

# THE BEACON

THE NEWSLETTER OF THE EAST TEXAS AREA AL-ANON/ALATEEN ASSEMBLY

## A Message from the Chair - Lynn S. ~

Hello Al-Anon and Alateen members of Texas East Area,

My hope is during this COVID-19 pandemic the problem has been only of isolation from family, friends and meetings. I know for me and my family we have been blessed with just that problem and not the virus itself. My Al-Anon home group has been forced to use web conferencing calls for our meetings as have most of our area Al-Anon and Alateen groups.

The Al-Anon Member Involved in Alateen Service (AMIAS) recertification training workshops were being halted due to the closures of our meeting places. Our Area Alateen Coordinator, Jayne G., and our Area Delegate, Kay C., began work on a web conferencing call training workshop. I will spare you the details of what it took for me to learn how to web conference call and not feel like I was lost in a Zoo! But I have made progress (not perfection) and was able to help develop a power point for the web conference call recertification workshops. I hope those who **thought web conference calling would be too difficult will give it a try. Check out Jayne's report** for more details on AMIAS recertification training workshops.

The next dilemma had nothing to do with the alcoholic marriage; it was how to provide a platform for our Delegate, Kay, to share her World Service Conference (WSC) report with all **Al-Anon and Alateen members. "Who you gonna call?" The Area Web Coordinator, Dorie J.** and Area Spanish Coordinator, Myrthala C., to help Kay put together an awesome video in both English and Spanish and post it to the Texas East Area Website. The next step was up to us – listen and learn and if we had questions to put them in an email to Kay. On June 27, Kay conducted a live Q&A web conference call where she answered the email questions and then gave those in attendance the opportunity to request clarification or ask new questions. Everica, from District 1, provided live Spanish translation. If you missed it you can still view the video on the **Texas East website and Kay's answers to the questions.**

The next step is your Area World Service Committee (AWSC) will be conducting its first virtual meeting through a web conferencing call September 12th. Wish us luck.

A reminder, the Fall Assembly is still on for November 6-8 and this is the election assembly. The area job descriptions have been published in 2020 *The Beacon* issues and are posted on the Texas East website. Think about it, talk to your sponsor and your Higher Power about a service position in your group, district or your area. Service is **Al-Anon's third legacy. Service, a vital purpose of Al-Anon, is action.** (*Service Manual* version two (2) pg 17)

Last, but not least, I would like to take this last line to say, Congratulations! to our own Diane B., the new South Central Region Trustee.

*Educate* – **"Listen and Learn"**      *Communicate* – **"Keep an Open Mind"**  
*Coordinate* – **"Let It Begin with Me"**      *Facilitate* – **"Easy Does It"**



### Calendar of Events

AWSC MEETING  
 Virtual Meeting  
 September 15, 2020

Fall Assembly 2020  
 Nov. 6-8 2020  
 Marriott Springhill  
 Suites  
 20303 Chasewood Park  
 Dr.  
 Houston, Texas 77070

Save the Date Flyer  
 Spring Assembly  
 May 14-16 2021  
 Holiday Inn  
 5701 South Broadway  
 Tyler, Texas

Deadline for Submissions for  
 the next issue of *The Beacon*  
 September 28, 2020

### Inside this issue:

2018 AWSC Roster	2	District Reports	7-9	Financial Reports	14-15
Delegate/Alt. Delegate	3-5	AIS Reports	9-10	Fall Assembly Flyer	18
Alateen Reports	5	Area Contribution Form	13	Save The date Flyer	19
Coordinator Reports	6-7	Job Descriptions	10-13, 16 & 17	Beacon Subscrip. Form	20



# AREA WORLD SERVICE COMMITTEE-2018-2020

For Contact Information for East Texas Area World Service Committee Members  
Contact your Group Representative or Send a Request to: [web@texas-al-anon.org](mailto:web@texas-al-anon.org)

## AREA CONTRIBUTIONS

Mail to: ETAAA Treasurer

P.O. Box 1324

Silsbee, TX 77656

### Delegate Report-Kay C.-

Dear Texas East Area members. I hope this issue of the *Beacon* finds you and your family well. I know life has been stressful, meetings have changed, and alcoholism is alive and well in our family units. However, life must go on and we do the best we can. Thankfully, I have the tools of the program to pull me through. I have some highlights from the World Service Conference, opportunities at WSO, some thoughts on Leadership, some information concerning copyrights, moving from face to face meetings to electronic meetings, what can and cannot be shown on the screen in a temporary registered meeting, and converting a face to face meeting to a virtual meeting

World Service Conference (WSC). My report from the WSC was posted on the Texas AI-Anon Website **Delegate's Corner** (<https://texas-al-anon.org/east-tx-area-53/>) as a movie in Spanish and English. A PDF of the presentation with notes will remain posted until the next newsletter. This presentation is in both English and **Spanish. I want to thank Myrthala, Texas East's Spanish Coordinator** for all her help with the translation. Without her, this would not have been possible. I would also like to thank Dorie for her help on making the movies.

On June 27, 2020, I held a Delegate Q&A that covered questions about my presentation and questions from the floor. The Q&A is posted on the Texas Web-Site **Delegate's Corner** (<https://texas-al-anon.org/east-tx-area-53/>) in English and Española. Copyright and electronic meetings were of the most interest. I plan to hold a **Delegate's Chat once a month on Saturday Afternoon from 1 to 3** on Zoom. The Zoom information will be posted on the Texas website. Topic ideas can be submitted to me at [kacetxdel58@gmail.com](mailto:kacetxdel58@gmail.com)

WSO Finances: WSO is still struggling with making ends meet as literature sales are still down due to the contributions. I want to thank all of you for your contributions. If you can continue to make contributions to WSO that would be appreciated. The average cost for WSO services to the groups is \$304.00. This slight increase from last year is due to addition of need staff and inflation. Road Trip 2020 has been cancelled.

Thought Force on Fear of Change. I have asked Dorie to post on the website a skit about the fear of change <https://texas-al-anon.org/east-tx-area-53/>. It is a fun and thought-provoking skit.

Service Opportunities at the World Service Level.

There are several opportunities for members to serve at the WSO level. These are outlined below. I hope, if meet the qualifications, you consider applying for these volunteer positions as they are what help make our fellowship successful. The Area does not have to approve applications for these positions below.

Executive Committee on Real Property Management (ECRPM). I want to encourage all of you who meet the qualifications for ECRPM volunteer to consider applying to serve on the 2021 ECRPM by August 1, 2020. The Board of Trustees delegates to the ECRPM the oversight and management of the real property owned by AI-Anon Family Group Headquarters, Inc. <https://al-anon.org/for-members/board-of-trustees/wso-volunteers/executive-committee-for-real-property-management/>

Qualifications: Must have seven years of continuous AI-Anon and/or Alateen membership (Alateen membership does count!). Must relinquish all AI-Anon service positions beyond the group

level during term of service. Cannot be an AI-Anon member who has ever been a member of A.A. Must possess a broad view of the policies of AI-Anon Family Groups.

Trustee-At-Large (TAL). I want to encourage all of you who meet the qualifications for Trustee-At-Large (TAL) to consider applying to serve as a 2021 TAL by August 1, 2020. The TAL is a member of the BOT and has many responsibilities, one being the oversight and care of our fellowship. Qualifications: Must be an active member of AI-Anon and have service experience beyond the group level such as a District Representative, Area Delegate, Assembly Officer or Coordinator, or AIS Liaison to the AWSC. Must have ten years of continuous AI-Anon and/or Alateen membership (Alateen membership does count!). Must relinquish all AI-Anon service positions beyond the group level during term of service. Must possess an understanding of the Twelve Traditions and the Twelve Concepts of Service. Must possess a broad view of the policies of AI-Anon Family Groups. Cannot be an AI-Anon member who has ever been a member of A.A. Delegates must wait until two (2) World Service Conferences have passed after their term ends before they can be considered for service in this capacity. Must be eligible to become an AI-Anon Member Involved in Alateen Service (AMIAS). Please consider applying online at <https://al-anon.org/for-members/board-of-trustees/wso-volunteers/board-of-trustees/> by August 1, 2020.

Embracing Leadership with Courage -Fall Elections. Our fall elections are just around the corner so I have some thoughts on Leadership. Concept Nine states **"Good personal leadership at all service levels is a necessity. In the field of world service the Board of Trustees assumes the primary leadership." Have you heard – "We've always done it that way?", "I could never serve as \_\_\_\_ (Group Representative (GR), Secretary, Treasurer, Coordinator, District Representative...)." "I would want to follow \_\_\_\_ as (fill in the blank)." These comments can be routed in fear. Fear is a powerful emotion that can keep us safe, but it can limit our contributions to our Groups, Districts and Area. When I have let fear of change, fear of failure, or fear of comparison become my Higher Power, I have given up opportunities for growth. Good leadership is essential as our service structure depends on dedication and abilities of our members. But what are good leaders? Good leaders are willing to accept positions, situations and options that stretch their abilities and challenge their skills. As Bill W. states in his essay on Leadership (*Service Manual*, v. 2, **page 195**). **"A good leader originates plans and policies for the improvement of our fellowship. In new and important matters, he nevertheless consults widely before making decisions. Good leadership knows that a fine plan or idea can come from anyone, anywhere. Consequently, good leadership often discards its own cherished plans for those that are better, giving credit to the source."****

Am I a good leader? Only time will tell. Sometimes I say yes and other times I say no. I do know there is always room for improvement and doing Service has always provided me a safe way to grow and learn. I know that being

willing to serve in areas I have knowledge and/or experience have provided great opportunities for growth, both personally and spiritually. For example, I have learned and have been able to practice the Traditions and Concepts in a safe environment by serving above the group level. My family and coworkers benefit from this experience as I now try to apply the principles from the Legacies to my home and work life. Sometimes it has been hard to serve, as I have had demanding jobs in addition to going to meetings and caring for my family. However, my Higher Power always provides time and energy for the service. I have also received negative feedback and personal insults to the point I wanted to quit. However painful it is, there is always someone (usually my sponsor) to help reason things out, give me comfort, help me to improve and/or see my part in the issue. When I feel inadequate, there are those in the fellowship who have gone before me to help to teach and mentor me as long as I asked for help. Finally, I have found that rotation of service is a key ingredient to a strong and vibrant Group, District and Area. If the same people serve in the same capacity year after year, we can start to experience dominance, become stagnant in our ideas, and begin to suffer from WHADITW (we have always done it that way). As my days of Delegate wind down, I am looking forward to encouraging all of you to stand for a Service position. I am willing to mentor and be a resource for all of you. I hope that you will be willing to serve above the group level so that we continue to have a vibrant Area as we continue to navigate new ways to approach Group meetings, District meetings, and Area meetings.

#### Delegate Q&A Session Highlights

Copyright – Face to Face and Electronic Meetings

If groups have reproduced copies of Legacies on paper, I understood this to be a copyright violation? And one solution would be for groups to have several copies of the P24 booklet? (Whenever face to face meetings are started again).

#### Face to Face

Copyright infringement usually occurs, when pages are copied, distributed and then taken [home or posted on an electronic media. It is not a good practice to retype the Legacies as that could jeopardize our copyrights. The best practice is to read the Legacies from Conference approved literature \(CAL\) such as Groups at Work Pamphlet \(P24\), daily readers \(Steps and Traditions\), other CAL books \(depending on the book, Steps, Traditions, and Concepts are available\).](#)

**WSO published “Groups at Work” section of the *Al-Anon/Alateen Service Manual* (P-24/27) as a separate booklet (P-24) in 2006 and currently distributes it to all of the registered Al-Anon groups in the US, Canada, Puerto Rico and Bermuda when a new *Service Manual* is published, the latest being the 2018-2021 edition that is also posted on the Al-Anon.org website under “Members.” The “Groups at Work” contains the “Suggested Meeting Format” that consists of the Suggested Welcome, Closing, Legacies, Optional Readings and other information pertinent to Al-Anon and Alateen groups. Its low cost (just \$1.00 from the WSO) has allowed many groups to purchase multiple copies for its members to use at meetings, thus avoiding the need to retype the meeting format, as that could jeopardize our copyrights.**

Electronic Meetings Screen Sharing or Screen Display. Conference Approved Literature (CAL) that is available to be **viewed or downloaded from WSO’s website (<https://al-anon.org/>)** can be screen shared during an electronic meeting. Examples are listed below.

- *Service Manual*, (P-24/27): <https://al-anon.org/for-members/members-resources/manuals-and-guidelines/service-manual/>. (Place your cursor over the *Members-> Member Resources-> Manuals and Guidelines-> Al-Anon/Alateen Service Manual*). **As you’ll see, it’s very easy to navigate through the *Manual* using the arrows to turn the pages and the “search” feature to go directly to the readings you use at your meetings.**

- *Al-Anon Guidelines*: Access all of the *Al-Anon Guidelines* from the *Manuals and Guidelines* page.

- *Pamphlets*: Free downloadable: <https://al-anon.org/for-members/members-resources/literature/downloadable-items/>

***Are You Troubled by Someone’s Drinking?* (S-17)**

***Did You Grow Up With a Problem Drinker?* (S-25)**

***Detachment* (S-19)**

***Welcome Checklist for newcomers***

- **Other Items available to download for free:**

***Fact Sheet for Electronic Meetings (S-60)*--for registered, permanent Electronic Meetings: <https://al-anon.org/for-members/group-resources/group-records/electronic-meeting-change/>**

***Let’s Talk Safety in Al-Anon Meetings* <https://al-anon.org/pdf/Safety-in-Al-Anon-meetings.pdf>**

Sharing other excerpts from CAL or using CAL as a virtual screen jeopardizes our copyrights. Registered Electronic Meetings obtain a yearly license from WSO to share the Legacies and certain excerpts from CAL.

Moving from a Face to Face (FTF) to a Registered Electronic Meeting (EM)

If a group has decided to meet electronically and not face to face, do they remain part of the District and Area? No, See, page 88 of the *Service Manual* for a definition of an electronic meeting (*e.g.*, Zoom, WhatsApp, *etc.*). Face to face meetings are included in Districts and Areas, which have geographical boundaries. Electronic meetings are open to anyone in the world and have no geographical boundaries. If your group meeting is considering meeting permanently as a virtual meeting--please read through the points below carefully so that you understand how that will impact your group and your connection to your District and the Area. This does not apply to temporary virtual meetings being held during the pandemic.

1. Your Electronic Meeting (EM) would become a completely new meeting.
  - a. Your current, FTF meeting will be disbanded. Your former WSO identification number will **become “Inactive.”**
  - b. You would register your Electronic Meeting (EM) as a new meeting with WSO.
  - c. Your new EM would be given a new WSO identification number.
  - d. The link to your EM would be posted on the WSO website, along with all of the other EM meetings listed here: <https://al-anon.org/al-anon-meetings/electronic-meetings/>
2. Access to your new, EM meeting:
  - a. All EMs are posted on the WSO website and are accessible to all members and have no geographic boundaries.
  - b. This meeting would be open/accessible to all Al-Anon members around the world.
3. Representation of your meeting:
  - a. Your EM would register with a Current Mailing Address (CMA)--a Group member who becomes your link/connection with the WSO. The CMA participates in quarterly conference calls with the WSO.
  - b. Your group would no longer have representation at the local level, as you will no longer be **“local” but “international.” Your group’s connection** to the District by a GR will no longer exist. As an individual Al-Anon member, you may have voice at District and Area meetings (through participation in other, in-person, local meetings), but your EM Group, as a Group, will not have a voice or vote at District/Area meetings. EMs do not have GRs, only CMAs. The direct link of service for the Electronic Meeting **is to the WSO through the EM’s CMA.**
4. Literature
  - a. When Electronic Meetings register, they agree to abide by the Traditions just as FTF meetings do; only CAL is used during EMs.
  - b. EMs can request a yearly license to quote CAL, **limited to “short excerpts (maximum one paragraph) from Conference Approved Literature (CAL) in text format in their meetings.” See *Electronic Al-Anon Meeting Guidelines* (G-39).**
5. 7th Tradition -- all funds beyond those needed to pay for the EM electronic link would go directly to WSO, the only service arm serving the EMs.

### Alternate Delegate Report-Mattie T.~

#### No Report

### Area Alateen Coordinator-Jayne G.~

#### **Greetings to All...**

In our Area, we are in the process of re-certifying Al-Anon Members Involved in Alateen Service (AMIAS) as the deadline to re-certify was moved by our World Service Office (WSO) to August 15 of the year. Our Area deadline has been moved to August 1 to allow our Area Alateen Process Person to have time to enter all the information to WSO.

Our Program of Sponsors Sharing Everything (POSSE) has been moved yet again to the last weekend of July into August. ( July 31 – August 2)

Our Texas legislature passed a new law in regard to tobacco use which went into effect this past September. The legal age for tobacco use has been changed from 18 to 21. I was busy getting a Trainer Manual together so I let slip a need to bring attention to needed changes to the ETAAA Behavioral Guidelines/Agreement to replace the age of tobacco use by Alateen members. I will be bringing that up at the November Assembly to get approval to change the wording to reflect the new law. Please understand this vote will be a formality in recognition that the Assembly has given approval to change the wording to reflect the law.

I confess to being a bit technically challenged and these changes of providing workshops via electronic methods has been possible only due to other members stepping up to the plate to assist me in the use of technology. I thank them all. You know who you are. I have been asked if these electronic avenues will be offered in the future. As my term ends at the end of this year, prior to the next re-certification cycle, I will pass on to the new incoming Area Alateen Coordinator the Power point presentations that will allow them to make that decision.

I want to thank everyone who assisted me these last two years to clean up and clear up the AMIAS Safety and Behavioral Application to provide Alateen to our younger members in accordance to WSO policies.

### Area Alateen Process Person~Brenda H.~

I am so proud of our AMIASs who pivoted quickly to adjust to the demands of COVID. Because of their willingness to be open to training through technology, I have been able to recertify 20 percent of individuals who were required to complete re-certification. The remaining 80 percent, you still have time to participate in a training and submit all paperwork by Aug. 1 so I can meet the WSO recertification deadlines.

Public Outreach Coordinator~Lynn B.~

**A big "Shout Out" to District 5 for taking on the task of a PSA Public Outreach Project.** As of mid June a member had already heard one of the contacted Radio Stations run the PSA.

As people have been relying more and more on Technology to stay connected, **let's not forget that PSAs** a great way to spread the hope and healing that Al-Anon has to offer.

Al-Anon Faces Alcoholism is still an option for use. They can be mailed to School Counselors, Psychiatrists, Psychologists, Doctors. (You don't need to send a gazillion magazines, one or two should be enough). These folks are still operating and are referring.

Remember the AFA magazines are available for order year round!

I would love to hear what your districts have been doing for Public Outreach projects and if your district is interested in public outreach projects, please email me, [myrtle.09@yahoo.com](mailto:myrtle.09@yahoo.com) or call (713)494-2570. If your district has the time -so do I!

Finally, I was saddened to learn that Clair R., WSO Associate Director-Public Outreach Professionals – has announced her retirement.

Claire has been at WSO for as long as I can remember. She has helped me and so many other members in Al-Anon over the years, not to mention the untold amount others who found their way into the rooms because of her work.

Spanish Coordinator~Myrthala C.~

Saludos desde Laredo, esta primavera/verano nos tuvimos que enfrentar ante una pandemia llamada COVI-19 y nos vimos en la necesidad de buscar alternativas para seguir trabajando en nuestra recuperación. Uno de esos cambios fue el cancelar nuestra Asamblea de Primavera, pero gracias a los perfiles de los medios sociales fue posible el estar en contacto con la hermandad de Al-Anon. Estuve en contacto con nuestra delegada al OSM Kay, donde ella preparo una presentación con información del OSM, mi equipo y yo traducimos esta presentación al español y ya está en la página web de Al-Anon en los dos idiomas. Les invito a que visiten la página web de Al-Anon y vean esta presentación que contiene mucha información del OSM. También nuestra delegada Kay tendrá una sesión de preguntas y respuestas el 27 de Junio, habrá traductor al español para esta sesión. Continúo enviando correos recibidos con noticias de la OSM a los coordinadores de español de los distritos de Zona para que así se mantengan informados los grupos de habla hispana. Saludos y espero verlos en la Asamblea de otoño.

Website Coordinator~Dorie J.~

Hi Friends,

**I hope you're staying safe and well.**

Because of COVID, we continue to meet and connect online. I have been so impressed with how quickly members have pivoted to host meetings, create shared folders, upload meeting formats, create online calendar/sign up sheet, contact lists, newcomer info and more. DRs have also done amazing work collecting their districts electronic meeting links and passwords that are now shared on our website. Not to be outdone, I am in awe with the self-identified **"computer illiterate"** members that have stretched themselves beyond their comfort zone to learn new technology.

In the midst of these trying times, I am incredibly grateful for your commitment. I am also grateful for your patience - as the **Website Coordinator "to-do-list" has grown exponentially.**

But, do not let this deter you if you are considering standing for Website Coordinator at the November assembly. It really is amazing work - and, now more than ever - work worth doing!! If you have any questions about this position (or web-related questions in general), feel free to email me at: [doriejafg@gmail.com](mailto:doriejafg@gmail.com)

Group Records Coordinator~Al M.~

**I don't have much to report. There seems to be more of a turnover of GR's and CMA's in the last few months. I am getting the normal yearly updates from WSO.** I have received 13 request listing Electronic meeting and a few going back to face to face meetings. Only time will tell if this continues or they go back to electronic meetings. All of these are from 4 Districts.

The most efficient way to handle any group changes is for the GR to submit all changes on a GR-1 form and send it to me at [area53grc@mail.com](mailto:area53grc@mail.com). When I receive it I will make the changes on the WSO web site and send revisions to the DR and the AIS offices. By doing it this way is the fastest and the least amount of handling to ensure that newcomers can find a meeting to go to.

If there is no CMA listed WSO will after a period of time mark that meeting as not a meeting.

I still get incomplete GR-1s and have to send back for more information. When that happens it slows down the changes to WSO, AIS, Texas Web Site, *The Beacon* and the DRs.

Please make sure that you have the Group ID number. If you **don't have it call your DR. They will have it. Make sure that you have all information listed and mark all the boxes indicating everything that is changing**

**It's best if changes are submitted by the GR to GRC.**

**The DR's are up to date on changes.**

I still urge everyone to carefully fill out the GR-1s including all information. If I cannot complete them I have to send them

back and this delays the updates. Please make sure that you include the group WSO ID number and District number. If **you don't know it asks your DR.**

I thank everyone for all their efforts.

### Newsletter Editor~Rene D.~

**I don't have much to share. I am dealing with some health issues.** Getting use to being at home and doing Zoom meetings for a few of the Groups I am involved in. Next deadline for my last Beacon of 2020 is Monday September 28th.

### Archives Coordinator~Patti W.~

#### SPECIAL REQUEST FROM YOUR ARCHIVIST

If anyone has anything of interest pertaining to the pandemic/quarantine/lockdown, how you or your group is coping, or some of the alternatives to meetings you have implemented; please consider donating an item to the archives. For example, I am adding the District 12 AI Anews quarterly **newsletter which shows all the meeting updates, who's meeting using social distancing and who's using Zoom, etc.** And I am, of course, going to be adding all the Beacons. I think it would be very interesting

for future generations to see how AI-Anons handled this very unique and trying period of time.

Please remember I cannot accept AA or Non Conference Approved Literature.

Thank you all, please stay safe.

## District Reports

### District 1~Mandy T.~

Greetings from District 1!

District 1 groups are meeting via zoom for the most part. Some groups have opted to join other groups and share

resources and still others are holding their meetings via a chat room (Whatsapp). Some groups are holding hybrid meetings. One or two small groups are still holding meetings face to face requiring protective face coverings and observing social distancing and other CDC guidelines.

We continue to post all information for the District and Area **on Slack including the Delegate's Report, Alateen Training** opportunities for those that need to recertify by August. Thank you for providing the online training via zoom. Thank **you for the Webinar presented last week on the Delegate's Report and Q & A.**

### District 2~Ginny M.~

No Report

### District 3~Susan J.~

No Report

### District 4~Carol B.~

I hope everyone is staying healthy and navigating your way **though this new environment we're in. One thing is for sure,** I miss attending meetings in person, seeing you and exchanging hugs. I look forward to when we can meet again in person.

We continued to hold our District 4 meeting via conference call, and agreed in our recent June meeting to utilize Zoom for our September District meeting. At our June District meeting we discussed and/or decided on the following:

- Made a sizable contribution to WSO, utilizing our District's abundant funds
- Postponed our Day In AI-Anon to 2021
- Confirmed District level elections will be held at our Sept 19 District meeting
- **We'll reassess the situation in September and determine what type of District meeting we'll hold in December**

**I'm looking forward to the AWSC meeting in September and seeing the Area increase it's use of technology to hold our meetings when meeting in person is not possible.**

### District 5~Heather N.~

District 5 continues to adjust as the pandemic continues. Thus, planning for our Annual Day in AI-Anon for Professionals has been put on hold. Our most recent District Meeting was conducted via Zoom where we voted to send a one time **"emergency" contribution to WSO as an answer to their appeal** for financial help. Much of our focus currently is on the upcoming elections for our District Service Positions as well as Area Positions.

District 6~Anna A.~

Greetings! I pray that everyone is staying healthy and safe through this uncertain time. Within District 6, COVID-19 presented us with unprecedented challenges that included a cancelled district meeting in April, a cancelled area assembly in May, and significant limits to our social contact. However, everyone pulled together to keep members connected, to remain self-supporting even with dwindling group donations, and to keep our focus on recovery.

With the social distancing guidelines imposed upon us by the spread of the novel Corona virus (COVID-19), many of the groups in our district have gone to virtual meetings since venues began shutting down. District 6 has also worked closely with the GRs and the Austin AI-Anon/Alateen Information Center (AAIC) to keep a list of those meetings that have been canceled and those that have been replaced with virtual meetings. This list is updated as necessary and can be found on the AAIC website at <https://austinal-anon.org/meetings.htm>. Once on the Meetings page, click on the *COVID-19-related Meeting Changes* hyperlink to access the spreadsheet. The AAIC Office Manager is also using the list to field calls from the public requesting meeting information during this time.

We will also be holding our first virtual district meeting on July 18. We canceled our April district meeting in the hope that we could all physically be together in July, but due to the persistence of COVID-19, **we've determined that a virtual meeting is the best option at this time.** This is brand new territory for us, **but we're working together to make it as seamless as possible for our large district.** I'm also hopeful that it will create a template making it easier for more groups to participate in our district meetings, even after we say goodbye to social distancing constraints.

District 6 will also be holding its elections at our October 17 District Meeting. Current officers and coordinators are putting out the word for members to search their hearts and stand for **a service position.** **I can't wait to see who our candidates will be.**

While these have been a challenging few months, I feel extremely blessed and honored to serve and represent this District. I wish everyone health, happiness, and serenity. Please be safe out there.

District 7~Allyn D.~

District 7 held its quarterly meeting by conference call on April 4 and a fall assembly design meeting by Zoom on May 17. Our next scheduled regular meeting will be July 18.

Along with the masses, District 7 members have been grappling with decisions in response to the effects of the pandemic. Many Zoom meetings continue. Some meetings have returned to face to face. Others are examining options such as meeting outside. Our archivist, John R. suggested creating a record of how our District is responding to the pandemic and lessons learned that may have value in future.

Thankfully, all our current AI-Anon Member in Alateen Service (AMIAS) have or are planning to recertify. There is also inter-

est in initial certification. It has been a challenge to keep Alateens engaged and involved even before the pandemic so the dedication of these AMIAS is amazing.

We appreciated Lynn S. agreeing to join our May 17 fall assembly planning meeting to share her experience, strength and hope. So much has changed since then and so much still **remains unknown. In the meantime, we are applying "acting as if" and "it is all right already". A few updates on the assembly:** District 7 has been blessed with donations of supplies and offers of help from District 5. The Marriott is only able to hold meetings at 50% capacity right now, but is not holding anyone to their contracts, so we have that flexibility. Our planned speaker from WSO, Joe T., was furloughed, so not available to participate. We decided to hold off on any more planning until the July meeting when we will vote to form a thought force to examine all options. The thought force will include members from other districts. This is a **"we" program.**

We are grateful that District 7 finances are stable due to the generosity of our members. We are grateful for the hands of AI-Anon reaching out to one another during these challenging times.

District 8~Jennifer S.~

Hello from District 8! We are all adjusting to Zoom meetings, reaching out to friends and a few meetings have resumed where possible at this point either with limited numbers or outside. If you are interested in a local Zoom or Face to Face meeting please call our AIS, myself or the local meeting contact you are interested in to find out the most up to date information available.

Our next district meeting is scheduled for July 18<sup>th</sup> starting at 9 am with the district meeting and following with the AIS meeting. Please check our website at [setxalanon.org/events](http://setxalanon.org/events) for the address and directions and to keep up to date with any changes. Continue reaching out to those who are not able to attend electronic or face to face meetings at this point. Remember to let the hand of AI-Anon be there and to Let It Begin With Me.

District 9~John B.~

No Report

District 10~Shelia E.~

No Report



District 12~Candy N.~

District 12 met in January and kicked off the year with talk about the District elections that will take place in October and how service work is essential to personal growth in AI-Anon. It was very appropriate that Kay C., our Area Delegate was there to talk about her own experience in AI-Anon service and particularly the Area World Service Conference. I have already started the ball rolling by gathering job descriptions of the various officer and coordinator positions. The job descriptions will be distributed in our Alanews which goes out quarterly. I plan to visit as many groups as possible to share with them the many gifts of service.

Elections will be very bittersweet this year as we just learned that Nancy and Rich will be moving out of our area soon. They have both been extremely active in our District and **Area. I'm very grateful that many of their minions are also involved in service.** But we are going to need a lot of new **"blood" in our district. I am so hoping I can get more groups** involved in service work.

Nancy was instrumental in the start-up of our annual San Antonio AI-Anon Information Service(SAAIS) Serenity Celebration. The Serenity Celebration has been so successful that the SAAIS has recently voted to let the District share the wealth. Planning is currently underway for the Serenity Celebration on September 13, 2020. We have a location and committee in place and are really looking forward to it. What is really exciting is that the committee members are pretty new in service and they are on fire.

District 13~Sarah W.~

District 13 is finding ways to connect through some zoom meetings and some resumed live meetings, but also trying to live the program without as much support as usual. We were making plans to host the September AWSC meeting, but as that has gone to a virtual format, we've pulled back on that commitment. While we all miss the opportunity to serve everyone, we look forward to having Delegate Kay C. join our July 18 zoom District Meeting as we also discuss the end of the year elections that many of us are facing. We will pull through and persevere during this crazy world we are in! I look forward to reading others' reports as we learn from each other across the Area. Blessings to each of you.

 AIS LIAISON REPORTSAustin AIS~Kathy J.~

The meeting was held virtually on Zoom on 5-18-2020 at 6:30pm.

There is a service position open to answer questions sent to our email of [inquiry@austinalanon.org](mailto:inquiry@austinalanon.org). To get details or apply contact Sam at [aaicchairperson@gmail.com](mailto:aaicchairperson@gmail.com):

The treasurer position for AAIC will be open on

01/01/2021 as Celeste will have completed the **maximum of 3 years' service in that position.**

The literature inventory, usually done at end of June, will not be done this year. We will determine later if it will be done.

The Information center is current closed and has been closed since 03/17/2020. There have been no literature requests.

Literature IS available for purchase even though center is closed. Call Janie at 512-922-8962 or email her at [aaicemployee@gmail.com](mailto:aaicemployee@gmail.com). Must be picked up at service center at an arranged time with Janie. She will do this for even 1 or 2 books.

AAIC needs a chairperson for the meeting list committee – part of the website committee. Chairperson duties are coordinating with the webmaster to keep the website up to date.

All Zoom AI-Anon meetings are listed on [austinalanon.org](http://austinalanon.org) as Covid 19 Meeting List.

Beaumont AIS~Suzanne R.

**It's likely most of us will be writing essentially the same report:** quarantine and threat of Covid-19 erases face-to-face meetings and events.

Beginning the week of March 23, our AIS office/LDC closed for walk-in business. Our Office Manager, Greg G., worked each Tuesday to keep affairs in order. **Three members volunteered to be "hot shots" who would respond to any literature needs by meeting a customer at the office to sell them books.** Our 24/7 Hotline has been maintained throughout this time, with little activity other than people seeking a meeting. Everyone had to do a major shifting of gears in order to realign their lives to meet quarantine requirements and maintain their personal safety.

Our AIS Office re-opened June 17 on Tuesdays and Thursdays only, and will add Thursday service beginning July 9. After having to cancel our quarterly AIS Board Meeting in April, it will be good to see everyone at a **scheduled meeting at Diane B.'s home in Warren on July 18.**

Our DR's report will include how six ZOOM meetings were set up to substitute for those on-site meetings. Later, two groups began meeting outdoors, one in mid-May and the other in early June. As I write this report, there's news that a few groups may begin cautious face-to-face meetings soon, observing all precautions.

Hoping this finds you safely distanced, masked **and healthy, and that we'll all get to meet and hug again soon!**

San Antonio AIS/LDC-Rene D.~

No Report

Houston AIS/LDC-Gretchen Van D. -

In Houston, the COVID crisis has seen virtually all groups embrace Zoom in lieu of in-person meetings. As such, Houston Intergroup has played a pivotal role in hosting lists of temporary eMeetings at [www.HoustonAI-Anon.org](http://www.HoustonAI-Anon.org) on behalf of Districts 4, 5, and 7. In addition, and even though the pandemic has resulted in lowered 7<sup>th</sup> tradition contributions, the Intergroup board made the early decision to keep the office and bookstore staffed at the same level as before. Although closed to foot traffic, the office manager continues to answer phones and fulfill literature orders, and dedicated volunteers continue to answer after-hours calls. On this note, the second quarter saw close to 60 after-hours calls answered by volunteers, while volunteers gave 12 hours of their time in the office and bookstore. The office itself fielded more than 180 calls, and the office manager replied to more than 80 email requests.

Our inaugural virtual quarterly fundraiser was held via Zoom on Saturday, May 9, 2020, at 2pm: Bill L., with 15 years, who **is a member of Katy Rainbow AFG at St. Peter's United Methodist AFG**, shared his story, and members were encouraged to **"pass the basket" by using our new PayPal buttons on the Houston Intergroup website**. Coming up, Saturday, August 1, 2020, at 2pm, our third quarter fundraiser, also via Zoom, will feature Chris K., with 11 years, whose homegroup is Mid-Week Break AFG. The Zoom details are up at the Events page on [www.HoustonAI-Anon.org](http://www.HoustonAI-Anon.org). All are welcome!

Through it all, Houston Intergroup continues to publish its own quarterly newsletter: *AI-Anews*. You can find the latest issue on the Home page at [www.HoustonAI-Anon.org](http://www.HoustonAI-Anon.org); **archived issues can be found at our website's** AI-Anon Literature page. You may also subscribe by writing to [AI-anon@HoustonAI-Anon.org](mailto:AI-anon@HoustonAI-Anon.org), and asking to be added to the AI-Anews distribution list.

As always, we are here for our friends in Districts 4, 5, 7--as we all continue to support one another, one day at a time, during these challenging times.

Houston Hispanic AIS-Esperanza L. ~

No Report

## Texas East Area 53 Treasurer Job Description

TERM LENGTH: Three Years (Beginning January 1, after election)

PURPOSE: *Primarily, the Treasurer attends to all the regular financial duties that involve the collection and distribution of Area finances. The treasurer should have a basic knowledge of bookkeeping and banking.*

SKILLS: Computer experience with Excel and a printer/copier is needed. The treasurer does what we all have done – balance the check register, pay bills, keep up with where the money is coming from, try to keep to a budget, and file– Then tell someone about it in a simple, clear, understandable manner.

## QUALIFICATIONS:

- Any person that has served three years as a District Representative or as an Area officer in the World Wide Fellowship of AI-Anon/Alateen.
- Has remained active in the East Texas Area 53 by not missing more than two (2) assemblies during the current panel term. Current District Representatives must also not have missed more than four (4) Area World Service Meetings during the current panel term.
- Regularly attends AI-Anon Meetings.
- Is not also a member of Alcoholics Anonymous.

VOTING QUALIFICATIONS: Votes at the Area World Service Committee (AWSC) meetings but not at Assemblies UNLESS he/she is also a Group Representative.

RESPONSIBILITIES: *(Reference Treasurer in the World Service Handbook of the AI-Anon Alateen Service Manual)*

- After receiving a written request, distributes seed money for the Assembly. Deposits returned seed money.
- Forwards to the WSO, before January 1, the **Delegates' equalized expense amount**.
- Pays all bills for expenditures approved by the Area Assembly. It is a sound business practice to have four member authorized to sign checks; of these, two signatures should be required on every check.
- Makes quarterly written financial reports to the Area World Service Committee (AWSC) and periodic reports to the Assembly.
- Attends all Area Assemblies and AWSC meetings.
- Presents proposed budget to Assembly in November for vote.
- Prepares report for each Area Assembly and AWSC meeting itemizing income and expenditures. Submits report to *The Beacon* editor for publication.
- Provides a copy of the financial report to each voting member at AWSC/Assembly.
- Pays expenses, authorized by the AWSC, in a timely manner.

## Texas East Area 53 Alateen Coordinator Job Description

## Texas East Area 53 Alateen Area Process Person

**TERM LENGTH:** Three Years (Beginning January 1, after election).

**PURPOSE:** According to the WSO Guideline, G-24, the role of the Area Alateen Coordinator (AAC) is to “communicate educate, facilitate and coordinate”. This is accomplished in many ways, and can be best understood by reading the Guideline.

**QUALIFICATIONS:** Regularly attends Al -Anon Meetings. It is important to note that any member can fill the position of AAC. It is not necessary to be an AMIAS (Al-Anon Member Involved in Alateen Service) in order to be elected, however, according to G-24, the “first step...is to become certified as an AMIAS yourself”. Generally speaking, all that is truly necessary is that a member has a passion and dedication to serving Alateen in our Area.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meetings but not at Assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:** In addition to the WSO Guideline, Responsibilities of the Area Alateen Coordinator (AAC) are as follows:

- Administer & maintain AMIAS Training Program.
- Update Training Workshop Presentation and Training Manual as needed.
- Approve all Area Trainers. Recommended qualifications for Trainers include being an active Alateen Group Sponsor for a minimum of 2 years, having attended a minimum of 2 Training Workshops. Qualifying Area Trainers is at the discretion of the AAC, including any exceptions or changes to the recommended qualification. Typically, once a Trainer has been approved by a current AAC, they can continue in service as a Trainer as the position of AAC rotates.
- Distribute the Training Workshop Presentation to Trainers and (DACs) District Alateen Coordinators upon request.
- Approve all Training Workshop fliers, provide the Website Coordinator with approved fliers for posting, and distribute fliers to all districts by providing to DACs or District Representatives (districts without a DAC).
- Communicate regularly with all AMIAS, directly and also via the DAC, or DR if there is no DAC and provide updates from the World Service Office. Answer questions regarding AMIAS responsibilities.
- Facilitate AMIAS meetings and workshops at the Area Events.
- Work with the (AAPP) Area Alateen Process Person regarding any situations requiring special attention.
- Attend WSO Teleconferences.
- Provide a quarterly report for Area Newsletter (The *Beacon*) and AWSC.
- Participate in (P.O.S.S.E) Program of Sponsors Sharing Everything, the annual weekend provided for training and fellowship and provide report to AWSC
- Participate in (TEA AC) Texas East Area Alateen Conference and provide report to AWSC.
- Turns in Area related expenses to the Area treasurer within timeframe requested by the Treasurer of the event (e.g., Assembly, AWSC).

**TERM LENGTH:** Three Years (Beginning January 1, after election)

**PURPOSE:** The AAPP receives correspondence relative to Alateen certification and group registration; it is essential that the Alateen Coordinator and AAPP work cooperatively, share Alateen information, and work closely to evaluate the Area process annually and other responsibilities as needed. (World Service Organization Guideline, G-24).

**WSO REQUIRMENTS:** Must have internet access and be able to enter information into a database.

**QUALIFICATIONS:** Regularly attends Al-Anon Meetings.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meetings but not at Assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:**

- Outgoing AAPP must submit AREA ALATEEN PROCESS FORM to WSO notifying them of the newly elected AAPP. The form must be signed by either the Area Chair or Area Delegate, and all forms are online.
- Upload data to background screener.
- Immediately after being elected, the AAPP and immediate past AAPP must review Background check process, as well as the WSO on line procedure to register Al-Anon Members Involved in Alateen Service (AMIAS) in order to generate reports for distribution to Area Alateen Coordinator, District Alateen Coordinator, District Representatives and Assembly registration person.
- Computer knowledge is essential, all AMIAS data is done on line.
- Attend WSO Teleconferences prior to recertification.
- Process initial certification and annual recertification of all AMIAS and submit upload data to the WSO to certify Al-Anon Members Involved in Alateen Service (AMIAS). Must meet the Area June 1 deadline and WSO July 1 deadline for the annual Area recertification of all AMIAS.
- Provide each applicant of the Alateen Service certification with a notarized confidentiality statement.
- Notify each applicant of his or her certification/recertification and assigned WSO ID Number.
- All Alateen Group Registrations or Changes go through the AAPP who will provide the Alateen Registration/Group Records Change Form (GR-3) The Alateen Group Sponsor completes the form, and submits to the AAPP. AAPP will submit to WSO and will notify each Alateen group of their registration or changes submitted.
- Notify the Area Group Records Coordinator, Area Website Coordinator, District Representative, District Alateen Coordinator and local Al-Anon Information Services of the registered meeting.
- Review Texas Al-Anon/Alateen website and District websites to ensure all Alateen Groups are listed correctly.

## Texas East Area 53 Archives Coordinator Job Description

**TERM LENGTH:** Three Years (Beginning January 1, after election)

**PURPOSE:** *The purpose of an area archives is to preserve the experience, history and memorabilia of the Al-Anon fellowship from the beginning of the family movement in that locale. This history should be preserved so as to be available to the membership and the serious researcher, within the framework of our Traditions, for the good of Al-Anon as a whole.*

**QUALIFICATIONS:** Regularly attends Al-Anon Meetings.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meetings but not at Assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:** *(Reference Al-Anon Guidelines Area Archives (G-30).*

- Maintain archives in the Climate controlled storage room for the Texas East Area Archives.
- Keep in contact with District Archivists.
- Send information to Districts.
- Write an archive article for each *Beacon* issue (4 issues a year) by the deadline
- Keep copies of *Beacon*, *Conference Summary* and the *Forum*.
- Organize and arrange archives for viewing at Area Meetings.
- Collect long timers and group history sheets.
- Look to the Past to Protect the Future.
- Turns in Area related expenses to the Area Treasurer within time frame requested by the Treasurer of the event (e.g., Assembly, AWSC, etc.)
- Articles in *The Beacon* can attract others to be interested in our past and where we come from. Communication creates interest.
- Need to create interest in your articles and displays at Area and District.

## Texas East Area 53 Public Outreach Job Description

**TERM LENGTH:** Three Years (Beginning January 1, after election)

**PURPOSE:** *Our goal is to attract to our program those whose lives are of have been affected by someone else's drinking, so those who need our program can find the help and hope we offer.*

**QUALIFICATIONS:** Regularly attends Al-Anon Meetings.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meetings but not at Assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:** *(Reference: World Service Organization Guideline G-38):* General duties for Area Coordinators are in the World Service Handbook. More information about the Public Outreach Coordinator duties is in G-38. Information of the Public Outreach Coordinator connections to others is in the Service Manual.

- Communication link between the WSO (World Service Office) and East Texas Area 53.
- Communicate and work with Area Chairperson, and the Delegate, website coordinator, Alateen coordinator, and literature coordinator.
- Motivate districts and Al-Anon Information Services (AISs) to form outreach committees.
- Make presentations or hold workshops at area assemblies or district meetings.
- Distribute service projects and information from the WSO to area assemblies, districts, and AISs.
- Educate the fellowship about the need to attract those who are still suffering to our program.
- Travel to Districts requesting presentations.
- Request reports of public outreach activities from the districts and AIS have to share with the assembly and the WSO.
- Attend all Area World Service Committee Meetings.
- Attend all Area Assemblies and present report.
- Provides the written report to the *Beacon* Editor 4 times a year by the deadline.
- Participates in Area Conference calls with WSO and other Areas when calls are scheduled.
- Turns in Area related expenses to Area Treasurer within timeframe of the event (e.g., Assembly, AWSC, etc.)
- Participate in WSO conference calls regarding public outreach events, topics, and issues.
- Actively open communications between public outreach coordinators and DR's.
- Personal expectations: maintain a lack of expectations regarding communication response to gathering and/or responses to tracking public outreach projects outside DR reports at Assemblies or AWSC meetings.
- Understand copyright issues as it relates to WSO and Al-Anon.

# Texas East Area 53 Group Records Coordinator Job Description

**TERM LENGTH:** Three Years (Beginning January 1, after election).

**PURPOSE:** To provide timely group information to and from the World Service Organization (WSO) and the Area.

**WSO REQUIREMENTS:** Have access to the internet and be able to enter information into a database.

**QUALIFICATIONS:** Regularly attends Al-Anon Meetings.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meetings but not at Assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:**

- Be a current Al-Anon member.
- Attend 2 Area World Service Meetings and 2 Assemblies every year.
- Good organizational skills and the ability to pay attention to detail.
- Strong general computer and internet skills. Must have a computer with internet access, ability to communicate via e-mail and be knowledgeable in Microsoft Excel.
- Have a WSO Service Manual to answer questions about the requirements for starting and naming a new group.
- Be flexible. A lot of the information from groups comes in an e-mail rather than on a GR-1. Although the GR-1 is preferable, requiring the GR-1 can slow down the process or prevent information from being disseminated.
- Upon receipt, or soon thereafter, of information from a group, DR, or Information Center:
  - a. Enter the new information in the WSO on-line database.
  - b. Notify the Information Center and DR of the Group's District all the information about the group (e.g., send an email to the DR, the information center and/or the ETAAA web coordinator the new information and describe changes).
- Upon receipt, or soon thereafter, of information to organize a new group:
  - a. Review the name and make sure it meets WSO standards for the name.
  - b. Enter the new information in the New Registration section of the WSO on-line database. Contact the person if the name includes the name of the facility they are meeting at as this will be an automatic rejection from WSO (for example, Faith AFG meeting at Faith Church).
  - c. Once WSO registers the new group and assigns the Group Number, send all of the information about the group to the Information Center, DR of the Group's District, and/or the ETAAA web coordinator (e.g., send an email to the DR, information center and/or the ETAAA web coordinator with the new group information).

**CONTRIBUTIONS TO - EAST TEXAS AREA 53**  
(Please attach this form to your check or money order)

District Number: \_\_\_\_\_ Group # \_\_\_\_\_

Group Name: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

City: \_\_\_\_\_ CK/MO #: \_\_\_\_\_

Amount: \_\_\_\_\_ Sent by: \_\_\_\_\_

**Make checks payable to: Treasurer- ETAAA.**  
Please do not send cash by mail.  
Mail to: Treasurer – ETAAA, PO Box 1324, Silsbee, Texas 77656

ETAAA Financial Report 2020	1 <sup>st</sup> Qtr 3/31/20	2 <sup>nd</sup> Qtr 6/30/20	3 <sup>rd</sup> Qtr 9/30/20	4 <sup>th</sup> Qtr 12/31/20	Total YTD	2020 Budget	Over/(Under) Budget
Income							
Assembly Surplus	4,031.59	0.00	0.00	0.00	4,031.59		
Fall 2019	4,031.59				4,031.59		
Spring 2020					0.00		
Beacon Income	30.00				30.00	200.00	(170.00)
Contributions Income	4,941.64	1,837.58			6,779.22	18,000.00	(11,220.78)
Fall Gratitude Basket					0.00		
Miscellaneous Income		25.00			25.00		
Unallocated Funds from 2019	4,031.59	25.00	0.00	0.00	0.00	10,332.00	
Total Income	9,003.23	1,862.58	0.00	0.00	10,865.81	28,532.00	(17,666.19)
Expenses							
Travel / Expenses	2,779.63	49.50	0.00	0.00	2,829.13	14,300.00	(11,470.87)
Alateen Coordinator	475.74	49.50			525.24	2,200.00	(1,674.76)
Alateen Liaison					0.00	400.00	(400.00)
Alateen Process Person	65.99				65.99	1,000.00	(934.01)
Alternate Delegate	117.35				117.35	600.00	(482.65)
Archives					0.00	500.00	(500.00)
Beacon Editor	299.73				299.73	500.00	(200.27)
Chair	290.56				290.56	800.00	(509.44)
Delegate					0.00	1,100.00	(1,100.00)
Group Records	366.48				366.48	500.00	(133.52)
Public Outreach	168.06				168.06	600.00	(431.94)
Past Delegates	421.81				421.81	3,000.00	(2,578.19)
Past Area Chairpersons					0.00	500.00	(500.00)
Secretary	217.05				217.05	800.00	(582.95)
Spanish Coordinator					0.00	500.00	(500.00)
Treasurer	76.29				76.29	800.00	(723.71)
Website Coordinator	280.57				280.57	500.00	(219.43)
Other Expenses	1,633.00	908.01	0.00	0.00	2,541.01	4,832.00	(2,290.99)
Beacon Publishing	1,438.00	655.04			2,093.04	3,300.00	(1,206.96)
Storage Unit for Archives	168.00	168.00			336.00	800.00	(464.00)
Web Hosting Fee		69.97			69.97	132.00	(62.03)
Audit Committee Expense					0.00	0.00	0.00
Miscellaneous Expense	27.00	15.00			42.00	100.00	(58.00)
Misc Workgroup/Workshop Expense					0.00	500.00	(500.00)
World Service Conference	0.00	0.00	0.00	0.00	0.00	2,700.00	(2,700.00)
Area's Gifts to WSC					0.00	300.00	(300.00)
Delegate's Equalized Expense to WSC					0.00	2,000.00	(2,000.00)
Delegate's Incidental Expenses to WSC					0.00	400.00	(400.00)

SC Regional Delegate Meeting	4,482.75	214.08	0.00	0.00	4,696.83	6,700.00	(2,003.17)
Delegate	746.68				746.68	900.00	(153.32)
Chair	398.96	214.08			613.04	900.00	(286.96)
Immediate Past Delegate					0.00	0.00	0.00
Active Past Delegates	2,688.11				2,688.11	4,000.00	(1,311.89)
Alternate Delegate	649.00				649.00	900.00	(251.00)
Total Expenses	8,895.38	1,171.59	0.00	0.00	10,066.97	28,532.00	(18,465.03)
Net Income Less Expenses	107.85	690.99	0.00	0.00	798.84		798.84
Extraordinary Income/Expense							
Income							
Returned Seed Money	3,500.00					3,500.00	
Received Alateen Background Checks	34.75	13.90			48.65		
Spring Birthday Basket					0.00		
Total Extraordinary Income	3,534.75	13.90	0.00	0.00	3,548.65		
Expenses							
Seed Money	3,500.00	3,500.00			7,000.00		
Fees paid Alateen Background Checks	34.75	13.90			48.65		
Spring Birthday Basket to WSO					0.00		
Total Extraordinary Expenses	3,534.75	3,513.90	0.00	0.00	7,048.65		
Net Extraordinary Income Less Expenses	0.00	(3,500.00)	0.00	0.00	(3,500.00)		
Profit/(Loss)	107.85	(2,809.01)	0.00	0.00	(2,701.16)		
Checking Account Balance							
Beginning Balance	34,217.77	34,325.62	31,516.61	31,516.61	34,217.77		
Increase/(Decrease)	107.85	(2,809.01)	0.00	0.00	(2,701.16)		
Transfer to CD							
	34,325.62	31,516.61	31,516.61	31,516.61	31,516.61		
Ample Reserve Fund (CD)							
Beginning Balance	21,008.65	21,127.86	21,248.97	0.00	21,008.65		
Increase/(Decrease)	119.21	121.11	0.00	0.00	240.32		
Ending Balance	21,127.86	21,248.97	21,248.97	0.00	21,248.97		

## Texas East Area 53 Newsletter Editor (Beacon) Job Description

**TERM LENGTH:** Three Years (Beginning January 1, after election).

**PURPOSE:** *A newsletter is a vital communication link to help keep groups and members informed. The BEACON Texas East Area 53 Newsletter.*

**SKILLS:** Working computer skills; especially knowledge of computer word processing program, desktop publishing program, and digitizing programs (e.g., Microsoft Word, Microsoft Publisher, Adobe PDF)

**QUALIFICATIONS:** Regularly attends Al-Anon meetings.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meetings but not at assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:** *(Reference: World Service Organization (WSO) Guideline G-30)*

- Provide up-to-date Service Information to all groups within the Texas East Area 53 and to subscribing individuals using articles from Area Officers, Coordinators, and Al-Anon Information Service (AIS) Liaisons and Al-Anon/Alateen members to share Service news for publishing and sharing with others, using PDF format.
- Check for grammar, punctuation, spelling, and uniformity of terms as defined in *Al-Anon/Alateen Service Manual* including the correct spelling of “Al-Anon” and “Alateen”, with hyphens in the proper place. Use current WSO style sheet.
- Publish newsletter master quarterly (January, April, July, October) with word processing program and provide to printer for copying and collating.
- Prepare (fold, tape, apply address labels, sort and bundle) for non-profit permit bulk mailing for AWSC members, WSO, personal and exchange subscriptions, and Group addresses provided quarterly by Area Group Records Coordinator.
- Encourage other Al-Anon/Alateen members to assist with preparation and distribution to keep on schedule.
- Maintain listing of subscriptions and/or mailing changes received for paid and email subscriptions.
- Forward all subscriptions monies to East Texas Area 53 Treasurer.
- Maintain up-to-date e-mail address lists for those preferring electronic distribution in lieu of U S Postal distribution.
- Attend four AWSC meetings (voting member) and two Area Assembly meetings a year and provide written and oral reports.
- Turns in Area related expenses to Area Treasurer within timeframe requested by the Treasurer of the event (e.g., Assembly, AWSC, etc.).

## Texas East Area 53 Website Coordinator Job Description

**TERM LENGTH:** Three Years (Beginning January 1, after election).

**PURPOSE:** The website coordinator serves as a "virtual link of service" between existing and prospective members, groups, and districts in the East Texas Area.

**EQUIPMENT AND TECHNICAL SKILLS:** - Access to a computer, internet and e-mail, and E-Communities. - Working knowledge of WordPress website builder - Basic knowledge in Excel, Google Maps, and web tools for website maintenance.

**QUALIFICATIONS:** Regularly attends Al-Anon Meetings.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meetings but not at Assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:**

- Attend and provide a report at the Area World Service Committee meetings (4 per year) and Area Assembly about on-going website activities (2 per year) - 6 total meetings a year.
- Provide a written report to the Beacon Editor by the deadline.
- Inform WSO about website changes or electronic communications.
- Coordinate reading and responding to inquiry emails with Texas West Website Coordinator (encouraged 24 hour response-time to emails).
- Share information received from the WSO via E-Communities (such as AFG Connects) by emailing AWSC members and/or posting to the Texas Website.
- Encourage members to submit information on events (PDF) then create event and upload pertinent information on website to increase attendance by all members.
- Create / update District specific page for DRs to post meeting dates, upload agenda, minutes and other information needed within the district.
- Update themes, plugins, settings, etc. as needed to keep website current and functional
- Trouble shoot when needed and innovate that continually meets needs of members, groups, districts and area.
- Link “find a meeting” to the WSO webpage to ensure the most up-to-date information shared with members and visitors. Upload printable meeting list (provided by each District) on “find meeting” page.
- Coordinate with Secretary and Newsletter persons for the posting of reports for minutes and The Beacon publication.



## Texas East Area 53 Spanish Coordinator Job Description

**LENGTH OF TERM:** Three years (Beginning January 1<sup>st</sup>, after election).

**PURPOSE:** *To encourage the Spanish –Speaking Al-Anon/Alateen groups to participate in Area activities and to coordinate and bring information to those groups from the Area.*

**QUALIFICATIONS:** Regularly attends Al -Anon Meetings. Speaks and writes Spanish and English.

**VOTING QUALIFICATIONS:** Votes at the Area World Service Committee (AWSC) meeting; but not at Assemblies UNLESS he/she is also a Group Representative.

**RESPONSIBILITIES:** The duties of an Area Spanish Coordinator are as follows:

- Attends all the Area AWSC meetings and Assemblies and
- Provides a report to the Area and the GRs of Spanish-speaking activities in the Area.
- Works with all the Spanish Coordinators in the Area, maybe visiting as many districts as possible during the year.
- Offers translation when possible during the Area meetings.
- Offers translation of agenda/minutes, etc., where possible.
- Creates and maintains a Spanish district Area Coordinator name listing with emails and contact information.
- Encourage attendance to the Spanish-speaking GRs in the area to attend Area Assembly.
- Turns in Area related expenses to Area Treasurer within 2 weeks of the event (e.g., Assembly, AWSC, etc.).

## Texas East Area 53 Alateen Liason Job De- scription

**Purpose:**

- Present the Alateen perspective on issues to the AWSC
- Maintain communication with the Area Alateen Coordinator in order to keep current with topics affecting Alateen

**Duties:**

- Attend all AWSC meetings
- Serve as the communication link between the groups and the Area Assembly/Area World Service Committee
- Provide written reports/articles for the Beacon
- Serves on the Texas East Area 53 Alateen Conference (TEA AC) Committee
- Submit expense receipts for reimbursement to the Area Treasurer

**Term:**

- One year
- May be re-elected for two more terms for a total of three-one year terms

**Requirements to Serve:**

- Alateen members, except those who are also members of A.A., are eligible to serve as an Alateen Liaison
- Must be an active member of an Alateen group for at least one year
- Have held a service position in an Alateen group
- Attend District meetings within their own district

**Method of Election:**

- May volunteer or be nominated
- Elected by Alateen's attending the Fall Assembly Alateen meeting
- If the Alateen Liaison resigns or for any reason is unable to serve, an Alateen Liaison will be appointed by the Area Chairman from the list of the attendees of the last fall assembly to complete the term

**Election:**

- Fall Assembly Alateen meeting

**Reimbursement of Expenses:**

- Assembly registration
- Assembly banquet cost
- Hotel room (receipt required)
- Mileage and toll fees at the current assembly rate
- Cost of food during travel and weekend (receipts required)
- TEA AC registration fee

If the Alateen Liaison is also a Group Representative one-half of the eligible expenses are covered by the Area and the other half are covered by the Alateen's home group for the spring and fall assembly.

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East Texas Area Al-Anon/Alateen  
Assembly Fall 2020

20/20 Vision:  
Focusing on Recovery

Nov 6-8 2020  
Registration opens at:  
Friday, 11/6 4pm



-Register and Pay on line at:  
<https://fall2020etaaa.ticketspice.com/east-texas-al-anon-fall-2020-assembly>

-Or fill out the form below and mail to:

Al-Anon District 7  
PO Box 3603  
Conroe, TX 77305-3603

Events:

- Speaker: Joe T. Archivist for WSO
- Elections for Area officers
- Alateen Participation
- Luncheon
- Hospitality Suite
- Workshop (Sunday)
- Group Representative q&a
- Candlelight meetings

Marriott Springhill Suites  
20303 Chasewood Park Dr.  
Houston, TX 77070

- (832) 953-2220
- 89 for double or king (if reserved by 10/1/20)
- Includes Breakfast
- Hotel Registration Opens Soon

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Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

District # \_\_\_\_\_

Home Group Name/City: \_\_\_\_\_

Are you a...

GR \_\_\_\_\_ Number of years in the Program \_\_\_\_\_

DR \_\_\_\_\_ Is this your first Assembly? Y / N

AMIAS \_\_\_\_\_ Would you like Spanish Translation. Y / N

Al-Anon    AA    Alateen    Luncheon\*\*

\_\_\_\_\_ \$25    \_\_\_\_\_ \$25    \_\_\_\_\_ \$5    \_\_\_\_\_ \$20

Vegetarian

Gluten Free

\*Alateen Notice: When registering, all Alateens must turn in a completed ETAAA Behavioral Guidelines Form and be accompanied by a responsible registered adult. Notarized Permission and Medical Forms are to be kept by the responsible registered adult. Forms can be obtained from an Alateen AMIAS or Alateen Coordinator.

\*\* Dinner will be on you own.

Save the date!

May 14-16, 2021

Spring Assembly in Tyler

Holiday Inn - 5701 South Broadway

Tyler, TX

(903) 561-5800

ETAAA  
P.O. Box 631  
Schertz, TX 78154-0631



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Summer 2020



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Email \_\_\_\_\_

Group Only: District # \_\_\_\_\_ Group # \_\_\_\_\_

Name of Group: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_