AL-ANON - SOUTHERN CALIFORNIA WORLD SERVICE (SCWS)
AREA ASSEMBLY – SATURDAY, NOVEMBER 15, 2025
FIRST UNITED METHODIST CHURCH OF GLENDALE
CARLSON FELLOWSHIP CENTER

MINUTES (Draft)

Hybrid **9:00 AM – 4:00 PM**

- Meeting began at 9:08am.
- For Zoom Meeting Training Instructions, go to https://www.scws-al-anon.org/wp-content/uploads/2024/03/Website-English-ZOOM-TRAINING-SESSION-INSTRUCTIONS-2024.pdf
- The Chair asked people in the room not to access Zoom on their phones. Zoom participants were instructed to "Chat" to the Tech Team if they had technical issues.
- For Ask-It-Basket Questions, could be in "chat" to our Alternate Delegate or placed in the physical Basket, in person.
- Meeting questions were to be "chatted" Delegate, Teresa F.
- District Representatives (DR) were directed to "Chat" to Group Records Coordinator, Cathy W., when the number of Group Representatives (GR) changed.
- For Spanish translation, Spanish-speakers were directed to use the Interpretation 🌐 feature on Zoom. . Translation equipment was available on site.

Documents/Presentations could be found on the SCWS website (2025 November Assembly) at https://www.scws-al-anon.org/area-world-service-assembly-meeting-information/

8:15-8:55 a.m. – Members signed in, changed virtual name tags on Zoom. They signed in and received physical name tags on site.

1. **Chairperson's Report** — chairperson@scws-al-anon.org **Irene C.**
   A. Moment of Silence, followed by the Serenity Prayer.
   B. Welcome – GRs, DRs, Service Panel, AIS Liaisons and Conventions Chairs, and Past Delegates
   C. Meeting Transcription – Members were given instructions for using the "chat" feature, if they did not want to be included in the written transcript (which is used exclusively by the Secretary for purpose of creating the Minutes).
   D. Guidelines for Meeting Participation & Who Has a Voice and a Vote were reviewed
   E. A link for filling out the Assembly Survey was posted in the Chat and on the SCWS website.
   F. Calendar for 2026 was reviewed:

January 17, SOS 50th Anniversary Workshop	February 7, 10 am-Noon, DR Workshop
February 21, 9am-4pm, AWSC Meeting	May 2, 10am-Noon, GR Workshop
May 16, 9am-4pm, Area Assembly	August 1, 10am-Noon, DR Workshop
August 15, 9am-4pm, AWSC Meeting	November 7, 10am-Noon, GR Workshop
November 21, 9am-4pm, Area Assembly	

   G. Open Positions on the Service Panel—Public Information, Spanish, and Bulletin Coordinators

2. **Traditions** read by: Anne H. District # 17

3. **Reminders** – chairperson@scws-al-anon.org **Irene C.**

A. Group Representative (GR) Information: https://www.scws-al-anon.org/area-world-service-assembly-meeting-information/group-representative-orientation-material/

B. District Representatives (DR) Information
- DR Information on Website: https://scws-al-anon.org/area-world-service-committee-meeting-information/
- Check District Information on Website: https://www.scws-al-anon.org/district-meetings/
- Alateen Member Involved in Alateen Service (AMIAS) Paperwork: Chair reminded DRs to check their email frequently and to sign AMIAS-related documents.

C. Reminders
- Rest Rooms, Hospitality Tables, Bring Your Own Lunch, Voting Process
- Members asked to refrain from using on-site Wi-Fi.
- *Bulletin* Reports for Service Panel, DR, AIS Liaisons, and Convention are due by November 29.
- Website and anonymity regarding email addresses; do not use last names or work email addresses.
- Keep Group Records Information updated. Register two weeks before Assembly Meetings in May and November for voting purposes. https://www.scws-al-anon.org/group-records/
- Contact Us: https://www.scws-al-anon.org/contact/
- Knowledge-Based Decision-Making (KBDM) Information: https://www.scws-al-anon.org/area-world-service-assembly-meeting-information/
- To submit potential AWSC or Assembly Agenda items and Area-wide suggestions, items should be discussed at District level and submitted by DRs using the Suggestion Form: https://scws-al-anon.org/awsc-suggestion-form/

4. Delegate's WSO Update – delegate@scws-al-anon.org **Teresa F.**
- The Delegate's Report–reviewed the recent Chairman of the Board letter which will be posted on the Delegate's Corner of the scws-al-anon.org website after it is translated.

5. WSO Executive Director Presentation (2 hours plus 10-minute break) Vali F.
Legal Responsibilities and the Traditional Fellowship
- Vali presented, and the presentation will be made available for trusted servants.
- Vali asked members questions and four participants who answered correctly won a piece of Al-Anon literature, as specified by the speaker.
- There was a skit about the difference between the legal entity (AFG, Inc. in Virginia Beach and Southern California World Service of AFG, Inc. in California) and the traditional fellowship (the World Service Conference that meets once a year in Virginia and the SCWS Assembly, that meets twice a year in California).
- Vali paused the presentation at various points to take questions from members. Following are questions and/or comments from participants.
- When members have challenges within their groups, they first take those to their Districts to see if they can be resolved there. If not, they might take the issue to the Area level.
- Any "slip and fall" problems at meetings in Southern California are brought to the Area level because SCWS is the legal entity that has purchased insurance to cover the meetings. Meetings are not legal entities but are traditional.
- Some of the qualifications of being a Trustee of the Board of Al-Anon Family Group Headquarters, Inc.: having at least ten (10) years continuous, active Al-Anon membership, with service leadership experience beyond the group level. Further qualifications can be obtained here: https://al-anon.org/pdf/Trustee-Role-Description.pdf
- The "Al-Anon World Service Conference Charter" is the informal agreement, built on trust, between the WSC and the Board of Trustees (*2022-2025 Al-Anon/Alateen Service Manual V2*, pgs. 227-231) which ensures that the Board of Trustees will be guided by the voice of the groups as expressed by the Delegates who attend the World Service Conference.

- A member asked about the process of changing the wording of the Twelve Steps and Traditions. According to the Al-Anon World Service Conference Charter, “No changes are to be made in the Al-Anon or Alateen Traditions, the Steps and the Concepts of Service (except the descriptive text), or the General Warranties of the Conference Charter (Item 12) without written consent of three-quarters of the Al-Anon Family Groups” (*Service Manual*, p. 228, 3-d.).
- There is an informal agreement, between the WSC and the Board of Trustees, that the Board agrees to resign if three-quarters of the Conference votes to remove them. Because the Board of Trustees is the ultimate legal authority, this agreement is built on trust and is not in the Board’s Bylaws (which is a legal document). It is defined in Charter 4: Relation to the World Service Office (*Service Manual,* p. 228).
- Within SCWS, many of the Motions voted on at the Assembly address procedures and guidelines for the SCWS service structure.
- The Area is currently rewriting its Bylaws so that the legal structure (of the Board of Directors) and the traditional structure (the Assembly) is clearly separated and defined.
- Question regarding whether SCWS could “borrow” from the AFG, Inc. Bylaws. Yes – they can be used as a starting point.
- Are other Areas incorporated? If so, could we “borrow” from them also? Yes – that can be part of the process used by the people in the Area who are rewriting the SCWS Bylaws.
- If the fellowship were “visible” in the eyes of the law, this would leave the groups vulnerable to legal action. This is part of the reason why there is currently an SCWS Bylaws Task Force revising the Bylaws–and working with an attorney–to ensure that there is clarity about the legal and the traditional entities within SCWS.
- The Area might write its own version of the Charter, to define the conceptual and the working relationship between the legal entity (SCWS of AFG, Inc.) and the traditional entity (the Assembly), so that we are consistent with Tradition 9: “Our groups, as such ought never be organized” (*Service Manual*, p. 14) yet the Groups will remain at the top of the upside-down triangle.
- One of the problems with the current (unrevised) Area Bylaws is that the Assembly is included in the legal entity. It should not be, as the Group Representatives should have no legal responsibility for the 501(c)(3) entity, SCWS of AFG, Inc. Similarly, the Coordinators should not be included in the legal entity, as they should also have no legal responsibility for SCWS of AFG, Inc.
- Many Areas around the country have found themselves with Bylaws which have “blended” the traditional and legal aspects of their 501(c)(3) entities with their Assemblies and they have gone through the process of separating those two entities. Our Delegate can be in touch with the Delegates of other Areas to learn more about their experiences.
- One member cautioned against rushing through this process–of rewriting the Bylaws and creating an Area Charter–so that members will have ample time to give their input and ask questions.
- A member referenced the conflict within the Area in 2024 and the lack of clarity at the time about the composition of the legal entity versus the traditional entity because of how the Bylaws were written. Even though the Bylaws were confusing, the fiduciaries of the corporation were the officers, as is the case currently.
- The “upside down triangle” – with the Groups on the top and AFG, Inc. on the bottom – will be preserved through clearly defining the service structure and understanding the relationship between the groups and the legal entity. Creating a Charter to define that relationship more clearly will go a long way toward clarifying any confusion and ensuring consistency with the first Concept of Service: “the ultimate responsibility and authority for Al-Anon world services belongs to the Al-Anon groups” (*Service Manual,* p. 16)

11:45 p.m. Lunch Break and Fellowship (Members were encouraged to fellowship with one another if they were at the church, and to talk to one another on Zoom. Zoom members were encouraged to keep Zoom on to prevent having to reload the meeting.

12:35 p.m. – Reconvened

Concepts read by: Diane M.P. District # 57

6. **KBDM Presentation** **Irene C. and Teresa F.**
https://scws-al-anon.org/wp-content/uploads/2025/08/Discussion-and-Voting-Using-KBDM-august-2025.pdf

7. **Roll Call – Group Records Coordinator** – grouprecords@scws-al-anon.org **Cathy W.**

(DRs please update Cathy throughout the day if you add/subtract GRs from your total.)
"P" = Present in person, "PZ" = Present on Zoom

SCWS BOARD POSITION	NAME	Present/ Absent
Alternate Delegate & Forum Coordinator	Sean N.-G.	P
Chairperson	Irene C.	P
Delegate	Teresa F.	P
Secretary	Donna E.	P
Treasurer	Vicki V.	P
Immediate Past Delegate	Tim P.	P
AIS-LDC Coordinator	Yoly W-H.	P
Archives Coordinator	Kathleen G.	P
Area Alateen **Communications** Coordinator	Selena J.	PZ
Area Alateen **Events** Coordinator	Jeri M.	PZ
Area Alateen **Member** Coordinator	Shana B.	P(AM), A(PM)
Area Alateen Process Person	Betty D.	P
Area Alateen **Sponsor** Coordinator	Tina N.	P
Bulletin Coordinator ("Newsletter Editor")	vacant	n/a
Cooperating w/ Professional Community	Wendy B.	P
Group Records Coordinator	Cathy W.	P
Hospitality Coordinator	Maria N.	P
Institutions Coordinator	Shauna S.	PZ
Insurance Coordinator	Elaine A.	PZ
Literature Coordinator	Annah H.	P
Public Information Coordinator	vacant	n/a
Spanish Coordinator	vacant	n/a
Technology Coordinator	Sue B.	P

Website Coordinator	Heather G.	PZ

AIS-LDC LIAISON	NAME	Present/ Absent
Inland Empire	vacant	n/a
Los Angeles County	Michele G.	P
Orange County	vacant	n/a
San Diego County	Dayna H.	A
Spanish Intergroup	Josefa J.	PZ

CONVENTION CHAIRPERSONS	NAME	Present/ Absent
AFG Convention	Lori I. (2026) Melody (2027)	P P
Southern CA Alateen Conference	Bernadette H.	A
SoCal AA Convention/Al-Anon Chair	Charlene H. (2026)	P
Young at Heart in Al-Anon (YHA)	vacant	n/a

PANEL	NAME	Present/ Absent
2003-2005	Miriam M.	PZ
1997-1999	Willie W.	PZ

Number of Group Representatives (GRs) in attendance on-site and on Zoom for each District:

DRAFT

D#	DR/ADR	PRESENT/ ABSENT	# of GRs	D#	DR/ADR	PRESENT/ ABSENT	# of GRs
03	**Delfina M.**	PZ	2	**40**	**Peggy B.**	PZ	6
06	**Sarah H.**	PZ	5	**42**	**Maria N.**	P	13
08	**Jessie S.**	PZ	4	**45**	**Patricia D.**	P	13
09	**Denise H.**	P	3	**48**	**Dora Luz L.**	P	1
10	**Loreina C.**	A	2	**51**	**Adrienne B.**	PZ	0
12	**Newt G.**	PZ	13	**54**	**Laurie M.**	PZ	7
15	vacant		1	**57**	**Diane M. P.**	P	8
17	**Heather G.**	PZ	8	**60**	**Karen G.**	P	11
21	**Keith F.**	P	10	**63**	**Diane McC.**	PZ	6
24	**vacant**		3	**64**	**Victor M.**	PZ	5
27	**Nate S.**	P	11	**66**	**Kristin R.**	PZ	13
30	**Gloria S.**	P	9	**69**	**Annah H.**	P	12
33	**Bonnie R.**	PZ	4	**72**	**Randy B.**	PZ	12
36	**Coy C.**	PZ	2	**75**	**Maya M.**	P	13
39	**Gerardo**	PZ	3	**78**	**Luz T. A.**	PZ	2

202 Voting Members (at the time of voting, Item 12)

8. Secretary – secretary@scws-al-anon.org **Donna E.**

- **Approval of Minutes for May 17, 2025 Assembly Meeting** *https://scws-al-anon.org/wp-content/uploads/2025/10/Draft-Minutes-May-2025.pdf*
- The Minutes were approved without amendments or changes.

9. Contributions to WSO (10 minutes) **Teresa F.**
https://scws-al-anon.org/wp-content/uploads/2025/10/November-15-2025-Contributing-to-WSO.pdf

10. Treasurer's Report (50 minutes) – financials@scws-al-anon.org **Vicki V.**

A. 7th Tradition (members online may go to the scws-al-anon.org website to contribute. Treasurer reviewed the Area's Reimbursement Policy.
B. January to September 2025 Financial Reports: https://scws-al-anon.org/area-assembly-meeting-information/
   a. Total SCWS plus SCAC = $174,104.81
   b. January through September 30 – total income $82, 236.18
   c. $35,000 to WSO approved at the May Assembly was for 2024.
      - There was a suggestion to spend more on technology for future hybrid meetings.
      - The Tech Team will meet after the Assembly to assess what the Area might need to improve the hybrid experience
      - The budget is based on the budgetary requests submitted by the Coordinators. If they are not spending all of the money that is contributed to us, then the surplus is sent to the next service arm – the WSO.
C. SCAC Financial Report
D. SCWS and SCAC WSO Contributions – Finance Committee is recommending sending $40,000 to WSO for 2025 ($25,000 from SCWS and $15,000 from SCAC)
E. 2026 Budget – for both SCWS and SCAC – increased the budget to $75,000 for 2026

2:15 p.m.—Break

11. Insurance Work Group Report and Vote **Irene C.**

A. Presentation:
B. Vote
C. Certificates
   a. Insurance covers Alathons and other District special events.
   b. We pay the insurance monthly.
   c. There is not a difference in the amount we pay, if we pay in one lump sum (rather than monthly).
   d. Alateen is considered to be an "outside" group at schools and they have to provide liability insurance and Sexual Abuse and Molestation (SAM) coverage.

12. Votes – Only registered GRs may vote. **Irene C.**

Voting members in the room, 52: on Zoom, 150 = 202 voting members

A. Accept SCWS Financial Statements through September 30, 2025./Aceptar los estados financieros de SCWS hasta el 30 de septiembre de 2025.			
Motion: Read by Chair		**Seconded: no second**	
Yea **183**	**Nay** **5**	**Abstentions** **14**	**Adjusted Percentage** **97.3%**

B. Approve 2026 SCWS Budget./Aprobar el presupuesto del SCWS para 2026.			
Motion: Read by Chair		**Seconded: no second**	
Yea **192**	**Nay** **7**	**Abstentions** **12**	**Adjusted Percentage** **96.4%**

C. Approve the 2026 SCAC Budget./Aprobar el presupuesto del SCAC para 2026.			
Motion: Read by Chair		**Seconded: no Second**	
Yea **189**	**Nay** **9**	**Abstentions** **11**	**Adjusted Percentage** **95.4%**

The Chair was made aware that no one from the floor had made the motion and seconded it. By voice consent, the participants in person affirmed that they did not want to re-take the votes for the previous motions.

D. **Approve SCWS Officers' recommendation to continue to provide Insurance for Area Al-Anon and Alateen Meeting Groups, District Meetings and events, and Area Meetings and events between $13,500 and $25,000./Aprobar la recomendación de los funcionarios de SCWS de continuar proporcionando seguro para los grupos de reuniones de Al-Anon y Alateen del área, reuniones y eventos del distrito, y reuniones y eventos del área entre $13,500 y $25,000.**			
Motion: Michael, D21		**Seconded: Trudy, D17**	
Yea 200	**Nay3**	**Abstentions 5**	**Adjusted Percentage 98.5%**

E. **Approve WSO Contribution of 2025 SCWS surplus funds of $25,000 and SCAC surplus funds $15,000 for a total of $40,000./Aprobar la contribución de la WSO de los fondos excedentes de 2025 del SCWS por valor de 25,000 dolares y los fondos excedentes del SCAC por valor de 15,000 dólares, lo que suma un total de 40,000 dólares.**			
Motion: Gary, D6		**Seconded: Diane M.P., D57**	
Yea 181	**Nay 18**	**Abstentions 6**	**Adjusted Percentage 90.9%**

13. Alternate Delegate's Report – altdelegate@scws-al-anon.org **Sean N.-G.**

A. The *Forum* – consider submitting short articles for publication
B. Sharing of Service 50th Anniversary Workshop, January 17, 2026. Volunteers are still needed.

14. Old Business–both Task Forces are meeting regularly and do not yet have final reports to present

A. Bylaws Task Force **Teresa F.**
B. Policies and Procedures Handbook Task Force **Irene C.**

15. New Business **Irene C.**

- Public Outreach Committee–Members encouraged to contact Irene if interested in participating.

16. Coordinators Reports (Reported online) Please submit written reports for the Bulletin. Did not have time to give the Reports.

AIS-LDC Coordinator	ais-ldc@scws-al-anon.org	**Yoly W.-H.**
Archives Coordinator	archives@scws-al-anon.org	**Kathy G.**
Area Alateen Communications Coordinator	alateencommunications@scws-al-anon.org	**Selena J.**
Area Alateen Events Coordinator	alateenevents@scws-al-anon.org	**Jeri M.**
Area Alateen Member Coordinator	alateenmember@scws-al-anon.org	**Alateen**
Area Alateen Process Person	aapp@scws-al-anon.org	**Betty D.**
Area Alateen Sponsor Coordinator	alateensponsor@scws-al-anon.org	**Tina N.**
Bulletin Coordinator	bulletin@scws-al-anon.org	**Vacant**

Cooperating w/Professional Community	cpc@scws-al-anon.org	**Wendy B.**
Group Records Coordinator	grouprecords@scws-al-anon.org	**Cathy W.**
Hospitality Coordinator	hospitality@scws-al-anon.org	**Maria N.**
Institutions Coordinator	institutions@scws-al-anon.org	**Shauna S.**
Insurance Coordinator	insurance@scws-al-anon.org	**Elaine A.**
Literature Coordinator	literature@scws-al-anon.org	**Annah H.**
Public Information Coordinator	publicinformation@scws-al-anon.org	**Vacant**
Spanish Coordinator	spanish@scws-al-anon.org	**Vacant**
Technology Coordinator	technology@scws-al-anon.org	**Sue B.**
Website Coordinator	webhost@scws-al-anon.org	**Heather G.**

17. District Representative Reports B (Did not have time for these reports.) Please submit written reports for the *Bulletin*.

18. Convention Chairperson Reports

- **AFG Convention** – 49th Annual Convention, March 13, 14, 15 in Ontario — **Lori I.**
- **So Cal AA Convention (Al-Anon) –** encouraged members to attend — **Charlene H.**
- **SCAC** – (no report) — **Bernadette H.**
- **Young at Heart Al-Anon (YHA)** — **Inactive**

19. Intergroup Liaisons Reports (Did not have time for these reports)

- **Inland Empire**
- **Los Angeles County**
- **Orange County**
- **Intergrupal Hispana (L.A. County)**
- **Intergrupal Hispana (San Diego)**
- **San Diego County**

4:00 p.m. Closed with the Al-Anon Declaration

Respectfully submitted,
Donna E.
Area Secretary

DRAFT