

2021 Assembly Minutes – Friday, October 15

Opening: Sandy led a moment of silence, followed by the Serenity Prayer.

Welcome by Sandy O.

Traditions read by XXXXX; **Concepts** read by XXXXX; **Warranties** read by XXXXX;

Host Committee Announcements: XXXXX said that she had hoped this Assembly would have been in person, but the good news is that the Host Committee gets to organize the Assembly next year, which will be hopefully be in person. Sandy thanked the Host Committee

Roll Call – Janet will be ready for counting the voting participants tomorrow.

Workshop: Writing for the Forum by Kristine B. Writing for the Forum takes courage. Word Count for Standard Sharing, a step, tradition or concept 300-400 words. My Story is 1,200 words. One quote at a time is 25 to 50 words. Could have a meeting topic as a writing for the Forum. Please check The Forum Writing Guidelines (F-1). To access the guideline, go to alanon.org; do a search for “Forum Writing Guidelines”. Kristine will share the slides with the Secretary, who in turn will send them to the DRs to share with the Group Reps. A member shared how they had a writing workshop that was really successful, generating over 30 submissions to the Forum. Sue said that Forum submissions can be sent to the Canadian WSO address in Ottawa.

Diversity in Al-Anon. Attracting everyone affected by alcoholism. By Jason.

Volunteer readers: Kristine – Excerpt 1; XXXXX – Excerpt 2; XXXXX Excerpt 3. Jason started with “Some things you hear in this workshop may provoke defensiveness or other strong feelings. A few requests: Please listen with an open heart and an open mind; please respond rather than react; please be present. Tradition 3 and Tradition 5 were highlighted. What is bias? Bias is a particular tendency, trend, inclination, feeling or opinion, especially one that is preconceived or unreasoned; also unreasonably hostile feelings or opinions about a social group prejudice. We went into breakout rooms and discussed the following questions.

What can we do to overcome our own discomfort and reach out to people that are not “like us?”

- Remind yourself about the program - remember that newcomers deserve someone to be welcomed and informed about the program.
- Take pause, remember that everyone is welcome.
- Ask yourself how you can make that other person feel welcomed.
- If visibly different, remember they are a person no different from me, aside from appearances (focus on what brings us together)
- Greet everyone, especially newcomers, as they enter: Introduce self, ask their name
- Give newcomer package
- Really study and meditate on Tradition 5 and what it means to reach out
- Think about how we would want to be treated
- Encourage spouse or any members to greet

How can we actively demonstrate – both at our meetings and in public outreach – that we are a recovery support group available to everyone, everywhere?

- Newcomers are welcomed and are told to keep coming back.
- Read newcomers paragraph when newcomers are present

- We let newcomers decide whether the program is the right one for them.
- Welcome children to group
- Our group used to close with Lord's Prayer; had vote, changed to serenity prayer to be more inclusive

If we know and accept that we all carry a certain amount of bias and prejudice, by virtue of being human and our cultural conditioning, how can we better recognize our implicit biases and find ways to prevent them affecting the way we carry the message of Al-Anon, and practice the principles of our program in all our affairs?

- Pay more attention to biases
- Multi-cultural PSA, posters, translated material to more languages
- Politely/gently with love talk to someone who has said something that might be hurtful
- Ask newcomers and all to coffee after meeting / summer picnic
- Some of us may have a bias against a member who is also an alcoholic. Focus on fact that they are affected by the disease too (dual members – remind of focus card, tell them to park other program outside)
- If feel discomfort, pray over discomfort, ask our Higher Power to calm us down, decrease those feelings, try the Serenity Prayer
- Do a fourth step inventory about biases, which groups we may have prejudices toward

What Now?

- Continue thinking about the ways we welcome newcomers
- Continue thinking about outreach
- Connect with other members, in Ontario South and elsewhere
- Read outside literature on racism, prejudice, bias

2021 Assembly Minutes – Saturday, October 16th

Opening: at 8:30 am. Sandy led a moment of silence, followed by the Serenity Prayer.

Welcome – by Sandy. Sandy was really pleased with the workshops last night.

Traditions read by XXXXX; **Concepts** read by XXXXX; **Warranties** read by XXXXX;

Introductions: Sandy introduced the Executive Team

Host Committee Announcements – XXXXX welcomed everyone back to today's meeting, and invited people to stay for the entertainment.

Roll Call – Janet will count the people using the Zoom participant's list.

Explain Making an Informed Group Decision & Voting Procedures Sandy read the guidelines from page 8 of the Assembly package. Only voting members can submit a motion. It must be seconded by another voting member, and the seconding means that the seconder thinks it should be considered. Only the chairperson can bring a motion forward to the Assembly. After a motion has been introduced, then we go into informed group decision making. Eligible voters, - each group has one vote, so it can be the group rep, the Alternate Group Rep, or another person from the group who has been designated. The chairperson only votes in the event of a tie. Executive members and coordinators do not have votes, unless in their capacity representing a Group. To craft a motion, you can consult with one of the Advisors (Jason or Sue), and go into a breakout room. Send a chat to Wendy and one of the Advisors. Drafted motions are to be sent in a chat to C-XXXXX – Committee Member and to E-Sandy O-Chairperson.

Time Keeper – Anne B. volunteered.

Items for Consideration Any member can submit an Item for Consideration to anyone on the Executive at any time. The Item for Consideration form is in the Assembly package. Items for consideration will be considered by the Executive, and a response will be made to the member.

Ask It Basket –This is for questions for which you cannot find and answer. The Ask-it-basket form is in the Assembly package. The ask-it-basket volunteer committee is: Kristine B, XXXXX, Yvonne B, and Pam V. They will meet after Assembly to gather the responses.

Approval of 2020 Assembly Minutes - “I motion to accept the 2020 Ontario South Assembly Minutes as presented.” By XXXXX. and seconded by XXXXX. There are 126 voting members. A vote was held and 98 voted in favour. Carried.

Delegate’s Report –Gwen D. The Delegate represents Ontario South at the World Service Office. She is part of the 61st Panel. Gwen D. shared the information she gathered at the World Service Conference from April 12th to 16th, 2021. This is the biggest group conscience taken by Al-Anon. The theme was Unity, Courage and Perseverance. At the time of the Conference, Gwen’s friend was in palliative care. She turned it over to her Higher Power, and decided to attend the conference via a computer in the Palliative Care room with her friend. This helped her appreciate the traditions. She offered some suggestions for attending Assembly. Relax, be yourself, you will not remember everything, and that’s ok. Have an open mind.

The Conference had 67 delegates, 90 voting members, the Board of Trustees, WSO staff, and twelve international guests. In many cases, the international guests had to get up in the middle of the night to attend, which illustrates their commitment and dedication.

Gwen presented the financial statements for WSO. WSO turned a profit in 2020, as a result of cost-cutting measures. An average of 51% of groups contribute to WSO in 2020. In 2020, the average group donation was \$181.07, and in 2019 it was \$143.23.

WSO requires from each group \$263.33 USD.

This contribution can be broken down as

• Group services	\$96.13	37%
• Public Outreach and Digital Strategy	\$62.61	24%
• Conferences	\$30.32	12%
• C.A.L. and Magazine Editing	\$27.52	10%
• International	\$22.46	8%
• Translation	\$20.75	8%
• Volunteer Oversight	\$ 3.54	1%

Other developments:

- Upgrade to online store,
- Copyright and trademark violations
- Mobile app has 40,000 users, 55 meetings each week
- Over 700 online meetings every week
- Past delegates are working on service manual index.

Plans for Programs & projects in 2021

- Return to full staff
- Complete membership survey
- Expand features of mobile app
- Strategic initiative – Linked In advertising to expand outreach

Strategic Directions and Milestones

- Mobile app was launched
- Expanded connectivity with electronic meetings
- Translated the Annual report and reduced translation backlog
- Established a process for protection of copyright and trademarks
- Service guidelines are getting an update and they will be published in English, French and Spanish simultaneously

Alateen

- A slight change was made to the Alateen preamble change the term “our parents” to “alcoholic relatives”.
- Two Alateen groups approached WSO to have a Alateen Just for Tonight bookmark.

2021 WSC Motions – 15 motions were prepared, and they were all carried. Some examples are:

- To approve the Just for Tonight Alateen bookmark.
- To change the Alateen preamble to replace the term “our parents” to “alcoholic relatives”.
- To make some changes to the ODAT introduction
- To add a preface to the “Dilemma of the Alcoholic Marriage”

Interpretation

- There was a trial period for 2019 to 2021 for Professional interpretation
- It was decided to make the trial permanent.

10:00 -10:30 BREAK

Trustees

- Mega Issue – how can we attract more people to apply for this vital service role?
- 9 Regional and 9 at-large trustees. 7 regional and 7 at-large trustees roles have been filled.
- Looking at ways to make the application and interview process easier.
- Want the role to be more visionary, and less task-oriented.

A new twist on Solid Principles

- Concept Workshop
- Conflict Resolution Workshop
- Dreaming Big Workshop
- Workshops are available – see In the Loop.
- They might be posted to the Ontario South Website

Let’s Go!

- Al-Anon’s 70th Anniversary celebration was held July 10, 2021 virtually. Recording is available.
- The Road trip will not be in-person.
- 2023 – Al-Anon International Convention with A.A. participation. June 29-July 2, 2023 in Albuquerque, New Mexico.

Other Topics for Discussion

- Diversity
- Zoom, Hybrid and Face-to-Face meetings
- Information sharing using the links of service
- Newcomers in a virtual world
- Group Inventories in a virtual world.

Thought Force

- A unit of people established to
- To be creative is to lose your fear
- Applying abundant thinking

So What's Next?

- Al-Anon members are starting to meet in-person again
- New literature is being written
- A new service manual is anticipated for 2022
- We have been challenged over the last 20 months, yet we thrived
- I truly believe that our Higher Power always provides what we need even when we don't know we have a need
- I am excited and intrigued to see where these next days, weeks and months will take us.
- One thing I know for sure is that we will navigate this together.

Virtual Tour

- A virtual tour was done of Stepping Stones - the home of Bill and Lois Wilson.

Gwen Gets Mail

- For the two weeks prior to conference, Gwen got lots of note and tokens of love and support from group members all over the world. Gwen got flowers, cards, and a lanyard. Gwen is still overwhelmed with all the support. Gwen looks forward to sharing this with us when we are in person again.

Request from Gwen:

- DRs and Executive, please send Gwen your mailing address, and your term of service to Gwen, within a couple of weeks, which is the end of October.

Gratitude from Gwen

- Thank you for your trust and support. Email address is: ontariosouthdelegate@hotmail.com
- Call 519-870-0255
- Invite Gwen to visit your Group meeting, or your District meeting.

Q&A Highlights:

- XXXXX P. noted that the Literature Office has a World Conference Summary that can be ordered.
- Gwen's Powerpoint presentation will be added to the Ontario South Website

Treasurer's Report – Janet gave her first report to Assembly. She described the income statement for 2020 compared to the budget for 2020 and 2019 actual. A number of lines are zero due to the pandemic. Donations are down, due to the pandemic, however, expenses are also down because Assembly and AWSC are virtual, rather than in-person. Coordinator expenses were still incurred, but at a lower rate. Only one executive meeting in 2020 was held in-person, the remaining were virtual. A one-time \$6,000 donation was made to WSO in 2020 because Ontario South had no need of the money, given lower projected expenses due to the

pandemic, while WSO was struggling financially due to lower donations, while still having expenses, including paying the staff.

At the end of 2020, the net income was \$7,805.22. This compares to 2019 income of \$1,969.12.

Janet also walked us through the 2020 Asset and Liability Statement. Key assets are advances for AWSC of \$843.67, Assembly of \$12,500, and the Executive Meeting of \$677.96

We have operating funds of \$43,600 and projected one year costs of \$55,000, so we are low compared to our ample reserve.

XXXXXX asked about the \$6,000 that was given to the WSO. Was it not to be taken back to the groups for input? The Executive made the decision in good faith after Assembly, and will need to make amends for that, as the groups should have been involved in the decision.

Janet was asked whether we have enough funds to operate in 2021. Janet feels that yes, we have enough to operate, as our expenses are low, as we are not having meetings such as AWSC and Assembly in person. Also, donations are coming in well.

Janet walked through the 2021 September YTD Financial Statement. Our net income is \$9,184.47.

XXXXXX asked about the \$6,000. Janet said that the funds are low, so why did we give away \$6,000? Especially without the groups being consulted. Janet was not on the Executive when the decision was made. Janet said the Executive was making the best decision for World Service at the time, and the Executive is saying that going forward, we will be doing things differently, and involve the membership.

Kristine thanked Janet for the reporting. How will Ontario South build up their reserve? Janet said that right now, we have YTD income of \$9,184.47. If that income continues, that will help close that gap. Another option is to ask the groups for more money, but Janet does not think that is a good idea when groups are struggling due to lower donations.

XXXXXX (4) thanked Janet for her good work. XXXXXX wondered what guidelines are in place to ensure that the \$6,000 donation doesn't happen in the future. Janet added a section to the financials to readily compare the available funds to the ample reserve (one year's operating costs).

XXXXXX (4) said that the question of the \$6,000 came up, and she was told that the expenses were lower, and she brought that information back to her group, who then decided to pass the budget. Does this now invalidate that? Janet explained that the budget is a go-forward document, and does not include anything about a donation that was made in the past.

XXXXXX feels that we have a big cushion in 2021, because the budget costs of \$55,000 is way higher than the projected costs, which might be say, \$10,000. Janet agrees, but does not think this would lead to us donating money to WSO at the moment, because next year's costs might be more like \$55,000, so it is good to compare our funds of \$43,000 to the ample reserve of \$55,000.

XXXXXX (9) wondered if rather than her group to donate to District, Area and World Service, should they support District, which would then donate to Area, which could then support WSO, as each Service Level Arm has excess funds? Janet replied that it is good practice to support all service arms, but to do them in order. First meet group needs, then District, then Area, then WSO.

XXXXXX (19) raised some questions about vaccines, vaccine passports, testing requirements. Janet said that when we know more, we could budget accordingly.

Sue G. said that she was on the Executive that made the \$6,000 donation. It was an intensive conversation. The prudent reserve was not looked at per se. Rather, a comparison was made between what was projected as

expenses for 2021, vs. the amount that was on hand, and considering the need of WSO, it was decided to donate the funds. Sue G. apologizes that the groups were not consulted and that the prudent reserve was not looked at.

XXXXX (4) gave some suggestions for the prudent reserve, which Janet will consider.

XXXXX (16) has a suggestion from her group that the \$6,000 be returned from WSO. She also asked what is in writing? Sandy noted that it was after 12, and we only have half an hour for lunch. Sandy noted that Sue and Jason outlined where the information was in the guidelines. Lunch break started at 12:05.

12:33 Reconvened with Serenity Prayer Sandy O.

Discussion Item #1 –The Future of the Area Archives Sue G.

- Archives stored in Squirrel storage area in Mount Albert.
- Shelves were installed, and boxes put on shelves
- Sue shared a photo of a blouse with AI-Anon items on it. Does anyone know its origin? If so, please email Sue.
- Archives are important because they tell our stories and increase our sense of identity and knowledge and appreciation of our program.
- Archives inform the future by helping us learn about our past.
- An Ad-hoc Archives committee was created.
- Storage costs are approximately \$270 per 28 days, or \$3,000 per year, or \$12 per group per year.
- Pros and cons of digitizing the archives were presented
- Pros – makes archives more accessible as they could be available via the internet
- Cons – it does not reduce space requirements, cost is high, and index would be needed.
- Recommendations from Archives committee
- Create a committee to make archives accessible in a cost-effective manner
- Committee should include the past archive coordinator, current archive coordinator, shadow archive coordinator, the Ont. South Delegate and the Ontario South Treasurer.
- XXXXX (28)'s group has a serious concern about confidentiality.
- XXXXX (4)'s group thought that \$12 per group per year is reasonable. Digitization seems to be too expensive, although it might be considered for future items as they are added to Archives.
- XXXXX (6)'s group wants the archives to be accessible. Perhaps someone could write a history of Ontario South. If other Areas have digitisation done, they might be a good resource.
- XXXXX (18)'s group thought the committee should be formed, but the committee should not decide, the information should be brought back to Assembly for the groups to make the final decision.
- XXXXX (16) – Given that so many groups aren't meeting, how realistic is the \$12 per group per year? Janet said that in 2022, many groups may be back meeting face-to-face.
- XXXXX (4) – Her group is in favour of \$12 per year per group for Archives storage.
- XXXXX (14) – Her group is happy for a storage facility, close to the current Archivist. Is there a cost for insurance of the Archives? XXXXX replied that insurance is included in the storage cost.
- XXXXX (13) – Her group is interested in information on digitization. For future items that are stored, does a paper copy need to be kept – Answer. Yes.
- XXXXX said that there are 4 values that should be considered; Financial, legal, administrative value for perpetuity; and historical value. Also, note that sometimes there is duplication of items
- XXXXX G (2) – could the catalogue of items be shared with the GRs and DRs?
- XXXXX (4) – Is there a guideline of what groups should send to Archives? Should Districts maintain their own Archives? XXXXX replied that she doesn't know which Districts have Archives? Sue G suggested people reference Guideline 30 on what should be kept.
- XXXXX (23) – Carrie noted that G-30 does not say originals need to be kept forever. XXXXX the AA Archivist said that keeping the original is a way to prove that the document is authentic. However, there is record management, and not everything needs to be kept.

- XXXXX (14) appreciates the work that has been done and the questions that have been brought forward.
- XXXXX (28) – What seems to be missing is how the Archives will be used, and the question of confidentiality and how items are checked out. Should the wording of “the most cost-and-space efficient manner” be “a cost-and-space efficient manner”.
- XXXXX – it’s really important to protect the anonymity of persons listed in the Archives, whether living or dead. People can’t take photos of the Archives, but they can take notes.
- XXXXX G (2) wanted to know a time frame for the \$12 per group per year. Janet replied that the \$12 would be ongoing until there was a decision to change things. Sue said that the cost may adjust over time.
- XXXXX (1) – Barb is the Archivist for District 1, and they have begun the digitization process. There are things that can’t be digitized such as banners and other artifacts. She also has a full tote of groups that have folded, and those continue to be stored.
- XXXXX (17) – thanked the person who catalogued the items. There are duplicates that need to be purged. XXXXX said it is important to preserve our history. We are living history by having Assembly and AWSC on Zoom.
- XXXXX (2) – Has the cost for disposal been considered? Sue said that was a very good point.
- Kristine B (16) took the opportunity, while we wait for a motion to come forward to thank the Archives Committee and XXXXX.
- XXXXX (14) said that she is not in favour of moving the Archives every time the Archivist changes.
- Sandy O. reported that the 3 motions are all similar, and the 3 movers will go into a breakout room to craft a single motion.
- Sandy O. then moved to Coordinator Reports
- XXXXX the AAPP gave her report. XXXXX says it is her privilege to be the Alateen Area Process Person for Ontario South. 2022 is a year where the SAMs (Supportive Al-Anon Members) need to recertify, including police checks. There are about 69 SAMs. Instructions will be forthcoming from XXXXX in December.
- XXXXX from Archives gave her report. She is from Bradford, Ontario. She has had the privilege to work with a wonderful committee, and is looking forward to being the Archives Coordinator. We are definitely in a transition period. XXXXX is looking forward to the day when the Archives can be displayed at meetings and convention. It is heartwarming to see the devotion of people who were in Al-Anon in the early years, who have passed on the program to us.
- Moved by XXXXX (19), seconded by XXXXX (4), “That Ontario South budget at least \$12 per Al-Anon Family Group per year for Archives Storage, and that the Area Archivist form a committee to bring back recommendations to the 2022 AWSC for discussion and to forward to Assembly for a discussion and vote.”
- XXXXX (28) asked if the \$12 per group would be a separate charge, or included with the usual donations from the group. Janet said that it would be in the usual donations for the group.
- XXXXX (6) asked what kind of recommendations were contemplated in the Motion. XXXXX (19) said that recommendations is broad based, and gives the committee room to bring back what they think best, as trusted servants.
- XXXXX - XXXXX said that the \$12 per group is good to give perspective in making the decision, but she is wondering if the \$12 should be replaced by a projected \$ amount, as the number of groups can

fluctuate. XXXXX (19) that the motion says at least \$12 per group to allow for inflation and a lower number of groups.

- XXXXX – Is this \$12 new? Is it a separate payment? XXXXX (19) said that it is included in the total donations. Janet said that the amount will be included in the suggested donation amount. It doesn't need to be flagged for Archives.
- XXXXX (11) – XXXXX doesn't think the \$12 needs to be in the motion.
- The motion should have \$3,000 in the motion, not the \$12 per group. XXXXX (4) said that the reason we said at least \$12 is that we don't have to keep changing the motion and revoting on it.
- XXXXX (14) – has a concern specifying the \$12 because what if Ontario South has 500 groups the number would go way down. What if it goes to \$10 per group?
- XXXXX said that the motion could be voted down, and then a new motion could be brought forward.
- Moved by XXXXX (19), seconded by XXXXX (4), "That Ontario South budget at least \$12 per Al-Anon Family Group per year for Archives Storage, and that the Area Archivist form a committee to bring back recommendations to the 2022 AWSC for discussion and to forward to Assembly for a discussion and vote." **Result of Vote:** 106 yes, 9 no, Motion Carried.

Discussion Item #2 –2022 Budget – Janet B. Janet presented the budget, with the updated numbers for Archives Storage, including \$12 per group per year as passed in the motion. The Assembly expense numbers are based on 206 persons going to Assembly. The estimated donation per group in 2022 is now \$106.64 for each of the 305 groups in Ontario South.

- XXXXX (4) asked if the motion said up to \$12, but Janet clarified that is says at least \$12.
- XXXXX (4) asked for the budget to be sent out. Janet will send to Caterina to distribute.
- XXXXX (16) wondered if the expenses need to be modified because the Assembly will be in Ottawa, not in Western Ontario. Also, why did you budget only \$11 per Sam, when a police check costs \$60 in her district? Janet said the SAM budget is for the legal review, not for the police check, which is covered by the District. During the pandemic, both expenses and donations were down. This budget assumes that expenses will be incurred, as well as increased expenses. Janet said that when the Budget was prepared in May, it looked like the Assembly would be in Ottawa in 2021, and in Western Ontario in 2022. Janet did not think of redoing the budget for the new location. Perhaps the budget should be modified.
- XXXXX (19) – Should she be concerned that the Group donations will need to go up a lot in 2022? XXXXX replied that a \$6000 shortfall is not a lot per group. Janet said we rely on group donations to meet our budget.
- Gwen D wanted to make sure that equalized expenses were also factored in from WSO. It's changed to \$3053.12 U.S. for 2022. Janet did not get that update.
- Janet said it's up to the membership to specify any changes that they would like to see in the budget when making a motion and voting on it.
- XXXXX (6) There are too many variables, we just don't know enough. Eg. Hotel and Gas prices are going to go up.
- XXXXX (18) thanked Janet and some members added some things to think about – inflation, given employers are looking at staff working virtually, perhaps the Executive could continue to meet virtually to save expenses.

- XXXXX (6) asked how Janet wants the amendments to the budget stated? Janet says raising the issue starts a conversation. The person who makes the motion can make a suggestion as the changes desired.
- XXXXX (19) thanked Janet for her work as Treasurer. Some comments – inflation is a concern. Why not have Assembly and AWSC virtually – which means more attendance, and more minority voices will be heard. XXXXX said that after going on Zoom, her group’s attendance has increased.
- Sue G. asked how much the new delegate amount would be. Janet says that if she uses a currency conversion factor of 1.25. It would increase the budget by group by \$6.29.
- XXXXX G (2) wondered if we should put in a realistic donation in 2022, and have an estimated withdrawal from the reserve fund to make the budget balance? Janet says that the budget should balance, and that will give a donation amount per group to make it balance.
- XXXXXe S (17) – Do we know whether the 305 groups are all active? Janet says, yes, it is the number of active groups at the time the budget was made.
- XXXXX (28) – She commended Janet for doing this work. Is there a policy to move money from the reserve? Janet says that if the money is needed, ie. If there is a loss, it is moved. Do you need more people to support you in generating the budget? Janet says it is difficult, and her process has been to follow what was done in the past. Janet is open to suggestions.

Motion: by XXXXX (11) and XXXXX G (2) “Amend the proposed 2022 budget to reflect the change in Accommodation costs for Assembly in Ottawa, and the recent increases to equalized travel costs.”

- XXXXX (28) noted that donations will go up in 2022, once more groups meet in person.
- XXXXX (23) asked if the old equalized expense was in the 2022 budget? The \$1,900 delegate cost is the equalized expenses. Janet said that the equalization payment for AWSC is based on historical travel costs, divided by the number of groups. XXXXX will look to see if she can find the historical information to share with Janet.
- XXXXX (14) noted that the current motion does not include the new costs for Archives. Janet said that the budget that was presented and passed already had the new Archives costs included.
- Sue G asked what was the budgeted donation amount per group in 2021? XXXXX noted it was \$133.55.
- XXXXX said that she was a DR when equalization began. It was to equalize travel costs among Districts.
- Jason has a question to XXXXX (11) – the motion did not mention to approve the amended budget. Was that your intention? XXXXX said yes, another motion would be required to approve the amended budget.

Motion: by XXXXX(11) and XXXXX G (2) “Amend the proposed 2022 budget to reflect the change in Accommodation costs for Assembly in Ottawa, and the recent increases to equalized travel costs.”
Carried. 98 voted yes, 11 no.

XXXXX shared her Group Records coordinator’s report.

Sandy said that a motion submitted by XXXXX will be added to the Agenda of the next Executive meeting. (It was not budget related.)

Discussion Item #3 –Trillium Convention

Sandy shared background information. A Trillium is an Ontario South event, on a Friday night, Saturday and Sunday morning, with AA participation. It’s fun and learning, full of workshops and speakers. It also is an opportunity for people to serve.

Decision point: Should the Charter be amended with respect to where Trillium can be held, how long Trillium must be held for, and take into consideration the possibility of virtual, hybrid, and other types of events?

- Gwen noted that there are a lot of people who have never been to a Trillium convention. She is in favour of amending the Charter.
- XXXXX (4) said that her group said the charter should be flexible, so that the committee has flexibility.
- XXXXX (8) said that her group was concerned that the Trillium incurred a loss.
- XXXXX (19) said that she was on the original Trillium committee. She shared the original poster, and it was a lot of work. Most of her group thought that a virtual format would be more inclusive and safer.
- XXXXX (4) has spoken at Trillium, and has served as a person to get all the speakers for a Convention around 2008. The big thing is how it attracted Alateens. XXXXX's group would like to see it back up-and-running, and noted the importance of flexibility.
- XXXXX O (18) – What do we mean by other events? Sandy said it was to be some technology that we don't know about yet.
- XXXXX (31), has been to many Trillium conventions. Her group misses it, and would like to see it happen again, and this motion is about possibility.
- XXXXX (26) has been involved with Trillium over the years. Toronto is expensive. The charter amendments are good, as they can reduce costs. The committee could meet virtually to reduce costs.
- Kristine B (16) asked whether the chairperson of Trillium or the Trillium would make the decision of where to hold the meeting. Sandy replied that you would have to see what was in the motion.
- XXXXX (28) wondered how Trillium was funded?
- XXXXX (14) said that her heart is with the Alateens. Trillium was an opportunity to connect with Alateens. She would love to meet face-to-face again.
- XXXXX (16) is very interested in Trillium, and about half the group had not experienced Trillium, so XXXXX shared her experience. XXXXX is in favour of the expanded possibilities to involve more people to get involved, and not have it Toronto-centric. Her group approves the changes.
- XXXXX McF (22) served on the Trillium committee, and it is an excellent service opportunity.
- Kerrie P (12) Her group loves Trillium, and it was conducive to spiritual growth.
- XXXXX T (27) that her group suggests that the Charter be amended, and they think it should be virtual and for two days.

Motion: "Trillium can be held anywhere within the Area; can be held for 1 to 3 days and can include virtual and/or hybrid as the Trillium organizing committee decides."

- Caterina (4) suggested that the Motion includes Face-to-Face, as if the Trillium is held anywhere in the Area, it would be in person, and it can include a virtual and/or hybrid format.

Kristine B – is both the Forum Coordinator and the Alternate Delegate. She noted all the different sections in the Forum, which are helpful and inspiring. Eg. Meeting in your pocket, short quotes. Forum subscriptions are down during the pandemic. Updating the manual is part of the Alternate Delegates role, and she would prefer to do it slow-and-steady, as opposed to being rushed. She suggests inviting coordinators to your group or District Meetings.

XXXXX(28) made this **Amendment**, seconded by XXXXX (28): To add the words "That the Trillium Charter be amended to say that:" at the beginning of the motion. **Voting Results:** 99 Yes, 4 No. Carried.

Jim M gave the Literature Report. Jim M wanted to thank everyone that helps this machine go down the road. WSO communication is starting to ramp up. Members' blog has a different theme each month. October's theme is how we practice Acceptance. The blogs are not conference approved literature, so should not be used at meetings. Blog themes can inspire meeting topics.

Open Lines Coordinator Report. Next submission deadline is November 13th. Contact osaopenlines@gmail.com

Public Outreach Coordinator report. Geraldine is astounded by the amount of work people have done for outreach during the pandemic. Geraldine is thinking that she is not aware of all the public outreach committees, and she requests that group reps and District reps help her with this if they notice any committees that are missing. Participation is the key to continued recovery. Geraldine really appreciated the workshop that was done on inclusion.

Dinner Break from 5:30 to 6:30.

Back to Trillium.

Moved by XXXXX (14), seconded by XXXXX (14) to amend the motion to say: “That the Trillium Charter be amended to say that Trillium can be held anywhere within the Area; can be held for 1 to 3 days and can include virtual, hybrid and/or other types of events as the Trillium organizing committee decides. Vote: 103 Yes, 0 No. **Carried.**

Motion: Moved by XXXXX (2), seconded by XXXXX (28), as amended twice, “That the Trillium Charter be amended to say that Trillium can be held anywhere within the Area; can be held for 1 to 3 days and can include virtual, hybrid and/or other types of events as the Trillium organizing committee decides.” Vote: 102 Yes, 1 No. **Carried.**

Janet Presented the Revised Budget:

Assembly Expenses – previous budget had \$9,000. Ottawa costs are actually lower at \$8,300.

Gwen’s delegate cost is now \$4,416.

Archives are \$3,660 to reflect storage

Group donation amount is now \$110.62 per group.

- XXXXX (16) asked if we approve this budget, are we are approving the \$6,000 that was donated last year? Janet said that the Budget has nothing to do with the donation that happened in 2020.
- XXXXX (6) wondered how the accommodation costs went down? Answer: Ottawa gave us a good deal, and these numbers are in the contract.

Moved by XXXXX (4), seconded by XXXXX M (4), **to accept the Budget presented with the changes made.** Yes: 101, No: 3. **Carried.**

Website Coordinator Report: It is good to get the status of the meeting on the Group Record Form. The Group Number is very important to the website coordinator and the Group Records Coordinator and WSO. Group Names are often duplicated, the Group ID number is unique.

Sometimes, a visit to the website includes the warning that the website is not secured. This can be rectified by getting an SSL certificate. To be decided upon later.

Note that a Face-to-Face meeting is the default. A virtual meeting is online. A Hybrid meeting is a meeting that has both people meeting in person, and some people that are joining on-line for the same meeting.

Literature Office Committee report by Sue G.

- New office hours – Monday to Thursday from 10 am to 1 pm, effective Monday, October 18, 2021.
- WSO turnover time for literature is 4-6 weeks, while it is 2-4 business days for the LDC.
- Christmas closure: 1:00 on December 23rd. Reopen on January 10th at 10 am.

- Prices have decreased on 46 items, which represents about 78% of the items we ship. Some decreases are significant.

Literature Distribution Centre report from XXXXX P.

- XXXXX is very excited to be serving people 4 days per week from 10 to 1 pm, starting Monday.
- XXXXX will be sending out a new price list, dated October 2021.
- WSO is experiencing a lag in getting books from the printer. What used to take 12 weeks may take 26 weeks or more.
- XXXXX has no Hope for Today (literally), there are only a few ODATs on the shelf.
- The Speaker's list is in high demand.
- If you want to be added to the list, contact XXXXX.
- Group Numbers and District Numbers are really important.

XXXXX (4) asked if Courage to Change is available. XXXXX replied yes.

XXXXX (23) asked to clarify what happens when the form is incomplete. If someone puts in a new contact name, but no other contact info, then the other contact information is not changed. This might not be what you want.

XXXXX (4) is wondering if the warning about the website is deterring newcomers? Nicky said that there is a price tag attached to fixing it, so we need to proceed cautiously. This is a real concern for organizations that require personal information, which Al-Anon does not. The site is not unsafe. We are still getting lots of traffic, including from newcomers.

XXXXX M (04) What does XXXXX do to get WSO Connect? Answer: resubmit the Group Change Form.

7:30 Workshop XXXXX (28) Face to Face/Hybrid/Virtual/On-Line/Phone Meetings

What does the future of your Al-Anon meeting look like?

A lot of information can be found in the Service Manual and in the Guidelines.

The entire fellowship consists of group members.

There are physical groups that are located in a District, and the District is located in an Area.

Electronic Meetings have no particular location.

January 2020 – there were physical groups and electronic meetings.

In March 2020, physical groups transition to electronic platforms, and there were electronic meetings.

In August 2021, groups transition back to F2F (Face-to-Face), and electronic meetings continue

On August 15, 2021, a hybrid meeting is defined by Ontario South

On August 25, 2021, WSC document says that all groups are AFG's

The Group Records corner has an FAQ on how to register a new group or make changes to one's group information. It's good to read G-12 on Al-Anon guidelines on Starting an Al-Anon group.

XXXXX (28) shared how her group transitioned to F2F. They got a volunteer to make sure COVID-19 measures were being followed (distancing, masks, sanitize hands). Some members have not come back to F2F. We ask people who are sharing to speak loudly, rather than pull down their mask. We have noticed that outside issues come up before and after the meeting. Some people have remarked that they miss the coffee and tea for in-person meetings. They miss the hugs, but seeing people's smiling eyes in person is appreciated. Her venue does not require vaccine passports.

XXXXX (28) said that his group took a group conscience, and about one-half wanted to go back to F2F, while half wanted to keep meeting on Zoom. So they did a hybrid meeting. The attendance is about 7 in person, and 7 to 11 online. They use a Bluetooth speaker in the centre of the distanced circle. They decided that the

readings should be divided between the people on line and the people in person. This format relies on a stable internet connection. There are people that need a F2F meeting, and one person drove one hour and ten minutes (one way) to get it. They have 2 breakout rooms one for in-person, and one for on-line. It will be interesting to see whether F2F attendance goes down as the winter progresses.

XXXXX (28) said that there are different platforms – Social Media, eg. Facebook, Instagram. Also, Zoom, Webex, teleconference, Google meet, Microsoft teams, etc. There are lots of electronic meetings on the Al-Anon WSO website.

G-39 is the electronic meeting guideline.

XXXXX (16) shared about how his group meets using a telephone conference. Sometimes, people are more willing to meet via teleconference, as they feel more anonymous. Sometimes there have been issues with people not knowing how to mute themselves and there is background noise. They feel like they fall through the cracks, as they are not really an on-line meeting. The meeting is listed on WSO, but not on the area website. His sense is that it works for their group, as it is small, 5 to 10 people. It might not work as well for a larger group.

XXXXX (17) shared about her web-based meetings. Sometimes new people show up from different places – they had people from Texas and Hawaii. We are doing it by attraction, rather than promotion.

XXXXX (19) asked who keeps the contact tracing forms? Do you take people's word for their vaccine status? Can closed-captioning be added to Zoom? XXXXXe S (17) said her church had requirements. For contact tracing, they collect first name and phone number. The latest version of Zoom has closed-captioning.

XXXXX P (26) said that it's up to the venue to require proof of vaccine status. So vaccine status needs to be checked. The contact tracing form is shredded after 30 days, it is kept by the person opening the meeting until then.

XXXXX P (28) If your facility requires proof of vaccination, does the person need to show ID as well as vaccine status? Does that not get rid of anonymity?

XXXXX (18) Her group is on Zoom. Some of the members have chosen to meet outside at a park, weather permitting. Any issues if there is a switch to Hybrid meeting.

XXXXXe (17) commented that she likes the suggestion of the Bluetooth speaker in the middle of the room. If the internet is spotty, she hotspots her phone to her computer and that works well.

XXXXX (06) asked a few questions. XXXXX (28) said that the church provides the internet and projector. XXXXX provides the computer, but other members have offered their computers. If a face-to-face group decides to stay electronic, they would need to deregister their face-to-face group, and register as an electronic meeting. The electronic meeting does not have a group rep or AGR. Breaking News: XXXXX (17) said that the WSO is working on that electronic meetings will be able to have a Group Rep. They won't be associated with a District or Area.

XXXXX (04) said her group is currently meeting on Zoom, but they may experiment with a Hybrid meeting.

XXXXX (14) Just recently, due to Social Distancing the room at the Church where the group meets would only hold 8 people, and they normally get 8 to 14 people, so it's tricky to get pre-registration, and potentially turning away newcomers.

XXXXX (02) said that her group is having the same issue that the Church room is too small. They are considering changing their venue to a gymnasium. They are also discussing a Hybrid meeting. XXXXX

asked XXXXX if there was also a microphone for the meeting room. Is it better for the chairperson to be in person, or can they be on Zoom?

XXXXX (28) said that there is no mic, but people go to the computer to speak. People have to speak louder because of the masks.

XXXXX (32) said that you have to turn the closed captioning on before you start your meeting.

XXXXX (08) Her group has decided to have separate Monday Zoom and Tuesday face-to-face Meetings. They are registered as a hybrid meeting.

XXXXX said that Electronic areas are part of "The Electronic Area". Discussions are underway as to how Districts should be formed. XXXXX feels strongly that we support the copyright of AFGs.

Sandy ended with the Al-Anon declaration at 8:47 pm.

We were then treated to entertainment, organized by the Host Committee.