

SUMMARY

AL-ANON FAMILY GROUPS WORLD SERVICE CONFERENCE



TARRYTOWN, NEW YORK

APRIL 15-20, 1985

OUR CONFERENCE THEME:

“AL-ANON COMES OF AGE”

The WSO Dinner

Chairman of the Board Norma McG delivered the invocation before the WSO Dinner, an event that included conference members, support staff, a host of past Trustees, and Al-Anon's beloved co-founder, Lois W. Gracious as ever, Lois commented on how wonderful it was to be among so many happy faces and what a privilege it was to be with many old friends. She said she had been looking forward to the Dinner and was grateful to the program and all its members. Before turning the mike over to Conference Chairman Bob D., she said, "See you again next year!"

In honor of the WSC's 25th anniversary, past Trustees had been invited to attend the Dinner; each stood up and shared a few words with the group:

Frank R: (1981-82) NY.

Arbutis O'N: a Panel I Delegate from Texas and past Regional Trustee (US-West). "I was a Delegate and a Regional Trustee on the two major experimental plans."

Audrey S: Panel 9 Delegate.

Bo H: said he was warned not to say anything controversial, so wouldn't say much.

Stephanie O'K: (1967-83) after nearly 22 years in the program, Stephanie was proud to share that she now has almost 22 months in AA. What a gift, she said, her experience in Al-Anon has been in helping her accept the AA program.

Hildegard Van D: former FORUM Editor, shared that it was coincidentally the 20th anniversary of her first Al-Anon meeting.

Penny B: served nine years as Conference Chairman.

Evelyn C: worked at WSO for 24 years, and recalled that she was the first shipping/packing department—a one-woman operation for five years.

Mary S: attended WSCs from 1961-81 and was appointed Chairman of the Policy Committee by Lois (where she served for 16 years).

Edwina F: (NY)

Ted K: one of the original "shaving sisters," Ted said he was grateful to "be anywhere" after a year-long struggle to regain his health, which included learning to walk again.

Carter C: was active during the 70s, and said he always took away more than he ever gave.

Alan S: (NJ)

Henrietta S: and *Margaret D:* were unable to attend the dinner because of poor health; a prayer was offered for their recovery.

The presence of so many former Trustees, sharing their personal recollections, seemed to bring our past vividly to life. And to further underscore the significance of this Silver Anniversary Conference, an enormous triangular birthday cake, inscribed with the Al-Anon logo was displayed and served to all the guests.

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OPENING SESSION:

The first session of the 1985 WSC began with the Conference approval for giving voice and no vote to:

- Alberte C., Secretary PFA, WSO
- Teresa M., Supervisor Spanish Services, WSO
- Richard Keilly, Controller, WSO (non-AI-Anon member)

Following the roll call, Chairman Bob D. described the organization and logic of the Conference seating arrangement, explaining that it had been carefully coordinated and was based on a variety of criteria—it was not arbitrary. He then reviewed the voting procedure outlined in the brochure, noting that motions may originate from Standing Committees, the Board of Trustees, Policy Committee, or from voting Conference members on the floor. The recommendation is read, a motion is then made to accept it, it is seconded, and a discussion is invited. In order to simplify the procedure, Standing Committees (because of Delegate membership) may present a seconded motion to the floor. The motion may be voted on as read, or it may be amended or tabled. Votes are then counted by non-voting members, and most issues may carry by a simple majority, although substantial unanimity is invariably sought. (Changes in the Charter must carry by at least 3/4 majority.) Certain recommendations are presented, Bob added, for a simple consensus of opinion; in this case an informal polling of members is sufficient. The 1985 WSC *unanimously* approved the use of closed ballots for important questions during this Conference.

Chairman of the Board Norma McG welcomed Delegates, adding a special warm welcome for incoming Panel 25 Delegates with whom, she said, she could easily identify as she too was new to her job as Board Chairman. She concluded with a reading of the 12 Traditions, with subsequent readings presented by:

- Barbara L. (CA-N); Bob L. (CA-S); Joanne M. (DE); Donald D. (FL); Carolyn D. (HA); Maxine K. (IL-N); Carl C. (IN); Pat S. (KS); Doris S. (KY); and Nina T. (Man).

The 12 Concepts were then read by Mikell (MD/DC) and Connie B. (MI). Later during the week, Concepts were read by:

- Liz W. (MN-S); Marcia J. (NY-N); Suzanne K. (OH); Dorothy I. (Ont-S); Virginia M. (PA); Murielle F. (Que-W); Penny M. (RI); Joanne McC. (TN); Dee L. (TX-E); and Ruthe O. (TX-W).

STANDING COMMITTEES:

Conference Secretary Helen G. welcomed all Delegates and announced Standing Committee appointments for the Panel 25 Delegates.

COMMITTEE	PANEL 24 1984-1986	PANEL 25 1985-1987
ADMISSIONS	SC	Ginger B.
AGENDA	IA	Judy B.
ALATEEN	MO	Barbara S.
	PR	Conchita R.
CONFERENCE	AR	Jeanni P.
COMMITTEE	ID	John W.
ON TRUSTEES	ONT(N)	Olive McC.
COOPERATING	NFLD/LAB	Florence S.
WITH THE	SD	Sue M.
PROFESSIONAL	UT	Peggy W.
COMMUNITY		
HANDBOOK	CT	Gerry Van S.
	IL(S)	Betty F.
INSTITUTIONS	LA	Marna V.
	ME	Martha W.
	NV	Velda W.
LITERATURE	NE	Skip L.
	NH	Frances K.
	NY(S)	Phyllis Mcl.
PUBLIC	NM	Claire R.
INFORMATION	SASK	Lorraine K.
	WY	Lee S.
	CA (S)	Bob L.
	PA	Virginia M.
	FL	Donald D.
	MAN	Nina T.
	MN(S)	Liz W.
	CA(N)	Barbara L.
	OH	Suzanne K.
	TX	Ruthe O.
	DE	JoAnn M.
	QUE(W)	Murielle F.
	TN	JoAnn Mcl.
	KY	Doris S.
	MI	Connie B.
	HI	Carolyn D.
	IN	Carl C.
	NY(N)	Marcia J.
	IL(N)	Maxine K.
	MD/DC	Mikell L.
	TX(E)	Dee L.
	KS	Pat S.
	ONT(S)	Dorothy I.
	RI	Penny M.



WSO dinner, continued

"Boy, have we come a long way!" exclaimed Rita C., a Panel 1 Delegate from NY, speaking at the WSO Dinner. She came into AI-Anon, she recalled, after her husband had found sobriety in AA, and in fact, it was her curiosity about what actually went on at the "AI-Anon table" at those Open AA meetings that first got her into the program.

At that time, there were three local AI-Anon groups meeting every other week, so Rita was able to attend one meeting a week. Although she initially felt the only problem was with *him*, she soon learned to relax, listen and work the program.

In 1958, Rita became active as a volunteer at "Headquarters" (as WSO was then called) and began by typing letters in response to the deluge of inquiries that followed an Ann Landers column on AI-Anon. Later she served as GR and eventually was named as Delegate to the WSC. Her husband was ecstatic at this appointment because it meant he would have an opportunity to accompany Rita on a visit to Stepping Stones and thus would be able to meet Bill W.

Rita found serenity in AI-Anon. "I was so enamored of the concept of sharing, learning and growing," she recalled with a laugh, "that I became pregnant!" The subsequent birth of twin daughters two days before her second WSC prevented Rita from attending; later she became the Alateen Chairman at the WSO, and although none of her six daughters ever became active in Alateen, she said that Alateens will always have a special place in her heart.

After 12 years with WSO (having sat on the Board of Trustees and the Executive Committee), Rita admitted that for a time she strayed from AI-Anon. She maintained telephone contact with AI-Anon friends and continued to attend Open AA meetings with her husband, but she felt a lack of continuity without her own group, and returned. "I didn't graduate," she said. "I went back for another course."

Last year, Rita suffered the loss of her beloved husband. She said she had not realized how important he had been to her and to her program, but that she is grateful for his 27 years of sobriety and for the very special years that followed his heart attack ten years earlier.

"We have all heard many times how the program is a guide for living," said Rita in closing. "We all follow that guide to the best of our ability. You Conference members are the epitome of that concept. You are establishing an ongoing foundation for the future. I am proud to have helped place a piece of the cornerstone for this foundation."



SHARING SESSION:

Bob D., Conference Chairman

The Sharing Concerns Session is scheduled at the beginning of the Conference agenda, said Bob D., to enable Delegates to air various thoughts and questions of special concern to themselves and their respective Areas before such issues had time to develop into larger problems. He felt that this type of relaxed and informal session would help stimulate communication among all participants, and added that poor communication is generally at the root of group problems.

There were no rules for the Sharing Concerns Session and everyone was encouraged to get up to the microphone and share freely. Several of the points brought up at this time were discussed at greater length during Workshops and Open Discussion sessions based on the Green Light/Red Light topics.

Concerns ranged from the particular to the general, from relatively simple requests for information to more complex questions requiring greater consideration. For example, there was some discussion about the wording of the Third Tradition:

The relatives of alcoholics, when gathered together for mutual aid, may call themselves an Al-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for membership is that there be a problem of alcoholism in a relative or friend.

Some members, Delegates shared, are put off by the phrase, "problem of alcoholism" in the last sentence and would feel more comfortable with, "... a problem with alcohol." Most Delegates agreed, however, that one-to-one individual explanations would best address that problem and would be more appropriate (and certainly simpler) than attempting to change a Tradition.

One Delegate expressed concern about last year's vote on the By-Law change, which—narrowly—resulted in the continuation of The *FORUM* Editor serving as a member of the Board. The Delegate suggested that such a close vote seemed to indicate that Conference members may have had a problem with the inclusion of The *FORUM* Editor on the Board.

Many questions regarding mail were brought to the floor. Some Areas shared that mailings from WSO often arrived well after deadlines for replies had passed. Conversely, Delegates from Canada were curious about WSO's seeming extravagance in sending certain recent items to them via costly Priority Mail. It was agreed, however, that since some regular mailings often take up to several weeks, the Priority Mail to Canada ensured that the material would arrive in good time.

Other Delegates asked about the listing of long-defunct groups in Group Records print-outs. It was pointed out that a code number 9 indicates that the group so listed will no longer be included on the print-out. Another problem concerned maintaining anonymity in small towns where local Post Offices serve as centers of social activity. It was suggested that groups experiencing this kind of difficulty can notify Group Records and request that their names be omitted from the mailing label—the PO Box will be sufficient. Another Delegate wished that separate mailings from WSO might be consolidated, but it was explained that coordinating mailings to suit different Areas' or Districts' different needs would create more problems than it solved.

In answer to several comments, the Literature Staff Secretary, Linda McF., promised that inserts for Service Manual updates and revisions would be dated to facilitate organization in the three-ring binders. She noted that the inserts' size had already been altered to accommodate hole-punching. ▲

The Second Sharing Session began with this message from Rita McC.: We have been called this week to a Conference as one body—containing a heart, a mind and a spirit—and through this single body we have endured both the pain and pleasure of a thing called service.

In order to crown this service, there has been love to bind it together and bring it to completion.

I pray that under the direction of our Higher Power that this Al-Anon program we practice will rule our minds, heal our hearts and refresh our spirits.

See p. 46.

Administration THE WORLD SERVICE OFFICE (WSO)

THE GEN'L SEC'Y:

Dear Conference Members,

With the 1985 World Service Conference commemorating its 25th Anniversary, the theme Al-Anon Comes of Age, is inspiring and uplifting. It encourages us to look back to see how we grew from small beginnings to where we are today.

In the 1961 Annual Report submitted to the first WSC, Henrietta S., first General Secretary, reported that by the end of 1960 there were 1,526 registered groups worldwide, of them 97 were Alateen. This represented a total increase of 200 groups over 1959.

As we grew in numbers we broadened our base. No longer were we just the spouses of sober alcoholics; we now began to embrace all members of the family whether or not the alcoholic was still drinking or was even present in our lives. Each family member brought new challenges and new vision.

Bill W. co-founder of AA and husband of Al-Anon's dear co-founder, Lois, commented at Al-Anon's first World Service Conference, "Growth-wise, as a movement you [Al-Anon] have exceeded anything that ever happened to AA in its early days."

The activities of the Board of Trustees and the service committees, highlighted in the 1984 Annual Report, shows what has been accomplished this one year alone. It points to the production of new literature and materials, expansion of P.I. and CPC efforts, new directions in Institutions Service and advancements in Al-Anon internationally. At the close of 1984, Al-Anon groups totaled 25,253 of which 3,317 are Alateen.

The 1984 report also reflects our continued dedication to self inventory. By looking within, we questioned whether our structure had kept pace with Al-Anon's rapid growth. As indicated in the Report, an expert management team aided in our search. While certain modifications to accommodate today's needs were suggested, the team assured us that our foundation, rooted in our Twelve Concepts of Service, was solid. It provides a good balance between the WSO and the groups it serves.

In 1985, there will be other new and exciting innovations: a film encouraging new members into our fellowship, our first spiritual book and Al-Anon's first International Convention. Although the WSO has relocated in the past, the growth in our services shows that we now require increased space for offices, shipping and warehousing. We have come a long way from "Lois' Ice Box" as the early Headquarters was lovingly called when it was located in the Old Twenty-fourth Street clubhouse.

Bill commented on Al-Anon's growth potential in his closing remarks at the 1961 World Service Conference, "May God bless and keep you all. May he set His special favor upon this auspicious beginning. You will surely look back upon this day as a great one in the annals of the Al-Anon Family Group."

In looking back twenty-five years later, we can appreciate these prophetic words of Bill's. If he were with us today, he would no doubt join us in saying, Al-Anon has indeed come of age!

Yours in fellowship,
Myrna S. H.
General Secretary

1984 ANNUAL REPORT:

Myrna S. H.

At the conclusion of each year, the World Service Office prepares a full report of its activities for consideration by the World Service Conference, which represents the Al-Anon fellowship. These reports are then incorporated into a summary of the Conference that is distributed to all registered English-speaking groups throughout the world. An abridged version appears in *INSIDE AL-ANON*, which is translated into French and Spanish.

The Board of Trustees is composed of members of Al-Anon Family Group Headquarters, Inc., and is responsible for: carrying out the mandates of the World Service Conference and business policies of the WSO; estimating revenue; the administration of service to the membership; the publication and distribution of Conference-Approved Literature; and approving the quarterly and annual work progress reports submitted by the General Secretary and each WSO Committee. These reports are also made available to the Executive Committee, which is empowered to act on behalf of the Board in the intervals between Board meetings. The Executive Committee meets monthly to make business and administrative decisions.

PERSONNEL ADMINISTRATION:

General Secretary — The General Secretary, Executive Director of Al-Anon Family Group Headquarters, Inc., is responsible to the Board of Trustees and the Executive Committee for the implementation of administrative policies of the corporation, the management and operation of the WSO and overall supervision of all staff members. As Secretary of the Board, the General Secretary is a Trustee as well as an ex officio member of all WSO Committees.

Administrative Staff — Besides the General Secretary, the Administrative Staff consists of the Deputy General Secretary, the Controller, the Assistant Controller, The *FORUM* Editor, the Office Supervisor, the Archivist and the Secretary/Coordinators of Standing Committees. Staff meetings were held each week as a means of communicating and coordinating the work flow. With the guidance of the management team from the firm of Arthur D. Little (ADL) Co., a streamlining of Staff meetings was initiated allowing for greater accomplishments in a shorter time frame. An advance agenda is now prepared containing the topics suggested by each participating Staff member. Decisions for action are highlighted at the meeting and a summary is provided to the Staff Secretaries following the meeting. This has narrowed the margin for slip-ups, thus providing greater efficiency in our office operations. As recommended by the ADL management team, monthly meetings of the Administrative Staff and Department Supervisors were also held to serve as an avenue of communication between the business and service operations of the WSO. Discussions centered on refining departmental procedures, on improving overall operations, and resolving matters of mutual concern.

Upon completion of the ADL management study, we began setting goals for each of the services to encourage the Staff to focus on the direction of their activities. This helped determine target dates for completion of projects and set priorities. To accomplish this, the General Secretary met one-to-one with each of the Administrative Staff to establish goals for the quarter. After the goals were written, the Deputy General Secretary monitored the progress of the work and aided in the implementation. In keeping with the Arthur D. Little report, the position of Assistant Controller was established by the Board. Eamon Timoney, who served the WSO in the past as its Controller but had resigned to relocate out of the country, has since returned and has been rehired to begin in the Assistant Controller's position during the first week of January, 1985.

Having learned that the forthcoming resignation of the CPC Staff Secretary, Patricia H., would occur by the end of January 1985, we sent a letter announcing the position to groups in New York, New Jersey and Connecticut, which are within easy access to the WSO. The Staff continued to provide material for *INSIDE AL-ANON*, *AREA HIGHLIGHTS* and *The FORUM* on a regular basis and, in addition to committee responsibilities, handled general correspondence as follows:

U.S. Northeast — Patricia H.	U.S. Northwest — Ann S.
U.S. Southeast — Helen G.	U.S. Southwest — Margaret O'B.
Canada — Susan B.	International — Mary Ann K. (outside the U.S. and Canada)

SUPPORT STAFF: (Reported in conjunction with Joan H., Office Supervisor)

Relatively few employees left the WSO this year. Where vacancies occurred, new employees were hired almost immediately. Several employees were promoted in keeping with our continuing effort to provide upward mobility for staff. With the computer implementation several positions were combined while others were redefined. By an ongoing reassessment of departmental needs we were able to maintain the present number of support staff in the face of increasing work activities. The Secretarial Team Supervisor, along with her other responsibilities, was assigned to substitute for the

Office Supervisor in her absence. A member of the team was assigned to backup the Secretarial Team Supervisor when necessary. Temporaries were hired for several departments in the interim prior to full activation of our computer system and to eliminate any service backlog.

General Staff Meeting — Overall staff meetings were held periodically to provide updates on office procedures, to officially welcome new staff and to gain feedback on matters of concern.

STAFF CONCERNS: (Reported in conjunction with Joan H., Office Supervisor)

Salary Study — Salary ranges of all grade levels were adjusted in March 1984.

Job Evaluation Plan — Annual evaluations of staff were administered by the appropriate supervisor. These evaluations are measured by job description fulfillment, competency and accuracy. Discussion between parties was essential in communicating positive feedback and strengthening performance where indicated.

Benefits — With the aid of a representative from an investment firm, seminars on our self-investment plan were held for new staff, and financial advice was given to staff already enrolled in this plan.

Educational Program — After the installation of our own computer system, our Group Records Supervisor attended a computer course to gain a better understanding of our system. The General Secretary attended seminars relating to topics on supervision for the woman manager, personnel administration and strategic planning. The Deputy General Secretary and Office Supervisor attended a seminar on Basic Supervision, which highlighted ways to motivate employees and emphasized the importance of goal setting. The Secretarial Team Supervisor attended a seminar that focused on leadership styles and skills for women. A member of the Secretarial Team completed a course in cardiopulmonary resuscitation (CPR).

Volunteer Assistance — As a result of an appeal to the Al-Anon groups in the NY metropolitan area, many new members were added to our volunteer list who assisted on a regular basis in the Shipping, Mailing, *FORUM* Circulation and Spanish Departments due to the heavy workload in each of these departments. Approximately 8,356 office volunteer hours were contributed during the last year. Approximately 1,730 of these hours were devoted to administration and 5,328 to support services.

Holiday Festivities — In addition to attending our annual Christmas Party, the Shipping Department staff gave a luncheon for all other staff as a way of showing their gratitude.

OFFICE OPERATIONS: Reported in conjunction with Joan Hochbaum

Computerization — The conversion of our Group Records, order entry and contribution recording was completed and became fully operational by mid-year. Due to the inaccessibility of the computer programmer initially engaged for the conversion, it was necessary to engage a new programmer. This has delayed converting our *FORUM* subscription records.

Offset Production — Approximately 2,541,277 copies have been run on the present in-house offset equipment. A new plate maker increased our ability to reproduce quality material in-house.

Mail Procedures — A guideline for opening and sorting mail was developed to clarify procedures and to use in training new staff.

Tour Guide Procedures — The procedure for giving tours of the office was modified to provide visitors with the time they need in the service areas of their special interest.

Equipment Purchases — Two IBM (PCXT) word processors designed to interface with printers and do typesetting were purchased for use in Literature and Spanish services. Additional software purchased in English, Spanish, French and German will be utilized for future departmental needs. A video cassette recorder and TV monitor purchased primarily for the P.I. Department are also available within the WSO where needed. A new bursting machine was purchased to separate computer generated forms.

Filing — Systems in the Filing Department that affected the Accounting operation were changed to provide easy retrieval of records.

Word Processing — The Syntrex Word Processing equipment was upgraded; all team members have been trained to use this equipment. A system for cataloging word processing discs was developed to avoid interruption in the work flow during other staff absences.

FORUM Circulation — The *FORUM* Circulation and *FORUM* Editorial staff improved systems for production and mailing schedules of *The FORUM*, enabling subscribers to receive their issues during the first week of each month.

Several *FORUM* subscription forms along with The *FORUM* order blank were redesigned and printed in-house as a cost saving measure. The third and final renewal notice, also redesigned, was printed outside to accommodate placement in the computer. Problems with our outside mailer resulted in setting up an in-house envelope inventory system to give us accurate statistics when purchasing envelopes. The Office Supervisor was assigned to obtain bids from other mailing houses. Mailing labels compiled by our present computer company are now printed numerically to eliminate errors and individual letters regarding subscription problems were at a minimum throughout the year.

All Staff Memorandum Series — The Deputy General Secretary, in conjunction with the Office Supervisor, implemented a "Staff" memorandum series. This is used to communicate matters of general importance and interest to all staff and is sent at least once a month.

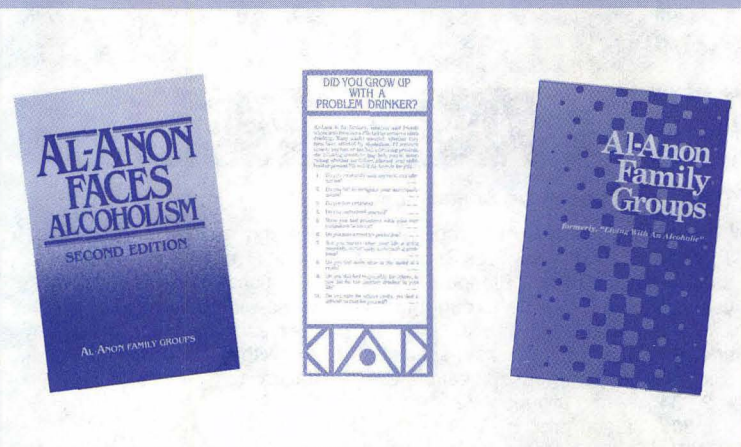
Procedures Manual — The first draft of an administrative procedures manual developed by the Deputy General Secretary was completed. It provides an outline of the functions of each department, defines areas of responsibilities, and indicates administrative procedures for Staff Secretaries to utilize.

DEVELOPMENT OF PUBLICATIONS AND OTHER SALEABLE MATERIALS:

During the year, the following material was produced:

First Quarter — The second edition of AL-ANON FACES ALCOHOLISM; new poster; the 17" x 22" easel board; the table display with pocket; and a newly designed book jacket for the book, THE AL-ANON FAMILY GROUPS, (formerly titled LIVING WITH AN ALCOHOLIC).

Second Quarter — P-16 To the Mother and Father and P-47 Al-Anon Sharings from Adult Children were substantially expanded; P-53 Al-Anon Spoken Here (pamphlet); S-24 Al-Anon Spoken Here (table card); Al-Anon Spoken Here (door hang); M-40 Alateen Spoken Here (door hang).



Third Quarter — S-25 Did You Grow Up With A Problem Drinker? (card).

Fourth Quarter — S-15 The Catalog of Conference-Approved Literature in its new format; P-31 Sponsorship What It's All About (substantially revised pamphlet).

Mini-Catalog/Flyer — The Executive Committee authorized the development of a mini-catalog/flyer, to go with every other issue of *INSIDE AL-ANON*, that will contain announcements of all new material and highlight existing items. The Deputy General Secretary, worked with Literature Services and other Staff for content. Individual announcements will still be prepared for advance mailings and placement into various mail sent from the WSO. A one-year trial (3 issues) were decided upon. The first was mailed with the September/October issue of *INSIDE AL-ANON*.

Free-Lancers Workers — After two years of working with Staff requiring the services of free-lance assistance, procedures were redefined. Individual Staff Members are now responsible for recruitment, subject to the recommendation of the respective Standing Committee. Once this has been done, the Deputy General Secretary is responsible for drawing up the necessary approval for contractual arrangements. During the year, Bob P., an Al-Anon member was engaged to draft a short pamphlet on the Concepts; Martha D., an Al-Anon member, was hired to report on the General Services Meeting and a writer was considered to index Al-Anon literature.

SPECIALIZED SERVICES: (Reported by Sandra F., Deputy General Secretary)

Development of Audio Visual Materials — Al-Anon/Alateen tape of Understanding Ourselves and Alcoholism (side 1), 12 & 12 (side 2); A Little Bit of Al-Anon (reel to reel tape); A-5 Understanding Ourselves and Alcoholism (cassette tape); A-6 A Little Bit of Al-Anon (cassette tape); A-8 Alateens Tell It Like It Is (cassette tape).

Material for the Visually & Hearing Impaired — The order blank of material for the Visually Impaired (U.S. and Canada) was redesigned, revised and produced in large print. A copy was sent for review to the resources that offer free material listed on it. We also sent complimentary cassettes of the Beginners Tapes & Alcoholism The Family Disease, along with its large print version, for them to offer individuals who contact these agencies seeking help. This resulted in receiving updated information about free materials from the recordings for the Blind and the Library of Congress.

We also wrote to an agency in Australia that provides free material for the visually handicapped and informed the GSO of this service. The GSO will inform the Areas in Australia about the availability of this material.

Permission was granted to: The Princeton Elementary School in Orlando, Florida to produce Alcoholism: A Merry-Go-Round Named Denial in Braille; the Canadian Institute for the Blind to produce an enlarged version of ODAT and a cassette recording of *FORUM FAVORITES*, Volumes 1 and 2. The Literature Secretary and Deputy General Secretary visited the Xavier Society for the Blind to research production of a large print version of the ODAT. While there, several suggestions were obtained for future production of large print material as to type, size, and color of paper. In addition, we are in the process of updating our listing of material from this source.

A request for Braille material was received from the GSO in Mexico. We replied that the Braille material we offer is based on the English alphabet, but suggested they contact local agencies for the visually handicapped and report back to us on any sources for Braille in Spanish.

Permission was extended to the State Services for the Blind in St. Paul, MN to produce ODAT onto cassettes.

In response to requests for a large-print version of ONE DAY AT A TIME IN AL-ANON, costs were presented to the Budget Committee for in-house production. Because of the large potential distribution, further research is underway.

Guidelines — New Guidelines included: Area Archives (G-30); Alateen Meetings in Schools (G-5); Introducing Al-Anon to the Professional Community (G-28). Revised guidelines included: For Area Newsletters (G-21); for Literature Distribution Centers (G-11); for Al-Anon/Alateen Participation in an AA Area Convention (G-7); for Institutions Service (G-9); for Al-Anon/Alateen Conventions (G-20). Discontinued Guidelines: Presenting Al-Anon to Industry; The Open Letter to A GR (SM-1) as it was incorporated into G-11.

At the year's end, our entire set of guidelines has been printed in the new guidelines format and the order blank was updated.

Combined Service Kit — Although the 1984 WSC voted to have a combined service kit (49 to 43 with 2 abstentions), because of the lack of substantial unanimity, the matter was to be brought back to the 1985 WSC for further consideration. During the year, the Alateen and CPC Committees each developed separate kits to fill an interim need. Following the 1985 Conference, work will proceed on the development of a combined kit so that implementation could occur once the 1986 WSC reviews and agrees to the approach.

Other Material — The following specialized items were sold: 529 Beginners meeting (set of cassettes); 410 Family Disease (cassette); 29 TV Spots (new), (16 Picnic, 13 Workers); 221 Radio Tapes; 14 TV Spots (old); 186 Lois & The Pioneers (cassette); 724 Understanding Ourselves And Alcoholism, (cassette); 23 Getting Involved (slides & cassette); 514 A Little Bit of Al-Anon (cassette); 26 A Little Bit of Al-Anon (reel to reel tape); 254 Alateens Tell It Like It Is (cassette).

CANADIAN NATIONAL PUBLIC INFORMATION OFFICE:

With the help of Marion S., a member of the Canadian National Public Information Committee before it was restructured, the NPIC office relocated from Winnipeg to Ottawa. A lease was subsequently signed by the WSO General Secretary. At the same time, Marion helped spearhead a search for a new Office Manager. With the assistance of Ruth F., Regional Trustee (Canada E.) and Gloria P., (Office Supervisor of the NPIC office in Winnipeg), Patricia M., an Al-Anon member, has been named as Office Manager. There were approximately ten applicants interviewed in Ottawa.

Pat, who was highly recommended by Ruth and Gloria, was invited to the WSO for an interview with the General Secretary. She was engaged to assume responsibilities the week of November 19th.

SPANISH SERVICES: (Reported by Sandra F.)

The contract with the Spanish consultant to work approximately 20 hours per week was terminated since he had already reviewed existing Spanish translations and the printing of new translations were not contemplated. He was engaged to translate *DENTRO DE AL-ANON* and *AL-ANON Y ALATEEN EN ACCION* on a free-lance basis.

A new free-lance translator, who came highly recommended, had been engaged for the August/September issue of *DENTRO DE AL-ANON*. He submitted several samples of professional newsletters he had translated and his work, available at a considerably lower rate than we had been paying, was reviewed within the office.

Bids were sought on the printing of both *DENTRO DE AL-ANON* and *AL-ANON Y ALATEEN EN ACCION* and a new printer was selected at a lower rate to begin with the 1984 Conference issue.

A plan to utilize the excess Spanish literature was approved by the Executive Committee. It proposed: offering the overstocked items to GSOs on consignment, liberalizing our policy of offering free literature to individuals, professionals and groups in countries where Al-Anon is just beginning and increasing the offerings of free material for public information events. Although the Executive Committee agreed to the development of a questionnaire to ascertain where the groups without a service structure were obtaining literature, WSO sales indicated that GSOs in such countries as Mexico, El Salvador and Costa Rica were already providing a service for these groups.

As a result of our plan to utilize the excess stock of Spanish literature by offering material to Spanish-speaking countries on consignment while supply lasts, the following countries have requested such orders: Colombia, Costa Rica, Nicaragua, Peru and Venezuela.

As a temporary measure, until we sort out production of Spanish literature, mechanicals of three items, which were ready for printing, were given to the Delegate from Mexico who attended the GSM. We, in turn, will purchase these items from Mexico for distribution.

MAILINGS:

Teresa M., Spanish Services Supervisor

To all Spanish-speaking groups — December 1983/January 1984, February/March, April/May, June/July, August/September, October/November, December 1984/January 1985 issues of *DENTRO DE AL-ANON* and *AL-ANON Y ALATEEN EN ACCION*; Annual issue of *AL-ANON HABLA CLARO (AL-ANON SPEAKS OUT)*; 1984 Directory letter and Questionnaire; Annual issue of *AL-ANON EN LAS INSTITUCIONES (AL-ANON IN INSTITUTIONS)*; Announcement and order form for "Did You Grow Up With a Problem Drinker?"; Announcement and order form for Radio Spots; Annual Appeal Letter; One letter sent to the countries where there is a GSO and a different letter to the countries where there is no GSO; One appeal letter only was sent to the GSO in Argentina as requested by them; 1985 International Convention Announcement.

Special Mailings — *AL-ANON HABLA CLARO (AL-ANON SPEAKS OUT)* to Spanish-speaking professionals in the United States; March, June, September and November appeal letters to the groups in the United States and Puerto Rico; Directory letter and Questionnaire for 1985 Directory to the groups in the United States and Puerto Rico; 10 copies of Registration Form for the 1985 International Convention along with covering letter and Convention flyer were sent to all Spanish GSOs, Information Services and Central Services in each country.

NEW TRANSLATIONS DURING 1984:

Leaflets — P.I. and CPC leaflet "Did You Grow Up With A Problem Drinker?" You Can Render a Great Service to Families of Problem Drinkers Guidelines; Area Archives.

Translation of other material — Suggested Statement of Purpose for Al-Anon Meetings in Institutions; Instructions sheet and script for the newly produced Radio Public Service Announcements; announcement and order blank for Radio Public Service Announcements; Al-Anon/Alateen Survey sent to a percentage of the fellowship; covering letter for Survey; Al-Anon Speakers Questionnaire for 1985 International Convention; Alateen Speakers Questionnaire for 1985 International Convention; covering letter for Al-Anon/Alateen Questionnaires for 1985 International Convention; registration Form for the 1985 International Convention; covering letter for Registration Form for 1985 International; letter to the General Service Offices announcing the 1985 International; one page for the 1985 Directory containing the use of the Directories and the importance of Al-Anon's Anonymity; 25 years

of history of Al-Anon in Institutions (for Institutions Kit); announcement and order form for "Did You Grow Up With A Problem Drinker?"; letter for 1985 World Directory; 10 letters containing sharings from members in Mexico and Argentina for the spiritual book.

Translation of newsletters — Six issues of *DENTRO DE AL-ANON (INSIDE AL-ANON)*; six issues of *AL-ANON Y ALATEEN EN ACCION*; annual issue of *AL-ANON EN LAS INSTITUCIONES (AL-ANON IN INSTITUTIONS)*; annual issue of *AL-ANON SPEAKS OUT*.

Major Revisions — Manuals: Al-Anon/Alateen Policy Digest; World Service Handbook; Guidelines: Public Information Service; Area Newsletters; Members Interested In Speaking; CPC Service; Alateen Area Coordinators; Pamphlets: A Guide For Sponsors of Alateen Groups; Catalog of CAL and all Al-Anon/Alateen material.

Major revisions on other material — 1984 price list of Al-Anon/Alateen material; sample letter used when contacting families of AA members in an Institution; sample letter to professionals; sample letter used when contacting local AA members in an Institution.

Production — Mechanicals for "Did You Grow Up With A Problem Drinker?"; mechanicals for Al-Anon/Alateen literature order blank.

Group Records — Al-Anon groups registered during 1984: 205
Alateen groups registered during 1984: 18

Subscriptions — (*DENTRO DE AL-ANON* and *AL-ANON Y ALATEEN EN ACCION*)

Total number of multiple subscriptions: 16
Total number of individual subscriptions: 21
New subscription entered during 1984: 19
Total number of copies sent during 1984: 2,334

Total number of copies of *DENTRO DE AL-ANON* mailed during 1984: 21,601
Total number of copies of *AL-ANON Y ALATEEN EN ACCION* mailed during 1984: 21,601

Total number of copies of *AL-ANON HABLA CLARO (Al-Anon Speaks Out)* mailed in 1984: 3,818

Total number of copies of *AL-ANON EN LAS INSTITUCIONES (AL-ANON IN INSTITUTIONS)* mailed 1984: 3,183

SPANISH SERVICES SESSION:

Teresa M., Supervisor, Spanish Services

"Today, in the name of all our Spanish-speaking members world-wide," Teresa M., Spanish Services Supervisor shared, "I want to express my gratitude to those Al-Anon Pioneers whose contributions during the very early years, helped to build a strong and lasting world-wide fellowship of love."

She reported that Spanish Services now serves Al-Anon in 20 Spanish-speaking countries, Spanish-speaking groups within the U.S. and Puerto Rico, and in Portuguese-speaking Brazil, totaling:

2,734 Al-Anon groups
305 Alateen groups
131 Young Al-Anon groups
26 Institutions groups

Teresa was proud to announce that in November 1984, Spanish Services was fortunate to get a new acquisition: an IBM computer system. Staff members Raquel and Dora, she reported, are now learning to operate the equipment, which will help produce three Service Manuals—in-house—before the 1986 World Service Conference.

FRENCH SERVICES: (Reported by Sandra F., Deputy General Secretary)

The annual contract between PFA and the WSO was signed during the 1984 WSC at a meeting held with the Chairman, Secretary of PFA, The Chairman of WSO's Board of Trustees, the General Secretary, the Deputy General Secretary and the Controller.

A request by PFA to produce the spiritual book for the 1985 International in place of the *TWELVE STEPS AND TWELVE TRADITIONS* was denied by the Executive Committee because of the time pressures it would impose, and the belief that the *TWELVE & TWELVE* is a more basic book.

Alberte sent job descriptions of the PFA Staff to the WSO which was reviewed and discussed during Sandy and Myrna's visit in June to PFA. While there, a recommendation was made that PFA, because of its international scope, provide a meeting list of all French-speaking groups in the U.S. and Canada rather than of Quebec alone. In addition to coordinating events for the International Convention, other office matters were reviewed including consideration of restructuring the PFA staff responsibilities and suggestions for improving liaison between PFA and its Executive Committee.

P.F.A. REPORT:

Alberte C.

PUBLICATIONS FRANÇAISES PFA, INC. is a service branch of WSO located in Montreal, Quebec. As confirmed by an old July 28, 1966 agreement, at which time PFA was known as the French Literature Committee, it was created to translate, publish and distribute *The FORUM*, along with all Al-Anon literature, to translate communications to the groups, including Conference material, to sell Conference-Approved literature, to administer the funds and make a monthly financial report to WSO. In 1976, when the Committee was incorporated under the name of **PUBLICATIONS FRANÇAISES PFA**, our responsibilities remained the same, although we

P.F.A. SESSION:

Cay C., Chairman
Alberte C., Secretary

Chairman Cay C. introduced P.F.A. Secretary Alberte C., who spoke about the development of P.F.A., Inc. She likened Al-Anon to a tree whose sap is its membership; as the membership increases, service branches stemming from the trunk (the WSO) develop. P.F.A., she said, is but a small service bough of the WSO, and continues to grow as the number of French-speaking members increases.

In 1954, the first French translation of an Al-Anon pamphlet appeared; later, a small Committee was formed, and upon incorporation in 1976, was named Publications Francaises, Inc. It has its own Board, Executive Committee, and five full-time employees whose task is to publish the current issues of *The FORUM* and *INSIDE AL-ANON* (in French), as well as to keep Guidelines updated, revise literature, translate new pieces, publish Al-Anon books once translations have been completed, send WSO releases to French-speaking groups, occasionally serve as interpreters, register French groups in Quebec, keep meeting lists up to date, and much more!

The contribution of volunteers, Alberte pointed out, is essential: Amateur teams are currently working on taping the three Beginners cassettes, gathering translations of *A DAY AT A TIME* from around the provinces, reviewing translations of *The FORUM*, meeting to revise *LOIS REMEMBERS*, and assisting with a variety of clerical tasks.

Work in progress also includes revisions of Al-Anon at Work and Sponsorship, What it's all About.

Already translated and scheduled for review during the summer are:

- Digest of Al-Anon Policies
- Al-Anon Sharings from Adult Children
- Al-Anon is for Adult Children of Alcoholics
- A Teacher Finds Guidance in Al-Anon
- How Can I Help my Children?

For review before the end of the year are:

- The Twelve Concepts of Service
- The Twelve Steps and Twelve Traditions for Alateen

GROUP GROWTH

PFA, as commonly known, provides service to 638 registered French Al-Anon Groups and 66 registered Alateen Groups, as follows:

	AL-ANON	ALATEEN	INFORMATION SERVICES
Quebec	440	56	1
New Brunswick	21	1	
Ontario	30	2	
U.S.A.	9		
Belgium	70	4	7
France	52	3	2
Switzerland	16		

The number of overseas groups may be underquoted because many groups are registered directly with WSO or their General Services only.

now have five full time employees. Volunteer members still help us out to assemble, fold and count the pamphlets, and the revision of the translation of *The FORUM* and all the literature is entrusted into teams of volunteers.

Our Executive Committee met nine times during the year and a new member, Ghislaine L., has joined us.

THE 1985 INTERNATIONAL CONVENTION

PFA will be responsible for French programs during this event. A Committee has been formed and the themes for the workshops have been selected.

We keep contact with seven Lone Members living in Germany; French Guyana; New Caledonia; Santiago, Chile; Tahiti (2); and Haiti.

We work in cooperation with Belgium, France, Switzerland and Italy General Services.

Five Distribution Centers successfully operate throughout Quebec and some districts gather up the orders of their groups in order to reduce handling costs.

SHIPPING:

During 1984, we received 3357 letters and mailed 1276 of them. (Appeal letters are now mailed from WSO.) 1830 parcels have been forwarded to the groups; this represents a reduction in the number of parcels shipped and shows the excellent work done by the Distribution Centers. A total of 9031 *FORUMs* and *INSIDE AL-ANON* have been shipped.

SALES:

It is interesting to note that the orders from France, Switzerland and Belgium have totaled up \$7062.63. Orders have also been received from the National Defense Department, Valcartier, Quebec, (\$309.50) and External Affairs Department, Ottawa, Ontario, (\$240.71). Orders are frequently received from clinics, schools, alcoholism treatment centers, etc. Overall we had a good year and in spite of the unstable financial situation we now experience in Quebec, our volume of sales has been maintained.

The FORUM:

Our magazine (bi-monthly for the French printing) has been regularly published and the most recent issue (November/December) will be mailed at the beginning of the year. All our subscriptions expire with the last issue of the year; we do hope for numerous renewals and new subscriptions.

NEW TRANSLATIONS:

Did You Grow Up (S-25), Al-Anon Spoken Here (P-53), Al-Anon Spoken Here (table-tent card, S-24), Alateen 10th Step Checklist (S-6), Ask-it-baskets of the four first Regional Service Seminars, Ask-it-baskets of 1980, 1981, 1982 and 1983 Conferences.

REVISIONS:

Youth and the Alcoholic Parent (P-21), This is Al-Anon (P-32), Facts About Alateen (P-41), Alateen's Just for Today (M-11), Just for Today (M-10), You Can Render a Great Service (M-19), Al-Anon/Alateen Members Interested in Speaking (G-1), Cooperation Between Al-Anon and AA (G-3), Al-Anon Information Service (G-4), Al-Anon/Alateen Participation in an AA Convention (G-7), Let's Take a Group Inventory (G-8), Suggested Programs for Al-Anon/Alateen Meetings (G-13), District Meetings (G-15), List of meetings.

OTHER TRANSLATIONS:

Al-Anon Speaks Out (S-18), Al-Anon/Alateen Survey, Anonymity Statement published in the World Directory, Three Appeal Letters, Communications to the groups and articles about 1985 International Convention.

Our book *AL-ANON'S TWELVE STEPS & TWELVE TRADITIONS* is now ready to be printed and the translation of the three Beginners Meetings cassettes has been handed over to the team who will register same during the year.

GROUP SERVICES: (Reported in conjunction with Joan Hochbaum, Office Supervisor and Bernice C., Group Records Supervisor)

Subscriptions (subscription issues for the year ending December, 1984)

	Total 1984	Total 1983
<i>FORUM</i>	48,252	47,271
<i>ALATEEN TALK</i>	2,500	2,200
<i>INSIDE AL-ANON</i>	4,050	2,835
<i>AL-ANON IN INSTITUTIONS</i>	725	572

Group-wide Mailings

1. Seven issues of <i>INSIDE AL-ANON</i>	130,618
2. Tri-Annual Appeal Letter	57,977
3. 1984 Conference Summary	18,750
4. Revisions for the Service Manuals	15,900
5. Anniversary issue of The <i>FORUM</i>	18,120
6. International Convention Registration Form	19,882
7. Special Relocation Appeal	16,685

Limited Mailings

1. Six issues of <i>ALATEEN TALK</i>	25,268
2. Three issues of <i>AL-ANON IN INSTITUTIONS</i>	5,254
3. Four issues of <i>LONERS LETTERBOX</i>	3,026
4. Seven issues of <i>DENTRO DE AL-ANON</i> (Spanish translation of <i>AL-ANON SPEAKS OUT</i> enclosed with the February/March issue)	22,056
5. Four issues of <i>AREA HIGHLIGHTS</i>	5,054
6. Ten Advance-Mailing Notices	5,931
7. Contribution Acknowledgements	17,319
8. Personnel Mailings (NY and NJ Areas)	1,647
9. Regional Service Seminar (Northwest)	3,969
10. <i>AL-ANON SPEAKS OUT</i> in Spanish sent out to the professional spanish mailing list	600
11. Literature Distribution Centers	75
12. Loners Confidential Mailing List	682
13. International Directory Questionnaire (groups) (lone members)	246 101
14. Mailings to groups in the NY Area for volunteers	550
15. Seasonal Mailing, CPC	8,673

GROUP RECORDS AND DIRECTORY:

	Al-Anon	Alateen Members	Lone Members	GSOs, Information Services, etc.	Institutions Groups
Total Registration Worldwide 12/31/84	21,163	3,317	318	282	673
United States	14,421	2,339	166	152	571
Canada	1,870	349	40	17	42
International (Outside the U.S. & Canada)	4,852	629	112	113	60
1983 Registration	18,501	2,808	119	269	545
Registered Literature Distribution Centers (1984)					93
Total Groups					25,153

World Directory — The three sections of the World Directory for U.S. and Canada were distributed to Conference members at the 1984 WSC. Directories were mailed to all registered Groups in the U.S. and Canada during the month of May. The following were sent to the groups:

U.S. East	4,995
U.S. West	5,244
Canada	1,840
GSOs and Information Services (received copies of each section)	282

General Service Offices and Information Services in the United States, Canada and abroad received a complete set of Directories.

PROFESSIONAL SERVICES:

Auditing — Semi-annual audits were conducted by the firm of Owen J. Flanagan Co., and at the conclusion of each audit, Mr. Flanagan met with the General Secretary, Controller and the Treasurer to discuss our financial position and its effects upon our relocation efforts. Final reports had been prepared for the Board of Trustees and the 1984 World Service Conference.

Legal Services — An attorney working with trademark registrations was consulted about developing contracts to be used in negotiations with individuals who provide graphic free-lance service. He also filed an application with the U.S. Trademark and Patent Office to re-register The *FORUM* trademark. Advice was also sought on the matter of companies creating jewelry and similar items bearing the Al-Anon logo, which is a registered trademark of the Al-Anon fellowship.

Representatives from the Hazelden Foundation visited the WSO to discuss the signing of a literature purchase agreement with the WSO. After review by an attorney and approval by the Board, the purchase agreement was subsequently signed.

The firm of Ween, Malkin and Bettex represented Al-Anon in negotiating the signing of a lease at 315 Park Avenue South. However, because of unanticipated problems with moving a year in advance of lease expiration, all further negotiations had been discontinued.

A member from the GSO in another country phoned the Deputy General Secretary concerning an embezzlement of Area funds by the Treasurer and questioned what our policy would be in taking legal action. The member pointed out that according to the laws of that land, they were required to prosecute. After consulting several members of the WSO Board and John F., currently a member of the Executive Committee, we replied in a subsequent phone call, that the laws in the U.S. are the same in terms of reporting a crime. It was suggested, however, that they try to recover the funds without legal action if possible. Should legal action become necessary, every attempt should be made to avoid public controversy and several suggestions for this were offered. A letter was then sent confirming our discussion. Shortly following this, a member from an Area World Service Committee in the U.S. spoke with the General Secretary about a similar incident and we were able to share the experience gleaned through our studies. In both cases, precautions were recommended to avoid future reoccurrences.

Real Estate Consultant — With the sale of the building at One Park Avenue, where the WSO is presently located, we discovered that new owners of the building avoided discussion as to whether future occupancy was possible at the termination of our lease. Hence, a consultant from the firm of Helmsley-Spear, Inc., Charles (Chuck) Spielman, was engaged to determine our status and to negotiate a new lease if possible. Upon learning that our current space was to be rented to another company, Myrna and Richard began to visit other office buildings in the lower mid-town area. Accessibility, size of the space, good security measures and cost factors were prime considerations.

After Chuck conveyed our interest in renting one floor of the building at 79 Madison Avenue to the management, we learned that our bid for this space was denied as we did not meet the criteria which the owner had established for tenancy. Subsequently, another space was located at 315 Park Avenue South, that would meet our needs, but required occupancy of one complete floor and a portion of the floor above. The owner's representatives had visited our present offices and recommended that we be considered as tenants. As a result, the management had offered to prepare a lease. Simultaneously, Richard also inspected the Lehigh-Starret Building, at West 26th and 12th Avenue, to determine its suitability for the warehousing and shipping operations, which can be placed in industrial space at a much lower rental than we would expect to pay in an office building. Leases at both locations had been drawn up by the owners which an attorney had analyzed. To help us determine the approximate square footage needed for the office operation, Chuck recommended the firm of Milo Kleinberg Design Associates, Inc., which provided a preliminary estimate of needs. Sandra F. had been assigned the responsibility of eliciting bids from three other interior design companies.

At the same time, Chuck was in communication with Simmons Company, our present landlord, to work out ways Al-Anon could negotiate an early buy-out of its existing lease. He also contacted the management at One Park Avenue to determine if we could gain an extension or renewal of our existing lease, if necessary. After repeated consultations, Chuck finally determined this was not possible. This impacted heavily upon the Executive Committee's decision not to relocate as had been anticipated, but to remain at One Park Avenue until we move closer to our lease expiration date.

At this point we began to speak to the various real estate brokers who had been calling the office. Of the numerous brokers that had contacted us, two firms had been chosen to work closely with us in finding suitable space. Myrna and Richard had seen dozens of different buildings and began to narrow their choices. The brokers were asked to begin preliminary negotiations with several buildings. The search, however, will continue until we move toward the signing of a lease in a building where all conditions seem suitable for the WSO.

Architectural Services (Reported by Sandra F.) — A contract was signed with Laurence O'Neill for the design of the proposed new office space at 315 Park Avenue South. Although a decision was subsequently reached to remain in our present space, preliminary work was necessary for a space study. Larry worked with the Deputy General Secretary and Office Supervi-

sor in interviewing appropriate staff to determine their operational needs. He also surveyed the space at 315 Park Avenue South and visited other sites along with the Deputy General Secretary and Real Estate consultant to determine its architectural suitability. Space needs for 315 Park Avenue South were determined and a proposed design had been completed. When the decision was reached to delay our move, a letter was sent terminating our contract and informing Larry of our intent to work with him in searching for new space, for any minor renovations at One Park Avenue, and in the design of new space when we move. The major portion of his fees covered surveying Al-Anon's needs which can be utilized when we do move.

GENERAL CORRESPONDENCE:

Of the numerous letters replied to by the Staff, the following were considered to be worthy of note either because the subjects were introduced by many members or were thought to be unusual situations: Many objections continued to arrive from dual members who are strongly objecting to Al-Anon's policy that limits their service activities at the Area Level; problems occurred surrounding a merger of several groups that call themselves Al-Anon, but consist mainly of dual members; a concern was expressed that "outside" tapes are being "pushed" at meetings; a message from a teacher arrived telling that she ordered copies of Blue Print for Progress for her classroom course on Human Relations and that the self-inventory concept seems to be extremely useful; a report came from a group where members learned from their mistakes and were stronger than ever following a serious group problem of embezzlement by the treasurer; a question came up about using "chips" to celebrate individual Al-Anon members' anniversaries; questions were asked about WSO's forthcoming move to new quarters; an offer was made of having contributions come to the WSO through the United Way's Donor Option Program (this was declined); a concern arose about agencies using the "Getting In Touch" booklet for solicitation purposes; questions were asked about buying liability policies to protect members in facilities where meetings are held; a group asked about inscribing the name of a deceased member in books for donation to schools and libraries; having individual names on posters produced by WSO for referral purpose was questioned; a request for clarification was also received about the phrase, "Al-Anon is spiritual not religious."

INFORMATION SERVICES: (Reported by Margaret O'B.)

Thirteen Al-Anon Information Services were proposed this year. By year's end, five had sent in their registration forms. A Central Service Office was proposed for the State of Hawaii.

Correspondence included: a letter signed by ten members concerning the sale of "gimmicks" at their local A.I.S.; a request for clarification for the majority of groups belonging to the A.I.S. to participate in a joint central account, solely for the purpose of meeting expenses of the office, with the paid employee of the I.S. to act as Treasurer; a request for suggestions on combining District and Intergroup functions into one working unit; an Al-Anon group seeking cooperation with an AA Intergroup handling Al-Anon information; two AIS requests for a bulk supply of registration forms for new groups. We replied stating this would lead to confusion and duplication of effort and stressed the importance of WSO maintaining close communication with all groups worldwide.

Requests for guidelines were filled. Newsletters were read daily and, when appropriate, were passed along to other services.

PUBLIC RELATIONS:

By invitation, several of the Staff attended the opening of a new outpatient alcoholism program, in conjunction with Hazelden Foundation, at the International Center for the Disabled (ICD) in New York City. Terry Williams, Family Coordinator at Hazelden, visited the WSO in early March and met with several of the Staff and toured the office.

The General Secretary and Deputy attended the annual meeting of the New York Society of Association Executives and had an opportunity to meet many individuals from other non-for-profit associations, who willingly shared experiences in business and work-related matters.

In cooperation with the New York Society of Association Executives, which offers a Peer Consulting Directory (to which we refer when in need of administrative guidance), we offered to cooperate by providing Al-Anon literature, answering questions and offering Al-Anon's assistance in any way that might be helpful to association members.

The Deputy General Secretary represented the World Service Office at the National Association for Children of Alcoholics (NACoA) Board meeting on March 9 and 10, to determine how, through cooperation, the needs of children of alcoholics can be more effectively met. The position paper developed by the Policy Committee was presented and questions were answered about Al-Anon's position in connection with Adult Children and Alateen

groups and ways NACoA could cooperate within our framework.

Claudia Black and Tom Perrin, counselors and prominent members in the field of alcoholism, visited the WSO, separately, and met with Myrna H., Sandy F., Pat H., and Susan B. to discuss mutual concerns about the adult children of alcoholics movement and Al-Anon's position in this regard, as well as to improve our P.I. and CPC efforts with adult children.

The Chairman of the CPC Committee and the Deputy General Secretary attended a Regional Conference on Children of Alcoholics in Princeton, NJ. While there, they attended sessions on children of alcoholics, spoke to several professionals prominent in the alcoholism field who were instrumental in initiating the adult children movement, answered questions about Al-Anon and supplied Al-Anon literature to attendees. In reporting to the Executive Committee, the Deputy urged that various Board members and Staff attend these regional conferences to observe and better understand the direction of this movement and its impact on Al-Anon. This will also help us to answer questions and to provide information on how Al-Anon can be used as a resource.

While attending the Adult Children of Alcoholics Seminar in Los Angeles, the General Secretary had the opportunity to meet with several members of the U.S. Journal on Drug & Alcohol Dependency and with individuals serving on the NACoA Board. A need for on-going clarification of Al-Anon's position concerning adult children was still evident.

The Conference Secretary attended a one day seminar, ALCOHOLISM IN THE FAMILY: FIGHTING FOR SURVIVAL, which was co-sponsored by the Alcoholism Council of Greater New York and The Institute on Alcoholism and Substance Abuse, John Jay College of Criminal Justice. All but one lecturer mentioned Al-Anon as a resource for family members.

On May 16, the Institutions Staff Secretary attended an all-day Alcoholism Institute, presented by the New York City Chapter of The National Association of Social Workers, at Fordham University Graduate School of Social Service. The need for practitioners to become better informed about the benefits of Al-Anon through attendance at meetings was mentioned. Al-Anon is considered an important resource for continuity in Family After-Care Recovery Programs.

VISITORS:

During the past year, members, their spouses, and friends toured the WSO from the following locations: Belgium, Brazil, Canada, Columbia, England, Finland, Iceland, Israel, New Mexico, Norway, South Africa, West Australia, Arizona, California, Illinois, Kansas, Louisiana, Michigan, Minnesota, Missouri, New Jersey, New York, North Dakota, Texas, Washington.

INVITATIONS FOR STAFF, TRUSTEES AND COMMITTEE CHAIRMEN TO SPEAK AT CONFERENCES/ CONVENTIONS (Reported by Inez Gonzalez-Lopez)

The following is a summary of participation by Staff Secretaries, members of the Board of Trustees and Committee Chairmen in Conferences and Conventions:

First Quarter — Margaret O'B., Archivist, participated in the Ninth South Carolina Convention. Linda McF., Literature Staff Secretary, participated in the Kentucky State Conference.

Second Quarter — Linda McF., participated in the Annual State Convention of Massachusetts as well as the 12th Pennsylvania Al-Anon Convention. Carole K., Alateen Staff Secretary, attended the Sixth Annual Manitoba Al-Anon/Alateen Conference.

Third Quarter — Carole K., participated in the following: New England Alateen Convention, Delaware Al-Anon/Alateen Sixth Annual Mini-Conference and the New Hampshire Al-Anon Convention. Ann S., Institutions Staff Secretary, participated in the 9th Annual National Conference of the American Probation/Parole Association and the 45th Annual New England Conference on Crime and Delinquency and the Georgia State Al-Anon & Alateen Assembly Weekend. Myrna S. H., General Secretary, participated in an AA Convention in Lansing, Michigan. Helen G., Conference Staff Secretary, participated in the Sixth Georgia Al-Anon & Alateen Convention. Sandra F., Deputy General Secretary, participated in the Third Minnesota Al-Anon/Alateen Conference. Margaret O'B., participated in the Wisconsin Al-Anon Area Fall Assembly. Mary Ann K., International Secretary, participated at the AA five-state Regional Convention in Chicago, Illinois.

Fourth Quarter — Helen G., participated in the Ohio Area Assembly. Linda McF., participated in the 1st Annual Fall Classic AA Convention. Myrna H., General Secretary, participated in the 12th Annual Oklahoma Al-Anon Convention. Susan B., P.I. Staff Secretary, participated in the Connecticut Al-Anon Assembly. Ann S., Institutions Staff Secretary, participated in the 16th Annual Gulf Coast Round Up. Teresa M., Spanish Services Supervisor, participated in the Sixth Young Al-Anon Convention in Mexico.

INSIDE AL-ANON REPORT:

Alan S., Chairman
Sandra F., Editor

The Committee, consisting of the Chairman, Marge S., Mark S. and Lynn G., met quarterly to review previous issues and plan for the future ones.

COMMITTEE: Consideration was given to coordination of inserts and determining which information might best be reported within the publication. Based on discussion at the 1984 Conference, consideration was given to the presentation of the "Big Book" article. Conference members urged reinforcement of existing policy on use of outside literature since some felt the question implied approval of the use of AA's Big Book. The Committee decided that in the future the policy pertaining to a question should be stated when the question is asked.

EDITORIAL:

February/March — Story on Conference-Approved Literature and CAL update; reportback on verifying attendance at Al-Anon meetings; Service Profile on Cay Cantin. (4 pages)

April/May — carried the news of Anne B.'s death. An artist who did a sketch of Lois for the first issue of *INSIDE AL-ANON*, did one of Anne from a photo in Archives. This sketch along with the one of Lois will be maintained in our Archives as a permanent tribute to Lois and Anne. It also contained a lengthy article on the Tradition of self-support, an announcement about the fellowship survey and Service Profile of Bob Davis, Conference Chairman. (4 pages)

June/July — featured a mini-summary of the Conference. (8 pages)

August/September — reported on comments received regarding the use of the "Big Book" at Al-Anon meetings; an article from Archives on Alice Butler, author of ODAT (now deceased) including a sketch drawn for this purpose which will hang in Archives; a copy of the adult children policy statement; a Service Profile of Fran Hutchinson, *FORUM* Editor. (6 pages)

October/November — had articles on registering for the 1985 International Convention and relocation of the WSO; articles for the book on personal sharings; the piece on detachment and one on group conscience was solicited; the Service Profile was of Gilles and Claire, Chairman and Co-Chairman of the Host Committee for the 1985 International. (4 pages)

December/January — contained a report on the GSM along with a Service Profile of Jane Osborne, WSO Treasurer. (4 pages)

February/March — reported on the Send Us Your Comments regarding how to deal with members who break Traditions. The Service Profile was of Gudrun K., the German Delegate to the GSM.

CORRESPONDENCE:

Over 150 letters were received and acknowledged regarding the use of the Big Book. The "Send Us Your Comments" section requesting feedback on how groups handle situations where Traditions are broken at meetings elicited 12 responses.

A District in Nova Scotia developed an "Al-Anon Pursuit" game based on the popular Trivial Pursuit and sent it to the WSO after seeing the feature, "Not Such Trivial Pursuit," in the October/November issue. It will provide dozens of questions for future issues; other uses are also being explored.

Area newsletters continuously feature articles from *INSIDE AL-ANON*, sometimes reprinting entire portions. Such use is encouraged without prior permission as long as proper credit information is provided. ▲



QUESTIONS:

How many and who from the WSO will attend the International Convention and will all or part of their expenses be paid by WSO?

There will be approximately 50 WSO personnel going to Montreal. They are the General Secretary; the Deputy General Secretary; all Staff Secretaries; support staff; Trustees; Volunteer Chairmen. Their expenses are being paid because they will be working through the weekend.

Can you discuss the use of Al-Anon/Alateen on envelopes being mailed from the WSO?

Our computer reflects the information given us by the group.

Would the Literature Committee consider developing guidelines for Step Discussion meetings?

Guidelines are not produced by the Literature Committee. They are compiled from the shared experiences of our membership. The recent Step-Study Guidelines were discontinued after a questionnaire was sent to all Step-Study groups and they failed to respond.

An alcoholic treatment center in our Area uses pamphlets put out by Hazelden. We were told that an order was sent to WSO, but so long in coming that they apparently abandoned WSO as a source. Is this a valid complaint? If so, how can responses be speeded up or acknowledgements of receipt of orders be made?

Specific information is needed by our accounting department to trace such delays. Orders are shipped within three days, except for back ordered material as indicated on packing slips.

Is Al-Anon trying to be all things to all people? Are we forgetting our primary purpose?

All our literature and all our activities reinforce the idea of our primary purpose of helping relatives and friends of alcoholics.

Why would a group get pleas for money (appeal letters) but no other mail? They have tried to register and the only reply is being sent a letter for money.

Only registered groups get appeal letters.

How was the official distribution of Headquarters Office meeting list determined as regarding Areas?

The World Directory is not a meeting list; it is a mailing list of groups recorded by State/Province.

When possible, please do not print material in blue. It does not copy well.

This recommendation is already being implemented.

Several persons from the Florida Area are inquiring as to the possibility of combining all the various newsletters, i.e. ALATEEN TALK, INSIDE AL-ANON, AL-ANON IN INSTITUTIONS, etc. into one publication.

This is currently being studied by the Executive Committee.

Were Spring '84 Directories mailed to all registered groups?

Yes, some may have gone astray in mailing.

Group Contributions—Why does it take so long after WSO receives a group distribution to record it and send a receipt to the Delegate?

They are recorded immediately, but sent out to the Delegates periodically.

It is now understood that if a group sends all registration information in the first mailing, WSO will register the groups. Unfortunately, it usually takes the group two mailings to find out what WSO requires. I would like to suggest that forms for this purpose be mailed to the Districts in order to expedite and simplify this process.

May we have a clearer explanation regarding the "right of decision" by using full names within the fellowship on a registration envelope for Conventions, Workshop or Assemblies?

Using full names on registration envelopes at Conventions, Workshops or Assemblies is essential for accurate identification. Many people have the same first name and last initial.

NPIC SESSION:


Joanne B., Chairman

Chairman Joanne B. explained to Conference members that the NPIC annual report was included as a subsection of the CPC report because NPIC is clearly a subcommittee of CPC. NPIC, she said, is a primary decision-making body whose actions are translated into purely Canadian terms by the staff-of-one at the office in Ottawa. As a subcommittee, it is neither standing nor permanent; it comprises two Canadian Regional Trustees, one Canadian member who is bilingual, the volunteer Chairman of CPC, and the CPC and P.I. Staff Secretaries. Despite the questions raised by some Canadian members regarding the lack of a Canadian majority on the subcommittee, Joanne emphasized that in no way does the composition hamper their work. She felt that their effectiveness was in fact enhanced by the stability such membership gave.

Since the move of NPIC's office to the nation's capital in Ottawa (noted in the General Secretary's annual report), exciting and productive contacts have been made, including: the interview of Staff Secretary Susan H-B. by a Toronto writer for a widely distributed manual; the feature on Al-Anon/Alateen in the January 1985 issue of *Chatelaine*; the article in the March 1985 issue of *Ottawa* magazine; the proposed inclusion of Al-Anon as a source of free literature in an article to appear in *Canadian Living* (a high circulation periodical); and perhaps the most overwhelming of all was the recent request by the Canadian Senate for a presentation of Al-Anon's perspective before the Committee on Youth.

Work continues on long range and short term goals, including the P.I. Luncheon in Ottawa this September and the EXPO '86 in Vancouver.

Joanne concluded by expressing her hopes that she would be able to help effect an orderly and smooth transition of NPIC's chairmanship when she steps down.

"Al-Anon," she said, "will come of age in Canada as well—soon!" 
(For NPIC report, see p. 11)

Inside Al-Anon Update

The Committee has been restructured as a subcommittee of the Executive Committee. The usual processing time for an issue is approximately five weeks, said Editor Sandra F.; last year the Conference issues were completed in three weeks and she promised that the mini-summary issue of *INSIDE AL-ANON* this year would be completed within two weeks. Next year, the goal is one week. Conference members were then treated to a sneak preview of "Serena T," the new cartoon character who will be featured regularly in *INSIDE AL-ANON*.

(See cartoon)



ALMA C., WEST VIRGINIA

"I came back to Al-Anon—notice I said came back—in 1976. I was first introduced to Al-Anon in 1969, but not being sick, I didn't stick around then. I attended my first assembly in 1977 as a group member, and I have not missed one since. My group soon got me involved in service, which was a Godsend for me. It gave me a focus and kept me somewhat out of the alcoholic's life.

"I am grateful I have been privileged enough to grow along with my Area. From you in Al-Anon, I have learned some patience, faith, love, honesty, self-worth, humility, consideration . . . I could go on and on. Perhaps I am coming of age, too. I do know this: a person active in service has got to grow in some area of their life. For we are gently reminded by other members when we have strayed from the Steps, Traditions and Concepts. For this I am grateful. I am human, not perfect."

ALICE H., WISCONSIN

"In our lives we have many experiences; some of these are painful. But as we read on page 100 in ODAT, 'There is some good in even the darkest troubles that happen to me. I can acquire the knack of searching out the good and concentrating on it.'

"I have learned to take this a step farther. When I am in the midst of turmoils, I thank my higher power for the good that will come through the problem, and then begin looking for it."

ANN O'B., WASHINGTON

"My first service work for my home group was when I was asked to be 'hospitality chairman'—that meant bringing the bag of coffee supplies every week. The title was great, but I didn't much like the job. They had the supplies in one of those tall red and green plastic bags with handles. Made me feel like a bag lady. I'd get out of the car and really scoot into the building, hoping none of my civilian friends would see me and ask questions I didn't care to answer.

"As I leave this Conference, I'm preparing to come of yet another age at the end of my Delegate's term; that is learning to let go and yet to be there when needed to share my experience, strength, hope and knowledge I gained from your sharings these past three beautiful years."

GAILE J., VERMONT

"I am only the second Delegate from Vermont to the WSC. Our five Districts are getting stronger and we now have an Area newsletter as well as an Area Alateen Coordinator. Our progress—though slow—is good and steady.

"When I came into Al-Anon six years ago, we were babies starting to walk; we are now coming into our adolescent age. We stumbled and fell many times in the beginning and then we went through the rebellious stage, with all its painful problems. However, we have grown a lot in such a short period of time.

"Yes, we in Vermont are definitely coming of age, and I am so grateful and proud to be part of this growth. I hope and pray I continue to be part of it."

DENISE L., QUEBEC EAST

"When I think of the theme, 'Al-Anon Comes of Age,' I find that serving in Al-Anon has enriched me. I try—just as I have tried in my teaching career—to do the best I can, putting my heart and my soul into it. And love fills me completely as I carry out my tasks. I strive to serve with simplicity, humility, enthusiasm, and faithfulness to Al-Anon's principles and policies.

"My own coming of age—the maturity and detachment I've found here—has been indispensable to my mental health. Forgiveness and honesty have allowed me to grow spiritually, and my conscious contact with God has become easier."



ANNUAL REPORT:

Bridie P., Chairman
Carole K., Secretary

COMMITTEE: Throughout the year, the Committee members included: Bridie P., Carole K., Barbara C., Pat C., Cathleen H., Gregg M., Debbie S., Betsy S., Eileen D. and Doug K. In 1984, the Alateen Committee met to discuss and work on school guidelines, Al-Anon a Continuation of Alateen Growth, the Alateen 4th Step Inventory pamphlet, Cassette Tapes, Alateen Kit, Alateen Slide Presentation and coordination of the special Alateen meeting to be held in Montreal, on Thursday, July 4th, right before the 1985 International Convention.

NEW PROJECTS:

ALATEEN TALK: The six issues completed this year carried articles on the PMA, and "EM" so Alateen members will be more aware of the logo and CAL. There were announcements about the 1985 International Convention and the new Alateen Cassettes, "Alateens Tell It Like It Is." Workshop material for sponsors and sharings from Australia and South Africa were also included.

School Guidelines — These Guidelines were completed, produced in-house and made available to the membership.

Al-Anon a Continuation of Alateen Growth — Back issues of *ALATEEN TALK* and *The FORUM* that carried articles about Alateen members' transition into Al-Anon are being compiled by In-town Committee members.

Alateen Kit—A list of the Kit's contents has been developed by the In-town Committee.

Tenth-Step Sheet — (Originally called the Fourth Step Inventory Sheet.) The Alateen members on the committee reviewed and revised it as a Tenth-Step Sheet. Response to this change has been good.

Alateen Slide Presentation — The Alateen members in Quebec who created the slide presentation were asked to have all members involved in the project sign a form releasing the slides and all their copies to the WSO. Since some of the Alateen members were reluctant to turn over their slides and wanted to continue to use their French version in Canada, this particular presentation will not be used. Instead, we will develop an Alateen slide presentation with the P.I. Committee to accompany a portion of the new Alateen cassettes. The Delegate members of both Committees responded favorably to using the Alateen cassettes as the basis for a slide presentation. Committee members were asked to search for Alateen members with artistic abilities.

Alateen Tapes — Eight Alateen members and one Sponsor participated in a taping session. The tapes received final approval, and after an announcement, were developed and mailed. They were readied for distribution in October.

Fourth-Step Inventory Booklet — Since there have been questions about the meaning of the word "adapt" in connection with developing this booklet, all committee members (including Delegate members on the Alateen Committee) were asked for their interpretation. The consensus was that "adapt" means using the same format with necessary adjustments so teenagers can better relate to it.

Table Card — A request from England asked the WSO to consider producing a Table Card on Alateen for use at Al-Anon and AA meetings. The In-town Committee felt the idea had potential and the full Alateen Standing Committee will discuss this in April at the WSC.

Alateen Coordinator's Letter — Two Coordinator's letters were sent this year. Coordinators were asked if they are now working with an Area Alateen Committee similar to the In-town Committee as proposed to the Delegates at the 1982 WSC. We also asked for further information about Alateen meetings in schools. The communication between the Alateen Staff, In-town Committee and the Alateen Coordinators has greatly improved with this Coordinator's letter.

LONG-RANGE STUDY: The Long-Range Study Panel discussed Alateen concerns and ways in which Al-Anon can reinforce the younger membership, providing them with a solid and healthy program. It was suggested that a special meeting be held, before the 1985 International Convention, where representatives from all Alateen Conventions would be welcome. Following Executive Committee approval, Alateen Coordinators were encouraged to contact the Alateen convention in their Area about this meeting, scheduled for Thursday, July 4th, at the Queen Elizabeth Hotel in Montreal.

CORRESPONDENCE: We received many inquiries from professionals wanting to start Alateen groups. Al-Anon sponsorship still remains a problem. Juliet M., Alateen National Secretary from South Africa, writes: "... Alateen is alive and well in South Africa." Requests for registration were received from India, Italy and Belgium. Preteen groups and school Alateen meetings continue to increase. Some questions asked in the letters were: How Al-Anon groups deal with problem Sponsors; how much authority an Al-Anon has over the Alateen group; what the Al-Anon group can do if it doesn't agree with the Alateens' vote on keeping or not keeping a Sponsor; if an Alateen group can reject a Sponsor; how responsible an Al-Anon group is to the Alateens; if a Sponsor has the right to tell Al-Anon they don't want any other Sponsors in the room, and how to handle a problem Sponsor who refuses to leave.

CONVENTIONS COVERED: Deep South Alateen Conference (D-SAC): New York, New Jersey Metropolitan Area Alateen Conference (METRO): New England Alateen Convention (NEAC): Kansas Alateen Roundup and New York North Alateen Convention (NYNAC). ▲

Alateen Update

The new Alateen Service Kit was distributed among Conference members.



ALATEEN REPORT-BACK:

Doris, OK

ALATEEN MEETING AT 1985 INTERNATIONAL CONVENTION—As directed by the Long-Range Study Panel, Alateen will hold a meeting in Montreal with representatives from Alateen conventions and Alateen Coordinators. Much of Alateen's strength seems to derive from Alateen conventions, and the meeting will help determine how they fit into Al-Anon's structure. A memo was sent to all Alateen Coordinators asking them to inform the Alateen convention in their Area about the meeting. To date, 25 responses have been received.

ALATEENS AND ASSEMBLIES—Committee members discussed involving Alateens at the Assembly level, agreeing that an effective Alateen Coordinator is generally the basis for this kind of involvement; District Alateen Chairmen who work with Alateen Coordinators can provide the link between the membership and Assemblies.

The Committee felt that Alateens (including Alateen GRs) should be encouraged to participate in Al-Anon Assemblies rather than conducting their own. Alateen is a part of Al-Anon and both the Delegate and the Alateen Coordinator need to be fully aware of Alateen views in order to fully represent them.

TABLE CARD—Two table cards, submitted by members from Washington and UK/Eire, have been used as inside P.I. tools to remind Al-Anon members of Alateen's availability. Examples of the cards were passed around the Conference floor and the Conference affirmed the Committee's recommendation to produce a table card.

GUIDELINES—In-Town Committee discussions have recently focused on developing a Guideline for Alateen members to refer them to appropriate passages in our literature for suggestions in dealing with such problems as disruptive members and unacceptable sponsors. It was agreed, however, that since these kinds of problems are generally best dealt with on an individual basis, sharings would be encouraged from those who have successfully handled similar problems. The matter will be brought back to the In-Town Committee for further discussion.

DEFINING "ASSIST"—Clarification was sought on the phrase: "An AA member may assist the Al-Anon member in the sponsorship of an Alateen group." AA members may help at the Alateen meeting with the understanding that they are at an Al-Anon—not an AA—meeting. Similarly, members of both Al-Anon and AA programs may be Alateen sponsors as long as they keep the focus on Al-Anon. If the Al-Anon sponsor is unable to attend the meeting, it was added, an AA member may cover.

"PRE-ALATEEN"?—Currently, the WSO registers only Alateen groups and leaves the decision on age up to the individual groups and Areas. Such groups are discouraged from using designations such as "preteen," "alatot," or "alakid," for the good of Alateen worldwide; these titles are often used for non-Alateen meetings run by professionals. ▲

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THELMA K., ARIZONA

"I came to Al-Anon without a problem in the world. I was so well, it took about six meetings before I even heard the word Al-Anon. A few months later, my daughter came home from a meeting and told me, 'Mom, they sure do need you.'"

"All of my Al-Anon life has been undertaken for one reason—the underlying factor has always been—RECOVERY, that is, Coming of Age: for me, for Arizona, and for Al-Anon as a whole."

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QUESTIONS:

I would like to see special literature for pre-teens, is this possible?

All suggested pre-teen literature was written by Alateen sponsors, not by the children themselves which changes the Al-Anon self-help philosophy to teaching. Many sharings from younger family members are used in our publications, especially *ALATEEN TALK*.

Is there a recommended age for Sponsorship of an Alateen group?

It is recommended that the sponsor be of legal age. Since a sponsor should be an active member of Al-Anon, a member should have completed the transition from Alateen into Al-Anon before sponsoring. Some older teens do co-sponsor with an adult Al-Anon member until they qualify for sponsoring.

As an Alateen Coordinator, how do I deal with an Al-Anon member who wants to sponsor an Alateen group, who (through personal information) I know was brought up on charges of child molestation, but because of a loop-hole was let go?

Our first responsibility is to protect the children. Offer the individual a service job which would involve adults.

Why and when was the wording changed in the opening of the book—ALATEEN HOPE FOR CHILDREN OF ALCOHOLICS? (changed to read Al-Anon with Alateen deleted?)

The change occurred in 1982 when the book was revised. It was done at the recommendation of the Alateen Committee in an effort of continuity and to reinforce the fact that Alateen is Al-Anon. We have since suggested that at the next printing an asterisk (*) be added along with the statement, "wherever Al-Anon is used you may say Alateen in place of Al-Anon."

What is the best way to handle a situation when you are holding an Alateen meeting at a club house where kids from a local drug and alcohol help house are dropped off for the AA meeting but instead come to Alateen (probably because of closeness of ages)?

There seems to be an indication that these teenagers prefer Alateen because they identify with other teenagers, perhaps an Alateen Institutions Group meeting could be started at the Institution on a different evening. This could help them avoid the necessity of choosing one meeting over the other if they need both Alateen and AA to help with their recovery.

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DORIS W., OKLAHOMA

"Al-Anon has come far from the days of social get-togethers, when I imagine the main topic of conversation was the alcoholic. Although we stress compassion for the alcoholic and understanding of the disease of alcoholism, our primary purpose is to help the families of alcoholics. Today the focus has changed from the alcoholic to the only person we can change: ourselves."

"Through Al-Anon, I am learning to come of age in my personal life. I lived for 35 years as a very immature person, completely dependent on others. Practicing the Al-Anon program has given me a feeling of self-worth. As Al-Anon comes of age, I practice coming of age myself. A special thanks to Lois and Anne for being there to start the ball rolling and to all members of the WSC—past, present and those to come—for keeping the ball rolling."

ROANOKE McD., MISSISSIPPI

"I am so grateful to those before me who were willing to share of themselves so that Al-Anon was available for me. It is truly a humbling experience for me to be a part of this particular milestone for Al-Anon."

"I thank all those dedicated Al-Anons before us who helped to improve the quality of Al-Anon and never allowed outside influences to dilute or destroy our recovery program. Happy 25th Anniversary, Al-Anon World Service Conference!"

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LORRAINE F., NORTH DAKOTA

"The majority of my married life was spent trying to cover up that I was living with an alcoholic. If I had admitted that fact during my pre-Al-Anon years, it would have meant that I was a failure, and I had been raised to believe that nothing was beyond my control. Because I could laugh over living with an alcoholic gave me reason to think of how very much Al-Anon—and being involved in Al-Anon service—had changed my life.

"Part of my own coming of age meant learning there were specific Steps I could take; I didn't always like those Steps and I was a slow learner. Service work has broadened the horizons and the Steps for me. I learned there was more than one opinion on an issue, I was no longer an expert. I learned to listen; to be patient; to lean on others without being dependent: that was growth. I had to learn to trust in a power greater than myself: that was growth.

"Al-Anon has come of age—we have all come of age. I don't believe that one could happen without the other, for we learn as we listen to each other. I am truly grateful for the mutual love and respect shown at this Conference."

JANE D., NEW JERSEY

"Today I can stand here and tell you about me. Nine and a half years ago I could not have done that. I was a shaking bundle of nerves, totally obsessed with my husband's drinking and caught up in the lives of our six children. I had isolated myself from people to hide our problem. My life was unmanageable and my behavior irrational.

"Serving in Al-Anon, I learned to detach, whether my husband was drinking or not. I learned I did not have to depend on anyone else for my happiness, that I was no longer the extension of my husband's right arm. I found the freedom at long last to be me; I had truly become a person again.

"Last year, we learned how to share our concerns, and to show love to one another even when we disagreed. We also learned the meaning of group conscience. We must never lose that feeling of unity, the sharing in fellowship and the love and peace of this program."

PATRICIA R., MASSACHUSETTS

"Patience and tolerance through difficult times during Conference weeks have enriched my self-worth. My first year as a Delegate was difficult, but looking back, I am glad it happened. It helped me grow and brought out diplomacy in me. In Al-Anon, I have discovered a higher power who has been working through me all my life. I have received the gift of courage to return to school. Today I am a wife, mother, employee, student and a servant of our fellowship without being consumed. Service is growth.

"Thank you for the best three years, and I know there will be more growth coming, no matter what position I hold. The key is to keep coming."

CAROL H., GEORGIA

"Serving as Georgia's Delegate to the WSC has helped me to develop a deeper conscious contact with my higher power. Problems—or opportunities—at the Area level help me to practice the principles of Al-Anon, becoming part of the solution rather than the problem.

"The joy of seeing groups within a District come together and unite in carrying Al-Anon's message of hope, to better inform themselves of Al-Anon policy and matters directly concerning them has encouraged me to keep on studying, learning and practicing our program's principles. Service experiences helped me see that what may be best for me, is not necessarily best for the whole family, and that somewhere between the needs of the individuals lie the answers to the needs of the family."



ANNUAL REPORT:

Ruth L., Chairman
Margaret O'B., Archivist

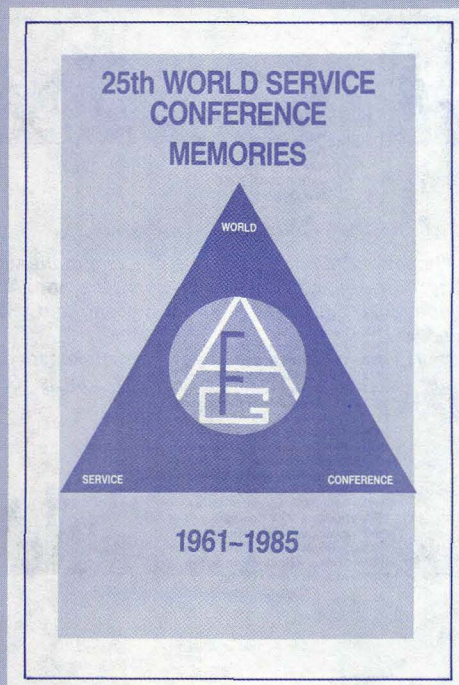
COMMITTEE: Throughout the year, the Committee members included: Lois W., Margaret D., Mary S., Penny B., Ed K., Doris G., and Bernadette B. The Committee met eight times. Discussions involved guidelines for the Committee and Area Archives; initiation of a catalog system; concept and preparation for the development of a historical book; 1985 WSC presentation; responsibilities at International Convention; storage of films and tapes in an outside temperature-controlled environment; and pros and cons of video tapes.

WORLD SERVICE CONFERENCE: New guidelines for Area Archives were distributed. Approval was given to develop a saleable historical book for Al-Anon's 35th jubilee in 1986.

REQUESTS FOR RESEARCH: Besides filling in-house requests, historical data was provided on: copy of 1955 International Convention talk on Children of Alcoholics; list of Board of Trustees and Executive Committee members 1972-1977; history of Alateen in South Africa; background of the printing of ODAT in New South Wales, Australia; reprint permission from Reverend Kellerman; background on early finances; motions from the first General Services Meeting (1980); history of The FORUM; origin of the name, "Al-Anon;" background on policy re: Al-Anon members who are also members of AA not eligible to serve as GR, DR, etc.; copy of discontinued P.I. piece "Al-Anon Group Impact on Professional Rehabilitation of the Alcoholic," date and whereabouts of first Al-Anon group; growth of Alateen groups from 1957-1960; copy of first World Service Conference Summary (1961); addresses of WS Delegates from 1961-1965 WSC brochures; information from original manuscript of Twelve Concepts of Service; early history was provided to three Areas and two groups, including copies of letters between themselves and the Clearinghouse; background information for articles in our publications on Anne B., our co-founder and Alice B., longtime volunteer and past Trustee, both of whom passed away earlier this year.

AL-ANON'S YESTERDAYS

Archives



ACCESSIONS: Some noteworthy additions to the WSO Archives included: 1974 radio spots; 1981 and 1982 newspaper clippings; souvenir tile from Pot Luck Supper — 3rd IGSM, Stamford, CT 1984 as well as photo album depicting the occasion; Serenity Prayer in Icelandic; copy of book, "History of Alcoholics Anonymous in Oregon 1943-1983" (chapter devoted to Al-Anon Family Group 1943-1965); copy of *ALATEEN TALK* dated January 1965; skit: History of Tennessee; six autographed books from the daughter of the late, Anna B., various photos of Lois, Bill, Anne B., Alice B., WSO volunteers and staff from past World Service Conferences; scrapbooks of the 1980 & 1982 GSMs; tapes from the 1983 WSC and the 1984 GSM; reel-to-reel tapes of the 1983 WSC; cassettes of the 1984 GSM; five longtimers' cassettes and 35 individuals responded to the questionnaire for group or individual history.

PROCEDURES: Day-to-day responsibilities are carried on by the Archivist. Non-current files from other services were appraised, disposed of or retained. With the help of a volunteer on the Committee, an index card catalog was initiated. The Guidelines for an Area Archives were favorably received. An article in *The FORUM* and the Regional Service Seminars proved good avenues for the questionnaire for group or individual history, and sparked interest in the Archives service. Informative letters were received from the Archivist from the Australian General Service Office reporting on her start and progress for the past 16 months. We learned there are three Area Archivists in Australia, in Central Australia, Queensland & Western New South Wales. The sheet, "History of Al-Anon's World Service Office," originally prepared for the first General Services Meeting in 1980, was updated and coded. At the end of the year, we began our storage of tapes and films in an outside temperature-controlled environment. The Archivist attended a class in Oral History, at Fordham University, from September 12 to December 5.

Archives Update

A freelance writer was selected in March to write a saleable book on our history in celebration of Al-Anon's 35th year (as approved by the 1984 WSC). The writer has already begun researching the project, which is due to be completed in 1986.

Plans are also underway for the Archives Workshop to be presented at the International Convention in Montreal.

ARCHIVES SESSION:

Ruth L., Chairman
Margaret O'B., Secy

Chairman Ruth L. introduced the Archives Committee, observing that its members totaled 191¼ accumulated years in the program. She was sorry to report that the Committee's Plan A, to include the participation of both Lois W. and former *FORUM* Editor Margaret D., had to be discarded because neither was able to attend.

The Committee's presentation focused on Al-Anon's history, and was posed in terms of Questions (asked by "Man on the Street Inquirer," Ed K.) and Answers (provided by Committee members).

Among the fascinating pieces of information shared during this lively session were the following Al-Anon "firsts":

- 12 Delegates attended the first WSC, held in 1961 and chaired by Sue L. The equalized expense at that time was \$200. It was at that first WSC that the stamp approval was given to literature "that is purely Al-Anon."
- The first *real FORUM* Editor was Margaret D., from 1954-74. Before that, in the late 40's and early 50's, Ruth G., issued a newsletter called "The Family Forum" from her home in California. It was distributed to AA groups for spouses of its members. From 1951-54, Lois, Anne and later Henrietta, put out a newsletter from the Clearing House. It did not have a name, but was the forerunner of *The FORUM*.
- Henrietta S., one of the early volunteers at the Clearing House, was the first part-time paid worker, beginning in January 1954. Later she became the first General Secretary.
- Al-Anon's first hardcover book was *AL-ANON FAMILY GROUPS*, which began as a pamphlet until the unanimous decision of the Executive Committee on September 4, 1954 to issue it in book form. The working title was "Handbook."
- The first World Directory was printed in 1952, comprising 169 groups world-wide.
- The first pieces of literature were "One Wife's Story" and "Suggestions for Al-Anon Family Groups."
- The first pieces of Alateen literature were "Youth and the Alcoholic Parent" and "It's a Teenaged Affair" (printed from an AA Grapevine article).



GLORIA H., ATLANTIC PROVINCES

"Very early in Al-Anon, I was encouraged to take an interest in service. I have seen many changes in both Al-Anon and myself. In the past, many groups were merely auxiliaries to AA and didn't see the need for self-help. There seemed to be a lot of reports on how many sandwiches were made throughout the year. This has changed so much now and there are more and more male faces—as well as Alateen faces—at our Assemblies.

"Patience wasn't easy for me, but as some members shared of themselves with other Districts and groups, a change started to happen in both our Area and in me. Being a Delegate has allowed me to grow! The most beautiful part is the closeness that has developed in my family and the interest each member has in what I am doing. I believe that has come with my willingness to share my life with them and to ask when I need help."

DOROTHY McL., ALABAMA

"When I came into Al-Anon, I was not eager for service or for sharing. I was sick and tired of being Homeroom mother, Den mother, and just plain mother. Sick and tired of Booster Clubs, PTA, bowling, Church, showers, weddings and I declared, 'That's it!'

"I have fought service tooth and nail. There has been lots of joy and there has been great pain, and I would still prefer to let you carry on. Naturally, I have been the greatest benefactor of my service.

"Al-Anon has come of age, and I would like to leave you with these thoughts: You can't lead where you don't go; you can't teach what you don't know; you can't be what you are not; and you can't share what you ain't got. I challenge each of us here, if anyone among us does not know and use our service manuals, that we return home and learn them or resign. It is impossible to share what we do not have."

MONIQUE B., ALBERTA

"Twenty years ago, I was full of fear and negativity. I could not cope. Because of my pride, I was reluctant to surrender. In Al-Anon, I found love and understanding when I was most unlovable. I am grateful for my sponsor, who got me involved in service, teaching me that without action, we're not worth very much. And no matter how difficult or trying our situation is, nothing is impossible with the help of our higher power."

ESTHER K., MINNESOTA NORTH

"How far Al-Anon has come in Minnesota! From attending AA meetings and discussing what to do about HIM to where we are now! We sometimes take our growth for granted; having our own literature, for example, instead of reading chapters from AA's Big Book. Let us adhere to our Traditions and remember our responsibility as trusted servants is to educate ourselves and to serve with strength and dedication."

JEAN LOUISE B., COLORADO

"My involvement in service began when I decided I wanted a meeting closer to home: I started one. Since then, Colorado and I have both done some growing. In 1977, my higher power saw that I needed more growing so he got out his big stick. It hasn't been easy, but problems are opportunities for growth, and I've learned how to like myself and that I can live alone—for the first time. I'm still growing: so far, so good with my higher power. Let's keep love and patience for our Conference and remember to pass it along!"



ANNUAL REPORT:

Robert D., Chairman
Rita McC., Assistant Chairman
Helen G., Secretary

CHAIRMAN'S MESSAGE: This year marks our 25th World Service Conference, an Al-Anon milestone which prompts a feeling of maturity. Our theme, "Al-Anon Comes of Age," reflects that feeling and furthers a spirit of growth which is so characteristic of the Al-Anon program. Many of us have "come of age" in a spiritual sense in Al-Anon service. Thus it is fitting to dedicate this Conference to a sense of purpose in serving together to further the growth and maturity of Al-Anon.

COMMITTEE: The full Conference Committee convened four times; an informal debriefing was held following the close of the 1984 WSC. The Committee is composed of the Conference Chairman, Assistant Chairman, Policy Committee Chairman, General Secretary, Deputy General Secretary and all other Staff Secretaries, the Liaison Board member of the Admissions/Agenda Committee and the Chairman of the Handbook Committee.

The Interim Committee, composed of the Conference Chairman, Assistant Chairman, General Secretary, Conference Secretary and the Administrative Staff Secretary to the Executive Committee, met five times.

CONFERENCE PREPARATION: From January through April activities focused on the many details required for coordinating the 1984 WSC. Preparations were finalized, including arrangements with the Tarrytown Hilton, the Conference site.

Plans for the 1985 WSC were begun in early June. Based on the evaluation forms returned by Conference members, the opening session of the 1985 Conference will convene at 1:00 PM on Monday, April 15; Standing Committee Meetings and Workshops have been allotted more agenda time. The theme "Al-Anon Comes of Age," submitted by the Agenda Committee, was recommended and approved by the Trustees. The Tarrytown Hilton, Tarrytown, New York was chosen as the 1985 WSC site, based on availability of adequate meeting space and costs.



SUB-COMMITTEES:

Admissions/Agenda — In keeping with the 1984 WSC decision, the Admissions and Agenda Committees were combined. Audrey B., RT—U.S. (NW), was appointed Board of Trustees Liaison. At the 1984 Standing Committee Meeting, Esther K. (Minnesota, N) was elected to serve as the 1985 Chairman, with Ginger B. (South Carolina) as Secretary. Ann O'B. (Washington) was elected 1985 Alternate Chairman.

The 1984 WSC approved the Admissions Committee recommendation for Bermuda to join the North Carolina Area Assembly. Subsequently, the N.C. Assembly voted to accept Bermuda as a District of their Assembly Area.

Copies of Conference Quarterly Reports and Conference Committee minutes were sent to all Conference members.

Handbook — Mary Fran W., RT — U.S. (SW), Chairman of this Committee met twice this year with In-Town members, Henrietta S., Margaret O'B. and Helen G. All recommendations were reviewed for presentation to the Standing Committee at the 1985 WSC.

Hospitality — Volunteers who served in the Hospitality Room were given metallic bookmarks imprinted with the Al-Anon logo with thank you letters. Hospitality details for the 1985 WSC will be handled by Deanna Z., Assistant to the Conference Secretary.

CONFERENCE COMMITTEE ON TRUSTEES: As a result of a 1984 Conference decision, this Committee was established on a three-year trial basis and consists of Delegate members selected from among the Admissions/Agenda Committee, based on representation from the three current Panels, keeping geographical consideration in mind. It will liaise with the Nominating Committee.

CONFERENCE SUMMARY: Over 2,200 complimentary 1984 Summaries were mailed to Delegates for distribution to their Area World Service Committees. Past and present Conference members received a personal copy and a Summary was sent to registered groups.

DECLARATION OF UNITY: A Declaration of Unity, based on the article, "Unity In Fellowship," appearing in the Al-Anon Souvenir Booklet of the 1980 International Convention, was approved by the 1984 WSC.

CONFERENCE VOTING PROCEDURES: At the beginning of each WSC, a show of hands will determine whether we have closed or open voting.

ASK-IT-BASKET: An Ask-it-Basket session has been scheduled for the 1985 WSC. A list of Ask-it-Basket questions and answers from past Conferences has been compiled and is targeted to be mailed to Conference members with the 1984 Annual Reports.

MAILINGS TO CONFERENCE MEMBERS: In the first quarter, material was mailed for the 1984 WSC; subsequent mailings included material pertinent to the 1985 WSC. Contribution slips and printouts were mailed periodically.

ELECTION ASSEMBLIES: In the fall, Panel 22 Areas (1982-84) elected new Panel 25 Delegates; appropriate material was sent. The outgoing WSDs were sent a group photo of Panel 22 as well as a letter acknowledging dedicated service.

EQUALIZED EXPENSE FUND: In early September, Conference members were informed that the Area Conference Equalized Expense contribution was increased to \$525.

TRAVEL ARRANGEMENTS: In making flight plans to attend the 1985 WSC, Conference members were given the option of booking reservations through a local travel agent or again using the services of Travel World.

LEAFLET ON STRUCTURE: A leaflet on structure, tentatively titled "Getting Involved: Links of Service," is being developed.

WSO DINNER — INVITATIONS TO PAST TRUSTEES: Since 1985 commemorates the 25th anniversary of the WSC, Past Trustees were invited to attend the opening dinner, Monday, April 15, 1985.

OVERSEAS REPRESENTATIVES: In early October, invitations were sent to all Al-Anon General Services Offices to participate in the 1985 WSC.

AREA HIGHLIGHTS: Articles submitted by Staff Secretaries, as well as items excerpted from Area Newsletters, were edited for publication. Over 1,250 were mailed quarterly with inserts.

REGIONAL TRUSTEE PROCEDURES: Areas within the Canada (E) and Canada (W) Regions were asked to submit resumés of Regional Trustee nominees and an Alternate by January 1, 1985. The Regional Trustee Plan, other pertinent material, and a cover letter were mailed to the Areas proposing candidates for election at the 1985 WSC. A registered letter was sent to Areas which had not responded, requesting confirmation that they would not present a candidate.

The following are Areas in the Canada (E) and the Canada (W) Regions:

Canada (E)	RT Candidate	Alternate RT
Atlantic Provinces	Phyllis B.	Myrtle B.
Ontario (N)	No available candidate	_____
Ontario (S)	Mary C.	Martin K.
Quebec (E)	Armand L.	_____
Quebec (W)	Yolande G.	_____
Newfoundland & Labrador	No available candidate	_____
Canada (W)	RT Candidate	Alternate RT
Alberta	Lorill W.	_____
British Columbia/Yukon	No available candidate	_____
Manitoba	Gloria P.	Zena E.
Saskatchewan	Mildred E. L.	_____

Each voting member will be sent a set of resumés. The voting members for the Canada (E) Region are the six Area Delegates within the Region, two other Delegates and two Trustees (the Board Chairman and one chosen by lot at the January 1985 Board Meeting). The voting members of the Canada (W) Region are the four Area Delegates within the Region, two other Delegates and two Trustees (the Board Chairman and one chosen by lot at the January Board meeting).

Voting for Canada (E)	Voting for Canada (W)
North Dakota	Wyoming
Maine	Atlantic Provinces
North Carolina (Alternate)	Louisiana (Alternate)

CONFERENCE REUNION LUNCHEON — 1985 INTERNATIONAL CONVENTION: Over 450 announcements of the Conference Reunion Luncheon, to be held at the Chateau Champlain in Montreal on July 6, were mailed to present and past Conference members. A second letter of invitation, to include ticket purchase information, will be mailed in February 1985.

OFFICE PROCEDURES: Records continue to be updated; forms revised; Area World Service Committee and Area Newsletters were read and appropriate data noted for Staff Secretaries. Individual inquiries and requests for guidance/information from members in service continued to be answered daily. ▲

Conference Committee Update

Helen G.

Secretary Helen G. reported on the changed Conference format, with business begun earlier on Opening Day and the WSO visit postponed until later in the week.

Helen also reported on the Committee's continued search for alternatives to the possibility of a five-year contract with the Tarrytown Hilton. The search took Committee members back into Manhattan, where room rates were found to be astronomically higher than in Tarrytown and where meeting-rooms were not provided free of charge (as they are in Tarrytown). Another Westchester location considered was Stouffer's (site of the 1982 WSC), however rates here were also excessive.

The Tarrytown Hilton, Helen reported, offers complimentary meetings spaces as well as the lowest rates, for sleeping room accommodations and meal functions. The locations of meeting and breakout-rooms are also satisfactory. Space has therefore been reserved at the Tarrytown Hilton for 1986, with the understanding that we will be released from the agreement should we find a more suitable site (and we notify them sufficiently in advance).

Helen also mentioned our membership in the National Hotel Information Center, which provides a free research service for conference/convention sites in New York City.

ADMISSIONS/AGENDA REPORT-BACK:

Esther K., Chairman
Ginger B., Secretary

CONFERENCE THEME—The Committee discussed possible themes for the 1986 WSC:

- Anonymity: The Spiritual Foundation
- Leadership: A Service Function
- Our Spiritual Foundation: General Warranties
- Principle of Participation
- Spirit of Democracy—Service Responsibility
- Responsibility: Love and Hope
- Responsibility and Delegated Authority: Our Concepts: Freedom to Serve

However, the Committee concluded that since many themes arise as the result of events that occur over the course of a year, it might be wisest not to choose future Conference theme beyond a year in advance. Also, early theme selection means that incoming Delegates cannot participate in the process. The idea of "banking" themes for future use was suggested.

AGENDA CHANGE—All committee members were happy with the early commencement of the World Service Conference as well as the scheduling of the trip to the World Service Office on Thursday. Ginger B. (SC) was elected 1986 Chairman of the Committee, Bob L. (CA-S) Alternate Chairman, and Virginia M. (PA) Recording Secretary. ▲

HANDBOOK REPORT-BACK:

Mary Fran, Chairman

Following the recommendation of the Handbook Committee, the Conference unanimously voted to revise the World Service Handbook as follows:

- (in describing what the WSO does) p. 8, second paragraph, first line:
 - registers *Lone Members, . . . Information Services, Literature Distribution Centers . . .*
 - after 5th bulleted paragraph, add new bullet:
 - *generates cooperation between Al-Anon and the professional community*
 - after (former) 7th bulleted paragraph, add new bullet:
 - *plans and coordinates the annual World Service Conference*
 - p. 9, above the first bulleted paragraph, add new bullet:
 - *strives to stimulate interest in service through Regional Service Seminars*
 - change original 3rd bulleted paragraph to read:
 - *guides countries outside the U.S. and Canada in developing their structures and establishing General Service Offices.*
 - after original 3rd bulleted paragraph, add new bullet:
 - *plans and coordinates the biennial International Al-Anon General Services Meeting*
 - to follow all bullets, as the last bulleted paragraph, add:
 - *organizes and preserves historical Al-Anon/Alateen material worldwide, past and present.*
 - (under COMPOSITION AND PROCEDURES, I. Composition of the Conference) p. 13, at the end of 2d paragraph, before the cross reference, add:
 - *Therefore, a state or province may divide only once as reaffirmed at the 1982 World Service Conference.*
 - (under C. ELECTION OF ALTERNATE DELEGATE) p. 21, at the end of first paragraph, last sentence, delete:
 - *excepting that the Alternate is elected from among the new DRs.*

Mary Fran also mentioned that with regard to the ongoing effort since 1976 to remove sexism from our literature, the Committee had examined the Handbook, and counted 18 "hes" on pages 3-5 alone. Obviously, deleting sexist terminology would be an extraordinary job, but the Committee would attempt to do so gradually, consulting with the Literature Committee on approaches. ▲

ANNUAL REPORT:

Virginia M., Rita McC., Chairmen
Joanne B., Ass't. Chairman
Patricia H., Secretary

COMMITTEE: Members include Marylin L., Jeanne L., Patricia O'G., and Lynne S. The Committee met ten times and completed prior projects, including the creation and dissemination process for the First Al-Anon Fellowship Survey.

GENERAL OFFICE WORK:

Correspondence — Over 1,000 letters were received from professionals in government, social agencies, law, education, medicine, the clergy, treatment centers, libraries, corporations, law enforcement and private practice. These requests were handled individually by the CPC staff, with a letter and appropriate literature sent to each person.

CPC Packet — A modification of the P.I. pack was developed in response to professional inquiries.

MAILINGS:

Seasonal Mailing — A letter focusing on children of alcoholics was sent in February to over 9,000 professionals, with a complimentary copy of the expanded version of Adult Children of Alcoholics offered upon request; more than 350 copies were requested.

AL-ANON SPEAKS OUT — This newsletter will become a semi-annual publication, to be mailed out with the 1985 Seasonal mailing. A second issue will go out mid-year.

PROFESSIONAL ACTIVITIES:

International Center for the Disabled (ICD), New York City — Staff members attended the opening of an outpatient alcoholism program with a family component at this center.

National Conference on Alcoholism and the Family — The Alateen Chairman attended this conference, and reported: 1. professionals were encouraged to refer to Al-Anon, 2. the needs of adult children were discussed at every session, and 3. the distinction between Al-Anon and other self-help groups needed to be made clear with the professional community.

Association for Supervision and Curriculum Development — Al-Anon was invited to present a workshop at this national convention focusing on Alateen meetings in schools, and how to get them started, etc. This will be a joint CPC and Alateen project.

Rutgers Summer School of Alcohol Studies — The Staff Secretary chaired a seminar on the Twelve Steps, describing the Twelve Steps, Al-Anon and Alateen in detail to professionals from all over the world.

STAFF AND VOLUNTEER ATTENDANCE AT OTHER CONFERENCES AND WORKSHOPS:

American Probation and Parole Association, Boston, MA.
Workshop on Adult Children, Princeton, NJ.
ALMACA, Denver, CO.
4th Annual Northeast Conference on Addiction, Hartford, CT.
Southeast Conference on Alcohol and Drug Abuse, Atlanta, GA.

COOPERATION WITH OTHER SERVICES:

Alateen — The Alateen Committee requested that a sharing by a professional be considered for reprint by CPC. It is being edited by the Alateen Chairman and will be returned to CPC for consideration.

ALATEEN TALK is now being sent to exhibits when appropriate.

Public Information — The CPC Staff Secretary helped develop an accompanying piece to the tape "A Little Bit of Al-Anon," suggesting some uses to professionals and to members working with professionals.

The request by P.I. to reprint an article from AL-ANON FACES ALCOHOLISM for use with professionals was approved by CPC and will go to the Executive Committee for conceptual approval.

International — The Staff Secretaries worked on exhibits in Israel (*The International Congress on Alcohol Dependence*) and Rome (*Eighth World Conference on Therapeutic Communities*).

INTERNATIONAL CPC:

Procedures — The CPC Committee will handle international exhibits. The International Coordination Committee will make recommendations for international exhibits and recommend Al-Anon contacts overseas. The CPC Secretary, as prime mover, will write to these contacts and coordinate all details. Any papers or presentations will be developed at the WSO.

22nd International Conference on Social Welfare, Canada — The U.S. Committee sponsored a booth for national and international agencies to display materials. Literature was sent and a copy of relevant correspondence was forwarded to the NPIC office.

REVISED MATERIAL:

Al-Anon Fact File

Al-Anon And Professionals (formerly titled "Working As, For or With Professionals") — Two questions were added on treatment centers and cooperation vs. affiliation.

Guidelines For Al-Anon Participation at National Exhibits — expanded to include use of the portable booth, the responsibilities of the WSO, the Delegate and the Al-Anon representative at the booth.

AL-ANON AND THE FELLOWSHIP:

Workshops — A workshop format "Introducing Al-Anon to the Professional Community" has been developed.

CPC KIT — Contents for this kit (priced at \$3.00) have been gathered for distribution in early 1985.

CPC Questionnaires — In an effort to provide better services to the fellowship doing CPC work, questionnaires have been sent to CPC Coordinators along with monthly professional inquiries.

Survey — Two copies of the Al-Anon/Alateen Survey were sent to all Conference members prior to the 1984 WSC, with English, Spanish and French copies included for Delegates to distribute to pre-selected, randomly chosen groups. Each group received an envelope, addressed to the WSO, for return of completed surveys, which were later tabulated and analyzed by a survey company and will be made available to Conference members before the 1985 WSC.

NEW PROJECTS:

Proposed Medical Profession Kit — The idea of a kit for doctors similar to the Labor/Management Kit was proposed, and will be discussed at the 1985 WSC CPC meeting.

Film — The In-Town CPC Committee viewed various outside films to evaluate techniques for use in a forthcoming CPC film that will define Al-Anon. It was felt that recovery will play a large role in the film and that the film should appeal to professionals, the general public and newcomers, as well as the fellowship when doing P.I., CPC or Institution work. The Committee agreed on a documentary style, non-scripted production. They and others, as assigned, will work on the film.

Representatives from four production companies will be interviewed by the Committee. Proposals and bids will be submitted in January and a recommendation for selection of one company is to be made to the Executive Committee.

ADDITIONAL ASSIGNMENTS:

Splinter Groups — An updated list of splinter groups and service agencies was compiled. Requests from and about splinter groups were handled routinely.

In-House Library — The inventory consists of 51 fiction and nonfiction books.

Skits — Skits will no longer be distributed by the WSO. Neighboring Areas are encouraged to contact each other to share their skits.

NATIONAL EXHIBITS:

Coverage of assignments — During the first quarter, while the CPC Secretary was on leave, the Institutions Secretary handled exhibits.

Portable Booth — A new company was evaluated in terms of its ability to cut shipping costs and send the booth directly to conventions, but it was unable to match the service and price already provided. Headers for our two booths have been printed with our logo and title.

Mailing and Exhibits — The number of professionals requesting information following our exhibits exceeded 1,000. Each person received a CPC pack and was added to our mailing list.

NATIONAL EXHIBITS — 1984

American Association of School Administrators, Las Vegas, Nevada
Association for Supervision & Curriculum Development, New York, New York

Council on Social Work Education, Detroit, Michigan

American Association For Counseling & Development, Houston, Texas

National Parents Resource Institute for Drug Education, Atlanta, Georgia

National Council On Alcoholism, Detroit, Michigan

National Catholic Education Association, Boston, Massachusetts

National Conference On Alcoholism & The Family, Philadelphia, Pennsylvania

National Council On Community Mental Health Centers, New Orleans, Louisiana

National Association of Social Workers, Washington, D.C.

National Education Association, Minneapolis, Minnesota

North American Congress On Employee Assistance Programs, Dearborn, Michigan

Alcohol & Drug Problems Association of North America, Washington, D.C.

American Correction Association, San Antonio, Texas

American Probation & Parole & The Northeast Conference on Crime & Delinquency, Boston, Massachusetts

Joint Conference On Occupational Health, Salt Lake City, Utah

ALMACA, Denver, Colorado

Northeast Conference On Addictions, Hartford, Connecticut

American Psychiatric Association, Denver, Colorado

American Public Health Association, Anaheim, California

Gerontological Society of America (Cancelled), San Antonio, Texas

Southeast Conference On Alcohol & Drug Abuse, Atlanta, Georgia



NPIC REPORT:

Joanne B., Chairman
Patricia H., Staff Secretary

The Board has redefined NPIC as a subcommittee of CPC.

AL-ANON SPEAKS OUT in Canada — 1984 — This issue was approved by the Canadian subcommittee and will be printed in-house.

Al-Anon and Counseling — This article was written by an Al-Anon member in Canada and was published in both French and English in a Canadian publication (COGNICA). It has been reprinted for use with professionals in Canada.

Restructuring of Committee — The Committee, to meet quarterly, was restructured with approval of Canadian Delegates and all Board members. Its first meeting was held in July. The members are two Regional Trustees from Canada, the CPC and P.I. Staff Secretaries, the CPC Chairman and a Canadian bilingual member.

1985 Al-ANON SPEAKS OUT In Canada — Some suggestions for this issue included adapting past WSO issues, using the P.I. poster "Alcoholism Can Tear A Family Apart" and making the publication informational rather than attention getting.

EXHIBITS IN CANADA:

American Orthopsychiatric Association, Toronto
Addictions Extravaganza, Regina
Edmonton Convention Center, Edmonton



(see p.11 for NPIC Session)

CPC REPORT-BACK:

Thelma K.

FILM—As mentioned in Secretary Ellen D's update, producers Crommie & Crommie have been selected (and approved by the Executive Committee) to create the 15-minute film on Al-Anon. They have already taped 16 members at the WSO and will tape additional material in the San Francisco area if necessary. A 30-minute manuscript will be brought to the CPC Committee meeting on May 16 and will be subsequently edited down to 15 minutes. The edited script will then be sent to CPC Delegate members for their response and to Joanne B of NPIC to ascertain its appropriateness for Canadian viewers. Filming will take place after the audio portion has been edited. Taking care to scrupulously protect anonymity, the Crommies will film at the International Convention in Montreal (at the airport, Friday Opening Meeting and the Conference Reunion Luncheon). By late Fall, the CPC Committee and members of the Policy Committee will review the film before final approval. It will be previewed at the 1986 WSC before any widespread distribution.

CPC KIT—It has been proposed that "the suggested letter from a group to professionals and outside agencies" be made specific, naming and describing the enclosed literature.

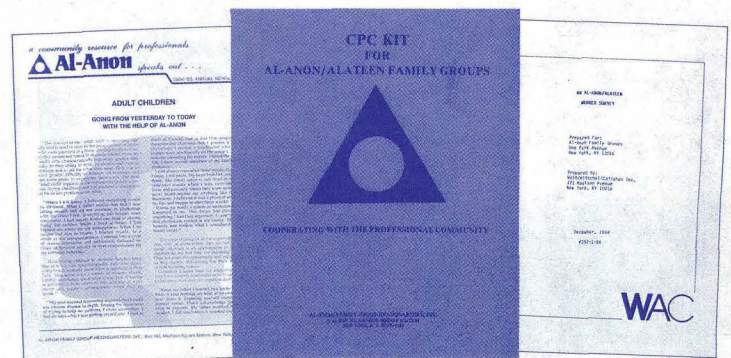
SURVEY—Although it was budgeted at \$14,000, the actual cost of the survey was \$6,250. The Committee felt the information disclosed would be the basis for the June 1985 issue of *AL-ANON SPEAKS OUT*. They added that the survey would be especially beneficial in terms of comparative data if it were taken regularly—every three years was recommended. The International Coordination Secretary suggested that other countries be included in the next survey.

QUICK REFERENCE PIECE FOR PROFESSIONALS—The Committee decided not to proceed on the proposed medical packet, but to create instead a more concise and economical service tool aimed at all professionals. The quick reference piece would be designed along the lines of the Al-Anon Fact File, with separate pages for each profession, thus eliminating the need for specialized material. Much of its content would be lifted from existing literature in addition to the possibility of including survey data. It would therefore be cost-effective to produce. Also, because of its concise format, postage costs would also be reduced. The Conference voted to approve the CPC Committee's recommendation to proceed with the project (72-19-1-1).



CPC UPDATE

Staff Secretary Ellen D. introduced herself to Conference members, explaining that she assumed her new position on February 11, and had trained for several weeks with her predecessor Pat H.; the transition, she said, was very smooth. She was grateful for coming into CPC with the survey and CPC Kit already completed, and announced that substantial work has begun on the new film by producers Crommie & Crommie. Ellen proudly reported on a telephone call from the U.S. House of Representatives, requesting information to be presented before the Select Committee on Children, Youth & Families. A 6-page written testimony was promptly submitted along with four packets of literature.



TREASURER'S REPORT:

Jane O., Treasurer

In the annual report prepared by our auditor, Owen Flanagan, C.P.A., income and expenses for the year ended December 31, 1984 are compared in detail with those of the prior year in Exhibit A.

Total income in 1984 increased approximately \$378,000, or 13%; that was partially offset by higher expenses of \$175,500 resulting in an increase in net income of \$202,500 over the prior year.

Sales and costs of books and other literature are set forth on a comparative basis for the two years on Schedule 1. Total sales in 1984 increased \$256,000 or 9% from the prior year. Sales of other literature, i.e.: pamphlets, increased \$172,000 or 13.5% over the prior year and sales of ONE DAY AT A TIME were higher by \$117,000 or 15% over 1983. The increase in ODAT sales was well in excess of the 6% range of annual increases reported in recent years. The total sales of other books was \$33,000 lower, but that was due primarily to a sharp decline of \$115,100 in sales of ALATEEN — a day at a time. That book was just published in 1983 and a second year decline in sales was expected. Sales of other titles were moderately higher or slightly below the prior year's levels, except AL-ANON FACES ALCOHOLISM, a revised edition, which produced a strong increase of \$54,600 or 86% over 1983.

The gross profit percentages on sales increased from 69% in 1983 to 73% in 1984. There were four important factors which resulted in that improvement: the discontinuance of royalty payments in mid 1984 due to the death of the author; a write-off in 1983 of remaining Spanish literature; the 1983 introductory prices of ALATEEN — a day at a time were discounted for the first three months of publication and finally in 1984 the printing of ADAT was at a lower cost.

Contributions to the General Fund increased approximately \$30,000 or 6% compared with increases of 2%, 18% and 9% in the three preceding years.

FORUM subscription income — which represents the portion earned through fulfillment — increased \$32,800 or 13% which was the same percentage increase as the prior year. The amount of incoming subscriptions, new and renewal, increased approximately \$40,000 or 15% over last year.

Interest income increased \$13,700 which was due to a combination of more funds invested at somewhat higher interest rates.

Total operating expenses increased approximately \$175,500 or 6% as compared with a 1.7% increase in the prior year. Salaries, temporary help and related employee benefits were higher by \$87,100 over 1983 or 6.3%. Stationery and supplies increased \$10,800 primarily because new invoices and other forms were needed for the new computer system. Printing costs increased \$36,400 over 1983 with the cost of printing The FORUM accounting for \$15,100 of that increase.

Office services and expenses declined \$11,500 or 14% from 1983. That resulted primarily from the installation of the new computer system which eliminated the need for the outside service bureau previously employed, partially offset by increased maintenance costs on the new computer equipment. Also occurring in 1984 was the biennial General Service meeting which cost \$43,100. A fellowship survey — \$6,250 and radio interview cassettes — \$3,300 also had no comparable costs in the prior year.

During 1984 an outside consulting firm was engaged to conduct a management study which cost \$69,200. EDP equipment and installation costs decreased \$133,700 because most of the system was purchased and installed during 1983.

An attempt was made to relocate the office and warehouse during 1984. Consulting, architect and legal fees incurred in that project, which was abandoned, aggregated \$38,100.


RESERVE FUND

In April 1970 the Board of Trustees established a Reserve Fund in an initial amount of \$80,000, the purpose of which was to set aside sufficient funds to ensure the continuation of the organization's essential services in the event of a severe recession. The initial objective for the fund was an amount equal to one year's operating expenses.

In July 1976, the Board decided that, under the present conditions, a Reserve Fund balance of \$500,000 was sufficient. The fund balance was maintained at that amount up through December 31, 1978 by taking all investment income directly into the General Fund. In January 1978, the Board re-defined the objective for the fund to an amount equal to 75% of the prior year's operating expenses, which at that time would have amounted to \$814,000.

Since then transfers from the General Fund to the Reserve Fund were authorized by the Board and made as follows: 1979 — \$200,000; 1980 — \$150,000; and 1981 — \$200,000 for a total of \$550,000 which brought the Reserve Fund to its present balance of \$1,050,000. At the 1984 level of operating expenses, the funding objective of 75% would be \$2,103,000.

RELOCATION FUND

A separate restricted fund was authorized in July 1984 to receive contributions from the fellowship to help defray the costs of relocating the headquarters office before its present lease expires in April 1986. Up until December 31, 1984 the total of such contributions received was \$91,103. In the 1985 budget the costs of relocation are estimated at \$790,000. 

Financial Update

Controller Richard Keilly clarified for Delegates the significance of the \$750,000 relocation cost noted in Schedule 2 of the 1985 Budget. Since we are in the process of negotiating a lease, we were able to project most of the expenses. The expenses comprise legal fees, construction costs, design/architectural fees, and new air conditioning units. He noted; however, that because WSO will be doing its own construction, the first year's rent will be free. If the lease is executed, the new address will be 1372 Broadway (37th St).

The motion to adopt the 1984 Financial Report was unanimously affirmed by the Conference.

*The annual financial statement is available to any group on request.

BUDGET:

Jane O., Treasurer
Richard K., Controller

Richard K. presented the Budget for 1985. He explained that the budget originally presented as preliminary should now be considered the actual working budget for 1985 because of the pending relocation of the WSO, the negotiation of the lease agreement and review of the architectural designs. The budget might have to be revised, however, later in the year to reflect more accurate projections of Relocation and Construction costs which have initially been estimated at \$740,000.

Richard reviewed Schedules 1 and 2 of the Budget, making sure that Conference members understood the breakdowns of Income and Expense items. He noted that a loss will occur because of the relocation costs, but projected that within three years we would be back in the black.

INCOME: Total literature sales are expected to be \$3,585,000, an increase of \$512,000 from the prior year. Sales of the new Spiritual book are projected at \$250,000 and a price increase in certain pamphlets and the ODAT book is expected to generate an additional \$110,000 in income.

FORUM subscriptions income and contribution receipts should increase by 5% and 6.5%, respectively. Interest income will decline because of expenditures associated with the office relocation and the resulting decline in our investment base.

The 1985 Convention in Montreal has been projected to break even, based on registration income of \$210,000 (7,000 attendees). Relocation contributions included in income comprise funds received during both 1984 and 1985 but recorded as income in the current year.

EXPENSE: Total expense is budgeted at \$4,012,500 with relocation and \$3,222,500 without relocation expenditures of \$790,000 (relocation and construction of \$740,000 and additional furniture and equipment of \$50,000).

Labor costs, the largest single component of the Expense Budget, are projected to be \$1,718,000 and include overall salary increases of approximately 7%, the addition of two new positions—Assistant Controller and Literature Production Manager—and higher employee benefit expense due principally to expected increases in medical benefit costs. Packing and shipping and postage expenses reflect a larger volume and a rise in postal rates.

Office services and expense should decline with the termination of outside service bureau assistance to maintain FORUM subscription records. A one time charge of \$65,000 is expected to be incurred in producing a film on informing professionals and the general public about Al-Anon.

In answer to a Delegate's question, Richard described how the annual Pension Plan contribution was determined. He said the plan is a defined contribution plan, non-contributory by employees.

Expenses for the upcoming move were reviewed. A question arose concerning our write-off of expense incurred in purchasing furniture and fixtures versus depreciating these assets. Several suggestions were made on how this could be presented in the financial statement.

Responding to several requests for the details of P.I. and CPC expenses (presented in the Financial Report as a single figure), Richard gave the following 1984 expense breakdown: P.I. \$87,954 and CPC \$105,468. ▲

QUESTIONS:

Two people asked us to explain how and who created the relocation fund since the Policy Digest forbids the earmarking of funds.

The Budget Committee recommended to the Board that an extra appeal letter be sent to the groups because we knew the need was great for extra funds when we moved. The Board has created such special appeals in the past. This is different than a group telling the WSO how to allocate the money (or earmarking the funds) they send us.

What are the benefits for employees at WSO?

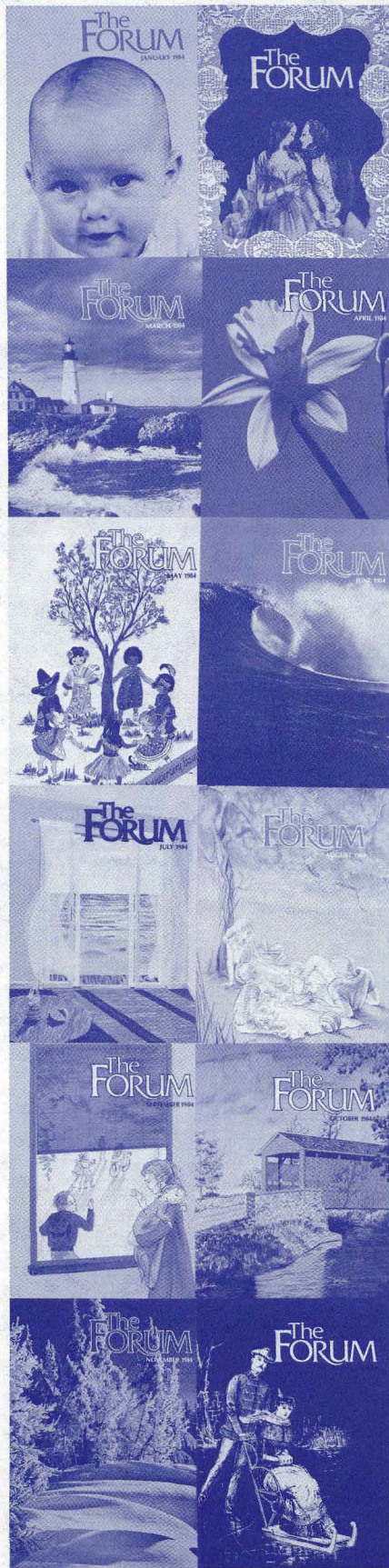
The benefits provided to employees at the WSO include a Pension Plan, Life Insurance, Hospitalization and Major Medical, as well as Disability.

Can we have a clear Seventh Tradition pamphlet so it is easier to understand where and when we are to send monies?

We do have a Seventh Tradition pamphlet which addresses the issues of where and when to send monies. At least once a year we include a copy of it with one of our appeal letters.

AL-ANON FAMILY GROUP HEADQUARTERS, INC. 1985 Budget

	Schedule 1		Schedule 2	
	Actual 1984	Preliminary 1985 Budget	Actual 1984	Preliminary 1985 Budget
<i>Literature Sales</i>				
Spiritual Book	—	\$ 250,000		
Al-Anon Family Groups (formerly Living with an Alcoholic)	\$ 105,456	95,000		
Al-Anon Faces Alcoholism	118,263	95,000		
Dilemma of the Alcoholic Marriage	78,822	73,000		
One Day At A Time	913,162	1,045,000		
FORUM Favorites	31,631	33,000		
Alateen—Hope for Children	42,237	40,000		
ALATEEN—a day at a time	131,816	138,000		
Lois Remembers	21,194	20,000		
12 Steps & 12 Traditions	184,330	186,000		
Other Literature	1,445,953	1,610,000		
<i>Income from publications</i>	<u>3,072,864</u>	<u>3,585,000</u>		
<i>Cost of Literature Distributed</i>				
Spiritual Book	—	52,000		
Living With An Alcoholic	26,884	24,700		
Al-Anon Faces Alcoholism	45,235	32,100		
Dilemma of an Alcoholic Marriage	19,477	17,600		
One Day At A Time	268,189	280,000		
FORUM Favorites	6,354	7,000		
Alateen—Hope For Children	11,998	11,900		
ALATEEN—a day at a time	32,402	38,000		
Lois Remembers	5,462	300		
12 Steps & 12 Traditions	39,358	40,000		
Other Literature	369,254	438,000		
<i>Cost of Literature</i>	<u>824,613</u>	<u>941,600</u>		
1985 Convention	—	—		
Gross Profit from Literature Sales	2,248,251	2,643,400		
Films, Radio & TV Spots	4,796	7,000		
FORUM Subscriptions & Back Issues	283,139	297,000		
Interest earned	160,769	140,000		
Contributions—Regular	516,046	550,000		
—Relocation		103,000		
<i>Total Income</i>	<u>3,213,001</u>	<u>3,740,400</u>		
<i>Less Expense (Schedule 2)</i>	<u>2,957,908</u>	<u>4,012,500</u>		
<i>Excess of Income (Expense)</i>	<u>\$ 255,093</u>	<u>\$ (272,100)</u>		
<i>Operating Expense</i>				
Salaries (Inc. Temp. Help)			\$1,217,621	\$1,395,000
Employee Benefits			256,077	323,000
<i>Total Labor Cost</i>			<u>1,473,698</u>	<u>1,718,000</u>
Building Occupancy			185,358	205,000
Packing and Shipping			185,259	230,000
Postage			173,180	200,000
Telephone			23,498	26,500
Stationery & Office Supplies			98,050	102,000
Office Services and Expenses			39,765	24,000
Repairs and Maintenance			24,847	29,000
Travel and Meetings			78,473	85,000
Legal & Audit			12,797	15,000
Printing: FORUM			126,347	141,000
Directories			32,184	29,000
Conference Summary			19,440	20,500
Inside Al-Anon			33,544	37,000
Other			22,503	24,000
Public Information Exhibits			20,294	23,000
Direct Conference Cost			70,181	77,000
French Literature Service			75,834	77,000
Film-Informing Professionals and General Public			—	65,000
Fellowship Survey			6,250	—
P.I. Radio Interview Cassette			3,300	—
Canadian Public Information			12,206	16,000
Regional Service Seminars			8,293	4,000
Miscellaneous			35,407	33,500
<i>Total Operating Expense</i>			<u>2,760,708</u>	<u>3,181,500</u>
<i>Non-Operating Expense</i>				
Relocation & Construction			38,147	740,000
Management Study			69,217	—
General Services Meeting			43,120	—
E.D.P. Installation			29,892	20,000
Furniture & Equipment			16,824	71,000
<i>Total Non-Operating Expense</i>			<u>197,200</u>	<u>831,000</u>
<i>Total Expense (Schedule 1)</i>			<u>\$2,957,908</u>	<u>\$4,012,500</u>



ANNUAL REPORT:

Fran H., Editor

COMMITTEE: Members include Bo H., Rita McC., Ruth S., Mary Ann K. Guests: Marie S., Lynn S., Marsha T., Bertha R.

EDITORIAL: In 1984, we featured a series of articles titled, "Step Up & Share," describing members' personal approach to the Steps.

The series, "Build a Better Life by . . ." focused on the problem of jealousy in two successive issues to encompass the large number of responses. In subsequent issues, the series featured Service, Anger, Depression.

A noteworthy series of cartoons by Shirley H. enlivened issues throughout the year. "Dad Drinks but My Mum's the Problem," with cartoon by Shirley, elicited a large response. Other sharings, "I Was a Battered Child," "The Pain of Loss" and the editorial, "Help Break the Cycle" also drew response from individuals, groups, and an AA newsletter that used excerpts from the editorial and art from "A Battered Child."

A special concern was expressed throughout the year to feature sharings from men in the program. We also ran articles stimulating interest in our First International Convention and we devoted two pages to Alateen concerns.

The staff compiled the helpful "Index of Articles" for the entire year. December featured Lois' Christmas greeting.

PRODUCTION: The production schedule has been on target.

PROMOTION: The FORUM ran two promotions in 1984. Six subscriptions for the price of five were offered in the May Anniversary issue to encourage group subscription. This issue, with our first four-color cover, featured sharings from all over the world. It was distributed at the Conference and mailed to all groups.

The special gift offer (13 issues for the price of 12) ran in the October, November and December issues to encourage members to give a subscription to The FORUM as a holiday gift. ▲

The FORUM Update

The Step Up And Share series resulted in a great deal of correspondence from members. The Build A Better Life feature focusing on sex sparked such a large response that a forthcoming article on Sex and Communication is planned.

THE FORUM SESSION:

Fran H., Editor

Following Editor Fran H.'s review of FORUM's activities during 1984, some projects for the coming year were outlined. The Committee, she said, seeks to implement strategies to help achieve their "every Al-Anon member a FORUM subscriber" goal, and will reach out to GRs to assist in this effort. The FORUM Committee proposed an easel-back table stand with pockets to hold magazine issues and subscription order blanks to increase FORUM's visibility on the literature table. Also in the works is an assessment of the impact of promotions on subscriptions. WSO's computerized system will greatly facilitate this type of project in the future.

In response to correspondence from the fellowship, The FORUM has been devoting a page to Concepts study in 1985. Topics addressed in 1984 included concerns of single parents, old-timers, the clergy, and the problem of child abuse. For 1985, The FORUM would like to open up for discussion the problem of battered teenagers; and because this issue involves anonymity, it is essential that there be confidentiality and trust between Alateen member and sponsor. Fran said she did not expect any universal solutions to result from FORUM coverage. However, by pooling our knowledge and airing this hidden problem, we will find ways to help. Victims of abuse will know by the outpourings such a column would provoke that they are not alone.

"Our Group Is Doing It," published in the June 1984 issue, has been reprinted at the request of and for use by the Alateen Committee. It describes how to establish and sponsor an Alateen group; personal sharings from sponsors are included. The 1985 WSC unanimously voted to accept the 1984 Annual Reports as submitted by the General Secretary. The motion to approve the 1984 FORUM Report also carried unanimously.

Make sure that everyone in the group, especially the newcomer, is aware of The FORUM as a tool of recovery. The GR should make it easily available and encourages subscriptions. Round-table topics in each issue can be used to promote lively meetings.

QUESTIONS:

Members in my Area are concerned about the increasing artwork in The FORUM which seems to be taking away from the letters from the members—the reason for The FORUM. Are personal sharings decreasing and is The FORUM going in a different direction?

No, The FORUM continues the path it started many years ago. The illustrations are a part of the message. They say, see our pain, see our joy, see what's open to us when we grow in recovery. The majority of our readers tell us they enjoy the bright new look with the Al-Anon message.

Members are still very concerned about their FORUM subscriptions coming late or very irregularly. How soon will this be corrected?

The FORUM is going on the computer. The process is not complete yet. Please tell the members to write to the Subscription Department at the WSO. If you are late renewing your subscription, your copies may be six weeks late. You may have been dropped from the computer and have to be re-entered.

Why not more humor in The FORUM? The articles seem very serious which is our problem, whereas laughter is a great deal of our recovery.

We seize eagerly on sharings with humor and send them to our cartoonist. We try to have two to three per issue but can print only what comes in. Please write The FORUM, everyone, and let us have all the humor the program develops in you. The FORUM can't agree with you more! We love to make you laugh.

Can we get information on sexual difficulties in alcohol and drug abuse?

The problem of sex will be addressed in a forthcoming issue under the title "Build a Better Life by Seeking Solutions to the Problems of Sex and Communication." Should this elicit further responses, we will probably want a second feature on this topic shortly after.



DOREEN D., NORTH CAROLINA

"I came into Al-Anon reluctantly. I thought I was unique. I did not have a problem, my husband did! My higher power has looked after me so many times without my ever being aware of it. He put me in a group where there were strong service oriented people—one was a past Delegate who became my sponsor. She encouraged and pushed me up the service ladder.

"At my first Conference, I arrived in Tarrytown saying to myself, 'What on earth am I doing here? What have I got myself into?' At the sharing session on Sunday night, I heard other Delegates share their feelings of inadequacy and realized I was not alone. When they called the roll the first time and I said that I represented North Carolina, my heart was overflowing.

"Looking back over the past three years, I realize I have grown both spiritually and emotionally. You may not see the difference, but I feel it inside. Through this wonderful program and the help of my higher power, I feel I have FINALLY COME OF AGE!"

"I would like to see the division of our Area into two Areas. It would mean that those groups which are 500 or 800 miles away—as the crow flies—would have their chance for a visit from their Delegate. This too will come when the time is right."

HELEN W., BRITISH COLUMBIA/YUKON

"In the BC/Yukon Area, Al-Anon is still coming of age. Some of the giant steps we have taken are: dividing into Districts (we now have 32 and are still growing); opening the Central Service Office and Literature Depot in Vancouver; Delegate visits to groups throughout the Area; and the decision to extend Assembly to a whole weekend of activity, which makes it possible for groups from the interior of BC and the Yukon to attend.

"I would like to see the division of our Area into two Areas. It would mean that those groups which are 500 or 800 miles away—as the crow flies—would have their chance for a visit from their Delegate. This too will come when the time is right."



ANNUAL REPORT:

George T., Rae M. S., Chairmen
 Rae M. S., Chairman
 Ann S., Secretary

COMMITTEE: Nine productive meetings were held this year. The Committee consists of: Carol C., Edwina F., Harold H. L., Marge M., Fran McM., Edith N., and Elizabeth R.

Delegate members received all material distributed to the In-town Committee members to keep them informed and elicit their responses.

The Committee developed an appeal to present to the WSC with regard to the Board of Trustees' denial for the In-Town Institutions Committee to hold an "Institutions Afternoon" at the WSO. The appeal was discussed at the WSC.

GOALS: With a new direction in mind, In-town members were asked for their input on two goals which were developed through discussion at two Long Range Study Panel meetings and submitted to the Board of Trustees: *Goal #1* — "To bring the 'Al-Anon presence' to hospitals, treatment centers and correctional facilities in a variety of ways, in addition to the establishment of Institutions groups."

The "Al-Anon presence" can be in the form of: Establishing contact with administrators of a facility to clarify the Al-Anon program and philosophy; open meetings; speakers at open meetings; a literature table; poster displays; the establishment of Institutions groups, etc.

Different forms of the "Al-Anon presence" may vary for each type of facility.

Goal # 2 — "To clarify the 'Al-Anon presence' at institutions by separating the Al-Anon philosophy from that of treatment centers."

These goals will help the fellowship to uphold the Al-Anon Traditions.

In bringing the "Al-Anon presence" into facilities, the Institutions Committee can utilize the support of all other services to achieve these goals.

STRATEGIES: A list of registered Institutions groups (computer #103) and groups meeting in Institutions (computer #119) was prepared, placing each facility into one of three categories: hospitals, treatment centers or correctional facilities. The Committee is considering the development of an audio-visual aid to demonstrate how members can become involved in this service and carry the Al-Anon message to institutions.

FORUM ARTICLES: The Committee selected "Dive into Institutions Work in '85" as the title for the Institutions column in *The FORUM*.

ARCHIVES: The group meeting at the Bayview Correctional Facility for Women in NYC was awarded a Certificate of Appreciation which Elizabeth R., a committee member, donated to the Archives Committee.

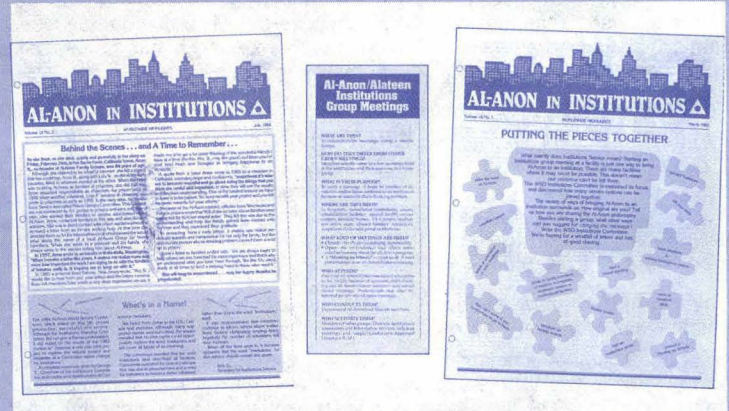
STATEMENT OF PURPOSE: In-town and Delegate members reviewed a "Suggested Statement of Purpose for Al-Anon Institutions Meetings," submitted by the Missouri WSD, Panel 15. Considered a good service tool, this was adapted with a few revisions to make it suitable for worldwide use. The statement was sent to all Institutions groups and is now included in the Institutions Kit.

At the 1984 WSC, the Standing Committee discussed developing two packets (consisting of existing literature and articles from *AL-ANON IN IN-*

STITUTIONS), for members to use when approaching facilities. One packet would be used for correctional facilities and the other for hospitals, etc. The idea was tabled.

INSTITUTIONS MONTH PROJECT: The idea of having a worldwide Institutions Month, conceived at the Institutions Workshop during the 1983 Canada (west) RSS in Regina, was approved as a project for 1985.

NAME CHANGE PROJECT: As a 10% random sampling, a one-page, self-addressed, mail-back flyer, was included with the February/March issue of *INSIDE AL-ANON*. Although many names were suggested, the results revealed that no other name could accurately replace the word "Institutions." Further results indicated that a lack of volunteers in this service resulted from an uninformed fellowship rather than the word "Institutions."



CONCEPT XI TEXT ON INSTITUTIONS: Members worked on a proposed Concept text revision; however, because of our changing goals, the Committee is waiting to determine whether redefinition is needed following the implementation of these new goals.

COOPERATION WITH OTHER SERVICES: In a special meeting, the Secretaries and Chairmen of the Institutions, P.I. and CPC services met with the General Secretary and Deputy General Secretary to determine if, and how, the impact of the new Institution's goals and focus will affect the other services. Other meetings are planned for 1985.

In cooperation with the CPC Committee, several Institutions Committee members reviewed films with the CPC Committee, as various techniques were explored in fulfilling the 1982 Conference Motion to develop a film.

1985 WSC PRESENTATION: As part of their presentation, the Committee developed a leaflet which will be discussed at the 1985 WSC Standing Committee meeting. Members will be asked to share their thoughts on the format, content and appropriate design for this project. The leaflet is to serve as a tool for the fellowship.

FIELD TRIPS: May 16, the Institutions Secretary, Ann S., attended an all-day Alcoholism Institute, presented by the New York City Chapter of the National Association of Social Workers, at Fordham University Graduate School of Social Services.

Al-Anon is considered an important resource for continuity in Family After-care Recovery Programs. Mentioned was the need for practitioners to become better informed about the benefits of Al-Anon and AA, to know what they are recommending.

August 26-28, Ann attended a three-day seminar in Boston, sponsored by the National Conference of American Probation and Parole Association. An Al-Anon table was manned by local members.

September 16, 17, Ann was invited to speak and also present an Institutions Workshop at an Assembly in Macon, Georgia.

November 8-11, Ann was invited to speak at the 16th Annual Gulf Coast Round-up in Panama City, Florida. During the Round-up Ann learned five prisoners attended each day from a prison in nearby Sneads, Florida. Each day, different residents were brought by an official of the facility; they asked for the newsletter, *AL-ANON IN INSTITUTIONS* and how they could arrange for a group meeting to start at the facility. There were 580 people in attendance, including 35 Alateens. She also jointly chaired a Workshop on Service, with the representative from AA.

AL-ANON IN INSTITUTIONS: Three issues were completed and mailed to Institutions Groups, subscribers and other Conference members. There are now approximately 750 subscribers, an increase of 150 over 1983.

Mid-year a renewal letter was sent to subscribers. The July issue carried a front-page story about the death of Anne B., co-founder. Anne pioneered in Institutions Service by heading the "Prison Groups Committee," (the Institutions' Committee's former name).

INSTITUTIONS COORDINATORS: Throughout the year newly appointed Coordinators were sent a letter of welcome, guidelines and an Institutions Kit, in addition to the following: "Statement Of Purpose for Institutions Group Meetings," a copy of a special article from the Maryland/DC Area newsletter, written by Vera M., the Institutions Coordinator; excerpts of appropriate letters and our response which required Area attention; a questionnaire, asking if they are planning to attend the 1985 International Convention in Montreal; an update of new Coordinators and a current list of all Coordinators and addresses.

LONG RANGE GOALS: Strategies are being developed to implement methods to better inform the membership, at the grass-roots level, about this service. At the Long Range Study Panel, Ann expressed her views for an educational/informational campaign about the Institutions Service; better representation at each RSS; and that all groups meeting in institutions be registered as Institutions groups (#103) which would allow group members involved to decide which format to use.

The Long Range Study Panel agreed, an educational/informational campaign was needed and encouraged that the "Al-Anon presence" in Institutions become the focus for the future. This would make Al-Anon visible in a variety of ways. Members not ready to chair group meetings could become a part of an Institutions Service Team or Committee that would visit or talk with potential members in institutions, on a daily basis; leave literature in facilities; present a workshop or a Meeting On Wheels, etc. It was felt that such a campaign would work well with the proposed worldwide Institutions Month that had been under consideration.

In regard to changing the focus, a list of Institutions group meetings was prepared for each Area, to help determine which of the three categories they fit into: hospitals, treatment centers or correctional facilities.

OFFICE PROCEDURES: Revisions and up-dates: WSO Institutions Standing Committee Duties; Highlights of Al-Anon In Institutions — 28 years of history I-7; listing of Materials in Institutions Kit, I-20; Institutions Literature — Discount Package Order Form, PL-5 (I); registration letter and a letter of clarification for those asking for registration from institutions was developed for the Group Records Service; update of Guidelines for Al-Anon/Alateen Institutions Service G-9; Policy Digest, page 13; Al-Anon/Alateen Groups at Work, page 32.

CORRESPONDENCE AND PHONE INQUIRIES: Letters from prisoners in California, Florida, Indiana, Maryland, Pennsylvania and Wyoming, who asked if meetings could be started in their facilities, were individually answered. Copies of these letters and replies were referred to the respective Area Coordinators for follow-up. Other inquiries were: a special request for material in Braille, to be part of a display at an Institutions presentation in Canada; new group information for a Senior Citizens residence. Questions answered were: How to get more Alateen participation in Institutions Service to do Institutions work and holding Institutions Workshops at District and Assembly meetings. Reports and phone inquiries were made concerning: An Al-Anon pre-release group in prison; a group starting a committee called "Outreach," to encourage more members into Institutions Service; a letter of introduction signed by the Chairman was sent to all Delegates along with the results of a questionnaire sent to Institutions Coordinators in 1983; a member, counselor, asking about audio-visual aids to use for families in a treatment center; whether it is within Traditions to collect funds for baby sitting fees at an Institutions meeting.

NEW GROUPS: New Al-Anon/Alateen Institutions Groups have been started in Arizona, California, Colorado, Connecticut, Delaware, Florida, Georgia, Illinois, Iowa, Kentucky, Louisiana, Maine, Massachusetts, Michigan, Mississippi, Montana, New Jersey, New York, North Carolina, Ohio, Oklahoma, Pennsylvania, Tennessee, Texas, Washington, Wisconsin and Wyoming.

Institutions Update

The Budget Committee has approved including one issue of *AL-ANON IN INSTITUTIONS* with the *INSIDE AL-ANON* mailing. The Institutions Committee selected November as the month for the combined mailing. The Committee is also preparing for its Workshop at the International Convention and they were pleased to announce their new banner title, *Dive Into Institutions Work*, in *The FORUM*.

INSTITUTIONS REPORT-BACK:

Marna V., LA

"PLANTING A SEED"—The Conference approved the Committee's recommendation to develop and produce the proposed Institutions leaflet, "Planting a Seed," with several general changes made to the original text.

INSTITUTIONS MONTH—Committee members reported on their plan to hold an Institutions Month, with each Area determining the month most suitable to their own needs. Members were asked for input to help prepare a suggested list on conducting Institutions Month to the WSO before June 1, 1985. This topic will be included on the agenda at the International Convention workshop "The Al-Anon Presence is Alive and Well in Institutions." An article addressing Institutions Month will appear in all WSO news vehicles, including the November issue of Al-Anon in Institutions, which will be mailed to all groups along with their copy of *INSIDE AL-ANON* (and for this one issue, will be translated into Spanish).

GOALS—Al-Anon members were asked to evaluate material in the Institutions Kit. A cover letter on how to use the Kit effectively will be developed. The Concept Text revision worked on last year, will be re-examined with a view to preserving the substance of the redefined goals. The Institutions Guidelines will be revised to incorporate this new focus.

FACTS AND FIGURES—The following figures were read:

Registered Institutions Groups: up 25% this year.

Al-Anon in Institutions subscriptions: up 15% this year. Chairman Rae S. compared Institutions 25% growth to Al-Anon's overall 17% growth; she also tracked Institutions development since 1981, when there were 425 Al-Anon/Alateen Institutions groups to 1984's total of 681 (a 61% increase).

INSTITUTIONS SESSION:

INSTITUTIONS SESSION:

Rae S., Chairman
Ann S., Secretary

To help describe Institutions recent developments, Chairman Rae S. quoted from the song softly playing in the background, observing that the "best of times is now." She spoke about the Committee's redefined goals and their strategies for implementing those goals (see Annual Report).

Next, Staff Secretary Ann S. began her report with a line from writer Peter de Vries:

We are not primarily put on this earth to see through one another, but to see one another through.

She reviewed the history of Institutions work, which began in 1953 when Lois W. and Irma F. researched the feasibility of bringing Al-Anon to institutions.

The main portion of the presentation followed. It consisted of a Conference preview of the proposed leaflet, "Planting A Seed," created by the Institutions Committee to help Al-Anon members better understand the joys of Institutions work, and to generate confidence and enthusiasm for undertaking this most valuable service. Each Conference member was given a miniature copy of the leaflet and treated to an overhead projected version of "Planting a Seed" as Committee members read the accompanying text.

The leaflet describes ways for "bringing the Al-Anon presence" to various facilities, or "planting the seed," including Open Meetings, meetings on wheels, leaving literature at various strategic points in facilities, speaking, and cooperating—not affiliating—with institutions. It also notes Institutions related service material, and how to become a VIP: a Volunteer Institutions Person.

The presentation was greeted with enthusiasm and admiration; and there was an immediate request for a Spanish version. Delegates said "Planting a Seed" was cogent, attractive and stimulating.

The Committee concluded the presentation with a request for feedback: "The WSO Institutions Committee needs to hear your thoughts and experiences in regard to the 'Al-Anon presence' in Institutions . . . Let us hear your comments."

1985 INTERNATIONAL CONVENTION:

Myrna H., Chairman
Carole K., Coordinator
Mary Ann K., Assistant Coordinator

COMMITTEE: The Committee met often to prepare for the July Convention and made a trip to Montreal in June; the Convention Coordinators also went in November. During both trips, meetings were held with PFA, the local Host people, hotel representatives, decorators, sound technicians and a city representative for Montreal.

Meeting with AA — The Al-Anon Staff Convention Coordinators met with AA's Convention Coordinators to discuss registration, meeting space and other Convention plans in which there is mutual interest.

Registration — Registration forms were mailed to all Al-Anon and Alateen groups in late September. Registration badges are in three parts: one is the mailing label, the second is blank and the third part has each member's first name and hometown on it. The badge/label combination was mailed to each member as confirmation of registration. At the bottom of each registration card is a color classification: red for Al-Anon and Alateen, and blue for AA. If a registration badge is lost, \$5.00 will be charged to replace it. A letter accompanied the computer registration printout, explaining that housing confirmation would take four to eight weeks. By December 1st, Al-Anon's block of rooms at the Queen Elizabeth and Chateau Champlain had been filled, which surpassed housing registration of previous conventions.

PUBLIC INFORMATION: Susan, P.I. Secretary, met with Jean G., the Host Committee's P.I. Coordinator, to discuss the thrust of Public Information for the Convention and how local members can be included. After talking with AA's General Manager, it was decided to increase press coverage, open a news/press room on Monday before the Convention and send the P.I./CPC Assistant to Montreal to serve as anchor person for the news/press room. From July 1st, until Sunday, July 7, there will be daily press releases and a press conference will be held on Thursday at 3:00 P.M. at the Queen Elizabeth.

PFA — PFA staff is working with a Convention speakers committee to develop the French program. Material pertaining to the Convention has been translated by PFA and mailed to French speaking groups. On Wednesday July 3, PFA is planning on an Open House.

Conference Reunion Luncheon — A letter of invitation was sent to all past and present Conference members in October. The menu was decided on, as were the ticket costs: \$20.00 American and \$25.00 Canadian. An estimated 500 people will be attending this luncheon.

Old Timers' Luncheon — It was decided that the luncheon would not be held because the event was similar to the Pioneers' Breakfast and the ticket price was higher.

Pioneers' Breakfast — Margaret, Archivist, is coordinating this event. A flyer was developed, tickets were made up, the menu set and tickets will be \$15.00 US and \$20.00 Canadian.

Host Committee Tea — It was decided to hold this function at the Queen Elizabeth on Sunday afternoon at 2:00 P.M. The Banquet Manager has been contacted and arrangements have been worked out. Ann, Institutions Secretary, submitted several ideas for a Host Committee thank-you gift.

Speakers Questionnaire — All English, Spanish and French translations were completed and printed. These questionnaires will be mailed to all Al-Anon and Alateen registrants in February, 1985.

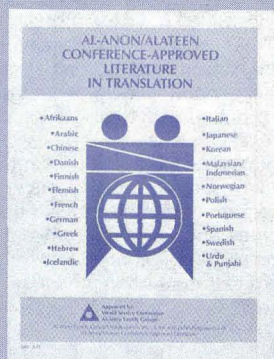
Badge — A design was submitted to Richard Keilly, Controller, who forwarded it to AA for the Convention Computer Service.

1985 Slides — A letter was sent to all Delegates telling them they could borrow the slide presentation of Montreal to show in their Areas. The response from the Delegates showed great interest. Six copies of the presentation were made and a system was set up in which the Delegates would send the slides to the next Area, rather than return them to the WSO. The slides are being lent on a first-come first-served basis.

WSO personnel assignments — Arrival and departure dates have been completed. Volunteers and Staff will be notified in January of their tentative assignments. Staff and Trustees will coordinate the large meetings and workshops, man information and sales booths, help with the press room, and aid with registration if needed.



INTERNATIONAL COORDINATION:



Cay C., Chairman
Mary Ann K., Secretary

THE INTERNATIONAL GSM (TRIAL) was held at the Marriott Hotel, Stamford, Connecticut from September 21-24. Elected Delegates from Australia, Belgium (French), Brazil, Costa Rica, Finland, Germany, Iceland, Italy, Mexico, New Zealand, Norway, South Africa, Switzerland, U.K. and Eire, U.S. and Canada shared at six workshops and general sessions. Much of the agenda was suggested by the Delegates via questionnaires and correspondence during the year. In response to the request of 1982 GSM Delegates, the WSO Staff, the Controller and Office Supervisor participated in a panel. Delegates had coffee at Lois' home and then visited WSO for the final luncheon.

Motions passed and later approved by Board of Trustees included: Making the International General Services Meeting a permanent part of the Al-Anon service structure; holding the first permanent IGSM in 1986 in the United States; giving consideration at the 1986 IGSM to holding the 1988 meeting outside the United States, with Delegates who choose to host the meeting bringing a bid from their country.

A motion also requested the Literature Committee to consider a pamphlet on Al-Anon and the Agnostic.

A Pot Luck Supper, coordinated and served by local members in Connecticut, was followed by a skit performed by a cast of 38 Al-Anon members who arrived by charter bus from all over the state. Delegates were overwhelmed by the generous spirit of the Connecticut Al-Anon members for the time and effort given on their behalf. As a cost-saving measure, volunteers taped the meeting for Archives and recorded the motions for the Summary. A slide presentation of the GSM was produced and reviewed by the Committee. Five sets were reproduced to lend to the Delegates and GSOs upon request. The printed summary of the meeting is in production.

The next International GSM is tentatively scheduled for September 12-15, 1986. The Board of Trustees approved an equalized expense ratio for this meeting of 25% from each structure and 75% from WSO.

Professional inquiries from the Department of the Navy and Maryknoll Extension Services were followed-up with additional information and a personal response.

TRANSLATION SERVICES

The first Hebrew and Arabic translations were reviewed, reproduced and, along with Chinese, added to our Translation Order Form for the first time. Literature was sent in 18 of the 20 languages published.

MAILINGS TO DELEGATES TO GSM

Delegates were sent: traveling instructions from Kennedy Airport to Stamford, Connecticut; consent forms for Delegates to be listed in the World Directory; details about financial arrangements for the GSM; requests for information on structure and spiritual sharings; a welcome from Chairman of International Coordination; and tentative agenda items.

MAILINGS TO GSOs

Letters were sent explaining: the importance of group identification numbers on correspondence to WSO; that GSOs are invited to chair an English-speaking meeting at the International Convention; the 1985 International, along with posters and a tentative agenda.

We also sent: a printout of all groups listed in a particular country; Al-Anon Spoken Here (pamphlet, door hangs, and table card); To The Mother And Father Of An Alcoholic; Al-Anon And Professionals; Al-Anon Fact File; Daily Checklist of Myself (plus order blanks on the above); The FORUM; ALATEEN TALK; The Clarifying Statement on Adult Children; the tapes Understanding Ourselves and Alcoholism; and A Little Bit of Al-Anon.

AI-ANON INTERNATIONALLY:

Argentina — Due to financial difficulties, Argentina did not send a Delegate to the International GSM. However, their First National Conference (attended by elected Delegates from seven Districts) helped inform groups of the financial need, and contributions subsequently increased.

Reprint permission was sent for: So You Love An Alcoholic?; What Do You Do About the Alcoholic's Drinking?; What's "Drunk" Mama?; Understanding Ourselves and Alcoholism; Al-Anon Fact File; Al-Anon Family Treatment Tool; Al-Anon is for Men; Homeward Bound; It's a Teenaged Affair; Adult Children of Alcoholics; Digest of Al-Anon/Alateen Policies; This is Al-Anon; Why is Al-Anon Anonymous?; Jane's Husband Drank Too Much.

Australia — A counselor familiar with the Al-Anon program volunteered to translate Conference-Approved Literature for the Aboriginal communities, where the need for Al-Anon is great. Due to the variety of languages spoken in Australia, the GSO prints its own Literature in Translation Order Form. The WSO offered to help reproduce the translations.

Belgium (Flemish) — Karel M., General Secretary of the original General Service Structure in Flemish Belgium, wrote "after twelve years in the service, I plan to leave at the end of the year." The General Secretary of the other GSO notified WSO that the original founder of this GSO has resigned and new officers have moved the GSO from Kasterlee to Borgerhout, where their Conference was held. Plans are underway for one GSO to merge with the other. A letter from the Chairman of the Board was sent to Karel expressing gratitude for his help over the years.

Belgium (French) — The Delegates from French-speaking Belgium brought the concerns of the French GSO to the International GSM (see France). Monique reported that two representatives from France attended French Belgium's Conference and are working closely with them in the production

of literature. Both countries will use the same printer and cooperate in the production of the ODAT, but each will distribute the book in their own country.

Reprint permission was sent for: Sponsorship, What It's All About; Alcoholism, The Family Disease; They are reprinting service guidelines also.

Brazil — Vera R., one of the GSM Delegates, is now International Correspondent from Brazil.

Reprint permission was sent for: It's A Teenaged Affair . . . , and Al-Anon's World Service Office.

Colombia — More groups wrote about problems obtaining literature. Until the GSO reprints, the large consignment order sent by WSO may help take care of the difficulty.

Reprint permission was sent for: LIVING WITH AN ALCOHOLIC; ONE DAY AT A TIME IN AL-ANON and DILEMMA OF THE ALCOHOLIC MARRIAGE.

Costa Rica — Herminia F., a longtime member, accompanied Mary R. as the second Delegate to the International GSM.

Cyprus — A lone Alateen member asked for direction in starting an Alateen group.

Denmark — Reprint permission for excerpts from AL-ANON FACES ALCOHOLISM was sent.

Ecuador — Information about Spanish-speaking members' participation at the RSS was requested along with information about the International Convention.

El Salvador — WSO newsletters are now distributed through the GSO instead of a direct mailing to groups. Because of financial difficulties, the two Delegates were unable to attend the GSM.

Reprint permission was sent for: Why is Al-Anon Anonymous?; Al-Anon Is For Men; Lois' Story; and Purpose And Suggestions.

Finland — One Delegate, Katarina W., represented Finland at the International GSM. Although the GSO in Finland has not had much contact with Swedish members, it has taken responsibility for Swedish translations because many Swedish groups are registered in Finland. Finland has begun to translate ONE DAY AT A TIME IN AL-ANON into Swedish, sending portions for review. There is now, however, interest in Sweden to publish. More information is to be obtained on the Swedish groups and the financial resources for projects such as producing literature before transferring reprint permission from Finland to Sweden.

The Finnish translation of THE TWELVE STEPS AND TWELVE TRADITIONS was brought to the GSM for review, and was returned with minor corrections and reprint permission.

Reprint permission was sent for the Finns' excellent translation of Information For The Newcomer in Swedish (see Sweden).

France — With no English-speaking member working as the GSO, France could not attend the GSM. Questions about listing Lone Members in the World Directory, International Convention and service work of members in AA and Al-Anon were answered through correspondence; France's other concerns were presented by the French Belgium Delegates.

France has asked to reprint literature, working closely with French Belgium to reduce costs.

Reprint permission was sent for: ONE DAY AT A TIME IN AL-ANON, A Guide For The Family, and Alcoholism, The Family Disease.

Germany — Gudrun, GSM Delegate, told her personal story at the opening breakfast of the GSM. She reported how a structure team is in the process of setting up the First German Conference. "It will be an important step toward combining the different sections, and fostering unity within the fellowship."

Translations were sent for: How Can I Help My Children?; A Guide For Sponsors Of Alateen Groups; Operation Alateen; Facts About Alateen; and Alateen, Sponsor to Sponsor. The Translating Team is working closely with the Swiss German members. The German GSO is now producing their version of INSIDE AL-ANON called INTERN AL-ANON.

Guatemala — Information was sent on setting up an Information Service. Communication within the country continues to be a problem.

Honduras — A group in Tegucigalpa asking about reprinting literature, was directed to work with the local Information Service on this matter. An individual requesting guidance about forming an Information Service was sent guidelines and was encouraged to work with a committee.

Iceland — For the first time Iceland was represented at the International GSM. Delegates Ingolfur and Helga asked questions about servicing the groups and attracting new members.

Large orders were filled from their GSO for the ONE DAY AT A TIME in Norwegian and English. They have not yet translated the ODAT into Icelandic.

India — Questions from groups and individuals continued since no structure or Information Service exists in this country. Obtaining literature remained a problem. Our most recent correspondence indicates an Information Service has formed and is requesting reprint permission; however, more information about funding and distribution of literature is required. English-speaking lone members write often.

Israel — An International Congress on Alcohol Dependence, the Family and the Community in Jerusalem was held in September, 1984. Many renowned Americans in the field of alcoholism presented papers, and some encouraged Al-Anon as an on-going after-care family resource. Longtime member Jackie S. attended this meeting as WSO's representative, and reported: "Al-Anon's presence was good; we accomplished something by being there."

Vacationing in Israel, The Institutions Secretary made personal contacts with Jackie and another longtime member, Yemima, a social worker and the Director of Alcoholism Treatment and Prevention Program. Discussion centered on the need for group growth and referral to Al-Anon. Jackie is working to improve communication with groups.

Yemima, coincidentally, visited WSO on the very day GSM Delegates were visiting and having lunch. She was introduced to delegates as our Service contact in Israel. Over the years she has corresponded with the GSO in the U.K. and Eire and was able to meet Jean G., Delegate. Yemima is responsible for the Hebrew translations we are producing. Jackie and Yemima's names were sent as local contacts to Prina Eldar, Director of the Department for the Treatment and Prevention of Alcoholism in Jerusalem.

Italy — Along with a generous contribution of Italian literature, stories from Italian members translated by their GSO personnel were sent for possible publication in our Spiritual Book.

The Eighth World Conference of Therapeutic Communities was held in Rome. Dr. Jack Norris, former AA Board Chairman, was referred to a local Al-Anon member to support his presentation on AA as self-help group.

The Delegate to the GSM, Carla R., explained that the GSO is working to service all groups in Italy. Several members writing to WSO about structure have been encouraged to improve their communications with the GSO.

Reprint permission was sent for: Al-Anon Is For Men, and Facts About Alateen.

Japan — After much discussion at their Board meeting, Celia, the General Secretary of Japan's GSO, has resigned due to other commitments. Because of this transition, no Delegate from Japan came to the GSM. A list of groups meeting in Japan was sent to WSO.

Kenya — A member wrote about her joy at finding Al-Anon in Nairobi.

Korea — For the first time, members in Seoul have requested permission to translate and reprint Conference-Approved Literature in Korean. The one piece of Korean literature has been reproduced at the WSO.

Reprint permission was sent for: Freedom From Despair and Understanding Ourselves and Alcoholism.

Mexico — GSM Delegates Salvador and Lolita were given Spanish translations and mechanicals of: Working As For Or With Professionals, How Can I Help My Children, What's Next Asks A Husband (which WSO Spanish Services produced, but did not print). After they are printed in Mexico, we may buy them from their GSO. The staff of the GSO now consists of six paid employees.

For the first time a simultaneous Al-Anon Convention was held in several cities from September 29-30.

Reprint permission was sent for: Al-Anon Is For Men; This Is Al-Anon; Working As For Or With Professionals; Adult Children Of Alcoholics; Alateen Sponsor to Sponsor; Al-Anon/Alateen Institutions Group Meetings; How Can I Help My Children?; What's Next? Asks the Husband.

New Zealand — The GSO published their first Handbook. The Delegate, Pat, gave the opening presentation at the GSM, "Developing Love for your GSO," which initiated a lively discussion from the floor.

Nicaragua — The Information Service has sent in a large literature order as part of the consignment program.

Netherlands — The GSO decided to put their resources into reprinting literature and did not have the finances to attend the GSM.

Reprint permission was sent for: Why Is Al-Anon Anonymous?; The Al-Anon World Service Office; Guide for Sponsors of Alateen Groups; Operation Alateen; Youth and the Alcoholic Parent; Freedom from Despair; Blueprint for Progress; Facts About Alateen; Twelve Steps and Twelve Traditions for Alateen; How Can I Help My Children; Digest of Al-Anon and Alateen Policies; A Merry-Go-Round Named Denial.

Nigeria — Information about Al-Anon was sent to a clergyman.

Norway — The GSO moved from Farsund to Bergen. Three volunteers are working to serve the groups: a secretary, bookkeeper and General Secretary.

The Public Information Secretary and International Secretary were interviewed by a reporter from Oslo for a story on worldwide Al-Anon. The Delegate reported that the story was printed in *Afterposten*, a Norwegian newspaper; the translation is to be sent.

Panama — Group information and a personal message of encouragement were sent to a potential member.

Paraguay — A member visited the WSO on behalf of a group in Asuncion. To date, the group has not responded to our correspondence.

Philippines — A missionary working with local people expressed interest in Al-Anon. Presently, the only Al-Anon groups in the country are English-speaking.

Poland — At the RSS in Boise, Sandy and Norma met with Hanna, our Polish translator (living British Columbia), who is trying to help the Polish groups organize. They learned that 6,000 copies of the DILEMMA OF AN ALCOHOLIC MARRIAGE have been published in Poland through the Psychoneurological Institute in Warsaw. Hanna is to obtain additional information on how they are being sold and distributed.

Hanna spoke briefly at the RSS on how Al-Anon groups are struggling to begin in Poland. Her report helped the membership become more familiar with Al-Anon worldwide.

Saudi Arabia — Contact was made and, as a result, one Lone Member registered.

South Africa — The GSO has translated into Afrikaans our poster — "You Know What His Drinking Is Doing To Him, . . ." and reproduced it on a 5½ by 7 which they find an effective size. A hospital in Mafikeng was sent literature and directed to the nearest Al-Anon office—in Johannesburg.

Reprint permission for ONE DAY AT A TIME IN AL-ANON was sent for translation into Afrikaans.

Spain — Since there was no English-speaking person working at the GSO, Spain could not send a Delegate to the GSM. However, an outline of their structure was sent for inclusion with the structure outlines of other countries attending the meeting. A summary of their Assembly, which is the first step toward organizing a Conference, was received.

Sri Lanka — Request for literature was sent by an AA member for his family.

Sweden — Early in 1984, members from different groups in Sweden asked for permission to reprint ONE DAY AT A TIME. Before transferring reprint permission for Swedish literature, which the Finnish GSO has held to date, WSO is establishing which group will be the reprinter of CAL.

In the latter part of the year, we learned a Service Office for Al-Anon was up at the same address as the Swedish Council on Alcoholism and Addictions. In our letters and phone calls, we encouraged them to be independent and separate from this professional organization.

While communication is improving with the Swedish and Finnish service-workers, reprint permission has been temporarily withheld until we can clarify who would be the appropriate service entity. Because of duplication of translation projects, the Finnish and Swedish members were asked to keep in close contact with WSO during this time of transition.

A Swedish member requested a large supply of literature for a national exhibition, called "Focus on Recovery." The WSO sent it through our GSO in the U.K. & Eire, and we asked for feedback on the exhibit and for more details on their reprinting project.

Switzerland (French) — A new GSO formed. Minutes of the first business meeting, translated by a WSO volunteer, were turned over to Archives in English and French.

Switzerland (German) — From the fifty German speaking groups, WSO received a \$1,000.00 contribution. The Al-Anon group in Frankfurt, Germany is sponsoring the Al-Anon group in Pozan, Poland. Members are individually donating expense money to help Polish members attend the Oldenburg Convention in Switzerland.

To prepare for the GSM, the Swiss Delegates translated and studied Al-Anon Twelve Concepts of Service.

U.K. and Eire — In response to a request from the General Secretary, the Alateen Secretary provided detailed information on handling Alateen members at Conferences.

The GSO has produced a flyer about its activities entitled: "Where It All Happened." The WSO requested an outline of finances involved in a GSO member attending the Mental Health 2000 Congress, as Al-Anon's worldwide representative.

Uruguay — The groups have organized into Districts, forming a Public Information, Literature, Interior Communication, and Lone Member Committees. The Guide to General Service Offices was sent with a letter of encouragement, using our Handbook as a guide.

Reprint permission was sent for: The Service Manuals; ALATEEN, HOPE FOR CHILDREN OF ALCOHOLICS; Alcoholism, A Merry-Go-Round

Named Denial; Alcoholism, The Family Disease; Blueprint for Progress; Freedom From Despair; A Guide For The Family; Homeward Bound; Lois' Story; Purpose And Suggestions; So You Love An Alcoholic; Three Views of Al-Anon; To The Mother And Father; Twelve Steps And Traditions; Youth And The Alcoholic Parent; Jane's Husband Drank Too Much; What's "Drunk" Mama?; and Living With Sobriety.

Venezuela — Members asked for help in developing their GSO. Thirty-eight groups are functioning in this country.

West Indies — Groups were encouraged to improve communication with WSO. Recent correspondence revealed groups do not always register; however, several groups have returned registration forms, thus insuring their connection to Al-Anon worldwide.

Int'l Coordination Session:

During the International Al-Anon General Services Meeting (IAGSM) in September, 1984, a recommendation was made to the Board of Trustees—subsequently approved by them—to make the IAGSM a permanent part of the Al-Anon structure. The 1985 WSC approved the revision of Item 10 (CONCEPT XI), pp. 31-32 in THE TWELVE CONCEPTS OF SERVICE, reflecting the current status of the International Coordination Committee:

With the growth of Al-Anon and Alateen in over 70 countries by 1978, carrying a unified message became increasingly complex. The International Coordination Committee was then formed. This Committee is composed of a Volunteer Chairman, the Staff Secretary, Staff and volunteer members familiar with Al-Anon on a worldwide level.

Plans for a meeting with Delegate representation from every country began with the inception of the International Coordination Committee. Such a meeting was envisioned as the most effective means to foster the sensitive communication needed to provide a uniform service message amid language and cultural differences. In 1984, after three trial biennial sessions, the International Al-Anon General Services Meeting became a permanent part of our structure. ▲

International Coordination Update:

The new translation order form was displayed to Conference members, representing CAL in 23 languages—including Hebrew and Arabic. The International Coordination Staff Secretary issued a request for English-Korean speaking members to help review translated material. She also reported that equalized expenses of 25%-75% were instituted on an experimental basis to help defray the enormous costs for Delegates attending the 1984 IAGSM. Further, the biennial nature of the event, the great distances involved and various problems related to currency exchange also contributed to this arrangement. As it was, she added, many Delegates had considerable difficulties in meeting the costs.

1985 CONVENTION SESSION:

**Myrna H.
Carole K.
Mary Ann K.**

Myrna introduced Committee members and immediately turned the microphone over to Linda McF to describe the very special event that had been planned to kick off the "Around the World" Opening Meeting with an appropriately international flourish.

Linda said that a Parade, "Al-Anon Speaks the Language of Love," had been planned to stream into the meeting with participants dressed in costumes representative of their national/regional culture, and grouped according to their spoken language.

Linda reported having sent out 150 letters with Teresa M. asking registrants from around the world to participate, and extended an impromptu invitation to each Delegate. Representatives from each Area are free to wear whatever outfit is particular to their Area or Region and fall in behind the English, French or Spanish banner. Participants in this grand march—although obliged to arrive somewhat earlier—would be entitled to sit in a reserved seat up front: no small reward in a meeting expected to hold many thousands and thousands of people.

Myrna then broached the subject of future conventions, and asked Delegates to share their feelings on continued simultaneous conventions with AA, adding there is no ill-will between Al-Anon and AA, nor has separating been explored as a serious option—she was simply seeking an idea of Delegates' consensus.

Opinions were fairly well divided, with about half of the speakers in favor of continuing participation with AA, citing above all, economic factors and the importance of unity. Those supporting separate Al-Anon International Conventions suggested that "coming of age" meant letting go of AA's coat-tails and learning to stand on our own feet. Another option presented was to limit our participation in future Internationals. ▲

International Convention Update

The Pioneers Breakfast will feature Pioneer speakers, but the event is by no means limited to longtime members: all are welcome to attend. An announcement was made regarding speakers for the Convention (particularly family speakers): now is the time to respond to the questionnaires sent out to all registrants. It was pointed out that if the computer did not print the word "RED" in the lower left-hand corner of the Al-Anon/Alateen registration badge, members would have to wait until they arrive in Montreal and rectify the problem at the Convention Center, where they will be able to get the right badge. As of April, 32,000 AA and Al-Anon participants had been registered and all housing within a 60-mile radius had been filled.

Life's Changes:

THE MANY FACES OF AL-ANON

Martha W., Maine, Divorced Spouse

Martha grew up in a warm and loving home, where religion and independence were both very important. "I picked up the independence," she said, "but not the faith."

Things came fairly easily for Martha, probably because she avoided whatever was not easy. She dated a man who drank a lot and their courtship was long and stormy. She felt his drinking was related to his having served in Vietnam, and that once he was settled down, "with the love of a good woman," the drinking would disappear.

They got married and although domesticity was not Martha's style, she dedicated herself to the housewife routine for quite a while. Her husband did not stop drinking. She became angry and frightened. She worried that he'd be killed, that he'd kill someone else or that he'd become involved with another woman. After a while, she found herself hoping that he would die. She felt it would be easier to be a widow than to continue suffering as an alcoholic's wife. She even began to hope he would hit her—at least that would be a bottom.

When a bottom finally did present itself, Martha took a long look at herself. And although she did not believe in God, she cried out to a higher power, not realizing this is what she was doing.


Her husband went to a treatment center, where Martha was introduced to Al-Anon. She continued to attend Al-Anon meetings, mainly, she admitted, to learn how to support him and his new sobriety—not for her own recovery. When he eventually began drinking again, she felt responsible.

Things were extremely bad at home. Martha was grateful for all the meetings in her area because they provided her with a social life and an opportunity to be away from the home. She still felt, however, that if she worked the Al-Anon program well enough, things would improve at home and her husband would get better. This is not what happened.

Martha's husband left her. She was completely surprised, humiliated and defeated. Her pride was destroyed and she took his desertion personally. She began to throw herself into service work; District meetings were far away and the long rides gave her ample time to share with others and sort out her situation for herself.

Al-Anon helped Martha overcome her shortcomings: she saw that she had to learn to trust others. This was not easy for her. She was frightened that if she got close to people, they wouldn't like her. Eventually, however, by working her program, she began to enjoy closeness. "I felt," she recalled, "that I had really reached a milestone when someone in grief needed me and I was able to be there for her. To help her."

She also discovered she had choices when it came to relationships. After her divorce, a special man came into her life and she was terrified. She had to be in daily touch with Al-Anon friends, needing to be reassured this man was not the same as her husband and she was not the same as she had been before Al-Anon.

Today, Martha still has to work on learning to accept the good things in life. "There's still a little part of me," she said, "that's scared I don't deserve it all." 

Betty F., Illinois (south) "Living with the active problem"

Betty grew up in the Depression and prohibition years. Her father made home brew, which he allowed her to sip. She began to drink in high school, where she met her future husband, Bob. In the early years of the marriage, Betty said she "could drink him under the table," but as their marriage became increasingly affected by alcoholism, she stopped.


Betty is grateful that her husband never abused her or the children. He would simply leave home and be gone for as long as three months or so at a time. She remained in the marriage for the sake of their two little boys, assuming they'd be better off with a drinking father than with none at all.

One day when she was at a very low point, wanting to end her life, Betty cried out to God, begging him to help her find a better way of life. She found Al-Anon and learned that her husband's drinking was a disease, and not, as he kept insisting, her fault.

For her first year in Al-Anon, Betty was so sick she was unable to think for herself. She could only work the slogans because she could not concentrate long enough to read the literature. She got a sponsor with whom she would talk for hours.

Today, Betty's favorite slogans are "Just for Today" and "Easy Does It." She shared that her life is focused on the Steps, particularly the Second Step: Came . . . Came To . . . Came To Believe.

In time, Betty's husband found AA. They both became very active in service work, which helped Betty find happiness and serenity. She said that she never wants to forget the past, and with the help of her higher power, she knows she can face whatever comes her way. "I never went to college," Betty said, "but in Al-Anon I have earned by PhD: peace, happiness and a sense of direction."

Betty concluded with a prayer: "Dear God, one day you allowed me to get well enough to know how really sick I was. Sane enough to see how insane my actions were. Strong enough to know my weaknesses. Wise enough to know how much I had to learn. Lonely enough to seek others like me. Helpless enough to cry out to you. That was the day you gave me AA and Al-Anon and helped me always to be grateful." 

QUESTIONS:

Why was the "spouse of" category left off the Conference form sent to Delegates seeking speakers for the Many Faces of Al-Anon panel at the WSC? Based on my interpretation of the recent Al-Anon survey, the majority of Al-Anon members are spouses of alcoholics.

The categories and titles for the Many Faces of Al-Anon were based on a suggestion received at the WSO from a Conference member to reflect the many life styles of the membership other than their spouses.

Why are we using only last initials at the Conference level? Example: Archives and Regional Trustee voting?

In recent years, the Conference Committee has made an effort to use full names wherever possible, such as on our name badges, etc. Using initials in the Regional Trustee voting procedure is in keeping with the Regional Trustee Plan. Regarding the Archives hand-out, the Archives Committee felt they had a responsibility to uphold our Tradition of respecting the anonymity of others.

If Al-Anon members serve in one Assembly Area, can they be nominated in a different Assembly Area?

Yes, provided the member is not serving in two Area Assemblies simultaneously. In some instances, a member moves to a different Area and is therefore eligible to serve there.

The literature and service books which we have concerning the GR's duties concerns their function rather than their purpose. It doesn't seem too exciting for a new or prospective GR to be told, "You go to meetings and give reports." Can you provide something more motivating?

Send us your suggestions.

Unless we have a medical problem, what a shame to room alone. We miss the joy, pleasure and growth of sharing plus great savings. Perhaps we could request assistance on having roommates assigned.

While some World Service Conference members prefer to room alone, we would be happy to assign a roommate to any Conference member who indicates that request on their reservation form.

Gaile J., Vermont, Adult Child

Gaile was born and raised in Burlington, Vermont, the eldest of four children. She recalls very little about her early childhood, except that her mother was seldom around, and when she was, she was shut up in her bedroom.

Gaile was left in charge of her baby sister and eventually was responsible for all of the children and for the household chores. She learned she was capable of running the home and that if anything went wrong, she was expected to fix it. Although she was given so much responsibility at home, she suffered from low self-esteem. Her mother constantly criticized her and Gaile took the criticisms to heart. She assumed she would never be able to do anything except take care of a home.

Gaile said that her father drank much of the time, but she could not recall his drinking affecting the rest of the family. He trusted Gaile and provided a fairly sane parental role, although alcohol was presented as a normal part of family life: at birthdays, picnics, rides and any other occasion.

At 21, Gaile was married after a brief courtship. Her husband drank a great deal, but he said it was because he was lonely, and that settling down would take care of it. Of course his drinking got worse, and after eight years and four children, Gaile realized she could not make the marriage work. She did not make any connection, however, between drinking and the failure of the marriage. All she saw was, here was something she could not fix, so she ran away from it.

She met the next alcoholic she became involved with in a bar. Although she knew immediately that his drinking was not normal, she believed she could fix it. Again she found she was powerless over another. Through the grace of God, Gaile found Al-Anon and came to learn that alcoholism is a disease. She also realized, after some time in the program, that the alcoholic was unable to stay sober and she was unwilling to live with the active disease. She knew she wanted more for herself and her children than this relationship could offer.

Gaile has started a new life by going to college. She has come to believe that she does not need a man to fulfill her life, and hasn't tried to find another one. She has also let go of trying to control the rest of her family and prays for the courage "... to change the things I can." She seeks to face her problems now instead of running away from them.

Through Al-Anon, Gaile has found courage, strength, wisdom and detachment. "To free me, to see me, to be me," she said, "whatever I am to be."



(continued from Spiritual Session p. 46)

outward glamor of her life, she felt filled with despair on the inside. She battled with feelings of fear and guilt, and attempted to take her own life on two occasions. She also spent a short time in a mental institution.

"God then blessed me," B.J. said, "with the gift of an alcoholic husband." She did not know he was alcoholic when they met, only that he was the nicest, kindest, gentlest and strongest man she had ever known. She was certain he'd be able to take care of her. Now, of course, B.J. has learned that no one can be responsible for another person's well-being, but at the time she felt this was very important.

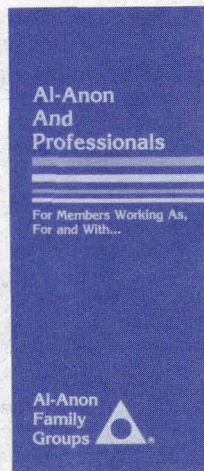
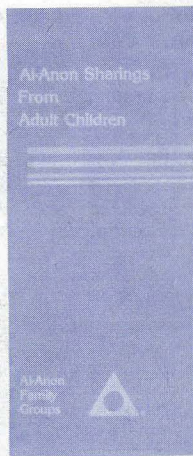
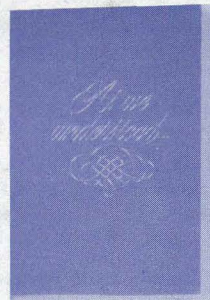
When B.J. became pregnant, she felt a miracle had truly happened. She had been told by experts that she would never be able to have children, and she had two (now aged 18 and 21). The spiritual awakening brought about by the pregnancies was fleeting, however, and soon forgotten. B.J. was miserable, and was convinced that alcoholism was pushing her family on a downward spiral. She was overwhelmed with negative attitudes; directionless, without faith, she believed in no God and no good.

Full of tears and self-pity, B.J. finally took a friend's advice and called Al-Anon. There she found exactly what she needed. Although she was too sick at first to actually hear anything, she could feel, and what she felt was love. She also discovered a loving, caring and forgiving God. Her husband continued to drink, and became critically ill. He was suffering from a terminal illness, but thanks to Al-Anon, B.J. understood she was powerless and her husband was in God's hands. She accepted this and let go. For the five days that his life hung in the balance, she never lost hope.

Today, B.J.'s husband is alive: a walking, talking miracle. She accepts with gratitude that her family has truly been blessed with a second chance. She and her husband walk side by side in their programs of recovery, working their programs daily and keeping in step with one another.

Service work has played a great part in B.J.'s recovery. With the help of her sponsor, she has learned to work the 12 Steps as a personal recovery process. New Al-Anon and AA friends have helped cure her of her "terminal loneliness" and helped her see throughout all her painful growing experiences that we are all God's gifts to one another.





ANNUAL REPORT:

Norma McG., Rosemary E., Chairmen
Linda McF., Secretary

COMMITTEE: Bill M. was reelected assistant Chairman; In-town member, Ruth L. of Connecticut, resigned to focus on other service commitments.

The July meeting was attended by several members of the Board, other volunteer services, and Staff. Two prospective members also attended.

Rosemary E. met with other Chairmen to discuss having liaison members attend their committees. George C. will liaise with the P.I. Committee and Rita McC. with the CPC Committee.

COMPLETED WORKS: Announced and distributed

AL-ANON FACES ALCOHOLISM (B-1) — 2nd Edition substantially revised and new material included.

To The Mother And Father (P-16) — Expanded and revised.

Adult Children leaflet (P-47) — Retitled "Al-Anon Sharings from Adult Children," expanded with new material.

Tapes (A-5) — Three members' readings from CAL's Understanding Ourselves and Alcoholism and Al-Anon's and Alateen's Twelve Steps and Traditions.

LIVING WITH AN ALCOHOLIC (B-5) — Retitled "AL-ANON FAMILY GROUPS," with a newly designed jacket chosen by Al-Anon members visiting the WSO.

Working As, For or With Professionals (P-34) — Retitled "Al-Anon and Professionals," expanded and revised.

Al-Anon Spoken Here (P-53) — All new leaflet.

Sponsorship (P-31) — Expanded and revised.

PROPOSED AND IN PROGRESS:

Spiritual book — First manuscript completed and reviewed. Comments forwarded to the freelancer for rewrites. Target date: 1985 Al-Anon International Convention.

Concepts booklet — Proposed manuscript under review by the General Secretary. Illustrations and FORUM material acquired.

Illustrated Traditions — The written material will be kept direct, and to the point made in the drawings.

Difficult Situations — A writer has been chosen to prepare an outline for this book of Al-Anon/Alateen sharings on using the program in difficult relationships or situations.

Detachment — The total number of sharings will be updated periodically.

Index — Index of all CAL has begun. The freelancer's proposals will be reviewed early in 1985.

Group Conscience — Sharings on group conscience may prove appropriate for revisions of existing literature.

Printing a statement at the beginning of all CAL — The members of the GSM suggested that a brief statement be placed in the front on the copyright page which explains the Al-Anon/Alateen purpose. Among the possibilities discussed was the use of the Al-Anon Preamble to the Twelve Steps.

UNDER REVIEW:

The Committee is now looking at Merry-Go-Round and Guide for the Family for any necessary updating and revisions. It has been suggested that any sexist remarks can be deleted.

ODAT — The file of membership suggestions for ONE DAY AT A TIME revisions is being cataloged.

AFG book — An input committee has been formed to discuss suggestions for additional material and stories.

A pamphlet for Agnostics? — The In-town and Delegate members agreed to place this topic, proposed at the GSM, on the WSC Standing Committee agenda.

Recovery pamphlets distributed for P.I. — The committee was asked by P.I. to make suggestions for Al-Anon/Alateen literature which it offers for distribution in magazine articles. Committee discussions included suggesting material other than The Guide For the Family (i.e., Understanding Ourselves and Alcoholism, or Freedom from Despair).

CAL Process — The Committee discussed proposed Policy changes and

recommended that the CAL process be the same for both service and recovery material, e.g., service pieces could be reviewed by Delegate members on the committee of origin, and recovery literature would remain with the Literature Committee. Copies of a report and flow chart of the process now in use were developed for the committee and shared with the Chairman of the Policy Committee.

Interaction with hired writers — All writers met with the Committee for guidance and direction.

A Procedure for interacting with The FORUM Committee — A transmittal was sent to The FORUM Committee requesting formalization of a procedure for sharing material and handling limited requests.

Special material survey — A questionnaire was sent to all Delegates asking for input on material for native North Americans. The results will be available in January.

Enhancing the review procedure — Discussions were held and a procedure developed for securing outlines of proposed work which has already had Conference approval. Suggestions included presenting more clearly drawn and descriptive proposals of proposed new material to a future Conference.

LONG-RANGE PLANNING: The Staff Secretary met with the Long-range Study Panel and reported that the Committee felt it should continue to act as the Conference's agent following its direction, and that its long term goals were expressed in the Annual Report.

PRODUCTION: Reported by Eileen Malone, Sr. Production Assistant

BOOKS:

(B-1) AL-ANON FACES ALCOHOLISM, 10th Printing. Second Edition manuscript typeset, proofed and sent to the printer. The cover cloth was ordered and announcement prepared.

(B-4) DILEMMA OF THE ALCOHOLIC MARRIAGE, 10th Printing. Reprint charges negotiated, cover cloth ordered, front matter and jacket-flap updating typeset and sent to the printer.

(B-5) LIVING WITH AN ALCOHOLIC, 12th Printing. New title, AL-ANON FAMILY GROUPS and jacket design, minor updating text. Jackets ordered and shipped to book printer, cover material ordered, 18 repro patches typeset and affixed to existing mechanicals.

(B-6) ONE DAY AT A TIME IN AL-ANON, 18th Printing-English, 7th Printing-French. 1984 printing charges negotiated and contracted for upcoming printing. Text and cover stock ordered. PFA contacted re: the updating of front matter in the French edition.

(B-8) AL-ANON'S 12 STEPS & 12 TRADITIONS, 4th Printing. Minor revisions reviewed, approved and sent to typeset. Reprint charges negotiated, cover cloth ordered, minor revisions applied to mechanicals and sent to printer.

(B-9) FORUM FAVORITES, 6th Printing. Cover cloth ordered, front matter updated and set to printer.

NEW MATERIAL:

The following were approved, prepared, proofed and printed:

(P-24—27) Service Manual Insert Sheets; (P-46) The 1984 WSC Summary; (P-47) Al-Anon Sharings from Adult Children; (P-53) Al-Anon Spoken Here; (S-15) Catalog of Conference-Approved Literature; (S-25) Did You Grow Up With A Problem Drinker?; (A-5) Understanding Ourselves . . . and Twelve & Twelve Cassette Tape (Mechanicals prepared for labels and inserts and sent to tape manufacture. Announcement order blanks prepared).

MAJOR REVISIONS:

The following were prepared, proofed and printed:

(P-16) To The Mother And Father Of An Alcoholic; (P-21) Youth And The Alcoholic Parent; (P-31) Sponsorship—What It's All About; (P-34) Working As, For Or With Professionals (retitled, "Al-Anon and Professionals" and revised by CPC); (P-36) Al-Anon Fact File (cooperated with P.I. and CPC); (P-47) Al-Anon Sharings from Adult Children (formerly titled, Adult Children Of Alcoholics); (S-15) Catalog Of Conference-Approved Literature (8½ x 11" newly designed format); (K-8) The Suggested Literature Display Board; Book Montage; Service Manual; and Spanish Literature Posters, (to include new and/or revised pieces); (K-10) Newcomers' Kits (produced using more economical uncoated, coverstock).

GENERAL PRODUCTION:

- Over 60 pamphlets and miscellaneous items were reordered in 1984, in addition to those listed previously.
- Meetings held with pamphlet printers for estimate request for the cost effective possible consolidation of similarly-formatted items.
- Meetings held with book producers for consolidated printing of our hard-

covers as a prospective for 1985 book production.

- 1984 Invoice, Alateen, and Al-Anon Order blanks prepared.
- Telephone communique with PFA re: French reordering needs.

COPYRIGHT REQUESTS:

Several dozen requests for permission to reprint excerpts from Al-Anon literature were received from individuals and professionals (including physicians, counsellors, clergymen, journalists and educators) across the U.S. and Canada. Permission was granted except when the purposes were not in keeping with our Traditions or were not stated. ▲

Literature Update

The Committee reported looking at proposals to remove sexism from Alcoholism, a Merry-Go-Round Named Denial, but has not arrived at any revision proposals with unanimity. Work has begun on FORUM FAVORITES, Vol. 3, the Illustrated Traditions and the Concepts pamphlet. The spiritual book, "AS WE UNDERSTOOD . . .", is targeted for distribution on opening day at the International Convention. Although input from Canadian and U.S. Delegates did not support creating specialized literature for Native Americans, many ideas have been forwarded to the P.I. and CPC Committees. An indexer is now at work cataloging all Al-Anon/Alateen literature.

UNFINISHED BUSINESS:

Board Chairman Norma McG. asked Delegates for their feelings about expanding the AL-ANON FAMILY GROUPS book. "At the 1983 WSC," she said, "we decided to look into the idea of expansion at some future point. Throughout the Conference we've repeatedly talked about combining existing pieces of literature into a single item and about dealing with specialized issues (e.g., agnostics, adult children) as book chapters."

By a show of hands, Delegates indicated their interest in such a project. Although no action would be taken as yet, Norma invited everyone to take the idea back to their Areas for feedback and to encourage group members to submit their own material to the WSO.

QUESTIONS:

Can the ODAT be printed in Giant Print?

Research has been done to assure compliance with national standards for printing material for the visually impaired. Further, this project has been proposed for production in the near future.

How can we pick up more sales—make hardcover books more attractive to our membership?

Currently, books other than ODAT do sell well annually by publishing standards, but specific suggestions for improvement are welcomed.

Is it appropriate for the same person to be Area Literature Coordinator and the AIS Literature Depot Coordinator?

This is up to Area autonomy. The principle of participation might be a consideration along with the practical considerations.

I feel there is a duplication of Literature. Is this necessary?

With the production of a proposed index of all literature topics, it is hoped that all members will be able to see the wealth of shared experience that already exists.

LITERATURE REPORT-BACK:

Lorraine F., ND

CONFERENCE-APPROVED LITERATURE—The Literature Committee has written a detailed account of the CAL process and discussed proposed changes to that process. Committee members emphasized the importance of preserving Al-Anon Traditions, Concepts, policy and principles, and trusted that whatever changes ensued, a sound system of checks and balances would be preserved and that unity of thought and expression would continue as cherished goals.

HIRED WRITERS—No present writers receive royalties for their work, which is released to the sole ownership of Al-Anon Family Groups, Inc. Hired writers do not create stories: they edit shared experiences as submitted by members of the fellowship.

REVISIONS:

Sexism—WSO receives many letters from members requesting that sexism be removed from our literature. Since 1976 the Committee has been reviewing all material with this goal in mind and has made a great effort to produce new material free from stereotypes.

Alcoholism, A Merry-Go-Round Named Denial:—An attempt to remove the sexism from this pamphlet was unsuccessful. Delegates were asked to reread it and submit their own suggested revisions.

PREAMBLE ON COPYRIGHT PAGE—In response to a suggestion from the 1984 IAGSM, the Committee recommended that the Suggested Preamble to the Twelve Steps and Traditions be printed on the copyright page of our Conference-Approved Literature as a convenient reminder of Al-Anon's purpose. The Conference approved the motion, and agreed that the heading, "Suggested Preamble" be omitted, to read as follows:


The Al-Anon Family Groups are a fellowship of relatives and friends of alcoholics who share their experience, strength and hope in order to solve their common problems. We believe alcoholism is a family illness and that changed attitudes can aid recovery.

Al-Anon is not allied with any sect, denomination, political entity, organization or institution; does not engage in any controversy, neither endorses nor opposes any cause. There are no dues for membership. Al-Anon is self-supporting through its own voluntary contributions.

Al-Anon has but one purpose: to help families of alcoholics. We do this by practicing the Twelve Steps, by welcoming and giving comfort to families of alcoholics, and by giving understanding and encouragement to the alcoholic.

SPIRITUAL BOOK—An update was given on the spiritual book, entitled "AS WE UNDERSTOOD . . ."; It will be covered in sky-blue leatherette and approximately the size of Alateen's a day at a time book priced at \$5.00. It will be available for the first time at the International Convention in Montreal, for \$6.00 (Canadian).

AL-ANON FACES ALCOHOLISM, 2nd Edition—In response to a Delegate's questions about changes in the newest edition of AL-ANON FACES ALCOHOLISM, Linda McF. compared the 1st edition's three-part format (comprising professionals' thoughts on the disease; members' sharings; and program principles) to the 2nd edition, in which the first two parts have been expanded and updated, and the third includes the program principles—discussed in narrative form, rather than listed separately as they had been. Linda said the list could be put back in the book if desired.

AGNOSTICS—Another suggestion originating at the 1984 IAGSM concerned the production of a pamphlet for agnostics. The Committee, however, felt it could not suggest this idea to the Conference. (See Workshop Discussion on the topic of literature for agnostics.) 

(Workshops, continued from p. 37)

• DUAL MEMBERS (Al-Anon/AA) SERVING OUTSIDE THE GROUP, AS GR, DR, etc.


In one Area, a statement is read regarding policy on dual membership, but it was suggested that we keep an open mind. Another Area discovered that 80 of its 200 GRs were also AA members. With such figures, and with the fellowship's growth, questions were posed about the wisdom of continuing such limitations. "Is it a judgment of someone else's life and of their dedication to our program," some asked, "to restrict their participation in Al-Anon service?" "Can this be punitive action?" Another workshop concluded, "the policy on Dual Members reflects the wishes of the World Service Conference and that an AA member's primary purpose is to stay sober."

• CAN WE DISCUSS DUAL ADDICTION; IS THERE A PLACE IN AL-ANON FOR THEIR FAMILY AND FRIENDS?

Most recommended programming on the pamphlet, Al-Anon Spoken Here, as a means of clarifying that the focus in Al-Anon is on recovery from the effects of alcohol. In one Area, orientation meetings are held for newcomers, discussing what Al-Anon is and providing the names and addresses of other organizations that help people with other problems.

• SHOULD WE CONSIDER CHANGING THE WORD "ALCOHOLICS" IN TRADITION III?

The relatives of alcoholics, when gathered together for mutual aid, may call themselves an Al-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for membership is that there be a problem of alcoholism in a relative or friend.

During the Opening Day Sharing Concerns session, several Delegates had wondered about the use of the words "alcoholic" and "alcoholism" in the first and last sentences, and if it would not be more appropriate to say "problem drinkers" . . . or that "there be a problem with alcohol. . ." Workshop participants, however, felt that such a change would divert our purpose and allow other self-help programs to dilute Al-Anon's focus. The word, "alcoholic," powerful and unambiguous, enables us to acknowledge our own denial, accept the disease and thus opens us up to the healing love and hope of the program. "If it walks like a duck, and if it talks like a duck, it's a duck. Why call it a chicken, or turkey, or a horse?" 

ANNUAL REPORT:

Bo H., Ed K., Chairmen
Ed K., Chairman
Ann S., Secretary

COMMITTEE: The General Secretary approved the Committee's recommendation for the *LONERS' LETTER BOX* to be published quarterly rather than bimonthly. It also increased from three to four pages of correspondence from lone members and lone member contacts. Names and addresses of participants were listed separately.

The Committee discussed ways the Information Services can help inform callers from rural areas about the Lone Member Service. To better inform the membership about the Lone Member Service, the Committee is proposing that an attractive flyer and sticker (for phones) be designed for use by Information Services and groups. The sticker would remind volunteers answering Information Service phones about Lone Member Service, and the flyer would enhance P.I. work inside and outside our program.

The Committee is considering a slide presentation (for a future World Service Conference) to demonstrate how an individual can become an active Al-Anon/Alateen member through the Lone Member Service. If developed, this could also be used at a future GSM.

WORLD HELLO: Bernice L., a member from Nebraska who reactivated the newsletter *WORLD HELLO*, an Al-Anon meeting-by-mail, asked for WSO approval. It was decided that *WORLD HELLO* would again be registered as an international correspondence group, with the International Secretary being the future contact with Bernice L.'s future contact.

GSO AND LONE MEMBER RELATIONSHIP: Ann encouraged the Delegates at the International GSM to plan for servicing lone members in their respective countries. The GSOs were asked to keep the WSO informed, as Australia is already doing, so registrants could be included on our mailing list and thus be able to correspond with other lone members worldwide. The request from the Australian GSO to receive 130 copies of *LONERS' LETTER BOX* was granted. Australia has 60 registered lone members and 60 lone member contacts. They asked to have the name of their Lone Member Coordinator listed in the World Directory. Since this would be a departure from the usual information in the World Directory, we explained it was not possible. A packet of lone member material was available for the interested GSM Delegates when they visited the WSO.

REGIONAL SERVICE SEMINARS: At the RSS in Idaho, the Al-Anon members were encouraged to share their experience with the Lone Member Service.

NON-ENGLISH SPEAKING LONE MEMBERS: The Committee agreed that any request for information, from a lone member who does not speak English, will be sent to the respective General Service Office, or will be referred to a local contact through the International Secretary.

CORRESPONDENCE: In the March issue of *AREA HIGHLIGHTS*, we shared a report from the California (South) Lone Member Coordinator that once a month she sends tapes from Conventions and speaker meetings (donated by Al-Anon and members) to each of the seven registered Lone Members in her Area.

Several lone member contacts volunteered as contacts for institutionalized lone members.

OFFICE PROCEDURES: A letter and *FORUM* order blank were sent to lone members registered for more than a year, informing that their complimentary subscription to *The FORUM* will be discontinued. The magazine is sent for only one year after registration.

The Lone Member Definition Sheet was updated.

LONERS' LETTER BOX: Four issues of *LONERS' LETTER BOX* were mailed this year to lone members, contacts and Conference members. Ed K., the Chairman, wrote an article for the December issue, introducing himself and encouraging lone members to attend the 1985 International Convention. A specific meeting will be planned if several lone members register.

NEW REGISTRATIONS:

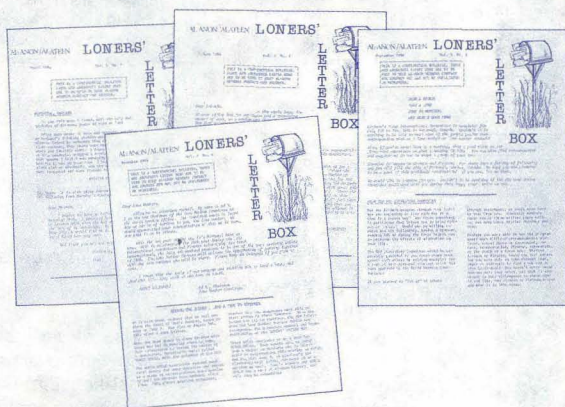
Registered Al-Anon Lone Members: 75

Registered Alateen Lone Members: 21

Registered Al-Anon Lone Member Contacts: 68

Registered Alateen Lone Member Contacts: 27

Registered Lone Member Contacts for Institutionalized Lone Members: 13



Lone Members Update

Ed K., Chairman
Ann S., Al-Anon Coordinator
Carole K., Alateen Coordinator
Mary Ann K., International Secretary

There are currently 151 Al-Anon and Alateen Lone Members in the US and Canada, and an additional 156 from around the world, for a total of 307. A new masthead has been developed for the newsletter, *Loners' Letter Box*.

QUESTIONS:

Our group is interested in taping an entire meeting. Could something like this be sent to a Loner? How could we go about this and who could we contact to find out if this is an acceptable form of sharing and who do we send it to?

Members who attend meetings regularly can register with the WSO as a Lone Member Contact. Lone member contacts receive a list of Lone Members from which they can select one or more names to correspond with. Such communication can be in the form of a tape provided the person has the permission of the group to tape the meeting.

We ask that any member interested in corresponding with Lone members write for registration individually.

This form of communication has been done by a Lone Member contact and she has already contacted 100 Lone Members.

RED LIGHT SESSION:

(see OPEN DISCUSSION and WORKSHOP sections that follow)

Myrna asked Delegates to submit a single concern of particular interest that they would like to have discussed on the Conference floor. Each question would be collected and sorted out by the Interim Conference Committee who would edit/combine the questions, classify them, and present them back to Conference members as a list of Green Light concerns. Later, Delegates would be given an opportunity to vote (Red Light) on each item in order of priority; the top three or four questions would be presented for Open Discussion by the full Conference; others would be addressed in workshops, channeled to the appropriate Standing Committee or sent to the Ask-it-Basket. ▲

OPEN DISCUSSION:

Mikell L., MD/DC

1. **Adult Children: how can we help them; should we have adult children coordinators; what can we do about their using outside literature; what can we do about getting a GR from their groups if all members belong to AA as well?**

Mikell L., MD/DC

Although considerable time had already been spent discussing this very compelling topic during the Long-Range Study Panel session, Delegates were grateful for an opportunity to continue examining it from a variety of perspectives as part of the Red Light Open Discussion.

Many agreed that other Al-Anon members can help Adult Children groups by bringing love and understanding if/when they attend their meetings. A number of Conference members are adult children of alcoholics themselves, and one talked about her month chairing an Adult Children meeting. During that time, she programed on Steps One, Two and Three; on Traditions One, Two and Three; on the Al-Anon focus; and finished by taking a group conscience. This kind of positive, constructive approach can strengthen the fellowship and increase its credibility with specialized groups.

Another Delegate pointed out that many of us in Al-Anon suffer from the disease of control, and sometimes our participation in service work can prompt us to confront our tendency to take charge. "The principle of not managing," he said, "is a lesson I've learned from service. All I can change is my attitudes, and work on my fears and hostilities. If there are groups that choose not to follow our spiritual principles—our Traditions—chances are they'll fail. And if that happens, that's all right, too."

As for outside literature, Delegates referred to last year's statement on Adult Children, but noted that group autonomy may favor the use of such material. Those groups may eventually come around to appreciating the universal appeal of our Conference-Approved Literature, or they may not. In either event, those of us who attend Adult Children meetings should guard against overreaction. Being humble and sharing from the heart is the best approach. We learn in Al-Anon that "you grow or you go," and if the program isn't working, then people will stop coming.

A Literature Committee member reported on the many requests received for more specialized literature. She felt that some outside literature is popular because of its focus on the pain, and in the early stages of some adult children's recovery, they may need to look at that. They may also be searching for how-to information. Our focus is on recovery and that is what works. Literature Secretary Linda McF. said that the Committee had considered printing the Traditions on the back of all literature geared to adult children; the Conference agreed that such an addition would be helpful.

With regard to having Adult Children Coordinators, Conference members seemed to agree with Myrna, the General Secretary, that because of the newness of Adult Children groups—the groundswell is only some three years old—we should proceed with caution before establishing a service position that may not even prove necessary. We don't really know, Myrna said, what direction this is going in and it would be unwise to initiate something that might unnecessarily disrupt our unity.

Sandra F., Deputy General Secretary, reported that adult children often write or call the WSO requesting more specialized literature. They are told about the new adult children material, that *The FORUM* continually carries articles and stories about adult children, and that many adult children groups use Alateen literature as well as other existing material—which is constantly being expanded to include all types of situations. The abundance of this useful material is a major factor in the decision not to produce more specialized literature and most adult children are comfortable with this explanation.

2. **Are we producing too much or too little literature and service written material? Are we responding correctly to the needs of the fellowship?**

Rosemary E., Literature Chairman

Delegates approached the question of literature from several perspectives, addressing first the need to adequately utilize existing material. Many commented that the popularity of the newest pieces is often at the expense of the older ones, which tend to sit on the tables gathering dust. One Delegate contrasted this dilemma to the vacuum cleaner effect at certain newcomers' meetings, where no matter what literature was put out, it invariably got swept away.

Delegates shared some successful strategies used in their Areas to promote increased utilization of more material: one said she takes all literature with her whenever she attends group, district and other meetings so the membership can see it for themselves; another Delegate said she uses less popular literature as a P.I. tool, taking it along as a give-away; another uses the Area newsletter for articles on *how* to use CAL and to encourage members to use it as a resource for meeting programs, concentrating on pamphlets and books other than the ODAT book.

The discussion then focused on the proliferation of literature, with Delegates expressing an interest in removing obsolete material and combining other pieces. "Our literature is so wonderful," a Conference member commented, "let's try to pull out the best, consolidate it and refine it." A suggestion was made to include a paragraph for non-believers in Information for the Newcomer. It was hoped that the indexing currently in progress would help identify areas already covered in existing literature.

There was some support for more literature; advocates of this position thought that some groups (particularly specialized groups) turn to outside literature because they feel we don't provide them with enough. Others asked for more in-depth study material on the Steps.

Rosemary E., noted that it had been over a year since the 1983 Conference requested a moratorium on literature for specialized group meetings. She asked for current input.

The talk centered on the needs of Adult Children and their requests for more material. A Delegate felt there is a tendency when one is new in the program to crave how-to information: outside literature is often how-to; Al-Anon's is not. Newcomers should be allowed time to adjust to what we are. "We must be careful in not responding too quickly," a Delegate warned, "to whims and passing fancies." She recalled that her own growth (she is an Adult Child) in Al-Anon began when she stopped thinking of herself as "different" from everyone else.

It was also noted that that there are other vehicles for addressing various members' needs: *The FORUM*, newsletters, group meetings and one-on-one sharing. "Literature," one Delegate added, "does not solve all our problems. Real growth comes from sharing on a deep personal level."

3. How are Regional Trustees' expenses handled if they attend a Regional Delegate meeting? Should expenses be the responsibility of Areas within the Region? or the RT's? Is it an appropriate use of R.T. travel allowance?

Lee S., WY

Canadian Delegates opened the session by expressing some confusion about the appropriateness of the topic since Regional Delegates' Meetings are neither part of Al-Anon's structure nor are they convened in Canada. One Canadian Delegate asked if such meetings are training sessions for Delegates and thus contrary to our grass-roots focus.

This sparked a lively debate on what exactly Regional Delegates Meetings are and are not. First, it was emphasized that Delegates are not indoctrinated and they are not trained at the meetings. Instead, Regional Delegates Meetings provide new Delegates with opportunities to grow, to overcome fear, and to establish communication with former Delegates, with other Delegates from the Region and with the Regional Trustee. "Don't knock it till you've tried it!" advised several (formerly skeptical) Delegates.

As for financing the Trustees' attendance, Delegates as well as Trustees shared their experiences: since the Meeting is not closed, part of the expenses are planned in one Area's budget; another Area is flexible about contributions; one RT said she uses her travel money to attend; a Delegate said she has an expense fund for traveling around her Area, and that some Districts can pay and others can't—the Area makes up the differences; and if the RT is invited, then expenses should be paid. Regional Delegates Meetings help eliminate the "us and them" syndrome, Trustees and Delegates agreed.



WORKSHOPS:

Workshops were conducted to discuss questions not covered in Open Discussion, Standing Committee sessions or the Ask-It-Basket. Breaking into groups of approximately ten participants each, Conference members shared their thoughts on the four or five topics assigned and reported their comments and suggestions to the full Conference.

• WHAT ABOUT MOVING THE WSO TO THE MIDWEST? EXPLAIN WHY IT REMAINS IN NEW YORK.

Because costs are so high in New York City, and because getting in and out of town is so difficult, workshop participants agreed that there was some validity to the suggestion that the WSO consider moving. They also pointed out that the Midwest is centrally located and boasts a substantially lower cost of living.

Nevertheless, most felt that the reasons for remaining in New York far outweigh those for leaving. While prices are generally lower outside of Manhattan, such savings would pale in comparison to the enormous costs involved in an out-of-state move (reference was made to the 3/4-of-a-million-dollar cost for moving seven blocks away). In addition to the obvious expense of packing up and physically moving, subsidiary costs would include relocating staff/families and rehiring/retraining new staff, as well as re-establishing local volunteer resources. AA's study on the same issue was cited, and its findings were that such a move was not feasible.

It was further noted that Al-Anon's roots are in New York, and it is therefore an important part of our heritage. As an international center and the hub of media/publishing industries, New York can offer us a variety of valuable contacts.

In view of these factors, the consensus seemed to be that there was no urgency in relocating WSO to another state. It was speculated that satellite offices might be established throughout the U.S. and Canada, and that the issue would be addressed by the Long-Range Study Panel.

• THERE IS A NEED FOR "PRETEEN" APPROVAL BY WSC AND CONFERENCE-APPROVED LITERATURE FOR "PRETEEN" AGES 6-11. THE NEED IS GREAT!

Workshop participants felt that since most preteens are unable to put their sharings in writing, literature intended for them would by definition be instructive rather than self-help. However, Al-Anon's focus is not "How-to,"; and such literature would not be in keeping with our spiritual goals. Page 12 of the Policy Digest was cited in support of this position:

... Family members below teen years may not be ready for the Alateen self-help program. Such children may have to depend on others to choose what they learn. This dependency could lead to the development of a teaching program rather than a shared learning experience. "Teaching" is not compatible with the Al-Anon principle of sharing. There are, however, younger children who need and are ready for sharing in Alateen.

It is within the autonomy of each Alateen group to lower the age limit or divide into groups according to age. Whatever the decision, all such groups will be registered as "Alateen" at the World Service Office.

"What's 'Drunk' Mama?" and "My Parents Drink Too Much" were recommended as appropriate for younger family members. Finally, there was no support at the WSC for accepting preteens.

• IS DEVELOPING MATERIAL FOR "AGNOSTICS" IN THE CONTEXT OF AL-ANON?

Workshop participants agreed that the time was not right for producing more specialized literature. They did feel, however, that the issue of Al-Anon and Agnostics might be appropriate as the subject of a chapter in an existing book, using sharings from agnostic members worldwide who describe how they work the program. It was noted that although we use the word "God" in our group discussions, the spiritual focus in other countries involves only minimal reference to "God" as the Higher Power. (See also Literature Committee Report-Back.)

• IS THE FORUM EDITOR ACTUALLY MORE REPRESENTATIVE OF THE "GRASS-ROOTS" THAN ANY OTHER TRUSTEE IS, AS STATED LAST YEAR AND IN THE MANAGEMENT STUDY?

While some workshops reported back with a simple "No" in answer to this question, others elaborated with a more qualified conclusion, suggesting that The FORUM—not the Editor—provides a reflection of Al-Anon at the grass-roots level. As a sustaining Trustee, The FORUM Editor contributes valuable input based on worldwide correspondence; further, the Editor's recovery-focus adds another dimension to the Board's more service-oriented perspective. Some participants noted that The FORUM is a voice, rather than *the* voice of the fellowship, and to remember that there are many members who do not choose to communicate through writing.

• HOME GROUPS: HOW DO YOU KNOW WHO BELONGS? HOW MANY GROUPS CAN YOU CALL YOUR HOME GROUP? CAN ANYONE VOTE IN A GROUP CONSCIENCE OR MUST IT BE YOUR HOME GROUP IN ORDER TO VOTE?

Page 14 of the Policy Digest was cited:

Al-Anon members who attend several groups *regularly* and *participate fully* in all of them may consider themselves members of all those groups. Most members, however, consider one group their home group.

Membership entitles a person to vote and hold office. Whether members may hold office in more than one group is a matter of group autonomy, although it does deprive other members of the privilege of serving and growing. No member may, however, be Group Representative (GR) of more than one group at the same time.

It was agreed that having a home base—a group attended most often and where you feel the most comfortable—is very important. It was suggested that the decision on who can vote can be reached by a group conscience; one Area reported that members vote in only one group ("a voice in any group, a vote in only one") and that it is a matter of personal conscience to decide which group that is. A note of caution was sounded regarding how discussions of "who belongs" are undertaken: newcomers could become confused or discouraged, and the utmost tact and gentleness should be employed.

• IS IT ADVISABLE FOR INFORMATION SERVICES TO SELL PROGRAM-RELATED ITEMS (e.g., pins, tie tacks, etc.) FOR FUND RAISING SINCE GROUPS AND WSO DO NOT?

It was felt that this issue falls under the autonomy of the Area or District (whichever is responsible for the center). Information Services Guidelines were mentioned as a source of background information; however, it was stressed that Guidelines are suggestions, NOT directives. Such sales might threaten tax-exempt status and it was recommended that local laws be checked.

• WHO DECIDES WHICH REPRINTS ARE USED?

A request for a reprint of outside material goes through a Standing Committee with Delegate members, then to the Policy Committee where it may be approved.

• SHOULD WE LIST SPECIFIC DUTIES FOR AREA COORDINATORS ON THE GUIDELINES LIST AS WE DO FOR GRs, DRs, ETC.?

One workshop section expressed an interest in Guidelines, as long as a great deal of input had been processed by WSO beforehand. Another felt that such Guidelines might be too restrictive. They said that Area Coordinators need guidance from their own Area as well as the freedom to follow their own initiative. They suggested that Areas keep a record of Coordinators' positive experiences, which they could pass along to successive Coordinators.

(continued p. 34)

ANNUAL REPORT:

Henrietta S., Marjorie W., Chairmen
Lois W., Co-Chairman
Sandra F., Secretary

CHAIRMAN'S MESSAGE: The Governance Study suggested the Policy Committee remain as is. It is composed of the Trustees, the Chairmen of all Committees and the WSO Staff. It has served the fellowship well for many years, perhaps because of its broad representation.

In its quarterly meetings, all projects or problems gathered in any way from the fellowship were given full discussion and decisions are made in keeping with the Traditions. Many hours were spent reaching a group conscience of this Committee.

Thus, the following recommendations have been approved by the Board and we present them to you as suggested revisions to the existing 1983-1984 Policy Digest.

Page 12, I. MEMBERSHIP AND GROUPS,
a. Membership Eligibility

Add the following reference:
See page 42, Item VI

Page 19, I. WSO CONTRIBUTIONS—Regular

c. The limit on all contributions from individual members of Al-Anon and Alateen to the WSO is \$500 per year (deleting the words "and a one-time contribution from the immediate family in memory of a member is \$500.").

e. The Al-Anon/Alateen WSO will accept contributions from a group or an individual member in memory of someone who is deceased.

Page 27, III. WORLD DIRECTORIES OF AL-ANON FAMILY GROUPS

2. Referrals — WSO (last sentence to read as follows):
Members may, however, be assured that the WSO will *exercise discretion* when cooperating with professionals and others.

Page 40, IV. RELIGION/PHILOSOPHIES

a. Meetings
Since Al-Anon is a spiritual program, religious terminology and discussion of specific beliefs should be avoided at Al-Anon/Alateen meetings. A newcomer or members of various cultures and religions could get a false impression of Al-Anon's purpose or take offense and never return. Our meetings are open to all those who are deeply affected by alcoholism whether they have a religious belief or not.

b. Retreats

Outside the Fellowship

Al-Anon does not affiliate with other organizations, *neither endorses nor opposes any other philosophies or spiritual programs*. The Al-Anon/Alateen name *therefore*, cannot properly be used to identify *nor* publicize retreats or activities sponsored by others. This applies when most or even all of the participants are members of Al-Anon/Alateen. Otherwise there may be a misunderstanding of Al-Anon's purpose and function. *If members wish to participate in such activities, they do so as individuals.*

Area newsletters or local Al-Anon/Alateen bulletins should *not* be used as a means of promoting or announcing retreats of any kind to the Al-Anon/Alateen membership, nor should retreats be promoted before, during or after Al-Anon/Alateen meetings by use of leaflets or announcements.


In addition to the changes in Al-Anon policies indicated above, the Policy Committee has been working on a revision in the Policy Digest under Conference-Approved Literature (CAL) beginning on page 25. While the completed revision is not available at this time, it is scheduled to be presented to all WSC members prior to the Policy session at the 1985 WSC. Basically, the changes stipulate that any committee with Delegate members can provide Conference-Approved Literature, as long as the material goes through a full review process that begins and ends with the Conference. The revision also aims at clarifying the difference between recovery and service items.

OTHER POLICY CONCERNS:

Conference — A Clarifying statement on adult children was approved. A revision was made on page 15 of the Digest on the subject of Closed Meetings, and references were added to page 24 under Autonomy of Groups.

Adult Children — At the year's end there were 255 registered and 317 proposed adult children groups for a total of 572 groups as compared with 194 such groups last year.

The 1984 WSC approved a clarifying statement on adult children. As suggested at the Conference, it appeared in the August/September issue of *INSIDE AL-ANON* and has proved invaluable in presenting a group conscience viewpoint on the issue.

At each of its sessions, the Policy Committee has reviewed issues that have stemmed from the rapid growth of the adult children membership. Most of them appear to have possible affiliation with other organizations and the use of outside literature. In order to better understand the impact of this growing membership, several members of the Policy Committee are and will be attending various events for children of alcoholics to become sensitized to the issues, and to clarify misinformation wherever possible. 

POLICY SESSION:

Marjorie W, Chairman
Sandy F, Secretary

Recommendations for revisions to the Policy Digest, included in Delegates' portfolios along with explanatory background information, were voted on during this very long and comprehensive session, conducted by Policy Committee Chairman, Marjorie W. The first recommendation presented for Conference consideration involved the addition of a cross reference on p. 12 of the Digest, to follow Item a) under MEMBERSHIP AND GROUPS, directing the reader to "See p. 42, Item VI." The motion to insert this reference passed by a unanimous vote.

The next recommendation dealt with p. 19, I. WSO CONTRIBUTIONS—Regular, Item c) to read:

The limit on all contributions from individual members of Al-Anon and Alateen to the WSO is \$500 per year (deleting the words "... and a one-time contribution from the immediate family in memory of a member is \$500.") and to add the following Item e)

The Al-Anon/Alateen WSO will accept contributions from a group or an individual member in memory of someone who is deceased.

Despite several attempts at rewording, however, the recommendation could not accurately express the major points: defining in memorium contributions and maximum amounts per group—without using group funds. An ad hoc committee was therefore formed to meet during lunch to reword the motion. The following was then submitted to Conference members as Item e), subtitled MEMORIAM CONTRIBUTIONS:

Al-Anon/Alateen members of groups may make a contribution to the WSO in memory of anyone who is deceased. There is a \$500 maximum contribution per member, per year, but no limit on the amount groups may contribute.

A considerable amount of confusion arose regarding the wording (rather than the sense) of the motion, and although the vote carried by a simple majority, it was sent back to Policy for further work. It was felt that there should be a cross-reference to p. 21 on THE USE OF GROUP FUNDS, and this addition will be presented to the 1986 Conference for approval.

The Committee also recommended that a phrase be inserted on p. 27, III. WORLD DIRECTORIES OF AL-ANON FAMILY GROUPS, under Item 2. Referrals, WSO, (revision underlined) to read as follows:

Members may, however, be assured that the WSO will *exercise* discretion (NOTE: subsequently amended to include: *in protecting anonymity*) when cooperating with professionals and others.

The amendment was added to emphasize the primacy of anonymity over the need to improve our contacts within the professional community or elsewhere. The amended motion carried, 88-3, with one abstention.

The next recommendation concerned religion and philosophies (p. 40) and required particular attention paid to the wording. As it stood, the Digest did not accurately reflect what was occurring in various Areas. Although there is no such thing as an Al-Anon Retreat, there are groups that use the term. Because this practice is not in keeping with our Traditions, it was felt that the Digest should clarify policy on retreats. Following submission of a redrafted version, the recommendation finally passed unanimously. It addresses both the issue of varying cultures represented in Al-Anon as well as the unsatisfactory connotation of the term "Retreat," and reads as follows (revisions in italics):

IV. RELIGION/PHILOSOPHIES

a) (second sentence to read): A newcomer of members of *various* cultures and religions could get a false impression . . .

b. Retreats

1. *Al-Anon/Alateen Spiritual Meetings*—It has been suggested that the name "retreat" often has religious connotations and that it not be used in conjunction with an Al-Anon/Alateen event.

2. *Outside the Fellowship*—Al-Anon does not affiliate with other organizations, neither endorses nor opposes any other philosophies or spiritual programs. The Al-Anon/Alateen name therefore, cannot properly be used to identify nor publicize retreats or activities sponsored by others. This applies when most or even all of the participants are members of Al-Anon/Alateen. Otherwise there may be a misunderstanding of Al-Anon's purpose and function. *If members wish to participate in such activities, they do so as individuals.* Area newsletters or local Al-Anon/Alateen bulletins should not be used as a means of promoting or announcing retreats of any kind to the Al-Anon/Alateen membership, nor should retreats be promoted before, during or after Al-Anon/Alateen meetings by use of leaflets or announcements.

At the 1984 WSC (p. 34 Summary Report), it was noted that the Policy Committee would review the CAL process. An ad hoc committee was subsequently appointed to draft a statement, which they submitted for conceptual approval to the Policy Committee in October, as follows: that any Committee with Delegate members could provide Conference approval; a distinction be made between recovery and service material; and to increase the number of Policy Committee reviewers. Suggesting that the draft be reworded, the Committee gave it conceptual approval, and following its April meeting before the WSC convened, they recommended a comprehensive list of revisions to the Digest regarding service and recovery material.

There were numerous points covered in the four pages of text distributed to Conference members for consideration. After a very long discussion, during which the implications of the revisions were explored at great length, the recommendation was postponed pending further clarification from the Policy Committee.

What finally emerged from the discussions and ensuing vote on the reworded motions, was the realization that it was the Delegate membership on Standing Committees that provided Conference approval, and with the revisions, the Delegate members on all Standing Committees would be given equal weight in the review process of our materials. Previously, the Literature Committee review was required for Conference Approval. The Conference first voted to approve the following:

That the Standing Committee of origin with Delegate members would provide Conference approval for service materials with the understanding that the material goes through the same full review process that begins at the WSC and ends with approval by the Delegate members of that committee.

That the Digest of Al-Anon and Alateen Policies provide a distinction between recovery and service materials and that the Policy Committee reviewers be increased from the Chairman and two other Policy Committee members to the Chairman and four other Policy Committee members.

These preliminary motions paved the way for the major (four-page) recommendation that originally came before the Conference, and which incorporates and expands upon the ideas the motions embody.

As a result of the Conference decision to approve the text, all service material will now be reviewed and approved by the Conference through the Delegate members on the service committee of origin, and will bear the Conference-approval symbol. Timely reprints of outside material will bear the empty circle within the triangle and will say, "reprinted and distributed by the Al-Anon Family Group Headquarters, Inc."

The final matter brought before the Conference had to do with providing some clarification on the Tradition of Self-Support in conjunction with Institutions groups. At various Policy Committee meetings, new wording was approved and submitted now for Conference approval for p. 13 of the Digest under Item 2, Institutions Groups (to end the paragraph):

Surrounding groups can be encouraged to help with the cost of literature and other expenses either directly or through the District. In keeping with Tradition Seven, Institutions Groups would not accept literature or other funding from the facility in which the meeting is held except where security restrictions might apply.

The motion passed without opposition. 

QUESTIONS:

How did the World Service Office establish restrictions of mailing lists?

The World Directory is the only mailing list maintained and is marked "confidential" and not distributed outside the fellowship in keeping with our principal of anonymity.

If only Conference-Approved Literature should be read at meetings, what is an article from The FORUM or area newsletter considered and how should it be handled?

All material distributed by the WSO can be used at meetings. The WSO distributes material authorized by the Conference. Area newsletters are within the structure and suitable for sharing at meetings.

Should we consider changing our policy of allowing an AA/Al-Anon member to be a GR?

This is often considered at the Policy Committee and will also be discussed at the 1985 World Service Conference.

A GR requests Conference approval on "outside films" for use at anniversaries, meetings, etc. Couldn't we get permission to edit out non-Al-Anon language? I need a formal statement to answer the GR.

See Policy Digest statement on films.

Would it be breaking our Tradition of Anonymity to give your full name when speaking to a local High School group?

No, if you choose to. It's only at the level of press, radio and TV that we can't use our full name.

Can the wording of Tradition Eight possibly be changed from "our service centers"? There is a lot of confusion in thinking this means "Treatment Centers."

A number of questions were received at the 1985 WSC suggesting various changes in the Steps and Traditions (i.e., removing the word "God" and adding the words "and friends" to families of alcoholic, etc.). Three-fourths written consent of all registered groups worldwide is required to change the Steps or Traditions. There has not been sufficient requests to even consider polling all the groups.

Is it appropriate for a member to read aloud the Steps substituting Higher Power for God, her for him, or God for all places with he?

Although much latitude is given within group autonomy, it is generally agreed that the Steps and Traditions should not be altered either in writing or in verbal expression.

ANNUAL REPORT:

Sylvia R., Chairman
Susan B., Secretary

COMMITTEE MEETINGS: The Committee met ten times. In-town committee members are: J. Robert A., Penny B., Ellen D., Richard K., and Joan McC. One member resigned this year.

In-town Committee members also met with the Regional Trustees to discuss ways of generating more enthusiasm for service work in the areas.

1984 WORLD SERVICE CONFERENCE: Although the P.I. Committee did not have a presentation at the 1984 Conference, a model display of a health fair booth was on exhibit in the rear of the main Conference room all week, including a P.I. tool box displaying all the P.I. tools for service work.

The full Standing Committee met and unanimously approved the 8-minute audio cassette "A Little Bit of Al-Anon," the Spanish translation of the radio spots, and the 20-question P.I. piece for those who grew up in an alcoholic home.

As a result of the Committee's recommendation, an Alateen slide presentation for P.I. service work was approved for development.

The P.I. Committee expressed its goal: *to provide the fellowship with greater exposure to public information service work, encouraging members to become more aware of the importance of it through increased exposure at Regional Service Seminars and articles in WSO publications.*

1985 WORLD SERVICE CONFERENCE: A request was submitted and approved by the Conference Committee for a presentation of P.I. services at the 1985 WSC.

INTERNATIONAL PUBLIC INFORMATION: The Staff Secretary met with a representative from Switzerland who visited the WSO to discuss P.I. efforts in that country.

As a result of a phone call from the director of an employee assistance unit in Georgia, a starter kit and \$50.00 worth of literature was sent to the Cayman Islands for the starting of the first Al-Anon group there.

The Staff Secretary met with an Al-Anon member from Israel to discuss P.I. efforts in that country.

GENERAL SERVICES MEETING: A press release about the GSM was sent to five Connecticut newspapers. Two interviews were conducted for articles in the *Stamford Advocate*; one appeared before the GSM and one appeared after. The second interview included Delegates from Mexico, the U.K. & Eire, South Africa, the Deputy General Secretary, and the P.I. Staff Secretary.

P.I. COORDINATORS: New Coordinators were sent a letter of encouragement along with the P.I. Kit, and a list of all Coordinator addresses and telephone numbers so they can correspond with one another.

P.I. INQUIRIES: 3,847 inquiries were handled routinely by P.I. Service, representing an increase of 816 over last year.

CORRECTION LETTERS: 129 correction letters were sent to publications which either misspelled Al-Anon/Alateen or misrepresented Al-Anon in some way.

GENERAL OFFICE WORK: Telephone and written inquiries were logged and responded to on a regular basis. Inquiries from individuals, the media, newspapers, magazines and students were answered and follow-up information was sent; those needing personal attention were handled individually. As a result of P.I. efforts with national magazines, the following pamphlets were sent in response to stamped, self-addressed envelope requests from readers: "Guide to the Family" — *Family Circle*, indeterminate number; Glenmary Missions, 26; *Good Housekeeping*, 1,650; *Ladies Circle*, 10; *Parents*, 29; *Redbook*, 167; and 128 (paid). "If Your Parents Drink Too Much" — *Freebies*, 24. "Youth and the Alcoholic Parent" — *Teen*, 35. "Getting in Touch with Al-Anon" — Vertical File Index, 128 (paid). P.I. Pack — *Woman to Woman* show, 35 sent in response to inquiries.

Alateen Slide Presentation — In keeping with the 1984 Conference decision, the In-town P.I. Committee members worked toward developing the slide presentation which the Alateen Committee received from the Alateens in Quebec, Canada as an Alateen P.I. tool for schools. Due to problems in obtaining the necessary releases for the audio/visuals from the Alateens in Quebec, the P.I. Committee, together with the Alateen Committee, is now working on the creation of slides to accompany the already produced Alateen cassette pending approval of the 1985 Conference members.

Al-Anon Spoken Here — The table-tent card and doorhang that accompanies the pamphlet, "Al-Anon Spoken Here," were designed. Ten thousand were ordered; 1,000 have *Alateen* printed on them.

"A Little Bit of Al-Anon" — An 8:40 tape for radio was completed and made available in July on both the reel-to-reel tape for radio and cassette form. A sheet suggesting its varied uses accompanied each order. One side of the sheet addresses the general public and professional community; the other is for use by the Al-Anon and Alateen members in service work. An advance notice was sent in *INSIDE AL-ANON* and *AREA HIGHLIGHTS*.

Claudia Black's article in AL-ANON FACES ALCOHOLISM — A memo was sent to the CPC Committee recommending a reprint of this article.

Proposed 20-Question P.I. piece, "Did You Grow Up with a Problem Drinker?" — Following approval of the P.I. Standing Committee, and Policy Committee, this piece was turned over for production. At the suggestion of the Executive Committee, the title was changed from "... Problem Drinking" to "... Problem Drinker."

P.I. Coordinators Questionnaire — A 25-item questionnaire, developed to gather information from Area P.I. Coordinators, was mailed in September. Twenty-three responses were received. Results were broken down into regions, then tabulated and given to the P.I. Committee for review.

Posters — 1. As a result of requests from other areas and countries to use the new 4-color poster "Alcoholism Can Tear A Family Apart" with alterations, the P.I. Committee decided to review each request individually.

2. A sketch for an Alateen poster, aimed at minorities, was approved by the P.I. Committee. It is entitled, "Is Alcohol a Problem in Your Family?" and depicts three teenage faces. Costs are being researched.

Spanish Translation of Radio Public Service Announcements — The Staff Secretary audited the taping of the five existing radio PSAs into Spanish at the sound studio. These were produced and are now available on reel-to-reel tape.

COOPERATION WITH PUBLICATIONS AND THE MEDIA:

Information and/or interviews were provided to the following publications, newspapers and media:

PUBLICATIONS

Best's Underwriting Guide (Al-Anon/Alateen was subsequently listed as a community resource.)

Encyclopedia of Associations (Al-Anon/Alateen was subsequently listed as a community resource.)

Family Circle

Focus on the Family magazine — The P.I. Staff Secretary met with the editor of the U.S. Journal of Drug and Alcohol Dependency to discuss an article on adult children in Al-Anon. This article will appear in the February issue which will be distributed at a professional conference in Florida.

Freebies magazine — Information was provided and an offer made to its readership for a free pamphlet; to appear in early 1985.

Glammour magazine

Good Housekeeping magazine — As a result of an offer to provide "A Guide for the Family" free of charge to readers who send a stamped, self-addressed envelope, Al-Anon received 265 inquiries in a one week period. Twenty-seven were professional inquiries. Order forms included in the mailing were coded to determine the number of orders received as a result of this P.I. effort.

Greenhaven Press

Inside ISO — At the request of Insurance Services Office, Inc., a half-page article about Al-Anon, entitled "So You Love an Alcoholic," was provided for the February-March issue. The WSO address was printed at the end of the article for those readers who wished to inquire.

Ladies Circle

McKnight Publishing Co. — for a Junior High School home economics textbook

Ms. magazine

New Youth Connection magazine

Parenting magazine

Redbook magazine

Scriptographic Booklets

TBDC, Inc. (Teachers of Behaviorally Disordered Children)

Teen magazine — Information was provided and "Youth and the Alcoholic Parent" was offered to its readership in their September issue.

U.S. Journal of Drug & Alcohol Dependence

United Way of Eastern Fairfield County (Connecticut) (Al-Anon/Alateen was subsequently listed as a community resource.)

Westchester County Department of Community Mental Health — Reprint permission was also given for "Alateen, Is It For You?" which will appear in their Adolescent Health Education Series — Program Manual.

Women's Day (Al-Anon/Alateen was subsequently listed as a community resource.)

Women's World

Young Miss magazine

NEWSPAPERS

Aftenposten (a Norwegian newspaper)

Baltimore Sun

The New York Times

The Star

MEDIA

ABC-TV, Good Morning America Show

ABC TV — for a documentary entitled "One Too Many."

KSTW Channel 11 (Seattle-Tacoma area)

Motivational Media

National Association of Broadcasters (radio)

New Scope

Nickelodeon, The First Channel for Kids — The PSA, "Teenager" was sent to this cable channel to air the Al-Anon public service announcement.

On the Air (a private production company)

PBS Film Project on Children of Alcoholics

Physicians Radio Network

Public Affairs TV (an independent)

Santa Fe Publications — The P.I. Staff Secretary also arranged for Al-Anon and Alateen members to be interviewed.

WYNC-TV — As a result of an interview at the WSO, an invitation was extended to the Staff Secretary to take part in a TV show called "Society at Large," aired in March. She appeared back-lighted and shared as an Al-Anon member. Other participants were an Alateen sponsor and a representative from the National Council on Alcoholism.

Freelance writers

1. An interview was given to a freelance writer preparing an article on children of alcoholics for a national magazine.
2. Material was sent to four writers. Two were writing articles on Al-Anon, one on Alateen, and one on "para-alcoholism."

COOPERATION WITH OUTSIDE AGENCIES:

The "Chemical People" — Forty-nine inquiries were received as a result of Al-Anon's cooperation in 1983 with the "Chemical People" project. A packet of information was sent to each inquirer.

International Youth Year 1985 — As a result of a telephone call from a Youth Year committee representative of Canada, information was provided for an article on Alateen which will appear in their newsletter.

John Jay College of Criminal Justice — Material was sent to their Coun-

seling Center which is organizing a women's center, and their information was forwarded to the local coordinator for general follow-up.

Information was also sent to:

Mais Office

Mid-Manhattan Library

State of New York Division of Alcoholism and Alcohol Abuse — (for display in the foyer of the Executive Office) ▲

Public Information Update

A questionnaire has been sent to all P.I. Coordinators for feedback on the usefulness of P.I. tools. Al-Anon was asked to send a booth to the National Association of Broadcasters Convention, held in Las Vegas during the week of the 1985 WSC, and boasting some 40,000 registrants. Al-Anon was the subject of an article in their monthly magazine **RADIOACTIVE** and as a result there has already been a request for information from a station manager in Alaska. A request from the Canadian Senate for in-person or written testimony was forwarded to NPIC.

P.I. REPORT BACK:

Jane D., NJ

ALATEEN POSTERS—Delegates were shown artwork submitted by a member from Oregon for an Alateen poster, to be printed in black half-tones with white. The three teenagers depicted will represent an ethnic cross-section and there will be space below the artwork for local information services to place their telephone number. Committee members felt such a poster would be particularly appropriate for school bulletin boards. The Conference approved the Committee's recommendation to produce the poster. (80-7-1-[2 void])

ALATEEN SLIDE PRESENTATION—Due to problems in acquiring sole ownership of the artwork originally proposed by Montreal Alateens, the Committee recommended that new artwork be sought from the membership to accompany the existing cassette "Alateens Tell It Like It Is." An article has been placed in **ALATEEN TALK** to recruit the artwork. The Public Information and Alateen Committees will work closely on this project, and the completed slide presentation will be shown at Assemblies and District Meetings to stimulate interest in P.I. service work as well as in Alateen. The Conference voted to approve completion of the slide presentation (88-4).

P.I. COORDINATORS' QUESTIONNAIRE—Information gleaned from the completed questionnaires will be sent to all P.I. Coordinators for their own information.

INTERNATIONAL CONVENTION—Copies of the press release on the Convention, which was sent in April to all US newspapers with a 100,000-plus circulation and Canadian newspapers with 50,000-plus, were distributed among Delegates.

TEL-MED SERVICE—The Committee is investigating the possibility of excerpting existing P.I. cassettes for use in outside services' taped phone messages, as requested by an Al-Anon member who is also a professional in the health field.

BOOTHS FOR HEALTH FAIRS—Secretary Susan HB requested members to send in suggestions for preparing Guidelines on health fairs and public displays. She noted that the Al-Anon booth is for use only on the national level.

TV SPOTS—The discussion on TV spots revealed some strong feelings from Conference members about this powerful public information tool. While many were concerned with the advisability of spending large sums of money in a year when relocation costs will keep us in the red, others felt that the impact of the media was a crucial aspect of carrying the message, especially in rural Areas. The fact that the survey indicated that only 3% of the respondents reported coming to Al-Anon because of TV spots suggested to many Delegates not that TV was unimportant, but that our media coverage is inadequate. P.I. service workers, Committee members shared, would be well advised to actively work with station managers for optimal use of our Public Service Announcements. The Committee's recommendation, in light of budget constraints, was to create 2 new 60 second TV spots by excerpting them from the about-to-be-produced Al-Anon film. The P.I. Secretary noted that the cost for each spot would be approximately \$7,000 to \$9,000, which she compared to the \$50,000 figure for last year's proposal. The Conference approved that two such excerpted TV spots be created by 1986 (67-25). ▲

AREA HIGHLIGHTS:

B.J. M., Chairman
Esther K., Reporter

Delegates divided into four groups of 12-14 members—with Trustees also invited to participate—for the Sharing Area Highlights Meetings. Each group, with its own distinctive personality and flavor, discussed topics of particular interest to its members and the Areas they represent.

ADULT CHILDREN OF ALCOHOLICS: encourage their attendance at District and Assembly meetings.

ALATEEN: create guidelines for conventions; possible need for assistant Alateen Coordinators; shortage of Alateen sponsors; Alateen in schools; and Alateens to co-chair workshops to encourage their involvement.

AREA ASSEMBLY: develop budgets and discuss how to raise money for Assemblies; the importance of welcoming all Al-Anon members to attend; update Area directory of groups; keep everyone informed by requesting DRs and Coordinators to submit reports; and send letters of welcome to GRs and DRs attending their first Assemblies.

AREA NEWSLETTERS: leave a blank space in newsletter if DRs and Coordinators fail to submit reports.

DELEGATES CONFERENCE REPORT TO AREA: most Areas pay Delegate travel expenses for reporting back; in more remote Areas, the report is featured in the newsletter. Conducting workshops that focus on Delegate's report enhances members interest.

DISTRICT MEETINGS: rotate meetings where groups are far apart; Districts with their own budget committee found it wiser to keep small amounts of money in the treasury.

GAY GROUPS: maintain anonymity of GR at District meetings.

P.I. COORDINATOR: importance of working closely with Delegate and not holding office for too long a term.

LITERATURE—AREA AND DEPOTS: Incorporated Areas report difficulty with sale tax requirements. ▲

RSS SESSION:

Ruth F., Chairman
Susan H B., Secretary

Before Delegates broke into Regional groups, Chairman Ruth F. reiterated the goals of Regional Service Seminars, and directed their attention to the Guidelines (in Conference portfolios), specifically, Item 7 on "seed funding." This, explained Ruth, is a \$100 sum available, if needed, from WSO to the Host Committee Chairman to cover documented expenses related to Seminar preparations. All or part of the \$100 allocation may be used if necessary. Each Region has its own way of financing RSSs: some have money set aside from previous Seminars, and others rely on contributions which may not be available in advance. The "seed funding" can help provide some cash-in-hand for Regions to tide them over before the promised contributions materialize. ▲

REGIONAL SERVICE SEMINAR:

Audrey S., Ruth F., Chairmen
Ruth F., Chairman
Susan B., Patricia H., Coordinators
Patricia H., Coordinator

COMMITTEE: The Regional Service Seminar Committee (RSS) met three times to discuss the RSS Committee Guidelines, the 1984 WSC presentation, the handling of Ask-It-Basket questions and reporting back at future seminars, Canada (West) RSS, Canada (East) RSS, U.S. Northwest RSS, and selection of site for the U.S. Southwest RSS.

1984 WORLD SERVICE CONFERENCE: Brief time was allotted for the RSS presentation. Topics covered were: the flyers, which were developed as a result of 1983 WSC; guidelines which were distributed at the Conference; feedback from RSS in Nashville, Tennessee, and information on the RSS in Boise, Idaho. There were questions from the floor regarding the Ask-It-Basket at Seminars and their use or misuse by Al-Anon members. After a general session, Conference members assembled by Region to discuss future Seminars. Each Staff member and Trustee was assigned to a specific session.

ASK-IT-BASKET: To address the 1984 World Service Conference concern that "Answers to Ask-It-Basket questions coming from WSO staff seem official," it was decided to have sessions called "Sharing Service Concerns" on a trial basis to encourage more questions and answers from the floor. The Ask-It-Basket is now displayed Saturday night for remaining questions.

RSS COMMITTEE GUIDELINES: The RSS Committee Guidelines were approved.

PERSONNEL AT RSS'S: A suggestion was made that one At-Large Trustee go to each Seminar.

1985 INTERNATIONAL CONVENTION: A RSS service workshop will include the sharing of goals of Regional Service Seminars along with its past successes and what we've learned from them. The Committee's suggestion for the workshop title was "Service Fever, Catch It!"

CANADA (EAST) REGIONAL SERVICE SEMINAR: In response to a poll, the Region voted to skip its turn at an RSS until 1988 because of the International Convention in 1985.

CANADA (WEST) REGIONAL SERVICE SEMINAR:

Regina Inn
Saskatchewan, Canada
September 30, October 1, 2, 1983

Ask-It-Basket questions and answers and "Warranty Talks" were mailed with the March issue of *AREA HIGHLIGHTS*.

U.S. SOUTHEAST REGIONAL SERVICE SEMINAR:

Holiday Inn — Briley Parkway
Nashville, Tennessee
March 2-4, 1984
420 Registrants

Staff Attending — Susan B., RSS Coordinator; Myrna H., General Secretary; Carole K., Alateen Staff Secretary; Audrey S., RT USNW; Linda McF., Literature Staff Secretary; and Hank G., Chairman of the Board also attended.

Evaluation Report — The 193 evaluations received were good. Members felt they learned a great deal about service and returned to their groups with information and enthusiasm.

U.S. NORTHWEST REGIONAL SERVICE SEMINAR:

Holiday Inn
Boise, Idaho
October 12-14, 1984
182 Registrants

Staff Attending — Pat H., RSS Coordinator; Carole K., Alateen Staff Secretary; Helen G., Conference Secretary; Sandra F., Deputy General Secretary; and Norma McG., Chairman of the Board.

Evaluation Report — 68 evaluations were received and indicated a preference for workshops and Friday night sharing by the WSO staff.

Report Backs — The Regional Trustee for the U.S. Southwest met with the workshop reporters and briefed them on the five-minute time limit. When workshops were repeated, reports were combined to avoid duplication. It was suggested a guideline be developed for individual meetings with the reporters. Reporters were instructed to confer with workshop chairmen to ensure accurate reporting.

U.S. SOUTHEAST AND U.S. NORTHWEST RSS:

Procedures for both U.S. RSSs included the following:

Registration/Reservation Forms — Forms received at WSO were coded, logged with half of the registration form and forwarded to the Host Committee Chairman. The second half, with check attached, was forwarded to the Representative at the Holiday Inn.

Registration Fee — The \$10.00 registration fees were logged and given to the Controller.

Agenda — The Regional Trustee met with the Staff Secretary to coordinate the agenda, drawing from input provided by Delegates from within the Region. Two sets of eight workshops each were scheduled. The agenda was printed in-house and sent to the Host Committee for inclusion in the registration kits.

Mailings — The WSO sent a confirmation letter to all registrants, giving specific information and a detailed map of the area.

Numerous cartons were shipped containing agendas, evaluation forms, workshop forms, reportback sheets, guidelines, newsletters, back issues of *The FORUM*, catalogs, brown envelopes, name badges, pads and the Al-Anon banner. Two hundred Handbooks and binders were shipped on consignment.

Host Committee — The RSS Staff Secretary was in contact with the Host Committee Chairman and met with the Committee to express gratitude for all their hard work and to discuss last minute details.

Taper — A \$25.00 check was sent to the taper as a nominal fee. One complete set of tapes was purchased by the WSO.

REPORT BACK SESSIONS AT FUTURE SEMINARS:

The Committee agreed on an experimental basis that:

1. the RT/U.S. Southwest would meet in Boise with reporters to brief them of what was expected of them;
2. the Chairman and RT/U.S. Northwest would meet with the Chairman before the workshops;
3. the RT/U.S. Southwest would aid workshop reporters if necessary.

SITE SELECTION OF U.S. (SOUTHWEST) RSS: Bids from five hotels in three cities were reviewed by the Committee. The Clarion Four Seasons Hotel in Albuquerque, New Mexico was chosen. The Trustee for U.S. Southwest visited the hotel and met with the Host Committee Chairman and hotel representative. ▲

NOMINATING COMMITTEE:

Ruth L., Chairman
Myrna H., General Secretary

COMMITTEE: In addition to the Chairman and the General Secretary, the Committee consists of Bob D., Ruth F., and Rita McC., Trustees.

TRUSTEES AT LARGE: The Committee addressed such issues as acceptable distances from the WSO for travel to meetings, qualifications and eligibility to serve. A letter was sent to all WSO Conference Members requesting names of candidates along with updated profiles. After review, the Committee prepared a slate for the Board of Trustees.

CONFERENCE COMMITTEE ON TRUSTEES: The Conference Committee on Trustees were kept abreast of the Nominating Committee's activities through minutes and correspondence.

Bob P., General Manager of AA GSO, attended a meeting to give information on how AA's Nominating Committee interacts with the AA Conference Committee on Trustees. The scope of their responsibilities include: reviewing the qualification and procedures for election of Regional Trustees; reviewing all nominations for members and officers of the General Service Board; presenting the slate of officers and Board members to the Conference for disapproval, if any; reviewing resumes of Class A (non-alcoholic) Trustees; and approving the geographical areas that constitute the present eight regions of AA's Conference structure.

NOMINATING COMMITTEE GUIDELINES: The Committee developed guidelines as an aid in determining the scope of its responsibilities, for subsequent approval by the Board of Trustees. ▲

RSS Update

Delegates were given the revised Guidelines. Packets of information on the RSS US-SW (Albuquerque, NM) were given to the Delegates from that region and a groupwide mailing will be sent following the Conference. The agenda will be compiled following input from the SW Delegates by the RSS Chairman and Staff Secretary.

P.I. SESSION:

Sylvia R., Chairman
Susan H.B., Secretary

According to Chairman Sylvia R. feedback from the questionnaire distributed to P.I. Coordinators throughout the US and Canada, indicates a surprising degree of apathy toward P.I. service work. Responding to that complacency—and with an eye to restoring some of the original enthusiasm to P.I. work—Committee members performed a clever and entertaining skit, entitled, "The Wizard of Program," co-authored by CPC and P.I. Staff Secretaries, and based on the story line of the Wizard of Oz. Following the performance, Conference members joined the cast in several choruses of "Follow the 12 Step Path," and "How can we carry the Message." Despite the abundance of humor in the piece, there was also a serious point being addressed: the importance of P.I. service work to carry the message and the need for active participation in P.I. efforts by Al-Anon/Alateen members.

Delegates were obviously affected by the skit as well as the message, and shared some of their own impressions of P.I.'s impact on their Areas. One noted that as Institutions participation took off in her state, P.I. lost steam. Another Delegate felt that some hesitance from the membership is often a reflection of their fear; he had experienced success in attracting newcomers to P.I. by inviting them to accompany more experienced P.I. people when they speak or perform other P.I. services. He said that this kind of approach provided a more comfortable context for the reluctant, enabling them to see for themselves the fun of P.I. work in practice. Another Area reported that they had combined P.I., CPC, and Institutions work under one Coordinator and were pleased with the results.

Secretary Susan H.B. closed the session by urging Delegates to take the message back to the membership that feedback from the questionnaires indicates that P.I. service work with the media is slipping between the cracks and it seemed necessary for us to be roused from our complacency. ▲

QUESTIONS:

Can we have more radio tapes instead of or in addition to the films presently available?

There are really no films currently available. We have a radio tape containing five PSAs in English and Spanish as well as a tape for Radio called "A Little Bit of Al-Anon." These items can be purchased from the WSO.

Could the Public Information packet be revised as to the radio dialogue spot and TV Spots and a short announcement in monologue form as to what Al-Anon is and its goals?

Are you speaking of P.I. Packet or P.I. Kit? The script of the existing TV and Radio spots is in P.I. Kit. New spots can be done, but this takes Conference approval to do so.

BOARD OF TRUSTEES:**Norma McG.**

Before presenting its five new recommendations to the WSC, the Board submitted the following update: there was a need to rescind the 1984 Conference vote authorizing the P.I. and Alateen Committees to adapt the Quebec Alateens' slide presentation because of difficulties in obtaining sole ownership of the artwork.

The first official Board motion to come before the Conference had to do with printing the World Directory on a biennial basis. Currently, the Directory is published annually, in three sections: U.S. East, U.S. West, and Canada. The overseas Directory is printed later in the year. Delegates expressed a wide range of opinions on the recommendation; while some felt it had merit (commenting that the Directory is frequently obsolete before it leaves the printer), others extolled the many conveniences of the annual Directory. They said it was especially important to Delegates and other service workers, not to mention Al-Anon/Alateen members on the move. Because substantial unanimity could not be reached, Conference members supported the Chairman's suggestion that the recommendation be sent to the Long-Range Study Panel for further input.

The voting ratio of the WSO members and Delegates at the WSC was the subject of the next Board recommendation. The proposal would ensure that a one-third/two-thirds voting ratio of WSO members and Delegates at the WSC be established, along with a system for equalizing the Conference vote should a disproportionate number of WSO members be present. Delegates expressed their gratitude to the Board for this recommendation and voted (86-4 with 2 abstentions) to accept it as presented.

In response to recent Conference suggestions—and to adhere to the principle of rotation—the Board recommended that At-Large and Regional Trustees be limited to serving two three-year terms that may be consecutive. The motion was accepted (89-1, 3 abstaining) with Conference members again thanking the Board for its sensitive response to previous Conference wishes. This change was also reflected in a subsequent By-Law change.

As a result of the Arthur D. Little Management Study, the Board sought to increase its size and to provide a better balance between Regional and At-Large Trustees. They recommended the addition of three new Regions and that an ad hoc committee comprising the six Regional Trustees be formed to research their Regions and develop a plan for implementing an expansion of Regions from six to nine when feasible. The Conference voted to accept the motion (86 in favor and 7 opposed).

Another offshoot of the ADL Study was the Board's suggestion that the Chairman of the Board serve simultaneously as Chairman of the Executive Committee. It was felt that such a consolidation would provide continuity and consistency in our governance structure, and would clarify and simplify the role of General Secretary who would in this case be responsible to a single Chairman rather than two as she is now. It was proposed that the change be implemented for a trial period of three years, and the consensus of the Conference was to support the action. ▲

NOMINATING COMMITTEE SESSION:**Ruth L., Chairman**

Chairman Ruth L. introduced the Nominating Committee and invited Conference members to give their vote of confidence to the Board's selections for the two Board vacancies and for the reelection of another Board member.

Ruth reminded Conference members that the manner of affirming the Board's decisions had changed, and that in addition to voting for each member individually (rather than as a complete slate as was formerly the practice), the voting would also be by closed ballot. Conference members were able to base their votes of confidence on each nominee's résumé, included in the Conference brochure.

Jane O. was subsequently reelected to a second term, and new members were Rosemary E. (replacing Rita McC.) and Rose M. (replacing Cay C.).

The next order of business was for WSC approval of the Regional Trustees nominees (as selected by the Board RT Nominating Committee, the Conference RT Committee and Delegates from within the Region): Mary C. (Canada E) and Gloria P. (Canada W). Board officers were affirmed as a single slate: Norma McG., Chairman; Marjorie W., Vice Chairman; and Jane O., Treasurer.

Ruth announced that Executive Committee member John F. was leaving the Committee to return to his former duties as Al-Anon's legal advisor; and the WSC approved three new At-Large Executive Committee members: Rita McC., Cay C., and Edwina F. (91-4). Helen G. was appointed as the Staff member to serve on the Committee.

1986 REGIONAL TRUSTEE ELECTION:**John W., Panel 24**

Delegate John W. (ID) explained how Regional Trustee nominees are submitted. He emphasized how important it is for the wishes of groups to be actively sought when Districts gather potential RT Candidates names. "Al-Anon," he said, "is run by the groups, and the groups should know who's being selected."

Districts, he continued, base their choices for RT on completed résumé sheets for each potential candidate (whose permission must be sought), which are then submitted to the Area Chairman. At the Area Assembly or Area WSC, action is taken and the names for Trustee and Alternates are sent to the WSO, where resumé are printed in the appropriate format and are subsequently sent to the voting members of the joint meeting, held during Conference week, to select a nominee.

Requirements for a Regional Trustee involve membership in Al-Anon for five years, availability for three years of service as a Trustee, a history of participation at local/Area levels, and having enough free time to come to New York at least four times a year: for quarterly Board meetings, Policy Committee meetings, and for the World Service Conference.

Regions scheduled to select candidates to be elected in 1986 are US-NE and US-SE. In addition to the Delegates from each Region in question, four Delegates (randomly chosen by Conference members) from outside the Region as well as four Trustees would participate in the nominating process.

Norma McG. conducted the election of Regional Trustees for the 1985-87 term. Candidates representing Canada (East) and Canada (West) were chosen by the Areas within these two Regions late last year and their resúmes were sent to the WSO. The RT Nominating Committee which selected the RT nominees is comprised of Area Delegates from each Region choosing a candidate; two Area Delegates from outside that Region (selected with one alternate at the 1984 WSC); and the Chairman of the Board and one other Board member.

The following names were submitted to the full Conference for affirmation and to the Board of Trustees for formal approval at its Annual Meeting convened immediately after the 1985 WSC:

Mary C., Ontario (South)—RT Canada (East)
Gloria P., Manitoba—RT Canada (West)



LONG-RANGE SESSION:

Hank G., Chairman

Chairman Hank G. referred to the Arthur D. Little Management Study in describing the Long-Range Study Panel as an analytic resource for the Board of Trustees. Panel meetings, he elaborated, involved a great deal of brainstorming and free discussion. The Panel thought it would be constructive for the full Conference to examine a single issue—one that has been of primary concern to the Panel this year—in the manner of an LRSP brainstorming session. The focus of the discussion was *Adult Children*: what direction Al-Anon might take; and what kind of service we can provide. (Please note that this topic was also chosen for Open Discussion later in the Conference.)

- I'm an adult child myself and I don't like to be negative, BUT . . . I really think BASICS is where it's at, not specialization.
- I was very unhappy with one Adult Children group: they used outside literature and NOT the Traditions.
- I feel that specialization dilutes our program, emphasizing our differences by focusing on the problem rather than the solution. While it may be a necessary focus in the beginning of our recovery—and specialized literature, too—it's even more important in our recovery to get beyond the pain.
- I'm especially concerned about Adult Children meetings that are run by professionals.
- I almost think of some Adult Children groups as the Missing Link: their meetings seem to be for those who never made it to Alateen and may need AA. I sometimes wonder if we might need a separate branch of the fellowship for them.
- Mexico has a Young Al-Anon as a sort-of bridge between Alateen and Al-Anon. It's doing well, but they too request more specialized literature.
- We ought to remember that when people first go to ACA, ACOA, or whatever, they don't know or care what the organization or its rules are—they go because they're hurting and they want help. Our responsibility is to educate them, NOT to get angry at them!
- In our Area, Adult Children meetings are held right alongside regular Al-Anon meetings: either at another table or in a nearby room. That way we keep them close at hand, "in our arms."
- I said it before, and I'll say it again (with a thank you to Pogo): "We have met the enemy and he is us." Let's not react; all the answers we need are in the Concepts. I think we're fired up enough now to actually go and read them.
- A letter from my Area notes that Adult Children are never asked to speak at Al-Anon functions and that gives us a bad name with them.
- I think we should just pray for them a whole bunch and hope it works out.



LONG-RANGE REPORT:

Hank G., Chairman
Myrna H., Secretary

The Panel met ten times. In addition to the Chairman and Staff, the Panel consists of three volunteer members: Jane O., Bob A. and John F., Sandra F., will assume the role of Secretary, beginning in 1985.

Goals of the Literature, Alateen and Institutions Committee were discussed. The usefulness of brainstorming Committee goals became apparent in the implementation of two strategies leading to projected goals. One is to spearhead a meeting with members engaged in Alateen conventions and the other supported the creation of input committees to develop content for future publications. In discussing Institutions Goals, a consensus was reached that a broad perspective needs development, thus replacing concentration on the membership's apathy toward institutions service with a more positive approach.

Other topics discussed were *The FORUM* structure, our relationship with Canada and having non-Al-Anon members on the Board.

The Management Study defined Long-Range Study Panel as an analytical arm of the Board — to make recommendations for long-range considerations. ▲

DISCUSSION OF MANAGEMENT STUDY:

Norma McG.

In mid-May 1984, Arthur D. Little, a respected firm of management consultants, was engaged to conduct a management study of the WSO. The study was to focus on three factors: effectiveness of the office in carrying out its intended objectives; its efficiency; and the equitability and competitiveness of its salary structure.

Norma McG. observed that ADL's work was impressive from the very beginning: extensive homework had been done by them in preparation for the bid, and they seemed to have a sound grasp of our program's tenets.

One phase of the study was to evaluate WSO's inhouse operations, and in their analyses of salary structures, ADL discovered that most WSO salaries fall within a fairly competitive range. The salaries of our top two positions, however, are far below the competitive range. During the next five years, therefore, an effort will be made to bring the salaries of the General Secretary and the Deputy to a more competitive range.

Of particular interest to Delegates was the portion of the study dealing with "Governance," and a copy was mailed to Conference members in mid-February. The recommendations advanced by ADL as a result of their investigation were for the most part valid, but not, Norma stressed, engraved in stone. The recommendations the Trustees deemed applicable upon review would come to the WSC in the form of Board motions.

Delegates were very positive about the study, particularly its scope and attention to detail. Although several Delegates did express reservations about outside agencies making recommendations that would affect our operations, Norma assured them that the Board's ad hoc committee on structure would seek the Al-Anon approach to ADL's findings before implementing any changes.

One point that elicited considerable comment was ADL's references to the rotation of Staff Secretaries. Myrna informed the Conference that rotation of subsidiary assignments of Staff was already underway and the idea of rotation is being considered within the office. While some Delegates felt the idea had merit, a motion to devise and present such a system to the 1986 WSC was soundly defeated. ▲

(continued from Conference Report, p.17)

CONFERENCE COMMITTEE ON TRUSTEES REPORT-BACK:

John W., Chairman

The 1984 WSC stipulated that the Conference Committee on Trustees be established as a subcommittee of the Nominating Committee on a three-year trial basis. The Committee has developed Guidelines (helped in part by AA's experience) to provide for the composition, scope and procedures of the Committee. The proposed Guidelines were distributed to Conference members; feedback would be brought back to the 1986 WSC.

P.I. Projects for 1984-1985



SHARING CONCERNS:

Rita McC. led the closing session on Friday night, expressing her gratitude to all for helping to make the Conference such a positive experience. "Love," she said, "binds us together and brings our efforts to completion."

Rita then read a moving excerpt from a letter sent by the Costa Rica General Service Office, which began, "Twenty-five years ago, some visionary people thought it would be wiser to trust Al-Anon's future to a group of service-minded members. Little by little, the seed they planted has grown into a strong tree."

With that, Conference members spontaneously streamed up to the microphones and talked about their responses to the week's events. The abundance of emotion-filled, personal-level sharing seemed to inspire everyone with a sense of love and true fellowship.

- I want to thank everyone at the WSO for all of your behind-the-scenes efforts.
- I'm so happy to be a member of this program. I've needed lots of love and Al-Anon people cared. I never felt so well-loved and cared for in all my life.
- I'd heard about conflicts one year, unity another year. I'd heard about "them and us," and I prayed for an open mind and to have love. I've never seen such unity! I only hope I can convey just how much to the folks back home.
- Sometimes we think our wishes are ignored. I'm truly appreciative of how much has changed and how we are listened to. You listened to us. Thank you.
- In 1983, I left, not wanting to come back. This year was a joy.
- I'm sad that it took me so long to figure out what I was doing! Don't you others wait so long!
- This is my 10th Conference. We've proved that we can have sparring without scarring. Thank you all for showing that Al-Anon is good business.
- I never thought HIS drinking would take me so far!
- Ten years ago I was a battered wife. I had married one of the hopeless ones. Today, thanks to Al-Anon and AA, we're both doing just great. There's always hope!
- Congratulations on the 25th WSC. I know now that humility is NOT controlled arrogance—it's watching how gracefully you all do it.
- What growth I've achieved through the Conference. I came in ignorance and I received knowledge. I came empty and you gave me love.
- I didn't think I could do it, but you've all been so supportive. I wasn't patronized here; I was made to feel equal.
- Last year was good, but this year was even better. The WSO Staff have been great—not walking on eggshells either, but relaxed and loving. See, you can solve everything with love. Let's never forget it.
- I've had a lot of love and support from my Area, and you've all been wonderful, too. This is the best time I've had in my whole life.
- I really feel like I'm special here, just like all of you. I am having a romance with Al-Anon and AA. This is the best!
- There are never truly problems—just opportunities. The 1983 WSC was good for me; I understood the nitpicking and it was OK. I knew it would all work out, and it has. 1985 has been the best.
- You've all been my sponsors. Thanks. ▲

SPIRITUAL SESSION:

HELEN G., WSO

Helen has found that when God answers her prayers, he does so through other people, and for her, healing has taken place physically, emotionally and spiritually because of other people. It all started, she recalled, at her first Al-Anon meeting.

From early childhood, Helen was taught to believe in God, and although she never lost faith in God's existence, the circumstances of her life shattered her trust. By the time she found Al-Anon, she felt abandoned by the God of her childhood. At that first meeting, she heard a long time member say, "How blessed we are to have found Al-Anon. Truly we have been touched by the hand of God." Helen left this meeting filled with hope—for herself and for her husband—and with the comforting knowledge that God had not turned away from her after all. She had turned away from Him. She had allowed her problems to come between God and herself instead of focusing on God's will and guidance.

When Helen came to Al-Anon, she was obsessed with her husband's drinking. She had built her own prison, she said, served as her own jailer, and had emotionally crawled into the bottle with him. Looking back, she said that the martyr's role suited her. To any of her friends who would listen, Helen would tell them how she no longer existed as a person, but was merely an extension of her husband, unable to express opinions, make decisions or do anything without his permission.

As the drinking increased, so did Helen's severe headaches, fears, and overwhelming loneliness. She felt love being replaced by hate, and was disgusted to see that she had become a bitter person, a person she did not like. As she grew to dislike herself, her sense of inferiority grew stronger and her self-confidence weakened. She blamed all these negative attitudes on her husband's drinking.

One day, Helen felt she no longer wanted to live; she felt she was losing her mind and got down on her knees, crying out to God for help. Before long, she got a telephone call from a dear friend who told her about an article she had been reading on AA and alcoholism. Helen called them and they directed her to Al-Anon.

It took Helen some time in the program to accept that her husband was the victim of a disease, and that she too was its victim. And although Helen has embraced the program, her husband has yet to admit his powerlessness over alcohol or that his life has become unmanageable. Yet, she never gives up hope.

Through the 12 Steps of the program, Helen has come to see that her husband's desire for sobriety is between himself and his higher power; her serenity does not depend on his sobriety. She has found a God-given power over her own mind, actions, emotions and reactions. If she expresses this power wisely, she has found that problems outside her invariably work out.

Helen shared that as a result of her complete surrender to her higher power—prompted by her utter despair and her subsequent discovery of Al-Anon—she has developed a personal relationship with God. Turning her will and her life over to His care means walking daily with the constant awareness of God within and around her. She has also found that she needs the strength and courage of others. She concluded by quoting from a FORUM article she read many, many years ago: "Dear friend, put your hand in mine today, across the miles, for today mine is in God's hands and together we will make it."

B.J.M., Oregon

B.J. said she was unusually quiet during Conference week because she had been trying to make room for her higher power to come in and help her find the words to describe her own experience of spirituality. Through struggling and suffering a little, she found she had grown in the process.

As an overweight person, B.J. said she had grown accustomed to feeling unacceptable. Although her parents made her feel loved, she was deeply aware of the disapproval of others. She easily assumed a victim's role, feeling herself to be inferior, and she sought to achieve in areas other than beauty. She had major weight losses (and gains) and by the age of 19, when a proposal of marriage was made to her, she accepted it promptly—frightened that she would not have another opportunity.

After seven years of not-so-happily-ever-after life, B.J. was divorced. Looking back now, she realizes she was spiritually bankrupt at the time. She shared that the day she was married was the last day she had attended church.

For the next four years, she took too many diet pills, tranquilizers, sleeping pills, and alcohol. She lost a lot of weight and moved to Los Angeles, where she became involved in a "party life," hoping to find happiness. Despite the

(continued on p. 31)

to approve the following participants be seated with voice and no vote: Alberte C., Secretary, Publications Francaises—WSO, Al-Anon Member; Teresa M., Supervisor, Spanish Service—WSO, Al-Anon Member; Richard Keilly, Controller—WSO, non Al-Anon Member. (unanimous)

that we have closed balloting on important matters during the 1985 WSC. (unanimous)

to approve the 1984 Annual Reports as submitted by the General Secretary. (unanimous)

to approve the 1984 FORUM Report as presented. (unanimous)

to accept the 1984 Financial Report prepared by Owen J. Flanagan, CPA, our outside Auditor. (unanimous)



that a system of rotation for WSO Staff Secretaries be devised and presented to the 1986 World Service Conference. (yes 8; no 83; abstaining 2)

to approve revision to pages 31-32 of the Twelve Concepts of Service re: International Coordination Committee: "With the growth of Al-Anon and Alateen in over 70 countries by 1978, carrying a unified message became increasingly complex. The International Coordination Committee was then formed. *This Committee is composed of a Volunteer Chairman, the Staff Secretary, Staff and volunteer members familiar with Al-Anon on a worldwide level.*" "Plans for a meeting with Delegate representation from every country began with the inception of the International Coordination Committee. Such a meeting was envisioned as the most effective means to foster the sensitive communication needed to provide a uniform service message amid language and cultural differences. *In 1984, after three trial biennial sessions, the International Al-Anon General Services Meeting became a permanent part of our structure.*" (yes 88; no 2; abstaining 1)

that in the Policy Digest, page 12, I. MEMBERSHIP AND GROUPS, a. Member Eligibility read as follows: Anyone who feels his/her personal life is or has been deeply affected by close contact with a problem drinker is eligible for membership in Al-Anon. (See page 42, item VI) (unanimous)

that in the Policy Digest, page 27, III. WORLD DIRECTORIES OF AL-ANON FAMILY GROUPS, 2, Referrals—WSO (the last sentence to read as follows): Members may, however, be assured that the WSO will exercise discretion in protecting anonymity when cooperating with professionals and others. (yes 88; no 3; abstaining 1)

that (The Table of Contents would now read:), (remove Publications), RECOVERY AND SERVICE MATERIAL, I. Al-Anon/Alateen Material, a. Conference Approval, 1. What it is, 2. How material receives Conference Approval, 3. Material written by Al-Anon/Alateen members, 4. Material written by Non-Members, b. Service Manuals, c. Authorization for Production, d. Identification of Material, e. Use of Materials, II. TIMELY REPRINTS, III. GUIDELINES, IV. OTHER PUBLICATIONS. (Starting with page 25, it would now read:) RECOVERY AND SERVICE MATERIAL, I. AL-ANON/ALATEEN MATERIALS, A. Conference Approval, 1. What it is, Conference Approval is a process for the development of material (items for both personal recovery and service work,) which reflect the group conscience of the Al-Anon Family Groups, through actions taken by the World Service Conference. The conceptual ideas recommended at the World Service Conference are delegated to appropriate service committees for implementation and production of: books, pamphlets, leaflets, cassette tapes, cards, films, posters, etc. Each item, when completed, bears the Conference Approval seal. 2. How material receives Conference Approval, Al-Anon Conference-Approved material grows out of need. Whether the need is for literature and material for personal recovery or for service items, the process of Conference Approval ensures that Al-Anon members, Delegates, WSO Staff and volunteers will review the material before publication and/or production. Many members' participation in the Conference Approval process guarantees the fellowship that the material is an expression of Al-Anon principles. Proposals for new and major revisions of existing material are brought to the World Service Conference for recommendation and approval. Literature and material for personal recovery is subsequently

developed through literature services; service materials are developed by the appropriate WSO Standing Committee. Proposed manuscripts and/or content of personal recovery material are reviewed by the Literature Committee, service material by the WSO Committee of origin. Proposed service material, developed by a committee without Delegate members, is reviewed by a service committee with Delegate members, to be determined by the committee of origin, in order to receive Conference Approval. As a final step, in addition to the General Secretary or the Deputy, the Chairman of the Policy Committee and four (4) other members of that Committee are asked to review all new or major revisions of existing material, before they are approved for use. Minor revisions are authorized by the Board of Trustees through the General Secretary. Some service material was not processed in this manner prior to 1985. After the 1985 World Service Conference, these pieces were reviewed and approved by the Conference through the Delegate members on the service committee of origin. 3. *Material written by Al-Anon/Alateen members*, The actual writing is done by Al-Anon/Alateen members. Material submitted is subsequently coordinated and edited for literary style by Al-Anon members who may be professional writers. In keeping with the spirit of Al-Anon, the full name of any individual member does not appear in the title of Al-Anon/Alateen material, nor is authorship acknowledged. All published material becomes the sole property of the Al-Anon Fellowship. 4. *Material written by non-members*, A few items were not developed in the above manner. Such exceptions were made when a booklet, talk or article by a non-member met a specific need and then only with Conference Approval. As a necessary courtesy, credit was given to the author or the organization where the material originated. b. *Service Manuals*, Approval for additions and/or revisions to this Policy Digest, the Twelve Concepts of Service for Al-Anon and Alateen, the World Service Handbook, is given by vote at the World Service Conference. Approval for major changes in the basic manual, Al-Anon and Alateen Groups at Work, is also given by Conference vote; this manual's updating is handled on a regular basis at the World Service Office. c. *Authorization for Production*, Production of new material to be added to the list of Conference-Approved Material that has been recommended and approved by the World Service Conference, must be authorized for production by the Board of Trustees. d. *Identification of Material*, The original seal, with the letters "AFG" in the circle and the word "World Service Conference" within the triangle, appears on all Al-Anon/Alateen Conference-Approved Literature and materials with the words "Approved by World Service Conference." (See Symbols, page .) e. *Use of Material*, To keep Al-Anon's message in focus, it is suggested that Al-Anon/Alateen Conference-Approved material be displayed and distributed at Al-Anon and Alateen meetings, conferences and conventions. These items, reflect an informed group conscience. Conference-Approved material provides a unified view of Al-Anon/Alateen to professionals, other individuals, and outside agencies. II. TIMELY REPRINTS, In 1977, the World Service Conference affirmed the continuation of the use of articles and reprints of articles from major outside publications by Standing Committees. The use of such timely pieces does not endanger the Tradition of non-endorsement, rather it enhances the public's view of the Al-Anon program of recovery and helps service committees spread the message of Al-Anon's value as a community resource. Because of their timeliness, they are often distributed between Conferences. These items are reviewed for appropriateness, use and distribution by the service committees of origin as well as appointed members of the Policy Committee. These reprints can be identified by the Al-Anon/Alateen logo  and carry the words "reprinted and distributed by Al-Anon Family Group Headquarters, Inc." III. GUIDELINES, At the direction of the World Service Conference, WSO Committees compile, review and distribute guidelines. All guidelines are a collection of shared experience and can be adapted by the membership. Guidelines can be identified by this Al-Anon/Alateen logo  and the words, "compiled and distributed by Al-Anon Family Group Headquarters, Inc." (yes 91; no 1; abstaining 1) [MOTION 10, was actually tabled and approved following approval of MOTIONS 26, 27, and 28.]

to add to Page 13 of Policy Digest under Item 2, Institutions Groups, the following to the end of the paragraph: *Surrounding groups can be encouraged to help with the cost of literature and other expenses either directly or through the District. In keeping with Tradition Seven, Institutions Groups would not accept Literature or other funding from the facility in which the meeting is held except where security restrictions might apply.* (yes 91; 2 abstaining)

that in the Policy Digest, Page 19, I. WSO CONTRIBUTIONS—Regular c. read as follows: The limit on all contributions from individual members of Al-Anon and Alateen to the WSO is \$500 per year. (deleting the words "and a one-time contribution from the immediate family in memory of a deceased member is \$500."); (d. remains the same) and e. to read as follows: *Memoriam Contributions*—Al-Anon & Alateen members or groups may make a contribution to the WSO in memory of anyone who is deceased. There is a \$500 maximum contribution per member, per year but no limit on the amount groups may contribute. (existing items e. & f. will be relettered accordingly) (yes 50; no 39; 4 abstaining) [This MOTION was referred back to the Policy Committee since it did not pass with substantial unanimity.]

that in the Policy Digest, page 40, item IV. read as follows: RELIGION/PHILOSOPHIES, and second sentence under a. Meetings, read as follows: A newcomer or members of various cultures and religions could get a false impression of Al-Anon's purpose or take offense and never return. Under item b. Retreats, to read as follows: 1. Al-Anon/Alateen Spiritual Meeting—*It has been suggested that the name "retreat" often has religious connotations and that it not be used in conjunction with an Al-Anon/Alateen event.* Item 2. to read as follows: *Outside the Fellowship*—Al-Anon does not affiliate with other organizations, neither endorses nor opposes any other philosophies or spiritual programs. The Al-Anon/Alateen name therefore, cannot properly be used to identify nor publicize retreats or activities sponsored by others. This applies when most or even all of the participants are members of Al-Anon/Alateen. Otherwise there may be a misunderstanding of Al-Anon's purpose and function. *If members wish to participate in such activities, they do so as individuals.* Area newsletters or local Al-Anon/Alateen bulletins should not be used as a means of promoting or announcing retreats of any kind to the Al-Anon/Alateen membership, nor should retreats be promoted before, during or after Al-Anon/Alateen meetings by use of leaflets or announcements. (yes 92; abstaining 1)

that the World Directory, because of high costs of production and preparation, be printed on a biennial basis. (yes 51; no 41; abstaining 1) [This MOTION was referred back to the LRSP since it did not pass with substantial unanimity.]

the one third/two third voting ratio of the WSO and Delegates at the World Service Conference be established. If there are more members from the WSO than this ratio would allow, we recommend that a system be established to equalize the Conference vote. This system would be in place for the occasional times where an overbalance of additional WSO members is unavoidable. Expansion of WSO Staff and volunteers, who would become Conference members by virtue of their roles, should continue to be considered with great care so the Conference would not be overbalanced by WSO personnel, whether in a voting or non-voting capacity. (yes 86; no 4; abstaining 2; void 1)

that the length of time any At-Large Trustee and Regional Trustee may serve on the Board is a two three-year term which may be consecutive. (yes 89; no 1; abstaining 3)

that conceptual approval be given for adding three new Regions. Further, if the 1985 WSC approves this idea, it is RECOMMENDED: that an ad hoc committee be formed of the six Regional Trustees to research their Regions and develop a plan for implementing an expansion of Regions from six to nine, when feasible. (yes 86; no 7)

that the 1985 WSC approve development and production of the proposed leaflet, "Planting a Seed." (yes 89; no 1; abstaining 4)

to accept the following additions to the World Service Handbook as follows: Page 8, second bullet, first line . . . registers Lone Members, new groups, Information Services, and Literature Distribution Centers and provides . . . Add new section after 5th bullet as follows: generates cooperation between Al-Anon and the professional community . . . Add new section after 7th bullet as follows: plans and coordinates the annual World Service Conference.—Page 9, add new section: strives to stimulate interest in service through Regional Service Seminars; guides countries outside the U.S. and Canada; plans and coordinates biennial International Al-Anon General Service's Meeting.—Page 9, add new section: organizes and preserves historical Al-Anon/Alateen material, worldwide, past and present.—Page 13, Under COMPOSITION AND

PROCEDURES, I. Composition of the Conference, second paragraph, after the word Conference . . . Therefore, a state or province may divide only once as reaffirmed at the 1982 World Service Conference. Page 21, under Election of Alternate Delegate, first paragraph, last line, delete, excepting that the Alternate is elected from among the new DRs. (unanimous)

that a slide presentation based on artwork submitted by Alateen members be prepared and coordinated with the already existing Alateen cassettes "Alateens Tell It Like It Is." These slides will replace the original artwork submitted by Alateens in Montreal and approved by the 1984 Conference. The P.I. Committee will work closely with the Alateen Committee on this project. (yes 88; no 4)

that the P.I. Committee would like to resubmit a motion to create two new TV spots in 1986. In view of budgetary considerations, the P.I. Committee proposes that these two new TV Spots be created by excerpting from the about-to-be-produced Al-Anon Film. (yes 67; no 25)

that the P.I. Committee recommends the production of an Alateen poster with the original artwork submitted by an Al-Anon member to be used for public information work (yes 80; no 7; abstaining 1; void 2)

that CPC produce a concise reference piece of literature intended for all professionals. Inviting them to work with us. (yes 72; no 19; abstaining 1; void 1)

that conceptual approval be given to the Alateen Committee to produce an Alateen Table Card to be used in Al-Anon meetings as a reminder of Alateens availability. (yes 78; no 12; abstaining 2)

that the Suggested Preamble to the Twelve Steps be included on the copyright page of all Conference-Approved Literature as a statement of purpose, as follows: The Al-Anon Family Groups are a fellowship of relatives and friends of alcoholics who share their experience, strength and hope in order to solve their common problems. We believe alcoholism is a family illness and that changed attitude can aid recovery. Al-Anon is not allied with any sect, denomination, political entity, organization or institution; does not engage in any controversy, neither endorses nor opposes any cause. There are no dues for membership. Al-Anon is self-supporting through its own voluntary contributions. Al-Anon has but one purpose: To help families of alcoholics. We do this by practicing the Twelve Steps, by welcoming and giving comfort to families of alcoholics, and by giving understanding and encouragement to the alcoholic. (yes 82; no 7; abstaining 1; void 3)

that the Standing Committee of origin with Delegate members would provide Conference Approval for service materials with the understanding that the material goes through the same full review process that begins at the WSC and ends with approval by the Delegate members of that Committee. (yes 77; no 13; abstaining 3)

that the text of the Digest of Al-Anon & Alateen Policies provide a distinction between recovery and service materials and that the Policy Committee reviewers of Conference-Approved material be increased from the Chairman and two other Policy Committee members to the Chairman and four (4) other Policy Committee members. (yes 88; no 3; abstaining 1; void 1)

to approve the 1985 Budget as submitted by the Budget Committee and prepared by the Controller. (unanimous)

to change the BY-LAWS to read: The Length of time any At-Large Trustee and Regional Trustee may serve on the Board is two three-year terms which may be consecutive. (unanimous)

