

Secretary Report | EPGSA Panel 75

September 14, 2025

Area Quarterly Meeting, Q4 (Bensalem)



Thank you for the opportunity, privilege, and responsibility to serve as your Area Secretary for EPGSA, Panel 75.

Area Secretary Overview:

- * Records the minutes at the area meetings and functions; prepares the minutes and distributes them to the area committee and past delegates; maintains current records of DCM and ADCM listings on the roster; maintains the area events calendar on the website; is custodian of the area's video library; serves as an advisor to two Area subcommittees.

Roll Call Procedure:

- * When your District is called, please state:
 - Your name, service position, homegroup (if desired), number of guests, and if your DCM report was submitted.
 - Any Actions – these are problems or issues within your District, for which you would like the shared experience of other DCMs or Officers. Be sure to state if you have any during roll call (they will be discussed later in the meeting).
 - Please note that Summaries – which are any announcements, anniversaries etc. in your District – are not part of the Area meeting. Please use calendar form (below) or email the Area Secretary: secretary@area59aa.org.

Volunteer Signup - 2025 EPGSA Convention Assembly

- *We REALLY NEED volunteers for our upcoming convention, and it's vital to fill all time slots, especially registration!*
- *There is an online form for signup: go.area59aa.org/epgsavol !*
The form allows choice of volunteer type and time, so please share with the GSRs in your District.
- *There is also a sign-up sheet you can pass around at your District meetings – just take a picture and send to secretary@area59aa.org or the mobile number on the roster!*

Area 59 Roster:

- This is our **confidential** service contact list for individuals and service entities throughout the Area. When the copy of the roster is circulated, please verify and correct information so we have accurate records!
- * The super-cool Roster Glide app packed with delights will be available shortly at app.roster.area59aa.org ! You will need to log in with your email address on the roster to see any information.

Calendar of Events:

- To list an event on the Area website Calendar, submit an online calendar request: go.area59aa.org/calendar. Anonymity is important on event fliers: do not use full names, personal email addresses, or personal phone numbers.

Secretary Report | EPGSA Panel 75

September 14, 2025

Area Quarterly Meeting, Q4 (Bensalem)



Quarterly DCM Reports & District Minutes:

- Please submit your report online, in advance of the quarterly meeting:
go.area59aa.org/dcmreport.
- As a reminder, please send your District minutes monthly to all Area Officers and Archivist, with District # and date. We do read them and like to keep up to date with what is going on in the Districts!
- Paper DCM Reports are available for those that have not completed them online.

Area Library Requests:

- Area 59 has an extensive library of CDs, USB drives and DVDs, and more - which can be borrowed by any member! Please complete the online form to request an item:
go.area59aa.org/library.
- The Area Library is available at all Area Events, as well as by completing the online form, or by reaching out to me!

If you have any questions, issues, or concerns, please feel free to call or send an email at any time. I am also available to come to your District to speak on Area service or any other topic!

Events Attended:

- PENNSCYPAA – 6/21/25
- Archives Subcommittee Meeting – 7/13/25
- Mini III – 7/19/25
- Archives Subcommittee Meeting – 8/10/25
- Pre-Area Officers Meeting – 8/24/25
- Finance Subcommittee Meeting – 8/25/25
- District 25 Meeting – 9/2/25
- District 51 Picnic – 9/14/25
- Area Quarterly Meeting – 9/15/25

Yours in Service,

Lauren B.

Secretary | Area 59, Panel 75

secretary@area59aa.org

Secretary Report | EPGSA Panel 75
September 14, 2025
Area Quarterly Meeting, Q4 (Bensalem)



Roster App



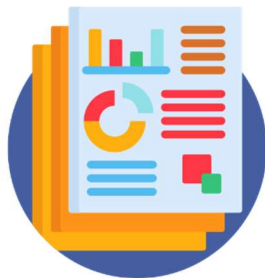
app.roster.area59aa.org



Events Calendar Request



go.area59aa.org/calendar



**DCM
Report Form**



go.area59aa.org/dcmreport