

Minutes for ASIS Board Meeting
Wednesday, February 19, 2025
On Zoom

Judy F chaired the meeting and started it with the Serenity Prayer at 7 PM. Attendance was not taken formally.

Following the new Agenda, Judy F read the Meeting Goal, then opened the linked documents: Al-Anon Suffolk Information Service Guidelines and Meeting Protocol.

As the Recording Secretary position is still unfilled, Board members were asked to volunteer to take notes. It was discussed and decided that the audio recording within Zoom would be used and Barbara B volunteered to prepare minutes from that. (Note - Leon R used a transcription software to turn the recording into printed text which was used for this document.)

The minutes from the January Board Meeting were accepted unanimously by those in attendance. Note - This step was omitted from the agenda we used but will be included in future agendas.

Old Business

Members of the Board were asked to consider volunteering to serve as Chairperson for the next Board Meeting. Kathy S came forward to do that and will be assisted as needed by Barbara B or Judy F to prepare the agenda. This topic will be discussed again in April and beyond until a Chair is found.

The open Board positions as of this date are: Officers: Chairperson, Vice-Chairperson, Recording Secretary, Liaison: to NY South Assembly Area, Coordinators: Al-Anews Workshop Facilitators: Choices. It was noted that Nancibeth has come forward to take the Hugs, Hope and Healing Coordinator position and will be presented to the ISRs for confirmation at the April quarterly meeting.

Treasurer Report

Barbara B started with notice that due to a formula error in the spreadsheet for the 2025 Budget, the total budget is actually \$500 for the year and that these funds will be shown in the budget as an increase in the use of funds available as of January 1, 2025.

The reports for January were presented showing monthly inflow of \$405, monthly outflow of \$607 for a net reduction in funds of \$202; the reconciled bank balance was \$9,114 at January 31 and available funds were \$ 3,934 after deduction of ample reserve of \$5,000 and Alateen restricted funds of \$180. The 2025 Budget Progress report is being redone and will be debuted in March. The detailed activity for the month can be seen in the below link.

The Treasurer reports can be found at the ASIS website at
<https://www.al-anon-suffolk-ny.org/treasury-reports>

Board Reports

Written reports submitted can be found at

https://drive.google.com/drive/u/1/folders/1s3wK3X_gTOURvTBLRVibkAZYykS0Ua2g

Corresponding Secretary, Theresa W did not have anything to report but she will be getting contact information for Nancibeth so that she can come to the March Board meeting and be aware of future meetings once accepted by the ISRs in April.

Alateen Coordinator, Mary Ellen C reported that the Monday hybrid Alateen meeting continues and there's hope to expand in-person meetings and revamp the online meetings for the spring. The Alateen Team of AMIAS volunteers distributed literature to teenagers and professionals in Suffolk County. An Alateen Awareness flyer will continue to be created monthly and the new business cards are also being distributed.

Literature was brought to the AA Unity Breakfast and the coverage at the Public Outreach and Literature tables was great.

We were invited to and will participate in a Northport and East Northport Rotary Drug and Alcohol networking event the 27th of February and we will have an Alateen speaker at the Recover and Grow meeting on Tuesday night the 25th of February at Thrive Center. We will speak at the Friday AM AFG Anniversary meeting in Blue Point on March 28.

We are pressing hard getting all current AMIAS recertified and new ones trained! So far 6 new volunteers are in various stages of training. We've been asked by Sachem HS to start an Alateen meeting there so the new volunteers will help make that possible.

Theresa W forwarded a letter we prepared to all ISRs and DRs to ask groups to consider hosting an Alateen meeting to be held at their location at the time they meet.

Monica W has been appointed to the position of Alateen Process Coordinator which we are celebrating!

AA Liaison, Matt C reported that in January, four Al-Anon groups and in February to date, one group reached out to him for an AA speaker to come to their meetings.

I attended the AA Unity Breakfast on February 16 and thought the Al-Anon participation was great and our Al-Anon Keynote Speaker, Stella, did a 'stellar' job.

I have also been working with the Suffolk Intergroup Association (SIA) of AA of Suffolk County regarding the quarterly workshops; this is now being handled by their Special Events committee.

The first Journey Through the Steps, Steps 1 - 3, will be held on Saturday, March 29 at St Gerard Majella RC Church in Port Jefferson Station. A flyer is on our Website Events page. More details about the other 3 workshops will be forthcoming as those events are planned.

Liaison to Al-Anon Information Service of Nassau County (ALISON), Kelly H reported that she attended the ALISON Board meeting and topics discussed included getting GRs and ISRs more involved with the Board and are eager to hear about ASIS efforts in that regard. The Nassau County AA Unity Breakfast will not feature an Al-Anon speaker this year.

Digital Services Coordinator/Archivist, Leon R reported: I have been working with Laura and Judy F to produce a calendar that will be on the special page for Public and Institutional

Outreach, Meetings on Wheels, on the website; it will be up shortly and will contain the information for each month of the year through December. It has links that will allow you to directly contact the person who's leading those meetings to sign up to speak on a specific date. We've also expanded and maintained the Google Drive Archive sites.

We received a 1992 meeting list, which is now part of that archive, so it begins with 1992. It's an amazing archival document because it gives a snapshot of what Al-Anon was like in Suffolk County in 1992. Um

I've been working with the website coordinator to expand the Events calendar page to include more activities and links to them, and we've begun researching an alternative web hosting service when our term is up with Doteasy next June 30.

I want to recommend that we enlist ISRs to help educate their groups in using our website more effectively, and also I want to encourage all of you to use digital means to present your reports, that is, showing how to do something rather than explaining in words.

Literature Coordinator, Steve W was not able to attend the Suffolk AA Unity Breakfast but reported that others who volunteered to cover the table sold about 24 books which is about right for this event. The next event will be the Steps Workshop on March 29.

Steve noted later in the meeting that he will be sending 2022-2025 Al-Anon/Alateen Service Manuals to the new Board members and will contact them for their mailing addresses.

Post Office Coordinator, Kathy S I picked up mail on January 15th and February 4 and forwarded it to Barbara and that was it since the last meeting.

Public and Institutional Speaking Coordinator, Judy F I'm going to show you is the current list of facilities where we currently have Meetings On Wheels deployed and then the new Calendar with those facilities shown on the days we have committed to bring meetings to them.

Currently there are six facilities where we do our outreach: Seafield Center, Westhampton Beach; LI Center for Recovery (LICR), Hampton Bays; St Charles Hospital Women's Detox Unit, Port Jefferson; Thrive East Recovery Center, Riverhead (Zoom only); Suffolk County Sheriff's Addiction Treatment Program for Men, Yaphank and also for Women, Yaphank.

(Judy demonstrated how to use the calendar and how to access the sign-up form from the MOW webpage.)

We have the idea that this is going to bring a lot of members into the world of Al-Anon that they may not have been exposed to because they are sort of in their meetings and in their walls, and this is a way for people to get out and about and experience the world of Al-Anon in service beyond the group.

Meeting Lists Coordinator, Del S had trouble with Zoom on her device and could not get her video to work. There were no group changes requested as of the Board meeting date.

Note - Del's device 'name' was the listed participant and Judy F noted that for future 'housekeeping' we need to immediately ask any unknown participant to identify themselves to ensure safety for all on the Zoom meetings.

Speaker Exchange Coordinator, Kim P The winter session that is underway currently has eight groups participating from Suffolk.

There has been one group that reached out to be added to the list late. I made accommodations for them because it's important for each group to have the benefit of incoming speakers when speakers in your group want to go out and speak. Also, it's important to have a contact person to get in touch with me to let me know when your speaking dates are full so I can keep this spreadsheet updated.

(Kim then shared her screen and demonstrated where the group contact person can go to do the initial sign up and then what the resulting list of participating groups with all the dates and contact info for each group.)

I am currently working on the changes needed for the next session for Spring that will run from April 1 to June 30; it should be done in early March.

Website Coordinator, Laura M I have been working on calendars as Leon and Judy F mentioned.

(Laura then demonstrated how to navigate to the Calendar from the Home page of the website. She also showed the Events page and noted that she is hoping as the project progresses to not only have the event listed on the Calendar, but to also allow displaying the flyer from the Calendar.)

I've tried working with the people at the company that hosts this website for us; so far I haven't had much success with that. And trying to do a little coding has been rough.

So I'm not giving up on that and I am looking forward to when the calendar page is going to be available for the meetings on wheels and hopefully I can do something similar to that for the current calendar page.

ALISON Liaison to ASIS, George Kelly kind of hit most of it; I don't know if I necessarily need to do a report because Kelly is the member of your board.

I feel like I'm a little bit of a 'fly on the wall' just to kind of report back to the ALISON board as to what's going on.

But if there's anything that anybody needs as far as Al-Anon in Nassau County, I'd be happy to help or be a part of whatever needs to be done.

New Business

Discussion was held on the status and make up of the Ad Hoc Nominating Committee to try to fill the vacant Board positions. Our guidelines specify who makes up the committee but since those are the positions that are vacant, then other means were discussed. It was decided by a general consensus that each Board Member should try and visit one or two extra meetings they don't usually attend and ask for volunteers.

Theresa W has already added a standard message about vacancies in any email she sends out; others may adopt that tactic. Barbara B stated that she could attach the flyer of the vacancies to her Thank You emails for electronic contributions and a printed flyer in the hand written Thank You notes. Another suggestion was that we include something about qualifications/job duties.

Summary/Closing

Next Board Meeting: Wednesday, March 19, 2025, 7 PM. On Zoom only.

Next Quarterly Meeting: Wednesday, April 16, 2025, 7:45 PM

Thrive Recovery Center 1324 Motor Parkway, Unit 102, Hauppauge **and** on Zoom.

Note - follows the monthly Board meeting at 7 PM.

Judy F led us in the Al-Anon Declaration to finish the meeting at 8:02 PM

Respectfully submitted,

Barbara B