

**Area 53 Assembly Agenda, June 2, 2024**  
**The Lafayette Hotel - 101 Front Street - Marietta,**  
**OH 45750 10:00 am – 4:00 pm**

Zoom Link:

<https://us02web.zoom.us/j/91110532023?pwd=eElwUnA3c0huaEtJS202bHZDT3NDdz09&omn=85457916027>

**Meeting ID:** 911 053 2023 - **Passcode:** area53aa - **Phone in:** (929) 436-2866

- **Opening of Assembly**
  - Call to Order and Serenity Prayer (We Version)
  - Twelve Concepts
- **Officers Reports**
  - Chairperson – **Marcia H.** attached the last (5) pages of this report giving guidance on the qualifications and duties of officers for upcoming elections.
  - Secretary – **Joe M.**
    - Review and Approval of March 2024 Minutes
  - Treasurer – **Mac C.**
  - Registrar – **Chris J.**
  - Delegate Report on the 74<sup>th</sup> General Service Conference – **Ed A.**
- **DCM & GSR Reports & Sharing Session – Chaired by Brandi V., Group Services Chair**
  - Tradition Three and How it Keeps Us United
    - *Tradition Three - “The only requirement for membership is a desire to stop drinking.”*
    - *A Declaration of Unity – “This we owe to A.A.’s future; to place our common welfare first; to keep our Fellowship united. For on A.A. unity depend our lives, and the lives of those to come.”*

***Lunch Break – The restaurant in the Lafayette Hotel will be open for lunch. There are also other restaurants nearby which you may use for lunch.***

**4. Standing Committee Reports**

- Accessibilities – **Kathy B.** included
- Archives – **Teri G.** included
- Archivist – **Frank G.**

- **COMM Team – Koel D included**
- Correctional Facilities – **Doug E.**
- CPC/PI – **Nicholas B. included**
- Grapevine – **Danielle L./ included with New Chairperson Sara R.**
- Group Services – **Brandi V. NR**
- Intergroup Liaison – **Barbara M. included**
- Mini-Conference - **Joel K.**
- Treatment Facilities – **Megan R. included**

## 5. Old Business

- No Old Business Determined to be Discussed

## 6. New Business

- Proposed Guideline Changes: Remove Web Administrator and Alt Web Administrator Position and Establish Area 53 Communication Services Committee as a Standing Committee – **Koel D.**
- Discussion of the Upcoming Elections in September 2024 for Panel 75 Officers. Attached is the Chairperson's report.

## 7. Ask It Basket

## 8. Close Meeting – Responsibility Declaration

## Chair Report – June 2, 2024

Dear Area 53 –

Since our Assembly in March at Salt Fork Lodge and Conference Center, I have

- Sent out numerous emails and texts and made several phone calls regarding Area 53 business.
- Coordinated and/or facilitated several Area meetings in person and on Zoom.
- Worked with the Communications Team on news articles for the Area 53 Newsletter.
- Attended group anniversaries and various district and area events.

- Responded to emails from and in-person questions from Area 53 GSRs, DCMs, Area Officers, and Interested AAs.
- Provided Zoom assistance for Standing Committee meetings.
- Attended Standing Committee meetings.
- Communicated with Past Delegate and Alternate Delegate on issues of concern for which I needed guidance.
- Planned for the April Area Committee meeting.
- Planned for the June Assembly.

Thank you for allowing me to be of service,

Marcia H., Chair  
Area 53 / Panel 73  
Central & Southeast Ohio  
Email: [chair@area53aa.org](mailto:chair@area53aa.org)  
Phone: 614-589-1788

**2024 Area 53 Budget vs Actual**

	<u>2024 Budget</u>	<u>2/29/2024</u>	<u>5/28/2024</u>		<u>Total</u>	<u>Balance</u>
<b>Income</b>						
1	January 2023 Bank Balance (Estimated)	10,114				
2a	Group/Individual Contributions	23,460	3,699	3,350	7,049	(16,411)
	<b>Total Revenue</b>	<b>33,574</b>	<b>3,699</b>	<b>3,350</b>	<b>-</b>	<b>-</b>
<b>Expenses</b>						
<b>Officer Expenses</b>						
4	GSO Expense--Delegate to NY	2,200			-	2,200
5	Delegate International Fund - Current Balance \$3,000				-	-
6	Delegate Expenses	3,685	311	(155)	156	3,529
7	Alt Delegate Expenses	2,770	311	2,469	2,780	(10)
8	Chairperson Expense	925		337	337	588
9	Alt Chairperson Expense	460		304	304	156
10	Past Dels to CDDP/A53 Mini-Conf	2,760		1,682	1,682	1,078
11	Other Officers to Area 53 Mini/State Conv/Forum	2,760		1,297	1,297	1,463
12	Other Officers or Alternates to Assembly	225		186	186	39
13	DCM Chairperson Mileage Expense	140			-	140
	<b>Total Officer Expenses</b>	<b>15,925</b>	<b>622</b>	<b>6,120</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>						
15	Rent for Archive Storage	444			-	444
16	Postal and Supply Expenses	400			-	400
18	Bank Service Charges	200	41	40	81	119
19	Web Site/Web Services	850	489		489	361
20	Certificate for State of Ohio Registration Non-Profit	25			-	25
	<b>Total Operating Expenses</b>	<b>1,919</b>	<b>530</b>	<b>40</b>	<b>-</b>	<b>-</b>
<b>Meeting &amp; Convention Expenses</b>						
22	DCM/Area Committee Meeting	200	50	50	100	100
23	Assemblies/ <b>ZOOM</b>	3,000	34	51	85	2,915
23a	Copy Expense	800	176	276	452	348
24	State Convention-Hospitality Room	200			-	200
	<b>Total Meeting &amp; Convention Expenses</b>	<b>4,200</b>	<b>260</b>	<b>377</b>	<b>-</b>	<b>-</b>
<b>Committee Expenses</b>						
26	Mini-Conference	-			-	-
27	Archives	470		137	137	333
28	Archives Committee Training & Travel	2,000			-	2,000
29	CPC/PI	925		925	925	-
30	Correctional Facilities	1,100		550	550	550
31	Treatment Facilities	1,000		1,000	1,000	-
32	Grapevine	460		460	460	-
33	Group Services	500			-	500
34	Accessibilities	600		235	235	365
35	Liaison	50			-	50
36	Committee Chairs to Area 53 Mini/State Conv.	925		311	311	614
	<b>Total Committee Expenses</b>	<b>8,030</b>	<b>-</b>	<b>3,618</b>	<b>-</b>	<b>-</b>
	<b>Total Expenses</b>	<b>30,074</b>	<b>1,412</b>	<b>10,155</b>	<b>-</b>	<b>-</b>
	<b>Net Surplus/(Deficit)</b>	<b>3,500</b>	<b>2,287</b>	<b>(6,805)</b>	<b>-</b>	<b>(4,518)</b>
	Cash Beginning Balance	11,267				
	YTD Contributions	7,049				
	YTD Expenses	(11,567)				
	CDPP and Mini Conference	(1,840)				
	Cash Ending Balance	4,909				

Respectfully Submitted: Malcolm C., Area 53, Panel 73 Treasurer

June 2, 2024

## **REGISTRAR'S REPORT TO AREA 53 ASSEMBLY**

**JUNE 2, 2024**

**Groups in Area 53** – Currently, there are 839 groups meeting in Area 53. These include 428 Active Groups with contacts including 5 Virtual Groups. There are 411 Unknown Groups with no contact,

**Mt Vernon Service Workshop** – On April 27<sup>th</sup>, I attended the District 4 service workshop. I sought to get updated group contact information. This District has been without a DCM for the past couple years. Recently, Kasie A, a Past DCM, has agreed to serve as an Interim DCM. I am working with Kasie to update contacts for the groups within District 4. It is likely that someone else will assume the role in Panel 75.

**Increase in Unknown Groups** – After consultation with the Area Committee at the April meeting, I have ended the service terms of GSRs and Mail Contacts who began their service terms more than 10 years ago. This has caused a large increase in the number of Unknown Groups as reported above. I respectfully ask the DCMs to revisit the data for your districts and investigate the status of these groups. Are they still meeting? If so, might someone be willing to serve as their GSR or Mail Contact? Any DCM needing assistance accessing information on Fellowship Connection is welcome to contact me.

**Proposed Agenda Item** – At the September 10th Area 53 Assembly we voted to submit a Conference Agenda Item for the 74<sup>th</sup> General Service Conference concerning mail format. The AAWS Board has informed us that they would not be allowing choice of mail format. More recently, Box 459 has gone 100% electronic. The question which this assembly may wish to consider is whether we should be resubmitting the PAI for the 75<sup>th</sup> General Service Conference?

Respectfully,  
Chris J, Registrar  
Area 53 General Service

# GSR and DCM REPORTS

## **District 11, Madison and Union Counties**

**Mela K., DCM**

Submitted: May 28, 2024

District Meeting: 1st Monday of each month at 6 pm., First Presbyterian Church, 210 W. Fifth St., Marysville, 43040

Active GSRs: 7

District Report on Events and Discussions:

We continue to plan for an event later this year. We've created a "District Packet" to leave with groups that don't have a GSR. This includes the flyer from the DCM committee, a letter from the DCM, and a sheet containing the groups' ID number and information on how to contribute to the service structure. We also take some pamphlets that may be of interest.

## **Marysville Fellowship Group, District 11**

**Joe H., GSR**

Submitted: 5/17/24

Meeting Format: Rotating

Meeting Time & Location: 7:30, 687 London Ave. Marysville, Oh,

GSR Report on Events and Discussions:

## **London Survival Group, District 11**

**Kari R., GSR**

Submitted: May 16, 2024

Meeting Format: Rotating Literature Format

Meeting Time & Location: Tues at 6:30, 10 E. 4th St., London,

GSR Report on Events and Discussions:

Attendance has grown quickly and is maintained at an average of 30 people. Contributions are still low, but the group is maintaining all things needed to function properly given the quick and unexpected growth.

The last Tuesday of the month has changed to chair person's choice. Currently reading As Bill Sees It. Next is Came to Believe.

**Mon Noon 2nd Shifters Mtg. Group, District 11**

**Lisa H., GSR**

Submitted: 5/26/24

Meeting Format: Rotating Format

Meeting Time & Location: 12:00, 729 Walnut,

GSR Report on Events and Discussions:

**Saturday Morning Rise and Shine Group, District 11**

**Molly R, GSR**

Submitted: 05/26/2024

Meeting Format: Big book -discussion rotating format

Meeting Time & Location: 9:30 am, 207 S Court St Marysville, Ohio,

GSR Report on Events and Discussions:

Still looking for a Grapevine rep

**Wake Up into Action Group, District 26**

**Greg R, GSR**

Submitted: 5/21/24

Meeting Format: Rotating

Meeting Time & Location: 7:00 AM Weekdays/8:00 AM Saturday & Sunday, 901 South Sunbury Rd,

GSR Report on Events and Discussions:

**Steppingstones Group, District 26**

**Jason F, GSR**

Submitted: 5/22/2024

Meeting Format: Open, Speaker

Meeting Time & Location: 7:30 pm, 1555 Elaine Rd, Columbus, OH 43227,

GSR Report on Events and Discussions:

The meeting will move to Holy Spirit Catholic Church, 4383 E Broad St, Columbus, OH 43213, at the end of June.

**Rise & Shine Group, District 26**

**Michael D, GSR**

Submitted: 5/22/24

Meeting Format: Closed - 2 topic discussion

Meeting Time & Location: 8:00 AM, New Life Church 3690 Stygler Rd N Columbus, OH 43230 United States,

GSR Report on Events and Discussions:

In development.

**Reynoldsburg Women's 12x12 Group, District 26**

**Tamara, M, GSR**

Submitted: 5/22/2024



Meeting Format: Steps and traditions

Meeting Time & Location: 10 AM, 1455 McNaughton Rd.,

GSR Report on Events and Discussions:

Up to 30 now trying to get members to fill vital positions

**Downtown First Things First Group, District 37**

**MARY D, GSR**

Submitted: June 2, 2024

Meeting Format: Rotating

Meeting Time & Location: M-F, 7:00 am hybrid, 200 E Livingston Ave 43215,

GSR Report on Events and Discussions:

Sunday, Sept 1st, 1:00 PM Food Truck and Fellowship, 4:00 PM Meeting

## Standing Committee Reports.

## **Area 53 Assembly Meeting Accessibilities Committee Report June 2, 2024**

The Accessibilities Committee holds their meetings on the fourth Saturday of the month at 11 am on Zoom. The committee would like to welcome anyone interested in serving.

We are currently focusing on the following projects:

- We currently have 6 members
- Communication avenues to reach out to as many AA's needing reasonable accommodations as possible
- Establishing a lending library which will include 200+ CD's of recovery stories, also many grapevine issues from previous years
- Designing a flyer to include many resource links
- Focusing on Assisted Living and Nursing Homes; identifying points of contact
- Researching service animal policies at churches and other meeting locations
- Add more resources to our webpage on Area 53

The committee wanted to stress to our AA members with disabilities and/or special needs that we would like to help whenever possible. If you need a reasonable accommodation to attend an AA event or to have access to AA resources, please contact us at [accessibilities@area53aa.org](mailto:accessibilities@area53aa.org).

The next meeting will be Saturday, June 22<sup>nd</sup> at 11:00 am. Respectfully,

Kathy B., Chair, Area 53 Accessibilities Committee

# Area 53 Archives Committee Quarterly Report

## June 2, 2024

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### Archives Committee Mission Statement

*The Area 53 Archives Committee works to aid groups, districts, and the Area Committees in preserving our AA story. This includes maintaining a repository of valuable artifacts and records from our past and present to ensure the integrity of Area 53 history.*

- *The Archives Committee encourages Groups to select representatives (AGR's) for the Archives Committee. All members of AA are welcome to attend a monthly Archives Committee meeting to learn more about the Area 53 Archives Committee.*
- The Archives Committee conducts a monthly meeting on the fourth Saturday of each month at 9:00 a.m. on Zoom; refer to the Area 53 website for details [Committee: Archives – Area 53 General Service \(area53aa.org\)](#). The next meeting is scheduled for June 22, 2024.
- The Archives Committee is interested in partnering with groups and districts to discuss how to support AA's primary purpose. We can assist in facilitating workshops, and a brief presentation at your group's business meeting or anniversary.
- The Area 53 Archives Committee will support the Area 53 Archivist and another Committee member to attend the National AA Archives Workshop in September. You can find more information about this workshop at [Next Workshop - National A.A. Archives Workshop \(naaaw.org\)](#).
- The Archives Committee will establish an ad-hoc committee in partnership with COGF's Archive's Committee to develop a process for AA groups in Area 53 to submit a group's history electronically. If you are interested in serving on this Committee, please contact the Area 53 Archives Chair at [archives@area53aa.org](mailto:archives@area53aa.org).
- The Archives Committee Members continue to work on cataloging, developing the finding aid, and collecting oral histories in Area 53. We are prioritizing past delegates and folks with service experience within Area 53. Refer to this link: [Committee: Archives – Area 53 General Service \(area53aa.org\)](#).

Materials pertinent to Area 53's history are very important to telling our Area 53 story. Please contact the Area 53 Archivist at [archivist@area53aa.org](mailto:archivist@area53aa.org) to place items in our collection.

Respectfully submitted,  
Teri G., Area 53 Archives Committee Chair

# Communications Team

## **We Need Your News!**

We have been fulfilling requests to add events to the area Calendar and sending out a newsletter when we get news to deliver. We need your help to spread information throughout the area. Summer is here! , we look forward to receiving your upcoming event flyers at [Contact@area53aa.org](mailto:Contact@area53aa.org)

Have you attended an event and want to share what the rest of us missed out on?? Write up a few paragraphs for the newsletters and let us know how great the event was so we will be sure to make it next time,

- DCM's and Committee Chairs: you each have your own page on the site and if you wish to work with our team together, we can make any changes possible that you see fit. Just contact us and we can work together.
- If anyone has any suggestions on how the website could be of better service to the area or better yet the next sick and suffering alcoholic, please feel free to contact us at [contact@area53aa.org](mailto:contact@area53aa.org)

## **New Standing Committee**

- Bringing a purposed guideline change to the assembly to create The area 53 Communication Services Committee. We appreciate your Support.
- We are always looking for Committee members. It takes a community to help the area stay informed!!

As always it is my great pleasure to be of service,

Koel D. --Comms Chair

Cooperation with the Professional Community & Public  
Information Committee Report  
June 2, 2024

Our Committee, averaging 6-8 members, is on course for a busy and productive year. We meet monthly at the Franklinton Branch Library to discuss the best ways of educating professionals who might encounter alcoholics, the general public, and other AA members within Area 53. We do all this with expressly one aim in mind: to extend the reach of the AA message and be wherever an alcoholic is when they ask for help. The CPC & PI committee is designed to fill in the many and myriad information gaps that might stand in the way of connecting the alcoholic with our fellowship.

We have continued our presence at various events in Franklin County. Two of our members attended FaithLink 2024, a program designed to facilitate the linking of faith communities with mental health services. We staffed a booth at Westerville's Older Adults Health and Safety Fair. This June we'll be at a few more events, making ourselves available to the public in order to build this necessary bridge with the communities in which the alcoholic is to be found.

Lastly, I've reached out to our Area's DCMs to see whether there is an opportunity for education within our fellowship about what our committee does and more particularly how our services can be offered by any AA within Area 53. The CPC & PI Committee is asking the districts if you'll host us to come talk with your district about how to do CPC & PI work in your respective communities. You don't need to have a CPC & PI Representative, nor attend our monthly meetings - which is certainly welcomed if one so desires. There are many ways to stimulate service beyond the meeting rooms. We alcoholics, notwithstanding our vital commonality, differ in many ways, which our committee sees as an opportunity. Perhaps, you don't feel called to serve as a GSR or DCM but don't have a clue what General Service is apart from these encouraged positions. Maybe bringing a meeting into a treatment facility or a correctional institution appeals to you more. Maybe stewarding a pamphlet rack at your local library or a stack of postcards with a QR code for AA meetings at your neighborhood coffee shop is something that spurs you into action. We all have varied skill sets and temperaments that afford us different opportunities where our efforts would be best utilized. We want to meet the AA members, like the alcoholic, where they're at, and offer them some ideas to consider that might get them participating in our fellowship in a way they have, for whatever reason, disqualified themselves from.

You may contact me to schedule a discussion/ Q&A about what the CPC & PI Committee does and how AA members in your respective communities can also be doing this work, too.

In Service Nicholas B.  
Area 53 CPC & PI Chair  
[cpcpi@area53aa.org](mailto:cpcpi@area53aa.org) 614-843-  
0517

May 29, 2024

# AREA 53 CFC QUARTERLY REPORT

THE COMMITTEE WILL HOLD IT'S QUARTERLY MEETING ON 6/1/24

HIGHLIGHTS FOR THE SECOND QUARTER ARE AS FOLLOWS:

COLLECTED \$9,336.75.63 FOR THE QUARTER

FULFILLED REQUESTS FOR 1186 PIECES OF LITERATURE WHICH REPRESENTS 98.31% OF  
TOTAL REQUESTS. FULFILLED (243) BIG BOOKS AND (127) 12 & 12'S

RECEIVED 16 ORDERS FROM 12 CORRECTION FACILITIES

PLEASE SEE OUR WEBSITE AT [WWW.AREA53CFC.ORG](http://WWW.AREA53CFC.ORG) FOR MORE INFORMATION

## WAYS TO SERVE

SPEAKERS NEEDED FOR MEETINGS AT FACILITIES

ENCOURAGE GIR'S TO REGISTER ON OUR WEBSITE AND ATTEND MEETINGS

ATTEND OUR CORRECTIONS WORKSHOP ON OCTOBER 19, 2024 AT PEACE LUTHERAN  
CHURCH 455 CLARK STATE ROAD, GAHANNA, OH 43230

VOLUNTEERS NEEDED AT THE FOLLOWING CORRECTIONAL FACILTITES:

ROSS CORRECTIONAL

WOMEN VOLUNTEERS AT TRI COUNTY IN MECHANICSBURG

WOMEN VOLUNTEERS AT DELAWARE COUNTY JAIL

FRANKLIN COUNTY FACILITY I

BELMONT

RESPECTFULLY SUBMITTED,

DOUG E

Hi Joe,

I am so sorry for the confusion. Danielle sent the report to me to edit and send in, then proceeded to send it to you too! I updated the report from what she sent me as she suggested that I edit it then send it to you. Could you kindly use the updated version that I sent you that has a more accurate report that is in this email thread? Thank you for your understanding. I am working on getting everything switched over to me as the chair.

Kind regards,

SARA R

317-469-6641

[rubinosara04@gmail.com](mailto:rubinosara04@gmail.com)

On Thu, May 23, 2024, at 1:49 PM Sara Rubino <[rubinosara04@gmail.com](mailto:rubinosara04@gmail.com)> wrote:

Hi Joe,

The current chair for the Area 53 Grapevine Steering Committee has stepped down but was kind enough to write the report for the assembly. I am the Co-Chair for the Grapevine committee and will be stepping into Chair until the end of the year. I will be at the assembly via Zoom. Please let me know if this is how I submit the report or if it should be in a Word document and attached.

My information is in my signature and I will be getting access to the Area Grapevine email shortly.

Kind regards,

SARA RUBINO

317-469-6641



[rubinosara04@gmail.com](mailto:rubinosara04@gmail.com)

----- Forwarded message -----

From: **Danielle L** <[ddl1922@yahoo.com](mailto:ddl1922@yahoo.com)>  
Date: Thu, May 23, 2024 at 7:20 AM  
Subject: Grapevine report for 5/2024 assembly  
To: Sara R <[rubinosara04@gmail.com](mailto:rubinosara04@gmail.com)>

Grapevine report for 5/2024 area assembly.

The Grapevine Committee is planning our annual writing workshop for September. We recently secured the location and will be sending out flyers/emails with save the date. Keep an eye out for flyers about the workshop!

Grapevine reps have been promoting the digital ways to access the Grapevine. Grapevine has a YouTube channel, an Instagram, and The Grapevine Magazine app with a sobriety counter and Grapevine Quote of the day. They have been informed to let their groups know of the price increase for annual grapevine subscriptions now at \$36.

The committee has been focused on how to reach out to Grapevine Reps who are not attending the monthly business meeting and how to get them to come join the Grapevine Steering Committee. We currently have between 10-15 members on this committee. Please inform your homegroup's Grapevine reps about supporting the Area 53 Grapevine Steering Committee by attending the monthly meeting. We could use some help on the committee. The next meeting is June 1st, 11 am at COGF (rescheduled in honor of Akron, OH activities) but the meeting is usually the second Saturday of every month, 11 am at COGF.

Another change, the previous GVC Chair, Danielle L., has stepped down from GV Chair and Sara R. Co-Chair will be stepping up to finish the year.

Danielle L, LSW

Area 53 Grapevine Committee Chair

740-616-4322

**Intergroup Liaison Report**  
**Copy this page**

The Intergroup Liaison Committee is made up of four intergroup offices in Area 53. We meet quarterly at COGF, with our next meeting on May 30, 2024 at 3 pm.

Called “service entities”, intergroup offices seek to help AA meetings carry the message to alcoholics who still suffer. AA members can volunteer to answer phones and help in the office. Some intergroup offices are able to pay their office manager a salary.

**Many of us don't realize that Intergroup Offices are supported only by contributions from AA members and AA meetings.**

**COGF Central Ohio Group Fellowship**                      **Monday-Friday 9am-5pm, Saturday 9am-1 pm.**  
(614) 253-8501                      651 W Broad St Columbus OH 43215.                      aacentralohio.org  
“We have Big Books on sale, passing on the discount from AA World Service. April was a better month for COGF. We made some gains on the under-budget amount from the end of March,” Patty B., COGF Office Manager.

COGF publishes a monthly newsletter, *Conscious Contact*, which has loads of meeting information and service opportunities. Phone volunteering is a great opportunity to be a part of the recovering community.

**LAI Lancaster Area Intergroup**                      **Monday-Saturday 10am-2pm**  
(740) 653-4869                      723 Slocum Ave Lancaster OH 43130.  
Frank S., Office Manager, said elections for a Steering Committee chair, secretary, even-year Trustee and the office manager position will be Wednesday, June 19<sup>th</sup> at 6pm. Duties of the office manager are to keep the check book balanced, inventory stocked and schedule volunteers for office coverage.

LAI is in a very large building and can rent meetings a space to meet..

**LCIG Licking County Intergroup**                      **Monday-Wednesday 1-3, Th 10-2, Friday 3-7pm**  
(740) 345-7060                      76 E Main Street/mail address, #117 1067 N. 21 St., Newark, OH 43055.  
Ben H., office manager, announced, LICG “wants to acknowledge the day AA started,” and will have an Open House Founders' Day, 8am- 8 pm, on Saturday June 9<sup>th</sup>. They will show 3 videos (BW on Traditions, BW own story, Days of Wine and Roses with Jack Lemmon) and a 50/50 raffle.

**COOLAA.ORG Central Ohio OnLine Alcoholics Anonymous Intergroup** (614) 407-4323  
The first intergroup office in an AA area for local on-line meetings, COOLAA.ORG now lists 17 meetings (Columbus Serenity website closed). Steve S. says he and Dan S. have been getting phone calls and emails asking for meeting information.

**AOIO Appalachian Ohio Intergroup Office**                      **Call office for book and coin requests.**  
(740) 774-2646                      291 S Paint St /P. O. Box 772, Chillicothe OH 45601                      aoio.org.  
Barbara, Advisory Board co-secretary, says AOIO sent out an appeal email to contacts of AA meetings because they had to start using their prudent serve. “We have put AA meeting schedules at the county jail, parole and probation offices in Chillicothe and Portsmouth.”

## TREATMENT FACILITIES COMMITTEE REPORT

Your Area 53 TFC is continuing to carry the message to those sick and suffering alcoholics in treatment facilities. We currently need an Alternate Chair, Alt. Secretary, Alt. Bridging the Gap Coordinator, and an Alt. Treasurer.

Our current budget is \$469.23-literature budget, and \$737.35 in our Area budget.

Our Information Coordinator David H has been reaching out to all DCMs in our Area to let all districts know that we are available to come and share information about our committee at their district meetings.

The Ad-Hoc committee concluded their review of our Policies and Procedures, Manuel. After much discussion and a God Conscious vote by our committee, the Area 53 Treatment Facilities Committee voted to begin using the World Service Treatment Manual as our primary guideline and utilize the Policies and Procedures Manual as a secondary resource.

The TFC meets the third Saturday of every month at COGF at noon and you can also join on Zoom! Information for Zoom login can be found on the Area 53 website.

Thank You for allowing me to serve!

Megan R, TFC Chair

## Qualifications of Officers based on The A.A. Service Manual

### Delegate

Certain experience, personal qualities, and availability seem to make for well-qualified delegates; these include:

- Active participation in local and area affairs as a GSR and as a committee member for at least several years.
- Sufficient time to attend and prepare for the weeklong Conference meeting in April, as well as the efforts needed before and after the Conference.
- Five or six years of continuous sobriety. The sobriety requirement varies by area; in any case, a delegate ought to be sober long enough to have demonstrated a sense of responsibility and to have become informed about service beyond the group level.
- Experience in chairing business or service meetings.
- Knowledge of A.A. affairs, and of where to find the correct information when they do not know the answers.
- Thorough familiarity with the Twelve Traditions and the Twelve Concepts and how they may apply to local problems.
- The ability to be open-minded and listen to different points of view.
- Willingness to sit down with A.A.s in the area and with other delegates to discuss and act on matters vital to the Fellowship.

If you are thinking about standing for a term as delegate, it has been suggested that you ask yourself these questions:

- When you were a GSR, DCM or committee member, did you enjoy the responsibilities? Were you active? Do you feel that you contributed something during your time?
- Do you have the time available for the amount of work that is required? Have you discussed the possibility of standing for delegate and the time involved in the position with your family and your employer?
- Are you familiar with this manual? With A.A. Comes of Age? And of course, with the Twelve Steps, Twelve Traditions and Twelve Concepts?
- Have you talked with past delegates to get an idea of the time and effort required and the sort of work you will need to do?

### Alternate Delegate

Areas also elect alternate delegates. The alternate serves as a valuable assistant, often traveling with the delegate or giving reports for them. In some areas, the alternate

delegate may serve some special function on the area committee. Many area committee treasuries recognize the need to support the alternate's expenses separately from the delegates.

### **Chair**

Qualifications: The qualifications for area chair are, of course, up to the conscience of that area. Typically, areas prefer chairs to have:

- A solid period of sobriety (minimum three to five years)
- Experience in group, intergroup/central office, institutional and/or area affairs
- A sound understanding and appreciation of the Steps, the Traditions and the Concepts, along with a wealth of experience gained through applying these guiding principles successfully to local problems
- Communication skills
- Leadership qualities
- Sensitivity to the wishes of the local area

### **Secretary**

Qualifications: Candidates for the position of secretary typically have

- Some service in group, intergroup/central office or general service affairs; some background in general office work
- A level of computer knowledge and information technology skills that reflect the area's needs
- Ability to create a record of a meeting that captures the essentials of what happened
- A solid period of sobriety

### **Registrar**

Qualifications: Duties of a registrar vary by area, but area registrars will require training on Fellowship Connection, a user-friendly interface that facilitates information sharing between areas and G.S.O. Familiarity with computer systems and spreadsheet tools and an understanding of data stewardship is helpful, as registrars will be entering data, updating information, using search filters, and downloading custom and standard reports. Other qualities needed may include:

- Familiarity with the area and district structure, and ability to communicate throughout it

- Ability to organize, communicate and manage detailed information
- Ability to relay information via email to G.S.O., locally and within the area
- Ability to responsibly handle and protect personal information
- A solid period of sobriety

### **Treasurer**

Qualifications:

- A solid period of sobriety
- Organizational skills for good record-keeping; accounting or bookkeeping experience
- Computer skills appropriate for the duties of the position
- Ability to speak about financial matters to an audience that does not have the same financial skills

### **Alternate Committee Officers**

Some areas find it helpful to select alternates for all committee officers, especially for the chair. The alternates can provide continuity at the area level; they may or may not be seated as voting members, depending on local decision and area needs. In this as in all other levels of service, alternates should be encouraged to participate in committee activities as fully as possible. **Qualifications of alternates are generally the same as the qualifications for the positions they may be called upon to assume.**

### **Duties of the Officers based on the Area 53 Guidelines**

#### **1) Delegate:**

- Shall perform the duties specified in *The A.A. Service Manual*, whenever practical.
- Is expected to attend all Area, State, and Regional Service activities along with A.A.'s International Convention when held.

#### **2) Alternate Delegate:**

- Shall perform the duties of the Area Delegate in the absence of the Area Delegate.
- In the event that the Delegate cannot serve, the Alternate shall assume fully the duties of Delegate.
- Shall serve as Chairperson of the Area 53 Mini-Conference.

**3) Chairperson:**

- a) Shall chair all afternoon Area assembly and Area Committee meetings.
- b) Shall prepare the agenda for the Area Assembly and Area Committee Meetings.
- c) Act, in general, as the administrative officer of the Area Assembly.
- d) May appoint an ad hoc committee to investigate a specific purpose or situation. The ad hoc committee will report its findings to the Chairperson and Area Assembly at which time the ad hoc committee will be dissolved.

**4) Alternate Chairperson:**

- a) Shall assume the duties of the Chairperson in his or her absence.
- b) Shall assume other duties as requested by the Area.
- c) Shall chair all morning Area Assembly Meetings.

**5) Secretary:**

- a) Shall take minutes of all Area 53 Assembly and Committee Meetings.
- b) Shall mail minutes of all meetings at appropriate times to all voting members of the Area 53 Assembly, with the exception of those members that have agreed to receive the assembly minutes electronically.
- c) Shall have custody of all current Area 53 Assembly documents (documents for the last two years), including minutes, committee reports, Delegate reports, correspondences, publications of Area 53 Assembly, etc.
- d) Shall transfer all non-current documents, in a timely fashion, to the Area Archives Committee for storage.
- e) Shall notify all members of Area Assembly meetings.
- f) Shall notify voting members of Area Committee meetings.

**6) Alternate Secretary:**

- a) Shall perform the duties of the Secretary in his or her absence.
- b) Shall perform other duties as assigned by the Area Assembly.

**7) Registrar:**

- a) Shall develop, maintain and update, in a confidential fashion, a computerized database of all registered Area meetings and of all Area trusted servants and direct mailings or provide mailing labels as needed and approved by the Area.
- b) Shall keep and update a listing of all persons eligible to vote in Area Committee and Area Assembly meetings.
- c) Shall relay pertinent information between the Delegate and G.S.O., when requested to do so, and shall handle other Area correspondence as requested.
- d) Shall maintain and post on the Area Website a calendar of events related to General Service within Area 53.
- e) Shall prepare, in a format suitable for publication, a monthly listing of general service related events and information and distribute this document to Area Intergroups for possible inclusion in their monthly newsletters.

**8) Alternate Registrar:**

- a) Shall cooperate with the Group Services Committee by exchanging group, district, and Area change information.
- b) Shall perform the duties of the Registrar in his or her absence.
- c) Shall perform other duties as assigned by the Area assembly.

**9) Treasurer:**

- a) Shall receive and record contributions from A.A. Groups and individuals, and return a receipt for each contribution.
- b) Shall make all disbursements by check or electronic means. Maintain records and supporting documentation for each transaction.
- c) Shall maintain possession of the Area 53 bank card. Shall maintain records accounting for its usage.
- d) Shall maintain a bank account(s) with at least three signatories, the Treasurer and at least two other Area 53 Assembly Officers.
- e) Shall reconcile bank statement(s) monthly.
- f) Shall report to the Area Committee and Area Assembly at each meeting.
- g) Shall prepare a written quarterly report for each Area Assembly meeting, which includes income and expenses since the previous report.
- h) Shall maintain a listing by group, district, or other entity of all donations deposited to the Area account.
- i) Shall prepare an annual financial report at the end of each year.
- j) Shall present a budget for the upcoming year at the October Area Committee Meeting and at the December



Area 53 Assembly.

- k) Shall file all necessary annual IRS documents as required by law.

**10) Alternate Treasurer:**

- a) Shall assume the duties of the Treasurer in his or her absence.
- b) Shall assist in the preparation of the quarterly and annual financial report.
- c) Shall review the bank reconciliation(s) prepared by the Treasurer monthly.
- d) Shall serve as Treasurer of the Area 53 Mini-Conference Committee.
- e) Shall perform other duties as assigned by the Area assembly.

**11) Web Administrator:**

- a) Shall update and maintain the Area website including, but not limited to, Area news, calendar of events, district and committee pages, Assembly reports, information pages and archives.
- b) Shall update and maintain the Area email addresses and email lists.
- c) Shall maintain hosting and domain name.
- d) Shall create, maintain and publish digital newsletters and subscriptions.
- e) Shall provide for on-line event registration payments and group contributions.
- f) Shall ensure the privacy of member data stored at the website.
- g) Shall prepare and give a report to the Area Assembly on the uses and plans for improvements to the Area website.

**12) Alternate Web Administrator**

- a) Shall support the duties of the Website Administrator as requested.
- b) Shall be prepared and willing to assume the officer's duties in the event the officer is unable to fulfill their duties.
- c) Shall perform other duties as may be assigned by the officer or by the Area Committee.