

Declaration of Unity

*This we owe to A.A.'s future:
To place our common welfare first;
To keep our fellowship united.
For on A.A. unity depend our lives,
And the lives of those to come.*

2018

Area 28 Service Workbook

AREA 28 DISTRICT DIRECTORY

DISTRICT 1

CAPE ELIZABETH
LONG ISLAND
PEAKS ISLAND
PORTLAND

DISTRICT 2

ANDOVER
BETHEL
CARRABASSETT VALLEY
DIXFIELD
FARMINGTON
KINGFIELD
MADRID
MEXICO
NEW PORTLAND
NORTH JAY
PHILLIPS
RANGELEY
RUMFORD
STRATTON
STRONG
WILTON

DISTRICT 3

ABBOTT VILLAGE
BANGOR
BENEDICTA
BREWER
BROWNVILLE JUNCTION
CHARLESTON
CORINNA
DEDHAM
DEXTER
DOVER-FOXCROFT
EAST EDDINGTON
EAST ORRINGTON
EDDINGTON
GREENVILLE
GUILFORD
HAMPDEN
HERMON
HOWLAND
INDIAN ISLAND
LEVANT
MILO
MONSON
NEWPORT
OLD TOWN
ORONO
ORRINGTON
ROCKWOOD
VEAZIE
WINTERPORT

DISTRICT 4

ALLAGASH
DRUMOND, N.B.
EAGLE LAKE
EDMUNSTON, N.B.
FORT KENT
GRAND FALLS N.B.
MADAWASKA
SINCLAIRE
ST. HILIARE, N.B.
ST. LEONARD, N.B.
ST. QUENTIN, N.B.
VAN BUREN

DISTRICT 5

AUBURN
GREENE

DISTRICT 5 Continued

LEWISTON
LISBON
LISBON FALLS
LIVERMORE
MECHANIC FALLS
NORWAY
POLAND
SOUTH PARIS
TURNER

DISTRICT 6

BATH
BOWDOINHAM
BRUNSWICK
FREEPORT
GEORGETOWN
ORRS ISLAND
RICHMOND
TOPSHAM

DISTRICT 7

AROOSTOOK
AROOSTOCK JUNCTION, NB
ASHLAND
CARIBOU
CONNOR
FORT FAIRFIELD
HOULTON
NEW DENMARK, N.B.
NEW SWEDEN
PERTH ANDOVER, N.B.
PLASTER ROCK, N.B.
PRESQUE ISLE
ST. AGATHA
STOCKHOLM
TOBIQUE FIRST NATION N.B.
WOODSTOCK FIRST NATION,
N.B.

DISTRICT 8

ELLSWORTH
GOULDSBORO
HANCOCK
MARIAVILLE
SULLIVAN
WINTER HARBOR

DISTRICT 9

BOOTHBAY
BOOTHBAY HARBOR
BRISTOL MILLS
DAMARISCOTTA
MONHEGAN ISLAND
NEWCASTLE
SOUTH BRISTOL
SOUTHPORT
WALDOBORO
WISCASSET

DISTRICT 10

CHESTER
EAST MILLINOCKET
LINCOLN
MILLINOCKET
PATTEN

DISTRICT 11

ALEXANDER
CALAIS
CAMPOBELLO ISLAND
DENNYSVILLE

DISTRICT 11 Cont.

EASTPORT
PRINCETON
ST. STEPHEN, NB

DISTRICT 12

AUGUSTA
COOPERS MILLS
DRESDEN
FARMINGDALE
GARDINER
HALLOWELL
KENTS HILL
MANCHESTER
NORTH WHITEFIELD
PITTSTON
RANDOLPH
READFIELD
SIDNEY
TOGUS
WINDSOR
WINTHROP

DISTRICT 13

ACTON
ALFRED
BERWICK
BUXTON
HOLLIS
KENNEBUNK
KENNEBUNKPORT
KEZAR FALLS
LIMERICK
NORTH BERWICK
SANFORD
SOUTH BERWICK
SPRINGVALE
WATERBORO
WELLS
WEST NEWFIELD

DISTRICT 14

BELGRADE
BINGHAM
CANAAAN
CHINA
CLINTON
FAIRFIELD
JACKMAN
MADISON
PITTSFIELD
SKOWHEGAN
UNITY
WATERVILLE
WINSLOW

DISTRICT 15

APPLETON
CAMDEN
HOPE
NORTH HAVEN ISLAND
OWLS HEAD
PORT CLYDE
ROCKLAND
ROCKPORT
SOUTH THOMASTON
TENANTS HARBOR
THOMASTON
UNION

DISTRICT 15 Cont.

VINAL HAVEN
WARREN

DISTRICT 16

BELFAST
BROOKS
LINCOLNVILLE
SEARSPORT
STOCKTON SPRINGS

DISTRICT 17

BRIDGTON
CASCO
DENMARK
FRYEBURG
GORHAM
GRAY
HARRISON
SOUTH CASCO
STANDISH
WINDHAM

DISTRICT 18

BAR HARBOR
NORTHEAST HARBOR
SALISBURY COVE
SOMESVILLE
SOUTHWEST HARBOR
SWANS ISLAND

DISTRICT 20

BIDDEFORD
OLD ORCHARD BEACH
SACO
SCARBOROUGH

DISTRICT 21

BLUE HILL
BROOKLIN
BUCKSPORT
CASTINE
DEER ISLE
ORLAND
PENOBSCOT
SEDGWICK
STONINGTON
DISTRICT 23
KITTERY
KITTERY POINT
OGUNQUIT
YORK
YORK BEACH
YORK HARBOR
YORK VILLAGE

DISTRICT 24

CHEBEAGUE ISLAND
CUMBERLAND
FALMOUTH
SOUTH PORTLAND
WESTBROOK
YARMOUTH

DISTRICT 25

BEALS ISLAND
COLUMBIA
JONESPORT
LUBEC
MACHIAS
MILBRIDGE
WHITING

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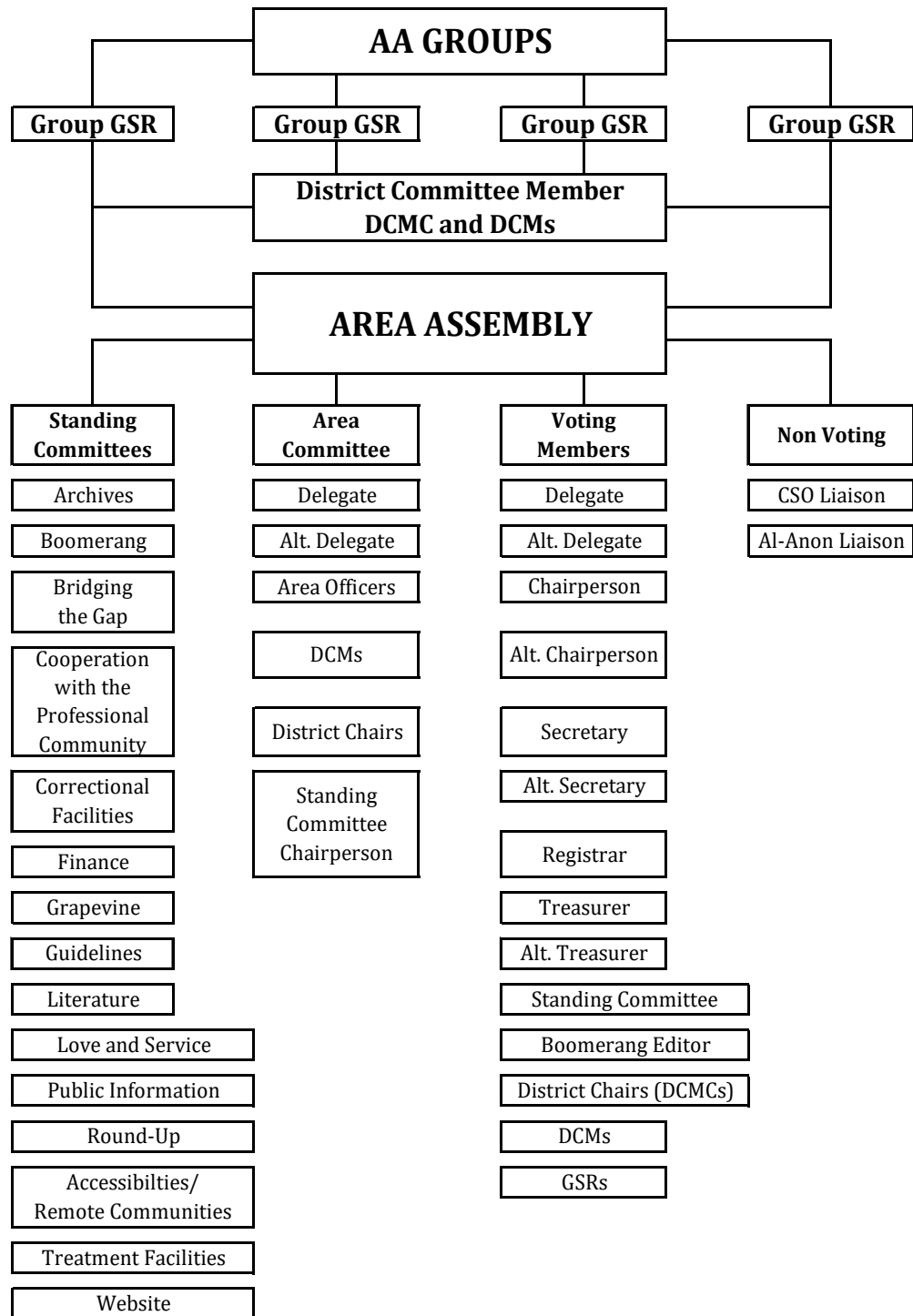
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Preamble of General Service Area 28 Assembly of Alcoholics Anonymous

The Area Assembly of Alcoholics Anonymous shall always be a service body and shall protect and respect the autonomy and the privilege of dissent of the Group Conscience of the Area. In the course of deliberations and discussions, the Assembly shall ever be mindful of the ideals expressed in the Twelve Traditions, the Twelve Concepts and the A.A. Service Manual, and shall strive to be the true voice and Group Conscience of the Area. Unity and service shall ever be the Assembly's primary purpose, and it shall encourage all Area Groups to participate in the business of the Assembly and to support the Assembly in its efforts to cooperate with the A.A. General Service Office and A.A. World Services. The Assembly is specifically charged with the duty of electing a delegate to the General Service Conference and to provide the delegate financial support to assist him or her in the course of performing the duties of the office. The Assembly is further charged with electing an alternate delegate to the General Service Conference and to elect such Area Officers it deems necessary.

Structure of Area 28



1. Assembly Voting Members:

- 1.1 Delegate
- 1.2 Alternate Delegate
- 1.3 Area Chairperson
- 1.4 Alternate Chairperson
- 1.5 Secretary
- 1.6 Alternate Secretary
- 1.7 Treasurer
- 1.8 Alternate Treasurer
- 1.9 Registrar
- 1.10 All District Chairpersons (DCMC's) and DCM's
- 1.11 All GSR's
- 1.12 All Area Standing Committee Chairpersons
- 1.13 Boomerang Editor

Note: In the absence of any of the above, the alternate may vote. Refer to the A.A. Service Manual- Chapter Four. The Alternate Delegate, whom also is Chairperson for a Standing Committee, carries one vote.

2. Area Assembly Meetings:

- 2.1 The Spring Assembly shall meet the first weekend of April or the last weekend of March (not to conflict with religious holidays). (2-day Assembly)
The Fall Assembly shall meet the third weekend of October (2-day Assembly)
 - 2.1.1 Assemblies to rotate geographically, from North, South, East and West when possible.
 - 2.1.2 The fall election assembly bidding shall be first given to those portions of Districts 3, 8, 10, 14, 16 that encompass a central location before opening the bidding as noted in 2.1.1.
- 2.2 The dates of each Area Assembly shall be determined by the Area Chairperson one (1) year prior to each Area Assembly.
- 2.3 The time and the place will be determined by the Assembly at a prior Assembly.
- 2.4 In order to enhance flow of information, it is suggested that the following schedule be followed:

First Weekend: January, February, August and the first Sunday in September (after Labor Day), and December (in Election year): Area Committee Meetings Standing Committees, and Swap-Out Meeting. March: Pre-conference Forum. April: Spring Assembly (not to conflict with religious holidays).

Second Weekend: District Meetings. These can also be on a week-day prior to the third weekend.

Third Weekend: May: Post-Conference Forum. October: Fall Assembly

Fourth Weekend: District functions, picnics and Round-Ups, etc.
March: Spring Assembly (not to conflict with religious holidays).

- 2.5 A quorum shall be the voting members of an Assembly present at the time of the vote.
- 2.6 The Delegate or any (3) Area officers may call for a special Assembly if deemed necessary.

3. Area Officers (Trusted Servants):

- 3.1 The Area Officers are:
 - 3.1.1 Delegate
 - 3.1.2. Area Alternate Delegate
 - 3.1.3 Area Chairperson
 - 3.1.4 Area Alternate Chairperson
 - 3.1.5 Area Secretary
 - 3.1.6 Area Alternate Secretary
 - 3.1.7 Area Treasurer
 - 3.1.8 Area Alternate Treasurer
 - 3.1.9 Area Registrar
- 3.2 The Delegate, Area Chairperson, Area Secretary, Area Treasurer, Area Registrar, and Finance Committee Chairperson serve on the Board of Directors for the Area 28 501(c)(3) corporation. Being a member of the Board of Directors entails additional meetings and communications with the other Board of Directors as well as responsibilities and liabilities that come with serving on a board of Directors of a 501(c)(3) corporation in the State of Maine. Familiarity with the Area 28 Corporate Bylaws, Articles of Incorporation and other documents as well as nonprofit board experience is recommended but not required.

4. Area Standing Committees:

- 4.1 All Area Committees shall function with their individual guidelines and report directly to the Area Assembly. They do not set policy but make recommendations to the Area.
- 4.2 The Round-Up Chairperson and Alternate Round-Up Chairperson are elected positions at the Election Assembly. The Boomerang Editor and all Area Committee Chairpersons will be appointed by the Area Chairperson between time of election of the Area Chairperson and January 1. Area Committee Chairpersons shall meet the same qualifications of other Area Officers as well as any other specific guidelines deemed to be required. Appointment of the Area Committee Chairpersons shall be approved at the January Area Committee Meeting with final approval at the Spring Assembly.
- 4.3 The Voting Standing Committees of the Area are (in alphabetical order):
 - 4.3.1 Archives (see 4.5)
 - 4.3.2 Boomerang (see 4.6)
 - 4.3.3 Bridging the Gap (see 4.7)
 - 4.3.4 Cooperation with the Professional Community (see 4.8)
 - 4.3.5 Correctional Facilities (see 4.9)
 - 4.3.6 Finance (see 4.10)
 - 4.3.7 Grapevine (see 4.11)
 - 4.3.8 Guidelines (see 4.12)
 - 4.3.9 Literature (see 4.13)
 - 4.3.10 Love and Service (see 4.14)
 - 4.3.11 Public Information (see 4.15)
 - 4.3.12 Round-Up (see 4.16)
 - 4.3.13 Special Needs/ Remote Communities (see 4.18)
 - 4.3.14 Treatment Facilities (see 4.17)
 - 4.3.15 Website (see 4.19)

The **non-voting** positions and committees of the Area are:

4.3.16 Al-Anon Liaison:

- 4.3.16.1 Area 28 adopts the current Al-Anon guidelines from GSO along with any changes or revisions they may make in the future.
- 4.3.16.2 The Area 28 Al-Anon Liaison will have copies of GSO Al-Anon Guidelines available upon request, or on line at www.aa.org.
- 4.3.16.3 It is the responsibility of the Al-Anon Liaison to pass on and exchange all materials relevant to this position to the next/incoming Al-Anon Liaison.

4.3.17 Alternate Archivist:

4.3.18 CSO/Intergroup Liaison:

- 4.3.18.1 Appointed by the Area Chair as an independent non-voting, communication link between Central Service Offices, Intergroups, and Area 28.
- 4.3.18.2 Duties: Become familiar with GSO Guidelines, Service Manual and other pamphlets. Attend Area 28 Committee Meetings and Assemblies and give a report to the Area on the activities of these entities. Communicate by phone, email or by personal visits. Distribute Hotline lists provided by these entities to District Chairs and return them when completed.
- 4.3.18.3 It is the responsibility of the CSO/Intergroup Liaison to pass on all information to the incoming CSO/Intergroup Liaison.

4.3.19 Boomerang Committee Members

4.3.20 Webmaster:

- 4.3.20.1 The Area Chairperson appoints the Webmaster in consultation with the Website Committee and the Webmaster is then confirmed by the Area Assembly at its next meeting.
- 4.3.20.2 The Area Webmaster serves a term of two years with the option to stand for re-appointment for an unspecified number of panels.
- 4.3.20.3 The Area Webmaster attends meetings of the Website Committee and reports and makes recommendations to the Committee.
- 4.3.20.4 The Area Webmaster shall be responsible for maintaining the domain, website email forwarding, responding to inquiries, updating information (e.g. names of committee chairpersons, officers and changes in contact information), posting information and changes as requested by the Website Committee, and recommending changes or revisions for the Website to the Website Committee.
- 4.3.20.5 A major responsibility of the Webmaster, in concert with the committee chairperson, is to develop and train people to assist the Webmaster and later assume the Webmaster position whom may be appointed as Webmaster in the future.
- 4.3.20.6 The Webmaster will ensure that the Website Committee Chairperson and Area Secretary have all access information, codes and passwords.

4.3.21 Alternate Webmaster:

Appointed by the Area Chairperson after consultation with the Website Committee and Webmaster and such appointment confirmed by the Area Assembly at its next meeting; The Alternate webmaster serves a two-year term with an option to stand for a second consecutive panel.

4.4 General Committee Outlines:

- 4.4.1 Each Area Committee shall include the Chairperson of any Committee if the District has a like committee.
- 4.4.2 Each Area Committee shall meet at the Assemblies, prior to Area Committee meetings and/or at the call of its Chairperson.
- 4.4.3 The duties of the Area Committee Chairpersons shall be, but not limited to:
 - 4.4.3.1 A statement of purpose.
 - 4.4.3.2 Chair Meetings
 - 4.4.3.3 Report activity at Area Assemblies and Area Committee Meetings.
 - 4.4.3.4 Maintain its budget
- 4.4.4 Committees can recommend policy. The Area Assembly approves policy.

4.5 Archives Committee:

- 4.5.1 The mission of the Archives Committee is to oversee the operation and procedure of the Area 28 archives; to make proposals for creating Area Archives policy; and to aid the Area Archivist in the effort to preserve and protect the Area 28 Archives collection. The Archives Committee shall be responsible for reviewing all aspects of Archives policy and, based upon such reviews, the Archives Committee will submit reports, recommendations, and agenda items to the Area Committee, and the Area Assembly.
 - 4.5.1.1 The Archives Committee does not set policy therefore, neither the Archives Committee, nor any of its members, shall be individually or collectively authorized or responsible for establishment of Archives policy however they may recommend policy ideas.
- 4.5.2 The Archives Committee shall be composed of: 1) The Area Archivist as Archives Chairperson, 2) The Alternate Archivist, 3) The Archives Secretary, 4) The Chairperson of any District Archives Committee, 5) District Chairpersons, or other persons, who are appointed to the Archives Committee by the Area Chairperson, anyone who maybe elected to the Archives Committee by a vote of the Area Assembly, the Area Committee or the Archives Committee.
 - 4.5.2.1 All members of the Archive Committee must also be members of Alcoholics Anonymous.
 - 4.5.2.2 All members of the Archives Committee are eligible to vote on matters brought before the committee.
 - 4.5.2.3 Any member of Alcoholics Anonymous may participate in a meeting of the Archives Committee, but only committee members may vote.
 - 4.5.2.4 By a majority vote of the committee, persons who are not members of Alcoholics Anonymous may be allowed to speak at Archives Committee meetings.
- 4.5.3 Archives policy is approved by the Area Assembly.
- 4.5.4 All voting in the Archives Committee shall be by a simple majority of voting members present.
 - 4.5.4.1 All votes will take place at Area Committee meetings and Assemblies.
- 4.5.5 A full set of keys to all locked Area Archives shall be entrusted to the Archives Chairperson, the Area Archivist, and the Area Chairperson.
- 4.5.6 The Area Archivist:
 - 4.5.6.1 Appointment of the Area Archivist:
 - 4.5.6.1.1 The Area Chairperson appoints the Archivist, who is then confirmed by

the Area Assembly at its next meeting. The Archives Committee may make a recommendation to the Area Chairperson.

- 4.5.6.1.2 The Area Archivist shall serve a term of two years, with the option to stand for reappointment for an unrestricted number of terms.

- 4.5.6.2 The Area Archivist shall be a member of Alcoholics Anonymous.

- 4.5.6.3 Should the Archivist be unable to fulfill his/her commitment the Archivist must notify the Area Chairperson of his/her intent to retire from the position.

- 4.5.6.4 The expenses of the Archivist will be reimbursed to attend the Area 28 Round-Up to display Archives at the Round-Up.

4.5.7 The Alternate Area Archivist:

- 4.5.7.1 Appointment of the Alternate Area Archivist:

- 4.5.7.1.1 The Area Chairperson appoints the Alternate Archivist, who is then confirmed by the Area Assembly at its next meeting. The Archivist may make a recommendation to the Area Chairperson.

- 4.5.7.1.2 The Alternate Archivist shall serve a term of two years, with the option to stand for reappointment for an unrestricted number of terms.

4.6 Boomerang Committee

- 4.6.1 The appointed Boomerang Editor shall function as the final say in the content of the "Boomerang." The Boomerang is the official newsletter of the Area.

- 4.6.2 The Boomerang will be guided by the G.S.O. Newsletter Guidelines as well as its own guidelines set up by its committee of (4) four rotating members, who each carry a vote only within the committee, and the editor who carries a vote at ACMs and Assemblies.

- 4.6.3 Committee Members shall be appointed by the Editor. Committee Members may serve up to two (2) years if they so choose. Other interested AA members may also serve on the committee where they will have a vote within the Boomerang Committee.

- 4.6.4 The Boomerang editor is appointed by the Area Chairperson for a term of (4) four years.

- 4.6.5 At the editor's rotation, current editor will turn over all electronic data, paper archive files, and any equipment or software purchased, to the new incoming editor and make themselves available to assist with the first issues of that rotation if needed.

4.7 Bridging the Gap Committee (BTG):

- 4.7.1 The purpose of the BTG Committee is to be a means of connecting those alcoholics leaving correctional and treatment institutions with Alcoholics Anonymous on the outside when they are released.

- 4.7.2 The BTG Chairperson shall be appointed by the Area Chairperson following the Fall Election Assembly in October and serve a two-year term beginning in January of the following year.

- 4.7.3 The Area BTG committee shall include District and Group BTG chairpersons and Districts and Group BTG committee members.

- 4.7.4 The Area BTG committee chairperson and District chairpersons shall be responsible for compiling lists of those willing to be contacts for persons being released. The lists from each District will be maintained by the Area BTG chairperson.

- 4.7.5 The Area BTG committee shall meet at all Area Committee Meetings and Area Assemblies. The chairperson can call a special meeting at any time.

- 4.7.6 Actions to be brought before the Area Committee by the Area BTG committee will be decided by group conscience at the committee meeting. Attending members will have a voice and a vote within the committee.
- 4.7.7 The outgoing committee chairperson will meet with the newly appointed committee chairperson at the Area swap-out meeting in December at the end of the two-year rotation in order to transfer all paperwork and update the new chairperson on what the committee is doing.

4.8 Cooperation with the Professional Community Committee (CPC):

- 4.8.1 Members of the CPC Committee provide information about A.A. to those who have contact with alcoholics through their profession. This group includes health care professionals, educators, and members of the clergy, lawyers, social workers, union leaders, and industrial managers, as well as those working in the field of alcoholism.
 - 4.8.1.1 The Area CPC Chairperson shall be available to visit and/or communicate with the Districts about working with professionals. This shall include helping establish and support District CPC Committees.
 - 4.8.1.2 The Area CPC Committee shall cooperate with and support the Area Public Information (PI), Area Corrections, Area Treatment and Area Bridging The Gap (BTG) Committees.
 - 4.8.1.3 The Area CPC Committee shall communicate through printed material(s), presentations and other means as appropriate.
- 4.8.2 The Area Chairperson appoints the CPC Committee Chairperson following the Election Assembly in October and shall serve a two-year term beginning in January the following year.
- 4.8.3 The Area CPC Committee consists of a Chairperson appointed by the Area Chairperson, a District Chairperson appointed by the Area Chairperson to sit on the committee, any District CPC Chairpersons and any AA member who desires to work with the Professional Committee.
- 4.8.4 The Area CPC Committee meets at each Area 28 Meeting (4 times per year), and at Spring and Fall Assemblies. The CPC Chairperson may call for other meetings if the need arises. The Area CPC Chairperson should attend all committee meetings. In the event that the CPC Chairperson cannot attend a scheduled meeting then it is the responsibility of the CPC Chairperson to find a substitute for that meeting.
- 4.8.5 Each member of the CPC Committee has a vote within the committee and a simple majority shall constitute a passing vote within the committee.
- 4.8.6 The outgoing Area CPC Committee Chairperson will meet with the newly appointed committee chairperson at the Area Swap meeting in December after elections, to transfer all materials and update the new chairperson on what the committee has been doing.

4.9 Correctional Facilities Committee:

- 4.9.1 The purpose of the committee is to coordinate the work of individual A.A. members and groups who are interested in carrying our message of recovery to alcoholics behind the walls, and to set up means of smoothing the way from the facility to the larger A.A. community.
- 4.9.2 The Chairperson is appointed by the Area Chairperson following the Election Assembly in October and shall serve a two-year term beginning in January of the following year.

- 4.9.3 The Committee shall include the appointed Chairperson, any District Chairperson assigned by the Area Chairperson, all corresponding District Corrections Chairpersons and any District or Group Corrections Committee members.
 - 4.9.4 Each member of the committee has a vote within the committee and a simple majority shall constitute a passing vote within the committee.
 - 4.9.5 The committee shall meet at each Area Committee Meeting and at each Assembly. The Committee Chairperson may call special meetings, if necessary.
 - 4.9.6 The current chairperson is responsible for passing forward all information and documents for the committee to the next incoming Chairperson of the committee.
- 4.10 Finance Committee**
- 4.10.1 The purpose of the Area 28 Finance Committee is to formulate an annual Area 28 budget to be presented to the Area 28 Assembly and be a resource for group and district treasurers as well as the Area Treasurer.
 - 4.10.2 The Area 28 Alternate Treasurer is the designated chairperson of the Area 28 Finance Committee. The committee will be composed of a district chairperson assigned by the Area Chairperson, treasurers of districts, as well as the Area Treasurer.
 - 4.10.3 Any A.A. member can bring forth any issue(s) for discussion at the Finance Committee meetings but only Finance Committee members have a vote within the committee. A simple majority vote within the committee is needed to bring recommendations before the Area 28 Committee.
 - 4.10.4 The Area 28 Finance Committee shall meet at all Area 28 Committee Meetings (ACM) (4 times a year) and Area Assemblies. The Finance Committee Chairperson may call additional finance committee meetings if needed.
 - 4.10.5 General duties and responsibilities of the committee include: providing a proposed annual budget, supporting the Area 28 Delegate financially and with information, be familiar with A.A. Guidelines on finance including the principles of the 7th Tradition, and share their experiences with groups and districts. They will report to the Area.
 - 4.10.6 The Finance committee chairperson will turn over all notes and information to the new finance committee chairperson at the December Swap-out meeting every two years after elections.
- 4.11 Grapevine Committee**
- 4.11.1 The committee is to encourage districts and groups within Area 28 to elect Grapevine Representatives and to allow elected members of A.A. to participate in the service structure of Area 28. The committee shall carry the message of recovery through our 'meeting in print' and by encouraging subscriptions to the *Grapevine*.
 - 4.11.2 The Area Chairperson appoints the committee chairperson. Other members include all district Grapevine Reps and one or more district chairpersons appointed by the Area Chairperson.
 - 4.11.3 All members are voting members within the committee.
 - 4.11.4 Changes in committee guidelines go to the guidelines committee for referral to the Assembly if needed.
 - 4.11.5 A simple majority vote is required for committee action.
 - 4.11.6 Always refer to G.S.O. guidelines for clarification.
 - 4.11.7 Outgoing committee chairperson will meet with the newly appointed committee chairperson at the end of the two-year rotation to transfer all paperwork and update the new chairperson on what the committee is doing.

4.12 Guidelines Committee:

- 4.12.1 The committee is to assist in the writing and maintaining of guidelines for Area Officers, Committees, and functions, as well as update and maintain the Area 28 Service Workbook.
- 4.12.2 The committee will consist of the Alternate Delegate as Chairperson, a District Chairperson assigned by the Area Chairperson, all district guidelines chairpersons and a GSR selected by the Guidelines Committee Chairperson from each of the four regions North, South, East and West of Area 28.
- 4.12.3 Each member of the committee has a vote within the committee. Any member of A.A. may attend the Guidelines Committee meetings, and all who attend have a voice.
- 4.12.4 The committee will meet at each Area Committee Meeting and at each Assembly. Special meetings may be called by the Alternate Delegate/Committee Chairperson if necessary.
- 4.12.5 Guidelines given to the committee must be approved by a simple majority vote of the committee in order to be presented to the Area Committee for placement on Assembly agendas.
- 4.12.6 The Area 28 Guidelines Committee Chairperson will hand over all notes, minutes and information regarding the Guidelines Committee to the next incoming Guidelines Committee Chairperson within 30 days of the new Alternate Delegate/Guidelines Chairperson being elected.
- 4.12.7 The current chairperson is responsible for passing forward all information and documents for the committee to the next/incoming chairperson for the committee.

4.13 Literature Committee:

- 4.13.1 The purpose of the literature committee is to be a resource to help any individual, district, or committee with their literature needs. Chairperson should have a working knowledge of all conference approved literature and have one copy of each to help anyone with their requests to see what they need before they order it. The chair should also be ready to assist in ordering literature with copies of forms.
- 4.13.2 The literature committee should also maintain a small inventory of service literature, available at cost from GSO.
- 4.13.3 The committee shall be ready to set up a display of and sell said service literature at Assemblies and other events, at cost.
 - 4.13.3.1 Newly revised conference approved material should be available.
- 4.13.4 The chairperson is appointed by the Area Chairperson following the Election Assembly in October and shall serve a two-year term beginning in January of the following year.
- 4.13.5 The committee shall include the appointed chairperson, any appointed district chairpersons, all district literature chairpersons, and any district or group literature committee members.
- 4.13.6 Each member of the committee has a vote within the committee and a simple majority shall constitute a passing vote within the committee.
- 4.13.7 The committee shall meet at all Area Committee meetings and at Area Assemblies. The chairperson can call a special meeting at any other time.
- 4.13.8 The literature chairperson is responsible for turning over all inventories, information, and supplies to the incoming Chairperson prior to the January Area Committee Meeting.

4.14 Love and Service Committee

- 4.14.1 The committee helps us love ourselves and others through service. We promote service and provide information about service to ensure the health of the A.A. community, the continuance of the fellowship, and the effective fulfillment of our primary purpose. We do this by encouraging, sponsoring, and presenting workshops and other activities.
- 4.14.2 The Area Chairperson appoints the committee chairperson. Members are all district Love and Service chairpersons and others with a desire to promote our purpose; who are present at a meeting of the committee.
- 4.14.3 All members are voting members within the committee.
- 4.14.4 Changes in committee guidelines go to the Guidelines Committee for referral to the Assembly if needed.
- 4.14.5 A two-thirds (2/3) majority vote of the committee is required for committee action.
- 4.14.6 The outgoing committee chairperson will meet with the newly appointed committee chairperson at the end of the two-year rotation to transfer all paperwork and update the new chairperson on what the committee is doing.

4.15 Public Information Committee (PI):

- 4.15.1 The Chairperson of the PI Committee shall be appointed by the Area Chairperson following the Election Assembly in October and serve a two-year term beginning in January of the following year.
- 4.15.2 The PI Committee shall include District and Group PI Chairpersons and any District or Group PI Committee members.
- 4.15.3 The PI Committee is "responsible for creating greater understanding of/and preventing misunderstandings of, the A.A. program through the public media, electronic media, PI meetings, and speaking to community groups."
- 4.15.4 The Area PI Committee Chairperson and District Chairpersons shall be responsible for compiling lists of those willing to speak to community groups. The lists from each district shall be provided to the Area Chairperson who shall maintain and update the overall list which will be used to contact A.A. members. The policy of the PI Committee shall be that A.A. members will be asked to do speaking commitments in communities' other than the one in which they reside, recognizing the importance of anonymity.
- 4.15.5 The Area PI Committee shall meet at Area 28 Committee meetings (4 per year), and all Area Assemblies. The PI Chairperson may call a special meeting if the need arises.

4.16 Round-Up Committee

- 4.16.1 The elected Round-Up Committee Chairperson shall appoint the members. Chairperson is empowered after the election rather than January 1.
- 4.16.2 The Alternate Round-Up Chairperson is elected at the Fall Election Assembly, following the election of the Round-Up Chairperson. The Alternate will vote in the chairperson's absence.
- 4.16.3 The Round-Up Committee will be responsible for:
 - 4.16.3.1 Round-Up Seed Money
 - 4.16.3.2 Literature and Flyers
 - 4.16.3.3 Suggested Host Facility and Facilities Services
 - 4.16.3.4 Al-Anon and Alateen Representation at Meetings
 - 4.16.3.5 Round-Up Agenda, Speakers, Workshops, Registration
 - 4.16.3.6 Booths, Grapevine, CSO, Meeting List, etc.
 - 4.16.3.7 Audit of Expenses

- 4.16.3.8 Return of proceeds to Area Treasurer.
- 4.16.3.9 American Sign Language interpreters will be provided at the Round-Up with a 30-day advance notice request. If not requested prior to 30 days of the Round-Up, there will be no sign language interpreters available. A line for explanation and request will be added to the Round-Up Flyer.
- 4.16.4 Round-Up Committee Chairperson will be responsible for timely reports to Area Committee on suggestions of his/her Round-Up Committee.
- 4.16.5 A written financial report shall be available at all Fall assemblies.
- 4.16.6 The Area will reimburse the Round-Up Chairperson and Alternate Round-Up Chairperson for expenses to attend Area Committee meetings and Area Assemblies.
- 4.16.7 The Round-Up committee chairperson has full authority to contract with the chosen facility, as an agent for Area 28, in order to plan and effectuate the Round-Up. Ultimate financial responsibility lies with Area 28.

4.17 Treatment Facilities Committee:

- 4.17.1 The purpose of the Area 28 Treatment Facilities Committee is to coordinate the work of the individual A.A. members and groups that are interested in carrying the message of recovery to alcoholics in treatment facilities.
- 4.17.2 Any interested member can be on the committee in addition to the District Chairperson assigned by the Area Chairperson.
- 4.17.3 Each member of the committee has a vote within the committee.
- 4.17.4 The voting members are the Area Treatment Facilities Chairperson, the appointed District Chairperson, any district Treatment Facility chairpersons, and any interested A.A. members.
- 4.17.5 Votes will be determined by a simple majority.
- 4.17.6 The Treatment Facilities committee will always refer to the GSO guidelines / workbook to assist their committee.
- 4.17.7 The treatment Committee chair will meet the newly appointed chair at the end of the chair's two-year term to transfer all paper work and update the new chair on what the committee has been doing.
- 4.17.8 The Treatment Facilities Committee will cooperate with other committees in every way to assist in the development of their purpose.
- 4.17.9 The committee shall meet at all Area committee meetings and Assemblies. The chair may call a special meeting at any time.

4.18 Accessibility/ Remote Communities Committee:

- 4.18.1 Area 28 Accessibility/Remote Communities Committee's two-fold purpose is to offer alternatives so that the A.A. message is accessible to anyone when requested, including the remote communities within Area 28.
- 4.18.2 Any interested member can be on the committee in addition to the appointed Chairperson, assigned District Chairpersons and any corresponding district committee chairpersons.
- 4.18.3 Each member of the committee has a vote within the committee if they have attended more than one meeting.
- 4.18.4 Votes will be determined by a simple majority.
- 4.18.5 The Committee will use the GSO guidelines/workbook when applicable, in their deliberations.
- 4.18.6 The committee will cooperate with other committees to try to insure the message is accessible to all.
- 4.18.7 The committee chairperson will meet and exchange information and material with the incoming Chairperson prior to the January Area Committee Meeting.

Note: What Sandy submitted could be used as guidelines within the committee as it details what the purpose is, although remote communities are not addressed.

4.19 Website Committee:

- 4.19.1 The mission is to oversee the operation of the Area 28 Website, the activities of the Webmaster, and to review and establish website policies. The committee will follow GSO Guidelines on the Internet.
- 4.19.2 The primary purpose of the Area 28 website is to provide information to GSR's, Area Committee Members and other interested A.A. members within Area 28.
- 4.19.3 The committee shall include the appointed Chairperson, the Webmaster, Alternate Webmaster, any appointed District Chairpersons or DCM's, Liaisons from Central Service Offices / Intergroups, District Website Chairpersons, and any other A.A. members.
- 4.19.4 Each member of the committee has a vote within the committee and a simple majority of those voting shall constitute a passing vote within the committee.
- 4.19.5 The committee shall meet at Area Committee Meetings, Area Assemblies, and electronically. The committee shall make reports to the Area committee and Assembly.
- 4.19.6 The outgoing Chairperson will meet with the newly appointed Chairperson at the Committee and Officers exchange at the end of the two-year rotation to transfer all paperwork and update the new chairperson on what the committee is doing.

5. Area Committee:

- 5.1 The Area Committee shall consist of:
 - 5.1.1 All Area Officers (see 3).
 - 5.1.2 All D.C.M.'s and District Chairpersons.
 - 5.1.3 Chairpersons of each Committee.
- 5.2 The Area Committee shall have called meetings in months prior to an assembly, as indicated in 2.3. To develop the Assembly Agenda and Committee recommendations is its function. In the spirit of rotation, an Officers' Exchange meeting will be scheduled in election years in December to allow incoming and out-going officers to have an orderly transition.
- 5.3 It is the responsibility of the Area Chairperson to:
 - 5.3.1 Chair Area Committee Meetings and Area Assemblies.
 - 5.3.2 Ensure that D.C.M.'s receive Assembly agenda items and/or committee suggestions with enough time to allow two (2) District meetings for Group and G.S.R. discussions of issues at Assembly.
 - 5.3.3 Ensure that a budget is available with Agenda topics (5.3.2 above).
 - 5.3.4 Work with Delegate on incorporation of Conference items for Spring Assembly Agenda.
 - 5.3.5 Set up visitation of Area Officers to District meetings with regard to geography and schedules.
 - 5.3.6 Notify all Area Officers of all pertinent information, or make sure information is being sent.
 - 5.3.7 Shall appoint Area Committee Chairpersons (see 4.2)
 - 5.3.8 Shall assign District Chairs to serve on Area Committees.
- 5.4 Special Area Committee Meetings:
 - 5.4.1 Extra meetings required for specific problems can be called for by:
 - 5.4.1.1 Delegate

- 5.4.1.2 Any (3) three Area officers
- 5.5 Participation in Area Committee Meetings:
 - 5.5.1 Any members of A.A. may visit and/or participate in discussion.
 - 5.5.2 Only members of the Area Committee may vote in Area Committee Meetings (see 5.1.)
- 5.6 Responsibilities of Area Committee:
 - 5.6.1 Area Committee members shall attend and participate at all Area Committee Meetings and all Area Assemblies.
 - 5.6.2 Set lively Assembly Agenda.
 - 5.6.3 Visit District Meetings.
 - 5.6.4 Set up Workshops or Assist Districts in doing so.
 - 5.6.5 Run (2) two Assemblies (2 days each) per year.
 - 5.6.6 Encourage sharing of DCM's / District Problems and solutions.
 - 5.6.7 Provide and maintain "Boomerang" as the voice of the Area and ensure its distribution to as many groups as possible.
 - 5.6.8 Fund and support the Area Round-Up.
 - 5.6.9 Provide and maintain Budget.
 - 5.6.10 Support Delegate monetarily and with information.
 - 5.6.11 Ensure Delegate's Post-Conference Forum.
 - 5.6.12 Make Delegate aware of Area's consensus on General Service Conference topics.
 - 5.6.13 Provide for mailing to DCM's of any special interest items.
 - 5.6.14 Welcome Re-Districting and new DCM's.
 - 5.6.15 Maintain complete, up-to-date comprehensive mailing list.
 - 5.6.16 Cooperate with any Central Service Office (C.S.O.) / Intergroup.
 - 5.6.17 Cooperate with the General Service Office (G.S.O) in providing services for Regional Forums or other Regional Functions, etc.
 - 5.6.18 Provide updates of this General Service Workbook.
 - 5.6.19 Mail or email all minutes of Area 28 committee meetings and assemblies to whomever requests them, including all area officers, committee members, DCM's, GSR's, Past Delegates and occasionally to groups.
- 6. **Area Districts:**
 - 6.1 A district is a right-sized geographical unit containing 6-20 Groups with which a D.C.M can maintain frequent contact. (See section 20.)
 - 6.2 Districts larger than 6-20 groups may choose to elect a District Committee Member Chairperson (DCMC) and as many DCM's as they feel necessary.
 - 6.3 **GUIDELINES FOR HOSTING AN ASSEMBLY**

Area 28 Assembly experience has shown that the following guidelines can aid a District in hosting a successful Assembly and making it a positive service experience for all of those involved. The bid to host an Area Assembly shall be presented to the Area Assembly by the proposing host District and should include the following:

 - 6.3.1 An established site large enough to seat 150 - 200 persons
 - 6.3.2 Adequate breakout rooms or areas for Committees to meet. These areas should allow for clear communication without outside distractions.
 - 6.3.3 A public address system with adequate floor microphones as well as microphones for Area Officers.
 - 6.3.4 Housing and lodging information with phone numbers and pricing information if at all possible.

- 6.3.5 Assemblies hosting a Third Legacy Election will require a blackboard, chalk and the non-voting ballot counters. The Area will provide ballots, registration forms and voting cards.
- 6.3.6 The assembly site is to be fully handicap accessible.
- 6.3.7 Schedule of events shall be determined by the Area Chair with the assistance of the Area Committee. Regular communication with the Host District should be maintained.
- 6.3.8 Information flyers should be available at the first Area Committee meeting following the bid Assembly.
- 6.3.9 A reasonable price for meal tickets will help the Assembly maintain our tradition of self-support. Expenses that are paid through self-support include, but are not limited to hall rental, meals, hotel, fuel, printing and supplies. The Assembly suggests districts encourage service within their districts versus hiring caterers.
- 6.3.10 The Assembly Host Committee shall provide a full report at the first Area Committee meeting following the Assembly and at the next Area Assembly.
- 6.3.11 Final financial responsibility rests with the Area Assembly. A financial report should be submitted to the Area Treasurer and the Finance Committee as soon as possible after the adjournment of the Assembly.

6.4 GUIDELINES FOR HOSTING AN AREA POST CONFERENCE FORUM (PCF)

The following guidelines can aid a District in hosting a successful PCF. The bid to host an Area PCF is made by Districts at the Area Fall Assembly and should include the following:

- 6.4.1 An established site large enough to seat 100 -125 attendees and have adequate parking for those attendees.
- 6.4.2 A public address system with adequate microphones.
- 6.4.3 The PCF site is fully handicapped accessible.
- 6.4.4 Information flyers should be available at the first Area Committee meeting following the bid assembly.
- 6.4.5 Area 28 has seed money (currently \$250.00) for the PCF. If possible, the Area should be reimbursed the seed money.
- 6.4.6 Any additional expenses that are prudent but not covered by the event will be considered for reimbursement by the Area Treasurer to the hosting district.
- 6.4.7 The host District may wish to provide a Continental breakfast (coffee, pastries, and fruit) and / or a light lunch. The host District may ask for contributions to offset the cost of the site, food, & coffee.
- 6.4.8 The host District of the PCF will provide a report at the first Area Committee meeting following the event and a final report at the next Assembly.

7. **Funding:**

- 7.1 Prime importance is to be self-supporting through suggested Group contributions.
- 7.2 Needed funds must be available for Delegate's responsibilities per A.A. Service Manual.
- 7.3 Additional funds shall be available for budget items deemed necessary by approval of the Assembly.

8. **Elections:**

- 8.1 At the October Assembly of each odd year the Area will elect the following:
 - 8.1.1 All Area Officers
 - 8.1.2 Round-Up Chairperson and Alternate Round-Up Chairperson
 - 8.1.3 Any other elected officials required.
- 8.2 All voting members of the Assembly (see 1) who are present may vote.
- 8.3 Election of all Area Officers of the Area shall be by Third Legacy Procedure outlined in the A.A. Service Manual, Chapter One.
- 8.4 Candidates for election shall have the following recommended service experience:
 - 8.4.1 Delegate - GSR, DCM, Area Officer.
Alternate Delegate, GSR, DCM, Area Officer
Area Chairperson - GSR, DCM
Alternate Chairperson - GSR, DCM
Area Secretary - GSR, DCM
Alternate Secretary - GSR, DCM
Area Treasurer - GSR, DCM
Alternate Treasurer - GSR, DCM
Area Registrar - GSR, DCM
- 8.5 Single Second Year Term Candidates:
 - 8.5.1 The office of Delegate, Alternate Delegate and Area Chairperson shall allow only one (1) two - year term.
 - 8.5.2 If any officer resigns or is replaced the office will be filled by the Alternate or, if needed, an election. Filling in a term vacated by a previous officer shall not disallow the replacement from the next regular election.
- 8.6 Other Elective Positions shall be elected by majority vote.
- 8.7 Trustee Nominee Elections:
 - 8.7.1 When a nominee is needed for a Trustee-at-Large or Regional Trustee, all Past Delegates shall be notified by the current Delegate, before the election.
 - 8.7.2 Any Past Delegate that is willing to serve must complete the Trustee Resume and state their qualifications from the floor of the Assembly.
 - 8.7.3 If only one Past Delegate is available, the election can be done by acclamation.
 - 8.7.4 If more than one Past Delegate is willing to serve, the voting will be done by Third Legacy Procedure.

9. **Election Procedure:**

- 9.1 Area Chairperson announces procedure for election (see AA Service Manual, Chapter Four) and acceptance of DCM's elected by GSR's.
- 9.2 Area Chairperson introduces the district map and asks for any redistricting. If a DCM has not been elected, GSR's from the new district(s) will caucus and elect one.
- 9.3 Area Chairperson turns the election procedure over to an area past delegate as the Election Chair. It has been customary to have a past delegate from another area to chair the biennial election process with Area 28 past delegates assisting at the blackboard and as tellers. Non-voting AA members will distribute and collect ballots.
- 9.4 A past delegate will read "Why We Need A Conference?" on page S20 from the A.A. Service Manual.

- 9.5 The Election Chair will read “The Third Legacy Procedure” on pages S21 through S23 in the A.A. Service Manual and ask for any questions.
- 9.6 The Election Chair will read Section 1 “Assembly Voting Members” and Section 9.8 Election Procedure.
- 9.7 The Area 28 Secretary calls the roll of assembly voting members.
- 9.8 Election Process:
- 9.8.1 This process herein described is to be followed for each Area 28 election position.
- 9.8.2 Anyone who has served as a DCM is eligible to serve.
- 9.8.3 The Election Chair reads from the A.A. Service Manual Chapters 5 and 6, and from Area 28 Service Workbook pp. 25-29 each service positions responsibilities starting with Delegate.
- 9.8.4 The Election Chair reads off the names from the Current Area 28 Contact List prepared by the Area 28 Secretary of voting area officers, area standing committee chairs, district chairs, and any DCM’s within a district, Round-up Chair, and Alternate Round-Up Chair. As names are called, the person answers “yes” or “no” if they are willing to serve in that position.
- 9.8.5 Self-nominations are sought from the floor.
- 9.8.6 Names that said “yes” are listed on the blackboard and numbered.
- 9.9 All candidates who make themselves available for a position will stand and give their sobriety date and qualification.
- 9.10 Balloting begins using different colored ballots. Members are reminded to circle the ballot letter and place the candidate’s number in the square. Marked ballots are collected and given to the tellers. Any mismarked or unclear ballots are not counted. The members should be reminded of the importance of a fifth ballot in accepting balloting results.

(Ballot Shown)

<p>Circle the Round Of Balloting</p> <hr/> <p><u>A B C D E</u></p> <p>Candidate Number:</p> <div style="border: 1px solid black; width: 80px; height: 30px; margin: 5px auto;"></div> <p>Please write candidate number in above box</p>

9.11 Blackboard: (As shown)

TOTAL REGISTERED VOTES _____

Candidate Name	Ballot Round (A)	Ballot Round (B)	Ballot Round (C)	Ballot Round (D)	Ballot Round (E)	Hat	Elected
1 _____							
2 _____							
3 _____							
4 _____							
5 _____							
6 _____							
7 _____							
8 _____							

Votes Cast _____

 $\frac{2}{3}$ _____ $\frac{1}{5}$ _____**10. AREA DELEGATE****10.1 Relationship of Delegate to Assembly - Conference Preparation:**

Cooperate with Area Committee in preparing agenda for the Pre-Conference Forum (Spring) Assembly - BOX 459 useful; Attend district meetings where possible and LISTEN; Become thoroughly familiar with Conference topics; Get to know your area people; Attend pre-conference Assembly and get a good grasp of Area Group Conscience; Try to arrange opportunities in advance for Conference report.

10.2 Relationship to Conference –

Conference: Attend well rested and ready to work; attend all sessions and keep notes; Ask questions when in doubt; Share your experience when proper - give what you have to give; Gather available material - You'll need it.

10.3 Relationship to Districts, Groups and Members –

Post Conference: Prepare Report - try to make it interesting and informative (a view of A.A. in action); Deliver Conference Report at planned meetings. Visit district meetings; Arrange general meetings to deliver the Conference Report. Listen to group conscience of which you are the Voice.

10.4 Relationship to Service - General Duties:

Provide leadership especially in training; Participate in training activities whenever possible. Prepare a good service talk - not just a factual report; Find opportunities to deliver service talk. Work through Area and District committees. Be co-operative, cheerful and available. Plan definite objectives and work towards them. Go to as many functions as is possible as specified in the A.A. service manual.

10.5 Recommended service experience:

GSR, DCM, Prior Area Officer, minimum of 5 years of sobriety.

11. AREA ALTERNATE DELEGATE

- 11.1 Relationship to Area:
Assist Delegate and Area Committee in preparing agenda for pre-conference (spring) Assembly, Chairperson of the Guidelines Committee. Attend all area meetings, if possible. Become familiar with Conference topics; learn the thinking of the Area; be prepared to replace the Delegate at any time.
- 11.2 Relationship to Districts, Groups and Members-Post Conference:
Meet with Delegate for report of General Service Conference;
Travel with Delegate on his/her visits; when possible visit District Meetings, try to arrange for delegate to give Conference report.
- 11.3 Relationship to Service-General Duties:
Provide leadership and assist Delegate; Participate in training activities whenever possible. Work with Area and District Committees, stand available at all times.
- 11.4 Recommended service experience:
GSR, DCM, Prior Area Officer, Minimum 5 years of sobriety.

12. AREA CHAIRPERSON

- 12.1 Relationship of Assembly to District - Assembly Preparation:
Preparation of agenda with Area Committee and Delegate. Use Box 459 in preparing agenda items. Distribute agenda to Committee and all DCM's. This should be out six weeks before Assembly date; Assembly and agenda should be planned carefully to make full use of time available; Set time schedule for each meeting; Make sure timing of Assembly coincides with important calendar events, e.g. pre-Conference, after-Conference, election time, training needs, etc.
- 12.2 Relationship of Assembly to Delegate:
Organization and Conduct of Assembly: physical plant: make sure the local District Host Committee where Assembly is being held has arranged proper accommodations for meetings and needs of people attending; making sure the Assembly room will be properly set up; encourage all District Committee Members to hold productive district meetings prior to Assembly; check with Area Committee to ensure ample notices go out to all groups. Adhere to the time schedule - start and stop on time. Don't make speeches. Make sure accurate minutes are kept. Adhere to the agenda - control the meeting.
- 12.3 Relationship of Assembly to General Service, Past Assembly:
Meet with Area Committee and review; Plan Area Committee action after review. Involve the Area Delegate; Make sure Area Delegate has all needed information.
- 12.4 General Duties:
Select Area Committee Chairpersons after election of Area Officers. Be available to Area Committee; encourage planning of Area Activities. Attend District Meetings where possible; Encourage, counsel and guide Area Delegate; especially encourage service workshops of all kinds; be a leader, communicate, and listen.
- 12.5 Recommended service experience:
Prior GSR and DCM. Minimum of 5 years of sobriety

13. ALTERNATE AREA CHAIRPERSON

- 13.1 Relationship to Area: Secretary of the Archives Committee.
- 13.2 Be prepared to replace the Area Chairperson at any time and fulfill duties as listed in Section 12.
- 13.3 Recommended service experience:
Prior GSR and DCM, DCMC. Minimum of 5 years of sobriety.
- 13.4 The alternate chairperson is to maintain an inventory of all equipment owned by Area 28.

14. AREA SECRETARY

- 14.1 Relationship to Area: Assembly Preparation.
- 14.2 Relationship to District, Groups and Members, Assembly Organization:
Attend all Assemblies and Area Committee meetings. Keep accurate minutes; Organize filing system for minutes, records, group data, etc.
Be prepared to research and find past procedures when asked. Make sure minutes and other pertinent information is sent out promptly.
 - 14.2.1 Mail or email all minutes of Area 28 committee meetings and assemblies to whoever requests them, including all area officers, committee members, DCM's, GSR's, and Past Delegates and occasionally to groups.
- 14.3 Relationship to General Service - Past Assembly:
Meet with Area Committee and review; Plan Area Committee action after review; Involve the Area Delegate; Make sure Area Delegate has all information.
- 14.4 Recommended service experience:
Prior GSR and DCM experience, minimum of 3 years' sobriety, and knowledge of secretarial skills useful.

15. ALTERNATE AREA SECRETARY

- 15.1 Relationship to Area:
Keep accurate mailing list of all groups, GSR's, DCM's, Area Officers, and Committee Chairpersons.
- 15.2 Be prepared to take the place of the Area Secretary at any time.
- 15.3 Recommended service experience:
Prior D.C.M and G.S.R experience: minimum of 3 years' sobriety; knowledge of secretarial skills useful.

16. AREA TREASURER

- 16.1 Relationship to Area Assembly:
Attend all Area Committee meetings; be available to work with Area Committee in setting Assemblies, reports, etc.; be prepared to give full treasury report at all times; Responsible for raising the money needed for area support, which calls for firmness and diplomacy. Keep an eye on foolish and/or extravagant outlay of monies by committees or delegates; Guardian of Area Funds.
- 16.2 Area Duties:
Keep accurate records of Area Treasury; Set up accounting system for his/her duties; work with and give advice to GSR's and District Treasurers regarding contribution requests to the Area; keep a firm grasp on Area spending; Be prepared and able to travel to districts, groups, etc., if requested. Serve on, not chair, Area Finance Committee.
- 16.3 General Duties:
Be available to Area Committee; encourage planning of Area activities, attend District Meetings where possible; encourage, counsel and guide Area Delegate; encourage training sessions of all kinds; Be a leader.
 - 16.3.1 The Area 28 Treasurer will be responsible for bringing forms and signature cards to the Area Swap-out meeting for the purpose of turning over the Area bank accounts to the newly elected Treasurer, Alternate Treasurer, and Area Chairperson.
 - 16.3.2 Recommended service experience:
Prior GSR and DCM, experience in bookkeeping useful and computer accounting programs is strongly suggested. Minimum of 3 years' sobriety.

17. ALTERNATE TREASURER

17.1 Relationship to Area:

Attend all area committee meetings; be available to work with area committee in setting assemblies, reports, etc.; be prepared to give full treasury reports in a timely manner, assist in raising the money needed for area support, which calls for firmness and diplomacy. Assist the area finance committee and Area Treasurer.

17.2 Area duties:

Chair the finance committee, and make preparation of the annual area budget for presentation at the fall assembly, provide recommendation of contribution sent to GSO at the spring assembly.

17.3 General Duties:

Be available to area committee, encourage planning of area activities, and attend district meetings where possible.

17.4 Recommended service experience:

Prior GSR and DCM, experience in bookkeeping useful and computer accounting programs is strongly suggested. Minimum of 3 years' sobriety.

17.4.1 Be prepared to take the place of the Area treasurer at any time.

18. AREA REGISTRAR

18.1 Relationship to Area:

Facilitate group registrations and cooperate with GSO Records Department through the use of Fellowship New Vision (FNV) data base. Provide the Registrar will use FNV to update records of groups and trusted servants in Area 28, check records for groups and districts and provide print out information.

18.2 Area Duties:

Establish a working relationship with Area DCMs, the Delegate, and the Records Staff at the GSO. Provide basic information such as: How FNV works, explain the 30-day New Group pending process, explain the 6th Tradition, (as it applies to naming a new group) Provide group information to GSRs/Groups including status codes and what they mean and group service numbers.

18.2.1 General Duties:

Process group / individual updates in a timely manner. Meet GSO Directory timelines. Meet deadlines imposed by Area 28 and retain a copy of the FNV User's Manual for reference to be passed on to the incoming Registrar. Train incoming Registrar at swap-out meeting and additional time that may be needed.

18.2.2 Recommended Service Experience:

Prior GSR and DCM experience, experience with computers and advanced knowledge of Microsoft Office Suite Program is useful, minimum of three (3) years sobriety.

19. Area Committee Chairperson Attendance:

Area Officers and Committee Chairpersons may be considered for replacement if they miss three (3) consecutive meetings.

20. DISTRICT COMMITTEE CHAIRPERSON

20.1 Attends and chairs monthly District meetings. Makes sure the list of groups in district is current and up to date. Encourages participation in P.I., Corrections, C.P.C., Treatment, Bridging the Gap, etc.; is available to assist GSR's and DCM's in the Districts. Must be knowledgeable about A.A. Service Manual and tries to adhere to suggested procedures therein. Makes sure District Committees are functioning and observing the guidelines for their committee.

- 20.2 Relationship of District to Assembly:
The District Chairperson and DCM's attend and participate in all Area Committee Meetings, Pre and Post-Conference Forums and Area Assemblies; District Chairperson is assigned by Area Chairperson to an Area Committee; District Chairperson prepares brief factual written district report with legible copy to Area Secretary; Through District meetings is knowledgeable of A.A. affairs in District; Brings to Assembly District problems and those activities which may benefit others; Has a good grasp of group conscience of the District.
- 20.3 Relationship of District to General Service:
Makes sure GSR's understand, and are familiar with, the use of the A.A. Service Manual (included with the G.S.R. Service Kit from GSO), the Area Service Workbook; Encourages GSR's to attend training sessions, workshops, sharing sessions, etc. Assists GSR's in updating group registration computer print-outs in the early spring. Provides New Group Information forms to new groups in the District. Acting through the GSR's encourages groups to reach out into the community through PI and CPC Committees, actions such as symposiums, open meetings, institutions, radio/TV, schools, etc. Encourage Committee Chairs of the District to participate in the corresponding Area Committees.
- 20.4 Recommended service experience:
Prior GSR - 3 to 4 years' continuous sobriety

21. DISTRICT COMMITTEE MEMBER (DCM):

- 21.1 Encourages each of their assigned groups to have an active G.S.R; Receives and discusses group reports with GSR's; Keeps informed of group affairs and /or problems.

22. GENERAL SERVICE REPRESENTATIVE (GSR):

- 22.1 Relationship of GSR to Group:
Attends group meetings regularly; Sits in as a member of group steering committee; Reports to group regularly at meetings on all service meetings and service activities; Conducts group inventory at least once each year; Sponsors group interest in Box 459; Keeps informed of group affairs and encourages 7th Tradition contributions; Is available to serve, cooperate and counsel with other Group Committee Chairpersons, i.e. Sponsorship, Literature, Institutions, Intergroup, Central Service Office, etc. Returns Group Information Change Forms to the General Service Office (GSO) in a timely manner.
- 22.2 Relationship of GSR to District:
Attends district meetings regularly; Reports to district on his/her group; shares with other GSR's; Attends all Assemblies and participates in preparation for assembly; Keeps complete records with all procedures and Minutes available for all District meetings and Assemblies and for group meetings when reporting to group; is available to serve in such district activities as may be required.
- 22.3 Relationship of GSR to General Service:
Attends training sessions, workshops, etc. and studies the A.A. Service Manual and Area Service Workbook; Obtains the services of an alternate (at least during second year of term); Supervises training of an Alternate particularly with A.A. Service Manual, Area Service Workbook, procedures, reports and general familiarization with duties; Participates in workshops, sharing sessions, etc.; Endeavors to become an active, knowledgeable and effective GSR.
- 22.4 Recommended service experience:
2-3 years of sobriety recommended; Group experience, such as setting up meeting, making coffee, group officer, etc.

23. Amendment Process:

- 23.1 Any Amendment of the Area General Service Workbook shall be submitted in writing by:
 - 24.1.1 Any Group and its GSR
 - 24.1.2 Any District and its DCM
 - 24.1.3 Any Area Officer
 - 24.1.4 Any Area Standing Committee Chairperson
- 23.2 It shall be submitted to the Area Committee for inclusion on an upcoming Assembly Agenda.
 - 23.2.1 The presenter should be in attendance to represent and discuss the proposed Amendment.
 - 23.2.2 Discussion and majority vote will allow the Amendment on the Assembly Agenda.
 - 23.2.3 A negative vote will demand further review and a second and final proposal by the presenter at the next Area Committee Meeting.
- 23.3 A three-quarters {3/4} Affirmative vote by an Assembly quorum {See 2.5} is necessary for a change to be adopted. The assembly quorum shall be established immediately prior to a vote.

24. APPENDIX

- 24.1 Guidelines for reserve fund to assist financially struggling districts.

I am responsible...

When anyone, anywhere, reaches out for help,

I want the hand of A.A. always to be there.

And for that I am responsible.

STRUGGLING DISTRICT

Definition and Guidelines

Definition: A struggling district is any Area 28 district that has not participated in a two-day Area Assembly due to being a dark district, its remoteness, newness, or having insufficient funds to send a DCM or District Chairperson, or alternates to participate in assembly activities and bring its district's voice to the Area.

Process for applying for funds:

1. All requests for assistance funds should be mailed or E-mailed on a completed form to the Area Chairperson. The form should be received by the Area Chair by the 1st of the month in which the assembly is to be held. The Chairperson will respond to the request by phone or E-mail by the 7th of the month.
2. The Area Chairperson will consult with the Delegate, Alternate Delegate, Treasurer, Secretary, and Finance Committee Chairperson before making a decision to grant financial assistance.
3. The "subsidy" form for financial assistance will be forwarded to the Treasurer. The following criteria is to be used in determining whether to grant the request or not:
 - a. Districts must show a demonstrated need for the assistance and show that the district and / or groups are attempting to contribute. If little or no contribution is being made by the district, explain the circumstances.
 - b. Districts that have not used the funds before will be given first priority.
 - c. Districts that have been under-represented in the past will be given priority.
 - d. If the district is dark, then a request can be made by a GSR or interested group member.
 - e. Every effort will be made to assist all applicants in whatever way possible even if direct funding is not available.
4. The amount of funds available for each assembly is \$500. If the amount is not used fully for the Spring Assembly, then the remainder may be used in May for the Post Conference Forum (Delegate's Report). If any remains it may be carried forward to the Fall Assembly. Any remainder for the year lapses. Total: \$1000 per year.
5. Receipts for gas, meal ticket, and lodging shall be presented to the treasurer on a completed expense report by the end of the assembly for reimbursement by check. All forms and receipts shall be retained with the assistance application form.
6. The Finance Committee Chairperson and committee shall review and give a full report on the use of the Struggling District Fund at the Fall Assembly and any anticipated activity to date. At that time, they may make recommendations for increases or decreases in the amount of the fund.

AREA 28 STRUGGLING DISTRICT APPLICATION FOR FUNDS

Date: _____ **District #** _____ **Location** _____

GSR / DCM Name: _____

Phone # _____

Mailing Address: _____

E-Mail Address: _____

Assembly you are applying for: _____

What was the last Assembly a GSR / DCM for the District attended: _____?

Date of the Assembly (if known): _____

Is this the first time this district has applied for assistance? ____ Yes ____ No

If "No", when did your district apply? _____

Please provide the following budget details. (Fill in only those items that apply to your specific situation). Please note that even though we have asked for all these items on the budget, it is expected that every GSR / DCM will research and make use of the most cost-effective way to use the funds that may be given.

Gasoline \$ _____

Food (meal tickets) \$ _____

Accommodations \$ _____

Other Costs \$ _____

TOTAL COST \$ _____

Subtract District Contribution: \$ _____

Assistance Requested \$ _____

Please send completed form to Area 28 Chairperson by required date.
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**AREA 28 ASSEMBLY ACTIONS
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UPDATED 3/1/2018**

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DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
FALL 1955 Augusta	no agenda items passed			
SPRING 1957 Waterville	That the following colors for chips be used state-wide to remain consistent in our meetings: To join - white, 1 month - red, 2 months - dark blue, 3 months - black, 4 months - green, 6 months - yellow, 9 months - brown	PASSED	Unanimous	
	The elections would be held in the Spring, but not assume office until the Fall	PASSED	Unanimous	
	That the Spring and Fall meetings be held in Bangor through 1959 (request from the North)	PASSED	Unanimous	
FALL 1958	The state Treasurer be authorized to buy chips as the need requires	PASSED	Unanimous	
	The committeemen from the various Districts have the direct responsibility of collecting all contributions to General Service Headquarters and the State Committee or see that they are sent in.	PASSED	Unanimous	
	That there be 2 committeemen from each District, arranging the elections so that one committeeman shall be elected for a 2-year term each year. This way there would be at least 1 experienced committeeman representing each District at all times.	PASSED	Unanimous	
	The question of expenses paid for attending the State Committee meeting for Group Reps. And committeemen be decided upon by the Groups or districts involved	PASSED	Unanimous	
JULY 1960	"No agenda items"			
	To give the Boomerang an addressograph machine that is presently the Area's	PASSED	Unanimous	
NOV1960 Gardiner	That the Delegate contact General Service to ascertain how far AA should go in support of AI-anon without breaking AA traditions and report at the first quarterly meeting in 1962	PASSED		
FALL 1960 Bangor	The Boomerang act as a clearing house for special dates for AA in Area 28, the state secretary to assist	PASSED	Unanimous	
FEB 1961 Bangor	Notices of meetings and reports should be sent to the State officers, District committee members, GSRs and Past Officers	PASSED		
FALL 1962	"No agenda items"			
FALL 1964	Assembly voted \$2 per member per year, Boomerang needs articles, Treas. Report - \$143.14			
SPRING 1965	TR - \$94.83, Dick W. is compiling written history - ready by Jan '65, the 20th anniversary of AA in Maine Area with both Portland and Bangor Groups starting in 1946. Boomerang needs news			
FALL 1965	tr \$191.70,			
	History -- 300 printed, 100 sold at \$.03			
	Frank L. Elected Treasurer,			
	Secretary expenses 11/30/64 -- 10/6/65 =\$16.62			
SPRING 1966	TR - \$230.65, \$60. in donations, \$10 in chips,			
	Frank L to remain as Editor of Boomerang			
	Boomerang - if no contributions and not in black then			
	Area will go up to and including \$100. if necessary			
FALL 1966	TR - 243 Groups donated, bal. \$314.51			
	Boomerang - \$53.63, it cost \$0.40 per issue, thanks for donations			
FALL 1967 Bangor	TR - \$230.24			
	Boomerang - \$80.50			
	"No agenda items"			
	To continue having an Alt Delegate	PASSED		
	A majority vote is only necessary for electing officers instead of the 3/4 vote	Withdrawn		
SPRING 1967	Special collection at Assembly taken for Boomerang			
	--comment that was well received but no amount given			
	TR - \$289.02			
SPRING 1968	TR - \$12.40,			
	Secretary - \$127,			
	Chips \$385.78,			
	Boomerang - Anonymity breaks were made at request of individuals			
	To report at least once a year to committeemen and each group showing individual group donations to the state and a statement of state expenditures	PASSED		
FALL 1968	no info found			
SPRING 1969	"No agenda items"			
FALL 1969	TR as of 10/1/69 state \$255.05, , Donations at meeting - \$55, Chips - \$15.40, Secretary - \$3.40			

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
SPRING 1970	Frank L. resigns as Chair TR - nothing on file, "No agenda items"			
FALL 1970	TR - nothing on file published list of Groups in Area who have not donated to be printed in Boomerang			
SPRING 1971	"no agenda Items evident"			
FALL 1971	no info found			
SPRING 1972 Bangor	Motion made that collections taken at the semi- annual state meetings to go to the host group to take care of expenses	PASSED		
	State committee to be reimbursed for travel expenses in attending semi-annual and quarterly district meetings	PASSED		
	The quarterly District meeting after the NY conference would be the Delegate's meeting	PASSED		
FALL 1972	no info found			
SPRING 1973	no info found			
FALL 1973 Bangor	Print 50 meeting lists to give to Kennebec County Jail and VA at Togas	PASSED		
SPRING 1974	"No agenda items"			
FALL 1974	Boomerang to have editorials on bad language and apathy - requested by Districts #1 and #3	PASSED		
SPRING 1975 Bangor	Delegate's report given (in June) That the delegate's meeting be held the first Sunday in June	PASSED		
FALL 1975	Editor of Boomerang given privilege of voting at Assemblies - never had before, Dick S. and Carleton M. to continue work on updating history			
SPRING 1976	Delegate's report given (June)			
FALL 1976 Bangor	That the delegate be reimbursed for expenses incurred for the 3 Delegate conventions	PASSED		
	To inform all GSRs and committeemen of the Boomerang	PASSED		
	To pay the delegate's expenses for Northeast Regional Conference. To also pay for telephone and postage expenses	PASSED		
	That someone from the state level contact the Dept of Human Services about naming AA as Alcoholism Addiction Services in their directory	PASSED		
SPRING 1977	"No agenda items"			
FALL 1977 Bangor	Move Delegates report to second Sunday in May	PASSED		
	Create a position of Public Information and Co-operation Co-coordinator with professional commitment on a state level	PASSED		
SPRING 1978	Delegates report given			
	TR - \$1727.21, Petty \$16.65			
FALL 1978 Bangor	TR - \$1787.44			
	To let each District do its own re-districting	PASSED		
	To purchase a tape recorder for the state secretary	PASSED		
SPRING 1979	"No agenda item evident"			
FALL 1979 Bangor	Delegate to make report to each District.			
	TR - \$2864.00, Group contributions - \$1309.00			
	Comment made that if there were no sale on chips, the Area would be in the "red"			
	Round-Up - Boomerang - \$324.88, Area - \$649.84, GSO - \$649.80			
	That the Area only pay for expenses to 3 Area meetings	FAILED		NO
SPRING 1980	Motion to pay all Area Servants expenses to any necessary meetings	PASSED		
	TR - given, no figures			
FALL 1980	Boomerang - \$557.08			
	TR - given, no figures			
SPRING 1981	Round-Up - no amount given but excess distributed with 1/5th to Boomerang and 2/5ths to each Area and GS)			
	TR - given, no figures			
FALL 1981 Bangor	2000@ \$0.15 --Newsletter with AA activities			
	Round-Up -- excess \$372.42			
SPRING 1982 Bangor	TR - given none on file			
	Boomerang - encourage use			

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
FALL 1982 Bangor CC	Round-Up, \$400 to Boomerang			
	\$800 to Area, \$800 to GSO			
SPRING 1983 Bangor Community College	Motion to accept treasurer's report	PASSED		
	Motion to set up a committee to look into locating a Central Service Office somewhere in the Maine Area.	PASSED	Splitting of MACO & State Treasury	
	Motion was made to send our Delegate, Frank R. to the General Service Conference uninstructed.	PASSED		
FALL 1983 Orono, U of M	Moved to accept treasurer's report.	PASSED		
	Motion to accept Round Up report.	PASSED		
	Motion to continue the Round Up in Farmington and nominate Bob D. as Chairman for the 1984 Round Up.	PASSED		
	Motion to accept Boomerang report.	PASSED		
SPRING 1984 Indian Island	Motion to direct the treasurer to return the funds to the checking account	PASSED	Excess money had been transferred from the checking acct. into CD's & money funds	
	Moved to delay any discussion on the topic of the Boomerang until the October Assembly.	PASSED		
	Motion directing the area treasurer to make funds available for 10,000 copies of the Area meeting list.	PASSED		
	Proposed 1984 budget	REJECTED	39 NO votes	
	Motion to table the budget and pay expenses only – Area to operate on 1983 budget and restrict expenditures.	PASSED	42 YES votes - Area Chair appointed com. To present a new budget to assembly in Oct 1984 - try to determine prudent reserve.	
	Table motion & passed amendment on what is now the Southern Maine Central Service Office, Maine Area literature & initial funds, and feasibility study	DEFEATED Unanimously		
	Moved that the Maine Area Assembly shall divest itself of all interests in the Southern Maine Central Service Office; Shall divest itself of all inventories of chips & meeting lists at cost; shall allow any independent committee to create any service office it wishes; shall not be in any business; and shall rely on group donations to conduct all its affairs.	PASSED Unanimously		
	Motion to accept Maine Area 1984 Calendar.	PASSED		
	Motion to send the Delegate, Homer W., to the 1984 General Service Conference, informed and uninstructed.	PASSED		
FALL 1984 Indian Island	Moved to defeat budget	Rejected 6-104		
	Moved to approve budget with an added donation to GSO	PASSED	subject to modification by committee	
	Moved to create a guidelines committee and appoint the Alternate Delegate as chairman of the guidelines com.	PASSED		
	Moved that a committee be appointed to oversee the Boomerang and oversee its publication including format planning, and content.	DEFEATED		
	Moved to continue the Boomerang as an area newsletter and refrain from editorial opinion.	DEFEATED		
	Moved that excess funds of \$738.82 from the 1984 Round Up be divided - 1/5 Boomerang, 2/5 GSO, 2/5 Area.	DEFEATED		
	Moved that \$738.82 excess funds be given to the Maine Area and added to the budget for Hospital & Institutions committee to decide how funds to be used throughout Maine Area.	PASSED		
	Moved that the Spring Assembly 3/17/85 will be held on Indian Island.	PASSED		
	Moved that Garrett Taylor, Regional Trustee, present to the board, the desires of the Maine Area to have a mini-forum.	PASSED		
SPRING 1985 Indian Island	Motion to form the Maine Area Archives Committee	PASSED	Area Chair directed to search for and appoint Committee members.	
	Motion to reaffirm the 3/20/60 action that the Boomerang be accepted as the official Maine Area publication - Compose & establish a committee, guidelines, and provide funding	PASSED 48 - 45	Reconsider later in four parts due to slim majority.	
	Moved that the Boomerang be the official Maine Area Newsletter	PASSED overwhelmingly		
	Moved that the Assembly establish a committee to establish guidelines for publication of the Boomerang	DEFEATED		
	Moved that the Boomerang committee be chosen from the floor. (Committee Chosen)	PASSED		
	Moved that the Boomerang be supported by group donations as in the past.	PASSED		
	Moved that price of the meeting list remain at 25 cents.	PASSED		
	Moved that the code letters I - Institution, & CF - Correctional Facility (with a published phone number if prior clearance is required) be added to meeting list	PASSED	mention was made of already long code list and but helpful with 12th step calls	
	Moved that a line item of \$400 for meeting list expenses be added to budget.	PASSED	to cover 2 assemblies, 2 MACMs and 2 trips to 2 districts.	
	Moved that 1 Delegate's Report & Workshop be held in the Maine Area at Indian Island.	PASSED	instead of 3 reports/workshops in 3 locations	
	Moved that the election assembly be held at Indian Is. Sunday October 20, 1985	PASSED		
	Moved that phone, meals, travel, etc. at the same rate of allowance as other area officers be allowed for all committees of the Maine Area.	PASSED		

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
FALL 1985 Indian Island	Moved that the March 16, 1986 Assembly be held at Indian Island	PASSED		
	Moved that \$500 be contributed to GSO	PASSED		
	Moved that the contribution be raised to \$750 to GSO for 1985	PASSED		
SPRING 1986 Indian Island	Motion to sell meeting list at cost	PASSED		
	Motion that Logo on meeting list stay as it is	DEFEATED		
	Motion to sell meeting lists to anyone with the removal of the front page if outside AA and money put back in revolving fund	PASSED		
	Motion that the committee would decide, after verification of a meeting, if the abbreviation of M.D. (Mental Disability) be added to the meeting list.	PASSED		
	Next Assembly to be held at Indian Island	PASSED		
	Motion that the Assembly provide a non-smokers section	PASSED		
FALL 1986 Indian Island	Moved that Round Up chair be elected by Assembly	PASSED		YES
	Moved that the two signatures on the checking account be that of the Round Up treasurer and another person approved by the Area Committee Amended to second signature be Area Treasurer	PASSED	To rebuild trust	
	Motion to keep the balance remaining in the Restitution account in the Area Treasury in the amount of \$2416.29	PASSED	Money collected to repay Round Up totaled \$20,791.92. Total costs paid from Restitution account \$18,385.63, leaving \$2416.29. Some wanted to share it with GSO.	
	Moved that Alanon be given their share of the 1986 Round Up profit	PASSED		NO
	Motion to divide Round Up money 50% CSO, 30% GSO, 20% Area	PASSED		
	Motion to have CSO take over the printing and distribution of the meeting lists	PASSED		
	Motion to leave Assembly as a one-day affair.	DEFEATED		
	Motion to hold 2-day Assemblies and to begin at the October Assembly.	PASSED	Reason for delay until October was so more information could be given to Districts who may like to host a two-day Assembly	YES
SPRING 1987 Indian Island	Motion to hold the next assembly at Indian Island.	PASSED		
	To have all the funds from the 1986 Round-Up to be turned over to the Area Treasurer	PASSED		
	To develop a "key" to indicate gay groups in the meeting list	PASSED		
	The Chairman and Treasurer of Round-Up to sign the checks for Round-Up	PASSED		
FALL 1987 Farmington	All appointive and elective Area Committee Chairpersons and the Alternate Chairpersons have a vote at Assemblies and Area Committee meetings	PASSED		
	To see the Area meeting lists only through the 2 CSOs	PASSED		
	To remove the Officers' names from the front page of the meeting lists	PASSED		
	To have 2-day Assemblies	PASSED		
SPRING 1988 Presque Isle	To sell the meeting lists for 25 cents	PASSED		
	Recommendation to form a Finance Committee	Y 12 -N 2 -A 2		
	To form a Resource Committee comprised of past Delegates and past Area and District Officers	Y 12 -N 2 -A 2		
	To hold the Maine Area Committee meetings in the Bangor vicinity	PASSED		
	To form a committee to work on the idea of an 11th Step Meeting Weekend, sponsored by Maine Area	Y 14 -N 0 -A 2		
FALL 1988 S. Portland	That a coordinated, confidential mailing list be established for the Maine Area	PASSED		
	To authorize the grapevine Chair to bring his literature to the Assemblies and to the Round-Up	PASSED		
	The Round-Up seed money be increased from \$2000 to \$3500 to be paid back to the Maine Area at least 2 weeks before the Fall Assembly	PASSED		
	Decide whether GSRs of prison and hospital Groups have a vote at all Assemblies	Y 4 -N 1 -A 1		
	Whether a committee be set up to promote effective communication throughout the Maine Area	Y 9 -N 7 -A 0		
	Whether or not travel expenses for the Maine Area Officers shall be limited to Area Committee meetings, Assemblies, Post-Conference forums and Dist. Mtgs.	Y 4 -N 10 -A 2		
	Whether a \$3000 loan be made to the Maine Area budget to set up a Northern Maine Central Service Office	Y 3 -N 12 -A 1		
	To approve the Look What's Happening Now" calendar be distributed with the Area Secretary's mailings as well as in the Boomerang	Y 10 -N 2 -A 1		
	That the Maine Area invites and would like the members of Al-Anon to participate in the 1989 Round-Up without breaking any Traditions or Guidelines	Y 15 -N 1 -A 0		
SPRING 1989 Presque Isle	To streamline Assemblies by adding an evening session on Saturday if needed	Y 14 -N 1 -A 1		
	To always have a keynote speaker from another Area or GSO to address each Assembly	FAILED		
	The Area Committee will settle on agenda items at least 2 months in advance of each Assembly and that a full explanation of each agenda item will be provided in the minutes by the person or District that proposes each item	Y 105 -N 1 -A 0		

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
SPRING 1989 Presque Isle continued	No central computerized mailing list shall be formed or used until the list's absolute security can be assured	Y 10 -N 4 -A 1		
	Maine Area to put on a Service Workshop based on GSO to present (separate from the Area Assembly) the GSO Service Manual and invite someone from	Y 12 -N 3 -A 1		
	Boomerang Editor become an appointed position, appointed by the Area Chairman and confirmed by the Area Assembly	Y 10 -N 5 -A 1		YES
	No individual member or committee chairperson shall commit the Area Assembly to any outside enterprise for a function without first having approval of the Area Committee	Y 15 -N 1 -A 0		
	That the choice of the location for the Maine Area Round-Up be a group decision	Y 10 -N 3 -A 2		
	The Groups of Maine Area affirm the December 10 th AA and Al-Anon plans for cooperation on the 1989 Round-Up	Y 14 -N 1 -A 1		
	The Maine Area meeting list coordinator can charge whatever it costs to reproduce the Area meeting lists without having to first receive approval from the Assembly	Y 14 -N 1 -A 1		
	To amend previous Assembly action and change sale of Area meeting lists to "all central or intergroup service offices"	Y 15 -N 1 -A 0		
	To reaffirm the existing right to vote at Maine Area Assemblies of those that currently hold that right, and not to extend it any further	Y 12 -N 3 -A 1		
	The Resource Committee be dropped as part of the Maine Area structure	Y 13 -N 1 -A 2		
	The Finance Committee will not be dropped as part of the Maine Area structure	Y 10 -N 3 -A 3		
	That the Assembly elect an Alt. Round-Up Chair	Y 13 -N 1 -A 1		
	To hold all Assemblies in a central location	FAILED		
FALL 1989 Bath	Maine Area shall continue development of a Maine Area service manual and through an ad-hoc committee appointed by the Maine Area Chairperson, present a proposed service manual to the Spring Assembly 1990	Y 69 -N 57 -A 0		
	Maine Area shall establish the position of an elected Alt. Secretary who shall assist the Maine Area Secretary in maintaining updated records, mailing list for the Maine Area, group registration and rotate into office with the committee on 1/1/90 ns, etc. This elective position is to be filled at the October 1989 Assembly	PASSED		
	To increase mileage from 11 cents to 25 cents per mile for travel	Y 73 -N 31 -A 0		
	The Maine Area Finance Committee shall be comprised of Treasurers from the Maine Area Districts, the Area Treasurer, Area Chair and the Area Delegate	Y 90 -N 14 -A 0		
	Maine Area shall sponsor and finance 2 Circle of Love and Fun days with the dates and times to be determined and that the committee and the coordinator for this activity be appointed by the Maine Area Chairman	Y 89 -N 15 -A 0		
	That the choice of the location of the Round-Up should be a group decision	Y 3 -N 101 -A 0		
	The location of the Round-Up should be decided 2 years in advance after the Round-Up of 1990 by the Assembly	Y 100 -N 4 -A 0		
	That CSO print and handle the meeting lists	Y 101 -N 3 -A 0		
	That the Maine Area take inventory of what can be done to help the sick and suffering alcoholic by way of the agenda items	PASSED		
	That persons voting at an Assembly be limited to GSRs only	Y 4 -N 100 -A 0		
SPRING 1990 Lewiston	Treatment and Institutions to become Treatment Committee. Bridging the Gap will become a permanent separate committee of the Maine Area.	Y-37 N-83 (this is how its recorded)		
	All AA literature including the Big Book and Twelve and Twelve adapt a gender-neutral format.	Y-24 N-89		
	The Area Treasurer be given permanent allowance to sign, without second co-signature, checks from the Maine Area checking account, of amounts less than \$100.	Y69 N-78		
	Reaffirm CSO will do the meeting list for the State of Maine	Unanimous		
FALL 1990	That the Alternate Chairperson of the Area be elected and not appointed	Y 139 -N 6 -A 0		YES
	That Assemblies be rotated geographically such as North, South, East and West or centrally located	Y 83 -N 55 -A 0		YES
	That any new item going on the agenda by a District, Group or the Area Committee be represented by a sponsor who will read the item to the Assembly	Y 94 -N 48 -A 0		?
	That the Area Assembly by vote decide the next site for the 1992 Round-Up	Y 146 -N 1 -A 0		NO
	To approve agenda items for the Spring Assembly to review the agenda items of interest in the Fall Assembly of 1989 for the purpose of substantiating the action of the Maine Area Committee as directed by the Fall Assembly	Y 6 -N 61 -A 0		NO
SPRING 1991 Caribou	The reports of the Maine Area Officers and Standing committees at the Area Assembly be in written form and mailed to each District more than 30 days in advance of each Assembly. Any oral presentation at the Assembly shall be confined to questions from the floor raised by the written report and new matter	Y10 -N136 -A 0		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
SPRING 1991 Caribou continued	The Area Committee advance the budgeted money 4 months prior to the Assembly if needed to the District winning the bid with the understanding that if this District doesn't need the money they will return all, or any part not used back to the Assembly	Y 7 -N 141 -A 0		NO
	Because of the lack of financial support to the Maine Area Assembly and the great expense of conducting 2-day Assemblies, District # 8 would like to propose that the Maine Area return to 1-day Assemblies and a "NO" vote to continue with 2-day Assemblies	Y11 -N137 -A 0		NO
	The Maine Area Assembly no longer require the presentation and approval of a budget for calendar year expenses. YES - Not require, NO - to require	Y 51 -N 68 -A 0		NO
	Choose Sugarloaf or Orono USM for (Round-Up?)	----->	Sugarloaf	NO
	Maine Area Finance Committee would like to propose that the Maine Area should have a prudent reserve of \$1000.00	Y 144 -N 4 -A 0		NO
	Motion to approve 1.2.5 and 6 of the Maine Area Service Guidelines	Y 51 -N 67 A-0		YES
	Whether or not the Maine Area wants to have the "6 points" of what constitutes an AA Group removed from the pamphlet "The AA Group" and replaced with the 3rd and 5th Traditions in the long form	Y 22 -N 84 -A 0		NO
	The Maine Area return to the previous expense guidelines that the Area will be responsible only for out of pocket expenses (e.g. the exact cost of gasoline) as opposed to 25 cents per mile	Y 90 -N 13 -A 0		NO
	Revisited "Motion to approve 1.2.5 and 6 of the Maine Area Service Guidelines"	Y 110 -N 8 -A 0		YES
FALL 1991 Bangor	That the Spring Assembly in March focus on the business of the upcoming GSC held in NY while the Fall Assembly concentrates on Maine Area business and elections	Y 96 -N 12 -A 0		?
	The Maine Area set fixed dates for all Assemblies (on the third weekends of March and October) and Maine Area Committee meetings (to be decided) with the Alternates filling in if necessary	Y 99 -N 9 -A 0		YES
	To accept the Archives Guidelines as proposed and to set up a temporary archives repository at the CSO in Portland	Y 48 -N 76 -A 0		NO
	To accept the Archives Guidelines as proposed and to set up a permanent Archives in the CSO in Portland	PASSED		NO
	The Area Officers and committee Chairs make a report after attending a meeting or a conference for which expenses are paid by the Area. These reports should be written and available to the Districts either directly or through the Area Committee meetings. Furthermore, a verbal follow-up would be available if requested	Y 21-N 102-A 0		NO
	Whether work will continue on the Maine Area Workbook	WITHDRAWN		NO
	The Maine Area Guidelines with reference to the AA Service Manual, tentatively approved at the last Fall Assembly, will serve as the basis for Maine's AA Service Structure and that revisions desired from time - to time will be directed to the Guidelines Committee	Y 121 -N 2 -A 0		NO
	Since the Round-UP is a Maine Area AA function, a selection of AA and Grapevine material be made available for sale, and that outside enterprises sell any materials OUTSIDE the premises	Y 26 -N 95 -A 0		NO E3
SPRING 1992 Camden	Post Conference to be held at Cony High School in Augusta, May 17, 1992. Debate on Saturday or Sunday. Saturday passed.	Y73-N0		
	Should the Central Service Office be utilized as a temporary repository for the archives.	YES (vote count not available)		
	Delegate be sent informed but not instructed.	YES		
	Alt. Secretary missed three meetings, Area Chair directed to contact and report back to the committee	PASSED		
	Motion - Finance Committee directed to meet and make recommendation to the Area Committee concerning expenses for future NERAASAs.	PASSED		
	Motion - \$500.00 for the purchase of a temporary fire proof file cabinet for Archives Committee. Seconded by Tom D.	Result not found in minutes		
	Fall Assembly proposal for District 1.	YES		
FALL 1992 Portland	Proposed that the present Southern Maine Central Service Office at Portland remain as is; Also, that the Maine Area Assembly donate the inventory that SMCSO be kept separate from AA service structure as stated in the AA Guidelines for Intergroup or CSO on page 5. It is also proposed that the Northern Area form a steering committee to investigate the feasibility of opening an office and that the Maine Area Assembly set aside a like amount of money as the inventory above for this purpose.	TABLED		NO
	SMCSO pay back to the Maine Area Assembly any rents which were advanced to them plus pay out of their profits back to the Maine Area \$5200. in inventory.	Y 53 -N 39 -A 0		NO
	The Maine Area create the position of Registrar	Y 97 -N 17 -A 0		NO ****
	That the portion of the pamphlet "The AA Group" dealing with "Why is a meeting not a Group" be sent back to the Trustee's committee on Literature for consideration of removal.	PASSED		NO
	Are monies from conventions, conferences and Round-Ups and dances "outside contributions"?	Y 88 -N 34 -A 9		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
FALL 1992 Portland continued	Should the Maine Area partially reimburse Area Officers and Standing Committee Chairs who attend NERAASA, the amount to be determined by the Finance Committee?	Y106 -N32 -A0		NO
	Concern about Grapevine special item advertisements	PASSED	not sure of agenda item wording minutes were vague	NO
	Should the proposed changes to the Maine Service Workbook be adopted?	Y124 -N 1 -A13	no idea what those changes were	YES
	That the Maine Area absolve the CSO of the \$2300. that supposedly it owes	Y 95 -N 25 -A 8		NO
SPRING 1993 Skowhegan	All of the AA members rotate every 2 years. This will bring these "terms" into line with what is happening at the General Service Office	Y 97 -N 4 -A 3		NO
	Proposal to form an ad-hoc committee to be appointed by the Area Chair for the purpose of looking into re- districting. Committee to consist of 1 past Delegate, 1 Area Officer and 3 District Committee persons and 3 GSRs to report back to the last Area committee meeting before the Fall Assembly.	Y32- N46- A15		NO
FALL 1993 Togus	Will the Maine Area appoint and financially support a Liaison and Alternate to cooperate with AI-Anon at their annual convention?	Y 50 -N 22 -A 2		NO
	Will the Maine Area adopt the 43rd General Service Conference recommendation that contributions from conferences, conventions and Round-Up not be limited to the maximum amount an individual may contribute in a given year, and in accordance with our 7th Tradition only funds from AA members attending the event should be contributed to support AA services?	Y 79 -N 6 -A 1		NO
	The Archives committee proposes a revision of the Archives guidelines to provide that the Archivist be a NON-voting position to be reviewed and confirmed by the Archives committee every 2 years at the Fall Assembly	Y 95 -N 6 -A 1		NO
	District # 15 proposes that the Area Committee meeting be focused on the agenda items, so the first meeting is used to discuss the question propose the question and the second meeting	TABLED	*Voted on 3 times, then tabled	NO
	District # 15 proposes that the focus of workshops at Assemblies be recovery and service topics instead of agenda questions	Y 44 -N 48 -A 2		NO
	The Area activity for the 3rd weekend in May be a combination morning Area Committee meeting and the afternoon be the Post Conference forum with the Delegate's report	Y 58 -N 2 -A 1		NO
	District # 7 recommends that the item called "Selection of location for the next Assembly" be included as a regular Saturday agenda item for all future Assemblies	Y 78 -N 13 -A 3		NO
	The Maine Area should direct our Delegate to forward to the AAWs Board and General Service Board and the Trustees as a 1994 General Service Conference agenda item that: First, the Maine Area 28 is concerned that the Trustees and GSO Service Boards are making decisions without adequate consultation with the fellowship and contrary to Conference decisions such as issuance of the "Little Big Book" and the use and protection of the Circle and Triangle logo on AA literature, and second, that the Maine Area 28 favors continued use of the AA Circle and Triangle logo on Conference approved literature in keeping with the Conference decision 1954 and 1956.	Y 87 -N 3 -A 6		NO
	The Maine Area will hold a third Assembly	Y 15 -N 79 -A 2		NO
	Will the site of the Maine Area Round-Up for 1995 be at Sugarloaf or Sunday River?	see--->	Sugarloaf-16, Sunday River-68 Abs. - 2	NO
	Motion that the Maine Area Treasurer and CSO negotiate to finalize terms of a contract not to exceed 26 cents a copy	Y 87 -N 0 -A 2	(meeting lists)	NO
	It is proposed that an ad-hoc committee be formed by the Maine Area Chairman to formulate a proposal or proposals to facilitate a better flow of information between the Delegate and the Groups	Y 76 -N 3 -A 2		NO
SPRING 1994 Fort Kent	That the Maine Area focus on proposing and discussing Assembly agenda items, hearing pertinent officer, committee and District reports, and not focus on setting Assembly formats, the intent being to better inform the Groups and the Area of Area and World business	PASSED		NO
	In accordance with our 7th Tradition, will the Maine Area agree that funds from only AA members attending conferences, conventions and Round-Ups be contributed to support AA services	Y 74 -N 19 -A 2		NO
	Maine Area confirms the tentative action of the Maine Area committee of Feb 6, 1994, allotting a two-cent increase in the production cost of the new Area meeting list, over the 26-cent maximum established by the Fall Assembly	PASSED		NO
	The Archives committee has voted to recommend that the positions of Archivist and Assistant Archivist be NON-voting positions at the Area Committee and Assembly levels	Y 89 -N 6 -A 2		NO
	Set conference agendas a year in advance	FAILED		NO
	CSOs become part of AA	FAILED		NO
	GSO be a self-supporting separate entity	FAILED		NO
	To end Grapevine specialty items	FAILED		NO
FALL 1994 Ogunquit	If the wording is changed on an agenda item at the Assembly, that item should be automatically tabled and taken back to the groups	Y103-N 24-A0		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
FALL 1994 Ogunquit continued	Move the dates of the Spring Assembly to the last weekend of March or the first weekend of April to allow more time for discussion of Conference agenda items. Date to be set by the Area Chair one year in advance (to avoid holidays such as Easter)	Y112-N 12-A0		YES
	That a Pre-Conference forum be held the first weekend of March for presentation of information on Conference agenda items. This would be a question and answer forum with an Area committee meeting	Y 65 -N 7 -A 2		NO
	That the Maine Area reaffirm Concept 1, Tradition 2 and Warranty 4 by holding a July committee meeting along with the one held at the Post Conference forum and in August	Y 3 -N 110 -A 0		NO
SPRING 1995 Portland	Alt. Archivist and Treatment Chair step down, Area Chair looking for replacements.	None		NO
	Andy to replace Peter M. as Area Secretary	Accepted		NO
	Corrections Report missing from Fall Assembly minutes, motion to include them in the Spring 1995 minutes.	Affirmed		NO
	Proposals for location of Fall Assembly. District 6 or District 11. D6-57, D11-40. Motion to reconsider, no central district stood for an Election Assembly, go to traditional rotation, passed. Re-voted.	D6-42, D11-58.		NO
	Free Big Book to inmates.	NO, Majority		NO
	Addition of section on juveniles to Workbook.	Approved		YES
	Assembly voted to jump to item 10 of the agenda. The Maine Area support the statement of censure of the 1994 GSB at the 1995 GSC.	Y20 – N44 A 26		NO
	The Maine Area stop selling T-shirts at Maine Area functions after the 1995 Round Up.	Y17 – N42 A6		NO
	Date of the Spring Assembly to be set one year in advance.	None		YES
FALL 1995 Calais	Propose that the Area 28 Assembly accept the renumbering plan and Area map of 4/3/95 as drawn	Y 34 -N 63 -A 3		NO
	Maine Area Chair be empowered at election time rather than Jan 1st to allow more time to prepare the brochure	Y 62 -N 26 -A 4		NO
	Love and Service to the Maine Area committee for voting that it be simply worded and straight to the point	Y 86 -N 0 -A 7		NO
	Motions brought to the floor in 2 or more parts to be put on the floor as 2 or more motions and voted separately	Y 88 -N 0 -A 0		NO
	The Maine Area reaffirm a belief in and adherence to the 12 Traditions long form	Y 82 -N 5 -A 15		NO
	The Post-Conference forum location be decided at the Fall Assembly, with the Chair, Delegate and host District to plan	Y 89 -N 0 -A 1		NO
	Accept the following as Assembly voting members: see 1.1 - 1.10 in the Workbook	Y 32 -N 55 -A 6		NO
SPRING 1996 Brunswick	Shall the CSO Liaison be a voting position?	Y 10 -N 98 -A 4		YES
	Shall the AI-Anon Liaison be a voting position?	Y 2 -N 113 -A 2		YES
	Propose that the GSO establish a 1-800- line exclusively for internal AA fellowship use for a trial basis of 2 years	Y 57 -N 42 -A 7		NO
	The "chip club" be accepted and recognized by the GSC of AA as an official part of the fellowship	Y 4 -N 97 -A 7		NO
	Propose that the GSC form an ad-hoc committee for the purpose of reporting to the GSC its findings on the question: Have the changes in the portions of revenues gained from Group contributions opposed to literature sales affected the process and functioning of the GSC?	Y 23 -N 40 -A 4		NO
	The registrar, print the meeting list on a temporary basis updated quarterly limited to 2 printings, the cost not to exceed \$0.25 per copy. The length of the proposal would be limited to such time that the Assembly can discuss and take action on this after presentation of an ad-hoc committee at the Maine Area committee meeting	Y 55 -N 3 -A 3		NO
	The Maine Area Chairperson to appoint an ad-hoc committee to report to the Area Committee prior to the Fall Assembly (meeting lists)	Y 42 -N 0 -A 1		NO
FALL 1996 Fort Kent	Propose that the Maine Area accept the ad-hoc special needs committee as a permanent Standing Committee	Y 80 -N 8 -A 0		NO
	From District #2 - That the Maine Area cease and desist the use of the Maine Area Service Workbook	Y 40 -N 47 -A 4		NO
	Consider proposals to print and distribute the Maine Area Meeting List	TABLED		NO
	District # 6 - Voting procedure of the Maine Area Assembly from all District Chairperson and DCMs to all District Chairpersons or their Alternatives	Y 34 -N 40 -A 4		NO
SPRING 1997 Portland	Bid for the Fall Assembly, District 8 Ellsworth.	Y- Unanimous		NO
	Consider bids to produce The Maine Area Meeting List	Y49-N33-A8		NO
	Round Up to be held at Sugarloaf 199 and 1999.	Y83-N0-A3		NO
	Consider removing all last names from The GSR & contact list directories.	Y68-N26-A3		NO
	Change the name of The Maine Area #28 to the Maine Area and Western New Brunswick Area #28	TABLED		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
FALL 1997 Ellsworth	Change the name of the Maine Area to the Maine Area and Western New Brunswick Area	WITHDRAWN		NO
	From District #6 - LCM/DCM exercise their vote at the committee meetings and not at the Assembly	Y 27 -N 53 -A 6		NO
	Consider bids to produce the Maine Area meeting list	FAILED		NO
SPRING 1998 Thomaston	Round-Up money to be lowered to \$2500.	Y 93 -N 5 -A 0		NO
	Pay CSO a sum of \$75.00 per month to house the Area Archives, the money would be paid through the Archives Committee budget	Y 33 -N 11 -A 2		
	A special audit be done by outside independent auditors on the expenses used by AAWS, GSO and Grapevine accounts	Y 54 -N 39 -A2		NO
	Keep Round-Up money at \$2500.00	Y 93 -N 5 -A 0		
	Footnote be included in the AA Service Manual to say: "Alcoholics Anonymous will continue to oppose unauthorized use of the registered trademarks "AA" or Alcoholics Anonymous whether or not used with the Circle and Triangle as well as our other registered marks	Y37-N 52 -A10		
FALL 1998 Gardiner	New Area Treasurer, Laurie R. over Mark T.	71-34		NO
	Regional Trustee, 4 made themselves available. Bob D. elected			NO
	A footnote be added to The Fifth Warrantee, last paragraph on page 72 of the A.A. Service Manual	Y64-N40-A6		NO
	Sections 11.4, 12.3, 14.4, 15.4, 16.4, 17.4, 18.4, 19.4, 20.4 and 21.4 of the Area Workbook, which currently reads "Service Requirements" be changed to "Suggested Service Requirements"	Y72-NO34-A5	YES	YES
SPRING 1999 Oqunquit	Bid for the Fall Assembly, D3 Bangor, D4 Fort Kent, D16 Belfast.	D3-54, D4-43, D16-2.		
	Sections 11.4, 12.3, 14.4, 15.4, 16.4, 17.4, 18.4, 19.4, 20.4 and 21.4 of the Area Workbook, which currently reads "Service Requirements" be changed to "Recommended Service Experience"	Y75-N16-A5	YES	
	Area 28 requests the General Service Conference recommend paragraph four of article two of the current Conference Charter be deleted and replaced with: "No conference or conference section shall ever be placed in authority over another conference or conference section."	Y74-N0-A12	NO	
FALL 1999 Brewer	Minutes to be mailed to all registered groups	PASSED		NO
	Round-Up money to be lowered to \$2000.	PASSED		NO
	To have a Round-Up standing account	FAILED		NO
	Maine Area committee meetings be held on the first Sunday in June and August; and the Post-Conference forum return to a workshop and Delegates forum.	PASSED		YES
SPRING 2000 Lewiston	To add to the Guidelines of the Workbook, Item 2.4 and Item 10.3: Item 2.4 be amended to read "A quorum shall be the voting members of an assembly present at the time of the vote" Item 10.3 be amended to read "A three-quarters (3/4) affirmative vote by an assembly quorum (2.4) is necessary for a change to be adopted. The Assembly quorum shall be established immediately prior to the vote	Y 97 -N 3 -A 1		YES
SPRING 2000 Lewiston continued	An inactive committee chairperson is to be replaced by the Area Chairperson after missing 2 consecutive Area committee meetings.	Y 29 -N 65 -A 6		NO
FALL 2000 Fort Kent	To add to the Workbook the election of the Alternate Round-Up Chair	Y 71 -N 1 -A 1		YES
	To add to the Workbook the Alternate Round-Up chair	Y 78 -N 0 -A 1		YES
SPRING 2001 Thomaston	Add Guidelines to Section 8 (Trustee)			YES
	Maine Area Corrections committee would like \$300.00 seed money to put on Freedom from Bondage conf.	PASSED		NO
	Area members to only be paid for 1/2 the expenses if only attending 1/2 the assembly	TABLED		NO
	Area Officers shall send to the attending DCMs and GSRs an evaluation form which solicits comments about the contend, administration, duration and overall effectiveness of the Area Assembly	WITHDRAWN		NO
FALL 2001 Bath	The Area consider the location of the Post Conference forum 2002. That the Area committee consider hosting it in Hampden.	DEFEATED		
	To reduce the Literature committee budget to \$500.	PASSED		
	The Boomerang will be guided by the GSO Guidelines as well as its own guidelines set up by its committee of 4 rotating members	Y 85 -N 0 -A 1		NO
	(Boomerang) each elected committee person shall serve for 2 years and then rotate off. Rotating is to be set up to elect 2 new people at the Election Assembly and 2 new members at the NON-Election Assembly	Y 85 -N 1 -A 1		YES
	Guidelines for Hosting an Assembly	TABLED		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
SPRING 2002 Sanford	Appoint an ad-hoc committee to search for space to house the Maine area Archives and house Maine Area offices	Y 56 -N 0 -A 11		NO
	Guidelines for Hosting an Assembly (wording for Workbook)	Y 78 -N 0 -A 1		YES
	To print new Maine Area Service Workbooks to be ready for the Post-Conference forum	Y 89 -N 1 -A 1		NO
	The Finance Committee recommends that the 4 elected Boomerang committee members be funded \$250.00 per year each for expenses toward the 8 yearly Area functions	Y 86 -N 0 -A 3		NO
	Finance committee recommends the Maine Area prudent reserve be set at \$3000.00 instead of \$2000.00			NO
FALL 2002 Limestone	In all cases where the archives committee chair is unavailable, the Archivist will vote for the committee.	REMOVED	All chairpersons+D1165 can appoint someone to submit the vote	
	That the Area Finance committee make a "yearend" financial report and make recommendations based on that report to the Fall Area Assembly for approval, or amendment & approval, on the disbursal of Area 7th Tradition funds. (if passed, it would become an automatic agenda at all Fall assemblies)	PASSED majority		NO
	Remove June from the list of Area events held in the first weekend and to move the June committee meeting to the third weekend in May, to coincide with the Post-Conference forum.	PASSED majority		YES
	The Guidelines committee recommends we add an Area committee meeting the first (1st) Sunday in September not to conflict with Labor Day weekend.	PASSED majority		YES
	Maine area 28 reimburse expenses incurred by the Delegate to travel to Eastern Canadian forum at the request of Area 28 Groups in New Brunswick, Canada	Y 22 -N 37 -A 6		NO
	and be put in the Area minutes.	Y 26 -N 0 -A 0	No follow up explanation available	NO
	Love and Service have 4 workshop meetings instead of 2	TABLED	tabled for the January Committee mtg.	NO
	Send excess money to GSO and leave \$500.00 above prudent reserve	Y 37 -N 0 -A 4		NO
SPRING 2003 Bucksport	The Guidelines Committee recommends that we add an Area Committee meeting the first Sunday in Sept. (after Labor Day), and that the Maine Area Work book on page 4, section 2.3 be amended to read: First weekend: January, February, August and the first Sunday in September (after Labor Day): Area Committee meetings and Standing Committees, March: Pre-Conference forum, April Spring Assembly (not to conflict with religious holidays)	Y 92 -N 0 -A 0		YES
FALL 2003 Boothbay	The Guidelines Committee recommends the following addition to the Maine area Workbook, page 9, section 5.6.1 "Maine Area Committee members shall attend and participate at all Area Committee Meetings and all Area Assemblies". (the remaining sections would be re-numbered 5.6.2 -- 5.6.18	Y 62 -N 12 -A 3		YES
	That all proposed Agenda Items (and their source) be submitted for inclusion on the General Service Conference and denied be compiled and made available to Delegates with the final Conference Agenda.	Y 69 -N 12 -A 1		NO
	District #4 would like to propose that the January Committee meeting be held in Southern Maine (Portland area), the February committee meeting be held in District #4 or #7, the Pre-Conference forum be held in Central Maine, the August committee meeting be held in Southern Maine and the September committee meeting be held in District #4 or #7.	(Y62-N10 -A 5)	This is the vote as whether to table this item.	NO
	The Maine Area consider purchasing bulk mailing permits for Committees and Officers as needed.	Y 1 -N 65 -A 6		NO
	For the Fall Assembly to allow in our budget for our Delegate of Alternate to attend the Eastern Canadian Forum to help support our brothers and sisters who cannot cross the borders every two years beginning in 2004	Y 18 -N 54 -A 6		NO
SPRING 2004 Rockland	District #4 would like to propose that the January committee meeting be held in Southern Maine (Portland area), the February committee meeting be held in District #4 or #7, the Pre-Conference forum be held in (6 -A 46) Southern Maine and the September committee meeting be held in District #4 or #7	FAILED Substantial Unanimity		
	That the date of the Spring and Fall Assemblies be determined, one year in advance to allow Districts interested in bidding to have an opportunity to meet the recommendations in the Service Workbook, section 2	Y 67 -N 16 -A 0		YES
	That the Maine Area reimburses the Round-Up chair and the Alternate Round-Up Chair for expenses to attend the Area Committee meetings and Area Assemblies to begin in the 2004 budget year.	Y 110 -N 1 -A 1		YES
	To allow and fund our Area Delegate or a qualified person to visit with the Area 28 Groups in Canada.	Y 75 -N 17 -A 1		YES
	That Area 28 form a formal committee to explore the establishment of a website either in cooperation with CSO or otherwise. This committee will be charged with bringing their recommendations to the Fall 2004 Assembly for approval.	TABLED until next MACM		NO
FALL 2004 Old Orchard Beach	That Area 28 request that the 55th General Service Conference consider restoring the six points to the pamphlet "The A.A. Group" (Delegate to submit this proposal to the appropriate committee at GSO to be placed on the Agenda at a General Service Conference	Y 96 -N 5 -A 0		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKKBK CHANGE
FALL 2004 Old Orchard Beach continued	That Area 28 donate a case of hardcover Big Books to Togus VA Hospital AA Group for distribution to the VA patients that want them.	Y78-N8-A 5		NO
	The seed money for the Area Round-Up be raised to \$3500. From \$2000. To ensure that all future Round-Ups are adequately funded to provide sign interpreters for our deaf attendees.	Y76-N12-A10		YES
	Proposed by the area Delegate: That a "/"(slash) be added after Special Needs and the words "Remote Communities" be added.	Y 83 -N 1 -A 1		YES
	Recommend that the Maine area create an annually budgeted reserve fund in the amount of \$1000. To assist financially struggling districts to attend area Service functions. This reserve fund will be a temporary fund to be reviewed at the Fall Assembly 2006	Y 49 -N 23 -A 6		NO
	That the Maine area Assembly instruct the treasurer of the Maine Area Assembly to create an escrow account and to instruct the treasurer to deposit contributions earmarked for that account until such time those moneys can be used for the purpose of locating and rent/lease a suitable office for the Maine Area Assembly.	Y 29 -N 41 -A 6		NO
Spring 2005 Ellsworth	The Website Committee recommends: That Maine Area 28 rants permission to the General Service Office to link to the Area 28 prototype web page at the following URL: http://area28.aomaine.org/	Subs. Majority		NO
	The creation of the office of Alternate Treasurer, who shall, ex officio, serve as Chairman or the Maine Area Finance Committee; by means of the adoption of the following changes to the Maine Area 28 General Service Workbook to be implemented at the Election Assembly in the Fall of 2005	Subs. Majority	Passed under new business.	YES
	Archives Committee Guidelines	Unanimous		YES
	Chair requested that the May Committee meeting be cancelled this one time to spend more time on the Delegate report.	Subs. Majority		NO
	A proposal for guidelines for temporary funds to assist financially struggling Districts	Subs. Majority		NO
	Motion to send \$400.00 to the General Service Board from the Area's treasury	Subs. Majority		NO
	Proposed changes to the Maine Area Workbook submitted by Guidelines Committee 2/6/06 to add 4.4.3 The duties of the Area Committee Chairperson shall be, but no limited to 4.4.3.1 A statement of purpose 4.4.3.2 Chair Meeting 4.4.3.3 Report activity to Maine Area Assembly at assemblies and Maine Area Committee Meetings Maintain its' budget 4.4.4 Standing Committees can recommend policy. The Area Assembly approves policy. C) 23. APPENDIX Standing Committee guidelines	Y 90-N 1-A 0		YES
Fall 2005 Lewiston	Form ad-hoc committee for location of an office for the Maine Area; Area 28 should lease office space to house offices and space for Area Committee meetings	Subs. Majority		NO
	The Area 28 Archives Committee proposes the creation of an Alternate Archivist position	Subs. Majority		NO
Spring 2006 Gardiner	Maine Area purchases a multi-function copier to be used by the Area Officers and be in the possession of the Delegate; not to exceed \$300.00	Y107-N24-A6		NO
	Under Assembly Guidelines add:6.1.6 Need to make sure Assembly site is fully handicapped accessible	Unanimous		YES
	Expenditures by the Maine Area Committee exceeding \$100. require Assembly approval	Y 55-N 72-A 11		NO
	Guidelines for the position of Alt. Treasurer, Area Workbook #17	Y 133-N 6-A 0		YES
	Area establish a dedicated fund for the purpose of raising monies to procure voice translation equipment to be used for translating meeting into other languages	Y 112-N 5-A 0		NO
	Area owns serving plates that members have been storing. A motion was made to donate the plates.	Subs. Majority		NO
	Translate the Area minutes using the Microsoft 2003 language translation offered on a trial basis to Canadian French, as well as find a translator recommended by Jean and send it out to the Districts for evaluation. A report as to the effectiveness will be made at the Maine Area Committee Meeting for an agenda to be presented to the 2006 Spring Assembly.	Subs. Majority		NO
Fall 2006 Millinocket	Boomerang: Section 4.6.3 to now read "Each elected committee person shall serve for (2) two years and then rotate off. Rotation is to be set up to elect (2) two new members at the ELECTION Assembly and (2) two new members at the NON-ELECTION Fall Assembly.	Y 110-N 1-A 0		YES
	Boomerang: Under Section 8.1.3 add: Each elected committee person shall serve for (2) two years and then rotate off. Rotation is to be set up to elect (2) two members at the NON-ELECTION Fall Assembly	Y 110-N 1-A 0		YES
	The Maine Area created an annually budgeted reserve fund in the amount of \$1000. To assist financially struggling districts to attend Area Service Functions	Y 14-N 66-A 6		NO
	That the Maine Area create an annual fund in the amount of \$1000. To assist financially struggling Districts to attend Area Service Functions	Y 88-N 15-A 5		YES

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
Fall 2006 Millinocket continued	Minutes and Report of Area 28 Assemblies & Committee meetings will be emailed unless hard copies are requested to be mailed via the US Postal Service through the Area Secretary.	Y 44-N 49-A 3		NO
	Area 28 do a one-time mailing (via USPS) of the assembly minutes to all registered groups in the Area accompanied by a flyer stating that the mailings will stop henceforth without a request by the group. Further that we do an every-other-year postcard mailing to those groups stating that policy. Details of the mailing to be left to our trusted servants, the Area Officers.	Y majority N 5-A 5	Comments were made regarding what mailing address the groups use; personal versus a group mailbox.	NO
	Add 4.16.4.1 to the Maine area Service Workbook which states: A written financial report shall be available at all Fall Assemblies.	Y 106-N 1-A 1		YES
	Maine Area forms an ad-hoc committee to explore the need for or the possibility of, Maine Area creating a new Delegate Area.	Y 23-N 68-A 3		NO
	A motion was made to approve the budget as presented	Unanimous		NO
	A motion was made to direct the \$613.77 submitted to the Area from the Round-Up Committee be turned over to the Translation Equipment Fund	PASSED majority		NO
	Area 28 will purchase a Williams wireless headphone system with accessories (microphone, mic stand, cases, when the Translation Fund permits.	Y 8-N Maj-A 0		NO
Spring 2007 Old Orchard Beach	We return to the original format and past experience of Maine Area 28 and mail or email all minutes of Maine Area 28 committee meetings and assemblies to whoever requests them; including all area officers, committee members, DCMs, GSRs and Past Delegates and occasionally to groups (based on a decision of Maine Area 28 committee members, to encourage attendance and participation.)	Y194 -N10 -A5		YES
	A district is a right sized ... to become Section 6.1 and to add a 6.2 that states the following: "Districts larger than 6-20 groups may choose to elect a district committee chairperson and as many DCMs as they feel necessary.	Y94 -N24 -A8		YES
	Section 21 to replace "The District Chair and DCM" to "The District Committee Chairperson". Section 22 to read: The DCM. Section 23 to read: The GSR. That Section 21.2 be omitted from Section 21 and inserted under Section 22 as definition for DCM.	Y79 -N3 -A1		YES
	For the remainder of 2007, the struggling district fund be replenished to \$1000. This means that \$909.90 would be taken out of our excess funds above prudent reserve	Y59 -N26 -A2		NO
	Send up to 50% of excess funds up to \$1000. to GSO at the end of March after assembly expenses.	PASSED Majority		NO
	Motion to buy the translation equipment that is needed with the funds they have now.	Y Maj. -N4 -A0		NO
Fall 2007 Belfast	Mail or email all minutes of Maine Area 28 committee meetings and assemblies to whomever requests them, including all area officers, committee members, DCMs GSRs and Past Delegates and occasionally to groups.	PASSED 3/4 vote		YES
	The Guidelines committee recommends that the Maine Area service workbook and the Maine Area past agenda booklet (The White Book) become one book starting January 2008.	PASSED 3/4 vote		YES
	Translation equipment stay with the Special Needs/ Remote Communities Chairperson	PASSED Majority		NO
	Area Chair create an ad-hoc committee to make recommended guidelines regarding struggling District fund at January 2008 Area Committee Meeting for Spring Assembly.			
	The Alternate Area Chair maintains an inventory annually of where all Area equipment is located at any time.	PASSED Majority		NO
	The PI committee take over the duty of purchasing a domain name and website host for Area 28	PASSED Majority		NO
	The Special Needs committee recommends that the Maine Area 28 Chair appoint an ad-hoc committee to develop guidelines for the Translation/ Hearing impaired equipment.	FAILED		NO
	To have the Area Committee meeting dates be put into the Assembly minutes and posted in the BEAM regularly.	FAILED NO 2nd		NO
	Approve/ accept the proposed budget for 2008	PASSED		NO
	From District #21, that a new booklet (similar in size to Living Sober) be developed using an up to date style of writing, with simple basic language to explain the principals in the 12 & 12 and the Big Book. A book like this could clearly reach pre-teens, teens, mentally challenged, those with literacy problems, those with English as a second language and more simply those in early sobriety.	PASSED		NO
Spring 2008 Sanford	Bid for the Fall Assembly 2008- District 7 Aroostook City	Unan. in favor	Loring AFB	NO
	August 08 MACM location. Muskie Center not avail. Dist. 8, 25 and 3 jointly bid for a Sullivan location.	Unan. in favor		NO
	Area 28 Alanon Liaison recommends Guidelines	PASSED 3/4 vote	Guidelines added to workbook. 4.3.15.2	YES
	Create a \$200 budget for alternate archivist position	PASSED	reconsidered and passed again	
	Confirmation of alternate archivist	Confirmed	Marion T. is Alt. Archivist	NO
	Affirm Young People of AA bid to bring NECYPAA in late 2009 or early 2010	PASSED		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
Spring 2008 Sanford	Post conference Forum bids. Dist. 2 Dixfield	PASSED	American Legion on Rt. 2	NO
	Motion for Delegate to go to conference with \$2000 for GSO contribution.	Defeated 25-52		NO
	Motion to give \$2100.22, all excess funds, to GSO	Passed 64-9		
	Motion to reconsider GSO contribution	Defeated 18-52		
Fall 2008 Presque Isle	Spring 09 Assembly Bids- District 6 Brunswick	Unan. in favor	April 3,4, 5 2009	NO
	09 Post Conference Dist. 21 Bucksport	Unan. in favor	May 17, 2009	NO
	Motion to accept Struggling Dist. Guidelines w/friendly amendment	Passed by 3/4	Added to workbook	YES
	Motion to accept Public Information Guidelines w/friendly amendment	Passed 3/4	Added to workbook 4.15.1	YES
	Vote to instruct Round Up chair to sign lodging	Passed	*Minority opinion spoken. Vote to	NO
	Motion to raise Prudent Reserve by \$2000 in 2009 and \$2000 in 2010 bringing the prudent reserve to \$7000 in 2010	Passed 50-25		NO
	Vote on proposed 2009 budget	Passed by Maj		NO
	Boomerang reporters elected. North-Bob D. Dist. 4 West- Ed L. Dist. 2, Janette B. - dist. 16	All passed unan.		NO
	Affirmation of Byron B. Dist. 14 to be Alternate Treasure	Sub. Majority	Current treasure stepped down, alt. became treasure so new alt. was needed.	NO
	Jean M. appointed to Alanon Liaison	Sub. Majority	Previous Alanon stepped down	NO
	Motion that PI committee put new website online	Passed by Maj.	Guidelines to be written	NO
Spring 2009 Topsham	Fall 09 Assembly Bids-District 3 Bangor	Unan. in Favor		
	Dissolve separate translation fund and require that further expenditure be approved by the Maine Area Assembly	Unan. in Favor		NO
	Guidelines passed for: Boomerang, Corrections, Grapevine, Guidelines and Love and Service	Unan. in Favor	Added 4/09	YES
	Maine Area Committee commit to providing ASL interpretation to a member in need at Area Comm. Mtgs. and Assemblies.	Y-Simple Majority		NO?
	Add one page to the Maine Area Workbook to give a better description of the districts geographical border by town.	Unan. in Favor		YES Back page
	Motion to get \$150 for computer upgrade eq. for laptop the Registrar uses.	Voted down	Tabled, un-tabled, withdrawn	
	Motion to form an ad hoc committee to look into upgrading Maine Area laptop. Chaired by Phil. B. the Area Registrar. He will report to the Aug. 09 MACM.	Sub. in Favor	Do we need this, buy a new one etc.	
Fall 2009 Brewer	Spring 2011 Assembly Bids - District 20 Saco, OOB	Y-Simple Maj.		NO
	Post Conference Forum Bids - May 16th	Y-47, N-42	District 17 Gray-Gorham	NO
	Combine Alt. Secretary & Registrar positions	N-Simple Maj.		NO
	Accept the \$762.45 donation from NECYPAA	Y-82, N-20	Vote to reconsider passed; motion passed again.	NO
	Purchase a new laptop computer for Maine Area's usage	Y-69, N-4	Minority opinion; no motion to reconsider.	NO
	To accept guidelines for Special Needs	Y-Simple Maj.	Friendly amendment to 4.18.1	YES
	To accept guidelines for Treatment	Y-Simple Maj.	Friendly amendment to 4.17.1	YES
	To accept guidelines for Literature	Y-Simple Maj.		YES
	Proposed 2010 Budget: Two friendly amendments 1) Alt. Archivist budget amount \$200 added based on a past assembly action. 2) District Aid Fund budget amount of \$1000 added.	Y-Simple Maj.		NO
	To add 2.1.1 to the Maine Area Service Workbook	Y-69, N-3	Floor Action. Minority opinion; no motion to reconsider.	YES
Spring 2010 Lewiston	Guidelines Committee to review simplified Robert's Rules of Order and consider them to be listed in the Workbook.	Y-Simple Maj.	Floor Action	NO
	1. Fall 2010 Election 2. Appoint Archives Chair, Elect Alt Chair in Fall 2010 3. Hold election this weekend	Y-66	Assembly voted on 3 options presented by Past Delegates.	NO
	Fall 2010 Assembly Bids - District 7,1	D7-47, D1-69		NO
	That Area 28 accept donations or contributions from NEFOTS, NECYPA, and other Conferences, Workshops, Assemblies calling themselves "AA -affiliated" as long as the Conf., Workshop, Assy., etc. involves the attendance and support of AA members.	Y-91		NO
	One permanent address for Maine Area 28	Y-Simple Maj.		NO
	Maine Area 28 creates and Ad Hoc Committee to explore the possibility of holding One Day Assemblies.	Y-Simple Maj.		NO
	Send Delegate Informed but not instructed.	Y-Simple Maj.		NO
	GSO Contribution \$1,000.00	Y-Simple Maj.		NO
Fall 2010 Portland	PDF file of Boomerang be posted on Maine Area Website	Y-Simple Maj.		NO
	Third Legacy Election Alt Area Chair		Byron B.	NO
	Boomerang reporters elected. West - Don C., South - Becky W., East - Jason S., North - Terri H.			NO
	Nomination for NE Class B Trustee		Bob D.	NO
	Confirmation of Alternate Archivist		Marie N.	NO
	Spring 2011 Assembly Bids - District 20 Saco, OOB	Unan. In Favor		NO
	Post Conference Forum Bids - May 15th		District 9	NO
	Guidelines for Hosting an Assembly	Y-61, N-6	Assembly Action Item to clarify 6.3.9	YES
	Continuation of Ad hoc Committee to Spring Assembly	Y-68, N-3		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
Fall 2010 Portland continued	Proposed 2011 Budget	Y-Simple Maj.		NO
	Love and Service Committee Chair Appointment		Rick Y.	NO
	GSO Contribution \$3,200.00	Y-Simple Maj.		NO
Spring 2011 District 20 Old Orchard Beach	Vote to change date of PCF to Feb. 26th 2012	Y-Simple Maj.	NERAASA on same date as PCF in 2012	NO
	Fall 2011 Assembly Bids - District 8, Ellsworth	Y-Simple Maj.		NO
	Motion to Purchase new laptop for Area Treasurer	Y-Simple Maj.	\$450-\$500	NO
	Motion to move MACM to Bangor	N-Simple Maj.		NO
Fall 2011 District 8 Ellsworth	Spring 2011 Assembly Bids - District 21	Y-Simple Maj.	Blue Hill, Stonington	NO
	Post Conference Forum Bids - District 6, 21	Y-93, District 6		NO
	Limit types of sales of recording company contracted	Y-Simple Maj.		NO
	Finance Committee Guidelines	Withdrawn		NO
	Maine Area 28 fund publishing/mailling Boomerang Minority opinion spoke. Motion to reconsider failed	Passed	Through Maine Area Treasury. No separate contributions.	NO
	Maine Area 28 create an assembly committee	Withdrawn		NO
	Area Chair appoint a Webmaster	Y-Simple Maj.		NO
	Pamphlet 15 Q&A on Sponsorship	Failed	2-part motion by Pulse Group (D13)	NO
	Boomerang reporters elected. East - Don, West- Dana G. North - Chris, South - Phil	All passed unan.		NO
	GSO Contribution \$10,000.00	Y-Simple Maj.		NO
	Proposed 2010 Budget	Y-Simple Maj.		NO
	Past Delegate committee be started	Motion Failed		NO
Spring 2012 District 21 Bucksport	Fall Assembly bid - District 17 - Naples	Passed	Songo Locks Elementary School	NO
	Delegate sent informed to General Service Conference			NO
Fall 2012 District 17 Naples	Spring Assembly bid - District 10 - Millinocket	Unanimous		NO
	Post Conference Forum bid - District 5- Lewiston Area	Unanimous		NO
	Third Legacy Election of Alt. Area Round-Up Chair		George B.	NO
	Nomination for Trustee-At-Large		Miles B.	NO
	Guidelines for Hosting Post Conference Forum	Passed 3/4s		YES
	Guidelines for Bridging The Gap Standing Committee	Passed 3/4s		YES
	2013 Maine Area 28 Budget	Accepted		NO
	Motion to hold Maine Area Committee Inventory	Passed	Report to be given to Maine Area	NO
	Created - Past Delegates of Maine Area 28 advisory Board	Passed	To share their experience, strength and hope with the Area	NO
	Motion - send GSO \$2000	Passed		NO
	Chair to form ADHOC Committee to review the Boomerang Editor and Web Master positions			NO
Spring 2013 District 10 Millinocket	Voted for Alt. Secretary with 1 member standing. Single vote cast by Sec. Donna R. elected			NO
	Bid for Fall Assembly - District 13 at Sanford to host.	Passed		NO
	Expanded / updated guidelines for Registrar	Passed		YES
	16.3.1 added to Treasurer's job description	Passed		YES
	Only Maine Area 28 business is conducted on assembly floor, including literature	Failed		NO
	That Maine Area 28 REINVENT presentation of Archives	Failed		NO
	Allow the Round-Up committee right of decision (Concept 3) with regards to what recorders sell or display at the Round-Up	Passed	Changed "tapers" to "Recorders" Passed, minority appeal original motion passed	NO
	Elected EAST Boomerang Reporter Don C.	Passed		NO
	To change Maine Area 28 CSO Liaison position title to CSO/Intergroup Liaison	Passed		YES
	Revised budget for 2013	Passed		NO
	To send Delegate informed not instructed	Passed		NO
	To publish the Boomerang in print only	Tabled		NO
	To send \$2000.00 contribution to GSO		brought by Nina R. Alt. Treasurer	NO
Fall 2013 District 13 Sanford	Spring Assembly 2014 will be in District 2 Farmington	Passed	No other district bid	NO
	Post Conference Forum May 18, 2014 District 6 Bath			
	All elected positions filled			
	The Boomerang Editor shall be an Elected Position	Failed		YES
	Boomerang committee members will be appointed by the editor	Passed		YES
	Area 28 Establish a Website Committee	Tabled	Will go back to Ad Hoc Group	YES
	Affirm that the Website will serve as an electronic tool for Area use by AA members & the general public	Passed		NO
	Web Master shall be an Elected Position	Tabled	Will go back to Ad Hoc Group	YES
	Replace 4.15.5 workbook with different wording	Passed	To clear up when and with whom the PI meets	YES
	Adopted guidelines for the Finance Committee	Passed	Discussion on roll of the Treasurer at the Finance committee meeting	YES
	Area elected to incorporate to become an appropriate 501C corporation & file annual taxes as a corporation	Passed	Decision made through Third Legacy procedure	Not Yet
	Adopted guidelines for CPC Committee to be added to workbook	Passed		YES
	Adopted a Job Description for CSO/Intergroup Liaison	Passed	Confusion on correct final draft, will be entered	YES
	Proposed 2014 Budget	Passed		NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
Fall 2013 District 13 Sanford continued	Finance Committee shall include projected income in presentation of annual budget	Failed		NO
	In accordance with Concept #10 Area Officers will decide on presentation of annual budget	Failed		NO
	Area 28 shall purchase its own PA system with adequate mics and speakers to be used at Area functions (~\$1500)	Passed		NO
	Area Assembly direct the 2013 RU Chair & Treasurer to be available at 1/14 ACM to answer questions....	Failed		NO
	Area 28 make an 'in kind' donation to Preble Street Resource Center in the name of Burbank, Newman & Noyes		This was to uphold Tradition 7 by paying for legal advice on 501C decision	NO
	Area 28 will use up all materials with "Maine Area 28" on them	Passed		NO
Spring 2014 District 2 Farmington	Third Legacy Procedure: to select a new Alternate Secretary. (Bill L. our Alternate Secretary assumed the Secretaries Position after Kathleen L. our Secretary stepped down.)	Second Ballot Steven V. – 53 Donna R. - 17	After Second Ballot Donna R. removed herself from further consideration, Steven V. is our New Alt. Secretary for Pane 64	NO
	Delegate Mary Lou Q. sent to General Service Conference Informed but not instructed	Passed Unanimous		NO
	Bid's for 2014 Fall Assembly from the East were accepted District 16 was the only District that made themselves available	Passed	District 16 awarded the bid	NO
	501c3 Presentation with questions and answers. Over view by Gene W. Area Chairperson	Non-voting Item	501c3 Presentation	NO
	Bob W. made a motion "To dismiss the tabled motions from the 2013 Fall Assembly about the website" it received a second, discussion point: Does the Webmaster need a committee to oversee the Area 28 Website?	Passed Substantial Maj.	Form Website Committee. Unfinished business from Fall Assembly 2013, Motions 4 & 5.	YES
	Motion to withhold \$ 2500.00 of our working balance for any unexpected costs incurred by our 501c3 application and based on our past contribution of 2012 & 2013 a recommendation of \$2500.00 to GSO was made.	Passed Substantial Maj.		NO
	Motion that Area 28 take an Area Committee Inventory. Much Confusion in discussion	Passed	New Business. Area Inventory	NO
	Motion that the Area Committee conduct a spiritual inventory within the first year of office and (a) report submitted at (the) next Area Assembly, and get it done every two years.	Withdrawn	New Business. Area Committee Spiritual Inventory	YES
Fall 2014 District 16 Belfast	Bid's for Post Conference Forum heard from Districts 1 & 5	Passed	District 1 awarded the bid	NO
	Area 28 creates a new Area 28 Standing Committee, the Website Committee, responsible for the Area 28 Website.	Passed near unanimous	Agenda Item 1. Create Website Committee	YES
	Change the wording in 25.1 of the Service Area Workbook, under Struggling District definition and guidelines (pgs. 23 & 33) Replace the word "dark" with the word "inactive" as it is used to describe a district.	Failed Y-72 N-26 73.5%	Agenda Item 2. Dark District to Inactive District.	YES
	Nomination of candidate for Class B Northeast Regional Trustee to the General Service Board. Third Legacy Procedure.	Bob D. Candidate	Agenda Item 3. Northeast Regional Trustee Bob D., Miles B., Spencer R. made themselves available	NO
	Motion to accept 2015 Area 28 Proposed Budget	Passed		NO
	501c3 update. Gene W. gave background information on progress of forming a 501c3 nonprofit.	Non-voting Item		NO
	Review Report on our 2012 Area 28 Inventory	Non-voting Item	Mary Lou Q. Presented	NO
	* Motion "To send the Boomerang Editor to NERAASA".	Passed Y43 N22 A2 Reconsidered Failed Y21 N30	New Bus. Boomerang Editor To NERASSA.	NO
Spring 2015 District 6 Topsham	2.1.2 Geographically Central Districts for bidding for a Fall Assembly shall be first given to Districts 3, 8, 10, 14 and 16 that encompass a central location before opening the bidding as noted in 2.1.1	Passed Y85% N13 A3	Agenda Item C. Central Districts Defined for Election Assemblies	YES
	Bid's for Fall Assembly 2015 heard from Districts 3 & 14	Passed	District 3 awarded the bid	NO
	Motion to send our Delegate Mary Lou Q. to General Service Conference as "Informed but not Instructed"	Passed	Informed but not Instructed	NO
	501c3 Presentation with Q & A	Non-voting Item	By Laws written using templates from Area's 44 & 49	NO
	Add wording to the Area Workbook: page 26 (description of Area Treasurer) and end of second sentence: "experience in bookkeeping" ADD " and computer accounting programs is strongly suggested."	Passed Unanimous	Agenda Item A. Wording addition to Area Treasurer	YES
	Add new Guidelines for the Website Committee	Failed only 69%	Agenda Item B. Add Website Committee Guidelines	YES
	Move all Round-Up monies to the Area Treasury and be administrated by the Area Treasurer as guided by the Finance Committee	Failed Substantial Maj.	Agenda Item D. Round Up Funds to Area Treasury	YES
	Motion made to send excess funds to GSO	Passed	\$1800.00 Contribution to GSO from Area 28	NO
	To bring Trustee By-Laws for the 501c3 to the August 2015 Area Committee Meeting for Review. Also, to have the Corporate Accountant appear at the August 2015 Area Committee Meeting to advise and inform.	Passed	George S. made this motion, lots of discussion.	NO

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
Fall 2015 District 3 Brewer	Under Section 3 area Officers (Trusted Servants) we add Section: 3.2: "The Delegate, the Area Chairperson, the Area Secretary, the Area Treasurer, the Area Registrar, the Area Finance Committee Chairperson serve on the Board of Directors for the Area28 501c3corporation. Being a member of the Board of Directors entails additional meetings and communication with the other Board of Directors as well as well as other responsibilities and liabilities that come with serving on a Board of Directors of a 501c3 corporation in the State of Maine. Familiarity with the Area 28 Corporate Bylaws, Articles of Incorporation and other documents as well as nonprofit board experience is recommended but not required".	Passed Y-113 N-2	Agenda Item 1 GSA28 Board of Directors	YES
	Bid's for Spring Assembly 2016 from Districts 1 & 20.	Passed	District 1 will host our Spring Assembly	NO
	Bid's for Post Conference Forum 2016	Passed	District 7 will Host our Post Conference Forum	NO
	Raise the Delegates Budget by \$2500.00 on the years of the International Convention, starting year 2020 and every 5 years thereafter.	Failed Substantial Maj.	Agenda Item 2 Delegates Budget for International Convention	NO
	The Area 28 Archives Committee would like to make a motion that the Archivist be appointed as the Chairperson of the Archives Committee and the Alternate Area Chairperson be appointed as the Archives Secretary of the Archives Committee.	Passed Y-87 N-7	Agenda Item 3 Archives Chairperson	YES
	Motion that the Round - Up policy on American Sign Language interpreters to be changed to the following statement: American Sign language interpreters will be provided at the requested prior to 30 days of the Round - Up, there will be no sign language interpreters available. A line for explanation and request will be added to the Round - Up flyer	Failed Y-37 N-27 Reconsidered Passed Y-84 N-10	Agenda Item 4. American Sign Language at Round Up Reconsidered under old business and passed	YES
	To add new Guidelines for "Website Committee" to the Area Service Workbook.	Passed Unanimous	Agenda Item 5. Website Committee	YES
	To add new guidelines for "Webmaster" to the Area Service Workbook.	Passed Y-82 N-2	Agenda Item 6. Webmaster	YES
	The Assembly Affirms and accepts the General Service Area 28 Bylaws.	Passed Y-77 N-2	Agenda Item 7. GSA28 Bylaws	YES
	Finance Committee Presentation of the 2016 Proposed Budget.	Passed Unanimous	2016 Proposed Budget.	NO
	Approve a training program for the incoming Treasurer and Alt. Treasurer to instruct the QuickBooks Accounting Software not to exceed a cost of \$500.00.	Passed Substantial Maj.	New Business Treasurer, Alt. Treasurer training	NO
	Request for 2 mobile wheelchairs to be Available at Assemblies.	Nonvoting Item	Byron B. agreed to donate 2 wheelchairs to Area 28.	NO
	Nikki O. Move to make motion to Agenda item #7 to add the Area Round - Up Chairperson to the list of Directors.	Tabled Y-51 N-22	Motion to table this motion to the next ACM	NO
Spring 2016 District 1 Portland	Third Legacy Procedure for Alt. Treasurer: David B. only one to stand and was elected.		David B., elected Alt. Treasurer	NO
	Ad Hoc Committee on ASL conclusion is to continue placing a line on the Round Up registration form.		Ad Hoc: American Sign Language	NO
	Bids for the 2016 Fall Assembly. Districts 8 & 21 bid together.	Passed	Fall Assembly in Ellsworth	NO
	Add Round-Up Chairperson to the Board of Directors.	Failed	Agenda Motion A: Board of Directors	YES
	Guidelines Committee to include "and the General Service Area 28 Corporate Bylaws" to the end of 4.12.1.	Withdrawn	Agenda Motion B: GSA28 Bylaws	YES
	Finance Committee would like to establish a standard mileage reimburse rate to be 16 cents per mile.	Withdrawn	Agenda Motion C: mileage to \$0.16	NO
	Increase Boomerang printing budget from \$600.00 to \$1200.00 for 2016. Minority opinion heard.	Passed	New Business Boomerang printing to \$1200.00	NO
	Raise Archivist budget to \$1000.00. Minority opinion heard. Motion to reconsider failed.	Passed	New Business Archivist budget raised to \$1000.00	NO
	Raise Archivist budget to \$1000.00. Minority opinion heard. Motion to reconsider failed.	Passed	New Business Archivist budget raised to \$1000.00	NO
	Increase Alt. Archivist budget to \$400.00 Passes Minority opinion heard, no change.	Passed	New Business Alt. Archivist budget raised to \$400.00	NO
Fall 2016 Districts 8/21 Ellsworth	Send \$750.00 to GSO. Friendly amendment to \$1000.00 accepted, Friendly amendment to \$5000.00 rejected.	Passed	New Business \$1000.00 to GSO	NO
	Third Legacy Procedure for Alt. Treasurer	Open	Alt. Treasurer: No one stepped forward	NO
	Third Legacy Procedure for Trustee At Large. Past Delegates Mile B. and Mary Lou Q. made themselves available		Mary Lou Q. by simple majority	NO
	Bids for the Spring Assembly. District 17 Bid.	Passed	In District 17	NO
	Bids for the 2017 Post Conference Report. District 14 bid	Passed	In District 14	NO
	2017 GSC Agenda: changes to the A.A. Service Manual on years not published be available to the Fellowship within 90 days after the conclusion of the GSC.	Passed	Agenda Motion 1: A.A Service Manual changes.	NO
	Archives Committee purchase a laptop, scanner, necessary archives and antivirus software not to exceed \$1000.00.	Passed	Agenda Motion 2: Archives Committee equipment	NO
	2017 GSC reconsider removal of text in Concept XI. Failed. Minority opinion heard. Motion to reconsider failed	Failed Y13 N0 A9	Agenda Motion 3: Concept XI	NO
	Remove "through our own contributions" from the AA Preamble. Minority opinion heard.	Failed Simple Majority	Agenda Motion 4: Scarborough Route One Group	NO
	Add Alt. Area Webmaster service position. Motion amended "for a second consecutive panel". Minority opinion heard. Motion to reconsider amendment fails.	Passed Y111 N10 A3	Agenda Motion 5: Alt. Webmaster term.	YES

DATE	AGENDA ITEM	VOTE RESULTS	COMMENTS	WRKBK CHANGE
Fall 2016 Districts 8/21 Ellsworth continued	Purchase a new computer for the Area Treasurer up to \$800.00. Software discussed. Friendly amendment to raise to \$1200.00. 2nd Friendly amendment add "and software" to motion. Both amendments accepted.	Passed	Agenda Motion 6: New computer and software for Area Treasurer	NO
	Change 4.12.2, to read "the Committee will consist of the Guidelines Chairperson, Guidelines Secretary (position held by Alternate Delegate), a District ...". Motion to table failed. Minority opinion heard. Motion to reconsider fails Y23 N43 A9.	Failed Y58 N25 A5	New Business: Alternate Delegate, Guidelines Committee Secretary instead of Chairperson.	YES
	990-N filed, legal for 2015. GSA28 is a 501c3 organization.		501c3 Status	NO
	Continue to have two checking accounts.		Ad Hoc: Area Treasurer/Round-Up Finances	NO
	Change contributions to GSO scheduled for the Spring Assembly to the Fall Assembly.	Failed Y49 N23 A4	New Business GSO contributions.	YES
	Delay printing of the Workbook until issues regarding the committee make up issue resolved. Passes, minority opinion heard, Motion to reconsider passes. Re voted and failed.	Failed	New Business Delay Workbook printing.	NO
Spring 2017 District 17 Naples	Third Legacy Procedure for Alternate Treasurer Dan. B. and Kim R., both of District 17 ran.	2/3s majority	Dan B., elected Alt. Treasurer	NO
	Affirmation of JR to be Webmaster	Simple Majority	Webmaster affirmed, JR	NO
	Affirmation of Jerome B. to be Alternate Webmaster	Unanimous	Alt. Webmaster affirmed, Jerome B.	NO
	Fall Assembly bids. District 6 only district	Unanimous	Fall Assembly to District 6	NO
	Motion to send our Area Delegate informed but not instructed.	Unanimous	Delegate informed to GSC	NO
	The Guidelines Committee would like to make a motion to change 4.12.2 to read: The Committee will consist of the Guidelines Chairperson, Guidelines Secretary (position held by the Alternate Delegate), a District Chairperson ... Area 28.	FAILED Y14, N65, A2	Motion 1 Change makeup of Guidelines Committee	YES
	Portland Young People's Group: That Area 28 no longer maintain and manage a website, and that we pay \$1200 per year to CSO for a link on their website to post Area information.	Presenter not at assembly Withdrawn	Motion 2 Area 28 Website	YES
	Presented by Past Delegate: That Area 28 hold an Area inventory no later than June of 2018, focusing on the Traditions and Concepts as our guide to carrying AA's message to the Alcoholic who still suffers. Alternate Chair asked for a friendly amendment to read: That Area 28 hold an Area Inventory no later than June, following the election of the new panel, focusing on the Traditions and Concepts as our guide to carrying AAs message to the Alcoholic who still suffers. Amendment accepted.	PASSED Y61, N18, A2	Motion 3 Area 28 Inventory By June following an election.	NO
	The Guidelines Committee makes a motion to add to the workbook: 4.12.1.1: The Guidelines Chairperson shall serve a term of two years, with the option to stand for reappointment for an unrestricted number of terms.	Withdrawn	Motion 4	YES
	Corporate Bylaws of General Service Area 28 Article IV, sections 2 and 3 be revised as follows: 2. The Immediate Past Delegate will serve as chairperson of the Board and will preside at all meetings of the Directors and will give general charge of the business of the Corporation, subject to approval of the Board of Directors. 3. In case of death, disability or absence of the Board Chairperson, the Area Chair will perform and be vested with all the duties and powers of the Chairperson.	PASSED Simple Majority	Motion 5 GSA28 Bylaw change, Board Chairperson	NO (BYLAWS)
	District 16 Chair: That Area 28 reaffirm the Area 28 General Service Workbook Section 24. Also noting SECTION 2.5 A quorum shall be the voting members of an Assembly present at the time of the vote.	PASSED Simple Majority	Motion 6 Reaffirm Area 28 Service Workbook Section 24, Amendment process	NO
	District 21 Chair: That Area 28 should have a budgeted amount available in advance to the Host Committee for an Assembly. When the Assembly is done, any money recouped through meal ticket sales should be returned to Area 28. The cost of meal tickets should be intended to cover the cost of food and beverages ONLY. The host District(s) may select the venue (school, etc.) and negotiate terms, but the bill should go to Area.	WITHDRAWN	Motion 7 Assembly funding	YES
	Area Treasurer: Increase 2017 budget \$100 per Boomerang Reporter so they can execute their duties within their assigned region.	PASSED Simple Majority	New Business Boomerang Reporters increase	NO
	Area Treasurer: Increase ad hoc committee Board of Directors budget from \$500 to \$1000.	TABLED Simple Majority	New Business Board of Directors increase	NO
	Area Treasurer: One-Time annual contribution of \$1500 to GSO. Friendly amendment: by Area Delegate: Area 28 contributes \$1500 to the General Service Board. Accepted	PASSED Simple Majority		NO

