



Area **59**

EASTERN PENNSYLVANIA
GENERAL SERVICE ASSEMBLY

www.area59aa.org

Secretary's Report
E. P. G. S. A. Panel 63
June 9, 2013

By the time we get to the Secretary's report, you will already know about the items on the left side of the secretary's folder:

1. Roll Call Procedure. A sticker has been added to the left side of your folder which can be used as a tool to help you during roll call to remember the order of roll call procedure. It also provides a brief explanation of Summaries and Actions.
2. Quarterly DCM Report. Please fill out the Quarterly DCM report to inform the area of (a) your district highlights from the past quarter as well as (b) any upcoming district events.

Items I have emailed to you since the last meeting, but are not included in the folder include:

1. Area 59 Roster: This is a roster containing contact information for all members of Panel 63. Please review your information on the secretary's copy that is being passed around on the clipboard and note any changes. An updated roster will be emailed/mailed to you with the minutes of this meeting.
2. Area 59 Minutes: The minutes of the March 2013 Area Meeting.
3. Calendar of Events: If you would like an event added to the Area 59 Calendar, please contact me by email or by US Mail using the Area Calendar Request Form which is available from the Forms and Publications tab of our website, www.area59aa.org. Please DO NOT contact our area web servant directly.
4. Area 59 Library Request Form. Please note that Area 59 has recently updated its library and it now contains many titles in CD and DVD format. Please utilize the Library Request Form to request to borrow items from the library. Most items in CD and DVD format are available in our Mobile Library at Area Meetings and select other events that your Area Secretary attends. Take this opportunity to check out a selection from our library and increase your knowledge of AA History, AA Traditions, and AA Service.

Please note that I do have some copies of the roster, minutes, calendar, and Area 59 Library Forms available for those that need them.

An Additional Note: Please send your district minutes to all of the Area Officers monthly either by email or US Postal Service. Please make sure the district's number, month, and year are somewhere on the minutes so that we can identify where they came from.

Please let me know if there is any way I can be of assistance to you, your groups, or your District.

Grateful in Service,
Michelle M..
Area 59 Panel 63 Secretary

Area Secretary Travel Log –

<u>Travel Log</u> <u>Date</u>	<u>Event</u>
April 2, 2013	Attend District 29 Meeting, Berwyn, PA
April 30, 2013	Speaking Engagement, 521 Club, Lancaster, PA
May 11, 2013	Pre-Area Meeting, Kennett Square, PA
June 2, 2013	DCR/Mini Assembly #1, Warminster, PA
June 7-9, 2013	NERF, Cromwell, CT
June 9, 2013	Area Meeting, Wind Gap, PA