



District 6 Newsletter “The E-News”

District Meeting



The Lakeway Church
2203 Lakeway Blvd
Lakeway, TX 78734

Saturday, July 16, 2022

[We will be meeting IN PERSON](#)

The information to join the meeting will be provided via email. If you are not sure if you are on the district email distribution lists, please contact Anna A. (District Representative) at etx.district6@gmail.com.

The District 6 Newsletter

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Summer is upon us, and it came in like a blast furnace! RIGHT? Hope you are staying COOL! When I think I can't take another 100-degree day, I can remember that I can take it One Day At a Time!

So, instead of worrying about if the A/C will go out, or the condition of my lawn from lack of rain, I can hand over the worry and fear to my Higher Power.

Today's Reminder for January 10th in ODAT:

“This day is all I have to work with, and it is all I need. If I am tempted to worry about tomorrow's concerns, I will gently bring my mind back to today.”

District 6 Virtual Meeting Minutes

April 23, 2022 (Saturday)

Minutes by Norma B, Secretary

Welcome; Serenity Prayer; Traditions, Concepts, & Warranties; Introductions: New & Returning Group Representatives (GRs), Group's City; Ask It Basket; 7th Tradition.

Anna welcomed everyone to the meeting and greeted the four new GRs in attendance. She thanked everyone who is helping with the meeting. Anna thanked Kelly T., who recently resigned as District Spanish Coordinator, for her service.

Anna formally opened the meeting at 9:10 am with the Serenity prayer. Barbara M read the Traditions; Lynn P read the Concepts; and Mary R read the Warranties.

The attendees introduced themselves.

Ask It Basket: If you have a question for the Ask It Basket, please put it in the chat or you can text (512-461-1887 - text or call) or email (etx.District6@gmail.com) it to Anna. The answers will be published in the next issue of the newsletter. If you are on Anna's email distribution lists you will receive an electronic version of the District newsletter. All newsletters are available on the Austin Al-Anon Information Center (AAIC) Website under the Resources tab – District 6.

7th Tradition: Please send 7th tradition contributions to the District Treasurer at the address in the mailout of the printed Service Arms which was mailed to the group mailing addresses (CMAs) in November 2021.

Question through chat: How do you get the new service manual? Anna said the new 2022-2025 Service Manual is only available electronically at this time. It can be downloaded here:

English: <https://al-anon.org/for-members/members-resources/manuals-and-guidelines/service-manual/>

Spanish: <https://al-anon.org/es/para-los-miembros/recursos-para-los-miembros/manuales-y-guias/manual-de-servicio/>

If you are prompted for a password, it's your group name followed by "AFG" (without the quotation marks). The printed version will come out later this summer.

Business Meeting

District Rep (DR) Announcements –

Al-Anon Family Groups Which Meet Electronically (AFGWMEs): If you are a group with multiple meetings and some of these meetings are electronic only, the electronic meetings must add a face-to-face component or register as an AFGWME. The electronic only meetings must make a decision and take the appropriate action registering by end of April. Group Records changes are to be sent to Cathy M at etx6grouprecords@gmail.com. This does not affect hybrid meetings or electronic meetings that plan to go back to face to face. The Area Electronic Meeting Workgroup has drafted a proposed policy. The proposal was submitted and approved by the Area World Service Committee for discussion and voting at the May Area Assembly. The policy is that electronic groups in our Area continue to be a part of the Area's service structure as long as their current mailing address is still within the Area.

The Spring 2022 assembly will take place in Corpus Christi May 13 – 15. You can still register for the assembly. Hotel room block rate cut off was April 21.

Cathy M: To see what the public views concerning your meetings, please go to Al-anon.org and click on "meetings."

Area World Service Committee Meeting (AWSC): The members brainstormed about ways to survey people on how to get more people involved in service. DRs were challenged to collect feedback from groups within their District and provide feedback to the AWSC. Anna only received seven responses from survey and is looking for ideas on how to get more responses.

New service manual: The 2022-2025 Service Manual is available electronically. See above under Welcome for links to the English and Spanish versions. The printed version is expected to be available later this summer.

Reminders:

Please remember to place your WSO group number on any contributions. Contact Cathy M or Anna if you do not know your WSO group number.

If you have any general questions about anything Al-Anon, please submit them through the links of service. The District is the first link so submit them the Anna. If she cannot answer she will escalate to the Area. If Area cannot answer the question, they will submit it to WSO.

If your group would like Anna or Lynn P to visit your meeting, please contact Anna.

Distributed Report Questions – Secretary (Approve January Minutes), Treasurer, Forum/Literature, Public Outreach North and South, Newsletter, Group Records

The reports were distributed early for review per the Knowledge Based Decision Making (KBDM) system.

Minutes: Anna requested any comments or amendments for the minutes. None were given. Minutes approved as printed in the Spring 2022 District Newsletter by consensus.

Treasury Report: The Treasurer, Debbie P, was not able to attend. Anna provided the Treasury report. If you have any questions, please send them to Anna. Anna will forward them to Debbie and will report the answers.

Total income:		\$1, 228.06
Expenses:	DR	\$ 213.22
	Virtual meetings software	\$ 15.98
	Delegate love gift	\$ 150.00
	Total	\$ 379.20

Net income: \$848.86

Put any questions in the chat, email, or text Anna

No questions were received about the other reports as printed in the District Newsletter.

Reports from Other Coordinators:

Cathy M, Group Records: There was a glitch in Cathy’s access to entering changes to meeting information, but everything is back on track. Please let her know if you would like any changes to what is seen regarding your meeting. Cathy has the instructions for registering electronic meetings.

Question: Do we use both the registration and group change form? **Cathy M:** It is easiest to notify Cathy directly. She can make the changes immediately.

Other Updates or Questions –

Question: What are the major types of literature we should get? **Anna:** The Service Manual which can be downloaded electronically. It is nice to have both the electronic and printed version. The Newsletter is only electronic. Anna will send it to the GRs. The GRs can share the Newsletter with their groups. It is available on the Information Center website.

AAIC Report:

Jessica P, AAIC Liaison, provided her report from the AAIC Board Meeting held on February 15, 2022. Jessica P will email her report to Anna to send out to everyone.

The next board meeting is May 16th. All board meetings are now permanently held via Zoom.

GRs Share Successes and Challenges:

The GRs shared their successes and challenges with some discussion.

New Business**Roll Call & Voting Procedure Agreement (majority vs 2/3 approval) - Secretary Norma B. –**

22 voting GRs

2/3 majority = 15

Simple majority = 12

Possible Vote for District Spanish Coordinator –

Anna asked if anyone is willing to stand as District Spanish Coordinator. She summarized the duties including visiting Spanish speaking groups. Kelly T will be happy to help with any transition. No one agreed to stand for the position at this time. Anna suggested searching their hearts and reaching out to your groups to see if anyone is interested. Anna will address again after lunch.

Possible Vote for District Alateen Coordinator –

Pat English has been the interim. Anna reviewed the duties. Anna asked if anyone who is a certified Al-Anon Member Involved in Alateen Service (AMIAS) or plans to be recertified by June is interested in standing for this position. The term ends December 31, 2023. Anna will address again after lunch.

July District Meeting Format –

The summer District Meeting is scheduled for July 16th and we need to make a decision on format – in person or virtual. Anna polled the District GRs by survey - Would you be willing to attend an in-person District Meeting in July unless Austin and Travis County are at Stage 5 of Covid 19 Risk Based Guidelines as of June 16th in which case the July 16th meeting will be held virtually? 33 people took the survey with 70% in favor of meeting in person with the stated conditions; and, 30% were against. Since January 22nd, Travis County has changed their numbered stages to low, medium, and high. Currently Travis County's level is low which means there are no masking requirement indoors or outdoors. 10 comments were received. The comments were predominantly for virtual.

Discussion:

The question was raised about the possibility of holding a hybrid meeting. Anna stated that she would prefer not to add the hybrid component for the July meeting as it is occurring too soon to try to coordinate a hybrid meeting. The goal is to add an electronic component to future meetings. We will consider creating a thought force to work on it. Cathy M stated that one of the larger groups meeting in a church has installed a new system for holding hybrid meetings. Cathy is happy to provide the name of the group. There was a question about voting before we know if we have a location. Anna explained that if we decide today to hold it in person, we would need to find a host group quickly to arrange the location. If no group volunteers to host the July District Meeting it is easy to change it to a virtual meeting. There was also a discussion about setting requirements to wear masks, show vaccination cards, and other safety guidelines.

Motion by Candy: I move that the July District meeting be face to face. Shirley seconded the motion.

Motion amended by Candy: After further discussion, the motion was amended by Candy – I move that the July District meeting be face-to-face with vaccination/masking requirements in place per the CDC guidelines with the possibility of changing to Zoom if COVID conditions warrant. Jessica P seconded the motion.

The vote was held with raised hands for a simple majority. The motion passed with:

For - 15

Against - 5

Abstained – 1

We will need a host group. Anna will send guidelines for hosting the meeting. Pre covid we had 35 – 50 attendees. It would be good to be able to accommodate 70 people, but 40 – 50 will be great.

Open Service Positions –

Anna asked if anyone decided they are interested in the two open service positions.

Spanish Coordinator: No nominations at this time. Please check with your group to see if anyone is interested. Kelly T will help with the transition.

Alateen Coordinator: Pat E is willing to stand for the rest of this term. The District will continue to search for an Alateen Coordinator to prepare someone to stand in future terms.

District Document Repository –

Jessica P will send the final report to Anna to forward to everyone. The Task Force was charged to review possible repositories and review the need for a service position. District 6 has been using the AAIC website to store documents. It has been difficult to get documents and schedules posted in a timely manner so we found we needed to have our own place to store District 6 documents. The task force investigated three document repositories – Drop Box, Google Docs, and Microsoft One Drive. They considered ease of management, abuse, security, cost, and accessibility.

The Task Force's recommendation is Microsoft One Drive, which has special pricing for volunteer organizations.

The Task Force is also recommending a new District service position to assist with the set up and maintenance of the service. Therefore, the Task Force is including a charter for this service position.

The Task force is requesting a vote to move forward with One Drive and creating the service position.

Discussion followed.

Anna asked if we want to vote on what this Task Force is putting forward during this meeting. She suggested sending the information to everyone in the District and then bringing it for vote at the July meeting.

There was a suggestion to have the information put in the newsletter and vote in July so people can be more informed.

There was also a request to have a hands-on demonstration of the program. Jessica said a demo can be conducted.

Anna will send the report and insure it is in the next newsletter and will set up a demo at the July District Meeting.

Anna thanked the Task Force – Denise F, Natanya A, and Jessica P

Introduction to Al-Anon – Public Outreach -

The Public Outreach Coordinators were tasked with 3 items. The one item headway was made on was contacting recovery homes. Gail contacted 3 recovery homes. The first was interested and asked if they had an email format. They do not. The second was interested and is held in a Zoom format. They sent an application for volunteer work and requirements for background check. Mary and Gail completed them and sent them back. Mary and Gail are waiting to hear back. They asked if we have a Spanish Coordinator. The name of the recovery home is Bluebonnet Rehab and Respite Unit in Georgetown.

Questions:

Gail was asked what happens to her personal information when applying for a background check. It was explained that the information is kept on file for 10 years. Concerns about security of information were voiced. Pat E stated that Alateen sponsors get a background check every year as required by the US. The coordinator has those records and maintains them in a safe in her house. Mary R said she has a background check every 3 years in regard to her volunteer work in and outside of Al-Anon.

Is the facility asking them to participate in a family day or explain what Al-Anon is? Gail said she has no specifics but they are interested in informing the families and friends of residents on their Zoom meeting.

Mary R said we will have to work something out on who they are speaking to, format, how much time they have, etc. They would also like to get them paper information.

Anna thanked Mary and Gail for their work. Anna asked them to let her know if they need volunteers and she will send out the request.

October District Meeting Format –

The next District Meeting is scheduled for Oct 15 and we need to make a decision on the format. We will need someone to take minutes as Norma will not be able to attend; and, Lynn P will facilitate the meeting. Do we want to have it in person? Or do we want to do it by Zoom?

Discussion:

It was suggested to have a face-to-face meeting with the same requirements as the July meeting and see what happens as it is a similar situation.

A suggestion was made to consider having one or two meetings every year on Zoom to be able to accommodate people who have challenges traveling. A comment was made that if we have a GR who cannot travel to a District meeting, they should have an AGR who can attend.

A question was asked about how a hybrid meeting would look. Would it be similar to ATAAC, having one screen with the speaker on it for people to view? Anna said this is another phase of setting up the meeting. There are options for how to do hybrid. If we decide to do a hybrid, Anna would like to put together a task force or a committee to help coordinate it.

A comment was made that there will be some differences from ATAAC as we will need people to be able to actually participate in the meeting. Those attending virtually at ATAAC were only able to view.

It was suggested that it might be time for our District to add a service position of a technologist for these types of things. Anna is willing to look into the possibility of adding another service position. The Zoom meeting gives a feeling of inclusivity which she would hate to lose.

Motion by Steve B: I move that the October District meeting be face-to-face with vaccination/masking requirements in place per the CDC guidelines with the possibility of changing to Zoom if COVID conditions warrant. Seconded by Mary R

The vote was held with raised hands for a simple majority. The motion passed with:

For - 13

Against - 5

Abstained – 1

Anna asked if we want to attempt a hybrid. We will need a committee or task force. There was a consensus for attempting a hybrid District meeting in October.

Anna asked for volunteers for the committee/task force. Jessica P volunteered. Others agreed to ask their groups if anyone is interested in serving on the committee/task force.

The committee is currently Anna A and Jessica P. Anna will also send something out asking groups if they have anyone interested in volunteering on the committee.

We will evaluate adding a technology service position after we see how this works.

Results: October will be in person and we will work towards making it hybrid. Anna will request two host groups for the October District Meeting – an in-person host group and a tech group for the virtual portion.

District Meeting Format Considerations –

Anna asked to table the District Meeting Format Considerations due to time limitations. She will add it to the November meeting's agenda. We will discuss if we can make the meeting hybrid.

No objections

East Texas Area Al-Anon/Alateen Assembly Spring 2023 Host Committee –

District 6 is the host District for the Spring 2023 Area Assembly. Alateen, Literature, Entertainment, AA Liaison Chairpersons and a Raffle Coordinator are needed. Anna will circulate an email with the position descriptions. The Area Assembly will be held at the Wingate by Wyndham in Round Rock. The Courtyard will serve to handle overflow. The dates are May 19 – May 21, 2023.

We need to come up with a theme. Please share any ideas with Anna. Some topics may include Al-Anon's 72nd Birthday, the time of year/season, service work, slogans, etc. Anna will start scheduling Zoom committee meetings.

Anna was asked how many area assemblies there are in a year. Two, one in Spring (May) and one in Fall (Nov).

Pat E will celebrate 50 years in Al-Anon in May. CONGRATULATIONS, PAT!!!!

It was requested that Anna post the chairpersons needed.

People should reach out to Anna to volunteer and with suggestions, comments, etc.

Lynn P said the 2022 Fall Assembly is Nov 4th – 6th at Lake Jackson Civic Center. The theme is Save our Serenity (SOS).

The Meeting was closed with the Al-Anon Declaration led by: Spanish – Jessica P; English – Anna A

Future District Meetings

July 16, 2022 – Hosted by _____ (3rd Sat)

October 15, 2022 – Hosted by _____ (3rd Sat)

January 21, 2023 – Hosted by _____ (3rd Sat)

April 15, 2023 – Hosted by _____ (3rd Sat)

Other Important Dates:

May 13-15, 2022 – East Texas Area Al-Anon/Alateen Spring Assembly (Corpus Christi, TX)

May 18, 2022 – Austin Information Center Board Meeting (Virtual)

Newsletter Deadline For: District Officers, Coordinators, GRs, & Thought/Task Force/ Committee Team Reports – DUE BY: June 16, 2022

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District Representative Report

Boy Howdy, is it HOT! The summer heat started about a month early, and it means business. Please stay cool and hydrated. Even with the heat, I'm looking so forward to seeing everyone at the first in-person District meeting we've held in two and a half years. Please come if you can. Read on for more information regarding upcoming events and Area issues.

Events

District Meeting on July 16 – The meeting will be held at The Lakeway Church, 2203 Lakeway Blvd, Lakeway, TX 78734. Our host group is The Three C's AFG. Please invite and bring others from your groups who are interested in seeing what goes on at our District meetings. All are welcome.

ETAAA Spring 2023 Host Committee – District 6 will be the host District for the 2023 ETAA Spring Assembly. The event will be held May 19-21, 2023, at the Wingate by Wyndham in Round Rock. Since the last District meeting, we've chosen a theme, which is Bloom and Grow: Recovery. Now that we have a venue and a theme, we will begin work on a Save the Date flyer. We've also selected and confirmed our WSO speaker: Tom C. (Associate Director, Literature). The Host Committee now also has a Raffle Coordinator: Nichole S. from Anderson Mill AFG. Welcome, Nichole! We still need to fill several more committee positions, including Alateen Chairperson, Literature Chairperson, Entertainment Chairperson, and AA Liaison. The duties of each committee position can be found on Pages 6-11 of the updated *East Texas Area Al-Anon/Alateen Assembly Guidelines for Area Host District Committee and Support District Committee* at <https://texas-alanon.org/wp-content/uploads/2022/01/ETAAA-Host-Committee-Guidelines-Approved-21-11.pdf> (password: anonymity). Please consider volunteering and/or let your groups know about this Twelfth Step opportunity.

Electronic Meetings Update

It looks like a vote by the Group Representatives (GRs) will likely take place on whether Al-Anon Family Groups Which Meet Electronically (AFGWMEs) will be part of the Texas East Area service structure at the November Assembly in Lake Jackson. In preparation for this important vote, please read the summary and proposed policy included in this newsletter.

Just a reminder that if you are a group with multiple meetings, and some are electronic only (e.g., face to face on Saturday and exclusively electronic on Tuesday evening), the electronic meeting must either add a face-to-face component or register with WSO as an AFGWME. Groups in this situation should make a decision and take the appropriate action as soon as possible. Please remember that any group records changes should be sent to our District Group Records Coordinator Cathy M. at etx6grouprecords@gmail.com. I'll also be happy to answer any questions via phone or at one of your meetings if you like.

Survey to Gather Information from Rural and Large Geographic Populations

I sent a survey on how to reach rural and large geographic populations to the GRs on June 25. If you are a GR and haven't responded to this survey, please go to https://us19.list-manage.com/survey?u=2d5bad0fd1cae8eacd15b16fd&id=c61d5149aa&e=*|UNIQID|* to **complete and submit the survey by July 31**. If you are not a GR but would like to respond to the survey, please feel free to do so. I am compiling the results and will report them to the Area World Service Committee (AWSC) at our August 6 meeting in McAllen, TX.

Our Alternate DR Lynn P. and I have started scheduling visits to the newest groups within the District. If your group (new or otherwise) would like me and/or Lynn to make a visit, please let me know. We'll get back to you with schedules and plan a visit, either virtual or in person.

Thank you all for your service, and I look forward to seeing everyone on July 16 LIVE AND IN PERSON.

In grateful service,
Anna A., DR

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Treasurer's Report

2022 D6 Operating Statement 2nd Quarter						
Income	2022 Budget	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Actual
D6 Basket Collection	200.00	0.00	0.00	0.00	0.00	0.00
Total Group Donations including newsletter subscriptions	3,975.00	1,225.37	1329.16	0.00	0.00	2,554.53
Bank Interest	10.00	2.69	0.00	0.00	0.00	2.69
Misc	0.00	0.00	0.00	0.00	0.00	0.00
Contribution from Unallocated to cover propped expenses	4,300.00	0.00	0.00	0.00	0.00	0.00
Total Income	8,485.00	\$1,228.06	\$1,329.16	\$0.00	\$0.00	2,557.22
Expenses	Budget	Actual	Actual	Actual	Actual	
Alateen Coordinator	200.00	0.00	0.00	0.00	0.00	0.00
Alateen Liason Coord.	225.00	0.00	0.00	0.00	0.00	0.00
Austin AI Anon Information Center	200.00	0.00	0.00	0.00	0.00	0.00
Archives	100.00	0.00	0.00	0.00	0.00	0.00
Rent / District Meeting	300.00	0.00	0.00	0.00	0.00	0.00
DR Int'l Convention	0.00	0.00	0.00	0.00	0.00	0.00
DR Expenses	800.00	213.22	513.44	0.00	0.00	726.66
Alt' DR Expenses	200.00	0.00	0.00	0.00	0.00	0.00
Software for Virtual Meetings	1,375.00	15.98	15.98	0.00	0.00	31.96
District Group Records Coordinator	100.00	0.00	0.00	0.00	0.00	0.00
Secretary Expenses	150.00	0.00	0.00	0.00	0.00	0.00
Treasurer Expenses	400.00	0.00	0.00	0.00	0.00	0.00
Newsletter Editor	200.00	0.00	0.00	0.00	0.00	0.00
Forum/Literature	250.00	0.00	0.00	0.00	0.00	0.00
AMIAS / Background Checks	50.00	0.00	0.00	0.00	0.00	0.00
Public Outreach No.	525.00	0.00	0.00	0.00	0.00	0.00
Public Outreach So.	400.00	0.00	0.00	0.00	0.00	0.00
Spanish Language Coordinator	700.00	0.00	0.00	0.00	0.00	0.00
P.O.S.S.E. Scholarship	1,800.00	0.00	0.00	0.00	0.00	0.00
Gift to Delegate	150.00	150.00	0.00	0.00	0.00	150.00
Bank Charges	10.00	0.00	0.00	0.00	0.00	0.00
Misc.	350.00	0.00	0.00	0.00	0.00	0.00
Total Expenses	\$8,485.00	\$379.20	\$529.42	\$0.00	\$0.00	\$908.62
Reserves						
International Reserve	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
T.E.A.M.	171.51	171.51	171.51	171.51	171.51	
Prudent Reserve	4,904.37	4,904.37	4,904.37	4,904.37	4,904.37	
Kristy Fund	900.00	900.00	900.00	900.00	900.00	
Allocated Posters for Schools	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
Allocated to Cover 2022 Expenses	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	
Unallocated Funds	7,357.08	7,806.73	8,655.86			
Net Income	449.65	848.86	799.74			
Total Liabilities & Capital (Bank Statement Balance)	\$21,082.61	\$21,931.47	\$22,731.48	\$0.00	\$0.00	
Bank Balance	on 12/31/21	on 3/31/22	on 6/24/22	on 9/30/22	on 12/31/22	

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Coordinator Reports

Forum/Literature

July 16 will be our first in-person District meeting! Literature will be available for individuals to purchase at this meeting.

For groups purchasing literature to be picked up at the District meeting, please email the information below to Janie H. at the Austin Al-Anon Information Center at aaicemployee@gmail.com no later than Wednesday, July 6th. You can also call Janie at (512) 441-8591.

- Name of person ordering on behalf of group:
- Group name:
- Contact phone number:
- Contact email address:
- Group Number (if known):

The group literature orders will be ready for you at the District Literature table.

Looking forward to being together in person!

Forum/Literature Coordinator
Peggy D.

Newsletter

See front page. Direct any questions/comments to Donna M., @ etx6.newsletter@gmail.com.

Al-Anon/Alateen Acronyms

- AAPP Area Alateen Process Person
- AIS Al-Anon Information Service
- AMIAS..... Al-Anon Member Involved in Alateen Service
- AWSC Area World Service Committee
- CAL Conference Approved Literature
- CMACurrent Mailing Address
- DACDistrict Alateen Coordinator
- DR District Representative
- EIN Employer Identification Number (tax ID number)
- ETAA East Texas Area Al-Anon/Alateen
- ETAAAEast Texas Area Al-Anon/ Alateen Assembly
- GR Group Representative
- ISRInformation Service Representative
- LDC..... Literature Distribution Center
- P.O.S.S.E. Program of Sponsors Sharing Everything
- PO Public Outreach
- PSAPublic Service Announcement
- TEAAC ... Texas East Area Alateen Conference
- TEAM.....Together Empowering Al-Anon Members
- WSC World Service Conference
- WSO World Service Office
- A.A.....Alcoholics Anonymous

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Group Reports

Serenity Seekers Buda AFG

Our lively & loving group continues to meet on Saturday mornings from 10:30 -11:30 @ Living Word Lutheran, 2315 FM 967 in Buda Tx 78610.

Holding regular group conscience meetings, adhering to Al-Anon's lessons of recovery through Conference Approved Literature, the Twelve Steps, Traditions & Concepts, wisdom from our long-timers, new relationships with our newcomers, we continue to meet masked-faced to masked-face, enjoying a safe & supportive time together!

Join us anytime this summer if you are in our area.

P.S. Looking forward to the upcoming July meeting and getting to know other GRs.

Gratefully submitted,
Shirley M.

Bellmead Family Group

Our group survived a major location change on the tail end of COVID in January of this year. We now have wonderful space that includes 2 classrooms, storage, and a nice fellowship hall and full kitchen area.

We are unique in that our meetings at St. Paul's Lutheran Church in Bellmead, Tx (connected to and also serving Waco, El Mott, West areas) also meet at the same time on Monday and Thursday evenings 7:00-8:00 pm as the AA group. This is ideal for families and couples that need support for both programs. Several come together.

Al-Anon members are also able to and (very often) easily attend the AA events such as Birthday nights and speakers that enrich the experience. We even have a few "double dippers" that attend both programs regularly. AA offers meetings 5 nights a week. Our biggest challenge is finding Step study leaders; however, we do plan to begin a group lead study after summer.

Susan C.

Central Texas Serenity Seekers

We are growing in size and in our program! Our only issue is the internet connection. It can be frustrating, but we shall find a solution!

Donna M.

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District Repository Task Force Report April 2022

The Task Force was charged with the following items:

1. Review possible repositories, which includes ease of use, security, ease of management, cost, and accessibility.
2. Begin development of the duties for the new service position to maintain the repository.

From the District 6 Thought Force Report January 2022

Background:

Sharing old MS Files (Work, Excel, & PowerPoint), emails, newsletters, and member's experience are the primary ways history has been kept between District 6 members. This information is not easy to access and it takes members time to search for historical documentation not stored in a central location.

Newsletters are the only central storage that exists on the Austin Information Center (AIC) website; dating back to 2007. Some service positions have started creating generic Gmail accounts for service position rotation after their term to access old emails but still the searching effort can become cumbersome.

If an independent website is deemed necessary by the District's members, many things need to be considered. WSO's Al-Anon Website Guideline (<https://al-anon.org/pdf/G40.pdf>) offers District decisions that need discussion, such as audience identification, content, domain name, cost (setup & maintenance), and ongoing processes (i.e. updating content, linking to other sites, website support, etc.).

Two other websites have District 6 related information:

East Texas Website <https://texas-al-anon.org/area-53-group-member-and-officer-information/> refers to the Area's 12 District's information including District 6 <https://texas-al-anon.org/area-53-district-information/> (password: anonymity);

AIC <https://austinAl-Anon.org/> contains a Resources tab that refers to the next District 6 meeting and past newsletters to 2007 <https://austinAl-Anon.org/district-6>.

When updates for the two websites are needed, requests are sent to the Texas Website Coordinator or the Austin Information Chair (to instruct the AIC website coordinator). Both positions are Al-Anon members. East Texas & West Texas Website Coordinators work together on the Texas Website, but only East Texas Coordinator makes edits to the Area 53 portion. At the AIC, there is only one Website Coordinator; no backup. Today there are no set response times for posting updates.

We investigated three possible services to manage our documents:

DROPBOX:

1. Ease of use & management

Overall drop box is easy to use and has improved over time to be more accessible to non-drop box users. It utilizes a traditional folder structure and has dedicated applications for different devices including mobile, web, and desktop.

2. Security

- Dropbox has business-level security. Access can be set and limited at all levels of the application from the folder down to individual files.
- Dropbox doesn't use zero-knowledge encryption which means Dropbox retains the right to access subscriber information (largely to support data exchanges among apps connected to Dropbox). This

most likely isn't a critical need for District 6 but I do think generally we need to consider how we think about anonymity in any files we store in any solution.

- Like many other systems Dropbox had some issues with partial name and passwords being leaked. This is manageable for us if, along with clear guidelines, we set and share specific guidelines for managing the administrator credentials to the system including requiring two-factor authentication.

3. Cost

- Dropbox becomes expensive quickly
- \$11.99/month for an individual account
- \$15/user/month for a business account
- We could create a single account and let several people share it but then it would be difficult to know who made what changes to the files and doesn't really follow good practices; we'd want at least two users: the new service position and the DR so we'd look at \$30/month or \$360/year. If we paid up front it would be \$12.50/user/month so \$25/month or \$300/year.

4. Accessibility (can someone get to a link without an account specific to that service)

- Dropbox files can be accessed as read-only for review and download by non-Dropbox users

GOOGLE DOCS

Google Drive is set up as a place to store and share documents. The account holder creates documents, folders, and subfolders on various topics in the Drive. They are able to share these documents and folders with designated people, or they can provide a link to the documents to others. The documents are usually designated read-only so that no changes can be made to the documents.

1. **Ease of use:** I have only been on the user side, and it has been easy to access document that have been shared with me, or when a link has been provided. The other non-profit Board that I am on uses the Google Drive for similar uses we are looking into. Board agendas are usually emailed to the individual members, but minutes, board reports, newsletter information, event information, by-laws, history, basically all kinds of documents are stored in folders on the Google drive. The board president shares those folders to the board and others that need that specific information. A newsletter for our group goes out every week. Board members that have information for the newsletter can open the "Newsletter Information" folder for that week and enter the information to include. The newsletter then takes the information that has been added that week and formats it for the newsletter and publishes it to our Facebook page and website. This is a collaboration feature that I don't know if the Al-Anon District wants or needs to use. From my experience, I would say the Google drive is easy to use
2. **Security:** "Your content is safe, private, and never used for ad personalization. Drive provides encrypted and secure access to your files. Files shared with you are proactively scanned and removed when malware, spam, ransomware, or phishing is detected. And Drive is cloud-native, which eliminates the need for local files and minimizes risk to your devices." From the website.
3. **Ease of management:** From my perspective and what I have read, think that using the Google drive seems to be one of the easier to manage document repositories or document management systems. There are lots of videos and articles that can be found describing how to set up a Google drive and use it. It is not as sophisticated as some Document Management Systems programs out there, but it seems to me that for our needs and purpose, that it would work fine.
4. **Cost:** All Google accounts come with 15 Gigabits of free storage. You can upgrade to 100 Gigabits for \$1.99 a month or \$19.99 per year, or 200 Gigabits for \$2.99 a month or \$29.99 per year, so it's very low-cost.
5. **Accessibility:** Documents and folders can be shared to specific people. If a document is intended for the general membership, a link to it can be published in a newsletter or email, so that anyone that wants to see it can use the link and see it. It usually can be copied, downloaded, but not edited or deleted.

MICROSOFT ONEDRIVE

1. **Ease of use:** Many people are already familiar with OneDrive through work, school and other volunteer uses. You do not have to register to use the service. Files are accessible through an easy link and people can be given access through a link.
2. **Security:** User level, administrative level. Easy to manage and encrypted
3. **ease of management:** Greater technical knowledge is needed to manage the repository and security
4. **Cost:** lower cost for non-profits or volunteer organization, pricing is fixed and yearly. If we move forward with this, we will need to have the new position reach out for cost. **File storage and sharing with 1 TB of OneDrive storage** included for Free for less than 300 users.
5. **Accessibility** (can someone get to a link without an account specific to that service): very accessible. MS email not required. Easy to grant access.

Recommendation: The Task Force recommends District utilize Microsoft OneDrive for a dedicated repository for items such as, but not limited to: District 6 agendas and meeting minutes, history of motions, District 6 guidelines and policies, workshop ideas and history, District 6 newsletters, and future digitized archivist materials.

Meeting information for people looking for a meeting is currently on the AIC website with a link to the WSO website "Find a Meeting." Duplicating information that already exists on other Websites can create confusion.

Creation of a new service position to maintain the repository is suggested as is documentation of the "hows" and "whys" of the initial setup to assure continuity of service with normal rotation of this service position.

Respectively submitted by the Task Force members,
Jessica P., Natanya C., Denise F.

District 6 Cloud-Based Storage Service Position Job Description

- Set up and administer the District 6 Cloud Based Storage solution
- Work with key District stakeholders (DR, officers, committee chairs) to understand requirements for the cloud-based storage system including: the types of files and information they create and need to share including content, frequency of creation and updates, file formats, who should or should not have access to the information, and other relevant information.
- Design and document a folder structure and file management approach that supports the requirements.
- Create processes for managing files in the system including submitting, uploading, updating, archiving and others as required.
- Provide information and training to District stakeholders on the system structure and processes.
- Collaborate with the key stakeholders to create and share policies expressly focused on protecting member anonymity including, but not limited to, types of information that can be included in files stored in the system and types of files that may be stored.
- Establish guidelines for setting and storing passwords to the system including two-step verification for maximum security.
- Regularly review the system with District 6 stakeholders and make adjustments as needed, particularly but not limited to during transitions of trusted servants into and out of roles.

From the Texas East Charter Document (for reference)

- **Creating and Managing Core Metadata:** Definition and management of business terminology, valid data values and other critical metadata, such as the Glossary of Terms.

- **Documenting Rules and Standards:** Definition and documentation of business rules, data standards, and data quality rules. Expectations used to define high data quality are often formulated in terms of rules rooted in the business processes that create or consume data. Stewards help surface these rules in order to ensure that there is consensus about them within the organization and that they are used consistently.
- **Managing Data Quality Issues:** Stewards are often involved with the identification and resolution of data related issues or in facilitating the process of resolution.
- **Executing Operational Data Governance Activities:** Stewards are responsible for ensuring that day-to-day and project-by-project, data governance policies and initiatives are adhered to. They should influence decisions to ensure that data is managed in ways that support the overall goals of the organization.



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New Service Manual (2022-2025)

District 6,

Please see the message below from our Area Delegate Mattie T. regarding the availability of the electronic version of the newest service manual (2022-2025). Here are the direct links to the English and Spanish versions:

English: <https://al-anon.org/for-members/members-resources/manuals-and-guidelines/service-manual/>

Spanish: <https://al-anon.org/es/para-los-miembros/recursos-para-los-miembros/manuales-y-guias/manual-de-servicio/>

If you are prompted for a password, it's your group name followed by "AFG" (without the quotation marks).

Let me know if you have any questions.

In service,
Anna A., DR

Dear Present and Past AWSC Member and Present and Past Trustees

I am pleased to announce that the *2022-2025 Al-Anon/Alateen Service Manual v1 (P-24/27)* is available in English, French, and Spanish in an electronic format at al-anon.org!

Every Al-Anon and Alateen member is encouraged to actively use and study this *Manual*. It gives a clear and concise picture of the Al-Anon fellowship, its purpose and functions, and how it helps us to resolve group problems and maintain unity.

Updates to the *Manual* are noted with the use of vertical lines in the outer margins.

We invite you to share news of this updated resource with members in your Area.

The printed version will follow in late summer.

Love in Service

Mattie T
Delegate Panel 61
Texas East Area 53

2021 Moving Forward with Unity, Courage, and Perseverance

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SERVICE ARMS and DISTRICT 6 SERVICE COMMITTEES

Tradition 7 Contributions

There are four service arms that groups may choose to support after meeting their own expenses. These are listed below along with their addresses. Please remember to indicate your group number so group contributions may be acknowledged. Personal contributions are also gratefully accepted.

WORLD SERVICE OFFICE AFG, INC.

1600 Corporate Landing Pkwy
Virginia Beach, VA 23454-5617
(800) 344-2666

DISTRICT 6

Debbie P

EAST TEXAS AREA (ETAA)

Treasurer – ETAA
P.O. Box 450675
Laredo, TX 78045

AL-ANON INFORMATION CENTER

6301 Manchaca Road, Ste. F
Austin, Texas 78745
(512) 441-8591

District 6 Service Committee

OFFICERS

District Representative

Anna A.
etx.district6@gmail.com

Alternate DR

Lynn P.

Secretary

Norma B.

Treasurer

Debbie P.

COORDINATORS

Alateen

Pat E. (Interim)

Archivist

Barbara M.

Forum/Literature

Peggy D.

Newsletter

Donna M.
etx6.newsletter@gmail.com

**Public Outreach
(South)**

Mary R.

**Public Outreach
(North)**

Gail H.

**Coordinator/
Hispanohablante**

Open

**District Group
Records**

Cathy M.
etx6grouprecords@gmail.com

NOTE:

Contact details for these individuals is not included here in order to protect anonymity and general release of personal information. Details are available from your Group Representative or District Representative.

Electronic Meetings

Al-Anon Family Groups Which Meet Electronically in the Texas East Al-Anon/Alateen Area Service Structure (As of January 29, 2022)

Summary

- *The proposed policy below addresses the participation of purely electronic meetings in our Texas East Area service structure. [These groups are now called Al-Anon Family Groups Which Meet Electronically (AFGWMEs).]*
- *The GRs at the Fall 2021 Area Assembly requested that the Electronic Meetings Work Group ("Work Group") come up with a proposed policy.*
- *The proposed policy was developed by the Work Group.*
- *The Work Group's original proposed policy was sent out in a survey to GRs and others last year.*
- *Based on the feedback received from GRs and other members in their survey responses, the Work Group revised the original proposed policy.*
- *The revised proposed policy is shown below and was discussed in detail at the Area World Service Committee (AWSC) Meeting in January 2022 and then again briefly at the AWSC the night before the Spring 2022 Area Assembly.*
- *The proposed policy was also discussed in detail with GRs and other members in attendance at the Spring 2022 Area Assembly. The GRs were not asked to vote on it due to a procedural issue, but it is expected to be discussed again and voted on at the Fall Area Assembly on November 5, 2022.*
- *The proposed policy is being circulated now in all the Districts in our Area. GRs are requested to share the proposed policy with their groups.*
- *Feedback is requested, especially from GRs who will be asked to vote in the fall and will want to be fully informed.*

Proposed Policy for Consideration by Group Representatives (GRs):

Al-Anon Family Groups Which Meet Electronically (AFGWMEs) will automatically qualify to participate in the Texas East Al-Anon/Alateen Area (Texas East Area) service structure if they meet the following qualifications:

1. They have and will maintain a physical Current Mailing Address (CMA) in the Texas East Area AND;
2. They are willing to send a GR to the Texas East Assemblies and to the meetings of the District to which they are assigned.

District assignments for the AFGWMEs will follow the same procedure for newly registered geographical groups in our Area.

An AFGWME that is interested in participating in the Texas East Area service structure should reach out to the Texas East Area Group Records Coordinator to request the change from the virtual Area to our Area.

If the AFGWME does not have a CMA in the Texas East Area, their participation in the Texas East Area service structure will require explicit approval of the Texas East Area based on the group's specific circumstances. A District assignment will also be determined at that time. The group is willing to attend Texas East Area Assemblies and District meetings in person, until and if we ever offer an electronic component.

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Is Your Group Considering Hosting a District Meeting?

If so, please review the District 6 – Group Hosting Checklist (Revised: 4/22)

Service /Location Considerations:

- If you would like to host a District meeting, consider working with another small group close by.
- Groups have hosted and used other locations other than their meeting's location.
- Although District meetings have had kitchens in the past, it is possible to have a meeting location without a kitchen, but please make sure that the District Representative (DR) can communicate this limitation to attendees for the potluck participation.
- Tables & chairs to accommodate 35 to 50 attendees are needed.
- A District meeting runs from 8am to 3pm; 8 to 9am (breakfast social), 9am to 3pm (business & workshops). Meetings often finish earlier than 3pm. Setup & cleanup are not included in these times.
- The District always makes a donation to the location facility. Some facilities have a minimum donation requirement. Inform the DR / Treasurer if there is a minimum cost. Some facilities request a down payment upfront to hold the room and allow the District to pay the balance the day of the meeting.

Before District Meeting:

1. Collect the Supplies:

- a. The Group Representative (GR) or a group alternate representative needs to collect the traveling (rotating) hosting supply boxes from the previous District hosting group.
- b. There are 3 large plastic containers, 3 coffee pots, a small registration box, and 5 signs for posting outside for day of the meeting.
- c. Ideally, the GR for the following District meeting will be at the current District meeting so that the traveling supplies may be picked up at the end of the meeting. ***(Don't forget the coffee pot or the outside signs!)***

2. Set the Meeting Location:

- a. The GR delegates or works with the location contact to ensure location is available.
- b. If the meeting location facility needs the District to follow specific guidelines (early deposit, a set daily rental fee minimum, adjusted timeframe, etc.), that information is communicated back to the DR (etx.District6@gmail.com) so that the meeting needs can be adjusted and met, if possible.
- c. If early deposit is needed, District Treasurer can assist in cutting that check. (A budget for the year (2 in-person District meetings) has been set at \$300 but location daily rental may vary.)
- d. Notify the District Newsletter Coordinator (etx6.newsletter@gmail.com) of the meeting location and contact name (See 4ai).
- e. Contact the DR and District Newsletter Coordinator with meeting location and contact name that will be used in the newsletter and on the Austin Al-Anon Information Center website.

3. Review Supplies:

- a. Registration Box: Ensure there are approximately 40 to 50 blank name tags, markers, 2 to 3 sign-in clip boards, and blank registration forms (at least 6).
- b. Three Supply Boxes: Ensure there are enough paper & plastic eating supplies to cover 40 to 50 attendees. Use existing supplies first. Coffee, coffee supplies (creamer, sweetener), tea, water, paper plates, plastic silverware, napkins, etc. may also be purchased.
- c. Every three years, October District meetings need to have enough ballots and related materials for elections of all District positions.

- d. All above items (3a, 3b, & 3c) are reimbursable by the District Treasurer.
 - e. One-off items / non-critical items include: Ziploc bags, apple cider, hot cholate, aluminum foil, additional serving utensils, etc. Additional powdered drinks, flavored teas, donuts, breakfast foods and lunch items are not District reimbursable, but can be donated. (Normally the hosting group(s) brings breakfast potluck items, and the rest of the attendees bring lunch potluck food items.)
4. Identify Volunteers:
- a. **Approximately 4 to 6 weeks before the District meeting**, create volunteer list (name, email & phone number, & service role/team) to provide assistance. Volunteer roles/teams include:
 - i. Agenda District Meeting Contact (Person's first name, Last name initial, and phone number to be used on the District meeting agenda are provided to the District Newsletter Coordinator and DR.)
 - ii. Meeting Location Contact (Person that will open & close the meeting location the day of the meeting).
 - iii. Workshop Chair Contact (Depending on workshop type may vary on number of volunteers and their role needed to support the Workshop Chair).
 - iv. Breakfast Potluck Item Team (Hosting Group provides; not reimbursable by District. Ideas include but not required are fruit, donuts, juice, casseroles, etc.).
 - v. Room Setup Team (before 8am, slogan tents setup, sometimes candy spread on table). Tables for Officers, Registration, and Literature are setup separately from GRs.
 - vi. Lunch Team (setup/cleanup time between 11:30 to 1:30pm can vary).
 - vii. Room Cleanup Team (Restore meeting room to pre-setup state; picking up trash and relocating any needed tables, chairs, etc.).
5. Conduct Workshop / Skit:
- a. Hosting group either creates workshop or skit or uses the [Workshop Format Committee's \(WFC\) repository of skits and workshops](#) to brainstorm ideas for the day of the District meeting. **Note: A workshop or skit is typically not necessary for the July District Meeting since the District usually invites the Area Delegate to attend and give a report.**
 - b. Once the workshop is planned, notify the DR for estimated time needed to get the workshop time & title on the agenda. This needs to be turned in to DR approximately 3 weeks prior to the District meeting.
 - c. DR will estimate time for the Workshop volunteers to be available to conduct their workshop.
6. Contact District Spanish Coordinator to determine any special seating or language interpretation needs for day of the meeting.

District Meeting Day:

1. **Before Meeting:**

- a. Count and place District 6 signs to help members locate meeting location / building.
 - b. Setup Tables for 35 to 50 attendees, breakfast potluck, Officers, Literature, and Registration. This may include slogan tents placed out on tables, candy, etc.
 - c. Setup also involves setting out breakfast dishes or storing them for lunch time use as attendees start to arrive. Coffee (including decaf) is prepared. *(Feel free to use excess beverages (i.e., lemonade, hot chocolate, etc.) but these items do not need to be replaced.)*
 - d. Setup Registration table with at least 2 or 3 sign in sheets, name tag, & markers with a couple of volunteers to direct sign-in & picking up handouts. This can help prevent bottlenecks when many attendees arrive at one time. (If registration table cannot hold handouts, identify place for handouts, i.e., agenda, financial reports.
2. **Lunch:** Volunteers help prepare and heat items if possible, for serving. (Work with site focal point / DR to collaborate on best time to break for lunch time.) While kitchen is cleaned (restored to pre-lunch setup), these volunteers are **not** expected to clean dishes brought by the potluck attendees.

3. **Before Day Ends:** If next hosting District meeting representative is at the current meeting, work with them to transition supplies before the day ends. (*Don't forget coffee pots & outside signs!*)
4. **After Meeting:** Room tables and chairs are returned to original position as before meeting. Meeting location contact (4a)ii) may be contacted if questions exist.)

After District Meeting:

1. Group Representative or identified volunteers collect the outside posted signs.
2. If time, note needed paper & plastic supplies to replenish for the next meeting.

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