

Guidelines of the Area 87 Committee

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Preamble

These guidelines are not meant to restrict or limit the actions of the Area Committee, but to provide an overall direction to its Members and to inform those who will join the Area Committee in the future.

In fact, these guidelines are designed as a practical tool outlining all relevant information to its Members and therefore facilitate respective tasks.

We feel that the guidelines, as introduced in this document, could easily be reviewed every two (2) years following an inventory of the Area 87 Committee.

The Ninth Tradition states that the Fellowship “ought never be organized”; however, without moving away from our commitment to preserve the spiritual and democratic nature of our Fellowship, we “may create service boards or committees directly responsible to those they serve” as per our 9th Tradition, while keeping in the forefront the spirit of our 2nd Tradition, “our leaders are but trusted servants, they do not govern”.

Note: In this document, most of the references to members are made in the masculine (he/him). It should be understood that this is for grammatical simplicity only; all positions are open to and have been occupied by both men and women.

Mission

The mission of the Steering Committee is directly related to the two entities that elected members should serve. While referring to the Service Manual for a better understanding and a more complete description, we briefly describe these two entities in which the elected members of the Steering Committee of Area 87 have chosen to serve.

To summarize in a simple way, we say that the corporate entity is to serve the spiritual entity and was set up only to serve, just as the spiritual entity, the transmission of the message.

The corporate entity allows the spiritual entity and its constituent members to comply with the rules and regulations formulated by government authorities governing nonprofits.

Corporate Entity

The Office of Services - Area 87 Inc. has only one purpose: to serve the Fellowship of Alcoholics Anonymous. The office is used to provide various services to groups that form Area 87 is also responsible for the management and acquisition of goods and services necessary for the provision of services consistent with the objectives of the Corporation.

The Office of Services - Area 87 Inc. (ASO) is an organization created by members of the Area 87 (Association of Alcoholics Anonymous) to ensure the availability of services for those who wish to find, through Alcoholics Anonymous, the means to stop the course of the disease of alcoholism by applying in their own lives, in whole or in part, the Twelve Steps which constitute the recovery plan that underlies Alcoholics Anonymous.

The Office of Services - Area 87 Inc. disclaims any proprietary interest in the recovery strategy for the Twelve Steps, like all spiritual order, can now be considered available to all mankind.

In its deliberations and decisions, the directors of the Office of Services - Area 87 Inc. will build on the Twelve Steps, Twelve Traditions and Twelve Concepts of Alcoholics Anonymous.

The Board of Directors of the Office of Services - Area 87 Inc. consists of eight (8) directors. Elected members of the Steering Committee of the Area 87 automatically become members of the corporation Office of Services - Area 87 Inc. The directors of the corporation are members of the corporation. All directors of the Corporation shall be appointed as part of an annual assembly of the corporation Office of Services - Area 87 Inc.

Area 87 of Alcoholics Anonymous is a service entity, not a government for Alcoholics Anonymous. Therefore, it acts as the custodian of the Twelve Steps, Twelve Traditions and Twelve Concepts of Alcoholics Anonymous.

The Area Committee (the service entity) will consist of the Steering Committee, District Committee Members from the Area (DCMs) and coordinators of service committees. Moreover, the Service Manual reminds us that "perhaps more than any other group of people in A.A., the Area committee is responsible for the health of the Conference structure and thus for growth and harmony in the A.A. Fellowship."¹

The delegate provides links between Area 87 and AA as a whole. He will represent the Area at the Conference to represent the AA in the perpetuation and the orientation of its world services, and will also be the channel through which the Fellowship can express its opinion on all orientations of AA and any potential dangerous deviations from the AA Traditions. Delegates should be free to vote based on their own beliefs. They should also be free to decide the issues to be submitted to their groups, whether for information, debate or consultation. Members of the Steering Committee will act as guides and advisers in the Office of Services - Area 87 Inc. . To conclude, we expect the Area to accurately reflect the views of AA.

In addition to the meetings of the Area Committee, the Steering Committee will make sure to call and organize Area meetings and assemblies. The meetings include Group Service Representatives (GSRs) for all AA groups who wish to participate, as well as the members of the Area Committee.

Area assemblies are held, among other things, for the election of the members of the Area Steering Committee, which includes the Area Delegate to the General Service Conference of Alcoholics Anonymous.

These Area assemblies are only concerned with issues related to AA World Services.

Make-up of the Area Committee

French Districts	18
English Districts	6
Spanish District	1
Committees	14
Steering Committee	8

¹ A.A. Service Manual, p. S44, 2008-2009 Edition

Job Description of the DCM

Duration of term: 2 years

Suggested sobriety time: 4 years

The DCMs of the even districts are elected for the even years.

The DCMs of the off districts are elected for the odd years.

If a DCM is named in the first six months in office, he completes the term. If appointed after the first 6 months, he will serve as interim DCM until the end of the term.

An interim DCM cannot be a candidate for a position of the Steering Committee of the Area during elections. He must have served a full DCM's term to be eligible.

DCM's Functions within the Area Committee

In the absence of the DCM, the Alternate DCM becomes a voting member.

Attend the DCMs' Workshop once a year.

Attend and participate in all Area meetings (7) and assemblies (4).

Participate in the committee activities to which he is paired.

Report the activities of his district to the Area Committee.

Share his experience and that of his district with the Area Committee.

Participate in workshops held in the afternoon at the Area meetings.

With the Alternate DCM - see that the groups in his district are complying with AA principles.

Assist the Area delegate to obtain information about the groups in the district within the period required for AA directories, on April 30th of the even year.

Be sure to learn about the services offered by the Area to all GSRs - Invites committee representatives, etc...

Foster financial support to the Area through contributions from his district.

Have regular contact with the Alternate DCM and the Delegate; send a report (also available online) each month to the Secretary or his Alternate, and share it with other DCMs. Make sure the contact list of all members of the Area Committee is confidential. Must also ensure that the information is accurate.

Review the web page of the district and ensure that the information is accurate.

Provided with an AA87 email address, he is responsible to check his email and respond every day. All communications will be made using the service address (aa87.org).

The expenses of the DCM are assumed by the district, except for the committee to which it is paired.

Duties of Committee Coordinators

Duration of term: 2 years

Suggested sobriety time: 4 years

Half of the coordinators of the committees begin their term at the beginning of an even year.
And half an odd year.

Even year

Aide téléphonique
Treatment Facilities
Internal Communications
Area Convention
Helpline
Information publique
Group Services

Odd Year

Publications
Archives
Centres de détention
CPC (Cooperation with the Professional Community)
Correctional Facilities
Website
Technical

Start of Term and Interim Term

If a coordinator is ratified in the first six months in office, he completes the term. If ratified after the first 6 months, he will serve as interim coordinator until the end of the term. He can stand for election to the Committee at the end of his interim term, if he wishes, and perform a full term. However, his term will start when his election to the committee has been accepted by the Steering committee.

N.B. If election to the committee is accepted by the Steering Committee during the first six months of his term, he will complete the term even if he is ratified by the Area Committee after his first six months.

An interim coordinator cannot be a candidate for a position on the Steering Committee of the Area during elections. He must have served a full term as Coordinator to be eligible.

Functions of the Committee Coordinators in the Area Committee

In the absence of the coordinator, the Alternate Coordinator becomes a voting member.

Area 87 provides each committee with a budget.

The tasks of the coordinator are:

Verify and authorize committee workers' expenditures (except for the Area Convention coordinator).

Attend in all (4) Coordinator's Meetings

Attend and participate in all Area meetings (7) and Assemblies (4).

Encourage paired DCMs to participate in Committee activities and cover their own expenses, in Accordance with the policies set by Area 87

Report (on paper and verbally) the activities of the Committee to the Area Committee. With the Alternate Chairman - ensure that the Committee's activities are consistent with the principles of AA.

Work with the Alternate Chairman to make sure he/she be clearly informed about the activities of the committee.

Make sure that GSRs are aware of all the services offered by the Area to GSRs – attend Districts' activities and Districts' meetings (upon invitation), etc...

Share his experience and that of his committee with the Area committee.

Participate in workshops held in the afternoon at the Area meetings.

Send the minutes to the Area Alternate Secretary and to the Archives Committee along with any other useful document.

Make sure the contact list of all members of the Area Committee is confidential. Must also ensure that the information is accurate.

Review the web page of the Committee and make sure that the information is accurate.

Provided with an AA87 email address, he is responsible to check his emails and respond every day. All communications will be made using the service address (aa87.org).

Every year, the Coordinator shall submit a detailed report on the activities of the Committee for the next year budget. The budget must be submitted to the Treasurer of the Area in October.

This budget does not include (computer screen, projector, etc.) equipment requirements that are the responsibility of the Area Service Office (ASO).

Any expenditure in excess of (\$1 000.00) that is not authorized or implied by the estimates must receive the prior approval of the Area Committee at an Area meeting.

Any unplanned expenditure related to the Committees' budget estimates which would result in costs exceeding the budget estimates must be approved by the Area Committee before being done. If authorization is granted, the reserve fund is to be used.

Once every two years, the Committee should review its guidelines; and the bilingual committee will have them translated.

Audio Visual Equipment

All equipment, computers, projectors, screens, etc... are the responsibility of the Area Service Office.

The equipment materials are available for all committees based on the following priority:

The Steering Committee
Committees of the Area
Districts

Book at least one week in advance, otherwise the loan will be denied.

Sign the loan form.

Treat equipment properly out of respect for the Area Committee

Return materials borrowed on the due date to avoid penalizing others. The borrower is responsible.

If equipment is not returned by the due date and there is a reservation, it is for the latecomer to send the equipment to the person who made the reservation.

Moreover, it is for the borrower to report broken equipment by completing the form provided for that purpose.

Booking Rooms at ASO

Send your meeting schedule once annually, no later than October 1st, to reserve a room(s) at the Area Service Office.

It is important to make a reservation in order to book a room.

Reservations are made through our administrative assistant in ASO. The rooms are available for all, in the following priority:

The Steering Committee
Committees of the Area
Districts
Groups

Keys for the Area Service Office

Anyone with one or more key(s) must sign the key registry. If a member loses his entry key, he will have to pay \$15 to replace it.

People who are entitled to get an ASO entry key are:

Employees
Steering Committee members
Committee coordinators
Certain Helpline and Aide téléphonique committees' members

Not everyone has the same key, as they are programmed according to function.

The Administrative Assistant maintains a registry of names of all key holders. At the end of his term, the coordinator is responsible to return the key to the Office. A new key will be provided by the Office to the new coordinator.

The coordinator is responsible to collect the keys distributed.

The Treasurer and the Administrative Assistant are the only ones responsible for the registry and key cutting.

Policy of Expense Reimbursement for Servants

The refund policy of spending is a tool for members who wish to serve without financial constraints preventing them. The concerned members are free to avail provisions of this policy.

It applies to expenses incurred by a committee servant in exercising its functions. Any expenditures must be subjected to prior approval by the Treasurer of the Area. These costs are included in the budget of the "Office of Services - Area 87 Inc."

Ideally, expenditures must be submitted monthly; however, they will be accepted within 3 months of submission. This delay does not apply to the last 3 months of the year as expenses must be submitted no later than December 31 of the current year.

Reimbursement of expenses

Members-servants are not paid. However, they are entitled, upon presentation of receipts, to be reimbursed for reasonable expenses incurred in the performance of their duties under the conditions and to the extent prescribed by the Area Committee.

Allocations

The members of Area committees - including members of the Steering Committee who are involved in service activities in the performance of their duties shall receive the following daily allowances, provided they fully participate in these activities:

MEALS: All costs will be reimbursed upon presentation of receipts and reimbursement shall not exceed the following amounts:

- Breakfast: \$15.00
- Lunch: \$ 25.00
- Dinner: \$ 35.00

ACCOMMODATION: they shall receive reimbursement for the actual cost (including taxes) of accommodation at a reasonable cost, if a hotel room is really used and upon presentation of the bill. Costs that exceed this amount shall be payable only on the approval of the Steering Committee. Consult with the Treasurer before incurring an expense to ensure reimbursement.

Participation in Regional Forums, provincial assemblies and special events

With regard to the participation expenses of Area service committees (including the Steering Committee) to these service activities, the Area budget will provide a total amount to be determined and approved by the Area committee each year.

In the case of financial constraints, the Steering Committee reserves the right to review these estimates and act accordingly.

Whenever possible, the Area will try to get group rates. The Treasurer or the Steering Committee or any other person designated by the Committee shall establish a list of hotels to be used. The Steering Committee fosters “double bunking”. However, no member is forced to share a room.

When the Area charts a bus, if another mode of transport is used, members-servants receive cash equivalent to the "pro rata" price established for individual charter transportation use.

The allowance for the use of a personal vehicle for a service activity **inside Area 87** is \$0.35 per kilometer, whatever the distance traveled, with the following conditions:

- The use of the personal automobile is more advantageous given the constraints of time and cost.
- The expenditure statement should indicate the point of departure, destination and mileage.

The allowance for the use of a personal vehicle for a service activity **outside Area 87** is \$0.35 per kilometer, up to 200 km. Beyond this limit, the reimbursement of the mileage will be made upon submitting gasoline receipts only – except in special cases as determined by the steering committee.

The Steering Committee may block reimbursement of expenses by servants who do not comply with the preceding paragraph.

Expenses are reimbursed to the servant who has met the said expenses. No refunds will be made to an intermediate or without documents.

Honorary Delegates

The Area Committee uses the term “Honorary Delegates” to designate former Area Delegates. Honorary Delegates are invited to attend the Area monthly meetings and the Area assemblies. They are a source of spiritual and collective memory and are frequently asked to share their experience about historical decisions made by the Area Committee and the Steering Committee, how these former service committees conducted their business, and the process they used to arrive to an informed group conscience. Honorary Delegates do not vote on issues discussed in the Area Committee, but they have a right to speak.

Make-up of the Steering Committee

The Steering Committee of the Area 87 consists of eight (8) members to whom the Area's group conscience, expressing itself in the context of an Area general assembly, have confided service responsibilities (see job descriptions in the guidelines of the Steering Committee)

- Delegate
- Alternate Delegate
- Chair
- Alternate Chair
- Treasurer
- Alternate Treasurer
- Secretary
- Alternate Secretary

Annexe A

Vote Procedures – Robert’s Rules of Order

Quorum

A quorum at an Area committee meeting – the 2/3 of all registered members – is required in order to pursue the business of the meeting and / or the Area assembly.

Substantial Unanimity

All questions that require a vote demand a substantial unanimity, that is, a 2/3 majority. All actions, including any modifications that touch any particular resolution, equally require a 2/3 majority. Because the number of registered members can vary from time to time during a meeting and / or an assembly, the “2/3 majority” is interpreted as being the 2/3 of the voting members present, as much as the total constitutes a quorum of the Area committee meeting.

Minority Opinion

After a vote has been taken on a proposition, if the desired result did not occur, the person or persons will have an opportunity to express their opinion. If the proposition passes with the voice of the 2/3, a right to speak is given to the minority. If the proposition receives a major vote, but fails to achieve a 2/3 of the members vote, the majority is allowed to express their opinion. Not to be forgotten that to keep a “minority opinion” after a vote, if a refutation has not taken place, is a waste of time, as this could force the Area committee to reconsider a question that could very well have been decided at first if it had been examined in all its aspects.

General Rules Concerning Debates and a Vote

- The members who wish to speak must wait their turn at the microphone.
- Each member can speak for two minutes.
- No one can speak a second time on a subject unless everyone who desires to has already done so.
- A complete discussion on a subject must have taken place before a vote.
- Everyone has the right, and should express their opinion. However, if someone has expressed himself or herself before you, and whose thinking is parallel to what you already had in mind, it is suggested then not to present the same arguments over again.
- Premature actions (that is, modifications of a proposition at the very beginning of a discussion or a request of a quick vote) can distract from the discussed subject and, by this very fact, provoke confusion and/ or unjustifiably delay the conduct of the meeting and / or the assembly.
- The vote takes place by raised hand.

Postponement of a Proposition

If a subject has been put forward to the next meeting:

- The postponement must not be commented on.
- The postponement must be seconded and passed by a vote of 50 + one.
- Is not questioned.

Request to Vote

A voting member requests to vote and the debates ends automatically while the members decide to proceed directly to a vote or continue to debate.

- The request to vote must not be commented on.
- The request must be seconded and passed by a vote of 50 + one.
- Is not questioned.
- The proposition itself requires a **2/3 majority** to be accepted.

Reconsideration

If during the course of a discussion, a member of the majority requests to reconsider his vote, the Chair asks the assembly to vote to reconsider the vote. A simple majority of 50 + one is enough to decide to vote again or not.

- If the minority or the majority, according to the results of the vote, has expressed themselves, and no member requests to vote then, the vote will not be reconsidered.
- A proposition to reconsider the vote can be made only by a member of the majority, but can be seconded by any voting member. • The debates resume.
- The right of reconsideration to vote can apply only once during the same proposition.

Annexe B

AREA 87 STEERING COMMITTEE

ELECTION PROCEDURE

(EXCERPTS FROM THE AA SERVICE MANUAL AND BY-LAWS OF AREA 87)
(Revised December 8th, 2007)

1 - STEERING COMMITTEE

The Area 87 Steering Committee consists of officers elected for a two-year term as follows:

- Delegate, Alternate-Delegate, Chairperson and Alternate-Chairpersons for terms commencing on even-numbered years;
- Treasurer, Alternate-Treasurer, Secretary and Alternate-Secretary for terms commencing on odd-numbered years;

2 - WHO IS ELIGIBLE?

The eligibility list includes all present members of the Area Committee who are completing their mandate, as well as those who have already completed their mandate. The latter are eligible for a period of two years following the end of such mandate. However, the incumbent Delegate is not eligible to the office of Delegate or Alternate-Delegate.

The Area Committee consists of the members of the Steering Committee, the Area Committee Coordinators and District Committee Members.

Is also eligible any member fulfilling these requirements:

- having completed (in Area 87) a mandate as DCM, Committee Coordinator or Steering Committee member;
- having a minimum of six (6) years of continuous sobriety.

These candidates not being automatically on the list of eligibility will fill a nomination form that should be received at the Area 87 service office no later than the day of the September Area meeting. The nomination forms are available at Area 87 service office.

The election procedure should be published at least not later than August 1st of every year.

3 - WHO VOTES?

- Steering Committee members;
- DCMs or, in their absence, their Alternates;
- GSRs or, in their absence, their Alternates;
- Correctional Facilities and Treatment Centres Group Sponsors or, in their absence, their Alternates;
- Area Committee Coordinators or, in their absence, their Alternates;

In the absence of the incumbents and their Alternates, any person appointed by the absentees' Group, District or Committee may vote.

A person is limited to a single vote even though he/she may hold more than one job.

Please note that eligible persons do not necessarily have voting rights.

4 - ELECTION ASSEMBLY

The eligible persons and the persons with voting rights will be notified of the Area Election Assembly at least ten days in advance.

The Election Chairperson, the Scrutineers, the Ballots Collectors and the Returning Officers are non-voting and are ineligible members.

5 - PROCEDURE OF THE ELECTION ASSEMBLY

a - Registration

Prior to the Assembly, all persons present will be registered and identified as:

- either voting or not; -
- either eligible or not;
- visitors.

Ballot forms will then be distributed to members with voting rights.

b - Preliminaries

The Election Chairperson reviews the description of voting members and/or eligible members.

The Election Chairperson introduces the persons who will act as Scrutineers, Ballots Collectors and Returning Officers.

The names of eligible members are entered on the board.

The Election Chairperson goes through a roll call of eligible members. Absentee's names are then deleted from the eligibility list except in extraordinary cases as determined by the Area Chairperson.

6 - ELECTION

The following procedure will be repeated for each office:

- a - The Election Chairperson reads the eligible members list in order to determine if there are any members interested in the particular office.
- b - If after the reading of the eligibility list no candidates present themselves, it will be the Steering Committee's responsibility to fill the position.
- c - The Election Chairperson asks each candidate to say a few words about their service experience.
- d - Members then vote. If there is only one (1) candidate, his/her confirmation is required by at least 2/3 of the assembly. Written ballots are cast, collected and given to the Scrutineers for counting.
- e - The tally for each candidate is posted on the board.
- f - The first candidate to receive two-thirds of the total votes is elected.
- g - After the second ballot (assuming that no candidate has received the necessary two-thirds on the first ballot) any candidate having less than one-fifth of the total votes will be withdrawn automatically, except that the two leading candidates shall remain. (In the event of a tie for second place, the leading candidate and tied second-place candidates remain).
- h - Following the third ballot, candidates receiving less than one-third of the total ballots will be withdrawn automatically, except for the two leading candidates who will remain. (In the event of a tie for second place, the leading candidate and tied for second place candidates will remain).
- i - A fourth ballot is conducted.
- j - After the fourth ballot, if no candidate has two-thirds of the total votes, the Election Chairperson calls for a seconded motion and a majority show of hands prior to proceeding with a fifth and final ballot. (If this motion is defeated, balloting is over and we go to the "hat" immediately. In the event of a tie for second place, the leading candidate and tied for second-place candidates remain. In the absence of a tie, the candidate with the lowest total is dropped. If the motion is carried, a fifth and final ballot takes place).

- k - If no candidate is elected by this time, the Election Chairperson announces that the selection will be made by a draw from the hat. At that stage, the choice is ordinarily made between the two or three candidates with the most votes.
- l - The first candidate drawn by the the Scrutineer "out-of-the-hat" is deemed elected.
- m - If, at any time during the ballot, there are two candidates left and one of them withdraws, there will be a last vote and the last candidate still in contention shall obtain 2/3 of the votes.

Annexe C

Service Material from the General Service Office

SAFETY AND A.A.: OUR COMMON WELFARE

Safety is an important issue within A.A. — one that all groups and members can address to develop workable solutions and help keep our meetings safe based on the fundamental principles of the Fellowship.

“Each member of Alcoholics Anonymous is but a small part of a great whole. A.A. must continue to live or most of us will surely die. Hence our common welfare comes first. But individual welfare follows close afterward.”

—Tradition One (Long Form)

A.A. groups are spiritual entities made up of alcoholics who gather for the sole purpose of staying sober and helping other alcoholics to achieve sobriety. Yet, we are not immune to the difficulties that affect the rest of humanity.

Alcoholics Anonymous is a microcosm of the larger society within which we exist. Problems found in the outside world can also make their way into the rooms of A.A. As we strive to share in a spirit of trust, both at meetings and individually with sponsors and friends, it is reasonable for each member to expect a meaningful level of safety. Those attending A.A. meetings derive a benefit by providing a safe environment in which alcoholics can focus on gaining and maintaining sobriety. The group can then fulfill its primary purpose — to carry the A.A. message to the alcoholic who still suffers. For this reason, groups and members discuss the topic of safety.

Autonomy and Group Action

Because A.A., as such, ought never be organized, as indicated in Tradition Nine, it is individual members and groups who ensure that all members feel as safe as possible in A.A.

There is no government within A.A. and no central authority, legal or otherwise, to control or direct the behavior of A.A. members. As embodied in the Fourth Tradition, the formation and operation of an A.A. Group resides with the group conscience of its members. A.A. groups and service entities such as areas, districts, intergroup/central offices are autonomous.

Recognizing that safety is an issue of importance to its members, many groups have taken actions to keep distractions and disruptions to a minimum within the context of the group.

A.A. Membership

A.A. membership has never been contingent on any set of behavioral or moral standards — beyond those founded on common sense, courtesy, and the timeless values of kindness, tolerance and love.

A.A.'s Third Tradition states that the only requirement for membership is a desire to stop drinking. This brings an openness that helps to define our character as a diverse Fellowship; yet it also requires us to be mindful of our group and individual safety.

Some people, however, come into A.A. without an understanding of the type of behavior that is appropriate in meetings or in the company of other members. A person can be sober in A.A., yet still not understand what is acceptable.

Dealing with Disruptions

While most groups operate with a healthy balance of spontaneity and structure, there are a number of situations that can threaten group unity and challenge the safety of the group and its members. Often this can center on disruptive individuals, those who are confrontational, aggressive, or those who are simply unwilling to put the needs of the group first. Such behavior can hijack the focus of a meeting and frighten members, new and old.

Some groups have developed plans for addressing disruptive behavior and have established procedures through their group conscience to ensure that the group's welfare is protected. In many cases, disruptive behavior is pre-empted by having the chairperson state the expectations for behavior in the meeting.

Some groups include in their opening announcements that illegal and disruptive behavior is not tolerated. Still other groups have asked disruptive members to leave the meeting. Additionally, groups and members always have the option to call the appropriate authorities if disruptive behavior continues or anyone's safety is at risk.

Group Safety and Unity

Situations that groups have addressed through their group conscience include, sexual harassment or stalking; threats of violence; bullying; financial coercion; racial intolerance; sexual orientation or gender identification intolerance; pressuring A.A. members into a particular point of view or belief relating to medical treatments and/or medications, politics, religion, or other outside issues. In addition, there may be other behaviors that go on outside of typical meeting times that may affect whether someone feels safe to return to the group.

Some groups have their own guidelines or procedures to help keep the meeting safe. A.A. members can speak to those who are acting inappropriately. Situations can be discussed at business meetings to come to a group conscience about how to handle a

situation. As a last resort, the disruptive member may be asked to stop attending the meeting for a specific period of time. Groups that take this drastic action do it in order to preserve the common welfare of the group and to maintain A.A. unity.

In any situation, if a person's safety is in jeopardy, or the situation breaches the law, the individuals involved can take appropriate action to ensure their safety. Calling the proper authorities does not go against any A.A. Traditions. *Anonymity is not a cloak protecting criminal or inappropriate behavior.*

Inappropriate or predatory behavior, such as unwanted sexual attention or targeting vulnerable members can be especially troublesome. These behaviors may go on outside of typical meeting times. While A.A. members can be caring and supportive to those affected, we are not professionals trained to handle such situations. Law enforcement or other professional help may be necessary.

Victims of inappropriate behavior, harassment or predators can let the group know about such situations, often through a sponsor or trusted friend. This way the group is informed, and members can help address the situation and curtail further problems. Group discussion should be focused on creating an environment where all alcoholics can find and maintain sobriety.

A.A. and the Law

Common sense and experience suggest that A.A. membership does not grant immunity from local regulations and being at an A.A. meeting does not put anyone beyond the jurisdiction of law enforcement officers. As individuals, A.A. members are also "citizens of the world," and as citizens we are not above the law.

Through the group conscience process, many groups have established guidelines regarding when it may be appropriate to call authorities and handle a given situation within the legal system. No A.A. group has to tolerate illegal behavior and any activity within an A.A. meeting is subject to the same laws that apply outside the meeting. The nature of illegal acts that groups have faced include violence, embezzlement, theft of property, drug sales at a meeting, and more.

Emergencies

Injuries, accidents, fires, etc., sometimes do occur during meetings. To accommodate these situations, groups can also develop plans and procedures, often in consultation with their landlord or local authorities. Addressing an emergency situation is more important than continuing the meeting, and members should not hesitate to call emergency personnel in critical situations.

Keeping the Focus on Our Primary Purpose

It is hoped that our common suffering as alcoholics and our common solution in A.A. would transcend most issues and curtail negative behaviors. As noted in the Big Book, *Alcoholics Anonymous*, “Love and tolerance of others is our code.”

Safety, however, is important to the functioning of the group. By maintaining order and safety in meetings, the group as a whole will benefit and members will be able to focus on re-covery from alcoholism and a life of sobriety.

Ultimately, the experience of how these situations are handled can be as varied as our Fellowship. Good judgment and common sense, informed by the Twelve Traditions, seem to provide the best guide.

What Can Groups and Members Do?

Groups and members can discuss the topic of safety, to raise awareness in the Fellowship and seek through sponsorship, workshops and meetings, to create as safe an environment as possible for the newcomer, and other members or potential members. This can be the subject of sharing among groups at the district or area level.

Here are some helpful suggestions and reminders:

- Talk about issues of safety before they arise.
- Safety is something each member attending an A.A. meeting can be mindful of.
- Communicate clearly what A.A. is and what it is not.
- Sponsorship plays an important role and sponsors can be helpful in pointing out warning signs or unhealthy situations to sponsees and newcomers.
- A.A. members who are concerned about the words or actions of a sponsor or other member, may find it helpful to speak to someone they trust, their A.A. group, or a professional, as needed.
- Include Safety and the A.A. Meeting Environment as topics for a group inventory.
- Consider developing group guidelines and procedures on safety.
- In all discussions about safety, keep the focus on our primary purpose, our common welfare, and place principles before personalities.

Helpful Resources for A.A. Members and Groups

- [Box 459 October 2010 edition](#), articles on “Disruptive Members at A.A. Meetings” and “A.A. and the Law” (available on the newsletters page at www.aa.org).
- A report from the 62nd General Service Conference Workshop: “*Safety in A.A. Our Common Welfare*.”*
- Final Report of the “*Ad Hoc Committee on Group Safety of the General Service Board of Alcoholics Anonymous, U.S. and Canada*” (Feb. 2, 2014).*

- A.A. pamphlet, “[Questions & Answers on Sponsorship](#). ”**
- A.A. pamphlet, “[The A.A. Group... Where it All Begins](#). ”**
- Service Material, “[Safety Card for A.A. Groups](#). ”**
- Contact your District Committee Member or Area Delegate for local shared experience.

**Available upon request by contacting G.S.O. **Available on aa.org.*

09/17

SMF-209

General Service Office

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**Les AA – une solution pour toutes les générations – A.A. – A Solution for All
Generations – A.A. – una solución para todas las generaciones**

Région 87 – 87 Area – Área 87

Réunion du Comité régional / Area Committee Meeting / Reunión del Comité del Área

Ordre du jour / Agenda/ Orden del día

8 Septembre 2018 / September 8th, 2018 / 8 de Septiembre de 2018

9 h	Ouverture/Tradition/Quorum Adoption de l'ordre du jour Adoption procès-verbaux d'avril et Mai 2018	Opening/Traditions/Quorum Acceptance of the Agenda Acceptance of the minutes of april And may 2018 meeting	Apertura/Tradiciones/Quorum Aprobación de la orden del día Aprobación del acta anterior Reunión de abril y mayo 2018
9 h 20	<i>Rapport du président</i>	<i>Chairperson's Report</i>	<i>Informe del presidente</i>
9 h 25	Secrétariat	Secretarial work	Secretaria
9 h 35	Rapport du trésorier tesorería	Treasurer's report and	Informe y aprobación de la et acceptance Acceptance
9 h 50	Rapport du délégué	Delegates's remarks	Informe del delegado
10 h 00	Mot du Délégué adjoint	Alternate Delegates's remarks	Palabra del Delegado suplente
10 h 05	Pause	Coffee Break	Pausa Café
10 h 20	Suivi	Follow up	Amuerzo
	1	1 1	
	2	2 2	
	3	3 3	
	Affaires nouvelles	New Buzeness	Temas Nuevos
	1	1 1	
	2	2 2	
12 h 00	Diner Lunch Almuerzo		
13 H 00	Parole au RDR	DCM Reports	Informe de los MCD
14 H 00	Parole aux comités	Committee's Reports	Informe de los Comités
14 H 50	Parole aux visiteurs	Visitors's remarks	Palabra a las visitas
	Cloture Déclaration d'unité	Closing A Declaration of Unity	Cierre Declaracion de la Unidad

Parce que nous sommes responsables This we owe to AA's future; to place Debemos hacer esto para el

our common welfare first; to keep futuro de AA colocar en primer

de l'avenir des AA, nous devons :

lugar nuestro bienestar común, placer notre bien-être commun en our Fellowship united. For on

A.S. ya que de la Unidad e AA premier lieu et préserver l'unité des unity depend our lives and the lives
dependen nuestras vidas y las of those to come

AA, et celle des membres à venir vidas de los que vendrán.