

AL-ANON-CER

A Quarterly Newsletter of Al-Anon Family Groups of Maryland and District of Columbia (AFG of MD and DC, Inc.)
P.O. Box 151, Spencerville, MD 20868 • www.marylanddc-alanon.org • email: area24@marylanddc-alanon.org

AREA 24 CALENDAR OF EVENTS

- September 20, 2008** Fall AWSC, See flier on page 14.
- September 20, 2008** Delaware 30th Annual Al-Anon/Alateen Convention with AA participation, 8:30 a.m.-6:00 p.m. St. Marks United Methodist Church, 1700 Limestone Rd., Stanton, DE 19804. For more information, visit www.marydelal-anon.org.
- September 27, 2008** District 8 Fall Workshop, 9:00 a.m.-2:30 p.m. Faith Community United Methodist Church, 5315 Harford Rd., Baltimore, MD 21214. For information, go to www.alanon-maryland.org.
- October 3-5, 2008** District 13 AFG Fall Spirituality Weekend, 6:30 p.m. Friday – noon Sunday at Hard Bargain Farm, 2001 Bryan Point Road, Accokeek, MD 20607. For more information and flier, go to www.marylanddc-alanon.org.
- October 11, 2008** District 5 Workshop, 9:00 a.m.-3:00 p.m. at Christ Our King Church, 10 Lexington Rd., Bel Air, MD 21014. For more information, go to www.marydelal-anon.org.
- October 18, 2008** Fall Area Assembly, District 11 hosting. See flier on page 17.
- October 24-26, 2008** 20th Annual PA Al-Anon Adult Children Conference, Antiochan Village, Ligonier, PA 15658. For more information, go to www.marydelal-anon.org.
- Oct. 30 – Nov. 2, 2008** Area 29 AA Fall Conference with Al-Anon Participation. Ocean City, MD. For information go to www.marylandaa.org and select "Calendar".
- November 1, 2008** WMAAIS Luncheon, 11:00 a.m.-3:00 p.m. Washington Navy Yard, Washington DC 20374. For information, go to www.al-anon-alateen-dcmd.org.
- November 1, 2008** District 11 Fall Pot Luck Dinner. Linthicum Heights United Methodist Church, 200 School Lane at Camp Meade Rd., Linthicum, MD 21090. For information, contact District Rep Diane Z. at alanon@md-al-anon.org.
- November 7-9, 2008** 18th Annual AFG Fall Convention, Rocky Gap Resort, Flintstone, MD 21530. See page 15 for flier and registration forms.
- November 15, 2008** Area Transition Assembly, District 18 hosting (Washington, DC.). See flier on page 28.

District Meeting Schedule

ALL members, not just Group Representatives, are welcome at district meetings. If you would like your district meetings listed in this calendar, please contact the Editor (see page 4).

- District 2** For more information, contact District Rep Tim W. at area24@marylanddc-alanon.org.
- District 3** September 25, 2008. For more information, contact District Rep Susie H. at area24@marylanddc-alanon.org.
- District 8** October 1, 2008 at 7:00 p.m., St. John's Lutheran Church, 8808 Harford Rd. (enter through pair of red doors off parking lot in rear), Parkville, MD 21234. For more information, contact District Rep Teddie B. at area24@marylanddc-alanon.org.

This is your Area's confidential newsletter. Please share this information within the Fellowship only.

- District 9** Last Friday of the month, February, April, June, August, October, December. Meeting is held at 7:00 p.m., before the Friday Night Fellowship meeting at Orems United Methodist Church, Fellowship Hall, Room 100, 1020 Orems Rd., Middle River MD 21220. For more information, contact District Rep John K. at area24@marylanddc-alanon.org.
- District 11** October 2, 2008 at 7:00 p.m. at Linthicum Heights United Methodist Church Hall, 200 School Lane at Camp Meade Rd. For more information contact District Rep Diane Z. at area24@marylanddc-alanon.org.
- District 12** November 19, 2008 from 7:30 to 8:45 p.m. in the library of Neelsville Presbyterian Church, 20701 Frederick Rd., Germantown, MD 20874. For more information contact District Rep Marylen F. at area24@marylanddc-alanon.org.
- District 18** October 11, December 13, 2008 at 12:45 p.m. Meeting is held at Woodridge Regional Library, 1801 Rhode Island Ave. at 18th St., NE, Washington, DC 20018. For more information, contact District Rep Willie W. or Alternate DR Hannah G. at area24@marylanddc-alanon.org.

Al-Anon Information Services Meeting Schedule

- Anne Arundel** September 17, 8:00 p.m., at Woods Memorial Church, 611 Baltimore-Annapolis Blvd., Severna Park, MD 21146. For more information, call (410) 766-1984 or email alanon@md-al-anon.org. Information is also available at www.md-al-anon.org.
- Baltimore** Second Tuesday of every month (no meetings held in July or December), 7:30 p.m., at Parkville Senior Center, 8601 Harford Rd., Baltimore, MD 21234. For more information, call (410) 832-7094 or go to www.alanon-maryland.org.
- Mary Del Tri-County** Every other month (Feb/Apr/Jun/Oct/Dec), first Tuesday of that month, 7:30 p.m., at North East United Methodist Church, 308 South Main St., North East, MD 21901. For more information, call (410) 836-6209 or go to www.marydelal-anon.org.
- WMAAIS (DC Area)** Business meetings September 25, October 23, December 4 at 7:30 p.m. Steering Committee meetings September 8, October 6, November 3 at 7:00 p.m. All meetings held at McKendree-Simms-Brookland UMC, 2421 Lawrence St. NE, Washington, DC 20018. For more information, call (202) 882-1334, or go to www.al-anon-alateen-dcmd.org.

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FROM YOUR DELEGATE

The 2008 World Service Conference (WSC) is over and I've given my last report to the Area Assembly—and I say that with many mixed feelings. I have so enjoyed serving as your Delegate and sharing information from the World Service Office (WSO) with each of you who come to Area Assemblies and Area World Service Committee meetings, but I also have to be honest and say that I am glad that my term is near its end too. Life continues to happen in our family and as much as I have enjoyed the opportunities service has afforded me and the people I have been so lucky to meet, it is good that I will now be able to just show up and sit in my seat and enjoy watching the process as it continues on.

I do want to take a few minutes to thank each of you for the help you have given me, the love and tolerance you have shown me, and the thoughts and prayers that have been sent our way as a family during some hard times filled for me with much fear and insecurity.

Back in December we visited our son in Las Vegas and while out there Victor had a heart attack and was in ICU for 4 days. The outcome was surely better than it could have been, but a heart attack on top of a stroke three years ago surely scared all of us. This year the World Service Conference was held in Connecticut and when it came time to travel I was frightened about taking him out of town again and to a place where I would be gone most of the day and he would be alone, except for our dog Oscar. But it was also not an option to leave him at home and be miles and miles away from him should anything happen. I'm so grateful that again, my Higher Power does for me what I cannot: we drove up to Connecticut, got out of our car and were greeted by friends from previous years and new friends that we were just to meet this year. Other Delegates came along with their significant others and everyone seemed to already be aware of my concerns and had made plans to make sure that Victor was taken care of. The fellowship again circled the wagons around us and held us up and again showed me that I am not alone; that there are many people out there who can help us and will, if we let them. I have never been so grateful and I wanted each of you to know what a wonderful fellowship this is.

As we continue on this path and through our journey we never know what is in store for any of us but what I've learned is I just have to be willing to show up, to suit up and to do what the next right

thing is for me. If I do these things, everything, no matter where I am, works out exactly as it is supposed to—how awesome is that?!

Now please let me share with you some news from the World Service Office:

- The WSO Executive Committee last month approved a request for a trial structure for the Literature Committee. Instead of five at-large members who need to live within 300 miles of Virginia Beach, the trial structure will include five members who reside throughout the US and Canada, but not in Areas where they are already Delegates on the Committee. The intent of this trial is to draw input from a wider cross section of the fellowship. Committee business will be conducted via conference calls, e-mail, and the Internet, allowing more people an opportunity to serve. At-large members will no longer need to travel to Virginia Beach for quarterly meetings and Delegate members of this committee will be able to communicate with the rest of the Committee regularly versus just during the World Service Conference.

The Committee work involves discussing ways to encourage the use of existing literature by members, evaluating suggestions from the membership for new literature or changes to existing materials, and providing guidance in the development of pieces given conceptual approval by the WSC. Its review is to determine whether or not a piece meets CAL criteria: that it is "identifiably AI-Anon in content, responsive to identified needs, factually accurate, timely and understandable by a broad based reading audience". The value of the Committee member is not based on their awareness of the correct use of the English language, but on their knowledge of the AI-Anon program. A copy editor will proof any manuscript for grammar, spelling or punctuation errors after the Literature Committee approves it.

WSO is looking for candidates who have been active in AI-Anon continuously for at least the past five (5) years and who are not also members of AA, who are energetic, dependable and adept at using e-mail on the Internet to apply. Committee terms run from the first of May until the end of April each year. Resume forms with eligibility requirements are available from me and I can send them electronically if you would like one.

- World Service Conference (WSC) Summary order forms are available on the member website at WSO.
- The new book, *Discovering Choices*, is now available. Those members who attended the International Convention in Pittsburgh could purchase a copy there. I did receive a copy just before the Convention and have already read the whole book. What a wonderful new book—I hope you enjoy it as much as I have!
- A new blog on the WSO member website invites attendees of the 2008 AI-Anon International Convention held in Pittsburgh, PA to share with one another and with those who were unable to attend what their experiences were like. This forum is offered with the hope that others will be encouraged to attend the next AI-Anon International in Vancouver, British Columbia, July 5-7, 2013.

Well...enough from me! I hope to see all of you at our next Area Assembly where we will elect new Officers and Coordinators for the next three (3) years of service. If you are willing, eligible, and would like to add lots of wonderful new experiences to your life, as well as meet many new people, please come and stand for a position. If you are the Group Representative for your meeting please make sure your group's voice is heard by showing up and voting for the new Officers and Coordinators who will serve Area 24, Maryland & District of Columbia for the next three (3) years. It is an experience you should not miss!

Karen L.
Delegate, Area 24

Area Officer and Coordinator position descriptions start on page 19.



New Group Representatives—please keep your District, Area Information Service, Area 24, and the World Service Office informed of your group's new contact information by sending each of them a copy of a completed "AI-Anon Registration/Group Records Change Form." The form can be found on page 30 of this newsletter. Mailing addresses are in the "Trusted Servants" section (page 11).

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SUBMISSIONS

Send articles, calendar events, and reports for the AI-Anon-Cer to the editor at the email address above or by US mail to:

**AI-Anon-Cer
c/o AFG of MD & DC
P.O. Box 151
Spencerville, MD 20868**

Please include a phone number or email address with your submission to enable the editor to verify/clarify information.

SUBMISSION DEADLINES

Issue	Deadline
March	February 1
June	May 1
September	August 1
December	November 1

SUBSCRIPTIONS

The AI-Anon-Cer is mailed at no charge to: Group Reps (or Current Mailing Address for group if different from GR), District Reps, Area Officers and Coordinators, Past Delegates, Regional Trustee, and Area Information Services. Email delivery is available by request.

For all other subscriptions:

For delivery by US Mail: send a check for \$5.00 made payable to "AFG of MD & DC" to AFG of MD & DC, P.O. Box 151, Spencerville, MD 20868-0151

Include your name, mailing address, and phone number (for address verification).

There is no charge for email subscriptions. Email your request to the editor at area24newsletter@verizon.net

**AL-ANON/ALATEEN FAMILY GROUPS
OF MARYLAND AND THE DISTRICT OF COLUMBIA
SPRING AREA WORLD SERVICE COMMITTEE (ASWC)
MARCH 15, 2008**

OPENING: Our Chair Sameena K. called the meeting to order at 10:10 am with a moment of silence followed by the Serenity Prayer.

READING OF THE LEGACIES: Tim W. read the Steps, Joyce S. read the Traditions, and Dolores M. read the Concepts and Warranties.

Diane W. agreed to function as acting secretary until a new secretary is elected for the term beginning in 2009.

ROLL CALL: Group Records Coordinator Alissa H. called roll. 23 voting members were present, requiring 15 votes for a 2/3 majority.

ACTING SECRETARY'S REPORT: (Diane W.) The minutes from the Fall AWSC in September were approved as published in "The Al-Anon-Cer".

TREASURER'S REPORT: (Charlie S.) Charlie presented the completed report from 2007, which was approved.

WEBMASTER'S REPORT: (Linda M.) Linda continues to do an outstanding job at managing and updating the Area website. Please visit the website!

CHAIR'S REPORT: (Sameena K.) Sameena set the ground rules and reminded us that there should be no cheers or applause, and no boos or hisses, for individual opinions.

We were reminded that the Al-Anon International Convention will be held in Pittsburgh, PA in July. An international convention is only held every eight years, so this is a great opportunity for us to attend one in our backyard. Love gifts are being solicited by the International Convention Planning Committee. Baltimore AIS is making bookmarks. 500 crab pins have been donated by the Maryland Office of Tourism. Groups and Districts are encouraged to participate.

DELEGATE'S REPORT: (Karen L.) In preparation for the upcoming WSC, Karen read her three-minute report, which is required for all third year delegates. We discussed how our Area has used the theme, "Build Bridges, Energizing Our Spiritual Quest," or will use the theme in the future.

Karen reminded us that registration for the July 3rd event, "Connecting with WSO," a special day of activities prior to the convention, is now available on the members' website.

We were reminded to utilize the newcomer's surveys that were distributed by WSO.

In the future binders will not be distributed to new groups by WSO; instead, they will receive group packets at specific intervals. (Binder information is available on members' website.)

March 4 was "Leave Hope" day in honor of Lois W.'s birthday. Karen read a story about someone who visited Russia and left CAL while she was traveling. Teddie reported on what District #8 did.

Vera questioned why photos of people are used in "The Forum"; she believes they impact our anonymity. Julie commented that she thinks more attention should be paid to diversity issues—in photos, in trustees, and in the WSO itself. Karen will carry this information to WSC.

Karen was unable to attend NERD due to her husband's health issues, but Julie attended. She reported that "pyramid sponsoring" was addressed (where my sponsor tells me who I can sponsor, and her sponsor tells her who she can sponsor, etc.). This is NOT the way sponsoring is to function. NERD requested that groups engaging in such tactics be "delisted". WSO replied that they do not engage in punitive actions and will not delist groups. It was suggested that we add a comment to our meeting directories, such as, "If you don't feel comfortable at a specific meeting, please try another."

We then talked about how we could pose a question to WSO. Examples: How could WSO improve communications with Areas and groups? How can WSO examine their communication consistency? The following comments were shared: 1) Take what you like and leave the rest. 2) WSO should consider the

verbiage they use so that suggestions don't sound like rules. 3) We are an organization of suggestions. 4) How about issuing a fact sheet/a new way of business sheet?

It was also noted that Al-Anon does not come up if one does an internet search of "self-help groups."

OLD BUSINESS: (Julie M.) Julie reported for the Special Committee on Incorporation that we were incorporated as of February 13, 2008! The Board and Steering Committee will be composed of Area Officers. We will have a new federal EIN number. She noted that we probably should have been filing taxes previously, but we didn't know that. When we file for our 501(c)(3) status, we can ask for a waiver if questions come up regarding our not filing taxes in the past. From now on, the Area Treasurer and the two Convention Treasurers will format their budgets in the same way for consistency.

Joyce S. presented information regarding purchasing insurance for our new corporation. She had a quote from a company that is expert in non-profits; \$700 annually would be the minimum cost. She reported that there is a limited market for our group. This policy is NOT for bodily injury and property damage. It was suggested that we look closely at the insurance policy we already have so we know exactly what we still need.

A lengthy discussion ensued regarding what this new policy will cover and will not cover and whether or not the policy is needed by our Area. Julie suggested that all additional questions be emailed to her by the end of March and they can be addressed with the insurance company. A motion was passed that the insurance presentation be placed on the Spring Assembly agenda and purchase be voted on at that time.

ACTION COMMITTEE REPORTS

MEMBERSHIP OUTREACH

AL-ANON-CER NEWSLETTER: (Lynn D.) Continues to need submissions for publication

CONVENTION COORDINATOR: (John K.) Not present.

Al-Anon Spring Convention: (Willie W.) It's "going along." There is only one vacant chair position, with a promise for that one. Registration forms are already out. Success depends on participation.

Al-Anon Fall Convention: (Diane W.) Theme is "Patchwork of Serenity," with a quilt pattern running through events. Still need a Convention Co-Chair and a Registration Chair.

Al-Anon Liaison to AA State Convention and Al-Anon Liaison to AA Fall Conference: Positions have been filled.

GROUP SERVICES

ALATEEN: (open, Karen L., Delegate, in lieu of) Karen met with a committee of members from Washington, D.C. who are interested in serving as AAPP and Alateen Coordinator. She also met with two others who are interested. There is nothing definite yet. Karen presented the Alateen portion at the sponsorship workshop held in Myersville; it was a great program. The Chestertown area wants to start an Alateen meeting but doesn't want to follow the process. There were 12 people present at a meeting of interest, but no one was willing to step up and sign the paperwork.

GROUP RECORDS COORDINATOR: (Alissa H.) There are currently 281 active groups; 91 have no GR; 4 have no mailing address. Alissa is trying to update all of the records because she will be moving to Wisconsin this summer. We will need a new Group Records Coordinator to fill the position until the end of the year.

FELLOWSHIP COMMUNICATION

FORUM – ALTERNATE DELEGATE: (Teddie B.) Is having position "tents" made to sit in front of each officer/chair for identification purposes.

LITERATURE: (Mariann K.) Is new and is still "trying to figure it out."

ARCHIVES: (Madeline M.) Has concerns over what to keep and what to throw away. There is a lot of extraneous information in boxes. What about 8 track or cassette tapes? The suggestion was made that they may be able to be transferred onto cds.

AL-ANON INFORMATION SERVICES

Anne Arundel – Carol reported that a “Mom’s Fest” was held, which included children’s clothing, equipment, and Al-Anon literature.

Baltimore – Bill reported they will be celebrating 50 years of Al-Anon in the Baltimore area on 4/18/08 with a luncheon and special speakers.

Washington Metropolitan Area – Vera reported that a workshop is scheduled for 4/12/08 entitled, “Wisdom to Know the Difference.”

NEW BUSINESS The group voted to donate \$200 for the use of the building today.

DISTRICT REP REPORTS

District 1 – Five groups are still active, although several of them are small. They will host the Fall AWSC.

District 2 – A picnic will be held on 5/18/08. They hosted a good sponsorship workshop. Some groups do not have GR’s.

District 3 – There are currently nine meetings. Some rumblings of starting an Alateen group.

District 7 – Currently has 8-9 meetings. A workshop is planned for Sunday afternoon, 4/6/08, “Steep Yourself in Serenity—Let it Begin with Tea.”

District 8 – Will be hosting the Spring Assembly on 5/17/08.

District 11 – Has 12 meetings and 1 Alateen group.

District 12 – About 15 meetings.

District 13 – Held a very successful dance in February. Have 8-10 GR’s at district meetings.

District 15 – Everything’s fine, but not very active.

District 17 – Runs by committee.

District 18 – Lots of meetings. The Alternate DR is very active, too.

District 20 – Hosted us today.

District 24 – Very active.

CLOSING: The meeting was closed at 2:30 p.m. with the Declaration.



News from WSO:

The on-line version of the *2008 World Service Conference Summary* is now available on the Members’ Website—we hope that you find this tool to be helpful.

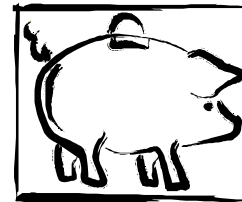
To view the on-line version, go to the home page of the Members’ Website (www.al-anon.alateen.org/members) and click on the link to the *Summary* on the home page.

The print version of the *Conference Summary* was shipped to your Delegate in August. You can order a free copy (\$3.00 for shipping and handling) by going to the members’ website, holding your cursor over “Publications”, and selecting “World Service Conference Summary”.

Group Contributions Second Quarter 2008

<u>WSO ID</u>	<u>Group Name</u>	<u>Donation</u>
-----	Hughesville	\$5.00
005917	Fallston Al-Anon Family Group	\$6.00
2424		\$24.00
038308	Desperados	\$20.00
002440	Caregivers	\$20.00
044667	The Weekenders	\$26.59
064317	Midtown Group	\$28.45
502454	Middleton Family Group	\$33.00
-----	College Park Baptist Ch	\$100.00
-----	Hagerstown AFG	\$35.00
005805	Govans Boundary	\$55.00
502097	Colors of the Rainbow	\$30.00
002415	Brightwood AFG	\$26.00
-----	Pomfret Way of Life AFG	\$31.50
006047	Towson Mon Morning	\$50.00
651621	Libertytown	\$10.00
5777		\$100.00
-----	Hagerstown AFG	\$35.00
63352	Leitersburg 12 & 12	\$10.00
002443	Friday Noon	\$20.00
62294		\$100.00
District 10		\$122.75
042081	Serenity Step Meeting	\$33.08
002443	Fri Noon St Johns	\$52.00
005916	Forest Hill Sunday Night Group	\$13.00
040274	Wednesday 4th Step	\$36.20
005775	Annapolis TN	\$9.73
5879		\$30.00
052341	Steps To Serenity	\$194.55
005884	Clinton Daytime Al-Anon	\$20.00
024007	District 8	\$100.00
026272	Sat Noon Northwood Pres	\$80.00
052341	Steps To Serenity	\$93.02
6035		\$20.00
62513		\$10.00
503754		\$25.00
-----	Seventh Heaven	\$35.00
502760	Open Door GBLT & Friends	\$12.00
-----	Wed AFG Al-Anon Group	\$20.00
5790		\$15.00
0048731	Monday Night Serenity	\$50.00
-----	Evergreen Step	\$100.00
30502245	Myrsville Progress Not Perfection	\$10.00
0066938	Westside Club 10:30 Sat	\$29.30
503618	Hope & Serenity AFG	\$10.00
365162	Libertytown	\$15.00
-----		\$28.20
District 3		\$100.00
33832		\$18.00
47942		\$8.00
6047		\$70.00

<u>WSO ID</u>	<u>Group Name</u>	<u>Donation</u>
-----	Sixth Day Al-Anon	\$21.00
23954		\$12.00
2432	Monumental Wed Noon	\$63.00
500932	Sunday Laurel	\$20.00
503754		\$33.00
500448	Westminster Tues Night	\$40.00
6819	Tuesday Nuway	\$25.00
5839	We Care	\$75.00
5845	Bel Air Friday Night	\$30.00
66994	Hope For Today Adult Children	\$35.00
64317	Midtown Group Wed Eves	\$72.58
-----	Oakleigh Sunday Night AFG	\$45.00
063352	Leitersburg 12 12 AFG	\$10.00
District 2		\$20.00
005828	Rodgers Forge	\$100.00
501694	Glyndon Early Morning Twelves	\$46.50
-----	Pomfret Way of Life AFG	\$16.00
006015	Monday Night Al-Anon	\$25.00
024007	District 8	\$200.00
Total		<u>\$3,014.45</u>



Treasury Notes

1. Thanks
Thank you to all the Groups, Districts, and Information Services who have been contributing to our Area. Your donations enable our Area to serve us all.
2. Mailing Address for Contributions
Almost all contributions are now coming to the correct address, but a few are still going to the Lothian PO Box that is now closed. Please inform your group treasurers to mail contributions to the address listed on page 11 of this newsletter.
3. Second Quarter 2008 Summary

Opening Balance 04/01/2008	\$5,626.40
Income	\$3,024.45
Expenses	\$1,512.22
Closing Balance 06/30/2008	\$7,138.63
4. New Guidelines for Reserve Funds
The World Service Office has issued a new Al-Anon Guideline, #G-41, "Reserve Fund Guideline", explaining the purpose for having a reserve fund and suggested amounts for a

reserve fund at Group, District, and Area level (see following article).

Charlie S
Area Treasurer

New Guideline Available From WSO

There is a new guideline available from the World Service Office, G-41: Reserve Fund Guideline. The Reserve Fund is discussed in the Service Manual under Warranty One, which says, "That only sufficient operating funds, including an ample reserve, be its prudent financial principle." This new guideline talks about the history of the Reserve Fund at the World Service Office. In 1970, the Board of Trustees established the Reserve Fund with two purposes:

1. To assure continuation of essential services in the event of a substantial decline in income
2. To cover costs of special projects which could not be financed from normal sources of revenue.

For the WSO, the Reserve Fund is maintained at a level that would cover one year's operating expenses in the event of a financial hardship. In this sense, the Reserve Fund is like a savings account: its funds are only used when necessary. Several years ago, the Al-Anon Family Groups Treasurer discovered that the Reserve Fund actually had a second purpose: to fund special projects that could not be paid for by the General Fund (checking account). If an opportunity came about for the WSO to participate in a project that had not been planned for in the budget, the World Service Office could use money from the Reserve Fund to pay for the special project. Later, money would then be added back to the Reserve Fund to bring it back up to its required level.

The guideline gives suggestions for creating a reserve fund for an area, a district, and a meeting. It includes questions for each service entity to consider when setting up a reserve fund. It also includes questions for an area, a district, a group, and a member to use when taking a "financial inventory." Finally, it gives information on setting the budget for a group.

This new guideline can be ordered from the WSO, or you can download/print it from the Al-Anon members web site :www.al-anon.org/members.

As it says in the guideline, the Reserve Fund "is an important means of ensuring the future of Al-Anon Family Groups."

Jack S.
Al-Anon-Cer

District Highlights

District 2

District 2 had a great district picnic on Sunday, May 18th, with AA participation. We heard great Al-Anon and AA speakers while munching on hot dogs, pot luck dishes and of course great desserts!

The district took the month of July off from meetings and we are anxious to get back into service. Our budget is low right now, but our groups always come through for us.

There is a new meeting in our district. It's called "Hilltop Serenity" and it meets Thursdays at 7:00 p.m. in room 113 of First Baptist Church, 7040 Bowers Rd., Frederick, MD 21702.

At the August meeting we will begin planning our next project. We will use whatever resources we have available to carry the message to the Al-Anon that still suffers. I will provide details in the next newsletter.

Connie C.
Alternate District Rep

District 3

We have 10 meetings in this District and will await new or continuing Group Reps for all of them. Most of the groups have 8 to 20 people except our newest groups on Tuesday in Eldersburg and Sunday in Hampstead, which are still having some growing pains.

Our District had the privilege of participating in the MD State AA Convention in Hagerstown in June. We set up a beautiful and welcoming room for Al-Anon to make use of as we offered 4 Al-Anon workshops; 2 on Friday and 2 on Saturday. We would have liked more attendance but the number of attendees was somewhat limited by the changed site of the convention. We decided that we all grew in our program from the experience and enjoyed the fellowship of working together! We also had the privilege of picking and hosting the speakers; Cathy B. and Linda H. did a great job of co chairing this Al-Anon program.

We are looking to make changes in all three District offices so we are praying for people interested in making commitments to new service jobs.

We will be discussing Alateen once again and preparing for a visit with the new Coordinator so we can move forward with having a group of sponsors available to start a meeting. Last but not least, I finally noticed that no Carroll County Answering

Service is listed so in the newsletter, so here is that number: 410-857-7000. (Editor's note: that number, along with some other newly listed answering service numbers, is on page 11 of this newsletter.)

Our Wednesday evening New Windsor meeting finally has easily accessible parking so we are hoping this meeting will pick up in attendance soon. Our next District meeting is September 25th, so we can discuss whatever info I bring back from the AWSC. Looking forward to seeing everyone in September!

Susie H.
District 3 Representative

District 11

District 11 has 12 active Al-Anon groups, and 1 Alateen group. Alateen meets on the 2nd & 4th Friday of the month, and sponsors are needed.

District elections were held on July 11, and District Rep, Alternate DR and Secretary positions were filled for the next term. The Treasurer position is still open.

The next District meeting is Thursday Oct. 2, 7:00 p.m. at Linthicum United Methodist Church (see District Meetings on page 2.) District 11 will host the Fall Assembly on Sat. Oct. 18, at St. Lawrence Martyr Church in Jessup (see flier on page 17.) The annual fall pot luck dinner will be held on Saturday Nov. 1, at Linthicum United Methodist Church.

Diane Z.
District Rep

District 13

Transition to new officers and GRs is going well. All officer spots are filled. We have about 8 incoming GRs with more to come. Other news is that District 13 had windfall (Higher Power) profits this year based on the Al-Anon Dance, group contributions, and the Spirituality Weekend. In accordance with our Prudent Reserve guidelines (General Warranty 1), the District voted to donate the overage to the Area and WSO. And we say thanks to all who participated and contributed and mostly thanks to H.P. for consistently showing up in unexpected places!

Speaking of District events, if anyone is inspired to chair a Love and Sex workshop in District 13, please let me know at area24@marylanddc-alanon.org

Finally, the White Oak ACOA meeting, which welcomes beginners, is looking for support. It meets at 8:30 Wednesday night at St. John the Baptist Catholic Church, 12319 New Hampshire Ave., Silver Spring, MD 20904.

Mariann K.
District Representative



SUBSCRIBE TODAY! YOUR BEST SOURCE FOR NEWS ABOUT AREA 24 AFG OF MD and DC

AL-ANON-CER

Published quarterly: March, June, September and December \$5.00 per year

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OUR TRUSTED SERVANTS

Note: all Trusted Servants can be contacted at area24@marylanddc-alanon.org.

AREA OFFICERS

Delegate

Karen L.

Alternate Delegate

Teddie B.

Chairperson

Sameena K.

Secretary

Diane W. (Acting)

Treasurer

Charlie S.

**SEND CONTRIBUTIONS (AND
CORRESPONDENCE) TO THIS
ADDRESS:**

**AFG OF MD & DC
P.O. Box 151
SPENCERVILLE, MD 20868-0151**

COORDINATORS

Group Records

Angela F.

Archives

Madeline M.

Public Outreach

Laurie E.

Alateen Coordinator

Maryann M.

Al-Anon-Cer Editor

Lynn D.

Webmaster

Linda M.

Literature Coordinator

Mariann K.

Convention Coordinator

John K.

Spring 2008 Convention Chair

Willie W.

Fall 2008 Convention Chair

Diane W.

AA Summer Convention Liaison

Eddie M.

AA State Convention Liaison

Carol F.

AA Fall Convention Liaison

Diana C.

Spanish Language Contact

Rosa P.

NORTHEAST REGIONAL TRUSTEE

Frank R.

PAST WORLD SERVICE DELEGATES

Julie M.

Lee T.

Melody B.

Beatrice R.

MiKell L.

Angela W.

Isabel F.

AREA INFORMATION SERVICES

Al-Anon/Alateen Information Service of Anne Arundel County

P.O. Box 763

Severna Park, MD 21146-0763

(410) 766-1984

www.md-al-anon.org

Baltimore Area Al-Anon Information Service

P.O. Box 28259

Baltimore, MD 21234

(410) 832-7094

www.alanon-maryland.org

Carroll County Answering Service

(410) 857-7000

Cumberland Answering Service

(301) 722-6110 (through AA

answering service)

Easton Answering Service

(410) 822-4226 (through AA

answering service)

Frederick – Hagerstown Answering Service (Frederick & Washington Counties)

(301) 663-6626

1-800-344-2666

Mary Del Tri-County Al-Anon Information Service (Harford & Cecil Counties)

PO Box 561

North East, MD 21901-0561

(410) 398-2004 (Cecil County)

(410) 836-6209 (Harford County)

www.marydelal-anon.org

Salisbury/Ocean City Answering Service

(410) 742-2504

Southern Maryland (Calvert, Charles, & St. Mary's Counties) Answering Service

(301) 934-4086

1-800-425-2666

Washington Metropolitan Area Al-Anon/Alateen Information Service (WMAAAIS)

c/o Mc Kendree Methodist

Church 2421 Lawrence St. NE

Washington, DC 20018-2915

(202) 635-2023

www.al-anon-alateen-dcmd.org

WMAAAIS also has a literature depot. Call the number above to place your order.

DISTRICT REPRESENTATIVES

D1 D.

D2 Tim W.

D3 Susan H.

D4 OPEN – SERVICE OPPORTUNITY

D5 Pamela C.

D6 Claude T.

D7 Annina L.

D8 Teddie B.

D9 John H. K.

D10 Idalia R.

D11 Diane Z.

D12 (shared position)

Marylen F.

Gerry G.

D13 Laura D

D14 OPEN— SERVICE OPPORTUNITY
D15 Bob M.
D16 OPEN— SERVICE OPPORTUNITY
D17 OPEN— SERVICE OPPORTUNITY
D18 Willie W.
D19 OPEN — SERVICE OPPORTUNITY
Renee J., (Acting)

D20 Mary D.
D21 Jill B.
D22 OPEN — SERVICE OPPORTUNITY
D23 OPEN — SERVICE OPPORTUNITY
D24 Mike H.

WORLD SERVICE OFFICE

Al-Anon Family Group
Headquarters, Inc.
1600 Corporate Landing Parkway.
Virginia Beach, VA 23454-5617
Email: wso@al-anon.org
Meeting information:
1-888-425-2666
All other business: (757) 563-1600
Website:
www.al-anon.alateen.org/members
**Note: Make WSO donation
checks payable to "AFG, Inc."**

AL-ANON/ALATEEN FAMILY GROUPS OF MARYLAND AND THE DISTRICT OF COLUMBIA SPRING AREA ASSEMBLY MAY 17, 2008

OPENING: Our meeting was called to order at 10:10 a.m. with a moment of silence followed by the Serenity Prayer. Karen L. did most of the talking as Sameena K., the Chair, had laryngitis.

READING OF THE LEGACIES: The Steps were read by Shirl, the Traditions by Sue, and the Concepts & Warranties by Cindy.

ROLL CALL: Area Group Records Coordinator Alissa H. called roll. 67 voting members were present, requiring 44 votes to pass a motion by 2/3 majority.

Sameena thanked District 8 for hosting the assembly. We were reminded of the "ground rules"— that neither applause nor jeering is appropriate following individual sharing and comments, and that we would be using Knowledge-Based Decision Making (KBDM). The major purpose of the Spring Assembly is to receive an update about the recent World Service Conference from our delegate Karen L.

SECRETARY'S REPORT: (Acting, Diane W.) Minutes from the Fall 2007 Assembly were approved as written.

TREASURER'S REPORT: (Charlie S.) The treasurer's report was accepted as presented. (Copies may be obtained from Charlie.) Group contributions to the Area should be sent to the following address, NOT the Lothian address: P.O. Box 151, Spencerville, MD 20868.

DELEGATE'S REPORT: (Karen L.) The theme of this year's WSC was, "Building Bridges Energizing Our Spiritual Quest." We discussed the role of our Delegate: to share information back and forth between the Area and WSO. We also talked about the role of Group Reps and District Reps.

Karen reminded us of how KBDM works at the WSC— that it encourages open communication between team members, that there is dialogue BEFORE deliberation (talk, talk, talk), and that there is a verbal information exchange (ask questions). In Area 24 we accept responsibility for our vote because we understand the issue. We accept the group conscience. We presume good will and trust the process.

Quarterly Appeal Letters – What the WSO gives to the groups costs \$228.33 per group. What the average group contributes to the WSO is \$98.14. In 1961, 55% of groups were contributing to WSO. In 2007, 56% of groups were contributing. No real difference in 46 years! The reason WSO is not "going broke" is because of literature sales.

A skit was presented on how NOT to read the quarterly appeal letter and then how to read and support the appeal. These letters are requesting special donations, not our routine contributions. It was suggested that perhaps we could begin putting \$2 in the basket at meetings, rather than the usual \$1, to allow for contributions to be sent to WSO.

WSO is beginning to talk about changing how their committees are made up, so that more members can participate on a long-distance level.

The Regional Trustee plan and process was explained. The Regional Trustee serves for three years as a voting member of the Board of Trustees. Two submitted resumes are selected via WSO for a particular region and then one is voted on at the WSC.

A new Public Service Announcement will be on TV as of 6/1/08 and on radio as of 7/1/08. It is available on the members' website. A brand new book about relationships is coming soon—*Discovering Choices*. It will be available at the International Convention on July 4-6.

Karen talked about some policy motions involving how bequests are handled and protecting anonymity in email communications.

We broke for lunch at the conclusion of Karen's report.

CHAIR'S REPORT: (Sameena K.)

1) Sameena introduced Julie M. to talk about incorporation and insurance issues. Julie addressed the conference about Directors and Officers' insurance. She distributed a page of FAQ's, and there was a question and answer session regarding benefits vs. costs. The Directors & Officers insurance will cost approximately \$700 per year, in addition to our current general liability and bonding policy, which is paid for in a 3-way split between the Area, the Spring Convention, and the Fall Convention. Continuing to split the fees would cost a total of approximately \$641 annually for each of the three groups.

After all questions had been answered, it was moved that we accept the proposal for D&O insurance, with the Area incurring the expense for any deductibles. The motion passed with 66 out of 67 votes, only one shy of unanimous.

Many thanks to Julie and the members of this committee for all the hours of hard work spent on accomplishing this task.

2) Sameena introduced Karen L. to talk about the Area Alateen Process Person (AAPP). Mary Ann M. is willing to accept the position. She worked in a prison program for ten years. She currently works for a school system, so she has already had a background investigation. Mary Ann was nominated and accepted. HOORAY! Our Area has an AAPP again!

3) Alissa H., Group Records Coordinator, is moving from the area at the end of July. A short-term replacement will be needed until elections are held in the fall. Three persons stood for this position! Angela F. was elected as Coordinator, with Carly serving as Alternate Coordinator.

ACTION COMMITTEE REPORTS:

WEBMASTER'S REPORT: (Linda M.) A few changes have been made to the area website to make use easier. She has redesigned the area news page, with links to agendas, "The AI-Anon-Cer," etc.

GROUP RECORDS: (Alissa H.) There are 284 active groups in Area 24.

PUBLIC OUTREACH: (Laurie E.) Had free 2008 AI-Anon booklets available for folks to use in their districts.

FORUM: (Teddie B.) She raffles off subscriptions to "The Forum" at her district meetings. Good idea!

AREA INFORMATION SERVICES:

Baltimore AIS (Nancy) They are making love gifts to take to the International Convention.

AL-ANON-CER: (Lynn D.) Currently distributing about 340 copies per issue.

CONVENTION COORDINATOR: (John K.) We were reminded that conventions are a function of the Assembly.

Spring Convention, Willie: Registrations are low right now.

Fall Convention, Diane: Fliers will go out as soon as Chestertown convention is held; will also be available on Area website and in next issue of "The AI-Anon-Cer." Registration chair has been filled.

Still need a Convention Co-chair. Next planning meeting scheduled for 6/28/08 on-site.

CLOSING: The meeting was closed at 2:40 p.m. (early!) with the Declaration.

Area 24 Fall AWSC

Hosted by District #1

Saturday, September 20, 2008

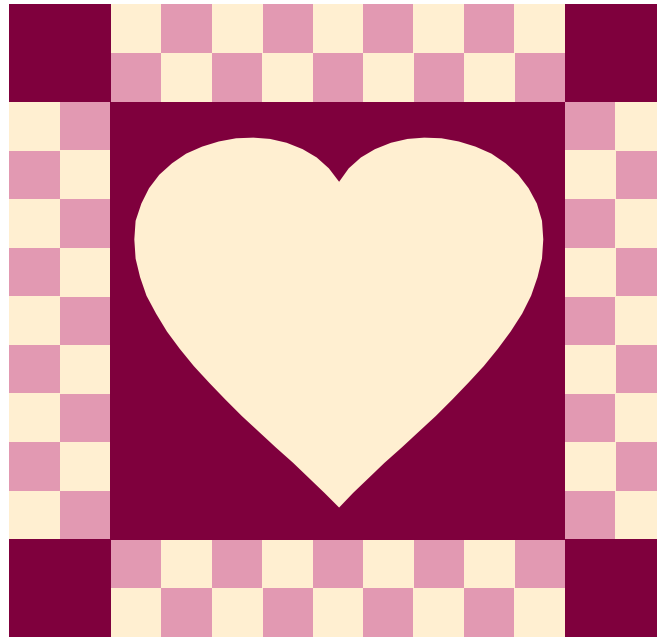
Registration & breakfast – 9:30 a.m.

Meeting – 10 a.m. to 3 p.m.

Lunch will be available, or you may bring your own.

First Presbyterian Church
33 Broadway, Frostburg, MD
Lost? 240-727-3951

Directions: Take I-70 West toward Hancock. Take Exit 1A to I-68 West (left exit). Take Exit 34 (Rt. 36, Westernport, Frostburg); bear right to Frostburg. At the second traffic light on Rt. 36, make a left onto Main Street. At the third traffic light on Main St., make a left onto Water St. Go approximately 2 blocks and pull into the parking lot on the left. It is between the church and the police department. Look for signs.



AFG 19TH ANNUAL FALL CONVENTION

Al-Anon Family Groups of MD and the District of Columbia with AA and Alateen participation

PATCHWORK OF RECOVERY

NOVEMBER 7-9, 2008

ROCKY GAP RESORT & CONFERENCE CENTER
FLINTSTONE, MD

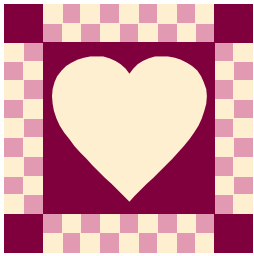
Contacts:	Diane W., Chair	301-463-6737 dianew21539@yahoo.com
	Kathy F., Registration	301-731-6839 mkathyfarrell@verizon.net
	Kristen W., Workshops	301-432-0598 kweschler@myactv.net

Register for the conference and sign up for meals through the conference committee.
Simply fill out the registration form on the other side and send it in as soon as possible.

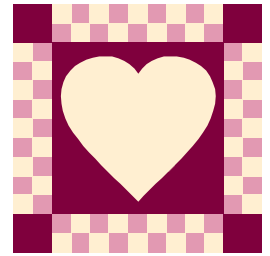
We appreciate your support of the fall convention. Early registration and purchase of convention meals helps us to meet the financial obligation to our convention contract.

Thank you!

NOVEMBER 7-9, 2008



AFG 19TH ANNUAL FALL CONVENTION PATCHWORK OF RECOVERY



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Home Phone _____

Address _____

Cell Phone _____

City, ST Zip _____

eMail _____

Emergency Contact	
Name	_____
Address	_____
City, ST, Zip	_____
Phone Number	_____

- ok to use email for confirmation
 ok to use home address for future convention flyers

Rocky Gap Lodge and Conference Center
 16701 Lakeview Drive
 Flinstone, MD 21530
 800-724-0828

Please contact the resort directly to make room reservations; rooms must be reserved by 10/9/08 to obtain special conference pricing!!!!!!!!!!!!!!

Junior Suite	\$179 per night
Regular Room (either two queen beds or one king)	\$110 per night

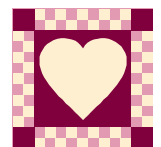
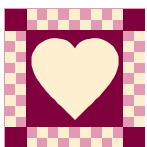
Regular room price allows a maximum of three persons to a room. Contact the hotel for additional charge for additional room occupants & accommodations.

Early bird registration is \$15 per person; after 9/30/08 registration is \$25 per person.
 Registration is non-refundable.
 Buffet Meals are available through registration only and cannot be purchased at the door. Meal cancellations after 11/1/08 are not permitted.
 Please indicate meal selection below:

	\$
Registration	\$
Friday Dinner	\$24.00
Saturday Breakfast	\$18.50
Saturday Lunch	\$20.00
Saturday Dinner	\$24.00
Sunday Breakfast	\$12.50
TOTAL	

WOULD YOU BE INTERESTED IN LEADING A WORKSHOP? INDICATE THREE PREFERENCES:		
<input type="checkbox"/> STEPS 1,2,3 - Gathering the Materials	<input type="checkbox"/> FORGIVENESS - Repairing the Seams	<input type="checkbox"/> ALCOHOLIC CHILDREN: Live and Let Live
<input type="checkbox"/> STEPS 4,5,6 - Defining the Pattern	<input type="checkbox"/> ADULT CHILDREN - Mending the Pieces	<input type="checkbox"/> "PIECE" OF MIND: Living with Active Alcoholism
<input type="checkbox"/> STEPS 7,8,9 - Mending the Frayed Edges	<input type="checkbox"/> RAW EDGE - Sexual Intimacy	<input type="checkbox"/> WHAT A STITCH! - The Healing Power of Laughter
<input type="checkbox"/> STEP 10,11,12 - Tying Together the Loose Ends	<input type="checkbox"/> FEAR - Living in Bondage	<input type="checkbox"/> THREAD THE NEEDLE: Let It Begin with Me
<input type="checkbox"/> TRADITIONS 1,2,3 - Laying Out the Patchwork	<input type="checkbox"/> RESENTMENT - The Seam Ripper	<input type="checkbox"/> LUMINOUS COLORS: Finding & Keeping Joy
<input type="checkbox"/> TRADITIONS 4,5,6 - Stitching Together	<input type="checkbox"/> GUILT & SHAME - Filling the Holes	<input type="checkbox"/> CHANNEL STITCHING: Couples in Recovery
<input type="checkbox"/> TRADITIONS 7,8,9 - Adding Borders and Batting	<input type="checkbox"/> PRINCIPLES ABOVE PERSONALITIES	
<input type="checkbox"/> TRADITIONS 10,11,12 - Finishing Touches	<input type="checkbox"/> ANONYMITY - Guarding your Program	
<input type="checkbox"/> CONCEPTS OF SERVICE - PASSING IT ON	<input type="checkbox"/> TENSION - Dialing Your Anger	
<input type="checkbox"/> ARRANGING YOUR FINANCES PIECE BY PIECE	<input type="checkbox"/> ON POINT WITH COMPASSION	
<input type="checkbox"/> ACCEPTANCE OF SELF - THROW OFF THE COVERS!	<input type="checkbox"/> BOUNDARIES - Staying within the Seams	
<input type="checkbox"/> TRUST - CREATING A NEW PATTERN	<input type="checkbox"/> BENEFITS OF SERVICE	

**SEND YOUR RESERVATIONS TO:
 AFG FAMILY GROUPS
 PO BOX 1200
 MIDDLETOWN, MD 21769**



AL-ANON AREA 24
MARYLAND AND THE DISTRICT OF COLUMBIA

**FALL ASSEMBLY MEETING
FOR AREA 24**

HOSTED BY DISTRICT 11

OCTOBER 18, 2008

Registration: 9:30 to 10:00 AM

Meeting: 10:00 AM to 3:00 PM

Meeting Place: Saint Lawrence Martyr Church (Parish Hall)
2815 Jessup Road, Jessup, MD 20794

Lunch/Snacks: Coffee and snacks will be provided. We will supply light refreshments for lunch. You can also bring your own lunch and snack to share.

Directions from Baltimore:	Directions from DC:
1. Take I95 South towards Washington.	1. Take I95 North towards Baltimore.
2. Merge onto I695 East towards Glen Burnie.	2. Merge onto exit 32 East towards Ft. Meade.
3. Take exit 295 South (BWI Parkway) towards Washington.	3. Take exit 295 North (BWI Parkway) towards Baltimore.
4. Take exit 175 West towards Columbia.	4. Take exit 175 West towards Columbia.
5. Merge onto Route 175 and take first left turn onto Sellner.	5. Merge onto Route 175 and make first left turn into parking lot of church.
6. Make first left turn into parking lot of church.	

Editor's Note: The following election procedures are the most recent on record and were last used in 2005. They will be used at the Fall Election Assembly on October 18 in Jessup (see flier on preceding page.)

ELECTION PROCEDURES AREA 24 AFG OF MD & DC

Our *Al-Anon Alateen Service Manual* clearly states that a person holding dual membership, i.e. Al-Anon/Alateen and AA, cannot hold office above the Group level and therefore will have no vote at our Assembly meetings. (Group Representatives and Alternates may not be dual members.)

Prior to the election Assembly, the following elections are to be held:

1. Group Representatives and Alternates - elected and take office by August 1.
2. District Representatives and Alternates - elected by September 1 and take office on January 1.

Important: New listings showing current and incoming District Representatives and Alternates and new Group Representatives and Alternates must be sent or given to Group Records Coordinator by September 15.

World Service Delegate and Alternate and all Area Officers and Coordinators will take office January 1.

The following are the election procedures to be used for the selection of Delegate, Alternate Delegate and Area Assembly Officers.

VOTING BODY: Newly elected Group Representatives, or Alternate Group Representatives in the Group Representatives absence, whose group is registered with World Service Office.

WORLD SERVICE DELEGATE:

Eligibility - Past and outgoing District Representatives, present and past Area Officers, (Past Delegate, Alternate Delegate, Chairman—includes Secretary and Treasurer only if they held or hold office of District Representative.)

PROCEDURE: Chairman polls District Representatives by District to determine interest in position, then asks for interest from past District Representatives and Area Officers.

- Names of all candidates for position of Delegate are listed on chalkboard by the Area Secretary
- Written ballots are cast, collected and given to tellers to count.
- The first candidate to get two-thirds vote of eligible voters present on the day of Assembly, is elected. Refer to Election Procedures in the *Al-Anon/Alateen Service Manual*, page 136.

ALTERNATE DELEGATE AND AREA CHAIRMAN:

Eligibility is the same as for Delegate. In addition, current Delegate is eligible for consideration as Chairman or other Area Officers with the exception of position as Alternate Delegate.

Procedure is the same as for Delegate. Alternate Delegate requires two thirds total votes. Chairman requires a majority of the votes.

SECRETARY AND AREA TREASURER:

The Chairman then asks if there is any Al-Anon/Alateen member who is qualified and would like to be considered for these positions and the Secretary adds their names to the list on the chalkboard. In addition to qualifications needed for job performance, the elected Treasurer must be able to be bonded.

AREA COORDINATORS:

Chairman will ask if there is any Al-Anon/Alateen member who is qualified and would like to be considered for these positions and the Secretary adds their names on the chalkboard.



SUGGESTED GUIDELINES FOR WORLD SERVICE DELEGATE

QUALIFICATIONS:

- Need to be a past or present District Representative.
- Be thoroughly familiar with the *AI-Anon Alateen Service Manual* and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Need to have one week free, per year, to attend the World Service Conference.
- Be willing to have name, address and phone number published.
- Be available to travel throughout the Area to attend AI-Anon/Alateen functions.
- Need to be able to serve for three years.

DUTIES:

- Attend World Service Conference (one per year), and give Conference report at Area Assemblies and publish report in Area newsletter.
- Attend and plan agenda, along with Area Chairman, of all Area World Service Committee meetings (2 per year).
- Attend and plan agenda, along with Area Chairman, of all Area Assembly meetings (2 per year).
- Attend District meetings throughout the Area, when invited.
- Attend AI-Anon Information Service meetings throughout the Area, when invited.
- Give copy of report given at Area World Service Committee meetings and Area Assembly meetings to the Area Secretary in written or typed form.
- Attend Northeast Regional Seminar.
- Attend Northeast Regional Delegates weekend.
- Prepare articles for the Area newsletter.
- Work with Alternate World Service Delegate, keeping him/her informed of all activities.
- Maintain a notebook containing Delegate activities to be given to the next Area Delegate.
- Share experience, strength and hope for the Area in written or typed form to be given to the Area Archivist at the end of term of service.

SUGGESTED GUIDELINES FOR ALTERNATE WORLD SERVICE DELEGATE

QUALIFICATIONS:

- Need to be a past or present District Representative.
- Be thoroughly familiar with the *AI-Anon Alateen Service Manual* and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Need to have one week free per year to attend World Service Conference in place of World Service Delegate, if necessary.
- Be available to travel throughout the Area to attend AI-Anon/Alateen functions.
- Be willing to have name, address and phone number published.
- Be willing to serve three years.

DUTIES:

- Be available to assist the World Service Delegate in any capacity.
- Attend all Area World Service Committee meetings (2 per year), give report and vote on issues.
- Attend all Area Assembly meetings (2 per year), give report and vote on issues only if you also hold position of group representative.
- Encourage interest in *The Forum* throughout the Area.
- Write articles for the Area newsletter.

- Prepare a notebook of all activities and information to be given to the next Alternate Delegate.
- Share experience, strength and hope for the Area in written or typed form to be given to the Area Archivist at the end of term of service.

SUGGESTED GUIDELINES FOR AREA CHAIRMAN

QUALIFICATIONS:

- Must be a past or present District Representative.
- Have leadership and organizational ability, serving rather than dictating, (page 145 of *AI-Anon/Alateen Service Manual*), putting principles above personalities.
- Be willing to have name, address and phone number published.
- Be thoroughly familiar with the *AI-Anon/Alateen Service Manual* and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Be available to travel throughout the Area to attend AI-Anon/Alateen functions.
- Be available to serve three years.

DUTIES:

- Be responsible along with the Area Secretary and Treasurer to ensure that the business of the Area be conducted in a prompt and timely manner.
- Attend, conduct and plan agenda of, along with the Area World Service Delegate, all Area World Service Committee meetings (2 per year), in an orderly manner following Parliamentary Procedure, and vote on issues.
- Attend, conduct and plan agenda of, along with the Area World Service Delegate, all Area Assemblies (2 per year), in an orderly manner following Parliamentary Procedure, voting only if also holding the position of Group Representative.
- Replace inactive AI-Anon/Alateen members in any service position except Delegate or Alternate Delegate, as soon as inactivity is apparent and/or if there is a problem that is harmful to AI-Anon/Alateen as a whole.
- If there are no representatives of groups or Group Representatives or Alternate Group Representatives, you may require the Group Records Coordinator to contact appropriate persons to verify any problems.
- If a District Representative has not been elected by the Group Representatives of a District before an Area Assembly, you may require the Group Representatives of that District to caucus to elect one (page 118 of *AI-Anon/Alateen Service Manual*).
- If there is no District Representative or Alternate District Representative of a District present at Area World Service Committee meetings, you may require the Area Secretary to contact appropriate persons to verify any problems.
- Verify with Area Secretary that the host district for either Area World Service Committee meetings or Area Assemblies receives the Area Suggested Guidelines for hosting AWSC or Area Assembly and for preparing a flyer to be published in the *AI-Anon-Cer* with appropriate information before the date of the meeting.
- Maintain a notebook of activities and information to be passed to the next Area Chairman.
- Maintain communication with all Area Officers and AI-Anon/Alateen members.
- Call for an Election Assembly in the third year of term of service and follow election procedures adopted at Spring Assembly in 1990.
- Share experience, strength and hope for the Area in written or typed form to be given to the Area Archivist at the end of term of service.

SUGGESTED GUIDELINES FOR AREA SECRETARY

QUALIFICATIONS:

- Any AI-Anon/ Alateen member who is not also a member of AA is eligible to serve.

- Secretarial skills very helpful.
- Be thoroughly familiar with the current *AI-Anon Alateen Service Manual*, World Service Guidelines, and have a working knowledge of the Steps, Traditions, and Concepts of Service.
- Be available to travel throughout the Area.
- Be willing to have name, address and phone number published in Area newsletter.
- Be available to serve three years.

DUTIES:

- Prepare and maintain a Secretary's notebook.
- Perform all regular secretarial requirements for the Area such as notifying those business persons with whom the Area conducts business of any change of address and/or ensure they have the correct address. This includes State of Maryland Comptroller of the Treasury Retail tax Division, Post Office, Bonding Company, Liability Insurance Company, etc.
- Attend all Area World Service Committee meetings (2 per year), and:
 - a. Give secretary's report, reading minutes of the last Area World Service Committee meeting for approval.
 - b. Vote on issues.
 - c. Record and transcribe minutes of present Area World Service Committee meeting with copy to be sent to all AWSC members, copy to be published in the *AI-Anon-Cer* as soon as possible and a copy for Secretary's notebook.
- Attend all Area Assemblies (2 per year) and:
 - a. Prepare sign-in sheets previous to Area Assembly for Group Representatives and/or Alternate Group Representatives to establish a correct count of voting members.
 - b. Give Secretary's report, read minutes of last Area Assembly for approval.
 - c. Vote on issues only if holding the service position of Group Representative.
 - d. Record and transcribe minutes of present Area Assembly meeting, copies to be sent to AWSC members, Secretary's notebook, *AI-Anon-Cer* for publication as soon as possible, and a copy to Conference Administrator at the World Service Office.
- As soon as possible after the Fall AWSC meeting, send to the Host District Representatives the *Area Suggested Guideline for Hosting an Area World Service Committee Meeting* and for those hosting District Representatives of an Assembly, send *Suggested Guideline for Hosting an Area Assembly*, along with Area suggestions for a flyer to be published in *AI-Anon-Cer*. Follow up by phone if there is no response and notify Area Chairman.
- At Election Assembly:
 - Have available ballot cards to be passed out to voting members.
 - Appoint tellers (usually non-voting members) to collect votes and count them.
 - Bring chalkboard to write names of candidates on.
 - Record and transcribe minutes of Election Assembly, copies to be sent to all AWSC members, Secretary's notebook, and copy mailed to *AI-Anon-Cer* for publication in next issue.
- Maintain Secretary's notebook with information and reports to be given to the next Secretary.
- Prepare written or typed report at the end of service term with hope and thoughts and ideas for the Area to be given to the Area Archivist.

SUGGESTED GUIDELINES FOR AREA TREASURER

QUALIFICATIONS:

- Any AI-Anon/Alateen member who is not also a member of AA is eligible to serve.
- Must be experienced in bookkeeping and able to be bonded.
- Be thoroughly familiar with the Service Manual from the World Service Office,

Guidelines from the World Service Office, and have a working knowledge of the Steps, Traditions and Concepts of Service.

- Be willing to have name, address and phone number published in the Area newsletter.
- Be available to travel throughout the Area.
- Be available to serve three years.

DUTIES:

- Follow duties of Area Treasurer as listed on page 146 in the Service Manual.
- Keep accurate record books of all income and expenses of the Area:
 - a. All checks must be signed by Area Treasurer and Area Chairman or Delegate or Alternate Delegate.
 - b. Keep books on a calendar quarterly basis from January through December:
 - Jan. 1 to Mar. 31 - 3 mos. - 3/31 summary.
 - Apr. 1 to June 30 - 6 mos. - 6/30 summary.
 - July 1 to Sept. 30 - 9 mos. - 9/30 summary.
 - Oct. 1 to Dec. 31 - 12 mos. -12/31 summary.Each summary to be published in *Al-Anon-Cer*. Annual report to be presented at Spring Area Assembly after audit.
 - c. Record income and expenses.
 - i. Disbursements - Expenses:
 - Bonding fees
 - Liability Insurance Fees
 - Pay and renew non-profit mailing permit annually.
 - Make deposits in a timely manner to the non-profit account at post office so that the newsletter and other mailings go out on time.
 - Reimburse requests for funds from Area Officers and Coordinators at Area World Service Committee meetings and Assemblies out of their allotted budget amount with approval of Area Chairman and/or Area World Service Committee or Area Assembly.
 - ii. Income and Contributions:
 - Make deposits in Area account in a timely manner.
 - Issue receipts to members for their contributions.
 - Receive subscriptions to *Al-Anon-Cer* for deposit in Area account and forward subscriptions to *Al-Anon-Cer* promptly to be placed on label and mailing list.
- Prepare list of Group and District contributions to be published in *Al-Anon-Cer* four times a year.
- Attend all Area World Service Committee meetings, give report and vote on issues.
- Attend all Area Assemblies, give report and vote on issues only if holding service position of Group Representative.
- Prepare a yearly budget with the help of Area Chairman to be discussed and amended at the Fall Area World Service Committee meeting to be approved at the next Area Assembly. Have the approved budget published in the *Al-Anon-Cer*.
- File Form 990 if applicable. Treasurer responsible for contacting I.R.S. and filing appropriate forms.
- Familiarize yourself with the provisions of our State of Maryland Tax Exempt status. This tax exempt status cannot be used by Groups, Districts or Al-Anon Information Services. It is for the Area only.
- At the close of your three year term of service, or at the request of the Area Chairman at any time, close the books through 12/31 by January 15. Have books ready for audit by February 15. Receive books back in a timely manner in order to present Annual Audited Report to Spring Assembly.
- Prepare written or typed report of activities, information, thoughts and ideas for the Area Archivist at the end of your term of service.

SUGGESTED GUIDELINES FOR AREA ARCHIVES COORDINATOR

QUALIFICATIONS:

- Any Al-Anon/Alateen member who is not also a member of AA is eligible to serve.
- Be thoroughly familiar with the Service Manual from World Service Office, Guidelines from World Service Office, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Curiosity and love of history helpful.
- Be available to travel throughout the Area.
- Willing to have name, address and telephone number published in Area newsletter.
- Be available to serve three years.
- Attend all Area World Service Committee meetings (2 per year), give report, and vote on issues.
- Attend all Area Assemblies (2 per year) and vote on issues only if holding the position of Group Representative.

GOAL: To maintain and encourage the history, past and present, of Al-Anon/Alateen Family Groups of Maryland and the District of Columbia.

DUTIES:

- Attend all Area World Service Committee meetings. (2 per year, possibly 3 in election year).
- Attend all Area Assembly meetings (2 per year, possibly 3 in election year), give report and vote on issues only if holding the service position of Group Representative.
- Obtain a Combined Service workbook and follow Guidelines pertaining to Archives.
- Establish a line of communication between Archives and all Al-Anon/Alateen groups in the Area.
- Prepare a permanent notebook of all the information and history of the Area Al-Anon/Alateen Groups and Area Officers reports to be given to the next Area Archivist.
- Share experience, strength and hope for Area in written or typed form to be placed in permanent record.
- Maintain a display for use at Conferences and Assembly meetings.

SUGGESTED GUIDELINES FOR AREA NEWSLETTER, *AL-ANON-CER*, EDITOR

QUALIFICATIONS:

- Any Al-Anon/Alateen member who is not also a member of AA is eligible to serve.
- Be thoroughly familiar with the Service Manual from World Service Office, Guidelines from World Service Office, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Have time to edit, prepare and mail the *Al-Anon-Cer* before due date.
- Office skills helpful.
- Must be willing to have name, address and phone number published in Area newsletter.
- Be available to travel throughout the Area.
- Be available to serve three years.

DUTIES:

- Attend all Area World Service Committee meetings (2 per year), give report and vote on issues.
- Attend all Area Assembly meetings (2 per year, possibly 3 in election year), give report and vote on issues only if also holding service position of Group Representative.
- Establish an Editor's Committee to assist with obtaining mail and various jobs to be performed to ensure cooperation in getting the *Al-Anon-Cer* mailed before due date of each issue.
- Follow World Service Office Guideline for Newsletters.
- Obtain from Area Group Records Coordinator a current list of Area World Service Committee members including name, position, address and phone number of each.

- Maintain a master list, obtained from Area Group Records Coordinator of all Area World Service Committee members, Group Representatives, Group ID#, Individual Subscribers with names, addresses, and phone numbers. Exchange newsletters with other Areas.
- Furnish mailing labels for Area Conventions upon request.
- Cooperate with Area's Treasurer, Secretary, and Chairman to ensure prompt payment of expenses of the newsletter for printers, non-profit mailing permit, non-profit mailing account at the post office, etc.
- Publish names, addresses and phone numbers of all Area Officers, Coordinators, Liaisons, past Delegates, Northeast Regional Trustee and Trustee at Large and AI-Anon/Alateen Information Services, in each issue of the *AI-Anon-Cer*.
- Maintain and publish an Area calendar in each issue, and request Area Officers and District Representatives to notify Editor as soon as possible of dates of events in their Districts, and include Area events on calendar.
- Keep open communication with AI-Anon/Alateen Information Services for current information for the Area newsletter about these services.
- Maintain a notebook with all information, contacts and activities of Editor to be passed to the next Editor.
- Prepare a written or typed report of activities, thoughts and hopes for the Area to be given to the Area Archivist at the end of service term.

SUGGESTED GUIDELINES FOR AREA GROUP RECORDS COORDINATOR

QUALIFICATIONS:

- Any AI-Anon/Alateen member who is not also a member of AA is eligible to serve.
- Office skills, computer knowledge (if used), helpful.
- Be thoroughly familiar with the Service Manual from the World Service Office, Guidelines from World Service Office, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Have time available to prepare Area AI-Anon/Alateen information.
- Be available to travel throughout the Area.
- Be available to serve three years.

DUTIES:

- Attend all Area World Service Committee meetings, give report and vote on issues (two per year and possibly 3 in election year).
- Attend all Area Assembly meetings, give report and vote on issues only if also holding the service position of Group Representative.
- Become familiar with the Anonymity Policy Statement from World Service Office and the Traditions pertaining to protecting a member's anonymity.
- Suggested method of setting up a Master (***a complete description of this position was unavailable; please go to www.alanon-alateen.org/members and select Group Services, then Guidelines, then Group Records Coordinator (G-36) for more information.***)

SUGGESTED GUIDELINES FOR AREA LITERATURE COORDINATOR

QUALIFICATIONS:

- Any AI-Anon/Alateen member who is not also a member of AA.
- Be thoroughly familiar with the *AI-Anon Alateen Service Manual* and have a working knowledge of the Steps, Traditions, and Concepts of Service.
- Be willing to have your name, address and telephone number published in the Area newsletter.
- Be available to serve three years.
- Attend all Area World Service Committee meetings (2 per year), give report, and vote on issues.

- Attend all Area Assemblies (2 per year) and vote on issues only if holding the position of Group Representative.

GOAL: To stress the importance of Conference Approved Literature (CAL) for the entire Area and encourage interest in CAL.

DUTIES:

- Read and become familiar with each piece of new literature and those pieces that are revised, and share this with the Area.
- Maintain a supply of current catalogs and order forms for distribution and reference.
- Encourage using literature in recognition of service, as gifts, in fund raising and in service work.
- Share information from the World Service Office through articles in the Area Newsletter.
- Create displays of books, pamphlets and other material for Area activities.
- Follow the World Service Office Guidelines for Area Literature Coordinator.*

**to see these guidelines, go to www.alanon-alateen.org/members and select Group Services, then Guidelines, then Area Literature Coordinators (G-6)*

SUGGESTED GUIDELINES FOR PUBLIC OUTREACH COORDINATOR

Area guidelines for Public Outreach Coordinator are unavailable; please go to www.alanon-alateen.org/members and select Group Services, then Guidelines, then Outreach to the Public (G-10) for more information.

SUGGESTED GUIDELINES FOR AREA ALATEEN COORDINATOR

QUALIFICATIONS:

- Any Al-Anon/Alateen member who is not also a member of AA is eligible to serve.
- Be thoroughly familiar with the Service Manual from World Service Office, Guidelines from World Service Office, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Be available to travel throughout the Area.
- Be willing to have name, address and telephone number published in Area newsletter.
- Be available to serve three years.
- Attend all Area World Service Committee meetings (2 per year), give a report, and vote on issues.
- Attend all Area Assemblies (2 per year) and vote on issues only if holding the position of Group Representative.

GOAL:

To coordinate by communicating the collective experience of those who have gone before you and those who serve with you, to bridge the communication that can carry excitement and enthusiasm from sponsor to sponsor and group to group; to bridge the gap of understand and cooperation between the members of Alateen and Al-Anon Family Groups of Maryland and the District of Columbia; to perform as the Area Alateen Process Person (AAPP) for Area 24 and to certify using the process defined in Safety Guidelines for Teens at Alateen and Al-Anon Meetings and Functions in the Maryland and Washington, DC Area 24 all Adults who work with Teens in Alateen environment, Al-Anon Members Involved in Alateen Service and Alateen Sponsors, as well as oversee process for registration of Alateen Groups in Area 24 and resignation and removal of certified Alateen Group Sponsors or Al-Anon Members Involved in Alateen Service.

DUTIES:

- Attend all Area World Service Committee meetings. (2 per year, possibly 3 in election year).
- Attend all Area Assembly meetings (2 per year, possibly 3 in election year), give a report and vote on issues only if holding the service position of Group Representative.
- Obtain a *Combined Service Workbook* and follow Guidelines pertaining to Area Alateen Coordinators.
- Establish a line of communication between Alateen and all Al-Anon Family Groups in the Area.

- Prepare a permanent notebook of all the information and history of the Area Alateen Groups and Area Officers reports to be given to the next Area Alateen Coordinator.
- Share experience, strength and hope for Area in written or typed form to be placed in permanent record.
- Be familiar with the “Area 24 Guidelines for Al-Anon Members Involved in Alateen Service”.
- Identify and approve as the Area Alateen Process Person (AAPP) all Area 24 Alateen Sponsors and Al-Anon Members Involved in Alateen Service using the certification process defined in the “Area 24 Safety Guidelines for Teens at Alateen and Al-Anon Meetings and Functions”.
- Oversee process for Registration of Alateen Groups and be point of contact for World Service Office regarding same.
- Oversee resignation and removal of certified Alateen Group Sponsors or Al-Anon Members Involved in Alateen Service and be point of contact for World Service Office regarding same.
- Acknowledge the efforts of Al-Anons who are not Alateen sponsors but have done something to support an Alateen group, member or sponsor.
- Encourage other area trusted servants to invite an Alateen to be on their respective committees.
- Facilitate four (4) Alateen Rap Sessions per year.
- Respond to any WSO periodic mailings and participate in WSO conference calls if they are scheduled.

SUGGESTED GUIDELINES FOR DISTRICT REPRESENTATIVES

QUALIFICATIONS:

- Any Al-Anon/Alateen member who is not also a member of AA, and who is or has been a Group Representative.
- Be familiar with the *Al-Anon/Alateen Service Manual*, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Be available to serve three years.
- Attend all Area World Service Committee meetings (2 per year), vote on issues and report on activities of your district.
- Attend all Area Assembly meetings (2 per year) and vote on issues only if also holding the position of Group Representative.

DUTIES:

- Call and chair district meetings, preferably at regular intervals.
- Help the Delegate in every way possible in disseminating Conference information and reports.
- Keep in touch with Group Representatives in the district to learn the views of the groups and their problems, which, in turn, you may report to the Area World Service Committee or the Delegate.
- Visit all groups in the district, particularly new groups, to make sure they are getting necessary information and help.
- Help the groups understand and apply the Traditions.
- Prepare a mailing list of all Group Representatives in the district for the Area Records Coordinator and keep it up-to-date.
- Urge every group to complete and promptly return the group data sheets sent out by the World Service Office and make sure each group is receiving mail from the World Service Office, Area, and Information Service (if applicable).
- Notify Area World Service Committee and World Service Office of groups that have disbanded.

SUGGESTED GUIDELINES FOR GROUP REPRESENTATIVES

QUALIFICATIONS:

- Any Al-Anon/Alateen member who is not also a member of AA.
- Be familiar with the *Al-Anon/Alateen Service Manual*, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Be available to serve three years.

DUTIES:

- Attend all Area Assemblies (2 per year) and vote on issues.
- Attend all District meetings.
- Make sure mail from the World Service Office is reaching his/her group.
- You are *The Forum* representative to your group. Encourage the group to subscribe and acquaint members with its value..
- Bring group concerns to the District meetings and communicate the outcome of District meetings to your group.
- Explain the functions and purposes of Area Assembly and the Conference to your group and bring the Delegate's report and all information from each Area Assembly to your group.
- Be mindful of Al-Anon's and Alateen's traditional insistence on being self-supporting and make sure the appeals for support of our WSO are read to the group, as well as presenting appeals from the Area Treasurer, District, and Area Information Service.
- In the absence of an Alternate Group Representative, attend Area Information Service meetings and report back to the group.

SUGGESTED GUIDELINES FOR ALTERNATE GROUP REPRESENTATIVES

QUALIFICATIONS:

- Any Al-Anon/Alateen member who is not also a member of AA.
- Be familiar with the *Al-Anon/Alateen Service Manual*, and have a working knowledge of the Steps, Traditions and Concepts of Service.
- Be available to serve three years.

DUTIES:

- Be prepared to assist the Group Representative and substitute when necessary.
- In areas where there is an Al-Anon Information Service, the Alternate Group Representative may serve as the information service liaison.



Some Helpful Information

When recently chairing a meeting on the 5th Step, I had them do a brainstorming session on words associated with it.

These are the words we came up with:

Relief	Trust	Vulnerable
Fear	Anxiety	Guilt
Judgment	Intimacy	Love
Honesty	Expectation	Shame
Condemnation	Integrity	

From the July 2008 issue of "Pass It On", the quarterly newsletter of the Anne Arundel County AIS.

Area 24 Al-Anon 2008 Transition Assembly

November 15, 2008

Registration: 9:30 – 10:00 am
Assembly: 10:00 am – 3:00 pm

Location: **St. Paul's Center of St. Paul's Episcopal Church**
(in the Historic Rock Creek Cemetery)

Rock Creek Church Road & Webster Street, NW Washington, DC 20011
<http://www.rockcreekparish.org/> (Mapquest option posted) Church (202) 726-2080

Bring a bag lunch and your service manual!

Refreshments provided – snacks, drinks, desserts

Questions: contact Willie W, District 18 DR, Hannah G District 18 Alternate DR, or
Maureen M Transition Assembly POC at area24@marylanddc-alanon.org

Directions: Public Transportation: Metro (Red Line) to CUA/Brookland. Transfer to Metrobus Route H8 'Mount Pleasant' which stops at the intersection of Rock Creek Church Road NW and Webster Street NW and follow the signs to into the Cemetery to the St. Paul's Center. **Or** Metro (Green, Red or Yellow Line) to Fort Totten. Transfer to Metrobus Route 60 "Georgia Avenue/Petworth" which also stops at the intersection of Rock Creek Church Road NW and Webster Street NW and follow the signs to the St. Paul's Center.

Driving directions:

From Maryland 495 - Beltway East and West- Exit Beltway at New Hampshire Avenue South. - Continue south on New Hampshire to North Capitol Street.- Left onto North Capitol.- Cross Missouri Avenue. Continue straight at the fork onto Rock Creek Church Road, up the hill, and to Cemetery gate on the right. *Directions from Main Gate* To the St. Paul's Center:- Take first left, to parking area beside large, red-brick, white-columned building.

From downtown Washington - North on 16th Street. Right onto Upshur. Continue on Upshur which ends at Rock Creek Church Road facing the Soldier's Home gate. Turn left onto Rock Creek Church Road and continue to Cemetery gate on left.

From US Capitol area - North on North Capitol Street. - Cross Michigan Avenue and Harewood Road, and turn left onto Allison Street. - Continue one long block to the end at Rock Creek Church Road. Turn left and then immediately right into Cemetery entrance (main gate).

From Washington National Cathedral Area/Upper Northwest - North on Wisconsin Avenue, through Tenley Circle to Nebraska Avenue. Turn right onto Military Road. East on Military Road and cross Georgia Avenue (Military has become Missouri Avenue here). Turn right from Missouri onto North Capitol. Continue straight at the fork, onto Rock Creek Church Road, up the hill, to Cemetery gate on the right.

From Bethesda/Montgomery County inside the Beltway - East on East-West Highway to Georgia Avenue. Right onto Georgia and then left onto Blair Road. Continue on Blair Road which becomes North Capitol Street. Cross Missouri Avenue. Continue on North Capitol to the fork; keep straight onto Rock Creek Church Road. Cemetery gate is up the hill, on the right.

From College Park Area/Prince George's County - South on US Rt. 1 (Baltimore Ave.), right to East-West Highway, and then left to Queens Chapel Road. Continue on Queens Chapel Road which will become Michigan Avenue. Turn right from Michigan Ave NE onto Taylor Road NE.- Turn right onto North Capitol Street and turn left onto Allison Street.- Continue one block to the end at Rock Creek Church Road. Turn left and then immediately right, into Cemetery entrance.

From 14th Street Bridge in Virginia - North on 14th Street Bridge to Southeast Freeway. Exit at 'D Street - Capitol' and take tunnels to New York Avenue. Right onto New York Avenue. Take first right onto M Street -sign will say "to First Street and North Capitol". Go 2 blocks and turn left onto North Capitol. Take North Capitol to Allison Street and turn left. Continue one block to the end at Rock Creek Church Road. Turn left and then immediately right into Cemetery.