**EDMONTON AL-ANON INFORMATION SERVICES (AIS)**

**MEETING MINUTES**

**Wednesday, January 18th, 2023 @ 6:30 PM**

1. **Call to order:** The meeting was held via Zoom. Gilda called the meeting to order at 6:33 pm.
2. **Welcome and Introductions:** Welcomed 15 people in attendance over Zoom: Gilda F. (AIS Chair, Alateen Coordinator); Heidi R. (GR, Castledowns Serenity); Bruce F. (Treasurer); Dawn W. (Alt GR, Step by Step); Mandy (Alt GR, Before the Weekend); Lorie G. (GR, Step by Step); John H. (Telephone Answering Coordinator); Janie-Rae (Alt DR, District 17); Candy B. (DR, District 19); Craig B. (Meeting List Coordinator); Catherine D. (Alt GR, You Count); Mark I. (Henwood Coordinator); Jean B. (Alt GR, After the Weekend); Rayna N. (GR, Sherwood Park Friday Night); Tammy R. (Interim DR, District 20).
3. **Reading of Traditions and Concepts:** Not completed.
4. **Additions to the Agenda:** Area Convention.
5. **Officer/Coordinator Reports (brief)**

Chairperson (Gilda): Welcome everyone. We are in year 2 of our service terms. Asked for feedback and ideas for the AIS meeting format, topics, and needs from this meeting. Will review more in next meeting.

Secretary (Gilda standing in for Sofie Mc): Moved by Bruce, seconded by Lorie, that the minutes of the Oct 20, 2022 , meeting be accepted as presented. Carried.

Treasurer (Bruce): Moved by Bruce, seconded by Craig that the Financial Reports (Dated Dec 31, 2022) and the AIS Group Contributions Reports be accepted as presented. Carried.

Bruce presented the Projected Edmonton AIS Expenses for 2023. Discussed as a group and no changes required. If additional expenses arise, we will discuss on a case by case basis. Moved by Bruce, seconded by Candy that the Projected Expenses for 2023 as presented on the report ‘Projected Edmonton AIS Expenses for 2023’ be accepted. Carried.

Meeting List/Confidential Directory Coordinator (Craig): Updated meeting list sent out. Please send updates to Craig at edmontonmeetinglist@al-anon.ab.ca . Both meeting list, WSO website, and Alberta website will be updated.

Public Outreach Coordinator (Gilda on behalf of Shirley E.): The AIS Public Outreach Committee has been meeting regularly and developing a powerpoint presentation for professionals. This is almost ready for review by WSO (if required). In addition, Shirley continues to attend District meetings to encourage each District/Group to adopt a recovery organization/facility to provide Al-Anon information and meeting lists. AFA’s are available for groups and districts to order directly.

Telephone Answering Service Coordinator (John H.): Here are the stats for the period of March-December 2022.Statistics for the first two months of the year were not available.

* 239 calls in total
* Average calls/month = 24
* Largest # calls = 34 in May
* Fewest # calls = 15 in November
* Groups participating = 13. We did lose one group in November due to not having sufficient #s to support TAS.
* We would welcome any new group from any district who would like to participate in this valuable and needed service work.  DR's are asked to bring this message back to their groups - it really is not that difficult of a task and the rewards in living the Al-Anon Declaration are great!
* Roster done until end of February 2023.

Henwood/Institutions Coordinator (Mark I.): Unbale to access Henwood due to AHS COVID-19 restrictions. Mark will continue to connect with his contact.

Alateen Coordinator (Gilda F.): Alateen Safety and Behavioral Guidelines are undergoing another review and update prior to resubmitting. Encourage groups to promote Alateen online meetings through the Al-Anon Mobile App.

Archives Coordinator (Vacant): nothing new to report. Take back to groups that this exciting/interesting position is available.

1. **Old Business**
	1. AIS fundraiser/fellowship event: Well attended; great speakers; great venue; fellowship was wonderful as this is the first event AIS has had in person in 3 years. Parking was a challenge. Will plan to hold another event like this in the future. After expenses $627.20 was raised. Moved by Candy, seconded by Catherine that there proceeds be divided equally and donated to Al-Anon WSO and to the Area Bookstore (A.C.S.O.A). Carried.
	2. AIS Meeting Review: Discussed suitability of meeting day & time, Zoom or Face to Face. Many found the Zoom format to be convenient during the winter months dues to road conditions, travel outside of the county for extended periods, and good use of volunteer time. Meeting face to face is appealing for the fellowship time and is a break for those who work from home. Decided to hold AIS meetings via Zoom in January, March, November, and face to face in May, June, September. We will rotate the meeting location amongst the districts, try to meet prior to an Al-Anon meeting that could accommodate our AIS meeting. Our first face to face meeting will be on **May 17th @ 6:30 pm at You Count (Laurier Baptist Church). Details to be confirmed.**
	3. Posting Edmonton AIS records on the Area website: Gilda reported that she will be meeting with the Area Webmaster at the end of January to learn how to use the Members Only side of the Area website. AIS will need to decide what will get posted there.
	4. Training offerings by AIS – Ideas? Attendees to take back to their groups and bring back to our next meeting.
	5. Update re: mass ordering of AFAs by AIS Public Outreach (possibility of savings, etc)
		1. What is each District doing with AFA’s/orders
		2. AFAs for AIS Public Outreach
		3. Cost: $8.00 US/bundle of 25. Available as a free download.
	6. Update re: investigation of use of QR code on AFA’s, literature, etc.
		1. What links would be best for a QR code? Standardization. Dynamic QR code would be best to use.
	7. 2023 Area Convention (Candy):
		1. There are fundraising items available. Able to order as a group or individually.
		2. Digital raffle tickets available.
		3. Tickets for the weekend are $50 which includes workshops, speakers, fellowship, and food! Tickets available via online or through committee members.
		4. **Take info back to your groups to promote this amazing event!**
2. **New Business**
	1. AIS Meeting format and content – what would like to see and learn at the AIS meetings?
		1. Gilda asked that everyone think about this and bring forward your ideas at the next AIS meeting in March 2023.
	2. Area Speaker List
		1. Edmonton and Calgary AIS Chairpersons were charged with developing and maintaining an Area Speaker List. An email was sent out with a list of questions for potential speakers to answer. DR’s and GR’s to forward to group members. Hoping to move forward in developing.
	3. Rotation of Leadership – Blog post
		1. Gilda read out a post from the Al-Anon.org website that was written by Lois W. The Al-Anon website is a great resource for CAL and topic ideas!
3. **Questions and Roundtable**
	1. Area Convention to be added as a standing item.
4. **Announcements**
	1. Area Convention – June 9-11th, 2023 – Cardiff Hall (District 19)
	2. GoldBar AFG Anniversary
	3. New meeting: Camel Newcomers Meeting ID: 875 8742 6115 Passcode: 676632 Friday nights 7-8 pm on Zoom
	4. Lois’ Birthday – March 4th
	5. DR and GR Workshop – March 18th, 2023 on Zoom
	6. Area World Service Committee Meeting (AWSCM) – March 11th on Zoom
5. **Next meeting: March 15th, 2023 @ 6:30 pm via Zoom**
	1. **Topic: AFG Connects**
	2. **May Assembly**
6. Adjournment @ 8:05 pm

**CARRY FORWARD ITEMS**

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| ITEM | PERSONRESPONSIBLE | DATE | COMPLETED |
| Coordination of Institutions and PO efforts/contacts | Shirley, Mark | May 18/22 |  |
| Instructions: how to access Alateen meetings (to groups) | Gilda | May 18/22 |  |
| Review suitability of AIS meeting day & time, Zoom/Face to Face | Gilda | Tabled to Jan/23 |  |
| Area Website- investigate opportunity to post EDM AIS records for easy access (as approp.) | Gilda | On-going |  |
| 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 |  |  |
| Investigate feasibility of mass ordering of AFAs | Shirley | ASAP |  |
| Investigate the possibility/desirability of having a QR code available to link to the Edmonton AIS area Meeting List. As a related matter, investigate the possibility of having this QR code placed on labels (available thru ACSOA?) to be affixed to AFA’s & other literature. | Gilda, John | ASAP |  |