GROUP HISTORY CHECKLIST FORM
FOR AREA USE

Look to the Past to Protect the Future

Celebrate your group's journey by capturing its history in a way that feels meaningful—whether as an outline or a narrative on separate pages. Use the suggested headings below to guide your reflections. Some groups refresh their story each year, and a group's anniversary is the perfect moment to reflect on its progress.

Date _____

Current Information

☐ Group Name
☐ WSO ID Number
☐ Meeting Day/Time
☐ Meeting Location
☐ District Number
☐ Area Name

Group Formation

☐ When and why was the group started?
☐ Who founded the group?
☐ Where did the group first meet?
☐ Do early members still attend?
☐ How did the group announce its formation and attract new members?
☐ Describe how the group welcomed newcomers when it began.

Meeting Format

☐ Has the group's meeting format changed over time (e.g., discussion topic, speaker, Step study, Traditions, literature study, beginner meeting)?

Group Meeting Changes

☐ List dates of changes in name, location, or day and time of the meeting.

Business and Group Conscience/Inventory Meetings

☐ When did the group begin to have business meetings?
    ☐ How often does the group have business meetings?

☐ Describe how a group conscience decision was reached.

☐ Does the group use the same procedure today?

☐ Does the group take a periodic group inventory?

☐ How often?

☐ Describe the method used.

Alateen

☐ Is or was there an Alateen group nearby?

☐ Have any Alateens transitioned into Al-Anon?

☐ Did the group support the Alateen group?

☐ Did any Al-Anon members start their recovery in Alateen?

Alcoholics Anonymous (A.A.)

☐ Did/does an A.A. group meet at the same time and location?

☐ How has the group cooperated with A.A.?

Group Participation in the Service Structure

☐ Describe how the group participates in your Area service structure.

☐ Does the Group Representative regularly attend District and Area Assembly meetings and report back to the group?

☐ Does the group support the nearby Al-Anon Information Service (AIS)/Intergroup?

☐ Is an Information Service Representative (ISR) available?

☐ Do members of the group take Twelfth Step calls from local self-help or hotline answering services, professionals, or agencies?

☐ If so, describe the process.

☐ List past and present trusted servants and their dates of service for each office. (Group Representative [GR], Alternate GR, Program Chairperson, Secretary, Treasurer, Information Service Representative [ISR], etc.)

Seventh Tradition

How does the group financially support the:

☐ District?

☐ Al-Anon Information Service (Intergroup)?

☐ Alateen groups in the District?

☐ Area?

☐ World Service Office?

Group Anniversaries/Special Meetings

☐ Describe how the group celebrates its anniversary.

☐ Does the group hold any other special meetings?

The Al-Anon Group Within the Community

☐ Describe the part your group has played in the community.

☐ Has your group received cooperation from the media, local community agencies, or professionals such as ministers or doctors?

Conference Approved Literature (CAL)

☐ Which pieces of Al-Anon Conference Approved Literature (CAL) has the group found the most helpful?

The Forum

☐ Does your group use *The Forum* magazine in meetings?

☐ Does the group have a subscription?

☐ Does the group make other copies available?

☐ Have any members had an article published in *The Forum?* (If so, consider keeping a copy for the group history.)

Who Needs This Group History Information?

☐ The group

☐ The District, Al-Anon Information Service (AIS)/Intergroup, or Area

☐ The Area Archives

This form may be photocopied and/or translated.