

Group Records Workshop

Presented by Teresa F.
SCWS Area Group Records Coordinator



AGENDA

1.

FOR REGISTERED AL-ANON FAMILY GROUPS

Is your Group connected with a Current Mailing Address (CMA) who attends your meeting?

2

6 POSSIBLE ISSUES AND HOW TO CHANGE THEM

FOR REGISTERED AL-ANON FAMILY GROUPS

Is your Group connected with a Current Mailing Address (CMA) who attends your meeting? Does it have Phone Contacts?

All groups need to be connected; let's get it up to date. Just ONE member should be updating the group.

The CMA receives postal and electronic mailings to take to the group. The CMA can be a member who anticipates keeping the same address for at least a year, has no difficulty in receiving mail at home, and attends the group to regularly deliver the mail. An up-to-date CMA assures the group of promptly receiving all mail. The WSO and the local service arms are to be notified immediately when the CMA changes, so there will be no disruption of mailing.

Phone contacts for the public are not required but suggested; you want connected members who attend your group. **Personal information is never published.**

Our Area suggests that if your group has a Group Representative (GR), they also are the **CMA**.

Where Is Your Registered Group Listed?

Registered Al-Anon Family Groups are listed on two online meeting directories: your local listing AND on the World Service Office (WSO) al-anon.org "Find an Al-Anon Meeting" websites

Action:

- Check if the information is accurate and the same on both meeting directories. If it is not, bring it to the Group Record Coordinator's attention.

6 POSSIBLE ISSUES AND HOW TO CHANGE THEM

ISSUE 1

Was your group registered as a Physical group - and is it listed as meeting as Temporary Electronic?

Action:

- Plan to update the Physical – Temporary Electronic meetings to an Electronic group if your group decides to continue meeting online. Have business meetings and a group conscience.
- Before the "move," get your group information up to date.
- If a group chooses, in the future, to *return* to an in-person group at a physical location, it can be done; it is considered a "location change."
- The goal is to get the majority of these groups updated *before* the end of the year.

ISSUE 2

Has your group split?

Action:

- You can register the new/separate Electronic meeting(s) as a new group and once it is registered you will receive a new WSO ID#.
- The physical group maintains the original WSO ID#.
 - Electronic groups are encouraged, if they would like, to use the word "Online" in their group name (not Virtual or Electronic, please), especially if they want to maintain an original group name.
- The member registering the new group should please identify the original group by WSO ID# in the comments section.
- Use this registration form: <https://www.scws-al-anon.org/group-records/new-al-anon-group-registration-form/>

ISSUE 3

Does your group have two or more meetings that meet differently (in person and separately electronic)?

Action:

- The electronic meeting can choose to register as a new group.
- A group with more than one meeting needs to meet at the same address/meet the same way.
 - This includes a physical and an electronic address; groups cannot mix and match.
 - Two groups cannot meet on the same day/same time with the same WSO ID#. This a split group.

ISSUE 4

Is My Group Registered? How can I check?

Action:

- Look it up at <https://al-anon.org/al-anon-meetings/find-an-al-anon-meeting/> and see if it is listed correctly
- Email grouprecords@scws-al-anon.org for assistance.

SAMPLE LISTING OF ELECTRONIC GROUP

Shopping Google Maps Google Calendar AI-Anon



[Newcomers](#) [Meetings](#) [Members](#) [For Professionals](#) [Calendar](#)

Find a Group Meeting: My Location Beverly Hills, CA 90210, USA Search Radius 5 miles Advanced Search

Meeting Details

Group Type

Al-Anon Alateen

Meeting Language

English Español Français Other Languages

Meeting Day

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

[Changing Attitudes Steps, Traditions and Concepts AFG](#)

Monday 5:00 PM

ELECTRONIC

Zoom

12x12x12.alanon@gmail.com

[Click to join](#)

Meeting ID: 885 4007 3946

Email for password:

12x12x12.alanon@gmail.com

0.1 miles away

Filters

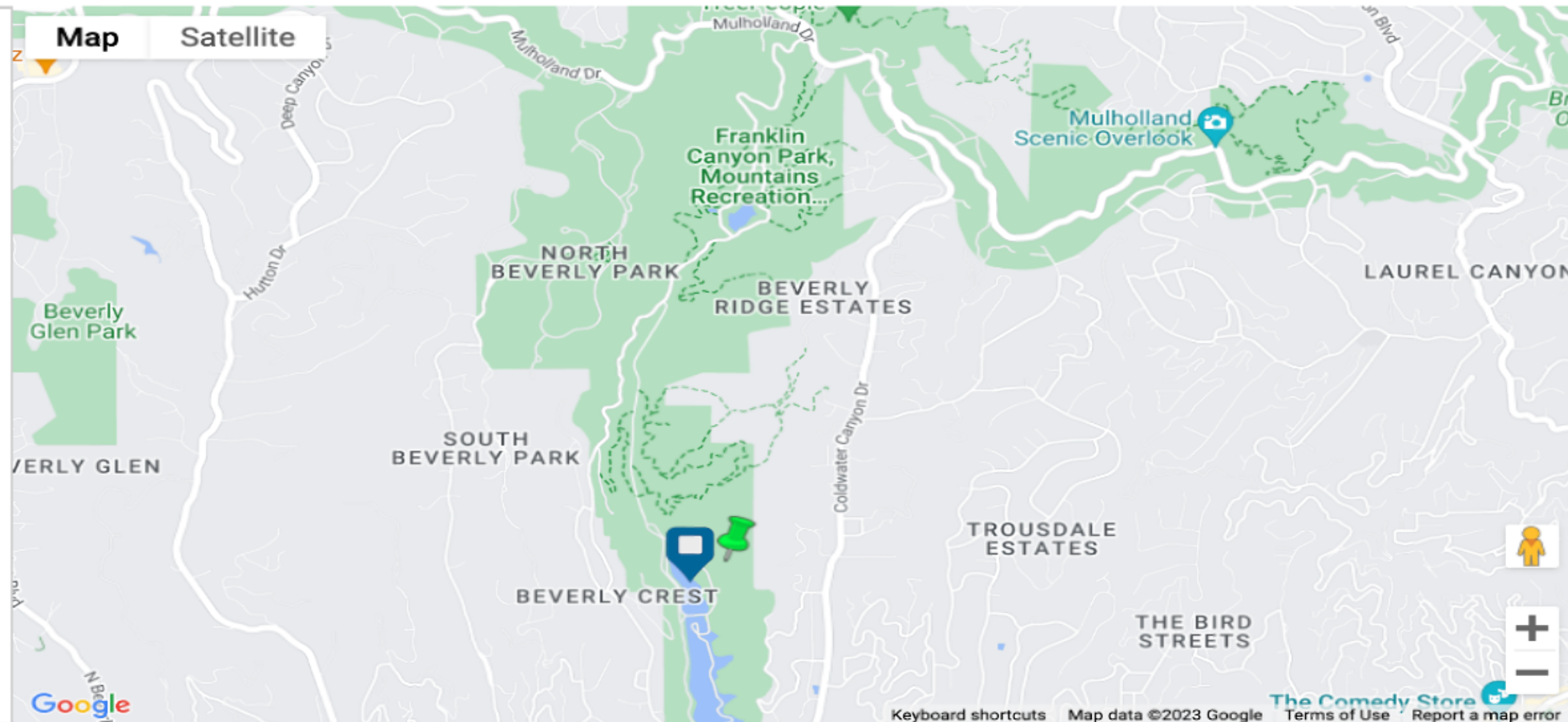
Al-Anon

Families and Friends Only

English

Monday

WSO ID 30784324



ISSUE 5

Has your group disbanded/ it no longer meets?

Action:

- Use the Group Change online form. Change the group to disbanded so it comes off all meeting directories.
- Groups stay in the WSO database for at least 3 years and can be made active/listed again.
 - If a group chooses to, all the group would need is a CMA, accurate meeting information, and a commitment to get that group going again.

ISSUE 6

Where we want our Electronic Group to belong?

Things to Discuss:

- Does the group want to attract mostly Local members or Global members?
 - If you are a Geographic Electronic Group - you are connected to geography, are listed locally, and are listed on the Geographic meeting directory at al-anon.org.
 - If your group wants to attract members from all over the world, your group will want to belong to the Global Electronic Area (GEA). The GEA is not connected to specific geography, and would not be listed on a local Al-Anon website.
 - Groups can request to change Areas, from the Global Electronic Area to a Geographic Area, and vice versa. Groups cannot belong to more than one Area.

Still have Questions/Need Some Help?

Email grouprecords@scws-al-anon.org