



Area 59

EASTERN PENNSYLVANIA  
GENERAL SERVICE ASSEMBLY

[www.area59aa.org](http://www.area59aa.org)

10/18/15

## Panel 65 Inventory Report

In keeping with our Steps, Traditions and Concepts, the Area Committee holds an inventory the first year of each Panel. This report summarizes the opinions, suggestions and sharing by members at that meeting held in Temple, PA. on October 18, 2015. The meeting was open to all members. Subcommittee inventories were also held and, where the reports of those meetings were shared with the Secretary, they will be shared with the membership. Please note that this report has been written, in good faith, to capture the essence of sharing. It is not a verbatim transcript. In keeping with our Traditions of Anonymity, individual members are not fully identified.

In Fellowship & Service,

Area 59, Panel 65 Secretary

# Area 59, Panel 65 Inventory Report

## PANEL 65 INVENTORY REPORT

### **Opening:**

Current Chairperson called the meeting to order and ask those who want to, to recite the “Serenity Prayer.” The Delegate made some opening remarks. The Meeting Facilitator, Past Delegate, Sheila, was introduced and assumed leadership of the meeting discussion.

The Meeting Facilitator explained the overall format, time structure and added some suggestions to keep the meeting focused on the topics.

### **1. What is the purpose of the Area? Area Committee? Area Convention Assembly? Are we fulfilling these purposes?**

Dave – the important purpose is to link the General Service Conference with home groups (HG’s). All other activities are secondary. Perhaps the area takes on too much; e.g. YPAA (Young People in AA), Inter-Group, linguistic district, etc. Perhaps Spanish language based HG’s could have their General Service Representatives (GSR’s) attend district business meetings in their local geographic vicinity. Our officers seem to be expected to attend “too many” of events.

Wayne – I was told by a fellow DCM at recent NERAASA that our purpose (in General Service) is to keep the hand of A.A. outstretched. Our Area provides subcommittees that do that – our committee work is vital. So, we pass information (about service) along and ensure that group’s voices are heard.

Evelyn – Our purpose is in the *Service Manual* – we are an important middle position between worldwide service and the local scene. I would like to see more worldwide involvement.

Ruth – I would like to know what’s the difference between “Area” and “Area Committee.”

A comment from the audience stated “The Area has over 1,500 groups and more than 30, 000 members.”

Brian – Our basic purpose through all levels is to carry or help carry the message. However, our *Structure Manual* does not have a specific mission statement for the Area. Perhaps we should consider stating one?

Hugh – It is important to note that individual members conduct 12<sup>th</sup>-Step work. General Service assists Inter-Groups and HG's in performing that work. Area is not directly performing that 12<sup>th</sup>-Step work – we supply the education and materials.

## **2. How might we assure that the composition of our service committees reflects the membership that we serve in terms of gender, race, special needs, etc.?**

Ann Marie – “Look around.” (Minority) Race and female do not seem to have representation. It starts with HG's and Districts. But, what does the Delegate need to do?

Donald – to attempt to change the subcommittee diversity opens up a can of worms. We can't do anything about it. The Delegate assigns members to the subcommittees and we trust and hope that the Delegate does a good job.

Ruth – In our district we have little diversity – perhaps because of the make-up of our community.

Caroline – When I think about diversity I think we are considerate of linguistic, elderly and disabled groups. I think we could do a better to link YPAA - young people. I have research from Pat (Delegate). Some areas (e.g. 11 & 39) have standing subcommittees for Young People. Others have a liaison (as we do in Area 59). I believe that's worth thinking about.

Greg – Diversity is influenced by DCM's through visitation practices.

Brian – Based on the A.A. Public Information Survey our Fellowship is made up of 89% white, 3% Hispanic and 4% African-American. We also reflect 62% male and 38% female in composition. As I scan this room and the area committee, it appears that we reflect those statistics. Our area composition seems to mirror that. Should we do more to reach a more diverse member base?

Kathy – I am concerned about special needs. Especially hearing impaired. Also many people have trouble with stairs to reach meeting sites. Everything should be accessible.

Louis – A.A. needs to be concerned. “Blacks (alcoholism) as a “White Man's illness.” Yet, we (African-Americans) are heavily impacted.” Our Fellowship should address this issue wherever we can. As we see minorities and the (minority) incarceration rates, we need, as a body of people who have received (recovery), we need to carry the message and dispel that we are “exclusive.”

Carrie – This is superficial how we look or are perceived, or do not have to be disabled. – we don't care how the panel looks as long as they are encouraging.

Evelyn – “We need to build a pool of candidates through encouragement. There is no Spanish A.A. versus English A.A.”

Hugh – When I got into service we considered an African-American pamphlet. Having been in A.A. 15 months at the time. We pretty much treated each other equally. But we made an effort to understand cultures and reach them. E.g. Hispanic and Asian cultures have many segments. It is important that A.A. address (each segment) differently.”

### ***3. Is turnover in service positions excessive or do new DCM's and GSR's stay with us?***

Noreen – In my district, GSR turnover is a problem. “What is the solution?”

Greg O'D. – I suggest you include Alt-GSR's in your activities.

Kathy T. – We have GSRs and District officers that do not rotate. They stay forever.

Sy – Our district Archivist did a list of DCM's. They did stay in service. GSR's come and go. I think sponsors are responsible to encourage service and rotation.

Louis – I am a first-time DCM. This has been interesting to me. Rotating through Area service – that's a long haul. I am choosing to be stretched. On the area level (referring to my subcommittee) it requires 3<sup>rd</sup> Step to be willing. I text every GSR before every district meeting: “I am looking forward to seeing you then.”

Coreen(?) – I am a GSR. Those who have enthusiasm and share things positively help us all. I want to keep sober myself and keep the doors open. I am learning from those who do positive things.

Kim – Enthusiasm is important. Go to your groups. Its fun! Sponsorship is important – prepare sponsees to be GSR as a goal.

Glen – Our district does not have a problem with turnover. Most of our problem has to do with GSRs with “not enough time.” We have too much involvement early in sobriety. They bail out. The worst thing is that they could “drink over it.” We should strive to maintain that time requirement.

Ruth – We see mostly the other DCMs attendance – we're pretty good at district – a small percentage of people do most of the work. Most HG's in my district do not have a GSR. Perhaps Traditions study would help the groups better understand their need to send a GSR to district.

James – This is a big topic. We have a lack of service in Philadelphia. When I first go into service (in the Poconos) – any service entity – as a sponsor – I attended lots of business meetings. Start sponsorship discussions to increase participation in (General) service. Our district has picked up. We got the message out via visitation. Ore HG's come to join us. As an Elder in A.A. some feel if they are not a GSR, they don't need to attend. They do.

### **3. Is turnover in service positions excessive or do new DCM's and GSR's stay with us? Continued...**

Hosea – (In Spanish via Interpreter) The first time I have been to several HG's inventories. My HG is 2 years old in Feb. 2016. I am a GSR and motivated to work with you. Other members of my HG are less than one year sober. All service positions are filled and learning. Today in Philadelphia we have an Old Timers meeting. We are happy to be involved and we are happy to be in A.A. I got sober in Mexico. Thanks.

Randy – I don't hear much about "service" sponsorship. Old Timers wouldn't let us get away with some stuff. We were "scared" into service. I need to not let things (service) slide by. We should not shy from "scaring."

Greg P. – All those involved who did not get a good service experience (had a bad taste) could we spread the word, e.g. workshops- to encourage sponsors to share the positives?

RiverStone – We had a low participation rate. We developed a bullet list of "talking points" so GSR's had consistent messages for groups. We went on visitations and used to have 5/32 GSRs attend (district meetings). After we went out and told HG's what we do, we last had 12/32 in attendance. Also we've had less turnover and more participation.

### **4. Has enough effort been made to explain the need and value of Unity (12 Traditions) and Service (12 Concepts)? If not, what can be done to achieve this end?**

Serilio – At first all I thought about was making meetings. A mentor got me involved. I implemented Traditions and Concepts at my district meeting. Unless we discuss them, people do not read them.

Barbara – My first year as ADCM made a few meetings. Then I went to DCM Orientation. Paul encouraged me to teach GSR's – but not going to spoon feed them – as each district meeting we do Tradition and Concept of the month. I would appreciate more. I found a Concept checklist.

Brian – We have quarterly meeting (at Area) but do not discuss. Is this a tradition? Or, do we have a goal? Can we pick one (Tradition or Concept?) and talk about it? Instead of reading and moving on.

Ruth – At our district meeting we used to read. Now we discuss. I give examples of the Concepts.

Louis – (After re-reading the inventory question) I have an idea – we have a convention (EPGSA?) and nobody beats us in greeting!

#### **4. Has enough effort been made to explain the need and value of Unity (12 Traditions) and Service (12 Concepts)? If not, what can be done to achieve this end? Continued...**

Sy – I ask GSRs to volunteer to share about Traditions and Concepts. They get afraid. We have the pamphlets (“Traditions Illustrated” and “Concepts Illustrated.”)

Wayne – I learned about Traditions and Concepts as the Area level. Also, A.A. Comes of Age taught me a lot about Concepts. Maybe we could have DCMs assigned to discuss a Tradition and a Concept and talk about how it affects Area work. Say, for 2 – 3 minutes (at quarterly meetings?) instead of open (?) readings.

Greg – I’ve attended a lot of meetings – the underpinning problem is sponsorship. Perhaps we could have an Area symposium on this so Traditions and Concepts and address the Traditions and Concepts as a topic?

Noreen At my district I research and do a little report that GSRs can have. We could do that at Area.

Greg – Traditions and Concepts Checklists are used at our district meetings. – that a meeting is about Traditions and the district officers must chair.

Simuel(?) – In Sept. the Conyngham (area) did Steps, Traditions and Concepts

#### **5. Is adequate opportunity given to all members to speak and participate in District/Area activities and arrive at an effective group conscience for our whole Area?**

Wayne – A point I’ve thought about for a while. I understand our (Area?) time and protocols. I think at times discussion has not been fostered. There have been times that discussion has been shut down. We seem to foster ideas as long as they are moving toward a goal. At times (this seems to have) limited discussion.

Serilio – I agree... At Area the Literature subcommittee report is usually last. We have been short-changed the last couple of meetings. We need more (time) opportunity.

Hugh – I have a question: “What time constraint” (exists now)? When I was in Area service we stayed until the business was completed.

Dave – My concern is that (at beginning Area meetings) New GSRs are asked to vote on things they have no knowledge of. Aren’t we supposed to have an “informed group conscience?”

**5. Is adequate opportunity given to all members to speak and participate in District/Area activities and arrive at an effective group conscience for our whole Area? Continued...**

Donald – What is “Group Conscience” (he reads from literature) it should “work slowly” and be “informed” so “all pertinent information is studied and allowed to be heard.” Sometimes that’s a challenge!

Evelyn – For 16 years I’ve attended eight of the first quarterly (Area) meetings. In December we found out things we need to decide then. Maybe we should be informed ahead (of that meeting).

**6. Are Area Officers (District and Area) picked with care and consideration on the basis that leadership in A.A. is a great responsibility and opportunity for 12<sup>th</sup> Step work, or are personalities put before principles?**

Caroline – When I talked to other Areas about how they often change Area officers it seems they have more turnover (from election to election.) But – at Area 59 – we usually (or customarily?) elect our officers to rotate and therefore, only one officer position opens per Panel – usually the Officer-At-Large. Perhaps we should institute a nominating committee? Perhaps we should institute a process where (candidate qualifications) can be verbalized so GSRs have a better idea of who they vote for?

Arilio(?) (in Spanish via interpreter) This meeting is interesting to me: talking about Traditions, Steps and Concepts. In my service position I did not have the luxury of preparation. My sponsor said I had to get into service at one year (sobriety). I was elected to ADCM and when I found out what it entailed, I wanted to resign. But I had gratitude for A.A. so I wanted to get more involved in service. We are visiting all groups within the Spanish community there is more involvement in inter-group. Hopefully, as we visit they will better understand General Service. And get involved. Lots of work needs to be done and they hold onto Tradition 3.

Kathy – When it comes to addressing “principles before personalities” sadly I’ve seen personalities before... Elections are not always fair. They can be dirty politics. I’ve been DCM before and seen this. I don’t think every DCM has a fair chance. Art of it comes from the geography. I come from Lebanon and it is rural. They don’t want that. They want someone from Philadelphia.

James – When you talk personalities, we have “Yale to jail” – a key ingredient is willingness. I have done a lot of service. Now I am DCM. I’m grateful the people are willing. I look at their willingness. It all works out!

**6. Are Area Officers (District and Area) picked with care and consideration on the basis that leadership in A.A. is a great responsibility and opportunity for 12<sup>th</sup> Step work, or are personalities put before principles? Continued...**

Wayne – I see both sides – just a thought – I’ve seen DCMs who did not stand. Do I have the time and energy, willingness? But, if I want to stand later, I would have to be a DCM again – all over. I am not sure that would work. Maybe we should let anyone who has served as a DCM stand for (Area officer)?

Donald – Some history of our election: In the ‘60’s candidates were given 5 minutes to state their (qualifications). I’ve seen problems with that – it’s a constant struggle. In spite of constraints, it’s a blessing and a curse. We manage.

Louis – This is serious to me. I sponsored someone who was a DCM. They want me to run for Area Office. I’m uncomfortable with the word “running.” Versus “standing” – to me – that is the spirit of A.A. service.

**7. Have we defined well the scope of authority and service responsibility of our Area Committee DCM’s and Officers by specific job descriptions or guidelines?**

Caroline – As a subcommittee Chairperson it would improve my understanding (at the beginning of the term) to know about responsibilities of the Spanish language version of my report; and, about the annual report, etc. Also, I would like to know how subcommittee Chairpersons is selected. Would it be better is they were elected by their subcommittees? The members could consider adding that to the Structure Manual.

Evelyn – At the convention there are job descriptions. I think it could be written – what duties are entailed in the subcommittee Chairperson’s job.

Mac – Are the same districts doing the same subcommittee assignments every year? My past DCM was on Grapevine.

Ruth – My previous DCM was on a different subcommittee.

Kenny – First time at the microphone: “Hello!”

Mike – I told my Sponsor I was scared to take a drink and he said, “Get in Service!” As a DCM I have responsibility to our district. Our district has a Structure Manual. I share my enthusiasm.

Noreen – Regarding the CPC Chairperson: did the previous Chairperson pass along any information? I do that as DCM – a hand-off. Maybe we can coordinate between Panels to share details of duties.

**8. Are the quarterly meetings informative and worthwhile? Are the issues brought to the Area meetings made clear so all know what they are voting for or against?**

Kathy – Yes – they are worthwhile and informative. The voting process can be a problem, especially after a long day. We need time restrictions because sometimes (it seems) we vote just to get it over with.

Wayne – We have had times when we have not had full discussion.

Dave – The (official) agenda is in our Structure Manual. It seems that at the quarterly meetings we do not discuss open issues. If we did maybe it would be better.

Ruth – Area meetings reports – we are exhausted after the reports. Could that be shortened? It (agenda?) seems rigid.

Ann Marie – We rush through issues. Can we have a workshop on it? I ask GSRs to read the reports. The information comes back to me.

**9. Are our subcommittees doing their best to fulfill their charge? If not, what are the impediments and the strategies for addressing this issue?**

Louis – We can do a better job. We've had turnover. I am grateful for members who have stayed. My passion is that we have not developed enough for the hearing disabled. We can do a better job.

Brian – That's what we do here today. PI is doing a good job. Yes, we can follow the Delegate's recommendations. A concern is about "full participation." A solution would be to inspire/engage those who don't participate enough. Why? Why not? Also it is good to practice delegation.

Ruth – I'm on Archives. It helps that we have an Archivist and Assistant Archivist. Today was illuminating for me.

Greg – Is it possible to connect common interests; e.g. CPC at the Area, District and Inter-Group levels together?

## **10. How effective is the Area in terms of educating our membership about when to be anonymous and when not to be?**

Wayne – We’re not “all that effective.” We’ve shared about it but not had direct discussion. At a showing of “The Anonymous People” I said my name is “Wayne L.” and remained (at that showing.)

Suzanne – My friend who suffered at the hurricane (Sandy?) – told about how we could not find each other because we were so anonymous within the Fellowship. Don’t be afraid inside the rooms to share your full name.

Greg G. – At the National A.A. technology forum this topic was discussed. I was concerned that some wanted to include “implied affiliation to A.A.” Facebook, for example, has some posts that say “celebrating 25 years.” That post is not a Tradition break. It is a misunderstanding. Please attend the “Anonymity In The Digital Age” workshop (at EPGSA) and think about how digital companies sell your information.

Michael – Thank God for Service Sponsorship! My sponsor said to speak about recovery at a conference and see the literature (about how to do it.) Don’t be anonymous within A.A. We have good information in our literature about this topic.

## **11. What additional activities can the Area engage in to help you in your service positions?**

Glen – I have an idea: let’s conduct a service position workshop. (Refers to “Ambrose – a member many people know.) It would (be nice) if we could have Ambrose talk about it.

Kathy – Our district is hosting a workshop on the topic this Saturday. All of you are welcome to attend.

James – During an election year, our district asks Area Officers to come and share on the Concepts.

Cardine (?) – Could we invite more G.S.O. staff or Trustees to speak at quarterly meetings. Or, (how about) a G.S.O. bus trip (sponsored by the Area)?

Louis – (Delegate’s) Recommendation 8 for our Treatment and Special Needs subcommittee states that we hold a workshop. My suggestion is that we make it fun and have lots of participation.

Hugh – I suggest that Past Delegates are available on invitation to help. Feel free to call on us.

Donald – How much more can the Area do? We have Area Day each Panel and that agenda is about General Service positions. Too bad we had few people there (last time.) We don’t need more activities. We need more participation!

## **11. What additional activities can the Area engage in to help you in your service positions? Continued...**

Simuel (?) – Next time I'll bring more guests.

Dave – I haven't heard Area Officers share. Are they allowed to share today?

Steve - District workshops seem to have gotten away from the "message."

Joyce – We need a culture change to interest people in service. They think it's all business.

Jean – Maybe we need to print "special invitations" For example to the Area meeting.

Pat – I think this has been a fantastic day. I need to listen.

## **12. What more can the Area do to carry the message?**

Sheila (Meeting Facilitator) - In regard to this question, we are "speaking of the Area as a whole."

Wayne – Better sponsorship, enthusiasm, member accountability: I can do that better. I have to remember that I am a servant.

Glen – More authority could be delegated in our district. We need to educate about General Service. "What am I doing for A.A.?"

Louis – We should never lose focus on carrying the message.

Brian – As Chairman of PI, we're trying to let people know where A.A. is. Our job is to help facilitate. What districts have PI people? Only one district - (I'm not throwing stones here) – replied when we asked for that information. Please help.

Adrian – On a personal note, regarding Area web site (see [www.area59aa.org](http://www.area59aa.org) - I use the web site calendar – we need to get the word out.

Ann Marie – Grapevine subcommittee has lots of mailings, emails and staff inquiries all the time. Please invite us to bring information about the Grapevine to your district. We would like to have an Inter-Group Grapevine Liaison. They (Inter-Group) have a different idea about service.

Kenny – All these questions have been dealt with. New ideas have come and gone. Our Archives has that history. Cry to all "still suffering" can be an old-timer. We're focused on the newcomer but forget old-timers. Bring old-timers into more participation. Don't forget the experienced old-timers.

Greg – Inter-Group-Share-A-Days: could we have more of these?

## **12. What more can the Area do to carry the message? Continued...**

Matt – I remember walking in. I listened, looked at the floor and I heard that speak; but, not much about service. Especially for the Area. We need to talk more about service at the Area level. My job is to give back.

Jean – Thirty years ago I came into A.A. A guy gave to me a coin. My sponsor talked about participation and the pyramid. We need to “educate, educate, educate.” Talk about it in a way that is not mystical.

## **13. Open Microphone Statements:**

Noreen – Is there a way to get Area and Inter-Groups to coordinate scheduling events?

Melanie – Close contact to coordinate SEPIA Round-Up and Area events would be good.

Wayne – When I came into service - I did a lot of service – my recovery has been deeply helped by being in General Service. I drove to Philadelphia to share my story. My friends said that they would drag me along. I am grateful for service and I love you all very much!

Allison – It is like having a baby. I found out about Robert’s Rules – sometimes you don’t know until you do it. Thank you for widening my circle.

Paul – How do I get volunteers sheets back? When I was Secretary I had no computer skills. What more can we do? Should we focus on what we do well?

Donald – I have the “solution” (I heard this at the National Archives conference) “Each one teach one.”

Louis – “Star Wars” Remember the bar scene? Drinking going on – we were like that. That’s why this way of life needs to be preserved. For me, it’s important. It’s great to know there are new people coming in. I take GSRs who care and are willing to come to go through the Service Manual and pamphlets. I try to improve people beyond my own circle.

Kim – Thank helpers in District 33 for their service. They did this in shift work.

Jean – District 59 used to not believe in workshops. Now, we have workshops scheduled for the next year. Secret is: If I feed them, they will come.

Kathy – Our service workshop is next week. Thanks for your encouragement.

Al – I thank the Area Committee for leaving me the message that in service, we don’t move out, we rotate on.

Paul – The 3 “E’s:” are a good reminder (Education, Experience and Enthusiasm) I went to the bathroom and look what happened. Now that’s sad – get involved!

### **13. Open Microphone Statements: Continued...**

Lydia – How can we help newcomers that need transportation?

Greg – Our Home Group brought up about rides in our format.

Brenda – When I came into A.A. I heard a lot about Steps, Traditions and Concepts and Headquarters. GSRs gave us a report and the program was simple. I have a problem with all these representatives and committees. I am grateful for my sobriety.

### **Closing:**

Sheila (Meeting Facilitator) thanked all participants and the host district volunteers for a successful meeting.

Melanie (Area 59, Panel 65 Chairperson) added her gratitude for all who helped make the Inventory a success and asked all who cared to join in the Responsibility Declaration to adjourn the meeting.

This report was compiled by Area 59, Panel 65 Secretary. Thank you for the opportunity to serve.

**In Fellowship & Service,**

**Ken D., Secretary, E.P.G.S.A.**

***“I am responsible, when anyone anywhere reaches out for help, I want the hand of A.A. to be there. And, for that, I am responsible.”***

## Public Inventory Subcommittee Inventory

Notes on PI Committee Inventory are as follows:

**1. *Is the sub-committee maximizing our efforts to reach the general public with the AA message?***

Some members of our committee feel they could do more, and to some degree we can always do more;

We are doing a great deal, and usually people who do always feel like they can do more. (Right?) We are not getting many requests for representation for non-AA events Health Fairs, etc. One solution mentioned was to reach out to the public, districts and inter groups to let them know we are available to bring out our displays. We discussed possibility of efforts through radio and TV stations, in addition to training districts and inter-groups to reach out to us. (Possibly through workshops?)

**2. *Are all sub-committee members participating in the facilitation of these efforts?***

Everyone feels that there could be more participation from all members in the different aspects of Public Information. One idea mentioned was for the active members of committees to reach out before functions (quarterly meetings, workshops, etc.) and remind other sub-committee members of our service obligations. Additionally, as one district will be electing a new DCM (who will become a member of the PI sub-committee), the current members will reach out to him and welcome him, and the chairperson will fill him in on his duties and responsibilities as a member.

**3. *Are we guarding the anonymity of panel 65?***

On the whole, we feel, yes we are guarding anonymity of the panel. All web postings are reviewed and cleansed of last names. We believe an earlier problem with emails and last names in the emails from personal emails being used, has been resolved.

**4. *Are we actively participating in scheduled AA events within area 59?***

Yes we are actively participating in events, and making ourselves available for future events. We bring a tri-fold display and applicable literature to all events.

**5. Are all sub-committee members receiving clear and concise direction from the chairperson?**

Yes. It was also mentioned that communication is a two-way street, and we as committee members, must also reach out to the chairperson with questions and concerns. The chairperson stays in contact with sub-committee members via email and regular mail. The suggestion to be interface via phone more often will be carried out.

**6. Do sub-committee members feel their suggestions/input is being heard, valued, and considered?**

Yes. Our quarterly meetings are interactive, and individual members are encouraged to “think outside the box” and make suggestions, and, upon approval, to run with them.

**7. Are all subcommittee reports and minutes being completed and submitted in a timely manner?**

Yes. In regards to the PI reports and minutes, we are meeting all deadlines. We have also had good support from ADCM's picking up for absent DCMs. A special thanks goes out to Christian H. from District 30, for his role as acting secretary for two quarterly meetings.

**8. Is the rest of panel 65 being encouraged to interface with the sub- committee?**

We should encourage and communicate more with districts on a one-to-one basis.

We are doing a brief presentation at the December quarterly meeting and participating in a multi-subcommittee workshop on the PI committee and its responsibilities in March. The web-servant would like to see more DCM's involved with website improvements and district specific pictures (district area pics of meeting rooms, notable points of interest within their district. A lake or something). Reach out to other sub-committees for input on things they would like to see on web. Also, we want to re-attempt to reach out to districts for the names and contact numbers/emails of their PI committee chairs.

**9. Is the sub-committee following through with the Delegates recommendations?**

Chairperson has prepared and submitted the annual report. This report will be presented at the convention/assembly. Out of the 28 delegate recommendations:13 –completed; 12-in progress; 3- Not yet addressed.

**10. Is the adviser being kept apprised of sub-committee activities, being asked for his guidance and experience when necessary, and is he making himself available to the sub-committee?**

Yes. The adviser has been available when needed and proactively asks if anything is needed. Chairperson also keeps adviser in the loop of communication

**11. Is the subcommittee fostering and maintaining a good relationship with the various inter-group PI committees?**

Share-A-Day workshops are great and it would be great to see more. The sub-committee recognizes the need for improvement in this area. Solution is for current sub-committee members to attend some inter-group monthly meetings. Members will be assigned to liaison with inter-groups based on their geographical locations.

**12. Is an accurate budget being submitted to the finance subcommittee? Is the sub-committee spending the allotted budget in a prudent and responsible manner?**

Yes. We requested and received a current annual budget. To date, approximately 90% of that yearly budget has been spent. Literature, Visual and Audio PSA's, and mileage reimbursements make up most of this expenditure.

*Note: We had a little extra time so we asked how we can more effectively support and improve the web-site.*

Possibly, more videos, archives, and pictures. Exploring the possibility of doing something related to Facebook. Let the other sub-committees know that they can develop and submit their own pages to be included on the website. The web-servant was encouraged to provide a usage report to trend visits to the site. Overall, the consensus was that the website was a positive asset.

Overall the sub-committee believes we are doing quality twelve-step work, with room for continuous improvement. The inventory was deemed a successful way to gauge the progress of our efforts. A special thanks to our facilitator, Hugh H., for making himself available to guide us through our inventory. Also thanks to Greg P. for taking notes during this lively exchange of ideas. We look forward to using the results of this inventory to improve during the upcoming year.

**Respectfully Submitted,**

**Brian K.**

**Chairperson, PI Sub-committee**

**Area 59, Panel 65**

## Literature Subcommittee Inventory

Organized by number of the Delegate's Recommendation to the Literature Subcommittee

**#1 – Completed**

**#2 – Committee members continue to work on this. Taking literature to Dark Groups. Taking Binders (3) to meetings and AA functions. Invitation has been sent out to all Districts. Groups have started “Pamphlet Meetings” as a result.**

**#3 – We have 3 sets of binders. Members have been attending District Workshops.**

**#4 – Literature Displays have been updated.**

**#5 – Committee has been attending all Area events.**

**#6 – Completed**

**#7 – Completed and in progress**

**#8 – Completed**

**#9 – We've been running out of times at Area Meetings. 60 Pamphlets ordered:**

**The AA Group, Many Paths to Spirituality, Q&A on Sponsorship, 12 Steps Illustrated, 12 Concepts Illustrated, A Newcomer asks, A Brief Guide to AA, Understanding Anonymity, Inside AA, This is AA, Frequently Asked Questions about AA, Circles of Love And Service, 12 Traditions Illustrated (10 Each for each member.**

**#10 - Completed**

**#11 – Continuing**

**#12 – In progress**

**#13 – Continuing**

**#14 – Constant email contact**

**#15 – Continue to do**

**#16 – We do through displays**

**#17 – Scheduled for March 2016 (?) Multi-Committee workshop, exploring with other subcommittees.**

**#18 – Ian L. working with...**

**#19 – Completed at Area Inventory**

**#20 – Exploring with other subcommittees.**

## Archives Subcommittee Inventory Notes:

### Area Archives Subcommittee Inventory:

1. What is the basic purpose of our group? Do we have a written Mission Statement or other document to guide our work? --- to collect and maintain documents pertaining to the history of A59 Archives. Yes, we have a mission statement. (Donald read it)
2. What more can our group do to carry the message? Do our public displays attract and inform members about our local origins, history, and AA principles? --- go to workshops with our display. Donald and Chuck have bore the brunt of taking the display to workshops. We don't have to wait for an invitation. Be proactive. Call the contact person and ask if they would like us to bring an Archives display. We should always be there at Mini assemblies and Share-a-Days. WRT public displays - as best they can. Yes. Positive feedback.
3. Do we adequately include the local origins and history of AA among minorities? --- we have a Spanish district binders and that's it. We feature Lou Rhodes, the first African American Delegate who also came from AA. His photo is in storage. Donald: we don't want to pat ourselves on the back. Look how great we are. How do we define minorities? Black? Gay? Female? Young people. Joy suggested putting up a display that specifically addresses AA's efforts to include all peoples. As we go through the materials, keep this in mind. But it also needs to pertain to A59 specifically as well as minorities.
4. Do we attract, train and motivate committee members so they become committed contributors? ---- David compiled a list of districts that have archivists. We should get in touch with them. We all agree we feel motivated and well trained. Now we have a purpose.
5. Do we obtain and provide training for the Archivist, Conservator and other committee members to effectively carry out their duties? Self-motivational. Trip to GSO. We cannot go there right now. Allison's district is planning a trip depending on when resume tours.
6. Are we careful to preserve the anonymity of AA members both living and deceased at the level of press, radio, films, tv and new electronic media...? Yes.
7. Do committee members willingly participate in work projects? Yes. But we should reinstate meetings at the storage unit.
8. Are all significant decisions related to Archives made by an informed group conscience? Yes. Nothing decided on spur of the moment.
9. Do we provide secure storage location for archival holdings....? Yes.
10. Does the committee work to increase awareness of the Archives and of AA history at the group and District levels by bringing displays to local events and conducting workshops at the local level. Look at the district binders next time you're in storage unit.
11. Does the committee have ongoing projects to collect old timers' oral histories and group histories? Are there other active historical research projects? ----- Do what SEPIA does. Alison would like to get history from somebody she knows. We don't have equipment to do this. A goal. Chuck is working on a project. Donald has projects.
12. Does the group have clear financial policies regarding reimbursing legitimate expenses with prior committee approval....? ----- Yes.

## Archives Subcommittee Inventory Notes: continued...

13. Does the committee have written guidelines and procedures to aid the Archivist and volunteers in performing basic tasks? NO. A goal. Is there a written Collection Scope. NO. Is a Deed of Gift used to document acquisitions as part of the accessioning process? Yes. Are these reviewed periodically and revised as needed? Yes.
14. Does the Archivist maintain a written inventory of holdings, such as a finding aid? --- Donald says hah! Too widespread. Donald invited Allison to begin a list. Start with most valuable items.
15. Does the Archives respect the copyright limitations on the holdings in its collections? Is this an issue? Unless we're taking credit for writing something we didn't create or deriving material gain, should we even be worried?

### Delegate's Recommendations:

Identifying districts without archivists. SEPIA.

Any event in your district - bring a flier to archives.

We need more duplicate displays, enough for each committee member to keep one in his or her car.

Turning over structure history to archives.

Working with PI to put historical materials on website.

Tracking group history submissions?

Reviewing financial records. How long do we have to keep them? 7 years?

Make our storage unit meetings more formal.

We ought to hold a workshop on how to create an Archival display.

## CPC Subcommittee Inventory

1. Are we fulfilling the basic responsibilities of CPC scope?

Not entirely. The subcommittee has been primarily reactive to requests. We could be productive in spreading the word that information about AA is available. Target professionals to inform.

2. Are we facilitating the spread of CPC related info through the Districts and Groups?

No: solution could be to create “packet” that outlives what info is read and helpful, where to get it online and who to contact with questions. Include business cards.

3. Are we educating professionals and AA members on the availability of CPC literature?

No: conduct workshop for AA Members.

4. Does our outreach consider diversity of target audience?

May need to create Hispanic outreach information.

5. Has enough effort been made to review CPC literature?

No: could review literature at meeting or collaboratively online.

6. Does everyone have a chance to contribute?

Yes.

7. Are our meetings productive and valuable?

Yes

8. What else can we do?

Request to have link to CPC info on [www.aa.org](http://www.aa.org) placed on Area 59 web site.

We have done a lot this year, primarily reactive & responsive(?) to group now is to develop ways to get info out there.

## Grapevine Subcommittee Inventory

- Recommendation to buy Grapevine Manual for each committee member every other panel.
- Workshop at EPGSA history by Mike & Bob of about 5 minutes each. Then will write stories to submit. The stories must have name, email and phone number on anything submitted.
- We need to let Inter-groups know about Grapevine.
- Elect *La Vina* reps in areas where needed
- Need a price list
- Update book titles on price list, particularly “Young & Sober” and “In Our Own Words”
- Need to educate membership about Grapevine website: [www.aagrapevine.org](http://www.aagrapevine.org)
- Group nights out: bring displays
- How do we get more invitations to events?

Respectfully submitted,  
Kathy, DCM 65

## Structure Subcommittee Inventory

1. Communication is the key. Whether it is the finances, convention process, or elsewhere. Are we promoting district structure manuals? Divide up districts to promote Structure Manuals to? Request copies of each district Structure Manuals and take ideas from each to create a template as a service literature piece to distribute to DCM's if they wish to utilize it. Present at next Area meeting or DCM Sharing session.

2. DCM Sharing Session and Combined workshop are underway with planning.

Review and update the structure manual not just for typos, but for outdated information. Area History may need a complete overhaul.

Add information to the Structure Manual regarding splitting, combining, etc. for Districts.

Discuss further about where the Structure Manual should reside.

3. Ask for any requests for changes to the Area Structure or the Structure Manual.

4. Yes – more steps to encourage District Manuals.

5. Is prudent spending our subcommittee policy and practice? Yes

6. Do I delegate work and authority throughout my subcommittee? Yes

7. What else can we do? Meet between area meetings. Possible recommend that next panel start during ours. Review other Area's Structure Manuals in order to learn and grow as a district.

## **Finance Subcommittee Inventory**

### **1. What is the purpose of the Finance Subcommittee? How well are we fulfilling that purpose?**

We are doing a great job. Caroline is very organized and makes for an easy road to follow. Our purpose is to provide a guideline for Area to follow. Everyone chipped in to review expenditures and set up the budget. We are an over-site committee to develop a recommended budget for the area officers and committees; a voice of accountability. We also educate on finance and where the money goes. Through education, more donations come in.

### **2. Do we understand our job descriptions?**

Ties into question 1. It is evident in the work we have done this year. We are more present within our committee--each of our members is informed. All are in contact with their assigned committees/area officers. We are all ambassadors for the 7th tradition and the subcommittee feels included rather than excluded.

### **3. Are we able to comply with them?**

See question 2. If we get stuck, we can turn to our adviser.

### **4. Are workloads being shared fairly? What can be done to alleviate the amount of work or redistribute?**

We feel pretty fair. I (Wayne) personally want to travel more. Thank you to those that are getting around, and thanks to Bob for getting our kits put together. The excel workbook was in place, so a lot of the budget was research and input.

### **5. How can we better involve our ADCMs and GSRs?**

Gene recently re-did the structure manual for his district and included "attend area meetings" as part of the function within district. Copy our ADCMs in all of our email chains to keep them involved. Attraction: How are we presenting/educating? With enthusiasm? Keep everyone involved. Bring them along. Get ADCMs involved. Share the calendar with GSRs. Offer them rides. Invite Area members to share on the Traditions and Concepts at the District meetings.

### **6. Are the quarterly subcommittee meetings informative and worthwhile? What can be done to improve them?**

We go above and beyond, including conference calls, to stay on top of things. Emails and contact--we are productive.

## **Finance Subcommittee Inventory, continued...**

### **7. Are we as subcommittee members communicating with one another? What can we do better?**

See number 6. We are responsive to emails and are on the conference calls. Have a deliverable that affects the Area keeps us on task. "Non verbal communication is great" :)

### **8. What impediments do we face and what can be done alleviate these obstacles?**

Deliver/improving the approach of information. Resistance to change is hard to overcome. Remember that money is a touchy issue. Be careful and know what we're going into. Develop a plan for upcoming chair to inform and mentor. Procrastination is my (Wayne) biggest issue. Thank you to my committee members for being such an inspiration.

### **9. How are we using the EPGSA Structure Manual? Are there situations that are not adequately covered in it? If so, what are they?**

It is a reference for when we have an issue. The description on page 20 does not talk about the budget. Also, page 6 expenditures does not go into enough detail. It is ambiguous enough to allow for interpretation. Page 15- the work to get a motion (3 weeks before the next area meetings) and the decision being made by the panel doesn't always allow for discussion with the full assembly. Perhaps we should submit a budget or draft for the incoming year. Page 19- should the delegate appoint a chair, or should the committee do it themselves?

### **10. How well does the Area Committee comply with the Seventh Tradition? Is there too much emphasis on money matters? Does the Area have too much money? Too little?**

There is a challenge in "unsecured" revenue streams. Projections are based on trends, and they should remain conservative. Reminding folks to get reimbursements turned in in a timely manner--education is key. Put a light on frugality. Remember that the amount of work/travel for officers vs subcommittees and put an emphasis on the 7th tradition.

### **11. How well informed are we about the activity of the Finance Committee of the General Service Board?**

Information is based on 1. the final conference report. 2. Quarterly report. 3. AA Service manual. This information is found through our research--am I looking for the information? Should we incorporate GSO information in our report? Talk about it and pass it along to inform the area? The NERF report was very helpful.

### **12. How well informed are we about the Twelve Concepts and the AA Service Manual?**

The onus is on me. The concepts come through Area service. We should share the concepts are our District meetings.