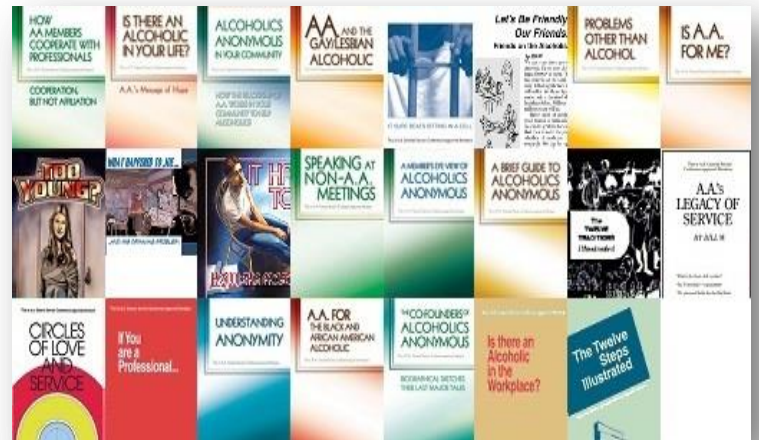


DCM Guidebook

Area 38
2023



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"I am responsible . . ."¹

When anyone, anywhere, reaches out for help, I want the hand of AA always to be there. And for that: I am responsible.

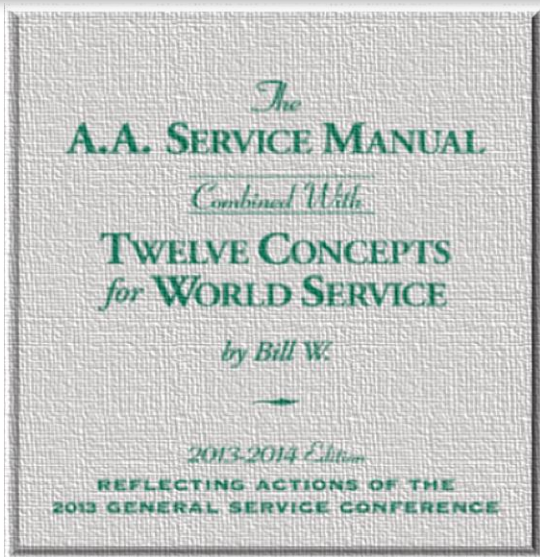
Declaration of Unity²

This we owe to AA's future; to place our common welfare first; to keep our Fellowship united. For on AA unity depend our lives, and

1969-Question

Why is it 'I' Am Responsible" instead of "We Are Responsible"? Many A.A.'s are disturbed by the "I." A. The "I" won out on the basis that the individual could not then easily evade or minimize his own responsibility, which might be the case if the emphasis was placed on "we." Also each A.A. speaks for himself.

– A Summary: Ask-it-basket General Service Conference of Alcoholics Anonymous 1951-1978



the lives of those to come.

¹ From, the 30th Anniversary International Convention, Toronto, Canada, 1965. Also written for the convention. As an article titled, 'How I am Responsible became a part of A.A.', from the GSO newsletter, Box 4-5-9. Authored by former AA trustee, Al S.

² From, the 35th Anniversary International Convention, Miami Beach, Florida, 1970 It was written for the Convention The "Unity" statement was read by delegates from different countries on Saturday night during the Unity Ceremony.

Section 1 – Introduction

A.A.'s Legacy of Service by Bill W.³

Our Twelfth Step — carrying the message — is the basic service that the A.A. Fellowship gives; this is our principal aim and the main reason for our existence.

Therefore, A.A. is more than a set of principles; it is a society of alcoholics in action. We must carry the message, else we ourselves can wither and those who haven't been given the truth may die.

Hence, an A.A. service is anything whatever that helps us to reach a fellow sufferer — ranging all the way from the Twelfth Step itself to a ten-cent phone call and a cup of coffee, and to A.A.'s General Service Office for national and international action. The sum total of all these services is our Third Legacy of Service.

Services include meeting places, hospital cooperation, and intergroup offices; they mean pamphlets, books, and good publicity of almost every description. They call for committees, delegates, trustees, and conferences. And, not to be forgotten, they need voluntary money contributions from within the Fellowship.

A.A.'s Single Purpose

Tradition Five: *Each Alcoholics Anonymous group ought to be a spiritual entity having but one primary purpose—that of carrying its message to the alcoholic who still suffers.*⁴

"There are those who predict that A.A. may well become a new spearhead for a spiritual

³ The AA Service Manual 2021-2023... p 91

⁴ Alcoholics Anonymous – Appendix Traditions long form

awakening throughout the world. When our friends say these things, they are both generous and sincere. But we of A.A. must reflect that such a tribute and such a prophecy could well prove to be a heady drink for most of us—that is, if we really came to believe this to be the real purpose of A.A., and if we commenced to behave accordingly.

“Our Society, therefore, will prudently cleave to its single purpose: the carrying of the message to the alcoholic who still suffers. Let us resist the proud assumption that since God has enabled us to do well in one area we are destined to be a channel of saving grace for everybody.”
A.A. co-founder Bill W., 1955⁵

The AA principles of Service⁶ (as expressed in the Twelve Traditions)

Each AA group has but one primary purpose to carry its message to the alcoholic who still suffers. Every AA group out to be fully self-supporting. Alcoholics Anonymous should remain forever nonprofessional.

AA as such ought never be organized, but we may create service boards or committees directly responsible to those they serve.

Our leaders are but trusted servants; they do not govern.

We try to carry this message to alcoholics, and to practice these principles in all our affairs.



Note: The traditional principles of AA service stated above have been amplified by Bill W and made a part of The AA Service Manual and Twelve Concepts for World Service.

Spirituality In Action⁷

I am convinced that God's hand was never

FOUR ‘SERVICE PRINCIPLES’ SUGGESTED ‘Petition, Appeal, Participation, & Decision’ Cited

Bill suggested that these principles, "which might someday permeate all A.A. service agencies," seemed to deserve consideration for their value in promoting harmony and eliminating friction in the growing structure of A.A. He emphasized that they were not new and that "many A.A.'s have been practicing them in our service positions for many years." AA

more apparent in all of Bill's writings than it is in our blessed third legacy. It is totally a spiritual document, and I think of service as spirituality in action.

Bill said our third legacy is that “least possible organization which will maintain us in effectiveness and unity.” That must mean that our least possible organization is intended to bind our groups together, in loving and purposeful communication, in about the same manner as individual members are bound together in an AA group.

Originally our “least possible organization” was a means of electing delegates to a Conference. Today, we see it differently.

⁵ Alcoholics Anonymous Comes of Age p 231,232

⁶ Alcoholics Anonymous Comes of Age p 138

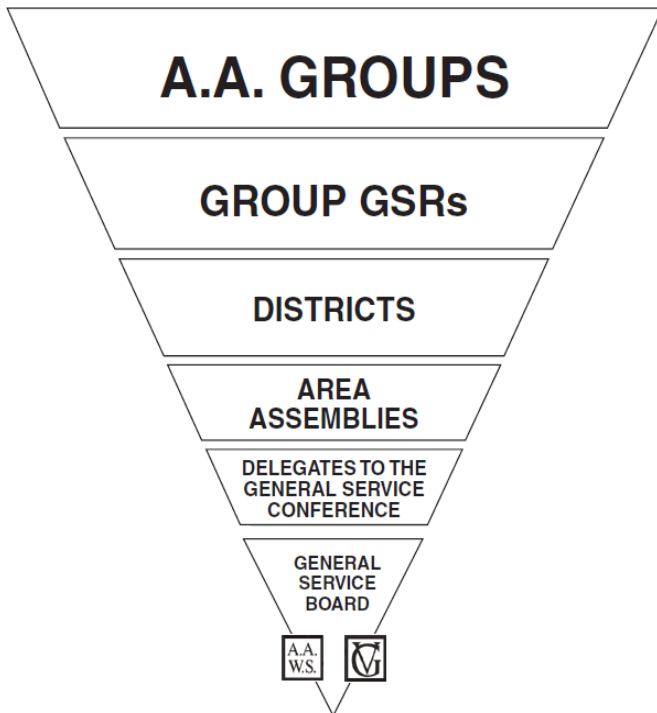
⁷ From, the General Service 4 Conference Final Report,1973

Bill challenged us to produce a reliable, 12-months-of-the-year, continuing operation, capable of supporting a full measure of service responsibility. I have a job and a responsibility. But I can't do your job.

Delegates should not do committee members' jobs; they should be delegates. The power and importance of AA's basic principles take on new meaning for our service people in the careful consideration of watchwords like "rotation," and "anonymity," and "leadership."⁸

Leadership is a continuing problem just as Bill foretold. If you want better trustees, we

STRUCTURE OF THE CONFERENCE
(U.S. and Canada)

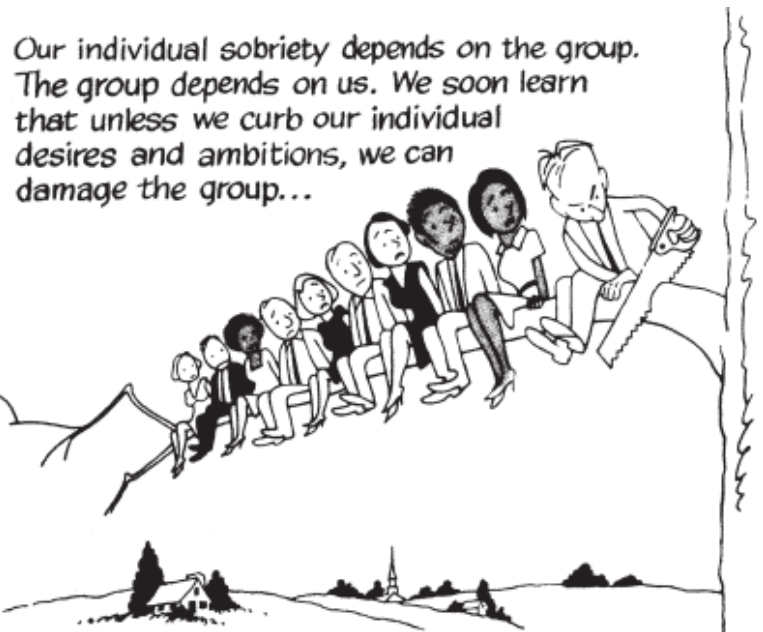


need better delegates. If we want better delegates we need better committee members. If we want better DCMs, we need

⁸ Leadership – (additional suggested reading on Leadership in AA, in the Service Manual 2021-2023 ... Read Concept IX, the Leadership in AA: Ever a Vital Need page 37 & 'excerpts' on C29)

better GSRs. Better service suggests better unity. Better unity suggests better recovery.

What is important is that we grow under God quietly and calmly and in freedom. We have no doctrine that has to be maintained. No membership that has to be enlarged. No authority that has to be supported. No prestige, power or pride that has to be satisfied. No property or money worth quarreling about. These are the advantages of which we should make the best possible use. (By a past General Service Trustee, Canada.)



AA Groups—

The final voice of the Fellowship

Alcoholics Anonymous has been called an upside-down organization because "the ultimate responsibility and final authority for World Services resides with the groups—rather than with the trustees, the General Service Board or the General Service Office in New York".⁹

⁹ "Twelve Concepts For World Service Illustrated" (Concept 1)

A.A. is shaped by the collective voice of its local groups and their representatives to the General Service Conference, which works toward unanimity on matters vital to the Fellowship.

Each group functions independently, except in matters affecting other groups or A.A. as a whole. A.A.'s essential group work is done by alcoholics who are themselves recovering in the Fellowship, and each of us is entitled to do our A.A. job in the way we think best within the spirit of the Traditions. This means that we function as a democracy, with all plans for group action approved by the majority voice. No single individual is appointed to act for the group or for Alcoholics Anonymous as a whole.

Each group is as unique as a thumbprint, and approaches to carrying the message of sobriety vary not just from group to group but from region to region. Acting autonomously, each group charts its own course. The better informed the members, the stronger and more cohesive the group—and the greater the assurance that when a newcomer reaches out for help, the hand of A.A. always will be there.

Most of us cannot recover unless there is a group.

As Bill said, “Realization dawns on each member that he is but a small part of a great whole. . . . He learns that the clamor of desires and ambitions within him must be silenced whenever these could damage the group. It becomes plain that the group must survive or the individual will not.”¹⁰

¹⁰ Pamphlet, “The AA Group... where it all begins”

The AA member is at the top, just the way we are structured... The AA member suggests an idea. That idea goes down to the Group GSR, to the District, to the Area¹¹, to the Delegate who annually discusses these ideas with 93¹² other Delegates and GSO staff at the General service conference. They facilitate the flow of ideas back up to the Area, District, GSR, and ultimately the AA Group member. There is always a back and forth stream of communication going on. But ultimately we in the AA service structure answer to the AA members in the Groups of Alcoholics Anonymous.



Informed Group Conscience

The concept of “Informed Group Conscience” is central to AA as well as our service structure. It operates as the guiding spiritual principle at all levels of AA. We ought to see it as our guiding principle at group meetings, district meetings, area assemblies and the general service conference.

¹¹ At EAMO, GSR's experience this at the Spring Assembly, during the Mock Committees, the Delegate reports during the Summer Assembly, and we receive the annual GSC report in Fall Assembly

¹² Delegates Report of the 2013 GSC Report at the EAMO Summer Assembly



Q. When a member appointed to a service job does not comply with his responsibilities, what should be done?

A. The group could find out whether the A.A. member understood his responsibilities, and whether or not he is willing to fulfill them. If not, someone else should be given the opportunity.

- Ask It Basket – 1977 GSC

“Unless there is approximate conformity to AA’s Twelve Traditions, the group . . . can deteriorate and die.”¹³

“Not always understood, group conscience as expressed in Tradition Two is a powerful spiritual concept that makes it possible for people of diverse backgrounds and temperament to rise above personal ambition and unite in a common purpose; to stay sober

and extend the hand of AA to the alcoholic who still suffers.”¹⁴

Beneath, Between, Behind

Finding my way may take a friend to know what you’re doing, yet ‘I’m in the mood’ is a

common attitude when the anthem is “Love & Service”.

Many AA members report that their circle of AA friends has widened greatly as the result of coffee-and-conversation before and after meetings. Most of the AA work we do is done between meetings.

Most groups depend upon their members to prepare for each meeting, topics, reports, serve the refreshments and do K.P. afterwards. You often hear AA members say that they first felt “like a member” when they began making coffee, helping with the chairs,

doing “dishpan” therapy. Some newcomers find that such activity relieves their shyness and makes it easier to meet and talk to other members.¹⁵

Group service - from coffee maker to secretary, treasurer, or chairperson – is usually the way members first experience the joy and the growth that can be derived from AA service. (The pamphlet “**The AA Group**” provides extensive information on group organization and opportunities for service.)¹⁶

“Being involved at the District over the years has made the District meeting like a second ‘home’ group.”¹⁷

The three fundamental ideas of the District and AA services for all intended purposes; works *beneath* AA Groups, *between* the meetings, acting on what is *behind* the AA principles of service – an anthem of two-way

¹³ Twelve Steps and Twelve Traditions, p 174

¹⁴ “Box 4-5-9” – Vol. 35, No. 1 February/March 1989

¹⁵ The A.A. Group pamphlet, pages 19-20

¹⁶ Service Manual, page p 107, 2021-2023 Edition

¹⁷ A Past District DCM said after presenting the GSR orientation at the Jan 2013 District meeting.

communication which is facilitating AA's to take principled actions necessary to 'carry the AA message to the still suffering alcoholic'.

Section 2 – Geography 101

Boarders in AA are essentially for effective processing of two way communications; to ensure those involved in AA service structure are not left out or duplicating efforts. In AA's Service structure, we often communicate (back and forth) between Groups, District, EAMO and our GSO. Area 38 has 632 groups with 25 Districts and 9,390 members¹⁸; EAMO has 1 Delegate that disseminates communications between the General Service Conference and the Area, District, and Groups.

When it comes to the type of Service Work where drunks are helping drunks, the boarders ought to be, and are rightly blurry.

The Group

Each Group tends to serve the community surrounding their immediate Group location. In more rural locations AA Groups may cover a number of communities. Active Group Committee Chairs are typically familiar with their community businesses, probations offices, professionals, churches, hospitals, jails, institutions, and places where the still suffering alcoholic is closest to their group.

Often AAs will 'cross boarders' in cooperation, traveling great distances, when it comes to carrying the message to the drunk

¹⁸ EAMO Groups and District count based on Spring Assembly Delegate report March 2013

that still suffers. There are no set determined geographical borders for groups as there are for the remaining AA service structure.

EAMO 38

EAMO is one of 2 'Areas' in Missouri. EAMO geographically covers an area that borders, Arkansas on the south, Iowa on the north, Illinois on the east and Mid-Missouri (Columbia and Jefferson City) on the west. EAMO is represented by 24 districts & approximately 583 Groups¹⁹ (ergo 24 DCM's). A map of our Area and Districts (including Spanish District) are located on the EAMO website at www.EAMO.org.

Areas are numbered alphabetically (with a few exceptions), starting with the states in the U.S. For instance, Area 1 is Alabama and Northwest Florida. Area 2 is Alaska. Area 3 is Arizona. Of the current 93 Area's in the US, EAMO is number 38.²⁰

Change in AA seems inevitable, just as Groups can change District borders; Areas at times adjust geography through the 'motion' process. This untypical activity would occur when a Group/District close to the boarder of an Area, will want to change Area's for reasons typically to do with distances to drive to Group/District/Area meetings.

SW Region

EAMO is within the boundaries of the South West Region, of the General Service

¹⁹ 2014 Final General Service Conference listed the number of Districts within our area at 24 and the number of Groups at 583

²⁰ For more about our Area delegate, read the 'AA Service Manual...p32, and the EAMO 'Policy and Procedures' online at www.EAMO.org, Maps are available on the www.aa.org website

Conference (GSC) of the US & Canada. There are currently 8 regions in North America. The SW Region covers seven contiguous states, which include Colorado, Kansas, **Missouri**, Oklahoma, New Mexico, Texas, and Arkansas, the full map is available on the www.aa.org website. As Texas has 4 Areas, and Missouri has 2, the SW region covers 11 Area's.

Regions are commonly known for the following designations;

- AA Trustee 'at Large'²¹
- Forum (odd years)
- SWRAASA (even years)
- Used for Directories
- GSO regional contact for AA questions

GSC - General Service Conference

G.S.O. (Our General Service Office) serves all groups in the U.S. and Canada and also offers services to AA overseas, especially in countries where there is no service structure. It serves as a clearing house and exchange point for the wealth of AA experience accumulated over the years and coordinates a wide array of activities and services and overseas publications and distribution of AA Conference approved literature and service



manuals.²²

The General Service Conference is a week-long meeting of the Delegates of North America. (US and Canada) This is where Communication between all of the Area's across North America take place. So the geography is all of US and Canada. All communications from the AA group member filter down to here, then begin the return up the structure of communication to the AA member.

GSC meeting is recorded in the publication of the General Service Conference Annual Report. Every report is an insight to the AA service Structure from the Delegates perspective.

Section 3 – Meetings

All Service committees²³ are two years; then we experience the principle of rotation. Per year there are usually 12 District meetings, 4 EAMO (Assembly Activities), 1 odd year Forum and even years, SWRAASA; 18 meetings, one meeting at a time. Add in 12 Group Business meetings, and if the Group has a steering

²¹ 'Trustee at Large'; Service Manual 2021-2023 edition, pages 55-56

²² Chapter 11 Service Manual 2021-2023 Edition, page 75

²³ AA Service Manual 2021-2023 pages 44-47, Committees explained in detail further on in this document

committee; 30 meetings per year. This does not include the numerous meetings, workshops, talks and happenings between meetings. The following is a rough overview of these scheduled meetings. AA runs on Committee meetings, almost everything within the Service Structure is done through committee meetings, even the Delegates who meet at the GSC, are assigned a committee to sit on.

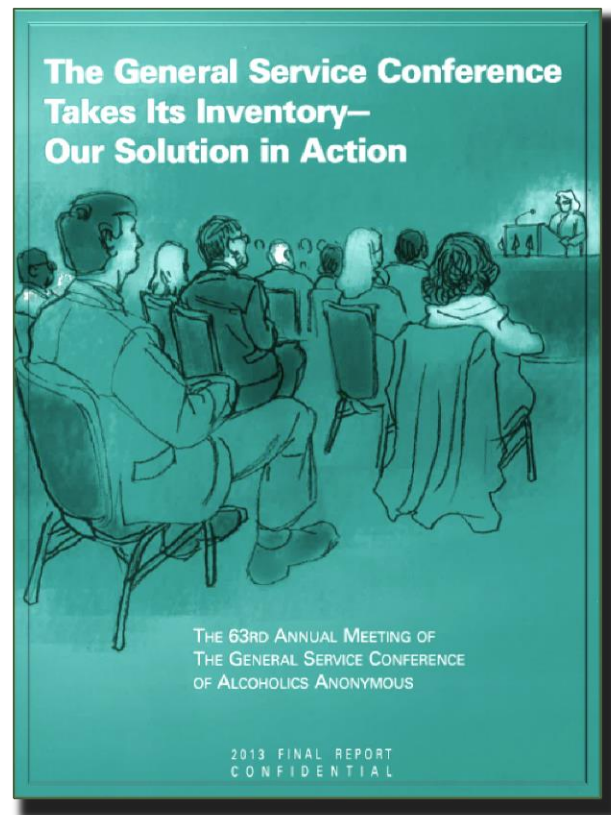
The District

The DCM, officers, and Committee Chairs help facilitate pertinent information for the GSR's through reports, to take back to their Group. The District facilitates communications, between the Groups and Delegate, EAMO 38, GSC, GSO, AAWS, Gv Board, various committees and AA as a whole.

District meetings are sometimes called 'the GSR meetings'. Group reports are given so that other GSR's are aware of how and where other Groups are carrying the AA message, how they are solving group concerns and problems, and a forum for tradition/concept and service sharing sessions.

Each group GSR, as with all AA's, has one voice and one vote. GSR's are encouraged to attend Area meetings as well as get involved in Area Committee meetings. The key to the District is action between meetings. If not sure what action is the next to take; ask.

Your fellow GSR's, District officers, District Committee chairs, past and present EAMO Officers and Committee Chairs, GSO's Committee Chair, Trustees, 'staff coordinator' etc., have a plethora of practical experience.



Whether at the group, district, area, forum, or General Service Conference (GSC), each AA brings their own experience, and with it, one voice and one vote.

For information on locations of the next few District meetings, check your Groups bulletin board; contact your GSR, any District Chair or Officers. The District Secretary sends out the monthly District minutes which have this information, any AA can be added to the email notifications upon request.²⁴ AA Service Manual 2021-2023 pages 13-17, District Information.



EAMO – Area 38

Our Eastern Area Missouri Area meets quarterly, in the Winter, Spring, Summer and Fall. The agenda and schedule is determined by the Area Chair.

1. **Winter** EAMO typically conducts an orientation for AA Services; GSRs/DCM. In January, the budget for the year is presented. GSC agenda topics are also presented.
2. **Spring** is typically when we receive the final pre-General Service Conference (GSC) agenda, participate in a mock committees, covering topics expected for our delegate to take to the GSC meeting in April. At the end of the mock committee, a representative of each committee reports to the delegate their committee's recommendations. MOSC members are voted on and the budget is voted on and recommendations from the Structures and Procedures Committee are presented.

3. **Summer** assembly our Delegate presents their report of the GSC. The recommendations of the Structure and Procedures Committee are voted on.

4. **Fall** is typically an Assembly/Conference.²⁵ At the assembly we receive copies of the GSC Annual Report of Alcoholics Anonymous. On even years GSR's gather to

"When the General Service Board filed for its legal charter, the Secretary of State noticed that some trustees were non-alcoholics, others alcoholics. "How can you tell the difference, legally?" he asked Attorney Bernard B. Smith, who filed the papers. It took lots of doing, but Mr. Smith finally came up with an answer that satisfied the legal experts. "Sit them all down at a table," "Bern" Smith said, "and put a Scotch and-soda down for each man. The ones who *don't* take it are the alcoholics." It worked. The Board got its charter."

elect the delegate and EAMO officers for the next panel.

Throughout the panel the EAMO Committee Chairs report and provide updates on various Service events, and progress on ongoing efforts to facilitate carrying the message. These events are typically posted in advance

²⁵ A **conference** is a meeting of people who "confer" about a topic; a meeting for consultation or discussion. An **Assembly** is a group of persons gathered together for a common reason, as for a legislative, educational, or social purpose. The difference seems to involve formality (rules) ... the conference is separate from the EAMO Service Assembly. The Assembly has no charge and any AA may attend.

on the EAMO website calendar. As with any service venue, contact the Secretary for updates throughout the year.²⁶

EAMO Committee Chairs at each meeting report on their particular service venue. A report of each Area Assembly is sent out to all DCMs for distribution to their GSRs and AA's interested in receiving a copy. Any AA can contact the Area Secretary to be added to EAMO communications.

Area Committees

EAMO area committee meetings are held at the Area Assembly. These one hour meetings are open to any interested AA member.

These committee meetings operate similar to our District meetings, perhaps more similar to many group steering committee meetings. The Area Chair is responsible to the agenda for the EAMO Area Assembly which is sent to the DCMs 45 days prior to the Assembly so Districts may discuss any issues that are on the agenda.

SW Region

Regional Forums originated in 1975 at the suggestion of Dr. Jack Norris, then Chair of the General Service Board of Alcoholics Anonymous. They are weekend sharing and informational sessions designed to help the General Service Board, A.A. World Services, Inc., the Grapevine Corporate Board, the Grapevine Staff, and the General Service Office Staff stay in touch with A.A. members,



EBOOK

1971 - Q. On which sides of the triangle should Recovery, Unity and Service be placed? Is there any reason for this particular position?

A. Recovery is at the base, Unity at the left, and Service at the right. We could not have unity or service without a recovery base. And unity and service are equal.

– A Summary: Ask-it-basket General Service Conference of Alcoholics Anonymous 1951-1978 (circle and triangle are not used anymore on AA literature, due to copyright legal-ees)

trusted servants and newcomers to service throughout the A.A. service structure...

These are two basic meetings during each Panel, the South West Regional Forum, and the SWAARSA²⁷.

There is no registration fee for Regional Forums or Additional Regional Forums. The General Service Board covers the expenses of meeting rooms.²⁸ In many places, area committees, districts and groups cover or defray the transportation and lodging expenses of the trusted servants representing them at a Forum.²⁹

Our General Service Board (GSB) hosts these Forums. Typically held in mid-October and are typically a three day event; first the SW Regional Forum in odd years and second,

²⁷ South West Alcoholics Anonymous Regional Service Assembly

²⁸ Forums are paid with the dollar from the basket, we send to GSO.

²⁹ AA.ORG – 'Regional and Local Forums' (10/2012) or email regionalforums@aa.org for questions

²⁶ www.EAMO.org – select the 'contacts' tab

South West Regional Alcoholics Anonymous Service Assembly (known as SWRAASA) on even years. These rotate within the boundaries of the seven states that make up the SW Region.

As all Forums are intended to be sharing sessions, no formal actions result. Sharing at Forums is open between GSO staff, Trustee and AA's attending. Face to face discussions are encouraged between AA's and GSO staff. "Forums provide unique opportunities to share and exchange valuable experience, ask questions and spark new ideas. Regional Forums and Local Forums carry A.A.'s message of love and service by improving communication at all levels of our Fellowship."³⁰

Both forum events provide reports on the events. Regional Forums Final Reports are available on G.S.O.'s A.A. Web site, or may be requested by GSO by email.

General Service Conference (GSC)

AA Groups within Area 38 that participate in the AA service structure, are typically represented by the GSR, who is represented by District Committee Member (DCM) at the Area and Area Committee, the area is represented by the Area delegate, who annually attends the New York General Service Conference (GSC) with other delegates from the US & Canada. Returning home, our delegate reports on that talk to the GSRs, followed by an annual report from GSC. Or simplified; it's how GSR's communicate

with other GSR's in North America. The Conference typically meets annually in April. Our Delegate meets with Alcoholics Anonymous World Services board (the literature side of the house - AAWS), Grape Vine board (GvB), Grapevine staff, GSO staffers and Trustees.³¹ All told there are the 93 delegates, with GSO staff there are 133 voting members at the Conference. This is a closed meeting that can only be attended by predetermined approval from the Conference board. (Typically visitors from other countries) As with any questions for GSO, it is suggested to call the AA NY 'staff coordinator' during GSO office hours.³² The General Service Office (GSO) in New York City conducts multiple meetings each month; most are posted on aa.org calendar.

Why does Alcoholics Anonymous have an annual Conference? In his opening remarks on Sunday, Jim Estelle, (nonalcoholic)



chairman of the General Service Board, quoted the late Bernard Smith, nonalcoholic chairman of the board, 1951- 1956: "The General Service Conference of A.A. is, of

³⁰ AA.ORG – 'Regional and Local Forums' (05/02/2013)

³¹ For more on Trustee's p 51-56 AA service Manual 2021-2023

³²For aa.org general group service questions, traditions, etc, groupservices@aa.org - or call staff coordinator (212) 870-3400

course, the practical instrument for preserving, enhancing, and administering this great Third Legacy of Service. The concept of the Conference from the beginning has been simple and compelling. It is grounded in the belief that all of us who have been associated with A.A. during its early growth and development owe an obligation to society. That obligation is to insure that this fellowship survives, that this flame of faith, this beacon light of hope for the world, must never be extinguished." (*A.A. Comes of Age*, p. 280)³³

For the first time in history, the Conference is holding a 3 year inventory; 2013-2015. Results posted the annual GSC Report, typically release at the March EAMO Assembly.

Why is the group conscience important?

The final agenda for any Conference consists of items (and/or motions) suggested by individual AA members, delegates, trustees, area assemblies, and director and staff members of AA WS and the Grapevine. The Conference considers matters of policy for AA as a whole, and there are tried-and-true procedures³⁴ for placing and item on the agenda in the most appropriate part of the service structure.

If a GSR has an idea for agenda item, chances are that he or she will want to discuss it first with the group, then at a district then area meeting, which can then forward it to

the staff member at G.S.O. currently serving as Conference coordinator.³⁵

For example, Groups began discussing an updated addition of the Big Book about 1985, approved by GSC in 1995, the process concluded in 2001 with the 4th Edition. (16yrs)

GSC provides an annual report, typically provided free at the Fall Assembly in September. Copies may be requested by email from GSO.

International Convention

Every five years AA conducts an International Conference inviting all AA's worldwide.

The 2020 International Convention of Alcoholics Anonymous will be held July 2 - 5, 2020 in Detroit, Michigan with the theme "Love and Tolerance is Our Code." A.A. members and guests from around the world will celebrate A.A.'s 85th year at this event with big meetings held Friday night, Saturday night and Sunday morning in the Georgia Ford Field Stadium. Other meetings, scheduled or informal, will take place throughout the weekend in the COBO Center in downtown Detroit..³⁶

In 2025 the International Convention will be held in Vancouver, Canada. The 2030 IC is in St. Louis, Missouri.³⁷

³³ BOX 459 Vol 40, No3 June-July 1994

³⁴ Refers to Conference procedures and 'Roberts Rules of Order'.

³⁵ AA Service Manual, Sources of Agenda Items, p164 2021-2023 Edition

³⁶ AA.ORG – "2020 INTERNATIONAL CONVENTION OF ALCOHOLICS ANONYMOUS" (12/17/18)

³⁷ AA.ORG – "INTERNATIONAL CONVENTION OF ALCOHOLICS ANONYMOUS" (12/17/18)

Section 4 – District Chairs & Officers

Districts usually consists of 4 Officers, 6 Committee Chairs, serving the GSRs. There is no hierarchy in AA, no order givers or order takers. The District supports the Groups they serve. We ought to feel free to engage with AA at any level of the AA Service Structure, from the AA member down to every person working at our General Service Office. Our objective is as always to better facilitate the AA message to the still suffering alcoholic.

Each Committee Chair ought to review AA literature; aa.org provides pamphlets, workbooks, and guidelines to assist in efforts to form and begin a practical agenda. Below are a few common suggestions for new Committee Chairs;

1. Discover the Group/Area/GSO Chair's contact information. Communication is key, if a Group does not have a particular Chair, contacting the GSR or using the GSR as a contact is helpful. If there is neither, then send reports by snail-mail or through the District Secretary monthly newsletter. Getting face to face with 'corresponding Chairs at the Groups/District/EAMO is exceptionally helpful. The District/Area/GSO has a website available with a list of contacts of Officers and Committee Chairs.
2. Determine how often and where or how/when the Committee ought to meet. Creating and sharing the agenda

and meeting information with the corresponding group rep Group Chair, EAMO Chair, and GSO Chair.

Experience show help from past Chairs who held committees, is the best source in determining an outline for goals and creating Committee meetings is helpful.

3. Communicate and share meeting minutes & notes with the Chair from EAMO Delegate, GSO, and our District Groups by providing reports in writing. This report and information about the Committee to aid 12th step work can be sent monthly to the District Secretary. Share your experience with other Committee Chairs and the District as a whole, at the monthly District meeting.
4. Cooperation with the Intergroup Committee Chair (if there is an Intergroup Chair) by sharing and inviting them to sit in on Committee meetings provides a different



perspective and often opens up the many Intergroup resources.

Listed in Alphabetical order Committees then Officers;

CPC

Cooperation Professional Community

C.P.C.—Members of these committees provide information about A.A. to those who have contact with alcoholics through their profession. This group includes health care professionals, educators, members of the clergy, lawyers, social workers, union leaders, and industrial managers, government officials, as well as those working in the field of alcoholism. Information is provided about where we are, what we are, what we can do, and what we cannot do.³⁸

CFC

Corrections Facility Chair

The purpose of a corrections committee is to coordinate the work of individual A.A. members and groups who are interested in carrying our message of recovery to alcoholics behind the walls, and to set up means of smoothing the way from the facility to the larger A.A. community through prerelease contacts.³⁹



See you In Detroit – July 2-5, 2020
85th Anniversary, International Convention

³⁸ AA Guidelines CPC Committee

³⁹ AA Guidelines Corrections Committee

Grapevine & LaVina Representative (GvR)

GVRs and RLVs act as advocates for Grapevine and La Viña at the group and district level, alerting their groups to the use of the magazines as recovery tools. It is, many say, the best service job they've ever had. Gv website is [www. aagrapevine.org/](http://www.aagrapevine.org/)

Originally GVRs focused on Grapevine, and RLVs on La Viña. But as awareness of the needs of Spanish-speaking AAs throughout the United States has grown, some reps have begun to work with both magazines and refer to themselves as GVR/RLVs.

PI

Public Information Chair

Like all of A.A., the primary purpose of members involved with public information service is to carry the A.A. message to the alcoholic who still suffers. Working together, members of local Public Information committees convey A.A. information to the general public, including the media.⁴⁰

Treatment Chair

Treatment Committees are formed to coordinate the work of individual A.A. members and groups who are interested in carrying our message of recovery to alcoholics in treatment and outpatient settings.

BTG

⁴⁰ AA Guidelines Public Information

Bridge-The Gap Committee

We have also set up a committee to “bridge the gap” from Corrections and Treatment facilities to A.A. groups in the communities of those getting out of such facilities.⁴¹

Special Needs & Accessibilities Chair

While there are no special A.A. members, many members have special needs. For the purpose of these Guidelines, we define A.A.s with special needs as persons who are blind or visually impaired; deaf or hard of hearing; chronically ill or homebound, those who are developmentally disabled, and many others who may have less visible challenges..⁴²

One A.A. member reminded us that, in carrying the message to the deaf alcoholic, “Try not to treat them as different or special, but allow them freedom to participate in a typical A.A. meeting.”⁴³

DCM

District Committee Member

The duties of the DCM are described in the AA Service Manual on pages 13-17. In addition, the DCM schedules district meetings, chairs the meeting, and sets the agenda in accordance with the conscience of the district.

DCM-Alt

District Committee Member Alternate

The main duties of the Alternate DCM are described in the AA Service Manual on page 16. The Alternate helps and supports the

DCM and takes over when the DCM is not able to complete the rotation.

Secretary

Records the minutes of each district meeting and distributes them to all groups and district trusted servants in a timely fashion. Maintains a confidential list of all district trusted servants, GSRs, Alternate GSRs, and groups within the district. District Secretary is the hub of communications of the District, working closely with all levels of Committee and Officers, managing reports and mailing reports to Groups.

Treasurer

As directed by the district, conducts all financial activities of the district. Chairs the budget committee and participates in the year-end process of preparing the next year’s budget to be presented for approval and voted on in December of each year. The Treasurer usually maintains a business banking account for the deposit and disbursement of district funds.

Section 5 – GSR’s Service “Suggestions”

The GSR

Understanding and study of the 12 Traditions, 12 Concepts, the AA Service Manual, and a number of Services related literatures will benefit the GSR. These contain principles are in the nature of solutions to ‘concerns’ and ‘areas of opportunities’ ranging from the Group, District, Area, to AA as a whole. Guidelines that will aid the GSR

⁴¹ AA Guidelines Treatment

⁴² AA Guidelines Special Needs Committee

⁴³ AA Guidelines Carrying the message to the Deaf Alcoholic

navigating the sometimes turbulent waters to become an ‘informed’, and experienced trusted servant of the Group.

The GSR pamphlet declares the GSR may be the most important job in AA, and provides valuable suggestions for the GSR. The AA Group pamphlet is a valuable resource in understanding the home group, and beyond the ‘meetings’. The ‘AA Service Manual’... has respectable sections for GSR service work. There is a lot of reading, each new GSR & GSR-Alt should contact GSO directly to order the GSR Kit. Throughout out AA history, it is often understood most drunks don’t want to read.⁴⁴

“Our literature is divided into four categories — **R**ecovery, **U**nity, **S**ervice and Professional pamphlets. The pamphlet covers are designed so that you can identify immediately a recovery, service, unity or professional pamphlet when pamphlets are displayed in a literature rack. These cover designs have been around for over 15 years and, yet, it seems that the design format is news to many A. A. members.”⁴⁵

GSR at District

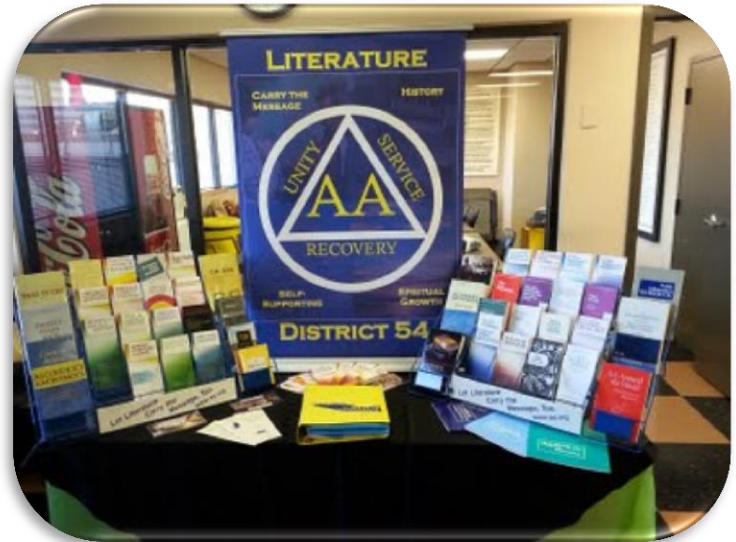
When you first arrive at the District meeting, you may want to:

- Arrives a few minutes early to acclimate to the environment, and greet other District members.

⁴⁴ Review the history of Earl T and Bill W in the writing of the Short form of the Traditions before the 1st General Conference Meeting. Note: illustrated version of the steps, traditions, and concepts exist. The illustrated version of the steps is a rare treat for the ego-centric big book thumper.

⁴⁵ AA Guidelines – Literature Committee page 4 (MG-09) 2/2013

- Have something to take notes, and a planning calendar
- Bring a written report regarding home Group decisions on AA Service, Group service opportunities or expanding service opportunities, Group activities and/or concerns, etc.
- Bring with you an AA Service Manual⁴⁶



- Bring a copy of the illustrated pamphlets—Twelve Traditions and Twelve Concepts for World Service. Be familiar with the Area’s “Procedures Manual”⁴⁷

During the District meeting

- Listen carefully to the issues and reports on opportunities for your Group members to carry the AA message. Asking questions and taking notes is helpful when later reporting to your group.
- Remember it is two way communications; provide a report to the other GSR’s of your

⁴⁶ The AA Service Manual Combined with Twelve Concepts for World Service is updated annually. It is reflecting actions of the General Service Conference – Available on line at aa.org, or our purchase at Aa.org, or an Intergroup office.

⁴⁷ Available online, EAMO.org

Groups service work, and response to issues and motions from the Groups, Districts, EAMO or the General Service Conference.

- District reports are suggested to be emailed or handed to the District Secretary at the District meeting.

- Add to the report a list of important Group Service dates for the remainder of the year, general ideas, etc... (see a list of District and Area scheduled events further on in this document, also a calendar of events is on the EAMO website⁴⁸)

- You may want to, ask questions; so ask questions. Have a contact list of GSR's District Officers and Committee chairs for questions between the meetings.

- Consider joining a District Chair's Standing Committee. Any AA can be part of any standing Committee or multiple Committees. A GSR who gets involved in multiple committees will not only gain in Committee experience, but may find an interest in their next service position.

- Plan ahead, volunteer your group to hold one of the future District meetings, or host a future District meeting.

- GSR's are suggested to review the Tradition of the month and Concept of the month, typically by the GSR's discussion of their experience, strength, and hope with the topic.

- Bring up issues or concerns from your group for discussion with other GSRs.



- Take information back to your group – nobody else will.

- Finally, make suggestions to your DCM, other Officers and Committee Chairs; remember the District meeting is a meeting for the GSR.

At the next business meeting of your group

After getting the “informed Group Conscience” (GC) of the home group the GSR attends the District/area meeting armed with a voice and a vote. Discussion with other GSR's is helpful, then returns to the Group to report.

All GSR's in the District & EAMO have the privilege to discuss and vote on each motion before the District and Area. After all motions area discussed and voted on, the GSR then takes the outcome of the assembly back to the home group to let them know what happened.

⁴⁸ <http://eamo.org>

Often at the Group, District, Area or GSC, it is a motion that gets the ball rolling. Sometimes the motion may fail, but the discussion can be just as beneficial regardless of the motions outcome. Occasionally an ad-hoc committee is created for a single purpose, reporting back their findings. Thus informing (not instructing) the GSR's Group Conscious on all matters within the AA Service Structure. Being 'informed', not 'instructed', the GSR votes his conscious.

- Share information that you learned at the District/EAMO, written and oral. Many groups allow limited time for their GSR to report. One of many suggestions is to provide detailed and robust written reports and handouts from the District/EAMO meetings, yet only provide highlights of the meetings. If Group members are interested in more details, the reports or one on one talks work well as follow up.
- Communication is key, let your group know about all District meetings, EAMO, workshops, and other service events. Any AA member interested in Service Work is welcome.
- Post your reports on your Group bulletin board.
- Invite a Group Committee Chair to attend and the District meeting, and communicate with their District counterpart.
- Invite a District Committee Chair to speak to your Group Conscious for maybe 5 minutes. (With Group approval of course)

About those AA group problems

Group problems are often evidence of a healthy, desirable diversity of opinion among the group members.

Almost every group problem has a resolution, which usually can be reached

A.A.® Guidelines

Conferences, Conventions and Roundups

from G.S.O., Box 459, Grand Central Station, New York, NY 10163

A.A. Guidelines are compiled from the shared experience of A.A. members in various areas. They also reflect guidance given through the Twelve Traditions and the General Service Conference (U.S. and Canada). In keeping with our Tradition of Autonomy, except in matters affecting other groups or A.A. as a whole, most decisions are made by the group conscience of the members involved. The purpose of these Guidelines is to assist in reaching an informed group conscience.

HOW A.A.s MAKE THEIR GET-TOGETHERS ENJOYABLE AS WELL AS EFFECTIVE IN CARRYING THE A.A. MESSAGE OF RECOVERY

WHY HAVE AN A.A. CONVENTION?

It's clear that A.A. get-togethers beyond the group have become an established part of A.A. life. The calendar of events in any Box 4-5-9 or in the Grapevine shows some conventions, conferences, and roundups that are being held by A.A.s.

What makes an A.A. convention click for its participants? It's probably not style or form that matters so much as the spirit and feeling behind it. As one member puts it, the best A.A. convention is "just a darned good A.A. meeting blown up big." Just watch enthusiastic members at any A.A. convention and you'll get what he means. The atmosphere alone is worth the trip. Here you'll find fellowship, laughter, warmth, and understanding—"heaped up, pressed down, and running over."

CONVENTIONS COME IN MANY SHAPES AND SIZES

An A.A. convention is almost any A.A. get-together beyond the group-meeting level. These range from special meetings of one evening's duration to longer events—area, statewide, or regional weekend conventions. They will, most likely, be one of the following:

1 The special open meeting. This kind of gathering can serve useful purposes. It will, of course, bring together the A.A. members in a city or area. But it also provides a good opportunity to invite interested friends of A.A. to the meeting. Certainly, it's proper on such occasions to send special invitations to members of the clergy, doctors, lawyers, social workers, public health officials, and others who may have a special interest in A.A.

2 The one-day session. This might include several general meetings throughout the day. For a start, there's a "welcome" meeting in the morning, followed by other activities. There may be another open meeting in the afternoon, while the main open meeting with the featured speaker is saved for the windup meeting in the evening. If the convention is held in a school, civic hall, or other building with additional rooms, it's likely that the program for a one-day session can also include A.A. workshops and panels, service meetings, assemblies, and closed meetings.

3 The banquet. Many intergroups or central offices now sponsor annual banquets, often to help support their office operations. Some groups and areas also have banquets (or informal buffet and potluck dinners) as anniversary or gratitude observances. The banquet often features an after-dinner speaker or some other program of interest to A.A. members.

4 The weekend convention. This is an ideal form for a state, provincial, or regional convention. Members often arrive for an opening meeting session or "coffee & conversation" on Friday evening. Additional meetings and workshops—as well as other activities—continue through Saturday and even into Sunday afternoon. The convention may include a banquet, luncheons, special breakfasts, Saturday-night dancing and entertainment, and perhaps a spiritual meeting on Sunday morning.

THE CONVENTION BEGINS WITH A PLANNING COMMITTEE

Once a get-together has been scheduled, it needs a planning committee. The work in setting up a convention is too much for one person. He or she will need at least a dozen assistants, frequently more.

One method of forming the committee is simply to appoint a general chairperson who then completes the committee by finding able volunteers to chair the various committees.

Another method—popular when a number of groups sponsor a convention—is to send a committee representative from each group. Once in session, representatives can elect a chairperson and receive assignments to specific committees.

In some cases, the convention may be the responsibility of the general service committee from the area. In others, the convention committee may be organized separately. Either method works well if it corresponds to the wishes of the A.A. groups in the area.

In some areas, there is a permanent convention committee, set up within the area committee, so that valuable experience of convention planning can be carried over from one year to the next.

Advisory Action, which becomes binding when approved by the

"Were it not for Committees it is doubtful that any Conference could get over a fraction of the ground it now covers. As the Conference has grown in size and influence the Committees' importance has grown even more" —from *The AA Service Manual*

through the mechanism of an informed group conscience. Importantly, a good sense of humor, cooling-off periods, patience, courtesy, and willingness to listen and to wait — plus a sense of fairness and trust in a

“Power greater than ourselves” – have been found far more effective than legalistic arguments or personal accusations.⁴⁹ A good way to work out group problems is through Sponsorship, working the 12 Traditions, and a group inventory.

AA Literature

A.A. co-founder Bill W., who often called the influence of A.A. literature “incalculable,” wrote in the May 1964 issue of the Grapevine, “Suppose, for instance, that during the last twenty-five years A.A. had never published any standard literature...no books, no pamphlets. We need little imagination to see that by now our message would be hopelessly garbled.

Our relations with medicine and religion would have become a shambles. To alcoholics generally we would today be a joke and the public would have thought us a riddle. Without its literature, A.A. would certainly have bogged down in a welter of controversy and disunity.” (The Language of the Heart, p.



348) Bill’s words ring just as true today.⁵⁰

Some report items to consider

- Issues the District, Area or AA as a whole are currently facing
- Service opportunities reported by the District Committee Chairs, email and phone number can be provided, make us available to serve the AA members of your home group.
- Upcoming District, Area, workshops or events
- Availability of quarterly publication of Box 4-5-9⁵¹
- Explain issues to be voted on, and gather a sense of the group to assist you to vote on matters of importance to all AA. (Tradition Two, we are ‘trusted servants’, we are ‘informed’ not ‘instructed’)⁵²
- Be the group contact for the District, District Committee chairs
- Insure your group is offering all the sobriety tools available, including conference-approved pamphlets and books
- Seventh Tradition, review with your group treasure r to develop contribution plan for AA Service Structure⁵³
- Be familiar with The AA Service Manual, Twelve Steps and Twelve Traditions, Circles of

⁵⁰ AA Guidelines Literature Committee

⁵¹ Free subscription to Box 4-5-9 at, aa.org

⁵² Right of Decision “This really means that we ought to trust our responsible leaders to decide, within the understood framework of their duties, how they will interpret and apply their own authority and responsibility to each particular problem or situation as it arises.” – pg C9-C11 (concept III) AA Service Manual 2021-2023

⁵³ Suggestions are offered in two pamphlets, ‘The AA Group...’, and ‘Self Support: Where Money and Spiritually Mix’. (both available on line at aa.org)

⁴⁹ The A.A. Group pamphlet, page 37

Love and Service, The AA Home Group pamphlet.

- Supply your DCM with up to date group information.
- Write down questions and comments from group members and bring to district meetings and area assembly meetings.

GSR at EAMO: Suggestions

There are four Area assemblies per year, service venues, various Committee Chair events and workshops are held between these meetings. The more informed the GSR, the more informed Group Conscious.

As GSR, it is suggested to attend as many events at EAMO, District and other Group service activities, as it is all part of the AA Service experience. Just as we got acclimated to our Group environment, take this time to get acclimated to the entire AA service experience, experience all it has to offer. Area meetings are typically one day in duration except for the Fall Assembly in the even years when Area 38 has its elections at a two day Assembly. Ask questions, be accountable, each GSR has a voice and a vote at the Area.

"An AA does not necessarily need a 'service title' to attend and many times participate in AA world services. Often times not having a service title leads to being offered a service title... if you hang around a barbershop often enough..."⁵⁴

- Vote on issues affecting Eastern Missouri Area (EAMO) and AA as a whole

- Elect the next area delegate, alt-delegate, and officers during the Fall Assembly of even years
- Bring notebook and calendar so that correct information and dates of future events get back to your group
- Bring group conscience to assemblies
- Receive the Delegate's Annual Report (free



copy typically available at Fall Assembly)

AA Service Reading 101

This list considered to be the basics for a new GSR... and in no particular order...

- **Alcoholics Anonymous** is our basic text, and such ought be the first book on any suggested AA literature list for AA service work.
- **'The AA Service Manual Combined with Twelve Concepts for World Service'** Includes the Conference structure, the Conference Charter and General Service Board Bylaws.

⁵⁴ Panel 63 DCM

The Twelve Concepts, as set forth by Bill W., are principles of service that have emerged from AA's service accomplishments. Includes useful information for GSR, Districts, & Areas.

- **'The GSR'** pamphlet describes why the GSR May Be the Most Important Job in AA, outlining the responsibilities of the General Service Representative. It provides suggestions for a Group when electing a GSR.
- **'The AA Group, Where it all begins'** BOX 459 named this possibly the most secrete of all AA literature, the pamphlet explains how an AA Group works most effectively, how new Groups can be started, and how each Group is linked to AA as a whole.

- **The Twelve Concepts Illustrated** A fully illustrated guide of the Twelve Concepts for World Service in action. (crayons not supplied)

- **The Twelve Traditions Illustrated** A fully illustrated guide of the Twelve Traditions explaining the origins, the spirit and the practical applications of the Traditions.

- **The Twelve Steps and Twelve Traditions** Bill's essays on 12 steps and 12 traditions.

- **'Circles of Love and Service'** pamphlet outlines AA's service structure in color diagrams. Last updated in the 1970's and approved to be updated in the next few years.

- **'EAMO Procedures Manual'** contains operating guidelines for the Area.

- **'Self-Support: Where Money and Spirituality Mix'** pamphlet that suggests ways of supporting service entities.

- **'Your General Service Office'** pamphlet describing the services and operation of GSO.

- **'The DCM'** pamphlet outlining the responsibilities of the District Committee Member. Good to know what to expect...



How to Register as a New GSR or Alt GSR

New GSRs and Alt-GSR's are encouraged to register themselves and their group with the Area Registrar, with GSO or online at www.eamo.org in order to receive all entitled mailings and notices

- To register with or to change information with the GSO, use the GSO "AA Change of Group Information"⁵⁵ available at:

GSO Records Department

PO Box 459, Grand Central Station, New York, NY 10163

Tel.: (212) 870-3400

<http://www.aa.org>

Registration and changes of group or GSR information is typically administered through the Area Registrar. Any GSR can contact GSO directly. At GSO all GSR, Group information, Committee Chairs, and all are changes also accepted by phone.

For existing groups, your group service number may be found from your Group

⁵⁵ See *The AA Service Manual 2021-2023* p113

Secretary, District Secretary, and most group numbers are posted on the District's Group phone list. (See also, "What is a group service number?," in this guide.)

Registered GSRs will receive a packet (kit) of information including *The AA Service Manual/Twelve Concepts for World Service*, and subsequent informative mailings including Box 4-5-9, GSO's quarterly newsletter. (Ask if you have any questions)

Registration will assure you receive District/area/GSO notices and other mailings including meeting minutes and information on upcoming events and assemblies. Since attendance at the District and EAMO assembly is an important GSR responsibility, these notices are fundamental to effective service.

Registration will help put you in touch with District and EAMO officers and Committee Chairs who in turn can put you in touch with the service tools for your Group Reports.

Registration with any one of the above does not assure registration with any of the others since the records of the District, EAMO, and GSO are not generally shared. Please notify the above record-keepers individually.

and notes and special departments covering public information, cooperation with the professional community, and correctional and treatment facilities activities, English, French, and Spanish editions.⁵⁷

It is sent out to all registered group and service group representatives and is also available by subscription at a low cost. Box 4-5-9 is a free to subscribe, visit aa.org



News and Notes from the General Service Office of A.A.[®]
www.aa.org
 Vol. 59, No. 3 / Fall 2013

■ Does Your Group Have a Literature Chair?

Since the Big Book was published in 1939, A.A. literature has carried the message to untold numbers of alcoholics around the world — and all this without the conventional advertising and marketing techniques routinely employed by "vicious" publishing companies, techniques considered fundamental to any successful publishing enterprise.

So, how has this come about? Books, pamphlets, service materials all working their way into the hands of needy and appreciative alcoholics. Our basic printed message, carried effectively from one A.A. community to another. The literature, clear and distinct, providing solutions to sufferers caught in alcoholism's grip.

Many would say it begins — like most things in A.A. — with the group, where skeptical and shaky newcomers are introduced to A.A.'s many helpful resources. So, does your group have a literature chair? Someone to show members the wide variety of Conference-approved materials, to recommend pamphlets to interested newcomers looking for a means of instant identification, to set up literature displays or put packets together of materials especially helpful for beginners?

The General Service Conference felt it was important that groups be encouraged to appoint literature chairs back in 1969 and passed an Advisory Action stating: "In an effort to strengthen our network of literature representatives to ensure that A.A. literature is available at meetings, as well as catalog order forms for books and cassettes that individuals are likely to want, it is suggested that groups appoint literature coordinators."

For some groups, though, it's not always easy to get a literature chair in place. At a recent area assembly, Laura V. (Panel 61, Area 38) described the current situation at her home group in Sikeston, Missouri — one that she hopes will change.

"Let me start by telling you about my home group. We have anywhere from 20-25 home group members and are fortunate if we have six to eight people show up at our monthly business meetings. When elections roll around, we are usually hard pressed to fill all of our positions and electing a literature chair is not a top priority. It is difficult for us to buy literature since the closest intergroup office is 150 miles away, so we

sometimes try to piggyback our orders onto another group's or the district's order. We are also often short on funds and do well just to pay our rent and other expenses, so must wait to place an order until we have the money available.

"I do not tell you this to garner your sympathy, but to give you what I believe is a realistic picture of the struggles faced by many rural groups in our area, and perhaps some of the smaller metro groups."

But Laura is not satisfied with that picture of A.A. in her hometown and continues on. "Now, what if my group had a literature chair that was able to participate in a local literature committee at the district, where they could coordinate a literature order with the other group chairs? And what if those group and district literature chairs were able to participate in an area literature committee with their peers, helping members to learn about available Conference-approved literature and get involved in area service? I believe literature would become a more accessible and vibrant part of our groups," she says.

As Laura notes, ordering A.A. Conference-approved books, pamphlets and materials from the General Service Office or the local intergroup and making sure they are properly displayed at meetings is just one aspect of the literature service. Such activities can be expanded at the district and area level to include service-oriented literature displays for all kinds of events, including district assemblies, forums and workshops. Some group and district literature chairs have even joined together to host literature-focused workshops or sharing sessions on a particular aspect of the Fellowship. An afternoon of sharing on A.A. history, as written in A.A. *Games of Age* or *Dr. Bob* and the *Good Oldtimers*, is one idea. Some groups have even hosted an afternoon or evening of A.A. videos or films to celebrate their group's anniversary, as noted in this



Section 6— FAQ

What is Box 4-5-9?

"News and Notes from the General Service Office of AA"⁵⁶

Box 4-5-9 is a free bi-monthly bulletin put out by G.S.O. containing general information

What if a Group wants to change Districts?

District & Area borders are maintained by the District DCM/Area Delegate together. Changes require District & Area 'approval' independently, although in many cases it is more of a notice of 'update' than 'approval'.

⁵⁶ Box 459 Vol. 59, No.1/Spring 2013

⁵⁷ Service Manual page 76, 2021-2023 Edition

DCM/Delegate will keep GSO updated of these changes.

A group may decide to leave one district, to be involved in service, in a neighboring district. This begins, (like so much in AA does), at the Group Conscious decision. Then the GSR informs both of the DCMs, the Area Delegate, about the decision. Still the DCM will confirm with the other DCM, then confirm with the Delegate the move. It is brought up at the Area, mainly to 'inform' the Area and GSO, so respective databases and communication avenues can be updated. Since the Area requires a vote on boarder changes, it becomes a motion, but is typically considered a motion to update records, geographical boundaries, and what District the Group falls under now, and not approval for the group to change Districts.

This in principle works for changing District or Area geography as well.

What is a group service number?

New groups registering with the [GSO](#) are given an identifying number called the "group service number." For groups already registered, this six digit number may be obtained by contacting the GSO Records Department, the area registrar, or by consulting the *Western United States AA Directory*. If you look in the directory, the group service number will appear just after the group name along with some other numbers as in the following example:

Anytown Group
(0123456) (38) (012)

The first block of numbers (underlined) is the six digit group service number (preceded by a zero [0]), the second block of numbers is the two digit area number (38 for any group in EAMO), and the final block of three or four digits is the group's district number, (012 for the groups within the geographical boundaries that make up that district).

What if my group isn't interested in General Service?

One common experience shared by new GSRs, particularly those from groups which have not had active GSRs in the past, is a lack of interest in General Service. All too frequently, the inactive group has come to focus on personal recovery, forgetting AA unity.

In such a case, the new GSR should



the AA Group Treasurer

- CHOOSING A TREASURER
- PASSING THE BASKET
- SAFEGUARDING THE GROUP'S MONEY
- DISBURSEMENT OF A GROUP'S FUNDS
- TREASURER REPORTS
- PRUDENT RESERVE
- OPENING A BANK ACCOUNT
- TAX ID/TAX-EXEMPT
- INSURANCE

The Seventh Tradition

Every A.A. group ought to be fully self-supporting, declining outside contributions.

"Passing the basket" at meetings is our way of meeting our responsibility for the work of A.A. Our own contributions support the group, the General Service Office, and all A.A. activities

As active alcoholics we were always looking for a handout—in one way or another...



Part of our personal recovery came in making ourselves into responsible human beings



recognize that it is a Higher Power, speaking through an informed group conscience that is the ultimate authority in AA. Armed with the ever-necessary sense of humor, courage and thick skin, the GSR should attempt to ensure that the group conscience is, in fact, informed. In the end, however, we are but trusted servants; we do not govern.

Information can be conveyed in a number of ways. The

GSR can request time for a report at the group's business meeting.

Announcements of upcoming events, workshops, etc., can be made in conjunction with the secretary's break at meetings. The GSR can try to develop a report that is interesting, to the point and informative, rather than boring and repetitive. If necessary the report can be a short written summary, distributed at the group's regular meeting.

The important thing is that an attempt be made. Simply by talking about service in our one-on-one conversations, we can stimulate interest and eventually succeed in bringing the group into the mainstream of AA. It may be a slow process; it may provide lessons in patience, tolerance and humility; but it does help us to practice these principles in all of our affairs. And, after all, our own continued sobriety is what service is all about.

Who owns the money in the basket? How is it used for self-support?

AA experience seems to clearly indicate that the group, meeting or the individual is simply a custodian of any money received by AA. They do not own it. It is not their personal money to support any personal need, no

matter how worthy. Self-support means the group only supports group needs and AA-related services.

The money in the group treasury should be used for carrying the AA message.

Contributions to landlords beyond rent and just compensation, no matter how seemingly worthy, have often harmed relationships with landlords by creating the impression that the group is wealthy and generous. Increases in rent or expectations of further contributions can often be the result.

A 30- to 90-day prudent reserve seems best to buffer most reasonable meeting expenses. Large sums of money could create an uncalled-for temptation for misuse of funds. AA experience suggests that two or more members should know where and how the money is held and disbursed, and should review all account statements.

Use of a check to transfer funds is always best. When practical, a post office box is often the best group mailing address.

Additional information concerning finances in AA may be found in the following publications available through AAWS, through intergroup:

- *Self-Support: Where Money and Spirituality Mix* (F-3), an AAWS pamphlet;
- *AA Guidelines: Finance* (MG-15), a GSO service information flyer;

- *The AA Group Treasurer (F-96)*, a GSO



service information pamphlet.

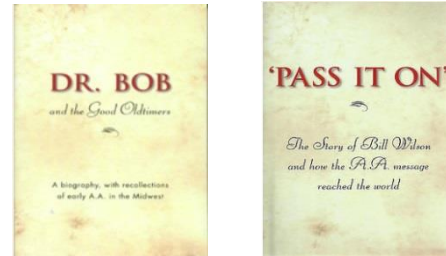
The pamphlet, *Self-Support: Where Money and Spirituality Mix* outlines various optional methods that groups have used to help support the services of intergroup, the GSO, areas and districts. One such plan is the 50-30-10-10 plan suggesting that after immediate expenses and maintenance of a prudent reserve 50% of a group's surplus be contributed to intergroup, 30% to the GSO, 10% to the area and 10% to the district and/or county. Other possible ways are also outlined. See the following section for additional information on contributions and for relevant addresses.

How can my group make contributions to support AA service activities?

Many groups have asked about the handling of contributions. How much to contribute, when and to which level of service (intergroup, GSO, EAMO, District, is entirely a group decision. Some groups contribute monthly, others quarterly or annually and still others when they feel their prudent reserve

has grown too large. In general, however, any amount given at any time is appreciated and helps carry the AA message.

Groups have also asked if a contribution sent to GSO for instance is then divided up and shared with EAMO or District 38, according to either of the suggested pie charts in the *Self-Support* pamphlet. The answer is,



“No.” If you want your group's contribution to be distributed among the various AA service entities, you must make the distribution yourself by sending out separate contributions to each entity. Also, contributions are not shared with the AA *Grapevine* which is supported entirely through magazine subscription sales and sales of related literature and other items.

How can I arrange for a group inventory?

“Many groups periodically hold a ‘group inventory meeting’ to evaluate how well they are fulfilling their primary purpose: to help alcoholics recover through AA’s suggested Twelve Steps of recovery.” ⁵⁸

How does EAMO cooperate with the other General Service areas in Missouri?

Beyond participating at the annual General Service Conference with all the other 93 delegate areas, EAMO works with WAMO on three recurring events, the Missouri State

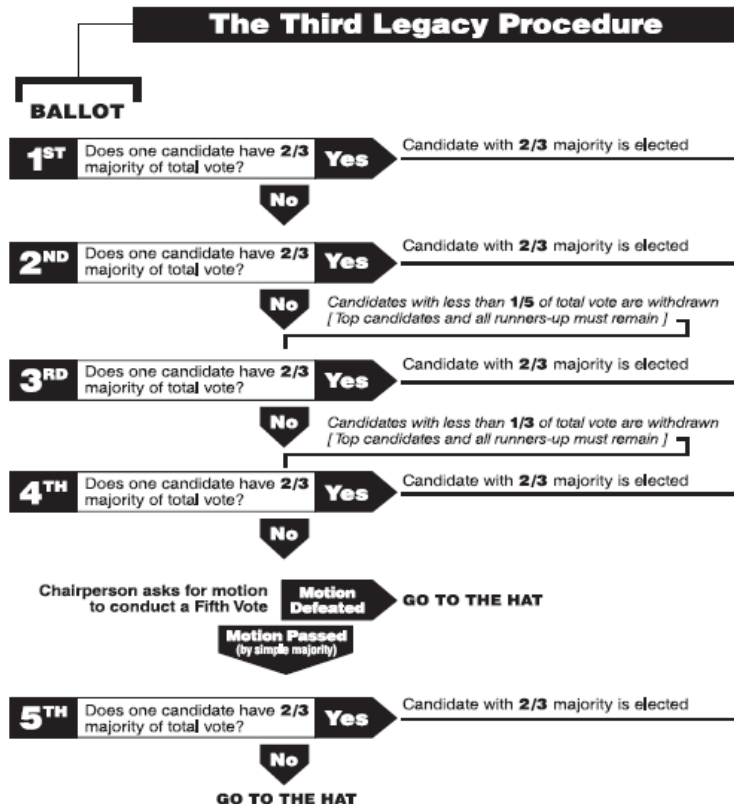
⁵⁸ *The AA Group pamphlet*, “Group inventory,” pp. 27-28.

Convention, the Southwest Regional Forum, and the Southwest Regional AA Service Assembly (SWRAASA).

What are the *Twelve Concepts for World Service*?

The *Twelve Concepts for World Service* (published both alone and combined with *The AA Service Manual*) are guiding principles written by Bill W. in support of our Third Legacy of Service. Some are highly spiritual and have practical application in our groups while others guide the relationship between our Trustees, the Conference, the GSO and the AAWS and AA Grapevine corporate boards. Concept Twelve is known as the “AA Bill of Rights.”

A study of the Twelve Concepts is suggested for a better understanding of AA and its service structures.



What is the “Third Legacy Procedure”?

The Third Legacy Procedure is a system used for electing trusted servants in some AA service entities.

Every two years in the Fall, the Area 38 Assembly meets to elect its delegate, alternate delegate, chair, alternate chair, treasurer, assistant treasurer, secretary and registrar. The election of officers is an important event since these trusted servants will help guide and represent the area in its business within the fellowship and beyond.

“[The Third Legacy Procedure] has proved highly successful in eliminating the influence of factions or parties...

The railroading of a candidate for election is made difficult, if not impossible, since voters have a wide selection of candidates to choose from. More importantly, a second-place candidate who may be extremely well

qualified but without early popular support is encouraged to stay in the balloting rather than withdraw.”⁵⁹

What are “rules of order”?

⁵⁹ From, *The AA Service Manual*, p. 110-111. 2021-2023

Most meetings, whether a home group business meeting or a service group meeting, need some accepted structure for harmonious, orderly and effective activity. Rules of order are those guidelines or structures we have agreed upon for the

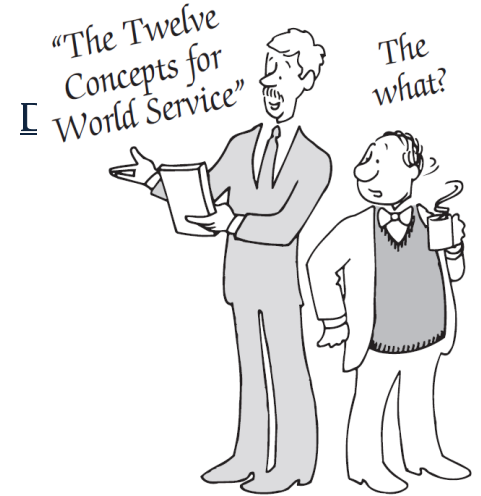


running of our meetings. In AA, meeting guidelines are shaped primarily by the principles in the *Twelve Traditions* and the *Twelve Concepts*, a desire to “keep it simple,” and then, to a lesser extent, by other conventions such as *Robert’s Rules of Order*. Each meeting “makes its own rules, and the chair should be sure that all members are aware of current suggested procedures. . . . If members want to make a change in the rules, it should be done *before* a vote is taken. . . .”

⁶⁰ With the agreement of the meeting, the chair may also wish to appoint a parliamentarian to rule on questions of rules of order for the meeting as they come up.

EAMO follows a modified version of the rules adopted by the Conference. Major decisions (mainly matters of conscience and policy) seek a 2/3 majority agreement of the meeting rather than a simple majority,

thereby reflecting “substantial unanimity” on the question at hand.



What is an “ad hoc” committee?

An ad hoc committee (sometimes called a select or special committee) is a group formed to deal with a special or limited question or function not covered by a standing committee, its members usually appointed by the District/Area chair with the consent of the standing committee. It is often, but not always, temporary, going out of existence when it completes its special task. They do not have their own budget allocation. Ad hoc committees may become standing (permanent) committees if the need is identified.

What are Areas, Delegates, Panels?

“In any discussion about which beverage to serve at an AA event, odds are good that coffee, cream, and sugar are going to be mentioned. Likewise, in any conversation about the General Service Conference, another three words are sure to be mentioned: delegates, areas, and panels....” ⁶¹

“**Areas** were formed to facilitate representation at the first General Service Conference, which was created to entrust Alcoholics Anonymous to its members. “It [ensures] that the full voice of AA will be

⁶⁰ From, *The AA Service Manual 2021-2023*, p. 27

⁶¹ Excerpts from: BOX4-5-9 Vol 56 No1 Spring 2010

heard. . . .”⁶² And, with the creation of areas, came the creation of **delegates** to represent those areas. “An area may be part of a state or province, or all of it, or may include parts of more than one state or province, depending on the size and needs of the AA population.”⁶³

“To some other AAs, any discussion of panels proves just as puzzling. Delegates to each Conference are made up of two “**panels**,” or groups of persons elected for a two year term of service. One panel is even-numbered and includes those elected to start serving in an even year. The other is odd-numbered and includes those elected to start serving in an odd year.”⁶⁴ The first Conference in 1951 introduced Panel 1, which included 37 delegates. The second Conference, in 1952, saw Panel 2, which included 38 delegates. Therefore, a total of 75 delegates participated in that second Conference. Bill W. explained that this method “give[s] the Conference continuity. . . . Hence only half the delegates would drop out at one time and the Conference membership would rotate.”⁶⁵

“But, if panels, areas, and delegates still aren’t rolling off your tongue, simply show up at the next district event, grab some coffee, cream, and sugar, and stick around to talk to some fellow drunks. As Bill W. wrote, “. . .an AA service is anything whatever that helps us to

reach a fellow sufferer—ranging all the way from the Twelfth Step itself. . . to AA’s General Service Office. . . . The sum total of all these services is our Third Legacy of Service . . . and [they] are utterly vital to our existence and growth.”⁶⁶

What is “The Grapevine”, our meeting in print?

The Grapevine is the international journal of Alcoholics Anonymous. Written, edited, illustrated, and read by A.A. members and others interested in the A.A. program of recovery from alcoholism. The Grapevine is a lifeline linking one alcoholic to another. It is a monthly publication sent directly and discreetly to your mailbox. It contains A.A. stories, history, information, viewpoints, a little controversy, jokes, cartoons and much more.

There is a Spanish language version of The Grapevine called La Vina. The Hispanic members of A.A. make all the submissions. La Vina is published bimonthly.⁶⁷

Is the AA Grapevine AA Conference approved?

⁶² The AA service Manual 2021-2023 p 2

⁶³ The AA Service Manual 2021-2023 p 25

⁶⁴ EAMO Committee Chairs and Officers are ‘odd’, typically our District Committee Chairs and Officers, and GSR’s, are odd too... Panel 68 will cover years 2018-2020

⁶⁵ Alcoholics Anonymous Comes of Age, p. 215 - Many Groups practice this same principle with Group officers and committee members

⁶⁶ Excerpts from: BOX4-5-9 Vol 56 No1 Spring 2010

⁶⁷ Chapter 12 Service Manual pages 79-84 2021-2023 Edition



"Since each issue of the Grapevine cannot go through the Conference-approval process, the Conference recognizes the Grapevine as the international journal of Alcoholics Anonymous."⁶⁸ So, no, the AA Grapevine is not Conference approved. In 1970 towards the end of Bill's life, Gv held a 40% (+/-), in 2012, approximately 6%.⁶⁹

4 AA 'rights'

- Understanding the 'rights' is an AA study in Traditions and Concepts. Right of decision (Concept III) and right of participation (Concept IV), which often lends to the 'right to be wrong' (Tradition 4), thus the 'right of appeal' (as heard through 'Minority Voice' as described in Concept V).⁷⁰

Are there 36, 39 42, or 128 AA Basic Principles?

The answer is 36; 42 comes from adding the 12th Concept 6 Warranties, "these six 'articles' are an expression of the "wisdom of taking forethought for the future based on the lessons of the past."⁷¹ However the 12th

⁶⁸ Conference Advisory Action, Grapevine 1986

⁶⁹ A Gv Committee Chair report July 2013 – 6 is also current with the GSC report 2013 Report

⁷⁰ Copyright (5th right) initially 1962, updated annually – The AA Service Manual combined with Twelve Concepts for World Service by Bill W.

⁷¹ AA Service Manual 2021-2023 p C49

DCM GUIDEBOOK

Concept *is* the articles. 39 comes from the 36 principles, and adding the 3 titles of these principles... that is just silly... 128 is the arguable count of promises in the Big Book and ought not be confused with the "basic" principles Bill mentions in the forward to the 'Twelve Steps and Twelve Traditions. (KISS) 12-Steps 12-Traditions 12-Concepts (which includes 6-Warranties)

Section 7– Glossary

A brief Glossary of Terms, Abbreviations and Acronyms

AAWS— Alcoholics Anonymous World Services (Inc.)

A corporation of the General Service Board overseeing the operations of the General Service Office and serving as the publishing company for [Conference-approved](http://www.aa.org) and service literature, all non-Grapevine literature published by AA. [http://www.aa.org/](http://www.aa.org)

Accessibility/Special Needs— Broadly, a term applied to those who may have more than the usual barriers to accessing the AA message or meetings. The term is also applied to the extra efforts made within the fellowship to recognize and to counter those barriers.

Area— A geographical division entitled to elect a delegate to represent it at the General Service Conference, also assuming some responsibility for AA service activity in its geographical division.

BTG— Bridging the Gap— Programs coordinated under AA’s **CF** and **TF** committees (see below) providing support to AAs making the transition from AA in prison or jail (CF) or inpatient settings (TF) to AA in the open community.

CCS— Corrections Correspondence

Service— A program linking incarcerated AA members with community-based AA members for the purpose of exchanging correspondence on the AA program.

CFC— Correctional Facilities— A service committee concerned with carrying the AA message to incarcerated alcoholics and/or with working cooperatively with correctional professionals toward that end. (The committee is also simply

Q. Why don't we arrange the Tradition to read "at the level of press, Radio, TV and films?"

A. Much of our literature, as well as "A.A. Comes of Age." does read this way. (Such insertions of "TV," not in the original Eleventh Tradition, have since been deleted.) This Conference could initiate such action if it wishes to do so. It was the consensus that the word "film" covered TV, and further that first the Conference and board must approve, and then all groups must be polled, and 75% agree in writing to change any wording in the Traditions. (This resolution appended to the Conference Charter was amended by the 1976 Conference, to require the same procedure for any changes in the Steps.)

- [Ask It Basket 1970](#)



“Corrections”) Most also handle some aspect of the CCS and “Bridging the Gap/Re-Entry” programs (see above).

Class A Trustee— Non-alcoholic trustee elected by the General

Service Board to serve on AA’s General Service Board and standing trustee

PUBLIC INFORMATION (PI)

It was recommended that:

17. The 63rd General Conference affirmed that the Internet, social media and all forms of public communications are implicit in the last phrase of the short form of Tradition Eleven, which reads, “... at the level of press, radio and films.”

-2013 Final Report – the 63rd Annual Meeting of the General Service Conference of AA

committees, usually drawn from the ranks of professionals who believe in the AA recovery program.

Class B Trustee— AA member trustee elected either regionally

(Regional Trustee), nationally (Trustee at Large for the United States or Canada) or from among current or past non-Trustee directors at AAWS or the AA Grapevine (General Service trustee)

Committee— The gathering of area district, standing committee chairs, elected officers and past delegates. These members are charged with handling day-to-day service activities for the area subject to the approval of the area assembly.

Conference-approved— Material approved by the General Service Conference for production and release through AAWS, Inc. These materials carry the label, “This is AA General Service Conference-approved literature.” The *AA Grapevine* cannot be Conference-approved since the magazine is a monthly periodical and the Conference meets only annually. However, in 1986 the Conference formally recognized the Grapevine as the “international journal of Alcoholics Anonymous.”

CPC— Cooperation with the Professional Community— A service committee concerned with carrying the AA message through working with professionals who may have contact with alcoholics.

DCM— District Committee Member— The chair of a local district committee; the district’s voice in area committee and assembly meetings.

FNV— Fellowship New Vision— The AAWS/GSO Records Department’s group database.

GSB— General Service Board— The service entity with responsibility for custodial oversight for all AA service activities through AAWS, Inc., the AA Grapevine, Inc. and the trustees’ committees.

GSC— General Service Conference— The service body representative of the membership which is “the guardian of world services and of the (Twelve Steps and) Twelve Traditions of Alcoholics Anonymous”;⁷² the guiding conscience of the fellowship, also the annual meeting in New York City of that service body.

GSO— General Service Office— The business office of AA in the US and Canada, located in New York City. <http://www.aa.org/>

GSR— General Service Representative— An AA group’s representative and link with the rest of AA, the voice of its group conscience.

GV or Gv— Grapevine— The monthly journal of AA, “Our Meeting in Print;” also a service committee concerned with carrying the AA message through publicizing and making available the two periodicals, the *Grapevine* and *La Viña*, and related literature and other items.

<http://www.aagrapevine.org/>

⁷² From, *The AA Service Manual 2021-2023*, page 115

GVR or GvR— Grapevine Representative—

Local link with the

Grapevine office offering access to information about and materials from the *Grapevine*. Similarly, **RLV** for *LaViña* (*Representante de La Viña*).

H&I or H and I— Hospitals and Institutions—

A service committee concerned with carrying the AA message to alcoholics in hospitals and other, usually non-correctional, institutions. In our Area this is Treatment Committee.

LV— La Viña— The Spanish language counterpart of the *Grapevine*. Also RLV— *Representante de La Viña*— See, **GVR**.

<http://www.aagrapevine.org/lv/>

PI— Public Information— A service committee concerned with carrying the AA message to the public, often working with the media.

PSA— Public service Announcement—

Brief, Conference approved audio/video spots aired on radio or television providing information about finding AA. Some PSAs may also be produced locally.

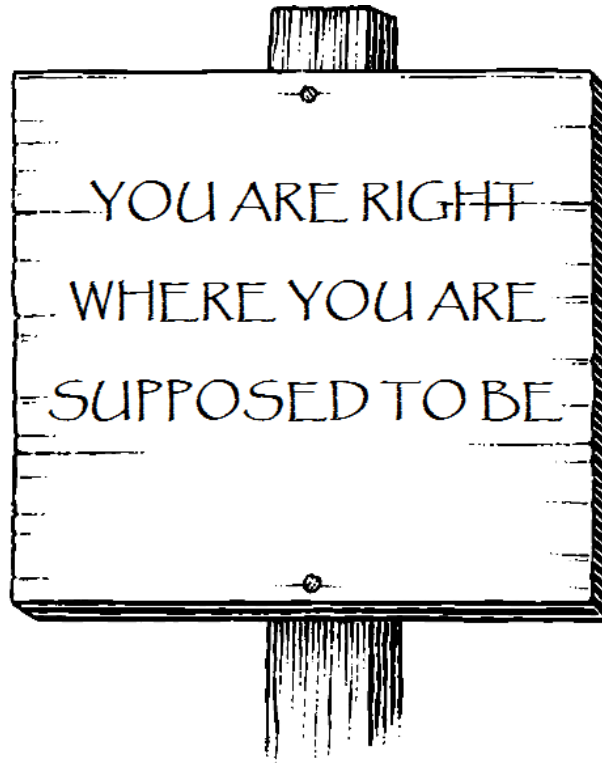
Rotation – Principle of Rotation The spiritual principle of sharing the responsibility for AA through changing leadership. Change is difficult for many in AA Service, the AA Service Manual 2013-2014 added a new section about Spirit of Rotation (S23).

Treatment Committee – A service committee concerned with carrying the AA message to alcoholics in institutions and/or working cooperatively with treatment professionals toward that end. Most also handle some aspect of the “[Bridging the Gap](#)” program (see above).

Special Needs Accessibilities Committee

Special Needs and Accessibilities committee helps facilitate carrying the message of recovery to those who have special needs or accessibility issues.

YPAA— Young People in AA— Part of the name given to local, state or regional service committees reaching out to younger alcoholics.



Section 8– Contacts

Eastern Area of MO – Area 38, Panel 68

The Area Website (eamo.org) has links to all officer and committee chair contacts. The Area Recording Secretary keeps up with current contact information. Names and contact information on the following Committee members and Officers will be available after the Winter 2018 Assembly.

EAMO Chairpersons

Archivist – Carl B.
archivist@eamo.org

Archives Chair-Fred D
archives-chair@eamo.org

BTG –Michelle M
Alt. BTG –Greg S
btg-chair@eamo.org

CPC –Don A
ALT CPC –Open
cpc-chair@eamo.org

Corrections –Sandy H
Alt. corrections-Ken C
corrections-chair@eamo.org

Grapevine –Tammy S
Alt Grapevine –George T
grapevine-chair@eamo.org

Gratitude Gazette –Susie V
Alt Gazette-Kim Y
gazette-chair@eamo.org

PI -Kandy D
Alt. PI –Open
pi-chair@eamo.org

SN/ACC –Unknown
Alt. SN/ACC -
sna@eamo.org

Treatment –Lea H.
Alt. Treatment–Open
treatment-chair@eamo.org

Technology –Bryan S
Alt Technology–Brian A
tech-chair@eamo.org

Webmaster – Peter M.
webmaster@eamo.org

EAMO Officers:

Delegate–Becca H.
delegate73@eamo.com

Alt-Delegate – Jim L.
altdelegate@eamo.com

Chair – Laura S.
chair@eamo.org

Alt-Chair -Michele W.
altchair@eamo.org

Secretary– Bob L.
secretary@eamo.com

Registrar -Susan C.
registrar@eamo.org

Treasurer –Mark R.

Asst.-Treasurer-Robert S
treasurer@eamo.org

Area website

EAMO WEB: <http://www.EAMO.org/>

GSO

General Service Office has links to most contacts in the office, including AAWS and the Grapevine Board (GvB). AA.org 'contact us' page has detailed descriptions on the below email contacts. Calling GSO ask for the CPC, PI, or Gv desk, or if not sure, as for the 'staff coordinator', they will assist in getting to the right person. GSO is the source for AA. Digital archives, previous conference approved actions, and a host of service material is available. Also see 'Guidelines' for each service position on aa.org

General info (NY) (212) 870-3400
groupservices@aa.org

Archives: archives@aa.org

Central Offices or Intergroups:

groupservices@aa.org

Cooperation with the Professional

Community: cpc@aa.org

Corrections: corrections@aa.org

General Service Conference:

conference@aa.org

Literature: literature@aa.org

Loners-Internationalists Correspondence Service: lim@aa.org

Public Information: publicinfo@aa.org

Regional Forums and Special Forums:

regionalforums@aa.org

Special Needs: specialneeds@aa.org

Treatment: tf@aa.org



Missouri Area Web site(s)

Area 38: Eastern Area of MO Site:

www.eamo.org

Area 39: Western Area of MO Site: www.aawamo.org

Section 9— Dr. Bob's Farewell Talk ⁷³

My Good Friends in AA and of AA . . .

I get a big thrill out of looking over a vast sea of faces like this with a feeling that possibly some small thing I did a number of years ago played an infinitely small part in making this meeting possible. I also get quite a thrill when I think that we all had the same problem. We all did the same things. We all get the same results in proportion to our zeal and enthusiasm and stick-to-itiveness.

If you will pardon an injection of a personal note at this time, let me say that I have been in bed five of the last seven months, and my strength hasn't returned as I would like, so my remarks of necessity will be brief.

There are two or three things that flashed into my mind on which it would be fitting to lay a little emphasis. One is the simplicity of our program. Let's not louse it up with Freudian complexes and things that are interesting to the scientific mind, but have very little to do with our actual AA work. Our Twelve Steps, when simmered down to the last, resolve themselves into the words **“love” and “service.”** We understand what love is, and we understand what service is. So let's bear those two things in mind.

Let us also remember to guard that erring member the tongue, and if we must use it, let's use it with kindness and consideration and tolerance.

And one more thing: None of us would be here today if somebody hadn't taken time to explain things to us, to give us a little pat on the back, to take us to a meeting or two, to do numerous little kind and thoughtful acts in our behalf. So let us never get such a degree of smug complacency that we're not willing to extend, or attempt to extend, to our less fortunate brothers that help which has been so beneficial to us.

Thank you very much.

A handwritten signature in cursive script, appearing to read "Dr. Bob".

⁷³ Excerpt from Dr. Bob's last major talk, delivered at the First International Convention, Cleveland, Ohio, 1950; from, *Dr. Bob and the Good Oldtimers*, pp. 337-338.