

**Southern Arizona Al-Anon Information Service (AIS) Meeting Minutes**

**Wednesday, April 5, 2023**

**6:30-7:45 PM**

**Zoom Meeting**

**Access Code: 879 9286 3715**

**Passcode: 913121**

The meeting was called to order at 6:30 p.m. by Kathy M. with a moment of silence followed by the Serenity Prayer.

Welcome and Courtesy Guidelines – Kathy M.

Step 4 – Ellen S.

Tradition 4 – Judith P.

Concept 4 – Ricki D.

Introductions – There were no new Information Service Representatives (ISRs), Group Representatives (GRs), Alternate GRs, or District Representatives (GRs).

Participants included:

Kathy M.	Ricki D.	Julia C.	Dick B.	Mike D.
Sue C.	Andrew M.	Mike M.	Steve R.	Lisa J.
Alice W.	Tim S.	Julie	Leigh S.	Greg M.
Julie V.	Monta	Judith P.	Cynthia V.	Ellen S.
Betina G.				

19 voting members present (and 2 non-voting).

March minutes approved by consent with a few non-substantive changes suggested by Alice W.

March Treasurer’s report approved by consent.

The 7<sup>th</sup> Tradition was observed – Participants were encouraged to pay by the following methods: PayPal; Zelle or check to AIS.

## **Old Business**

**Literature Online Store.** Andrew M. reported that the online store is up and running.

**Task Force to Review AIS Positions.** Mike M. reported that the task force has met once and will have a preliminary report for the April 19 Steering Committee. Positions have been divided into four categories: must have; not sure if needed; don't need; lack of sufficient information about the position to make recommendation. Position descriptions have been sent out to each current holder of a position and some past holders of a position for feedback. The Task Force is still waiting for some individuals to provide feedback about their position. The group discussed whether some of the tasks of a particular position could be assumed by another position.

## **New Business**

**Arizona Area Al-Anon and Alateen Convention.** Kathy M. reported that the Convention will be August 4-6 at the Sheraton Mesa Hotel at Wrigleyville West, 860 N. Riverview, Mesa AZ. Kathy M. flyer has been sent out to AIS email list.

**Meeting List Coordinator.** Steve R. thanked Andrew M. for all the work he has done on the new website. Steve noted that this was his 5<sup>th</sup> year as Meeting List Coordinator. The Coordinator's duties are important, and it is important to have continuity in the position. However, allowing other people to serve is also important. Steve agreed to stay on in the position to through the end of July. At that time, regardless of whether there is a replacement found, Steve R. will step down from the position. Andrew M. and the group thanked Steve R. for all the work he has done on to keep the meeting list organized and up to date during his service.

**Certificate of Liability Renewal.** Kathy M. reported that it is time for any family group that needs liability insurance to obtain the insurance at an annual cost of \$29 from AIS. Groups need to affirmatively request the insurance. Kathy M. will be sending out additional information on this matter.

**Public Outreach Coordinator.** Judith P. volunteered to stand for the position of Public Outreach Coordinator and spoke of her interest in promoting diversity. Judith P was elected to be the Public Outreach Coordinator.

## **Reports**

**District 20.** Ricki D. reported that the Monday Adult Child meeting was doing well and another meeting was overflowing. Also, on April 30 there will be a District-wide picnic.

**District 24.** Julia reported that she had attended the Assembly where approximately 50% of the participants attended online. The minutes of the Assembly are very detailed and

provide a lot of information about the matters discussed. Also Julia reported that she is on the Hybrid Meeting Task Force.

**District 22 and 23.** Julia reported that there will be a meeting at the end of April of the GRs in Districts 22 and 23 to choose District Representatives (“DRs”) for each of those Districts. There is one candidate for District 22 but no candidate for District 23.

**Web Coordinator.** Andrew M. reported that emails on the AIS website would be switched to Gmail in the next 24 hours, and if anyone notices any glitches to please report this to him.

**Southern Arizona Liaison.** Mike D. again emphasized that the Assembly meeting minutes were very detailed for those who are interested in issues discussed at the Assembly.

**Literature Coordinator.** Leigh S. reported that the website store has made his job easy. Since going live, the store has had 34 orders and 33 orders have been filled and sent out. Leigh S. has delivered some of the orders in person. Leigh S. thanked Frank for all his hard work—the job of Literature Coordinator is much easier now as compared to when Frank held the position.

There was discussion in the group of whether to charge for shipping when orders for literature are being shipped outside of southern Arizona—currently all shipping on orders is free regardless of the shipping destination.

**Treasurer.** Sue C. reported the following: the AIS PayPal account is totally shut down, and the Strip account is fully operational and working well; Sue met with the bank to obtain a business associate debit card for Leigh S. as the new Literature Coordinator, and Frank’s card has been de-activated; and, she has met with Cynthia V., the new Treasurer, to discuss current processes. The final turnover with the bank to Cynthia V. will occur on April 19 or 20. Sue C. also reported that she has paid the liability insurance premium.

Kathy M. closed the meeting at 7:35 p.m. with the Al-Anon Declaration.

**Next Southern Arizona AIS Meeting:**

**Wednesday, May 3, 2023**

**6:30-7:45 PM**

**Zoom Meeting**

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Respectfully submitted by Alice W., Secretary.

