



Al-Anon Service Center of Northern Virginia, Inc.

Al-Anon Information Service (AIS) / Literature Distribution Center (LDC)

8569 A Sudley Road
Manassas, VA. 20110

The biggest event for the NVSC was the move from:
900 S. Washington St
Falls Church, VA 22046

TO: 8569 A Sudley Road
Manassas, VA 20110



1. Had to leave early because of a water leak and the office had a 6 ft by 4 ft. trough
2. Prince William Government Center provided all the legalities for setting up a business in Prince William County
3. Renewed our incorporation
4. Signed lease for 3 yrs., picked out paint and had repairs completed in new space
5. Solidified taxation to new area
6. New board had to go to Bank and change over signatures, procure credit cards
7. Hired movers—which was simpler and easier (Keep it simple, sweetie)
8. Purchased a few items of furniture to make the entrance area—**welcoming**
9. Ordering & selling literature from office as well as workshops
10. Phone systems had to be changed and we had to wait to import the same number, therefore, we were paying two phone companies for a month
11. Upgraded computer
12. Revamping the web site so that it user friendly—which involves web administration as well as design
13. Administering changes for meetings—Anita, secretary had to learn process so that she could help out the new GRS.
14. Gratitude Lunch is scheduled for Saturday, November 2, 2019 at Bethel Lutheran Church, home to many of our Al-Anon meetings in BullRun District
15. Held first meeting with DRS---phone conference
16. Factfinding continues on basis for purchasing of translation equipment

All in all, the number of people holding the office together and providing services, is minimal but mighty.

In Service,

Phyllis F., chair

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