Intergroup Representatives (IR) Meeting Minutes

Thursday, May 7, 2026 – 7:00 PM – Zoom

1. Call to Order and Opening

The meeting was called to order by Gene M. President, and participants were informed that the session was being recorded and summarized using automated tools. The meeting started with a moment of silence and the Serenity Prayer was recited collectively.

In attendance at the meeting were: Gene M., Board member and President, Mary R., Office Board member and Office Liaison, Connie L., Board Member, Lorene M., Board Member, Margie P., prospective Board Member, Susan C. (office staff), 17 IRs (one new), and one visitor.

Mary K., Vice-President and Board member, Diana Butler, Treasurer and Board Member, and Jennifer Hoffman, Secretary and Board Member, were absent due to personal commitments.

2. Fifth Tradition of the month for May:

The meeting focused on the Fifth Tradition which was read: "Each Al-Anon Family Group has but one purpose: to help families of alcoholics. We do this by practicing the Twelve Steps of AA ourselves, by encouraging and understanding our alcoholic relatives, and by welcoming and giving comfort to families of alcoholics."

3. Introductions

The meeting began with introductions and welcoming potential new board member, Margie P.

4. Secretary Report (Jennifer H., Absent)

- Minutes from last month's meeting were approved unanimously.
- Ongoing technical issues were discussed regarding Secretary Jennifer's access to AIS cloud recordings and the AIS Gmail account.
- Plans are underway to transition from the older Gmail account, AFGSTL, to the current AIS email address in order to streamline access and improve account management.
- Action Items:
    - Provide Jennifer with links and instructions for cloud access.
    - Resolve the AIS Gmail transition from the old account to the current account.

5. Treasurer's Report (Diana B., Absent)

Financial Status Report as of March 31, 2026(Full reports are attached):

- Total Revenue of $3,975, below the 2026 monthly budgeted average of $6,017.
- Net Operating is at deficit of ($191) for the month.
- Literature Sales were $2,134, below the 2026 monthly budgeted average of $2,333.
- District Contributions were $0, below the 2026 monthly budgeted average of $333.

- Group Contributions were $1,420, below 2026 monthly budgeted average of $2,333.
- Miscellaneous Contributions of $174, below 2026 monthly budgeted average of $667.
- Monthly Expenses of $4,166, below the 2026 monthly budgeted average of $6,055.
- Literature cost of $0, below the 2026 monthly budgeted average of $1,667.
- Total cash in checking was $3,659. Total Cash and Reserves of $68,329.

Treasurer's report and budget were approved unanimously after motion made by Dean B., IR, and seconded by Mary R., Board Member.

6. Public Outreach Report (Mary K., absent)

- Public Outreach reported continued activity and participation in community events.
- A Youth Substance Abuse Presentation was supported with Al-Anon and Alateen literature and information to increase awareness of family recovery resources.
- The group discussed the use of outreach display materials, including:
    - Four available outreach "suitcases"
    - Three branded tablecloths for standardized event displays
- Participants were encouraged to partner with District Representatives to support similar outreach opportunities.
- Action Items:
    - Distribute outreach materials and volunteer information to IRs and DRs.
    - Maintain and expand the outreach volunteer list.

7. AIS Office Report (Mary R., Office Liaison) (Full report from Susan C. is attached):

- Literature sales remain steady. Frequently requested items include:
    - How Al-Anon Works
    - Just for Today / Tonight
    - Newcomer packets
- The office continues to support newcomers and members through literature availability and meeting information.
- After-Hours Report: The After-Hours Committee remains staffed. There were no after-hours calls reported for April.
- Communications and Newcomer Support

  In April, AIS sent:
    - Ten "Welcome to Al-Anon" emails
    - One mailed newcomer packet: Newcomer materials included meeting lists, newsletters, and podcast links.
- Speakers Bureau

- The group reviewed the Al-Anon Guidelines for Speakers Bureau, including Guideline G-1, to ensure that talks reflect Al-Anon principles.
- IRs were asked to share printed speaker guidelines with their home groups.

8. Old Business

- Volunteer recruitment remains an ongoing focus. A volunteer flyer was displayed and distributed. Current service opportunities include:
- Intergroup Representative positions
- Board roles
- Public Outreach volunteers
- Speakers Bureau participation
- Newsletter contributors
- Webmaster position: The need for a webmaster volunteer was emphasized. Only basic website management skills are required.
- • Updated financial details and upcoming events will be shared in the Sincerely Al-Anon newsletter.

9. New Business

- Board Membership

  - Margie P. presented her service background and was nominated as an at-large AIS board member by motion made by Wendy W. and seconded by Clarissa B. to elect Margie P. as an AIS Board Member. Margie P. was elected unanimously.
  - With Margie's election, the AIS board now has eight members. The maximum number of board members is nine, leaving one open board seat. Groups were encouraged to continue identifying and recruiting potential candidates.

- **Next Steps and Action Items:**

  - Provide Secretary Jennifer with cloud access links and instructions: Susan C.
  - Resolve AIS Gmail transition from old account: Susan C.
  - Send Margie's contact details to Secretary and update contact lists / board emails: Susan C.
  - Send newcomer and board materials to Margie and Laura: Susan C.
  - Distribute volunteer flyer and speaker guidelines to IRs/DRs: Susan C.
  - Recruit webmaster volunteer: Mary R. and Susan C.
  - Identify additional board member candidates: All IRs/DRs
  - Maintain outreach volunteer list: Mary K. and Susan C.

- Events and Announcements

  - District 15 75th Anniversary Celebration: Date: August 1, 2026. The celebration will include a speaker who transitioned from Alateen to Al-Anon.
  - Al-Anon / Alateen Convention: Dates: September 25–27, 2026 Location: University Plaza Hotel, Springfield, Missouri
  - Members were encouraged to publicize and support these upcoming events.

10. Open Sharing

- IRs were encouraged to share volunteer and outreach opportunities with their home groups.

11. Attendees

There were Twenty-three (23) in attendance at the meeting.

12. Adjournment

The meeting was adjourned at 8:01PM with the Serenity Prayer and Al-Anon Declaration: **Next IR Meeting is Thursday, June 4, 2026 at 7:00 PM on Zoom.**

Respectfully submitted,

Jennifer H., Board Secretary