

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

Wednesday, September 7, 2022

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

Welcome and Courtesy Guidelines – Kathy

Step 9 – Sue

Tradition 9 – Cheryl

Concept 9 – Ellen

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

Participants included Kathy, Sue, Alice, Ricki, Frank, Caryn, Leigh, Cheryl, Ellen, Rhonda, Julia, Steve, Cynthia, Sylvia, Michael and Pam.

16 voting members present

August minutes approved by consent.

August Treasurer's report approved by consent.

7th Tradition Basket: Donate online or by mail.

AIS Items of Interest

1. Bring a Friend Meeting. The October 5th AIS meeting will be an in-person “Bring a Friend” event from 6 pm to 8 pm in the social hall of Christ United Methodist Church, 655 N. Craycroft, Tucson. The event is potluck—salad or dessert. AIS to provide pizza. Kathy will bring plates, utensils and ice. Participants are encouraged to come early to help with set up. Officers and persons in service positions should have brief prepared remarks re what people holding the office/position are doing and brief description of the office/service before holding position.

2. Audit. On behalf of the Audit Committee, Kathy reviewed the Southern Arizona AIS Audit Report. A step-by-step checklist was used for the audit process. The audit results were verified and found sufficient in every area of the Treasurer's record keeping. The audit is concluded.

There was discussion regarding the purpose of the audit—internal self-policing. Sue is to check whether the organization is legally required to do a more formal audit and will report back. There was some discussion that it would be more appropriate to call the internal process used a “Financial Inventory” but this would require a change in the Audit Committee's guidelines.

3. Position Descriptions (Recording Secretary/Coordinating Secretary). Kathy briefly discussed two proposed job descriptions. Ricki moved to adopt the job descriptions. Leigh seconded the motion. The motion carried.

4. Arizona Alateen Conference (“AZAC”) donation. The following discussion occurred regarding the event and donating to the event: the conference is October 15, 2022—it is one

night; it is against the rules to earmark donations to be used for a specific purpose; and, Southern Arizona AIS donates every year. Ricki made a motion to donate \$200 to AZAC. Rhonda seconded the motion. The motion carried.

5. Receipts to groups making donations—email or regular mail. Sue reported that if a group needs a receipt other than a canceled check, it is preferable to issue a receipt by email—there is no cost to send by email and it is more efficient. If a group requests a receipt, Sue is going to continue to send receipts by email, and if someone asks for a receipt by regular mail, she will send it by regular mail.

6. Budget Committee. The budget committee is to be formed—to be composed of Sue and two volunteers. Rhonda volunteered to be on the committee. Kathy explained that in October the committee will work on the budget by meeting on Zoom, and in November the committee will present the proposed budget. In December Southern Arizona AIS will vote on the proposed budget, and the budget will begin in January.

7. Elections Chair. Kathy reported that elections for AIS officers and coordinator positions are to be held in February and that someone needs to be appointed to be the Election Chair. The Election Chair will make sure that there is at least one qualified person standing for each position and run the election at the February meeting. To be qualified to stand for each position an individual must have been a member of Al-Anon for at least two years and not have held the position for more than three years. The Election Chair cannot be a current officer in AIS.

8. Meeting List Removals. Steve and Kathy reported that six meetings have been removed from the meeting list—they were listed as active, but they are not meeting. This information has also been sent to the Arizona Area Group Records Secretary.

9. Question re Email Request for Interview. A participant reported that she had received an email from a person who wanted to interview her re Al-Anon related issues. There was discussion that the traditions prevent any individual from speaking on behalf of Al-Anon and the person making the email inquiry should be referred to the World Service Organization (WSO).

Officer/Coordinator/DR Announcements and Reports

Treasurer. Sue reported the following, in addition to the items referenced above re issuing receipts and the Budget Committee:

- PayPal has given notice that its legal agreement will be changing with the main changes being: rates will increase slightly; an automated tech or web crawler will be used to assess the website to assure that the customer is using PayPal appropriately; there are changes to the arbitration clause; and, there will be no international transactions.
- If a group contribution is made via PayPal, please send an email to treasurer@so-az-alanon.org to let the Treasurer know which group to credit for the donation. It can be challenging to track this information down. If the information is not received from PayPal, the donation is credited as an “Individual” donation.
- The mystery square reader that was ordered for the Al-Anon Convention in July never arrived and they have credited us \$10 for the one that we subsequently purchased.

Literature Coordinator. Frank reported that the World Service Organization (WSO) has raised the cost of books by \$2 and bookmarks by several cents. There has been no price increase for pamphlets. Frank suggested that Southern Arizona AIS prices be rounded up or down because odd numbers are difficult to manage. Frank is going to propose a new price list including for old inventory. Frank also noted that there are still supply chain issues—a number of popular books are still not available.

District 24. Julia reported that the church where their groups have been meeting has doubled rent and they have decided to meet at a new location and are letting members know about the new location.

District 20. Ricki reported that District 20 is having a speakers meeting the third Saturday of every month from 5 pm to 6 pm at the Alano Club in Green Valley.

Kathy closed the meeting at 7:20 p.m. with the Al-Anon Declaration.

Next Southern Arizona AIS Meeting:

Wednesday, October 5, 2022

In-Person “Bring a Friend”

6 pm to 8 pm:45 PM

Social Hall of Christ Church United Methodist

655 N. Craycroft, Tucson.

Respectfully submitted by Alice, Secretary.