, courtesy, love and cooperation that exists within this fellowship. What a wonderful example of working together for a shared goal of helping the fellowship of Al-Anon/Alateen move forward. Thank you so very much.

As Chair, I've had the opportunity to get to know some of you, but still have yet to meet many of you, especially our newest members. Please come and introduce yourself to me ~ I want to know who you are and welcome you to our Assembly family.

*Excerpt taken from 2018 World Service Conference Summary under "Conference Theme and Opening Remarks" pg. 9 - I have taken some liberties and substituted our Area terms for WSC terms .... reminds me why I'm here and why I serve the Al-Anon/Alateen Family Groups:*

"Our purpose at this Assembly is to ensure that our Area continue under all conditions. We are here to act on behalf of Al-Anon as a whole. We are here to apply the spiritual principles of our program as we conduct the business of Al-Anon. Obviously we did not come here to simply sit or stand still! We come in the spirit of freedom - Al-Anon's most cherished liberty - to participate as equals and to share service ideas and experiences with each other."

"May each of us also come with an open mind and a renewed commitment to service, appreciating the privilege of having a seat at this Assembly and representing the fellowship. I am hopeful that our work here this weekend will inspire other members to act - to step forward and to participate - so that Al-Anon and Alateen's message of recovery is heard throughout Colorado and our services remain available to every current member, every group, every potential member and every group not yet formed."

Kari Alt Delegate: Working on task & thought forces, more later regarding budget thought force. Our Area is in a great position. Learned from the SWARDM that many Areas are not.

Meg Secretary: I am just becoming acquainted with Google and learned how to store files on “the cloud” per our IT/Media Recommendations that were adopted last year. Plans to send out minutes in draft form via email within a month or so after the Assembly. Is working on cleaning up the Motions Document with the help of Ernie and creating an index for this.

Grete Treasurer: Will have a larger presentation later in the evening. Hopes to make reports available timely on the Website and try to take the mystery out of Area finances.

Rick Delegate: 20 minute report. Shared about how valuable it was to attend SWARDM. He will be doing a workshop with the GRs at Assembly and using that information to take back to his first Conference in April. See attached Addendum #1 and/or information on the Delegate’s page on the Website for lots of good information, inspiration and food for recovery.

## **Coordinator Reports-**

Alateen Coordinator Annika: I will be available to AMIAS and Alateens when there are questions or service is needed. Going through AMIAS training modules put together by WSO. Getting to know the different Districts by number and Alateen meetings. My hope is to make training a mandatory part of the AMIAS procedure in Colorado, before a new AMIAS attends their first meeting as an AMIAS. Hopefully while the process of a thought and task force are happening, calling a mandatory training workshop for all Area 5 AMIAS to attend. Fine tuning a training workshop for AMIAS. Since coming into this position in January I have spent the most time getting situated with my new Area e-mail and AFG Connects I have had two conference calls: 1, with our Area’s new panel of coordinators and officers & another with WSO and the other Alateen Coordinators! (exciting) Lastly, I keep being reminded that I am no better than anyone else and my Higher Power has placed me in this position to carry the message of Alateen and Al-Anon.

Donna (past AAPP in lieu of Kathy who has employment conflict): Reminder about the deadline for AMIAS renewals. Last year, there were large numbers of new and expired AMIAS applications requiring new background checks and we went way over budgeted expenses on this.

Donna Archives: I've researched various options on how to maintain a cultural Archives panel. I would like to see it simplified for retrieval. I'd like to enhance Archives by including as many Area and District events as possible. If you or any members of your District have any information on past workshops or events that you would like included in Archives, please send me your copies to: [archives@al-anon-co.org](mailto:archives@al-anon-co.org). What I would like to do is simplify the Archives without disturbing the Providence. I've spoken with Joe Tierney, WSO Archivist, and was referred to Rocky Mountain Society Archivists (a Liberian in Steamboat Springs), who then referred me 2 Archivists at the Denver Central Library, and an Archivist who taught Archives at Denver University. I am researching information to see if students can help with this project to expedite it. After speaking with several Past Delegates, the question of confidentiality came up. There is a possibility that students may be able to help, as long as the students sign a confidentiality agreement, there hopefully will not be a problem.

Linda IT/Media Coordinator: We could use excess funds in Ample reserve for new microphones, other equipment upgrades. She is working on rounding up all licenses and software contracts. She is starting

from scratch and doesn't have very good records to start with. Her partner Ed has been a great help with set up and systems.

Connie Butterfly: Her experience – grateful for all the help, timely submissions from contributors, acceptance of my own limitations and expectations.

Her strength – no personal information, logo only “no wording”, email sign-ups to receive The Butterfly, not clear on “cost” of Butterfly or how to figure. Will she run the \$ through the Treasurer? How?

Her Hope – Do I have a budget?, the deadline for the next Butterfly is May 15<sup>th</sup>, obtain address for the Colorado Area Treasurer for Group/District donations.

Please use Word format. Please send flyers for the events and thanks for your kind words.

Margarita State Convention: She will see us all in Keystone. Whichever “key” you are looking for, you will find it at Convention in Keystone.

Debby Forum Coordinator: She will be conducting writing workshops soon in her home district. Please submit your story to the Forum and remember she is unfunded, so do it.

Experience: New Coordinator, finally got into the email in February. Had a great call with Claire R at WSO on what to use for my table at Assembly, then got further help in the Forum Connects. Very glad we used the Forum as our study in a home group years ago in AZ.

Strength: Currently working on a Writing Assembly in my district to get practice. Created my trifold board for Spring Assembly. Printed 100 Forum writing submissions.

Hope: All FC's have been asked by WSO to do our own story and submit.

Also advised you can read the Forum online, if need help come ask me. Asked all districts to contact me about doing a Workshop, I will need gas and food to show up.

Meg WIA: The Weekend in Al-Anon is an occasion for members to gather for fun and fellowship, to seek renewal, relaxation, serenity, and personal growth in a beautiful Colorado mountain setting. The event will again be at the beautiful Glacier View Ranch. Save the Date flyers are available for dispersal on the table with the Moose. Registration will open June 1<sup>st</sup>. Then after August 31<sup>st</sup>, there will be a price increase. We are attempting to build anticipation by postponing the registration open date. Check the website after June 1<sup>st</sup> for registration forms.

Janet DIA: Made a great plug for spring cleaning in Montrose. They are having a Dessert Dash. Please register. Please make sure your groups have the correct flyer with the correct time and contact information. The Website will also have the correct flyer with information.

Denisha Records Coordinator: please consider standing for this position. She is moving to Georgia. Process has been so simplified. She encourages all to consider.

Donna Denver Area Service Center Liaison: She selfishly took this job because she wants to keep coming to Assembly. She still needs to learn more about DASC which is separate entity from Colorado Area Assembly. They have Board of Directors and representatives are from all the member groups. They *do*

ship the literature so they will take orders on line, and accept credit card orders too. They definitely have literature for sale. She loves being a part of this.

Bob PPSC Liaison: The Center will not be shipping any literature due to changes in the Colorado Sales Tax rules. But they will continue to sell literature during regular office hours. They recently assessed their current lease and location situation. After a process and investigation, it was decided that the Service Center would continue in the same location for now.

**Old Business** - Christy is just presenting these thought/task forces to update us and let the AWSC know that work is progressing.

Literature LDC/Coordinator position update – Michelle, Past Delegate Panel 35, has just started working on this. We will hear more tomorrow.

Thought/Task Force Updates -

\* Alateen Guidelines Task Force – Tom B. is heading this up. He is currently helping with GR Connection in the other room. We will get an update tomorrow.

\*Spanish Translation Task Force Part 1 – There are 3 tasks to be addressed simultaneously. Brooke is in charge of 1<sup>st</sup> task force. Spanish speaking is not the only issue of translation. We begin with a preliminary partial position description for “Spanish speaking” coordinator. The Task force thought the term “Spanish translation” was too restrictive. Spanish speaking is just a working title.

Here is the Report from Brooke:

The Task Force Charge we were given is as follows:

**Draft a position description for a Spanish Translation Coordinator for Area 5 Colorado.**

**To include:**

- “Duties shared by all coordinators”
- Define Duties/Responsibilities of the Spanish Translation Coordinator
- Define Basic Skills/Experience Needed
- Define Equipment and Technical skills needed
- Any additional items necessary to fulfill the position (from Service Manual/WSO/Etc.)

We began working on our charge on Sunday, March 3, 2019, with a teleconference. Debbie and I attended, and we discussed the charge and what we thought would be an appropriate beginning. As of Sunday, March 10, we were asked to put the Task Force on hold while the Area Chair determines additional information. As a result, what we have for a report is that we have started on a draft position description which we hope to have completed by the July Assembly so we can submit it for your feedback.

\*Website Task Force- Steve Website Coordinator will lead phase 2 – we will hear this tomorrow.

\*Area 5 Budget Update/Discussion – Kari Alt Delegate presented the budget thought force and has asked for a motion to adjust the budget. There is no guideline regarding operating funds. We will hold the motion for tomorrow for the Assembly tomorrow. This would amend the budget. We are

asking that the AWSC move forward with this motion. Show of hands – for – ok. No nays, no abstentions.

\*Current Literature liquidation discussion – Kari Alt Delegate is also leading this. We are donating the remaining service manuals at the GR Connect. There is a small inventory remaining. We could possibly liquidate the remaining during our next assemblies and events. Donna DASC suggested use in silent auction or for use in prison meetings. Deb DR 10 suggested that we approach it as a public service outreach. Eloy Past Del Panel 56 suggesting that we seek ideas written down and given to the Chair. Marilyn Past Del Panel 53 asked that many of the ideas will be brought to the Assembly for GR input as well.

Steve arrived late and gave the following **Website Coordinator and Task Force report:**

**Experience** of current activities:

1. February 2019 Moved website to new hosting platform at GoDaddy.com.
  - a. Replace old hosting platform because PHP version could not be upgraded.
  - b. Had to upgrade PHP Version.to upgrade Wordpress version.
  - c. Wordpress version was expiring.
  - d. Version of calendar plugin was expiring and would quit working in March 2019.
  - e. Includes backup
  - f. Website outage from February 24 to February 27.
2. February 2019 purchased 2 Three incident Wordpress Premium support tickets, \$160.00.  
. Needed assistance upgrading website to new version of wordpress
3. February 2019 purchased 5 year hosting fee from GoDaddy.com, \$242.13  
. Old hosting fee had expired.
4. February 2019 Purchased and installed 2 year SSL certificate \$119.  
. Website Security.
  - a. Old Website Security had expired.
5. February 2019 Purchased Really simple SSL Plugin \$26 yearly subscription.  
. Needed to Attach SSL certificate to website.
6. February 2019 Upgraded Wordpress version.  
. Wordpress version was expiring.
  - a. Plugins would have quit working.
7. February 2019 Upgraded calendar plugin version.  
. Old version was expiring.
8. February 2019 Upgraded all plugins.  
. Old versions were expiring.
9. February 2019 Fixed bounce back issue with email addresses.  
. This was a side effect of moving the site to a new hosting platform.
  - a. Opened ticket with GoDaddy to research issue. They found to MX records that were incorrect. These were fixed, and this fixed the bounce back issue.
10. February 2019 Changed Link on website for Denver Area Service Center  
. DASC wanted only to have a link to their site. The DASC page on the AI-Anon-CO site was out of date and hard to keep current.
  - a. Removed all content and added link to DASC website.
11. March 2019 Assisted Coordinators with resetting email passwords.  
. POC
  - a. State Convention
  - b. Archives

12. March 2019 Added Events and documentation to website  
WIA

DIA  
Spring Assembly  
District 24 Celebration in March  
Blue Ribbon Lunch  
District 20 Garden Party

Strength of current projects/activities:

1. Maintaining site and answering questions. Forwarding inquiries to coordinators like the Area Records Coordinator.
2. Working with Kevin Dixon on possible updates.

**Hope** of future projects/activities:

1. Website Thought Force Phase 2
  - a. Online Donations
  - b. Printable meeting Lists
  - c. Individual District pages
  - d. Spanish web pages and documents
  - e. Generic Butterfly Newsletter

## **New Business -**

\*Future location discussions for WIA – Christy asked, “Do we ask Assembly tomorrow about keeping the WIA at Glacier View?” Gai said we need to present to Assembly a history, why we are asking about the venue for the event. Deb said that the history is that Trails West had already closed down for Oct, so the question was “do we want to have the event?” That was the question to the Assembly floor? Because of the timing, any location change would need to be 2021. This means we would need to keep location at Glacier View for 2020. Christy will revisit this later.

\*Surveys for Delegate to understand needs of the Area - A workshop is forthcoming tomorrow, per Rick Delegate.

\*Area 5 Treasurer’s presentation – *Think Abundantly* – by Grete Treasurer. She will be doing this presentation tomorrow at Assembly. Please see the Treasurer’s page on the website for information and inspiration. Grete would like to post all of her reports on the website rather than printing off reports. Please be prompt in getting reports and reimbursement requests to her so we are all ready for the big budget meeting in September.

Christy closed the meeting at approximately 9:07 p.m. as we were out of time and she is committed to keeping the time schedule.