**District 25 Business Meeting Agenda**

 Feb 9, 2023 6:30-8:30 pm (**105 min assigned**)

All Al-Anon members are welcome.

**Opening** (6:30 pm; 10 min)

Serenity Prayer: Let’s begin w a moment of silence, followed by the Serenity Prayer. “God grant me the serenity to accept the things I cannot change, Courage to change the things I can, And wisdom to know the difference”.

Steps Traditions Concepts and Warrantees – volunteer to read; read all traditions and the concept of month to save time.

Welcome newcomers to our district meeting. We are glad you are here. If you like, please introduce yrself by yr first name. Welcome “\_” to our District 25 Business Meeting. We are glad you are here.

Introductions of Participants. Please identify yrself (verbally and Zoom “name”) by yr preferred name and district title including the name of the group you represent and/or District Officer/Coordinator position.

District 25 Voting Guidelines/Procedures/Substantial Unanimity/Conventions (approved by GRs 2/2022)

a) Guidelines for general discussion:

a. Start and stop the meeting on time.

b. Obtain a "volunteer timer" for each agenda item and for each individual speaker.

c. Stick to the set agenda (published by DR) and suggested time frame for each agenda items. Items that run out of time can ask for a group conscience to extend the time allotted, move the item to next months business meeting or assign it to a district task/thot force or go bak to groups.

d. For Zoom meetings, "raise yr hand" icon and you will b called upon by DR in order. For in person meeting discussions, "go around the table in order".

e. Stick to 2min individual share time limit and stay on topic.

f. If someone says what you were going to say, don’t repeat it (say "Pass" or something similar).

g. Focus on assuming trust and goodwill. Be polite and courteous. Listen.

h. No side conversations. Avoid or minimize distractions.

i. Use guidance fr Al-anon Steps, Traditions, Concepts & Warranties and the Al-anon/Alateen Service Manual.

b) Motions pass w substantial unanimity of GR votes counted (2/3). Abstentions are not calculated in substantial unanimity. Minimum 3 GRs to vote. (passed 1/2021)

c) Knowledge-Based Decision Making (KBDM) (al-anon12.org) .

Overview – To allow an informed group conscience, where everyone has all the information (advanced reports) to make a decision, everyone including the minority view has been heard and adequate time has been taken b4 Making a Decision. The group conscience fr KBDM represents our Higher Power in wch members are voluntarily obedient to that wch is unenforceable, our spiritual steps, traditions and concepts.

Process - 1) Motion or topic is presented by task/thot force or individual, f/b a presentation of 5 KBDM Q/A responses, background info and history; 2) Questions for clarification and more information are directed to presenter; 3) Round Table presentation of points of view/opinions, including minority view; 4) Make a decision (3 options)– status quo, vote on motion, move to task/thot/work force. DR is facilitator of process (does not vote). District members utilize agreed upon voting guidelines informed by Traditions and Concepts. Motions are passed w Substantial Unanimity or 2/3’s of GR voting affirmative.

d) Agenda: This is set by DR in advance of the District business meeting. The DR will initiate a call for advanced reports a week to 10 days prior to the District business meeting. Advanced reports indicate that a D25 member is interested in a discussion, group conscience or even a KBDM at the District business meeting. A topic or motion is proposed in the advanced report w accompanying background info, history, 5 KBDM answers, etc.

Upon receiving advanced reports, the DR will organize them into the Agenda and allocate time suggestions for the business meeting. If no advanced report is submitted, the DR will allocate 3- 5 min for each reporting officer, committee chair and GR.

Once organized and set, the Agenda will then b sent out to all District Officers, Committee Chairs and GR’s the Monday b4 the Thursday District business meeting. In this manner, District membership have all the information that they need to discuss and make a decision at the District meeting in advance.

Before the meeting starts, the DR will ask if there is any New Business that was not identified in an Advanced Report that a member wants to discuss. If yes, it will b assigned to New Business and provided a time allotment or moved to the next Business Meeting Agenda per Group Conscience.

**Volunteer Timer**: Identify a timer person who will keep track of the 2 minutes allotted to ea speaker during discussions and who will keep track of each agenda item time allotment. As a courtesy, the timer provides an “early warning” to the speaker when time is nearly up.

**Total dedicated business meeting time is \_\_\_ minutes.**

**Is there any New Business that was not identified in an Advanced Report that a member wants to bring up? If yes, now is the time for the group to assign time to it for presentation in New Business.**

**Secretary Report** Position Vacant (10 min) Term ends 12/2024 Jan 2023 minutes – NA at time of dictation; if no additions or corrections, chair will entertain a **motion** to approve. Who so moves? Second? Vote: Yay/Nay/Abstain

Nominations and volunteers for D25 Secretary. Discussion and Motion to vote on persons interested in this District position will occur w the individual(s) out of the room or in a breakout room if on Zoom.

**Treasurer Report** Bill G (5 min) (see attached reports in Agenda email) term ends 12/2024; if no additions or corrections, chair will entertain a **motion** to approve. Who so moves? Second? Vote: Yay/Nay/Abstain

**Group Reports** (5 min ea or 25 min total) GR’s share their group news, problems, and successes. Also, “How can we better support you as a District?” This is the GRs time to receive support in the form of E/S/H fr District membership on any particular Q, problem, issue, etc.

 “Acknowledge new GRs who attend their first D25 meeting. Provide an orientation to new GRs to welcome them and help them understand the service structure and their role as GR. (Guidelines for District Meetings, Al-anon.org); Do any newcomer GRs have any Q? Do we have any volunteers to assist a newcomer GR after the meeting?”

**All GR 3 yr terms end 12/2024, unless stated otherwise.**

Blaine Serenity #501896 – GR none; Jane, contact person; BZ meeting: NA

Hope For Today # 30769448 – GR Nancy F; BZ meeting: 1st Monday

Happy Hour #47279 – GR none; Kathy contact person; BZ meeting: 3rd Tuesday

Care Deeply #49485 – GR none; Christina contact person; BZ meeting: NA

Sunrise Super Glory #30523017– GR Jerry (second 3 yr term); BZ meeting: last Friday.

Ferndale Friday #30637560– GR Sharon K; BZ meeting: third Friday.

Sea of Serenity #30518193 – GR none ; BZ meeting: 3rd Saturday

Touchstone # 30648948 - GR Kaz: BZ meeting: 3rd Sunday

**District Representatives Report from AWSC** (20 min) term ends 12/2024

New business:

1. GR’s NOTICE: Yvette, Records Change A59 Officer

“Hello everyone. I am currently one handed (hand surgery) and finding it quite challenging to left mouse. Will you please look over any submissions you have sent to me after I have completed them and let me know if I missed or messed up anything. Under this circumstance you don't need to resubmit, just send an email letting me know what is still needed. Thank you for your understanding, this will be at least 2weeks ongoing before my cast is replaced with a brace.

I am home today working on this weeks changes so after this evening you should be able to check. There's no need to check WSO unless your request is for CMA and/or GR as I will automatically change both.

Looking forward to seeing everyone in a few short weeks.

In service

Yvette”

1. District Service Handbook Committee:
	1. **Motion**: D25 to establish a task force to assemble and complete a D25 service handbook and present to D25 for group conscience. (Passed 1/2023)
	2. Committee Request: Second call for position Job descriptions from all D25 officers and committee chairs except Secretary and Tech Admin, due by next months D25 meeting.
	3. Committee will compile draft and present to D25 for KBDM b4 finalization.
2. Newcomers Meeting
	1. **Motion**: D25 to identify an individual and/or task force to initiate and support a Newcomers Meeting utilizing WSO Guidelines.
	2. Background/History: We are all aware of increasing volume of newcomers to nearly all of our meetings. Are the groups meeting this need sufficiently? Would a Newcomers Meeting b beneficial? Previously D25 had a Newcomers meeting as part of SOS, 2018-2020. It was discontinued bcz of the pandemic and change in meeting formats. WSO has guidelines to recommend possible variations to choose fr including 1) a specific group registered w WSO, dedicated to the first 3 steps, for Newcomers w “longtimer” attendance; 2) a brief breakout session fr a regular meeting when newcomers are identified and willing; 3) other. [G2.pdf (al-anon.org)](https://al-anon.org/pdf/G2.pdf).
	3. KBDM
	4. Formation of task force or assignment to an individual who will volunteer to get a meeting started w support fr D25.
3. D25 Newsletter
	1. **Motion**: D25 to form committee and elect committee chair for a D25 newsletter.

Old Business:

 1.  AWSC Feb 25 for DRs to set agenda for  Pre-Con and conduct A59 business. *See Published Agenda, section on PEM’s AND hybrid meetings for Pre-con and Fall Assembly*.

1. DR: Area Service Positions
	* 1. Ongoing (3 yr term) Area Budget Committee 2022-2024
		2. Upcoming: SSA May 19-21, 2023 D25 host 3 spiritual meetings w Jerry as lead and Sharon as Alt;
		3. Completed:
			1. Fall Assembly 2022 Registration volunteer and attendance
			2. Pre-Con 2022 Registration volunteer and attendance
			3. Area Officer Safety and Code of Conduct subcommittee; Motion approved Pre-Con 2022

Secon 2.1.E Meals

1. Meals will be reimbursed on a Per Diem basis. See a$ached proposed rateAlt DR – position open

**Committee Reports** (5 min ea if no motion or no advanced report submitted by deadline) 30 min Total

1. **District Alateen Coordinator** – Julie E (no advanced report) 5 min
2. **Literature Distribution Coordinator** – Peckie B. (see advanced report in Agenda email) 10 min
	1. Old Business **Motion:** “LDC to set aside a portion of alanon/alateen books currently in inventory that are out of date and/or not likely to move for the purpose of Free Outreach Giveaway Books. These books can b made available to newcomers, new groups, outreach activities and events, institutions, etc. Identified Free Outreach Giveaway Books are to b distributed locally (whatcom county only). LDC will make available Free Outreach Giveaway Books for any District member to access.”

Goal: 1) to identify literature that isnt selling and take it out of our salable inventory to make our budget projections more accurate; 2) to create a Free Outreach Giveaway Book (list or box) for all D25 members to access.

Background/History: this motion was tabled at Dec D25 BZ meeting d/t lack of information. The LDC agreed to first do an inventory to gather more information on how much literature is not moving.  Our lit inventory went fr $1700 (2021) to $2000 (2022). We spent $900 on lit for the 2022 year. This data is part of our Budget and is used to make projections on spending/income. $2000 is probably not an accurate accounting of salable inventory or projected income. Therefore, it has been suggested that it would b prudent to remove the non salable or not likely to sell books from our budget inventory. If we spent $900 in 2022, does that mean we now have $1100 of non salable books in our budget and in our inventory? How much of our stock has not moved in 1-2 or more years and is not likely to move? What is a more realistic number for probable income fr our current inventory, $900 or $2000? Can we use this “not likely to sell” stock for a positive outcome in Alanon?

 KBDM/ Outcome

* 1. New Business: Literature Ordering Process for Whatcom AFG

**Motion**: to adopt the ordering process as outlined in LDC’s draft

Background/History

KBDM/Outcome

Comment fr DR: “Whatcom AFG” is not a recognized group and is not a designation used by District 25 Business Meeting. Request to delete “Whatcom AFG” and replace w “District 25 (covering Whatcom County)” or something similar.

1. **Public Outreach Coordinator** – John B (no advanced report) 5 min (term ends 8/2023)
	1. Plz report on current and future projects.

4) **Technology Administrator** – Kaz (no advanced report) 5 min (term ends 8/2024)

5) **Fundraiser Committee** – (no advanced report) 5 min

 a. 2023 Fundraiser Committee: Needs volunteers to help produce Workshop event.

i. Proposal: Bi-annual D25 Workshop and Dinner; Mar and Sept; Spaghetti feed or Taco bar; “Conflict Resolution thr the Traditions” Workshop; Proposed $20/plate, includes meal and workshop; follows previous similar alanon workshop formats (see google search) and Breakout sessions. Include Literature sales, esp Conflict Resolution thr the Traditions kit.

ii.-Bi-annual D25 “Fundraiser and Potluck” July and Dec; Needs volunteers.

iii. D25 would then have a Quarterly Fundraiser and Outreach Event.

**Old Business** – (conducted in each section)

Open GR positions: Blaine Serenity, Happy Hour, Care Deeply, SOS

Open D25 Positions: Alt DR, Secretary, Archivist, Newsletter.

 Open Area 59 Positions: see Wa Area Wanderings for complete list or wa-al-anon.org

Open WSO Positions: see al-anon.org

**Tradition 7** – (~7:30 pm) DR “we have no dues or fees: according to our Seventh Tradition, ‘Every group ought to b fully self-supporting, declining outside contributions.’ We do this through our own voluntary contributions by passing the basket to cover group expenses, including rent, purchase of literature and support of our service arms. We contribute in gratitude for what we have received from Al-Anon” p19 Service Manual.

7 th trad contributions (reminder to identify yr group and/or WSO # on yr payment method):

District 25: checks payable to “District 25 Al-Anon”. Mail to: Whatcom AFG, PO Box 1550, Bellingham WA 98227

Area 59: https://wa-al-anon.org/7th tradition or New mailbox for Area Donations: Wa Area AFG; 12128 N Division st., PMB 1531; Spokane WA 99218

WSO: al-anon.org Home page>contributions or WSO Treasurer/Donations, 1600 Corporate Landing Parkway, Virginia Beach, VA 23454-5617

**New Business** (5 min each as time allows); most new business is conducted in ea section, however any member can request to bring up new business at the start of the meeting. See meeting Agenda.

\*\*\*\*\*\*\*\*\*\*\*\*

**Service Topic Discussion** (5 min b4 closing) see G15. Who would like to volunteer to lead the discussion on a Service Topic of yr choice or the current Tradition or Concept of the month?

Tradition 2: “For our group purpose there is but one authority – a loving God as He may express himself in our group conscience. Our leaders are but trusted servants – they do not govern.”

Concept 2: “The Al-Anon Family Groups have delegated complete administrative authority to their Conference and to its service arms.”

**Closing** (8 pm) To all who chose to, please join in closing with the Al-Anon Declaration:

“ Let It Begin with Me When anyone, anywhere reaches out for help, let the hand of Al-Anon and Alateen always be there, and Let It Begin with Me”

**2023 Service Dates for GR’s and DR’s (**for more info go to wa-al-anon.org**)**

1.  AWSC Feb 25, Stanwood, WA, DR’s only.

2. Pre-Con. Mar 31, Campbells Waterfront Resort, Chelan, WA, GR’s and DR’s.

3.  ASTAR (Alateen Sponsor Training and Recovery) April 14-18, 2023

4.. SSA, May 19-21 at Warm Beach, Stanwood.  All members are welcome and encouraged to attend.

5. WAAC (WA Area Alateen Conference, Jul7-9, 2023.

6. AWSC, Aug 5 2023, DR’s only.

7. Fall Assembly, Oct 6-8,2023, GR’s and DR’s.

8. Womens Spiritual Retreat flyer: AA w Alanon participation June 2-4 (see attachment in Jan Agenda email)

9. Old Town Old Timers – AA w Alanon participation; I have not received up to date info at time of submitting the Jan Agenda but it is usually 2 speakers (sometimes one is an Alanoner), 3rd Saturday at 6 pm, Zoom ID: 840 5711 4365; No PW. Hosted by Heather B and Craig C.

10. WA Area GR Circle, [WA Area GR Circle – WA Area Alanon (wa-al-anon.org)](https://wa-al-anon.org/2022/09/04/wa-area-gr-circle/)

**Resources**

District 25 2022 Contact – D25 contact list Mar 5 2022.pdf

Area 59 Panel 62 contact list: see current Wa Area Wanderings , wa-al-anon.org

Area 59: WA Area Alanon – Washington Area 59 Alanon (wa-al-anon.org)

Area 59 Newsletter “WA Area Wanderings”; wa-al-anon.org

World Service Office: al-anon.org

WSO newsletter “In The Loop”, al-anon.org [Sign up (e2ma.net)](https://signup.e2ma.net/signup/1855605/1799701/)

Guidelines for GR G11.pdf (al-anon.org)

Guidelines for Group Meetings G13.pdf (al-anon.org)

Guidelines for DR G37.pdf (al-anon.org)

 Guidelines for District Meetings G15.pdf (al-anon.org)

Guidelines for Reserve Funds G41.pdf (al-anon.org)

Guidelines for Literature G-31 (al-anon.org) G18.pdf (al-anon.org)

Guidelines for Forum Writing and Submission (F-1) [TheForumWritingGuidelines.pdf (al-anon.org)](https://al-anon.org/pdf/TheForumWritingGuidelines.pdf)

Welcoming Checklist – welcoming-checklist.pdf (al-anon.org)

Knowledge-Based Decision Making (KBDM) 2012 Knowledge-Based Decision Making (KBDM) (al-anon12.org)