AL-ANON - SOUTHERN CALIFORNIA WORLD SERVICE (SCWS)
AREA ASSEMBLY – SATURDAY, MAY 16, 2026
FIRST UNITED METHODIST CHURCH OF GLENDALE
CARLSON FELLOWSHIP CENTER

MINUTES (Draft)

Hybrid **9:00 AM – 4:00 PM**

Members entered in-person and online until 9:02am, when the Chairperson began the meeting.

Note:

- Members on Zoom and in person were instructed:
  - that if they stepped away from their computer/phone, to keep the meeting "open" and not end their electronic connection.
  - to "Chat" to the Tech Team if they had technical issues.
  - to "Chat" to the Alternate Delegate, Sean N.-G., with questions on line or to put the questions in the physical basket in the room
  - DRs should "Chat" to contact Records Coordinator Cathy W. when the number of voting GRs changed.
  - to click Interpretation and then click on "Spanish" if they were Spanish-speakers. They could "Chat" to Interpreter, Patty O., with questions or comments. Members in person were instructed to bring their phone and earbuds to sign onto Zoom for Spanish interpretation.
  - to rename themselves according to the protocol found here: https://scws-al-anon.org/wp-content/uploads/2026/03/Area-Zoom-Meeting-Guidelines.pdf
  - To bring their lunches when in-person as lunch was not provided.
  - The Al-Anon Family Groups of Greater Los Angeles sold literature during lunch in the lobby and kept their Glendale Office open until 5 pm to allow for literature purchases. Their address is 741 Glenvia St #102, Glendale, CA 91206.

Documents/Presentations could be found on the SCWS website at https://scws-al-anon.org/area-assembly-meeting-information/

1. **Chairperson's Report (15 minutes)** — chairperson@scws-al-anon.org **Irene C.**
   A. Moment of Silence – Serenity Prayer
   B. Welcomed – GRs, DRs, Service Panel, AIS Liaisons and Conventions Chairs, and Past Delegates
   C. Meeting Transcription – If members did not want to be included in the written transcript, they were directed to chat to "Alt Delegate" with their position and question or comment to be included in the Minutes.
   D. Interpretation services were available on Zoom. If on site, members could use their phone and earbuds to sign into Zoom for interpretation services.
   E. Guidelines for Meeting Participation & Who Has a Voice and a Vote
   F. Assembly Survey was posted in the chat and on the SCWS website. All members were encouraged to complete the survey after the meeting.
   G. Calendar for 2026 was reviewed:

May 24, 7-9 pm, Alateen and Southern California Alateen Conference (SCAC) Question and Answer Workshop, Zoom	May 30, 1-3 pm, Literature Workshop, Zoom
June 20, 10am-Noon, Public Outreach Workshop, Zoom	July 25, 9am-Noon, Special Assembly for Bylaws and Policy
August 1, 10am - Noon, DR Workshop, Zoom	August 8*, Hours TBD, Longtimers' Event, Zoom

	& In-Person in Glendale *date changed to August 22, 1-4:30pm
August 15, 9am-4pm, AWSC Meeting, Zoom	November 7, 10am-Noon, GR Workshop, Zoom
November 21, 9am-4pm, Area Assembly, Zoom & In-Person in Glendale	

H. Volunteers Needed
- Helper for Insurance Coordinator
- Technology Team or Technology Consultant to Run Hybrid Meetings
- Longtimers' Event Planning Committee
- Alateen Electronic Thought Force

2. **Traditions** read by: Cynthia, District #45

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

A. GR Information: https://scws-al-anon.org/area-assembly-meeting-information/

B. DRs Information:https://scws-al-anon.org/area-world-service-committee-meeting-information/
- Check District Information on Website: https://www.scws-al-anon.org/district-meetings/
- AMIAS Paperwork: Check email and sign all relevant documents.

C. Reminders to members in-person and on Zoom:
- Rest Rooms, Hospitality Tables, Bring Your Own Lunch, Voting Process
- Members asked not to use onsite Wi-Fi; password will not be shared. Participants were asked to keep the sound off on their phones, as the sound system was negatively impacted.
- Service Panel, DR, AIS Liaisons, and Convention *Bulletin* Reports are due by May 30.
- Website and anonymity regarding email addresses was reviewed; 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://scws-al-anon.org/knowledge-based-decision-making/
- 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 World Service Conference Report** – delegate@scws-al-anon.org **Teresa F.**
- The Delegates receive "love gifts" from the United States, Canada and Puerto Rico when they are at the World Service Conference (WFC). Our Area contributed bookmarks that have the Al-Anon Declaration on them in English and Spanish, and had 1,500 extra copies made for our English/Spanish-speaking members to take home.
- Several people won *Service Manuals* at the November Assembly. Teresa listed their names–in case they were in the room.
- The Delegate had a PowerPoint presentation which will be posted on the scws-al-anon.org website.
- Al-Anon International Convention will be held on July 20-28, 2028 in Minneapolis
- Delegate's full report will be posted on the scws-al-anon.org website: 2026 World Service Conference (WSC)

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

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A. *The Forum* – please subscribe to it and submit writing to it.
B. Sharing of Service (SOS) Workshop–January 16, 2027
C. Alateen Electronic Thought Force–form this with Al-Anon Members Involved in Alateen Service (AMIAS) to begin discussing how our Area might participate in this program

Lunch Break and Fellowship – including Al-Anon's 75th Anniversary Presentation on Screen

12:35 p.m. – Reconvened

Concepts read by: Annah H., Literature Coordinator

6. Treasurer's Report – financials@scws-al-anon.org **Vicki V.**

Reports presented were posted online for members to review.

A. 7th Tradition and Reimbursement Policy
B. 2025 Financial Review Observations and Recommendations
C. 2025 Financial Position and Statement of Income and Expenses Reports
D. Jan to March 2026 Financial Position and Statement of Income and Expenses Reports
E. 2025 SCAC Statement of Income and Expense Reports
F. Jan to March 2026 SCAC Statement of Income and Expense Reports
G. 2025 Group Contributions Report and Jan to March 2026 Group Contributions Reports (Posted Online)
H. Treasurer Position

QUESTIONS AND COMMENTS

- Request for financials to be posted on the website in a more timely manner.
- Meetings can go online (onto the Assembly webpage) to see if their contributions are being credited.
- What is the relationship between SCAC and SCWS? SCAC funds can only be spent on SCAC-related activities.
- After giving her reports, Vicki announced that she was resigning as Treasurer, effective after today's Assembly meeting. Irene thanked her for her hard work and effort as the Area Treasurer.

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

(DRs were asked to update Cathy if GRs were added or subtracted from the total after roll call.)
"P" = Present in person, "Z" = 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.	Z

Area Alateen **Events** Coordinator	Jeri M.	Z
Area Alateen **Member** Coordinator	Shana B.	Z (a.m.)
Area Alateen Process Person	Betty D.	Z
Area Alateen **Sponsor** Coordinator	Tina N.	P
Bulletin Coordinator ("Newsletter Editor")	Karen A.-M.	A
Cooperating w/ Professional Community	Wendy B.	P
Group Records Coordinator	Cathy W.	P
Hospitality Coordinator	Maria N.	P
Institutions Coordinator	Shauna S.	P
Insurance Coordinator	Chris C.	P
Literature Coordinator	Annah H.	P
Public Information Coordinator	Cherie S.	P
Spanish Coordinator	Marilen H.	P
Technology Coordinator	Sue B.	P
Website Coordinator	Heather G.	Z

AIS-LDC LIAISON	**NAME**	**Present/ Absent**
Inland Empire	Steven F.	Z
Los Angeles County	Bradley R.	A
Orange County	vacant	n/a
San Diego County	Joy	Z
Spanish Intergroup	Eliazar F.	P

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

PANEL	**NAME**	**Present/**

		Absent
2003-2005	Miriam M.	Z
1997-1999	Willie W.	Z

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

D#	DR/ADR	PRESENT/ ABSENT	# of GRs	D#	DR/ADR	PRESENT/ ABSENT	# of GRs
03	**Delfina M.**	Z	2	**40**	**Peggy B.**	P	6
06	**Sarah H.**	P	7	**42**	**Emelinda McG.**	P	12
08	**Jessie S.**	Z	3	**45**	**Patricia D.**	P	9
09	vacant	n/a	1	**48**	**Dora Luz L.**	A	0
10	**Loreina C.**	A	1	**51**	**Sandra M.**	Z	2
12	**Newt G.**	Z	7	**54**	**Laurie M.**	Z	4
15	vacant	n/a		**57**	**Diane M. P.**	P	7
17	**Ann H.**	P	9	**60**	**Karen G.**	P	8
21	**Eddie D.**	P	4	**63**	**Doris C./ADR**	P	7
24	**David O./ADR**	A	6	**64**	**Zully C.**	P	14
27	**Nate S.**	P	8	**66**	**Alfredo G.**	Z	10
30	**Gloria S.**	P	8	**69**	**Werner B.**	Z	10
33	**Sandra L.**	P	1	**72**	**Randy B.**	Z	9
36	**Coy C.**	A	4	**75**	**Trenta R. T.**	Z	8
39	**Gerardo L.**	A	5	**78**	**Luz T. A.**	Z	3

Number of voting members at 1:50pm: 175

8. **Secretary** – secretary@scws-al-anon.org **Donna E.**
   - **Approval of Minutes for November 15, 2025 Assembly Meeting** https://scws-al-anon.org/wp-content/uploads/2026/04/Draft-minutes-november-2025.pdf

9. **Vote to Give Voice to Presenter – Mary M.** **Irene C.**
   In the room, hand count taken. Hand count on Zoom. Majority of members in person and online voted "yes".

10. **1:55 p.m.—Votes –** Only GRs have vote. **Total voting members: 175** **Irene C.**
    A. Acceptance of 2025 SCWS Financial Reports through December 31, 2025.
    B. Acceptance of 2025 SCAC Financial Reports through December 31, 2025.

Accept the SCWS Financial Reports through December 31, 2025 as presented.			
Motion: Read by Chair		**Seconded: no second**	
Yea **133**	**Nay** **2**	**Abstentions** **4**	**Adjusted Percentage** **98.5%**

Accept SCAC Financial Reports through December 31, 2025 as presented.			
Motion: Read by Chair		**Seconded: no second**	
Yea **150**	**Nay** **2**	**Abstentions** **5**	**Adjusted Percentage** **98.6%**

11. Reimbursement Expense Presentation and Vote (15 minutes) **Sandy W./Mary M.**

Approve the increase of mileage reimbursement to 50 cents per mile for GRs and DRs traveling more than 100 miles one way to Assembly and Area World Service (AWSC) meetings.			
Motion: Finance Committee		**Seconded: Gary, D6**	
Yea **165**	**Nay** **4**	**Abstentions** **6**	**Adjusted Percentage** **97.6%**

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Approve up to $200 for one hotel night stay for a DR or GR driving 200 miles or more round trip to Assembly and Area World Service (AWSC) meetings. May be used the day before or the night of the Assembly or AWSC meeting ends.			
Motion: Finance Committee		**Seconded: Enid, D17**	
Yea **165**	**Nay** **0**	**Abstentions** **3**	**Adjusted Percentage** **100%**

2:25 p.m. — Break

12. Insurance Presentation and Vote **Chris C./Miriam M.**

The *SCWS Insurance Coverage* presentation: https://scws-al-anon.org/wp-content/uploads/2026/05/Insurance-presentation-May-2026.pdf

Following are some of the most relevant points from the presentation:

- The original motion explicitly stated that coverage would be provided for: physical groups in SCWS, registered with WSO, "Active" Status, listed/published on the World Service Office (WSO) website and Alateen meetings (including the Southern California Alateen Conference/SCAC).
- Although some other kinds of meetings within the Area were covered in the past two years, the Insurance Work Group and Officers have affirmed that in order to limit risk exposure, we must stay with our original 2022 criteria for eligibility coverage.
- We do *not* cover: conventions, retreats, or conferences (with the exception of SCAC), health fairs, book fairs, fundraisers, District meetings and events, or babysitting associated with an Al-Anon meeting.
- The SCWS policies also cover: general liability, Director and Officer (D&O) liability and Alateen: Coverage for Sexual Abuse and Molestation (SAM) at Alateen meetings, including SCAC and related SCAC fundraising events.
- The cost of covering these entities was $4,000 in 2022. The current 2025/2026 coverage cost is $15,000.
- There is a deductible on each property or medical claim of $2,500.
- SCWS provides Insurance Certificates to facilities that require proof of insurance. Members are asked not to request Certificates unless they are specifically requested by the facility at which they meet. All meetings that meet the criteria above are covered, whether or not they ask for/receive an Insurance Certificate.
- An increasing number of facilities are requesting to be listed as "Additional Insured" on certificates. This has added to our insurance cost, "exposure," and is highly time-consuming for our Insurance Coordinator and Work Group volunteers.
- Because of the timing of when our policy is renewed (November) and the many details that must be worked out with the broker and the insurance company prior to renewal, the GRs were asked to 1) affirm that the Area will continue to provide insurance for meetings per the original 2022 criteria, and 2) authorize the Officers and Insurance Work Group to determine the best policy going forward each year.
- Moving forward, the Officers/Work Group will report on this year's process, create a plan for providing insurance given the increased costs, consider a budget percentage limit for insurance costs and/or cost sharing with groups in the future, and continue to discuss the legal and traditional implications of these choices.

QUESTIONS & COMMENTS

- About 150-200 meetings have asked for Certificates to this point, approximately 25%.
- SCAC reimburses the Area for its portion of the insurance costs.

- Our insurance broker has been exceptionally responsive and supportive.
- Is there a way to change the date of the policy so that it does not coincide with the November Assembly. Answer: Apparently not, per our broker.
- Our insurance will not cover Alathons or events sponsored by Districts.
- The "additional insured" requests require obtaining rental agreements and other administrative details that are time-consuming and tedious.

Number of voting members at 2:40pm = 167

Approve SCWS Officers' recommendation to continue to provide insurance for SCWS* meetings and Events, Area Al-Anon Meeting Groups, Alateen Meeting Groups and the Southern California Alateen Conference (SCAC) and related SCAC meeting events. Allow the Officers and Insurance Work Group to determine the best insurance policy annually, trusting that they will make a decision that is financially prudent and fiscally sound.			
Motion: Officers & Insurance Work Group Seconded: Tree, D63			
Yea **150**	**Nay** **1**	**Abstentions** **2**	**Adjusted Percentage** **99.3%**

***** There was a clarification that this refers to events planned and hosted by the SCWS Service Panel, not meetings and events planned/hosted by Al-Anon members, Districts, AIS/LDC offices, etc., in the Area.

13. Vote to Approve AIS/LDC Coordinator and Insurance Coordinator Positions as Permanent Service Panel Positions **Irene C.**

Approve the AIS-LDC Coordinator and Insurance Coordinator positions as permanent Service Panel positions.			
Motion: Gary D., 6 Seconded: Nicole, D36			
Yea **151**	**Nay** **1**	**Abstentions** **1**	**Adjusted Percentage** **99.3%**

QUESTIONS & COMMENTS

- We typically vote that new positions take place on a trial basis for 3 years and then are voted on to make them permanent positions after the 3-year trial
- These are 3-year positions which coincide with the current panel.

14. Vote to stop trial and remove Young at Heart Al-Anon Convention as an Area-Recognized Convention **Irene C.**

After the trial basis, approve the removal of the Young at Heart Al-Anon Convention as an Area-recognized Convention.			
Motion: Gary D., 6		**Seconded: David, D27**	
Yea **139**	**Nay** **4**	**Abstentions** **8**	**Adjusted Percentage** **97.2%**

15. Old Business

A. Bylaws Amendment and Reinstatement **Teresa F.**
- The new Bylaws will be posted for review by the Area at least 30 days prior to the Special Assembly that we will be hosting on July 25.
- Relevant policies and procedures from the current Bylaws will be included in the Handbook that is being developed by the Handbook Task Force.

B. Policies and Procedures Handbook Task Force **Mary M.**
- The Task Force began to work on assembling an Area Handbook to identify policies and procedures. They are the researchers and data collectors.
- The purpose is to make it easy for our members to have access to all of the relevant information regarding topics of interest.

C. Technology Team and Hybrid Assembly Update **Sue B.**
- Our Tech Coordinator appealed for volunteers to help on the Tech Team. The expenses connected with being part of the committee will be reimbursed by the Area.

D. Public Outreach Committee and Workshop **Tim P.**
- Three Public Outreach Coordinators, Literature Coordinator
- June 20, 10am–noon – invitation to join the workshop to talk about public outreach activities around the Area. How to do more public outreach?
- The World Service Office (WSO) has resources that our members can use to perform more public outreach.

E. Contributions and Registration for SCAC **Bernadette H.**
- Held July 10-12 at the University of Redlands. $225 per person. Includes registration and room and board.
- They need 25 minimum certified AMIAS to hold the meeting. AMIAS will be eligible for scholarships.
- Special request for males. AMIAS do have to be physically capable of being active with the teenagers.

16. New Business (these items mentioned earlier in the meeting)

A. Charter Task Force **Irene C.**
B. Longtimers' Event Workshop **Kathy G**.
C. Special Assembly for Bylaws and Related Policy **Irene C.**
D. November Elections and Service Panel Applications **Irene C**.

17. Convention Chairperson Reports (reports in *Bulletin)*
- AFG Convention (2026 report) **Melody B.**
- So Cal AA Convention (Al-Anon) (2026 & 2027) **Charlene H. & Frances J.**
- SCAC (2026) **Bernadette H.**

18. Intergroup Liaisons Reports (no time to address during this meeting)
- Inland Empire
- Los Angeles County
- Orange County
- Intergrupal Hispana (L.A. County)
- Intergrupal Hispana (San Diego)
- San Diego County

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19. **Coordinators Reports—**Please see written reports submitted to the *Bulletin*.

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	**Karen A.-M.**
Cooperating w/Professional Community	cpc@scws-al-anon.org	**Wendy B.**
Group Records Coordinator	g rouprecords@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	**Cherie S.**
Spanish Coordinator	spanish@scws-al-anon.org	**Marilen H.**
Technology Coordinator	technology@scws-al-anon.org	**Sue B.**
Website Coordinator	webhost@scws-al-anon.org	**Heather G.**

20. **District Representative Reports—**Please see written reports submitted to the *Bulletin*.

21. **Ask-It Basket – Q's & A's: Alternate Delegate** (no time to address during this meeting)

22. **Al-Anon-Related Announcements** (no time to address during this meeting)

23. **4:00 p.m.—Closed with Al-Anon Declaration**

Respectfully submitted,
Donna E., SCWS Secretary

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