

# A HANDBOOK FOR THE WESTERN WASHINGTON AREA 72 COMMITTEE

(December 2014)





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The Western Washington Area Handbook is considered a working service document and is subject to change. While this handbook is a reflection of how the Western Washington Area conducts business, it is meant to be used as a guideline, not as a binding document.

Only passed motions are binding actions.



## **THE DISTRICT COMMITTEE MEMBER** **AND THE WESTERN WASHINGTON AREA 72** **COMMITTEE**

*“The District Committee Member (DCM) is an essential link between the group General Service Representative (GSR) and the area delegate to the General Service Conference. As leader of the district committee, made up of all GSRs in the District, the DCM is exposed to the group conscience of that District. As a member of the Area Committee, he or she is able to pass on the district’s thinking to the delegate and the Committee.” (The pamphlet “Your DCM”, available from the General Service Office, provides basic information on this service job.)*

Page S31, The A.A. Service Manual, 2011-12.

“The DCMs job is primarily that of two-way communication. The DCM:

- Regularly attends all district meetings and area assemblies
- Receives reports from the groups through GSRs and through frequent personal contacts with groups in the district.
- Holds regular meetings of all GSRs in the district.
- Helps the Conference delegate cover the area, which would be impossible for the delegate to do on a group-by-group basis.
- Assists the delegate in obtaining group information in time to meet the deadline for A.A. directories.
- Keeps GSRs informed about Conference activities; this includes setting up opportunities for the delegate’s Conference report, occasionally making the Conference report if the delegate cannot be present, and inviting the delegate to regular district meetings.
- Makes sure that GSRs are acquainted with The A.A. Service Manual, The Twelve Concepts for World Service, the G.S.O. bulletin Box 459, workbooks and guidelines from G.S.O., and any other service material.
- Helps GSRs make interesting reports to groups, and encourages them to bring new A.A. members to service events.
- Keeps groups informed about Conference-approved books and pamphlets.
- Organizes workshops and/or sharing sessions on service activities.
- Regularly keeps in touch with the Alternate DCM and the delegate; sends district minutes to the delegate and alternate, and exchanges them with other districts.
- Brings Traditions problems to the attention of the delegate.
- Makes a regular practice of talking to groups (new and old) on the responsibilities of general service work.

Page S32, The A.A. Service Manual, 2011-12.

With this in mind, the Western Washington Area 72 Committee has put together the following thoughts and information for the use of future DCMs:

Western Washington Area 72 DCMs traditionally meet with other members of the Area Committee in January, April and July. The fourth meeting of the year is in October at the Western Washington Area 72 Assembly. Some of the functions of the Area Committee members have been:

- Sharing experiences, ideas and problems in each of the Districts represented.
- Receiving information to take back to the Districts from our Delegate, other Area Officers and special committee chairpersons about G.S.O., the General Service Conference and various Area activities.
- Presenting, developing, reviewing and/or clarifying motions concerning Area policy, procedure and organization.

We have found that the first two functions: experience sharing and information gathering, though often time consuming, have been enjoyable and worthwhile.

#### Current Motion Practices:

1. We seek to represent the best interest of Area 72 and Alcoholics Anonymous, through the collective wisdom of our group conscience.
2. The idea for a motion can originate from an individual, a group, a district or from the floor of the Area Committee meeting or Assembly.
3. The Area Committee uses the Traditions, The A.A. Service Manual and Concepts as guidelines when forming a group conscience.
4. Housekeeping actions which would ensure the orderly functioning of the Area, would best be handled and voted on at the committee level. Our concepts suggest that it is advantageous for the groups to be able to delegate such responsibilities to particular bodies within the service structure.
5. Occasionally, the Committee might need to take prompt action at a quarterly committee meeting on an issue normally handled at Assembly. In such a case, polling groups through their GSRs has been effective. (75.1, 76.9)
6. Actions taken by the Washington Area Assembly cannot be changed except by Washington Area Assembly action. (82.8)

7. To ensure ample time for discussion, evaluation and clarification; motions will be presented at Area Committee Quarterlies where they will be discussed, clarified and rewritten for inclusion on the Assembly Agenda. Ideally, motions would be introduced at either the January or April Quarterlies.

Finally, we would like to share a few recommendations based on our experience:

1. Communication is more important than parliamentary procedure. Ample time should be made available during Area Committee meetings to discuss and clarify issues, ideas, and motions. Committee meetings should not be so formally structured that free discussion about a concept or new idea is discouraged because it is not in the form of a motion.
2. To help us more effectively reach an informed group conscience, we encourage use of the Area Newsletter and Website as a forum for District activities, Area activities, new ideas, problems and proposed motions.
3. Informal meetings between DCMs from nearby districts have been a valuable vehicle.
4. In our experience, committee meetings have provided opportunities for learning and growing within our Fellowship. These meetings are an ideal place to protect and ensure the continued unity of our Area. We believe that preparation for, and participation in, Area Committee meetings are integral components to conduct spiritually centered Area business.

#### Use of Discussion Topics

In 2013, the Area began to include 'discussion topics' on the Assembly Agenda. Discussion topics are areas of interest, concerns, or other items which moved through the Quarterly Process and, in some cases, are placed on the Assembly Agenda. Discussion topics are meant to be exploratory in nature, however, they can result in the creation of a motion.

## **WESTERN WASHINGTON AREA**

### **EVENT CALENDAR**

This is a general schedule of events that various members of the Western Washington Area (W.W.A.) participate in each year. Each item is subject to change by committee decision or necessity. The Western Washington Area Committee is comprised of current District Committee Members, Appointed Officers, Elected Officers and Past Delegates (ex-officio, non-voting).

General Service Representatives (G.S.R.s) attend their own District Meetings monthly and the W.W.A. Assembly in October. G.S.R.s are encouraged to participate in Regional Pre-Conferences, Delegate Reports and Pre-Assembly Workshops. G.S.R.s are invited to most Area functions, but are not voting members of the Area Committee.

District Committee Members (D.C.M.s) attend W.W.A. Committee Quarterly Business Meetings and the W.W.A. Assembly. They also help organize their associated Regional Pre-Conferences, Delegate Reports and Pre-Assembly Workshops.

Appointed Area Officers attend the W.W.A. Committee Quarterly Business Meetings, the W.W.A. Assembly and their respective Standing Committee Meetings. Representatives from each District are urged to attend the Standing Committee Meetings.

Elected Area Officers attend the W.W.A. Committee Quarterly Business Meetings, the W.W.A. Assembly and those functions which specifically necessitate their presence. For example, the Delegate and Alternate Delegate attend Pre-Conferences and Area Chairperson attends Pre-Assembly Workshops.

#### **JANUARY**

- First Friday and Saturday that is not New Years: Western Washington Area Committee Quarterly Business Meeting.
- Second Saturday: Area Treatment Facilities Quarterly Meeting.
- Third Saturday: Area Accessibilities Quarterly Meeting.
- Mid-Month: deadline for proposed General Service Conference Agenda items at the General Service Office.
- Fourth Saturday of the Month: Area Web Committee Quarterly Meeting.

#### **FEBRUARY**

- First Saturday: Area Archives Quarterly Meeting.
- Second Saturday: Area Public Information (P.I.) and Cooperation with the Professional Community (C.P.C.) Quarterly Meeting.



- Mid-Month: final General Service Conference Committee Agenda Items become available from the G.S.O.
- Third Saturday: Area Grapevine & Literature Quarterly Meeting.

## MARCH

- First weekend: Pacific Regional Alcoholics Anonymous Service Assembly (P.R.A.A.S.A.).
- Pre-Conference Assemblies (30 days prior to General Service Conference).
- Third Saturday: Area Corrections Quarterly Meeting.

## APRIL

- First Friday and Saturday unless in conflict with Easter weekend: W.W.A. Committee Quarterly Business Meeting.
- First Saturday following the W.W.A. Committee Quarterly: Area Treatment Facilities Quarterly Meeting.
- Third Saturday: Area Accessibilities Quarterly Meeting.
- Third week: General Service Conference in New York.
- Fourth Saturday of the Month: Area Web Committee Quarterly Meeting.

## MAY

- Delegate Reports begin.
- First Saturday: Area Archives Quarterly Meeting.
- Second Saturday: Area Public Information (P.I.) and Cooperation with the Professional Community (C.P.C.) Quarterly Meeting.

## JUNE

- Second Saturday: Area Grapevine & Literature Quarterly Meeting.
- Third Saturday: Area Corrections Quarterly Meeting.

## JULY

- First weekend unless in conflict with the Fourth of July: W.W.A. Committee Quarterly Business Meeting.
- Area Assembly Agenda finalized.
- First weekend following the W.W.A. Quarterly: Area Treatment Facilities Quarterly Meeting.
- Third Saturday: Area Accessibilities Quarterly Meeting.
- Fourth Saturday of the Month: Area Web Committee Quarterly Meeting.

## AUGUST

- Pre-Assemblies begin.
- First Saturday: Area Archives Quarterly Meeting.
- Second Saturday: Area Public Information (P.I.) and Cooperation with the Professional Community (C.P.C.) Quarterly Meeting.

## SEPTEMBER

- Second Saturday: Area Grapevine & Literature Quarterly Meeting.
- Third Saturday: Area Corrections Quarterly Meeting.

## OCTOBER

- First full weekend: Western Washington Area Assembly (62.1, 82.8)
- First Saturday following the Area Assembly: Area Treatment Facilities Quarterly Meeting.
- Third Saturday: Area Accessibilities Quarterly Meeting.
- 31st: Area Treasurer sends any contribution dollars over our Area Prudent Reserve to the General Service Office.
- Fourth Saturday of the Month: Area Web Committee Quarterly Meeting.

## NOVEMBER

- First Saturday: Area Archives Quarterly Meeting.
- Second Saturday: Area Public Information (P.I.) and Cooperation with the Professional Community (C.P.C.) Quarterly Meeting.

## DECEMBER

- Second Saturday: Area Grapevine & Literature Quarterly Meeting.
- Third Saturday: Area Corrections Quarterly Meeting.
- Election years the Elected Officers go over submitted resume` for the next rotation.

**WESTERN WASHINGTON AREA ASSEMBLY**  
**OF ALCOHOLICS ANONYMOUS**

AREA COMMITTEE GUIDE

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## **INTRODUCTION**

It is the intent of this handbook to serve as a reference guide to the trusted servants of the Western Washington Area 72 Committee, outlining their responsibilities and the allocation of funds approved by prior Assembly motions for each to carry out their service duties.

It should be stressed that this information is meant to supplement, not replace, the A.A. Service Manual which the Western Washington Area 72 Assembly accepted as a guideline in 1972. However, Areas differ in structure, size, service positions, and duties, and it is therefore important to understand what our area committee is and how each part relates to the other.

Job descriptions have been compiled from the experiences and suggestions of members who, in previous years, held these specific jobs. Some duties have been assigned by passed Area motions. Attention has been given to address items which are unique to the Western Washington Area 72, keeping in mind that, like those found in the A.A. Service manual, are suggested only. Some descriptions are more detailed than others due to the more diverse nature of their duties necessary to assist in rotation. These complete descriptions are not included in this handbook but can be requested from the current member serving in this position. While every effort was made to be as accurate as possible, it should be understood that changes and flexibility in the carrying out of any service job should always be a consideration and should not restrict anyone from carrying out their respective service functions, utilizing past motions that refer to these positions.

### **1. AREA COMMITTEE**

The Western Washington Area 72 Committee consists of the following members:

- 6 Area elected officers
- 13 Area appointed positions and standing committee chairpersons
- 42 District Committee Members (DCMs) Past Delegates (ex-officio, non-voting)

The Committee meets quarterly, January, April and July, with attendance at the Area Assembly counting as the fourth meeting. It is general practice for districts to host quarterly meetings of the Area. The purpose of these meetings is to discuss the business of the Area, maintain an open line of communication within our Area through sharing sessions and reports, and formulate and approve motions to be added to the agenda of the Area Assembly.

### **2. AREA ASSEMBLY (62.1, 72.1, 75.12, 82.8, 84.2A, 94.2, 04.5)**

The Area Assembly is held annually on the first weekend in October. The Assembly is currently a three day event. Workshop panels are scheduled on Fridays, with our G.S.R. Sharing Session and an Ask It Basket that evening. Saturday is an all-day business meeting which includes reports from committee members, a sharing session, and discussion and voting on old and new business motions. The voting body of the Assembly consists of currently serving Elected Area

trusted servants, DCMs (or alternate DCMs in their absence), GSRs (or alternate GSRs in their absence). To allow for time to complete business, on the election years, a buffet dinner is held; non-election years we have a banquet and speaker. A spiritual breakfast with a speaker is scheduled for Sunday morning. A detailed description of Area Committee meeting activities is outlined in the A.A. Service Manual.

### **3. GENERAL AREA FUNDING (76.6, 88.8, 90.1, 92.3, 01.2, 06.3, 07.3, 10.3)**

In order to satisfy our Area's legal responsibilities for fully and properly reporting our income and to seek a tax exempt status, the Western Washington Area 72 established a non-profit status in 1989. (88.8)

The Area is entirely supported by group contributions. To keep the fellowship informed, the treasurer submits a quarterly report which is distributed through DCMs and also printed in our Area Newsletter. Some of the expenditures approved by Assembly action are: (76.6)

- A. \$3,000 seed money for the Assembly Host Committee to meet expenses incurred prior to the Assembly. This money is returned to the Area where it will be available for use by the next host committee. (01.2)
- B. \$300 seed money for use by districts hosting Western Washington Area 72 Quarterly meetings (not the Quarterly meetings of the standing committees) and is repaid to the Area so that it will be available for the next host district. (90.1)
- C. An annual variable budget, equal to 5% of the yearly approved budget, administered at the discretion of the Finance Committee, to pay for service-related expenses for Area elected and appointed trusted servants. (10.3)
- D. Reimbursement to Area elected and appointed trusted servants and steering committee members for travel costs required in performing responsibilities of service positions. (06.3)
- E. All Area Committee funding as outlined in the following sections.

The Area Treasurer operates on a working reserve to meet expenses. The amount of the working reserve is calculated each year as 10 percent of the average of that year's budget and the two previous years' actual expenditures. On October 31 of each year, all monies in excess of this amount are sent on to G.S.O. (92.3)

### **4. DISTRICT COMMITTEE MEMBERS (DCMs) (72.1)**

The DCM's suggested duties and responsibilities are covered in detail in the A.A. Service Manual Chapter III. For information of the DCM's relationship to the Area, see —The District Committee Member and the Western Washington Area 72 Committee|| at the front of the handbook.

## **5. AREA ELECTED OFFICERS: (72.1)**

- Area Delegate                - Alternate Delegate
- Area Chairperson        - Alternate Chairperson
- Area Treasurer           - Alternate Treasurer

These six positions are elected by the Assembly to serve two-year terms. These terms coincide with the Delegate's seating at the General Service Conference. Western Washington Area 72 seats a new Delegate on odd years as outlined in the A.A. Service Manual, Chapter I (Conference Panels). The elections are held at the Assembly during even-numbered years.

Attendance is required at the three quarterly meetings and at the Western Washington Area 72 Assembly. These officers also meet after the election Assembly, usually on the first Sunday in December, to review résumés and select Appointed and Standing Committee trusted servants for the next two-year term, which are in turn presented for approval by the Area Committee at their first January quarterly meeting. In addition to the more specific duties of each position, it should be noted that all officers are often available to participate at workshops and other services activities as requested.

## **6. AREA OFFICERS - JOB DESCRIPTIONS:**

### **6.1 AREA DELEGATE**

Provides leadership to the Area by involvement in Area functions to the fullest extent possible, and by keeping an open line of communication between the General Service Office (G.S.O) and the groups. Distributes conference agenda items to groups for their discussion and input, holds regional Pre-Conferences, then carries our Area's collective conscience to the General Service Conference in April of each year. Returns from the conference and reports back to the districts.

*For a complete listing of Delegate's duties, please refer to the A.A. Service Manual, Chapter 6 (revised 1/03).*

### **6.2 AREA ALTERNATE DELEGATE**

Receives all correspondence from the General Service Office on the Conference that is sent to the Delegate so he/she can be informed in the event it becomes necessary to assume the Delegate's duties. Coordinates with the Delegate on Area issues. Is available to chair or work on special projects as needed or requested by the Area.

### **6.3 AREA CHAIRPERSON**

Assumes a leadership role within the Area by organizing, setting the agenda for, and chairing three Western Washington Area 72 Quarterly business meetings and the Western Washington



Area 72 Assembly. Also chairs the meeting for selection of appointed committee positions. Keeps Alternate Chairperson informed. Receives District minutes and corresponds with the Districts regarding their problems and concerns. A further description of duties is outlined in the A.A. Service Manual.

#### **6.4 AREA ALTERNATE CHAIRPERSON**

Communicates with the Chairperson on information pertinent to the Area. Chairs the DCM sharing and report session at Area Quarterly meetings and the Western Washington Area 72 Assembly. As Host Committee member, acts as liaison between the Western Washington Area 72 Committee and the host committee for the Western Washington Area 72 Assembly. Participates in Host Committee meetings, and the planning of the Assembly agenda. Plans the Assembly workshops. Also, coordinates with the Area Chair and facilitates the Assembly GSR sharing session. (Expenses for mileage and communication for the Area Assembly planning are reimbursed by receipt from the Host Committee seed monies.)

#### **6.5 AREA TREASURER**

Is the guardian of Tradition Seven and informs the Area on financial matters. Has the ability to project increased costs of the Area, what is possible as far as future spending, and cost comparisons with past spending. Surveys and points out all money-related issues as they arise. Submits quarterly report to the Area Newsletter. Has the use of a full computer system approved by the Area Assembly. The Treasurer coordinates with the Alternate Treasurer.

Manages on-going accounts by computer program as follows:

- receives and records contributions from groups by district;
- writes group receipts and files by district;
- posts checks for current quarter by group and district,
- endorses checks and makes deposits;
- ensure accuracy of group's checks, receipts, ledger, YTD
- co-signs on Grapevine & Literature and Newsletter accounts; receives bank statements for those accounts.

#### **6.5 AREA ALTERNATE TREASURER**

Writes all checks approved by the Western Washington Area 72 Assembly. Is responsible for balancing the Area checkbook and bank balance. List check register, expenses and credit lines on a quarterly basis. Coordinates with the Treasurer in encouraging contributions at the group level. Keeps abreast of the financial needs of the Area and the financial problems of the groups. Is available to participate in service functions to discuss our Seventh Tradition, explain our regular contribution plan and to provide information on Area finances. Serves as the Area Finance

Chairperson. Coordinates a finance committee to research and review financial matters when needed. Makes use of the Western Washington Area 72 Newsletter, handouts, letters and personal contact to pass on information relating to contributions to the Area and G.S.O.

## **7. BUDGETED EXPENSES FOR AREA ELECTED OFFICERS:**

Expense reimbursements of elected trusted servants are broken down into three categories: meeting expense, communication expense, and unallocated budget line.

### **AREA 72 BUSINESS MEETINGS**

Includes Pre-Conferences, Area Quarterlies, Pre-Assemblies, and Assemblies. Travel is reimbursed on the basis of actual mileage with the calculated mileage setting the allowable upper limit. Mileage is reimbursed at the current IRS business rate although the reimbursement form provides other rate options should servants choose to use them. (89.5)

- Mileage and Travel Fees (i.e. Parking, Ferries, Tolls, etc.)
- Meals
- Lodging (This is paid in advance by the Alt. Treasurer)
- Registration (This is paid in advance by the Alt. Treasurer)

### **COMMUNICATION EXPENSES**

Communications expenses are paid on the basis of bills submitted to the Area Treasurer.

- Telephone
- Mail (postage)
- General Supplies (Envelopes, photocopies, copy paper, toner cartridges etc.)

### **CREDIT LINES**

Position specific, not-to-exceed annual amount approved by the Area. Expenses will be reimbursed by the Area Alt. Treasurer.

### **UNALLOCATED BUDGET LINE (DISCRETIONARY FUND)**

- \$350 per year to be used as needed

### **OTHER EXPENSES**

Per Motion 10.3, expenses incurred by Area elected trusted servants may be reimbursed on approval of the Finance Committee.

## **7.1 AREA DELEGATE:**

EXPENSES reimbursed by Western Washington Area:

1. Budget for the Annual General Service Conference:
  - a. Paid to G.S.O. (07.1) – twice the amount requested by G.S.O.
  - b. Delegate's out-of-pocket expenses (97.2) - \$500.00
2. Delegate's report to the Districts (06.3)
3. Pacific Region Alcoholics Anonymous Service Assembly (71.5)

4. Pacific Regional Forum (80.3)
5. WW Area 72 Quarterly meetings and Assembly (06.3)
6. Meeting to select appointed trusted servants (06.3)
7. Regional Pre-Conferences (Four or more per year) (06.3)
8. Communication Expenses:

UNALLOCATED BUDGET LINE or DISCRETIONARY FUND: (00.4)

- \$350.00 per year, to be used as needed.

## **7.2 AREA ALT-DELEGATE**

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings and Assembly (06.3)
2. Meeting to select appointed trusted servants (06.3)
3. Regional Pre-Conferences (Four or more per year) (06.3)
4. Communication Expenses: (87.1)

UNALLOCATED BUDGET LINE or DISCRETIONARY FUND: (00.4)

- \$350.00 per year, to be used as needed.

## **7.3 BUDGET/EXPENSES FOR THE FOLLOWING AREA OFFICERS:**

- AREA CHAIRPERSON
- AREA ALTERNATE CHAIRPERSON
- AREA TREASURER
- AREA ALTERNATE TREASURER

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings and Assembly (06.3)
2. Meeting to select appointed trusted servants (06.3)
3. Communication Expenses: (87.1)

UNALLOCATED BUDGET LINE or DISCRETIONARY FUND: (00.4)

- \$350.00 per year, to be used as needed.

## **8. AREA APPOINTED OFFICERS AND STANDING COMMITTEE CHAIRPERSONS**

After being elected, the incoming Western Washington Area 72 officers meet to select appointed officers and standing committee chairpersons for a two-year term. These selections are made from past DCMs or trusted servants who have made themselves available by submitting résumés for consideration. The selection of Area Archivist is the only appointment which is handled differently. The person for this position is selected by the Archives Steering Committee. All of these selections are affirmed by the Western Washington Area 72 Committee

at the first January quarterly meeting of the new committee. The following is a list of Appointed Officers and Standing Committee Chairpersons (13):

1. Area Secretary
2. Area Archives Committee Chair
3. Area Newsletter Editor
4. Area Registrar
5. Area Cooperation with Professional Community Committee Chair
6. Area Correctional Facilities Committee Chair
7. Area Grapevine & Literature Committee Chair
8. Area Public Information Committee Chair
9. Area Treatment Facilities Committee Chair
10. Area Website Servant
11. Area Web Committee Chair
12. Accessibility Committee Chair
13. Area Sound System Operator

We recognize that our service committees are vital to the health and growth of A.A. and ways to reach the newcomer and inform the public and the fellowship are primary. Each of the service committees, the Area Archivist and the Grapevine & Literature committee is authorized to hold committee quarterlies as a communication link for those involved in their area of service. In addition to the committee quarterlies and various workshops each committee, Area Archivist, Area Registrar and Newsletter Editor, may hold round-table discussions at the Area Quarterly meetings for any interested A.A. member who would like to attend.

Although each committee is separate and usually holds individual committee quarterlies, they sometimes combine with another committee for cost and travel considerations. This has been done with the Public Information and Cooperation with the Professional Community committees.

## **9. AREA APPOINTED AND STANDING COMMITTEE CHAIRPERSONS - JOB DESCRIPTIONS**

### **9.1 AREA SECRETARY (84.1)**

Assists Area Chairperson in preparing agendas and meeting notices of Area meetings and distributes to the committee. Attends Area Quarterly meetings and Assemblies and records the proceedings for the minutes, using notes, audio tapes and written reports. Prints and emails copies of the minutes only to any Past Delegates not present at each Quarterly and Assembly. Provides minutes to the Area Newsletter Editor for inclusion in the Area Newsletter. The Area Secretary is responsible for ensuring the Area Mail boxes are transported to the Quarterly or Assembly.

The Area Secretary stores Area Projector and works with various committee chairs and coordinates with Quarterly and Assembly Host Committees the use of the projector. Sets and

packs up equipment before and after each Area meeting the projector is used for and operates projector during the meeting.

The Area Secretary creates and displays PowerPoint slides and Excel spreadsheets on screens at Quarterlies and Assemblies. These slides include, but are not limited to, copies of the motions and voting spreadsheets at the Assembly. He or she will also be responsible for tracking amendments to motions in real time so all participants can see the new wording as it is being worked and voted on. Whereas this implies access to and knowledge of technology and access to a laptop computer, it should be noted that the Secretary is only responsible for making sure this information is available, and should therefore be comfortable asking for help from others if such knowledge or access is not within his or her capabilities.

The Area Secretary is also responsible for editing and publishing the Area Handbook. This is done between the final Assembly of the current rotation and the January Quarterly of the new rotation. A replacement page with the passed motions should be provided after the Assembly in the middle of the rotation.

## **9.2 AREA ARCHIVES (77.8, 10.1, 12.1)**

### **Area Archives Chair**

The Area Archives Chair participates in the Area Assembly and Area Quarterly Meetings as an Appointed Officer, chairs quarterly Archives Committee meetings, chairs monthly Archives Steering Committee meetings, facilitates Repository site-selection decisions, and produces articles for the WWA72 Newsletter.

### **Archives Policy**

The Area Archives Policy is available as an appendix of this document. This Archives Policy describes the duties of the Area Archivist.

## **9.3 AREA NEWSLETTER EDITOR (76.10)**

Publishes, on a monthly basis, a newsletter which serves as our principal communication tool within the Area. May appoint a working committee to assist in the format, content and distribution of the Newsletter. Receives, formats and edits news received from the Area and prepares for bulk mailing. Selects a local printer for the newsletter. Maintains a current address list of all subscribers, GSRs and other trusted servants for newsletter distribution.

Specific Duties: For a copy of the complete listing of the Area Newsletter Editor duties, please contact the current editor.

Publishes, on a monthly basis, a newsletter, which serves as our principal communication tool within the Area. May appoint a working committee to assist in the format, content and distribution of the Newsletter. Receives, formats and edits news received from the Area. Selects/works with a local printer for the newsletter.

Works in conjunction with the Registrar to maintain a current monthly mailing list of all recipients. The Editor and Registrar incorporate the subscribers list in with the trusted servants' on the mailing list. The list is then forwarded to the printer who prepares and delivers the newsletters to USPS for bulk mail delivery. Free Subscriptions are provided for: current GSR's, DCMs, Area Elected and Appointed Trusted Servants, past Area Trusted Servants for the first year after rotation, GSO, Regional Trustee, other Delegates in the region. Paid subscriptions are available. Suggested subscription rate is \$12/year to cover costs.

Publishes a Spanish edition of each of the Quarterly issues (containing Area Quarterly and Assembly minutes.) Works with Spanish language translator(s) and then formats document for printing; delivers the Spanish editions to the Spanish Speaking Districts. (1 & 57)

\*As the result of a 1990 Assembly action (90.6), effective 1991, a computer, printer, and software were approved for purchase for the editor as needed for work and completion of the newsletter editor's duties. That computer was given to Area 92 (95.2) at its creation. (Motion 07.4 replaced Archives' system but not the Newsletter.)

Specific Duties: For a copy of the complete listing of the Area Newsletter Editor duties, please contact the current edition.

#### **9.4 AREA REGISTRAR (94.1)**

The Registrar is the Steward of the Area Records. The Registrar facilitates communication between groups, Area Committee and the General Service Office by maintaining an accurate roster of all GSRs and Area Committee members. The Western Washington Area 72 data base will be compatible with the program from G.S.O. Recognizing the confidential nature of this information, all requests for the full list and/or labels should go through the Area Delegate and/or Area Chair.

The registrar produces lists, produces mailing labels, produces an Area Directory and maintains multiple data bases for the Area. The Area Registrar works with the Area Newsletter Editor, to ensure accuracy of the newsletter mailing labels and to reduce cost of returned newsletters. The Registrar will be available to the districts and Area Committee to communicate changes and updates on addresses as well as provide information on registration procedures.

For a copy of the complete listing of the Area Registrar duties, please contact the current registrar.

#### **9.5 AREA COOPERATION WITH THE PROFESSIONAL COMMUNITY COMMITTEE CHAIR (88.9)**

Follows the guidelines as outlined in the Cooperation with the Professional Community Workbook from G.S.O. Schedules and chairs four quarterly meetings with the districts to share

experience in this service area. Coordinates efforts to provide information to the professional community and to those who have contact with alcoholics through their profession regarding where we are, what we are, what we can do, and what we cannot do. Seeks new ways of carrying the message and sets an example of leadership for the committee members.

#### **9.6 AREA CORRECTIONAL FACILITIES COMMITTEE CHAIR (77.12)**

Follows the guidelines as outlined in the Correctional Facilities Workbook from G.S.O. Acts in an advisory capacity to the Corrections' District Chairpersons and DCMs on corrections work. Schedules and chairs four quarterly meetings with the districts to share information on A.A. meetings in correctional facilities. Helps to structure district corrections committees through training and assistance, particularly to those experiencing new growth. May be available to talk on committee work at GSR meetings. Coordinates sponsorship of corrections meetings and efforts to assist the —Corrections Bridge|| program. Seeks to understand facility regulations and explains them to those who will be in direct contact with the groups. Coordinates Grapevine subscriptions to correctional facilities in the Area.

#### **9.7 AREA GRAPEVINE & LITERATURE COMMITTEE CHAIR (63.8)**

Follows the guidelines as outlined in the Grapevine Workbook and in the Literature Committee Guidelines marked MG-9 from G.S.O. Exists primarily to educate the fellowship about A.A. literature, related service material, and how to obtain it. Maintains a comprehensive literature display consisting of items from A.A.W.S., G.S.O., A.A. Grapevine, Inc., and other A.A. materials. Is available to take this display to various service workshops, quarterlies and the Area Assembly. Sells literature on an individual basis so as not to be in competition with any group, District or Intergroup. Assets described as display items, literature inventory and cash on hand shall not exceed \$5,000. Gives informed talk on A.A. literature when asked, encourages groups to have Grapevine Representatives (GVR) and stresses the Grapevine as a valuable tool for groups and individual members. Holds four Area wide Grapevine and Literature quarterly meetings per year. (98.3)(Revised to reflect 01.5)

#### **9.8 AREA PUBLIC INFORMATION COMMITTEE CHAIR (63.8)**

Studies and follows the A.A. Guidelines for Public Information, the P.I. Workbook and all A.A. literature pertinent to public information work. Attends and co-presides with the Host District P.I. Chairperson at four quarterly meetings per year, rotating between districts. Encourages districts to have a P.I. Chair and for groups to appoint/elect a P.I. representative. Also encourages P.I. Workshops, individually or in conjunction with each other. Maintains a list of P.I. Chairpersons, addresses and phone numbers for communication and receipt of minutes. Reports anonymity breaks that may occur to the WW Area 72 Delegate and encourages P.I. Districts' Chairperson to do the same.

Specific Duties: For a copy of the complete listing of the Public Information duties, please contact the current Chair.

### **9.9 AREA TREATMENT FACILITIES COMMITTEE CHAIR (77.12)**

Uses the guidelines as outlined in the Treatment Facilities workbook from G.S.O. Schedules and chairs four quarterly meetings with district chairpersons in the Area, rotating location between districts. Maintains an up-dated list of district chairpersons for communication purposes. Also encourages participation in —Bridging the Gap|| program and keeps a list of temporary contacts for individuals preparing to leave treatment facilities. Coordinates Grapevine subscriptions to the districts for treatment facilities.

### **9.10 AREA WEBSITE SERVANT (02.2)**

Chair of the Area Website Steering Committee. Follows the A.A. Guidelines for the Internet and all A.A. literature pertinent to our online presence. Is responsible for the input of content, maintenance, and security of the Website. Is also responsible for the maintenance of and support for the Area email and document system. Participates in the Area Assembly and Area Quarterly Meetings as an Appointed Officer.

### **9.11 AREA WEB STANDING COMMITTEE CHAIR (12.2)**

Chairs the Area Web Standing Committee. Follows the A.A. Guidelines for the Internet and all A.A. literature pertinent to our online presence. Chairs four standing committee quarterly meetings per year. Encourages Web and Internet related Workshops, individually or in conjunction with other committees. Maintains a list of District Webservants, District Websites, and associated email contacts for communication. Reports online anonymity breaks that may occur to the Area Delegate and Area P.I. Chair and encourages District Webservants to do the same. Participates in the Area Assembly and Area Quarterly Meetings as an Appointed Officer.

### **9.12 AREA ACCESSIBILITIES COMMITTEE CHAIR (04.3)**

Chairs the Area Accessibilities Committee. This committee will handle all accessibility needs and issues for Western Washington Area. Along with funding to attend Area Quarterlies and the Assembly, this position has additional funds to provide interpretation for Area events. Guidelines for this Committee can be found in the document —Accessibility Committee Guidelines|| at the back of this handbook.

### **9.13 AREA SOUND EQUIPMENT OPERATOR (04.4)**

Stores Area Sound Equipment and works with Alternate Chairperson to coordinate with Quarterly and Assembly Host Committees the use of this equipment. Sets and packs up equipment before and after each Area meeting it is used for and operates equipment during the meeting. Records Area Quarterly, Assembly and other Area meetings as requested in order



to assist the Area Secretary in creating minutes. Copy of the recording is to be given to the Area Secretary and the Area Archivist.

## **10. BUDGET EXPENSES FOR AREA APPOINTED OFFICERS AND STANDING COMMITTEE CHAIRPERSONS**

Expense reimbursements for appointed trusted servants are broken down into four categories: meeting expense, communication expense, unallocated budget line, and Committee credit lines.

### **AREA 72 BUSINESS MEETINGS**

Includes Pre-Conferences, Area Quarterlies, Standing Committee Quarterly Meetings, and Assemblies. Attendance may also be requested at Pre-Conferences and Pre-Assemblies. Travel is reimbursed on the basis of actual mileage with the calculated mileage setting the allowable upper limit. Mileage is reimbursed at the current IRS rate although the reimbursement form provides other rate options should servants choose to use them. (89.5)

- Mileage and Travel Fees (i.e. Parking, Ferries, Tolls, etc.)
- Meals
- Lodging (This is paid in advance by the Alt. Treasurer)
- Registration (This is paid in advance by the Alt. Treasurer)

### **COMMUNICATION EXPENSES**

Communications expenses are paid on the basis of bills submitted to the Area Treasurer.

- Telephone
- Mail (postage)
- General Supplies (Envelopes, photocopies, copy paper, toner cartridges etc.)

### **CREDIT LINES**

Specific to Committee or position, not-to-exceed annual amount approved by the Area. Expenses will be reimbursed by the Area Alt. Treasurer.

NOTE: Per Motion 02.5, the unallocated budget line of \$350.00 is for travel expenses incurred by attending service functions at the invitation of Districts or Groups, when travel expenses cannot be covered by said Districts or Groups.

### **OTHER EXPENSES**

Per Motion 10.3, expenses incurred by Area elected trusted servants may be reimbursed on approval of the Budget and Finance Committee

#### **10.1 AREA SECRETARY:**

##### **CREDIT LINE:**

1. No credit line - expenses for recording and printing of Quarterly and Assembly Minutes are included in communication expenses below.

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.2 AREA ARCHIVES CHAIR:**

CREDIT LINE:

1. \$500 credit line - for archival upkeep. (84.5, 99.2)
2. Up to \$650/month credit line - for providing a repository to safe-keeping the archives. (01.3)

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Archives Quarterly meetings (4 per yr.) (06.3)
3. Travel to the Archives Repository as required for steering committee meetings (06.3)
4. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.3 AREA NEWSLETTER EDITOR:**

1. CREDIT LINE: No credit line - Printing and mailing of the Area Newsletter, over and above subscription contributions, is paid directly from the WW Area 72 Treasury

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.4 AREA REGISTRAR**

CREDIT LINE:

1. No credit line - expenses for recording and printings of Area roster and lists.

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.5 AREA COOPERATION WITH THE PROFESSIONAL COMMUNITY (CPC)**

CREDIT LINE:

1. \$500 credit line per year (for literature) (82.7)

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3)  
Travel, meals, lodging, registration.
2. CPC Quarterly meetings (4 per yr.) (06.3) Travel
3. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.6 AREA CORRECTIONAL FACILITIES (CF)**

CREDIT LINE:

1. \$8000 credit line per year for literature (85.1, 95.11, 97.1, 01.4, 03.2, 14.2)

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Correctional Quarterly meeting (4 per yr.) (06.3) Travel
3. Communication Expenses: (86.3, 88.3, 91.4)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.7 AREA GRAPEVINE & LITERATURE (GV&L)**

CREDIT LINE:

1. \$500 credit line per year (90.3)

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr. ) and Assembly (06.3) Travel, meals, lodging, registration.
2. Grapevine & Literature Quarterly meeting (4 per year) (06.3) Travel
3. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.8 AREA PUBLIC INFORMATION (PI)**

CREDIT LINE:

1. \$500 credit line per year (for literature) (82.7)

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr. ) and Assembly (06.3) Travel, meals, lodging, registration.
2. Public Information Quarterly meetings (4 per yr. ) (83.1, 88.9) Travel
3. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.9 AREA TREATMENT FACILITIES (TF)**

CREDIT LINE:

1. \$550 credit line per year (for literature) (77.13, 90.4)

- a. \$375 for 25 Grapevine subscriptions (77.1)

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr. ) and Assembly (06.3) Travel, meals, lodging, registration.
2. Treatment Facilities Quarterly meetings (4 per yr.) (06.3) Travel
3. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.10 AREA WEBSITE SERVANT**

1. \$500 credit line per year (for web site maintenance) (05.4)

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Communication Expenses: (86.3, 88.3)
3. Telephone, mail (postage), general supplies (envelopes, copies, etc.)
4. Web Steering Committee meetings travel (06.3)

#### **10.11 AREA WEB STANDING COMMITTEE CHAIR**

CREDIT LINE:

1. No credit line - expenses for recording and printing of Quarterly and Assembly Minutes are included in communication expenses below EXPENSES reimbursed by Western Washington Area:
2. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
3. Web Committee Quarterly meetings (4 per yr.) (83.1, 88.9) Travel
4. Communication Expenses: (86.3, 88.3)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.12 AREA ACCESSIBILITY CHAIR**

CREDIT LINE:

- A. \$7,500 credit line per year (04.3, 05.2)

EXPENSES reimbursed by Western Washington Area (04.3, 05.2):

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Accessibility Quarterly meetings (4 per yr.) (06.3) Travel
3. Communication Expenses: (05.2)  
Telephone, mail (postage), general supplies (envelopes, copies, etc.)

#### **10.13 AREA SOUND EQUIPMENT OPERATOR**

CREDIT LINE:

1. No credit line. Formerly 03.5 covered the entire position, but it was superseded by 06.3

EXPENSES reimbursed by Western Washington Area:

1. WW Area 72 Quarterly meetings (3 per yr.) and Assembly (06.3) Travel, meals, lodging, registration.
2. Pre-Conferences (06.3)  
Travel, meals, lodging, registration.
3. Delegate's Report to the Districts (06.3)  
Travel, meals, lodging, registration.
4. Pre-Assemblies (06.3)  
Travel, meals, lodging, registration.

#### **10.14 PACIFIC REGIONAL TRUSTEE (04.5)**

Expenses are reimbursed by Western Washington Area for Western Washington Area Assemblies in even numbered years (96.4), including travel (89.5), meals, lodging, and registration.

### **11 STEERING COMMITTEES**

The Area currently utilizes three steering committees: Finance, Archives, and Web. Travel expenses for committee members are reimbursed by the Area (motion 06.3). In addition to Steering Committees, ad hoc committees are formed as needed to address specific issues.

#### **11.1 FINANCE COMMITTEE (82.3)**

The Finance Committee is chaired by the Area Alternate Treasurer. Please see [Appendix III](#) for the Finance Committee Statement and Responsibilities.

#### **11.1 ARCHIVES STEERING COMMITTEE (77.8)**

The Area Archivist is a member of the Area Archives Steering Committee. Other Area Archives Steering Committee members assist the Area Archivist in the task of collecting, organizing, storing, maintaining, and displaying historical files and materials pertinent to the Area and to A.A. in general. The Archivist relies upon the advice and counsel of the Archives Committee in carrying out the duties of the Archivist, which include management of the Archives Repository.

#### **11.3 WEBSITE STEERING COMMITTEE (04.2)**

The Area Website Steering Committee is composed of the appointed Area Webmaster, the appointed Area Public Information Chair, and a steering committee of three volunteers with a demonstrated interest in the Traditions, general service, and/or websites. The committee maintains and further develops the Area website, following policies set for in the Website Policy to ensure that the Traditions are upheld. The Website Steering Committee has a credit line of \$500 to support website maintenance (05.4).



## **AREA #72 MOTIONS**

These are a compilation of Area #72 Motions passed from Assemblies 1961-2014

REVISED DECEMBER 2014

## Motion Page Description

61.1	43	District 5 split
61.2	43	Assembly proxy votes eliminated
61.3	43	Trail, B.C. to host '62 Assembly
61.4	43	Delegate paid \$20 per day for reports
62.1	43	Assembly be held first Saturday in October
62.2	43	Mileage for Delegate increased to 10¢/mile
63.1	43	Yakima to host '64 Pacific Northwest Conference
63.2	43	Kelso-Longview Group transferred to District 12
63.3	43	Washington Assembly named
63.4	43	Lewiston, Idaho to host '64 Assembly
63.5	44	Mileage for Area Officers increased to 15¢/mile
63.6	44	Selling newsletter equipment
63.7	44	Paying mileage costs by appointed chairmen on trial basis
63.8	44	Establish funds for H.& I., P.I., GV & Lit
63.9	44	Establish \$1,500 Area prudent reserve
64.1	44	Redistricting of Districts 1, 7, and 8
64.2	44	Establish committee to study redistricting entire Area
64.3	45	Agenda item for '65 Assembly: Options for scheduling and location of Assembly
65.1	45	Redistricting be accepted as correct
65.2	45	Prepare new maps showing redistricting
65.3	45	Alternate Assembly location east to west
65.4	45	Ask G.S.O. to emphasize problems facing small communities
66.1	45	Alternate committee chairs not allowed vote
67.1	45	Establish expense accounts for Chair, Secretary & Treasurer
68.1	45	Area purchase 100 Grapevine subscriptions
69.1	46	District 14 divided into 3 districts
70.1	46	Put in bid for Seattle to host '75 International Convention
70.2	46	Have Seattle & Spokane Intergroups send reps to Assemblies & Committee meetings
71.1	46	Purchase mimeograph for Newsletter printing
71.2	46	State Committee given power to approve redistricting of District 1
71.3	46	Award \$100 for Grapevine subscriptions for institutions
71.4	46	Renew \$100 allowance for literature for institutions
71.5	46	Pay Delegate's expenses to Pacific Regional Assembly
72.1	46	Accept A.A. Service Manual as guideline
72.2	46	Newsletter serve notice of meetings
72.3	47	Increase Delegate's allowance for New York trip
72.4	47	Intergroup reps attend but not vote at Area meetings
72.5	47	Establish \$250 fund for literature display
73.1	47	Accept Redistricting Committee changes & renumbering
73.2	47	Use professional printer for Newsletter; sell equipment



73.3	47	Grant \$100/yr. to P.I., H.& I., and GV & Lit committees
73.4	47	Candidates for Area office should speak of background
73.5	47	Ratify existent expense structure for DCMs, Delegate, Chair, Treasurer & Secretary
73.6	47	Study committee on approach to alcoholism formed
74.1	47	Two-hat resolution vote by majority & voice vote
74.2	48	Ratify redistricting of Districts 1A, 4A, 8A, 10A, 14A, 14B, 14C
74.3	48	Accept committee recommendations on relations with outside agencies
75.1	48	Vote by polling of DCMs
75.2	48	Delegate's expenses for Assembly, quarterlies, Pacific Region Assembly, General Service Conference, and trips to report to groups
77.1	48	Send Delegate to Pacific Northwest Conference; vote year before for World Conference
75.3	48	Disapprove sale of outside literature at 40th International Conference
75.4	48	Support Seattle Intergroup bid to host 1980 International Conference
75.5	48	Disapprove of non-A.A. related activities/sales at Denver conference
75.6	48	Pay mileage costs by appointed chairs/co-chairs at same rate as elected officers
75.7	49	Pay expenses for six officers for 1976; pay travel for others
77.2	49	Assembly host committees engage local rather than —imported   speakers; keep costs low
75.10	49	Reestablish Traditions Committee at G.S.O.
75.11	49	Increase H.& I. allotment to \$750
75.12	49	Extend business meeting into Sunday on election years
76.1	49	Accept nominations from floor for this election
76.2	50	Get group conscience on creation of Washington Area history file.
76.3	50	Use Newsletter for more business
76.4	50	Districts bidding for Assembly make tentative reservations before bid
77.5	50	Pay actual expenses for Alt. Del., Chair, Alt. Chair, Treasurer, Alt. Treas., and Secretary
76.6	50	Expense reports for elected & appointed officers to be in Newsletter
76.7	50	New resolutions be studied in committee prior to Assembly approval
76.8	50	Committee co-chairs & Newsletter editor be paid actual expenses
76.9	50	Voting be conducted by polling DCMs
76.10	50	Appoint one Newsletter editor
77.1	50	Fund Grapevine subs. for hospitals and institutions; reduce H.& I. committee funding
77.2	51	Increase Assembly seed money to \$500
77.3	51	Assembly speakers can be imported from out of the Area
77.4	51	Explanations accompany proposed resolutions
77.5	51	Move Goldendale from District 7 to 6
77.6	51	Form separate Hospital & Treatment and Correctional facilities committees
77.7	51	Would support '78 Pacific Forum
77.8	51	Appoint Archivist; establish duties
77.9	51	Store Archives in a repository

- 77.10 51 Allocate \$300 for Archivist's budget
- 77.11 52 Printed resolutions appear in September Newsletter
- 77.12 52 Naming of Correctional Facility & Treatment Facility Committees
- 77.13 52 Close H.& I. fund; provide \$500 for Corrections and \$500 for Treatment Facility committee
- 77.14 52 Establish GSR Sharing Session at Assembly
- 77.15 52 Appoint and fund chairs and co-chairs for Treatment and Corrections committees
- 77.16 52 Pay Delegate's expenses to Regional Forum in '78
- 78.1 52 Resolutions voted on by groups not be discussed on floor at Assembly
- 78.2 52 Change Area prudent reserve date to July 1
- 78.3 52 Treasury surplus be combined with Treasury as working capital until prudent reserve date
- 78.4 52 Establish new District 25 from old District 3
- 78.5 53 Fund Archivist only to Assembly, with written reports only for quarterlies
- 78.6 53 Fund Archivist to Area Committee meetings
- 78.7 53 Extend District 7 to Pacific Ocean
- 78.8 53 Year-end financial report to appear in Newsletter prior to Assembly
- 78.9 53 Increase Correctional literature budget to \$1,000
- 78.10 53 Gives Grapevine distribution responsibility to GV & Literature Chairpersons
- 79.1 53 Revokes Resolution 78.1.
- 79.2 53 Endorses greater need for Grapevine subscriptions
- 79.3 53 Sends Delegate to 1980 International Convention
- 80.1 53 Pay Assembly room rent from Area Treasury
- 80.2 54 Raise Area prudent reserve to \$3,000
- 80.3 54 Pay Delegate's expenses to Pacific Regional Forum when held in Pacific Region
- 80.4 54 Increase Correctional literature fund to \$1,000
- 80.5 54 Creates new District 26
- 80.6 54 Grants \$700 budget to GV & Literature Chair for Assembly literature supply
- 80.7 54 Creates new District 27
- 81.1 54 Creates new District 28
- 81.2 54 Creates new District 29
- 81.3 54 Districts to bid for Assembly hosting 2 years in advance
- 81.4 54 Approves GV & Literature Chairs job description
- 82.1 54 Area Secretary become an elected position
- 82.2 55 Grants \$250 expense money to Delegate for General Service Conference
- 82.3 55 Finance chair's functions given to Alternate Treasurer
- 82.4 55 Area lease 2 copies of A.A., An Inside View
- 82.5 55 Okanogan groups change to District 5
- 82.6 55 Sub-committee formed to prepare explanation of functions/procedures of quarterlies
- 82.7 55 Increase P.I. committee funding to \$500
- 82.8 55 Only Assembly can change previous Assembly action
- 82.9 55 Motions be written in plain and simple language

82.10	55	Excess prudent reserve funds be distributed Nov. 1, '82 (this year only)
82.11	55	Host district to ensure there is adequate room for Assembly business at Treasury expense
82.12	55	Amends Corrections chairs' job descriptions
82.13	55	Pays Chairperson's expenses to Pacific Northwest Conference in '83
82.14	55	Rescinds Motion 80.1 at 4/3/82 Quarterly
83.1	56	Standing Committee chairs to be reimbursed for quarterlies
83.2	56	Assembly not to fund Delegate's expenses to Pacific Northwest Conference
83.3	56	Amends Hospital & Treatment committee chairs' job descriptions
83.4	56	Allocates \$50/year for standing committee communications
83.5	56	Approves 83-84 Archivist budget
83.6	56	Changes time to 11 AM for GSR Sharing Session
83.7	56	Publish Assembly schedule in Newsletter
83.8	56	Allocate \$50 for Pacific Region Forum publicity
83.9	56	Appoint an Assembly —streamline   study committee
84.1	56	Return to appointing Area Secretary
84.2	57	Fund Delegate to '85 International Convention
84.3	57	Appoint Editor and committee for Area history
84.4	57	Establish a Third Legacy Committee
84.5	57	Establish annual fund of \$500 for Archives
84.1A	57	Submit business for Assembly through quarterlies
84.2A	57	Suggest buffet dinners on election years
85.1	57	Increase Corrections literature fund to \$1,250, and Grapevine subscriptions to 40
85.2	57	Supports Seattle Intergroup's bid for '90 International Convention
85.3	57	Accepts Area History Committee proposal
85.4	57	Raise Area working reserve to \$5,000
86.1	57	Rescinds motion 84.4 (Third Legacy Committee)
86.2	58	Changes prudent reserve date to Nov. 1
86.3	58	Increases communications line to \$100
86.4	58	Increased GV & Literature committee budget to \$1,000
87.1	58	Communications expenses paid for some Alternate officers
87.2	58	Canadian Flag to be displayed with U.S. Flag at Assemblies
87.3	58	Redistricts District 25 to include northwest corner of Montana
87.4	58	Increase Assembly seed money for Host Committee to \$1,000
87.5	58	Additional one-time \$500 allocated to Grapevine and Literature East & West
88.1	58	Newly elected officers be reimbursed
88.2	58	Archives advisory board appointed
88.3	58	Area appointed chairpersons communication expenses reimbursed separately
88.4	58	Assembly bidding process changed to three years away
88.5	59	Committee to study splitting Washington Area
88.6	59	No smoking at 1989 Assembly
88.7	59	Area Delegate to request production of videotape of Big Book and 12x12
88.8	59	Area Treasurer study group on tax-exempt status of Washington Area
88.9	59	Cooperation with Professional Community Committee established

88.10	59	Creates new District 19
89.1	59	Archives Advisory Board Policy and implementation
89.2	59	Archives Quarterlies authorized and Archivist's travel funded
89.3	59	Assembly to be non-smoking every year
89.4	59	Delegate funded to 1990 International Convention
89.5	59	Mileage increased to Current IRS rate
89.6	60	Split Committee mileage authorized
90.1	60	Seed money for districts hosting Area Quarterly meetings
90.2	60	Assembly registration fee authorized
90.3	60	GV & Literature funding increased
90.4	60	Treatment Facilities and Corrections funding increased by 10%
90.5	60	Archives to investigate possibility of microfiching materials
90.6	60	Authorization to purchase computers for Newsletter Editor and Area Treasurer
90.7	60	Fact finding committee reports to be presented without editing
90.8C	60	Creation of new Districts 30 through 43
91.1	61	Creation of new Districts 44 and 45
91.2	61	Authorization and funding of Area Archives repository
91.3	61	Formation of Regional Assemblies (Pre-Conference Assemblies)
91.4	61	Corrections —Bridging the Gap   communications funded
92.1	61	Formation of new District 37 and new Districts 46 through 51
92.2	61	Delegate's travel expense to Pre-Conference Assemblies paid
92.3	62	Working reserve to be 10% of three-year average expenditures budget
92.4	62	Corrections credit line raised to \$2,000 each side of Area
92.5	62	Grapevine & Literature Workshops recognized; mileage paid
92.6	62	Treasurer/Alt. Treasurer re-qualifications (1992 Assembly only)
92.7	62	Change in Third Legacy availability declaration process (1992 Assembly only)
93.1	62	Public Service Announcement tag lines.
93.2	62	Application for new Delegate Area.
93.3	62	Delegate expense contribution to G.S.O.
93.4	63	1995 P.R.A.A.S.A. seed money loan.
93.5	63	Creation of new Districts 53, 54, 55 & 56.
94.1	63	Position of Area Registrar authorized and funded.
94.2	63	Assembly host committees can delete dinners on non-election years.
94.3	63	Re-application for New Delegate Area.
95.1	63	Equal distribution of Area Treasury to Delegate Areas 72 and 92.
95.2	63	Computer systems divided equally between Delegate Areas 72 and 92.
95.3	63	Funding for dual Area Secretaries 1995 July Quarterly and Area Assembly.
95.4	63	Funding of 1995 East and West Transition Committees.
95.5	63	Resolution of close ties of Areas 72 and 92.

## WESTERN WASHINGTON AREA

95.6	64	Rotation of Area Alt. Chair to Area Chairperson.
95.7	64	East/West footnoting.

- 95.8 64 Washington Area Guidelines amended deleting East/West references, adjust credits and update reimbursable expense information.
- 95.9 64 Maintain current \$5,300.00 prudent reserve.
- 95.10 64 Form committee to acquire computer.
- 95.11 64 Increase Correctional Facilities literature credit to \$2,500.00.
- 95.12 64 Authorizes two Grapevine and Literature Quarterlies per year.
- 95.13 64 Establish an ad hoc Third Legacy committee.
- 95.14 64 Add the —Responsibility Statement|| to the page —The Twelve Traditions of A.A.||
- 95.15 65 Autorotation of Area Alternate Officers.
- 96.1 65 Not to fund the Area Delegate to the International.
- 96.2 65 Pre-Conference purpose and timing.
- 96.3 65 Conference agenda cut-off, Nov. 15.
- 96.4 65 Trustee travel expenses.
- 96.5 65 Archive distribution with Area 92.
- 96.6 65 WW Area archives repository.
- 97.1 66 Increase corrections special needs literature by 25%
- 97.2 66 Increase Delegates expense allowance to \$500.00 22
- 97.3 66 Corrections literature allocation increase this year only
- 98.1 66 Reimburse Archivist for six trips to repository
- 98.2 66 Pay Alt-Delegates travel to Pre-Conferences
- 98.3 66 Changes Grapevine & Literature Guidelines
- 98.4 66 Change archives policy to read —Western Washington Area||
- 98.5 66 Creation of District 2
- 99.1 67 WWA purchase Hearing Helper Tour Guide System (Translator)
- 99.2 67 Archives upkeep credit line increase to \$1,000.00 for 3 years (2000, 2001 & 2002)
- 99.3 67 That an Archives workbook be developed by G.S.O.
- 99.4 67 \$500.00 to purchase A.A. literature for Stafford Creek Correctional Facility.
- 00.1 67 WWA support PNC with \$200.00 seed money if required.
- 00.2 67 WWA be financially responsible for any shortfalls incurred by the Dist/Comm hosting an Area Assembly.
- 00.3 67 WWA give District #10 \$400.00 to reserve the Kitsap Pavilion for the 2004 Assembly
- 00.4 67 Area Elected Officials be given an unallocated \$350.00 budget line item per year
- 01.1 67 Updated Western Washington Area history book be published
- 01.2 67 \$1000 seed money be made available to District(s) Host Committee when picked to host Assembly
- 01.3 68 WWA to expend up to \$650.00 per month for rent and utilities for the Repository
- 01.4 68 Corrections committee literature fund increased by \$1000
- 01.5 68 Grapevine & Literature committee Semi-annual meeting be changed to a Quarterly meeting

- 02.1 68 WWA to form an Area Website Committee to create and provide oversight for an Area Website
- 02.2 68 WWA to create Appointed position of Area Web Servant for input/maintenance of Area website
- 02.3 68 AAWS publish a pamphlet title —Bridge the Gap Between Prisons and AA||
- 02.4 68 WWA 72 withdraw from the Pacific Northwest Conference
- 02.5 68 WWA reimburse travel exp. to Appt Area Officers up to \$350 per year if inviting district/group cannot
- 02.6 68 WWA spend up to \$2500 to purchase audio/recording/public address equipment
- 03.1 69 To rescind Motion #83.6
- 03.2 69 That the WWA72 Corrections literature credit line be increased to \$6,400.00
- 03.3 69 That the WWA reimburse quarterly host committees or district up to \$100.00 for rental facilities
- 03.4 69 That previous GSR sharing session motions be replaced with – decided at discretion of Area chair
- 03.5 69 That the WWA72 reimburse up to \$1,500.00 of travel to the operator(s) of audio recording equipment
- 04.1 69 That any excess money left over after paying expenses for the Area Assembly forwarded to the Area.
- 04.2 69 Area Website Committee composed of..
- 04.3 69 That the Western Washington Area create a standing committee to be called the Accessibility Committee.
- 04.4 70 That the Western Washington Area create the position of Sound System Operator
- 04.5 70 That on election years, there will be a report by the Pacific Regional Trustee, when available
- 05.1 70 Increase seed money for Assembly host committee to \$3,000
- 05.2 70 Reimburse WWA Accessibility Chair's expenses in same manner as other standing committee chairs
- 05.3 70 Forward suggestion to G.S.O. to put back graphics of —Structure Inside an A.A. Group|| in Service Manual
- 05.4 70 Establish \$500 per year committee credit line for Web Site Committee
- 05.5 70 WWA supply \$500 seed money for Regional Forum, June 22-25, 2006
- 06.1 70 Request American Sign Language version of Alcoholics Anonymous on DVD
- 06.2 70 Annual variable budget for unexpected service-related expenses
- 06.3 71 Reimbursements for travel costs of Area Trusted Servants and steering committee members
- 06.4 71 Processing of floor motions at Area Assembly
- 07.1 71 Area contribute 2x the amount asked by GSB for Delegate's expenses to GSC
- 07.2 71 Newsletter to include Spanish translated version 4 times a year with Quarterlies/Assembly minutes
- 07.3 71 Tax professional to complete annual tax returns
- 07.4 71 Purchase new computer system & software for Area 72 Archives
- 08.1 71 Purchase accounting software for Treasurer's use

- 08.2 71 Instruct AAWS to publish a book of personal stories from geographically remote areas of the world
- 09.1 71 The Area will fund interpretation and translation for the Assembly and the Quarterlies.
- 09.2 72 Exhibit/booth fees for CPC to go to professional conferences.
- 09.3 72 Pamphlets without staples.
- 10.1 72 Area Archivist funded to the national archives workshop.
- 10.2 72 Increase the value of Grapevine and Literature assets.
- 10.3 72 Annual variable budget (simplifies 06.2)
- 10.4 72 Removing mention of Unikron.com from A.A. videos.
- 10.5 72 Request for review of A.A. videos for compliance with Traditions.
- 11.1 72 Information from Area Newsletter be available on the Area Website.
- 11.2 72 Appointed trusted servants given full —Right of Participation||.
- 11.3 72 Request a G.S.O. create a collection of Grapevine stories on gratitude.
- 12.1 72 Creates Area Archivist and Archives Chair and list duties.
- 12.2 73 Creates separate standing committee called the Web Committee.
- 12.3 73 Request GSO change correct page errors in the Spanish Daily Reflections.
- 13.1 73 Request AAWS develop Transgender/Gender non-conforming literature.
- 13.2 73 Request AAWS develop special edition book, 12+12+12.
- 14.1 74 Form new District 43.
- 14.2 74 Increase Corrections budget to \$8,000.

NOTE: The descriptions noted in the contents for each motion/resolution are intended only as an abbreviated guide to each motion's contents, in order to make them easier to find. Please see the motions themselves for complete wording and meaning.





**1961 Vancouver, Washington**

- 61.1 A motion was made and passed unanimously that District 5 be split into Districts 5 and 13.
- 61.2 A motion was made and seconded that effective with the opening of the next State Assembly (1962) all groups be required to be represented in the Assembly in order to be able to vote, thus eliminating all proxies. Motion was amended to permit institutional groups to exercise one vote each, by proxy. The amended motion was carried by a 70 to 6 vote.
- 61.3 A motion was made and passed that Trail, B.C. host the next State Assembly.
- 61.4 A motion was made and carried unanimously that the state delegate be paid \$20.00 per day, in lieu of salary for a period not to exceed 10 days, for the purpose of making required reports to groups.

**1962 Trail, B.C.**

- 62.1 Motion made and passed unanimously that the State Assembly be held the first Saturday in October.
- 62.2 Motion made and carried unanimously that the mileage for the new State Delegate be increased from 7¢ to 10¢ a mile, effective immediately. [Superseded by 06.3.]

**1963 Bellingham, Washington**

- 63.1 Motion made and passed that Yakima, Washington be the site for the 1964 Pacific Northwest Conference. A second motion was made and passed that a permanent committee of six composed of two representatives from Washington; two from Oregon and two from British Columbia, with the two from Washington being the Delegate and Chairman (or their alternates).
- 63.2 Motion that the Kelso Longview Group be transferred from District 4 to District 12 (Vancouver, Washington area) because of geographical location. Motion passed unanimously.
- 63.3 Motion made and passed that the —name|| of the October Assembly be henceforth —Washington Assembly of A.A."
- 63.4 Motion made and passed to hold the 1964 Washington Assembly of A.A. in Lewiston, Idaho.

- 63.5 A motion was made and passed to increase mileage for funded Area Officers to 15¢ per mile. [Superseded by 06.3.]
- 63.6 A motion was made and passed to sell Newsletter equipment to Dorothy L. for \$100.00.
- 63.7 A motion was made and passed to pay the mileage costs incurred by the appointed chairmen (H. & I., P.I., GV. & Lit., Finance and Newsletter) to three Committee Member meetings and one Area Assembly each year at the same rate approved for the elected officers, on a trial basis of one year. [Superseded by 06.3.]
- 63.8 A motion was made and passed to establish a fund, not to exceed \$500.00 each to further Hospitals and institutions, Public Information, Grapevine and Literature programs throughout the Washington Area. This fund would be used exclusively for A.A. materials and would be the responsibility of the H. & I., P.I., and GV & Literature Chairman and co-chairman, to fill the needs of any local programs that are communicated to them. [Superseded by 77.13.]
- 63.9 A motion was made and passed to leave a prudent reserve of \$1,500.00 in the Washington Area Treasury as of January 1 of each year. After all allocated funds have been properly dispersed, if any moneys over \$1,500.00 remain as of January 1, said moneys will be sent to New York G.S.O. [Superseded by 95.9.]

**1964 Lewiston, Idaho**

- 64.1 Motion made and passed redistricting a portion of Seattle and a portion of District 1:
1. District No. 1 will be divided into three subdivisions-1-A. The area around Trail, B.C.
    - a. The greater Spokane area.
    - b. The area around Lewiston, Idaho with a committeeman for each subdivision who shall have equal status with the other District Committeemen.
  2. Districts No. 7 and No. 8 will be redistricted into new district areas comprising Nos. 7, 8 and a brand new No. 14, as follows:
    - a. Groups meeting north of the Ballard Ship Canal in Seattle proper will remain in District 7.
    - b. Groups meeting south of the Ballard Ship Canal to Jackson Street in Seattle proper will remain in District 8.
    - c. Other groups located east and north of these areas, generally speaking along the borders of Lake Washington to the north and east of same are to be in the new District 14.
- 64.2 Motion made and passed that the new State Officers appoint a Special Committee to consist of a chairman and four members-two east and two west-to make a complete study of redistricting the entire Washington Area . . . to be presented to the 1965 State Assembly.

- 64.3 Motion made and passed that the following be placed on the agenda for the 1965 Assembly:
- a. should the annual State Assembly continue to be alternated from east to west?\*
  - b. should it be held two successive years on each side of the state?
  - c. should it be open to the entire Washington area each year?

**1965 Everett, Washington**

- 65.1 Motion made and passed that the redistricting be accepted as correct and become effective January 1, 1966.

Motion passed to prepare new maps showing the redistricting.

- 65.2 Motion made to continue alternating the location of the Assembly from east to west\*.
- 65.3 A resolution was submitted and approved as follows: —We the members of the 1965 Washington State Assembly, being acutely aware of the lack of emphasis on the problems of small communities earnestly request that the National Headquarters institute proceedings for the development and preparation of information and literature specifically directed to the small community. It is further hoped that the National Headquarters will suggest to all state and regional assemblies and conferences that special workshops be conducted pertinent to the problems of the small community." *Applies only to Western Washington Area 72*

**1966 Wenatchee, Washington**

- 66.1 Motion made, seconded and passed that Alternate Committeemen will not be awarded a vote in the State Assembly.

**1967 Bellingham, Washington**

- 67.1 Motion made and passed that \$10.00 a day, with a maximum of \$50.00 annually and 5¢ per mile be paid to the State Chairman, State Secretary and State Treasurer for expenses effective immediately. [Superseded by 06.3.]

**1968 Trail, B.C.**

- 68.1 A motion was made and passed unanimously that the Washington Area Assembly subscribe to 100 subscriptions of the Grapevine to be distributed to hospitals and institutions. [Superseded by 71.3.]

**1969 Tacoma, Washington**

- 69.1 Motion made and passed that District 14 be divided into three districts, henceforth to be known as District 14A, 14B, and 14C.

**1970 Spokane, Washington**

- 70.1 Motion made and passed that the Washington Area Assembly of A. A. approve that we put in a bid for Seattle to be the Host City of the 1975 International 40th Anniversary A.A. Convention.
- 70.2 Motion made —in order to carry the A.A. message more effectively the Intergroup Association of Spokane and Seattle send a representative to all State Assemblies and State Committee Meetings. This will be a two-year term, a representative being allowed one vote. After discussion, an amended motion was voted on and passed: —in order to carry the A.A. message more effectively any Intergroup in the Washington Assembly may send a representative to all State Assemblies and State Committee Meetings. This will be on a trial basis beginning January 1, 1971 for a two-year term being allowed one vote.||

**1971 Vancouver, Washington**

- 71.1 A motion was made and passed to purchase one used mimeograph machine for the Newsletter printing.
- 71.2 A motion was made and passed that the State Committee be given the power to approve the redistricting of District 1. This was given on a one instance basis so the new committee member could be seated at the 1972 Assembly.
- 71.3 A motion was made and passed to award \$100 for the purchase of Grapevine subscriptions to be sent to institutions. [Superseded by 77.1.]
- 71.4 A motion was made and passed to renew the \$100 to purchase literature for the various institutions. [See current literature budgets for individual committees.]
- 71.5 A motion was made and passed to pay the Delegate's expenses to the Pacific Regional Assembly. [Superseded by 75.2.]

**1972 Pasco, Washington**

- 72.1 A motion was made and approved that the Washington Area Assembly accept the A.A. Service Manual as a guideline.

- 72.2 A motion was made and approved that the Newsletter serve as notices for meetings and that the Secretary notify the Committee Members individually for the Committee Meetings.
- 72.3 A motion was made and passed to increase the amount of funds given to the Delegate for the New York trip by \$100. [Superseded by 97.2.]
- 72.4 A motion was made and passed that the Intergroup Representatives continue to attend the Committee Meetings and Assemblies, but that they do not have the power to vote.
- 72.5 A motion was made and passed to establish a funding amount of \$250 to purchase literature for display, this fund to be self-sustaining.

### **1973 Olympia, Washington**

- 73.1 A motion was made and passed to accept ratified changes as submitted to Redistricting Committee and to proceed with numerical numbering of Districts.
- 73.2 A motion was made and passed to continue to employ the professional printer for Newsletter and to dispose of present equipment in following our traditions of not owning property.
- 73.3 A motion was made and passed to grant \$100 per year to the Public Information, Hospitals & Institutions and Grapevine and Literature Committees for advancement of their committee work. [See current budgets for separate committees.]
- 73.4 A motion as made and passed that part of desiring yourself available for service office is to agree to speak briefly of yourself and A.A. experience.
- 73.5 A motion was made and passed to ratify existent expense structure for attendance of District Committee Member meetings and Area Assemblies. Area Delegate is to be paid all necessary expenses (this also includes the Delegate's reports following New York Conference) Area Chairman, Area Treasurer and Area Secretary to be pad 10¢ a mile, incidental supplies, food and lodging. [Superseded by 06.3.]
- 73.6 A motion was made and seconded that the subject on approach to field of alcoholism be relegated to a committee (appointed by Area Chairman) to investigate and examine this issue and present it as top priority item at the next Assembly.

### **1974 Richland, Washington**

- 74.1 A motion was made and passed that the two-hat resolution vote be by majority and voice vote. The resolution was read, vote was taken and the resolution was not accepted by the Assembly.

*NOTE: The passed motion affected the voting procedure. The failed resolution can be found as item 74.A in the Failed Motions section.*

- 74.2 A motion was made and passed to ratify redistricting changes effective January 1, 1975 as follows: District 1A will be 19; District 4A will be 20; District 8A will be 21; District 10A will be 22; District 14A will be 14; District 14B will be 18, District 14C will be 16.
- 74.3 A motion was made and passed that we accept the recommendations of the committee regarding relations with outside agencies, that being no area-wide committee is called for at this time and the primary responsibility for relating effectively with outside agencies should be handled locally through existing A.A. structures. Informational workshops on relating effectively and within the Traditions should be held, and A.A. literature on the subject of relating with outside agencies should be utilized.

## **1975 Ocean Shores, Washington**

- 75.1 A motion was made and passed that all voting except for the election of officers brought before the Assembly be polled by District Committee Members from their GSRs attending the Assembly, and the total be submitted by the District Committee Member to the Assembly.
- 75.2 A resolution was made and passed that the Delegate's expenses be paid for the Area Assembly, three Area Committee Meetings, Pacific Region Service Assembly, the General Service Conference at G.S.O. in April, and all trips required to report on the General Service Conference. [Travel expenses portion superseded by 06.3.]
- 75.3 A motion was made and passed that we fund the Delegate to the Pacific Northwest Conference and to vote the year before on sending the Delegate to the World Conference in lieu of the Pacific Northwest Conference. [Superseded by 83.2.]
- 75.4 A motion was made and passed that the Washington Area Assembly voice its disapproval of G.S.O. at the 40th International Conference in allowing the sale or promotion of the book Bill W. by an outside agency at that Conference.
- 75.5 A motion was made and passed that the Seattle Intergroup host the 1980, A.A. International Convention. It is traditional that the host city has the endorsement of the Area Assembly of which they are a part, therefore be it resolved that the Washington Area Assembly in October of 1975 evidence its support by placing on its agenda a motion to endorse Seattle's bid.
- 75.6 A motion was made and passed that all activities non-A.A. related and promoted at the

Denver Conference (i.e., —Bill's Own Story,|| the selling of jewelry at an A.A. meeting, the tapes and photos, and non-A.A. approved literature for sale) be added to the preceding as actions disapproved of by the Washington Area Assembly.

- 75.7 A motion was made and passed that the Washington Area Assembly pay the mileage costs incurred by the appointed chairmen (H.& I., P. I., GV & Literature, Finance and Newsletter) to three Committee Meetings and one Area Assembly each year at the same rate approved for the elected officers on a one-year basis. An amendment was made and passed that this be a permanent funding for Chairmen and Co-chairmen. [Superseded by 06.3.]
- 75.8 A motion was made and passed that the Washington Area Assembly pay these expenses for the calendar year 1976, in addition to Delegate's expenses previously covered in old business, actual expenses incurred (to include lodging if distance indicates) for Chairman, Treasurer, their Alternates, the Alternate Delegate, and the appointed Area Secretary (six people). Receipts to be submitted in all cases, Further resolved and passed that the ten Committee Chairmen (H.& I., P.I. GV, Finance and Newsletter) be reimbursed for actual travel expenses. In no case will the above expenses exceed 15¢ per mile, or be expended for other than three Committee Meetings and one Area Assembly per year.
- 75.9 A motion was made and passed that the Washington Area Assembly of A.A. and the A.A. Groups and Districts which host or assist in the preparation of the A.A. Area Assemblies and functions, should whenever possible, engage speakers for principal meetings from among the Washington Area Assembly Fellowship rather than to import "name"|| speakers from outside our Area, usually at considerable expense to the Fellowship. It is also resolved that the site, accommodations and meal plans be selected with full consideration for those A.A. members who cannot afford large outlays of either personal, or Group funds for participation in these A.A. events.
- 75.10 A motion was made and passed that a resolution be made to re-establish the Traditions Committee at G.S.O. in New York City to insure against the encroachment of outside influences.
- 75.11 A motion was made and passed to increase the allotment of \$500.00 to \$750.00 for the 1976 Hospitals and Institutions Committee. [Superseded by 77.13.]
- 75.12 A motion was made and passed that it has been proven in the past that on election years there is not sufficient time to handle the election of Officers and give reasonable consideration to regular business of the Area, and therefore we change our Election Year Assembly procedure to extend the business meeting on and to Sunday morning, after the breakfast.

**1976 Yakima, Washington**

- 76.1 A motion was made and passed to accept nominations from the floor for this election.
- 76.2 It was resolved and passed that the Washington Area District Committee Persons ask the GSRs for Group conscience on whether we should or should not create a Washington Area of A.A. history file. The collection and preservation of past and future documents of record and value to be stored, reproduced and disseminated upon request from individuals throughout the Washington Area Assembly of A.A. this October prepared to vote their group conscience on this issue.
- 76.3 It was resolved and passed that the Washington Area Newsletter be used for more Area business, such as the Treasurer's report, the minutes of Committee Meetings, activities of P.I., H. & I. Committees, etc.
- 76.4 It was resolved and passed that the District making bids for the October Assembly does its homework and have tentative reservations made before it makes the bid.
- 76.5 A motion was made and passed that the actual expenses supported by vouchers be paid for the following trusted servants: Area Alternate Delegate; Chairperson; Alternate Chairperson; Treasurer; Alternate Treasurer; and Secretary to the three annual Committee Meetings and the Assembly. [Superseded by 06.3.]
- 76.6 A motion was made and passed that the reports of expenses of elected and appointed trusted servants be made in the accompanying format each year beginning in 1976, by the Area Treasurer and Finance Co-Chairpersons as appropriate. This report to be available to DCMs by the second Committee Meeting of the following year and published in the next edition of the Washington Area Newsletter.
- 76.7 A motion was made and passed that in as much as new resolutions require group conscience [we] would respectfully propose we form and present new resolutions for study and consideration at the 1977 Committee Meetings for final approval October of 1977.
- 76.8 A motion was made and passed that the eight Committee Co-Chairpersons and Newsletter Editor be paid actual voucher expenses for the three Committee meetings and the Washington Area Assembly. [Superseded by 06.3.]
- 76.9 A motion was made and passed that voting on Trusted Servants, resolutions, and other issues be conducted by polling the DCMs.
- 76.10 A motion was made and passed that we appoint one Washington Area Newsletter Editor.



**1977 Olympia, Washington**

- 77.1 A motion was made and passed that 100 Grapevine subscriptions be contributed annually by the Washington Area Assembly's General fund to hospitals and institutions in the Washington Area of A.A., and that the Area Treasurer be responsible for an initial up to date mailing list and for annual renewals. It was further resolved that the Hospitals and Institutions Committee work fund be reduced to the size of other committee funds \$500.00 since the General fund will have financial responsibility for the Grapevine subscriptions. [Superseded by 85.1.]
- 77.2 A motion was made and passed to Increase the seed money for the annual Washington Area Assembly meeting from \$150.00 to \$500.00. All monies in excess of expenses and seed money to be sent to G.S.O. in New York. [Superseded by 05.1.]
- 77.3 A motion was made and passed that the restriction concerning speakers at the annual Washington Area Assembly banquet be removed. That is that speakers can be imported from outside of our Area.
- 77.4 A motion was made and passed that in the printing of proposed resolutions, an explanation be included giving present procedure.
- 77.5 A motion was made and passed to take Goldendale out of District 7 and place it in District 6 as requested by the GSR from Goldendale. This is agreeable to both District 6 and District 7. It still leaves District 7 over two hundred miles in length.
- 77.6 A motion was made and passed that the presently constituted Washington Area Hospital and Institution Committee be dissolved in order to form two new committees to deal separately with hospital and treatment facilities - and correctional facilities, the titles of said committees to be forthcoming.
- 77.7 A motion was made and passed that the Washington Area Assembly expresses interest in the idea of a Pacific Forum in 1978, and if scheduled will reasonably support the Forum.
- 77.8 A motion was made and passed that the Washington Area Assembly Officers appoint an Archivist responsible for organizing, collecting, storing, and managing the Washington Area Archives. Said person would have the authority to select and chair an Archives Committee if one is needed.
- 77.9 A motion was made and passed that a motion to be presented for acceptance by the Washington Area Assembly in 1977 read as follows: —The Washington Area Archives be stored in a repository, such as the King County Central Office.||

- 77.10 A motion was made and passed that an amount not to exceed \$300.00 be authorized from the Washington Area funds for the Archivist to purchase materials and supplies necessary to establish initial storage, cataloging, accountability and retrieval systems.
- 77.11 A motion was made and passed that the printed resolutions appear in the September issue of the Washington Area Newsletter.
- 77.12 Motion was made and passed that the names of the two newly constituted committees be:
- a. Correctional Facility Committee, and
  - b. Treatment Facility Committee.
- 77.13 A motion was made and passed that the Hospitals and Institutions fund be closed. A \$500.00 fund be established for the Corrections committee. A \$500.00 fund be established for the Treatment Facility Committee. [Superseded by 78.9.]
- 77.14 A motion was made and passed that the Washington Area Assembly include a GSR Sharing Session for new ideas, questions, criticisms, opinions following the DCM reports in our business session.
- 77.15 A motion was made and passed that the co-chairpersons east and west be appointed for the new Treatment Facility Committee and the Correctional Facility Committee, and that they be paid expenses to Committee Meetings and the Assembly as is presently done for the existing committees.
- 77.16 A motion was made and passed to have the Washington Area Assembly of A.A. pay the expenses of the Washington Area Delegate to the Regional Forums to be held in the Pacific Region in 1978.

## **1978 Spokane, Washington**

- 78.1 A resolution was made and passed that resolutions voted on at the group level, prior to the Fall Assembly, not be opened for discussion on the floor at the Assembly.
- 78.2 A resolution was made and passed that the prudent reserve date for the Washington Area Assembly be adjusted to be 1 July instead of 1 January due to the heavy financial load between 1 January and 1 July, due to the General Service Conference in April, the Pacific Regional Service Assembly in March, and the Delegate's report to the groups from April through June. [Superseded by 86.2.]
- 78.3 A resolution was made and passed that the Washington Area Assembly surplus, over expenses and seed money, be combined or put into the Washington Area Assembly Treasury to be used as working capital till the prudent reserve date.

- 78.4 A resolution was made and passed to establish a new district from the area that is presently District 3. The northern boundary will be Sandpoint, the southern boundary, St. Maries, Idaho, west borders Coeur d'Alene, and east borders the State of Montana. (District 25)
- 78.5 A resolution was made and passed that the Washington Area Archivist be funded to attend the Washington Area Assembly only, and submit quarterly written reports. [Superseded by 06.3.]
- 78.6 A motion was made and passed that the Washington Area Archivist be funded to attend the three Washington Area Committee meetings. [Superseded by 06.3.]
- 78.7 A motion was made and passed that the north boundary of District 7 be extended due west to the Pacific Ocean so as to include the Long Beach Peninsula.
- 78.8 A motion was made and passed that the year end financial report be put in the earliest issue of the Washington Area Newsletter (before the Assembly convenes) for the purpose of informing the GSR's before the Washington Area Assembly in October for the consideration for voting on money issues.
- 78.9 A motion was made and passed that the budget for literature for correctional facilities be increased from the present \$500.00 to \$1,000.00. [Superseded by 80.4.]
- 78.10 A motion was made and passed to give the responsibility of distribution of Grapevine subscriptions for institutions to Gv & Lit. chairpersons. The treasurer now has the responsibility.

**1979 Vancouver, Washington**

- 79.1 A resolution was made and passed to Revoke Resolution #1 [i.e., 78.1] as passed at the Washington Area Assembly in 1978."
- 79.2 A motion was made and passed to agree that we had made a token gesture only, with Grapevine subscriptions, and that actual need was far greater. We (the Assembly) hope that groups and districts will take on the task of donating subscriptions to this cause when it's feasible
- 79.3 A motion was made and passed to send the Delegate to the International A.A. Convention in New Orleans on July 3-6, 1980.

**1980 Moscow, Idaho**

- 80.1 Moved and passed that arrangements be made prior to each Washington Area Assembly that room rent for the conducting of Washington Area business be paid for from the Washington Area Treasury. [Rescinded by 82.14.]
- 80.2 Moved and passed that the prudent reserve for the Washington Area Treasury be raised from \$1,500 to \$3,000. Any balance over \$3,000 to be sent to G.S.O. in New York as of July 1st of each year. [Superseded by 95.9.]
- 80.3 Moved and passed that when the Pacific Regional Forum is held in the Pacific Region, of which we are a part, that our Delegate's expenses be paid by the Washington Area Assembly so that our service area will be represented in the Service Forum.
- 80.4 Moved and passed that the budget for literature and books for Correctional Facilities be increased from \$500 to \$1,000 for each half of the Washington Area. [Superseded by 85.1.]
- 80.5 Moved and passed that District 4 separate into two districts in that Benton and Franklin Counties (including Burbank of Walla Walla County) remain the designated District 4 and that Walla Walla and Columbia Counties (to exclude Burbank of Walla Walla County) receive the new designation of District 26.
- 80.6 Moved and passed that the Grapevine and Literature Chairperson have a budget of \$700 for an adequate literature supply at the Washington Area Assembly. (East or West\* Chairperson, depending on host side of the Cascades.)
- 80.7 Moved and passed to split District 7 into two sections with Clark County and Skamania County to remain District 7 (and part of Klickitat). Cowlitz County and the parts of Pacific County now in District 7 to be known as District 27.

**1981 Bellingham, Washington**

- 81.1 Moved and passed that District 8 be permitted to split into two districts — Districts 8 and 28.
- 81.2 Moved and passed that District 9 be permitted to split into two districts — Districts 9 and 29.
- 81.3 Moved and passed that the Washington Area Districts be permitted to bid for the Assembly two years in advance, starting with bids at the 1981 Washington Area Assembly for 1983. The bid for the 1982 Assembly (east side of the Area) will still be at the 1981 Assembly as usual.

- 81.4 Moved and passed that job description submitted by Grapevine and Literature Chairpersons be accepted and approved by the Assembly.

**1982 Wenatchee, Washington**

- 82.1 Moved and passed that the Washington Area Secretary become an elected position.
- 82.2 Moved and passed that the Delegate be given \$250.00 expense money for the trip to the General Service Conference.
- 82.3 Moved and passed that the functions of the Finance Chairpersons, East and West\* be given to the Alternate Treasurer.  
*\* Applies only to Western Washington Area 72*
- 82.4 Moved and passed that the Washington Area lease two copies of the film A.A., An Inside View for use by Public Information, East and West\*.
- 82.5 Moved and passed that the Okanogan Groups be allowed to change from District 1 to District 5.
- 82.6 Moved and passed that a sub-committee for the Area be formed to prepare a simple explanation of the functions and procedures of our Area quarterly meetings for the information of future DCMs.
- 82.7 Moved and passed that the funding of the Public Information Committees, East and West, each be increased from \$250.00 to \$500.00.
- 82.8 Moved and passed that any actions established by the Washington Area Assembly cannot be changed except by Washington Area Assembly action.
- 82.9 Moved and passed that all motions to be voted on by the A.A. groups and the Washington Area Assembly be written in plain and simple language.
- 82.10 Moved and passed that the monies in excess of the prudent reserve (\$3,000.00) be sent to G.S.O. as of November 1, 1982 (this year only).
- 82.11 Moved and passed that the Host District of the Washington Area Assembly will make sure there is adequate room to conduct Washington Area business until its completion at the expense of the Washington Area Treasury.
- 82.12 Moved and passed that included in the job description of the Washington Area Corrections Chairpeople is the scheduling and conduct of quarterly rotating meetings of the Corrections Chairpeople of each District for the exchange of ideas.

- 82.13 Moved and passed that the Washington Area pay the expenses of the Chairperson as well as the Delegate to the Pacific Northwest Conference this year only (1983).
- 82.14 At the 4/3/82 Bremerton Quarterly it was moved and passed to rescind the 1980 motion 80.1 —That arrangements be made prior to each Washington Area Assembly that room rent for the conducting of Washington Area business be paid for from the Washington Area Treasury.|| DCMs voted based on previous poling of their District's GSRs..

**1983 Bellevue, Washington**

- 83.1 Moved and passed that all Standing Committee Chairpeople that hold quarterly committee meetings be paid their travel expenses to those meetings. [Superseded by 06.3.]
- 83.2 Moved and passed that the Washington Area Assembly not fund the Delegate's expenses to the Pacific Northwest Conference, as we no longer require the attendance of either our Delegate or Chairperson at that Conference.
- 83.3 Moved and passed that the job description of the Chairpersons of the Area Hospital and Treatment Facilities Committees include the scheduling of quarterly committee meetings.
- 83.4 Moved and passed that \$50.00 per year be allocated within the budgets of all standing committees for communication expenses within their committees. [Superseded by 86.3.]
- 83.5 Moved and passed that the 1983-84 budget for the Area Archivist will be \$300.00. Future budgets will be proposed annually at the August Area Committee Meeting for approval by the Area Assembly in October.
- 83.6 Moved and passed that the time for the GSR Sharing Session be changed to 11:00 a.m., with two GSRs (1 East and 1 West) selected to chair and the topic to be approved in advance.
- 83.7 Moved and passed that the complete schedule for the Washington Area Assembly be published in the Newsletter.
- 83.8 Moved and passed that the Pacific Region Forum host committee be allocated \$50.00 from the Washington Area for flyers to publicize the Pacific Region Forum.
- 83.9 Moved and passed that a Committee be appointed to study methods to streamline Washington Area Assembly business, recommendations to be presented at the 1984 Assembly.

**1984 Pasco, Washington**

- 84.1 Moved and passed that we return to the practice of appointing the Washington Area Secretary.
- 84.2 Moved and passed that we fund the Delegate to the 1985 International A.A. Convention in Montreal.
- 84.3 Moved and passed that we appoint an Editor and Committee with authority to start a Washington Area history.
- 84.4 Moved and passed that the Washington Area establish a Third Legacy Committee with an appointed Chairperson to travel throughout the Area to discuss service structure and A.A. as a whole; and to allow \$50.00 for new props.
- 84.5 Moved and passed that we establish an annual fund of \$500.00 for the Area Archives.
- 84.1A The following advisory action was passed; That for the Washington Area business it is recommended that new business be submitted through quarterly Area Committee Meetings to provide time for discussion before the Area Assembly.
- 84.2A The following advisory action was passed: That it is recommended that for election year Assemblies the Host Committee consider having a Buffet Dinner as experienced at the 1984 Assembly.

**1985 Olympia, Washington**

- 85.1 Moved and passed to increase the Literature Fund for the Corrections Committees from \$1,000.00 per year to \$1,250.00 per year and the Grapevine subscription allowance from 25 to 40 for each side of the mountains\* due to the growth of the facilities.  
[Literature budget (non-Grapevine) superseded by 90.4.]  
*\* Applies only to Western Washington Area 72*
- 85.2 Moved and passed that the Washington Area Assembly in October votes to support Seattle Intergroup's bid for the 1990 International Convention.
- 85.3 Moved and passed that the proposal by the Area History Committee for publishing the Washington Area History be accepted and implemented.
- 85.4 Moved and passed that we raise the present \$3,000 working reserve to \$5,000.  
[Superseded by 95.9.]

**1986 Spokane, Washington**

- 86.1 Moved and passed to rescind the motion that created the Third Legacy Committee at the 1984 Washington Area Assembly at Pasco, Washington.
- 86.2 Moved and passed that the prudent reserve date be changed from July 1 to November 1 in order to take care of all of the expenditures up to and including the Washington Area Assembly. [Superseded by 92.3.]
- 86.3 Moved and passed that the communications (i.e., postage, printing, long distance phone calls, etc.) line available to the Standing Committee Chairpersons be increased from \$50 to \$100. [Superseded by 88.3.]
- 86.4 Moved and passed that the literature budget for the Grapevine and Literature Committee, East and West, be increased from the present \$700 to \$1,000 per year. [Superseded by 90.3.]

**1987 Tacoma, Washington**

- 87.1 That beginning with this year (1987) the Washington Area Alt. Delegate, Alt. Chairman and Alt. Treasurer each be paid for communications (phone calls, copies, stamps, etc.) expenses, to be supported by voucher or receipt.
- 87.2 That the Canadian Flag shall be displayed with the U.S. Flag at future Assemblies.
- 87.3 To extend the District 25 borders to include a portion of the Northwest corner of Montana.
- 87.4 That the Washington Area increase the seed money for the Assembly Host Committee from \$500 to \$1,000. [Superseded by 05.1.]
- 87.5 That on a one-time basis only, an additional \$500 each, be allocated in 1987 for Grapevine and Literature East and West for procurement of new literature made available from G.S.O..

**1988 Coeur d'Alene, Idaho**

- 88.1 That the newly elected officers be reimbursed for expenses incurred during the selection of the appointed Area Trusted Servants. [Superseded by 06.3.]
- 88.2 An Archives Advisory Board shall be appointed. Its duty will be to present an Archives management plan to the 1989 Area Assembly for approval and implementation.



- 88.3 That all communication expenses by the Washington Area Appointed Chairpersons be reimbursed separately from Committee service credit lines.
- 88.4 That the bidding process for the Washington Area Assembly be changed from bidding for Assemblies two years away until three years away.
- 88.5 That a committee be formed to look into the possibility of splitting the Washington Area into two Areas and to report back within a year.
- 88.6 No smoking in the 1989 Assembly.
- 88.7 Motion to make videotape of the 12 x 12 and the Big Book for the hearing impaired. The sense of the meeting was for the Washington Area Delegate to take this consideration back to G.S.O. in April.
- 88.8 That the Washington Area Treasurer shall select a study group to investigate the requirements which must be met in order to satisfy the Washington Area's legal responsibilities for fully and properly reporting the income of our not-for profit fellowship and maintaining tax exemption at both the Federal and State levels and to submit a written report on all of the alternatives available to us at least three months before the 1989 Area Assembly.
- 88.9 That the Washington Area shall create a separate Area Committee. The Committee will be a Cooperation with the Professional Community Committee. It shall have an East Side Chair and a West Side Chair. The Committee shall function like other Committees on the Area level and shall carry out duties as set forth in G.S.O. Guidelines.
- 88.10 That a new district (District 19) be formed out of a southeastern portion of District 12.

*NOTE: The new district is described as lying south of the Snohomish River west of a line formed by Broadway, E. Casino Road, and Evergreen Way. The new district further includes that area south of 100th Street S.E. and west of 35th Avenue S.E. and the portion of Whidbey Island lying south of Classic Road.*

## **1989 Seattle, Washington**

- 89.1 That the Archives Advisory Board's policy statement be accepted as the Archives policy of the Washington Area and that the policy be implemented as suggested by the Board.
- 89.2 That the Washington Area Archivist be authorized to hold regular quarterly Archives meetings and be paid travel expenses to and from the quarterly Archives Committee meetings. [Travel expenses superseded by 06.3.]
- 89.3 That the Washington Area Assembly be a non-smoking Assembly every year.

- 89.4 That the Washington Area fund its Delegate to the 1990 International Convention in Seattle.
- 89.5 That the mileage allowance be increased from 15 cents/mile as set in 1963 to the current IRS rate.
- 89.6 That the Washington Area finance, at the current IRS rate, mileage of the Area Split Committee to attend their meetings.

**1990 Yakima, Washington**

- 90.1 That the Washington Area provide \$300.00 seed money to be used and to be repaid by districts hosting Washington Area Quarterly Meetings.

*NOTE: This motion does not include quarterly meetings of the standing committees. The Assembly approved the addition of the underlined phrase.*

- 90.2 That an Assembly fee should be established for all participants at the annual Area Assembly. NOTE: This motion was passed with the understanding that payment of the fee would be voluntary. The July 1991 Area Committee further affirmed that the voluntary nature of the fee was to be indicated on all future Assembly flyers and registration forms.
- 90.3 That the Washington Area Literature Chairpeople, East & West\*, be given \$250.00 to upgrade literature since G.S.O. has twice in the last 2 years increased the price of literature. And that the credit line for this position be raised from \$250.00 to \$500.00.  
\* *Applies only to Western Washington Area 72*
- 90.4 That the literature budget for Treatment Facilities and Corrections Committees, both East and West\*, be increased by 10 percent. [Superseded by 92.4.]  
\* *Applies only to Western Washington Area 72*
- 90.5 That the Washington Area Archives Committee develop a proposal to microfiche that portion of the Area Archives, which are suitable for that process. And a proposal for the disposition of the originals. Said proposal, to be submitted at the July Quarterly of 1991, if practicable.
- 90.6 That the Washington Area Committee appoint and authorize a committee of 5 to purchase two computer systems one for the WA Area Treasurer and one for the WA Area Newsletter Editor. Initial Cost not to exceed \$2000.00 per system; ongoing costs not to exceed \$500.00 per year total. (System: computer, printer, software. Ongoing: insurance, training.) [Maintenance budget portion superseded by 95.10.]

90.7 That the Washington Area fact finding committees voted in by GSR's give a full unedited report on their findings to the GSR's before motions on committee findings are discarded.

90.8C The following new districts were created by the consent of the Assembly:

District 30 out of District 6

District 31 out of District 14

Districts 32 and 33 out of District 18

Districts 34, 35, 36, 37, 38, and 39 out of District 13 District 40 out of District 15

District 41 out of parts of Districts 17 and 15 District 42 out of District 17

District 43 out of parts of Districts 6 and 4

In addition, District 15 now takes in a portion of District 18

## **1991 Silverdale, WA**

91.1 That Districts 44 and 45, formed out of District 9, be accepted by the Washington Area assembly.

91.2 The Washington Area provide a repository for the protection and safe-keeping of historical documents and related archival materials of the Washington Area. Repository to be located in Yakima, WA, monthly rent to be approximately \$250.00 a month.  
[Superseded by 01.3.]

91.3 Beginning in 1992 the Washington Area hold a minimum of 4, one day, Regional Assemblies to discuss the agenda items for the General Service Conference.

91.4 The Washington Area Assembly fund the 12 Step work of the Area wide Corrections —Bridging the Gap|| program by reimbursing telephone, postage, and printing expenses not to exceed \$1200.00 per year as part of the Correction Chairpersons' Communications Expenses.

## **1992 Tri-Cities, Washington**

92.1 Form three districts out of District 23: The San Juan Islands and North Whidbey and Fidalgo Islands to be new District 46 and Sedro Woolley and East Skagit County to be new District 47. Form new District 48 out of the northern part of District 5 laying in Okanogan County and including Manson and Chelan.

Form new District 49 out of that part of District 3 tying East of the Spokane city limits.  
Form new District 50 out of the northern part of District 25 which includes Bonner and Boundary Counties.

Form new District 51 out of that portion of District 1 lying within Washington State and the portion of District 3 lying In Stevens County.

Form new District 37 out of the portion of District 7 lying north of a line running through the middle of the city of Vancouver at Fourth Plain.

- 92.2 That the Delegate's travel expenses to the Pre-Conference Assemblies be paid by the Washington Area. [Superseded by 06.3.]
- 92.3 The Washington Area shall maintain a working reserve equal to 10 percent of the average annual Area expenditures for the preceding two calendar years and the current budget year. At October 31 of each year, the Area Treasurer will contribute the excess funds to the General Service Office.
- 92.4 That the annual literature credit line for the Correctional Facilities East and West\* Committees be increased to \$2000.00 effective January 1, 1993. [Superseded by 95.11.]
- 92.5 We move that the Area pay mileage only for Grapevine & Literature Chairs, both East and West\*, to yearly Grapevine & Literature workshops. Once on East side and next year on West side. [Superseded by 06.3.]
- \* *Applies only to Western Washington Area 72*
- 92.6 Move that persons who qualified this morning and who now are available for the positions of Treasurer or Alternate Treasurer be allowed to re-qualify if they feel they have specific skills or abilities pertinent to these positions. (1992 Assembly only)
- 92.7 For election purposes (during 1992 Assembly only), polling of the DCM's and available officers be eliminated. A time-saving alternative being to call available DCM's and officers to the podium. Nominations may then be taken from the floor and candidates identified and qualified at that time.

### **1993 Lynden, Washington**

- 93.1 Put Public Service tag line on tapes and videos put out by G.S.O. for use by radio and television.
- 93.2 We move that the Washington Area Assembly submit an application to the General Service Conference to create an additional delegate area on the east side of the Cascade mountains. That said application be signed by the Washington Area Delegate following approval at the 1993 assembly in October and be submitted to the General Service Conference on or before December 31, 1993. That the archives will belong to both areas in as much as they are our joint history, and that past area delegates elected prior to the creation of the new delegate area will be standing members of both committees. In addition, a committee will be appointed to assist the area in agreeing to the division of the treasury, any property, and in assisting in the logistics of separating our operations upon approval by the General Service Conference.

93.3 That the Washington Area, in the spirit of self-support increase its contribution to the General Service Office for the delegate's expenses at the General Service Conference from \$600 to \$1000, beginning with the April, 1994 General Service Conference.  
[Superseded by 07.1.]

93.4 The 1995 P.R.A.A.S.A. Host Committee from the Washington Area requests that the Area Assembly loan advance money of \$500 to the committee for the purpose of starting an account to handle the early mailing of communication, fliers, etc.

93.5 New Districts #53 of N Central Spokane, #54 of Buckley/Enumclaw/E Pierce City, #55 Sequim, & #56 Port Townsend/Quilcene were seated by the unanimous consent of the Assembly.

#### **1994 Spokane, Washington**

94.1 We move that the Washington Area create the appointed position of Area Registrar. The Registrar would require a communications budget and travel expenses to the three Area quarterlies and one Area Assembly each year.

94.2 Move that the Washington Area host districts have the option to delete the dinners on nonelection years.

94.3 That the new Delegate Area application be resubmitted to the 1995 General Service Conference with necessary changes being made.

#### **1995 Silverdale, Washington**

95.1 It is in the spirit of harmony that we support equal distribution of our Area Treasury; half to remain in the present delegate area (West) and half to the new delegate area (East). The separation of Area funds will be completed after the October Assembly and prior to November 1, 1995.

95.2 Recognizing that the Washington Area currently owns two separate computer systems, it is agreed that, on or before December 31, 1995, one complete system remain in the present area (East) and the other in the new delegate area (West).

95.3 Since there is a need to have dual meeting minutes transcribed at the 1995 July quarterly and Area Assembly, it is agreed that two Area Secretaries will be needed. Expenses for both secretaries to attend these service functions will be funded in the same amount normally provided for our Area Secretary.

- 95.4 As a result of lack of funding for our existing east and west transition committees, an advance of not more than \$250 for each committee from the Area's general treasury is requested to reimburse for communication expenses only
- 95.5 In recognition of the close ties and love and service among members of the Washington Area (Area 72) since its establishment in 1951, and in light of the division into two new delegate areas, east and west, be it resolved that members of the new eastern area always feel a special welcome to attend A.A. functions in the west, and members of the new western area always feel a special welcome to attend A.A. functions in the east.

#### **WESTERN WASHINGTON AREA**

- 95.6 That immediately following the resignation of the Washington Area Chairperson, that the Washington Area Alternate Chairperson rotate into the position of Chairperson of Area 72 to complete the term. Additionally, he shall act in the capacity of Chairperson in the portions of the July Quarterly and the October Assembly which are designated for the Western part of the Area.
- 95.7 That any standing motion in Area 72, which references East/West be foot-noted to reflect that they now apply only to Area 72 as it will be geographically located effective January 1, 1996. That any reference to the East/West be ineffective due to the New Delegate Area which was approved at the 1995 General Service Conference.
- 95.8 That the Washington Area Guidelines be amended to: (i) delete the references to East/West; (ii) reflect the adjusted credit lines for each standing committee for the West side only; and (iii) be updated to reflect the current reimbursement rate for Standing Committee Chairs and/or Area Officers, as applicable.
- 95.9 That the current prudent reserve, of \$5,300.00, remain as is since it will self adjust within the next two years in accordance with the formula which is currently in place.
- 95.10 That the Washington Area Committee appoint and authorize a committee of five to acquire one computer system to replace the system which was distributed to the New Delegate Area. Initial cost not to exceed \$2,000.00 (computer, printer, software), ongoing not to exceed \$500.00 per year for both systems.
- 95.11 That the credit line per year (for literature) for Area 72 Correctional Facilities be increased from \$2,000.00 to \$2,500.00. [Superseded by 01.4.]
- 95.12 That the Area Grapevine and Literature Chair be authorized to hold two Grapevine and Literature Quarterlies per year, which will replace the one Grapevine and Literature Workshop currently authorized. Travel by the Grapevine and Literature Chair to and from that Grapevine and Literature Quarterlies will be reimbursed by the Area at the current reimbursement rate. [Superseded by 06.3.]

- 95.13 That an ad hoc committee be established to look at the need for third legacy work within the Washington Area 72. Committee work shall conclude by July \_96 Quarterly.
- 95.14 That the statement: —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.|| be added to the bottom of the page available from Alcoholics Anonymous World Services (Order #P28) titled —The Twelve Traditions of Alcoholics Anonymous.||
- 95.15 In the spirit of rotation the Alternate Treasurer, Alternate Chair, or Alternate Delegate will move to fill the Treasurer, Chair, or Delegate when vacated by early resignation.

#### **1996 Fife, Washington**

- 96.1 That the Washington Area Assembly not fund the Area Delegate to the International Convention, as there is no requirement for attendance, nor is there any business reported to the General Service Board.
- 96.2 Beginning in 1997 the purpose of the Pre-Conference Assemblies shall be to discuss General Service Conference Topics with G.S.R.s. They will then have 30 days to work with their groups in forming a Sense of the Area which will be forwarded to the Delegate prior to the April Conference.
- 96.3 That the General Service Conference make the cut-off date for all agenda items to be November 15.
- 96.4 Move to pay the travel, lodging, and meal expenses of the Pacific Regional Trustee to our even numbered Area Assemblies.
- 96.5 The Washington Area 72 archival material collected prior to December 31, 1995 will be distributed to Western Washington Area 72 and Washington State East Area 92 as follows:
  - a. Duplicate material will be evenly divided.
  - b. For items which can be copied, each area will receive a copy.
  - c. Other material will remain in Area 72. This is in keeping with the spiritual intentions of both areas to maintain Washington Area 72 history intact.
  - d. Recognizing that this will be a thoughtful, slow process, a 10 member committee will be formed consisting of equal membership from Western Washington Area 72 and Washington State East Area 92. All material will be reviewed and distributed by October 31, 1997.
  - e. The current archives repository in Yakima will be retained with each area contributing equally to the rent and utilities until October 31, 1997.

- 96.6 Contingent upon the Western Washington Area (72) and Washington State East Area (92) having passed the motion to divide the Washington Area Archives, that the Western Washington Area (72) provide a repository for the protection and safe-keeping of historical documents and related materials of the Western Washington Area. Repository to be located within the Western Washington Area and monthly rent and utilities cost to be no more than \$400.00 a month. [Funding superseded by 01.3.]

**1997 Tacoma, Washington**

- 97.1 We move that the Western Washington Area Corrections Committee's literature credit line be increased by 25% to cover additional literature needs such as Spanish Literature and that 10 La Vina (Spanish Grapevine) subscriptions be added. [Literature (non-La Vina) budget superseded by 03.2.]
- 97.2 Move that the Area increase the Delegates expense allowance from \$250.00 to \$500.00 for the General Service Conference.
- 97.3 That \$88.04 be allocated to corrections literature fund to correct the deficit.

**1998 Lynden, Washington**

- 98.1 Move that the Mileage for the Western Washington Area Archivist be reimbursed for up to six trips to the repository per year for the purpose of maintaining the archives. [Superseded by 06.3.]
- 98.2 The Western Washington Area pay the Alternate Delegate's travel expenses to the regional Pre-Conferences. [Superseded by 06.3.]
- 98.3 Change the Grapevine & Literature job description in the Western Washington Area Committee Handbook as follows:  
9.7 Area Grapevine & Literature  
Follows the Guidelines as outlined in the Grapevine Workbook and in the Literature Committees Guidelines marked MG-9 from G.S.O. Exists primarily to educate the fellowship about A.A literature, related service material, and how to obtain it. Maintains a comprehensive literature display consisting of items from A.A.W.S, G.S.O., A.A Grapevine, Inc., and other A.A. materials. Is available to take this display to various service workshops, quarterlies and the Area Assembly. Sells literature on an individual basis so as not to be in competition with any group, District or Intergroup. Assets described as display items, literature inventory and cash on hand shall not exceed \$5,000. Gives informed talks on A.A. literature when asked, encourages groups to have Grapevine Representatives (GVR) and stresses the Grapevine as a valuable tool for groups and individual members. Holds two Area wide Grapevine and Literature semiannual meetings per year.



- 98.4 That in order to bring the Washington Area Archives policy to current status, the addition of the word —Western|| be inserted before the word Washington throughout the text of the policy.
- 98.5 District 2 was created by approval of the Assembly from parts of District 12 and 23.

## **1999 Everett, Washington**

- 99.1 Move that the Western Washington Area purchase a Hearing Helper Tour Guide System to help bridge communication between English and Non-English speaking members, amount to be spent not to exceed \$1,400.00 and the system is to be purchased before October 31, 1999.
- 99.2 Move that the Western Washington Area Archives annual credit line of \$500.00 for Archival upkeep be increased to \$1,000.00 for three years (2000, 2001 & 2002) to provide for preservation or the deteriorating material in the repository. At the end of the three years the annual credit line is to be returned to \$500.00.
- 99.3 That an Archives workbook be developed by the General Service Office.
- 99.4 Move that the Western Washington Area appropriate \$500.00 to purchase A.A. Literature for placement in the new —Stafford Creek|| prison near Aberdeen, WA. (District #21). Scheduled to open in the spring of 2000.

## **2000 Ocean Shores, Washington**

- 00.1 Western Washington Area #72 support the Pacific Northwest Conference with seed money if required, not to exceed \$200.00.
- 00.2 We move that, The Western Washington Area be financially responsible for any shortfalls incurred by the Committee/Districts hosting any Area assembly. The Assembly Host Committee will be assisted by an ad-hoc committee composed of by the Alt. Area Chairperson and representatives from the previous two Area Assembly Host Committee to ensure fiscal responsibility in planning for Assemblies.
- 00.3 That the Western Washington Area #72 give District #10 \$400.00 seed money to reserve the Kitsap Pavilion for the Area Assembly in the year 2004.
- 00.4 Move that each Area Elected Official be given an unallocated budget line item of \$350.00 per year, to be used as needed. All money is to be accounted for by submission of receipts to the Treasurer or Alternate Treasurer.

## **2001 Jantzen Beach, Portland, Oregon**

- 01.1 That the proposal submitted by the Western Washington History Advisory Committee to publish an Area history book be accepted.
- 01.2 That the \$1000 seed money be made available to a District(s) Host Committee when they are picked to host an assembly. Even if this is five (5) years in advance. [Superseded by 05.1.]
- 01.3 That the Western Washington Area 72 expend up to \$650.00 per month, the actual amount to be approved by the Western Washington Area Committee, for rent and utilities to provide a Repository for the protection and safekeeping of historical documents and related materials of the Western Washington Area.
- 01.4 We move to increase the Corrections committee literature fund by \$1000.00 to be disbursed by that committee where needed. [Superseded by 03.2.]
- 01.5 The Western Washington Area 72 Grapevine & Literature committee moves that starting in 2002 the Grapevine & Literature committee Semi-annual meeting be changed to a Quarterly meeting to be consistent with the other Area Standing committees. Submitted by WWA Area Grapevine & Literature Committee.

## **2002 Issaquah, Washington**

- 02.1 We move that Western Washington Area form a Website Committee, composed of the Alternate Delegate, the Alternate Chairperson, The Public Information Chair and the Cooperation with the Professional Community Chair, to create and provide oversight for an Area Website. The committee would be responsible for a domain name, finding a server, and the content of the Website.
- 02.2 We move that the Western Washington Area create the appointed position of Area Web Servant. This person would become a member of the Area Website Committee, would be responsible for the input of content, and the maintenance of the website. This position would include funding for communications and expenses incurred to attend the 3 Western Washington Area Quarterly meetings and the Western Washington Area Assembly.
- 02.3 AAWS publish a pamphlet title —Bridge the Gap Between Prisons and AA.||
- 02.4 That Western Washington Area 72 withdraw from the Pacific Northwest Conference.
- 02.5 That the Western Washington Area be financially responsible for reimbursing any travel expenses incurred by appointed Area Officers when attending service functions at the invitation of Districts or Groups when those travel expenses cannot be covered by the inviting District or Group. Reimbursements would be limited to \$350.00 per officer per calendar year. All reimbursements are to be accounted for by submission of receipts to

the Area Treasurer or Alternate Treasurer. [Superseded by motion 06.3, but it should be noted that Districts and Groups are expected to reimburse trusted servants they have invited if they are able to do so].

- 02.6 The Western Washington Area spend up to \$2500 to purchase audio/recording and public address equipment. Said Equipment to be used for Area business functions i.e. Quarterlies, Pre-Conferences, Delegate's Reports, Pre-Assemblies and Assemblies. Equipment to be the responsibility of the Alternate Area Chairperson. Specifics of operation to be outlined and equipment to be operated by volunteers. Final equipment purchased to be decided by an Ad Hoc Committee.

### **2003 Tukwila, Washington**

- 03.1 Motion to rescind Motion # 83.6 to allow for flexibility in the agenda.
- 03.2 We move that the Western Washington Area Corrections Committee's literature credit line be increased to \$6,400.00.
- 03.3 Move that the Western Washington Area reimburse the host committee, or host district, up to \$100.00 for rental of a facility to host a Western Washington Area 72 Standing Committee quarterly. Quarterlies included are: Archives, Cooperation with the Professional Community, Corrections, Grapevine and Literature, Public Information and Treatment. The host committee may use the 7th Tradition proceeds at their discretion and integrity and will determine whether or not to seek the available funds from the Western Washington Area.
- 03.4 Moved that all previous GSR sharing session motions be replaced with a GSR sharing time slot that would be decided at the discretion of the area chair.
- 03.5 We move that the Western Washington Area (WWA-72) spend up to \$1,500/yr. to reimburse travel costs for the operator(s) of audio/recording and public address equipment. Said reimbursements to cover costs (mileage, lodging, meals) to and from the following Area business functions i.e. Quarterlies, Pre-Conferences, Delegate's Report, Pre-Assemblies and Assemblies. [Superseded by 06.3.]

### **2004 Silverdale, Washington**

- 04.1 Moved that any excess money left over after paying expenses for the Area Assembly be forwarded to the Area Treasurer.
- 04.2 We move that the Area Website Committee be composed of the appointed Area Webmaster, the appointed Area Public Information Chair and a steering committee of three volunteers with a demonstrated interest in the Traditions, general service and/or websites. The committee will maintain and further develop the area Website, following

policies set forth by the original Website committee to ensure that the Traditions are upheld.

- 04.3 We move that the Western Washington Area create and fund a new standing committee to be called the Accessibility Committee:
1. That the committee be chaired by an Accessibility Chair.
  2. That the committee receive initial annual funding in the amount of \$7,500.00, to be reviewed annually by the Area Treasurer
  3. That the committee handle all accessibility needs and issues within the guidelines that the committee shall establish and budget allows.
- 04.4 We move that the Western Washington Area (WWA-72) include in its selection process the position of WWA-72 Sound System Operator. The process of selection/replacement of the WWA-72 Sound System Operator will be identical to that used for the current WWA-72 Appointed Servants.
- 04.5 We propose that on election years, at the Western WA Area 72 Assembly, there will be a report by the Pacific Regional Trustee, when available.

## **2005 Lynden, Washington**

- 05.1 We move that the Area increase seed money from \$1000.00 up to \$3000.00 to make available to a district host committee as needed when they are chosen to host an Area Assembly.
- 05.2 We move that the Western Washington Area Accessibility Committee Chair be granted the same reimbursable expenses to which the other Western Washington Standing Committee Chairs (Corrections, Treatment, PI, CPC, and Grapevine/Literature) are currently entitled. These expenses would be paid from the Area treasury in the same manner as the reimbursable expenses of the other Standing Committee Chairs in the Western Washington Area.
- 05.3 We move that Area 72 forward to the Conference Report and Charter Committee a suggestion to put back the graphics of the Structure Inside an A.A. Group (from the A.A. Group pamphlet, p.24) in the Chapter 2 of The A.A. Service Manual.
- 05.4 We move that the Western Washington Area 72 financially support the Web Site Committee, by adding a committee credit line of \$500 per year.
- 05.5 Move to have WWA 72 supply \$500.00 seed money for the Regional Forum, June 22-25, 2006.

**2006 Tacoma, Washington**

- 06.1 Area 72 requests that A.A. World Services produce and distribute the American Sign Language version of ALCOHOLICS ANONYMOUS in a DVD format.
- 06.2 We move to authorize an annual variable budget, equal to 5% of the yearly approved Area Budget to be administered at the discretion of the Finance Committee, to pay for unexpected service-related expenses for the Area elected and appointed trusted servants. (Superseded by motion 10.3).
- 06.3 Area elected and appointed trusted servants and steering committee members will be reimbursed for travel costs required in the performance of the responsibility of their position. Said reimbursements to cover costs (mileage, travel fees, lodging, and meals).
- 06.4 We move that the Western Washington Area Assembly deal with floor motions in the following manner. Prior to formally discussing and voting on floor motions, the Area Chairperson will determine by simple majority vote whether the Assembly wants to:
  - a) Address, discuss, and vote on the floor motion at that time; or
  - b) Refer the floor motion to the Quarterly process to be considered for addition to the agenda for the following Assembly.

**2007 Lynnwood, Washington**

- 07.1 We move that the WWA Area contribute twice the amount requested annually by the General Service Board to offset a portion of the Delegate's expenses at the General Service Conference. This amount not to exceed the actual cost of the Delegate's expenses at the General Service Conference..
- 07.2 We move that the Western Washington Area Newsletter include a Spanish translated version four (4) times a year where minutes of the Area Quarterlies/Assembly appear, then published and distributed it in a timely manner to the Spanish Language Districts.
- 07.3 We move that in the spirit of self-support, WWA 72 hires a tax professional to complete our tax return yearly.
- 07.4 We move that Western Washington Area 72 purchase a new computer system & software for Western Washington Area 72 Archives.

**2008 Everett, Washington**

- 08.1 We move that WWA 72 buy an accounting program as recommended by the Area Treasurer.

- 08.2 We move that the General Service Conference instruct AAWS to produce and publish a book containing personal stories from geographically remote areas of the world.

**2009 Lynnwood, Washington**

- 09.1 Approved requests for interpretation and/or translation at the three Area Quarterlies and the annual Area Assembly be funded by the Area treasury.
- 09.2 The Western Washington Area makes available to the Cooperation with the Professional Community (CPC) Committee money for exhibit/booth fees at professional conferences/conventions not to exceed \$1,000.00 per year.
- 09.3 We ask A.A. World Services to produce pamphlets without staples so that they can enter into all correctional facilities.

**2010 Longview, Washington**

- 10.1 That the Area fund the Area Archivist to attend the NAAAW (National Alcoholics Anonymous Archives Workshop) annually, covering travel, lodging, registration and meal expenses.
- 10.2 Increase the cap of the value of the assets of the Grapevine and Literature committee on hand as established in Motion 98.3 to \$7500.
- 10.3 We move to authorize an annual variable budget, equal to 5% of the yearly approved Area Budget, to be administered at the discretion of the Finance Committee, to pay for service-related expenses for the Area elected and appointed trusted servants and Area committees.
- 10.4 It is requested that AAWS remove all portions of the CPC videos that read —Unikron.com||.
- 10.5 We request that the General Service Conference review the use of non-A.A. logos or trademarks on and in our literature and video products and create a policy that is in keeping with our Traditions of neither affiliation nor endorsement.

**2011 Ocean Shores, Washington**

- 11.1 The information from the Area Newsletter be made available on the Area Website.||
- 11.2 Area 72 Appointed Trusted Servants be given full —Right of Participation|| as defined in Concept IV in Area 72 Quarterlies and Assemblies.||

- 11.3 We respectfully request that the General Service Conference have a collection of Grapevine stories on gratitude published as a book.||

## **2012 Shelton, Washington**

- 12.1 We move to amend, effective January 2013, the 1989 Archives Policy as follows:  
This amendment creates two (2) new positions Archivist and Archives Chair to replace the current Area Archivist position. An archival specialist, the new Archivist will be relieved of area administrative responsibilities, which will be taken over by the new Archives Chair.

### **Archives Chair**

The Archives Chair will be selected using the established process for Appointed Officers.

Duties: The Archives Chair will participate in the Area Assembly and Area Quarterly Meetings as an Appointed Officer, chair quarterly Archives Committee meetings, chair monthly Archives Steering Committee meetings, facilitate Repository site-selection decisions, and produce articles for the WWA72 Newsletter.

### **Archivist**

The Archives Steering Committee will select, replace, or reappoint an Archivist using the currently established process, which requires ratification by the Area Committee at the first Area Quarterly Meeting of each rotation.

Duties: The new Archivist will have archival experience and will manage archives work parties, coordinate archives training efforts, maintain the digital catalog, maintain a consistent filing system, manage our repository, represent the Area at National AA

Archives Workshops, and manage collections such as artifacts, paper, audio information, photographs, and videos.||

- 12.2 That the WWA72 create a separate Area Standing Committee called the Area Web Committee. The committee chair will be selected using the established process for appointed officers. The committee shall function like other standing committees at the Area Level and shall carry out duties as set forth in GSO Guidelines.||
- 12.3 Request that the Delegate ask the Literature Committee of the General Service Board to change the manner in which the page numbers are quoted in the Daily Reflections (Spanish edition) coincide with the page numbers in the Spanish Big Book – third edition.||

**2013 Tacoma, Washington**

- 13.1 We respectfully request that AA World Services, Inc. develop literature for Transgender and Gender non-conforming alcoholics.
- 13.2 We ask AA World Services to consider producing a special edition book that combines the 36 principles of Recovery: 12 Steps, 12 Traditions, and 12 Concepts as written by Bill W.

**2014 Lynden, Washington**

- 14.1 Form new District 43 out of that portion of District 44 lying west of the Tacoma Narrows Bridge and the portion of District 10 lying In Kitsap County south of Gorst and Mason County (Belfair and Allen)
- 14.2 We move that the Western Washington Area Corrections Committee's literature credit line be increased to \$8,0000.00.



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**AREA #72**  
**FAILED MOTIONS**

These are a compilation of Area #72 Motions defeated from Assemblies 1961-2014\*

(\*excluding 1963-1966 and 1968-1974, for which no records of failed motions are available)

REVISED December 2014



Motion Page

61.A	98	Divide Washington Area into two Areas.
61.B	98	Alt. Delegate automatically becomes next Delegate.
62.A	98	Area pays expenses of GSR's & DCM's to Assemblies.
67.A	98	Assembly be 2 years East & 2 years West sides, not alternating.
74.A	98	Resolution prohibiting
75.A	98	Retroactive mileage expenses for the year 1975 to .15 per mile.
75.B	98	Pay actual travel and prudent expenses to cover 6 Elected Servants and 2 appointed Sec.
75.C	98	Prudent reserve increase from \$1,500.00 to \$3,000.00.
75.D	98	DCM reports be made on Friday night on election years.
75.Jan-a	99	Committee to draw up guidelines of A.A. functions Delegate required to attend and funded.
75.Apl-a	99	That all questioned and unauthorized expenses be returned to Treasury until vote in Oct.
75.Aug-a	99	A.A.W.S. publishes handbook for group study on 12 steps and 12 Traditions.
75.Aug-b	99	Preceding funding legislation be voted out and following method be voted in.
75.Aug-c	99	Authorize Delegate a \$250.00 discretionary fund over and above those previously authorized.
76.Jan-a	99	Resolution concerning officer expenses not take effect until next rotation.
76.Jan-b	99	New business brought up on Assembly floor, must be taken back to groups.
76.Apl-a	99	Eliminate reports of co-chairmen at Committee meetings, be printed in Newsletter.
76.Aug-a	100	3rd Legacy be used in election of state officers.
76.Aug-b	100	Outgoing Chairperson appoint Chairmen of the Service committees.
76.A	100	DCM oral report be excluded from Assembly.
76.B	100	Chairpersons East & West, only 1 Chairperson be paid expenses to Area Committee meetings.
76.C	100	Washington Area reconsider action on prudent reserve.
76.D	100	Motions and resolutions directly related to financial matters, be in Newsletter prior to Assembly.
76.E	100	Appoint East/West co-chairmen.
76.F	100	Voting be conducted by polling of DCM's.
77.Jan-a	100	1976 Assembly surplus monies, where to be disbursed.
77.Jan-b	101	DCM meeting expenses be taken from Area funds.
77.Jan-c	101	Motions and resolutions directly related to financial matters, be in Newsletter prior to Assembly.
77.A	101	Sufficient seating be available at Assemblies for Alt. GSR's.

77.B	101	Discontinue payment for Delegate expenses to Pacific Region Conferences and/or PNC.
77.C	101	Only motions gone through quarterly be admitted to Assembly.
78.A	101	Assembly banquet and breakfast ticket profits be split with A.A. and Al-anon.
78.B	101	Assemblies, Conferences and workshops keep hot decaffeinated coffee available equal to caffeinated.
78.C	102	Extend Assembly preparation time to 2 years.
78.D	102	Assemblies be conducted with qualified parliamentarian being assigned.
80.A	102	Centralizing the location of 1/4ies and Assemblies.
80.B	102	Washington Area be split into 2 Delegate Areas.
80.C	102	Change name to Can-Wash-Ida Area Assembly.
81.A	102	Motions, Amendment and resolutions must have group conscience.
81.B	102	Appointed Committee be allowed a vote.
81.C	102	Election years, eliminate the banquet and dance.
81.D	102	Adopt biannually, estimates and outlays authority needed to maintain its current Area services.
81.E	102	District #6 request permission to split into 2 separate districts.
81.F	102	Washington Areas participation in PNC be withdrawn.
82.A	103	Chairpersons expenses be paid to attend PNC.
82.B	103	Area committee need to pole districts to change policy set forth by the Assembly.
82.C	103	Motions and resolutions affecting policies can only be adopted by Area Committee by polling Districts.
82.D	103	Committee of GSR's looking into polling process.
83.A	103	Election of Alt. Sec.
83.B	103	Rename PI committee to PI/CPC.
83.C	103	Rescind motion # 82.8.
83.D	103	GSR sharing on election years be moved to Friday night.
83.E	103	Committee Chairperson provide financial statements on how money was used.
83.F	103	Newsletter be printed quarterly.
83.H	103	Area Assemblies cut Al-anon and Ala teen speakers from the banquet.
83.I	103	The Big Book of A.A. include an index.
84.A	104	Hold GRS sharing session from 7:00am to 8:00am every year.
84.B	104	Eliminate Saturday banquet.
84.C	104	Appointed officers allowed to have a vote.
84.D	104	Fund Area Chairperson to P.R.A.A.S.A.
84.E	104	Budget for 1985 Archives committee \$500.00.
84.F	104	East and West GV & Lit. position be eliminated and assumed by the Alt. Delegate.

84.G	104	Fund Area Alt. Delegate to P.R.A.A.S.A.
84.H	104	All new motions except housekeeping with a second be taken back to the groups.
84.I	104	Motion Review Committee be formed.
84.J	104	Chair to form a committee to review present funding system of standing committees.
84.K	104	Change banquet to buffet style.
85.A	104	Housekeeping motions at presented at Assemblies be decided by simple majority.
85.B	104	Divide Washington Area into 2 separate Delegate Areas.
85.C	105	Appointed Area Officers be voting members.
85.D	105	Contributions to the Washington Area be used in the Washington Area(except by Assembly vote).
85.E	105	Actual expenses supported by voucher or receipt be paid for the appointed 3 <sup>rd</sup> Legacy Committee.
85.F	105	Chairperson appoints a committee to study the possibility of a single central Assembly location.
86.A	105	Establish a C.P.C. Committee East & West.
86.B	105	Establish a non-smoking policy at Area Assemblies.
86.C	105	Only GSR's be allowed a vote at Area Assemblies.
86.D	105	Area Committee and District reports be written at Assembly.
86.E	105	Washington Area buy props for 3rd Leg. And make available through PI.
86.F	105	Committee Chairpersons and the committee establish credit lines. Increases to be approved by GSR's.
86.G	106	Washington Area have no more than 20 groups per district.
86.H	106	Committee Chairpersons submit written reports at the Area quarterly meetings.
87.A	106	Alt. Delegate be funded the same as the Delegate to P.R.A.A.S.A.
87.B	106	Washington Area pays 100% to G.S.O. for Delegate expenses to the General Service Conference.
87.C	106	DCM & GSR's only be allowed a vote.
87.D	106	Appointed Chair people be allocated \$125.00 for communication expenses.
87.E	106	Hall rental cost at all business meeting be the responsibility of the Area.
87.F	106	Area invite a audio reproductive company to tape Banquet and Sunday Spiritual breakfast speakers.
87.G	106	1998 host committee provide a smoke free atmosphere for the 1998 Assembly business meeting.
87.H	106	Canadian monies be accepted at par value at the Area Assembly for registration, etc.
88.A	106	Area Treasury maintain separate fund from profits or —Our Stories Disclose for future printing.

88.B	107	PI Committee be renamed to PI/CPC Committee.
88.C	107	Appointed Officers and Committee chairs be fully participating and voting members.
88.D	107	Communication expenses of the Area appointed chairs be reimbursed separately from credit lines.
88.E	107	Area Assemblies be held in Airplane Hangars or similar structures to be completely open at both ends.
88.F	107	Change from saying available or not available to yes/no.
88.G	107	Head platform be placed along long wall of the room at future Assemblies.
88.H	107	All monies received by the Area be kept in a non-interest bearing account.
88.I	107	1998 Assembly there will be a 15 minute smoke break every full hour of business (4 Hours).
88.J	107	Audio recording of the Speakers be allowed without cost.
88.K	107	Bring the Area into compliance with Federal Tax Status, and be allowed to hire special workers.
89.A	107	Washington Area Assembly be financially responsible for all its quarterly meetings.
89.B	107	Only DCM and GSR be allowed a vote at Area business meetings.
89.C	107	Appointed Chairpersons be elected by those they represent.
89.D	108	Amendments to motions, not be brought up for vote until circulated to all Area groups.
89.E	108	Cost of Assemblies to groups not to exceed \$100.00.
89.F	108	Split-Committee be given a 1 year time limit and a vote to be taken at the 1990 Assembly.
89.G	108	Each A.A. group use washable cups and utensils or biodegradable cups and utensils.
89.H	108	In order to comply with current tax laws, we immediately proceed with the following process: 1) Incorporate as a Washington non-profit organization. 2) Apply for the IRS tax exempt status.
89.I	108	Area take responsibility to pay expenses of the Pacific Region Trustee to Area Assembly on even years.
89.J	108	Appointed Officers and Committee chairs be fully participating and voting members.
89.K	108	Washington Area fund the Delegate to P.R.A.A.S.A.
89.L	108	No flags be flown at Area functions.
89.M	108	Area considers holding Assemblies earlier in the year, up to the 2nd weekend in September.
89.N	108	Area Assembly takes its inventory on non-election years using the pamphlet —THE A.A. GROUP.
90.A	108	That the immediate past Delegate, if he or she accepts, become the Third Legacy Person for the Area for a period of two years.

- 90.B 109 That the position of Third Legacy Chairperson be considered the same as all other appointed chairperson's positions.
- 90.C 109 That New Motion #2 be tabled and that a committee be formed to research the third legacy position guidelines and possibilities, and define the position.
- 90.D 109 That the third legacy person for the area be nominated and voted into office for two years at the WA Area Assembly. The budget not to exceed \$500.00 a year.
- 90.E 109 That we form an Area Wide Committee, to further investigate the best possible way of designing and implementing a 1-800 number 12th step answering System.
- 90.F 109 That the Washington Area Assembly be authorized to purchase two personal computer systems, one for the WA.A. Treasurer and the other for the WA.A. Newsletter Editor.
- 90.G 109 That the WA.A. be authorized to rent, lease, or purchase timeshare equivalent to two personal computer systems, one for the WA.A. Treasurer and the other for the WA.A. Newsletter Editor.
- 90.H 109 That the Washington Area Assembly take financial responsibility for Washington Area Standing Committee Quarterly meetings.
- 90.I 109 That the Washington Area Assembly provide one hundred dollars (\$100.00) seed money for the Washington Area Standing Committee Quarterlies.
- 90.J 110 Amendment to Motion #5: That the Washington Area Assembly take financial responsibility for Washington Area Standing Committee Quarterly meetings not to exceed \$100.00 per quarterly meeting.
- 90.K 110 That an amount up to \$250/month be authorized as rental or lease for an Archives repository.
- 90.L 110 That an amount of \$150/month be authorized as rental or lease for an Archives Repository.
- 90.M 110 That the timing of the Washington Assembly be moved forward into the summer months, in order to take advantage of cost savings by utilizing University campus, etc. to hold the Area Assembly for the year 1993 and beyond.
- 90.N 110 That the Area Assembly's purpose is to communicate and to decide issues of Area significance, rather than provide a festival weekend, and that future Assembly Host Committees should plan with an emphasis on the business meeting as self-supporting, and other common accompaniments.
- 90.O 110 In keeping with the 7th Tradition, be it resolved that the Washington Area of Alcoholics Anonymous neither charge nor cause to be charged a fee to its members for admission or

		entrance to any Area event, Quarterly, Assembly, meeting, or other business function.
90.P	110	That all new motions that pass be brought back to the groups and if passed to put on the agenda for the 1991 Assembly.
90.Q	110	That any new motions brought before the Assembly under new business be limited in length to 4 lines or less.
90.R	110	That at future W.A. Assemblies new business motions be limited to no more than 3 motions from any one district.
90.S	110	That the Appointed and Elected Standing Committee and other Area Committee trusted servants be fully participating in Area Quarterly meetings.
90.T	110	That the Area Committee Chairpersons be elected to their positions by the collective District Chairpersons of those committees.
90.U	110	That the Washington Area split into 3 new areas.
90.V	111	That the Washington Area Delegate present a motion to the General Service Assembly to the effect that the Big Book be sold at cost.
91.A	111	Washington Area be split into 2 Areas.
91.B	111	Area assembly be held annually in Yakima beginning in 1995.
91.C	111	That all motions from the floor, and amended motions, except housekeeping, passed at the Area Assembly be tabled for group ratification.
91.D	111	All new motions, except housekeeping, be tabled until the next Area Assembly.
91.E	111	Change New/Old business to follow the Treasurers report.
91.F	111	Elected and Appointed reports be given during the dinner on Saturday night of the Assembly.
91.G	111	Area level committees shall be funded by action of the WA Area Assembly.
91.H	111	WA. Area Assemblies be limited to one-day business meeting.
91.I	111	Date of the Assembly be moved to the first weekend in September.
91.J	111	Area Trusted servants be required to stand in line at mikes on the floor when stating an opinion.
91.K	111	That no WA. Area funds be spent on literature that is not approved by G.S.O..
91.L	112	Delegate be directed to bring up idea for guidelines for Archives at the 1992 Conference.
92.A	112	WA Area Assembly be held during the summer at a college campus.
92.B	112	Appointed Area Officers be voting members.
92.C	112	Area consider having Post-Conference Assemblies, five in the Area.



92.D	112	Area consider having Post-Conference Assemblies, to enhance current practice of Delegates reports.
92.E	112	All ballots for 1992 Assembly elections be automatically destroyed, once the position is elected.
92.F	112	All new agenda business have been subject to the quarterly process prior to action of the Assembly.
92.G	112	Policy of providing funds necessary to accomplish assigned duties of Elected/Appointed positions.
92.H	112	GSR's would be allowed a vote at Area Assemblies.
92.I	112	Ad-hoc committee be formed to investigate the formation of service regions within/part of, the Area
92.J	112	All Area Officer be reimbursed for actual expenses only, when traveling on behalf of the Area.
92.K	112	Meal included in Area Assembly package be described as to what they are.
92.L	112	Area adhere to the spiritual principals of the 12 Concept and 12 Traditions.
92.M	113	To cut down on GSR's expenses, we propose that the Assembly be an Assembly only, no dances etc.
93.A	113	Additional statement be incorporated in to paragraph 6 of the Washington Area Archives Policy.
93.B	113	All Trusted servants be compensated at the Charitable IRS rate.
93.C	113	Persons available for Elected positions be encouraged to submit a resume to the Aug. Newsletter.
93.D	113	Washington Area go to 2 Assemblies per year, 1 in April and 1 in October.
93.E	113	Contributions to G.S.O. not be made this year, for splitting the Treasury between the 2 Areas.
93.F	113	General Service Conference amend the Anonymity statement.
93.G	113	Delegate bring to the next General Service Conference a request to create a new pamphlet for Hospital and Treatment Center clients.
93.H	113	Washington Area pays 100% to G.S.O. for Delegate expenses to the General Service Conference, beginning in April 1994.
93.I	113	Cost of adequate computer system equipment be investigated in order to bring our Archives into the 21st Century.
94.A	114	Archives steering committee and Archivist be compensated for required travel to Steering meetings.
94.B	114	Area underwrite the basic cost of quarterly meetings, not to exceed \$500.00.
94.C	114	Assembly begins discussion of business motion immediately following the Treasurer's report.
94.D	114	Area Archives Committee be appointed by the Area Committee.

- 95.A 114 Archives of Area #72 committee will be happy to assist the new Area in building their Archives.
- 95.B 114 Archives disposition be delegated to the current Archivist, Steering Committee.
- 95.C 114 Area take back to the General Service Conference to delete the 4 new questions in the 96 survey.
- 95.D 114 Area be financially responsible for the basic cost of quarterly meetings, not to exceed \$500.00.
- 95.E 114 Increasing the amount to G.S.O. for our Delegates expenses from \$1,000 to \$1,500.
- 95.F 114 The Area establish a 3rd Leg. Committee, to be chaired by the Alt. Delegate.
- 95.G 115 Written copies of any new motion from the floor be submitted to each District seated at the Assembly.
- 95.H 115 That A.A.W.S. put back into the pamphlet —THE A.A. GROUP|| the guidelines for what constitutes a group.
- 95.I 115 Application form sent to G.S.O. for a new group include the 6 point on what constitutes a group.
- 95.J 115 The ALT.(Delegate, Chair, Treasurer) will automatically move up to fill the term, if the Delegate, Chair or Treasurer is unable to complete their term.
- 96.A 115 The Western Washington Area #72 Appointed Officers and Committee chairs be permitted a vote at the Area Quarterlies and the Assembly.
- 96.B 115 Area include Alt. DCM in its mailing list for pertinent area business.
- 96.C 115 That A.A.W.S. & Grapevine, Inc. publishes on CD all audiocassettes.
- 96.D 115 Area #72 Committee submit pertinent Area business to the Newsletter for printing all mail being sent to DCM's.
- 96.E 115 Area appointed Officers and Standing Committee Chairs be elected positions.
- 96.F 115 That the Canadian Flag shall be displayed with the US flag at future Assemblies if available.
- 97.A 115 W.W.A. create and fund the appointed position of Area 3rd Legacy Chairperson.
- 97.B 116 Following expenses be reimbursed for Area Officers and Chairs. (See Motion for listing)
- 97.C 116 Remove the word ||Officers|| and replace with —Trusted Servants.
- 97.D 116 6 words in the first sentence on page 14 of the pamphlet 44 Questions, be changed.
- 97.E 116 W.W.A. hold a maximum of 5 regional Delegates reports, with exception of correctional facilities.

- 97.F 116 The Area petition G.S.O. to have A.A.W.S. publish a pamphlet So you've been told to go to AA|| in the English and Spanish Language.
- 97.G 116 The W.W.A. as a whole approve the pamphlet ||So you've been told to go to AA.
- 98.A 116 W.W.A. shall maintain a working reserve equal to 15% of the annual Area expenses.
- 98.B 116 Effective January 1, 1999 the W.W.A. C.P.C. and P.I. committees be combined into one committee.
- 98.C 117 W.W.A. change the job description of the Alt. Delegate in the Handbook
- 98.D 117 Process of reimbursement for all Appointed trusted servants be done in accordance of Concepts 4 & 10.
- 99.A 117 W.W.A. reimburse our Delegate for cost of the 2000 International.
- 99.B 117 That G.S.O. copyright the collection of 95 finalist stories presently under consideration for use in the Draft 4 Edition of Alcoholics Anonymous.
- 00.A 117 Area Elected Officers credit line (see motion)
- 00.B 117 That effective 1/1/2001 W.W.A. Standing committee quarterlies share the same dates and facilities.
- 00.C 117 Excess monies generated from W.W.A. Assemblies be set aside for upcoming Assemblies.
- 00.D 117 That the seed money becomes available when the bid is accepted for an Assembly.
- 01.A 118 WWA April/May/June 2002 Standing Committee Quarterlies be held at a common location in May and the WWA would be responsible for up to \$500.00 of rental fees.
- 01.B 118 WWA spend up to \$2500.00 to purchase audio/recording and public address equipment.
- 01.C 118 The WWA Quarterly format be changed to include a four hour GSR sharing session regarding the home group conscious on the General Service Conference agenda items. Will be located between Olympia and Everett.
- 01.D 118 The Appointed Area trusted servants vote with the rest of the body at Area business functions.
- 01.E 118 In all A.A. literature that G.S.O. prints, the words —officer or officers|| are replaced with —trusted servant or trusted servants as literature supplies are exhausted and new literature is made available.
- 01.F 118 WWA Assembly establish a 2:00 PM Saturday deadline for all new motions.
- 02.A 118 WWA 72 provide interpretation services for language and ASL when requested by any WWA 72 Committee member or voting

- member of a group or district within the WWA 72 area. Services to be provided at various Area meetings.
- 02.B 119 Area Appointed Area Trusted Servants be given an unallocated budget line item of \$350.00 per year, to be used as needed.
- 02.C 119 WWA form an Ad-Hoc committee to determine the feasibility of removing language barriers to participating in our service structure.
- 02.D 119 WWA 72 provide interpretation services for ASL when requested by any WWA 72 Committee member or voting member of a group or district within the WWA 72 area. Services to be provided at various Area meetings.
- 02.E 119 WWA 72 provide interpretation services (ASL) when requested by any WWA 72 committee member or voting member of a group or district within WWA 72 area. Services to be provided at various Area meetings, district meeting, or group meeting.
- 02.F 119 To form a Finance and Budget Committee to investigate and present at the next Area Assembly the most fiscally responsible method of providing interpretation services for language and ASL at various Area meetings.
- 03.A 119 That G.S.O. modify the pamphlet, —Memo to an A.A. Treasurer||, to suggest at least two years of sobriety for a group treasurer.
- 03.B 119 WWA 72 provide Spanish language and ASL interpreter services when requested by anyone who registers 3 months in advance of the Area Assembly. Shall be financed by a \$5 surcharge at Assembly. Any shortage or overage to be covered by the Area general fund. Host committee responsible for all coordination with an annual review by WWA72 committee.
- 03.C 120 WWA72 create an Area Access Committee that will function as an Area Standing Committee, the aim of which is to assure those AA's with special needs, as defined in the A.A. Guidelines, are having those needs met.
- 03.D 120 WWA72 designate a budget line item up to \$3,000.00 for interpretation services to be administered by a committee consisting of Area Treasurer, Alt. Treasurer and 3 DCMs that would report to disbursements made on a quarterly basis.
- 03.E 120 Provide interpretation services for ASL when requested by an WWA72 committee member, district officer, GSR or Alt GSR who pre-registers requesting services at least 3 months in advance. All expenses paid by area committee.
- 03.F 120 That GSR sharing follow Appointed Chair reports and that DCM sharing be excluded from Saturday's proceedings.
- 03.G 121 That we organize a separate event on the day of registration for GSR sharing and GSR and Intergroup exchange of ideas.

- 03.H 121 That GSR sharing be increased to 4 hours.
- 03.I 121 That the WWA72 Chairperson provide a preliminary agenda for area assemblies 60 days prior to the assemblies.
- 03.J 121 That the Area Chairperson shall determine the time for the GSR sharing session.
- 03.K 121 WWA 72 provide ASL interpreter services (no Spanish) when requested by anyone who registers 3 months in advance of the Area Assembly. Shall be financed by a \$5 surcharge at Assembly. Any shortage or overage to be covered by the Area general fund. Host committee responsible for all coordination with an annual review by WWA72 committee.
- 04.A 121 Believe in the principle that any alcoholic who wishes to participate in service in Alcoholics Anonymous should be able to do so.
- 04.B 122 We move that the Western Washington Area 72 exclude oral DCM reports during the Area Assembly.
- 04.C 122 The area will pick up any excess expense incurred by the Host Committee in providing interpretation services at Area Assemblies.
- 04.D 122 We move that the Western Washington Area provide for American Sign Language (ASL) Interpretation at the Area Assembly.
- 04.E 122 We move the Western Washington Area 72 maintain a working reserve equal to two months average expenses of the previous year to determine a new procedure for dealing with excess funds for 2004.
- 05.A 122 That the Finance and Budget Committee be composed of the Area Alternate Treasurer, Area Treasurer, one Past Delegate, and four at-large members including 2 DCMs. Committee would administer a variable line of credit and consider requests for service related expenses from members of the Area Committee before each quarterly or assembly, with approval of expenses requiring 2/3 approval of voting members present.
- 05.B 122 Suspend Regional Pre-Conferences for 3 years, instead holding one Pre-Conference Assembly in a central location.
- 05.C 122 That the Finance and Budget Committee be composed of the Area Alternate Treasurer, Area Treasurer, one Past Delegate, and four at-large members including 2 DCMs.
- 05.D 122 That the Finance and Budget Committee would administer a variable line of credit and consider requests for service related expenses from members of the Area Committee before each quarterly or assembly, with approval of expenses requiring 2/3 approval of voting members present.

05.E	123	Ask Delegate to suggest to the conference that a question regarding singleness of purpose be added to —The A.A. Group   pamphlet Group Inventory questions.
05.F	123	Create a window shade banner listing the 12 Promises.
05.G	123	Motions passed by the WWA assembly will be implemented only as stated in the motion.
05.H	123	Reimburse all Area Elected and Appointed Trusted Servants for expenses for all service events held in or for Area 72.
06A	123	Make Area Appointed Officers and Standing Committee chairs voting Members.
07.A	123	All members of the Area Committee have a vote at all Area business meetings.
07.B	123	Interpretation of Accessibility Committee Quarterlies.
08.A	123	Provide \$1,000 for Standing Committee workshops.
08.B	123	Request that AAWA produce a guideline on sexual predation.
08.C	124	Bridging the Gap funding.
08.D	124	All interpretation and translation services paid for by Area.
09.A	124	Funding for ASL interpretation.
09.B	124	Mileage allowance.
09.C	124	Corrections literature budget increase.
10.A	124	Two assemblies.
10.B	124	Corrections literature budget increase.
10.C	124	Mileage allowance.
10.D	124	Cease printing hard copies of newsletter.
10.E	124	Speaking to the minority opinion.
10.F	124	Corrections committee choosing their own chair.
10.G	124	Mileage allowance.
11.A	125	Increase literature budget.
11.B	125	Name of group submitting motions.
12.A	125	12+12+12 Consideration of adding concepts to 12x12.
12.B	125	Request for eBook format for conference approved literature.
12.C	125	Using a simple majority vote to place motions onto the Area Assembly agenda.
14.A	125	ASL fund management.
14.B	125	ASL fund management.
14.C	125	Change title 'Area Registrar' to 'Area Listing Chair'.
14.D	125	Restore 'contents' page to Service Manual.
14.E	125	Remove Past Delegates from Area Committee.

NOTE: The descriptions noted in the contents for each motion/resolution are intended only as an abbreviated guide to each motion's contents to make them easier to find. Please see the motions themselves for complete wording and meaning.

### **1961 Area Assembly**

- A. District 5 moves that the Washington Area be divided into two Areas
- B. That the Alternate State Delegate automatically become the next State Delegate.

### **1962 Area Assembly**

- A. That the Washington State Assembly pays the expenses of the General Service Representatives and the District Committeemen to the Washington State Assembly.

### **1967 Area Assembly**

- A. WW presented a proposal to this assembly requesting that we have our state meetings two years on the east side of the mountains and two years on the west; rather than alternating them.

### **1974 Area Assembly**

- A. Resolved: That no person shall serve the Washington Area A.A. as a GSR, District Committeemen, elected and/or appointed Office or Delegate if that person shall earn any or all parts of their income from employment as a Director, Coordinator, Supervisor, Counselor and/or worker in the field of Alcoholism; Alcoholism rehabilitation, or Alcohol studies whether in the public or private sector.

### **1975 Area Assembly**

- A. (Bill K. finance chairman) made a motion to pay the expenses of the Alternate Delegate, Alternate Treasurer and Alternate Chairman retroactively for the year 1975 at 15 cents a mile to the three Committee Meetings and the Area Assembly.
- B. Bill K. made a motion that we pay the actual travel and prudent expenses to cover the six elected trusted servants and the two appointed secretaries (to include lodging if distance indicates.) These expenses to cover events approved by the Washington Area Assembly upon submission of receipts covering actual expenses. Co-Chairpersons to be paid only actual incurred costs. This would allow for change in our economy.
- C. That the prudent reserve of the Washington Area Assembly of A.A. be increased from the present \$1500 to \$3000.
- D. That the District Committee Member reports be made on Friday night on election years.



### **1975 January Committee Meeting**

- A. That a committee is appointed by Joyce S. to draw up a set of guidelines of A.A. functions that the Delegate is required to attend and funded.

### **1975 April Committee Meeting**

- A. That all questioned and unauthorized expenses be returned to the Treasury until the vote in October and her (Marietta N.) district questions checks # 30 & 32, expenses to the Conference in Denver, also checks # 5 & 7.

### **1975 August Committee Meeting**

- A. That A.A. World Services, Inc. publish a handbook for study groups based on the Twelve Steps and Twelve Traditions.
- B. That all preceding funding legislation be voted out and the following method be voted in: that the Delegate expenses be paid for all authorized services rendered; Pacific Regional Service Assembly, three DCM meetings, the Area Assembly, the Delegate Conference in New York, and reporting back on it, plus the Pacific Northwest Conference expenses. The Chairman and elected State Service Personnel: three DCM meetings and the Area Assembly. Actual expenses that are occurred. (Died due to lack of second.)
- C. That the Washington Area authorizes our Delegate a discretionary fund of \$250.00 over and above those previously authorized, to be used as the Delegate feels appropriate, such expenses to be accounted for to the State Treasurer. (Died due to lack of second.)

### **1976 January Committee Meeting**

- A. Be it resolved that district 16 moves that if a resolution is passed concerning expenses that affect officers, then the resolution not be effective until after the next change of officers. (Died due to lack of second.)
- B. Be it resolved that District 16 moves, that any new business brought upon the floor at the Washington Area Assembly must be taken back to the groups for group conscience and voted on at the next Assembly. (Died due to lack of second.)

### **1976 April Committee Meeting**

- A. To eliminate oral reports of Co-Chairmen at Committee Meetings and that such reports be printed in the Newsletter.

### **1976 August Committee Meeting**

- A. That the Third Legacy procedure be used in the in the election of state officers.\* (see [4] Jan Comm Meeting)
- B. That the outgoing Chairperson appoint the chairmen of the service committees....\* (see [5] Jan committee meeting)

### **1976 Area Assembly**

- A. That the DCM's oral reports be excluded at the annual Assembly unless there is something so urgent that it warrants the oral report.
- B. That we instruct the elected servants to appoint Chairpersons for East and West, the expenses for one only to be paid to the Area Committee meetings and both be paid to the Area Assembly.
- C. That the Washington Area Assembly meeting in October 1976, reconsider the action on the prudent reserve of \$1500 figure to be raised to \$3000.
- D. Persons introducing motions and resolutions directly relate to financial matters to the Washington Area Assembly of A.A. shall consider and publish in the Newsletter and communicated to DCMs previous to Assembly the following, along with the proposal:
  - 1. A summary and the purpose of the proposed item.
  - 2. A statement of the approximate additional cost.
  - 3. The benefits to Alcoholics Anonymous as a whole.
- E. That there be appointed co-chairmen East and West, and that the Washington Area Assembly pay the actual expenses of the co-chairmen to three committee meetings when held in the section of the Area they serve. Also that all co-chairmen be funded to the Washington Area Assembly.
- F. That voting on trusted servants, resolutions and other issues be conducted by polling the DCMs.

### **1977 January Committee Meeting**

- A. Harry B. gave a financial report on the Washington Area Assembly in Yakima, Washington on October 8, 9 and 10, 1976. There was a surplus of money to be disbursed. Various ways and areas of distribution of funds were explored. Joyce S. then established the fact that precedent had been established for a seed fund of \$150, and any additional funds should be sent to New York. Claudette M. suggested that we are pricing people out of the Assembly and if we would cut costs we would not have surplus

to disburse. There was agreement to this point. Harry B. of District #8 then spoke about the value opposed to the estimated charge, which would make the price lower. Fran P. then clarified the position of the Washington Area with regards to the money and its expenditure. Dick P of District 9 suggested the money be sent directly to New York. The discussion continued. The motion was then made that excess monies should be transferred to the next Assembly to keep costs down.

- B. The DCM meeting hall expenses, including coffee, be taken from the Washington Area fund.
- C. Persons introducing motion and resolutions directly related to financial matters to the Washington Area Assembly of A.A. shall consider and publish in the Newsletter and communicate to DCM's if possible, prior to the Assembly the following along with the proposal
  - 1. A summary and purpose of the proposed item.
  - 2. A statement of approximate additional cost.
  - 3. Benefits to Alcoholics Anonymous as a whole.

### **1977 Washington Area Assembly**

- A. Those sufficient seats be provided at each districts table at the Washington Area Service Assembly for at least six alternate GSRs as well as the GSRs. This action would encourage alternates to attend Washington Area Service Assemblies, resulting hopefully, in better-trained alternates.
- B. That the Area Treasurer discontinue payment of the Area Delegates expenses to the Pacific Regional Conference and/or the Northwest Conference as no Area business is conducted at these meetings.
- C. So move that in the future only motions that have been presented at Committee Meetings during the year and brought back to the groups for their consideration be on the Assembly Agenda. Further than that new business shall be confined to matters relative to the function of the Assembly for the coming year.

### **1978 Washington Area Assembly**

- A. That the money received from the sale of banquet and breakfast tickets (at the Washington Area Assembly) after expenses be split according to the ratio deemed possibly by the registration records of A.A. and Al-anon.
- B. That all Assemblies, Conferences, workshops and large gatherings serve hot decaffeinated coffee and endeavor to keep hot decaffeinated coffee at least as available as caffeinated coffee.

- C. That we extend the preparation time for the Washington Area Assembly to two years.
- D. That further business meeting of the Washington State Assembly be conducted with a qualified parliamentarian being assigned.

#### **1980 Washington Area Assembly**

- A. That this body considers centralizing the location of the Committee Meeting and the Washington Area Assembly.
- B. Be it resolved that the Washington Area split into two Delegate Areas. With Districts #1, #5 & #6, and all Districts east of them to be made one Delegate Area named Inland Empire.
- C. Washington Area Assembly should be changed to Can-Wash-Ida Area Assembly

#### **1981 Area Assembly**

- A. That any motions, resolutions or amendment on matters on increased expenditures must have a group conscience.
- B. That the appointed Committee Chairpersons be allowed a vote on all issues both at the Assembly and at the DCM quarterly meetings.
- C. That because of shortage of time, that on voting years we eliminate the banquet and dance for the Washington Area Assembly in order to complete our business on Saturday.
- D. That beginning in 1983 the Washington Area Assembly shall adopt biannually, estimates and outlays authority needed to maintain its current Area services. This resolution shall be implemented by procedures that preserve the right of group participation in the budget process prior to each biannual consideration in the Washington Area Assembly. The Area Committee is directed to propose to the groups, prior to the 1982 Area Assembly, appropriate methods to implement this resolution subject to the conscience of the Washington Area Assembly.
- E. District 6 requests permission of the Assembly to divide into 2 districts. The dividing line to be Abatnum Ridge so that Kittitas County and that portion of Yakima County from Wapato southeast to Grandview and southwest to Goldendale and vicinity would be District 30.
- F. That the Washington Area Assembly's participation in the Pacific Conference be withdrawn.

### **1982 Area Assembly**

- A. That the expenses of the WA Chairperson be paid to attend the Pacific Northwest Conference
- B. That the W.A. Committee shall not make any changes in the principles and policies passed by the W.A. Assembly. However, it shall be possible to poll at the DCM Meetings using the 75% of the voting GSRs at the last assembly.
- C. That motions and resolutions affecting principles and policies of the W.A.A. may only be adopted at meetings of the WA Committee if the Committee has polled those Assembly members eligible to vote at that time and only where the poll return shows that those voting on the issue equaled in number at least 75% of the number of members eligible to vote registered as attending the last meeting of the W.A.A.
- D. That a committee of GSR's be appointed or nominated by the Assembly for the purpose of looking into the idea of the process or guidelines by which the DCMs poll the groups.

### **1983 Area Assembly**

- A. That we elect an alternate Secretary.
- B. That the Washington Area rename the Area Public Information Committee to the Public Information/Cooperation With the Professional Communities Committee (PI/CPC).
- C. That the 1982 W.A. Assembly motion, which reads that any actions established by the W.A. Assembly, cannot be changed except by W.A. Assembly action be rescinded.
- D. That the GSR Sharing Session be removed from the agenda of the business session on election years only and be held on Friday Night.
- E. That the Committee Chairpeople of Committees which are allocated annual budgets provide financial statements on how the money was used.
- F. That the Washington Area Newsletter be printed quarterly after each DCM Meeting and Area Assembly.
- G. That the Area Assembly cut the Al-anon and Ala teen speakers at the banquet keeping in mind that this is an A.A. service Assembly.
- H. That the Big Book of Alcoholics Anonymous includes an index.
- I. That we hold the GSR sharing session from 7 to 8 a.m. every year.

### **1984 Area Assembly**

- A. That we eliminate the banquet so that we may devote Saturday to conducting the business of the Assembly.
- B. That all Appointed Officers have a vote in the annual Assembly and at the quarterly meetings of the Area Committee in accordance with the Service Manual.
- C. That we fund the Area Chairperson to the Pacific Regional A. A. Service Assembly.
- D. The budget for the Archives Committee for 1985 will be \$500.00 to be spent at the discretion of the Archivist.
- E. That the Appointed positions of Grapevine and Literature Chairpersons East and West be eliminated and that the duties be assumed by the Alternate Delegate
- F. That we fund the Alternate Delegate yearly to the Pacific Regional Service Assembly.
- G. That any motion brought before the Washington Area Assembly be first submitted to, at least one DCM meetings and then published in the Are Newsletter.
- H. That all motions seconded at the Washington Area Assembly, except housekeeping motions such as to adjourn and to convene the Assembly shall be returned to the GSR's and the members for the group conscience. The acceptance or denial of these motions will be voted on at the next Washington Area Assembly. (failed due to lack of second)
- I. That a Motion Review Committee be formed to: 1) ensure that motions are clearly worded, and deal with only one issue. 2) Resolve discrepancies with the District that made the motion and 3) prepare a pro and con statement including any economic impact, for publication in the Area Newsletter. (failed for lack of a second)
- J. The Area Chairperson appoint a committee of Area Officers and DCM's to review the present funding systems of all Standing Committees and make recommendations at the next Area Assembly.
- K. That we change the current banquet prevision to a buffet like the 1984 Area Assembly.

### **1985 Area Assembly**

- A. That all housekeeping procedural motions presented at the annual Washington Area Assembly shall be decided by a simple majority of the eligible voters present at the time.
- B. To divide the Washington Area into two new Areas. The new Areas will be located geographically as follows: a) Western Washington Area - all Districts west of districts 5 &

7 of our current Area. b) Eastern Washington Area - all districts east of and including Districts 5 & 6 of our current Area.

- C. That the Chairpersons of the Washington Area Standing Committees and Appointed Area Officers be voting members of the annual Area Assembly and at the Area Quarterly Committee Meetings.
- D. That contributions to the Washington Area be used in the Washington Area (except by Assembly vote;) to encourage unity and better achieve our primary purpose. The financial procedures to achieve this will be developed by the Area Financial Committee and reported to the 1986 Assembly.
- E. That the actual expenses supported by vouchers be paid for the appointed Third Legacy Committee Chairpersons to the Quarterly Committee Meetings and the Area Assembly.
- F. That the Washington Area Chairperson appoints a committee to study the possibility of establishing a single Central Assembly location. Recommendations to be made at the July 1986 quarterly Committee meeting.

#### **1986 Area Assembly**

- A. That an Area Committee for the Cooperation for the Professional Community be established as a standing committee with East and West Chairpersons, and fully funded as a standing committee.
- B. The Washington Area adopts and implements a policy of no smoking during the business session of the annual fall assembly.
- C. That the GSRs only be allowed to vote at the Washington Area Assembly.
- D. That all Area committee and district reports to the Washington Area Assembly be reduced to writing, reproduced and distributed to all GSRs at the opening of the business session, and that only those area committee members and DCMs having information to share which may need action by the Assembly be asked to make oral reports.
- E. That the Wash Area buys the props for the 3rd legacy and to be made available through the PI Committee.
- F. That expenditures within each Standing Committee established credit line be determined by that Committee Chairperson and its members; however, any increases in the total amount of credit line be determined by GSR approval.

- G. That the Washington Area have no more than 20 groups in each of its districts to comply with the A.A. Service Manual. That we redistrict and/or establish new districts to obtain 20 or less groups in each of the districts.
- H. That all Washington Area Committee Chairpersons submit written reports at the Quarterly DCM Meetings so DCMs will have more time to discuss their district problems.

### **1987 Area Assembly**

- A. That the Washington Alternate Delegate be funded the same as the Delegate to attend the Pacific Regional A.A. Service Assembly.
- B. In order that the Area be truly self-supporting, we move that the Area pay for 100% rather than 50% of our Delegates expenses to the General Service Conference.
- C. That only DCMs and GSRs be allowed to vote. They are the only ones who are elected by the groups.
- D. Motion made to change the allocation of funds to the appointed chairpeople so that each is allocated \$125.00 for communication expenses (postage, copies and long distance) over and above their present literature allocation. ---Moved to table this motion and defer to finance committee (failed, on both counts)
- E. That the hall rental costs at all business meetings for conducting the business of the Wash Area be the responsibility of the Wash Area.
- F. That the Wash Area Assembly invites an audio reproductive company to tape Banquet and Sunday Morning Spiritual Breakfast Speakers and make available to those who wish to purchase.
- G. That the Area Committee and the host Committee for the 1988 Area Assembly be instructed to provide a smoke free atmosphere for the 1988 Area Assembly business meeting and meals.
- H. Those Canadian Monies be accepted at par value at the Washington Area Assembly for registration, etc.

### **1988 Area Assembly**

- A. The Area Treasurer maintain excess funds from the sale of Our Stories disclosed, in a separate fund as seed money for future printing or editions of the book. Any disbursement of these funds be authorized by the Area Assembly.



- B. That the Committee known as Public Information be renamed to become The Committee for Public Information and Cooperation with the professional Community (PI/CPC.)
- C. That all Appointed Officers and Committee Chairs be full participating and voting members of the Area Committee and Assembly.
- D. That all communication expenses of the Wash Area appointed Chairpersons be reimbursed separately from Committee service credit lines.
- E. In order that we accommodate both those who want to smoke and those that want to breathe, moves: That the Washington Area Assembly hold future business meetings in an airplane hangar or similar structure that can be completely opened at both ends.
- F. Change from saying available or not available to yes or no. (This is to make it easier to hear when polling the Area candidates for Area officer positions.)
- G. In order to expedite business and help people listen, I move that the head platform be placed along the long wall of the room at future Assemblies.
- H. That all monies received by the Area be kept in a non-interest bearing account.
- I. At the 1989 Assembly there will be a 15-minute smoke break after every full hour on work. Was amended to 4 hours and failed.
- J. That audio recording of the Speakers meeting at the Washington Area Assembly be allowed without cost, liability or endorsement by the Washington Area Assembly.(lack of second)
- K. That the Committee to bring the Washington Area into compliance with Federal Tax Statutes be allowed to hire special workers as outlined in Tradition 8, as needed.

### **1989 Area Assembly**

- A. That the Washington Area Assembly be financially responsible for all its quarterly meetings.
- B. That only DCMs and GSRs be allowed to vote at Area business meetings.
- C. To answer the objection that the Washington Area standing committee chairpersons are appointed and therefore should not vote at area business meetings, we move that they be elected by people they represent.

- D. That any amendments to motions raised on the floor at the Area Assembly, which are not housekeeping revisions not be brought up for a vote until circulated to all Area groups for their study and vote.
- E. That in all future years, the cost of the Assembly to the groups, not exceed \$100 that is to include: room, board and registration.
- F. That the Committee for the Split be given a one-year time limit to use to the best of their ability the opportunity to investigate our area's split and that a decision on the area split be made at the 1990 Area Assembly.
- G. It is strongly suggested that each A.A. group use washable cups and utensils or biodegradable cups and utensils whenever possible except when to do so would be an economic hardship on the group. This policy will be communicated throughout all AA.
- H. In order to comply with current tax laws, move that the Washington Area Assembly immediately proceed with the following process:
  - 1. Incorporate as a Washington nonprofit organization.
  - 2. Apply for the IRS tax exempt status required filing the appropriate tax returns.
- I. That the Washington Area Assembly take responsibility to pay the expenses of the Pacific Regional Trustee to the Assembly on Even years, our election years.
- J. That Washington Area Appointed and Standing Committee Chairpersons be given full voting, and therefore participation privileges, at area business meetings.
- K. That the Washington Area fund the Alternate Delegate to PRAASA.
- L. That no flags be flown at any Washington Area functions.
- M. That the Washington Area consider holding the assembly earlier, up through the second weekend in September, so that we can take advantage of less expensive sites such as university campuses.
- N. That we as an assembly take our inventory at the next non-voting assembly using the pamphlet, THE A.A. GROUP.

### **1990 Area Assembly**

- A. Third Legacy Person: That the immediate past delegate, if he or she accepts, become the Third Legacy Person for the area for a period of two years. Duties and responsibilities to include carrying the message of the Traditions, the structure of the fellowship, and the opportunities and responsibility of service. A budget not to exceed \$500.00 be provided,

except that Groups and districts be encouraged to provide housing and traveling expenses whenever this is possible.

- B. Third Legacy Chair people East & West: That the position of Third Legacy Chairperson be considered the same as all other appointed chairperson's positions. That is: A Chairperson East and West, expenses paid for the three Washington Area Committee meetings and the assembly. When the host district or group can not pay that the Washington Area pay the gas, meal and whatever expenses necessary to carry the message of service in the fellowship to alcoholics.
- C. Committee to Research Third Legacy Position: That New Motion #2 be tabled and that a committee be formed to research the third legacy position guidelines and possibilities, and define the position.
- D. Election of Third Legacy Person: That the third legacy person for the area be nominated and voted into office for two years at the WA Area Assembly. The budget not to exceed \$500.00 a year.
- E. 1-800 Number Committee: That we form an Area Wide Committee, to further investigate the best possible way of designing and implementing a 1-800 number 12th step answering system. File a written report to that effect with the WA Area Committee by July, 1991. The committee will be budgeted at \$300 to cover communication expenses (telephone, postage, etc.)
- F. Computer Purchases: That the Washington Area Assembly be authorized to purchase two personal computer systems, one for the WA.A. Treasurer and the other for the WA.A. Newsletter Editor. Cost not to exceed \$2500.00 per system. (System = Computer, printer, & software.)
- G. Computer Rent/Lease/Buy: That the WA.A. be authorized to rent, lease, or purchase timeshare equivalent to two personal computer systems, one for the WA.A. Treasurer and the other for the WA.A. Newsletter Editor. Said systems shall consist of one computer, one compatible dot-matrix printer with cable, and such software as appropriate for use and compatibility with future WA.A. computer systems. Said systems shall be rented, leased, or timeshare purchased in accordance with standard purchasing "call-for-bid" procedure and that the total cost per system, including installation (if needed) shall not exceed \$1000.00 each.
- H. Standing Committee Meeting Funding: That the Washington Area Assembly take financial responsibility for Washington Area Standing Committee Quarterly meetings.
- I. Standing Committee Seed Money: That the Washington Area Assembly provide one hundred dollars (\$100.00) seed money for the Washington Area Standing Committee Quarterlies.

- J. Amendment to Motion #5: That the Washington Area Assembly take financial responsibility for Washington Area Standing Committee Quarterly meetings not to exceed \$100.00 per quarterly meeting. NOTE: The amendment added the underlined text.
- K. Archives Repository Rental (\$250): That an amount up to \$250/month be authorized as rental or lease for an Archives repository.
- L. Archives Repository Rental (\$150): That an amount of \$150/month be authorized as rental or lease for an Archives repository.
- M. Summer Assemblies: That the timing of the Washington Assembly be moved forward into the summer months, in order to take advantage of cost savings by utilizing University campus, etc. to hold the Area Assembly for the year 1993 and beyond.
- N. Assembly Purpose: That the Area Assembly's purpose is to communicate and to decide issues of Area significance, rather than provide a festival weekend, and that future Assembly Host Committees should plan with an emphasis on the business meeting as self-supporting, and other common accompaniments. Dances, Spiritual Breakfasts, etc. are to be self-supporting, and separate from the Area business expenses and support.
- O. Repeal of Registration Fee: In keeping with the 7th Tradition, be it resolved that the Washington Area of Alcoholics Anonymous neither charge nor cause to be charged a fee to its members for admission or entrance to any Area event, Quarterly, Assembly, meeting, or other business function.
- P. New Motion Process: That all new motions that pass be brought back to the groups and if passed to put on the agenda for the 1991 Assembly.
- Q. Size of Motions: That any new motions brought before the Assembly under new business be limited in length to 4 lines or less. Any clarifications or explanations can be made during the discussion phase.
- R. Number of Motions Limit: That at future W.A. Assemblies new business motions be limited to no more than 3 motions from any one district.
- S. Full Participation: That the Appointed and Elected Standing Committee and other Area Committee trusted servants be fully participating in Area Quarterly meetings.
- T. Election of Committee Chairpersons: That the Area Committee Chairpersons be elected to their positions by the collective District Chairpersons of those committees.
- U. 3-Way Split: That the Washington Area split into 3 new areas.

- V. Big Book Price: That the Washington Area Delegate present a motion to the General Service Assembly to the effect that the Big Book be sold at cost.

### **1991 Area Assembly**

- A. That the Washington Area be split into two Areas approximately divided by the Cascade Mountains. This split would become effective January 1st, 1994.
- B. That the Washington Area Assembly be held annually in Yakima beginning in 1995, with the Washington Area Alternate Chairperson co-chairing the Host Committee composed of members of the Washington Area Committee.
- C. That all motions from the floor, and amended motions, except housekeeping motions, passed at the Area Assembly be tabled for group ratification. The ratification process to include the polling of each DCM at the January Quarterly for the group votes of their district. At this time, if passed, the motion would become effective.
- D. Those all-new motions, except housekeeping, be tabled until the next WA Area Assembly for group ratification.
- E. That at all future Assemblies the agenda be changed to move Old/New Business to follow the Treasurers Report, with all remaining reports to follow as time allows.
- F. That the WA Area elected and appointed officer reports be given during the dinner on the Saturday night of the Assembly.
- G. Area level committees shall be funded by action of the WA Area Assembly. All monies for service work of the WA Area shall be forwarded to and dispersed by the WA Area Treasurer. Individual committees shall not have money collection procedures, which are outside the normal self-support structure. This motion specifically bans cans for collection of funds for service committees for the WA Area.
- H. WA Area Assemblies be limited to one-day business meeting. No banquets, no dances, no hotels.
- I. Date of Assembly to be moved to first weekend in September.
- J. That all Area trusted servants be required to stand in line at the mikes on the floor when stating an opinion, but may speak from the podium when asked by the GSR's for more information.
- K. That no WA Area funds be spent on literature that is not approved by the General Service Office.

- L. That our WA Area Delegate be directed to bring up idea of guidelines on Archives at the 1992 conference.

### **1992 Area Assembly**

- A. That the WA Area Assembly be held sometime during the summer at a college campus, there by saving home groups a significant amount of money on lodging expenses.
- B. We move that all appointed Area Officers be allowed a vote at Area Committee meetings and Area Assembly.
- C. Move that the Area consider having Post-Conferences Assemblies, five in the Area, to replace the current practice of Delegate's Reports.
- D. Move that the Area have Post-Conference Assemblies, to enhance current practice of Delegate's Reports.
- E. Move that all the ballots for 1992 Assembly elections be automatically destroyed, unless otherwise requested, once the position is elected.
- F. That all motions, other than housekeeping, to be presented on the Assembly agenda as new business shall have been subject to review as the Area Committee Quarterly process prior to any action by the Area Assembly.
- G. That the Washington Area adopts a policy of providing funds necessary to accomplish assigned duties of all elected/appointed positions at the Washington Area Level.
- H. Move that only the GSR's would be allowed a vote at Area Assemblies.
- I. As a means of addressing the Areas growth, distance and expense in the Washington Area, be it proposed; That an ad-hoc committee be formed to investigate the formation of service regions within, and part of, the area to facilitate communication between the Area and the groups, reduce expense, and provide for future growth of the Area.
- J. That all Area Officers, appointed or elected, be reimbursed for actual expenses only (gas, meals, lodging), when traveling on behalf of the Area.
- K. That the meals included in the Assembly Package be described as to what they are going to be, not just as —lunch', —dinner|| or —breakfast|| in the Assembly registration fliers.
- L. Move the Washington Area adhere to the spiritual principals of the 12 Concepts of World Service and the 12 Traditions of Alcoholics Anonymous.

- M. To cut down on GSR's expense, we propose that the Washington Area Assembly be an assembly only; no dances, banquets, workshops, etc. just a one-day business meeting.

### **1993 Area Assembly**

- A. Move that the following statement be incorporated in to paragraph 6 of the Washington Area Archives Policy: Monetary donations for special projects may be made directly to the Washington Area Treasurer and earmarked for its specific purpose.
- B. That all Area Trusted Servants be compensated for authorized travel at no more than the IRS Charitable Rate.
- C. That all individuals making themselves available for elected Area Officer positions be encouraged to submit resumes for publication in the August Washington Area Newsletter in election years.
- D. We move that the Washington Area go to two (2) Assemblies per year, one in April and one in October, with the October Assembly in the even years being an election Assembly with Old Business only.
- E. That the contribution to G.S.O. not be made by the Washington Area this year in order to use any extra money to support the division of the treasury between the two areas.
- F. Recognizing the value of the fellowship of the new Alcoholics Anonymous Anonymity Statement from the General Service Conference and the spiritual principle from which it emanates, we humbly suggest the addition to the sentence of one word that will enhance and illuminate its meaning. We move that the GSC amend the Anonymity Statement to read as follows: Anonymity is the spiritual foundation of all our Traditions, please respect this trust and treat in confidence who you see and what you hear.
- G. We move that the Washington Area Delegate bring to the next General Service Conference a request to create a new pamphlet for hospital and treatment center clients. This pamphlet should explain to the client the purpose of the Bridging the Gap program from their perspective, and to include a form they can complete and mail or call to their A.A. contact area.
- H. Motion that the Washington Area Assembly, in the spirit of self-support, pay 100 percent of the delegate's expenses to the General Service Conference, beginning in April 1994.
- I. Move that the cost of adequate computer equipment be investigated in order to bring our Archives into the 21st century.

### **1994 Area Assembly**

- A. That the six appointed Washington Area Archives Steering Committee members (and the Archivist) be compensated for required travel to Steering Committee meetings at the same rate as other appointed Washington Area trusted servants.
- B. Move that the Washington Area underwrite the basic costs of the Area Quarterly's hall rental and coffee expenses. Not to exceed \$500 per Area Quarterly meeting.
- C. The extended Hand Group moves that the Assembly begin discussion of business motions immediately following the Treasurer's Report.
- D. The Washington Area Archives Steering Committee be appointed by the Washington Area Committee (three members appointed on alternating years) to serve a two year term.

### **1995 Area Assembly**

- A. With full awareness of the fact that all AAs have full access to the Area Archives within the suggested guidelines, and the recognition that this attitude needs to continue in Washington Area 72 and be relocated to Western Washington. The Area 72 committee will be happy to assist the new Area in building their Archives by sharing duplicate material and other material which may be specific to the East sides history.
- B. Since this Assembly is the last time both Areas in the state of Washington with part of surrounding territories will be meeting together as a governing body, we move that the Archives disposition be delegated to the current Archivist, Steering Committee and the new Archivist from the new Area and Steering Committee, if they create one. The disposition of the current Archives will be resolved by June 1996.
- C. That the Washington Area take back to the General Service Conference to delete the four new questions in the 1996 membership survey.
- D. That the Washington Area be financially responsible for the basic costs of Area Quarterlies, such as hall rental. These costs not to exceed \$500.00 per Quarterly.
- E. That the Washington Area be more self-supporting in sending our Delegate to the General Service Conference by increasing the amount spent from \$1,000 to \$1,500.
- F. That the Washington Area establishes a Third Legacy Committee, to be chaired by the Alternate Delegate.



- G. That a written copy of any motion from the floor be submitted to each District seated at the Washington Area Assembly by the district submitting the motion, to view during the discussion of new business.
- H. That AAWS put back into the pamphlet —The A.A. Group|| the guidelines for what constitutes a group.
- I. That the application form sent to G.S.O. for new groups include the six points on what constitutes a group.
- J. That the Alternate Treasurer, Alternate Chairperson, or Alternate Delegate will automatically move up to fill the Treasurer, Chairperson, or Delegate seats if they are unable to complete their term.

### **1996 Area Assembly**

- A. That each of the Western Washington Area Appointed Officers and Standing Committee Chairs be permitted a vote at the Area Quarterlies and the Area Assembly.
- B. That the Western Washington Area (Area 72) Committee include each district's Alternate DCM in its mailing list for pertinent area business, i.e., all mail that is currently being mail to DCMs, in an effort to better maintain communication between the Area and the districts.
- C. That A.A.W.S. Grapevine, Inc. publishes on CD all audiocassettes.
- D. That the Western Washington Area 72 Committee submit pertinent Area business to the Western Washington Area Newsletter for printing, i.e., all mail that is currently being mailed to DCMs, in an effort to better maintain communication between the area, districts and groups.
- E. That each of the Western Washington Area Appointed officers and Standing Committee Chairs be elected positions.
- F. That the Canadian flag shall be displayed with the U.S. flag at future Assemblies if available.

### **1997 Area Assembly**

- A. We move that the Western Washington Area create and fund the appointed position of —Area Third Legacy Chairperson||. The Chairperson would require a communication and travel expense budget for four third legacy quarterlies, three Area quarterlies and one Area Assembly each year and an annual credit line of \$100.00 for literature.

- B. Move that the following expenses be reimbursed for Western Washington Area Officers and Committee Chairs:
  - 1. Mileage for the Alt-Delegate to attend pre-conferences
  - 2. Mileage for elected officers to attend each pre-assembly as requested by the area chair.
  - 3. Mileage for appointed officers who are requested by the area delegate or area chair to participate in either a pre-conference or pre-assembly regarding items pertaining to their committee.
  - 4. Mileage for the archivist to maintain the archives up to six trips to and from the repository each year.
  - 5. In addition to mileage reimbursement, for all area elected and appointed area officers, an expense allowance of up to \$50.00 to cover expenses for attendance at official area business functions as approved by the groups when travel distance exceeds 150 miles each way. These official area business functions presently include the pre-conferences, pre-assemblies, and standing committee meetings.
- C. To remove the word —officers|| and replaced it with —Trusted Servants as stated in Tradition 2 in all motions coming from the area.
- D. We move that sixth word in the first sentence of the second full paragraph on page 14 of the pamphlet entitled 44 questions be changed to reflect a more positive image of the recovered alcoholic.
- E. That the Western Washington Area hold a maximum of five regional Delegate Reports. With the exception of correctional facilities request.
- F. Request that the Western Washington Area petition the General Service Conference to have A.A. World Services publish the pamphlet —So you’ve been told to go to AA|| in the English and Spanish language.
- G. Move that the Western Washington Area assembly as a whole approve the pamphlet —So you’ve been told to go to AA.

### **1998 Area Assembly**

- A. The Western Washington Area shall maintain a working reserve equal to 15 percent of the average annual Area expenses, excluding contributions to the General Service Office, for the prior two calendar years and the current budget year. At October 31 of each year the Area Treasurer will contribute the excess funds to the General service Office.
- B. We move that effective January 1, 1999 the Western Washington Area CPC committee and PI committee be combined into one committee.

- C. The Western Washington Area change the job description of the Alternate Delegate in the Western Washington Area Handbook to read: Receives all correspondence from the General Service Office on the Conference that is sent to the Delegate so he/she can be informed in the event it becomes necessary to assume the Delegates duties. Coordinate with the Delegate on Area issues and attends all Area events the Delegate attends with exception of Delegates reports. Is available to chair and work on special projects as needed or requested by the Area.
- D. The process of reimbursement for the expenses of all Western Washington Area appointed trusted servants be done in accordance with guidelines stipulated in Concept of Service #4 and Concept of Service #10 thus assuring that each trusted servant is given full authority to carry out the responsibility of their duties without regard to personal financial circumstances.

#### **1999 Area Assembly**

- A. Move that the Western Washington Area reimburses our Delegate for Travel, Lodging, Meals and Convention registration for the year 2000 International Convention.
- B. It is recommended that the General Service Conference copyright the collection of 95 finalist stories presently under consideration for use in the Draft Fourth Edition of Alcoholics Anonymous.

#### **2000 Area Assembly**

- A. Move that each Area Elected Officer be given a credit line as follows: The Area Delegate \$6,500.00 per year and the other five Area Elected Officers \$1,600.00 each per year, to be used as needed. All money is to be accounted for by submission of receipts to the Treasurer or Alternate Treasurer.
- B. We move that effective 1/1/2001 the Western Washington Area Standing Committee quarterlies share the same quarterly dates and facilities in rotating locations. The Area would be responsible for up to \$300.00 of the facilities rental fees. This decision to be reconsidered at the 2002 Area Assembly.
- C. We move that, That any excess moneys generated from the Western Washington Area Assembly be set aside for upcoming assemblies.
- D. That the seed money becomes available when the bid is accepted for an Assembly.

### 2001 Area Assembly

- A. We move that the Western Washington Area 72 April/May/June 2002 Standing Committee Quarterlies be held at a common location on a Saturday in May, 2002. The Western Washington Area would be responsible for up to \$500.00 of the facility rental fees. The Decision whether or not to hold another combined Standing Committee Quarterly in 2003 would be considered at the October 2002 WWA Assembly.
- B. We move that —Western Washington Area|| spend up to \$2500.00 to purchase audio/recording and public address equipment.
- C. That the April Quarterly format be changed to include a four hour GSR sharing session from 1:00 p.m. to 5:00 p.m. on Saturday, chaired by the delegate and alternate delegate, regarding their home group conscious on the General Service Conference agenda items. This Quarterly will be located between Olympia and Everett to help minimize travel expenses.
- D. The —Appointed|| Area Trusted Servants will be allowed to vote with the rest of the body at Area Business Functions.
- E. We move that the General Service Office of Alcoholics Anonymous ensure the intent and principle of Tradition Two are reflected in all literature published by Alcoholics Anonymous, by editing out the words —officer|| or Officers|| and replacing them with words —trusted servant|| or —trusted servants|| as applicable. G.S.O. will be responsible for making these changes as each piece of literature is normally scheduled for editing and republication. As supplies of old literature are exhausted, new literature will be made available.
- F. We move that —The Western Washington Area Assembly establish a 2:00 PM Saturday Deadline for all New Motions submitted to WWAA. This motion would still allow the submission of amendments to Motions throughout the day.

### 2002 Area Assembly

- A. To allow open communication with the area, we move that the Western Washington Area 72 (WWA 72) provide interpretation services for language and ASL, when requested by any WWA 72 Committee member or any voting member of a group or district within the WWA 72 area. Services for the member to be provided at any Pre-conference, Pre-assembly, Area Quarterly or Area Assembly if the request is made at least 30 days in advance. Interpreters to be paid at the current market rate and will be provided with registration, lodging and travel as required.

- B. Move that each Area Appointed Area Trusted Servants be given an unallocated budget line item of \$350.00 per year, to be used as needed. All money is to be accounted for by submission of receipts to the Treasurer or Alternate Treasurer.
- C. We move that Western Washington Area form an Ad-Hoc committee to determine the feasibility of removing language barriers to participating in our service structure.
- D. To allow open communication with the Area, we move that the Western Washington Area 72 (WWA 72) provide interpretation services for ASL, when requested by any WWA 72 Committee member or any voting member of a Group or District within the WWA 72 Area. Services for the member to be provided at any Pre-Conference, Pre-Assembly, Area Quarterly or Area Assembly if the request is made at least 30 days in advance. Interpreters to be paid at the current market rate and will be provided with registration, lodging, and travel expenses.
- E. To allow open communication with the Area, we move that the Western Washington Area 72 (WWA 72) provide interpretation services (ASL), when requested by any WWA 72 committee member or voting member of a group or district within WWA 72 Area. Services for the member to be provided at any Pre-Conference, Pre-Assembly, Area Quarterly, or Area Assembly, district meeting or group meeting, if the request is made at least 30 days in advance. The group and district meeting to be encouraged to be self supporting. However alternate funding to insure the only requirement for membership is a desire to stop drinking. The WWA 72 must take the burden financially.
- F. To form a Finance and Budget Committee to investigate, and to present at the next Area Assembly, the most fiscally responsible method of providing interpretation services for language and ASL at any Pre-Conference, Pre-Assembly, Area Quarterly or Area Assembly as needed. The committee's presentation should include at a minimum, the options available for providing these services, the expense of each option and an estimate as to the frequency that the services will be required.

### **2003 Area Assembly**

- A. We move that G.S.O. modify the pamphlet, —Memo to an A.A. Treasurer||, to suggest at least two years of sobriety for a group treasurer. (Currently it suggests six months to a year.)
- B. Move that the Western Washington Area 72 (WWA 72)
  - 1. Provide language interpretation services for American Sign Language (ASL) and/or Spanish Language (only) when requested by any WWA 72 committee member, district officer, or GSR (or Alternate GSR) who pre-registers for the WWA assembly and requests language interpretation services at least 3 months in advance of the area assembly.

2. ASL and Spanish language interpretation services shall be financed by a \$5 surcharge added to the area assembly registration fee. Money from the registration surcharge shall be deposited in a WWA 72 account titled ||Language Interpretation Services||. The account shall be used for the sole purpose of paying language interpretation services expenses.
  - 3a. If the cost of language interpretation services exceeds the balance of the language interpretation services account, the remainder shall be paid from the WWA 72 general fund.
  - 3b. At the end of the year, if the balance in the language interpretation services account is greater than the amount required to pay for language interpretation services that year, the remainder shall be transferred to the WWA 72 general fund after January 1, of the year following the assembly.
  4. The WWA 72 host committee shall be responsible for arranging and coordinating all required services.
  5. Language interpretation services providers shall be paid at the fair market rate and shall bill the WWA 72 Treasurer directly for their services. The host committee may be required to verify their services prior to payment.
  6. The amount of the language interpretation services registration surcharge shall be reviewed annually by the WWA 72 committee. The committee shall recommend changes to the surcharge and their recommendation shall be voted on at the area assembly. If no change is recommended, no vote shall be required at the assembly.
- C. The Western Washington Area 72 create an Area Access Committee that will function as an Area Standing Committee. The ultimate aim of the Area Access Committee is to assure that those A.A.s with special needs, as defined in the A.A. Guidelines, are having those needs met.
- D. The Western Washington Area will designate a budget line item of up to \$3000 for interpretation services to be administered by a committee consisting of the Area Treasurer, Alternate Treasurer, and Three DCM's. This committee will work in coordination with any other committees dealing with access issues and will report back to the Area Quarterlies and Assemblies as to the disbursements made.
- E. Move that Western Washington Area 72 (WWA 72): Provide language interpretation services for American Sign Language (ASL), at the local rate, when requested by any WWA 72 committee member, district officer, GSR or alternate GSR who pre-registers for the WWA Assembly and requests language interpretation services at least three (3) months in advance of the area assembly. Expenses to be covered by the area committee
- F. We make a motion that GSR sharing follow Appointed Chair reports and that DCM sharing be excluded from Saturday proceedings.

- G. We move that we organize a separate event on the day of registration for GSR sharing and for GSR and Intergroup exchange of ideas.
- H. We move that the GSR sharing be increased to 4 hours. We move that the DCMs sharing session at the business meeting at the Western Washington Area Assembly be discontinued.
- I. The Western Washington Area 72 Chairperson or their designee provide a preliminary agenda for area assemblies 60 days prior to the assemblies.
- J. Amend Motion # 83.6 to allow for flexibility in the agenda as follows: The Area Chair shall determine the time for the GSR Sharing Session and select 2 GSRs to chair the sharing session. The 2 GSRs and the Area Chair shall select a topic for the sharing session.
- K. Move that the Western Washington Area 72 (WWA 72)
  - 1. Provide language interpretation services for American Sign Language (ASL) when requested by any WWA 72 committee member, district officer, or GSR (or Alternate GSR) who pre-registers for the WWA assembly and requests ASL services at least 3 months in advance of the area assembly.
  - 2. ASL services shall be financed by a \$5 surcharge added to the area assembly registration fee. Money from the registration surcharge shall be deposited in a WWA 72 account titled ||ASL Services||. The account shall be used for the sole purpose of paying ASL services expenses.
  - 3a. If the cost of ASL services exceeds the balance of the ASL services account, the remainder shall be paid from the WWA 72 general fund.
  - 3b. At the end of the year, if the balance in the ASL services account is greater than the amount required to pay for ASL services that year, the remainder shall be transferred to the WWA 72 general fund after January 1, of the year following the assembly.
  - 4. The WWA 72 host committee shall be responsible for arranging all coordinating all required services.
  - 5. ASL service providers shall be paid at the fair market rate and shall bill the WWA 72 Treasurer directly for their services. The host committee may be required to verify their services prior to payment.
  - 6. The amount of the ASL services registration surcharge shall be reviewed annually by the WWA 72 committee. The committee shall recommend changes to the surcharge and their recommendation shall be voted on at the area assembly. If no change is recommended, no vote shall be required at the assembly.

#### **2004 Area Assembly**

- A. Resolved that we believe in the principle that any alcoholic who wishes to participate in service in Alcoholics Anonymous should be able to do so and for that, we are responsible.

- B. We move that the Western Washington Area 72 exclude oral DCM reports during the Area Assembly.
- C. The area will pick up any excess expense (as provided by motion 00.2) that may be incurred by the Host Committee in providing interpretation services for voting members and their alternates at Area Assemblies.
- D. We move that the Western Washington Area provide up to \$3,000.00 per year for American Sign Language (ASL) Interpretation at the Area Assembly.
- E. We move the Western Washington Area 72 maintain a working reserve equal to two months average expenses of the previous year, and that a committee of 6 DCM's, 1 Past Area Delegate, the Area Treasurer and Alternate Treasurer be formed to determine a new procedure for dealing with excess funds for 2004 and subsequent years and bring their recommendation to the January 2005 Quarterly."

#### **2005 Area Assembly**

- A. We move that the Finance and Budget Committee, currently chaired by the Western Washington Area Alternate Treasurer, include the Area Treasurer, one Past Delegate, and 4 at-large members including at least 2 currently serving DCMs. The committee will administer a variable line of credit equal to 5% of the yearly approved Area budget. The committee will meet before each Area quarterly or Assembly to consider requests received from members of the Area Committee for service related expenses. Requests that are approved by the Finance and Budget Committee will be submitted for approval with a vote of substantial unanimity (2/3) of voting members at the Area Quarterlies or at the Area Assembly.
- B. Move that the Pre-Conference Regional Assemblies established by motion 91.3 be suspended for 3 years beginning 2006. In place of the Regional Assemblies, one Pre-Conference Assembly will be held either the week before or the week after PRAASA depending on the calendar. This assembly will be located in a facility between Olympia and Everett with the area responsible for all expenses except meals and coffee – up to a \$3.00 registration cost could be charged. Expenses for Area Trusted Servants will be reimbursed from the Area treasury.
- C. We move that the Finance and Budget Committee, currently chaired by the Western Washington Area Alternate Treasurer, include the Area Treasurer, one Past Delegate, and 4 at large members including at least 2 currently serving DCMs.
- D. We move that the Finance and Budget Committee, currently chaired by the Western Washington Area Alternate Treasurer administer a variable line of credit equal to 5% of the year-approved Area budget. The committee will meet before each Area quarterly or



Assembly to consider requests received from members of the Area Committee for service related expenses. Requests that are approved by the Finance and Budget Committee will be submitted for approval with a vote of substantial unanimity (2/3) of voting members at the Area Quarterlies or at the Area Assembly.

- E. We move to ask our Area Delegate to pass onto the conference to add a 14th question to —The A.A. Group|| pamphlet page 36, relating to the Group Inventory starting on page 35. Question 14 would be: How is the group adhering to AAs Singleness of Purpose?
- F. Move that a banner be created in the same style as the 12 Traditions, 12 Steps and 12 Concepts window shade banners listing the 12 Promises.
- G. All motions passed by the Western Washington Area (WWA) assembly will be implemented only as stated in the motion. Background information, while useful, should not be interpreted as clarification or amplification of the motion.
- H. We move that Area 72 shall reimburse all Area Elected and Appointed Trusted Servants for expenses for all service events held in or for Area 72.

#### **2006 Area Assembly**

- A. We move that Western Washington Area 72 make Area Appointed Officers and Standing Committee Chairpersons full voting members of the Area Committee and Area Assembly.

#### **2007 Area Assembly**

- A. All members of the Area Committee, as defined by the Area Handbook, have a vote at all Western Washington Area business meetings.
- B. We move that the Western Washington Area 72 increase the budget of the Area Accessibility Committee to provide funds for the interpretation of Area Accessibility Committee Quarterly meetings.

#### **2008 Area Assembly**

- A. We move that the WWA provide up to \$1,000.00 per year to each Area Standing Committee for hosting Area Standing Committee workshops.
- B. We move that the General Service conference request that AAWS produce an A.A. Guideline on —dealing with sexual predatory behavior at A.A. meetings||.

- C. We move that WWA 72 fund the Treatment Committee Bridging the Gap program equal to that of the WWA 72 Corrections Bridge Program.
- D. The Western Washington Area treasury will pay all costs associated with requested interpretation and translation services for any Area 72 business meeting according to guidance established by the Area Accessibility Committee.

### **2009 Area Assembly**

- A. The Western Washington Area treasury fully fund American Sign Language (ASL) services at the annual Area Assembly and the three Area Committee Quarterlies for participating members as requested. It is not the intent of this motion to fund area standing committee quarterlies, which should be funded by the accessibilities committee. (Made moot by passage of 09.1).
- B. Move that the WWA 72 mileage allowance be reduced from the full IRS business rate to 2/3 the prevailing IRS business rate.
- C. We move that the WWA 72 corrections literature budget be increased by 30% to reflect rising literature costs.

### **2010 Area Assembly**

- A. It is moved that WWA72, beginning in the year 2012, have two assemblies annually, one in the spring and one in the fall.
- B. We move that the WWA 72 corrections literature budget be increased to \$8,320.
- C. That the Western Washington Area #72 reimbursement for mileage be reduced to 1/2 of the current IRS business rate, for all those eligible.
- D. Western Washington Area 72 shall cease printing hard copies of the area newsletter. The area newsletter will continue publication as a digital document. It will be distributed via email or by posting on the area web site.
- E. Area Appointed trusted servants may speak to the minority opinion at Area business meetings.
- F. Move that the Western Washington Area 72 Corrections Committee select its next chairperson during the last Corrections quarterly of the rotation.
- G. That the Western Washington Area #72 reimbursement for mileage be based on actual expenses as supported by documentation (receipts, etc.), for all those eligible.

### **2011 Area Assembly**

- A. We move that WWA 72 increase the Corrections literature budget by 30% to \$8,320.
- B. That any motion that is submitted have the name of the —submitting group|| attached to the motion all the way through the process.

### **2012 Area Assembly**

- A. We respectfully request that the General Service Conference include in the book Twelve Steps and Twelve Traditions the —Twelve Concepts for World Service|| as adopted by the 12th annual General Service Conference of Alcoholics Anonymous on April 26, 1962.||
- B. We request that Alcoholics Anonymous World Services sell Conference Approved Alcoholics Anonymous literature to eBook retailers for sale in eBook format.||
- C. At an Area Committee Quarterly meeting, a simple majority vote shall be required to *place a motion onto the Area Assembly agenda.*||

### **2014 Lynden Washington**

- A. We request that WWA72 create an account at the area level called the WWA72 ASL Fund. The contributions sent to this account will be managed by the Area Accessibility Committee and be used to help pay for AA ASL Interpretation services in WWA72.
- B. We request that an ASL fund be created separate from the area accounts to help pay for AA ASL Interpretation services in WWA72 that are not already covered by existing motions. The new ASL account would be created for contributions from individuals, groups and Districts for ASL. The funds would have their own treasurer and a steering committee be created from members from the Area Accessibility Committee.
- C. We move that the term Area Registrar be changed to Area Listing Chair.
- D. Move that the Western Washington Area request that the General Service Conference restore the “contents” page (as it was published in 1978 in The A.A. Service Manual and Twelve Concepts for World Service) on the page prior to the 12 Concepts Short Form.
- E. We move that the Area Committee consist of the Most recent past Delegate who rotates after the election (he/she will serve the new rotation as an advisor), the Elected (Delegate, Alternate Delegate, Chair, Alternate Chair, Treasurer, Alternate Treasurer), the Appointed Area Positions (per the Area Handbook), the DCMs and their alternates (in the event the DCM is unable to participate). All other past delegates, elected, and

appointed will no longer serve on the Area Committee and they will rotate member status.

# **WESTERN WASHINGTON AREA ASSEMBLY**

## **DISCUSSION TOPICS**

In 2013, the Western Washington Area Assembly began to include 'Discussion Topics' in the Assembly Agenda in addition to Motions. The following is a compilation of Discussion Topics discussed by the Assembly.

### **2013 Tacoma Washington**

- DT1 The need for greater access to the Big Book within the deaf community in WWA 72, and how best to meet that need, regarding an ASL Big Book and ASL DVD Big Book.
- DT2 The need for greater access to the Big Book within the deaf community in WWA 72, and how best to meet that need, regarding an Area level Deaf Access Committee.
- DT3 Whether or not the seed money available to Assembly Host Committees is sufficient.
- DT4 Whether or not the Area should hold a second full Assembly, emphasizing that year's General Service Conference material.

### **2014 Lynden Washington**

- DT1 Consideration of Rejoining the Pacific Northwest Conference.



# **WESTERN WASHINGTON AREA**

## **ASSEMBLIES GUIDELINES**

These guidelines are compiled from the shared experience of A. A. members in the Western Washington Area (WWA). They also reflect guidance given through past history in the form of Final Assembly Reports from previous Assembly Host Committees. In keeping with our Tradition of autonomy, except in matters affecting other groups or WWA as a whole, most decisions are made by the group conscience of the members involved. However, since these gatherings are a function of the Area, the Area Chairperson as chief facilitator for the WWA has the final approval of plans. The purpose of these guidelines is to assist in reaching an informed group conscience regarding hosting and planning these events.





# **Western Washington Area Guidelines**

## **Area Assemblies**

These guidelines are compiled from the shared experience of A. A. members in the Western Washington Area (WWA). They also reflect guidance given through past history in the form of Final Assembly Reports from previous Assembly Host Committees. In keeping with our Tradition of autonomy, except in matters affecting other groups or WWA as a whole, most decisions are made by the group conscience of the members involved. However, since these gatherings are a function of the Area, the Area Chairperson, as chief facilitator for the WWA, has the final approval of plans. The purpose of these guidelines is to assist in reaching an informed group conscience regarding hosting and planning these events.

Everyone on the committee needs to read and become familiar with the guidelines. This is an Area function, with business. Please keep separate from round-ups and conferences.

### **HOW WWA MAKES OUR ASSEMBLIES ENJOYABLE AS WELL AS EFFECTIVE IN CARRYING THE A.A. MESSAGE OF RECOVERY**

#### **WHAT IS AN ASSEMBLY?**

The Area Assembly is a meeting of the Area GSRs and the Area Committee. It is the mainspring of the Conference structure. It is the democratic voice of the movement expressing itself. Assemblies are the responsibility of the Area Committee, and its chairperson conducts them. In the WWA our assembly hosts are chosen from bids presented by districts or groups of districts. Our assembly is held every year, usually on the first Friday, Saturday and Sunday in October. In even-numbered years WWA 72 holds its election assembly to elect six area trusted servants.

#### **THE ASSEMBLY PROGRAM**

Events such as alchothons, dances and ice cream socials are at the discretion of the host committee and are scheduled around the business activities of the assembly. Please note that the planning committee is responsible for production of the program and flyers for the Assembly, including Spanish versions of both. It is therefore vital that both be produced expeditiously to facilitate translation into Spanish. The Area alternate Chair and Accessibility Chair can assist with finding qualified translators.

#### **FRIDAY (set up by the Alternate Chair)**

- Assembly theme is the same as that year's General Service Conference theme.
- Workshop panels typically begin at 1:00 p.m. Friday afternoon and continue until the dinner break. The area alternate chairperson is responsible for the panel topics and assignments.

- Dinner on Friday is a —no-host|| affair and there should be several restaurants nearby.  
(\*2004 and 2005 hosted an on-site dinner.)
- Delegate's Meeting/GSR Sharing Session convenes after dinner and is chaired by the delegate, who decides the format.
- Delegate's —Ask-It-Basket,|| chaired by the regional trustee or a past delegate and paneled with past delegates, rounds out the evening.

**SATURDAY** (set up by the Chair with assistance from the Alternate Chair)

- Breakfast Saturday is also not hosted by the committee. (\*2004 hosted an on-site breakfast.)
- Assembly business meeting usually begins at 8:00 or 8:30 a.m. (at the discretion of the area chairperson).
- Area Chairperson chooses two timers and provides them with a script.
- Lunch needs to be a catered meal in the interest of time. A buffet or boxed lunches are good ideas.
- Dinner on Saturday also needs to be catered. In non-election years a banquet type meal is usually scheduled. —It is recommended that for election year Assemblies the Host Committee consider having a buffet dinner.|| (WWA motion 84.2A)
- A pre-selected speaker, arranged by the Area, will be asked to speak at the banquet after the meal.
- Business that has not been completed may need to be reconvened after dinner. Therefore, a room must be available.

**SUNDAY**

- Spiritual Breakfast usually begins around 9:00 a.m. and is a hosted banquet or buffet, which is chaired by the host committee.
- Unfinished business from Saturday might need to be completed at this time.
- The Host Committee conducts the sobriety countdown.
- A pre-selected speaker, arranged by the Area, ends the Assembly weekend.

1 A.A. Service Manual, Chapter IV-The Area Committee; The Assembly, pages S62-S63.

**HOST COMMITTEE GUIDELINE CHECKLIST**

HOST COMMITTEE: The district puts in for a bid for the Assembly, usually five years out. A committee is formed from the district with a chair and co-chair, with committees as defined below. The committee reports to the district the progress of the committee. The chair and co-chair are the liaisons to the District, as the alternate area chair is the liaison between the committee and the Area.

## **FACILITIES REQUIREMENTS**

### **ALL FACILITIES NEED TO BE WHEELCHAIR ACCESSIBLE, INCLUDING PARKING AND BATHROOMS**

- Assembly business meeting room should accommodate 850 or more attendees comfortably seated banquet-style. This translates to approximately to 15,000 square feet.
- Three (3) workshop panel rooms are needed for Friday afternoon that can seat 100, theatre style, for each room.
- One (1) room for the Area Archives display that can be locked for security. (See next page for a sample layout.)
- Location for literature display (coordinate with the literature chair).
- Raised seating for six Area Officers and Area Secretary (7 chairs) with the Chair's podium in the center. (Skirt needs to be provided for tables).
- Seating (preferably raised) for thirteen Area Appointed Officers and one timer (14 chairs).
- Tables for Past Delegates and several Intergroups.
- One or two overhead projectors and an on-site copier are very helpful when available.
- Lodging and meals must be available in the facility or nearby.

## SAMPLE ARCHIVES LAYOUT

This sample reflects layouts provided by Host Committees for Assemblies in 2010 at Longview and in 2011 at Ocean Shores. The layout is about 25ft x 40ft and provides approximately 1,000 square feet, which are required for best flow of visitors, who wish to: (a) see all of WWA72's traveling display exhibits and (b) learn the most about our history.

Smaller layouts with fewer exhibits can be successful, if a host committee cannot provide the typical size room.

House screens, house sound, house projectors, or house DVD/TV players are useful for showing videos such as:

### \* Markings on the Journey

DVD depicts AA's history using rare material from AA's archives. Closed Captioned. 35 minutes. (DV-01)

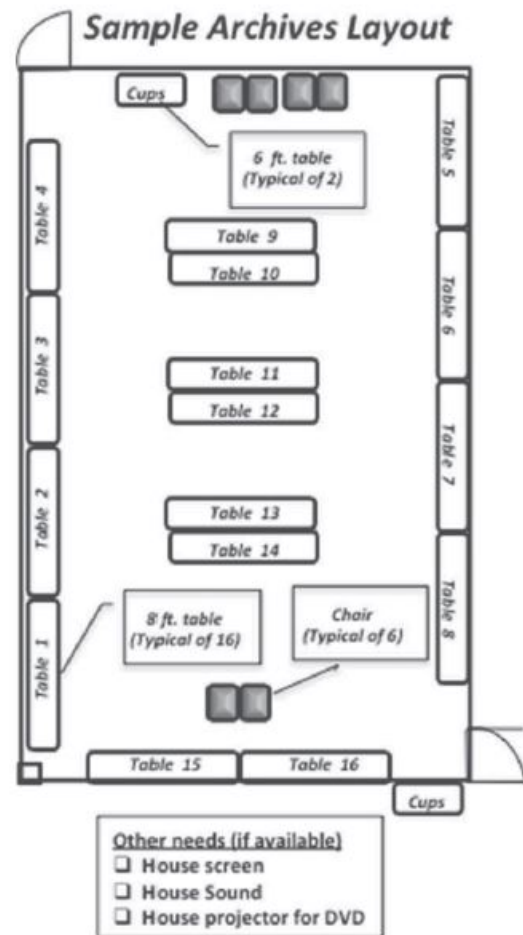
### \* Bill's Own Story

Co-founder Bill W tells of his drinking and recovery. 60 minutes. (DV-04)

### \* Bill Discusses the Twelve Traditions

Bill W tells how the principles safeguarding AA unity developed. 60 minutes. (DV-05) DVD

**SIGNS:** Host Committees are respectfully asked to provide signs, which show Assembly attendees how to get from various places to the Archives Display.



## PLANNING COMMITTEE

- Area Alternate Chairperson, as a member of the host committee:
  - Acts as liaison to Area Chair while representing the Area's interests ensuring the Assembly is organized in such a manner that the Area Chairperson will be able to facilitate the Area's conscience.
  - Produces assembly program including Friday workshop topics and assembly speakers. Workshop topics have followed the General Service Conference theme and PRAASA workshop topics in the same year.
  - In odd years, selects the Saturday evening speaker; the Area's most recent past Delegate is the Sunday morning Spiritual Breakfast speaker.
  - In even years there is not a Saturday night speaker and the Sunday morning Spiritual Breakfast speaker is typically whomever facilitated the Area's elections, usually the Pacific Region Trustee.
  - Works with Program Chair on the program for the assembly.
- Host Committee Chairperson(s) coordinates project and chairs regular meetings. Chairs the Spiritual Breakfast and Sobriety Countdown.
- Secretary acts as registrar, records meeting minutes, supplies copies to Host Committee Chairs, Host District, Archives, and writes final report. At least twelve printed copies of the report are produced for the following: Area archives, host district archives, Area Alternate Chairperson, Area Treasurer and Alternate Treasurer, Assembly chairperson of each of the five upcoming assemblies, two extra copies.
- Treasurer develops a budget with other committee members. Coordinates processing and recordkeeping and works closely with registration. The Treasurer is responsible to safeguard and account for all income and expenditures.
  - IF using the Area's online registration, Contact the Area Treasurer to get added as a sub-account of the Area's checking. (You do not need to acquire an EIN if you use the Area's checking and online registration.)
  - IF you plan to use your own online registration (or not at all) It is suggested that the Treasurer obtain an employer identification number (EIN) in the name of the 2xxx Host Committee using the IRS's SS-4 Form and then open a non-interest bearing checking account having the same name. The SS-4 Form process is described more fully at <http://www.irs.gov> or by calling the IRS at 1-800-829-4933.
- Flyer Chairperson produces a preliminary flyer for distribution at the previous assembly and a registration flyer no later than the April Area Committee Quarterly. Ensures assembly flyer form matches Registrar's needs for information to be gathered.

- Registration Chair has close working relationship with the Treasurer, Flyer and P. I. Chair. Registration is responsible for registration database, deposits and badges. Works closely with the Area Chair or Alternate Chair for table numbers (number of seats required) for the Assembly. Compiles information from registration database and reports to appropriate committee chairs for planning purposes.
- Volunteer Chairperson coordinates with all committee chairs to fill needs. Advertises for volunteers, collects sign-up sheets and plans orientation meeting.
- Public Information Chair provides internal and external information by announcing the Assembly in the A.A. Grapevine and Box 4-5-9. P. I. informs all participating hotels about our Tradition of Anonymity. Responsible for operating the Hospitality Room. (Note: these duties are typically light, and past P.I. Chairs have picked extra tasks that are not typically assigned to other Chairs.)
- Catering Chair / Hotel Chair collects bids for providing the three meals (lunch, dinner, and breakfast) at the Assembly. The Catering Chair works closely with the hotel or caterer to insure the correct quantity and quality of the meals is provided. Acts as liaison with the facilities staff to arrange meeting rooms, layout, sound/recording/projection equipment, signage; assists speakers with travel, lodging and meals; accommodates special needs.
- Coffee Chairperson must coordinate with the facilities, Treasurer, and Program Chair in providing adequate coffee, tea service, cold water, soda and set-ups at all meetings.
- RV/Parking Chair arranges facilities, utilities, and garbage disposal. Also provides transportation information and contact name for the flyers.
- Webmaster coordinates with the hosting District's webmaster and the Area's webmaster ensuring the assembly registration form is posted on the web. Online registration was used for the 2012, 2013, and 2014 Assemblies and can be used with the Area in lieu of having to create and pay for your own registration web site. Work with your Area Alt. Chair, Assembly Chair, Area Treasurer, Area Alt Treasurer and Area Webmaster regarding these details.

A SUCCESSFUL ASSEMBLY BID WOULD INCLUDE:

- The available dates
- A description of the location and facilities
- An estimated package price with a breakdown of registration cost, meals, and hotels / lodging.

## AREA ASSEMBLY BID RECOMMENDATIONS

Experience has shown that a well-researched Assembly bid provides the Area and the host committee with less unplanned expenses later in the process. Here are some ideas that a bid or selected host committee might decide to utilize early in the process:

1. Contractual review:

The Area Finance Committee, chaired by the Alternate Treasurer, is happy to help you review any contracts or potential contracts/terms for the location and/or hotel. If committee members do not have any experience with contracts, they know AA members throughout the Area who have specific experience negotiating large scale events. You may want to engage the Area Finance Committee before signing any contracts by contacting the Area Alternate Treasurer and asking for assistance at [altrtreasurer@area72aa.org](mailto:altrtreasurer@area72aa.org).

2. Budgeting:

Putting together a comprehensive budget for your assembly is a good way to understand what funds you will need for the years leading to the assembly. The Area currently provides \$3000 of seed money, but for some locations this may not be enough. It is also prudent to know what registration, hotel and meals may cost when presenting a bid so the Assembly can decide if it is financially prudent for smaller groups to attend. We have provided a sample budget below.

3. Online Registration:

It is important to clarify with your committee if you will have online registration, and if it will be hosted by the Assembly Committee or the Area.

- a. Because of the financial oversight needed if your committee chooses to have the Area host your online registration, your bank account would need to be set up through the Area Treasury instead of through your committee.
- b. If you choose to use the Area for online registration, ensure you contact the Area Treasurer, Alternate Treasurer, and Webmaster so they may assist your committee regarding the bid and bank account and be aware of the upcoming workload should your bid be approved. You may contact them at [treasurer@area72aa.org](mailto:treasurer@area72aa.org), [altrtreasurer@area72aa.org](mailto:altrtreasurer@area72aa.org), and [webmaster@area72aa.org](mailto:webmaster@area72aa.org)

EXAMPLE BUDGET (these numbers are guesses; you should read previous committee reports to find out a best estimate to plan for your event):

Assembly Budget Planner and Tracker					
For an Excel version of this example, email <a href="mailto:altrtreasurer@area72aa.org">altrtreasurer@area72aa.org</a> and request the Assembly Budget and Tracker					
			BUDGET	ACTUAL	VARIANCE
Registration	Number of A.A.'s	Cost/Person			
	800	\$35	\$28,000		(\$28,000)
Meals					

<i>Friday Dinner</i>	<b>150</b>	\$15		\$2,250		(\$2,250)
<i>Friday Treat</i>	<b>300</b>	\$7		\$2,100		(\$2,100)
<i>Saturday Lunch</i>	<b>650</b>	\$20		\$13,000		(\$13,000)
<i>Saturday Dinner</i>	<b>500</b>	\$35		\$17,500		(\$17,500)
<i>Sunday Breakfast</i>	<b>230</b>	\$17		\$3,910		(\$3,910)
		<b>Subtotal</b>		<b>\$66,760</b>	<b>\$0</b>	<b>(\$66,760)</b>
<b>Seed Money</b>				<b>\$3,000</b>	<b>\$0</b>	<b>(\$3,000)</b>
<b>Total Income</b>				<b>\$69,760</b>	<b>\$0</b>	<b>(\$69,760)</b>
<b>Expenses</b>				<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
<b>Event Location</b>		Cost/Person				
<i>Location and Catering</i>	800	\$55		\$44,000		(\$44,000)
		Amount				
Deposit Due?	1/1/11					
1st Payment Due?	6/1/11					
2nd Payment Due?	8/1/12					
Final Payment Due?	8/1/13					
<b>OR</b>						
<i>Rooms</i>	450			\$0		\$0
<i>Friday Dinner</i>	150			\$0		\$0
<i>Friday Treat</i>	300			\$0		\$0
<i>Saturday Lunch</i>	650			\$0		\$0
<i>Saturday Dinner</i>	500			\$0		\$0
<i>Sunday Breakfast</i>	230			\$0		\$0
		<b>Subtotal</b>		<b>\$44,000</b>	<b>\$0</b>	<b>(\$44,000)</b>
<b>Printing</b>						\$0
<b>Web/Banking</b>						
<i>Web site building/hosting</i>						\$0
<i>PayPal Fees</i>	Online Reg %	65%		\$1,215		(\$1,215)
<i>Bank Account Fees</i>						\$0
		<b>Subtotal</b>		<b>\$1,215</b>	<b>\$0</b>	<b>(\$1,215)</b>
<b>Travel</b>						
Committee Travel Reimbursement						\$0
Alt. Chair Travel Reimbursement						\$0
		<b>Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenses (Event Related)</b>				<b>\$45,215</b>	<b>\$0</b>	<b>(\$45,215)</b>
<b>Net Event Revenue</b>				<b>\$24,545</b>	<b>\$0</b>	<b>(\$24,545)</b>

Updated December 2014. Subject to change.



## **Western Washington Area Guidelines**

### **Quarterly Meetings**

These guidelines are compiled from the shared experience of A. A. members in the Western Washington Area (WWA). They also reflect guidance given through past history in the form of Final Assembly Reports from previous Quarterly Host Committees. In keeping with our Tradition of autonomy, except in matters affecting other groups or WWA as a whole, most decisions are made by the group conscience of the members involved. However, since these gatherings are a function of the Area, the Area Chairperson as chief facilitator for the WWA has the final approval of plans. The purpose of these guidelines is to assist in reaching an informed group conscience regarding hosting and planning these events.



## QUARTERLY AREA COMMITTEE MEETING AND FACILITY GUIDELINES

Any District wanting to put in a bid for a quarterly needs to coordinate with the Alternate area Chair PRIOR to the April Quarterly.

1. The following are guidelines to help you prepare for a Quarterly Area Committee Meeting in your district. Through experience, we have found that using the following suggestions, when possible; make the meeting a more positive experience for everyone.
2. Facilities will be wheelchair accessible. This is to include parking, as well as the bathrooms.
3. We will need seating for at least 116 at tables and possibly 75 additional in chairs.

Elected trusted servants plus Secretary at front	7
Appointed Trusted Servants plus timer at front	14
At least 2 places for each district	82
Past Delegates, Intergroups, etc.	12
Other visitors and observers	75
4. There are a number of schemes that are quite acceptable for the room layout. Remember that round tables tend to be awkward because half of the people wind up facing away from the podium. Therefore, if round tables are used, it is suggested that not more than six people be seated at each table.
5. A facility capable of holding 250 people banquet style should be more than adequate. Suggested room dimensions would be 60x70 or approximately 4,200 square feet.
6. We have three floor microphones, plus one at the podium for the chairperson. The new sound system does the recording for the Area Secretary. Check with the Area Alternate Chairperson to coordinate using the Area sound equipment for your quarterly.
7. We use a PowerPoint presentation to aid in discussion and tracking of motions during business. A projector and screen should be available. If one is not available coordinate with the Area Secretary for other options.
8. The District signs at the tables should be in some kind of logical numeric sequence; either ascending or descending numerically. You may want to consult with the Area Chair on the layout.
9. Be sure to check with Area Chairperson or Alternate Chairperson to ensure your scheduling and the agenda match. Generally we need facilities for 2-3 hours on Friday

evening and all day Saturday until 9 p.m. or later. Friday evening sessions are generally sharing meetings.

*NOTE: The Friday night of the January Quarterly meetings are devoted to the orientation session in odd years and the Area Inventory in even years. Seating should be approximately the same for the Saturday business meeting. Saturday evening sessions are for the completion of the agenda, if necessary.*

10. The function should be self-supporting. The Western Washington Area can provide up to \$300.00 seed money to the Host District that needs to be repaid to the Area. The Host District can charge a registration to cover the cost of fliers, meeting place, coffee, donuts, etc. Saturday lunch should be charged as a separate item. Observing our 7th Tradition is also an option if the Host Committee should experience a shortfall.
11. The host district is responsible for arranging a —No Host|| dinner on Friday night at a local restaurant. Typically seating for 50-60 is adequate.
12. Volunteers needed to help with the actual meetings include coffee makers, setup and cleanup people and registration and lunch servers. Timekeeper volunteers are required for the business meeting.
13. Your arrangements should be prepared as early as possible. It is important that you have a tentative hold on your facility BEFORE submitting your bid for a quarterly. Once your bid has been accepted, a firm agreement needs to be secured for your facilities for the times referenced above. You should prepare a flier for your quarterly meeting to be passed out at the preceding area quarterly and published in at least two area newsletters prior to the actual date of the quarterly. Please also note that it is the planning committee's responsibility to produce a Spanish version of the flyer. It is therefore essential that the flyer be produced expeditiously, as the translation can take some time. The Area alternate Chair and Accessibility Chair can assist with finding qualified translators.
14. Fliers should have information on the location of the business meeting, information on names, rates, phone numbers and locations of other moderately priced motels in the vicinity of the business meeting as well as the host hotel site for the Quarterly meetings. Generally 60 rooms should be adequate. Your flier should include a map showing the meeting facilities, etc. or written directions and contact's phone numbers. Space should be provided for pre-registration for lunches by all our committee members and trusted servants. Be conservative with any guarantees to caterers. A general rule of thumb: \$10- \$15 for lunch and \$5- \$15 for registration (suggestion) Ask your Area Alt. Chairperson if you have questions.
15. Registration forms should include a space for members to request interpretation as follows:

- Do you have an access need? Yes \_\_\_\_\_ No \_\_\_\_\_
  - If so, please specify \_\_\_\_\_
  - Please put phone number down. Someone will be contacting you.
16. Once the host committee receives the registration back, they should contact the language coordinator of the Accessibility Committee to arrange for the interpreter, or whatever the access need is that is being requested. The language coordinator of the Accessibility Committee will take over and arrange for interpretation. It will be expected that Spanish interpreters will always be needed as there are two Spanish speaking districts.
17. The DCM for the following Quarterly meeting is responsible for taking District, Area and Intergroup placards (signs) with them from the current quarterly, so that they will have them when they are ready to set up.
18. One last function for the host committee is to prepare a financial summary for Area records showing the income and expenses for the quarterly. This can be done per a form provided by the area Alternate Chairperson.

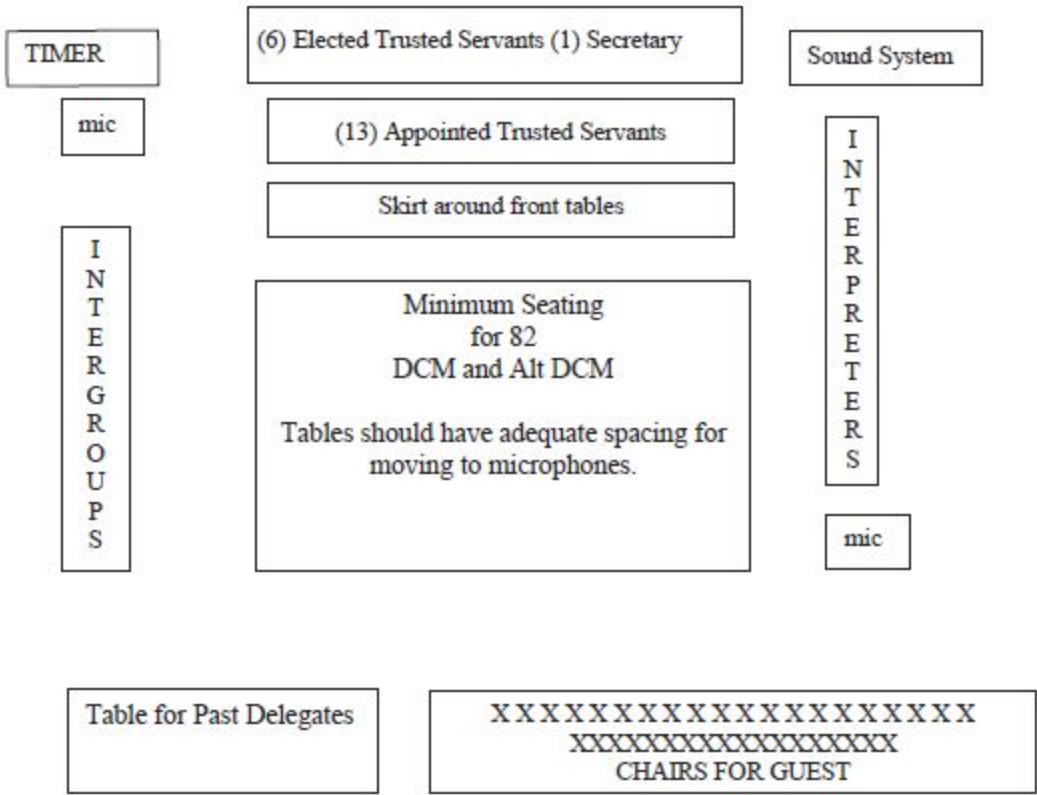
#### **PREPARING YOUR QUARTERLY BID GUIDLEINES**

1. Bids for the subsequent year's quarterlies are accepted at the second or third quarterly of the previous year. Your bid needs to provide space for meetings and hotel rooms as listed above. The quarterlies are generally held the first full weekend of each quarter. Caution should be used to avoid New Years, Easter and the July 4th weekend.
2. Securing your meeting space facilities may be most challenging. Renting spaces with a cost of up to \$500 for the weekend may be necessary, however lower cost facilities should be used if available. If you use commercial facilities such as those at a hotel, a combination number of hotel rooms and meals should be used, as a bargaining tool for reducing the meeting that allows the host committee to make the coffee is desirable. However, that is often not the case. If the facility makes and serves the coffee, a cost of \$30 per gallon or more is common. Alternatives include our providing the coffee and them charging perking charge-this is similar to the cooking charge in Utah.

**IF YOU NEED ADDITIONAL ASSISTANCE IN PREPARING THE BID FOR A  
QUARTERLY,**

**PLEASE CALL THE ALTERNATE AREA CHAIRPERSON.**

One Possible Sample Room Layout – approximately 60' x 70'



## **APPENDIX**

### **I. Accessibility Committee Guidelines**

#### **Accessibility Committee Description**

This committee will handle all accessibility needs and issues for Western Washington Area. Along with funding to attend Area Quarterlies and the Assembly, this position has additional funds to provide interpretation for Area events. Guidelines for these events to be established by the 2005 – 2006 Area Accessibilities Chair per motion 04.3:

1. That the committee be chaired by an Accessibility Chair.
2. That the committee receives initial annual funding in the amount of \$7,500.00, to be reviewed annually by the Area Treasurer.
3. That the committee gathers information and provide assistance in accessibility issues within the guidelines that the committee shall establish and budget allows.

#### **Area Accessibility Committee**

##### **Mission Statement**

The Accessibility Committee gathers information, provides assistance, and funds the Area's accessibility needs, within the established guidelines.

##### **Assistance Needs**

- Wheel Chair
- Blind / Visually Impaired
- Mobile Meeting
- Semi-truck driver rides to meetings
- Other

##### **Language**

- American Sign Language
- Spanish

##### **Communications**

- PI Committee
- CPC Committee
- Treatment Committee
- Corrections Committee
- Central Service Offices
- Intergroup Offices
- Websites
- Online Meetings
- Translation of Area Correspondence

#### **Our Goals**

Accessibility is about giving equal access to everyone. The goal of the Area Accessibility Committee is to find the means and to assist people in accomplishing that.

## II. Archives Policy Statement

**Purpose**<sup>1</sup>: The main purpose of the Western<sup>2</sup> Washington Area Archives, consistent with AA's primary purpose, is to keep the record straight so that myth does not predominate over fact as to the local history of the Fellowship. The Area Archives gives the Area a sense of its own past and an opportunity to study it. The Archives Committee exists to provide a safe and secure facility for the receipt and storage of archival material relevant to the past and present activities of Alcoholics Anonymous and its members within the Western Washington Area. It actively displays historical material so that the maximum number of members of the Fellowship may benefit. The Archives Committee assists and acts as a resource for district and other local archives activities.

**Archives Committee**: The committee consists of the Area Archives Chair<sup>3</sup>, the Area Archivist, the Archives Steering Committee, and District and other AA archivists. The Area Archives Chair, the Archivist, and the Archives Steering Committee represent the interests of the local archivists to the Area Committee and to the Assembly although only the Area Archives Chair is a member of the Area Committee.

**Archives Steering Committee**: The Archives Steering Committee consists of six members, each serving a four-year term. In each odd numbered year, three members will be replaced. This insures that there will always be some continuity of experience on the Steering Committee. The seventh member of the Steering Committee will be the Area Archivist. The eighth member of the Steering Committee will be the Area Archives Chair, who acts as chairperson of the committee. Candidates for the Steering Committee will send their resumes to the Steering Committee in the Fall of each even-numbered year. The committee will then review the candidates and select three members who are presented at the January Area Committee for ratification. It shall be possible for Steering Committee members to serve consecutive terms.

**Archivist**<sup>4</sup>: The Archives Steering Committee will select, replace, or reappoint an Archivist using the currently established process, which requires ratification by the Area Committee at the first Area Quarterly Meeting of each rotation.

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<sup>1</sup> 1989 Assembly – Seattle WA, Motion 89.1: —That the Archives Advisory Board's policy statement be accepted as the Archives policy of the Washington Area and that the policy be implemented as suggested by the Board.||

<sup>2</sup> 1998 Assembly – Lynden WA, Motion 98.4: —That in order to bring the Washington Area Archives policy to current status, the addition of the word —Western|| be inserted before the word Washington throughout the text of the policy.||

<sup>3</sup> 2012 Assembly – Shelton WA, Motion 12.3: Amend the 1989 Archives Policy by creating two (2) new positions Archivist and Archives Chair to replace the current Area Archivist position. An archival specialist, the new Archivist will be relieved of area administrative responsibilities, which will be taken over by the new Archives Chair.

<sup>4</sup> *ibid*



**Duties:** The Archivist will have archival experience and will manage archives work parties, coordinate archives training efforts, maintain the digital catalog, maintain a consistent filing system, manage our repository, represent the Area at National AA Archives Workshops, and manage collections such as artifacts, paper, audio information, photographs, and videos.

**Archives Chair:** The Archives Chair will be selected using the established process for Appointed Officers.

**Duties:** The Archives Chair will participate in the Area Assembly and Area Quarterly Meetings as an Appointed Officer, chair quarterly Archives Committee meetings, chair monthly Archives Steering Committee meetings, facilitate Repository site-selection decisions, and produce articles for the WWA72 Newsletter.

**Archives Steering Committee Funding**<sup>5</sup>: Steering committee members will be reimbursed for travel costs required in the performance of the responsibility of their position. Said reimbursements to cover costs (mileage, travel fees, lodging, and meals). Their communication expenses are funded under the Archives communication allocation.

**Western Washington Area Archives Funding:** All funding for the Archives derives from the Western Washington Area Assembly. That is, the Archives will not participate in general fund raising activities.

The Archives may encourage non-monetary contributions for specific needs; i.e., historical materials, Grapevine binders, filing equipment and supplies.

**What is collected:** The committee collects historical items that are pertinent to Western Washington Area AA and items of general AA historical interest. This includes non-AA items, which are a significant part of AA history. The Archives is the repository for all Area historical business and financial records.

**Display policy:** To ensure that all parts of the Area have the opportunity to view the traveling display, steering committee members may assume responsibility for and show the display when the Archivist is not able to do so. Individual groups are not supported except in cases where they request the display for functions attracting a general AA audience from beyond their immediate group. In all cases, the steering committee will approve the temporary transfer of responsibility to other than steering committee members or the Area Archivist. The Archives display is never left unattended unless it is locked in a secure place. The traveling display takes several forms; compact for one-day or shorter showings and more extensive for multi-day

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<sup>5</sup> 2006 Assembly – Tacoma WA, Motion 06.3: Area elected and appointed trusted servants and steering committee members will be reimbursed for travel costs required in the performance of the responsibility of their position. Said reimbursements to cover costs (mileage, travel fees, lodging, and meals).

showings such as the Area Assembly. It is not the intent to display as much of our holdings as possible; rather we should try for quality and maximum interest and information.

**Confidentiality:** Access to personal correspondence and sensitive materials should be monitored by the steering committee. Generally, access to these materials is based on need (i.e., the writing of a history, etc.) Copies of these materials which are displayed or sent for use of district archives (with steering committee approval) will have last names obscured. Original material is never altered – alterations are done only on copies. Books and articles containing autographs, etc. are displayed without alteration.

**Safety of resources:** Correspondence and reproducible paperwork can be safeguarded best by setting up a duplicate file kept in another location – possibly in the opposite side of the Area from the Archives itself. Tapes should be duplicated and the duplicate set stored in a separate location. A duplicate set of negatives should be made of all photographs – they are to be stored in a separate, fire-resistant location. Valuable non-reproducible artifacts (Books, badges, etc.) should be stored in a fire resistant cabinet.

**Loan of Archives material:** Material may be loaned only with the steering committee's approval. The loan and distribution of Archives materials is the responsibility of the Steering Committee, not of the Archivist as an individual.

**Corrective Action:** The Archivist and the Steering Committee are directly responsible to the Western Washington Area; hence, the Assembly, or the Area Committee acting in their behalf, may take any corrective action they deem necessary. Should a majority of the steering committee (not necessarily including the Archivist) see a need for any corrective action they may address the matter directly to the Area Chairman.

### **III. Finance Committee Statement**

#### **Purpose**

The WWA72 Finance Committee's purpose is to be a resource to the Area on financial matters.

#### **Committee Functions**

- Assist groups and districts in research of the financial impact of motions and/or the financial background for motions.
- Administer the Area's 5% variable budget (Motion 10.3).
- Continually look at better ways for the Area to operate with financial prudence.
- Investigates and recommends software for the purpose of Area financial needs.
- Keep minutes of all committee meetings and have readily available to the assembly and the groups.

#### **Guiding Principles**

- The conscience of the Finance Committee operates on the principle of substantial unanimity.
- The groups, having the authority to make financial decisions, have delegated some of that authority to the Area Finance Committee.
- No body of motions can offer perfect guidance in continually changing situations with rapidly changing technology, thus the Area strives for a flexible financial structure.
- Finance Committee members are endowed with the Third Concept "Right of Decision".
- Every service responsibility should be matched by an equal service authority with the scope of such authority well defined.<sup>1</sup>
- Final authority rests with an informed group conscience.<sup>2</sup>
- According to Warranty Two, "Sufficient operating funds, plus an ample Reserve, should be its prudent financial principle."
- In the spirit of the Seventh Tradition, the WWA72 should be self-supporting in all its affairs.

## **IV. Standing Committee Quarterly Guidelines**

### **QUARTERLY AREA STANDING COMMITTEE MEETING AND FACILITY GUIDELINES**

The following are guidelines to help you prepare for a Quarterly Area Standing Committee Meeting in your district.

Through experience, we have found that, when possible, using the following suggestions makes the meeting more positive experience for everyone.

1. Need seating capacity for 30 – 50 or more people at tables depending upon size of the committee. If the committee has displays, be sure there are sufficient tables and space. Visit the site to check for availability of refrigeration, coffee makers, etc. Book the room to accommodate a 9 a.m. until 4 p.m. meeting. Find out about lights, heat, alarms and trash disposal. Facilities should be wheel chair accessible. This is to include the parking, as well as the bathrooms. Have access to the facility early enough for the setup crew to be ready by 9 a .m. hospitality time.
2. Work with the area standing committee chair to create a flyer, including directions, map and information on parking and accessibility. When preparing your flyer this is the ideal time to ask if there will be anyone attending who has special needs i.e. translation or interpretation. Provide a space for a request to be made and in the event you get a request please contact the area Accessibility chair for further assistance. Make sure flyers are available, both English and Spanish versions, to hand out at the next standing committee quarterly and at the Area Quarterly prior to the quarterly you are hosting. Coordinate with the area committee chairperson regarding announcing quarterly via the Area Newsletter & Website. Coordinate with the area standing chairperson as to who will be selecting the midday speaker.
3. ***The function should be self-supporting.*** You as the host District are responsible for selecting a reasonable, yet functional meeting site. If your site, due to location is more costly than usual, please consider a potluck event rather than a provided meal. The host usually provides lunch entrée for 30 – 50 or more people. Along with beverages: sodas, coffee, tea, (sugar, milk, etc.) water. Donuts and muffins for hospitality prior to the business. Potluck for side dishes and desserts (with vegetarian selections if possible) encouraged. Observe the 7<sup>th</sup> Tradition to meet expenses. Pass the basket more than once if need be to cover the expenses. Check the venue for cups and utensils, etc. Provide them if the venue does not. Also check for pots for serving coffee, tea and water.
4. Volunteers needed to help with the coffee making, setup and cleanup, and lunch

servers. Set up tables and chairs for meeting. Prepare and put up signage to direct attendees to the meeting room.

5. ***One last function for the host committee is to prepare a financial summary for area records showing your income and expenses for the quarterly per a form provided by the area.***

November Standing Committee Quarterly (example of expenses)

Room Rental	\$100.00	Room Rental
\$100.00		
Food	\$ 75.00	Food
<u>\$ 75.00</u>		
Total	\$175.00	
\$175.00		
Reimbursed from Dist.	\$100.00	
\$100.00		
Reimbursed from basket	\$100.00	
<u>\$ 50.00</u>		
Sub Total	\$200.00	
\$150.00		
Difference to District.	\$ 25.00	<b><u>May seek</u></b>
reimbursement	\$ 25.00	
		From Area*

\*Per motion 03.3 in the Area Handbook, the Area will reimburse up to \$100.00 for room rent if the event is not self-supporting. Please be sure and keep your receipts as verification of shortfall. The host committee may use the 7<sup>th</sup> tradition proceeds at their discretion and integrity and will determine whether or not to seek the available funds from the Western Washington Area. Please be sure and keep your receipts as verification of shortfall. Remember this meant to be a last resort – not a given. See attached reimbursement form.

## **V. MAPS OF WESTERN WASHINGTON AREA 72**

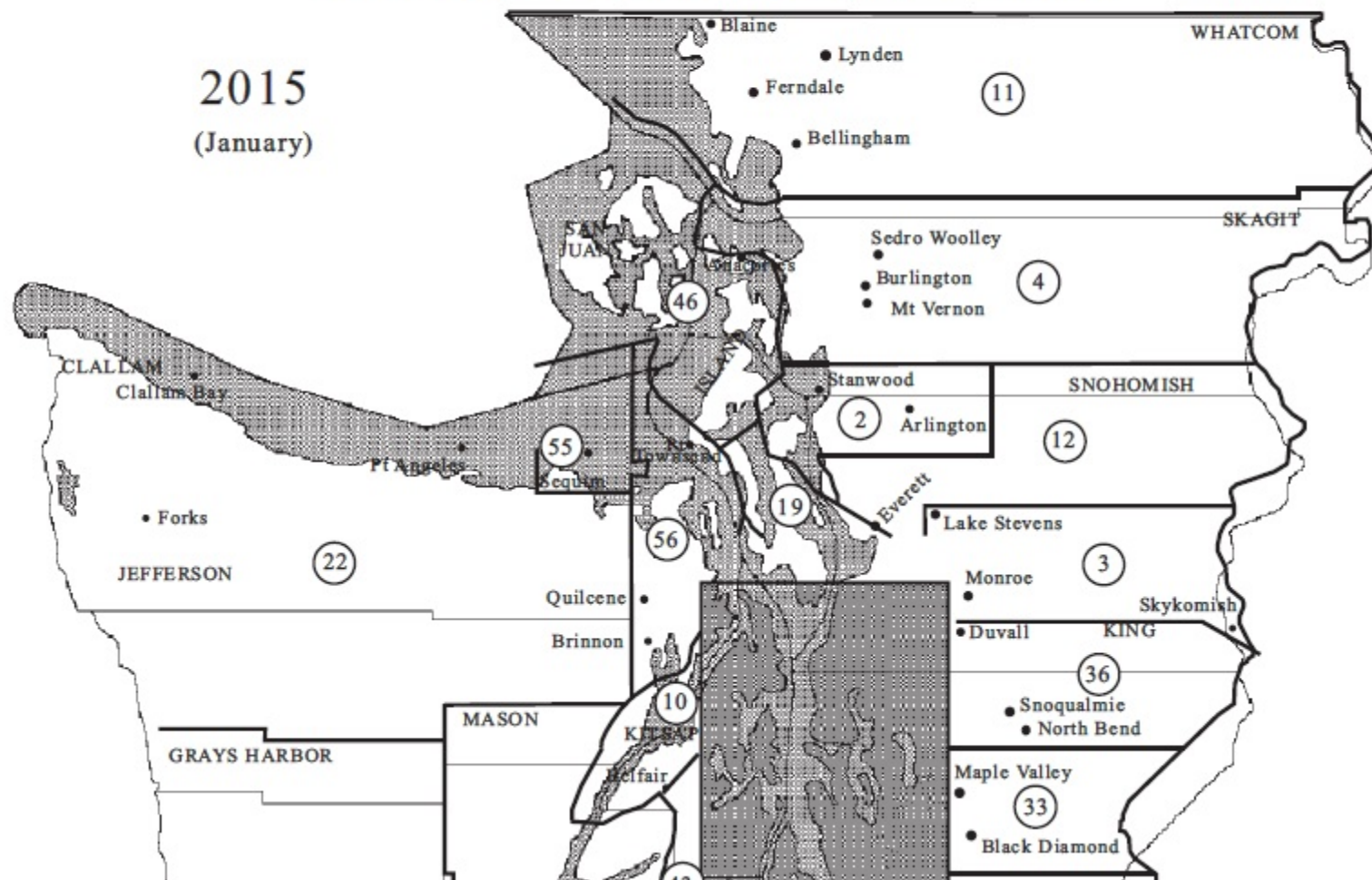
### Condensed District Location Guide for Area 72

District 1	Hispanic linguistic district, King County south to state border
District 2	Camano Island and Northwest Snohomish County, Stanwood, Arlington, Silvana
District 3	Southeast Snohomish County; Lake Stevens, Snohomish, Monroe, US Highway 2 corridor
District 4	Skagit County; Burlington, Concrete, Mt. Vernon, Sedro Woolley
District 7	Southern Clark and Skamania Counties; South Vancouver, Camas, Washougal, Stevenson
District 8	Thurston and Mason Counties; Olympia, Shelton
District 9	Central Tacoma, Fircrest
District 10	Kitsap Peninsula
District 11	Whatcom County; Bellingham
District 12	North and East Snohomish County; Everett
District 14	West Seattle, White Center, Vashon Island
District 15	Downtown Seattle, West Capitol Hill
District 16	Northeast Seattle, University District
District 17	Northwest Seattle, Ballard
District 18	Renton, Kent, Tukwila
District 19	West Everett, Mukilteo, South Whidbey Island
District 21	Grays Harbor and Willapa Harbor Areas; Aberdeen, Hoquiam, Montesano, Raymond
District 22	North Olympic Peninsula; Port Angeles, Forks
District 24	Southwest Snohomish County, Lynnwood, Edmonds
District 27	Cowlitz and Wahkiakum Counties; Longview-Kelso, Ilwaco
District 28	Lewis County; Centralia-Chehalis
District 29	Puyallup, Eatonville, Orting areas
District 31	Burien-Des Moines area
District 32	Auburn, Federal Way
District 33	East Kent, Maple Valley, Black Diamond, Covington, Hobart, Summit
District 34	East Bellevue, Redmond, East Lake Sammamish
District 35	Issaquah
District 36	North East King County; Snoqualmie Valley, Duvall, North Bend
District 37	North Clark County; North Vancouver, Battle Ground, Woodland, Orchards
District 38	Kirkland
District 39	Bothell, Kenmore, Woodinville
District 40	East-Central Seattle; East Capitol Hill, Madrona, Madison Beach
District 41	North-Central Seattle; Queen Anne, Magnolia
District 42	Northwest Seattle; East Capitol Hill, Shoreline, Lake Forest Park
District 43	Gig Harbor, Port Orchard
District 44	North Tacoma

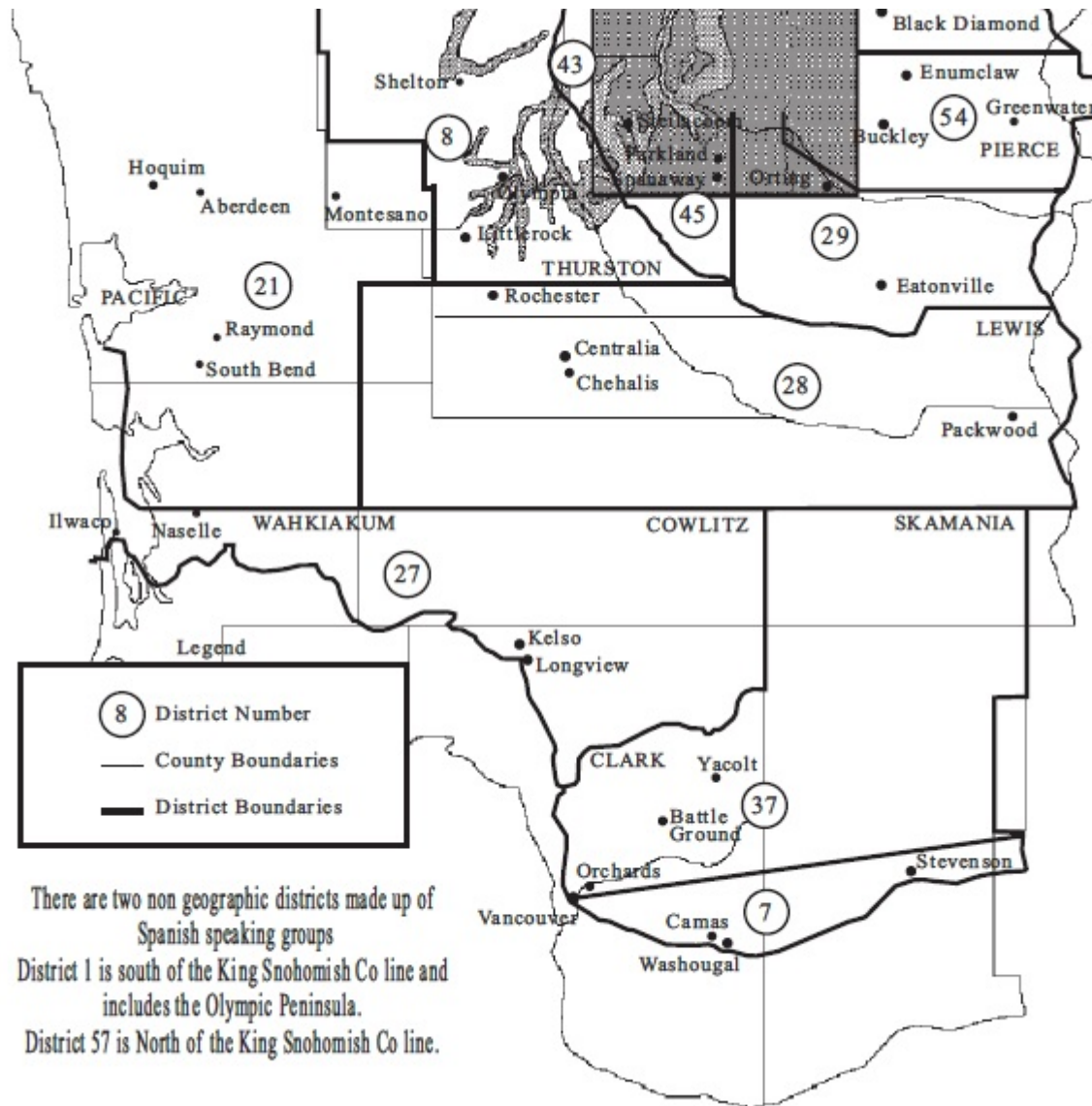
District 45	Southwest Pierce County; South Tacoma, Parkland, Spanaway, Steilacoom
District 46	North Whidbey, Fidalgo, Anacortes and the San Juan Islands;
District 54	Enumclaw, Buckley, Greenwater areas
District 55	Sequim area
District 56	East Jefferson County; Port Townsend, Quilcene, Brinnon
District 57	Hispanic linguistic district, Snohomish County (Lynnwood) north to Canadian Border

See Area map below.

# DISTRICT BOUNDARIES WESTERN WASHINGTON AREA ASSEMBLY OF ALCOHOLICS ANONYMOUS







# DISTRICTS OF PIERCE, KING, KITSAP AND SNOHOMISH COUNTIES OF WESTERN WASHINGTON AREA ASSEMBLY OF ALCOHOLICS ANONYMOUS

2015  
(January)

