



CALENDARS

Calendar of Al-Anon/Alateen Events

- April 22 Bull Run District Workshop
The Rock, Manassas
9am–3:30pm
- April 23 Annandale/Springfield District Meeting
Messiah Methodist Church,
Springfield, 6:15pm
- April 24–28 Al-Anon World Service Conference, World Service Office, Virginia Beach
- April 29 Al-Anon 55th Anniversary Banquet, World Service Office, Virginia Beach
- May 6 Northern Virginia Service Center General Meeting (Service Center Committee and Group Representatives)
Holy Trinity Lutheran Church, Falls Church, 9:30am
- May 7 Alateen Forum Meeting
Springfield. 2pm–4pm
- May 20 & 21 Virginia Area Spring Assembly
Massanetta Springs

For more information please contact:
Northern Virginia Al-Anon Service Center
 9401 Mathy Drive, Suite 270
 Fairfax, VA 22031-5312
 Phone: 703-764-0476
 E-mail: info@alanonva.com

Calendar for Butterfly Submissions

Here are the deadlines for submission of information for publication in *The Butterfly* for the remainder of 2006.

SUBMISSION DEADLINE	FOR BUTTERFLY PUBLICATION DATE
Saturday, May 6	Saturday, May 13
Saturday, July 1	Saturday, July 8
Saturday, September 2	Saturday, September 9
Saturday, November 4	Saturday, November 11

Please send material by e-mail to butterfly@alanonva.com or by regular mail to "ATTN: Butterfly" at the Service Center address listed above.

ANNOUNCEMENTS

Bull Run District Al-Anon Family Groups Spring Workshop

"Good Orderly Direction"
 April 22, 2006,
 9:00am–3:30pm
 The Rock
 8730 Sudley Road, Manassas, Virginia

TOPICS: keeping the focus on yourself, spirituality, finances in recovery, acknowledgment, sex and intimacy, healing with journaling

For additional details, please see the attached flyer or call the Service Center (703-764-0476).

Request for Support

The Little River AFG (Al-Anon Family Group) needs your support. The group has just changed location and now has also changed its starting time to 8:00pm. In addition, it is a merger of the former Little River AFG and the former Poplar Tree AFG. As membership has been declining, we ask that you share information about our group in your other meetings and consider attending our group if you live in the area. Please see our flyer in this edition of *The Butterfly* or on the Service Center website (www.alanonva.com). Thanks! --Dave C.

Call for Candidates

Elections for Service Center officers are upcoming. We are trying to put together a slate of candidates for the following positions: Chairperson, Co-Chairperson, Secretary, Treasurer, Alternate Treasurer, Literature Distribution Center Chairperson.

If you are willing to serve in any of these positions please contact the Service Center (703-764-0476).

Request for Service Center Volunteers

The Service Center needs two people to help with literature, one person to assist the secretary with mailings, and one person to serve as office manager.

Eye on Literature

A.F.G. Conference Approved Brochure

Sponsorship: What It's All About

Catalog Number: P-31

Price: 30 cents

A newcomer at my home meeting asked for more information on sponsorship—what is a sponsor? Did she need a sponsor? How do you ask someone to be a sponsor? All very good questions, and all questions I did not have very good answers for!

Fortunately, our meeting had decided to add the brochure *Sponsorship: What It's All About* to our Newcomers toolbox.

Whether you're a newcomer looking to move to the next level of recovery or a more seasoned member of the fellowship, you may have questions about sponsorship. This brochure answers not only the basics ("Why is sponsorship important?" and "When should I get a sponsor?"), but also some stickier issues that might come up ("Can I have a sponsor of the opposite sex?" and "Am I obliged to sponsor if asked?").

Here's a sample from the "Being A Sponsor" portion of the brochure: "When we recall the relief we felt when someone agreed to be our sponsor, we may feel grateful enough to offer the gift to someone else. We know what the person is seeking—our strength, our hope, and our experience." —*Laura D.*

The order form for Conference Approved Literature (CAL) may be printed from the Service Center website (www.alanonva.com) or you can call the Service Center (703-764-0476) to request a form be mailed to you.

If there is a brochure or other piece of CAL that particularly spoke to you and you would like to share your thoughts about it with others, please send your comments by e-mail to butterfly@alanonva.com or by regular mail to ATTN: Butterfly at the Service Center address listed previously.

Cyber Outreach

Hats Off to Web Mail Volunteers

For some time now, the Al-Anon Service Center of Northern Virginia has maintained a website (www.alanonva.com) that offers a means to view postings of Al-Anon events in Northern Virginia and download copies of the meeting directory, the literature order form, the group records form, and *The Butterfly* newsletter. But you may not be aware that you can e-mail the Service Center from this website. This function is called web mail.

In July of 2005 I received a telephone call from our Chair, who explained that we were not responding to this web mail quickly enough, especially those from newcomers looking for meetings. Thus were born the Web Mail Volunteers!

The Web Mail Volunteers are in addition to our traditional stalwart daytime and nighttime volunteers who manage the telephone 24/7. Their job is to promptly answer electronic queries about meetings and if further action is required e-mail the appropriate Service Center officer or coordinator.

During our first 8 months of operation from August 2005 to March 2006, the Web Mail Volunteers handled a total of 179 e-mails, for an average of 22 per month. The bulk of our web mail comes from persons who are newcomers to the program or to the area and who have found our web site by using a search engine. Specifically, we answered 20 e-mails in August, 15 in September, 25 in October, 26 in November, 20 in December, 37 in January, 20 in February, and 16 in March.

Many thanks go to our webmaster George for his tireless efforts in setting this up and to our Web Mail Volunteers, who check and handle the web mail twice a day from their homes or offices! Thanks also to Debbie, our Group Records Coordinator, for constantly updating our online meeting directory!

—*Dave C., E-mail Coordinator*

The “How To . . .” Column

*As an acronym in the program, HOW stands for **H**onest, **O**pen, and **W**illing. In another context, it is simply a question—How do I do this, that or the other? In that context, the “How” column provides helpful “how to’s” on a variety logistics involved with keeping Al-Anon alive, well, and thriving in our area.*

How to Make Sure Your Group Is Listed in the Meeting Directory

Have you ever tried to go to a meeting and found out the meeting wasn’t there? Or noticed that your group’s attendance is falling and then discovered that your group is no longer listed in the meeting directory but you don’t know why? Or found out—after the fact—that you missed a really great Al-Anon workshop because your group didn’t get the flyer?

Your group can only be listed in the meeting directory (also known as the Where & When) if a current group registration is on file with the Northern Virginia Service Center (NVSC or Service Center). This is also the only way your group will receive mailings from your Area Representative (area in our case meaning the state of Virginia), your District Representative, the Service Center, or the World Service Office (WSO).

If in doubt, fill it out...The Al-Anon Registration/Group Records Change Form is our tool for registering new Al-Anon Family Groups and for reporting any changes to existing groups, including changes to

- group positions (Group Representative, Alternate Group Representative, etc.)
- meeting location
- meeting time
- meeting type (open meeting, closed meeting, speaker meeting, women’s meeting, etc.)
- the name or address of the person designated to receive mail for a group (who, by the way, can be someone other than the Group Representative)

If you’re not sure if the registration form for your group is up-to-date, apply the following rule of thumb: If in doubt, fill it out.

Please bear in mind that the form must be completed and submitted by the group. The NVCS cannot do that for you, nor can the Service Center change a group listing in the directory without it. All transactions for and about

a group are initiated by that group in keeping with our traditions.

X4...Okay, we’re trying to be clever here, but what we’re trying to say is that information on groups is maintained at four levels: the area (state), the district, the NVCS, and the WSO. Each of these levels provides groups with valuable information so it is important that each of these levels is made aware of changes to groups, especially since the Service Center uses group registration information to create our meeting directory.

To make your life a little easier, our Group Records Chair has posted the group registration form on the NVCS website (www.alanonva.com, under “Service”); it is also available on the WSO website (www.al-anon.org/members, under “Group Services”). Although the form is downloadable, it unfortunately cannot be submitted online. Alas, while “cyber transactions” may exist in the corporate world, they don’t exist in Al-Anon. You’ll have to use snail mail to send a copy of the registration to each of the three recipients whose mailing addresses are included on the back of the form. You will also need to send a copy of the registration to your group’s District Representative. Please call the Service Center (703-764-0476) to find out who your representative is or to obtain your representative’s mailing address.

Instructions... You may find the following item-by-item instructions helpful when filling out the group registration form:

- 1) **WSO ID NUMBER** This was provided to you when the group first registered as new.
AREA NUMBER The area number for Northern Virginia is 057.
DISTRICT NUMBER Please contact the Service Center (703-764-0476) if you do not know your district number.
- 2) **REGISTRATION** Check the box that describes the current status of your group.
- 3) **GROUP TYPE** Check the box that describes your group type. If it is a discussion group, check “Other” and write in “Discussion.”
- 4) **CHANGES** Check the box that best describes the reason for submitting the form.
- 5) **SPECIAL NEEDS & GROUP FEATURES** Check any that apply. Please note that here is where you indicate the open or closed status of your group. Generally, Al-Anon and Alateen meetings are closed, meaning that

they are limited to members and prospective members. Open meetings can be attended by anyone interested in the family disease of alcoholism, including members of the professional community and students needing to attend a meeting to meet education requirements. Whether a meeting is open or closed should be discussed at the start of the meeting or at a group conscience. Please make sure that the appropriate box is checked so that the correct status will be noted in the meeting directory.

- 6) **CURRENT MAILING ADDRESS** Each group must provide a current mailing address to receive information from the WSO. This address is usually that of the Group Representative but need not be.
- 7–11) **GROUP MEETING DETAILS** Complete these items when registering a new group or when changes are made to the group's information.
- 12) **CONTACTS** Provide the name and phone number of those willing to receive calls about the meeting from newcomers and visitors.
- 13) **GROUP REPRESENTATIVE** Provide the name, address, phone number, and e-mail address of this person.
- 14) **ADDITIONAL USE** This item is for reporting changes to District Representatives, Alternative Group Representatives, etc.

In the near future, detailed directions for filling out the form will also be available on the Service Center website (www.alanonva.com). The Group Records Chair, however, can always answer any questions you may have about completing the form. (Please call the Service Center at 703-764-0476 to get contact information for the current Group Records Chair.)

And that's all there is to it. Oh yes, just one other thing. Remember that beginning scenario of the missing meeting? Once the new and updated version of your group registration arrives, the information will be quickly changed in the group meeting directory so no one ever has to lose a meeting again.

FOR YOUR INFORMATION

Here are some e-mail addresses you can use to contact Service Center coordinators directly:

Service Center Chair: chair@alanonva.com
 Service Center Secretary: secretary@alanonva.com
 Service Center Treasurer: treasurer@alanonva.com
 Group Records Chair: grouprecords@alanonva.com
 Literature: literature@alanonva.com
 Butterfly Submissions: butterfly@alanonva.com
 Webmaster: webmaster@alanonva.com
 (submit electronic versions of items you want posted on the website to this address)

Butterfly Distribution

The Butterfly is published as a service of the Northern Virginia Service Center. Its purpose is to communicate information about upcoming Al-Anon and Alateen events in the area

- share "best practices" and logistics information that help groups stay healthy, vital, and dynamic
- share experience, strength, and hope in recovery

In keeping with Service Center Bylaws, *The Butterfly* is distributed free of charge to Northern Virginia Al-Anon and Alateen groups via their registered Group Representatives. These representatives are authorized (and encouraged) to reproduce *The Butterfly* for distribution in their groups.

To receive *The Butterfly*, please make sure your group keeps its registration up-to-date. The registration form may be printed from the Service Center website (www.alanonva.com) or you can call the Service Center (703-764-0476) to request a form be mailed to you.

Per Service Center Bylaws, others who wish to have a copy of *The Butterfly* mailed to them may subscribe; the price is \$5.00 per year. Please send your subscription request to

ATTN: Butterfly
 Northern Virginia Al-Anon Service Center
 9401 Mathy Drive, Suite 270
 Fairfax, VA 22031-5312

Please include your name, mailing address, telephone number, and a check made out to NoVA Al-Anon Service Center. *The Butterfly* also may be downloaded at no cost from the Service Center website.

Getting Your Event in the Butterfly

Please send your announcements of upcoming events via e-mail to: butterfly@alanonva.com
 Or by snail mail to the NoVA Service Center at the above address.