

# VA Area Communications Coordinator's Report

**Date of VAWSC:** August 5, 2023  
**Area Coordinator:** Communications Coordinator  
**Name and Email:** BECKY BRANHAM DIMON, bdimon@gmail.com

## Informational Items:

First Panel for this Area Coordinator position, second year:

- Continued to schedule meetings and consult with DRs, GRs, and Area Officers. Answered general inquiries
  1. Al-Anon Family Group (AFG) and Virginia Area District meetings
  2. Virginia Area World Service Committee (VAWSC) meetings
  3. Al-Anon Service Center of Northern Virginia (NVSC) meetings
  4. Second Hybrid Area Assembly in Fall 2022
- Provided audio recordings of business meetings for Officers, Districts, special speaker meetings, and others as needed
- Emails - continued to respond to requests for Webex scheduling, meeting information, and general inquiries
  1. Monitor Area emails – add/delete vaalanon.org emails as needed
  2. Assign and configure forwarding emails for VAWSC members and Area Officers
- Training – Webex Trainer stepped down in July 2023. Will start a waiting list of requests for training. Will involve the Tech Team members to schedule and assist/support the Area Groups as needed.
- Attended Other Coordinator/Liaison Meetings
  1. Assembly Coordinator
  2. Website Coordinator
  3. Al-Anon Service Center of Northern Virginia (NVSC)
  4. NVSC Public Outreach Workshops
  5. Alateen Sponsor Training
  6. Long Range Planning Committee
- Outcomes, struggles, successes
  1. Successful Hybrid Spring Assembly 2023
  2. Struggled with Spring Assembly with respect to training new team members and "acts of God" interruptions

### 3. Successful transitions for Groups hosting their own AFG meetings

- Important action items accomplished
  1. Assisted with posting new events on the Virginia Area Calendar
  2. Assisted with updating the Virginia Area Website content as needed to support the Website Coordinator
  3. Assisted with website software conversion from Drupal 7 to version 9

Expected Focus in Panel 62 (one or more of the following):

- Participation in Area discussions and meetings on digital platforms, document storage requirements, backup and disaster recovery processes, version control and security for Area documents and Website files, data storage and structures
- Research other digital solutions as needed to support the Area Chair's requests