

Area Assembly and
Area Committee Workshop
Area 67
Southeast Texas Area

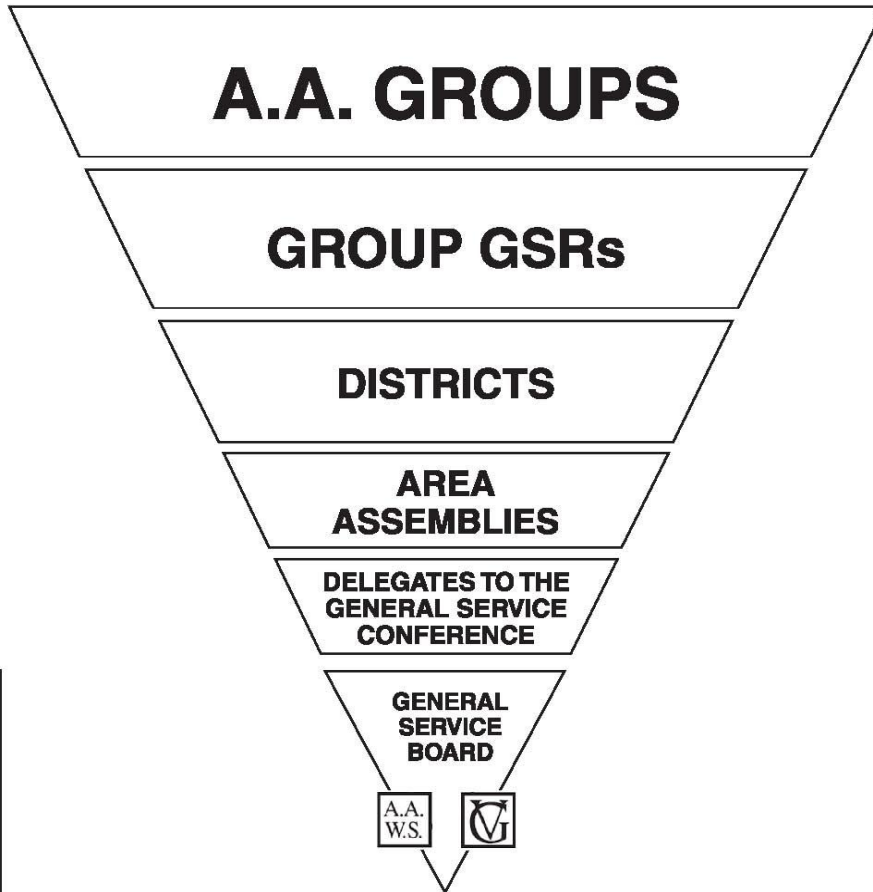
Área De Reunión y Taller De
Comité De Área
Área 67
Área Del Sureste De Texas

Regional Map of U.S. & Canada

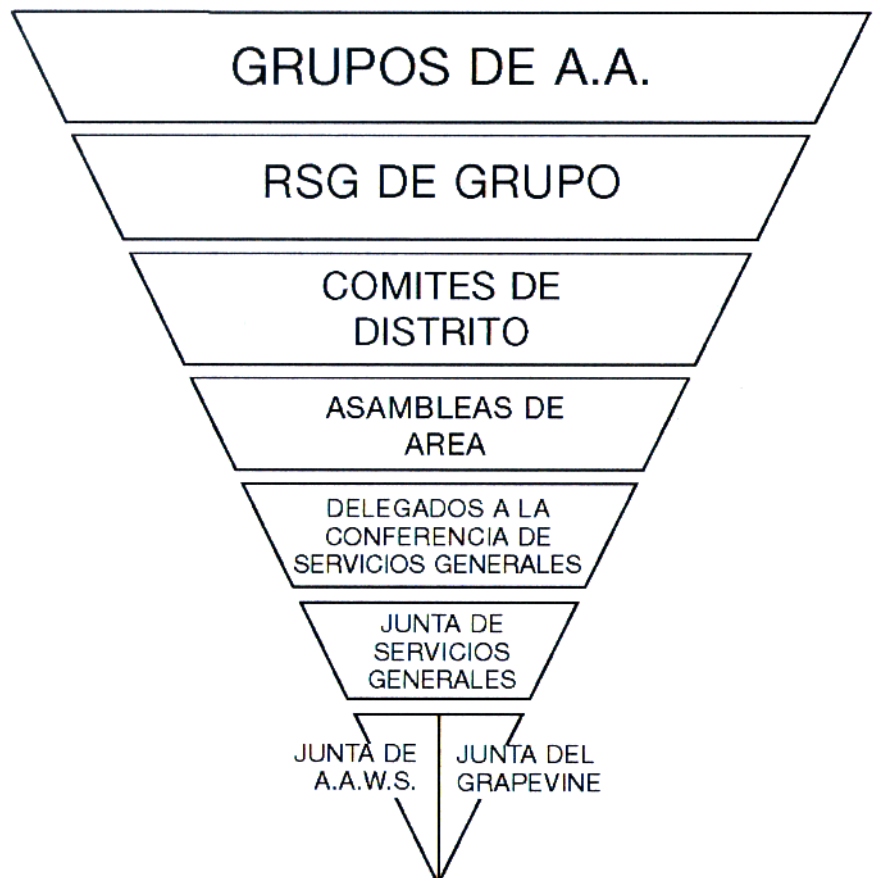
This map represents a general outline of Regions.

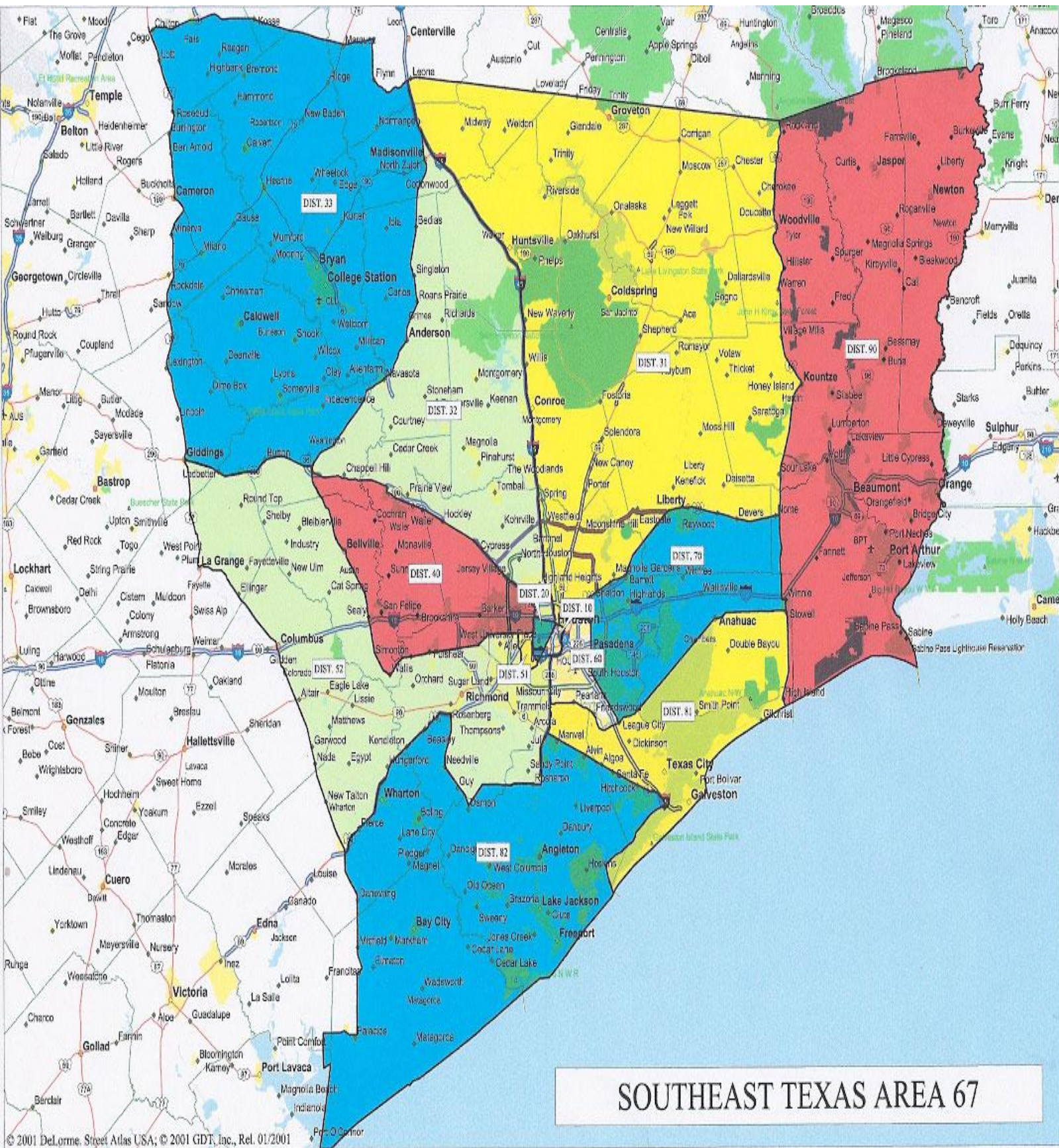


**STRUCTURE OF THE CONFERENCE
(U.S. and Canada)**

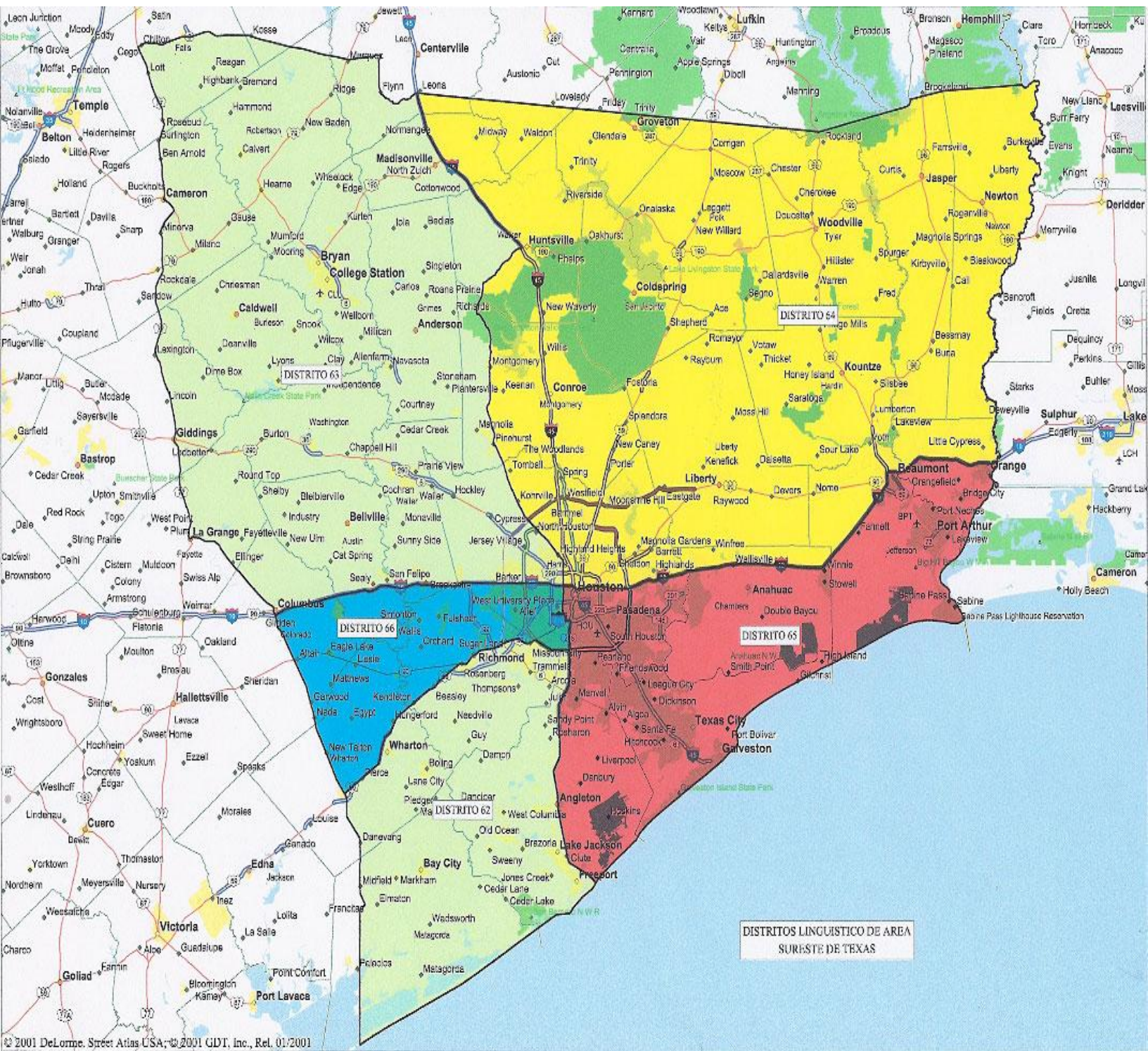


**ESTRUCTURA DE LA CONFERENCIA
EE.UU. y Canadá**



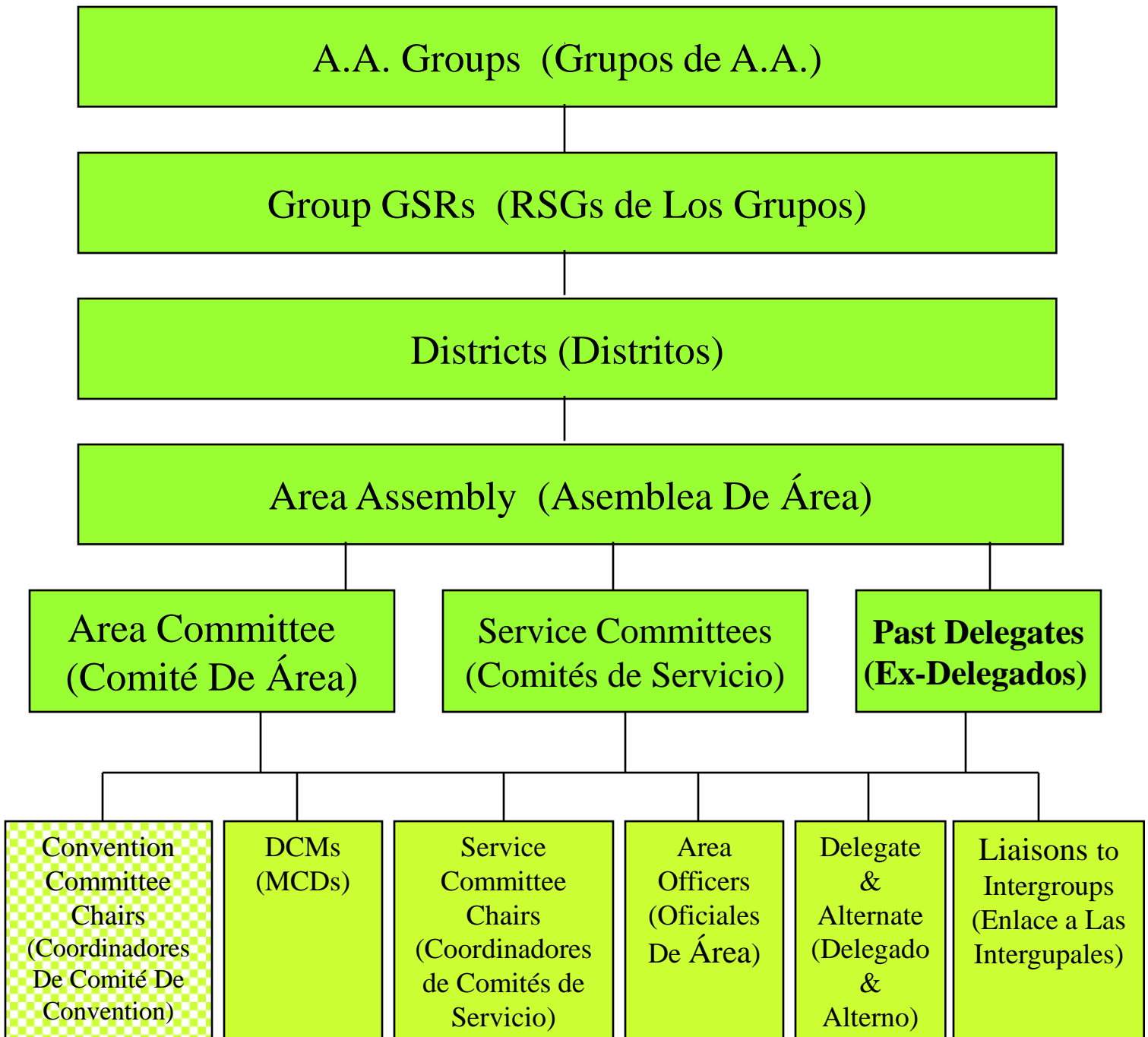


SOUTHEAST TEXAS AREA 67



DISTRITOS LINGÜÍSTICO DE AREA
SUR-ESTE DE TEXAS

Southeast Texas Area Structure (Estructura De Área Del Sureste De Texas)



ACRONYMS AND TERMS USED IN GENERAL SERVICE

1. **Alternate** A service worker who, at group, district, or area level, assists, supports and participates in service responsibilities where feasible, depending on local needs.
2. **Area** A geographical division within a state or region. A Conference delegate comes from an *area*.
3. **Area Committee** A committee made up of district committee members, elected by the general service representatives in each district, and the area committee officers.
4. **Assembly** A meeting of general service representatives and committee members to discuss area affairs and biennially to elect a delegate and committee officers.
5. **A.A.W.S.** Alcoholics Anonymous World Services, Inc., a corporate board which oversees the General Service Office and publishes A.A.'s books and pamphlets.
6. **A.C.M.** Appointed committee member for one of the Trustees' Committees.
7. **C.F.C.** Corrections Facilities Committee
8. **Conference** The General Service Conference: the *annual meeting* of Conference delegates each April in New York City; or the *structure* involving committee members, general service representatives, and delegates in an area.
9. **Conference-Approved** **Literature, Videos, Film** - Pamphlets, videos, and films which the appropriate Conference committees have reviewed and reported favorably to the Conference meeting for its approval, and which have been approved by the Conference.
10. **C.P.C.** Cooperation with the Professional Community Committee
11. **Delegate** The man or woman elected at the electoral assembly every other year to represent the area at the annual meeting of the Conference in New York, and to bring back to the area the results of the Conference meeting.
12. **District** A division within an area to be represented by a committee member.

13. **D.C.M.** District Committee Member. He or she is an experienced general service representative, elected by the other G.S.R.s to represent the groups of their district in area committee meetings – and to coordinate service in the district.
14. **District Meetings** The meetings of the district committee member(s) and G.S.R.s of the groups in the district.
15. **General Services** The work of anyone in the general service structure – group officers, G.S.R., committee members, delegate, etc.
16. **G.S.R.** General Service Representative: an A.A. member elected by the group to voice the group’s opinion in discussions at the district and area levels. G.S.R.s vote for the district committee member and for the delegate and other area officers at the area level.
17. **G.S.O.** The General Service Office in New York City.
18. **General Service Trustee** Persons with particular business or professional acumen that is applicable to problems at hand, such as publishing, public relations, or administrations who have served as directors on the Grapevine or A.A.W.B. Boards. There are two from each board.
19. **General Service Board** The General Service Board (the Trustees) is the chief service arm of the Conference, and is essentially custodial in its character.
20. **L.C.M.** Local Committee Member: a person elected to represent a subdistrict or local district of a large district which has divided itself into smaller entities. L.C.M.s may or may not have a vote in the area or hold meetings with G.S.R.s (current there are no L.C.M.s in SETA).
21. **G.V.R.** Grapevine representatives elected by groups to promote the use and subscriptions to the Grapevine.
22. **P.I.** Public Information Committee
23. **Region** A grouping of several states or provinces from which a regional trustee comes to the board of trustees. There are six regions in the United States and two in Canada. SETA is part of the Southwest Region.
24. **Regional/Special Forum** Regional Forums are events held in each Region bi-annually and are provided by GSO to facilitate sharing of information in each Region. Special Forums are additional/extra forums held when they would be helpful to reach a particular group of A.A. members.

25. **S.C.A.P.** State Convention Attendance Promotion Committee for the Southeast Texas Area. This committee is funded by the State Convention Committee.
26. **S.E.T.A.** Southeast Texas Area Assembly of Alcoholics Anonymous
27. **Sharing Session** A kind of group, district, area, or conference meeting where everyone is invited to contribute ideas and comments on A.A. matters.
28. **S.W.R.D.A.** Southwest Regional Delegates Assembly: an annual meeting of current delegates and alternate delegates, past delegates, and past and present trustees from the Southwest Region. It is a weekend of sharing the Conference experience, strength and hope.
29. **S.W.R.A.A.S.A.** Southwest Region of Alcoholics Anonymous Service Assembly – Workshops are held on all service positions, from G.S.R. to delegate, standing committees, and panel discussions on service issues.
30. **Third Legacy** Recovery and Unity are A.A.’s first two legacies. Our Third Legacy is Service, the sum total of all A.A. services, from a Twelfth Step call to A.A.’s coast-to-coast and worldwide service activities.
31. **Trustee** The usual term for a member of A.A.’s General Service Board. Seven of the trustees are non-alcoholic (Class A); fourteen are members of A.A. (Class B). Of those fourteen Class B trustees, 8 are Regional Trustees, 2 are trustees-at-large and 4 are general service trustees.
32. **Trustees Emeriti** The term given to some past Chairmen of the General Service Board. Trustees Emeriti (Trustee Emeritus) are invited to attend quarterly board meetings and the annual General Service Conference. They are often asked to share their experience with past board decisions.

SUMMARY OF CONFERENCE PROCEDURES

ADAPTED FOR THE SOUTHEAST TEXAS AREA MEETINGS

Generally speaking, we follow Robert's Rules of Order, and proceed on as informal a basis as possible consistent with the rights of all concerned. However, over the years, the Assembly has adopted some exceptions to Robert's Rules, which help it to proceed more closely in accord with the Traditions.

It is important to remember that the purpose of *Rules of Order* is to make it easier for the Assembly to conduct its business; rules exist to allow the Assembly to do what it needs to do to carry out the will of the Assembly by *reaching an informed group conscience*.

Committee System

To the extent possible, important matters to come before the Assembly will be handled via the "committee system". This assures that a large number of questions can be dealt with during the weekend. Each committee considers carefully the items before it, and presents the recommendations to the area committee for agenda disposition.

The final order of assembly business will be consideration of any floor action that has been submitted in writing to the Area chair. All floor actions will be heard unless there is a motion that the assembly decline to consider a proposed floor action, which is not debatable and will require two-thirds vote to carry.

General Rules of Debate

- Persons who wish to speak, line up at the mike and are "given the floor" by the chair.
- Each person may speak for two(2) minutes on the motion
- Each person may speak only once per discussion.
- Voting may be by show of hands

Calling the Question

... Brings debate to a halt while assemble members decide whether to proceed directly to a vote, or go on with the debate. Such a motion:

- Must be made in order at the mike
- Requires a second (voting member)
- Is not debatable
- Requires a two-thirds vote.

Substantial Unanimity

It is the goal that all matters be decided by an informed group conscience with a substantial unanimity of tow-thirds vote. The phrase, "two-thirds vote" is taken to mean two-thirds of the assembly members voting.

Reconsideration

After voting on a matter of POLICY, the losing side will always be given an opportunity to speak to their positions. A Motion to Reconsider a vote must be made by a member who voted with the winning side, but it can be seconded by any voting member.

- Only a simple majority is required
- No action may be reconsidered twice
- If majority votes to Reconsider, FULL debate is resumed.

Commit to...

Such a motion proposes to commit the question to a committee or body for further data gathering, with findings reported at later meeting time, for assembly disposition.

- Must be made in order at the mike
- Needs specific action & timeframe
- Needs a second
- Approved by majority

Tabling a Motion

...Postpones discussion to a later time during the same assembly meeting.

- Requires a motion and a second
- Is not debatable
- Needs only a simple majority to pass

Tips, Hints, and Words of CAUTION

Full discussion of a recommendation should take place before the vote. Premature actions (amending or calling the question) can divert attention from the subject at hand, thus confusing or delaying assembly business.

Everyone is entitled to, and should, express one's opinion. However, if your perspective has already been stated by another, please refrain from sharing.

Remember too, that saving "minority opinions" for after the vote, when there is no rebuttal, deprives the assembly of a fully informed group conscience. It may waste time reconsidering a question that might well have been decided the first time around.

Southeast Texas Area (SETA) ALCOHOLICS ANONYMOUS GROUP INFORMATION CHANGE FORM

Group Service No. _____

Date: _____

Delegate Area No. **67** District No. _____

No. of Members: _____

Please complete as much information as possible. If the OLD/PREVIOUS information is unavailable, leave blank.

OLD/PREVIOUS INFORMATION	NEW INFORMATION
GROUP NAME: _____ Group Meeting Location: _____ Street: _____ City/Town : _____ State: _____ Zip Code: _____ Telephone: _____ Website: _____	GROUP NAME: _____ Group Meeting Location: _____ Street: _____ City/Town: _____ State: _____ Zip Code: _____ Telephone: _____ Website: _____
Meeting Day <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thur <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun Meeting Times _____	Meeting Day <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thur <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun Meeting Times _____
(Old) General Service Representative (G.S.R.) Name: _____ Street: _____ City/Town: _____ State: _____ Zip Code: _____ Primary Phone:(_____) _____ - _____ Alternate Phone:(_____) _____ - _____ Primary E-mail: _____ Alternate E-mail: _____	(New) General Service Representative (G.S.R.) Name: _____ Street: _____ City/Town: _____ State: _____ Zip Code: _____ Primary Phone:(_____) _____ - _____ Alternate Phone:(_____) _____ - _____ Primary E-mail: _____ Alternate E-mail: _____
(Old) Alternate <input type="checkbox"/> G.S.R or <input type="checkbox"/> Mail Contact (please mark one <input checked="" type="checkbox"/> Name: _____ Street: _____ City/Town: _____ State: _____ Zip Code: _____ Primary Phone:(_____) _____ - _____ Alternate Phone:(_____) _____ - _____ Primary E-mail: _____ Alternate E-mail: _____	(New) Alternate <input type="checkbox"/> G.S.R or <input type="checkbox"/> Mail Contact (please mark one <input checked="" type="checkbox"/> Name: _____ Street: _____ City/Town: _____ State: _____ Zip Code: _____ Primary Phone:(_____) _____ - _____ Alternate Phone:(_____) _____ - _____ Primary E-mail: _____ Alternate E-mail: _____

If the Group is to be listed in the Directory, please provide a telephone number and mailing address for the G.S.R., Alternate G.S.R., or Group Contact. Listing in the Directory is for Twelfth Step referral and/or meeting information. The G.S.R.'s (or other contact) name and telephone number will be included in the Directory with the group's name and service number.

OK TO LIST IN THE DIRECTORY? YES NO

Signature: _____ Date: _____

"Our membership ought to include all who suffer from alcoholism. Hence we may refuse none who wish to recover. Nor ought A.A. Membership ever depend upon money or conformity. Any two or three alcoholics gathered together for sobriety may call themselves an A.A. group, provided that, as a group they have no other affiliation." – Tradition Three (long form)

"Each Alcoholics Anonymous group ought to be a spiritual entity having but one primary purpose – that of carrying its message to the alcoholic who still suffers." – Tradition Five (long form)

"Unless there is approximate conformity to A.A.'s Traditions, the group...can deteriorate and die." – Twelve Steps and Twelve Traditions, Page 174.

Three Ways to Return This Form

Mail To: SETA, P.O.Box 130433, Houston TX 77092 OR Scan and E-mail to registrar@aa-seta.org OR Return to Registrar at SETA Quarterly Assembly