

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

**Wednesday, June 7, 2023**

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

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 6 – Ricki

Tradition 6 – Anne S.

Concept 6 – Kathy M.

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

Participants included:

|          |           |          |            |
|----------|-----------|----------|------------|
| Kathy M. | Alice W.  | Julia C. | Leigh S.   |
| Ellen R. | Judith P. | Karen    | Marcia     |
| Lisa J.  | Andrew M. | Anne S.  | Cynthia V. |
| Ricki    | Bob H.    | Sue C.   | Tim S.     |
| Steve R. | Ellen S.  |          |            |

16 voting (and 2 non-voting) members were present.

May Business Meeting Minutes approved by consent.

May Treasurer’s report approved by consent.

The 7<sup>th</sup> Tradition was observed – Participants were encouraged to pay by the following methods: PayPal, Check (sent to PO Box 44003, Tucson, AZ 85733); or Zelle (email address listed as treasurer @ so-az-alanon.org).

**Old Business**

**Meeting List Coordinator.** Andrew M. was nominated and elected to serve as the Meeting List Coordinator. The group thanked Steve R. for his prior service in the position.

There was discussion about whether meetings that are all electronic should have their old physical address listed on the meeting list. Julia C. noted that until a meeting was transferred from being a temporary electronic meeting to a permanent electronic meeting by the Area or WSO, the physical address of the meeting should still be left on the list. Julia C. further noted that in the next 30 days WSO is probably going to set a deadline for

completing the paperwork to become a permanent electronic meeting—groups probably will be given 90 days to complete all the necessary paperwork.

**Physical Office.** There was discussion that AIS no longer needs a physical office. Prior to COVID, it was difficult to find volunteers to work at the physical office. Also rent for the space would have increased. The online store is working well. Julia C. moved to not reopen the office. Ricki seconded the motion. The motion was carried by a unanimous vote of 16 members. Kathy M. noted that this would mean that AIS would no longer have an Office Manager position. Julia C. noted that AIS may want to consider donating the money held in reserve for the office to the Area to go toward the cost of doing hybrid meetings—they are expensive.

### **Officer and Coordinator Positions.**

Without discussion, there was consensus that the following positions should be retained: Chairperson, Alternate Chairperson, Treasurer, Secretary, Website Coordinator, Literature Coordinator, Southern AZ AIS Liaison to Area, Translation Coordinator, Alateen Coordinator, Public Outreach Coordinator, 12 Step Call Coordinator and Women’s Prison Coordinator.

There was discussion of the following positions, and some action was taken:

Election Chair—There was a motion, which passed unanimously, to change this position to a temporary position.

AIS Liaison to AA—There was discussion that if this position was made a non-voting position, the person filling the position could also be a member of AA. The consensus was to refer the matter to the Steering Committee for further consideration.

7<sup>th</sup> Tradition Coordinator—Leigh made the motion to eliminate the position and Julia seconded the motion. By a vote of 13 for to 1 against, the motion carried.

Office Manager—In light of the decision not to maintain a physical office and eliminate the Office Manager position, a new position needs to be created. The person in this position would be responsible for answering office calls and responding to emails. Kathy M. will create a draft job description to be discussed at the next meeting.

Archivist—There was discussion of whether this position was needed. The discussion to eliminate the position was tabled.

Al-Anon Note Coordinator—The position has been unfilled for at least 13 months. The position could be renamed the News and Events Coordinator. There was discussion that the Area puts a newsletter out regularly and any item that is newsworthy could be put in the Area newsletter. The consensus was to leave the position in place for now.

### **New Business**

There was no new business.

## **Reports**

**District 20.** Ricki reminded the group of the 3<sup>rd</sup> Saturday speakers meeting. She also noted that she still does not have enough GRs and is having difficulty finding people willing to serve in positions above the family group level.

**Web Coordinator.** Tim S. reminded the group that he could link anyone's personal email addresses to their Al-Anon related email address upon request.

**Literature Coordinator.** Leigh S. reported that literature sales are going well. In March and April, there was a total of \$1,300 in literature sales. In May there was a total of \$1,400 in literature sales. There has been a total of 97 electronic sales for literature with two orders coming from out of state. There are a few glitches in inventory, and Tim S. and Andrew M. will be working to correct these issues. There has been a "run" on Spanish literature and it has been hard to keep it in stock.

Kathy M. closed the meeting at 7:45 p.m. with the Al-Anon Declaration.

### **Next Southern Arizona AIS Meeting:**

**Wednesday, July 5, 2023**

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

**Zoom Meeting**

**Access Code: 879 9286 3715**

**Passcode: 913121**

Respectfully submitted by Alice W., Secretary.