**Link to Service Manual:** **https://al-anon.org/for-members/members-resources/manuals-and-guidelines/service-manual/**

1. **Called to order** @ 6:38 PM by Gilda.
2. **Pubic Outreach Presentation -** PO Committee is comprised of Shirley, Norma, Jan and Holly. Committee presented the slide deck they are going to use in presentations to social service agencies. The first presentation is Thursday September 28, 2023. Feedback was provided by the group.
3. **Welcome and Introductions** - Vida (AGR Oasis); John H (AIS TAS, DR 16); Gilda F. (AIS chairperson); Jamie S. (representing Step by Step); Craig B. (AIS meeting list coordinator; GR Oasis); Pat B. (representing Strength and Unity); Mary W. (representing West End Camel); Candy B (Before the Weekend Group & DR 19); Wendy R. (Thursday Night Spirit); Betty G. (representing You Count); Janie Rae G. (representing Mill Creek Morning); Bonnie W. (representing After The Weekend); Heidi R. (representing Castle Downs Serenity); Rita D. (representing Luv Anon); Rita L. (representing Luv Anon)
4. **Reading of Traditions and Concepts** -Traditions and Concepts were read by ?
5. **Additions to the Agenda** – Items added to the Agenda were Convention 2023, Convention 2024 and Alateen updates.
6. **Standing Agenda Items**:
	1. **Secretary** - Minutes of the June 21, 2023 were reviewed. Vida moved and Betty seconded that the minutes of the June 21 meeting, be accepted as presented. Carried
	2. **Treasurer** – The Treasurer was unable to attend; financial statements were sent out with the documents for this meeting. Treasurer report will be deferred until our next meeting.
	3. **Meeting List** – No changes to the most recent meeting list, which was sent out by Craig on August 1, 2023.
	4. **Telephone Answering Service** –To date we have received 142 calls, averaging 16 calls/month. Call volumes are down relative to 2022. This may be that people are emailing questions to the Chair, and the Chair responds with information on meetings. Call volumes may increase as we do more Pubic Outreach activities. At Assembly AIS Calgary reported that their call volumes were also down from 2022. John extended thanks to the groups for their ongoing service, and encouraged those DRs present to talk about this important Service work with their districts.
	5. **Public Outreach** – PO presented their slide deck for the group’s feedback.
	6. **Henwood/Institutions** – Henwood remails closed to meetings. Calgary reported that their AHS facilities also remail closed to outside presentations by Al-Anon. Gilda and Mark will review the literature that we use at Henwood for use in the future.
7. **Old Business:**
	1. **International Convention Watch Party – July 1, 2023 Review -** Gilda reported that the Watch Party was fun for all and they had approximately 20 people attend the event. The Convention speakers were very good. Financially the Watch Party broke even.
	2. **WSO Group Contact List -** Gilda receives a listing from WSO monthly. Currently working on this list to be able to sort out the Edmonton only information and send it out to the group. Please note that the information in this Contact list should be treated as Confidential information.
	3. **2022 – 2025 Service Manuals** - Service manuals were sold out at Assembly. Gilda will order copies from ASCOA.
8. **New Business:**
	1. **Convention 2023 -** Candy read an update on Convention 2023 that she presented at Assembly. (Attached).
	2. **Convention 2024 -** Convention 2024 will be at Cardiff Hall on May 31 – June 2, 2024. The Convention is co-hosted by Districts 18 and 21 and the Chair is Fiona from D18. The Committee had a table at Assembly and has several items available for sale. Tickets are for sale on the Convention website.
	3. **Convention 2025 -** Will be hosted by the Districts 3, 4, 5 and 6 out of Calgary**.**
	4. **Alateen Update -** Gilda provided an update on Alateen certification which has been approved by WSO. Sharon F is acting as interim Alateen Coordinator as well as Area Alateen Process Person (AAPP). This will be a step by step process to secure AMIASs, establish training programs for the AMIAS group, etc. Information will be sent by the Area secretary this week.
	5. **AIS Hosted Concept Study** – We discussed the Concept Study which would start out with Concepts 1, 2 and 3. The format would be via Zoom. Dates have not been set yet and Gilda will reach out to get an understanding of the interest in this event. If you and your groups are interested in this please contact Gilda.
	6. **AIS Attendance** – We will be retuning to Zoom format for AIS meetings effective November 15. We also discussed the idea of a fellowship event for AIS attendees (no business agenda).
	7. **Fellowship Night/Fundraiser** – Dates considered for this were in November and on March 4 which is Lois’s birthday. We agreed that Fall is too soon so will proceed with a Fellowship event in March. Please take this back to your groups and get feedback on what an agenda could look like. ps.
	8. **AFA Bulk Order** – Gilda will send an email out to ask about whether groups want to participate in a bulk order of AFA. John developed a mailing label complete with QR code linking to the Area website (attached). Please feel free to provide any comments for improvement.
	9. **Fall Area Assembly –** One group raised a concern about not having funds to send their GR to assembly. Many groups are facing financial challenges in this regard. There was a comment made that offering a hybrid format for Assembly would enable groups who cannot attend because of finances with the opportunity to attend Assembly virtual. This was discussed however at present hybrid format meetings for Assembly are not an option because of technical considerations, etc. Groups are reminded to look up G41 that discusses the Reserve Fund.
9. **Questions and Roundtable** – Tabled due to time constraints
10. **Announcements**
	1. Next meeting: October 25, 2023 @ 6:00pm – 7:45pm – location to be advised at a future date.
11. **Adjournment** @ 8:00 PM

**CARRY FORWARD ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ITEM | PERSONRESPONSIBLE | DATE | COMPLETED |
| Review the CONFIDENTIAL DIRECTORY - use, users, contacts listed, etc.  | Gilda | Tabled to Jan/23 |  |
| Area Website- investigate more opportunities to post EDM AIS records for easy access (as approp.) | Gilda | On-going |  |
| Update on progress in updating the Area Speaker List |  |  |  |
| Seek volunteer to fill AIS Archivist position | Everyone | May/22 | On-going |
| GRs to request volunteers for speaking on behalf of Al-Anon (Speakers List) | GRs |  |  |
| Update re: investigation of use of QR codes on literature, AFAs, ec.. | Gilda, John | ASAP |  |
| AFG Connect Tours (tabled from May 17th) | Gilda |  |  |
| WSO Group Contact /Confidential List (tabled from 5/17 meeting) |  |  |  |
| AIS Hosted Concept Study List (tabled from 5/17 meeting) |  |  |  |
| Increase AIS Attendance List (tabled from 5/17 meeting) |  |  |  |
| 2022 – 2025 Al-Anon Service Manual List (tabled from 5/17 meeting) |  |  |  |
|  |  |  |  |