

District 13

Actions Booklet



Updated through
January 1, 2020

STATEMENT OF PURPOSE

The purpose of this booklet is to provide a record of the past actions which reflect the conscience of groups in District 13 since its formation in 1982. This book should be used as a reference for future decision-making at the District level, so that groups and trusted servants are making the most informed decisions.

THIS BOOKLET IS NOT COMPLETE!

Some district meeting minutes are missing. You can help this situation by locating the following minutes so that they can be added to this booklet when it is updated:

1982- January, February, May, June, December
1983- December
1985- October, December
1986- May, July, October, November
1988- April
1989- April, May
1991- February, May
1993- August, September
1994- October
1995- April
1998- November
1999- May, June, September, November, December
2000- January, March, April, May, June, September, November
2001- March, December
2003- June, November, December
2004- July
2009- May, August

TABLE OF CONTENTS

- I. ARCHIVES/RECORDS
- II. COOPERATION WITH THE PROFESSIONAL COMMUNITY(CPC)
- III. CORRECTIONS
- IV. DISTRICT INVENTORY

- V. DISTRICT MEETING PLACE/FORMAT/TIME
- VI. DISTRICT WORKSHOPS/ROUND-UPS
- VII. ELECTIONS/PROCEDURE
- VIII. LITERATURE/GRAPEVINE/LA VINA
- IX. MISCELLANEOUS
- X. PUBLIC INFORMATION/PHONE LINE
- XI. TREASURY FINANCE
- XII. TREATMENT

APPENDIX I

General Guidelines for Serving District 13

APPENDIX II

Specific Guidelines for District Officers and Committee Chairs

I. Archives/Records

12/7/1984

Motion passed to post minutes of the district meeting at the Alano Club and put copies of minutes in group boxes.

2/1/1988

Motion passed that minutes of the District 13 meeting will no longer be mailed to GSRs whose groups they represent hold meetings at the Alano Club, but will be distributed to each group's locker. All other groups represented by District 13 will continue to have the minutes mailed to them.

9/12/1988

Motion passed that a second copy of the minutes would be distributed. Motion failed to mail the second copy of minutes to the GSR.

1/8/1990

Motion passed that only one copy of the minutes be distributed to groups.

3/6/1989

Suggested renting space for its committee in the area.

7/6/1992

Group history forms distributed.

11/1/1993

Archives organized a 50th Anniversary of St. Cloud AA celebration/open meeting at Holiday Inn.

12/6/1993

Motion passed to purchase two copies of the speakers taped at the 50th Anniversary meeting, one for the archives and one for general use.

1/2/1995

Motion passed to loan collection of back Grapevine issues to Area 35.

12/4/1995

Suggested that Archives Chair hold an open meeting old-timers panel in the spring.

2/5/1996

Suggested that spouses of deceased AA members could be contacted for information about early AAs.

2/3/1997

Enclosed, lockable storage space (7x4X2) built for storage of district archives.

3/3/1997

Motion passed to attach group history forms to minutes.

8/3/1998

Motion passed to preserve first and second editions of Big Book (donated by local group) in district archives.

1/?/2001

Motion passed to create a District 13 Actions Booklet

1/?/2001

Motion passed to purchase acid-free folders in order to preserve all district archival materials.

9/?/2002

Group history forms distributed.

9/6/2010

Motion passed to take to Area 35 a proposal to have footnotes added to the publication *Dr. Bob and the Good Oldtimers*, regarding an early reference to Alcoholics Anonymous in a 1939 issue of the magazine *Your Faith*.

12/6/2010

Motion passed to purchase Hazelden publication *The Book that Started it All: The Working Original Manuscript of Alcoholics Anonymous* for archives display.

12/6/2010

Motion passed to print District 13 Actions Workbook and to make it available for district chairs and officers and GSRs, to be updated September of the odd year of rotation, and subject to district approval.

12/2/2013

Decided that the Actions Booklet would be sent out by email and only 10 hard copies would be printed.

4/7/2014

Motion to have the Secretary be in charge of updating the Actions Book was passed.

08/07/2017

Recording our district meeting: Is this something we want to do? GSRs were asked to bring this back to their groups for the next District meeting.

01/08/2018

Motion made to record District meetings for the archival purposes and to maintain accurate minutes. Motion passes

05/06/2019

St. Cloud Call Up Meeting (SCCUM) was disbanded and folded April 30, 2019.

II. COOPERATION WITH THE PROFESSIONAL COMMUNITY

7/5/1982

Committee will meet with five local judges to discuss procedure involving sentencing mandatory attendance at AA meetings, and whether groups are obligated to comply with this procedure. The district group conscience stipulated that groups were not obligated to comply.

8/2/1982

Judges requested a list of open meetings to direct criminals and suggested a "pre-meeting" for such persons (Beginner's Meeting). Having a list of contact people was also suggested in order to facilitate such a procedure.

9/13/1982

Contact list for judges updated and will be distributed.

9/13/1982

Committee plans on meeting with clergy members to discuss AA referrals.

4/7/1986

Provided speakers for a meeting of social workers; sent letter and pamphlet to the area doctors in regards to informing them on AA.

6/2/1986

Mailed out 180 letters and pamphlets to area doctors, did not receive any responses.

1/4/1988

Discussed set format for Sunday Night Referral meeting, held at Alano Club. Purpose of meeting was to inform professionals in the position to refer alcoholics/potential alcoholics to AA what AA is and what AA is not.

8/7/1989

Sunday Night Referral Meeting has been discontinued due to lack of attendance.

3/2/1992

Revised letter to send to area school counselors; packet includes pamphlets "If you are a professional – AA wants to work with you," "Alcoholics Anonymous in your community" and a current meeting schedule.

9/12/1994

District 13 will work with District 15 to plan a breakfast meeting for St. Cloud area professionals.

11/4/1996

CPC and PI working to distribute information to area doctors. CPC also working on distributing information to unions and businesses.

12/?/1998

Organizing a breakfast and presentation for judges and probation officers.

4/5/1999

Motion passed to combine PI and CPC positions

5/7/2001

CPC luncheon held on April 20, 2001; cost of luncheon split with District 15. Around 25-30 professionals attended.

6/4/2001

Motion passed to provide Stearns County Courthouse with three racks of literature.

1/7/2002

Motion passed to separate the CPC/PI chair into two separate positions.

2/4/2002

Motion passed to purchase pamphlets for CPC use at a cost of \$56.05.

3/?/2003

Presentation given to members of Missouri Synod Lutheran Deanery about what AA is and what AA is not.

6/?/2003

Motion failed to distribute CPC pamphlet created by a group in Canada due to the fact that conference-approved CPC literature exists

and is effective.

10/?/2003

Motion passed to distribute mass mailing to clergy members at a cost of \$50.

1/?/2005

Motion passed to replenish CPC literature at a cost of \$180.50

9/?/2005

Motion passed to purchase back issues of the Grapevine (at a cost of \$26) to distribute to troops serving overseas.

11/?/2008

District working with National Guard to develop a statewide initiative to making information about AA available to returning military personnel.

12/6/2010

Motion passed to hold a CPC luncheon at St. Cloud State University, tentatively scheduled for February 2nd, 2011, with a budget of \$300.

8/1/2011

As per request by a St. Cloud State University counselor, district will begin an AA meeting on the SCSU campus based on the beginner's meeting format.

12/01/2014

Motion was passed to vacate the CPC position for not fulfilling the commitments of the position by attending District meetings.

3/2/2015

In January Ann, GSR for Tuesday morning, was nominated for the CPC position. There were no other nominations.

Nominations were closed and Ann was voted unanimously into the position.

3/19/2015

AA Booth was done for Project Homeless Connect at a cost of \$25.

09/05/2016

District 13 CPC workshop held at St. Cloud Alano club.

05/07/2018

Ann O is nominated and voted in as CPC Chair

07/02/2018

Motion made and passed that Ann O. reach out to the SCI (St. Cloud Intergroup) and invite them to the District meeting so we can understand and prevent any duplicating of services to the Professional Community.

08/06/2018

CPC invitation to SCI (St. Cloud Intergroup) was denied- SCI said we should attend their meeting-

Motion made that we **do not send** a member of the CPC or District to the SCI (St. Cloud Intergroup) meeting- Motion passed

01/07/2019

Ann O. Resigned as CPC Chair

Justin nominated Dan K. for CPC position- Dan Accepted nominated- no other nominations- Dan unanimously voted in as new CPC Chair

09/02/2019

Dan K. Resigned his position but will continue on committee

10/29/2019

District set up literature and manned a table at the Project Connect fair at the River's Edge Convention Center-

III. Corrections

7/13/1985

Sponsors are needed to work one-on-one with inmates at the Minnesota Correctional Facility. The outlining of the relationship is up to the sponsor and inmate. The only stipulation being that those sponsors cannot at the same time that they are meeting with inmates also be involved with the Wednesday group that brings the meeting into the prison.

2/3/1986

Suggested that extra group funds be put towards literature at institutions such as the reformatory.

2/1/1988

Motion passed to purchase 5 Big Books for the "Re-Shape" program at the St. Cloud Reformatory-for inmates who are to be released in the near future.

3/7/2988

Motion passed to purchase a 12 Step and 12 Traditions poster for meetings at Stearns County Jail.

5/4/1992

Treatment and Correctional Facilities Temporary Contacts list was introduced.

7/6/1992

12 Steps and 12 Traditions poster at Stearns County Jail is damaged and will need to be replaced; district conscience was that a replacement was the jail's responsibility.

12/6/1993

Discussed possibility of splitting Corrections & Treatment chair into two positions.

5/5/1997

Treatment/Corrections workshop to be held on June 14th.

11/2/1997

Motion passed to purchase literature for Stearns County Jail at a cost of \$50.

10/6/1997

District voted in a separate Treatment chair, thereby splitting up the Corrections/Treatment chair into two positions.

5/7/2001

Tentative date of September scheduled for corrections workshop to inform and develop interest in this area of service.

6/4/2001

Motion passed to purchase Spanish and large-print Big Books and 12&12s for the prison.

5/6/2002

200 Big Books purchased for \$1/piece for use at treatment centers and correctional facilities.

5/6/2002

Motion passed to purchase 2 Spanish Big Books for the prisons.

7/?/2002

In regards to reimbursing corrections chair for purchasing literature to be used at institutions, motions passed to have corrections chair first inform district how much money groups had donated to corrections for literature and then the district would reimburse the remainder.

8/?/2002

Motion passed to distribute 80 Inmate-to-Inmate pamphlets among jails and reformatories.

11/?/2002

Motion passed to purchase Spanish literature for correctional facilities at a cost of \$121.

3/?/2003

Motion passed to purchase 100 Big Books for St. Cloud Prison at a cost of \$405.

5/3/2004

Motion passed to renew 2-year La Vina subscription for use at Stearns County Jail.

10/4/2004

Motion passed to purchase back issues of the Grapevine (at a cost of \$40) for use in jails and institutions. Motion amended to send a person in to distribute them.

8/?/2006

All hard cover Big Books were thrown away at Sherburne County Jail due to “weapon-ability.” Cost to replace four cases of books is \$456.

9/6/2010

Motion passed to purchase a PO Box number for corrections and treatment purposes.

11/2013

Suggestion to take back to individual meetings the need to contribute funds to literature for jails and institutions.

9/1/2014

Motion was passed that the permanent non rotating position at the St. Cloud Prison be an ad hoc position underneath the Corrections Chair.

07/02/2018

Motion made and passed that Doug W. would take Chris H. place as the Prison Liason working with Corrections.

12/3/2018

Doug W. voted in as New Corrections Chair for the rest of the rotation- Bradley resigned previously

05/06/2019

SCCUM folded and donated 100 Hard Cover Big Books to the Corrections Chair

IV. District Inventory

3/6/1983

Push to encourage GSRs to attend district meetings did have a positive effect. As a result, a district inventory was suggested and will be done.

4/?/1983

District inventory taken.

2/4/1985

District inventory taken.

2/1/1993

District inventory taken.

2/6/1995

District inventory taken.

8/2/1999

District inventory taken.

10/?/1999

In response to district inventory, motion passed to cover only two inventory questions per district meeting.

8/?/2002

Motion passed to hold a district inventory in October.

2/?/2003

Motion passed to not discuss the results of the district inventory held in October, 2002 as typed. Archives will have a copy available if anyone is interested in reviewing it.

3/?/2003

In regards to October, 2002 district inventory, suggested that district go through 3 questions per month at future district meetings.

12/?/2006

Motion passed to hold District inventory in July, 2007.

2/?/2007

Motion passed to cover expenses for Area Alternate Delegate to facilitate District inventory in July.

9/6/2010

District 13 Inventory scheduled for November 1st, to be proctored by Area 35 Alternate DCM.

11/1/2010

District inventory taken.

7/7/2014

District Inventory is the August District meeting. A motion was made and passed that we keep our regular time frame for the inventory of 7:30pm to 9pm.

8/4/2014

District Inventory taken.

9/1/2014

Motion passed to go over the Inventory and create action items on Oct. 27th at 7:30pm.

01/02/2017

Discussion how the District is serving the AA groups. Motion passes to conduct a District 13 Inventory.

02/07/2017

Motion passes for District 13 to conduct an inventory at the next District meeting March 6. A non-biased moderator will be chosen to attend the meeting.

04/03/2017

PI chair makes a motion that "the results of this inventory are declared null and void and are stricken from the District 13 minutes for their skewed results. Motion PASS

05/01/2017

Second motion on Inventory Tabled for group conscience. This item was discussed and "the results of this inventory are declared null and void and are stricken from the District 13 minutes for their skewed results. Motion passes.

V. District Meeting Place/Format/Time

3/1/1982

The district voted to move the location of the district meeting from Atwood Center (SCSU) to St. Paul's Middle School.

3/6/1983

As a way to increase participation in the district, it was decided to look into alternative meeting sites that are more "comfortable and attractive."

5/2/1983

District is looking into a larger building for "AA Club" (Alano Club)- "tending towards leasing."

8/1/1983

District voted to move its district meetings to Sambo's Restaurant (33rd Avenue North and Division) on the first Thursday of each month.

8/1/1983

In response to the district inventory, the district voted to discuss a different "service topic" at each district meeting.

10/6/1983

New meeting place needed as Sambo's Restaurant is closing

11/3/1983

District meeting held at Salem Lutheran Church.

11/3/1983

District voted to hold monthly meetings at MN Federal Building (33rd and Division).

1/5/1984

District discussed moving district meetings to Monday evenings instead of Thursdays.

2/2/1984

District voted to move the day of district meetings to Mondays.

2/2/1984

Suggested that the purpose of district meetings are to discuss "topics of concern in AA" and get individual groups' opinions. A monthly topic will be proposed and GSRs will get an opportunity to get their group's input on that topic. At the following district meeting, groups' input will be discussed.

3/1/1984

District meeting held at Embers Restaurant.

4/2/1984

District meeting held at MN Federal Building.

5/7/1984

District meeting held at Embers Restaurant; district voted to hold future meetings at Embers.

6/4/1984

District voted to move district meetings back to MN Federal Building.

3/11/1985

Motion passed to only read reports, and discussion of issues brought up in the reports would be held over to old and new business.

3/11/1985

Motion passed to read the short form of the 12 Concepts at the beginning of each district meeting.

1/4/1988

District meetings have been held at St. Peter and Paul Middle School.

3/5/1990

Motion failed to move up day of district meetings from Monday to Sunday night.

11/5/1990

Bigger meeting place is needed for district meetings; committee members will explore different options.

1/6/1992

District meetings will be held at Peace United Church of Christ starting in February 1992.

10/4/1993

Motion passed to have all GSR reports read at the District meeting so that GSRs will be aware of what is happening in other groups.

12/6/1993

New GSR orientation to be held prior to January 1994 district meeting.

3/7/1994

Motion passed to limit the length of the district meeting to 90 minutes unless the group conscience decides to extend the meeting.

6/3/1996

GSR reports suspended at district meeting due to lack of time.

8/5/1996

Motion passed to hold September district meeting on the second Monday due to Labor Day.

12/2/1996

Motion passed to read one concept at meeting and discuss concept, if time permits.

8/2/1998

Motion passed to move September district meetings to September 14th due to Labor Day.

1/?/2001

Motion passed to have a Concepts Summary of the Month at each district meeting. Summary of concept of the month will be no more than five minutes long.

1/?/2001

New meeting places which are handicap accessible will be explored.

2/5/2001

Motion passed to move district meeting to St. Joseph's Catholic Church in Waite Park, starting in April.

2/5/2001

Discussion regarded removing the 9:00 end time for district meetings. Motion passed to keep 9:00 end as is and that the district meeting can be extended if group conscience dictates it.

4/?/2001

Due to scheduling conflict, district meetings will move to Salem Lutheran Church in St. Cloud.

2/2/2004

Motion passed to dispense with oral GSR reports at the March district meeting in order to allow more time for discussion on the district budget.

3/1/2004

Motion passed to change the date of the April 5th district meeting to March 29th in order to discuss Conference Agenda Items.

3/29/2004

Special meeting held to discuss GSC agenda items.

12/?/2004

Motion passed to approve previous month's minutes before start of district meeting.

2/?/2005

Motion passed to move April meeting to March 28 in order to discuss GSC agenda items.

2/?/2008

Motion passed to hold special district meeting March 24th to review General Service Conference agenda items.

3/24/2008

District discussed agenda items for General Service Conference.

6/?/2008

No district meeting-barbecue for delegate's report of General Service Conference in Sauk Rapids.

2/?/2009

Motion passed to hold special district meeting March 30th to review General Service Conference agenda items.

6/?/2009

No district meeting – delegate's report of General Service Conference in Albany.

12/6/2010

Request made to close with the Responsibility Statement instead of the Lord's Prayer at the end of district meetings; district conscience was to not change current procedure.

1/3/2011

Motion passed to hold 2nd meeting, March 28th, to review General Service Conference agenda items.

5/2/2011

Motion passed to move District meetings to the St. Cloud Alano Club starting immediately.

7/?/2012

Reserved last 15 minutes of every district meeting for district officer reports

2/3/2014

Motion made and passed that a separate district meeting be held on March 24th at 7:30 to get district conscience for agenda

items.

5/5/2014

Delegate's Report will be held at the St. Cloud Alano Club Sunday May 18th. This will be a joint report with District 15.

1/5/2015

Sarah K, Area Chair, will be coming to the February District Meeting to discuss the Area Budget and answer any questions regarding the Area 35 Budget.

1/5/2015

An additional meeting is scheduled March 30th at 7:30pm at the ST. Cloud Alano Club to vote on the Agenda Items.

08/03/2015

Motion passed unanimously to move the September District meeting to September 14th due to Labor Day.

03/01/2016

ADDITIONAL DISTRICT MEETING TO DISCUSS GSC ITEMS March 28 7:30 Alano Club

05/01/2016

The June District meeting will be a District 13 and District 15 join meeting for Area 35 Delegate Report. Mon. June 6 7:00 to hear Kelly D speaks on the results of the General Service Conference Report St. Cloud Alano Club

July District meeting falls on a holiday weekend rescheduling the July district meeting to the SECOND Monday in July 11, 2016

02/07/2017

A second District meeting will need to be scheduled in March to discuss the Agenda items for the General Service Conference.

06/05/2017

Motion passes to hold the July District meeting on July 10th due to the 4th of July holiday.

01/08/2018

Motion made to have district meetings recorded to assist in having accurate records for the minutes-motion passed unanimously

03/12/2019

Motion made to have an additional District meeting on March 26th, 2018 to discuss Agenda Items- motion passed unanimously

4/2/2018

Delegates report will be Monday June 4th at 7:30 in place of our regular district meeting and combined with District 15.

9/10/2018

District was given a printer to use - Secretary will keep it at their residence and try it using Epson Ink

10/01/2018

Motion made to use Non Epson ink for the printer as Epson ink is too expensive- motion passed Printer working well to print our own minutes and financials-

03/04/2019

Additional meeting to Discuss Agenda Items before the Assembly March 25th at 7:30pm vote unanimous

10/07/2019

Motion made to advance the date to the next Monday when the District meeting falls on a Holiday- motion passed unanimously

VI. DISTRICT WORKSHOPS/ROUND-UPS

8/1/1983

Suggested that district sponsor and put on a service workshop. A six-person ad-hoc committee was formed to discuss ideas and format of workshop.

9/1/1983

District ad-hoc committee formulated plans for "District 13 Round Up." District voted unanimously to hold round-up on the first weekend of December. G.S.R.s were encouraged to inform groups of financial and service needs of putting on the round-up.

10/6/1983

Posters and registration forms for District 13 Round-up to be distributed within two weeks notice; sent to AA Grapevine to place in Nov. issue

11/3/1983

Volunteer forms for District 13 Round-up distributed at Alano Club. Round-up to be held December 3-4, 1983.

1/5/1984

District 13 Round-up was felt to be a success. District broke even financially, had approximately 180 registered, half from out-of-town. It was decided that a meeting "open to everyone" was needed to discuss future Round-ups.

2/2/1984

Suggested that the district sponsor a workshop; ad-hoc committee formed.

3/1/1984

Workshop ad-hoc committee- one person attended. It was suggested that ad-hoc committee meet after district meeting so it could be assured that members attended.

3/1/1984

"Cloudy Town Round-Up" planning committee meets at Perkins on the last Monday of each month

12/2/1985

Motion passed for the District to hold a service workshop; committee was set up.

2/3/1986

Service workshop to be held on February 22, 1986 at the Alano Club.

3/3/1986

Service workshop was a reported success. A second workshop was planned for the fall.

7/11/1988

Motion passed that the district cooperate with the St. Cloud Round-Up Committee on a *non-financial* basis.(emphasis added)

8/7/1989

Motion failed to include 7th Tradition material in with August minutes.

11/6/1989

District GSR workshop to orient new GSRs held at Alano Club.

2/3/1992

GSR Sharing Session held February 16th,1992 at St. Cloud Alano Club.

5/17/1992

Sponsorship Workshop held at Alano Club, sponsored by district. Motion failed to pay expenses for speakers to travel to workshop; panel discussion instead.

11/1/1993

Motion passed to hold a 50th Anniversary of St. Cloud AA celebration at Holiday Inn at the cost to the district of \$450.

12/6/1993

Approximately 140 members attended 50th Anniversary of St. Cloud AA celebration at Holiday Inn. 12 books sold and \$225.13 in donations collected.

2/5/1996

Motion passed to hold a GSR orientation workshop, with past GSRs giving presentations and sharing sessions for current GSRs.

1/6/1997

District workshop to be held on February 8th at Alano Club.

5/5/1997

Treatment/Corrections workshop to be held on June 14th.

8/7/1997

Assistance Line workshop to be held on September 13th.

7/13/1998

Motion passed to hold a Treatment workshop, with costs covered by the district

2/1/1999

Concepts Workshops to be held at St. Cloud Alano Club, February 21 and March 14. Motion passed to pass the basket at the workshop. \$20 will cover cost of room, any remainders will be kept for other 12 step functions.

3/1/1999

Due to low attendance at Concepts Workshop in February, motion passed to postpone second Concepts Workshop until all GSRs are able to obtain a service manual. Future Concepts Workshop would be roundtable discussion with district officers and area delegate.

1/?/2001

GSR workshop to be held at St Cloud Alano Club on February 17th, 2001.

11/5/2001

Motion passed to hold GSR workshop in February.

5/6/2002

GSR Workshop held on April 20th.

11/?/2002

GSR Workshop to be held January 11, 2003 featuring a potluck, skit, movie (Your GSO) and presentations.

5/3/2004

Motion passed to hold a workshop on singleness of purposed held at St. Cloud Alano Club in Setember.

2/?/2006

GSR School- service workshop- to be held March 11th at Alano Club.

7/?/2006

Corrections/Treatment workshop to be held July 17th.

7/?/2007

Joint Area 35/36 workshop to be held July 28th at Bethlehem Lutheran Church, titled "Communication and Cooperation in AA in Minnesota"

10/?/2008

Area 35 Zonal Forum to be held at Alano Club November 15th.

1/4/2010

GSR Workshop scheduled for March 20th.

10/4/2010

Corrections/Treatment workshop to be held December 8th at the Lake George Community Room.

9/14/2011

Motion passed to host a Zonal workshop on chair positions.

1/16/2014

It was decided that Chris H. and G will lead a GSR workshop to be held February 3rd, 2014 at 6:45pm in the kitchen. Anyone interested can attend.

2/3/2014

Proposal that groups could sign up to hold workshops or meetings in a room reserved by an AA member at the Civic Center during the Fall Round Up. GSRs were asked to sign up for a time slot for their groups. There is no charge but groups can feel free to donate.

3/14/2015

GSR Workshop was held at a cost of \$69

02/01/2016

Area 35 Alt. Delegate attended the meeting and announced the 40th Annual Area 35 Service Workshop 01/16/16 was very well attended and a great success! He thanked District 13 for an excellent presentation, reported he thought it was one of the best.

06/20/2016

Sponsorship workshop was conducted at the St. Cloud Alano Club District Secretary, PI and Alt. DCM

09/05/2016

Zonal Forum: District 7 will host a Zonal Forum and is requesting participation from District 13. District 7 is north of us. We will participate and support this event.

District 13 is sponsoring a CPC workshop 09/06/2016 at the club PI and Alt DCM. CPC. The fliers have been up for over a month at the club.

09/05/2017

GSR workshop sponsored by the District 13 PI committee conducted at Alano Club.

12/04/2017

District 13 was asked by the Area 35 Chair to present at the Area 35 Service Workshop in Duluth Jan. 13-14, 2018. Incoming DCM states, "it is an honor to present at the workshop and we as a District will be there". The topic/theme is "The group conscious our guiding force".

08/06/2018

Motion made to have a workshop on Singleness of Purpose- motion failed

10/01/2018

Sponsorship workshop committee formed to decide when and where- Alt DCM to lead

11/05/2018

Roger R needs volunteers to help with Area 35/36 Joint work shop-

01/07/2019

DCM Would like to see a General Service Workshop subcommittee formed to have the workshop in May

11/09/2019

Traditions Round table workshop was held using the Traditions Guidelines Checklist from GSO- pot luck lunch served - well attended with approximately 30 participants.

VII. Elections/Procedure

7/11/1988

Motion passed for the district to establish guidelines for district committee members and chairs. (See Appendix I).

8/1/1988

District approved following guidelines for persons serving in District 13 chair positions. (See Appendix I)

4/4/1994

Motion failed to assign GSRs to committees by randomly choosing names from a hat.

8/7/1995

Motion passed to call for nominations for District positions to open in September every two years, and to vote for positions, with nominations allowed from the floor in October.

8/7/1995

Motion passed to cast votes for district positions by written ballot.

3/1/1999

Motion passed to require a written report from district officers attending service functions while representing the district.

10/?/1999

Motion failed to randomly assign GSRs to committees by drawing names from a hat.

7/?/2000

Motion failed to have DCM phone officer after one unexcused absence and automatic discharge after two unexcused absences.

1/?/2001

Motion passed that new GSRs be assigned to volunteer on a suggested committee for service, being flexible to the GSRs interests, concerns, and needs.

2/5/2001

Motion passed that DCM should assign new GSRs attending district meeting to volunteer to help with a committee on an as-needed basis.

11/5/2001

All GSRs will be reassigned to new committees as of the December district meeting.

8/?/2002

Motion passed to replace Corrections Chair and PI/Phone Line chair for lack of attendance.

8/?/2003

Motion failed to select Alternate DCM nominees from those also running for DCM.

10/?/2005

Motion passed to adopt guidelines for specific chairs and officer positions. (See Appendix II)

8/?/2007

Motion passed to hold District elections in October rather than September.

10/?/2007

New district officers elected.

9/?/2009

New district officers/committee chairs elected

10/4/2010

Motion made to modify policy on rotation – for the current rotation to have a Mid-rotation election for incoming District officers and chairs – motion failed.

6/6/2011

Service position guidelines were accepted and put into place. (See Appendix II)

9/14/2011

Motion passed to hold District elections in November.

12/01/2014

Motion was passed to vacate the CPC position for not fulfilling the commitments of the position by attending District meetings

3/2/2015

In January Ann, GSR for Tuesday morning, was nominated for the CPC position. There were no other nominations. Nominations were closed and Ann was voted unanimously into the position.

3/2/2015

George, GSR for Early Wednesday Night, was nominated for the Treatment position. There were no other nominations. Nominations were closed and George was voted unanimously into the position.

10/5/2015

Elections held. All positions filled except Treatment Chair

01/04/2016

The Wednesday night Primary Purpose group would like the District to consider the formation of an Ad-Hoc Committee in this rotation that will review and assist with the clarification of the District voting procedures. Discussion and feedback included: 1) who is eligible to vote; 2) how to nominate positions; 3) how to organize voting procedures; 4) are we to follow Roberts's rules of Order or Third Legacy Voting procedures.

02/01/2016

Alt. DCM reports that in this two year rotation it's a high priority and we do need an Ad-Hoc committee to do research and make recommendations to voting procedure process. DCM sent around a sign-up sheet for the Ad-hoc committee.

04/04/2016

Action committee created to support Committee Chairs.

10/03/2016

AA Assistance Hotline Ad-Hoc Committee-Tim R. I requested that the Ad-Hoc Committee for the AA Assistance line be terminated and that the Phone line be listed under PI on the front page of the District minutes, (PI / Phone Line) also that his name and contact information be removed. He will serve on the PI Committee & will continue to manage the AA Assistance line. I will answer to the PI chair & will have no voting rights.

11/07/2016

At the October District meeting, the GSRs were to take the voting procedures proposal from the Ad-Hoc committee to their groups for consensus and bring back to the November District meeting.

1. The District Committee members consist only of GSR's (or their Alternate), District Committee Chairs and District Officers.
2. All who attend the District Meeting, including those who are not committee members, have the right to participate in discussions regarding the business of the district.
3. The District Committee members have the right to make and/or second a motion at the District Meeting.
4. Each District Committee member is entitled to one vote in all voting matters (Alternate GSR's only vote if the GSR is not present).
5. Nominations can be presented by District Committee members or the floor and the nominee must be present.
6. If only one person stands for a position there must be a vote and the nominee exits the room.

The GSR from Sunday Back to Basic group reported that the group thinks that each numbered item from the Ad-Hoc Committee should be voted on separately. Motion passes to vote separately on each item from the voting procedure proposal. Motion passed to use Third Legacy or 2/3rds for this vote,

1. The District Committee members consist only of GSR's, (or their Alternate if GSR is not present), District Committee Chairs and District Officers.

This proposal was voted on and passed with greater than 2/3rd vote.

The District Committee members have the right to make and/or second a motion at the District Meeting.

After discussion, GSR made a motion; "Only a GSR can second a motion." A motion was passed that this be taken back to the AA groups and not be decided only by the District, item will be placed on the December Agenda.

2. All who attend the District Meeting, including those who are not committee members, have the right to participate in discussions regarding the business of the district.

This item passed as is.

3. Each District Committee member is entitled to one vote in all voting matters (Alternate GSR's only vote if the GSR is not present).

GSR made a motion to this item, "Only GSRs are able to vote, not District officer." A motion was made that this item be taken back to the AA groups. Item will be placed on the December Agenda.

Proposal #5 and #6 are to be placed on the December Agenda.

12/05/2016

District 13 Ad Hoc Committee on District Committee Membership and Voting Procedures proposed the following additions to the District 13 Actions Booklet for consideration among the groups.

At the November District meeting, the GSRs were to take voting procedures proposals number two and 4 to their groups for consensus and bring back to the December District meeting.

1. The District Committee members consist only of GSR's, (or their Alternate if GSR is not present), District Committee Chairs and District Officers.

This proposal was voted on and passed with 2/3rd vote at the Nov. District meeting.

2. The District Committee members have the right to make and/or second a motion at the District Meeting.

This proposal was amended to "Only a GSR can second a motion" at the Nov. meeting, brought to AA groups and placed on the December District agenda. This item was not approved and will remain "as written"

3. All who attend the District Meeting, including those who are not committee members, have the right to participate in discussions regarding the business of the district.

This proposal was approved at the November meeting.

4. Each District Committee member is entitled to one vote in all voting matters (Alternate GSR's only vote if the GSR is not present).

This proposal was amended to "Only GSRs are able to vote, not District officer.", brought back to the AA groups and placed on the December District agenda. It was clarified as at the meeting to mean "one group, one vote." This item was not approved and will remain "as written"

5. Nominations can be presented by District Committee members or the floor and the nominee must be present.

This proposal was voted on and passed with 2/3 vote.

6. If only one person stands for a position there must be a vote and the nominee exits the room.

This item was discussed and voted on and was not approved and will remain "as written"

Discussion followed and a motion made to take Robert Rules of order back to the groups to discuss and will be placed on the Jan. District meeting agenda.

01/02/2017

Robert's Rules of order: At the last District Meeting, it was proposed/discussed the District conduct business of AA in a more formalized manner using Roberts Rules of order. This idea went back to the AA groups. A Motion was made to use Robert's Rules of order at the District. Motion passes. Copies of Robert's Rules will be available at meetings and included as attachment in meeting minutes for people to print and use.

05/01/2017

White Ballot Voting Procedures: A motion passes that the language "If one person stands for a position there must be a vote and the nominee exist the room" means this will remain as written in the Actions book and No vote is required.

05/01/2017

District 13 candidate for Delegate: Rodger Rudolph was nominated.

06/05/2017

Sean was nominated for DCM, Justin was nominated for DCM. Motion passes to "take the nominations back to the groups for DCM and Treatment Chair for elections at District Meeting in July".

07/10/2017

Sean S. explained he decided to stay on as DCM as there were only five months remaining in the term. There was much discussion about the transition and procedure when a DCM resigns. He stepped in and served as DCM from ADCM when the chair resigned. Peter T. called for a vote to elect Sean S.

Sean S. stated the vote was not necessary as he held the position since the previous DCM resigned, but called for a show of hands in an unofficial vote. Unanimous

08/07/2017

Motion passes for District committee Chairs and Officers to create a task list for their position

08/07/2017

GSRs are to please ask their AA groups if we want to make the phone line separate from the PI committee and we will vote on this item at the next District meeting.

09/04/2017

Last month the DCM asked GSRs to check with their groups about the separating the Phone Line position from the Public Information committee. This will create a full Phone Line Chair position at the District level. Currently it is part of the PI committee. Motion passes to create a new Phone Line Chair position at the District.

10/03/2017

Tim R the Phone Line Ad-hoc Committee chair attended the District meeting and reported that this was a bad idea due to the PI and Phone line need to work together and be a part of the same committee. Motion made to reconsider the splitting of the phone line position from the PI committee. Motion was made, seconded and passes.

12/04/2017

Motion passes; "Communication distributed from District 13 or any of its committee must be approved at a District meeting first".

04/02/2018

Motion made and passed to have Justin contact our CPC and Treatments chair to see if they are still able to serve- they have missed 2 meetings and per action book, they can be voted out-

05/07/2018

Ann O. was voted in as new CPC Chair

Motion made and passed to vote out Adam as Treatment chair as he has missed several meetings with no report.

DCM, officers, gsr's will form a group to work on Treatments-

07.02/2018

Pauly N voted in as Literature chair

11/05/2018

Doug W accepted Nomination for Corrections Chair

12/03/2018

Doug W voted in as new Corrections Chair for remainder of this term as old chair Bradley Resigned

05/06/2019

Motion made for Roger R. to be the District 13 nomination for Delegate. Motion seconded Motion passed

09/02/2019

Gina J. nominated to be Interim Literature chair to finish rotation- motion passes

10/07/2019

Motion made to have Roger R. proctor the upcoming election of officers- motion passed unanimously

11/04/2019

Motion made if only 1 person is nominated for a position, they will step out of the room and a raising of the hands will be done instead of ballots. Motion passes unanimously

Motion made that we do not have white ballots- meaning if we only have 1 person nominated, they do not automatically get elected. A vote would still be taken- Motion passes unanimously

Elections Held- all positions filled except CPC

12/02/2019

Voted to print 12 copies of the Actions Book at the end of this rotation-

VIII. Literature/Grapevine/La Vina

12/7/1984

Grapevine representatives (GvR) needed.

3/3/1986

District taking action to obtain more attendance from GvRs to attend district meetings, discussed having a Grapevine meeting for the GvRs before each district meeting.

5/4/1987

District moved to put together beginner's packets to be distributed to clubs. Packets would include the following pamphlets: 1) "This is AA"; 2("44 Questions"; 3("Questions and Answers on Sponsorship"; 4("A Newcomer Asks".

1/4/1988

Motion passed to increase the number of copies of "Box 459" purchased by the district for distribution to GSRs from 20 to 30 copies per issues.

3/7/1988

Motion passed that additional literature be purchased by the district for district meetings.

6/6/1988

Motion passed regarding "sexist literature": "Each group ought to remain autonomous in this matter. Each group should take it up at a group level. If you feel your voice is not heard, please contact GSO, New York."

9/12/1988

Motion passed to allocate \$50 to Grapevine Representative to purchase Grapevine literature.

9/12/1988

Motion passed to purchase a new Public Information manual.

1/9/1989

Suggested that a literature display be established at the Alano Club and supported by District.

2/6/1989

Discussion of literature display resulted in the conclusion that the groups should be self-supporting, including rent, coffee and literature.

7/6/1992

District literature chair proposed building an inventory of all Conference-Approved AA literature for resale at district functions at a cost of approximately \$750.

11/1/1993

Motion passed to increase literature inventory at a cost of \$72.

2/6/1994

Motion passed to purchase literature to stock inventory at a cost of \$372.40.

4/4/1994

Motion passed to purchase literature to stock inventory at a cost of \$371.25.

5/1/1995

Motion passed to purchase literature to stock inventory at a cost of \$302.

9/11/1995

Motion passed to purchase a copy of La Vina and donate it to Great River Regional Library for general circulation.

1/8/1996

Motion passed to require two years of continued sobriety and access to transportation to hold Literature Chair.

4/1/1996

Motion passed to purchase 20 pocket-sized Big Books.

1/6/1997

Motion passed to purchase literature to replenish inventory at a cost of \$155.80.

4/7/1997

Motion passed to purchase literature to replenish inventory at a cost of \$150.00

10/6/1997

Motion failed to supply beginners packet(introductory pamphlets, meeting schedules)s to groups free of charge.

7/13/1998

Motion passed to replenish literature using district funds, also to allow the district literature to be self-supporting. District may subsidize literature in the event of a literature chair shortfall.

9/14/1998

Motion passed to spend \$250 to replenish inventory.

2/1/1999

Motion passed to give literature chair money to replenish inventory.

4/?/2001

50 Service Manuals purchased.

1/7/2002

Motion made and letter sent to GSO regarding the last paragraph of the proposed draft of the foreword to the fourth edition of the Big Book. District conscience believed that the foreword equated on-line AA meetings with face-to-face AA meetings.

4/?/2003

Group conscience did not believe it was needed for district to have a separate Grapevine chair separate from Literature chair.

4/?/2003

Motion passed to purchase a case of *Experience, Strength & Hope*, and a case of *Best of Bill (Grapevine)*.

5/3/2004

Motion passed to renew 2-year La Vina subscription for use at Stearns County Jail.

5/3/2004

Motion failed for the District to provide literature at St. Cloud Alano club.

9/?/2005

Motion passed to purchase back issues of the Grapevine (at a cost of \$26) to distribute to troops serving overseas.

9/?/2005

Motion passed to replenish literature after Benton County Fair at a cost of \$75

1/4/2010

Motion passed for district to stock pamphlets at Alano Club at the district's expense.

7/5/2010

Literature Review subcommittee formed to discuss ways to better serve the group's literature needs.

7/5/2010

General Service Conference proposal, "To incorporate into the Grapevine layout a 'daily reflection' for each day of the month," failed due to not being seconded. Revised proposal, stating 'Reflections component, submitted by members, to be put in the Grapevine,' passed.

12/6/2010

General Service Conference proposal to capitalize "program of recovery" on page 59 failed to proceed past the district level.

2/7/2011

Motion passed for literature to be available at monthly district meetings.

3/7/2011

GSRs were encouraged to talk to their groups about the Grapevine and the fact that they are losing money.

8/1/2011

Motion passed to provide \$500 to the literature chair to build up inventory.

11/?/2013

Suggested the need to have literature funds allocated specifically for jails and institutions.

6/2/0214

Need to place a literature order to replenish our literature on hand. It was suggested that we check with other groups to get the order to \$500 so there is no shipping cost.

07/02/2018

Pauly literature chair donated a steel cabinet to keep literature in with a combination lock to be used.

09/02/2019

Literature was set up at the St. Cloud Spring Round Up and has not been seen since- Motion made that our new Literature Chair Gina, contact Pauly and retrieve District's Literature- motion passes

10/07/2019

Literature was brought back and Gina will remain Literature Chair through end of rotation

IX. Miscellaneous

2/7/1983

Because of "poor morale" at district meetings, stronger attendance and service was encouraged. GSRs who had not been attending meetings were to be contacted and encouraged to return to the district meetings.

2/2/1984

District voted to post a flyer announcing district meetings at St. Cloud Alano Club.

4/2/1984

District "project" for next few months is to get more GSRs involved and informed.

1/7/1985

Motion passed to establish a committee to provide an information packet to new GSRs to "help explain their responsibilities and answer questions after their first few meetings."

6/3/1985

District acquired P.O. Box 441

4/7/1986

A letter written to AA and Alateen friends, from the area assembly stated "It is suggested that AA members refrain from sponsoring Alateen." (Tradition 6)

3/7/1988

Motion passed to have 200 copies of Twelfth Step Work & Service Opportunities information sheet made available to groups represented by the district.

7/2/1990

Motion seconded to bring to Area the proposal to change the word "Him" in 12 steps to "God." Will be brought to groups to form district conscience.

9/10/1990

Motion failed to bring to Area the proposal to change the word "Him" in 12 steps to "God," for the reason "keep it simple."

4/6/1992

Postcards mailed to remind GSRs of monthly meeting will be sent out for two more months.

1/4/1993

List of 5th step listeners- clergy and sponsors – formulated, broken down by religions, etc.

1/2/1995

Discussed possibility of working jointly with District 15 to fill committee chairs.

3/3/1997

Motion made to form an Activities and Information committee. Functions of the committee include organizing activities within the district (dances, picnics, etc.); resourcing information about AA that would benefit the program as a whole and specifically to the district; work on increased GSR participation and attendance at the district level.

4/7/1997

Motion failed to form Activities and Information committee. Instead, motion passed to establish Information chair to bring information to groups that do not have GSRs. A locker at the Alano club will be used to distribute literature and information for this purpose.

11/2/1997

Motion failed to postpone December district meeting one week because of the Vikings-Packers Monday night game)"everyone thought the Vikings would get their asses kicked anyway."(

5/7/2001

Idea of intergroup discussed and tabled.

9/10/2001

Ad-hoc committee formed to explore the possibility of starting an Intergroup.

4/1/2002

Efforts being made to attempt to develop Spanish-speaking group in the district. Spanish Big Books, pamphlets, and a service manual has been purchased to help such an effort.

5/6/2002

Determined that the district is responsible for helping to start and supply literature for a Spanish-speaking meeting, to be held at 7:30 PM Mondays at the St. Cloud Alano Club starting July 15th.

5/?/2003

Motion passed to draft a speaker list to make available in a "pool."

11/?/2004

Spanish-speaking meetings to be held in Hispano Central at St. Joseph's Church in Waite Park

5/?/2005

Spanish Speaking Meetings to be held in Hispano Central at St. Joseph's Church in Waite Park.

7/?/2005

Motion passed to submit a request for St. Cloud to be host city of 2009 Regional Service Forum.

2/?/2006

Translators needed for Spanish-speaking AA meeting in Waite Park.

3/?/2008

Following discussion regarding groups with outside affiliation, motion passed to include two contested groups on the District schedule.

7/5/2010

Area 35 proposal, "To develop a system to clarify, verify, and identify who is a voting member of the assembly," failed.

7/5/2010

Area 35 proposal, "To bring to Area 35 a discussion on putting into place an explanation of substantial unanimity in regards to the Third Legacy voting procedure prior to voting," passed.

8/2/2010

Motion passed to form a subcommittee to explore the possibility of a District 13 Business Office at the St. Cloud Alano Club.

10/4/2010

District conscience voted against the idea of a District 13 Business Office.

5/2/2011

District formally nominated Roger R. to stand for Area 35 Delegate Panel 62.

8/?/2012

The question was brought up as to whether we could introduce an Activities Chair. However, this would not be a district position but rather a service opportunity at the group level. There is also the possibility of starting a "squad council," which exists as a group but whose primary purpose to plan events

11/3/2014

It was decided that we would post the following on the District 13 Web Page:

- a. Corrections Requirements for all facilities as well as applications. And the districts commitment and openings for volunteers.
- b. Treatment Commitment and Openings. As well as the Beginner's Meeting Format
- c. Minutes from District Meetings excluding the first page
- d. Literature Contact Information
- e. District Action Booklet

3/2/2015

Motion passed to send this statement on to the Area

We, the members of TNYPAA (Thursday Night Young Persons Group) were recently made aware of the potential for predation and mistreatment of our new (vulnerable) members. The matter, in general, pertains to lawsuits and allegations that certain groups may harbor predators and even foster an environment of predation on newcomers. We, in no way, condone or encourage such behavior.

While our GSO may choose to dismiss these claims as "outside issues" and invoke our 10th Tradition as a default defense, we reject this notion and consider the matter to be an internal one with grave consequences. Our group conscience requires us to be accountable in such matters. We wish to take proactive measures to ensure the health of our society and guarantee the safety of our most important members - the newcomers. We believe that, ignorance, apathy and indifference in this matter would make us complicit - silence condones.

We implore District 13 and Area 35 to endorse our proposal and request GSO NY to establish policies and procedures to safeguard against predatory behavior in our groups. We hope for an expedient response, not just in words, but action. A lengthy process mired in debate could needlessly jeopardize the life and safety of a newcomer.

We, the members of TNYPAA/ (Thursday Night Young Persons' Group) wish to thank you for your service and prompt reply.

07/02/2018

Motion made and passed to have a draft of an Informational Flyer for the District made by Jim R and brought back next month for review.

09/10/2018

GSC Proposal from Waite Park West End 12 Step Meeting to have "The book AA Comes of Age be printed in large type for the visually impaired members of the fellowship" Motion to accept the Proposal passed unanimously-will move to the Area for Consideration-

10/01/2018

You Tube Proposal Justin made a motion that District 13 submit the proposal to the Area for Consideration to take the YouTube Channel down from GSO website- motion passed unanimously

01/01/2019

Distribution of flyers- motion made and passed that the Secretary will send out only AA Service related flyers/functions from Area 35 or GSO- service related not AA speaker meetings and functions-Only Service related

05/06/2019

Approval of Minutes- Motion to approve rescinded- Motion made to amend the minutes by deleting the TNYPAAs report . Motion Seconded. The GSR report came from a member that is not listed in Area 35 records or District 13 records as TNYPAAs GSR, alternate GSR or even a contact person for the group and was therefore felt this is not a GSR report.

TNYPAA has not had representation at the district meeting since rotation started in January of 2018- Motion passed 09/02/19

Motion made on the GSR Report Guidelines form- to add #8 How does your group carry the message outside of the meeting? Motion passes- GSR Report Guidelines Form will be updated and sent to all GSR's and made available at all meetings.

X. Public Information/Phone Line

8/2/1982

Committee suggested that all open meetings be submitted to the district in order for a list of them to be published in newspapers and aired on radio.

9/13/1982

Beginner's Meeting starting in October, held at the St. Cloud Alano Club.

10/13/1982

Currently two Beginner's Meetings: Friday 9:00PM and Saturday 6:30PM at St. Cloud Alano Club.

11/1/1982

Intergroup fundraiser held at Brickyard Room, Atwood Center in SCSU in part to help finance a 24-hour assistance hotline.

5/2/1983

Suggested that the district get involved in carrying the message to high schools.

7/11/1983

Concerning anonymity break in the *St. Cloud Times*, DCM will talk to newspapers and remind them of AA's anonymity tradition.

8/1/1983

Letter and pamphlet "AA Resource for the Medical Profession," distributed to St. Cloud area medical professionals.

9/1/1983

Seminar on alcohol and the elderly to be held September 16th 1983. It was suggested that the message be carried to elderly in high rises and nursing homes.

4/2/1984

Intergroup voted to sponsor a booth at the Benton County Fair

1/6/1986

1000 copies of the informational list of 12th step and service opportunities will be produced and available to AA members.

4/6/1986

Voted to have a booth at the Health Fair.

8/4/1986

Motion passed to form a committee to study the changing situation with the AA phone line. The district authorized the committee to spend 50 dollars for the AA phone line if no additional funding is provided.

9/1/1986

Special meeting held in regards to the AA assistance line being transferred from two AA members' houses to the hospital. This motion failed due to violation of Tradition 6. Motion made and passed that the district will be responsible for the AA assistance line, and a call forwarding system will be implemented using a list of AA volunteers to answer calls.

9/8/1986

District is paying for pamphlets, "Is AA For You?" for the Assistance Line.

12/1/1986

The assistance line is moved from individual's house to an answering service, established requirements of 6 months sobriety and a commitment to take at least one 12 hour shift per month. Monthly meetings are in place for the AA assistance line.

12/5/1988

Motion failed to carry district conscience to Area 35 that AA booth at Minnesota State Fair represents promotion rather than attraction.

5/1/1989

Booth booked at the Benton County Fair, August 1st-6th.

10/2/1989

District financially supporting Help Fair at Saint Cloud State. Open meeting from 7-9 to acquaint people with the AA meeting held on campus on Thursdays.

5/7/1990

Motion passed to sponsor a booth at the Benton County fair; if manned or unmanned to be decided at a later date.

6/4/1990

Motion passed to have an unmanned booth at the Benton County Fair.

8/6/1990

Motion passed to explore options for producing wallet-size schedules for district.

1/7/1991

Regarding anonymity break in *St. Cloud Times*, special meeting held to address importance of anonymity. People involved in anonymity break were contacted by phone. Anonymous letter to the editor rejected due to the desire not to fuel the fire.

1/7/1991

Assistance line has changed its sobriety requirements from 6 months to 1 year of sobriety minimum for working the hotline.

4/1/1991

Meeting list and assistance line number to be published in *St. Cloud Times*.

6/3/1991

District sponsoring a booth at Benton County Fair.

1/6/1992

Motion passed to make 500 copies of updated meeting schedules.

4/6/1992

Suggested that future meeting schedules indicate which meetings are handicap accessible.

5/4/1992

Motion passed to sponsor a booth at Benton county fair at a cost of 55 dollars.

9/14/1992

Motion passed to reprint 500 schedules, with updated information on handicap accessibility and smoking/non-smoking information.

10/5/1992

Motion passed to purchase an answering machine for Assistance Line in order to cover shifts not filled.

1/4/1993

Discussed possibility of posting meeting schedule and Assistance Line number on public access television.

5/5/1993

Motion passed to sponsor a booth at Benton County Fair.

5/2/1994

Motion passed to sponsor a booth at Benton County Fair for 55 dollars.

8/1/1994

Updated meeting schedules printed and distributed.

9/12/1994

Motion passed for district to fund a room at St. Cloud Roundup for use in recruiting and training volunteers for the Assistance Line.

8/7/1995

District sponsored a booth at the Benton County Fair.

12/4/1995

Updated meeting schedules printed at cost of 40 dollars.

5/6/1996

Motion passed to pay 90 dollars to repair answering machine for Assistance Line

5/6/1996

Motion passed to sponsor an unmanned booth at Benton County Fair.

8/5/1996

Motion passed to include on the next meeting schedule which meetings are open and closed.

11/4/1996

PI and CPC working to distribute information to are doctors.

5/5/1997

Motion passed to sponsor a booth at the Benton County Fair.

8/7/1997

Assistance Line workshop to be held on September 13th.

1/5/1998

Motion passed to sponsor a booth at the Benton County Fair

1/5/1998

Motion passed to change the name of the AA Assistance Line to "Alcoholics Information Line."

1/5/1998

Assistance Line committee given authority to put out public service announcements.

7/13/1998

Motion passed to move Assistance Line to different service in order to get service on weekends.

7/1998

Motion passed to purchase pamphlets for booth at Benton County Fair at a cost of \$180.

2/1/1999

Motion passed to discontinue the Assistance Line. District conscience felt that it was too expensive and that there are other means with which to carry the message.

4/5/1999

Motion failed to have Area PI chair come to district meeting to drum up support for PI position.

4/5/1999

Motion passed to combine CPC and PI chair.

7/?/2000

New 800 number for district is 1-800-850-HELP

2/5/2001

District assistance line moved to St. Cloud Alano Club.

9/10/2001

Motion passed to have groups have a Phone Line Representative that would delegate group volunteers to help staff the phone line.

1/7/2002

Motion passed to separate the PI/CPC chair into two positions

8/?/2002

Motion passed to print 10,000 new meeting schedules

11/?/2002

Motion passed to change the listing of the phone line in the phone book to AA Assistance Line (in bold) at a cost of 200 dollars, in order to list more clearly.

1/?/2003

Motion made to approve additional \$238 to cover changes made in Assistance Line listings in white and yellow pages. It was decided that the treasurer will check on any available discounts and use discretion when determining the best way to pay it.

2/?/2003

Motion passed to maintain district web site at a cost of \$1 per month.

5/?/2003

Motion passed to sponsor an unmanned booth at the Benton County Fair, at a cost of \$65.

8/?/2003

Motion passed to form an ad-hoc committee to get a beginner's meeting started

1/5/2004

Motion passed to have a reduced rate at the AA Assistance line, saving 10 dollars a month totaling a monthly bill of \$100 a month.

2/2/2004

Motion passed to dissolve the ad-hoc committee for beginner's meeting – too many questions, not enough answers.

5/3/2004

Motion passed to sponsor a booth at the Benton County Fair at the cost of \$65, provided the literature provided comes out of literature chair's budget. The possibility of sharing the booth with Al-anon was discussed

1/?/2005

Due to large attendance at PI meeting, the need to separate Phone Line and PI committees probably not necessary.

2/?/2005

Motion passed to purchase literature(at a cost of \$50) to distribute at waiting rooms at hospitals and clinics.

2/?/2005

Motion failed to place ads in SCSU University Chronicle due to cost.

7/?/2005

Motion passed to rent table and table skirt (at a cost of \$24) for use at Benton County Fair.

9/?/2006

Motion passed to reconnect PI and Phone Line committees; discussed possibility of forming a Phone line subcommittee within the PI committee.

1/?/2009

Motion passed to form a Phone Line subcommittee to report to the PI chair in order to better facilitate the scheduling of volunteers on the district 24 hour help line.

3/1/2010

Motion passed for district to start a Beginner's meeting (informational meeting, rotating topics) to be held at the St. Cloud Alano Club, with the costs supported by the district. The meeting would begin May 5th, and the district would need to vote to renew their commitment at the end of the year.

4/5/2010

Motion passed to sponsor a manned booth at the Benton County fair at a cost of \$175.

12/6/2010

Motion passed to continue funding the Beginner's Meeting for another six months in order to gauge a full year of the meeting.

12/6/2010

Motion passed to purchase a banner reading "Alcoholics Anonymous" for PI functions, to be stored by archives chair.

12/6/2010

Motion passed to run a three day ad in *St. Cloud Times* between Christmas and New Year's

12/6/2010

Motion passed to purchase 5,000 business cards with the statement, "If you want to drink, that's your business; if you want to stop, we can help," and the Phone Line number printed on them

5/2/2011

Motion passed to sponsor a manned booth at the Benton County Fair.

5/2/2011

Discussion regarding discontinuing the usage of the 12 step call list for the AA Assistance Line; no action taken

6/6/2011

Motion passed to continue funding Beginner's meeting through the end of the year; decision on whether to fund will be annual from now on.

7/2/2012

Decision to continue the Benton County Fair Booth and to spend up to \$300 on a TV set to use at that booth.

1/13/2014

Motion passed for the District to continue funding the Beginner's Meeting for the year of 2014.

06/02/2014

Motion to start the process for the meeting schedule reprint passed.

12/01/2014

A motion passed for the District to keep funding the Beginner's Meeting for 6 months and then reassess. G 2nd the motion. Resulting in the cost for the Beginner's Meeting to change on the budget to \$408.

06/01/2015

A motion passed to continue district financial support of the Beginner's Meeting for another 6 months, with future voting to take place the same time as the budget is reviewed.

02/01/2016

Member has a connection with a Spanish speaking AA member who is interested in starting a new Spanish-speaking meeting in this area in the "Beginner Meeting" format. The question is if the District is interested in assisting this AA member in starting a Spanish-speaking meeting. The details of this question were thoroughly discussed. One idea is to make the current Beginner Meeting a Spanish Meeting by having this AA member present and available for interpretation.

This item is to be taken back to AA groups for input for the next District Meeting.

07/11/2016

Motion passes to discontinue the old schedules in September for the new schedules
The Hot Line Business cards "If you want to get sober..." 5000 were printed and delivered.

08/01/2016

District 13 had a booth at The Benton County Fair. The plan is to show videos "My name is Bill W" and "Hope". Fair runs 8/2-8/7/2016.

09/05/2016

The Benton County fair: "G" from Wednesday morning managed staffing the booth. There was competition from Religious Booth very close to the AA booth. A total of \$206.00 was spent for the fair, as very small amt. of Literature distributed. Will review the feasibility and cost of participating in the Benton County Fair next year.

09/05/2016

Motion passes for the new meeting schedules. The District agreed to quantity of 10,000 to be printed and distributed.

10/03/2016

PI Tim R reports the meeting schedules have been printed and distributed. Ten thousand meeting schedules were printed and placed in the racks in meeting rooms, and to 21 motels in the District. Over 6,000 were used right away.

1/07/2019

Peggy M. elected PI Chair

10/01/2018

Gayle R was voted in as the new Phone Line Chair- Tim R resigned last month

Members of PI Committee and Literature manned an information and literature table at Project Connect at a cost of \$25.00 to the District- Made many connections with the community-

3/25/2019

Motion passes to change phone line companies from Century Link at a cost of approximately \$720.00 per year to Charter Spectrum with a cost of approximately \$340.00 a year. Same type of system and no changes made that will affect the use of the AA Assistance Line

11/05/2018

Meeting schedules printed- 7,500 - printed at Digital Printing as they have the template

11/05/2018

District 13 Informational Flyer of the Service Structure approved by the PI Committee- brought to the District - to be posted on Bulletin Boards at Alano Club

12/03/2018

Gayle R asking for volunteers and updating the 12th step call list for Phone Line

01/07/2019

Gayle and Peggy updated the Phone Line Manual and will conduct a yearly Phone Line Training meeting for the Phone Line Volunteers on February 2nd 2019 at the Alano Club.

07/01/2019

Motion made to design a new logo to enlarge the AA wording and lessen the District 13 wording. Motion seconded- Denise will get a quote and bring back to the P.I. and District- Motion passes with 1 dissent- minority stated it was unnecessary and an added expense.- Motion passes

9/02/2019

New meeting schedule Design to Enlarge AA wording and decrease District 13 wording at a cost of \$15. Motion made by Jim R. to accept new design, Beth Seconded, Motion passed

10/29/2019

PI set up a table at Project Connect held at the River's Edge Convention Center- well received- lots of schedules and literature given away-

12/02/19

New meeting schedules updated and printed with new Design- 5,000 copies

XI. Treasury/Finance

12/7/1984

Motion passed to list all expenses and contribution specifically in the monthly minutes in order to inform people where their money is going

10/7/1985

Motion passed to financially support (\$25 max/day) area committee members to attend assemblies and other service function.

4/7/1986

Recommended that groups have a prudent reserve of 3 times monthly expenditures

1/5/1987

Prudent reserve was raised from \$150 to \$200 in order to cover telephone expenses.

1/4/1988

Signs outlining suggested distribution of group contributions have to have changes made and will be replaced

1/4/1988

Rent was past due at St. Peter and Paul Middle School. Motion passed to pay past due rent immediately.

3/7/1988

Motion passed that a charge account be opened at Copy Right for copy purposes (minutes, reports, etc.). DCM, treasurer, and secretary have access to the account.

3/7/1988

Motion passed to pay rent for district meetings through the end of December

1/9/1989

GSRs are asked to bring the attention of their groups that the district expenses will increase substantially in February due to expense of sending District officers and committee chairs to Service Workshop in International Falls, and more contributions to district were encouraged.

6/11/1989

Motion passed for the district to pay for delegate's expenses in order to give delegate report.

6/4/1990

Motion passed to form a committee to draw up a budget for district funds

7/2/1990

Motion passed to include in monthly minutes an expense report along with group contributions.

8/6/1990

Motion passed to approve proposed budget

8/6/1990

Motion seconded to change the reminder on the contributions summary in the monthly minutes to the wording in the 7th tradition pamphlet.

3/2/1992

"Deposit Only" rubber stamp purchased.

7/6/1992

Committee formed to draw up budget for district.

12/6/1993

Motion passed which states "for major expenditure of district funds, a request is to be brought forward to the district 4 months in advance if possible."

2/6/1994

Motion passed to financially support district officers and committee chairs to attend Spring Assembly.

3/7/1994

Motion passed to increase district prudent reserve to \$300.

5/2/1994

Motion passed to get a charge card at Kinko's for copying purposes, and allow three district officers to have access to the card: DCM, Secretary, and PI/Phone Line chair.

7/11/1994

Motion passed to purchase a stamp to endorse checks as well as a stamp to use on envelopes for distributing to groups for contribution purposes.

9/12/1994

Motion passed to financially support district officers and committee chairs to attend Fall Assembly

8/7/1995

Motion passed to require a minimum of five years of sobriety for the position of treasurer.

8/7/1995

Motion passed to require signatures of both the treasurer and DCM on district checks

2/5/1996

Motion passed to financially support DCM and Alternate DCM to West Regional AA Service Conference in Casper, Wyoming.

4/1/1996

Motion passed to send all officers to Spring Assembly at approximately \$100 per person.

9/9/1996

Motion passed to cover the cost of one meal(\$7.50 or less) for district officers attending Fall Assembly.

9/9/1996

Motion passed for treasurer to prepare a 1997 budget by December district meeting

1/6/1997

Motion passed to financially support DCM to attend Area Workshop

2/3/1997

Motion passed to financially support DCM to attend West Central Regional Service Conference in Aberdeen, South Dakota.

7/7/1997

Motion passed to send DCM and Corrections/Treatment and Archives chair to Regional Forum in St. Paul.

1/5/1998

Motion passed to financially support only committee chairs to Area Workshop.

3/2/1998

Motion passed to financially support committee chairs to Regional Forum in Rochester.

3/2/1998

Motion failed to dip into prudent reserve in order to pay for meeting schedules

9/14/1998

Motion passed to financially support six officers/committee chairs to Fall Assembly

9/14/1998

Motion failed to pass the basket at the district meeting to help pay for coffee

12/?/1998

Motion passed to hold off replenishing literature until funds are available

3/1/1999

Motion passed to send DCM to West Central Regional Forum in Minot, SD. Motion amended to send an additional district officer to forum.

3/1/1999

Motion passed to send 3 district officers to Spring Assembly.

7/?/1999

Motion passed to send secretary to West Central Regional Forum in Sheridan, WY.

7/2/2001

Motion passed to send DCM to West Central Regional Forum

8/6/2001

Motion passed to reimburse DCM for purchase of coffee pot, coffee, and can opener for use at district meetings

4/1/2002

District conscience agreed that if district officers and or committee chairs wished to pay their own way to district/area functions, they should anonymously re-donate funds to the district after being reimbursed.

4/1/2002

Motion passed to send four committee chairs to Spring Assembly at an approximate cost of \$500.

5/6/2002

Motion passed to send DCM, treatment chair and CPC chair to Area Committee Meeting at a cost of \$30/person.

2/2/2004

Motion passed to encourage people to go to West Central Regional Forum, but that district cannot and will not pay the expenses of anyone to go.

2/2/2004

In regards to discussion about "pink can" funds, determined that district cannot accept dedicated funds; all donations to district will go into general fund without being earmarked for a specific purpose.

3/1/2004

Motion passed to keep prudent reserve at \$300, instead of raising it to \$500.

3/29/2004

Motion passed to send all officers to spring assembly; motion amended to have the district only cover the DCM's expenses.

5/3/2004

Motion failed to increase prudent reserve from \$300 to \$500.

9/13/2004

Motion failed to increase the prudent reserve to \$600.

9/13/2004

Motion passed to send all officers who have budgeted to attend the Fall Assembly.

10/4/2004

Motion passed for officers to do a budget for 2005.

2/?/2005

Motion passed to approve 2005 budget.

2/?/2005

Motion passed to send DCM to West Central Regional AA Service Conference in Rapid City, SD.

7/?/2005

Motion passed to send officers to joint Area 35/36 service conference in Elk River.

10/?/2005

Motion passed to send district secretary to Fall Assembly

1/?/2006

Motion passed to allocate \$1000 to send District officers(DCM, Alt. DCM, committee chairs) to Regional Conference in St. Louis Park.

1/?/2007

Motion passed to approve 2007 budget

2/?/2007

Motion passed to cover expenses for Area Alternate Delegate to facilitate District inventory in July

8/?/2007

Motion passed to send DCM to West Central Regional Forum in Omaha, Nebraska

1/?/2008

Motion passed to have treasurer produce "long form" treasurer's reports on a quarterly basis and "short form" on a monthly basis

1/?/2008

Motion passed to have District provide groups with pre-addressed envelopes in order for groups to contribute to District.

11/?/2009

District budget for 2010 passed unanimously

3/7/2011

District budget for 2011 passed

8/1/2011

Motion passed to have district chairs divide up the groups to visit regarding the importance of contributing to the district.

9/14/2011

Motion passed to have a 2-year budget passed in the June of the odd year so that incoming chair/officer will have a budget worked out for them for the first year, and will draw up a budget after having one year of experience in the position.

9/2/2013

Suggestion was made to donate money to the Area webmaster for the exceptional amount of hours and non-reimbursed out-of-his-own-pocket expenses spent.

1/13/2014

Budgets for 2014 were discussed. Although we had decided to continue the same budget for 2014 as 2013, it was decided that if any Officers or Chairs had additions to their budgets they should email those to Al. The new budgets will be proposed at the February meeting.

2/3/2014

Motion made and passed to approve the 2014 budgets.

2/3/2014

Motion made and passed that the Treasurer could order a Debit Card for our District Account.

3/3/2014

Concerns were addressed about the use of a debit card. It was clarified that the card's main purpose was for convenience of ordering literature and reducing the cost of shipping for that literature. Any other uses of the card will be brought to the District for approval prior to usage.

4/7/2014

Motion that the debit card be used only for Literature orders, unless preapproved by the District was passed.

12/01/2014

Motion passed that each Officer and Chair reassess their budgets and resubmit them to be voted on at the January District Meeting,

1/5/2015

Motion passed to accept the revised budget for 2015 with 18 yes votes and 6 no votes.

3/2/2015

Motion passed to append the Area 35 Statement of Financial Responsibility, Section Three, Item five as follows...

'After the Area Treasurer has made all adjustments to the worksheet of the financial report, and has combined them into an overall budget, both the overall budget and the worksheet of the financial report shall be sent to all districts, and be included in the Area Newsletter, not less than sixty days prior to the Area Assembly whereon it will be voted. In the event the sixty day time period is not reached, the area will implement the previous year's budget at prior approved levels until such time as the districts have been properly notified and given the opportunity for feedback.'

4/6/2015

Motion for a budget adjustment for Treatment Chair was passed. Funds of \$120 were reallocated for the January Service

Workshop, that was not attended, to literature for the Treatment Centers.

06/01/2015

A motion passed to continue district financial support of the Beginner's Meeting for another 6 months, with future voting to take place the same time as the budget is reviewed.

7/6/2015

A motion failed that states: District will cover the expense for the meeting room at the Alano Club for the Recovery Community Network Meeting to be expensed under the Treatment Chair budget.

01/04/2016

Motion passes to increase budget for Literature Representative to attend: 1) Spring and Fall Assemble; 2) Area Committee meetings; and 3) Service Workshops during this rotation.

02/02/2016

Reports a discrepancy in District Actions Book in APPENDIX II Specific Guideline for District Officers and Committee Chairs, it states "8/7/1995 Motion passed to require a minimum of five years of sobriety for the position of treasurer."

John states, the Appendix needs to line up with our current practice. Motion to make the exception to 1995 Action, waive the requirement, and change it to number of years required to serve, as treasurer is two. Motion approved

05/01/2016

Motion passes to raise the District prudent reserve to \$700.00 to equal a prudent reserve of \$1,000.00 effective immediately. Treasurer reports that we have the money to designate to the prudent reserve and not spend.

Motion passes: That there must be District approval to use the money in the Prudent Reserve and that this action added to the actions booklet.

07/11/2016

The Hot Line Business cards "If you want to get sober..." were printed and delivered. Alt. DCM had them printed and paid cash. He was supposed to have quotation for 5000, 7500 and 10,000 cards. He decide in the interest of time to order 5000 and that they were reasonably priced at \$67.22. The motion passed for the District to reimburse for the cards

09/05/2016

A total of \$206.00 was spent for the fair, as very small amt. of Literature distributed.

05/01/2017

District 2017-2018 Budget, went back to your groups, no questions in the meeting Motion passes, budget approved.

11/06/2017

QuickBooks for District: the treasurer uses a program titled "QuickBooks Secretary" to complete the financials every month. The cost to the District would be either \$35 (no inventory) or \$50 (inventory tracking) per month. Discussion in terms of researches other products and Justin explained he has looked at other products and this system appears to be the best. Since it was tabled and talked about the month before there has been opportunity for GSR to bring back to the groups. Motion, to add \$600.00 to the Treasurer Budget to purchase Quick books online subscription, passed unanimously.

08/06/2018

Motion made to allow Treasurer to attend Fall Assembly as it is not in the budget for that position- motion passed unanimously

10/1/2018

PI Committee spent \$25 for an informational/literature table at Project Connect for the Homeless at the St. Cloud River Center

10/07/2019

Tiffany has had severe health issues and cannot complete the rotation- Justin will assume responsibility for Treasurer

10/29/2019

PI Committee spent \$25 to attend Project Connect again held at the River's Edge Center- well attended-

11/04/2019

Discussion to increase amounts in the annual budgets for Lodging/food/gas expenses due to the increasing costs of these things.

Discussion on Budgeting all Officers and Chairs- Consensus was if we are asking people to be of service, we need to allow them to do so. No one need to pay their own way to be of service for the District. In keeping with the Action Book Recommended Guidelines for all positions to attend Assemblies, and Area Committee Meetings. All Agreed- take budgets back to groups for approval.

12/02/2019

Budgets for upcoming year approved-

XII. Treatment

4/2/1984

Because "busloads" of VA patients tend to overcrowd meetings, it was suggested that the district bring meetings into the VA.

5/7/1984

One group continued to express problems with too many VA patients in their meeting. District will talk to someone at the VA to work on "cooperation with the outside."

5/4/1992

Treatment and Correctional Facilities Temporary Contacts list was introduced.

7/6/1992

Treatment and Correctional Facilities contact list has been established at Waverly Treatment center.

12/6/1993

Discussed splitting Corrections and Treatment chair into two separate positions

10/7/1996

District is now responsible for Wednesday evening open meeting held at St. Cloud Hospital

11/4/1996

Motion failed to collect group conscience regarding Willmar treatment center speaker meeting guidelines. It was stated that district has no authority to change guidelines of treatment centers.

5/5/1997

Treatment/Corrections workshop to be held on June 14th.

10/6/1997

District voted in a separate Treatment Chair, thereby splitting up the Institutions/Treatment chair position into two positions.

7/13/1998

Motion passed to hold a Treatment workshop, with costs covered by the district.

8/6/2001

Motion passed to reimburse Treatment chair for literature purchased when doing 12-step work at Treatment facilities.

2/4/2002

Motion passed to purchase workbooks for use in Treatment committee at a cost of \$10.

4/1/2002

Treatment committee is developing a temporary sponsorship program called "Bridging the Gap."

5/6/2002

200 Big Books were purchased at \$1/piece for use in treatment centers and correctional facilities.

3/2/2015

George, GSR for Early Wednesday Night, was nominated for the Treatment position. There were no other nominations.

Nominations were closed and George was voted unanimously into the position.

4/6/2015

Motion for a budget adjustment for Treatment Chair was passed. Funds of \$120 were reallocated for the January Service Workshop, that was not attended, to literature for the Treatment Centers.

7/6/2015

A motion failed that states: District will cover the expense for the meeting room at the Alano Club for the Recovery Community Network Meeting to be expensed under the Treatment Chair budget.

7/6/2015

A motion failed that states: Treatment Chair will host the Recovery Community Network Meeting at the St. Cloud Alano Club on

July 22nd.

02/07/2017

A motion passes to make a list of all the commitments the District has for Corrections, Treatment, Public Information, CPC and the AA Hotline to carry the message to the alcoholics.

06/05/2017

Discussion occurred in terms of if a District committee chair or officer does not attend Two District Meeting they may be voted out. A motion was made to remove the current Treatment Chair. Motion was seconded and passes.

07/10/2017

DCM. brought up forming a subcommittee to come up with guidelines and a suggested format for brining meetings into facilities. (Treatment Centers, Prisons, Jails, Halfway houses, etc.) Continuity and dependability are key. We must be there for every meeting. Our disease does not take a break, neither should we? Code of conduct should be discussed. What are the district needs for meetings? There was a signup sheet for subcommittee volunteers.

012/06/2018

Gail F. From Treatments Committee created a flyer of treatment committee service opportunities to be distributed to groups and posted on the Alano Club Bulletin Boards

APPENDIX I

RECOMMENDED GUIDELINES FOR SERVING DISTRICT 13

1. Two years of continuous sobriety
2. Familiar with responsibilities of position before accepting nomination/election.
3. Attendance at monthly district meeting with a written report or
 - a. Attendance of alternate at monthly district meeting with written report from chairperson, or
 - b. Monthly communication with DCM, and a written report submitted by chairperson.
4. Conscientious and diligent fulfillment of their duties as outlined in workbook from GSO.
5. Removal from office considered if non-compliance with #3 or #4 for two months in a row or three months in a year.
6. Removal must be by at least a 2/3 majority vote of those present at a regularly scheduled monthly district meeting.
7. Attendance at Area Assemblies and Area Committee meetings with a written report to District.

APPENDIX II

SPECIFIC GUIDELINES FOR DISTRICT OFFICERS AND COMMITTEE CHAIRS

(DCM in Service Manual)

ALTERNATE DCM

- Chair District meetings in the absence of the DCM.
- Provide a monthly report at district meetings.
- Visit district meetings (to convey information from the district) as coordinated and requested by DCM.
- Organize and host two workshops in the district each year. Provide information to new GSRs and about general service.
- Welcome new GSRs at district meetings. Provide report guidance for GSR reports at district meetings.
- Match GSRs with action committees. Keep an updated roster of which GSRs are on which committees and which action committee chairs request additional GSR assistance.

- Attend Area Committee meetings and Area Assemblies. Fill in for action committee chairs who are unable to attend, and report back to the district on specific, relevant information. Give the DCM report at the Area Committee meetings and Area Assemblies if necessary.
- Attend the Area Workshop and assist DCM in development and facilitation of presentation (if requested).
- Fill in for DCM (if absent) for Area and Regional (West Central) Service functions (Forum/Conference) as requested.

ARCHIVES CHAIR

- Serve for a period of two years
- Two or more years of continued sobriety
- Read and become familiar with all of AA's history related material such as *AA Comes of Age*, *Pass it On*, *Dr. Bob and the Good Old-timers*, ***Back to Basics****, ***The Good Book and the Big Book****, etc.
- Communicate and cooperate in a working relationship with the Archivist in Area 35
- Work with Area Groups and inspire them to collect historical items and information
- Talk at Groups, Districts, and Workshops about history when asked
- Gather present and historical information about AA within the District
- Keep all historical information in such a way as to make it accessible and to preserve it for future generations(i.e. DVD, CD-ROM, "Thumb Drive", MP3, Website Streaming, DVR, etc.**)
- Maintain inventory of historical displays, providing them at local District functions

***Denotes non-conference approved material that is invaluable**

(**)Denotes using the most current technologies available

CORRECTIONS CHAIR

- Serve for a period of two years
- Two or more years of continued sobriety
- Obtain, read and use Correctional Facilities workbook and any related materials from GSO
- Serve as the District liaison with local correctional facilities
- Take AA meetings into prisons and jails and encourage other groups/members to serve
- Bring AA approved literature/information into local correctional facilities
- Maintain and distribute a list of temporary contact for inmates being released
- Work with CPC to develop necessary joint subcommittees (DWI programs, youth orientation, etc.)
- Coordinate the work of AA members and groups interested in carrying the AA message inside the walls - Maintain a contact list of groups/individuals currently bringing AA into correctional facilities
- Maintain a pre-release sponsor list
- Have on hand proper level of all forms for individuals interested in carrying the message into jails and prisons, or interested in inmate correspondence, temporary sponsor, etc

CPC CHAIR

- Serve for a period of two years
- Two years of continued sobriety recommended
- Provide information about AA to those in the professional community. Maintain and develop areas that will further these goals
- Obtain, read and use CPC workbook and any related materials from GSO
- Find productive and creative ways of cooperating with professionals without affiliating,
- Develop workshops and encourage local groups to participate
- Develop and utilize subcommittees to reach specific professional groups
- Update District 13 regarding activities and needs of CPC and sub-committee
- Maintain AA Traditions

LITERATURE CHAIR

- Serve for a period of two years
- Two or more years of continued sobriety
- Become familiar with all conference approved literature
- Maintain District 13 literature inventory

- Encourage awareness of new or recently developed literature and service pieces
- Have current literature order blanks at all District functions
- Encourage groups to have a literature chair
- Work with other committees to have available literature they might need in their committees
- Be available for local round-ups, workshops, etc. And have fully displayed literature material
- Attend the monthly district meeting
- Distribute needed books and pamphlets to groups and individuals according to their requests

PUBLIC INFORMATION CHAIR

- Serve for a period of two years
- Two or more years of continued sobriety
- Obtain, read and use PI workbook and any related materials from GSO
- Encourage attendance and participation in PI meetings
- Coordinate any AA exposure to media within the district
- Coordinate the activities of all public information as it relates to AA within the district
- Maintain list of small newspaper, radio, and TV stations in the District and mail anonymity statements to those publications
- Develop and maintain District PI display as necessary
- Obtain and conference approved radio, press, and television material throughout the District
- Coordinate the District phone line, including but not limited to staffing the phone line with AA volunteers to be available for the still suffering alcoholic
- Maintain and update district meeting schedules and print 10,000 new copies each year-normally this done in the fall of each year.
- Register our district for the Benton County Fair in spring of each year. The P.I. chair is also responsible to obtain volunteers to be at our booth and to set it up and take it down the booth..The fair is the first week of August.
- At each district meeting the P.I. chair is responsible to ask if there are any new GSR's and have them fill out a new GSR form. Once that is completed then that info is sent to GSO and area 13 to have the new GSR registered.
- To assist with the beginners meetings and help distribute meeting info at the Alano club and at area treatment centers.
- When new meeting schedules are printed it is necessary to replace the old with the new schedules and to distribute them at the area treatment centers, detox, area hotels etc..

SECRETARY

- Serve for a period of two years
- Two or more years of continued sobriety
- Keep records (minutes) of all District meetings
- Provide a sign-up sheet for attendance at the District meeting and gather email and phone numbers for contact information
- Assist DCM at District meetings
- Send copies of the District minutes to all contacts within the District, and all District officers and chairs, as well as the Area Chair, Delegate, Webmaster, and Archivist and GSO Archives at archives@aa.org via email
- Email any other AA communication as requested by the DCM
- Distribute minutes within two weeks of the monthly District meeting
- Provide paper copies of the District minutes at the District meeting
- Email the Agenda provided by the DCM and a meeting reminder the week prior to the District meeting
- Keep current list of District officer names, phone numbers, email addresses and provide information to Area Group Records
- Keep current list of email addresses and phone numbers to distribute minutes and other AA communication
- Keep Actions Booklet up to date and print out booklets at end of term

TREASURER

- Serve for a period of two years
- Two or more years of continued sobriety
- Work closely with DCM in disbursement of District 13 funds. The DCM and the treasurer of the previous rotation are also signers on District 13 checks. The DCM and District 13 are notified of all checks written by the treasurer monthly.
- Secure/maintain a PO Box for receiving contributions
- Pick up contributions on a frequent basis, making all deposits in timely manner
- Send acknowledgements for contributions to groups
- Pay all District 13 bills promptly
- Provide monthly statements at the District meeting and for the minutes
- Be willing to assist DCM/Alt DCM in reaching out to groups about need for group support

TREATMENT CHAIR

- Serve for a period of two years
- Two or more years of continuous sobriety
- Obtain, read and use the Treatment Facilities workbook from GSO
- Encourage AA groups and members to be of service “carrying the message” to treatment facilities and recovering alcoholics
- Serve as District 13 liaison to local treatment facilities
- Maintain a list and contact information for all treatment facilities in the District including inpatient and outpatient programs, Detox centers and halfway houses
- Visit all treatments facilities and meet and/or speak with each facility’s contact person once, preferably twice, each year
- Discussion with contacts at treatment facilities should focus on whatever volunteers from District 13 may do to support the mission and carry the message to the alcoholic in recovery
- Provide each facility with contact information for the Treatment Chair
- Work to further understanding of AA by hospitals and treatment facilities. Provide each facility with “Information on Alcoholics Anonymous” describing what AA is, what AA can do, what it does not do. This statement from GSO may be copied and distributed to patients
- Provide each facility the TREATMENT COMMITTEE LITERATURE DISCOUNT PACKAGE (148 brochure for \$6.90), local AA meeting schedules, information regarding the Beginners Meeting, and Directory of AA Volunteers willing to be temporary contacts and provide rides for alcoholics transitioning from treatment to regular AA meetings as part of “Bridging the Gap”
- Maintain record of all meetings provided by AA District 13 and names and contact information for speakers and facilitators for each treatment facility
- Continually solicit AA volunteers to be meeting speakers and meeting facilitators at treatment facilities
- Continually solicit AA volunteers to provide rides to AA meetings and/or act as temporary contacts for alcoholics transitioning from treatment to regular AA meetings
- Update and maintain current list and contact information of all volunteers participating in treatment activities
- Maintain a list of AA supported activities at each treatment facility
- Coordinate the work of AA volunteer groups and members carrying the message to treatment facilities