Hi Folks

We will be having elections during this Assembly for the Area executive positions:

From the Area Guidelines:

**Area 82 General Service Delegate-**

• The Delegate’s Primary responsibility is to serve as the link between the General Service Office and the A.A. groups in the Area. This will enable the Delegate to attend the Conference in New York (see description in The A.A. Service Manual) prepared to carry the collective group conscience of A.A. groups in N.S./N.L., and also to report back to the Area the news and information of Alcoholics Anonymous worldwide.

• The Delegate is expected to attend all Area Service Weekends and the Area Assembly

• The Delegate keeps the Alternate Delegate fully informed.

• The Delegate is expected to attend Regional Forums and Canadian Eastern Regional A.A. Service Assembly (C.E.R.A.A.S.A.).

• The Delegate’s other duties are outlined in The A.A. Service Manual.

**Alternate Delegate-**

• The Alternate Delegate serves in the absence of the Delegate and is expected to be prepared to assume these duties.

• The Alternate Delegate is expected to attend all Area Service Weekends and the Area Assembly.

• The Alternate Delegate will review the Area website for content and request any changes that are not deemed appropriate for the Area website.

• The Alternate Delegate is the chair of Cooperating with the Professional Community (C.P.C.), Public Information (P.I.), Treatment, and Corrections committees and the Grapevine representative for the Area.

• The Alternate Delegate’s other duties are outlined in The A.A. Service Manual.

• The Alternate Delegate may also assume other duties at the request of the Area Committee or Assembly.

**Area Chairperson-**

• The Area Chairperson is the presiding officer of the Area.

• The Area Chairperson is responsible for the preparation of agendas and chairing Area Assemblies and Committee meetings.

• The Area Chairperson’s other duties are outlined in The A.A. Service Manual.

**Area Secretary/Registrar-**

 • The Primary responsibility of the Area Secretary/Registrar is to take the minutes at Service Weekends and the Assembly and report in a timely fashion to the Area Committee.

• The Area Secretary/Registrar is responsible for maintaining an up-to-date Mailing list of all Area officers and D.C.M.s.

• The Secretary/Registrar will provide a copy of all Area meeting minutes to the Area Archivist for safekeeping.

• The Secretary/Registrar may assume other duties at the direction of the Area Committee.

• The Area Secretary/Registrar is the liaison between the Area and the General Service Office (G.S.O.), communicating information about groups and meetings to and from G.S.O.

• The Secretary/Registrar is responsible for an annual comparison of G.S.O. and Area Databases. • The Area Secretary/Registrar will attend all Area Assemblies and Service Weekends.

• Updated information (provided by D.C.M.s) is sent by the Area Secretary/Registrar to G.S.O. along with copies of Group Change forms and New Group forms.

• The Area Secretary/Registrar’s other duties are outlined in The A.A. Service Manual.

• The Secretary/Registrar provides hard copy of Service Weekend and Assembly minutes to Area Committee, Past Delegates and G.S.O.

• The Secretary/Registrar to be responsible for amendments to Area Guidelines.

• The Secretary/Registrar is responsible to put the unapproved minutes on the Area website.

• The Secretary/Registrar is responsible to include an approved amendment document to the Area guidelines with the assembly minutes each year.

**Area Treasurer-**

• The Area Treasurer is responsible for keeping track of the Area’s financial matters.

• The Area Treasurer is responsible for the paying of accounts and maintenance of accurate records of the Area’s financial condition.

• The Area Treasurer is responsible for the bookkeeping for the Area.

• The Area Treasurer prepares the annual budget for approval at the Assembly.

• Please note the bank account does not need to change with each rotation of the Area Treasurer. • The Area Treasurer may assume other duties at the direction of the Area Committee.

• The Area Treasurer prepares a quarterly financial report and sends it out to Area Officers and D.C.M.s with a December bank statement to accompany the 4th quarter report.

We will also be looking to fill these other positions:

**Remote Communities-**

Members volunteer for the Committee.

Chair is to be elected from within the Remote Communities Committee. (When Possible)

Term for Chair is 3 years.

**Area 82 Remote Communities Mission Statement**:

To foster cooperation within the fellowship of Area 82 by creating an awareness of the needs of alcoholics in remote communities. This committee seeks to assist those who are unable to make it to regular face-to-face Alcoholics Anonymous meetings on a consistent basis. Members may be faced with travel or geographic challenges or face barriers such as language, cultural considerations and/or anything else that could separate a person who needs AA from our lifesaving program of recovery.

**Archives Committee Chairperson- (For NL)**

• The Newfoundland and Labrador Archivist term is 3 years.

• The Purpose of the Archives Committee is to preserve the history of A.A. in Area 82.

• Area 82 has 2 Archives Committees; one in Newfoundland and Labrador and one in Nova Scotia consisting of D.C.M.s from respective provinces.

• The committee maintains records, memorabilia, and other items from our past so that we, as a fellowship, remember our history, growth, successes and failures.

• Archives can help our A.A. members better understand issues we may be currently considering, because the issues may have come up before and we can learn from our past experiences.

• The committee also maintains records of District and group histories, enabling any group or member to learn more about a group or district.

• The committee gathers items of historical value to A.A. in Area 82, and preserves, catalogues, and stores these items so they will not deteriorate over time.

• The Archivist will attend the Service Weekend and Assembly in their respective province with a display from the Archives, readily available to all A.A. members to view.

• The Archivist is responsible to give their report at the Archivist meeting held before the regular Friday night meeting at Service Weekends.

• The D.C.M. in the district from which the Archivist is a member is automatically the Alternate Archivist.

**Webmaster-**

The primary responsibility of the Webmaster includes maintaining the operation and content of the Area Website.

• The Webmaster collects email sent to the webmaster e-mail address and processes e-mail in the spirit of Area service.

• The Area Webmaster is to serve as a trusted servant and will attend the Area Assembly.

• The content of the Area Website includes such materials as: - Current District Meeting Lists; - Upcoming A.A. events (see Area 82 Website Policy, Appendix F); and - Other announcements that serve the Area and its members.

• Area 82 respects the privacy and security of visitors to the Area website. We inform our visitors of measures to achieve this in the Policy Statement on the site. (See Appendix F, Area 82 Website Policy.)

• The Webmaster requires specialized computer knowledge on managing a website.

• The Area 82 Webmaster is a 3-year term.

Last year at the Assembly the body voted to change the way we have candidates elected. This is the newly passed motion:

“That all current and past committee members along with sitting Area Officers be allowed to let their name stand for Area positions providing they have not held that position in the past. Past and present committee members do not have to be present to let their name stand. Votes are taken on resumes.” The amendment to the wording was approved by the Assembly and after lengthy discussion it was voted on and was approved.

Following the Elections, we move on to New Business

If at any time you or your group wishes to ask a question or need help with anything group related, please contact one of us on the Area 82 executive (information on the District 1 & 2 website and area82aa.org, the Area 82 website). If we don’t have the answer, we will find it and then we can all learn more!

Yours in Service,

Trudy Alfers

Area 82, Panel 69 Alternate Delegate

Acting Secretary/ Registrar (with Area Chairperson assisting wonderfully)