

Comments and Replies Received from Member's review - Policy

- The words 'all of whom reside within the Iowa Area' to the AWSC positions-Officer, Coordinators, DRs. **Strike this. Because this was voted in on a trial basis it is not policy until the trial is over.**

Leave in, but note in one place that volunteer members must reside in Iowa for the term 2023-2025

I think for now we do keep the boundary of the physical state of Iowa.

I am aware the electronic meeting group discussed the groups having autonomy about having a GR that lived in another state. If this is true, there is a possibility they would be eligible to stand for some of these positions. If we stand by this then we are saying to a GR population you can't serve at the Area level. Could we recognize such people and have similar wording like the past delegates...hv established the requirements...and relinquish voting rights.... In other words, you can't do both area structures at the same time.

I feel the decision on whether or not Officers, Coordinators and DRs are required to reside in Iowa, contiguous or open will make a difference to our discussion and decision on Virtual meeting options, and vice- versa. If AWSC Officers and DR's are not required to reside in Iowa how will this affect our Iowa Serenity Wknd, RDM, Iowa Area Assembly, Guideline duties?

Discussion of purpose of Motion #2 - "Iowa AFG recommend for the 2023-2025 term, that Officer and Coordinator resumes only be accepted from those members who physically reside in Iowa.": I guess I read Motion 2 differently than some others. I was thinking purpose of "Motion #2 was to be used as guideline for resumes to be accepted so the elections could be held as scheduled at 2022 Fall Assembly. This giving the Policy Comm and Iowa Area members time to continue work on possible updates to the Iowa P & P Guidelines asap to be presented for approval by the GR's and AWSC. If the Policy Comm was to put working on possible updates to the P & P on hold until the end of 2023-2025 term due to Motion #2, shouldn't there have been discussion on this at Spring Assembly when they gave their report indicating they were moving forward? From *Policy Comm Report* "...decided to begin by reviewing Policy... any Policy changes we suggest will need to be approved by the GRs at the Assembly...excited to once again schedule a special day to go over all the changes at once instead of taking time at AWSC and Assemblies."

I would be in favor of moving forward with updates, discussion and approval on the Iowa P & P Guidelines so Iowa policy information can be available asap for new E Group members to use in making a Knowledge Based Decision as they consider options of which Area they might petition to join. IE: they would then have available Iowa Area meeting attendance and residential requirements, Assembly/AWSC meeting attendance options and duties of service opportunities etc.

PP Reply: We did strike the words as we felt they possibly fit better in Procedure vs Policy area. As a committee, we did not see that the word 'trial' was involved in the motion and that is why initially we included these words. We also noted that there have had other 'trials' within the Area and we still have gone forward with an action. We felt we could always adjust if this process did not workout.

- The words, 'either in person or virtually'...(in multiple areas of Policy)

This should be discussed by the larger AWSC body. Define what these mean: Does it mean everyone is in person, everyone is virtual (great for inclement weather) or hybrid for those that 'choose' to participate in a physical event through electronic means. Further review if hybrid, while convenient for some, is good for the whole. By noting a location, the focus moves from the event itself to the 'place' it will be held. The location of each event this term has been decided by the officers on a case by case basis. By defining the location, we may be limiting ourselves to always having to make a decision rather than having a standard protocol of presuming it is physical unless otherwise noted.

To incorporate E-Groups how can we not offer the option of Virtual / Hybrid Meetings. Regarding Virtual meeting option, I feel this option opens the door to more opportunities. To me this is also closely linked to the decision on the discussion of "who resides in Iowa"

So, not really in favor but if we take out the 'either in person or virtually we should acknowledge 'any type of attendance in some way. This seems to be a question that continues to come up. Maybe put in Procedure so it is not 'set in stone type of thing?

PP – the language ‘either in person or virtually’ in all areas has been removed.

- Attendance at Assembly and AWSC meetings

Why do we have this twice?

PP- One is for the attendance at AWSC meetings and one about attendance at Assemblies.

- All Iowa Area Officers are required to become certified AMIAS in good standing in accordance with the Iowa Alateen Safety and Behavior Requirements. Alateen...

This needs discussion since we may allow others from different states to participate in Area Service. This position may be one we require Iowa residency.

PP – it is already noted in the Alateen Requirements – pg. 20, #5 – If the AMIAS applicant reports previous residence in another state or has changed their name in the past 10 years; additional background checks must be completed. We may need to change the word ‘previous’ but this requires the Alateen Committee to follow up on. We will notify them of this task.

- At the conclusion of the elections, all ballots, paper or electronic, will be destroyed by the Iowa Area Secretary or Iowa Area Chairperson.

Question if it is necessary to include type or will it only limit it in the future? Leaving language broader allows for emerging formats to be included. We don't know what could replace both paper or electronic in the future. Also wondering if the Tech Coordinator will be posting the polls and doing the destroying. Not sure yet.

PP – Committee felt this was a two part question.

We felt that by adding paper or electronic we felt it gave clarification to the any voting member that their ballot would be destroyed.

Destroying ballots and posting motions would be done by Officers. PP believes the whole voting process should be done by officers except the actual physical task of ‘posting’ the polls.

- The incoming Alateen Coordinator/AAPP is required to be able to become a certified AMIAS in good standing in accordance with the Iowa Alateen Safety and Behavior Requirements.

This needs discussion since we may allow others from different states to participate in Area Service. This position may be one we require Iowa residency.

PP – it is already noted in the Alateen Requirements – pg. 20, #5 – If the AMIAS applicant reports previous residence in another state or has changed their name in the past 10 years, additional background checks must be completed. We may need to change the word ‘previous’ but this requires the Alateen Committee to follow up on. We will notify them of this task.

- Alateen Committee: The Committee is composed of the Area Alateen Coordinator/AAPP, the Area Delegate, two (2) Iowa District Representatives and a Past Iowa Delegate, if available. All members of this committee must be/or will become a certified AMIAS in good standing in accordance with the Iowa Alateen Safety and Behavior Requirements, within six months of appointment.

This needs discussion since we may allow others from different states to participate in Area Service.

PP- See other Alateen questions answer.

- Budget Committee: This Committee assists the Area Treasurer in developing and presenting to the AWSC, an annual budget of estimated income and expense of the Area, making certain the Area is always financially sound. This committee may also make recommendations involving reimbursement expenditures of the Area. This committee is composed of the Iowa Area Treasurer, Area Chairperson and Area Alternate Delegate.

This steps into money managing and oversight rather than allowing leaders to be trusted servants. Would this group tell someone 'no' they can't have a reimbursement? I checked with Linda on where this was rising from and she said it didn't come from her. Defining acceptable expenses might help the volunteer to have clarity on what the budget is to be used for. For instance, the Delegate has a budget that is used for love gifts, and to further the Iowa Area such as Area Serenity

Weekend packages. This year the GoDaddy bill went up. Would an oversight committee have reviewed that before paying?

PP – We removed the word ‘reimbursement’ to alleviate confusion but left the rest of the statement. This committee does discuss via the proposed budget. Other committee should be submitting future costs to this committee so the development of the budget will allow for appropriate reimbursement.

- **Technology Committee:** This committee assists the Area Technology Coordinator in managing the technology resources for the benefit of the Iowa AFG AWSC and Area Assemblies. The Committee is composed of: Iowa Area Delegate, Secretary, Area Treasurer, Area Website Coordinator, Iowa Area District Representative, and a Past Iowa Delegate, if available.

Remove Secretary – add Chairperson Replace Secretary with Chairperson. The Chairperson will need to work closely with the Tech for events to display powerpoints, and virtual needs. Working together on this committee would allow them to develop a stronger working relationship.

PP – Recommends that we remove off both Secretary and Treasurer and add Alternate Delegate and Chairperson.

- Iowa Area trusted servants are keenly aware that AI-Anon is supported only by the financial donations from members and they respect the use of AI-Anon’s funds for AI-Anon business travel and other costs.

Not sure why this was added. Is there similar wording in the service manual? If so where is that?

PP – Yes, this information is in the Service Manual but felt it was important to restate.

- **Dividing or Realigning Area Districts.** When creating a new District, electronic or geographic, by division or realignment to improve participation and representation of its groups, members of the participating Districts need to communicate among each other as openly as possible, keeping the Traditions in mind. Members also need to consider the financial obligations that may arise from any creation, division or realignment.

Should this also include discussion with the Area (if electronic it would be the global area)

PP- This is speaking only about districts at this time. If talking about Dist. 16 we will have a discussion later as it develops.

- **Group Alignment within Iowa Area Districts** -Any group located in one District contiguous with another District may, through group conscience, request to participate in the second District and give up participation in the first District, as agreed upon by both Districts. If there is no DR to notify, the moving group would inform the AWSC of the change.

What if no DR? - Include after...both Districts ‘If the District does not have a DR, then the group will notify all of the groups within that district of their wish to join the district and of a date to convene as a district to vote on the matter.’

Will each Iowa District be autonomous to set up their own District policy/guidelines for E-Groups to join their Districts? If so, is a note needed along with “...through discussion with DRs of both Districts.” to the effect of something like “...through discussion with DRs of both Districts and in accordance with individual District policy.”?

PP – Individual groups often are not aware of other groups in a District and probably would not know who to contact. The process for the group contacting all other groups and taking a vote would be the same process of establishing a DR and since a DR has not been elected would the ‘dark’ district really reply in any way? The PP thought by adding the words – notify the AWSC, then the Area Group records, the Delegate or another Area Officer could assist.

PP Added the words – ‘and in accordance with individual District’s policy’ to give clarify each District’s autonomy in accepting E-groups.

Comments and Replies Received from Member's review: Procedure

- Iowa Area Chairperson Job Description -

As advised by the EGWG, in information about trusted servants possibly living anywhere, as long as the group agrees, and they are receiving and delivering the Iowa Area information that their group needs.

PP Reply: We added the following statement to all AWSC / Assembly member job descriptions.

Is an 'Active' member of Iowa Area AI-Anon and has relinquished voting rights in other Areas/Districts within the WSC structure. (See Eligibility to Stand for Area Officer requirements/ See Eligibility to Stand for Area Coordinator requirements)

- Iowa Area Chairperson Job Description – Committees

Include Chairperson on Technology Committee

PP Reply: We deleted the positions of Secretary and Treasurer and added the Area Chairperson and Area Alternate Delegate to the Committee – as we did in Policy – Committee structure.

- Iowa Area Delegate Job Description – Committee

To be a member of the Alateen Committee: This needs discussion regarding a possibility of a delegate being from another Iowa and serving in Iowa

PP Reply: As P&P tried to do with Policy, reviewed Alateen guidelines and made reviewed and found statements that make certain that all background checks etc. would cover out of Iowa members.

- Iowa Area Treasurer Job Description – Appeal Letter

Is defining the method necessary? Can it be sent electronically in June and by mail in October? Adding in the word Electronically may be limiting in the long run.

PP Reply: We removed the word electronically so it just states 'sent' giving the option of sending in any means necessary at the time.

- Iowa Area Treasurer Job Description – Assembly duties - Assumes the following Area Assembly duties: - Reports to the Assembly the Area financial report.

Suggest 'Presents' the Area Financial Report.

PP Reply: We changed the word Reports to Presents.

- Iowa Area Group Records Coordinator Job Description - Facilitates the process of filtering electronic groups initially into the Electronic District (16).

I do not think this position would do this as it would probably already be decided which district before Group Records is notified by WSO.

PP Reply: There will be discussion on this motion at the AWSC to more define the process for current registered groups vs 'new' groups.

- Iowa Area Group Records Coordinator Job Description - With approval of the AWSC, assists Iowa Area Districts with the process of group petitions requesting to change Districts

Not sure why but Group Records does not maintain the DR list –the secretary does. WHY? If Group Records is to assist, they may need to keep the AWSC CMA listing???

I thought Group record coord. just recorded information received from WSO and/or DRS so I am questioning this also.

PP Reply: The Group records coordinator would have a copy of the AWSC CMA list SO, they would have the list. P&P did feel that it is important for groups to have someone to reach out to if they get confused about some the processes involving groups and Districts. Group Records would probably be where Groups would reach out to or DRs.

- Iowa Area Group Records Job Description – Assists the Area Secretary in registering all group GRs/Alternate GRs attending the Assembly.

This formatting is off. The update reads - Assists the Area Secretary in registering all group GRs/Alternate GRs attending the Assembly. This makes it sound like groups can register at Assembly. Would it provide clarity to say: Confirms Group Representative information and assists the Area Secretary with event registration at Assembly.

PP Reply: The statement is that it is the registration of the GRs/Alternates, not the group registration. We felt we could leave the statement as is.

- Iowa Area Technology Coordinator Job Description - Works with Assembly General Planning Committee in establishing a connection with the appropriate AA and/or Facilities individual(s) to make certain audio visual/virtual aspects are in place, if available.

I would like it to specifically state: is responsible for assessing hardware used to facilitate hybrid AWSC and Assembly meetings and make recommendations to ensure the best outcome for these meetings.

PP Reply: We felt we cannot do anything with this at this time as the AWSC has made any formal decisions regarding virtual business meetings. We did add the words: “if available” to give flexibility as we go.

- Iowa Area District Representative Job Description - Resides within the Iowa Area. Regularly attends Iowa AI-Anon meetings either in person or virtually. Attends Iowa AWSC & Iowa Area Assemblies, either in person or virtually.

A meeting is a meeting now regardless of location. We should trust our trusted servants at the district level are attending meetings.

The Alateen Committee has had this discussion and haven't been able to define what Regularly Attends means because it means different things to different people. Including this can create controversy.

PP Reply: As per policy, we removed remove the residency statement and the 'either in person or virtually statement but left in the words 'Regularly' as that does offer some guidelines for those who fill these positions.

- Iowa Guidelines for AI-Anon and Alateen Participation in an AA Conference - AI-Anon will require a meeting room for our Assembly business meeting that will accommodate ~~100~~ 450 people and, if possible, allow for virtual participation during Assembly business meetings.

Is this 150 people a realistic number? Maybe we need to check with AA and registration to see what possibly our 'average' is or check our past check-in sheets to see how many members really do attend.

I believe this should be expanded. At least to cover all day Saturday. The issue is if we are set up for hybrid, not use it for the whole meeting. When people register to come to the Assembly in person, they don't get to choose on the registration form “I only want to come on Saturday”. It is for the whole weekend. I believe we should allow the electronic groups the same opportunities.

PP Reply: We would recommend changing this number to 100.

We added the words that were suggested by EGWG: 'if possible, allow for virtual participation...'

- Iowa Guidelines for Al-Anon and Alateen Participation in an AA Conference - Area Treasurer/Area Secretary/Group Records Coordinator Responsibilities. - The Area Secretary will issue GR voting cards for voting at the Assembly.

ID-ing the electronic GRs was a bit messy during the last assembly. We need to research how we can "issue" them a voting card and it should be added to this section.

PP Reply: Currently we do not have anything to add/change as we are still trying to determine how future AWSC & Assembly meetings are held. Will they always have a virtual option?

- Iowa Guidelines for Al-Anon and Alateen Participation in an AA Conference – Technology Coordinator - Works with Area Chairperson, Area Delegate, and Alternate Delegate as the manager of the Area's digital needs during the setting up and facilitating of the Area business meetings, as available.

Need to add Alternate Delegate as they are the liaison for the Assembly

Tech Coordinator - assembly duties. Meetings (Assembly & AWSC) being hybrid are discussed several times throughout the document - thoughts on adding "if needed"? It sounds to me the way it is written like Assemblies and AWSC will always have a hybrid component.

PP Reply: We adjusted the paragraph and added the Alternate Delegate. We also added the words, as available to make sure there is flexibility in the future.

- Iowa Guidelines for Al-Anon and Alateen Participation in an AA Conference - General Planning Committee Information - Works with the Alternate Delegate and Technology Coordinator in establishing a connection with the appropriate AA and/or Facilities individual(s) to make certain audio visual/virtual aspects are in place.

This might be better left with the Alternate Delegate instead of the local district. The Alt Delegate will have a consistent feel for how the Assembly should flow and the a/v requirements that should be met.

I like this. Maybe even add "has discussions about alternative in the event tech isn't available."

PP Reply: We added Alternate Delegate to this, working with the General Committee. We thought that it was important that the General Committee needs to know how and if these things are available so wanted to leave it here along with the Alternate Delegate information.

- Iowa Guidelines for Al-Anon and Alateen Participation in an AA Conference - Al-Anon Business Meeting Room Needs - Arrange for a business meeting room to seat **100** people.

For Assemblies we reference that AA provide a room for 150 - thinking that could be lowered to 100? We have not hit 100 people attending in several years.

PP Reply: We would like to recommend 100 people.

- Iowa Guidelines for Al-Anon and Alateen Participation in an AA Conference - Al-Anon Business Meeting Room Needs - Arrange for a table, with two chairs, near the entrance/exit door of the Al-Anon business meeting room for GR Registration with Area Secretary and Groups Records Coordinator.

Shouldn't this be 3 chairs?

PP Reply: The Treasurer will not necessarily be sitting at this table anymore but could accept donations wherever/however they can. The treasurer could also sit a basket on the table to collect donations, they do not need to be sitting at the table.

- Iowa Guidelines for AI-Anon and Alateen Participation in an AA Conference - AI-Anon Business Meeting Room Needs - Arrange for Candlelight meeting room. This can be the same room as AI-Anon business meeting room.

Should this be deleted as we are in a 3 year trial of not having candle light meetings?

PP Reply – This will be deleted.

- Iowa Guidelines for AI-Anon and Alateen Participation in an AA Conference - AI-Anon Business Meeting Room Needs - Check the facility for location of projection screen, etc. to accommodate virtual aspect of business meeting.

Already covered above: Communicate with AA Committee regarding Audio/Visual and internet needs, expenses and feasibility.

PP Reply: We changed Hybrid to Virtual. We thought we would leave this in as it would be another place where we would be share with AA.

- Iowa Guidelines for AI-Anon and Alateen Participation in an AA Conference – Establish a chairperson for the Friday and Saturday night AI-Anon sharing (candlelight) meetings.

PP Reply – We are deleting this as we are not holding candlelight meetings for at least 3 years.

- Sample of Agenda - The following schedule is for planning purposes only and should be provided to the AA host committee as soon as possible. This is not the actual agenda. The specific agenda for AI-Anon will be planned by the AWSC before the assembly. Ample time will be allowed so that the specific agenda will be given to AA for printing the assembly schedule.

This should be included on the AA flyer

Including AI-Anon's itinerary will provide our GRs with an understanding of time expectations for the Assembly. It may increase participation.

PP Reply: The AI-Anon agenda should be posted in the Newsletter and the Website (see these Coordinator's job descriptions). We possibly could ask AA to make a statement about where to find the AI-Anon agenda and also communicated through DRs. The flyer is AAs.

- Sample of Agenda -10:00 PM Open AI-Anon/Alateen Candlelight meeting (25 people) directly following the AWSC meeting
- **PP Reply – We are deleting this as we are not holding candlelight meetings for at least 3 years. We deleted all listings of candlelight meetings for AI-Anon.**