

AREA 53 PANEL 69 (2019-2020) ELECTION PROCEDURES

The Birth of the Conference (See *The A.A. Service Manual, 2015-2016 Edition*, page S11)

The first General Service Conference took place in 1951.

- “Each state and province might be allowed one delegate. Those containing heavy A.A. populations could have additional delegates.” There are currently ninety-three Areas in the United States and Canada. There are four Areas in Ohio. Central and Southeast Ohio is Area 53.
- “To give the Conference continuity, delegates could be divided into two panels. An odd-numbered panel (Panel One), elected for two years, would be invited for 1951, the first year. An even numbered panel (Panel Two), elected for two years, would be seated in 1952. Thereafter, one panel would be elected and one would be retired yearly. This would cause the Conference to rotate, while maintaining some continuity.”
- Area 53 is an odd-numbered panel. In September, we will be electing a Delegate for Panel 69. April, 2019 will be the 69th General Service Conference. The Delegate will also serve at the 2020 Conference.
- In addition to the Delegate and Alternate Delegate, we will be electing the Area Officers: Chairperson, Treasurer, Secretary, Registrar, Web Administrator - and their Alternates.

The Election Assembly (See *The A.A. Service Manual, 2015-2016 Edition*, Chapter Four)

- The elections will replace the new and continuing business sections of the agenda, unless there is a time-sensitive issue that can't be tabled until the December Assembly.
- The voting members of the Area 53 Assembly are: GSRs , DCMs, the DCMC, Standing Committee Chairs, Area Officers and their Alternates, and Past Delegates. Alternates may vote in place of an absent GSR, DCM, DCMC, or Standing Committee Chair.
- The order of election for each position and its Alternate will be: Delegate, Area Chair, Treasurer, Secretary, Registrar, and Web Administrator.
- For each position, all members who are eligible for the position will be asked to stand. The names of those who are eligible and available will be written on the board.
- Each candidate will come to the microphone to give a brief overview of his/her service experience.
- The election will follow the “Third Legacy Procedure,” with written ballots being cast.
- Officer, standing committee, and district/group reports will be given while votes are being counted or after the elections are completed.

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The Third Legacy Procedure.

All elections are held using the Third Legacy Procedure described on Page S21 *The A.A. Service Manual, 2015-2016 Edition* and paraphrased below.

- The names of all eligible and available candidates are posted on a board. Written ballots are cast, tallied, and posted on the board.
- The first candidate to receive two-thirds of the total vote is elected.
- Candidates with less than one-fifth of the total vote are withdrawn after the second ballot (except at least two candidates must remain).
- Candidates with less than one-third of the total vote are withdrawn after the third ballot (except at least two candidates must remain).
- If no candidate has two-thirds of the total vote after the fourth ballot, the candidate with the smallest vote is withdrawn (except at least two candidates must remain).
- After the fourth ballot, a simple majority vote is taken on whether or not to hold a fifth ballot.
- After the fourth - or fifth vote (if one is held) - if no candidate has two-thirds of the total vote, the choice is made by lot ("going to the hat."). The name of the successful candidate is drawn by lot from the top two candidates.

Eligibility (See *The A.A. Service Manual, 2015-2016 Edition*, Chapter Five and Six)

Service experience and length of sobriety are the only eligibility criteria to stand for an area service position. Functional skills are not a requirement; however, *The Service Manual* does identify qualities for each position that may be useful in successfully fulfilling the responsibilities of the position.

Delegate/Alternate Delegate: Present and past members of the Area Committee with "several years of active participation in local and area affairs," and "five to six years of continuous sobriety." *Useful qualities:* knowledge of A.A. affairs, open mindedness, the ability to make and take suggestions and criticism, and familiarity with the Twelve Traditions and the Twelve Concepts and how they apply to local affairs. (Page S50-S51)

Area Chair/Alternate Chair: Present and past members of the Area Committee with "a solid period of sobriety (minimum three to five years)." *Useful qualities:* "sound understanding and appreciation of the Steps, the Traditions, and the Concepts...communication skills, leadership qualities, and sensitivity to the wishes of the local area." (Page S44)

Treasurer/Alternate Treasurer: A reasonable period of sobriety" (two or more years) and some experience in group, central office or general service. *Useful qualities:* "organized enough to keep good records, and some accounting or bookkeeping experience." (Page S46).

Secretary/Alternate Secretary: "A reasonable period of sobriety" (two or more years) and some experience in group, central office or general service. *Useful qualities:* "some background in general office work, computer knowledge... sense of order, and the ability to capture the essentials of what is happening in a meeting." (Page S45)

Registrar/Alternate Registrar: A reasonable period of sobriety" (two or more years) and some experience in group, central office or general service. *Useful qualities:* "familiar with the area and district structure, an organized approach, some practical working computer knowledge, comfortable relaying information via email." (Page S45)

Web Administrator/Alternate Web Administrator: A reasonable period of sobriety" (two or more years), some experience in group, central office or general service, and have some experience with Wordpress. *Useful qualities:* Good communication and writing skills. Previous experience as newsletter editor could be a plus.

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Duties of the Officers. (Sources: *The A.A. Service Manual* and “Area 53 Guidelines.”)

Delegate: Attend the General Service Conference, communicate Conference actions to the Assembly, communicate Area needs and concerns to G.S.O., attend all area and regional service meetings and assemblies, work with area standing committees, provide leadership in solving local problems, and visit groups and districts whenever possible.

Alternate Delegate: Represent the Delegate when s/he is not available, be prepared to assume the full duties of the Delegate if s/he can no longer serve, attend area and regional service meetings and assemblies, and chair the Area 53 Mini-Conference Committee.

Area Chairperson: Prepare the agenda and chair the Area Assembly and Area Committee meetings, communicate plans and results to members of the Area Assembly, attend area and regional service meetings, and assist the officers, standing committees, and districts as appropriate.

Alternate Area Chairperson: Represent the Chairperson when s/he is not available, be prepared to assume the full duties of the Chairperson if s/he can no longer serve, and attend area and regional service meetings.

Treasurer: Receive and record group contributions, maintain the Area checking account, maintain appropriate financial records, chair the Finance Committee, prepare and present an annual budget, report the Area’s financial position quarterly, and file all necessary IRS documents required by law.

Alternate Treasurer: Represent the Treasurer when s/he is not available, be prepared to assume the full duties of the Treasurer if s/he can no longer serve, assist the Treasurer with reporting needs, and serve as Treasurer of the Area 53 Mini-Conference Committee.

Secretary: Record and distribute minutes of the Area Assembly and Area Committee meetings.

Alternate Secretary: Represent the Secretary when s/he is not available, and be prepared to assume the full duties of the Secretary if s/he can no longer serve.

Registrar: Maintain the Fellowship New Vision (FNV) database, keep an updated list of those eligible to vote at the Area Assembly, and coordinate the flow of group information between G.S.O. and the Area Delegate.

Alternate Registrar: Represent the Registrar when s/he is not available, and be prepared to assume the full duties of the Registrar if s/he can no longer serve.

Web Administrator: Maintain the Area 53 website, maintain hosting and domain name, create and publish digital newsletters and subscriptions, provide for on-line event registration and group contributions, and ensure the privacy of member data.

Web Administrator: Represent the Web Administrator when s/he is not available, and be prepared to assume the full duties of the Web Administrator if s/he can no longer serve.

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2019 Service Event Commitments

The Delegate will attend the General Service Conference: April 27 – May 5.

All officers are expected to attend all Area 53 Assemblies and Area Committee Meetings, and the Area 53 Mini-Conference.

- Area Assemblies: March 10, June 2, September 8, December 8.
- Area Committee Meetings: January 13, April 14, July 14, October 13.
- Area 53 Mini-Conference: March 8-10.

The Delegate and Alternate Delegate also attend the other three Ohio Mini-Conferences and the Ohio State Convention. The other officers are encouraged to attend at least one other Ohio Mini-Conference and the Ohio State Convention.

- Area 55 (Northwest Ohio and Central Michigan) Mini-Conference: March 3-5.
- Area 56 (Southwest Ohio) Mini-Conference: March 17-19.
- Area 54 (Northeast Ohio) Mini-Conference: March 24-26.
- Ohio State Convention: August 16-18, Perrysburg OH

All officers are voting members of the (statewide) Ohio State Convention Planning Committee, and are expected to attend the two planning meetings held in Linworth, OH: May 13 and November 4.

The Delegate and Alternate Delegate attend three East Central Regional events. The other officers are encouraged to attend these events.

- Conference of Delegates, Past and Present: February 2-8, Shamberg IL
- East Central Regional Conference: October 18-20, Milwaukee WI
- East Central Regional Forum: July 12-14, Romulus, MI

2020 Service Event Commitments

- A similar set of commitments will be scheduled for 2020, but the locations and dates have not yet been finalized.
- PLUS: The 2020 International Convention will be held in the East Central Region: July 2-5, Detroit MI.