

GOLDEN TRIANGLE DISTRICT 66 SUGGESTED GUIDE LINES

Introduction

On July 5, 2000 at the request of the District Table the following met to discuss district guidelines; the chairperson of PI/CPC Bob G the chairperson of CF T/F Paul P and the District Treasurer John S. These guidelines were updated on December 29, 2005 to reflect the added groups of Brockville and the District Alkathon.

1. Proposed Guidelines for PI/CPC

- a) Chairperson is responsible for committee finances and is accountable to the treasurer of the District Table.
- b) Committee members for PI/CPC should be appointed by Individual Groups.
- c) It is recommended the District be divided into five (5) PI/CPC areas; Smiths Falls, Perth, Carleton Place, Almonte and Westport, and Brockville. (B)
- d) A co-chair be appointed for each individual area.
- e) It is recommended the length of sobriety for the chairperson of PI/CPC should be (3-5) three to five years.
- f) It is recommended the PI/CPC Chairperson be elected from the District Table.
- g) In all instances the PI/CPC Work Book and GSO Guidelines should be strictly adhered to.
- h) Provide a financial statement to the District Treasurer quarterly. (A)

2. Proposed Guidelines for CF T/F

- a) The CF T/F Chairperson be elected by the District Table.
- b) It is recommended the length of sobriety for the CF T/F Chairperson should be (3-5) three to five years.(A).
- c) The CF T/F chairperson is directly responsible to the District Table and secondarily to the Ottawa Area CF T/F committee.
- d) It is recommended the chairperson be responsible for programming commitments to treatment centres and institutions.
- e) In all instances the CV T/F Work Book and GSO Guidelines should be strictly adhered to. (A)
- f) Provide a financial statement quarterly to the District Treasurer. (A)

3. Grapevine Chairperson

- a) The Grapevine chairperson should be elected by the District table and financially accountable to the District Table.
- b) It is recommended the length of sobriety for the Grapevine Chairperson should be two (2) years.
- c) Recommendations in the A.A. Service Manual should be followed.
- d) Provide a financial statement quarterly to the District Treasurer. (A)

4. Literature Chairperson

- a) Chairperson should be elected by the District table and financially accountable to the District Table.
- b) It is recommended the length of sobriety for the Literature Chairperson should be two (2) years.
- c) G.S.O. AA Guidelines should be followed.
- d) Provide a financial statement quarterly to the District Treasurer. (A)

5. Treasurer (A)

- a) It is recommended the length of sobriety for the District Treasurer should be (3-5) three to five years.
- b) The recommendations found in the Service Manual (S42) should be adhered to.
- c) The signing authority should comprise the DCM, Treasurer and Secretary. Double signing authority should be invoked on all cheques.
- d) The District Treasurer is accountable to the District Table.
- e) Financial statements should be submitted monthly and bi-annually.
- f) It is the responsibility of the District Treasurer to ensure all committee chairs submit financial statements on time.

6. District Secretary/Registrar (A)

- a) Record minutes of District meetings
- b) Help in the preparation of agendas in conjunction with the D.C.M.
- c) Correspondence
- d) Adhere to the suggestions as described in the Service Manual on page S41, Secretary and Registrar.
- e) It is recommended the Secretary/Registrar have a length of sobriety of (3-5) three to five years.

7. The District Committee Member (D.C.M.) (A)

- a) The D.C.M. will chair all district business meetings.
- b) In preparing the agenda with the secretary he will welcome input from all other members
- c) His term of office will be (2) two years. Change over of the office will be in the fall of the year.
- d) He will adhere to the directions found in the Service Manual pages S28, S29 and S30.
- e) Recommended length of sobriety (4-5) four or five years.

8. Alternate District Committee Member (A)

- a) Recommended length of sobriety (3-5) three to five years.
- b) Will chair district meetings in the absence of the D.C.M.
- c) Adhere to directions described in the Service Manual page S30.
- d) Responsible for looking after 'Self Support' awareness in the District. Responsible for carrying the message of the importance of attending their group business meetings and donating their time to AA service.

9. General District Guide Lines (A)

- a) The voting process falls into two categories, simple majority fifty plus one, or third legacy. It will be at the discretion of the table which method will be used. Refer to the Service Manual page S20.
- b) It is strongly suggested District 66 observe the spirit of rotation. The term of service is two years and involves committee members, secretary, treasurer and chairpersons.
- c) Special Committees- Round-Up and Alkathon chairperson and co-chair are elected by the District Table. The co-chair will rotate into the chair position on approval of the District table. (B)
- d) District 66 business meetings are held monthly at 7:30 p.m. on the last Thursday of the month. (B)

Comment: This document represents the results of two meetings held at the P' residence. Present at the second meeting on July 20/00 were: Doug C, Rodger C, Bob G, Paul P and John S. The symbol (A) indicates appended and represents the additions and changes made to the document at the second meeting. The symbol (B) represents changes made by the District Secretary, Colleen L, on December 29th, 2005. These changes were made at the request of the District Table.