

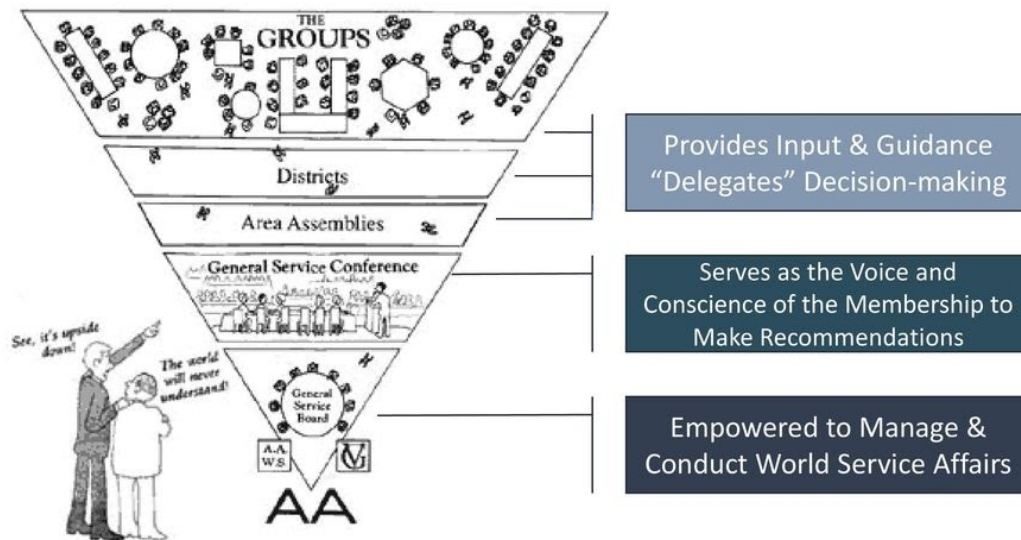
GSR Toolkit

Area 41: Nebraska

2022 edition

A Simplified View of the Upside Down Triangle

"...our objective is always a spiritual one,' nevertheless our world service is a 'large business operation.'" – The 12 Concepts for World Service Illustrated



"The strength of our whole AA service structure starts with the group and with the General Service Representatives the group elects. I cannot emphasize too strongly the GSR's importance" – Bill W.

The General Service organizational chart is represented by an inverted triangle. (SM 3)

The delegation of authority starts at the top with the groups, then to the districts, then to the area.

The Area elects a Delegate to represent the Area at the annual General Service Conference in NY.

At the bottom of the triangle are two non-profit corporations: AA World Services, Inc. and AA Grapevine, Inc. They are overseen by the General Service Board (composed of 21 trustees).

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The General Service Representative (GSR)

GSR Qualifications & Duties

Welcome to General Service!

You are now the voice of your groups' conscience and their link to A.A. as a whole. You will represent your group within your District and at Area level functions. You will serve as the link between your group and the General Service Office in New York. You are now responsible for reporting the group's thoughts/conscience to the DCM and to the Delegate, who passes them on to the Conference. This communication is a two-way street, making the GSR responsible for bringing back to the group any Conference Actions that affect A.A. unity, health, and growth. Only when a GSR keeps the group informed and communicates the group conscience, can the Conference truly act for A.A. as a whole.

FINANCIAL SUPPORT: Current experience indicates that many groups provide financial support for their general service representatives to attend service functions.

Qualifications

- Active in group or other service. Desire to serve & utilize 12 Traditions to solve problems.
- Usually, at least two years of sobriety.
- Time to attend district meetings and area assemblies.
- Confidence of the group & the ability to listen to all points of view.

Duties

- GENERAL
 - Learn about the 12 Traditions & 12 Concepts & are familiar with: The AA Service Manual Combined With Twelve Concepts for World Service (BM-31), 12x12, AA Comes of Age; and the pamphlets: "The AA Group," "AA Tradition - How It Developed," "The Twelve Traditions Illustrated," and "The Twelve Concepts Illustrated." *Service Manual & pamphlets available for free viewing on aa.org
 - Knowledgeable about material available from GSO - new literature, guidelines, videos, kits, etc. - and passing info to the group. *See "What's New" on aa.org
 - Attend and/or facilitate your group business meeting.
- GROUP
 - Serve/listed as group mail contact with GSO, district, & area.
 - Receive Box 4-5-9 & keep the group aware of AA activities around the world.
 - Work with the treasurer on support of GSO via contribution plans and Birthday Plans. Encourage group support of GSO, area, district, central offices and/or intergroups. See the pamphlet "Self-Support: Where Money and Spirituality Mix."
 - Make sure your group is listed (and up to date) with the General Service Office.

- If needed, help your group organize a periodic group inventory. “The AA Group” pamphlet has a list of questions (compiled from AA shared experience) that may be useful in arriving at an informed group conscience. Your group will probably wish to add questions of their own.
- Give reports of service activities and issues discussed at district and area meetings following events (for the benefit of those who couldn’t attend).
- DISTRICT
 - Attend & participate in district meetings to represent your group and act as a member of the district
 - Help with planning events.
- AREA
 - Attend & participate in area assemblies.
 - Update DCM’s and/or area registrar with current group information.
 - Bring information, flyers, announcements, etc... back to your group,

Note: See Service Manual (SM) 2021-2023 edition, Chapter 1

Other Helpful Suggestions

Group

- Register yourself as the new GSR, using the [GROUP INFORMATION CHANGE FORM](#) from aa.org. Your DCM or Area Registrar may also have copies.
- Read The A.A. Group pamphlet!
- Report info from area & district back to the group.
- Conduct a group conscience on General Service Conference agenda items & pass on your group’s voice to your Area Delegate.
- Explain AA principles
- Encourage financial support.
- Carry the collective conscience of your group to the district and/or area.
- Be a guardian of the Traditions - encourage discussion of such topics.
- Encourage participation of group members at the group, district, or Area level.
- Have a working knowledge of the three legacies of AA: recovery, unity, & service.
- Bring back AA experience, strength, & hope to the group.
- Involve the alt-GSR, if possible.
- Suggest that your group begin to allow time for a GSR report, or make a quick report during the “announcements” portion of your group.

District

- Listen carefully & take notes.
- After the meeting, ask the DCM any questions.
- Carry collective conscience decisions back to the group.
- Attend District events and report back to the group.
- Elect a DCM & officers; willingness to serve if needed.
- Speak up & vote your group’s conscience.
- Assist the DCM as requested.

Area

- Bring people with you to Area!
- Get involved in your area committee!
- Attend First Timer Orientation.
- Attend the GSR Workshop.
- Bring information about workshops, conferences, district, & area activities back to the group to invite them to participate.
- Speak up at Assemblies if you have something to add.
- Check with the Registrar to make sure your group info is correct.
- See what Archives has for your group's history.
- Check out all of the books, pamphlets, magazines, etc. at the Literature & Grapevine tables.
- Discuss voting agenda items with your group and arrive fully informed for the Assembly.
- Get info on other districts, areas, regions, & GSO events & issues.
- Ask questions, and have FUN!

The GSR Kit

When GSO has been notified via a Group Change Form, the new GSR will receive a kit containing: [The A.A. Service Manual with the Twelve Concepts for World Service](#), useful pamphlets, service material, and BOX 459. The official [GSR kit](#) (not the thing you're currently reading) is also available online at aa.org.

What is an alternate GSR? What do they do?

An alternate GSR should be elected at the same time as the GSR in case the GSR is unable to attend all district and area meetings. Alternates should be encouraged to assist, participate, and share in the responsibilities of the GSR, attending district and area meetings when feasible, depending on local needs. Note: Alt-GSR's don't receive the info packet from GSO. *SM21-23, p11

Common Abbreviations + More...

AAWS	Alcoholics Anonymous World Services
DCM	District Committee Member
GSC	General Service Conference (held yearly in April)
GSO	General Service Office (in New York)
GSR	General Service Representative
PSA	Public Service Announcement
PICPC	Public Information & Cooperation with the Professional Community
WCRAASC	West Central Region(al) AA Service Conference (held yearly in Spring)
Forum	West Central Region(al) Forum (held every other year in the Fall)

"It's in the past actions" - See the Area 41 Actions Listing on area41.org

"It's in the handbook" - See the Area 41 Service Handbook on area41.org

* For more abbreviations, see the Service Manual 2021-2023, p85-87

How to Make a GSR Report

Group to District

- Discussion & results of local group voting items, or district, or area agenda items.
- Current issues being discussed.
- Service positions available.
- Upcoming events, workshops, flyers, & announcements.
- Meeting schedule & location changes.
- Help requests or offers.
- 7th Tradition update.
- Solutions for problems found in your group that may help another.
- Ideas & requests your group wants discussed at district.
- Day & time of business meeting.
- Format changes, attendance fluctuations, etc.
- Group 12-step work.

District to Group

- Information, discussion, or result of district or area agenda voting items.
- Current issues being discussed.
- Service positions available.
- Upcoming events, workshops, flyers, & announcements.
- Meeting schedule & location changes.
- Help requests or offers.
- 7th Tradition update.
- Solutions found in other groups that may help your group.
- Name & contact info for District Treasurer, DCM, etc.
- Committee meetings.

Area to Group (or District)

You have the ability to bring back additional information, and enthusiasm for service, to your group and district. Some of these questions may help you in making your report.

- What committees did I attend?
- What did I learn in the GSR Workshop?
- What solutions did I discover?
- What did the Delegate have to say?
- What were the voting results? What voting results surprised or excited me?
- What flyers did I pick up?
- What was in the Area 41 Newsletter?
- Who did I meet?
- Can my group members help with anything at Area?
- What did I pick up from the speaker, meeting, or other members?
- Do I have any new questions?
- Did I find any ride or room contacts to share?
- When is the next Area? Are there other events coming up?

What is a home group?

For most A.A.'s, membership in a home group is one of the keys to continuing sobriety. In a home group, they accept service responsibilities and learn to sustain friendships. The home group affords individual A.A.'s the privilege of voting on issues that affect the Fellowship as a whole; it is the very basis of the service structure. *SM21-23, p7

...about those A.A. group problems

Group problems are often evidence of a healthy, desirable diversity of opinion among the group members. Almost every group problem has a resolution, which usually can be reached through the mechanism of an informed group conscience. Importantly, a good sense of humor, cooling-off periods, patience, courtesy, willingness to listen and to wait – plus a sense of fairness and trust in a “power greater than ourselves” – have been found far more effective than legalistic arguments or personal accusations. (The A.A. Group pamphlet p28) It can be helpful to work out group problems with the 12 Traditions and/or a group inventory.

AA Group Inventory

Many groups periodically hold a group inventory meeting to evaluate how well they are fulfilling their primary purpose: to carry the message to the alcoholic who still suffers. Some groups take an inventory by examining our Twelve Traditions, one at a time, to determine how well they are living up to these principles. Some helpful questions may be found in the *The AA Group* pamphlet. Groups will probably wish to pose questions of their own as well.

What is an informed group conscience?

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

The group conscience is the collective conscience of the group membership and thus represents substantial unanimity on an issue before definitive action is taken. This is achieved by the group members through the sharing of full information, individual points of view, and the practice of AA principles. To be fully informed requires a willingness to listen to minority points of view with an open mind.

On sensitive issues, the group works slowly - discouraging formal motions until a clear sense of its collective view emerges. Placing principles before personalities, the membership is wary of dominant opinions. Its voice is heard when a well informed group arrives at a decision. The result rests on more than a yes or no count—precisely because it is the spiritual expression of the group conscience, and “the conscience of the group, when properly informed of the facts and issues and principles involved, was often wiser than any leader, self-appointed or not.” * “The AA Group” pamphlet p28-29 & “A.A. Comes of Age” p98

Suggested Steps to Achieving an Informed Group Conscience

- Gather Knowledge: The GSR or other chairperson of the group learns about the topic to be discussed. Then:
- Present Topic/Issue: Present the information on the topic to the home group, giving enough background material so all participants are informed on both sides of the topic. The chairperson should be as unbiased as possible on the topic.
- Sharing: Ask each member to share in turn, being sure to allow all to share once before anyone shares a second time. Remember, this is not a general discussion meeting. It is a method of arriving at unanimity on a specific subject. Remember to carefully listen to any minority opinions.
- Consensus: Continue the process until substantial group unanimity is achieved. This is usually considered 2/3 of the participants. More than one sharing session may be needed. Remember, you are striving for a group conscience, not a “popular vote.” Be patient and practice AA principles as the process continues.
- Recap: Once a group conscience is achieved, present a summary of their conscience to the group as a whole including minority opinion. Pass the group conscience and any minority opinion on to the appropriate person(s), be it the Delegate, Area Committee, or District.

“Not always understood, group conscience as expressed in Tradition Two is a powerful spiritual concept that makes it possible for people of diverse backgrounds and temperament to rise above personal ambition and unite in a common purpose; to stay sober and extend the hand of AA to the alcoholic who still suffers.” *“Box 4-5-9” – Vol. 35, No. 1 February/March 1989

The Minority Opinion

In Alcoholics Anonymous, once a vote has been taken on a motion, the minority party ALWAYS has the opportunity to speak from the floor. If someone in the majority (winning side) would like to change their vote after the minority has spoken, it becomes a motion to reconsider, which needs to have a second. It is then open to further discussion (if the original motion was open to discussion) before a new vote on the original motion is taken. *SM21-23, pC16, Concept 5

The Three Legacies

1. Recovery – As outlined in the Twelve Steps.
2. Unity – As outlined in the Twelve Traditions.
3. Service – As outlined in the A.A. Service Manual and the Twelve Concepts for World Service. Service includes anything to help alcoholics, e.g. make coffee, clean up, serve your home group, 12 step calls, etc. “General Service” applies to all kinds of activities within the Conference Structure carried on by area committees, assemblies, delegates, trustees, and GSO staff. Usually the service affects the Fellowship as a whole.

Business Meeting Sample Agenda

OPEN: With serenity, traditions, concepts, etc.

INTRODUCTIONS:

ROLL CALL:

REPORTS: Secretary
Treasurer
GSR Report
Alt-GSR Report
Committee Reports
Other Group Service Positions: _____

(After each report, GSR asks for any questions or corrections)

OLD BUSINESS:

- Topics can be found in:
 - previous Secretary minutes
 - Area 41 Newsletter (usually upcoming voting items)
 - from District meeting
- State item being discussed & give any background info.
- Ask if there are questions or discussion on the item.
- Close discussion when everyone is done sharing.
- If a vote is needed, ask if anyone wishes to make a motion.
- Hold vote (have Secretary record motion & results).
- Ask for minority voice. If given, ask if anyone wishes to reconsider.
- Take results to district or area, if needed.
- Ask if there is any other Old Business.

NEW BUSINESS:

- Bring up any topics and ask the group if anyone has new business.
- Follow the same procedure as for Old Business.

CLOSE: With serenity, 3rd step, responsibility, etc.
Thank everyone for coming!

This is only a basic suggested outline. Each group and/or GSR holds their business meetings in a different manner. 👍 Be mindful of time & keeping things on track, but also....have fun!

When & Where is our District Meeting?	_____ _____ _____ _____
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“Right of Decision”

Every trusted servant and every A.A. entity at all levels of service has the right “to decide” how they will interpret and apply their own authority and responsibility to each particular problem or situation as it arises. That is, they can “decide which problem they will dispose of themselves and upon which matters they will report, consult, or ask specific directions.” This is the essence of “The Right of Decision.”

This right also means the Fellowship must have trust in its “trusted servants.” If the groups instruct their GSRs rather than allowing them a “Right of Decision,” then the area loses the full participation of its members. If the GSRs instruct the area delegates rather than allowing them a “Right of Decision,” then the General Service Conference loses the full participation of all the delegates. As Bill pointed out, “our Conference delegates are primarily the servants of A.A. and they should... cast their votes... according to the best dictates of their own judgment and conscience at that time.”

Bill warned against using “The Right of Decision” as an excuse for failure to make the proper reports of action taken; or for exceeding a clearly defined authority; or for failing to consult the proper people before making an important decision. But he concludes: “Our entire A.A. program rests squarely upon the principle of mutual trust. We trust God, we trust A.A., and we trust each other.” (The Twelve Concepts for World Services Illustrated) *SM21-23, pC9, Concept 3

Service Leadership

Concept IX: “Good service leaders, together with sound and appropriate methods of choosing them, are at all levels indispensable for our future functioning and safety. The primary world service leadership once exercised by the founders of AA must necessarily be assumed by the Trustees of the General Service Board of Alcoholics Anonymous.”

Leadership starts with informed group members and GSRs, many of whom go on to become DCMs, district and/or area committee chairs, area officers, delegates, and trustees. In order to fulfill the responsibility that our group has given us we must become as knowledgeable as possible. If we keep an open mind and a willingness to learn we soon find that we are the ones that benefit. *SM21-23, C27, Concept 9

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

Tradition 7

There are no dues or fees for membership in A.A., but we do have expenses. In keeping with the Seventh Tradition, a group may “pass the basket” in order to cover expenses such as rent, coffee, AA Literature, Grapevine magazines, pamphlets, meeting lists, and contributions to services provided by the local intergroup/central office, district and area, and the General Service Office.

A.A. groups contribute enough to cover about two-thirds of the GSO service expenses (services provided to all registered groups by GSO whether or not they make a contribution). The shortfall is covered by publishing income.

The number and extent of group services have increased over the years, but the real cost of service per group has decreased consistently owing to the growth of the Fellowship. However, all groups do not contribute to the support of the service work. About 55% do not. This places a heavier burden on the groups that do. More important than the dollar amount of contributions, though, is the spirit of participation from group members in this part of A.A. service work.

*12x12, Tradition 7

Our Group Contribution Plan

Group Service #: _____ District #: _____ Group Prudent Reserve Amount: _____	Please use your: Group Service Number & District # when contributing to GSO & Area.
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Our Group Plan	Area 41	GSO
District: _____ % Area: _____ % GSO: _____ % Intergroup: _____ % Central Office: _____ % Other: _____ %	ONLINE area41.org MAIL: Area 41 Treasurer Name _____ Address _____ _____ Phone _____ Email _____	ONLINE contribution.aa.org MAIL General Service Office Post Office Box 2407 James A Farley Station New York, NY 10116-2407
		GSO Additional Assistance: (212)870-3023 memberservices@aa.org

* “Self-Support: Where Money & Spirituality Mix” pamphlet

What is...

a District Meeting?

Group reports are given so that other GSR's are aware of how other meetings are doing & how they are solving group problems. They are given the district financial report and can express concerns of their home group. They discuss concerns of the district, area, and A.A. as a whole.

an Area Assembly?

An Area Assembly is a meeting of GSR's and the area committee. The Area Assembly is the mainspring of the Conference structure - the democratic voice of the movement expressing itself. Not all areas operate in the same way, but generally have 3 main purposes: elect a delegate, form a local decision-making structure, & assist in 12th Step work in ways that may not be practical for groups or districts. *SM21-23, p19

Assembly meetings consider a variety of issues: General Service Conference business, area problems & solutions, and financial affairs. There are sharing sessions & workshops to keep A.A. strong and participation in service growing. *SM18-20, pS36

the Conference? **Where do the agenda items come from?**

The final agenda for the Conference consists of items suggested by individual A.A. members, delegates, trustees, area assemblies, and director & staff members of A.A.W.S. and Grapevine. The Conference considers matters of policy for A.A. as a whole, and there are procedures for placing an item on the agenda – or, when the suggestion does not concern overall policy, for routing it to the most appropriate part of the service structure.

If a GSR has an idea for an agenda item, chances are that they will want to discuss it first with the group, then at a district or area meeting, which can then forward it to the staff member at GSO currently serving as Conference Coordinator. *SM21-23, p42

Why Do We Need A Conference?

The late Bernard B. Smith, nonalcoholic, then chairman of our board of trustees, and one of the architects of the Conference structure, answered that question superbly in his opening talk at the 1954 meeting:

"We may not need a General Service Conference to insure our own recovery. We do need it to insure the recovery of the alcoholic who still stumbles in the darkness one short block from this room. We need it to insure recovery of a child being born tonight, destined to alcoholism. We need it to provide, in keeping with our Twelfth Step, a permanent haven for all alcoholics who, in the ages ahead, can find in A.A. that rebirth which brought us back to life."

the Delegate?

The Delegate has a demanding job, not only because a large amount of time & work are involved, but because it is the delegate's responsibility to serve the US/Canada Conference as a whole. As voting members of the Conference, delegates bring the experience and viewpoints of their own areas. Yet they are not representatives of their areas in the usual political sense; after hearing all points of view and becoming fully informed during Conference discussion, they vote in the best interest of A.A. as a whole. For a complete guide to the Delegate's duties see: SM21-23, Ch5

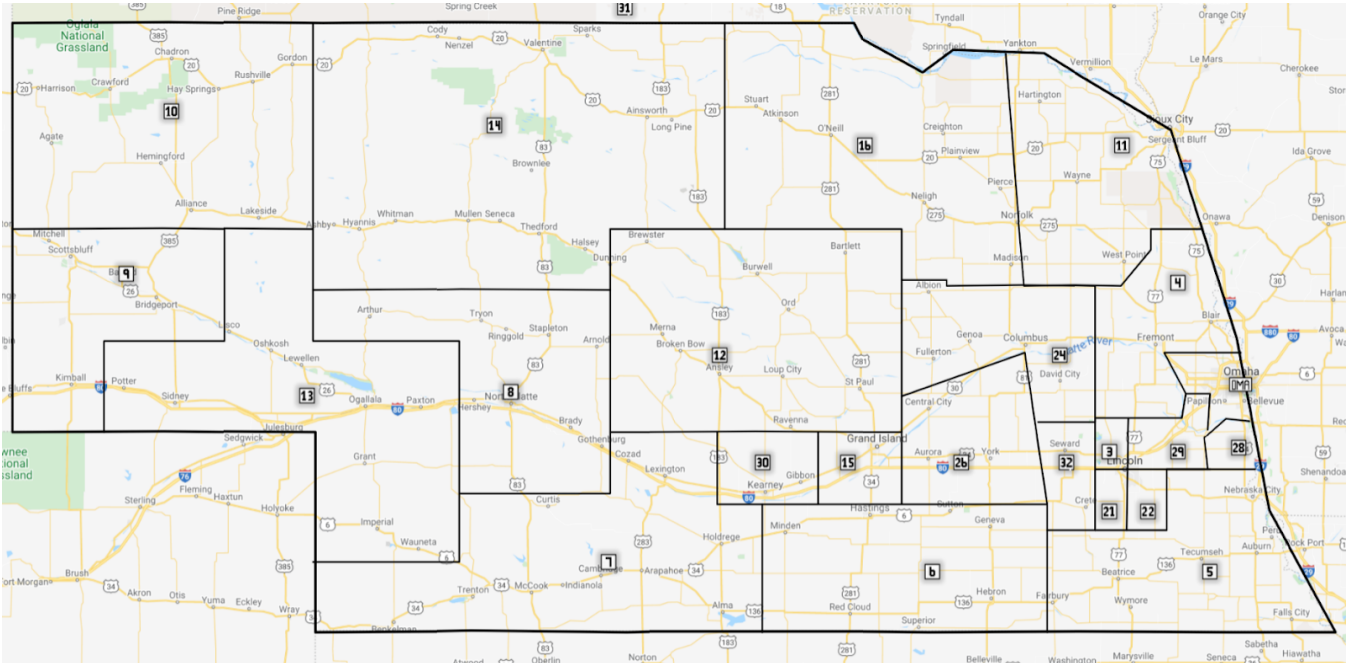
General Service Conference (GSC) Timeline

The Conference Process continues all year long. GSRs, DCMs and Committee Chairs play an active and important role throughout the process. An abbreviated version of the process is below:

- **January - Area 41 Assembly**
- **February** - The Delegate presents a list of agenda items with background material & needs an informed group conscience on them from your group. GSR's can start presenting agenda items to their groups to begin forming an informed group conscience.
- **February/March** - The **WCRAASC** is held on a rotating schedule. As a region, we go through the Agenda Items to help prepare our Delegates. There are also workshops.
- **April** - At our **Area 41 Assembly**, GSRs and DCMs need to be ready to share their informed group conscience. This pre-Conference assembly is where the Delegate gets input on agenda items that will be considered at the General Service Conference.
- **April** - Our Delegate attends the week long annual meeting of the General Service Conference together with the Trustees and GSO staff, in order to discuss & vote on agenda items concerning matters of policy that affect A.A. as a whole.
- **June** - The Delegate Report is held after the GSC at the **Area 41 Reunion**; the Delegate reviews what happened at the Conference, what Conference agenda items passed or failed and why. The Delegate also brings back any pertinent information that groups need to know concerning A.A. as a whole. GSRs are to report back these actions to their groups and listen to their reactions.
- **July - Area 41 Assembly**
- **September** - Final Conference Reports are delivered to the Delegate who presents them at the next Assembly. Bring your copy to your group and make it available to every Member. Agenda items for the next Conference due on Sep 15th.
- **October** - In even years, the **Area 41 Assembly** elects a new delegate & officers. On odd years, Area 41 has an Inventory.
- The West Central Forum happens every other year, usually around August or September. The International Convention is every 5 years.

In Area 41, we meet four times per year for Area Business Assemblies & have a Reunion in June. We may have between 1-4, 4-Corners Workshops per year.

Area 41 Structure



* view Area 41 District Map at area41.org

Area 41 Committees*

- Agenda
- Archives
- Corrections
- Finance
- Grapevine/La Viña
- Literature
- PICPC: Public Information (PI) & Cooperation with the Professional Community (CPC)
- Report & Charter
- TARC: Treatment, Accessibilities & Accommodations, and Remote Communities
- Website

* As a GSR, you may serve on the committee of your choice. DCM's are assigned to committees by lot.

How the AA Service Structure Works

Your individual Group is part of a District.

Your District is one of 31 Districts in Area 41.

Area 41 is one of 93 total Areas in the US and Canada.

Each of these 93 Areas elects a Delegate who attends the General Service Conference, which occurs annually in New York City.

Area 41 Reunion

The reunion is a function financed by Area 41 for the benefit of the fellowship. The Area 41 Reunion is designed to hear the Delegate’s Report from the General Service Conference & to carry the message of recovery to as many alcoholics as possible. The Area 41 Assembly will elect a Host District(s) each year to be responsible for preparing and conducting the Area 41 Reunion. More info can be found: Area 41 Handbook, 2022 edition, p25

Area 41 4-Corners Workshop

The purpose of the 4-Corners Workshops is to make the accumulated service experience of Area 41 available to any district that chooses to host a workshop, and to give local members a chance to meet and get to know the Area 41 Committee members. More info can be found: Area 41 Handbook, 2022 edition, p28

Area Elections: The Third Legacy Procedure

The Third Legacy procedure is a special type of electoral process that A.A. uses to elect delegates. In Area 41, we use this process to elect all of our Area 41 officers. The Third Legacy process is considered to be unique to A.A., and at first glance, appears to introduce a strong element of chance into a matter that should depend solely on the judgment of the majority. In practice, however, it has proved highly successful in eliminating the influence of factions or parties that seem to thrive in most political scenes.

The names of eligible area committee members are read and those willing to stand for the position declare that they are available to serve. The names of eligible candidates are posted on a board & voting members of the area cast written ballots. For more, you’ll have to check out the explanation on page 110 (Appendix G) in the Service Manual, 2021-2023 edition. There is a super awesome graphic on page 111!

Upcoming Event Dates:	Notes:
Area:	
Area:	
Area:	
Workshop:	
WCRAASC:	
Forum:	
4-Corners Workshop:	
4-Corners Workshop:	

Robert's Rules or Parliamentary....What??

How the Area Operates

Generally speaking, Area 41 follows Robert's Rules of Order, and proceeds on as informal a basis as possible consistent with the rights of all concerned. It is important to remember that the purpose of rules of order is to make it easier for the Area to conduct its business; rules exist to allow the Area to do what it needs to do to carry out the will of the Fellowship by reaching an informed group conscience. Over the years the Area has adopted some exceptions to Robert's Rules, which help it to proceed more closely in accord with the spirit of A.A. Tradition.

General Rules of Debate and Voting • People who wish to speak line up at the microphones and address their comments to the chair. Give your name and service position.

- Each person may speak for two (2) minutes.
- No one may speak for a second time on a topic until all who wish to have spoken for the first time.
- Full discussion of a recommendation should take place before each vote.
- Everyone is entitled to express their opinion. However, if your perspective has already been stated by someone else, it is not necessary to go to the mic and say it again.
- Keep all comments related to the business at hand.
- Our experience is that amending motions early in the discussion or hastily calling the question can divert attention from the subject at hand, confusing and/or actually delaying Area business.
- All A.A. members present have a voice in discussion of Agenda Items, but only those registered may vote.

Committee System • To the extent possible, important matters to come before the Area will be handled via the "Committee system." This assures that a large number of questions can be dealt with during an Area weekend. Members are encouraged to trust the process. Each Committee has considered carefully the items before it and presents its recommendations to the Area as a whole for acceptance or rejection.

Minority Opinion • After each vote on a matter of policy, the side which did not prevail will always be given an opportunity to speak to their position. When a motion passes or fails, the minority may speak. Remember that saving "minority opinions" for after the vote, when there is no rebuttal, is a time-waster, for it can force the Area body to reconsider a question that might well have been decided the first time around if it had been thoroughly examined from all sides.

Quorum • The voting membership of Area 41, as determined by roll call, shall constitute a quorum and shall be the count of registered voters.

Submitting an Agenda Item • The agenda item can be presented to Area 41 in two ways:

1. It can be communicated (with factual background*) in writing to the Agenda Committee Chairperson.
 2. It can be presented from the mic at an Area Business Meeting, when new agenda items are accepted, and submitted in writing (with factual background*) to the Agenda Committee Chair.
- *see the Area 41 Service Handbook, Section VIII

Motions Made During Area • When making a motion, come to the microphone and address the chair. There are various types of motions we use to help reach an informed group conscience.

Tabling a Motion • Tabling a motion postpones discussion to the next Area business meeting (if specified), or indefinitely (if not specified).

Motion to Recommit (Commit) • The motion to recommit returns a motion or proposal back to a committee for further consideration, while a motion to commit sends it to another committee. Both motions must be seconded, are debatable & can be amended.

Calling the Question • Calling the question brings debate to a halt while Area members decide whether to proceed directly to a vote or go on with the debate.

Motion to Reconsider • A motion to reconsider a vote may be made only by a member who voted with the prevailing side, but it can be seconded by anyone. If the majority votes to reconsider, full debate is resumed. There is no minority opinion after the second vote.

Floor Actions • In Area 41, there are Emergency and Non-Emergency Floor Actions. For Emergency Floor actions, the Area 41 Chairperson must first be notified. Non-Emergency Floor Actions may only be made by the originator of an item that was resolved in committee by "take no action." For further clarifications on Floor Action procedures, see the Area 41 Service Handbook, Section VII - Area 41 Meetings (B.3.)

Motion to Consider a Floor Action • A motion to consider a floor action is made without comment.

Summary of Procedures

- Address motions to the chair at the microphone.
- When making a motion, you may say “I Make A Motion That...” or “I Move That We....”

MOTION		You Say...	Requires a “Second”?	Is Debatable?	Vote Required for Approval	Minority Voice Heard?
Committee Recommendation			YES	YES	Simple Majority	YES
To Make A Motion		I Make a Motion or I Move That...	YES	YES	Simple Majority	YES
Amending a Motion	A motion on the floor is owned by the entire Area body, no longer by the Committee which recommended it. The amendment is discussed and voted on.	I Move That the Motion Be Amended to Read....	YES	YES	Simple Majority	YES
Tabling a Motion	Made without comment.	I Move That We Table This Item Until...	YES	NO	Simple Majority	NO
Moving to Recommit or Commit	Made without comment.	I Move That We (Re)commit This Item to...	YES	YES	Simple Majority	NO
Calling the Question	Made without comment.	Call the Question	YES	NO	Two-Thirds	NO
Reconsidering a Vote	May only be made by a member who voted with the prevailing side. No action may be reconsidered twice.	I Make a Motion That We Reconsider...	YES May be seconded by either side	NO	Simple Majority	NO
Making a Floor Action	Made without comment. There are Emergency & Non-Emergency Floor Actions. Please see the Area 41 Service Handbook, Section VII		YES	YES	Simple Majority	YES
Withdrawing a Motion		I Wish to Withdraw My Motion	NO	NO	Simple Majority	NO
Objecting to an Error in Procedure		Point of Order	NO	NO	Chairperson Decides	NO

Resources

area41.org - Area 41 Nebraska

aa.org - General Service Office in New York (GSO, AA World Services)

aagrapevine.org - AA Grapevine (AA's monthly magazine)

aagrapevine.org/espanol - AA La Vina (AA's Spanish - Language magazine)

Recommended Reading for GSR's

There is a great deal of literature which relates to service. This toolkit is intended to supplement available texts... not to replace them. This toolkit is suggestive only. Sometimes reading materials may seem dry at first, but with study and discussion, their relevance will become apparent. As the material comes to life, it will become a part of you and your message. Further resources include, but aren't limited to:

PAMPHLETS

- The A.A. Group
- GSR General Service Representative
- Understanding Anonymity
- The Twelve Traditions Illustrated
- The Twelve Concepts Illustrated
- A.A. Tradition - How It Developed
- Inside A.A. - Understanding the Fellowship and its Services
- Self-Support: Where Money and Spirituality Mix
- Traditions & Concepts Checklists
- _____
- _____

* pamphlets viewable for free at aa.org

GRAPEVINE

- aagrapevine.org
- AA Grapevine on YouTube
- Magazine subscriptions
- Books
- _____

BOOKS

- The A.A. Service Manual/Twelve Concepts for World Service - See page 12 for some GSR FAQ
- A.A. Comes of Age
- 12 Steps & 12 Traditions
- _____
- _____
- _____

* Service Manual/12 Concepts viewable for free at aa.org

AREA 41 RESOURCES

- NebrAskANews (our quarterly Newsletter)
- Area 41 Handbook
- Area 41 Actions Listing
- _____
- _____

* all the Area 41 Resources, and more, can be found at our Area website: **area41.org**
