

***Imparting Today's Al-Anon/Alateen For Tomorrow's  
Experience, Strength & Hope***

2021-2023 AL-ANON DISTRICT 19 Archives Theme

**Groups & Individual Members**

**Archives 2021-2023**

**INSTRUCTIONS AND SUGGESTIONS**

District 19

Fresno, Madera, Kings & Tulare Counties

**Prepared by**

**Archives Coordinator Carlotta  
Archives Alternative Coordinator Zen**

May 2022

## **GROUP & INDIVIDUAL GUIDELINES/SUGGESTIONS FOR DEVELOPING YOUR ARCHIVES INFORMATION**

### **Introduction**

Trusted servants, Archive Coordinator, and Alternative Coordinator—Carlotta and Zen-- invite and encourage Al-Anon/Alateen groups and individual members to record their history—experience, strength, and hope--for our Archives annuals for 2021-2023. This can be a fun, exciting, and valuable task as groups and individuals look back (and ahead).....preserving the present as a link to the future. Be a part of preserving our history!

### **What is an Al-Anon/Alateen Group and/or Individual Member Archive?**

A “snapshot” of your Al-Anon/Alateen experiences, particularly focusing on this 2021-2023 term, (you may include selected information from the pre-pandemic year of 2020). It is your group’s collective experiences and/or individual member experiences, documented in various creative and inspirational ways that will become a legacy of District 19.

We learn about our District, groups, and members through the stories shared of our Al-Anon/Alateen family ties and interactions. Archives provide us with ways to share our development and growth into the future. Archives are an accumulation of documents --written and/or electronic, as well as memorabilia reflecting your experiences as part of the Al-Anon/Alateen fellowship. The “present” time period is documented and saved as part of your group’s ongoing legacy and/or as an individual member. It is chronicled with a vision for those in the future who will look back to see who you were as a group and/or as individual members, living the Al-Anon/Alateen legacy. In general, it is the sharing of your story.

Archives consist of perpetual records/materials/testimonies/interviews that have been selected for long-term preservation on grounds of their enduring cultural, historical, or evidentiary value. This is done within the framework of our Steps, Traditions, and Concepts of Service for the good of Al-Anon/Alateen as a whole while remaining mindful of anonymity.

This can be a fun project utilizing various state-of-the-art approaches to capture the information—from incorporating one of many current technologies to just plain paper and pen.

### **What time periods does Archives Include?**

**Primarily**, we are focusing on your group and/or individual member experiences during the years **2021-2023-- the present District 19 Panel term**. In District 19 we have not had any group or individual member experiences archived for far too many years, so please be mindful that the focus of this project is not to “catch up on the past” but to capture this present Panel term. In doing so you may include some key background information from the year 2020.

### **The Next Step.....Developing Your Group's Archives**

It is suggested that once groups have completed recording and submitting the requested archives materials/files for the 2021-2023 Panel term, groups begin to then focus on recovering/developing group archival information from past years. This is for the benefit of your own group Archives, so go back as far as you like! These records will remain in your group archives and can be reviewed on your group's anniversary or other special celebrations. To assist you, see Appendix A for a checkoff list of suggestions on the vast areas you may consider including. This is a WSO document.

### **Unique Pandemic Experiences**

Collectively we have had the unique experience of a worldwide pandemic affecting our Al-Anon/Alateen participation both as groups and as individual members. As an extremely rare occurrence (the last pandemic was over 100 years ago) this pandemic provides an incredible opportunity to record how we, as part of a group and as individuals, responded to, struggled with, thrived despite, and most importantly, survived in Al-Anon/Alateen. For many, this was a time of hibernation but are now reemerging---whatever you experienced---as a group and/or as an individual member, all these experiences need to be documented as part of our archives.

### **Suggested Methods of Preparing**

This archive information can be documented in many formats and configurations-- an outline, interviews, or as a narrative. It can be recorded as a podcast, as an electronic Word or PowerPoint document, as recorded interviews, or even as a storyboard display. Be creative in using the current technologies. Contact the Archives Alternative Coordinator if you would like suggestions on how to record your information.

### **Archive Suggestions and Guidelines**

Below are suggested topic areas to review while developing the history/legacy of your group or as an individual member. Most importantly, these group and/or individual member stories will be a "look back" for future generations of Al-Anon/Alateen members.....consider it extending your hand into the future

**GROUPS:** It is encouraged that each group asks a member to volunteer to lead this task or a committee be developed. Be creative, so consider adding archives expenses to your group budget to compile your records in such a way that they can be a visual, electronic, and durable record that will be enjoyed for years to come!

**INDIVIDUAL MEMBERS:** This is your individual experience, strength, and hope of your participation from your perspective utilizing the 12 steps, traditions, and concepts of service as a backdrop. Consider this your sharing time or story.

Let's make this fun, creative, and innovative as we "freeze-dry" our present legacy to pass on to our future Al-Anon/Alateen members!

### **Timeline for Submission to Archives**

We request that all submissions for our Archives 2021-2023 Panel term to be submitted by July 2023. If you have any questions, please call Archives Coordinator Carlotta at 559-304-4680 or text Alternate Coordinator Zen at 559-779-5803. You may invite us to come to speak to your committee or group on this topic as well.

### **Suggested Archives Topic Areas**

Remember to “*Keep it Simple*” when reviewing the following Group and Individual member topic area suggestions. The suggested Group and Individual member topic areas provide a vast array of theme **suggestions** from which to select from as your story develops and emerges.

Use it to assist you to develop your overall framework or direction. You do not need to respond to or include information on every area suggested and you may think of additional areas not included. **These suggested topic areas are provided to be a catalyst to spark ideas and inspire you in this process.**

Remember “Easy Does It”---these various topic areas are to kindle ideas as you begin the process--not to overwhelm.

An additional resource can be found in *Appendix A – “Group History Checklist”*, a WSO worksheet that groups may want to review as it may assist in developing your own group’s Archives. Individual members are also invited to review this checklist.

v

**Archives 2021-2023**  
**Suggested topic areas for Groups**

## Archives 2021-2023

### Suggested topic areas for Groups

How to begin? Below are suggested topic areas to assist your group to begin the process of looking at 2021-2023 (you may include selected information from the pre-pandemic year of 2020). These are only suggestions, a place to start. Be creative and include topics reflective of your group's distinctive experiences.

-Today's Date

-Group Name/ID#

-Date group founded

-For the years **2021, 2022, and 2023** give an overview of how your meeting was impacted by the pandemic. (You may include selected information from the pre-pandemic year of 2020). This can include changes in meeting day/time/location/format/topics/ in-person/phone/zoom/hybrid/average size of attendance/methods in collecting 7<sup>th</sup> tradition.

-How was your group affected by the transition into the pandemic?

-How did your group transition out of OR is now transiting out of the pandemic?

-How your group handles Business meetings and Group Conscience/Inventory Meetings

-Group's Participation in Service Structure

Group Representative

Connections with other groups

Outreach

District 19

NCWSA

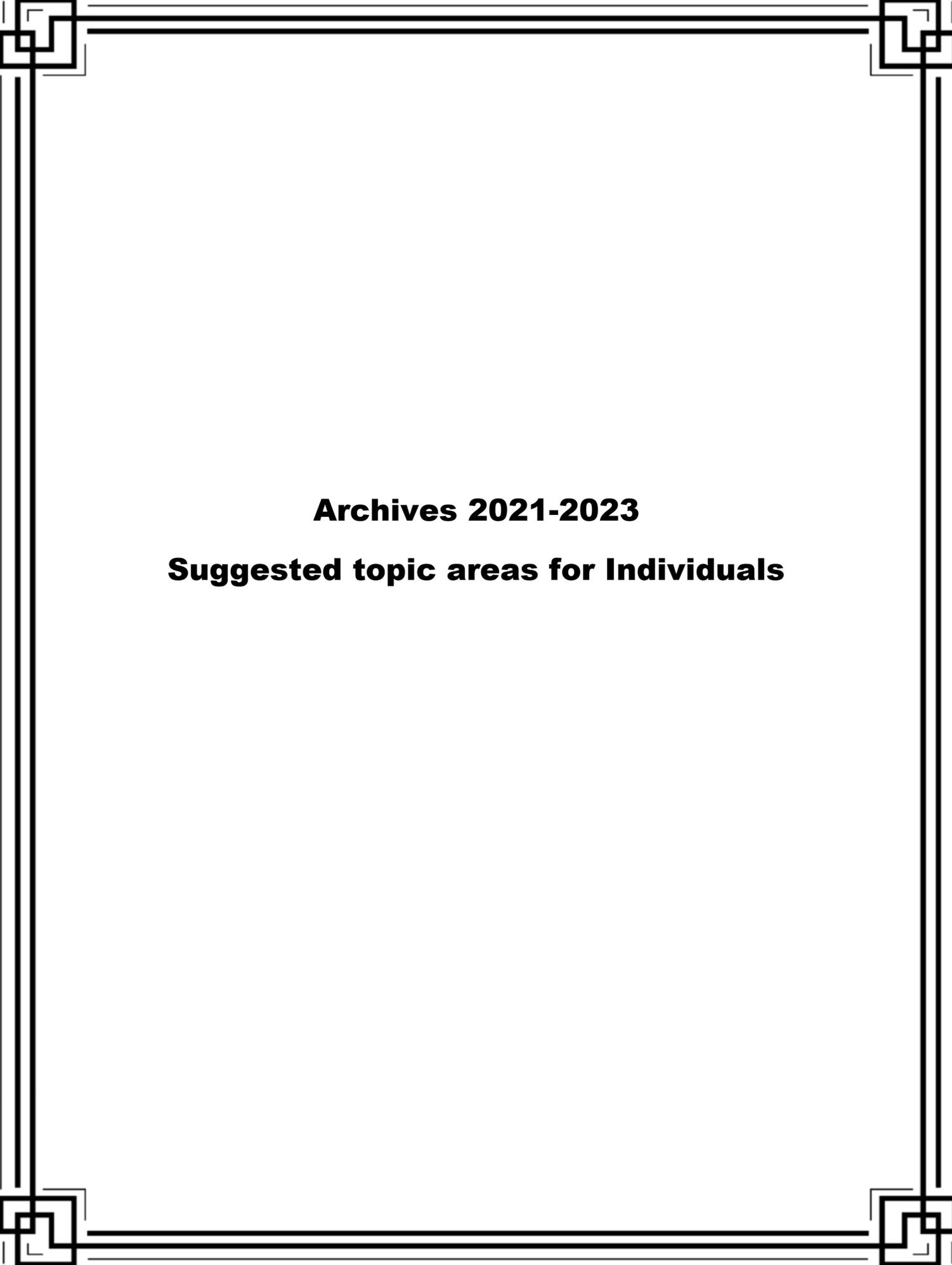
WSO

-How did the pandemic affect the ways your group utilized the various tools of the Al-Anon/Alateen program?

-REFLECTIONS from group members- general observations

-What suggestions would your group like to share with a new group starting up today?

-Contact information of person/Committee Chairperson who completed this archives information/members who participated in this project.



**Archives 2021-2023**

**Suggested topic areas for Individuals**

**Archives 2021-2023**  
**Suggested topic areas for Individuals**

How to begin? Below are suggested topic areas for one to consider you begin your individual archive profile. These are suggestions, a place to start. Be creative and include topics reflective of your personal experiences and growth. Consider it your sharing time.

Remember, the timeline is based on your experiences during the 2021-2023 time period (you may include selected information from the pre-pandemic year of 2020). Note that there are questions regarding experiences which may have taken place in prior years, such as when did you join Al-Anon/Alateen?

First Name \_\_\_\_\_ Last Initial \_\_\_\_\_

**Share on your journey.....**

How and when did you first hear about Al-Anon/Alateen?

How long have you been attending Al-Anon/Alateen? What year did you first start attending?  
How long continuously?

How long have you been attending your present homegroup?

For how long have you been attending regular meetings?

**PANDEMIC:**

Were you a member prior to the Pandemic or joined during the pandemic?

Include information about your beginning Al-Anon/Alateen on zoom or other electronic meetings...

Or your transition from in-person meetings to lock down zoom or phone, or other type of meetings.  
How are you now transitioning?

How did the pandemic affect your practicing/applying your Al-Anon/Alateen program?

What did you miss the most from in-person meetings during the pandemic restrictions?

**MEETINGS:**

What type of meeting topic/format do you enjoy most?

What do you presently like best about Al-Anon/Alateen? What did you like best about Al-Anon/Alateen when you first joined?

**SPONSORS:**

Do you have a sponsor? How long? Do you sponsor? For how long? Do you have Sponsee that sponsors?  
What do you like best about being a sponsor?

**FAMILY:**

Do you have family and/or friends who are members in Al-Anon/Alateen? Or AA or another 12-step program?

**SHARING:**

When was the first time you applied an Al-Anon/Alateen principle to your life and you became aware the program was working for you?

Which has been your primary "go-to" Al-Anon/Alateen tool?

During the pandemic, which has been your primary "go-to" Al-Anon/Alateen tool?

**PARTICIPATION/SERVICE**

What type of group, district, national, or local level events do/did you participate in?

What type of group, district, national or local level service do/did you participate in?

Share on your Twelfth Step Work?

**REFLECTIONS**

What are some of the things that have changed your life since joining Al-Anon/Alateen?

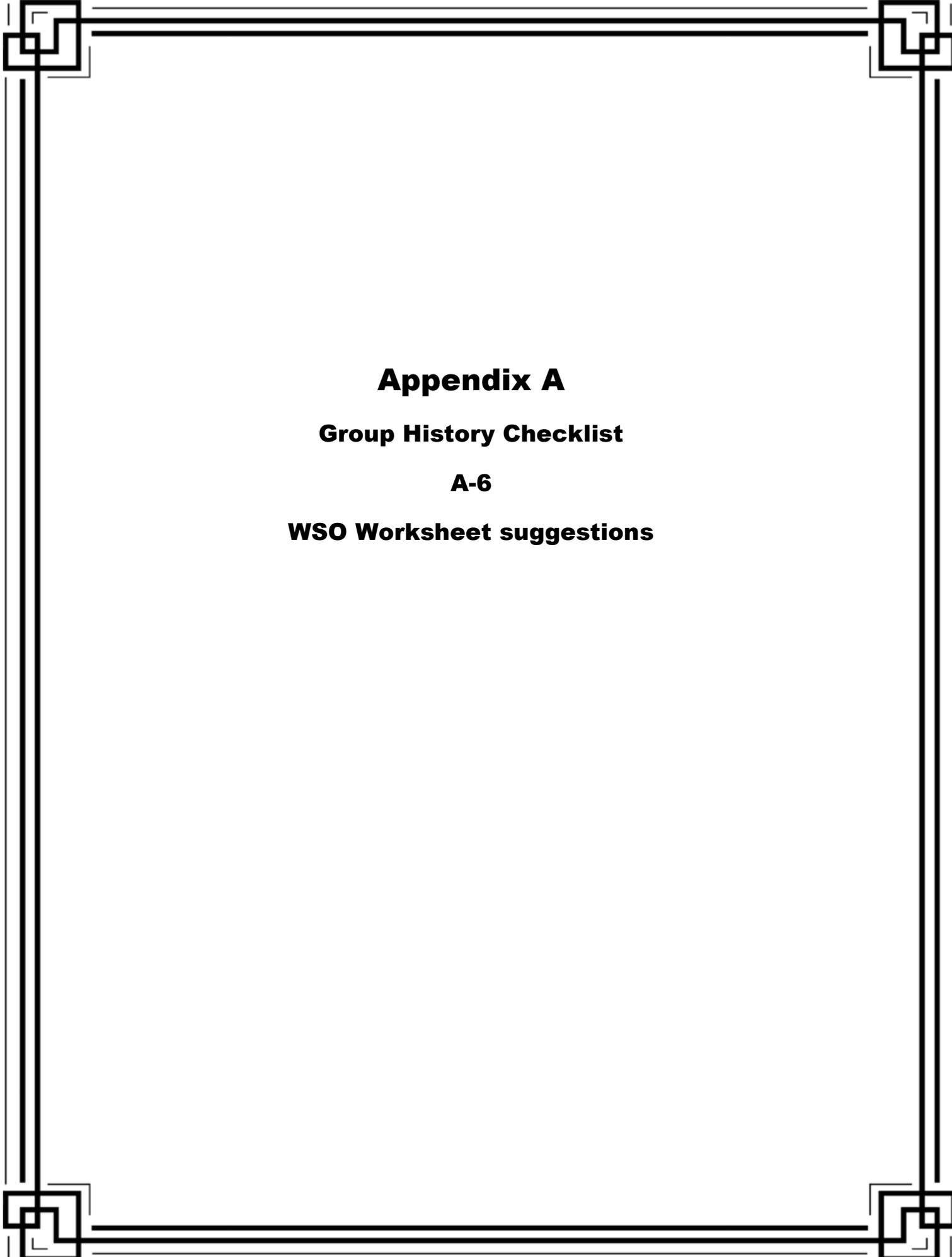
What is your favorite Al-Anon/Alateen book? What is your favorite page(s)?

Which is your favorite Slogan?

What is your favorite pamphlet(s), what section?

IN CLOSING-What would you like to share with a new member today?

For today, what one suggestion or recommendation would you give to your younger self about your Al-Anon/Alateen recovery?



**Appendix A**  
**Group History Checklist**  
**A-6**  
**WSO Worksheet suggestions**

# Group History Checklist

## Look to the Past to Protect the Future

Your group history can be outlined or written in a narrative form on separate sheets of paper. Using the following suggested headings, answer questions that apply. Many groups update the information annually. A good time would be in conjunction with your group anniversary.

### CURRENT INFORMATION

- Group Name
- Date History Compiled
- Group ID #
- Meeting Day/Time
- Meeting Location
- Area #
- Current Mailing Address including City, State/Province, Country, Zip/Postal Code

### FORMATION OF THE GROUP

- When and why did your group start?
- Where did it meet?
- Who started the group?
- Do early members still attend?
- What was the composition of members (husbands, wives, adult children, etc.)?
- How did the group announce its formation and attract new members?
- How did the group welcome newcomers when it began? Describe.

### MEETING FORMAT AND TOPIC

- Describe how the group's meeting format has changed over the years; (e.g., topic/discussion, speaker, Step study, Traditions, literature study, beginners, etc.) List topics most frequently discussed then and now.

### GROUP MEETING CHANGES

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

### WHERE DO WE SEND THE UPDATED HISTORY?

- Retain a copy for the group
- Area district or information office
- Area archives
- In order to avoid any duplication of services, please do not forward a copy World Service Office

### BUSINESS AND GROUP CONSCIENCE/INVENTORY MEETINGS

- When did the group begin to have business meetings? How often? Subjects discussed? Describe how a group conscience decision was reached; is the same procedure used today? Is a periodic group inventory taken and how often (describe)? Is it the same today?

### ALATEEN

- Is or was there an Alateen group nearby?
- Did anyone sponsor the Alateen group?
- Have many Alateens transitioned into Al-Anon?
- Did any members start their recovery in Alateen?

### ALCOHOLICS ANONYMOUS (AA)

- Was an AA meeting held at the same time and place?
- How has the group cooperated with AA?
- Do AA members refer families to Al-Anon?



