A **task force** is a temporary unit of people established to work on a single defined task or activity. They use the resources available such as members of the task force and knowledge from the staff (AWSC members). For example a task could be to implement on of the suggested strategies from the thought force. if writing job description is chosen, then the task force writes the job descriptions. The object is to complete the job description and present it to the originating body to move forward. A task force may fulfil the recommendations made by a thoughts force. Task forces are the 'doers'.

Action Committees Task Force

What are the pros and cons for Action Committees?

Pros:

- Smaller group – some are more comfortable with smaller groups.
- The committees are smaller groups which allow more discussion among members to compare what works in different areas and what doesn't work.
- The committees encourage people to discuss things with <u>other</u> members other than their own "usual" group.
- The committees got ALL members involved and not just those that are holding a service position.
- Choice of what to attend
- We received 35 workshop toics in the 2018 Inventory. Members are eager for more information.

Cons:

- Getting stale.
- The committees have become boring and there is not much ACTION any more
- The same people do not always return to assemblies and this makes it hard to have any ACTION within the committees.
- No action follow-through.
- The committees have run out of ideas/topics for the members.
- Repetitive.
- Changes can be difficult. We've been talking about making this change since the 2012 Inventory.

Can eliminating the Action Committees be consistent with our spiritual principles?

- Yes
- Yes, I think it is consistent with our spiritual principles. We would still have some type of workshop for our members.
- Yes. We are in step with WSO practices by moving away from Action Committees creating a feeling of greater unity with Al-Anon as a whole. Thought/Task Forces and Workshops empower members to be involved (Concept 4), learn how to problem solve using KBDM (Tradition 7) , focus on our Primary Purpose (Tradition 5) and practice these principles in all our affairs (Step 12).
- Providing an opportunity for voting members to experience Action Committees at June Assembly and then to vote on a Workshop for the October Assembly is fully in line with Tradition 1 and 2

Action Committees Task Force Continued

What do we wish we knew, but don't know about eliminating Action Committees?

- What can replace the committees?
- Could there still be deep discussions if we do not stay in smaller break out rooms at assembly?
- Will we lose participation?
- How well will it be received by Assembly?
- What kind of topics would the body like to discuss/learn about?
- Would each assembly have a different activity to involve ALL members? Not everyone that comes to an assembly is in a service position.
- We don't know what we don't know. Would assembly goers choose a workshop over an action committee?

Action Committees
Members' voices - Inventory Results

From 2012 Inventory
Are the Action Committees serving a purpose? If so, how? If not, how can they be improved?

     No Comment – 7

     Positive Comments – 43 Good information for groups and like taking things back to groups. Fun activities instead of listening to reports. Could be doing more.

     Negative Comments – 8 -Time for a change, not productive, maybe time to begin implementation. KBDM Thought/task force.

     4 - Need more action

     3 – Too much 'busy' work

     Other – Tradition training to help groups move forward, focus on carrying the message to future members.

From 2015 Inventory
- Only 50% believe Action Committees service a purpose.
  - Workshops are appreciated; increase the number of them

The Iowa Area Ad-Hoc Committee makes the following motions:

1. The Iowa Area create a charge and a Thought Force made up of two officers, one coordinator, one district representative, two group representatives and 1 past delegate regarding the continued usage of the Action Committees and what should be implemented if they are to be replaced.

From 2018 Inventory
45 out of 55 attend the Action Committees

The inventory asked, 'Could participation by all members be increased in the Action Committees?'

The actual question wasn't reflected in many of the responses. Members responses were equally split on whether they found them useful.

Assembly Business Agenda

What do we know about our members in regards to the Assembly Business Agenda?

- Not all of the members have many years in service to know what the Business part of Al-Anon is about especially their first year in service.
- Many of the members would like to have paper reports/agenda in their hands to know what is happening and can take notes. Many members become bored with reports and the noise level between other members is distracting.
- Some (outside of AWSC members) would like access to reports. Not so much listening, more action and learning.
- Inventories reveal that members want to have more connection to the information. This is overwhelmingly requested
  - When asked in 2018 if they feel they have been as informed as possible, members said, No Agenda for Business Meeting-I feel left out as a voting member; DR doesn't know the issues to be voted on; I don't really understand the policies; Not all information is passed on; Need information prior to Assembly; All who attend should have a Business Agenda- we know the max is 150 for attendance per Assembly guidelines; sometimes computer will not open attachments; feel hardly any info on International Convention has been shared; sometimes info from WSO is limited in what can be shared.

What do we know about the resources used and the purpose of the Assembly Business Agenda that is relevant to this topic?

- We know for the DRs to give a report is scary at first however; it builds confidence in them when they go up to share their district news each time.
- It is important for everyone to hear from the Area Delegate and what the delegate is doing at WSO.
- How is it important to my little group? The information I get at Assembly I want to be able to share, but if I was bored at assembly, how can I make it sound like it was a lot of fun and a learning experience?
- We know the purpose of the agenda is to inform the members of the Assembly, however I do not think we are using all of our resources available to us.
- Wi-Fi – our Website and easy access to devices eliminates a lot of barriers to providing digital versions of the reports.

Assembly Business Agenda Task Force Continued

What do we know about the current Assembly Business Agenda and the changes in our Area Group, and Al-Anon as a whole relating to this topic (electronic reports)? Pros and Cons

- The electronic reports allow us to have more time to perhaps have mini workshops rather than listen to reports.
- Electronic reports have worked well for AWSC. I think they would be welcomed by the Assembly. It has become an electronic world and I see many benefits to electronic reports.
- It is important to share what is happening in our districts with others but not everyone reads the reports, even if they are electronically sent.
- Pros –
    - Members that want to have digital access can connect easily and download or read along.
    - We have enough time to bring this to our member's awareness, give them voice and vote and implement on a trial basis in the Fall. Al-Anon members are smart, forward thinking people that are interacting in all manners in their workplace. Having digital access won't be a new concept for them.

- Cons –
    - We will all have to get reports in earlier.
    - Someone will have to scrub the reports creating additional work at an already busy time.

What do we wish we knew, but don't know about the Assembly Business Agenda?

- How do we make it more interactive among members?
- How do we make this work? Will people have tech issues with electronic reports?
- Will it stop some from coming to the meeting because they get the information electronically?
- Do the members want workshops? Reports? Skits on different topics?
- Plug in's for electronic devices?
- Can we add links into the agenda to create a streamlined and readily accessible format?
- Can we document how many 'hits' this area gets and how effective it is for the purpose of helping GRs feel better informed.

Assembly Business Agenda
Members' voices - Inventory Results

Inventories reveal that members want to have more connection to the information. This is overwhelmingly requested

    a. **When asked in 2018 if they feel they have been as informed as possible, members said,** No Agenda for Business Meeting- I feel left out as a voting member; DR doesn't know the issues to be voted on; I don't really understand the policies; Not all information is passed on; Need information prior to Assembly; All who attend should have a Business Agenda- we know the max is 150 for attendance per Assembly guidelines; sometimes computer will not open attachments; feel hardly any info on International Convention has been shared; sometimes info from WSO is limited in what can be shared.

2. **In what ways, if any, could we utilize technology to help you feel more informed?**

    a. **DRs can send info to GRs and Chairs**

    b. **Reminder email about the AWSC meetings with Agenda a couple of weeks a head**

    c. **Email Al-Anon schedule for Assembly a few days in advance so we have it**

    d. **An app like the WSO is using for the World Conference this July**

    e. **Use Area Update database that members have signed up for – email Mail Chimp for reminders and sending information/links to the Area website for Assembly Agendas, Business Meeting Agenda, Meeting Minutes, etc! Great way to stay in touch, encourage, inspire, and stay in front of the membership.**

    f. **Laptop at registration for members to sign up for In the Loop@WSO and Updates from the Iowa website**

    g. **Email reports out prior to Assembly; love getting agenda early!**

    h. **Extend email lists**

    i. **Keep website up to date and informed**

    j. **I like Al-Anon podcasts**

    k. **Group messages, personal invites**

    l. **Better instructions on how to use the technology**

    m. **Technology makes some people feel not welcomed or wanted**

    n. **Conference calls between Assemblies & AWSC; electronic newsletter; group emails; website great for sharing info and keeping members in the know and current.**

    o. **Try virtual meeting**

When asked what they liked least

a. **Least:**
   i. Lack of transparency- no agenda
   ii. Dread going to Action Committees
   iii. Delegate and Business Meeting in the afternoon when people are most tired after lunch. It is a hard time to think and absorb the great information. Make a switch somehow
   iv. Business meeting and it's too long
   v. Candlelight meeting are too late in the evening
   vi. DO NOT READ ALL THE PREVIOUS MINUTES- please do a summary, no one is listening and it wastes a lot of precious time. Links of service should be taking care of getting the full minutes out and the minutes are also on the Area website- send a Website Update via Mail Chimp
   vii. Not everyone has a Business Meeting agenda- GRs especially need it.
   viii. Action Committees; replace with workshops
   ix. Three-day event- can it be Friday/Saturday or Saturday/Sunday? If we utilize time better we could reduce cost for hotel stays and maybe more would attend.
   x. Don't like Sundays for Assembly- need the day to prepare for work week
   xi. Being pushed to speak
   xii. Constant sitting so much all weekend; uncomfortable chairs
   xiii. Business can be repetitive; a little boring
   xiv. Sometime hard to hear Speakers
   xv. Money report
   xvi. Geared towards Officers instead of new comers
   xvii. Not knowing people
   xviii. Distance to travel
   xix. AA speaker
   xx. Non-nature location- tough to get a good walk in
   xxi. Limited involvement
   xxii. Members talking when trying to get information during assembly
   xxiii. No comment (14)