

Proposed District 2 Guideline Changes

A Note to GSRs: The following are the proposed changes to the District 2 Guidelines as presented by the Guidelines Review Committee. Please review these suggestions with your groups so that you can get their conscience and carry their vote at the November GSR meeting. A full copy of the current guidelines are available for download from the Area website, under <http://www.utahaa.org/district2/>. Your DCM will be glad to assist you wherever needed.

KEY

Existing guidelines text

Proposed changes

District 2 – Who we are

Meetings are held monthly, traditionally on the last Thursday of the month. Attendance at the district Meeting includes the DCMC, DCMs, Alternate DCMs, District Officers, Standing Committee Chairpersons, the Bridging the Gap Coordinator, General Service Representatives and interested AAs. The purpose of the District Meeting is to provide a forum for the interchange of ideas and information among the groups represented, the Area and GSO.

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Terms of Service for District Servants

One person can serve no more than two concurrent positions at the District level (including GSR).

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Resumption and Resignation

Any member of District 2 involved in District business, voting or nonvoting, will be discharged of his/her duties upon relapse.

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District 2 Voting Members

The following District 2 Service Representatives are eligible to vote on matters pertaining to District 2's business. Any person holding more than one service position at the district level, who is also a GSR, should vote in their GSR capacity. One vote per person. If a GSR also holds a district position and their alternate is present to represent their group, the GSR can vote in their district capacity.

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|--------------------------------------|---|
| 1. GSR or Alternate in GSR's absence | 6. District Corresponding Secretary |
| 2. DCM or Alternate in DCM's absence | 7. District Standing Committee Chairpersons |
| 3. DCMC* | <u>_(except Archives?)</u> |
| 4. District Treasurer | <u>8. BTG Coordinator</u> |
| 5. District Recording Secretary | |

*In District 2, the DCMC does not vote in the District, except to break a simple majority tie vote. The DCMC is a voting member at the Area level.

Duties and Responsibilities of the GSR

7. Attends Area Assemblies, **** (See Annual Area Events below.)**

8. It is strongly recommended that the GSRs attend as many Area functions as possible to better provide their groups with accurate, up-to-date information.

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Annual Area Events

Area Committee Meeting	<u>1st weekend in March</u>
**Pre-Conference Assembly	<u>2nd weekend in April</u>
**Post Conference Assembly	3rd weekend in May
Area Pre Assembly Workshop	3rd weekend in August
**Fall Assembly	4th weekend in September
Fall Workshop	1st weekend in November
Area Committee Meeting	1st weekend in December

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** GSR Voting Assembly.

Suggested Qualifications for the DCM

1. The time, energy and willingness to serve the District 2. A background in AA Service work, serving two years as a GSR, Alternate DCM or combination of both positions totaling two consecutive years.

2. Four to Five years of continuous sobriety.

3. Holds no other Area or District Service position.

4. If the person elected is serving as a current GSR, a new GSR should be elected to fill his/her position before they assume the DCM position.

Duties and Responsibilities of the DCM

5. DCMs will rotate the responsibility of coordinating three District Workshops annually. It is suggested that a DCM assist a Standing Chair in planning one District workshop in their two-year tenure.

Duties and Responsibilities of the Recording Secretary

7. It is a Recording Secretary's responsibility to communicate to the committee when they are unable to attend the GSR or DCM meeting, and to find someone to fulfill his/her duties when absent. In the event that there are 3 consecutive absences the Recording Secretary may be replaced by the District 2 voting members.

Corresponding Secretary

Maintains District 2 records of District servants, General Service Representatives and group information.

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Duties and Responsibilities of the Corresponding Secretary

1. Serves a two year term. For term office, see AA Service Manual under District Election Procedures.

7. Provides DCM, Recording Secretary and Newsletter Chair with monthly District Committee attendance roster.

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12. It is a Corresponding Secretary's responsibility to communicate to the committee when they are unable to attend the GSR or DCM meeting. In the event that there are 3 consecutive absences the Corresponding Secretary may be replaced by the District 2 voting members.

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Duties and Responsibilities of the Treasurer

6. Treasurer will chair the District 2 Budget Committee.

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9. Pink Can:

a. Pink Can donations made to the district will be tracked separately from other contributions, and can be distributed only for Corrections purposes.

b. All Pink Can contributions are deposited, tracked and distributed through the district's account reflected within the treasurer's reports.

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c. Works with the Corrections chairperson to help track Pink Can contributions and record them in the Treasurer's report.

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Duties and Responsibilities of the Standing Committee Chairpersons

5. Prepare and submit an annual budget request in writing to the District Treasurer by the July GSR Meeting of each year.

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8. Provides a written report to the Recording Secretary and the District Newsletter Chair during the monthly District Committee Meeting and gives a verbal committee report at the monthly GSR Meeting. *(Reorganized the sentence.)*

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NOTE: Defrayment will be allowed as per Standing Committee Chair expense only if funding has not been provided already by a Group as a GSR expense.

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12. Each standing chair will conduct one committee-specific workshop during their two-year tenure. It is suggested that a DCM assist a Standing Chair in planning the District workshop.

Archives Standing Chairperson

2. The District 2 Archivist serves a voting member and is subject to rotate after a two-year term. *(Said non-voting, non-rotating; or consider capping their term at ten years, subject to District approval every two years.)*

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3. Maintains a secure location for the District 2 Archives material.

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Correctionals Chairperson

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1. District 2 Correctionals Chairperson is a member of the Area 69 Corrections Committee.
5. Assures the continuance of the Bridging the Gap Program and implement any like programs of involvement for AA members who are incarcerated.

6. Attends Area Bridging the Gap workshop held each year on the third Saturday in June.

8. Provides Treasurer with all monies collected from Pink Can contributions. Uses a District check payable to Central Office to purchase more literature.

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9. Provides the GSR body with monthly itemized financial statements showing where the Pink Can contributions are going (how many books were purchased for which facilities, etc).

Literature Chairperson

3. Ensures that all literature racks in the District are filled.

5. Orders and oversees the distribution of literature and racks in the District.

Newsletter Chairperson

1. The District Newsletter Standing Chair serves as a member of the Area 69 Communications Committee.

4. Emails newsletter to interested parties and District 2 servants before the GSR meeting.

Treatment Facilities Chairperson

8. Assure the continuance of the Bridging the Gap program and implement any like programs of involvement for AA members who are involved with a treatment program.

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9. Attends Area Bridging the Gap workshop held each year on the third Saturday in June.

Duties and Responsibilities of the BTG Coordinator

Even though this is not a standing committee, the Bridging the Gap Coordinator will adhere to the suggested Duties and Responsibilities of the District's Standing Chairs, as well as the following:

1. Attends Area Bridging the Gap workshop held each year on the third Saturday in June and will be defrayed (the same amount as a DCM per District 2 finance guidelines) to do so.

District Budget Committee

1. At the July District 2 GSR Meeting, a District Budget Committee will be formed to write a proposed District Budget for the coming year.
2. The Budget Committee will consist of at least one GSR, one DCM and the District 2 Treasurer.
3. The Budget Committee will write a proposed budget to be presented to the District Committee by the August GSR Meeting each year.
4. A final budget, including revisions, if any, shall be adopted at the September District GSR Meeting with the approval of 2/3rds of the voting members in attendance.

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Duties and Responsibilities of the District Budget Committee

(Clarified and revised above.)

Guidelines Review Committee

1. A guideline review committee will be formed in September in odd-numbered years to review district guidelines.
2. The Guidelines Review Committee will consist of at least one GSR, one DCM and one Standing Committee Chair.
3. The Guidelines Review Committee will present the proposed changes to the District Committee at the October GSR Meeting in odd years.
4. The final guideline changes, including revisions, if any, shall be adopted at the November District GSR Meeting.

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8. A final budget, including revisions, if any, shall be adopted at the November District GSR Meeting with the approval of 2/3rd's of the voting members in attendance.

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Expenses

1. District 2 will hold \$1000.00 Prudent Reserve. (Unnumbered statement, propose to add "1.")
2. Disbursement of funds to the District servants to Area Functions, as per requirements for each position as stated in Guidelines.
 - a. \$40.00 per night for hotel expense. (Two nights for Assemblies, workshops and Area Committee Meetings which exceed 100 miles one way and one night for trip exceeding 100 miles round trip from the member's hometown. (Do we want to increase this?))
 - b. \$20 per mile travel expense according to the Area 69 travel chart (see page 22).
 - c. Area Function Pre-Registration Fee.
3. Any District servant may petition the District 2 voting members and ask for additional funding for Area Functions by a 2/3rds vote. (Not just DCM or DCMC.)
4. Funding for Standing Committee Chair people provided the same as the DCM expense as per guidelines. (Propose to remove so they can be defrayed for more than 3 Area functions.)

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NOTE: All District 2 servants who are defrayed with District 2 funds are expected to be present and participate so that they can provide information and experience back to any interested AAs.

District Election Procedures (Refer to the AA Service Manual)

3. Elections will be held in October. All District Officers will be elected at the October GSR Meeting. Any persons elected to fill a currently available position will fill the remainder of a two-year term only. They will then be eligible to run and be elected for a full two-year term.

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Types of Motions

1. A Standard Motion is any motion that has a direct effect on the District, Area or AA as a whole. These motions require a 2/3rds vote, and include, but are not limited to Budget or Guidelines changes, any financial changes, the election/removal of district servants, etc.
NOTE: If the vote count is even one vote under the required 2/3rds of the total voting members, the motion fails.

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2. A Housekeeping Motion affects ONLY the group who is voting on it and never has any direct effect on the District Budget or Guidelines, nor will it affect individual AA groups, the Area, or AA as a whole. Example; Where the meetings are held, procedures that effect only that meeting, how many breaks to take, when to have the next meeting or adjourn, etc.

- a. A Housekeeping motion follows all procedure for standard motions below except items 2 and 3 of that section UNLESS it is referred or deferred in which case it needs to be written down. If there is no discussion, the chair may call for a vote immediately. Housekeeping motions require a simple majority to pass.

Note: If there is considerable objection to voting by simple majority, the chair may call for a simple majority vote in order to determine if a 2/3rds majority vote is needed. If simple majority is needed, the vote is taken and passes or fails with no discussion. If 2/3rds majority is required, the vote is taken based on the procedure set forth as follows.

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Voting Procedures

Procedure for Standard Motions

1. Standard Motions need to be submitted in writing to the DCMC by the monthly DCM meeting in order for the DCMC to present the motion to the DCM body for approval. The DCM body will review the motion and determine an appropriate time in an upcoming GSR meeting to address the motion.

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3. When applicable, the text of a motion should be accompanied by a statement of the current practice, and the budget impact, if any.

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Voting Procedures

1. The motion along with any accompanying text is restated by the chairperson.
2. The chairperson has the choice of conducting a voice vote or voting by show of hands.
3. For a motion to carry either a simple majority or a 2/3rds majority vote is required, depending on the type of motion.
4. When a motion passes or fails, members of the minority opinion may speak to their opposition, but may not move for a new vote. Following the minority opinion, the Chairperson asks if anyone on the prevailing side wishes to change his/her vote and make a Motion to Reconsider.
 - a. A Motion to Reconsider requires a second and only a simply majority to pass. A new vote on the original motion is held without discussion.
 - b. No motion may be reconsidered twice.

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