



Virginia Area World Service Committee (VAWSC) Meeting Minutes

WebEx - Hosted by Becky D.

August 3, 2024

9:00 am to 1:25 pm

Opening:

- Debbie P., opened the meeting with a moment of silence followed by the Serenity Prayer, reading of Concept Nine and the Purpose of VAWSC (Service Manual, Area World Service Committee Meetings pg. 159).
- Stacy L. has stepped down from Delegate and Ellie F. is stepping in. Cards can be sent to Stacy. 3920 County St., Portsmouth, VA 23707.
- Karis L. is observing to help with tech.

Welcome and Introductions:

Officers introduced themselves. Roll Call was completed through Slido polling (roll call and polling can be viewed at file: 2024.08.03.VAWSC-Polls-per-user). VAWSC Members present:

Debbie P.; Ellie F.; Patty M.; Becky D; Cheryl L.; Bruce B.; Ed W.; Cindy La.; Sue T.; Lee N.; Lisa R.; Chris B., Maria N.; Ava B.; Amanda R., Ann S.; Duane F.; Wendy R.; Emily M.; Barbara C.; Sophie L.; Val P.; Carito S.; Diana A.; Cindy Lo.; Meg P.; Robynn B.; Deb T.; **Patty M.**

Note: Reports and documents discussed and referenced in these minutes can be found on the VA Area website at <https://www.vaalanon.org/vawsc>

Approval of March 2, 2024 VAWSC Minutes-Deb T.

Motion: approve the March 2, 2024 VAWSC Minutes as written by Cindy L. made by Deb T., seconded by Sophie L. Slido Poll initiated: Approved-26, Opposed-0, Abstained-1.

Treasurer's Report-Wendy R.:

- Spring assembly costs have increased.
- This report shows a deficit, we have money to cover the deficit for this year.
- Group donations are down compared to 2023 (group contributions are shown in the attachment).

Motion: accept the 2nd Quarter 2024 Treasurer's Report as prepared by Laura L. made by Wendy R., seconded by Ava B. Slido Poll initiated: Approved-27, Opposed-0, Abstained-0

2025 Proposed Budget – Wendy R.:

- \$26,000 in income, mostly from group contributions.
- Spring Assembly budget has been doubled (\$10,000) for 2025.
- This budget is not balanced due to the increase in expenses.

Questions:

- Patty M. do we have proposed cost for Spring 2025? Wendy-Yes, we have estimate.
- Ann S. – are we anticipating hybrid assemblies? Wendy – The next panel will decide.

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- Val P. – are we going through assembly costs today before voting on this budget? Also, might we consider charging a fee for VAWSC? Wendy-we will discuss increasing registration fees today but that doesn't change the estimated cost to the Area presented on this proposed budget. The next panel would need to discuss charging for VAWSC.
- Diana A. – Has asked the Natural Bridge hotel if they'd be interested in having Assembly. Suggest doing assembly there 1 time, and holding it in eastern VA once.
- Meg P. – Line for estimated income for Assembly registration to offset increases? Wendy – this is the Area's costs of Assembly.
- Cheryl L. – does \$10,000 assume we are raising Assembly registration fee? Wendy-\$10,000 is an estimated cost to the Area whether or not registration fees are raised. Registration cost will have to be voted on for 2025.
- Duane F. – the last increase in registration was 5 yrs ago. New expenses have come to light and more are likely. We did negotiate a better price for 2025.
- Sophie L. – To summarize, Fall Assembly registration fee will not be increase and it will be hybrid. Next Panel will decide about cost and hybrid. Duane – we will be talking about increasing registration fees for 2025 today. Whether a 2025 is hybrid will be up to the next Panel.
- Bruce B. – reasonable plan on what we know today. We can cover now, but need to prepare for the future. Increasing the cost for registration will be discussed.
- Meg P. – voting on registration costs, will budget be amended? Bruce B. – the budget will not be amended as the proposed expenses are based on what we know today. As we execute the budget, the higher registration cost will be reflected and we'll come out with a lower deficit.
- Barbara C. – timing is a factor in costs. Have Assembly at a time when costs at hotels are lower.

Motion: accept proposed 2025 Proposed Budget as prepared by Laura L. made by Debbie P., seconded by Ellie F. Slido Poll initiated: Approved-27, Opposed-0, Abstained-0

Delegate's Report-Ellie F.: Ellie will be acting delegate. Reach out to her with any questions.

VAWSC Discussion:

Assembly Registration Cost – Duane F./Ellie F.

- Initially the DoubleTree's 2025 contract costs were increased by to \$15,000. We were able to negotiate the costs down to approximately \$9000. The 2025 contracts have been signed; the Assemblies will be held at the DoubleTree.
- When creating a budget, we make the best assumption we can. The Area has always assumed some of the Assembly costs.
- It has been 5 years since the last Assembly registration increase.
- We will need to continue the conversation about rising Assembly costs, especially after the 2025 actual costs become available, in order to keep up with these costs.
- Recommending a \$10 increase in Assembly registration (\$150). This will only cover a small part of Assembly costs but it will help.

Questions:

- Patty M. – GRs will ask if they attend virtually, why do I have to pay full cost, will we consider different fees for in-person vs virtual attendance? Duane – there are costs for attending virtually as well as in-person.

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The Area pays for the technical aspect (in lieu of food, etc.) so there are costs associated with having virtual. Debbie P. – Al-Anon has based fees on equalized costs for many meetings/events.

- Cindy L. – what is the parking fee and is it negotiable? Duane - \$10 per day, negotiated down to \$5 for 2025.
- Wendy R. – In order to reduce costs, we need bodies (in-person). The hotel puts a minimum of rooms that must be filled. Duane – there are minimums that if not met have fees.
- Diana A. – we have signed contracts for 2025? Duane - Yes.
- Sophie L. – have we paid parking in past? Duane – no this is new.
- Cheryl L. – is parking fee based on actual cars or by person/room. Duane – when completing the Assembly Registration, you will state if driving a car. Mitch will provide the hotel with the number. Ed W. – we will be able to come up with good number, can be changed.
- Meg P. – should we increase the registration fee more, will likely need it? Ellie F. – issue needs to be resolved by next Panel and we are trying to help them in the interim and provide info that things are going up.

Motion: to accept the registration increase of \$10 for 2025 made by Debbie P., seconded by Emily M.

Slido Poll initiated: Approved-27, Opposed-0, Abstained-0

VAWSC Inventory Results – Debbie P.

- Sent out a document with the results and comments. This is for VAWSC use.
- Debbie will send the Area Inventory results which can be shared with groups.
- Email chair@vaalanon.org if you'd like to add suggestions for next Panel.

Area Assembly Elections Process in October – Debbie P.

- No workshops at the Fall Assembly, we will get to know nominees.
- Debbie shared PowerPoint presentation on elections.
- GRs vote. Slido will be used for virtual attendees.
- For those wanting to stand for office but cannot attend Assembly, the Absentee ballot will be posted on the website—and should be completed and Emailed to Chair and Secretary prior to the Assembly.
- Wendy – Treasurer/Alt Treasurer do not have to have been a DR., slide needs to be changed.
- Patty M. – Do coordinators need to be rotated? Debbie P – Coordinators are appointed by Chair. Let Debbie P. know of those interested in coordinator positions and she will pass along to the next Chair.
- Carol – can we receive slides? Debbie P. will send out.

Fall 2024 Hybrid Assembly:

Review Spring 2024 Area Assembly Evaluation-Debbie P.:

- 97 responses
- Debbie showed chart of responses. General session - Most were favorable.

Comments:

- Having the Agenda in advance would be helpful. Debbie - Agenda is on the website under Members/Assembly/2024.
- Time DR/Coordinator reports. Debbie - Next assembly no DR reports.
- Give an incentive to attend in-person? Debbie - We do have raffle.

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- Activities during breaks. Debbie - Contact me if you have ideas.
- Provide Spanish translation. Debbie - In the works.
- Put name on both sides of lanyard. Ed will consider.
- Create a flyer for Assembly to pass out to groups. Debbie created flyer for Assembly. Will also be included with registration.
- Give link for virtual earlier. Debbie will be sent on Thursday.

Audio Visual Opportunity – Debbie P.

- Ed W. and Sue V. proposed that the Area purchase equipment needed for a hybrid Assembly and run the tech side ourselves. No Encore contract. Cost of equipment, \$2680.
- We had reduced the Encore contact down to \$4106.
- Officers voted to purchase and run Assembly ourselves.
- Equipment will need to be maintained.
- ~~Will be a cost for having hybrid even though~~ Although we ~~do~~ are managing the hybrid segment it ourselves there are still hotel costs to the Area (hotel internet fees, pa system, etc.).
- ~~Need new help for~~ The tech team is in need of new members.

Questions:

- Patty M. – what happens if new place that requires using their equipment? Debbie – would have to be discussed when contracting with the hotel.
- Carito S. – is it possible to include translation. Debbie - Webex has translation capability at an extra cost. Need to test.
- Amanda – is equipment limited to Assembly use. Debbie – the equipment is available for all Area uses.
- Barbara – is it in budget? Debbie – included as part of the Assembly cost. Encore was 4106 + 170 per hour for each eEncore tech used.

Assembly Report-Ed W.:

- Cost savings with new equipment.
- Registration trending down.
- Contact Ed if willing to help on tech team.

2024 Fall Assembly (Hybrid)-Debbie P.

Officers voted to have a hybrid Assembly.

2024 ~~Spring-Fall~~ Assembly Agenda Review-Debbie P.:

- If anyone arriving Friday would like to setup a meeting/dinner for Friday arrivers, let Debbie P. know.
- 12 Steps – Amanda R.
- 12 Traditions – Emily M.
- 12 Concepts – Lisa R.
- Delegates Report needs 15 minutes.
- Districts that do not have a DR will need to caucus to hopefully elect a DR (virtual and in-person).
- Ask-it Basket questions need to be submitted by 7:15 pm. They will be discussed at the DR/GR chats rather than at the end of Assembly.
- Night owl – Ann S.
- Early bird – Lisa S.

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Questions:

- Maria N. – could there be a town hall before Assembly to talk about positions, including officers, coordinators and DR? Debbie can create townhall. Ellie can do at GR 101 (no date but early Sept.)
- Duane – ~~DRs~~Officers were invited to attend some District meetings to explain Area positions. A Townhall would reach more members and ewould highlight all Area positions.
- Diana – conduct a workshop on service/recovery where positions are discussed.
- Cheryl L. –a separate workshop/townhall that all GRs will attend not just new GRs (GR101).

Hospitality Room Volunteers -

Amanda - Rappahannock
Carito - Spanish
Diana – Roanoke/Allegheny

Area Coordinator Reports (2 min.) (Reports can be found at <https://www.vaalanon.org/vawsc>)

The following Coordinators gave oral reports:

Website-Bruce B.; Communications-Becky D.; Group Records-Cheryl L.; LRPC-Val P., Area Convention-Diana A.; Alateen-Lisa R.; AAPP-Patty M.; Literature-Ann S.; Service Centers: NoVA-Lisa R.; Tidewater-Lee N.; Public Outreach-Michelle R.; MEAC-Diana A.

DRs – Share a Glow and Grow (2 min) (See reports at <https://www.vaalanon.org/vawsc>)

The following DRs gave oral reports:

Ed W., Albemarle; Chris B., Springfield/Annandale; Sophie L., Arlington; Lisa R., Blue Ridge; Barbara C., Eastern Shore; Maria N., Falls Church/Vienna/McLean; Emily M., Loudoun; Carito S., Spanish Overlay; Meg P., Nansemond; Cindy Lo., Norfolk; Robynn B., Peninsula; Amanda R., Rappahannock; Diana A., Roanoke/Allegheny; Becky B., Southwest; Ava B., Virginia Beach; Sue T., James River South.

Summary and Closing Remarks-Debbie P.

- Current Map of the Area/Districts cannot be updated due to the file type. Debbie P. and Duane F. created a ~~new~~ Google interactive map which was shown to the VAWSC. Overlay District will be off to the side but not on physical map due to no physical boundaries. Can change the view with counties, cities, etc. Debbie and Duane proposed working with 3Waves (commercial webpage designer) at a cost of \$1320 to create/post the map on the Area webpage. After questions, attendees gave consensus to move forward with contracting 3Waves to complete the map.-

Questions:

- Wendy – some Districts are divided by street? Duane - This map can go down to street, river, etc. We can show meetings but want to make sure its readable and needed.
- Emily – can we put the District name and number? Duane – yes.
- Debbie P. – will need to discuss cost for creating and funding under website budget. Officers will discuss.
- Districts get-should send new DR contact information (Panel 65) to the Area Secretary for the next VAWSC roster.
- Schedule Townhall.
- Patty M. – will Fall Assembly registration go out on Monday, 8/5. Debbie – yes.
- GR101 will be held on 9/22, @ 2 pm on Webex.

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Adjourned at 1:25 pm

Respectively submitted,
Deb Teer
Area Secretary, Panel 62

<u>Upcoming Dates of Importance</u>		
2024		
August 9-11	Virginia Area Convention	Natural Bridge
October 25-27	Fall Assembly	Midlothian, Double Tree
2025		
January 11	Area Officers Meeting/Hand Off to New Panel	Webex
March 1	Spring VAWSC	Webex
May 16-18	Spring Assembly	Midlothian, DoubleTree
June 7	Area Officers Meeting	Webex
August 2	Fall VAWSC	Webex
September 26-28	Fall Assembly	Midlothian, DoubleTree

Agenda Acronyms:

AAPP	Area Alateen Process Person
ADR	Alternate District Representative
AFA	AI-Anon Faces Alcoholism
AIS	AI-Anon Information Service
AGR	Alternate Group Representative
AMIAS	AI-Anon Member Involved in Alateen Service
ASC	AI-Anon Service Center
CAL	Conference Approved Literature
DR	District Representative
ESAC	Eastern Seaboard Alateen Conference
GR	Group Representative
GEA	Global Electronic Area
LDC	Literature Distribution Center
LRPC	Long Range Planning Committee
MEAC	Mid-Eastern Alateen Conference
SERDGT	Southeast Regional Delegate Get-Together
VAWSC	Virginia Area World Service Committee
WSO	World Service Office
WSC	World Service Conference