

**MOTIONS IN EFFECT FOR THE
ALBERTA / N.W.T. AREA ASSEMBLY
Updated: September 30, 2023**

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This pamphlet contains motions in effect in the Alberta/N.W.T. Area. Please keep it close to your service manual and pass it on to the Group Representative succeeding you at the end of your term.

AL-ANON CENTRAL SERVICE OFFICE (ALBERTA)
(A.C.S.O.A.)

1. That A.C.S.O.A. be located in Calgary.
2. That the A.C.S.O.A. Committee be given the freedom to make the decision whether they can afford a fulltime employee.
3. To rescind the by-laws of A.C.S.O.A. dated May 2017 and accept the Special Resolution to amend the By-Laws so they are in accordance with the Society Act of Alberta. (May 2021).
4. That the amounts donated to A.C.S.O.A. by each group, be published by A.C.S.O.A. at Assembly. (Sept. 1987)
5. The sole purpose of A.C.S.O.A. is literature distribution in Alberta and N.W.T.
6. That the Area reimburses A.C.S.O.A. the total cost of literature, including any shipping costs, for the purpose of a starter kit of literature to all new groups in our Area. (Sept. 16, 2023)
7. Alberta/N.W.T. Membership commits to supporting A.C.S.O.A. to continue providing our Area with a Literature Distribution Center, through orders, donations and volunteers when able to the bookstore. (May 30, 2015)

AREA WORLD SERVICE COMMITTEE(A.W.S.C.)

1. All past Delegates have a voice and vote at A.W.S.C. meetings. (Sept. 1987)
2. All Area Officers and Coordinators submit their report in a format suitable for publication, to the Area Newsletter Editor for inclusion in the Area Newsletter rather than individual reports being circulated at Assembly.
(A.W.S.C. March 1989)
3. That the Alberta/N.W.T. Area Coordinators choose their own Alternates. (Sept 1991)
4. That the officers be given the authority to adjust the registration and food costs to reflect actual costs for Assembly as well as AWSC meetings. (May 2021)
5. To hold the March AWSC meetings for a three-year period (2023-2025) online to be reviewed after the trial period. (May 2022)

ASSEMBLY

1. That the expenses for Alternate Coordinators be paid by the Area, only when the Coordinator cannot attend Assembly. (May 2021)
2. That we hold a one-day Assembly in the Spring and a one and a one-half day Assembly in the Fall. (Sept. 1987)
3. That the Fall Assembly be held at the same time as A.A. Area Meetings and that the Spring Assembly be held separately whenever possible. (Sept. 1987)
4. That we use closed ballots at Assembly and A.W.S.C. Meetings. (Sept.1987)
5. That we use Evaluation Sheets at Assembly.
7. That Group Representatives write their W.S.O. Identification Registration Number on all Alberta/N.W.T. Assembly registration forms for the September 1998 Assembly and all Assemblies thereafter. (May 1998)
8. That the Districts pay a registration fee for A.W.S.C. meetings in March and May. (May 1998)
9. Be it resolved that AB/N.W.T. Area Assembly increase registration fees as follows: Group Registration Fee for Assembly to be \$30.00; District Registration for Area World Service Committee to be \$20.00; Alateen Registration to \$9.00 for Assembly. (Sept. 2015)
10. That the position of Alternate Secretary be removed from the Area Officers. The Area Secretary will select an alternate who may or may not be a member of the Assembly. (May 2000).
11. To give Area Officers the authority to find appropriate accommodation to hold Area assemblies and Area World Service Committee Meetings as necessary. (May 2005)
12. That the Area increase food costs from \$15.00 to \$35.00, to include snacks, coffee, hot and cold water, excluding pop, juice and bottled water. (Sept 2016)
13. That the Officers are given the discretion to determine if a "Virtual Area Meeting" should be held replacing the in-person meeting. (May 2021)
14. That the Area accepts Permanent Electronic Groups into the Alberta/N.W.T. Area. (Sept. 2021)
15. That AB/N.W.T. accepts the policies and procedures suggested by the PEG Task Force for accepting PEGs to our area. (Sept. 2022)

DONATIONS

1. That the Area donates \$50.00 worth of pamphlets to be handed out free at the annual Area Al-Anon/Alateen Convention (Round-up). (Sept. 1988)

ELECTIONS

1. That out-going Group Representatives have the voting power at Assembly elections. Newly elected Group Representatives take office immediately after the election Assembly. (Sept 1987)
2. That outgoing and past District Representatives are eligible to serve as Area Officers.
3. That the Group Representatives have the authority to vote, failing this, the Alternate Group Representative or the proxy holder, elected in accordance with group conscience policy has the authority.
4. Elections of the Alberta/N.W.T. Area candidate for the office of Regional Trustee for Canada West will be held at the A.W.S.C. meeting. Resumes are to be submitted to the District Representative of the applicant. If there is more than one applicant per District, an election will be held in that District and the successful candidate's name will be advanced to the A.W.S.C. meeting. (Sept. 1987)
5. That the Alternate Delegate serves as Alternate Chairperson of the Assembly.
6. That the Alternate Delegate be appointed Chairperson of the Budget Committee.
7. That the current Election Procedures be amended by replacing its contents with the draft circulated with the agenda. (May 2021)

FINANCES

1. That the Delegate's expenses be reviewed as required by the Budget Committee. (Sept 1987)
2. That the Area will cover the expenses of all Area Officers and Coordinators to the Assemblies. If an Officer or Coordinator is also a Group Representative, District Representative, or Liaison the expenses will be shared equally between the Area and the groups they serve. (Sept. 1987)
3. That the Area will cover the expenses of all Area Officers and Coordinators to the A.W.S.C.

meetings. If an Officer or Coordinator is also a District Representative, the expenses will be shared equally between the District and the Area. (Sept. 1987)

4. That all past Delegates expenses to Assembly and the Area World Service Committee meetings be paid by Assembly. (May 2014)
5. That we give our Delegate \$250.00 (in Canadian funds) for a "Love Fund" to go to the World Service Conference. (May 2014)
6. That there be four members authorized to sign cheques; of these, two signatures would be required on each cheque. The choice of the other three members with signing authority is left up to the Area Treasurer.
7. That any money considerations be sent to the Budget Committee before the A.W.S.C. meeting. (Sept. 1987)

To take the emphasis off the monetary benefits of the Al-Anon Area Convention (Round-Up), any financial reference to receipt from the Convention (Round-Up) be stricken from the budget and contributions be included with donations. (May 1997)

8. At the end of each Fiscal Year (Jan 1 - Dec 31) there will be an internal audit performed by two volunteers from the Assembly body, to create a financial statement for presentation at the March Area World Service committee meeting, with comments highlighting success, concerns and recommendation for use by future Assemblies. (May 2002)
9. That Alberta/N.W.T. Area, when financially feasible pay the entire cost of sending our delegate to the World Service Conference and not just the delegate's equalized expenses. (May 2003)

WEBSITE

1. That Alberta/N.W.T. Area Al-Anon/Alateen Website is the responsibility of the Area Webmaster Coordinator. (May 2019)
2. To accept the guidelines for Alberta/N.W.T. Website. (Sept 26, 2009) (revised May 30, 2014) (May 2018)
3. To remove the password requirement for the online meeting list on the AB.N.W.T. area Website. (May 2022)

GROUP RECORDS

1. That Alberta/N.W.T. Area Al-Anon Website is the responsibility of the Area Group Records Coordinator. (May 2019)

ALATEEN

1. To replace the Alateen requirements as presented at the May 2004 Assembly with the “draft” document presented today. (Sept 2004)
2. Moved that the Alateen Minimum Safety and Behavior requirements for Area 80 be revised as presented along with the inclusion of the requirement of a three-year renewal for Police Record Checks (P.R.C.s). (May 2008)
3. To change the sponsor minimum age requirement on the Alateen minimum Safety & Behavior requirements, from 25 to 21 years of age.
4. That the Alberta/N.W.T. Assembly, proceed with the implementation of an Area Alateen chat room. (May 2010) ****No longer operating**** (Sep 2021)
5. That the members of the Area Assembly accept the changes to the Alberta/N.W.T. Alateen Minimal Safety and Behavioral Requirements as presented by the committee. To be presented to W.S.O. as “Statement of Compliance” along with “Steps to Become an AMIAS” documents. (Revised Sept 2021)

The following are Alateen referenced items found within this document

*Be it resolved that Alberta/N.W.T. Area Assembly increase registration fees as follows: Group Registration Fee for Assembly to be \$30.00; District Registration for Area World Service Committee to be \$20.00; Alateen Registration to \$9.00 for Assembly. (Sept. 2015) this copied from Assembly: page 3

*That the Area newsletter be named “Al-Anon/**Alateen** Keeping in Touch “. (Sept. 1989) this is copied from Website page 6

*That Alberta/N.W.T. Area Al-Anon/Alateen Website is the responsibility of the Group Records Co-coordinator. (May 2006) this is copied from Website page 6

*That the Al-Anon/**Alateen** Convention be held annually, either the first or second weekend in June. (May 2004) this is copied from Convention page 9

That the District to host the Al-Anon/**Alateen** Convention be chosen at the May Assembly two years prior to the year of hosting. (May 1987) this is copied from Convention page 9

*To accept the suggested Alberta/N.W.T. Area Guidelines for **Alateen** Interprovincial Conferences. (May 1988) this is copied from Convention page 9

*That Assembly accepts the Alberta/N.W.T. Area Convention Guidelines with amendment under publicity as presented. (May 2011) copied from Convention page 9.

GENERAL

1. That the Area Chairperson, Secretary, Treasurer, and Delegate as a group be given power to act in an emergency, where time does not permit an Area Assembly.
2. That the banner #1, which portrays the Alberta Rose and the N.W.T. Polar Bear and the wording "Alberta/N.W.T. Al-Anon", be used to represent the Area at Al-Anon functions. (May 1989)
3. That, when borrowing Area Materials, the Coordinator pays the cost of sending the materials to the borrower, and that the borrower takes the responsibility for the prompt return of the materials and the costs incurred in returning to the Coordinator. (Sept 1990)

NEWSLETTER

1. That the Alberta/N.W.T. Area newsletter be named "Al-Anon/Alateen Keeping in Touch". (Sept. 1989)
2. That we accept the Guideline for the AB/N.W.T. Area Newsletter (September 2007), (Revised May 2013), (Revised May 2018).

CONVENTION

1. That the name Alberta/N.W.T. Area Al-Anon/Alateen Round Up be changed to Alberta/N.W.T. Area Al-Anon/Alateen Convention. (May 1998)
2. To increase Area Convention seed money from \$500 to \$1500 to be paid up to two years in advance. (May 2018)
3. That the Al-Anon/Alateen Convention be held annually, either the first or second weekend in June. (May 2004)
4. That the District to host the Al-Anon/Alateen Convention be chosen at the May Assembly two years prior to the year of hosting. (May 1987)
5. To accept the suggested Alberta/N.W.T. Area Guidelines for Alateen Interprovincial Conferences. (May 1988)

6. That Assembly accepts the Alberta/N.W.T. Area Convention Guidelines with Amendment under publicity as presented. (May 2011)
7. All profits from the Area Convention be returned to the Area Treasurer. (May 2019)
8. That any shortfall in the return of the seed money of the \$1,500.00 provided to the Area Convention Committee will be covered by Area funds. (May 2019)

Rules of Procedure

1. That a Resolutions Committee be initiated to assist voting members in the proper wording of motions to be presented, thus saving the Assembly precious time, avoiding confusion by improperly worded motions and ensuring accuracy in the recording of motions in the minutes and that the Chairperson of the Resolutions Committee choose his/her committee consisting of four members. (Sept 1988)
2. To accept the revised Rules of Procedure as presented to the Alberta/N.W.T. Area Assembly. (May 2017)

The Chairperson who will serve as Parliamentarian to the Assembly, will have good working knowledge of parliamentary procedure, have command of the English language and be a long-time member of Al-Anon. And, that the attached Rules of procedure be used at our Assembly and Area World Service Committee meetings:

- A) Background information be provided prior to meetings, wherever possible, for review by members
- B) Discussion to take place regarding, pros and cons, implications, what we wish we knew, but don't, on the matter at hand.
- C) Members to ask questions to gain clarity. The Chairperson to request members, or anyone with direct knowledge, on the matter at hand, to respond to questions. During this time, no opinions are to be given on the matter.
- D) Members involved in the discussion are to summarize what they have heard.
- E) Request confirmation from the body (AWSCM/ Assembly), that there is agreement in what they have also heard
- F) Members can now speak at the microphone for or against the issue. Time limit of 2 minutes, and limited to once at the microphone per issue.
- G) Based on the information exchanged, the following could take place:
 - A motion may come to the floor. If a motion is to be made, the mover and the seconder would have the Resolution Committee prepare the motion and voting would then take place.
 - The Chairperson may suggest that the issue be sent to an appropriate committee for further information or research

- No motion or decision is made.

- H) After a motion has been moved and seconded, the mover has the first of privilege of speaking followed by the seconder, then persons from the assembly body.
- I) After the motion has been moved and seconded it may then be amended.
- J) The mover of the motion has the privilege of closing the debate.
- K) The order of presentation of the resolutions will be decided by the Resolutions committee.
- L) Each speaker to a motion will be limited to three minutes and this will be enforced by a timer at the Resolutions table.
- M) Each speaker is only allowed to speak once to the motion.

It is the privilege of any Group Representative to move the previous question if he/she considers that the discussion has been unduly prolonged. However, a Group Representative will not be allowed to move the previous question while speaking to that question, thus in effect closing the debate. In any event if the previous question is voted on and passed the original mover has the privilege to close the debate.

- N) A.W.S.C. members will be given time to make necessary explanations.
- O) Speakers must use the microphone.
- P) Wording of a resolution will consist of one or two sentences explaining the reason for the resolution, followed by the resolution. It will be signed by the person presenting it and the seconder.

3. That the Alberta/N.W.T. Area Assembly, adopt the rules of order on a permanent basis, and that the election of the Resolutions Committee Chairperson, coincide with that of other Area Officers. (Sept. 1989).