NEVADA AREA AL-ANON / ALATEEN HANDBOOK

Updated 03/0426 MS

GENERAL INFORMATION, AREA SERVICE ROLES, GUIDELINES HISTORY, MOTIONS

NEVADA AREA GENERAL INFORMATION

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GENERAL INFORMATION:

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We learn about how to delegate authority in Al-Anon service. The balance of responsibility in routine jobs occurs only when we can explain what we have done, wish the person love, and allow our successor their own God-given direction. More times than I care to think, my successor did a better job than I ever could have done. (About Concept 8 - Forum 8/06)

Update: 11/10 JA; 11/12 SJ; 11/13 SJ; 3/16 SM; 9/19 JR; 4/20 DS;9/22 DS; 06/23 MS; 07/23 MS; 09/23 MS; 03/24 MS; 09/24MS; 07/25 MS; 08/25 MS; 10/25 MS; 03/26 MS

AL-ANON/ALATEEN NEVADA AREA

Nevada Area adheres to the policies set forth by the World Service Conference (WSC) and follows procedures suggested in the most current edition of *Al-Anon/Alateen Service Manual*. All members are encouraged to read and practice the *Service Manual's* suggestions for carrying out service work responsibilities.

Although many answers to questions about special situations are found in the *Service Manual,* all Areas differ. This booklet presents additional details applicable to Nevada Area. It is not intended to replace the *Service Manual*, but simply to provide a reference of unique practices in our Area. It was compiled by the current AWSC to offer guidance, direction, clarification and a checklist that gives an overview of the job duties, aims and objectives. Each Job Description was prepared by the current Al-Anon member holding the stated position. Helpful suggestions drawn from experience are meant to provide a basic foundation that allows courageous and creative commitment from successors in service to be "directly responsible to those they (we) serve." (Tradition Nine)

With our Area officers constantly rotating, and modifications being made as our Area grows, further additions and changes will be needed as circumstances require. "*We never finish, we just stop!"* It is suggested that details be timely updated to match the actual responsibilities.

The responsibility of those revisions was assigned to the AREA HANDBOOK COMMITTEE. To serve on this "official team of trusted servants" for review of the sensitive wording and protect our documents and our history are the Serving AREA SECRETARY, serving ALTERNATE DELEGATE, PAST DELEGATE(s).
It is recommended that all documents be approved by the standing AWSC.

AREA ASSEMBLY OVERVIEW

Currently the Al-Anon/Alateen Assembly meets twice a year at the Convention Center in Tonopah, Nevada. These Assemblies are held in the Spring, usually the third weekend in March for a shortened Assembly (one night); and the Fall, usually the second weekend in September (two nights). Sometimes, but not always, Alcoholics Anonymous meets at the Convention Center as well. Historically, Al-Anon had arranged a Saturday night banquet at the Fall Assembly and invited AA to participate. In the past, this was considered a "fundraiser" for Al-Anon but has not always been a moneymaker. As time and growth dictate in the future, different meeting and dining arrangements may be necessary. The Al-Anon Chair currently coordinates with Alcoholics Anonymous.

(In 2004, AA announced they needed a larger facility where they could meet. Our Al-Anon 2004 Fall Assembly covered discussion for the Al-Anon 2005 Spring Assembly to be held on a different weekend than AA.)

SUGGESTED LITERATURE/BOOK DEPOT SCHEDULE:

SPRING ASSEMBLY from NORTH	FALL ASSEMBLY from SOUTH

ELECTION PROCEDURES

Election procedures basically follow the *Al-Anon/Alateen Service Manual,* but because Nevada Area is small, with only six districts, Nevada has adopted its own Nevada Area Election Guidelines (Guideline #5, 2003). Please see Guideline #5 for specific Area procedures.

Out-going Group Representatives, those currently still serving, vote for the new Area officers at their final Assembly at the end of their three-year term. The election procedure of the District Representatives (DR) and Group Representatives (GR) precedes the date of the fall Area Assembly. The terms of Group Representative and District Representative are from the January following the fall election for a full three-year term, coinciding with the Delegate's term. District Representatives are elected from outgoing Group Representatives in the election year.

Area Coordinators are selected by the AWSC from submitted resumes. Appointment of Area Coordinators will occur at a meeting of the AWSC at some time following the Assembly business meeting after Area elections are held. Selection of Area Coordinators is based on qualifications and resumes submitted.

AREA WORLD SERVICE COMMITTEE (AWSC):

PRIMARY FUNCTION:

To plan for the general improvement the Area Assembly as well as all Area groups
(See Service Manual 2022 – 2025 pages 67, 159 – 162)

AREA WORLD SERVICE COMMITTEE MEMBERS:

(It is suggested that a Service Sponsor is helpful for those who have these positions).

- Delegate, Alternate Delegate, Area Chairperson, Secretary, and Treasurer.
- Past Delegates
- Coordinators: Alateen & AAPP, Public Outreach, Literature, Spanish, Assembly, Al-Anon Times Editor, WEB
- District Representatives (6)
- AIS Liaisons (2)
- Spanish Translation Liaison

GENERAL POLICIES and RESPONSIBILITIES OF ALL AWSC MEMBERS

- All AWSC members attend two (2) Assemblies per year, held in the Spring (March) and Fall (September).

- All AWSC members attend the (2) AWSC meetings held prior to Assembly each year. If unable to attend either the Assembly or AWSC, or have an alternate present, the committee member needs to notify the Chairperson and send a written report.

- All AWSC members utilize a copy of the *Al-Anon/Alateen Service Manual* and adhere to its stated policies unless a different procedure for a service duty has been adopted by Nevada Area Al-Anon.

- All AWSC members participate in two conference calls per calendar year scheduled between each assembly and as needed.

- All Officers, Coordinators, and DRs provide a copy of their report given at the AWSC meetings and Assemblies to the Area Secretary. Reports at Assembly by the Coordinators and DRs are brief: two to five minutes in length.

- All members of the AWSC are reimbursed for expenses from the Area Treasury, except for the District Representatives and the AIS liaisons, whose attendance is supported by their respective service body.

- All Officers, Coordinators, and DRs submit a quarterly, written report to *The Al-Anon Times* newsletter. (January, April, July, and October)

- Nevada Area Guideline Two (1992) outlines the policy for “Removal of Area Officers and Coordinators.”

- That guideline was later revised for clarity (2000). In summary, if a member of the AWSC does not attend one Assembly or AWSC meeting, that person is responsible to submit a written report to the Chair. Absence of a written report in lieu of being there in person will be considered as an “informal resignation.” Guideline Two further outlines the procedure for filling the vacancy.

- All members of the AWSC keep accurate records and reports of their activities while serving. At end of the three-year term, each committee member passes on information to the newly elected trusted servant.

- The Secretary is charged with creating a standing AREA HANDBOOK COMMITTEE to serve as an “official team of trusted servants” to review sensitive wording and protect our documents and our history. Included in this committee: Serving AREA SECRETARY, Serving ALTERNATE DELEGATE, PAST DELEGATE(S) It is recommended that all documents be approved by the standing AWSC.

SUGGESTED SCHEDULE FOR LOVE GIFTS: (suggested complete in February or early March)

"Love gift" is a term used to describe a simple gift for the Delegates to give to Delegates from other areas at the World Service Conference. "Love gifts" usually represent in some small way, a reflection of our Area, often including slogans or other Al-Anon principles. Since each Area usually sends gifts (Quantity to be provided: 100), it is a heartwarming experience of unity for Delegates to receive a gift from a fellow Al-Anon Delegate. Rotation of "Love gift" responsibility has been designated by Districts in our Area as follows:

Note: *How the gift is provided is up to the current Delegate.*

DISTRICT	YEAR	DISTRICT	YEAR	DISTRICT	YEAR
6	1997	6	2021	6	2045
3	1998	3	2022	3	2046
5	1999	5	2023	5	2047
2	2000	2	2024	2	2048
4	2001	4	2025	4	2049
1	2002	1	2026	1	2050
6	2003	6	2027	6	2051
3	2004	3	2028	3	2052
5	2005	5	2029	5	2053
2	2006	2	2030	2	2054
4	2007	4	2031	4	2055
1	2008	1	2032	1	2056
6	2009	6	2033	6	2057
3	2010	3	2034	3	2058
5	2011	5	2035	5	2059
2	2012	2	2036	2	2060
4	2013	4	2037	4	2061
1	2014	1	2038	1	2062
6	2015	6	2039	6	2063
3	2016	3	2040	3	2064
5	2017	5	2041	5	2065
2	2018	2	2042	2	2066
4	2019	4	2043	4	2067
1	2020	1	2044	1	2068

Updated: 9/19 JR; 06/23 MS; 08/25 MS

NEVADA AREA SERVICE ROLES

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AREA SERVICE ROLES:

DELEGATE
ALTERNATE DELEGATE
AREA CHAIR
SECRETARY
TREASURER
DISTRICT REPRESENTATIVE
PAST DELEGATE
AIS LIAISONS
NEWSLETTER EDITOR/COORDINATOR
PUBLIC OUTREACH COORDINATOR
ASSEMBLY COORDINATOR
LITERATURE COORDINATOR
ALATEEN COORDINATOR
WEBSITE COORDINATOR
GROUP REPRESENTATIVE (GR)
SPANISH COORDINATOR
RESUME FOR NEVADA AREA

Update: 11/10 JA; 11/12 SJ; 11/13 SJ; 3/16 SM; 9/19 JR; 4/20 DS;9/22 DS; 06/23 MS

DELEGATE

2022 – 2025 Service Manual pages 150 - 151
WSO Members' website www.alanon.org/members
Nevada Area website www.nevadaal-anon.org

- Serves as communication link between Area and World Service Office (WSO).

- Obtains a password to WSO AFG Connects for ALL communities and receives Conference information as well as other information about Al-Anon/Alateen to be passed on to AWSC members. The Delegate's access to AFG-Connects is the link between WSO/WSC and our Area.

- Represents the Nevada Area at the annual World Service Conference (WSC).

- **After WSC** passes on to the Area Chairman and Area World Service Committee (AWSC) all presentations, skits, and workshops from WSC for use at Area Assemblies and ensures all such materials are available on request.

- **After WSC** arranges a Delegate's Report in person for all districts in NV Area, coordinating dates with District Representatives or AIS Liaisons as applicable.
    - Northern Nevada - District 2, 4 and 6 Southern Nevada – District 1, 3 and 5

- At the beginning of each term of office, the Treasurer must make arrangements to visit the bank with two other check signers: The Delegate and Chair. Old signature cards must be removed using the proper form and replaced with new signature cards of the current Treasurer, Delegate, and Chair. The outgoing Delegate will shred their debit card and the incoming Delegate will receive a new debit card in their name (see Nevada Area Guideline #14 Visa/Debit Card). Change of mailing address to the NEW DELEGATE is necessary for both the Area Business checking and Savings accounts.

- Receives Area bank statement and reviews deposits/expenditures; forwards to Area Treasurer and may be the second signature (signer) required on Area bank account checks.

- Communicates with the Area Treasurer to ensure payment is sent to WSO for Delegate's equalized or full expense check to attend WSC, as soon as possible after Fall Assembly, but no later than December 31.

- Submits itemized Delegate expense vouchers with receipts to Area Treasurer for expense reimbursement. When using the Visa/Debit card for Area expenses they will follow guideline #14 Visa/Debit Card.

- The current Delegate will be responsible for housing the projector and during events where the projector is being used set up and care of the projector. With technology improvements, the facility where we meet may have a projector available for use hence the Area projector may not be required.

- Attends the yearly US Southwest Regional Delegates' Meeting (SWRDM) usually held the second full weekend in March in the Southwest Region, the purpose being to inform Delegates of upcoming conference concerns or issues and to welcome the new Delegates. Although the SWRDM is not an official part of the Al-Anon Conference Structure, all delegates from the SW region meet annually, and Nevada funds Delegate participation for strengthening communication among Areas.

- Becomes a member of the SWRDM online group in order to receive information from other Delegates in the Southwest Region about SWRDM.

- Attends and participates in AWSC meetings or conference calls.

- Gives semi-annual report to AWSC Area Assembly with email or printed copy to Area Chair to post on Google Docs, Area Secretary for minutes, and Spanish Coordinator for interpreter as well as for Translation Work Group.

- Submits Quarterly report for Al-Anon Times four publication dates:
    - February 1 (by Jan 15) May 1 (by April 15)
    - August 1 (by July 15) November 1 (by October 15)

Updated: 9/19 JR; 8/22 DS; 06/23 MS; 07/25 MS

- Supports Delegate

- Serves as a resource of information and history on the NEVADA AREA HANDBOOK Committee to review sensitive wording and protect our documents; to assure the existing "MOTIONS," "GUIDELINES" and "SERVICE ROLES" are kept current; assure review by the standing AWSC. Included in this committee: Serving AREA SECRETARY, Serving ALTERNATE DELEGATE, PAST DELEGATE (S).

- Submits itemized expense vouchers with receipts to Area Treasurer for expense reimbursement and returns unused advanced funds.

- Attends and participates in AWSC meetings or conference calls.

- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs., Area Secretary for minutes, and Spanish Coordinator for interpreter as well as for Translation Work Group.

- Attends SWRDM the 2nd full week-end in March with the Delegate (if available to travel, expenses paid for by the Nevada Area.

- Submits Quarterly report for Al-Anon Times four publication dates:
  - February 1 (by Jan 15)
  - May 1 (by Apr 15)
  - August 1 (by July 15)
  - November 1 (by Oct 15)

- **SERVES AS NEVADA AREA GROUP RECORDS COORDINATOR (See WSO Guideline G-36)** and provides information regarding how to update and view group records to DR's and GR's.

- Completes updates upon receipt of WSO email notification of group changes in WSO groups records platform.

- Confirms that DRs can access group records (read only access).

- Notifies pertinent DR and AIS of group changes of location and details.

- Prepares group detail reports by District for use in Roll Call at Assembly.

- Provides/creates VOTING CARDS so VOTING GRs and verifies count for accuracy. (Groups not listed or Group corrections must be noted and amended at another time)

- Obtains a password to AFG Connects Group Records Coordinators Community and receives information to be passed on to AWSC members.

- Can appoint one additional active AWSC member, concurrent with Group Records Coordinator term, access to the WSO Online Group Records site.

Updated: 9/19 JR; 8/22 DS; 06/23 MS; 07/25 MS

- Communicates regularly with Delegate to be aware of all AFG information.
- Create an email-message-system to effectively communicate between Area Assemblies to the serving AWSC; requests needed agenda items or ideas for AWSC and Assembly.
- Obtains a password to AFG Connects Area Chair Community and passes on information to AWSC members.
- Reserves meeting place for regular AWSC & Area Assembly (assures rent is paid for facility).
- Schedules, arranges and facilitates two (or as many as needed) Zoom AWSC calls to be held in between scheduled Area Assemblies.
- Prepares agenda and conducts all AWSC meetings and Assembly meetings.
- Prepares assembly agenda for publication in the February and August Al-Anon TIMES.
- Prepares Information Packets for AWSC and Area Assembly. Packets also will include translated documents provided from the Translation Work Group.
- Is responsible to house the translation equipment and transport it to and from each assembly.
- Arranges for meals during Assembly. Coordinates with Area Assembly Coordinator who will be providing paper products and other items needed for meals.
- Assures safekeeping of Area map and Legacy banners for display at Assembly
- Ensures Nevada voting guideline/requirements are upheld at Election Assembly and when motions are made.
- Invites the Regional Trustee or WSO Representative to attend a NV Area Assembly once during the 3-year term. Discuss with current Delegate to fill out the required request documents. History shows usually the Fall Assembly of an election year.
- Coordinates the appointments to fill office until next Assembly of any resigned or terminated officer.
- Compiles a list of contact information for Tonopah to pass on to successor (Telephone number /e-mail address for Convention Center, Restaurants)
- Submits itemized expense vouchers with receipts to Area Treasurer for expense reimbursement. When using the Visa/Debit card for are expenses will follow Guideline # 14 Visa/Debit Card.
- May be the second signature (signer) required on Area bank account check, follows Treasurer guide and Area Guideline #14 Visa/Debit Card to complete this process.
- Is a member of the CWWG (Charge Writing Work Group) and schedules agenda items as put forth by the Thought Force, Task Force and Work Groups.
- Facilitates an AWSC self- inventory at the conclusion of the second Spring assembly of the three-year term.
- Submits Quarterly report for Al-Anon Times four publication dates:
    - February 1 (by Jan 15)
    - May 1 (by Apr 15)
    - August 1 (by July 15)
    - November 1 (by Oct 15)

Updated: 9/19 JR; 6/21 DS; 8/22 DS; 06/23 MS; 07/25 MS

- Sends contact information to WSO via current Delegate of all AWSC members and updates regularly.
- Distributes updated AWSC contact information to all AWSC members.
- Coordinates with Area Chair in requesting all AWSC members to submit their Area reports prior to Area Assembly electronically so that translators can be copied by the Area Chair and prepared for Assembly. If not submitted prior to Assembly, submit at Assembly or within one week after Assembly.
- Prepares and distributes minutes of the meetings within one month after Assembly, to all AWSC members. If there are changes submitted to Area Secretary, makes corrections, then distributes final version to AWSC members. (DRs can distribute copies to their GRs electronically or printed version). Submits minutes to Area Webmaster for posting on the NV Area Website.
- Keeps a permanent electronic "Minutes Book" on a flash drive or memory stick to be passed on to successors.
- Keeps a copy of Area documents presented to AWSC for safekeeping and back up.
- Submits itemized expense vouchers with receipts to Area Treasurer for expense reimbursement, i.e. memory stick and/or required printed items.
- At Election Assembly, lists candidates' names eligible for office and assists as needed.
- Updates NV Area Handbook with a List of Motions after each Assembly (English and Spanish).
- Compiles and summarizes comments and suggestions from Assembly and distributes to AWSC.
- Attends and participates in AWSC meetings and conference calls, keeping minutes of discussions.
- Area Secretary is responsible for the safe-keeping of the official records, to assure the existing "MOTIONS" and "GUIDELINES" and "SERVICE ROLES" and "HISTORY" are kept current.
- Create a standing AREA HANDBOOK COMMITTEE to serve as an "official team of trusted servants" to review sensitive wording and protect our documents and our history.
- Include in this committee:
  - Serving AREA SECRETARY,
  - Serving ALTERNATE DELEGATE, PAST DELEGATE (S) It is recommended that all documents be approved by the standing AWSC.
- Submits Quarterly report for Al-Anon Times four publication dates:
  - February 1 (by Jan 15) May 1 (by Apr 15)
  - August 1 (by July 15) November 1 (by Oct 15)

Updated: 9/19 JR; 9/22 DS; 03/25 MS; 07/25 MS

TREASURER

2022 - 2025 Service Manual pages 149 - 150
See S-21 Seventh Tradition See G-41 Reserve Fund Guideline
WSO Members' website www.al-anon.org/members
Nevada Area website www.nevadaal-anon.org

- Provides training to newly elected Treasurer on all processes and tools, including use of Quicken and spreadsheets. Provide Quicken software to new Treasurer. Provide old reports and other documents in electronic format to New Treasurer. Provide all historic hard copy materials available to new Treasurer.

- Obtains a password to AFG Connects Area Treasurers Community and passes on information to AWSC members.

- At the beginning of each term of office, the new Treasurer will visit the bank and meet with a business banker.

- The following documents will be provided to the banker:
  1. Confidential list of Nevada Area officers with new officers highlighted.
  2. Fall Assembly minutes indicating election of new officers, highlighted.
  3. Nevada Area service roles for Delegate, Treasurer and Area Chair, including table of contents and the three service role descriptions, with the paragraph highlighted that indicates each member's responsibility.
- The following will be done by the banker:
  1. The account Key Executive will be changed from the previous Treasurer to the new one. All transactions may be done by FedEx, email and/or telephone. It is suggested that the new Treasurer coordinate all items.
  2. The Delegate and Area Chair will be added as Authorized Users on the account.

- The new Treasurer will provide a Wells Fargo on-line account to be associated with the Area checking and savings account.

- Provide new Visa Debit Card information to Area Secretary, to attach to the Apple ID for Macintosh Computer (for Operating System updates).

- Provide new Visa Debit Card information to Webmaster, to attach to the website account for billing purposes.

- Receives and deposits all contributions to Nevada Area Treasury account, posting identification of source by Group, District or other.

- Provide accurate accounting of Area Treasury at all AWSC & Assembly meetings.

- **Area Finance Committee**

  1 The Area Treasurer will recruit Al-Anon members, currently active in service, to be part of the Area Finance Committee.
  2 The Committee may consist of AWSC members and/or GRs willing to review Area financial matters.
  3 The Committee will provide a "group conscience" for the Treasurer who will be the Chairperson of the committee.

- Regularly reconciles bank statements. Copies Finance Committee and current Delegate to also review.

- Sends check to WSO (before Jan 1) for the Delegate's expense to World Service Conference. (can be equalized or full amount depending on budget and available Area funds)

- Reimburse AWSC members upon receipt of expense requests. Request checks are cashed within two weeks for expediency.

- Pays all expenditures approved by AWSC or Assembly. Note that two signatures are required (Area Chair **or** Delegate).

- Pay amount budgeted for Assembly expenses of Delegate, Alt. Delegate, Area Chair, Area Secretary, Area Treasurer, all Coordinators, and Past Delegates Pays extra expenses for handouts, supplies and other items needed for Area Assembly.

- Payment above the budgeted amount may be approved with this schedule:
    1. Up to 5% - approved by the Finance Committee
    2. Up to 20% - approved by AWSC
    3. Over 20% - must be approved by the groups at Area Assembly

- Pay all Assembly expenses for meeting facilities and planned group meals.

- Track yearly “Income & Expenses” in order to present an informed budget.

- Prepare proposed Annual Budget for approval by AWSC and Area at each Fall Assembly.

- Prepares Profit/Loss statement for each Assembly to help Finance Committee ascertain budget proposals for future.

- Sends annual Appeal Letter via email to AWSC members asking for their support to Area. Depending on date of appeal letter, can be printed and included in Area Assembly folders or can be distributed by District Reps to groups.

- If requested by the Assembly Registration Committee, provides two cash boxes and $150 in small bills. These cash boxes are for registration funds and raffle funds.

- Receives and deposits all Assembly income from raffle proceeds and sale of lunch or banquet tickets.

- Attends and participates in AWSC meetings and conference calls.

- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs, Area Secretary for minutes, and Spanish Coordinator for interpreter as well as for Translation Work Group.

- Submits Quarterly report for Al-Anon Times four publication dates:
    - February 1 (by Jan 15)
    - May 1 (by Apr 15)
    - August 1 (by July 15)
    - November 1 (by Oct 15)

- Prior to passing position to elected successor at end of term (but by January 1st), arranges for a financial audit to be done by the outgoing Delegate or Chairman, or their designee.

DISTRICT REPRESENTATIVE

2022 – 2025 Service Manual pp 147 - 148
WSO GUIDELINE G-15; G-37
WSO Members' website www.al-anon.org/members
Nevada Area website www.nevadaal-anon.org

- Conducts District meetings at regular intervals, providing Area & WSO information to each GR in person or via email. Keeps e-mail list of GR's current. Distribute information at first District meeting of the new term, such as folder for each GR containing contact information of District, AIS, Area, World Service, "Al-Anon Times" "Forum", Guidelines, how to access the Area Website, and the Nevada Area Handbook. Provides Group Records Coordinator with names of new groups and explain the process of how GRs can make their own group record changes. Provides Love Gifts for Delegate as mentioned in the Nevada Service Roles General Information section. (Which shows which District and which Year responsible for gifts)

- Obtains a password to AFG Connects District Representatives Community and uses information as needed.

- When possible, during term, attends each active meeting within District. Encourages Group accountability for support of Area Treasury (Tradition Seven). Provides current print-outs of Group Details as listed on the Group Records site of WSO website to each GR, so information can be updated as needed.

- Each DR will have all GRs attending Assembly from that District stand for Roll Call. VOTING CARDS and VOTING GRs can be verified for accuracy. (Groups not listed or Group corrections must be noted and amended at another time).

- Encourages each Al-Anon/Alateen Group to elect a GR who will attend Area Assembly and encourages GR's to send the alternate or another member as a proxy if they cannot attend Assembly. Provides GRs with Guideline 7 (NV Area Restructure of Its Service Committees) and Guideline 15 (Assembly Procedures) prior to Assembly. Provides contacts for Assembly registration at least two months prior to Assembly. Provide motel and travel information to Tonopah. Explain the Assembly raffle to help defray expenses.

- Conducts elections in an election year for new DR and District Officers prior to Fall Assembly. Makes arrangements after World Service Conference for Delegate's report to District.

- Creates or participates in local workshops, local Public Outreach events, or other Al-Anon events. Encourages participation throughout the year to take part in Thought, Task Forces or Work Groups.

- Submits and informs the Al-Anon Web Coordinator and if there is one, the Area Events Calendar person of all district events, thereby keeping all members informed of service events via the website and it there is one, the Area monthly calendar

- Attends and participates in AWSC meetings or conference calls.

- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs, Area Secretary for minutes, and Spanish Coordinator for interpreter as well as for Translation Work Group.

- Checks the NV Area Handbook to determine what year specific Districts are responsible for the yearly Delegate Love gifts (Quantity to be provided: 100).

- Submit Quarterly report for Al-Anon Times four publication dates:
  - February 1 (by Jan 15)
  - May 1 (by Apr 15)
  - August 1 (by July 15)
  - November 1 (by Oct 15)

NOTE: Assembly expenses are paid by respective District Treasuries.

Update: 9/19 JR; 7/22 DS; 06/23 MS; 07/25 MS; 08/25 MS

- Serves on AWSC as an active member in an supportive role.
- Shares experience of the past Assembly history, referencing past experience, previous discussions, historical milestones, and Assembly motion decisions.
- Obtains a password to AFG Connects Past and Current WSC Members and uses information as needed.
- Shares ideas from other Areas heard at WSC and makes suggestions.
- Serves as support, offers experience, strength, hope, and wisdom to members of Assembly.
- Serves on committees; assists in business matters when asked by Area Chair or AWSC.
- Attends and participates in AWSC meetings and conference calls.
- May voluntarily be a member of the CWWG (Charge Writing Work Group) that writes Charges for the AWSC to bring forward to the Assembly.
    - Duties for CWWG members include the following:
    - Participates in several annual conference calls for the purpose of reviewing and editing drafts.
    - May occasionally be asked by the Chair of the CWWG to write a first draft of a Charge.
- May also serve as the Chair of the CWWG group for one year, based on rotation of service within the Work Group.
    - Duties of the Chair include the following:
    - *If serving as current Chair of the Work Group, call for a CWWG meeting to be arranged by Area Chair.
    - Send the completed Charge(s) to the Area Chair for AWSC approval when Charge(s) are completed.

Examples:

- Short Talks for Assembly:
- Conference Structure
- Policy Issues
- Spiritual Principles
- What/Who are the BOT (Board of Trustees)
- Appeal Letter
- How CAL (Conference Approved Literature) comes to be
- Concepts
- WSO (World Service Office) Services
- Greeter at Assembly
- Breakout Leaders
- Resource for workshop ideas
- Part of Handbook Committee
- What is a Delegate
- Links of Service
- Legacies
- What is Conference
- International Outreach

- Serves as a resource of information and history on the NEVADA AREA HANDBOOK COMMITTEE to review sensitive wording and protect our documents; to assure the existing "MOTIONS," "GUIDELINES," "HISTORY" and "SERVICE ROLES" are kept current; assures review by the standing AWSC. Included in this committee: Serving AREA SECRETARY, Serving ALTERNATE DELEGATE, PAST DELEGATE(S).

Update: 9/19 JR; 8/22 DS; 06/26/23 MS

- Supports the Districts it serves as a Service Arm.
- Attends AWSC as a liaison.
- Obtains a password to AFG Connects Al-Anon Information Services and passes on information to AWSC members.
- Serves as Chair of AIS; communicates with all Information Service Representatives (Alternate GRs) as a link to the District Representatives.
- Arranges facilities for AIS Meetings.
- May serve as an avenue for local public outreach.
- Ensures distribution of current Al-Anon meeting schedules for the Districts they represent, (Southern Nevada AIS: Districts 1, 3 & 5; Northern Nevada AIS: Districts 2,4 & 6) and to the Area Webmaster for posting on the NV Area Website.
- Communicates with DRs about any changes to the Answering System Service.
- Provides current AIS meeting information, changes and updates to Area Webmaster.
- Attends and participates in AWSC meetings or conference calls.
- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs., Area Secretary for minutes, and Spanish Coordinator for interepreter as well as for Translation Work Group
- Submits Quarterly report for Al-Anon Times four publication dates:
    - February 1 (by Jan 15)
    - May 1 (by Apr 15)
    - August 1 (by July 15)
    - November 1 (by Oct 15)

NOTE: Assembly expenses are paid by respective AIS Treasury.

Update: 9/19 JR; 8/22 DS; 06/23 MS; 07/25 MS

NEWSLETTER EDITOR COORDINATOR

2022 – 2025 Service Manual page 62 and 75
See WSO GUIDELINE G-21
WSO Members' website www.al-anon.alateen.org/members
Nevada Area website www.nevadaal-anon.org

- Basic keyboard and computer skills are necessary to communicate through email and other E-communication. Word processing skills are necessary to produce the Newsletter.
- Selects a Newsletter topic for quarterly distribution of the Al-Anon Times.
- Obtains a password to AFG Connects Newsletter Editors Community and uses information as needed.
- Reviews all submissions to ensure they meet the Newsletter Statement of Purpose and are Al-Anon in content and focus.
- Compiles, edits, and distributes information pertinent to Nevada Area in a quarterly publication. Submits the pdf version of Al-Anon Times to NV Area Webmaster and sends via group email to all AWSC members. (The AWSC members then distribute to groups for which they are responsible.)
- Attends and participates in AWSC meetings or conference calls.
- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs., Area Secretary for minutes, and Spanish Coordinator for interepreter as well as for Translation Work Group.
- Encourages member participation for sharings, as well as group/individual distributions. Members request to be part of distribution by sending a request via email to nvareatimeseditor1@gmail.com or request to be added to the distribution list. This can be completed by filling out the request form found on the NV Google Drive.
- Coordinates with Website Coordinator to upload quarterly newsletters to the NV Area Archives via the Google Drive. Adds individual members to Al-Anon Times Newsletter distribution as requested by members.
- Presents an Assembly Workshop as requested.
- Publication dates:
    - February 1 (by Jan 15)
    - May 1 (by Apr 15)
    - August 1 (by July 15)
    - November 1 (by Oct 15)

AL-ANON TIMES – Statement of Purpose:
The Al-Anon Times is a service publication of the Nevada Area AFG. Its purpose is to keep the Area informed of all service-related projects and activities at the District, AIS, and Area levels. Each issue will have a topic. Sharing submitted by members will be included as space allows. The opinions expressed in the Al-Anon Times are not to be attributed to Al-Anon as a whole; they are the personal views and experience of the individual member. In keeping with the 11th and 12th Traditions, no names disclosed within this publication are to be kept within the fellowship.

Update: 9/19 JR; 9/22 DS; 06/23 MS; 07/25 MS

PUBLIC OUTREACH COORDINATOR

2022 – 2025 Service Manual Page 44 and Pages 119-127
See WSO GUIDELINE G-09; G-10; G-29; G-38
Best of Public Outreach
WSO Members' website www.al-anon.org/members
Nevada Area website www.nevadaal-anon.org

- Chairs Committee meetings at Assembly: reports to AWSC (Area World Service Committee) and Assembly with a printed report. Computer skills for accessing information from the web is a vital part of this position.
- Disseminates information from WSO (World Service Office) to AWSC, sharing projects & encouraging support.
- Communicates with WSO to keep up with updated information. This involves participating in meetings with other Public Outreach Coordinators through AFG Connects Public Outreach Coordinators Community and Webex App (that needs to be downloaded).
- Communicates with AIS Liaison's and District Reps and Area members to ensure all Public Outreach information is received and utilized. This can be via e-mail reports and updates or preparing Power Point presentations at Area Assembly.
- Informs all AIS Liaison's and District Reps of any new PSA information in order to encourage distribution to local stations. Share PSA links with Area members and/or share the PSAs live at the Area Assembly.
- Notifies WSO of project successes/flops in Area.
- Presents an Assembly workshop as requested.
- Submits itemized expense vouchers with receipts to Area Treasurer for expense reimbursement and returns unused funds.
- Communicates with Web Coordinator for updates on the Nevada Area Website.
- Obtains a password to AFG Connects for Public Outreach Coordinators Community and receives information to be passed on to AWSC members.
- Attends and participates in AWSC meetings or conference calls.
- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs., Area Secretary for minutes, and Spanish Coordinator for interpreter as well as for Translation Work Group.
- Collaborates with WSO to inform AIS Liaison's, District Reps and AWSC members. Including encouraging members to send thank you when have cooperated with public agencies.
- Submits Quarterly report for Al-Anon Times four publication dates:
    - February 1 (by Jan 15)
    - May 1 (by Apr 15)
    - August 1 (by July 15)
    - November 1 (by Oct 15)

AREA ASSEMBLY COORDINATOR

2022 – 2025 Service Manual pp 67 and Page 140
See WSO GUIDELINES:
G-02: Beginners Meeting G-12: Starting an Al-Anon Group
G-13: Suggested Programs for Meetings G-22: A Meeting on Wheels
G-27: The Open Al-Anon Meeting G-30: Area Archives
WSO Members' website www.al-anon.alateen.org/members
Nevada Area website www.nevadaal-anon.org

- Primary Goal: To reach out in friendship and support to all members of our diverse fellowship by encouraging individual participation and strengthening group unity, always preserving and sharing our history and heritage.

- Basic keyboard and computer skills are necessary in order to communicate through email and other E-communication. (Excel spreadsheet may be helpful for Registration or Google Forms)

- Attends and participates in AWSC meetings and video conferences.

- Uses/creates a Work Group for tasks as mentioned in NV Guideline.

- Submits semi-annual report to AWSC and Area Assembly. Sends report via e-mail to the Area Secretary and Spanish Coordinator to provide to interpreter before assembly when possible. This report has been presented at the beginning of the Assembly to apprise attendee of facilities and other housekeeping items of note that will make them more comfortable during the Assembly.

- Submits Quarterly report for Al-Anon Times four publication dates:
  - February 1 (by Jan 15) May 1 (by April 15)
  - August 1 (by July 15) November 1 (by October 15)

- Participates in Thought Force, Task Force, or Work Group.

- Submits itemized expense vouchers with receipts to Area Treasurer for expense reimbursement for Action Committee supplies.

- Provides warm welcome to new GR's (Group Representatives) to Area service at Assembly. A confirmation email should be sent to all who register for Assembly (by mail or online). The confirmation letter should include the Google Drive link to assembly documents (see Area Chair).

- Hosts a New GR (Group Representative) Orientation Session for the GR attending their first Assembly. New GRs and guests are invited to attend a Meet and Greet prior to the opening of Assembly. Meet and Greet is intended to welcome new GRs and guests and answer any questions that they may have. There may also be a pre-A Assembly ZOOM meeting for first time Assembly attendees. New GRs are also presented with Mardi Gras style beads so that they can be identified as first timers and offered warm welcomes and assistance, if needed.

ASSEMBLY REGISTRATION COMMITTEE Guideline 7 part 1 and Guideline 10 (REGISTRATION, MEALS & RAFFLE)

- Assembly Registration form and information sheet is developed 3-6 months before each Assembly. Key items to be on flyer are dates of Assembly, times, cost, deadline for pre-registration, how to make out checks, where to mail the completed registration and payment. Also include a list of hotels/motels available for lodging, potluck (Spring Assembly) assignments, banquet information (Fall Assembly only) and information about the raffle.

- The Pre-registration information and registration form should be distributed well in advance of Assembly. A printed flier/registration form for the next Assembly should be provided in Assembly folders so that attendees can register in advance. Online registration should be posted on the website as soon as possible. Email the Pre-registration form to the following:
  - Al-Anon Times Editor to be included in the appropriate issue of the Al-Anon Times
  - Area Webmaster to be included on the website
  - Person in charge of the events calendar to include as appropriate.
  - District Representatives to distribute at District meetings
  - Spanish Liaison to translate and distribute
  - Area Chair to put into the Assembly packets (check with Chairperson for deadline)

Registration By Mail:

- When you receive registration forms in the mail, have an accurate method to keep track of who is registered. This may be done using Excel or another method of your choosing.
- All registration is paid in person at Assembly via cash or check.
- When you receive registration forms & payment in the mail, have an accurate method to keep track of who is registered and paid. This may be done using Excel or another method of your choosing. All checks, cash and money orders received are deposited at Wells Fargo Bank regularly during the pre-registration period in the event that no Wells Fargo branch is available, meet with the Area Treasurer to work out a way to deposit checks and cash.
- Before Assembly, badges are created as needed for new attendees or new positions (or replacements for those lost). Be sure to provide blank name badges that can be completed at Areas Assembly for those who did not pre-register by the deadline.

Registration Online:

- Registration Online has been available in recent years. Training to be arranged in conjunction with the Webmaster can be arranged.

Registration Table at the Assembly:

During AWSC meeting assign 2 – 4 people to work the registration table. These committee members will:

- Arrive prior to registration opens to set up.
- Provide information for food, raffle baskets, bathrooms and where GR Meet and Greet will be held.
- Add pages to Assembly packet as needed.
- Take care of details of registering each person and provide a name tag.
- Sell raffle tickets.
- Provide friendly smiles and a welcome to all Area Assembly attendees.

Suggested Supplies:

- Blank name badges, markers and pens, moneybox with change(registration), raffle tickets, container for sold raffle tickets. Money box for raffle sales, sign with raffle ticket prices. Coordinates with Area Chair about who is providing paper goods.

Funds / Attendees:

- As Registration closes, a detailed account of received monies is provided to Area Treasurer along with actual funds and breakdown by registration, banquet and raffle. A final count of all attendees is given to the Area Chair before the close of assembly, including breakdown of GRs, AWSC members & guests as well as grand total.

Raffle Tickets:

- Raffle tickets may be sold at registration if you feel you have enough people. It is a good idea to set up a separate table in the convention center for selling raffle tickets. Otherwise, tickets are to be sold only during times when the Assembly is not in session (breaks, lunch, etc.) so as not distract from the agenda. Baskets will be raffled at the Area Chair's discretion. Discuss with your Chairperson the timing of the raffle; this can happen all at once or at various times throughout the Assembly. At end of assembly announce raffle income total.

Also suggested to track:

- English vs. Spanish Speaking attendees (helps the Area Chair know how many packets in each language)
- GR's vs AWSC attendees
- How many attendees from each district (helps with potluck assignments when there is a potluck meal)
- How many pre-registered vs. how many registered at the Assembly
- Total $ paid for registration
- Total $ paid for the banquet (Fall Assembly only)
- Total $ received from the raffle

Potluck:

- Contact DRs to communicate with their GRs and other Assembly attendees to know what items are assigned to each District for their potluck contribution. Signs should be placed in potluck areas designating Main Dishes (with meat, vegetarian, vegan), sides and salads (with meat, vegetarian, vegan), Desserts (regular, gluten free).

- Assembly committee coordinator is responsible for paper goods as follows:

- Paper Plate — 100
- Small Paper Plates — 200
- Paper Bowls — 80
- Spoons — 100
- Forks — 100
- Knives — 80
- Napkins — 350

- Coordinator should work closely with Area Chair to assist with other chores such as:
  - Each morning of Assembly:
    - Open building
    - Set-up coffee and hot water
    - Set-up for regular Al-Anon Meetings
  - Stock bathrooms.
  - Monitoring snack table and kitchen
  - Keep all common areas clean and organized (EX: Snack tables, coffee, hot water, etc.)
  - Help coordinate clean-up on last day of Assembly

LITERATURE COORDINATOR

2022 – 2025 Service Manual pp 67 and 140
See WSO GUIDELINE G-06; G-18; G-31; G-32
WSO Members' website www.al-anon.org/members
Nevada Area website www.nevadaal-anon.org

- Contacts WSO for updated information.
- Encourages Forum participation by members, with sharing's and subscriptions.
- Encourages use of CAL Literature for meetings and meeting topics.
- Obtains a password to AFG Connects Literature Coordinators Community and Literature Distribution Centers Community (if possible), also Forum Coordinators Community and becomes familiar with WSO website, to download pertinent information and pass on to GRs.
- Encourages use of discussion boards in e-communities to communicate with other Literature Coordinators on various topics.
- Participates in scheduled WSO conference calls for Literature Coordinators and The Forum Coordinators; or if unable to participate, asks for a volunteer to substitute and participate.
- Coordinates an Assembly workshop, skit or presentation through Action Committee as requested.
- Assures Literature Table responsibility is preserved (South – Fall) (North – Spring). Assures only CAL Literature is DISPLAYED and available FOR SALE at Assembly. (See BOOK DEPOT SCHEDULE - Page 2)
- Notifies WSO of project successes/flops in Area.
- Submits itemized expense vouchers with receipts to Area Treasurer for expense reimbursement.
- Generate printed copies of a Nevada Area Sharing publication, title can be determined by the current Coordinator. Current title is "Nevada Assembly…Let's Give Al-Anon Something to Talk About."
- Attends and participates in AWSC meetings or conference calls.
- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs., Area Secretary for minutes, and Spanish Coordinator for interpreter as well as for Translation Work Group.
- Oversees and updates Literature Highlight page on the NV Area Website. Coordinates this update with the Website Coordinator.
- Submits Quarterly report for Al-Anon Times four publication dates:
  - February 1 (by Jan 15)
  - May 1 (by Apr 15)
  - August 1 (by July 15)
  - November 1 (by Oct 15)

Update: 9/19 JR; 4/20 DS; 9/22 DS; 06/23 MS; 09/24 MS; 07/25 MS; 08/25 MS

- Is REQUIRED to be a certified AMIAS.
- Contacts WSO for updated Alateen information, serving as Area Alateen Process Person (AAPP).
- Obtains a password to AFG Connects Alateen Coordinator Community and Area Alateen Process Persons (AAPP) Community passing on any relevant information to the Area, Alateen Liaisons, and Alateen sponsors.
- Participates in conference calls with other Area Alateen Coordinators and AAPP's initiated by WSO.
- Generates and coordinates all Alateen Forms for Sponsor Certification, determining whether sponsors wish to remain active or become inactive on an annual basis.
- Reviews paperwork for compliance with Nevada Area certification process for all Al-Anon Members involved in Alateen Service and Alateen group registration forms before signing and forwarding to WSO (either snail mail or electronic submission).
- Appropriately disposes of all personal certification paperwork once Annual Recertification process has been completed.
- Conducts the annual Alateen Sponsor Recertification and verifies that all **active** Al-Anon Members involved in Alateen Service (AMIAS) meet the Annual Re-Certification Requirements and submits confirmation by mail or on-line to WSO by required Nevada Area deadline, usually June 1st.
- Distributes Alateen Power Point training presentations to Districts and Alateen sponsors for the annual "training and preparation" needed for sponsoring Alateen. Other training materials may be initiated by the Alateen Coordinator.
- Coordinates all information for the Nevada Area and its online sponsors regarding the Nevada sponsored "Together We Can Make It" Alateen meeting (Wed. 4:00 PM PST) on WSO's mobile app for teens age 13-18.add in link
- The Area Alateen Coordinator is responsible for the following requirements related to the Mobile App Alateen meeting:
  1. Ensures that certified AMIAS are available to support the meeting on the Mobile App
  2. (Two Group Sponsors are required, and three are recommended: one to serve as Host, a Co-host to facilitate the Waiting Room, and a third co-host to assist with the meeting while in progress.)
  3. Schedules any training with the WSO Group Services Staff for new or re-certifying Alateen Group Sponsors, to familiarize Sponsors with the features and functions of the Mobile App Alateen meeting
  4. Schedules test meetings whenever necessary with the WSO Group Services Staff for further Sponsor training purposes or any other service assistance related to the Mobile App groupservies@al-anon.org, allowing at least five business days for the request to be processed
  5. Informs all AMIAS supporting the Alateen Mobile App about accessing and participating in the Alateen Mobile App AFG Connects Community
  6. Notifies all Mobile App Sponsors of any meetings scheduled for them by the WSO Group Service Staff to share questions, concerns, and best practices with other Area Sponsors and Group Services Staff
  7. Informs the WSO if any personal information for the designated meeting Host changes or the meeting decides to rotate to a newly designated Host.
  8. May send out CAL to Alateen members on the mobile app, if Area approves, and if Alateens request it, always maintaining anonymity of the Alateen members.
- Updates WSO Group Records of Alateen Group changes and/or Sponsor
- Serves as a direct link to Nevada Area AMIAS, Alateen sponsors and Alateen meetings, keeping current records for AMIAS, Alateen meetings and their WSO ID numbers.
- Communicates with an AMIAS Alateen Liaison (non-voting) in each district, to maintain annual requirements.

- Encourages and supports cooperation and communication between Al-Anon/Alateen members. Serves as Alateen contact to Districts, Area & WSO.

- Attends and participates in AWSC meetings and conference calls.

- Gives semi-annual report to AWSC and Area Assembly with email and printed copy to Area Secretary and Spanish Coordinator to provide to interpreter.

- Submits Quarterly Alateen report for Al-Anon Times four publication dates:
    a. February 1 (by Jan 15)
    b. May 1 (by Apr 15)
    c. August 1 (by July 15)
    d. November 1 (by Oct 15)

Updated JR 9/19; DS 8/22; 06/23 MS; 11/24 MS

WEBSITE COORDINATOR

2022 – 2025 Service Manual Pages 98 - 100
See WSO GUIDELINE: S-66; G-39; G-40
WSO Members' website www.al-anon.org/members
Nevada Area website www.nevadaal-anon.org

- Basic keyboard and computer skills are necessary in order to communicate thru email and AFG Connects Web Coordinators Community. (Can use MAC or a PC, can update browsers as needed).

- Ensures Website contains only Nevada Area information and conforms to WSO and Nevada/Area Guidelines

- Recruits and maintains a volunteer Committee, which may consist of Webmaster and AIS Liaisons.

- Works with Web Committee members to coordinate and provide a useful and welcoming Website for Area Al-Anon/Alateen members, as well as others seeking information and help.

- Maintains all sections of Website to assure information is attractive and technically correct, revising outdated Area Events with current information as needed. Upcoming Area Events can be obtained from the Al-Anon Events Calendar or from DRs.

- Promptly answers all e-mail from anyone who contacts the site's Website Coordinator.

- Coordinates with Area Treasurer to make annual payment to web host. Yearly amount can change and is reviewed by Web Committee prior to payment being made. This payment can be made by personal credit card of AFG member and reimbursed by treasurer or an Area credit/debit card if available. (see note below regarding Information for *Incoming Website Coordinator*).

- Maintains and updates the Area Website Guidelines, noting policy changes, development and expansion as needed, with an updated copy to the Area Chair.

- At all times, maintains the security and confidentiality of Website, in order to reflect positively on our Area and Al-Anon as a whole.

- Attends and participates in AWSC meetings or conference calls.

- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs., Area Secretary for minutes, and Spanish Coordinator for interepreter as well as for Translation Work Group.

- Submits Quarterly Report for Al-Anon Times four publication dates:
  - February 1 (by Jan 15) May 1 (by April 15)
  - August 1 (by July 15) November 1 (by October 15)

ADDITIONAL INFORMATION FOR INCOMING WEBSITE COORDINATOR:

- The first task is to meet with the current Website Coordinator to go over access to the hosting site, website building platform and Google account that holds maps, etc.

Update 9/19 JR; 8/22 DS; 06/23 MS; 07/25 MS; 08/25 MS

GROUP REPRESENTATIVE (GR)

2022 – 2025 Service Manual pp 57 59, 61, 63 – 67, 144 - 146
Guideline G-11 *Al-Anon Times; In the Loop*
WSO Members' website www.al-anon.org/members
Nevada Area website www.nevadaal-anon.org

ACCEPTS RESPONSIBILITY OF A GROUP REPRESENTATIVE (GR) BY:

- Regular attendance at the Group meeting,
- Assuring use of Conference Approved Literature (CAL)
- Serving as The FORUM Representative
- Enthusiastically announcements of current and upcoming events
- Attends regular District Meetings to attain and share pertinent information for and from the Group. Brings Group problems or concerns to District Meetings for insight or help.
- Is familiar with the *Al-Anon/Alateen Service Manual* and commonly refers to the manual for information regarding any matters of policy or procedure which affect members, the group, or Al-Anon as a whole.
- **Ensures** the group has The FORUM subscription; and access to "Al-Anon Times" subscription.
- Encourages Group financial support to Al-Anon District, AIS, Area, and WSO with regular Group donations.
- Reads the Quarterly Appeal letter from WSO to enlighten the Group of the importance of contributions for worldwide Al-Anon and to inform the group members how money is used. *Note: In some groups the Treasurer reads the Quarterly Appeal Letter from WSO.*
- Participates in Area Work Groups, Thought Force, Task Force and Work Groups as desired.

Serves as communication link between Group and District and Nevada/Area.

- Serves as the Group Communication Link to WSO – maintaining the Current Mailing Address (CMA**)** by providing the **Area Group Records Coordinator** with timely and updated group information.
- Attends Semi-Annual Area Assembly to represent Group with voice and vote on decisions to be made.
- Explain the importance of attendance at Assembly and that the Group finances pay the expenses to attend.
- Explain the plan for Gift Basket as a donation for the RAFFLE, which is the fundraiser at Area Assembly.
- Encourages rotation of service position when term is completed and supports participation by others to step forward and seize the opportunity to gain personal growth in service.

SUPPORT IS AVAILABLE FROM:

- Past **G**roup **R**epresentative
- Current **D**istrict **R**epresentative
- A Service Sponsor
- Other Group Officers:
    - Alternate GR who attends AIS and obtains meeting schedules and other information
    - Secretary/Literature person who maintains meeting supply of CAL
    - Treasurer who is responsible for group expenses and contributions
    - Any other regular members who attend and participate

VALUABLE PERSONAL CHARACTERISTICS:

- Is responsible, consistent and trustworthy
- Is a motivator and encourages participation
- Is a diplomat with a composed attitude and calm voice tone
- Is an example, not a dominator or controller

- The purpose of the Spanish Coordinator is to encourage unity in the Area by supporting the participation of the Area's Spanish speaking members at Area events and facilitating the flow of information between the Spanish speaking members and the Area.

- Is bilingual, equally able to speak, read and write in English and Spanish.

- Facilitates the flow of communication between Area Spanish speaking members, AWSC and the Area's members by reporting to the Spanish speaking groups all on-going Area information. This will include information regarding Area assemblies and the Area delegate's reports to the districts. Also, the Coordinator will bring any questions, needs or concerns from the Spanish speaking groups to AWSC and Assembly. All Spanish group changes will be reported to the Area Alternate Delegate and the Website Coordinator.

- Coordinates translation of Area materials as part of the Area Translation Work Group. As part of Translation Work Group distributes materials that need translation to other Spanish/English speaking members.

- Arranges for interpreters to be present at Area Assembly. Also when needed will also interpret at Area Assembly.

- Attends and participates in AWSC meetings or conference calls.

- Gives semi-annual report to AWSC Area Assembly with email or printed copy to, Area Chair for posting on Google Docs, Area Secretary for minutes, and Spanish Coordinator for interpreter as well as for Translation Work Group.

- Directs GR's to appropriate links of service in assisting with Group issues. This could be to DR or AIS Liaison depending on Group question.

- Submits Quarterly report for Al-Anon Times four publication dates:
    - February 1 (by Jan 15)
    - May 1 (by Apr 15)
    - August 1 (by July 15)
    - November 1 (by Oct 15)

Updated: 7/13 RM; 11/13 JA; 3/16 SM; 9/19 JR; 9/22 DS; 06/23 MS; 07/25 MS

RESUME FOR NEVADA AREA
WORLD SERVICE COMMITTEE POSITION

ALL offices are held by AL-ANON members who ARE NOT also members of AA.

Name:_____

Address:_____

_____

Telephone:_____

Email Address:_____

AL-ANON BACKGROUND AND ACTIVITIES

Number of years ACTIVE IN AL-ANON:_____

Name of Home Group:_____ District:_____

Present Service Position:_____

Your Leadership Qualities:_____

_____

Positions held at Group Level:_____

_____

Positions held at the Area World Service Committee Level:_____

_____

Any other Al-Anon Service:_____
(Book Depot; Action Committee membership; AIS Officer)

_____

Years of attendance at Area Assembly:_____

AWSC position(s) of interest_____

_____

Update: 3/10 JK/JA

NEVADA AREA GUIDELINES

TABLE OF CONTENTS:

GUIDELINE #1 - DISTRICT BOUNDARIES

GUIDELINE #2 - REMOVAL FROM OFFICE (1992/2000)

GUIDELINE #3 - (REV.A) AREA FUNDED TRAVEL - SWRDM

GUIDELINE #4 - (REV.A) AREA FUNDED TRAVEL - OTHER SERVICE EVENTS

GUIDELINE #5 - NEVADA AREA ELECTIONS (2003)

GUIDELINE #6- ONE PERSON - ONE VOTE (2003)

GUIDELINE #7 - NEVADA AREA THOUGHT FORCE, TASK FORCE, AND WORK GROUP SERVICE STRUCTURE (2019/2023/2024/2026)

GUIDELINE #8 – ALATEEN SAFETY REQUIREMENTS
PART 1 ALATEENS (2005)
PART 2 SPONSORS (2007/2012)

GUIDELINE #9 – NEVADA AREA "WEBSITE" (2002/2012)

GUIDELINE #10- AREA ASSEMBLY RAFFLE (2006)

GUIDELINE #11 - NEVADA AREA HANDBOOK MAINTAINENCE

GUIDELINE #12 - AREA ASSEMBLY FORMAT

GUIDELINE #13 – AREA EQUIPMENT/ELECTRONICS: Microphones, transmitters, receivers, and earpieces (2012), Projector, Computer, PA System (2016)

GUIDELINE #14 – AREA VISA DEBIT CARD (2014)

GUIDELINE #15 – NEVADA AREA ASSEMBLY PROCEDURES (2016/2023)

GUIDELINE #16 – AREA NEWSLETTER

GUIDELINE #17 – PERMANENT ELECTRONIC GROUPS (PEGS)

GUIDELINE #18 - FINANCIAL SUPPORT FOR INTERPRETATION SERVICES AT ASSEMBLIES (2023/2024)

Updated: 9/10 JA; 10/12 SJ; 2/15 SM; 3/16 SM; 4/20 DS; 06/23 MS; 09/23 MS; 03/24 MS; 10/25 MS; 03/26 MS

NEVADA AREA GUIDELINE

#1 DISTRICT BOUNDARIES

NEVADA AREA BOUNDARIES OF ALL DISTRICTS:

DISTRICT	BOUNDARY LINES	SOME TOWNS INCLUDED
1	• South from US Route 50 at Utah border to State Route 376 • East of US Route 95 to Las Vegas Proper and north of East Sahara Avenue	• Mesquite • North Las Vegas
2	• East of California state line along I-80 to I-95 • North to Oregon state line, excluding communities along I-95	• Alturas, CA • Graegle, CA • Reno, NV • Sparks, NV • Wadsworth, NV
3	• From California state line East of I-15 to East Sahara Avenue in Las Vegas to Arizona state line	• Boulder City • Green Valley • Henderson • Las Vegas • Laughlin • Paradise Valley
4	• South from I-80 along California/Nevada border to Highway 6 • East to SR376, then North to I-80, via 50 and I-95	• Bishop, CA • Carson City, NV • Dayton, NV • Gardnerville, NV • Lake Tahoe, NV & CA • Mammoth, CA • Minden, NV • Smith Valley, NV • Silver Springs, NV • Truckee, CA • Yerington, NV
5	• California State line US Route 6 to I-95 (Tonopah) • I-95 South to I-15 to California border	• Beatty • Las Vegas • Pahrump • Spring Valley • Summerlin • Tonopah
6	• From Oregon State line at I-95 South to Highway 50 and east to Utah state line, including all communities along routes.	• Carlin • Elko • Ely • Fallon • Spring Creek • Winnemucca
• **FALL 1986** Motion passed to define boundaries for the entire Area and officially add District #6. • **SPRING 2008** Motion passed to revise District #1, #3, and #5 to allow better distribution of groups.		

Update: 11/09 DS; 06/23 MS

District 2
District 6
NEVADA
Reno
Carson City
District 4
District 1
District 5
CALIFORNIA
Turlock
Merced
Madera
Fresno
Visalia
Hanford
Tulare
Delano
Bakersfield
Ridgecrest
Las Vegas
Henderson
Enterprise
District 3
St George
Kingman
Bullhead City
Santa Maria
San Luis Obispo
Google

WELCOME TO
CARSON CITY
RENO
THE BIGGEST LITTLE CITY IN THE WORLD
BISHOP
CALIFORNIA
Minden
I ♥ TRUCKEE
MAMMOTH LAKES
CALIFORNIA
WELCOME TO
MESQUITE
GARDNERVILLE
NEVADA
Laughlin
WELCOME
TO BEATTY
GATEWAY TO
DEATH VALLEY
Welcome to
HENDERSON
WELCOME
TO ELY
ARLIN
SPRING VALLEY
SV
Welcome
TO SOUTH
LAKE
TAHOE
Tonopah
SUMMERLIN
WELCOME TO
BEKO
WELCOME TO HISTORIC
BOULDER CITY
HOME OF HOOVER DAM
WINNEMUCCA
DOWNTOWN
Straight Ahead
Sparks
DAYTOH
WELCOME TO
Fallon
Historic Maine Street
Thank You
For Visiting
PAHRUMP
NORTH LAS VEGAS
KINGS BEACH
California
Welcome
To Fabulous
LAS VEGAS
NEVADA

NEVADA AREA GUIDELINE
#2 REMOVAL FROM OFFICE

When a Delegate, Alternate Delegate, Officer, or Coordinator/Committee Chair does not attend one Nevada Area Assembly, including the Nevada Area World Service Committee meeting or the mid-year AWSC meeting, that person is responsible for submitting a written report to the Area Chairman, prior to the Area Assembly or AWSC. Absence of a written report in lieu of being there in person will be considered as an "informal resignation."

In the event any area office is vacated an election is to be held at the next scheduled Nevada Area Assembly for the purpose of filling that vacancy according to the Service Manual and Nevada Area Guidelines. In the event any Area Coordinator position is vacated, the Area Chairman is to notify the Nevada Area members of such a vacancy and request the submission of resumes in a timely manner. Such resumes are to be reviewed, and appointments made at the next meeting of the AWSC member.

If no meeting is scheduled soon, the Chair may make an appointment through communication and affirmation via telephone or email within the AWSC committee. The results of any such appointment are to be provided to the Nevada Area members in a timely manner.

Resignation: Any Area Officer or Area Coordinator may resign at any time by giving written notice to the Area Chair, and such resignation shall take effect at the date of receipt of such notice or at any later date specified therein unless otherwise specified. The acceptance of such resignation shall not be necessary to make it effective. Motion passed.

In 1992 *motion passed to accept Guidelines for Removal of Area and Officers and Coordinators*
GUIDELINE #2 *- REMOVAL OF AREA OFFICERS AND COORDINATORS was accepted. See Revision in 2000 for a restated more clearly defined Guideline).*

Revised in 2000 GUIDELINE #2 *Amended by the AWSC for clarification of wording.*

NOTE: *See Al-Anon/Alateen Service Manual 2022-2025 (p.161 – 162)*

Update: 11/09 JK; 03/16 SM; 09/19 JR

NEVADA AREA GUIDELINE

#3 (REV. A) AREA FUNDED TRAVEL FOR SWRDM

(SOUTHWEST REGIONAL DELEGATES MEETING)

The DELEGATE and ALTERNATE DELEGATE expenses are reimbursed for attendance to each SWRDM (Southwest Regional Delegate's Meeting) that is attended, which is always held the second full weekend in March.

Reimbursed expenses for AREA OFFICERS:(Chair, Secretary and Treasurer) can be paid for attendance to the SWRDM, providing an appropriate motion is passed at the prior Area Assembly authorizing funds for any portion of the expenses from its officers.

It is the responsibility of the officer to contact the Area Treasurer for funds in adequate time to make prudent travel arrangements and is responsible for submitting a full accounting of expenses with receipts and return any unused funds to the Area Treasurer within 30 days after the function.

Approved policy for anyone seeking reimbursement for prudent actual expenses from Area Treasury must submit receipts within 30 days following the event.

(NOTE: GUIDELINE was originally approved by the 1995 Assembly. After revision for simplicity, it was again approved at Fall Assembly 2010)

Update: 9/10 JA; 9/19 JR

NEVADA AREA GUIDELINE

#4 (REV. A) AREA FUNDED TRAVEL FOR OTHER SERVICE EVENTS

The DELEGATE and ALTERNATE DELEGATE expenses are reimbursed for attendance to each service event that is attended.

Reimbursed expenses for AREA OFFICERS: (Chair, Secretary and Treasurer) can be paid for attendance to the Service Event providing an appropriate motion is passed at the prior Area Assembly authorizing funds for any portion of the expenses for officers.

It is the responsibility of the officer to contact the Area Treasurer for funds in adequate time to make prudent travel arrangements and is responsible for submitting a full accounting of expenses with receipts and returning any unused funds to the Area Treasurer within 30 days after the function.

Approved policy for anyone seeking reimbursement for prudent actual expenses from Area Treasury must submit receipts within 30 days following the event.

(NOTE: GUIDELINE was originally approved by the 1995 Assembly. After revision for simplicity, it was again approved at Fall Assembly 2010)

Update: 9/10 JA; 9/19 JR

NEVADA AREA GUIDELINE

#5 NEVADA AREA ELECTIONS

VIGILANCE IS NECESSARY TO ELECT THE MOST QUALIFIED AND CAPABLE MEMBER FOR EACH POSITION.

THE ELECTION ASSEMBLY IS HELD ONCE EVERY THREE YEARS.
EACH TERM OF OFFICE BEGINS ON JANUARY 1 AFTER ELECTION ASSEMBLY

ALL GUIDELINES REFLECT THE COMPLETION OF A FULL (3) YEAR TERM

DELEGATE & ALTERNATE DELEGATE ***2/3 majority vote**

Chairman asks the following to stand: (List names)

a. Outgoing or past NV Area DR (still active in service)
b. Outgoing or past NV Area Officer (still active in service)
c. Eligible Past NV Area Delegate (still active in service)

FALL 1996 Motion passed that any Al-Anon member elected or appointed must be present at Area Assembly to be elected or appointed.

Those standing will be asked if they are willing to serve.

AREA OFFICERS: CHAIRMAN, SECRETARY, TREASURER ***simple majority vote**

Chairman asks the following to stand: (List names)

a. Outgoing Area **GR or past GR (still active in service)**
b. Outgoing or past NV Area DR (still active in service)
c. Outgoing or past NV Area Officer (still active in service)
d. Outgoing or past NV Area Delegate (still active in service)

Those standing will be asked if they are willing to serve.

AREA COORDINATOR ***appointed**

Any Al-Anon/Alateen member (not also a member of A.A.) is eligible to submit a Resume for this position. Resumes must be submitted to the Area Chairman before noon of the election day. After thoughtful consideration, these positions will be appointed by the Area World Service Committee.

Update: 9/10 JA; 9/19 JR; 5/20 DS; 06/23 MS; 08/25 MS

NEVADA AREA GUIDELINE

#6 ONE PERSON ONE VOTE

ONE PERSON HOLDS ONE VOTING POSITION AT ASSEMBLY - effective with 2004 elections.

This precaution is set in place to avoid any assembly member having more than ONE VOTE at the AWSC and again at the ASSEMBLY and avoid any conflict of interest since the AWSC votes on policies to be presented to the ASSEMBLY for consideration.

EXAMPLE: *A person **cannot** vote as a GR at ASSEMBLY and also vote at AWSC in another service capacity.*

This would also eliminate a member trying to be in two places at one time during Break-out sessions at Assembly.

(2003 FALL Assembly Motion passed by substantial unanimity Y=47 N=2 Ab=1)

Update: 11/09 JA; 9/19 JR

NEVADA AREA GUIDELINE

#7 NEVADA AREA THOUGHT FORCE, TASK FORCE, AND WORK GROUP SERVICE STRUCTURE

Service responsibility is handled by Thought Forces, Task Forces, and Work Groups, all of which are guided by a specific Charge originating from the Area World Service Committee (AWSC). Each body's objective is to complete its activity in order to move the Assembly forward in a timely manner and provide more participation by Assembly members. The idea or need for a Charge can be identified by any Assembly member, the AWSC, or the Assembly as a whole and brought forward to the Area World Service Committee for consideration. Upon the agreement of the AWSC to move the subject forward, it will become the responsibility of the members of the Charge Writing Work Group (CWWG) to write the Charge. Members of the CWWG include the Area Chair, the Area Secretary, the Area Alternate Delegate, and several Past Delegates. It may also include other AWSC members who volunteer.

The responsibilities of the Charge Writing Work Group are as follows:

1. Identify a CWWG Chairperson whose assignment rotates annually.
2. Write the Charge(s) and specify whether each one is a temporary Thought Force, Task Force, or ongoing Work Group
3. Submit all Charges to the Area Chair
4. Keep a history of the Area Charges, recorded by the Area Secretary

After approval of any Charge by the AWSC, the Area Chair will present the Charge to the Assembly as an opportunity for participation. The Area Chair will ask current Group Representatives (GRs) of the Assembly to volunteer for work on a Charge of interest to them. To maintain the links of service, at least one member of AWSC will serve on each charge. GR serves as the chairperson. Each Thought Force, Task Force or Work Group will choose their own chairperson. The Chairperson of the Thought Force, Task Force or Work Group is responsible for facilitating the group and reporting the group's progress to the AWSC Chairperson. The information will be communicated back to the Assembly.

DEFINITION OF A CHARGE: A Charge is a document written by the originating body, the Nevada AWSC. A Charge specifies a certain project to be completed by a small group of individuals. Although a Charge originates with the AWSC, the idea or need for a Charge can be identified by any Assembly member and brought to the attention of the AWSC for consideration.

THE BASIC ELEMENTS OF A CHARGE	
1. The Originator	The body that created the Charge, along with the date.
2. The Members	Those individuals were assigned to complete the Charge.
3. Background	A brief paragraph or two providing any important history, relevance, or context for the topic.
4. The Charge	A brief paragraph that clearly specifies the subject to be addressed, its suggested format, and any other expectations for the outcome, such as time allotted for a presentation or a workshop.
5. Timeline	Specific dates that identify when certain aspects of the Charge are to be completed. These might include an initial progress report, a first draft, and a submission date. This timeline also includes contact information for the group's Chairperson.
6. Resources	The list identifies some helpful sources to use for information pertinent to the topic. These references might include a particular WSO Guideline, a section of the Service Manual, the NV Area Handbook, or specific Area Assembly Minutes.

See the Al-Anon/Alateen Service Manual, 2022 – 2025, pp. 70-72, for a full description of these newly adopted (2020) committees. A brief explanation is provided as follows:

THOUGHT FORCE	A temporary unit of people established to brainstorm ideas and to develop strategies on a single defined task or activity. It uses available resources, but primarily from the perspective of its members. Thought forces are "thinkers."
TASK FORCE	A temporary unit of people is established to work on a single defined task or activity. It uses available resources, including the perspective of members. Task force members are "doers."
WORK GROUP	A unit of people established to meet an ongoing need. It can be considered a permanent part of the Assembly which has formed it.

Thought Force, Task Force and Work Group members will:

- Review the Charge, expectations and the timeline for completion.
- Meeting between Assemblies as agreed upon by the group: e-mail, conference call, video communication, etc.
- Adhere closely to the Charge to ensure that they are doing what has been asked of them—no more, no less.
- Complete the assigned activity and submit recommendations to the AWSC.

KNOWLEDGE BASED DECISION MAKING (KBDM)
KBDM is used to reach an informed group conscience by simply asking four relevant questions in order to gather full and accurate information about a topic BEFORE deciding or a motion.
KBDM HAS FIVE ELEMENTS:
1. Open communication between leadership and membership (Everyone participates.) 2. Dialogue before deliberation (Discussion occurs before a motion is made.) 3. Access to full information for all decision-makers 4. Trust in ourselves 5. Confidence in our competence

THE FOUR QUESTIONS	
1. What do we know about our members' needs?	*What do we wish we knew, but don't?*
2. What do we know about our current resources and our vision for the group?	*What do we wish we knew, but don't?*
3. What do we know about current reality today, i.e., the Pros and Cons?	*What do we wish we knew, but don't?*
4. What are the ethical implications of our choices? In other words, will our decision be consistent with our spiritual principles? (Unity, Equality, etc.)	*What do we wish we knew, but don't?*
[Four Questions from the *Conference Procedures Booklet*, Revised January 2019, pp. 6-7.]	

THOUGHT FORCE, TASK FORCE, AND WORK GROUP PARTICIPATION PROCESS DOCUMENT

Who, What, How We Participate

Thought Forces (ThF), Task Forces (TF) and Work Groups (WG) are defined in the Nevada Area Handbook Guideline #7 and in the Al-Anon/Alateen Service Manual. These groups are not decision-making bodies; they make recommendations to the Assembly.

PART 1 - Beginning and Organizing

The following tasks typically take place at the initial meeting during Assembly:

- Read/review the Charge document as a group, including the background, the Charge, timeline and resources
- Identify the GR's who volunteer to be Chairperson and Secretary. Note that these key roles are not held by AWSC members
- Create a list of all members with their contact information (name, phone number, email address). This will be used for group communication for and between meetings
- Establish first meeting time and date, as well as platform (Zoom for example)

PART 2 - Member, Roles and Responsibilities

Tradition 1 states that: “Our common welfare should come first; personal progress for the greatest number depends upon unity.” When working in a group setting, unity is more easily achieved when we understand our roles and have a common understanding of our goals.

Who are the Members of ThF, TF, and WG?

- Group Representatives who choose to participate
- Members of AWSC (Area World Service Committee)

Roles and Responsibilities:

Members

- Adhere closely to the Charge — no more, no less
- Be prepared to work on the Charge between Assemblies
- Be willing to volunteer for specific tasks
- Complete assigned task on time or let Chairperson know of any delays
- Let the Chairperson know if you are unable to attend a meeting
- Come to the meeting prepared to give feedback

Chairperson

- Facilitates the group and reports the group’s progress to the Area Chair
- Build the agenda for each meeting
- Distributes the agenda and meeting notes (as applicable) via email prior to the meeting
- Encourages each member to participate in the discussion
- Guides the group in developing a recommendation for fulfilling the Charge

Secretary / Recorder

- Creates a record of key ideas and other information
- Asks for clarity, when needed
- Distributes meeting notes to the Chairperson NV

PART 3 - Meetings

1. Chairperson sends agenda to the group via email a few days prior to the meeting for review and comment
- Chairperson should include in the email any important documents, including the Charge and any resources listed in the Charge.
2. Meetings
    - Review the Charge as needed, focusing on key components
    - Discuss all materials listed in the Charge
    - Establish Next Steps
    - Set next meeting time and date as a group
3. Chairperson provides progress report to Area Chair per timeline noted in the Charge
4. Create Final Report for Area Chair and AWSC.
    - Include original text of the Charge at the beginning
    - Provide relevant information from resources and research that guided the Group
    - Provide summary of Group discussion, main points and/or discoveries
    - Provide Group recommendations for Assembly

PART 4 - Prepare Presentation/Final Report Highlights for Assembly

Determine who will present the information and how. Consider creative ways to present group recommendations. Options could include the following:

- Skit
- Panel
- Role playing
- PowerPoint
- Workshop
- Handout

Helpful Tips:

- Stay on course and avoid personal interpretation on the charge, in other words, “what you think it should be.”
- If the conversation gets off track simply say; “I think we’re off track.”
- Be open to other’s viewpoints
- Be willing to share even if you think it is not important
- Enjoy the service commitment as you enhance your personal recovery.

CHARGE WRITING WORK GROUP (CWWG) PROCESS

Members of the CWWG create Thought Force (ThF), Task Force (TF) and Work Group (WG) documents called "Charges" as directed by the Area World Service Committee (AWSC) or Assembly Body.

The CWWG engages in a **collaborative process** of brainstorming, writing, editing, and finalizing these Charges for the Nevada Area Assembly.

Charges are written following the format of *The Basic Elements of a Charge* found later in Guideline #7 of the Nevada Area Al-Anon/Alateen Handbook.

The CWWG members:

- Clarify whether the Charge should be a ThF, TF, or WG
- Research helpful background information to be included in each Charge (This may mean consulting past Assembly Minutes or Motions found in the Nevada Area Handbook.)
- Suggest wording for the Charge that can most easily be read and understood by all Assembly members
- Discuss and recommend a reasonable timeline in which Assembly members can accomplish the task
- Identify specific Al-Anon resources that might be useful for the project

The CWWG reviews and finalizes any Charge to ensure it has a clear focus and expresses the desired purpose and outcome of the Charge.

Discussion and consensus are the focus of this collaborative writing process. Being patient, open-minded, and accepting the ideas of others are important attributes of any member of the CWWG.

Members of the CWWG include the following:

- Area Chair
- Area Secretary (records history of Area Charges)
- Past Delegates (2-3)
- Additional AWSC members (2-3)

Members voluntarily rotate, being mindful to maintain a balance of seasoned and newer members.

CWWG members agree on a CWWG Chairperson that serves a one-year term.

Duties of the CWWG Chairperson include the following:

- Scheduling and facilitating CWWG meetings
- Asking members to submit the first draft of a new Charge
- Keeping track of the Charge draft version which is the most current
- Submitting finalized Charges to the Area Chair for AWSC approval

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Updated: 9/18 JR; 9/19 JR; 5/20 DS; 1/21 DS; 06/23 MS, 03/24 MS; 09/24 MS; 08/25 MS; 09/25 MS, 03/26 MS; 03/26 MS

NEVADA AREA GUIDELINE

#8 Part 1 ALATEEN

GUIDELINE (G-34) PUBLISHED BY WSO

MINIMUM SAFETY/BEHAVIOR REQUIREMENTS
FOR ALATEEN MEMBERS
ATTENDING ASSEMBLY OR CONFERENCE

1. Each Alateen member agrees to take responsibility for personal behavior, keeping in mind the Twelve Steps and Twelve Traditions of Alateen. Engaging in fighting, bullying, harassment, overt and covert sexual behavior, or any other inappropriate conduct before, during, or after an Al-Anon/Alateen event is not tolerated because these harmful actions can prevent Alateen members from receiving the help that Alateen offers. Each Alateen member also acknowledges that such behavior can affect Al-Anon and Alateen as a whole and place both teens and the adults who assist Alateen in a legally vulnerable position.

2. Each Alateen member who is legally an adult agrees to adhere to the same requirements as Alateen members who are minors when they are participating as Alateens.

3. Each Alateen member agrees to be responsible for providing any required permission and medical authorization forms to the Alateen Group Sponsor, or other Al-Anon Member Involved in Alateen Service (AMIAS) prior to departure for an Al-Anon/Alateen event.

4. Each Alateen member agrees to abide by the laws of the state and any guidelines in place at Al-Anon/Alateen events. Possession of alcohol, tobacco, marijuana, drugs, or any other substance prohibited by law is strictly forbidden.

5. Each Alateen member agrees to attend the Assembly or Conference sessions and advise the Alateen Group Sponsor or assigned AMIAS of their whereabouts at all times because the Alateen Group Sponsors are responsible for the Alateens at the event. Avoiding 1:1 interaction.

6. Each Alateen member agrees to the following: no males in females rooms or females in males rooms, including Alateen Group Sponsors or AMIAS assigned to support the event.

7. Each Alateen member agrees to cooperate with the Alateen Group Sponsors or assigned AMIAS who, to the best of their ability, maintain a physically and emotionally safe environment so that the teens can experience recovery from the family disease of alcoholism.

8. Each Alateen member attending an Area Assembly or Conference held on an online platform agrees to abide by the Area's Minimum Safety and Behavioral Requirements as well as any other safety and behavior requirements set by the Chair or Area Committee hosting the online event.

Update 3/07 Group Services; 9/07 JWK; 11/24 MS

NEVADA AREA GUIDELINE

#8 Part 2 ALATEEN

MINIMUM SAFETY/BEHAVIOR REQUIREMENTS
FOR ALATEEN GROUP SPONSORS
AND AL-ANON MEMBERS INVOLVED IN ALATEEN SERVICE

1. Every **A**l-Anon **M**ember **I**nvolved in **A**lateen **S**ervice (AMIAS), which means any Al-Amon member who has contact with and responsibility for Alateens while being of service to Alateen, must:
    a. Be an Al-Anon member regularly attending an Al-Anon meeting.
    b. Be at least 21 years old.
    c. Have at least two years in Al-Aon in addition to any time spent in Alateen.
    d. Not have been convicted of a felony, not have been charged with child abuse or any other inappropriate sexual behavior and not have demonstrated emotional problems which could result in harm to Alateen members.

2. Members of Al-Anon who are also members of A.A. must be certified as AMIAS and serve Alateen in keeping with the Area's Alateen Safety and Behavioral Requirements. Anonymity regarding other recover programs maintained in Alateen, just as it is in Al-Anon.

3. Any overt or covert sexual interaction between any adult and an Alateen member is prohibited.

4. Conduct contrary to applicable laws is strictly prohibited.

5. AMIAS must obtain custodial parent or legal guardian permission and medical care consent when responsible for any Alateen participant attending an Alateen event that requires transportation to and from an event and/or an overnight stay (forms and procedures for compliance are in Guideline 34 (Alateen Safety Guidelines) on the Al-Anon.org website.

6. According to the Nevada Area AMIAS Certification Process, each Al-Anon Member Involved in Alateen Service must obtain an FBI background check, which includes fingerprinting known as an Identity History Summary Check (Forms and procedures for the NV Area Certification are available from AAPP/Alateen Coordinator at nvareaalateen@gmail.com).

7. Al-Anon Members involved in Alateen Service (AMIAS) and all Alateen members must adhere to the Area's Safety and Behavioral Requirements. Avoiding 1:1 interaction. If there is a conflict, the AMIAS will step back from service until it is resolved.

8. At least two (2) Alateen Group Sponsors – certified AMIAS, must be at every Alateen meeting even temporary or substitute group sponsors must be certified before being of service to Alateen.

9. Each Alateen meeting, along with its Group Sponsors, will be reviewed annually by the Area Alateen Coordinator, in cooperation with any District Alateen Liaison, to ensure the meeting is in compliance with the Area Alateen Safety and Behavioral Requirements.

10. AMIAS who consent to serve as a Group Sponsor for the Nevada Area supported Mobile App Alateen Meeting must undergo training.

11. The Area Alateen Coordinator, who must be certified as an AMIAS, is responsible for the following regarding the WSO Alateen Mobile App meeting for teens ages 13-18:
    a. Ensuring that a minimum of two certified AMIAS's are available to Sponsor the meeting.
    b. Keeping all Alateen meeting information current and updating an changes a necessary.
    c. Arranging training for Group Sponsors on the features of the Alateen Mobile App meeting.
    d. Providing ongoing support to the Mobile App Group Sponsors.
    e. Communicating to the Groups Services Staff at WSO any concerns related to the Alateen Mobile App meeting (See the "Nevada Area Alateen Coordinator's responsibilities regarding the Mobile App Alateen Meeting, located in the Nevada Area Handbook, https://www.nevadaal-anon.org - handbook

f. Raise awareness among Area members about the Area supported Alateen meeting on WSO's Mobile App platform as well as the opportunity to serve as an Alateen Group Sponsor.

12. AMIAS must be re-certified annually to remain active in service to Alateen.

13. The Area's Minimum Safety and Behavioral Requirements must be reviewed by local counsel.

The following are important Area requirements:

- Discuss with Alateens the consequences of any behavior during any Alateen meeting or activity that does not comply with the Nevada Area Safety and Behavioral Requirements.
- Have an appropriate ratio of adults to Alateens (suggested ratio 5 Alateens/AMIAS minimum of 2/meeting) at all times and be gender conscious.
- Connect Alateen events to the Area structure.

Suggestions:

- Nevada Area suggests creating an AMIAS Alateen Liaison service position in any District that provides Alateen Meetings.

G19 Starting an Alateen Group:

https://al-anon.org/for-members/members-resources/manuals-and-guidelines/guidelines/

- Forming an Alateen meeting that meets at the same time and place as an Al-Anon meeting.

Update: 9/05 Group Services; 10/12 SJ; 11/24 MS

NEVADA AREA GUIDELINE

#9 NEVADA AREA "WEBSITE"

(Began September 2002)

The NEVADA AREA AL-ANON WEBSITE will be maintained by the Website Committee under direction of the Website Coordinator. The Web address is: www.nevadaal-anon.org

AREA WEBSITE STATEMENT OF PURPOSE **(Adopted September 2006)**

The purpose of the Nevada Area Website is to let people know how to get in touch with Al-Anon/Alateen family groups. As a service arm of Al-Anon, the Website always adheres to all Al-Anon principles and Traditions. As our Fourth Concept of Service suggests, its Web Coordinator is a trusted servant responsible to the groups and committees served. A thoughtful and informed group conscience, composed of the Web Coordinator and Committee, is responsible for the contents, policies and procedures involved in creating and maintaining the Website. Since the Area Website is a public medium with potential for reaching the broadest possible audience, it, therefore, abides by the same anonymity safeguards that are used at the level of press, radio, TV and films. To preserve personal anonymity, full names are not given. Any WSO postings acknowledge a credit line as follows: "Reprinted with permission of Al-Anon Family Group Headquarters, Inc., Virginia Beach, VA."

The Area Website Coordinator shall be authorized to update special Al-Anon events and schedule information, as well as make corrections in formatting changes that **do not alter** the meaning of the content. Changes to the version of content or meaning of the Website must receive approval from the AWSC prior to publishing.

NEVADA AREA WEBSITE GUIDELINES for CONTENT

NEVADA AREA, DISTRICT and AIS Al-Anon information on upcoming events including Al-Anon/Alateen special event information www.al-anon.org, telephone numbers and postal mail address for contact of Al-Anon Family Groups, Inc. and reference to available material WSO Alcoholics Anonymous Website (see Al-Anon Tradition 6) Local AL-ANON INFORMATION SERVICE (AIS) telephone numbers and postal mail address NEVADA AREA AL-ANON/ALATEEN Meeting Schedules. Uphold the Guidelines set forth in the WS0 Al-Anon pamphlet S-66.

Update 11/09 JA; 10/12 SJ; 05/23 MS

NEVADA AREA GUIDELINE
#10 NEVADA AREA RAFFLE

RATIONALE for ASSEMBLY RAFFLE

Although our *Service Manual* suggests that all groups help fund the cost of Assembly, not all groups do so with financial contributions. For this reason, Nevada Area hosts a raffle at both Spring and Fall Area Assemblies. This raffle accomplishes two purposes: the profits help fund the Assembly expenses, and participation by groups offers one more way for all groups/members to offer financial support of the Area Assembly. The raffle is both an enjoyable and profitable means of raising necessary funds.

SERVICE MANUAL GUIDELINES for RAFFLE ITEMS

According to the *Al-Anon/Alateen Service Manual*, *2022 – 2025 (pages 107-108)* avoiding commercialism in the raffle is wise: "Raffling various articles at meeting or other gatherings is a matter of autonomy, but to avoid commercialism in the fellowship, it is suggested that **these items relate in some way to our spiritual principles.** Items such as Al-Anon or Alateen books, subscriptions to The Forum, or the "donated products of the creative efforts of individual members are suggested" (pages 106 – 107)

EXAMPLES of RAFFLE CONTRIBUTIONS

In the past, members and groups have donated personal artwork, Afghans, quilts, books, and theme baskets. The raffle is usually held on the final morning of the Assembly. This event affords an opportunity for every group attending Assembly to submit an item for the raffle. The item may be created by an entire group or an individual from a particular group, as a matter of group interest, autonomy and creativity. The raffle item is usually delivered to Assembly by the Group Representative (or Alternate GR).

Update: 2/06 JK; 3/16 SM; 9/19 JR

NEVADA AREA GUIDELINE

#11 NEVADA AREA HANDBOOK MAINTENANCE

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The Secretary will create a standing “AREA HANDBOOK COMMITTEE” to serve as an “official team of trusted servants” to review sensitive wording and protect these documents and our history.

The committee would consist of the AREA SECRETARY, the ALTERNATE DELEGATE, and an active PAST DELEGATE(s).

Recommendation is that all documents be approved by the standing AWSC.

NOTE: *In 2007 motion passed to accept the proposal to appoint the AREA SECRETARY to be responsible to assure the existing MOTIONS and GUIDELINES and SERVICE ROLES are kept current. This would be in addition to keeping the Area Assembly Minutes.*

Update: 3/10 JA

NEVADA AREA GUIDELINE

#12 NEVADA AREA ASSEMBLY

The NEVADA AREA FALL ASSEMBLY will be held in September on an available full weekend, beginning on Friday.

The NEVADA AREA SPRING ASSEMBLY will be held in March on an available weekend beginning on Saturday.

Duties of Area Chairman in the Service Manual are vague and left to the discretion of each Area. The responsibilities of the Nevada Area Chairman are more clearly defined in the Nevada Area Service Roles Handbook. Those duties may change from time to time, because of this GUIDELINE.

***NOTE**:*

- *Historically, the Nevada Area Al-Anon/Alateen Assembly has met at the Convention Center in Tonopah. It was in conjunction with A.A. and without. For many years, only one Assembly each year was held in September.*

- *In 2002, recognizing the need for more Nevada Area connection and participation, the first one day Spring Assembly was held the third weekend in March. Our growth, development and responsibility now dictate that arrangements be established for an **Annual Spring Assembly** as well as an **Annual Fall Assembly**.*

- *The Area Chair may plan with the convention center to permanently reserve the same weekend in March, and again in September.*

Update: 9/10 JA

NEVADA AREA GUIDELINE

#13 NEVADA AREA EQUIPMENT / ELECTRONICS

1. Interpretation equipment: microphones, transmitters, receivers, earpieces, and manuals.
2. Projector
3. Computer – MacBook Pro (Retina, 13-inch, Late 2013) Serial # C2QMX0PNFTPH
4. PA Equipment

INTERPRETATION EQUIPMENT: CARE & USE

- The primary use and availability of the interpretation equipment purchased by Nevada Area Al-Anon is for Area Assemblies, Area World Service Committee Meetings and Delegate Reports.
- At any event when the interpretation equipment is being used, the equipment remains in the custody of a trusted servant who is familiar with the care and operation of the equipment. All people caring for or using the equipment will please read and follow the instructions for its operations, cleaning and storage.
- A "Use sign-in/Sign-out" sheet will help the Area document the number of people who use the equipment and the frequency of its use. This information will help the Area assess both current and future needs.
- Any person using a receiver will sign the sign in/out sheet and provide a current phone number.
- Equipment will remain on the premises and be returned at the end of each session or day's meeting.
- If the receiver and/or earpiece is not returned in the condition it was issued or damaged by the person using the equipment, that person is responsible for notifying the caretaker.

INTERPRETATION EQUIPMENT: STORAGE & MAINTENANCE

- The Nevada Area Chairperson's responsibilities are to: *(Note: Some of these responsibilities can be delegated to, for example the Spanish Coordinator or other Coordinators as available)*
    - Store the Interpretation Equipment in a secure, dry area.
    - Transport equipment to and from Assembly.
- The Group Services Action Committee Coordinator is responsible for the following:
    - Provide adequate supply of AA batteries and cleaning wipes.
    - Coordinate check-out process to members at all Assemblies using the Area sign in/out sheet to keep track of the equipment.
    - Ensure equipment is operational prior to use and upon return.
    - Cleaning equipment upon return for proper storage.
    - Ensure all receivers are turned to the "off" position and returned to carrying case.
    - Periodically check equipment and report problems to the Area Chair.

PROJECTOR

- The primary use and availability of the projector purchased by Nevada Area Al-Anon is for Area Assemblies, Area World Service Committee meetings and Delegate's Reports.
- The current Delegate is responsible for housing the projector and during events where the projector is being used. Set up and care of the projector will be the Delegate's responsibility. With technological advances, facility we rent has projector equipment available.

COMPUTER

- The primary use and availability of the computer purchased by Nevada Area Al-Anon is for Area Assemblies, Area World Service Committee Meetings and Area World Service Committee phone conferences.
- The current Secretary is responsible for housing the computer and during events where the computer is being used. Set up and care of the computer will be the Secretary's responsibility. Secretary has option to use a personal computer and not the Area computer.

PA EQUIPMENT

- Modifications can be made to this guideline as time and experience are revealed. Facilities have improved.

Update: 3/16 SM; 9/19 JR; 06/23 MS

NEVADA AREA GUIDELINE

#14 VISA DEBIT CARD

At the beginning of each three-year term, Wells Fargo Bank will issue individual Visa Debit cards to the three officers: Delegate, Area Chair and Treasurer. Cards are valid for three years.

Officers will arrange with Wells Fargo Bank to change the default withdrawal and spending limits on their cards. Each officer must arrange for limit change on their own card by seeing a business banker at any Wells Fargo branch. The limits are as follows:

- Treasurer's card will have a limit of $210 daily withdrawal and $1500 daily spending limit.
- Delegate's card and Area Chair's card will not have daily withdrawal and will each have a $1000 daily spending limit.

When cards are received, pin numbers are to be implemented immediately by each recipient for security purposes.

At the beginning of term, Treasurer will set up email update alerts to Treasurer and Delegate for withdrawals that post to the checking account.

The Treasurer is to be notified by the cardholder within 48 hours when card is used. Notification will be via email with receipt(s) attached. If receipt is unavailable, an explanation of expenses is to be provided. Note that additionally, email alerts will be issued by Wells Fargo Bank.

Eligible expenses are AWSC conference calls, Assembly Administrative expenses, Delegate travel expenses, online WSO contribution, Area website expenses, and special approved purchases. Not eligible: expenses related to officers attending Area Assembly.

The Treasurer may use the card as an ATM card with pin number for making Area deposits.

At the end of the term, the three cards will be shredded by their owners. If new cards are sent to old officers, the cards will be shredded and the new Treasurer will be informed, in order to follow up with Wells Fargo Bank.

NOTE: Expenses of other AWSC members (Alt. Delegate, Coordinators, Past Delegates, etc.) are handled by submitting a check request to the Treasurer in a timely fashion. Area reimbursement requests can be made, and receipts should be clearly documented. A check request form should be used, and receipts clearly documented. Checks are signed by 2 of 3 officers.

**See Treasurer Guidelines for additional information.*

NEVADA AREA GUIDELINE

#15 ASSEMBLY PROCEDURES

Adapted from the World Service Conference Procedures.

The purpose of the assembly procedures is to make it easier for the assembly to conduct business in a timely manner.

- Primary goal of the Assembly is to conduct the bi-annual business of NV Area Al-Anon/Alateen
- Each GR (or Alternate GR in the absence of the GR) has both VOICE and VOTE
- Area World Service Committee (AWSC) members have VOICE only
- Any other attendees have NO voice or vote; they are represented by their GR, but may
- participate in breakout sessions

PHOTOS

Out of respect for others please do not take photographs, videos and/or recordings during Assembly sessions. Outside of Assembly sessions be considerate when taking photographs, taking care not to capture images of Al-Anon/Alateen members who did not give their permission and may not wish to appear in your pictures. In the spirit of Tradition 11, please do not post recognizable photos of identifiable Al-Anon/Alateen members on websites accessible to the public, including unrestricted pages on social networking sites.

ASSEMBLY AGENDA

- The AWSC plans the Assembly agenda.
- Input is gathered and careful consideration is given to suggestions from any Nevada Area Al-Anon Member.
- The Area Chair finalizes the agenda prior to opening the Assembly but may alter the agenda.
- during Assembly if circumstances warrant.

METHOD FOR PROPOSING A TOPIC FOR AN ASSEMBLY AGENDA ITEM

- Any Nevada Area member may propose an agenda item topic using the links of service.
- Members share topic idea with GR, GR shares idea with DR, DR brings idea to AWSC for discussion.
- AWSC members also propose agenda item topics.
- Proposed agenda item topics may be referred to the Charge Writing Work Group (CWWG) to become Thought Force, Task Force or Work Group charges or added to the Assembly agenda in the form of an open discussion, skit, workshop, etc.

DISCUSSION

WARRANTY THREE states that all important decisions be reached by discussion, vote and whenever possible, by substantial unanimity. This principle guarantees that all matters of importance will be extensively debated, and a substantial majority can support every critical decision. In a Knowledge-Based Decision-Making (KBDM) culture, background information is introduced to frame a topic and then full discussion of the idea takes place before a motion is presented. Sometimes these discussions continue over several Assemblies before any decision or action is made. KBDM requires considerable research and information gathering before and possibly even during the discussion (Refer to KBDM section of the Nevada Area Guideline #7).

GUIDE FOR DISCUSSION

Reaching an informed group conscience through discussion in an atmosphere of order and harmony is our goal. The legitimate rights of the minority are protected by Concept Five.

ROLE OF THE AREA CHAIR

- May ask to have the discussion held at another time.
- Calls on the Assembly members to speak in the order in which they approach the microphone.
- Seeks a variety of opinions, including anyone who has a minority opinion to share.
- Calls on the appropriate person to answer questions raised during the discussion.
- During the discussion and prior to a motion being made, the Area Chair may take a consensus by a show of hand from the voting members whether to move to a motion or continue discussion.
- May stop the discussion without motion or action if the Assembly asks for more information to be given later.
- May table a motion.
- Does not enter any discussion while chairing.

ASSEMBLY MEMBER PARTICIPATION

- States name and service position at the microphone.
- May speak for two minutes and one time at the microphone for each discussion/motion.
- May ask a question for informational purposes. Questions begin with who, what, where, when, why and how, and do not contain personal opinion.
- Does not come to the microphone if their opinion has already been stated but are encouraged to come to the mic to add additional facts, other important ideas, or a minority opinion.
- Out of respect for differing viewpoints, refrain from applause/reacting when a member expresses an opinion.

CONSENSUS

A consensus is a time saving method indicating general agreement, usually demonstrated by a show of hands from Assembly members. The Area Chair may call for a show of hands to determine a sense of direction from the Assembly.

Area Assembly minutes and financial reports may be accepted by consensus once they have been presented and corrections and/or additions have been made.

MOTIONS

Motions must be passed to change or create Nevada Area **policy, guidelines**, and **financial status**.
(Approval of the proposed Area Budget requires passage of a written motion).

- All motions are to be written on the Area Motion Form and handed to the Area Chair.
- Only Assembly members with VOTE (GRs) may write and second motions.
- With any Assembly vote, the intent is to find “Substantial Unanimity.”
- A 2/3-majority vote is required for a motion to pass.

VOTING PROCEDURES

- Each GR receives a voting card for their group from their DR.
- The Area Chair reads the motion as written on the Area Motion Form.
- The Area Chair asks for a second.
- If seconded, the Area Chair asks if there is any more discussion on the motion as presented.
- If needed, discussion begins again.
- During discussion, if amendments are proposed, Area Chair asks for a second on the amended motion.
- The Area Chair reads the motion again.
- The Area Chair calls for the vote.
- GRs vote using their voting cards.
- Following the voting, results will be announced by the Area Chair and then recorded from the motion form by the Area Secretary.
- The Area Secretary records in the minutes and updates the History of Motions section of the Nevada Area Handbook.

WITHDRAW A MOTION:

When a motion is not ready to be considered, the originator and seconder must agree to withdraw the motion.

EXAMPLE: ORIGINAL

ORIGINAL MOTION: _____Date Written by GR, read from floor, and submitted to the Area Chair/Secretary:

_____

_____

_____

_____

REVISION or FINAL WORDING OF ORIGINAL MOTION:
The Chair again reads motion to the Assembly before voting occurs:

_____

_____

_____

_____

Originator of Motion_____

Name of "Second" _____

Motion Passed / Failed

Assembly Vote Count_____Yes _____ No _____Abstentions

Update 3/16 SM; 05/23 MS

NEVADA AREA GUIDELINE

#16 AREA NEWSLETTER

NV AREA AL-ANON TIMES

- The Nevada Newsletter will contain:
- Distribution dates: February 1, May 1, August 1, November 1
- All issues will include the current Al-Anon Times Statement of Purpose (reference Newsletter Editor Service Role)

AWSC REPORTS:

- NV Area Delegate
- NV Area Alt Delegate and Group Records
- NV Area Chair
- NV Area Secretary
- NV Area Treasurer
- NV AIS Liaisons
- NV Area Literature Coordinator
- NV Area Alateen Coordinator & AAPP
- NV Area Assembly Committee Coordinator
- District Representatives
- Spanish Coordinator
- NV Public Outreach Coordinator
- NV Web Coordinator
- NV Al-Anon Times Editor (as applicable)

OTHER INFORMATION:

- Area Events
- Area Service Positions available
- News from WSO
- Writing process for submissions
- Personal shares as space available
- Size limit should keep in mind the readers' ability to download and time to view

NEVADA AREA GUIDELINE
#17 PERMANENT ELECTRONIC GROUPS

During the Spring 2023 Area Assembly a motion was made and passed to accept Permanent Electronic Groups (PEGs) into the Nevada Area Service Structure. A Task Force was formed to create an Area Guideline on how to accept groups based in the NV Area into our service structure. These guidelines include the requirements for PEGs to join the NV Area Service Structure, how meetings are assigned to Districts and how to register an existing or new PEG in the NV Area.

DEFINITIONS

Group Types

- **PEG** (Permanent Electronic Group) = groups registered with WSO that meet only online or via phone without a physical meeting location.
- **Hybrid Group** = groups registered with WSO which meet both in-person and electronically at the same time, but not in separate meetings. Hybrid Groups are part of face-to-face groups and not considered a PEG.
- **In Person Group** = groups registered with WSO that meets only in person without an electronic component to the group.

Acronyms

- **AIS** = Al-Anon Information Service
- **CMA** = Current Mailing Address
- **GR / Alt GR** = Group Representative / Alternate Group Representative
- **WSO** = World Service Office

REQUIREMENTS

- ✓ Each Permanent Electronic Group (PEG) interested in joining the NV Area will follow the Service Manual and other World Service Office processes for establishing a PEG and for registration.

- ✓ Any PEG that is registered with the NV Area, will not participate in the Global Electronic Area 68 service structure.

- ✓ PEGs in the NV Area are required to meet the WSO criteria for any Al-Anon Family Group and will abide by the Traditions with their meetings being open to any Al-Anon member.

- ✓ The GR must reside in the geographic Nevada Area to represent the group in the NV service structure; however, any other trusted servants of the group are not required to do so. Please refer to the Nevada Area Al-Anon/Alateen Handbook for the Group Representative job description and responsibilities.

- ✓ As the purpose of registration is to be part of the Al-Anon Family Groups Nevada service structure, it is expected that the GR attends regular District Meetings to attain and share pertinent information for and from the Group; brings Group problems or concerns to District Meetings for insight or help and attends Semi-Annual Area Assembly to represent Group with voice and vote on decisions to be made. GR representing a PEG will participate in NV Area service meetings (AIS (if no Alt GR), District, and Area Assembly), whether in person or electronically (when available to all groups). The GR will have voice and vote in any NV District in which the GR resides.

- ✓ PEGs are asked to become familiar with and follow the most current versions of **the Al-Anon Service Manual** and the **Nevada Area Handbook** as well as the **Al-Anon Guidelines.**

- ✓ It is suggested that PEGs make every effort to ensure members are aware of and have methods in place to make 7th Tradition contributions to our Service Arms (EX: District, AIS, Area and WSO) to support Al-Anon.

DISTRICT ASSIGNMENT

- Current in-person groups who switch to a PEG format and want to join the NV Area, will remain assigned to their original District.

- Hybrid meetings, where the hybrid portion splits off from the original meeting and turns into a PEG, need to register with WSO to obtain a unique Group ID#. If they wish to join the NV Area, they will be assigned to the District of the NV Area address associated with the PEG's WSO registration.

- Brand new PEGs joining the NV Area will be assigned to the District where the PEG's address is located within the NV Area.

Note: *At the time of registration or meeting group address change takes place, a PEG may request to be re-assigned to the District that matches their CMA's or GR's NV Area address. They may do so by requesting a re-assignment with the Area Group Records Coordinator.*

HOW TO REGISTER PEGs IN NV AREA

Permanent Electronic Group will:

1. Obtain, complete and submit the "Area Change Form for Al-Anon Groups with an Electronic Location" to the Area Group Records Coordinator.

Area Group Records Coordinator will:

2. Confirm that the PEG meets the requirements as set forth in this Guideline having a Nevada Area address associated with the Group's registration.

3. Will determine which District PEG is assigned to (for current groups) or will be assigned to based on PEG's NV Area address.

   Note: *If PEG does NOT meet the NV Area Guideline for Permanent Electronic Groups, Area Group Records Coordinator may consult Delegate and AWSC to review, prior to declining PEG's registration.*

4. Update PEG's record in WSO's Online Group Records database.

After Area Group Records Coordinator completes the Record Change and District Assignment, the Permanent Electronic Group will:

5. Send notification email to DRs, AIS Liaisons, Website Coordinator and Meeting List Coordinators of new group or change in existing group.

Updated: 09/23 MS

NEVADA AREA GUIDELINE

#18 FINANCIAL SUPPORT FOR INTERPRETATION SERVICES AT ASSEMBLIES

The purpose of this guideline is to clarify how budget line items associated with Spanish interpretation at Area Assemblies will be distributed.

The Spanish Liaison/Coordinator makes arrangements to have interpreters at Area Assembly and will provide the Area Treasurer with the names of the individuals who will be providing this service. It is suggested that interpreters have an understanding of the unique “language” of Al-Anon and that they have the skill set needed to provide interpretation.

Financial support is available for up to **two interpreters** per Area Assembly.

Each interpreter will receive the same amount for Travel Expenses and the same amount for the Honorarium regardless of the actual time performing interpretation. The two interpreters will divide the task between themselves in a reasonable division of duties following Al-Anon Traditions and Concepts.

TRAVEL EXPENSES

Each interpreter will receive funding for their Travel Expenses in the amount approved by the Assembly. Receipts will not be required. Travel Expenses include all expenses associated with travel to the Assembly including registration fee, fuel, expenses, hotel and meals. Interpreters to be reimbursed for cost of travel expenses to Fall Assembly $300 and Spring Assembly $200 per person.

In the event that an interpreter’s travel expenses are already covered elsewhere due to their service role at Assembly, such as a Group Representative or Area World Service Committee member, they will not be eligible for the Travel Expenses covered by this guideline.

HONORARIUM

Honorariums are available for Interpretation Services in the amount approved by the Assembly.

Updates: 09/23 MS, 03/24 MS

NEVADA AREA HISTORY & APPROVED MOTIONS ON POLICY OF NEVADA AREA ASSEMBLY

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HISTORY OF NEVADA AREA ASSEMBLY

NEVADA AL-ANON BEGINNINGS

1966 September: the first Nevada Area Al-Anon Assembly was held in Las Vegas.
A temporary chairman opened the meeting and then a Chairman, Secretary, and Treasurer were elected. It was agreed that the first Delegate and Alternate Delegate be chosen from the Southern part of the state. Two people were eligible for these positions. Names were drawn by lot with Margie E. becoming Nevada's first Delegate. The following motions were passed:

- That the subsequent Delegate and Alternate Delegate be elected alternately from the North and South participants, with Tonopah being dividing line
- That Alateen be a part of each Assembly with voice but no vote
- That any Group represented must have had membership of four months and be registered at WSO
- That the Secretary keep correspondence and minutes of GR meetings as history
- That each Group contribute 10% of collections toward sharing cost of Delegate expenses to WSC after 1967

*** See Attachment A** – "Nevada State Al-Anon Assembly Minutes of First Meeting" (9/66)
1968: Motion passed that a group must simply be registered with WSO to participate in the Assembly.

- Each group has one vote from its GR or Alt. GR.
- Decided that recording names of participants making or seconding motions was not necessary, but name should be noted in case of an objection.

1978: It was agreed to ask all Districts—North and South—to meet the same month for more efficient financial reports to Area Treasury.
1979: Because the Registration Book was inadvertently discarded, 14 GRs voted to consider the count on number of past Assemblies to be eleven, by counting only election Assemblies.
2020 Spring: Due to pandemic, scheduled NV Area Assembly was not held in person or via Zoom. (See 2nd Assembly comment)
2020 Fall: Due to continued pandemic, NV Area held first Electronic Area Assembly via Zoom meeting.
2021 Spring: Due to continued pandemic, NV Area held second Electronic Area Assembly via Zoom meeting. New Business included discussion of how to return safely to face-to-face meetings, focus was on Group attendance not Area Assembly specific.
2021 Fall: First Hybrid NV Area Assembly, members who chose attended in person, members who were hesitant attended via Zoom meeting.

NEVADA ADAPTATIONS

1980: It was voted to follow Nevada Area Adaptations as adopted by the 1971 Assembly, which had differences from the *World Service Handbook*.
1986: Proposed revisions from the *Service Manual* for Nevada Assembly again were approved. A copy was attached to the minutes and distributed to each member.
Motion in 1986 failed to pass, that a GR who is elected DR will remain as GR while serving as DR (2/3 majority needed to pass Y=19 N=11).
1991: Motion that the North/South rotation of Area officers be lifted for a trial period of six years, for elections held in 1992 and 1995.
1997: Motion to permanently delete the North/South rotation (passed).
2003 Fall: Motion for "One Person, One Vote" effective with 2004 elections passed. (Y – 47 N = 2 Ab = 1) (See Nevada Area Guideline #6). A GR can no longer vote at Area Assembly and also vote as a DR at AWSC.

NEVADA AREA HANDBOOK

2007 Fall: Motion to adopt the proposal to appoint the AREA SECRETARY as the person responsible for assuring the existing MOTIONS and GUIDELINES and SERVICE ROLES (Begun in 2005, finished, and added to *Handbook* in 2007) are kept current (passed)

- This would be in addition to keeping the Area Assembly Minutes. Create a standing "AREA HANDBOOK COMMITTEE" to serve as an "official team of trusted servants" to review sensitive wording and protect these documents and our history.
- Included in the committee: will be the AREA SECRETARY, the ALTERNATE DELEGATE, and active PAST DELEGATES.
- It is recommended that all documents be approved by the standing AWSC.

2010 Fall: Motion to accept the updated Nevada Area Guidelines with the addition of Guideline #12 (passed)
2012 Spring: Trial Guideline #13 (translation equipment) was passed and added to *Handbook*

- Bilingual members began working on translating the Area *Handbook* into Spanish, with the goal of completion 2013.
- At the 2012 Fall Assembly, the Chair announced the project was complete.

**The NV Area Handbook is now available to all members on the NV Area Members' website.*

2014 Fall: Guideline #14 (Area Visa Debit Card) was added to Nevada Handbook

2016 Spring: Guideline #13 (translation equipment), and Guideline #15 (Area Assembly Procedures) were added to Nevada Handbook

2019 Fall: Started re-format of how history listed, now have date then subject. (JR)

2022 Spring: Added information about Zoom and Hybrid Area Assemblies to the NV Area Beginnings Section. Added information regarding Thought Force, Task Force and Work Group Structure. Updated Service Roles in preparation for elections to be held. Added Trustee Visit Section to History.

2022 Fall: Motion was made to adopt Guideline 7 changes and now it is no longer a 3-year trial; will be part of permanent re-structure.

2023 Spring: Guideline #15 (Assembly Guidelines) updated and presented at Assembly and voted in by GRs.

2023 Spring: Guideline #16 (Newsletter Task Force Guideline) created and presented at Assembly and voted in by GRs.

2023 Spring: Changed Spanish Liaison to Spanish Coordinator and translator to interpreter.

2023 Spring: Clarified that AIS Liaison includes all AIS Meetings in NV (not North, South, Spanish, etc.)

2023 Fall: Guideline #17 Permanent Electronic Groups (PEGS) created & added to NV Area Handbook to allow PEGS to join the NV Area.

2023 Fall: Guideline #18 Financial Support for Interpreters at Assembly created & added to NV Area Handbook to set a dollar amount on the travel expenses for interpreters.

2024 Spring: Guideline #7 updated with details on Thought Force, Task Force & Work Groups and expectations on Chairperson for these groups on communication with Area Chair & reporting back to AWSC & Assembly progress of group, findings & recommendations.

2024 Spring: Guideline #18 Financial Support for Interpreters at Assembly updated to be ongoing for Fall Assembly $300/pp and Spring Assembly $200/pp.

2025 Spring: "Who, What, How We Participate" document added to Guideline #7.

AWSC

1985: Area World Service Committee changed meeting to Friday of Assembly-weekend to reduce expenses.

1989: Past Delegates added as Advisors to the AWSC.

1990: CPC and PI Coordinator function was combined, with one person appointed for each the North and South.

1996: Voted that any member qualified to stand for Area office submit a written Service Resume to the Area Chairman by noon Saturday of Assembly or may be verbally interviewed by the Assembly body and Area Officers; that any Al-Anon member appointed to AWSC must be present at Assembly to be elected or appointed.

1996: Motion that the AWSC meets twice per year in Tonopah, once prior to Area Assembly and again during the first quarter of the year (passed).

- Reimbursement for travel expenses for Spring Assembly to DRs will come from their respective Districts, all other AWSC members at $75 from Area Treasury.

2000: Voted to have Coordinators Reports read only at Assembly and not at AWSC.

2006 Spring: It was determined that a separate Registration Committee would work under Membership Outreach Committee to cover functions of Registration, Raffle, and Meal tickets.

- Assembly Roll Call format was streamlined by asking each DR to account for each GR in their District; and the Alt. Delegate verify the GR total count (to allow for calculating 2/3 majority for voting, if needed)

2024 Fall: WSO received a letter from a member which was reviewed by AWSC, and it was determined to have future workshops on healthy meetings.

SECOND ASSEMBLY

2002: Assembly moved that AWSC hold a Spring Mini-Assembly prior to World Service Conference, for a 2-year trial period commencing Spring 2003. (Passed Y-38 N-5) (*Vote again in 2004).* At the

2005 Spring: Consensus to keep four Action Committees to encompass the entire Nevada Area, and to have two yearly Assemblies.

- This would contribute to increased communication and better-informed Al-Anon members.

2005: Online communication began between AWSC members and proved highly effective.

2011: AWSC now holds Telephone Conference Calls between Assemblies.

2015 Fall: Motion to allow AWSC Committee members to be funded for 1 extra day at Spring 2016 Assembly. (passed)

- This proved successful and the assembly body agreed to continue for a 3-year trial period.

2019 Spring: Motion passed to allow AWSC Committee members to be funded for 1 extra day in Spring which shall be funded by the Area. Note, this can include DR's or AIS Liaison members if it is a hardship to be self-supporting for this extra day.

2020 Spring: No Area Assembly was held in person or electronic due to pandemic that shut down meetings 1 week prior to scheduled date.
2021 Spring: Area Assembly held via Zoom see "*Al-Anon Beginnings"* section of History.
2023 Fall: A Task Force was created to research the possibility of holding Hybrid Assemblies allowing participants to attend in person or via teleconference.
2023 Fall: A Thought Force was created to investigate possibly expanding the Spring Assembly from 2 days to 3 days like the Fall Assembly.
2024 Fall: A Task Force for 3 Day Spring Assembly did not recommend expanding to 3 days as Area Chair suggested she could add more time on Saturday and Sundy in the Spring Assembly Agenda.

THIRD ASSEMBLY

2023: A Thought Force was created in Fall 2022 Assembly to add a 3rd Assembly. After research, the Thought Force recommended not adopting a third Assembly nor moving this ThF to a Task Force.

HYBRID ASSEMBLY

2024: A Task Force for a Hybrid Assembly reported a lot of pros and cons. No motion to move forward. Available for future discussion.

TRUSTEE/WSO GUEST VISITS TO NV AREA ASSEMBLY

1994 Fall: Trustee at Large Mary Apt. T. visited/participated NV Area Assembly
2001 Fall: Southwest Regional Trustee Nancy B. visited/participated NV Area Assembly
2007 Spring: Trustee at Large Zelda R. visited/participated NV Area Assembly
2019 Fall: Southwest Regional Trustee Joyce B. visited/participated NV Area Assembly
2022 Fall: Southwest Regional Trustee Cindy M. visited/participated NV Area Assembly
2024 Fall: Motion passed to invite a member of WSO to Fall 2025 NV Area Assembly

RESTRUCTURE - ACTION COMMITTEES

1999 and 2000: Consensus of agreement to have AWSC explore a Restructure Plan for Nevada Area which would be patterned after the new WSO structure and make a presentation at the 2001 Assembly with a 2/3 majority required to pass.
2001: Assembly approved the presentation by the AWSC "to set aside the existing Area structure and implement a Nevada Area Trial re-structure as presented in distributed exhibit. Carried. (52-Yes/1-No)
2005 Spring: Consensus was that keeping the four Action Committees to encompass the entire Nevada Area, and having two yearly Assemblies would contribute to increased communication and better-informed Al-Anon members. Motion passed to make the trial restructuring permanent, with the change in title of Action Committee Chair to be Action Committee Coordinator.
2006 Spring: Unanimously voted to rotate members of the Assembly Service Committee structure at each 3-year term election (See Nevada Area Guideline #7, Part 2).
2016 Fall: The AWSC discussed Action Committees and if they were meeting the needs of the Area. Outcome: AWSC agreed to start a conversation, form an ad hoc committee, and review the current Assembly procedures.
2017 Spring: An ad hoc committee brought back information to the 2017 AWSC. It presented a KBDM document exploring what we knew and what we needed to know. Outcome: The AWSC decided to bring this discussion to the Fall Assembly.
2017 Fall: The KBDM document was added to the Assembly folders, and a PowerPoint presentation was presented about a suggested change to different "committees." Outcome: Assembly members discussed, and the consensus was that the Assembly Body needed more information on what this change would be like.
2018 Spring: Discussion continued, followed by a MOTION made that in the Fall of 2018 GRs would be able to choose attending the Action Committee of their preference, and that further discussion about change would continue.
2018 Fall: No discussion
2019 Spring: Discussion about continuing with Action Committees or changing to Work Groups, Thought and Task Forces Started. Outcome: Consensus from the Assembly Body was to move forward with the change. A "Charge" was presented to the Assembly, describing the work of an AWSC Task Force that would begin working on the transition from Action Committees to Work Groups and Thought/Task Forces.
2019 Spring: Discussion about continuing with Action Committees or changing to Work Groups, Thought and Task Forces started.

2019 Fall: All Action Committees as currently functioning be eliminated, and the Nevada Area Assembly transition to less traditional committees called "Work Groups, Thought and Task Forces" for a trial period of three years beginning in 2020 and ending in 2022; and that all coordinator positions be retained, with the exception of Group Services position, which would be eliminated, and three other Coordinator positions renamed: Membership Outreach renamed Assembly Committee Coordinator, Fellowship Communications Coordinator renamed Literature Coordinator, and Spanish Translator Liaison renamed Spanish Liaison Coordinator.

RESTRUCTURE – TO THOUGHT FORCES, TASK FORCES AND WORK GROUPS

2020 Fall: Discussion of revision of Guideline 7 and how Work Group, Task Force and Thought Force would function. Motion was made and passed to accept updated Guideline 7 which now includes this restructuring. This included renaming some current coordinator positions and removing a position now renamed. This was approved as a 3-year trial.
2021 Spring: First break-out sessions were held where GRs selected, Work Group, Thought Force or Task Force group they would like to participate in.
2021 Fall: First report backs from Work Groups, Thought and Task Forces with recommendations and discussion. Minutes from 9/17 – 9/19/2021 have details.

- Task Force Area Archives – presented recommendations.
- Thought Force Tonopah Talks – Form Task Force to present publication.
- Thought Force Fiscal "vs" Calendar Budget Year – Motion made for 2-year trial.
- Thought Force Newsletter Guideline – contents of Newsletter presented.
- Conflicting Dates when Scheduling Area Assemblies – presented recommendation – Area chair decision.

2022 Fall: Motion was made to adopt Guideline 7 changes and now no longer a 3-year trial, will be part of permanent restructuring.
2023 Fall: A Task Force was created to revisit Guideline #7 Nevada Area Restructure of Its Service Committees after a three-year trial ending Fall 2022 to permanently change its service committees.
2024 Spring: Guideline #7 updated with details on Thought Force, Task Force & Work Groups and expectations on Chairperson for these groups on communication with Area Chair & reporting back to AWSC & Assembly progress of group, findings & recommendations.
2024 Fall: Task Force to add "Who, What, How We Participate" document was added to Guideline #7.

THOUGHT FORCES, TASK FORCES AND WORK GROUPS

2020 Fall:

- Thought Force Literature Writing Workshop
- Thought Force Tonopah Talks Celebrates Service
- Thought Force Exploring the "Policy Digest" Section of the current Service Manual
- Thought Force Components for a Nevada Area Newsletter Guideline
- Thought Force Fiscal versus Calendar Budget Year
- Task Force Interactive Conference Approved Literature (CAL) Presentation
- Task Force using Conference Approved Literature (CAL) in Meetings

2021 Fall:

- Task Force Area Archives – presented recommendations
- Thought Force Tonopah Talks – Form Task Force to present publication
- Thought Force Fiscal "vs" Calendar Budget Year – Motion made for 2-year trial
- Thought Force Newsletter Guideline – contents of Newsletter presented – moved to Task Force
- Conflicting Dates when Scheduling Area Assemblies – presented recommendation – Area Chair decision.

2022 Spring:

- Work Group Nevada Area Archives
- Thought Force Compensation for Interpreter Services at Assembly
- Task Force Tonopah Talks Celebrates Service
- Task Force Nevada Area Al-Anon Newsletter Content Guideline

2022 April:

- Task Force Updating the Nevada Area Alateen Safety and Behavioral Requirements
- Thought Force Liability Insurance for Groups

2022 Fall:

- Thought Force Updating Guideline # 15 Area Assembly Procedures
- Thought Force Permanent Electronic Groups: To Be or Not to Be Part of Nevada Structure
- Thought Force Future Assemblies: In-Person, Electronic (Virtual) and Hybrid
- Thought Force Nevada Area Al-Anon Assembly – Should we have 3 Assemblies Annually?

2023 February:

- Task Force Review and Finalize the Updated Guideline # 15 Ara Assembly Procedures

2023 Spring:
- Work Group Translation of Written Documents
- Work Group Assembly Coordination
- Task Force Financial Support for Interpretation as Assemblies
- Task Force Permanent Electronic Groups Guideline
- Task Force Future Area Assemblies In-Person, Electronic (Virtual) and Hybrid

2023 Fall:
- Task Force Financial Support for Interpreters – Guideline #18
- Task Force Revision of Guideline #7 ending 3-year trial which ended Fall 2022 of Assembly restructuring
- Task Force Hybrid Assembly to research the possibility of holding Assembly in person & via teleconference.
- Task Force Permanent Electronic Groups (PEGS) creation of Guideline #17
- Thought Force Two Day Spring Assembly to research expanding two-day assembly into 3 days like Fall Assembly

2024 Spring:
- Task Force Revision of Guideline #7 - motion passed.
- Task Force Revision of Guideline #18 Translator Expenses to Assembly – clarified payment for interpreters - motion passed.
- Task Force Assembly Ambassadors – formed to research this service role and updating it as part of Assembly Coordinator's service role.
- Task Force GR Resource Guide – GR Welcome Packet created and posted on NV Area website.
- Thought Force 2 Day Spring Assembly became a Task Force.
- Translation Work Group formed.

2024 Fall:
- Task Force 2 Day Spring Assembly determined to keep Spring as 2 days and add hours both days.
- Task Force Hybrid Assembly no motion created, did not move forward.
- Task Force "Thought Force, Task Force, Work Group Participation Process Document" – started, will report Spring 2025.
- Assembly Coordinator Work Group formed where Assembly Ambassadors participate with Area Assembly Coordinator.

2025 Spring:
- Task Force "Thought Force, Task Force, Work Group Participation Process Document" added "Who, What, How We Participate" document to Guideline #7.

REDISTRICTING

2008 Spring: Motion was passed with 2/3 vote, to revise the boundaries of Southern Districts 1,3 & 5; change the Western boundaries of District 1 and 5, from I-15 to I-95, and remove Tropicana as the boundary. Seven groups from District 5 moved to District 1. The purpose of redistricting was to equalize the number of groups and diversify the Southern Districts.

COOPERATION WITH AA

1978: Motion passed to cooperate with AA at Assembly and have a speaker if time permitted.
1984: It was agreed, at the request of AA, to help pay Convention Center rent. According to records from 1984 until 2007, Al-Anon paid some portion of the rent for the Convention Center weekend, ranging from $75 to $150.
2004 Spring: When AA requested that Al-Anon meet a different weekend because of AA's space limitations, Al-Anon began meeting at a different time. The first change was Spring of 2004. In 2008 the AFG cost for rent was $475.

FINANCE AND MOTIONS

1984: Motion passed in 1984 to send an appeal letter three times a year to all groups for contributions to Area Treasury.
1985: motion was passed to change the Area Treasury accounting from a fiscal year to a calendar-year (Jan. to Dec.) to coincide with Area Officers' term of office.
1986: vote raised Assembly registration to $10 for the 1987 Assembly. In 1986, finances were a big part of discussion since contributions were down, and expenses were climbing.
1989: Change of fiscal year proved awkward and was rescinded by 1989 motion to revert back to fiscal-year accounting of 9/1 to 8/31.
1989: Motion reimbursed District #6 with a one-time donation of $250 to defray costs of travel and related expenses.
1996: Motion that a financial audit be done at the end of each Treasurer's term by the outgoing Delegate and Chairman, prior to forwarding to the incoming Treasurer on Jan 1st.
2005 Spring: Motion was passed to include at each fiscal year-end in August, a transfer of funds to the "Prudent Reserve Savings Account" sufficient to cover one full year of Area expenses based on the prior three-year average expenses.

2006 Fall: Motion passed to send 10% of our year-end surplus to WSO on a yearly basis.
2008 Spring: Motion was passed with 2/3 vote to increase the Assembly registration fee from $10 to $20 in order to cover expenses and be self-supporting.
2020 Fall: Suggested Group Representatives discuss with their Group members how they wanted funds that were pre-paid for Fall Area Assembly, held via Zoom instead of in person be handled. Request refunds from Area Treasurer, have registration funds apply to 2021 Spring or have registration funds be a general donation to NV Area.
2020 Fall: AWSC was paid for in December of 2019, not held in person in April of 2020. WSO offered to return $ 1,481.69 of the $ 1,900 already paid. NV Area could allow WSO to keep as a donation. NV Area could apply the $ 1,481.69 towards 2021 WSC that has an equalized expense of $ 2,381.81. Motion passed to apply to the 2021 WSC expense.
2020 Fall: Motion to reimburse NV Area Chair and NV Area Treasurer expense to attend 2021 SWRDM not to exceed $ 1,200.00. Per NV Area guideline must be requested at Assembly prior to attendance of SWRDM in March. (Ultimately the 2021 SWRDM was virtual via Zoom meeting, so no funds were spent even though approved)
2021 Fall: Motion passed to change back to budget being a calendar year (Jan. to Dec.). As a 2 (two) year trial starting January 2022 and the FY21 Budget being extended to end December 2021.
2022 Fall: Motion passed to send one time donation of $ 3,000.00 to WSO from the 2022 Budget. DS
2024 Fall: Motion passed to change Al-Anon NV Area accounting schedule from a calendar year to a fiscal year (September 1st to August 31st) beginning September 1, 2024) upon completion of 2-year trial.
2024 Fall: Motion passed to change Al-Anon NV Budget from calendar year to fiscal year
2024 Fall: Motion passed to increase Area Assembly Registration from $20 to $40.

REIMBURSEMENT/ASSEMBLY EXPENSES

1978: It was voted that the expenses of Delegate and Alt. Delegate, Officers, Coordinators, and DR's not covered by their home-group be reimbursed at $35.
1979: Voted to increase expense reimbursement to $75 and voted that DRs would be reimbursed from Area funds less the amount paid by their group as GR. This was the last year GRs would be paid from Area Treasury.
1988: Vote increased expense reimbursement amount to $100.
1992: Motion removed the responsibility of Area Treasury to fund the DR's expense to Assembly unless financial help was needed.
1995: Motion increased expense reimbursement to $125.
2001: Motion increased expense reimbursement to $150.
2007 Spring: Motion increased reimbursement to $100 for the Spring Assembly and $200 for Fall Assembly.
2011 Fall: Motion increased reimbursement to $145 for the Spring Assembly and $245 for Fall Assembly.
2016 Spring: Motion passed to allow AWSC Committee to meet one day prior to Spring Assembly for trial period of three years, to be funded by NV Area. (Reason for motion, for example if a District or AIS could not afford the extra day expense in Spring Area would cover that extra day).
2022 Fall: Motion increased reimbursement from $245 to $300 for AWSC Officers, Coordinators and Past Delegates. DS
2023 Fall: Motion passed to support two Spanish interpreters per Assembly to be reimbursed for travel expenses to attend Assembly. MS
2024 Spring: Motion to pay interpreters for travel to Fall Assembly $300 and Spring Assembly $200 per person. *Note: Previous motion was only for Fall 2023 and Spring 2024. This new motion was to make this ongoing.* MS

DELEGATE EXPENSE

1979: After lengthy discussion of finances, it was voted to approve an additional $200 for the Alt. Delegate or an Al-Anon Representative to attend the Pacific Region Alcoholics Anonymous Service Assembly (PRAASA) in 1980 being held in California.
1993: Budget item of Delegate Expense was increased to allow the Alt. Delegate to attend the Southwest Regional Delegates' Meeting (SWRDM).
1994: Motion passed approving payment in full of the expense of the Delegate's travel to Conference due to an appeal from WSO.
1995: Voted to pay equalized expense not full expense.
2006 Fall: A consensus was given by Assembly for the AWSC to decide on the amount the Area would fund for Delegate to attend the yearly WSC (actual amount or equalized amount).
2007: Forward the payment decision for Delegate expense rests with the Area Treasurer, based on available funds.

SAVINGS ACCOUNT

1981: Motion passed to name the savings account "Al-Anon General Reserve Account" with more than one signature required.
1988: Motion passed that any monies over $5000 in the checking account be transferred into the Savings account.
1990: Motion passed to determine a prudent reserve, to cover all expenses and for one time only, to send excess funds over $9000 as a contribution to WSO.

2005 Spring: Motion was passed to rename the savings account "Prudent Reserve Savings Account."

SURPLUS OF FUNDS

2011 Fall: Motion was passed to change the operating expense account to be equal to current budget with excess to be dispersed as voted on annually by the Assembly. Sj

ABUNDANCE PROJECT/SURPLUS OF FUNDS

2012 Fall: Six proposals were presented to assembly as projects to utilize a surplus of funds. The Assembly passed three and they are as follows:

1. Online registration – $700 approved. Provide online registration for assembly twice a year for an increased cost of $202 per year for a three-year trail period of $606 plus an additional $1.25 per registration. Approved for vote. Passed
2. Northern NV AIS - Supply the NV Prevention Resource Center with Al-Anon Alateen literature. $337.97. Approved for vote. Passed.
3. Alternate Area Chair – Microphones and speakers will be donated to Area for the price of the speaker cables. $70.00 Approved for vote. Passed. sj

ALATEEN

2004 Spring: Motion was passed to adopt as an area the "Minimum Safety Behavior Requirements" suggested by WSO. Added to the motion was the requirement for a one-time background check.
2004 Fall: Discussion resumed, and the Requirements were submitted to WSO as required by the 12/31/04 deadline.
2005 Spring: An explanation of specific action needed was described. (The WSO GUIDELINE will be followed as well as written Nevada Area/Nevada GUIDELINE will be added to the "Nevada Area Al-Anon Guidelines" when all procedures are completed and adopted by the Assembly body).
2006 Spring: Discussed wording and motion passed to accept Alateen Guidelines with reservations to change grammar or wording. Motion passed to create a second coordinator position as Alateen Coordinator under GROUP SERVICES COMMITTEE.
2006 Fall: Motion passed that ALATEEN COORDINATOR would be a separate position, not under Group Services umbrella, and funded separately to AWSC. The Alateen Coordinator would also serve as the AAPP (Area Alateen Process Person), responsible for sponsor certification and annual re-certification.
2010 Fall: Motion was unanimously passed that starting 2011, make Alateen a separate and 5th Action Committee, NOT under Group Services, for a three-year trial Period. kf
2011 Spring: Alateen Action Committee agreed to apply for web space through WSO and begin an Alateen Chat meeting online. The Chat meeting is 4:00 PM Pacific Time, Wednesday, sponsored by a minimum of two sponsors who are trained by WSO in the Chat format.
2012 Fall: Assembly voted to accept the revision of the initial AMIAS (Al-Anon Member Involved in Al-Anon Service) Guideline of 2004. No longer does a dual member need to be a sponsor with another Al-Anon member but is eligible to sponsor by virtue of his or her Al-Anon membership (See Nevada Area Guides #8, Part 2: Alateen). This change reflects the 2010-2013 *Service Manual* Policy.
2021 Spring: Area Alateen Coordinator announced has been sending Alateen books and pamphlets to new members who join the WSO Sponsored Alateen App. Since not meeting in person, members do not have easy access to Alateen literature. Review of Alateen budget also discussed. DS
2024 Fall: Area Alateen Coordinator updated language in AREA SERVICE ROLES – ALATEEN COORDINATOR to reflect current responsibilities. GUIDELINE 8 PART 1 & PART 2 updated by Area Alateen Coordinator to simplify language and add more detail to explain process more clearlyl

NEVADA AREA NEWSLETTER

1986: Motion was passed that *The Al-Anon Times* newsletter be sold at .25/copy, and new subscriptions be $4/year. Each group would continue to receive a free copy.
1990: Assembly voted to dispense with the .25/copy fee, and the Area Treasury would subsidize printing costs.
1997: Motion passed that the printing of the Newsletter change from bi-monthly to quarterly.
1998: Motion passed that the printing be made permanent quarterly.
2003 Fall: It was unanimously voted to protect the content of our Newsletter with the adoption of a "Statement of Purpose" which will be printed in each issue.
2005 Spring: Action was taken by the AWSC to raise the subscription price of *The Al-Anon Times* from $4.00 to $5.00 per year. The price of a three-year subscription will remain at $12.00.
2021 Fall: Thought Force presentation of what Newsletter content should be. Currently only electronic and up to Groups and Districts to print. No subscription price currently.

2022 Fall: Task Force met and will present at 2023 Spring proposed Guideline for Newsletter and updated Service Role for the Editor.
2023 Spring: Motion passed to adopt Guideline #16 outlining what items go into the newsletter.

NEVADA AREA WEBSITE

2002: Motion passed to produce an Al-Anon Area Website; to appoint a 5-member Website Committee from the members of the Membership Outreach Committee; to appoint a chairman-Webmaster; to approve a one-time $500 set up and first year maintenance fee; the domain name be "*Nevada Al-Anon.Org."*
2006 Spring: A new Webmaster was needed, as well as a written GUIDELINE and specific "Statement of Purpose."
2006 Fall: The proposed "Statement of Purpose" was accepted for the Nevada Area/Nevada Website. Motion passed that the Area Webmaster position be funded to Area Assembly and AWSC. **2012 Fall:** A password protected, members only location, was added to. The password is area34afg. Sj
2014 Spring: Online registration option was added to our website during 2011-2013. Personal info was provided by our current Delegate at the time. It was discovered that our Delegate had to take on financial responsibilities for this and online registration was discarded from our website in 2014. Sm
2018 Fall: 2018 Fall there was an ad hoc committee to discuss changing the NV Website to Mobirise. MS
2019 Spring: Ad hoc committee researched need for password. MS
2019 Fall: Ad hoc committee announced password no longer required for NV Website, confirmed no personal information would be published on the site, i.e. personal phone numbers and individual's addresses etc. MS

INTERPRETATION AND TRANSLATION SUPPORT FOR SPANISH SPEAKING MEMBERS

EQUIPMENT AND COORDINATOR
2011 Spring: A Task Force was formed to investigate the cost and purchase of translation equipment. Nevada Area wanted to reach out to its Spanish-speaking GR's.
2011 Fall: Assembly voted to purchase translation equipment.
2012 Spring: The translation equipment was used by Spanish-speaking GR's. Two translators came from Las Vegas. Their hotel and travel expenses were paid by the Area. A Trial Guideline for the care and use of the equipment was also presented and passed at the Assembly.
2012 Fall: Use of translation equipment began a three-year trail period to be used at Assemblies and AWSC meetings. See Nevada Area Trial Guideline #13 regarding its use and handling, contained in the *Area Handbook*.
2021 Fall: Discussion about payment for actual translation by a person or persons. Would they be paid for service if not AFG volunteer member. Further research to be done, using KBDM and Thought Force or Task Force.
2022 Fall: The Thought Force for paying for Spanish translator to be present at Area Assemblies provided estimated costs involved and explained difference to types of translation services. Motion was made to add to the 2023 budget an amount of $ 1,800.00 to pay for translation if needed. DS
2023 Spring: A motion was made (and passed) to purchase new translation equipment not to exceed $1,000. MS
2023 Fall: A motion was made (and passed) to accept Guideline #18 Financial Support for Interpretation Services at Assemblies. MS
2023 Fall: A 2nd motion was made (and passed) to pay an honorarium to the Interpreters $100/ea at Spring Assembly and $200/ea at Fall Assembly. If there is only one interpreter, that person will receive $200/Spring Assembly and $400/Fall Assembly. MS
2023 Fall: A 3rd motion was made (and passed) to pay Interpreters $300/ea Fall Assembly and $200/ea Spring Assembly for travel expense to Assembly. MS
2024 Spring: Guideline #18 Financial Support for Interpreters at Assembly updated to be ongoing for Fall Assembly $300/pp and Spring Assembly $200/pp. *Note: Previous motion was only for Fall 2023 and Spring 2024. This new motion was to make this ongoing.* MS

SPANISH COORDINATOR
2013: Motion made at Fall assembly and passed by the assembly to add a new service position of Spanish Translator Liaison to AWSC for a 3-year trial period.
2016: By show of hands, trial period complete and this position to be permanent member of Nevada AWSC – yes.
2019 Fall: Now calling this position a Spanish Liaison/Coordinator.
2023 Spring: AWSC voted to recognize the AIS Spanish Southern Nevada (Districts 1, 3 & 5) at Nevada Area Assembly. Changed service position title to just AIS Liaisons leaving out Northern Nevada, Southern Nevada and Spanish Intergroup.
2023 Spring: Position now Spanish Coordinator instead of Spanish Liaison.

NEVADA AREA ARCHIVES

2019 Fall: AWSC not ready to recommend Archives as a full coordinator position. Decision to table this issue, AWSC will address this issue.
2021 Fall: Task Force reported that items are organized and will have a plan of how to distribute to members at the 2022 Fall Assembly. DS
2022 Fall: After the Task Force report and inventory items are up for distribution to members as a type of lottery. If interested in an item put name in box with desired item. Drawing held at the assembly. DS

PERMANENT ELECTRONIC GROUPS (PEGS)

2023 Spring: Assembly voted to accept Permanent Electronic Groups (PEGS) into the NV Area. MS
2023 Fall: Assembly voted to accept Guideline #17 on how Permanent Electronic Groups (PEGS) can be registered in the NV Area, requirements for GR living in NV Area and how District is assigned. MS

NEVADA AREA DELEGATE LIST

#	DELEGATE NAME	PANEL	COMMENTS	DATES	ALTERNATE DELEGATE NAME
1	Margie P.	6		1966 - 1969	
2	Bill O.	9	Deceased	1969 - 1971	
3	Don B.	12		1972 - 1974	
4	Dottie D.	15		1975 - 1977	
5	Winnie M.	18	Deceased	1978 – 1980	
6	Bruce K.	21	Deceased	1981 - 1983	
7	Tommie Mac E.	21	Deceased	1981 - 1983	
8	Velda W.	24		1984 - 1986	
9	Tommie Mac E.	27	Deceased during term	1987 – 1989	
10	Dorothy N.	27	Moved during term	1987 - 1989	
11	Joan A.	27	1 year term	1987 - 1989	
12	Judi F.	30		1990 - 1992	
13	Rachel P.	33		1993 - 1995	Doug J.
14	Doug J.	36		1996 - 1998	Carol C.
15	Judy F.	39		1999 - 2001	Renee F.P.
16	Renee M.	42	Deceased	2002 - 2004	Bill H.
17	Tina B.	45		2005 - 2007	Sue W.
18	Judy K.	48		2008 - 2010	Denise S.
19	Denise S.	51		2011 - 2013	David H. / Doug J.
20	Janice B.	54		2014 - 2016	Sally J.
21	Janet P.	57		2017 - 2019	Robin P.
22	Robin P.	60		2020 - 2022	Lisa S.
23	Lisa S.	63		2023 – 2025	Tracy B.
24	Tracy B.	66		2026 - 2028	Michele S.
25		69		2029 - 2031	
26		72		2032 – 2034	
27		75		2035 – 2037	
28		78		2038 – 2040	
29		81		2041 – 2043	
30		84		2044 – 2046	
31		87		2047 – 2049	
32		90		2050 – 2052	
33		93		2053 – 2055	
34		96		2056 – 2058	
35		99		2059 – 2061	
36		102		2062 - 2064	
37		105		2065 – 2067	
38		108		2068 – 2070	
39		111		2071 – 2073	
40		114		2074 – 2076	
41		117		2077 – 2079	
42		120		2080 – 2082	
43		123		2083 – 2085	
44		126		2086 – 2088	
45		129		2089 – 2091	
46		131		2092 – 2094	
47		134		2095 – 2097	
48		137		2098 – 2100	
49		140		2101 – 2103	
50		143		2104 – 2106	

APPROVED MOTIONS ON POLICY OF NEVADA AREA ASSEMBLY
APROBADA MOTIONS EN POLITICA DE LA ASAMBLEA DE LA AREA DE NEVADA

NOTE:	**The first Nevada Area Al-Anon Assembly was held in September, 1966 in Las Vegas.**
NOTA:	**La primera asamblea Alanon de la area de Nevada se celebro en septiembre 1966 en Las Vegas**
1968	To change the requirement passed at last Assembly, (requiring a group be registered four months before its GR could vote or serve as officer) by deleting this provision and stating that a group simply must be registered with WSO. Passed
1968	Para cambiar el requisito aprobado a la asamblea antes, (requiere que un grupo fue registrado quatro meses antes de que su GR puede votar o servir como oficial) eliminando esto proviso y indicando que un grupo simplemente debe ser registrado con WSO. Aprobado
1968	That every GR (or Alternate) vote at a single meeting on all offices: Delegate, Alt. Delegate, Chairman, Secretary, Treasurer, and Committee menbers, but that the offices continue to alternate between North and South as presently done. Passed.
1968	Que cada GR (o alternativo) vota para todos los oficiales en solo un reunion: Delegado, Delegado Alternativo, Presidente, Secretario, Tesoro, y miembros del comite; pero que los oficiales sigue alterno entre norte y sur como se realiza actualmente. Aprobado
1978	In order to simplify recording the minutes, no names are needed for making or seconding a motion. In case of an objection, the person will be recorded. Carried.
1978	Para simplificar recordando los minutos, los nombres no estan necesario para hacer o secundar una motion. En caso de un objection, la persona va a ser recordado. Aprobado
1978	To defray cost of attending this Assembly, the Delegate, Alt. Delegate, Officers and Coordinators, DRs and GRs who are not paid by their home group will be reimbursed at $35 each, or the difference between that amount and what their group pays. Carried
1978	Para sufragar los gastos en asistir la asamblea, el Delegado, Delegado Alternativo, Oficiales y Coordinadores, DRs y GRs, quienes no estan reembolsados por su grupo deben ser reembolsado $35.00 cada uno, o la diferencia entre este cantidad y lo que su grupo puede pagar. Aprobado
1978	To ask Northern Area Districts to start meeting in the same month with the Southern Area Districts. Purpose: more efficiency on financial reports of Area Treasury. Carried.
1978	Para preguntar distritos de la area norte a su proximo reunion si puede empezar a reunir en el mes mismo con los distritos de la area sur; la proxima reunion del distrito sur es en noviembre. (Razon: mas eficiencia en reportajes financial del tesoro de la area. Aprobado.
1978	That we cooperate with the AA's at the next Assembly, and get a speaker if it fits with the overall agenda. Carried.
1978	Que cooperamo s con los AA en la proxima asamblea, y obtener un orador si coresponde en totalidad con el orden de la dia. Aprobado.
1978	After discussion of the number of Area Assemblies, (only election assemblies counted) motion carried unanimously that this be the Eleventh Assembly.
1978	Despues de un discussion sobre el numero de asambleas de la area (Cuenta solamente asambleas de election) motion aprobado unanimo que este sea la asamblea undecimo.
NOTE:	**The Registration Book was unfortunately discarded by mistake. The voting was done only by the 14 Group Representatives that were present.**
NOTA:	**El libro de registracion fue descartado por equivocacion. El voto se llevo a cabo solamente por los 14 representantes de grupos quienes estaban presente.**
1978	To reimburse officers $75 for expenses in attending the Area Assembly. Approved.
1978	Pare reembolsar oficiales $75.00 para los gastos en asistir en la asamblea de la area. Aprobado.
1979	That since we presently have sufficient funds we approve paying $200 for Alt. Delegate or an Al-Anon representative to attend the PRAASA CA in 1980. Passed. (This motion followed lengthy discussion whether it was feasible to pay expenses of Delegate and/or Alt. Delegate to attend both the PRAASA and SWRDM).
1979	Desde que en este momento tenemos fondos suficientes, aprobamos pagando $200.00 para el delegado alternativo o un representante de Alanon para asistir a la PRAASA CA en 1980. Aprobado. (Este motion sigue un discusion largo si estaba posible a pagar los gastos del delegado y/o delegado alternativo para asistir en ambos la PRAASA y SWRDM.)
NOTE:	**It was agreed that DRs will be reimbursed from Area funds less whatever amount paid by their group as GR. This is the last year GRs will be paid from Area Treasury.**

NOTA:	**Estaba de acuerdo que DRs van a ser reembolsado de fondos de la area menos qualquier cantidad esta reembosado por su grupo. Este es el ano ultimo en que los GRs van a ser pagado desde el tesoro de la area.**
1979	The Assembly voted to follow the Nevada Area Election Procedures as adopted by the 1971 Assembly which has some minor differences from the World Service Handbook.
1979	La asamblea voto para seguir los procedimientos de eleccion de la area de Nevada como son adoptado por la asamblea de 1971 que tiene algunas diferencias menores del manual de Servicios Mundial.
1981	That the savings account name is changed to "Al-Anon General Reserve Account" and there be more than one signature on the account. Agreed.
1981	Que el nombre de la cuenta de ahorros sea cambiado a Cuenta general reserva Alanon y que tiene que hacer mas que una firma en la cuenta. Aprobado.
1984	That we help pay the rent for Convention Center at the request of AA. Passed
1984	Que ayudamos pagar la renta por el centro de convenciones, segun la peticion de AA. Aprobado.
1984	That three times a year an appeal letter is sent to the groups for contributions to help support our Area Treasury. Carried.
1984	Que tres veces cada ano enviamos una carta de peticion a los grupos pidiendo contribuciones para sostener nuestro tesoro de la area. Aprobado.
1985	That the accounting fiscal year be changed to a calendar year (January to December) to coincide with the Area Officers' terms of office. Carried. (*Rescinded-see 1989*)
1985	Que el ano contabilidad economico cambio a un ano calendario (enero a diciembre) para coincidir con los condiciones de oficina de los oficiales de la area. Aprobado. (Resindido – vea 1989)
NOTE:	**A change was made to set the Area World Service Committee meeting on the same weekend as the Assembly in an effort to reduce expenses.**
NOTA:	**Se hizo un cambio para tener la reunion del comite de servicios mundiales de la area en la misma fin de semana de la asamblea en un esfuerzo de bajar los gastos.**
1986	That Assembly registration is raised to $10 for the 1987 Assembly. Passed. Discussion at this Assembly was long and lengthy on budget matters since contributions were down and expenses are climbing.
1986	Que la cuota de inscription sea elevado a $10.00 para la asamblea en 1987. Aprobado. Discusion en esta asamblea fue largo y prolongado en el asunto del presupuesto desde que contribuciones fueron bajando y los gastos estan elevando.
1986	To vote on the following change in the Nevada Area Adaptations: That a GR who is elected DR will remain as GR while serving as DR. Two-thirds vote needed to pass. Y=19 N=11 (20 needed to pass) Motion Failed
1986	Para votar en los cambios siguientes en los adaptaciones de la area de Nevada: Que un GR elegido para DR debe quedar como GR cuando sirviendo como DR. Necescita un voto de dos tercios para pasar. Si = 19, No = 11 (Necescita 20 para pasar) Motion fracasado.
1986	That the Newsletter be sold at .25/copy, and that new subscriptions be sold at $4/year. (Each GR would continue to receive one free copy for their group) Passed.
1986	Que se vende el boletin de noticias a .25 un copie, y que se vende subscripciones nuevas a $4.00 cada ano. (Cada GR continue recibiendo un copie gratis para su grupo) Aprobado.
NOTE:	**Proposed revisions for the Nevada Adaptations to the Handbook were approved after review of each one. Final approved was attached to the minutes and distributed to each member present.**
NOTA:	**Modificaciones proponado para Adaptaciones de Nevada para la Guia estaban aprobado despues de un repaso sobre cada uno. Aprobados finales estaban colocado a los actas y distribuido a cada miembro presente**
1986	**GUIDELINE #1** To re-district the Nevada Area, as outlined, to add District #6; and provide boundaries for each district encompassing the entire state. Passed. (See *completed 1994*)
1986	**DIRECTRIZ #1** A Nuevo distrito la area de Nevada como esta perfilado para incluir Distrito #6, y provear limites para cada distrito rodeando todo el estado. Aprobado. (Vea compledado 1994)
1988	To increase amount of reimbursement of expenses for each committee member from $85 to $100. Passed
1988	Para aumentar la suma de reembolso de gastos para cada miembro de comite desde $85 a $100. Aprobado.
1988	That any monies over $5000 in the checking account be transferred to the savings account. Passed
1988	Que cualquiera monedas mas que $5000 en la cuenta de cheques estare trasferido a la cuenta de ahorros. Aprobado.
1989	That the Budget be moved back to a fiscal year basis, using dates Sept.1 through August 31; and the remainder of the 1989 Budget be cancelled to coincide with our fiscal year Budget. Passed.
1989	Que el presupuesto estare movado a un basis de ano fiscal usando los datos 1 de septiembre a 31 agosto y el residuo del presupuesto de 1989 estare cancelado para coincidir con nuestro presupuesto del ano fiscal. Aprobado.

1989	That District #6 is given a one-time donation of $250 to defray the costs of travel and related expenses, due to their vast and remote distances. Passed.
1989	Que darian distrito #6 para una vez la ayuda de $250 para sufragar los gastos de viajar a causa de su distancia largo y remoto. Aprobado.
NOTE:	**During the World Service Committee meeting it was moved, seconded and carried that an Advisory Council be formed consisting of all Past Delegates; to be part of the World Service Committee.**
NOTA:	**Durante de la reunion del comite de servicios mundiales estaba movado, secundado y ganado que un concilio de aviso estare formado de todos los delegados pasados como parte del comite de servicios mundiales.**
1989	The Area Treasury will subsidize printing the Area Newsletter and dispense with .25/copy charge. Carried
1989	El Tesoraria de la area subsidiara la publicacion del boletin de noticias para la area y deshacerse del encargo de .25/copia. Aprobado.
1990	The CPC and PI Coordinator functions will be a combined to cover each end of the Area. Carried. (One coordinator was appointed the position from the North, since the South position was already filled).
1990	Los funciones del coordinador de CPC y PI van a ser combinado para cobrar cada parte de la Area. Aprobado. (Un coordinador fue designado para la posicion del norte, ya que la posicion del sur ya estaba ocupado)
1990	After prudent reserve was determined and all current bills paid, for this one time only, funds in excess of $9,000 are to be sent as a contribution to WSO. Carried.
1990	Despues de la determinacion del suplente prudente y todos los billetes corrientes estan pagado, para este vez solamente, fondos en exceso de $9000 van a enviar a WSO como donativo. Aprobado.
1990	That the specified geographic rotation of Nevada Area officers be lifted for a trial period of six years (for elections held in 1992 and 1995) as covered by Nevada Adaptation 2. Carried.
1990	Que la rotacion geografico especificado para los oficiales de la area de Nevada ser levantado para un periodo de prueba de seis anos (para eleciones se celebraron en 1992 y 1995) como cobierto por Adaptacion 2 de Nevada. Aprobado.
1991	Area Assembly is no longer responsible to fund the DR's expenses to Assembly unless financial help is needed. Carried
1991	La Asamblea de la area ya no es responsible para financiar los gastos de Asambleas del DR a menos que ayuda financiera es nesesario. Aprobado
1992	**GUIDELINE #2** - REMOVAL OF AREA OFFICERS AND COORDINATORS was accepted. *See Revision in 2000 for a restated more clearly defined Guideline*).
1992	**DIRECTRIZ #2** – Quitando de Oficiales de la área y coordinadores fue aprobado. (A ver revision en 2000 para un directriz mas claro.)
1992	To increase the budget items for the Delegate Expense to also send the Alt. Delegate to the SWRDM. Carried
1992	Para aumentar la partida presupuestaria para Los Gastos del Delegado a incluir el envio del delegado alternativo a SWRDM. Aprobado
1994	To approve paying full expense for the Delegate's travel to Conference. (*Rescinded –see 1995*)
1994	Para aprobar pagar los gastos completos del delegado para viajar a la conferencia. (revocarlas – ver 1995)
1995	**GUIDELINE #1** To define all district boundaries within Area. Approved. (See 1986 beginning)
1995	**DIRECTRIZ #1** Para definir todas las fronteras de los distritos dentro de la area. Aprobado. (Ver 1986 empieza)
1995	**GUIDELINE #3** - AREA FUNDED TRAVEL FOR **SWRDM**. Approved. (See Guideline #3)
1995	**Directriz #3** – Viajes a SWRDM que estan fundado por la area. Aprobado. (Vea Directriz #3)
1995	**GUIDELINE #4** - AREA FUNDED TRAVEL FOR **PRAASA** OR **SWRSS**. Approved. (See Guideline #4)
1995	**DIRECTRIZ #4** – Viajes a PRAASA o SWRSS que estan fundado por la area. Aprobado. (Vea Directriz #4)
1995	To return to paying the equalized expense for Delegate travel to the World Service Conference. Carried. (*see 1994 motion*)
1995	A regresar en pagando los gastos igualados para el delegado para viajar a la conferencia de servicios mundiales. Aprobado. (Vea motion de 1994)
1995	To increase the reimbursement to AWSC members to $125 effective for 1995. Carried
1995	Aumentar el reembolso a los miembros de AWSC a $125 empezando en el ano 1995. Aprobado.
1996	A financial audit be done at the end of the Treasurer's term of office; the books closed and turned over to the review-team consisting of the outgoing Delegate and Chairman by mid-December, to be checked and forwarded to the incoming Treasurer by January 1st. Passed.
1996	Debe hacer un revisar de contabilidad al fin de la duracion de oficina del tesoro; los libros cerado y dado a un equipo de examen que consiste en el delegado saliente y presidente antes del medio de diciembre, para verificar y remitado al tesoro entrante antes del primero de enero. Aprobado.

1996	That the AWSC meet twice in a fiscal year; once prior to the Area Assembly and once during first quarter of the year. Both meetings to be held in Tonopah. Reimbursement to each AWSC member for expenses would be $75 for attending the additional meeting. DRs are reimbursed by their respective District. Passed.
1996	Que AWSC reunir dos veces en un ano fiscal, una vez antes de la asamblea de la area y una vez durante la primera cuarta del ano. Ambos de los reuniones van a ser in Tonopah. Reembolso de gastos para cada miembro de AWSC va a ser $75 por asistir en un reunion suplementario. Los DR estan reembolsado por su distrito respectivo. Aprobado.
1996	Any Al-Anon member qualified to stand for any Area office is to submit a written service Resume to the Area Chairman by noon on Saturday of the Assembly or will be verbally interviewed by the Assembly body and Area Officers. Passed.
1996	Cualquier miembro de Alanon con calificaciones para probar cualquier oficina de la area debe que presentar un resumen de servicio escrito al presidente de la area antes de mediodia en sabado de la asamblea o sera entrevistado por el cuerpo de la asamblea y los oficiales de la area. Aprobado.
1998	Change printing of the Newsletter from bi-monthly to quarterly, and review again after one year. Carried.
1998	Cambiar publicacion del boletin de noticias desde dos veces al mes a trimestral, y repasar otra vez despues de un ano. Aprobado.
1998	Nevada Voting Procedures-1987 Paragraph#2 Nevada Adaptations: concerning rotation of North and South for election officers are permanently DELETED. Carried.
1998	Procedimientos para votar de Nevada – 1987 Parafo #2 Adaptaciones de Nevada: Acerca del roto de norte y sur para oficiales de eleccion eliminaran de forma permanente. Aprobado.
1998	That the trial period for a quarterly Al-Anon Times Newsletter be permanently made as such. Passed.
1998	Que el periodo de prueba para una boletin de noticias (Alanon Times) trimestral sea de forma permanente. Aprobado.
NOTE:	**A consensus was taken and agreed to have AWSC look into a Restructure plan for Nevada Area which would follow WSO service positions.**
NOTA:	**Un consenso fue tomada y estaban de acuerdo para AWSC investigar un plan de reestructurar en que los posiciones de servicio de WSO estan seguido por la area de Nevada.**
2000	To have Coordinators Reports read at Assembly only, not at AWSC. Passed
2000	Tener que leer los reportajes de los coordinadores solamente a la asamblea, pero no en AWSC. Aprobado.
2000	**GUIDELINE #2** Amended by the AWSC for clarification of wording.
2000	**DIRECTRIZ #2** Modificado por AWSC como version actualizada de 1992
2001	AWSC voted to approve increase from $125 to $150 for reimbursement of expenses to assembly. Passed
2001	AWSC voto para aprobar el reembolso de los gastos para la asamblea desde $125 a $150. Aprobado.
2002	To approve with 2/3 majority the AWSC proposal to set aside the existing Area structure and implement a Nevada Area Trial Re-structure as shown in exhibit. Motion carried
2002	Aprobar con 2/3 mayoridad el proposito de AWSC dejar a un lado la estructura de la area que existe y realizar un reestructura de prueba para la area de Nevada como se muestra en la exposicion. Motion aprobado.
2002	To produce and implement an Al-Anon Area Website; to appoint a 5 member Nevada Website Committee from the Membership Outreach Committee; to appoint a Chairman/Webmaster; to approve a one-time $500 set up and first year maintenance fee; the domain name be “Nevada Al-Anon.Org.” Passed.
2002	Para producir y poner en practica un sitio web de la area de Alanon, para nombrar un comite del sitio web de Nevada con 5 miembros desde el comite de Alcance a Miembros, a nombrar un president/webmaster; a aprobar una cuota de una vez de $500 para establecer y mantener; el nobre propiedad es :Nevada Al-Anon. Org.” Aprobado.
2003	**GUIDELINE #5** To adopt the written NEVADA AREA ELECTION GUIDELINES. Passed.
2003	**DIRECTRIZ #5** Adoptar las directrices por escrito de elección para la área de Nevada. Aprobado
2003	**GUIDELINE #6** One person holds one voting position at the assembly starting with the elections. Motion passed by substantial unanimity. Y=47 N=2 Abstain 1.
2003	**DIRECTRIZ #6** Una persona tiene un posicion de votar en la asamblea empezando con los eleciones. Motion aprobado por unanimidad sustancial. Si = 47, No = 2 abstenerse = 1
2003	A motion was made to accept the Al Anon Times newsletter Statement of Purpose, seconded and approved. None opposed. No abstentions.
2003	Se hizo una motion para aceptar la declaracion de propositos del boletin Tiempos Al Anon, secundada y aprobada. Ninguna oposicion. Ninguna abstencion. Sj
2004	(Fall) **GUIDELINE #8** ALATEEN We take the Minimum Safety Behavior Requirements suggested by WSO and accept them as an entire Area, add as needed and as we see fit. That the wording “we add to minimum Safety Requirements that a one-time background check is required. Motion passed.

2004	(Otoño) **DIRECTRIZ #8** Alateen Tomamos los requisitos minimos de comportamientos seguros que sugiere el WSO y aceptarlos como una area entero, adjuntar si es necesario y como mejor nos parezca. Que la redaccion " adjuntamos a los requisitos minimos de comportamientos seguros que se requiere de una vez un verificacion de antecedentes. Motion aprobado.
2005	(Spring) **GUIDELINE #7** To finalize the Trial Restructure which began in 2001, Motion was passed to adopt as PERMANENT the trial restructure with change in title of Action Committee Chair to Action Committee Coordinator. This is to enhance the unity of Nevada Area with increased communication and more informed Al-Anon members.
2005	(Primavera) **DIRECTRIZ #7** Finalizar la prueba de reestructura que empieza en 2001. Una motion estaba aprobado para adoptar como permanente la estructura de prueba con un cambio en el titulo del presidente del comite de accion a coordinador del comite de accion. Esto fue para mejorar la unidad de la Nevada Area con comunicacion aumentado y miembros de Alanon mas informado.
2006	(Spring) To create a second coordinator position as ALATEEN COORDINATOR, under GROUP SERVICES. (Position open) Motion passed unanimously.
2006	(Primavera) Crear un posicion coordinador segundo como coordinador Alateen, bajo servicios grupos. (Posicion abierto) Motion aprobado unanimo.
2006	(Spring) To rotate ACTION COMMITTEE structure simultaneously with each 3-year election term. Motion passed unanimously.
2006	(Primavera) A rotar la estructura del comite de accion simultaneamente con cada elecion de tres anos duracion. Motion aprobado unianimo.
2006	(Fall) That 10% of our year end surplus be sent to WSO on a yearly basis. Passed.
2006	(Otoño) Que 10% del exceso al fin del ano sea eviado a WSO en un basis anual. Aprobado.
2006	(Fall) To form an ALATEEN COORDINATOR as a position not under Group Services and funded separately to AWSC. Passed
2006	(Otoño) Para formar un coordinador Alateen como un posicion separado de servicios grupos, y financiado separado de AWSC. Aprobado.
2006	(Fall) That reimbursements for AWSC members be increased to $100 for Spring Assembly and $200 for Fall Assembly effective fall 2006. Passed.
2006	(Otoño) Que los reembolsos para miembros de AWSC sea aumentado a $100 para la asamblea de primavera y $200 para la asamblea de otono, empezando en Otono 2006. Aprobado.
2006	(Fall) That the Statement of Purpose for the Nevada Area/AFG Website be accepted. Passed
2006	(Otoño) Que la Declaracion de Proposito para el sitio de web AFG para la Nevada Area ser aceptado. Aprobado
2006	(Fall) The Nevada Area Web position is a funded position for attendance at Area Assembly and attendance at the AWSC meetings effective immediately. Passed.
2006	Otono) La posicion Web de la Nevada Area va a ser una posicion financiado para asistencia a la asamblea de la area, y asisencia a los reuniones a la comite AWSC efectivo inmediatamente. Aprobado.
2007	(Fall) Motion was passed to adopt the proposal to appoint the AREA SECRETARY as the person responsible to assure the existing MOTIONS and GUIDELINES and SERVICE ROLES are kept current. This would be in addition to keeping the Area Assembly Minutes; to create a standing "AREA HANDBOOK COMMITTEE" to serve as an "official team of trusted servants" to review sensitive wording and protect these documents and our history. Included in the committee: AREA SECRETARY, ALTERNATE DELEGATE, and an active PAST DELEGATE. It is recommended that all documents be approved by the standing AWSC.
2007	(Otoño) Mocion en la Asamblea en Oton 2007 fue aprobado para adopter la propuesta de apuntar la secretaria de la area como persona responsable para segurar que los motiones que existen y las guias y los roles de servicios se mantienen actualizados. Esto fue ademas de mantener los minutos de la asamblea de la area; para crear un comite permanente de la manual de la area para servir como equipo oficial de sirvientes de confianza para examinar redacion sensible y protejer estos documentos y nuestro historia. Incluso en la comite va a ser la secretaria de la area, el delegado alternativo, y un delegado pasado activo. Se recomienda que todos los documentos estan aprobados por la AWSC comite permanente.
2008	(Spring) That we revise Districts 1, 3 & 5. Change the western boundaries of Districts 1 and 5, from I-15 to I-95 and remove Tropicana as the boundary of District 3. (7 groups from District 5 moved into District 1). Passed by 2/3 vote. Kf
2008	(Primavera) Que modificamos los Distritos 1, 3, y 5. Cambio las lineas divisores al oeste de Distritos 1 y 5 desde I – 15 to I – 95, y quitar Tropicana como la linea divisora de Distrito 3. (7 grupos de distrito 5 movado a Distrito 1) Aprobado por 2/3 voto Kf
2008	(Spring) That the Assembly registration fee be raised from $10.00 to $20.00. In order to be cover costs and be self-supporting. Passed by 2/3 vote. Kf
2008	(Primavera) Que la matricula para la Asamblea sea elevado desde $10.00 a $20.00 para cobrar los gastos y mantener independencia economica. Aprobado por 2/3 voto. Kf

2010	(Fall) Starting 2011 to make Alateen as a separate and 5th Action Committee, not under Group Services, for a three-year trial period. Unanimously passed. Kf
2010	(Otoño) Empezando en 2011, para hacer Alateen como un comite separado de la comite de Servicios para Grupos y la comite de accion quinto, para un periodo de prueba de tres anos. La decicion fue unanime. kf
2010	(Fall) That we accept the updated Nevada Area Guidelines with the addition of Guideline #12. Unanimously passed. Kf
2010	(Otoño) Que aceptamos Las Guias de la Area de Nevada con la adicion de Directiva #12. La decicion fue unanime. Kf
2011	(Fall) The operating expense account was changed to be equal to current year budget with any excess to be dispersed as voted upon by the Assembly on an annual basis. sj
2011	(Otoño) Los gastos operativos en cuenta fue cambiado para ser igual al presupuesto del ano corriente con cualquier exceso compartido como la vota de la asamblea en un basis anual. sj
2011	(Fall) A motion was made to authorize the purchase of translation equipment not to exceed $3500.00. sj
2011	(Fall) Hicieron una motion para autorizar la compra de equipaje de traduccion que no exceda de $3500.00. sj
2011	(Fall) A motion was made to raise AWSC officers, action committee coordinators, and webmaster reimbursements from $100 and $200 to $145 and $245. Carried. sj
2012	(Otoño) Hicieron una motion para elevar reembolsos para los oficiales AWSC, coordinadores de comités de acción y maestro de web desde $100 a $145 y $245 Aprobado. sj
2011	(Fall) A motion was made to approve Budget D as amended by area treasurer recognizing excess of $9800.00 and $3500.00 purchase of translation equipment for budget of $32,655.00 for 2012. Carried. sj
2012	(Otoño) Hicieron una motion para aprobar presupuesto D en su forma enmendada por tesoro de la area con el reconocimiento del exceso de $9800 y $3500 para comprar equipaje de traduccion para un presupuesto de $32,655 (en total) para 2012. Aprobado. sj
2012	(Spring) The assembly moved to accept NV Area Guideline #13 regarding care and use of newly purchased Translation Equipment. The Guideline was amended to read “Trial beginning Fall 2012” with Area Chair as the custodian of equipment and Group Services Coordinator manager of equipment during Assemblies. sj
2012	Primavera) El conjunto de la mocion de aceptar la Orientacion NV Area N 13 sobre el cuidado y uso de los Equipos de traduccion que acaba de adquirir. La Orientacion se emienda para que rece “Fall Trial inicio 2012” Coordinador de Area como custodio de equipo y gerente del Grupo Coordinador de Servicios de los equipos durante las Asambleas. Sj.
2012	(Fall) A motion was made to pass the new verbiage to the NV Area Guideline #8, part 2. This change will allow a dual member to sponsor an Alateen group without the requirement to include one Al-Anon sponsor and to be in keeping with the *Al-Anon Alateen Service Manual*. Carried. sj
2012	(Otoño) Se hizo una mocion para aprobar el nuevo verbage de la Directriz numero 8 de la Area de NV parte 2. Este cambio permitra que un miembro dual de Al-Anon puede sirvar como patrocinador de Alateen y ser lo mismo que el manual de servicio de Alanon/Alateen. (Aprobado)
2013	(Fall) A motion was made and passed with one abstention that we add a new service position of Spanish Liaison to AWSC for a 3-year trial period. sj
2013	(Otoño) Una moción fue hecha y aprobada con una abstención que añadimos un nuevo puesto de servicio de los españoles de Enlace para AWSC para un período de prueba de 3 años. sj
2013	(Spring) A Motion was made and unanimously approved to accept Mammoth Group into our Nevada area contingent upon approval by S. California assembly and approval.
2013	(Primavera) Se hizo, y se aprobó de manera unánime, una moción para aceptar al grupo de Mammoth en nuestra área de Nevada, sujeto a la aprobación de la asamblea del Sur de California.
2014	(Fall) A motion was made to purchase a projector not to exceed $800.00. Unanimously passed. SM
2014	(Otoño) Se hizo una moción para comprar un proyector que no exceda 800.00. Aprobada por unanimidad. (Oto
2014	(Fall) A motion was made and passed to implement the Visa Debit Cards for the delegate and the treasurer. Passed with 1 abstention. SM
2014	(Otoño) Se hizo una moción para implementar las tarjetas de débito Visa para los oficiales de la Zona. Se pasó con una abstención.
2014	(Fall) A motion was made to accept the written guideline as written for the Visa Debit cards. Passed with 1 abstention. SM
2014	Otoño) Se hizo una moción para aceptar las guías por escrito tal como están para las tarjetas de débito Visa. Se aprobó con una abstención.

2015	(Spring) A motion was made to strike the word officers from the Visa Debit Card guideline and amend it to Area Chair, Area Treasurer, and Area Delegate. Approved & passed. sm
2015	(Primavera) Se hizo una moción para quitar la palabra 'oficiales' de la guía de la Tarjeta de Débito Visa y corregirla a: Coordinador(a) de la Zona, Tesorero(a) de la Zona, y Delegado(a) de la Zona. Aprobada y pasada.
2015	(Spring) A motion was made not to exceed $1200.00 toward the purchase of hardware and software for a laptop for the Area Secretary. Passed with 1 abstention. sm
2015	(Primavera) Se hizo una moción para no exceder $1200.00 en la compra de hardware y software para una computadora portátil para la Secretaria de la zona. Pasada con 1 abstención.
2015	(Fall) A motion was made to increase the area donation to WSO by $500.00 for a total of $1060. For the fiscal year of 2015-2016. Passed. sm
2015	(Otoño) Se hizo una moción para incrementar la donación de la Zona a la OSM en $500.00 para un total de $1060.00, para el año fiscal 2015-2016. Pasada.
2015	(Fall) A motion was made for the AWSC to meet for an additional day during the area assembly of March 2016, which shall be funded by the area. Passed. sm
2015	(Otoño) Se hizo una moción para que el CSMZ se reúna un día adicional durante la asamblea de zona en Marzo 2016, la cual será financiada por la zona. Pasada.
2016	(Spring) A motion was made to make a one-time $650.00 contribution to WSO as a 65th anniversary donation. Passed. Sm
2016	(Primavera) Se hizo una mocion para hacer una contribucion por una sola vez de $650.00 a la OSM como donacion por el 65o. aniversario. Aprobada. sm
2016	(Spring) A motion was made to allow AWSC Committee to meet one day prior to Spring Assembly for trial period of three years, to be funded by NV Area. Passed. sm
2016	(Primavera) Se hizo una mocion para permitir que el CSMZ se reuniera un dia previo a la Asamblea de Primavera por un periodo de prueba de 3 anos, para los cuales la Zona de NV va a proporcionar los fondos. Aprobada. Sm
2016	(Spring) A motion was made that NV Area support futurte TEAM event. Funds by NV Area not to exceed $ 2,000. Passed with 2 abstentions,. Sm
2016	(Primavera) Se hizo una mocion para que la Zona de NV apoyara un futuro evento TEAM. Los fondos proporcionados por la Zona de NV no excederan $2,000. Aprobada con 2 abstenciones. Sm
2016	(Spring) A motion was made to add NV Area Guideline #15 to our Nevada Handbook. Passed. sm
2016	(Primavera) Se hizo una mocion para agregar la Guia de la Zona de NV #15 al Manual de Nevada. Aprobada. Sm
2016	(Fall) A motion was made to donate $1,500.00 from excess treasury funds in addition to the already budgeted $500.00 to send to WSO. Passed sm
2016	(Otoño) Se hizo una moción para donar $1,500.00 de los fondos excedentes de tesorería en adición a .los $500.00 ya presupuestados para enviar a la OSM. Aprobada. sm
2016	(Fall) A motion was made to set aside $1,000.00 for the Group Binder Project from excess treasury funds for Group Services. Passed with 1 no. Sm
2016	(Otoño) Se hizo una moción para apartar $1,000.00 para el Proyecto de Carpetas para Grupos de los fondos excedentes de tesorería de Servicios a Grupos. Aprobada con un no. sm
2016	(Fall) A motion was made to set aside $1,000.00 from excess treasury funds towards a scanner for Archives so that we can scan documents. Passed by majority vote. Sm
2016	(Otoño) Se hizo una moción para apartar $1,000.00 de los fondos excedentes de tesorería destinados a un scanner para Archivos para que podamos escanear documentos. Aprobada por voto mayoritario. Sm

2017	(Spring) A motion was made to amend the motion made at 2016 Fall Assembly to set aside $1000.00 for a scanner – to strike out scanner and replace with “Archive Supplies”. Passed unanimously. Jr 47 yes 0 no 0 abstentions
2017	(Primavera) Se hizo una mocion para cambiar una motion hecho en la asamblea de otono 2016 para aprartar $1000.00 para un scanner – cambio para decir “cosas para Archivos”. Aprobado jr 47 si 0 no 0 abstenciones
2018	(Spring) A motion was made to permit GRs to choose the action committee of their preference at Assembly in Fall of 2018, with further discussion by full body at that Assembly. Passed by majority vote (jr)
2018	(Primavera)Se hizo una mocion para permitir los GR decider cual comite de accion que prefieren en la Asamblea de Otono 2018, y dicutirlo en esta Asamblea. Aprobada. (jr)
2018	(Fall) A motion was made to set aside $3000.00 for Area officers to attend SWRDM 2019. Passed by majority vote (jr)
2018	(Otoño) Se hizo una mocion para dejar a un lado $3000.00 para los officiales que quieren participar en SWRDM 2019. Aprobada jr
2019	(Spring) A motion was made to allow AWSC to meet one day prior to Spring Assembly which shall be funded by the Area Passed 54 yes 0 no 0 abstentions (jr)
2019	(Primavera) Se hizo una mocion para permitir que AWSC se reuna un dia antes de la Asamblea de Pri mavera, que sera financiado por el Area. Aprobada 54 si 0 no 0 abstenciones (jr)
2019	(Fall) A motion was made: As of Fall 2019, all action committees as currently functioning be eliminated, and the Nevada Area Assembly transition to less traditional committees called “Work Groups, Thought and Task Forces” for a trial period of three years, beginning in 2020 and ending in 2022; and that all coordinator positions be retained, with the exception of Group Services position which would be eliminated, and three other Coordinator positions renamed: Membership Outreach renamed Assembly Committee Coordinator: Fellowship Communication Coordinator renamed Literature Coordinator; and Spanish Translation Liaison renamed Spanish Liaison. Assembly Vote Count 51 yes, 1 no, 0 abstentions (jr)
2019	(Otoño) Se hizo una mocion: A partir del otono de 2019, se eliminaran todos los comites de accion que funcionan actualmente, y la transicion de la Asamblea de Area de Nevada a comites menos tradicionales llamados “Grupos de trabajo, Fuerzas de tareas y de pensamiento” por un periodo de prueba de tras anos, que comienza en 2020 y termina en 2022; y que se mantengan todos los puestos de coordinador, con la excepcion del puesto de Servicios de Grupo que se eliminaria, y otros tres puestos de Coordinador renombrados: Cambio de Membresia renombrado Coordindor del Comite de la Asambela; Coordinador de Comunicacion de la Comunidad renombrado Coordinador de Literatura; y enlace de traduccion al espanol renombrado enlace al espanol. Asambela Voto Cuenta 51 si, 1 no, 0 abstenciones (jr).
2020	(Fall) The Assembly accepts updated Guideline # 7 – which institutes the use of Thought Force, Task Force and Work Groups in the Area Assembly. (passed) Assembly Vote Count 32 yes, 0 no, 0 abstentions (ds)
2020	(Otoño) La Asambela acepta la Directriz # 7 actualizada, que instituye el uso de la Fuerza de Pensamiento, la Fuerza de Tara y los Grupos de Trabajo en la Asambela de Area. (pasado) Asambela Voto Cuenta 32 si, 0 no, 0 abstenciones (ds).
2020	(Fall) Move to amend newly passed Guideline # 7 – which institutes the use of Thought Force, Task Force and Work Groups in the Area Assembly, to reflect the positions of Public Outreach Coordinator and the Spanish Liaison/Coordinator (passed) Assembly Vote Count 34 yes, 0 no 1 abstention (ds)
2020	(Otoño) Mover para enmendar la Directriz # 7 recientemente aprobada, que instituye el uso de la Fuerza de Pensamiento, la Fuerza de Tarea y los Grupos de Trabajo en la Asamblea de Area, para refejar las posiciones de Coordinadora de Difusion Publica y Enlace / Coordinator Espanol. (pasado) Asambela Voto Cuenta 34 si, 0 no, 1 abstencion (ds)
2020	(Fall) Motion to accept amended proposed 2020-2021 budget as presented. (passed) Assembly Vote Count 33 yes, 0 no, 1 abstention (ds)
2020	(Otoño) Mocion para aceptar el presupuesto propuesto enmendado para 2020-2021 tal como se present. (pasado) Asambela Voto Cuenta 33 si, 0 no, 1 abstencion (ds)
2020	(Fall) NV Area motions to apply the $# 1,481.69 from the 2020 WSC to the 2021 WCS equalized expense of $ 2,381.81. (passed) Assembly Vote Count 33 yes, 2 no, 1 abstention (ds)
2020	(Otoño) Las mociones de NV Area para aplicar los $ 1,481.69 de la WSC de 2020 a la WSC de 2021 igualaron el gasto de $ 2,381.81. (pasado) Asambela Voto Cuenta 33 si, 2 no, 1 abstencion (ds)

2020	(Fall) Motion to reimburse the Area Chair and Area Treasurer's expenses to attend 2021 SWRDM not to exceed $ 1,200.00 (passed) Assembly Vote Count 28 yes, 3 not, 1 abstention (needed 23 yes to pass) (ds)
2020	(Otoño) Mocion para reembolsar lose gastos del president de area y del tesorero de area para asistir al SWRDM 2021 no debe exceeder los $ 1,200.00 (pasado) Asambela Voto Cuenta 28 si, 3 no, 1 abstencion (ds)
2021	(Spring) Motion for special funds to dispense to Alateen the Amount of $ 500.00 for literature for the kids and postage. Passed 26 yes, 0 (zero) no and 2 abstentions (ds)
2021	(Primavera) Mocion de fondos especiales para distribuir a Alateen por la cantidad de $ 500.00 para literature para los nonos y gastos de envoi. Pasado 26 si, 0(cero) no y 2 abstenciones (ds)
2021	(Fall) Motion to accept the corrected proposed 2021-2022 budget as presented. Passed 21 yes, 1 no and 1 abstention (ds)
2021	(Otoño) Mocion para aceptar el presupuesto propuesto corregido para 2021-2022 seguna lo propuesto. Pasado 21 si, 1 no y 1 abstenciones (ds)
2021	(Fall) Motion that we move that the Budget be moved back to a calendar year basis, using Jan. 1 through Dec. 31; and the remainder of the 2020-2021 Budget be extended to coincide with our calendar year Budget. This will be for a two-year trial starting in 2022. Passed 25 yes, 0 (zero) no and 2 abstentions (ds)
2021	(Otoño) Proponemous que el presupuesto se mueva de nuevo a una base de ano calendario, utilizando las feches del 1 de enero al 31 de diciembre; y el resto del presupuesto 2021-2022 se prorrogara para que coincide con nuestro presupuesto annual. Esto sera para una prueba de dos anos a partir de 2022. Pasedo 25 si, 0 (cero) no y 2 abstenciones (ds)
2021	(Fall) Motion to invite and pay expenses for Regional Trustee to attend Fall Area Assembly 2022 not to exceed $1,100,00 Passed 25 yes, 1 no, 0 (zero) abstentions (ds)
2021	(Otoño) Mocion para inviter y pagar los gastos reales del Fideicomisarion Regional West para asistir a la Asambela de Area de Otono 2022 que no exceda los $ 1,100.00. Pasedo 25 si, 1 no, 0 (cero) abstenciones (ds)
2021	(Fall) Motion to reimburse the Area Officer's expenses to attend 2022 SWRDM not to exceed $ 1,800.00 Passed 24 yes, 3 no 0 (zero) abstentions (ds)
2021	(Otoño) Mocion para reembolsar los Pgastos de los oficiales del area para asistir al 2022 SWRDM que no exceda los $ 1,800.00 Pasado 24 si, 3 no, 0 (cero) abstenciones (ds)
2022	(Fall) Motion to end the trial Thought and Task Forces from Spring 2020 to Fall of 2022 and to adopt Guideline #7 NV Area Restructure of its Service Committies. Passed 31 si 0 (zero) 0 (zeero) abstentions (ds)
2022	(Otoño) Mocion para terminareal juicio de las Fverzas de pensamiento y trabvajo desde la primavera de 2020 al onono de 2022 y para adopter la directriz # 7 dela Area de Nevada de Restructurar de los Comites de Servico. Pasado 31 si 0 (cero) no 0 (cero) abstenciones (ds)
2022	(Fall) Motion to send a one-time donation for 2022 of $ 3,000.00 to WSO (from 2022 Budget) Passed 27 yes 0 (zero) no 2 abstentions. (ds)
2022	(Otoño) Moción para enviar una donación única para 2022 de $ 3,000.00 a la WSO (del presupuesto de 2022) Pasado 27 si 0 (cero) no 2 abstenciones (ds)
2022	(Fall) Motion to incease the reimbursement amount for AWSC Area Officers, Coordinators and Past Delegates to $ 300.00. Passed 33 yes 0 (zero) no 0 (zero) abstentions. (ds)
2022	(Otoño) Moción para aumentar el monto de reembolso para los oficiales de área, coordinadores y delegados anteriores de AWSC a $ 300.00. Pasado 33 si 0 (cero) no 0 (cero) abstenciones (ds)
2022	(Fall) Motion to add to the proposed 2023 Budget a line item for special interpreter services not to exceed $ 1,800.00. Passed 33 yes 0 (zero) no 0 (zero) abstentions. (ds)
2022	(Otoño) Mocion para agregar al presupuesto para 2023 una partida para servicios especiales de interpretación que no exceda los $ 1,800.00. Pasado 33 si 0 (cero) no 0 (cero) abstenciones (ds)
2022	(Fall) Motion that we accept the proposed 2023 at the amended Budget amount of $ 24,510.00. Passed 33 yes 0 (zero) no 0 (zero) abstentions. (ds)

2022	(Otoño) Mocion de que aceptamos la propuesta de 2023 al monto del presupuesto modificada de $ 24,510.00. Pasado 33 si 0 (cero) no 0 (cero) abstenciones (ds)
2022	(Fall) Motion to recommend that the Tonopah Talks publication continue on a permanent basis under the Literature Coordinator's direction and to be published and distributed at the Fall Assembly. Passed 24 yes 7 no 0 (zero) abstentions. (ds)
2022	(Otoño) Moción para recomendar que la publicación Tonopah Talks continue de forma permanente bajo las dirección del Coordinator a de Literatura y que se publique y disribuya en la Asamblea de Otono. Pasado 24 si 7 no 0 (cero) abstenciones (ds)
2023	(Spring) Motion to accept Permanent Electronic Groups (PEGs) into Nevada Area with limitations. Passed 32 yes 1 no 0 abstensions. (MS)
2023	(Primavera) Moción Se tomo a un consenso y 32 votaron a favor de recomendar grupos electrónicos permanentes y 1 se opuso.
2023	(Spring) Motion to accept the updates to Guideline #15 Assembly Procedures as presented. Passed 31 yes 0 no 0 abstensions (MS)
2023	(Primavera) Moción para aceptar la Guia revisada #15: Procedimientos de Asamblea para el Manual del Área de Nevada según lo recomendado por el Grupo de Trabajo. Aprobó 32 sí 0 (cero) no y 0 (cero) abstenciones.
2023	(Spring) Motion to accept the Newsletter Task Force Guideline #16 as presented. Passed 31 yes 0 no 0 abstensions (MS)
2023	(Primavera) Moción para aceptar la Guia #16 del boletín informativo en el Área NV según lo recomendado por el Grupo de Trabajo. Aprobó 31 sí 0 (cero) no y 0 (cero) abstenciones.
2023	(Spring) Motion to accept new interpreter equipment not to exceed $1,000a. Passed 31 yes 0 no 0 abstensions (MS)
2023	(Primavera) Moción para aceptar la Guia #16 del boletín informativo en el Área NV según lo recomendado por el Grupo de Trabajo. Aprobó 31 sí 0 (cero) no y 0 (cero) abstenciones.
2023	(Fall) Motion to accept Permanent Electronic Groups (PEGs) Guideline #17 into the NV Area as recommended by the Task Force. Passed 37 yes 0 (zero) no and 0 (zero) abstentions. (MS)
2023	(Otoño) Moción para aceptar la Directriz n.º 17 de Grupos Electrónicos Permanentes (PEG) en el Área de NV según lo recomendado por el Grupo de Trabajo. Aprobada 37 sí 0 (cero) no y 0 (cero) abstenciones.
2023	(Fall) 1st Motion to accept Financial Support for Interpretation Services at Assemblies Guideline #18 into the NV Area as recommended by the Task Force. Passed 34 yes 0 (zero) no and 4 (zero) abstentions. (MS)
2023	(Otoño) Primera moción para aceptar apoyo financiero para servicios de interpretación en la Directriz n.° 18 de las Asambleas en el Área de NV según lo recomendado por el Grupo de Trabajo. Aprobada 34 sí 0 (cero) no y 4 (cero) abstenciones.
2023	(Fall) 2nd Motion to accept Honorarium for Interpreters at $100/ea for Spring Assembly and $200/ea for Fall Assembly. If only one interpreter, that person would receive $200/Spring and $400/Fall. Passed 38 yes 0 (zero) no and 0 (zero) abstentions. (MS)
2023	(Otoño) Segunda moción para aceptar honorarios para intérpretes a $100 por unidad para la Asamblea de primavera y $200 por unidad para la Asamblea de otoño. Si solo hubiera un intérprete, esa persona recibiría $200/primavera y $400/otoño. Aprobada 38 sí 0 (cero) no y 0 (cero) abstenciones.
2023	(Fall) 3rd Motion made to pay Interpreters $200/ea for Spring Assembly 2024 and $300/ea for Fall Assembly 2023. Passed 34 yes 0 no 4 abstentions. (MS)
2023	(Otoño) 3rd moción presentada para pagar a los intérpretes $200 c/u para la Asamblea de primavera de 2024 y $300 c/u para la Asamblea de otoño de 2023. Aprobada 34 sí 0 no 4 abstenciones.
2023	(Fall) Motion made to accept the 2024 Budget. Passed 37 yes 0 no 0 abstentions (MS)
2023	(Otoño) Se hizo una moción para aceptar el presupuesto de 2024. Aprobada 37 sí 0 no 0 abstenciones.

2023	(Fall) Motion made to accept SWRDM Request for Area Secretary & Area Chair to attend in 2024. Passed 37 yes 0 no 0 abstentions. (MS)
2023	(Otoño) Se hizo una moción para aceptar la solicitud de SWRDM para que el Secretario de Área y el Presidente de Área asistan en 2024. Aprobada 37 sí 0 no 0 abstenciones.
2024	(Spring) Motion made to accept the recommendation of the Thought Force/Task Force to update Guideline #7. Passed 44 yes 0 no 0 abstentions.
2024	(Otoño) Se hizo una moción para aceptar la recomendación del Grupo de Pensamiento/Grupo de Trabajo para actualizar la Directriz #7. Aprobada 44 sí 0 no 0 abstenciones.
2024	(Spring) Motion to pay interpreters for travel to Fall Assembly $300 and Spring Assembly $200 per person. Passed 42 yes 0 (zero) no and 0 (zero) abstentions.
2024	(Otoño) Moción para pagar a los intérpretes por los viajes a la Asamblea de Otoño $300 y a la Asamblea de Primavera $200 por persona. Aprobada 42 sí 0 (cero) no y 0 (cero) abstenciones.
2024	(Fall) Motion to change Al-Anon NV Area accounting schedule from a calendar year to a fiscal year (September 1st to August 31st) beginning September 1, 2024)
2024	(Otoño) Moción para cambiar el cronograma de contabilidad del área de Al-Anon NV de un año calendario a un año fiscal (del 1 de septiembre al 31 de agosto) a partir del 1 de septiembre de 2024. Moción aprobada 38 sí, 0 no, 0 abstención
2024	(Fall) Motion to pass the Fiscal Year Budget from September 1st to August 31st as presented. Motion passed 42 yes, 1 no, 0 abstension (1 GR in restroom at time of vote)
2024	(Otoño) Moción para aprobar el Presupuesto del Año Fiscal del 1 de septiembre al 31 de agosto tal como fue presentado. La moción fue aprobada por 42 votos a favor, 1 en contra, 1 en ausencia (1 GR en el baño en el momento de la votación)
2024	(Fall) Motion that we approve to invite a visitor from WSO to the Fall Assembly 2025. Passed 44 yes, 0 (zero) no and 0 (zero) abstentions. (another GR came in after Roll call)
2024	(Otoño) Moción que aprobamos para invitar a un visitante de la OSM a la Asamblea de Otoño 2025. Aprobado 44 votos a favor, 0 (cero) en contra y 0 (cero) abstenciones. (otro GR entró después del pase de lista)
2024	(Fall) Motion to add the CHARGE WRITING WORK GROUP PROCESS to the NV Area Handbook. Passed 42 yes 0 (zero) no and 0 (zero) abstentions. [1 GR stepped out of the room during vote.]
2024	(Otoño) Moción para agregar el PROCESO DEL GRUPO DE TRABAJO DE REDACCIÓN DE CARGOS al Manual del Área de NV. Aprobado por 42 votos a favor, 0 (cero), no y 0 (cero) abstenciones. [1 GR salió de la sala durante la votación.]
2024	(Fall) Motion to increase the cost of Assembly Registration to $40. Passed 33 yes 9 no and 0 (zero) abstentions. [1 GR stepped out of the room during vote.
2024	(Otoño) Moción para aumentar el costo de la inscripción a la Asamblea a $40. Aprobado por 33 votos a favor, 9 en contra y 0 (cero) abstenciones. [1 GR salió de la sala durante la votación.]
2025	(Spring) Motion to add "Who, What, How we Participate" document to the NV Area Handbook Guideline # 7 Passed 45 yes 0 (zero) no) (zero) abstensions
2025	(Primavera) Moción para agregar el documento "Quién, qué, cómo participamos" a la Guía # 7 del Manual del Área de NV. Aprobada con 45 votos a favor, 0 (cero) votos en contra y (cero) abstenciones.
2025	(Fall) Motion to approve to the fiscal budget for the 2025 – 2026 year. Passed 45 yes, 0 (zero) no and 0 (zero) abstentions.
2025	(Otoño) Moción para aprobar el presupuesto fiscal para el año 2025-2026. Aprobada con 45 votos a favor, 0 en contra y 0 abstenciones.