

South Florida Area

Book of Current Practices

TABLE OF CONTENTS

| | | |
|----|------------------------------------|------|
| 1 | Area Committee | 1-1 |
| | 1.1 Composition..... | 1-1 |
| | 1.2 Voting | 1-3 |
| | 1.3 Policy | 1-5 |
| 2 | Finances | 2-1 |
| | 2.1 Area Meetings..... | 2-1 |
| | 2.2 Conference | 2-2 |
| | 2.3 Area & Committee Officers..... | 2-3 |
| | 2.4 Forums | 2-5 |
| | 2.5 Operating Account..... | 2-5 |
| | 2.6 Prudent Reserve | 2-6 |
| 3 | Area Assemblies | 3-1 |
| | 3.1 When..... | 3-1 |
| | 3.2 Time | 3-1 |
| | 3.3 Procedure | 3-1 |
| | 3.4 Voting | 3-5 |
| | 3.5 Agenda..... | 3-7 |
| | 3.6 Policy | 3-8 |
| 4 | Special Functions | 4-1 |
| | 4.1 Area and State..... | 4-1 |
| | 4.2 Regional..... | 4-1 |
| | 4.3 National..... | 4-1 |
| | 4.4 International Convention | 4-2 |
| 5 | Area Committee - Officers..... | 5-1 |
| | 5.1 Delegate | 5-1 |
| | 5.1.1 Responsibilities..... | 5-1 |
| | 5.1.2 Finances | 5-2 |
| | 5.2 Alternate Delegate | 5-2 |
| | 5.3 Chairperson..... | 5-5 |
| | 5.4 Treasurer | 5-7 |
| | 5.5 Registrar..... | 5-9 |
| | 5.6 Recording Secretary..... | 5-11 |
| 6 | Archives | 6-1 |
| 7 | Corrections..... | 7-1 |
| 8 | Current Practices..... | 8-1 |
| 9 | Finance..... | 9-1 |
| 10 | Grapevine/La Viña..... | 10-1 |
| 11 | Intergroup/Central Offices | 11-1 |

| | | |
|----|---|------|
| 12 | Legacy of Service | 12-1 |
| 13 | Spanish Linguistic Committee | 13-1 |
| 14 | Literature..... | 14-1 |
| 15 | Public Information and Cooperation with the Professional Community | 15-1 |
| 16 | Quarterly Coordinator..... | 16-1 |
| 17 | Redistricting..... | 17-1 |
| 18 | Remote Communities..... | 18-1 |
| 19 | Accessibilities | 19-1 |
| 20 | State Convention Committee | 20-1 |
| 21 | Treatment | 21-1 |
| 22 | Website | 22-1 |
| 23 | Area 15 Quarterly Meeting Agenda..... | 23-1 |
| 24 | Charter of South Florida Area 15 Conference of Alcoholics Anonymous | 24-1 |

1 Area Committee

1.1 Composition

- 8** 01/1971 Geographical areas will also be taken into consideration in the matter of the number of committee members a district shall have.
- 10** 01/1971 Where any district attains another eight complete groups, they will automatically be entitled to a new committee member.
- 20** 10/1972 We have two Secretaries: one (1) Recording and one (1) Corresponding.
- 104** 10/1980 The Corresponding and Recording Secretaries will each be elected to serve in their respected capacities for a period of two (2) years instead of changing positions at the end of one (1) year as in the past several years.
- 117** 10/1981 A district decides when it is entitled to an additional committee member, but it must be certified by this body. The additional committee member is then automatic.
- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 191** 10/1985 Invite the Virgin Islands to be District 13 of the South Florida Conference.
- 217A** 01/1988 To approve the redistricting of District 1 along the lines approved by the Redistricting Committee thereby creating District 15.
- 258** 10/1992 That the Bahamas become District 16 of the South Florida Area.
- 343** 07/1997
- A) Procedures - Procedures for conducting all Area business are established by the Area Committee.
 - B) Composition - Composition of the South Florida Area Committee - Area Officers, Area Standing Committee Chairs, District Chairpersons, and District Committee Members.
 - C) Voting - (a.) all members of the Area Committee have the right to vote at Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.
- 346** 07/1997 That within Glades County, FL, everything Northeast of Fisheating Creek be allocated to District 6 and everything Southwest of Fisheating Creek be allocated to District 7.

- 376** 07/1998 That a Hispanic Linguistic District, District 17, be created within Area 15 General Service Committee. [Out of Ad Hoc Committee on Redistricting.]
- 389** 04/1999 All members of the Area Committee have a right to vote at Area Business Committee meeting. 'Members' are defined as:
- 1) the Delegate,
 - 2) the Alternate Delegate,
 - 3) the Area Chairperson,
 - 4) the Area Treasurer,
 - 5) the Area Recording Secretary,
 - 6) the Area Registrar
 - 7) Chairpersons of the following Area Standing Committees:
 - a) PI/CPC,
 - b) Archives,
 - c) Corrections,
 - d) Current Practices Co-Chairs (1 vote each),
 - e) Finance,
 - f) Grapevine LaVina
 - g) Intergroup/Central Office,
 - h) Quarterly Coordinator,
 - i) Remote Communities
 - j) Spanish Linguistic
 - k) Accessibilities*
 - l) Treatment,
 - m) Web Site
 - 8) Alternate Standing Committee Chairpersons (if the Chairperson is absent),
 - 9) District Chairpersons,
 - 10) Alternate District Chairpersons (if the Chairperson is absent),
 - 11) DCMs (District Committee Members),
 - 12) ACMs (Alternate Committee Members) if DCM is absent.
- At Area Assemblies (April and October), all members of the Area Committee, as defined above, along with GSRs (General Service Representatives) have the right to vote. Alternate GSRs vote if their GSR is absent.
- *Special Needs Committee was renamed Accessibilities per Motion 760
- 457** 10/2002 Whenever a third legacy elected position becomes vacant, for whatever reason, the position shall come up for election at the next assembly and/or quarterly to fill that position.
- 460** 10/2002 Amended motion from 7/1997 C.) Voting - (a) all members of the Area Committee have the right to vote at Area Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.
- 491** 10/2003 That Area 15 approve the formation of a new linguistic District consisting of Palm Beach and Martin Counties

- 625** 01/2008 The South Florida Area 15 Conference of Alcoholics Anonymous conducts all Area Business Meetings in Assembly to allow full participation of the groups General Service Representatives.
- 682** 7/2011 That area 15 approve the redistricting of District 7 by forming District 20 with geographical boundaries of Collier County, the portion of Monroe County bordered by Collier and Miami-Dade Counties, and the portion of Hendry County below the northernmost boundary of Collier County.
- 695** 07/2012 That Area 15 establish a Remote Communities Standing Committee with a commitment to assist all of our Districts in carrying the message to remote communities within Area 15. Membership would consist of one representative from each District. Officers, a Chairperson, and a Secretary /Treasurer would be elected in committee every two years using a Third Legacy Procedure and presented for approval at the Area business meeting. The committee would meet every Quarterly at 8:00 a.m. on Saturday and hold at least one electronic meeting every quarter between Quarterlies. The budget for the first year would be \$100.00 to be used for cost of communication services such as Skype and postage.

1.2 Voting

- 343** 07/1997 A) Procedures - Procedures for conducting all Area business are established by the Area Committee.
- B) Composition - Composition of the South Florida Area Committee - Area Officers, Area Standing Committee Chairs, District Chairpersons, and District Committee Members.
- C) Voting - (a) all members of the Area Committee have the right to vote at Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.
- 695** 07/2012 That Area 15 establish a Remote Communities Standing Committee with a commitment to assist all of our Districts in carrying the message to remote communities within Area 15. Membership would consist of one representative from each District. Officers, a Chairperson, and a Secretary /Treasurer would be elected in committee every two years using a Third Legacy Procedure and presented for approval at the Area business meeting. The committee would meet every Quarterly at 8:00 a.m. on Saturday and hold at least one electronic meeting every quarter between Quarterlies. The budget for the first year would be \$100.00 to be used for cost of communication services such as Skype and postage.

389 04/1999 All members of the Area Committee have a right to vote at Area Business Committee meeting. 'Members' are defined as:

- 1) the Delegate,
- 2) the Alternate Delegate,
- 3) the Area Chairperson,
- 4) the Area Treasurer,
- 5) the Area Recording Secretary,
- 6) the Area Registrar
- 7) Chairpersons of the following Area Standing Committees:
 - a) PI/CPC,
 - b) Archives,
 - c) Corrections,
 - d) Current Practices Co-Chairs (1 vote each),
 - e) Finance,
 - f) Grapevine LaVina
 - g) Intergroup/Central Office,
 - h) Quarterly Coordinator,
 - i) Remote Communities
 - j) Spanish Linguistic
 - k) Accessibilities*
 - l) Treatment,
 - m) Web Site
- 8) Alternate Standing Committee Chairpersons (if the Chairperson is absent),
- 9) District Chairpersons,
- 10) Alternate District Chairpersons (if the Chairperson is absent),
- 11) DCMs (District Committee Members),
 - n) ACMs (Alternate Committee Members) if DCM is absent.

At Area Assemblies (April and October), all members of the Area Committee, as defined above, along with GSRs (General Service Representatives) have the right to vote. Alternate GSRs vote if their GSR is absent.

*Special Needs Committee was renamed Accessibilities per Motion 760

430 10/2000 Use Third Legacy procedure from the current AA Service Manual as a guideline for the October Assembly election.

457 10/2002 Whenever a third legacy elected position becomes vacant, for whatever reason, the position shall come up for election at the next assembly and/or quarterly to fill that position.

460 10/2002 Amended motion from 7/1997:

C.) Voting - (a) all members of the Area Committee have the right to vote at Area Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.

- 465 01/2003 In the event that the Delegate position becomes vacant, The Alternate Delegate become Delegate and the position of Alternate Delegate becomes vacant, to be elected by prior resolution.
- 607 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 625 01/2008 The South Florida Area 15 Conference of Alcoholics Anonymous conducts all Area Business Meetings in Assembly to allow full participation of the groups General Service Representatives.

1.3 Policy

- 43 06/1976 Any Area [possibly 'District' is intended] inviting Delegate to give report or for any other reason is to pay all Delegate's expenses.
- 132 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the microphone.
- 133 07/1982 No mailing list shall be given out to anyone for any reason other than the Host District of the General Services Conference of South Florida without the permission of this body.
- 163 07/1984 The necessary votes required to pass a motion be changed from 2/3 of the available votes at roll call to 2/3 of the number of votes cast on the motion at the time.
- 225 07/1990 In the event the newly-elected Delegate cannot serve, the newly-elected Alternate Delegate shall assume the Delegate position and the Alternate Delegate position shall become vacant.
- 282 10/1994 In order for all districts to have an equal opportunity to host a quarterly, no district which has been awarded a quarterly at the January bidding may bid to host a second quarterly until all other bidding districts have been satisfied. After this round of bids, any quarterlies remaining unhosted will be open to all districts.
- 283 10/1994 The South Florida Area Delegate shall have the opportunity of inviting the North Florida Delegate to attend one of our Quarterly Committee-meeting weekends sometime during the 2-year period when both are serving the US/Canada Conference. The South Florida Area Committee will assume all costs involved in the visit.
- 308 10/1995 We invite a staff member each year and every other year invite a Class A or Class B Trustee to come to our Conference except the October election Assembly held every two years.

- 343** 07/1997 A) Procedures - Procedures for conducting all Area business are established by the Area Committee.
- B) Composition - Composition of the South Florida Area Committee - Area Officers, Area Standing Committee Chairs, District Chairpersons, and District Committee Members.
- C) Voting - (a.) all members of the Area Committee have the right to vote at Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.
- 347** 07/1997 That the ballot slips for each round of balloting at all Third-Legacy elections be kept separate and not commingled or discarded until a clear winner is announced for the office being voted upon.
- 348** 07/1997 That all meetings and all functions at all South Florida Area 15 General Service Quarterlies be non-smoking.
- 354** 10/1997 All committee meetings at South Florida Quarterlies are considered "open" to A.A. members. ONLY committee members, however, may vote on committee matters.
- 389** 04/1999 All members of the Area Committee have a right to vote at Area Business Committee meeting. 'Members' are defined as:
- 1) the Delegate,
 - 2) the Alternate Delegate,
 - 3) the Area Chairperson,
 - 4) the Area Treasurer,
 - 5) the Area Recording Secretary,
 - 6) the Area Registrar
 - 7) Chairpersons of the following Area Standing Committees:
 - a) PI/CPC,
 - b) Archives,
 - c) Corrections,
 - d) Current Practices Co-Chairs (1 vote each),
 - e) Finance,
 - f) Grapevine LaVina
 - g) Intergroup/Central Office,
 - h) Quarterly Coordinator,
 - i) Remote Communities
 - j) Spanish Linguistic
 - k) Accessibilities*
 - l) Treatment,
 - m) Web Site
 - 8) Alternate Standing Committee Chairpersons (if the Chairperson is absent),
 - 9) District Chairpersons,
 - 10) Alternate District Chairpersons (if the Chairperson is absent),
 - 11) DCMs (District Committee Members),
 - n) ACMs (Alternate Committee Members) if DCM is absent.

At Area Assemblies (April and October), all members of the Area Committee, as

defined above, along with GSRs (General Service Representatives) have the right to vote. Alternate GSRs vote if their GSR is absent.

*Special Needs Committee was renamed Accessibilities per Motion 760

- 434** 01/2001 (Amendment to 7/1994 Motion) That the South Florida Area Chairpersons receive a copy of the April Conference Preliminary Agenda Items prior to the January Quarterly Business Meeting.
- 505** 04/2004 That the following members of the South Florida Area, Area 15 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.
- 625** 01/2008 The South Florida Area 15 Conference of Alcoholics Anonymous conducts all Area Business Meetings in Assembly to allow full participation of the groups General Service Representatives.
- 640** 10/2008 The Delegate Sharing session, held every April, be changed to “The Conference Agenda Review.”
- 693** 07/2012 The Area 15 State Convention Committee be expanded to include the Area 15 Quarterly Coordinator as a non-voting liaison to districts proposing a bid for Area 15 Quarterly Assemblies. Proposed hotel contracts are to be presented to the Area 15 Quarterly Coordinator no later than 21 days prior to each October Area 15 Quarterly Assembly, and be immediately forwarded to the rest of the Area 15 State Convention Committee. The Area 15 State Convention Committee will approve or make recommendations for a financially sound district contract during the Area 15 October Quarterly Assembly State Convention Committee meeting. Any proposed Area 15 Quarterly Assembly hotel contract(s) not approved by the Area 15 State Convention Committee during the Area 15 October Quarterly Assembly State Convention Committee meeting, will have until the conclusion of the January Area 15 Quarterly Assembly State Convention Committee meeting to resolve any prior recommendations from the Quarterly Coordinator and Area 15 State Convention Committee. Once the hotel contract(s) have been approved, the bidding District will be eligible to present their bid to the Area 15 body at the Sunday business meeting. Each District that has been awarded a quarterly assembly hotel bid is then responsible to provide the Area 15 Chairperson with a financial report on a quarterly basis. The Area 15 Chairperson/a director, will sign the hotel contract(s) awarded to the bidding District(s). The Area 15 Chairperson/a director, or the Area 15 Treasurer/a director, (should the Chairperson be unavailable) will be authorized to use the Area 15 Tax-Exemption Certificate for all Area 15 Quarterly Assemblies.

- 712** 01/2014 That the Area 15 Business Meeting Minutes reflect the legal name of our organization as listed in our Charter, South Florida Area 15. Location of the business meeting, date, total number of attendees, and the number of GSR's in attendance shall also be included. No logos will be applied.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 723** 07/2014 That Area 15 assign the responsibilities of the approval process for proposed hotel contracts for quarterlies to the Quarterly Coordinator Committee instead of the State Convention Committee, therefore the Quarterly Coordinator will no longer serve as a non-voting liaison to the State Convention Committee. This motion takes effect January 1, 2015

2 Finances

2.1 Area Meetings

- 167** 07/1984 The host committee will adhere to the request made several years ago: 'That the basket be passed once (on Saturday night only) for the District. The Sunday collection is for the Area.'
- 220** 01/1989 That we increase the guidelines suggestion for hotel room rates to reflect an inflation rate of 5% per year.
- 617** 10/2007 That South Florida Area 15 fund professional language interpreter services for the Spanish and English languages for the Saturday meetings as deemed necessary, Sunday business meeting, and Assemblies as needed for all Quarterlies. Spanish Linguistic Districts in the South Florida Area will provide the equipment needed for the interpretation transmission. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel rates will be either half of the interpreter hourly rate and the standard IRS mileage rate. Lodging to be provided as deemed necessary by travel distance and meetings to be interpreted. Annual expenses are not to exceed \$5,000.00.
- 619** 10/2007 Area 15 allow a 7th tradition collection at the speakers meeting on Friday night to be passed and kept by the hosting district.
- 687** 01/2012 That South Florida Area 15 fund professional American Sign Language interpreter services for the Deaf and Hard of Hearing for the Saturday morning Special Needs Committee Meeting, the Sunday business meeting, and Assemblies for all Quarterlies. The other meetings, which are the Friday and Saturday night speaker meetings, will be interpreted as deemed necessary. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel funding will either be the half of the interpreter hourly rate, the standard IRS mileage rate, or lodging. Necessity will be determined by the Special Needs Committee Chairperson. Annual expenses are not to exceed \$5,000.00.
- 691** 04/2012 That the Spanish and English language Service Manual workshops be held in unison with simultaneous interpretation provided.

- 745 10/2015 That the Area 15 Quarterly Assembly hotel contract acquisition and District Host process be as follows:
The Quarterly Coordinator Committee will be responsible for procuring hotel contracts for the Area 15 Quarterly Assemblies. The hotel locations eligible will be those meeting the Area 15 Quarterly Assembly meeting space and guest room requirements. * Hotel contracts will be procured for a 2-year cycle.* The Quarterly Coordinators Committee will present their recommendation for approval in October of each odd year, with an exception being made for the 2015 approval which will be delayed until the January 2016 Area Quarterly Assembly. Area 15 will be responsible for signing the hotel contracts and will be financially responsible for the Quarterly Assembly. Any advance deposits will be temporarily provided by the Area if a Hosting District has insufficient funds to meet deadlines prior to the Quarterly Assembly weekends. Hosting Districts will be given disbursement money of \$750.00 for hosting the Quarterly Assembly and banquet. Districts who are interested and meet the requirements outlined below will be chosen by a simple majority to Host Quarterly Assemblies at the January assembly of each even year. In order for all Districts to have an equal opportunity to host a Quarterly Assembly, any District which has been awarded hosting a Quarterly Assembly at this January election may not stand to host a second Quarterly Assembly unless no other District stands to host the open Quarterly Assembly, or all eligible Districts have been satisfied. The requirements to bid to host an Area Quarterly are as follows:
1. Form a District Quarterly Host Committee and submit a list of a minimum of three members with their contact information of those willing to serve on the District's Quarterly Host Committee to the Area 15 Quarterly Coordinator Committee.
 2. It is recommended that if a District is bidding to host and has not hosted within the past 5 years, that it co-host with another District.
 3. In the event that no District is willing or eligible to host a particular Quarterly Weekend, and the event is left without a Host Committee at the end of elections, the Quarterly Coordinator Committee will be responsible for coordinating Districts to help with those particular Quarterly Assembly events responsibilities.
- “Hotel contracts will be procured for a 2-year cycle consisting of at least 3 rotating hotel locations spread throughout Area 15.” Changed to:
* Hotel contracts will be procured for a 2-year cycle.* per Motion764

2.2 Conference

- 99 07/1980 The General Service Conference held annually in New York (April) expenses are to be paid in keeping with the guidelines set forth in the Service Manual. Also, at the Delegate's discretion, he or she may want to be at the GSO a working day before or after the Conference to straighten out any Area problems.

- 131** 04/1982 Within the guidelines set forth in the AA Service Manual, the Delegate will be reimbursed for all expenses (referring to transportation, food, and lodging throughout this report) incurred by attendance at the Annual General Service Conference. The Delegate's discretion will determine whether it is necessary to spend one additional working day at the GSO to discuss specific South Florida Area matters with members of the General Service staff. The Committee noted that the trip to Stepping Stones (part of the agenda in the Delegate's second term) is not to be considered as additional time.
- 693** 07/2012 The Area 15 State Convention Committee be expanded to include the Area 15 Quarterly Coordinator as a non-voting liaison to districts proposing a bid for Area 15 Quarterly Assemblies. Proposed hotel contracts are to be presented to the Area 15 Quarterly Coordinator no later than 21 days prior to each October Area 15 Quarterly Assembly, and be immediately forwarded to the rest of the Area 15 State Convention Committee. The Area 15 State Convention Committee will approve or make recommendations for a financially sound district contract during the Area 15 October Quarterly Assembly State Convention Committee meeting. Any proposed Area 15 Quarterly Assembly hotel contract(s) not approved by the Area 15 State Convention Committee during the Area 15 October Quarterly Assembly State Convention Committee meeting, will have until the conclusion of the January Area 15 Quarterly Assembly State Convention Committee meeting to resolve any prior recommendations from the Quarterly Coordinator and Area 15 State Convention Committee. Once the hotel contract(s) have been approved, the bidding District will be eligible to present their bid to the Area 15 body at the Sunday business meeting. Each District that has been awarded a quarterly assembly hotel bid is then responsible to provide the Area 15 Chairperson with a financial report on a quarterly basis. The Area 15 Chairperson/a director, will sign the hotel contract(s) awarded to the bidding District(s). The Area 15 Chairperson/a director, or the Area 15 Treasurer/a director, (should the Chairperson be unavailable) will be authorized to use the Area 15 Tax-Exemption Certificate for all Area 15 Quarterly Assemblies.
- 723** 07/2014 That Area 15 assign the responsibilities of the approval process for proposed hotel contracts for quarterlies to the Quarterly Coordinator Committee instead of the State Convention Committee, therefore the Quarterly Coordinator will no longer serve as a non-voting liaison to the State Convention Committee. This motion takes effect January 1, 2015

2.3 Area & Committee Officers

- 213** 1/1988 The standing committee chairpersons be paid one (1) night's lodging at the Quarterlies, except chairpersons of self-supporting committees.
- 234** 04/1991 Expense forms be filled out by the Committee Chairpersons and Officers for the purpose of accounting for monies advanced for each Quarterly.

- 287** 04/1995 Any Past Delegate accepting an invitation to chair or otherwise participate in a Saturday workshop at a Quarterly be reimbursed for one night's lodging.
- 327** 07/1996 Beginning with the 1st Quarter of 1997, the Recording Secretary, Corresponding Secretary, Treasurer, and Chairperson of the South Florida Committee receive two (2) nights' lodging at Quarterlies.
- 394** 04/1999 That the South Florida Area updates the current allowance for mileage reimbursement based on the current IRS per/mile allowance.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 428** 10/2000 That the secretaries of Standing Committees who do not receive funding to South Florida Area quarterlies from any other source be given one night's lodging at each quarterly.
- 439** 10/2001 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Corresponding Secretary, and Recording Secretary by \$50.00 each for a total of \$600.00 each to attend the Southeast Regional Forum.
- 587** 04/2006 If it is necessary for an Ad-Hoc Committee to meet outside the normal Quarterly framework, mileage to and from the meeting be reimbursed at the current IRS rate.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 610** 10/2007 That the Area 15 Quarterly Coordinator be funded two nights lodging, beginning in January 2008 at each South Florida Area 15 Quarterly Meeting.
- 638** 07/2008 That the Alternate Delegate serve as co-host of the Florida Hospitality Suite at each AA International Convention. This responsibility will become part of the duties of the Alternate Delegate position; therefore defraying the Alternate Delegates travel & expenses to attend. The Alternate Delegate will be responsible for organizing volunteers, scheduling them for greeting visitors of the Florida Hospitality Suite & handling any costs associated with hosting a Hospitality Suite utilizing the escrow account funded by Florida State Conventions contributions. The Alternate Delegate's expenses for attending the International Convention would be added as a line item to the Alternate Delegate's budget when applicable to be included in the Area 15 budget not to exceed \$2,500.
- 646** 01/2009 The website committee chair, secretary/treasurer and web servant shall receive one night's lodging, unless otherwise funded.

- 695** 07/2012 That Area 15 establish a Remote Communities Standing Committee with a commitment to assist all of our Districts in carrying the message to remote communities within Area 15. Membership would consist of one representative from each District. Officers, a Chairperson, and a Secretary /Treasurer would be elected in committee every two years using a Third Legacy Procedure and presented for approval at the Area business meeting. The committee would meet every Quarterly at 8:00 a.m. on Saturday and hold at least one electronic meeting every quarter between Quarterlies. The budget for the first year would be \$100.00 to be used for cost of communication services such as Skype and postage.
- 697** 07/2012 That Area 15 utilize a secure online database to manage registrar information related to Area, District and Group positions and contact information. Data will be managed by Area Registrar with District Registrars having the capability to view and extract information associated to their individual Districts. A future enhancement will allow District Registrars the ability to submit changes online that will be applied after review of the Area registrar. Cost of the hosting service is not to exceed \$500 per year and be part of the Area Registrar budget for subsequent years.
- 724** 07/2014 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$100.00 each for a total of \$700.00 each to attend the Southeast Regional Forum.
- 752** 04/2017 That Area 15 fund one-night's lodging for the Area 15 Archives Committee Archivist unless otherwise funded.
- 753** 04/2017 To create a web servant position for the new Spanish website that reflects the duties and responsibilities of the web servant for the English based website. This position will function as an integral part the Area 15 Website Committee and the Spanish Web Servant funding will be consistent with the current Area 15 Web Servant's funding.

2.4 Forums

- 439** 10/2001 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Corresponding Secretary, and Recording Secretary by \$50.00 each for a total of \$600.00 each to attend the Southeast Regional Forum.
- 724** 07/2014 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$100.00 each for a total of \$700.00 each to attend the Southeast Regional Forum.

2.5 Operating Account

- 375** 04/1999 That the South Florida Area increase the cap on the operating account from \$10,000.00 to \$15,000.00.

- 418** 01/2000 To change the month that the South Florida Area sends its excess funds to GSO from July to January.
- 697** 07/2012 That Area 15 utilize a secure online database to manage registrar information related to Area, District and Group positions and contact information. Data will be managed by Area Registrar with District Registrars having the capability to view and extract information associated to their individual Districts. A future enhancement will allow District Registrars the ability to submit changes online that will be applied after review of the Area registrar. Cost of the hosting service is not to exceed \$500 per year and be part of the Area Registrar budget for subsequent years.
- 754** 04/2017 Area 15 Quarterly Coordinator Committee will consist of Chairperson, Secretary/Treasurer and Hotel Coordinator. The Quarterly Coordinator Committee Chairperson is appointed by the Area Chairperson, and the other two members who have experience and knowledge of hotel contracts will be appointed by the Quarterly Coordinator Committee Chairperson with the South Florida Conference approval. The Quarterly Coordinator Committee Chairperson is funded 2 nights (motion 610) and Secretary/Treasurer and Hotel Coordinator will be funded for one nights lodging unless otherwise funded. This motion takes effect January 1, 2017. Respectfully submitted by Lisa D., Quarterly Coordinator Committee Chairperson, Panel 65 Area 15

2.6 Prudent Reserve

- 189** 07/1985 That the prudent reserve fund balance remain capped at \$6,000.00, to be reviewed in one year unless circumstances warrant an earlier review.

3 Area Assemblies

3.1 When

- 15 01/1972 We ask for bids for a third Quarterly Meeting and it not be held in conjunction with the State Convention.
- 19 09/1972 Meetings be held sometime during the months of January, April, July, and October.
- 42 06/1976 Amend the motion of September, 1972, regarding the months for meetings by adding the following: 'if change is necessary, the Committee officers must be consulted before a firm date in other months'.
- 62 10/1978 If possible, host districts should avoid having the Quarterly meeting on the last weekend of the month.
- 282 10/1994 In order for all districts to have an equal opportunity to host a quarterly, no district which has been awarded a quarterly at the January bidding may bid to host a second quarterly until all other bidding districts have been satisfied. After this round of bids, any quarterlies remaining unhosted will be open to all districts.
- 370 04/1998 That Area 15 produce and adopt a form which will consolidate the following information (Hotel name, location, date, and price). These completed forms would be used as a presentation tool to expedite bidding at quarterlies every other January.

3.2 Time

- 356 10/1997 In the interest of time and to make our Sunday morning business meeting the same starting time all the time, I propose we start at 9:00am for all Sunday morning business meetings.

3.3 Procedure

- 224 01/1990 Any present or past DCM standing for an Area office must have 5 continuous years of sobriety at the time of election.

- 257** 10/1992 In addition to reading the Twelve Traditions at our South Florida Quarterly meetings, that we also read the Twelve Concepts (short form).
- 263** 01/1993 To change the current roll call procedure by having each District's chairperson call the roll of each DCM and ACM in attendance, then announce the District's attendance, then present a roll call sheet to the Area Corresponding Secretary.
- 274** 04/1994 Items for the Quarterly agenda be in the hands of the Area Chairman 30 days after each Quarterly meeting. Mailing labels be available 30 days after each Quarterly. Minutes be mailed no later than 45 days after each Quarterly meeting.
- 282** 10/1994 In order for all districts to have an equal opportunity to host a quarterly, no district which has been awarded a quarterly at the January bidding may bid to host a second quarterly until all other bidding districts have been satisfied. After this round of bids, any quarterlies remaining unhosted will be open to all districts.
- 297** 10/1995 All past and present District Committee members are eligible to stand for Area office (added to the 3rd Legacy Procedure).
- 343** 07/1997
- A) Procedures - Procedures for conducting all Area business are established by the Area Committee.
 - B) Composition - Composition of the South Florida Area Committee - Area Officers, Area Standing Committee Chairs, District Chairpersons, and District Committee Members.
 - C) Voting - (a.) all members of the Area Committee have the right to vote at Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.
- 430** 10/2000 Use Third Legacy procedure from the current AA Service Manual as a guideline for the October Assembly election.
- 488** 11/2003 "In the roll call at the Area 15 business meeting, each District Chairperson will announce vote count number of DCMs, ACMs, Chair and total number, presenting a written list of those names to the Corresponding Secretary."
- 572** 01/2006 The Area 15 Agenda be renamed the Area 15 Quarterly Meeting Agenda.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.

- 617** 10/2007 That South Florida Area 15 fund professional language interpreter services for the Spanish and English languages for the Saturday meetings as deemed necessary, Sunday business meeting, and Assemblies as needed for all Quarterlies. Spanish Linguistic Districts in the South Florida Area will provide the equipment needed for the interpretation transmission. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel rates will be either half of the interpreter hourly rate and the standard IRS mileage rate. Lodging to be provided as deemed necessary by travel distance and meetings to be interpreted. Annual expenses are not to exceed \$5,000.00.
- 625** 01/2008 The South Florida Area 15 Conference of Alcoholics Anonymous conducts all Area Business Meetings in Assembly to allow full participation of the groups General Service Representatives.
- 661** 01/2010 That Area 15 Quarterly bidding cycle be conducted every January for a one-year session consisting of 4 Quarterlies starting in July of the current year through April of the following year. In keeping with our Area 15 policy which gives all districts an equal opportunity to host Quarterly, districts that have hosted a quarterly in the previous 1 year session must wait to bid on a quarterly in the current bidding session until all other districts have had a chance to bid. After the first round of bids, any quarterlies remaining unhosted will be open to all districts for bidding.
- 687** 01/2012 That South Florida Area 15 fund professional American Sign Language interpreter services for the Deaf and Hard of Hearing for the Saturday morning Special Needs Committee Meeting, the Sunday business meeting, and Assemblies for all Quarterlies. The other meetings, which are the Friday and Saturday night speaker meetings, will be interpreted as deemed necessary. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel funding will either be the half of the interpreter hourly rate, the standard IRS mileage rate, or lodging. Necessity will be determined by the Special Needs Committee Chairperson. Annual expenses are not to exceed \$5,000.00.

- 693 07/2012 The Area 15 State Convention Committee be expanded to include the Area 15 Quarterly Coordinator as a non-voting liaison to districts proposing a bid for Area 15 Quarterly Assemblies. Proposed hotel contracts are to be presented to the Area 15 Quarterly Coordinator no later than 21 days prior to each October Area 15 Quarterly Assembly, and be immediately forwarded to the rest of the Area 15 State Convention Committee. The Area 15 State Convention Committee will approve or make recommendations for a financially sound district contract during the Area 15 October Quarterly Assembly State Convention Committee meeting. Any proposed Area 15 Quarterly Assembly hotel contract(s) not approved by the Area 15 State Convention Committee during the Area 15 October Quarterly Assembly State Convention Committee meeting, will have until the conclusion of the January Area 15 Quarterly Assembly State Convention Committee meeting to resolve any prior recommendations from the Quarterly Coordinator and Area 15 State Convention Committee. Once the hotel contract(s) have been approved, the bidding District will be eligible to present their bid to the Area 15 body at the Sunday business meeting. Each District that has been awarded a quarterly assembly hotel bid is then responsible to provide the Area 15 Chairperson with a financial report on a quarterly basis. The Area 15 Chairperson/a director, will sign the hotel contract(s) awarded to the bidding District(s). The Area 15 Chairperson/a director, or the Area 15 Treasurer/a director, (should the Chairperson be unavailable) will be authorized to use the Area 15 Tax-Exemption Certificate for all Area 15 Quarterly Assemblies.
- 723 07/2014 That Area 15 assign the responsibilities of the approval process for proposed hotel contracts for quarterlies to the Quarterly Coordinator Committee instead of the State Convention Committee, therefore the Quarterly Coordinator will no longer serve as a non-voting liaison to the State Convention Committee. This motion takes effect January 1, 2015
- 738 07/2015 That we rescind Motion #661.

- 745 10/2015 That the Area 15 Quarterly Assembly hotel contract acquisition and District Host process be as follows:
 The Quarterly Coordinator Committee will be responsible for procuring hotel contracts for the Area 15 Quarterly Assemblies. The hotel locations eligible will be those meeting the Area 15 Quarterly Assembly meeting space and guest room requirements. * Hotel contracts will be procured for a 2-year cycle.* The Quarterly Coordinators Committee will present their recommendation for approval in October of each odd year, with an exception being made for the 2015 approval which will be delayed until the January 2016 Area Quarterly Assembly. Area 15 will be responsible for signing the hotel contracts and will be financially responsible for the Quarterly Assembly. Any advance deposits will be temporarily provided by the Area if a Hosting District has insufficient funds to meet deadlines prior to the Quarterly Assembly weekends. Hosting Districts will be given disbursement money of \$750.00 for hosting the Quarterly Assembly and banquet. Districts who are interested and meet the requirements outlined below will be chosen by a simple majority to Host Quarterly Assemblies at the January assembly of each even year. In order for all Districts to have an equal opportunity to host a Quarterly Assembly, any District which has been awarded hosting a Quarterly Assembly at this January election may not stand to host a second Quarterly Assembly unless no other District stands to host the open Quarterly Assembly, or all eligible Districts have been satisfied. The requirements to bid to host an Area Quarterly are as follows:
1. Form a District Quarterly Host Committee and submit a list of a minimum of three members with their contact information of those willing to serve on the District's Quarterly Host Committee to the Area 15 Quarterly Coordinator Committee.
 2. It is recommended that if a District is bidding to host and has not hosted within the past 5 years, that it co-host with another District.
 3. In the event that no District is willing or eligible to host a particular Quarterly Weekend, and the event is left without a Host Committee at the end of elections, the Quarterly Coordinator Committee will be responsible for coordinating Districts to help with those particular Quarterly Assembly events responsibilities.
- “Hotel contracts will be procured for a 2-year cycle consisting of at least 3 rotating hotel locations spread throughout Area 15.” Changed to:
 * Hotel contracts will be procured for a 2-year cycle.* per Motion764

3.4 Voting

- 343 07/1997 A) Procedures - Procedures for conducting all Area business are established by the Area Committee.
- B) Composition - Composition of the South Florida Area Committee - Area Officers, Area Standing Committee Chairs, District Chairpersons, and District Committee Members.
- C) Voting - (a.) all members of the Area Committee have the right to vote at Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.

- 389** 04/1999 All members of the Area Committee have a right to vote at Area Business Committee meeting. 'Members' are defined as:
- 1) the Delegate,
 - 2) the Alternate Delegate,
 - 3) the Area Chairperson,
 - 4) the Area Treasurer,
 - 5) the Area Recording Secretary,
 - 6) the Area Registrar
 - 7) Chairpersons of the following Area Standing Committees:
 - a) PI/CPC,
 - b) Archives,
 - c) Corrections,
 - d) Current Practices Co-Chairs (1 vote each),
 - e) Finance,
 - f) Grapevine LaVina
 - g) Intergroup/Central Office,
 - h) Quarterly Coordinator,
 - i) Remote Communities
 - j) Spanish Linguistic
 - k) Accessibilities*
 - l) Treatment,
 - m) Web Site
 - 8) Alternate Standing Committee Chairpersons (if the Chairperson is absent),
 - 9) District Chairpersons,
 - 10) Alternate District Chairpersons (if the Chairperson is absent),
 - 11) DCMs (District Committee Members),
 - n) ACMs (Alternate Committee Members) if DCM is absent.

At Area Assemblies (April and October), all members of the Area Committee, as defined above, along with GSRs (General Service Representatives) have the right to vote. Alternate GSRs vote if their GSR is absent.

*Special Needs Committee was renamed Accessibilities per Motion 760

- 457** 10/2002 Whenever a third legacy elected position becomes vacant, for whatever reason, the position shall come up for election at the next assembly and/or quarterly to fill that position.
- 460** 10/2002 Amended motion from 7/1997
- C.) Voting - (a) all members of the Area Committee have the right to vote at Area Committee meetings; (b) all members of the Area Committee and General Service Representatives have the right to vote at Assemblies.
- 465** 01/2003 In the event that the Delegate position becomes vacant, The Alternate Delegate become Delegate and the position of Alternate Delegate becomes vacant, to be elected by prior resolution.

- 505** 04/2004 That the following members of the South Florida Area, Area 15 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 625** 01/2008 The South Florida Area 15 Conference of Alcoholics Anonymous conducts all Area Business Meetings in Assembly to allow full participation of the groups General Service Representatives.
- 695** 07/2012 That Area 15 establish a Remote Communities Standing Committee with a commitment to assist all of our Districts in carrying the message to remote communities within Area 15. Membership would consist of one representative from each District. Officers, a Chairperson, and a Secretary /Treasurer would be elected in committee every two years using a Third Legacy Procedure and presented for approval at the Area business meeting. The committee would meet every Quarterly at 8:00 a.m. on Saturday and hold at least one electronic meeting every quarter between Quarterlies. The budget for the first year would be \$100.00 to be used for cost of communication services such as Skype and postage.

3.5 Agenda

- 141** 10/1982 There be a two hour GSR Sharing Session chaired by a GSR, strictly for GSRs to share problems, questions, and other wonderful things that come out of this kind of workshop.
- 186** 03/1985 The Service Manual Workshop be made a permanent meeting or function of the South Florida Quarterly meeting or Assembly. This meeting be held on Saturday and, if possible, meeting should be conducted by a former Delegate from the South Florida Conference.
- 276** 07/1994 A 1-hour sharing session—"What's On Your Mind?"—be placed on the [Quarterly] agenda at a time not to conflict with any other meeting.
- 420** 04/2000 That the South Florida Area 15 add to its agenda a Concepts Workshop, co-chaired by two A.A. members well-informed on the 12 Concepts and selected by the host district, beginning with the July 2000 quarterly.

- 495** 01/2004 At future South Florida Area Quarterlies weekends, that the host district provide meeting space for the Spanish Speaking Workshops (Concepts, Traditions, Service Manual), Linguistic District Representatives and officers that meet and that information about the meetings be included in the South Florida Area Agenda
- 589** 04/2006 That the Current Practices Committee automatically updates the South FL Area 15 Quarterly Meeting Agenda as made necessary by motions passed by the Area 15 body.
- 639** 07/2008 That South Florida Area 15 Linguistic Committee meets from 12:30pm to 2:00pm.
- 640** 10/2008 The Delegate Sharing session, held every April, be changed to “The Conference Agenda Review.”
- 691** 04-2012 That the Spanish and English language Service Manual workshops be held in unison with simultaneous interpretation provided.
- 695** 07/2012 That Area 15 establish a Remote Communities Standing Committee with a commitment to assist all of our Districts in carrying the message to remote communities within Area 15. Membership would consist of one representative from each District. Officers, a Chairperson, and a Secretary /Treasurer would be elected in committee every two years using a Third Legacy Procedure and presented for approval at the Area business meeting. The committee would meet every Quarterly at 8:00 a.m. on Saturday and hold at least one electronic meeting every quarter between Quarterlies. The budget for the first year would be \$100.00 to be used for cost of communication services such as Skype and postage.
- 729** 01-2015 To permanently change the Area 15 Remote Communities Committee meeting start time on the Area 15 Quarterly Meeting Agenda from Saturday 8:00 a.m. to 9:00 a.m., to the new meeting time of 9:00 to 10:50 a.m. This timeframe falls in line with all other standing committees and allows for sufficient time to conduct committee business.
- 733** 07-2015 That the time slot of the Spanish Linguistic Committee meeting be changed to 11:00 am- 12:30 pm and that the time slot of the Spanish Traditions Workshop be changed to 1:00 pm- 1:50 pm.

3.6 Policy

- 165** 07/1984 The host committee will continue to provide the necessary meeting room for Sunday and other items required for the business meeting to be held.
- 167** 07/1984 The host committee will adhere to the request made several years ago: 'That the basket be passed once (on Saturday night only) for the District. The Sunday collection is for the Area.'

- 168** 07/1984 The host district will make provisions of a light lunch to be served quickly in the hotel in order for the business meeting to reconvene without delay.
- 256** 07/1992 That the South Florida Conference discontinue the mailing of the [Quarterly] flyer sent out by the Host District.
- 264** 04/1993 A space to denote if one is handicapped be placed on future Quarterly registration handouts. (note: this should be part of both hotel and banquet sections of the form).
- 323** 04/1996 That Service Manuals be available for sale at all Quarterlies.
- 347** 07/1997 That the ballot slips for each round of balloting at all Third-Legacy elections be kept separate and not commingled or discarded until a clear winner is announced for the office being voted upon.
- 354** 10/1997 All committee meetings at South Florida Quarterlies are considered "open" to A.A. members. ONLY committee members, however, may vote on committee matters.
- 472** 01/2003 That a record of our attendance by district for GSRs, DCMs, and ACMs be maintained and reported to the Quarterly Coordinator.
- 617** 10/2007 That South Florida Area 15 fund professional language interpreter services for the Spanish and English languages for the Saturday meetings as deemed necessary, Sunday business meeting, and Assemblies as needed for all Quarterlies. Spanish Linguistic Districts in the South Florida Area will provide the equipment needed for the interpretation transmission. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel rates will be either half of the interpreter hourly rate and the standard IRS mileage rate. Lodging to be provided as deemed necessary by travel distance and meetings to be interpreted. Annual expenses are not to exceed \$5,000.00.
- 619** 10/2007 Area 15 allow a 7th tradition collection at the speakers meeting on Friday night to be passed and kept by the hosting district.
- 665** 04/2010 At South Florida Area 15 quarterly/assembly weekends the "Conferences of Young People in AA" be afforded a table for pre-registration and outreach. This is not to create any financial responsibility for Area 15.
- 686** 01/2012 That the Area ratify the actions of the Area 15 Grapevine / La Viña Committee in transferring responsibility for sale of Grapevine / La Viña literature to the host committee at each Area Quarterly.

- 687** 01/2012 That South Florida Area 15 fund professional American Sign Language interpreter services for the Deaf and Hard of Hearing for the Saturday morning Special Needs Committee Meeting, the Sunday business meeting, and Assemblies for all Quarterlies. The other meetings, which are the Friday and Saturday night speaker meetings, will be interpreted as deemed necessary. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel funding will either be the half of the interpreter hourly rate, the standard IRS mileage rate, or lodging. Necessity will be determined by the Special Needs Committee Chairperson. Annual expenses are not to exceed \$5,000.00.
- 691** 04-2012 That the Spanish and English language Service Manual workshops be held in unison with simultaneous interpretation provided.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

4 Special Functions

4.1 Area and State

- 171** 10/1984 In order to make a bid for the Southeastern Conference, it is necessary to have the body's approval and a letter from the Committee. It is the unanimous agreement of this body to bid for the 1987 Conference.
- 439** 10/2001 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Corresponding Secretary, and Recording Secretary by \$50.00 each for a total of \$600.00 each to attend the Southeast Regional Forum.
- 512** 07/2004 That Area 15 fund any newly elected Area Officers to attend the Southeast Regional Forum (at \$600 per person) when it is held within the three month period immediately following the Area Elections.
- 637** 07/2008 That South Florida Area 15 co-host a hospitality suite at each AA International Convention with North Florida Area 14. Any costs associated with the hospitality suite would be paid for out of the International Convention Hospitality Escrow Account currently funded by Florida State Convention contributions
- 724** 07/2014 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$100.00 each for a total of \$700.00 each to attend the Southeast Regional Forum.
- 734** 07/2015 That the body of Area 15 assembly permit FCYPAA / 57th ICYPAA the use of the translation equipment that is used by the Spanish Linguistic Committee. FCYPAA / 57th ICYPAA will assume full responsibility for the translation equipment and return it in the condition they receive it.
- 751** 7/2016 That the Area 15 Spanish Linguistic Committee be permitted to exercise its autonomy and right of decision with regard to accepting or declining requests by other AA entities for the use of the Area 15 interpretation equipment.

4.2 Regional

4.3 National

- 443** 04/2002 If both the Delegate and Alternate Delegate are unable to attend the General Service Conference, the Chairperson will assume that duty. If the Chairperson is also unable to perform that duty, the Treasurer will assume that duty. If the Treasurer is also unable to perform that duty, the Recording Secretary will assume that duty. If the Recording Secretary is also unable to perform that duty, the Corresponding Secretary will assume that duty.

4.4 International Convention

- 736** 07-2015 That the Area 15 Archives Committee permanently retain all Area 15 documents and Area 15 financial records associated with the International Convention and not be destroyed as indicated in CP 484*.

5 Area Committee - Officers

5.1 Delegate

5.1.1 Responsibilities

- 63** 10/1978 The Delegate will be responsible for all requests for access to the Directories.
- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 224** 01/1990 Any present or past DCM standing for an Area office must have 5 continuous years of sobriety at the time of election.
- 297** 10/1995 All past and present District Committee members are eligible to stand for Area office (added to the 3rd Legacy Procedure).
- 310** 01/1996 In addition to attendance at the General Service Conference each year, the Delegate is expected to attend the following functions: 1. All Area 15 General Service Committee Quarterly meetings; 2. Florida State Convention; 3. Southeast Delegate's Get-Together; 4. Southeastern Regional Forum; 5. International Convention.
- 434** 01/2001 (Amendment to 07/1994 Motion) That the South Florida Area Chairpersons receive a copy of the April Conference Preliminary Agenda Items prior to the January Quarterly Business Meeting.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 634** 07/2008 To amend the website committee scope to include: "Individual pages for Area 15 officers as they may request."

- 696** 07/2012 That in October of even years (voting assembly) the Service Manual Workshop & What's On Your Mind? workshop formats be changed to a review of the Third Legacy Procedure and Area officers descriptions. The Service Manual workshop will review the Third Legacy Procedure in Chapter 1 and the What's On Your Mind? Workshop will be chaired by the outgoing Delegate where the current Area officers will review their job descriptions and share needed experience with each position.
- 710** 10-2013 That attendance at the Southern States Alcoholics Anonymous Service Assembly (SSAASA) be added to the required duties of the Area 15 Delegate and Alternate Delegate.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

5.1.2 Finances

- 116** 07/1981 The Delegate's expense report be presented at the January Quarterly each year and thereby become part of the minutes and available to all interested parties prior to the April Quarterly.
- 309** 01/1996 Area 15 assumes financial responsibility for all expenses incurred by the Delegate in performing his/her duties.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 480** 04/2003 That Area 15 provide the Delegate with airfare to the U.S. Virgin Islands once a year to deliver the Delegate's Report.
- 578** 01/2006 That the Quarterly flyers include ad hoc committee meetings and any new standing committee meetings.
- 579** 01/2006 That Area 15 be responsible for the cost of the travel expenses incurred by the Delegate in traveling to any of the active Districts in Area 15 once a year in order to give each District a Conference Report, when this financial help is requested by the District Chairperson. It is suggested that when possible, Districts be self-supporting.
- 580** 01/2006 That motions on the Area 15 Quarterly Business Meeting Agenda may include an explanation of no more than 150 words included by the motion presenter.

5.2 Alternate Delegate

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 224** 01/1990 Any present or past DCM standing for an Area office must have 5 continuous years of sobriety at the time of election.
- 297** 10/1995 All past and present District Committee members are eligible to stand for Area office (added to the 3rd Legacy Procedure).
- 317** 04/1996 Area 15 assumes financial responsibility for all expenses incurred by the Alternate Delegate in performing his/her duties.
- 318** 04/1996 In addition to attendance at the all Area 15 General Service Committee Quarterly meetings the Alternate Delegate is expected to attend 1) the Florida State Convention; 2) Southeastern Regional Delegates Get-Together; 3) Southeast Regional Forum.
- 321** 04/1996 Recommend that the "What's on Your Mind" meeting be chaired by the Alternate Delegate with an "Ask-It-Basket" format.
- 575** 01/2006 State Convention Committee
- Scope:
- Provide oversight of the legal and financial activities of the Florida State Convention when held in the geographic area of South Florida.
 - Define and manage the Site Selection Process.
 - Insure that the South Florida Convention remain self supporting, utilizing the existing 501c(3), and the Advisory Committee for continuity and cooperation with North Florida Area 14.
 - Receive and monitor financial statements of the local hosting committee..
 - Receive full disclosure of any minutes and/or treasury information as requested.
 - Receive final report at conclusion of convention.
- Procedure:
- Committee meets every quarterly on Saturday.
 - Committee chairperson gives a report at the Sunday morning business meeting.
 - Approve, deny, or request revision to bids.
 - Monitor budget and provide suggestions.
 - Once all expenses from the State Convention are paid in full the State Convention Committee will make recommendations as to how to distribute any excess funds
 - Informs Area 15 of any major transgressions during convention and preparation process.
 - Alternate Delegate participates on the Advisory Committee in conjunction with North Florida, Area 14.
- *Area 15 Member with State Convention organizational experience.

- 465** 01/2003 In the event that the Delegate position becomes vacant, The Alternate Delegate become Delegate and the position of Alternate Delegate becomes vacant, to be elected by prior resolution.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 634** 07/2008 To amend the website committee scope to include: "Individual pages for Area 15 officers as they may request."
- 638** 07/2008 That the Alternate Delegate serve as co-host of the Florida Hospitality Suite at each AA International Convention. This responsibility will become part of the duties of the Alternate Delegate position; therefore defraying the Alternate Delegates travel & expenses to attend. The Alternate Delegate will be responsible for organizing volunteers, scheduling them for greeting visitors of the Florida Hospitality Suite & handling any costs associated with hosting a Hospitality Suite utilizing the escrow account funded by Florida State Conventions contributions. The Alternate Delegate's expenses for attending the International Convention would be added as a line item to the Alternate Delegate's budget when applicable to be included in the Area 15 budget not to exceed \$2,500.
- 672** 10/2010 That a black & white copy and/or a PDF formatted document of the current State Convention flyer, be presented by the Area 15 State Convention Committee Chair to the Recording Secretary to be included as an insert in each printing and distribution of Area 15 quarterly minutes.
- 696** 07/2012 That in October of even years (voting assembly) the Service Manual Workshop & What's On Your Mind? workshop formats be changed to a review of the Third Legacy Procedure and Area officers descriptions. The Service Manual workshop will review the Third Legacy Procedure in Chapter 1 and the What's On Your Mind? Workshop will be chaired by the outgoing Delegate where the current Area officers will review their job descriptions and share needed experience with each position.
- 698** 10-2012 That Area 15 approve the revised Map of the Districts for Area 15 on the Area 15 Website which includes our new District 20.
- 699** 10-2012 That Area 15 approve the revised Scope, Composition and Procedure of the Re-Districting Committee which adds to the Scope the duty to prepare a new Map of the Districts of Area 15 after the Area passes a Re-Districting Motion.
- 710** 10-2013 That attendance at the Southern States Alcoholics Anonymous Service Assembly (SSAASA) be added to the required duties of the Area 15 Delegate and Alternate Delegate.

- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 736** 07-2015 That the Area 15 Archives Committee permanently retain all Area 15 documents and Area 15 financial records associated with the International Convention and not be destroyed as indicated in CP 484*.

5.3 Chairperson

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 224** 01/1990 Any present or past DCM standing for an Area office must have 5 continuous years of sobriety at the time of election.
- 274** 04/1994 Items for the Quarterly agenda be in the hands of the Area Chairman 30 days after each Quarterly meeting. Mailing labels be available 30 days after each Quarterly. Minutes be mailed no later than 45 days after each Quarterly meeting.
- 297** 10/1995 All past and present District Committee members are eligible to stand for Area office (added to the 3rd Legacy Procedure).
- 305** 10/1995 The Quarterly Coordinator and Finance Committee Chairpersons shall be appointed by the Area Chairperson.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 439** 10/2001 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Corresponding Secretary, and Recording Secretary by \$50.00 each for a total of \$600.00 each to attend the Southeast Regional Forum.
- 443** 04/2002 If both the Delegate and Alternate Delegate are unable to attend the General Service Conference, the Chairperson will assume that duty. If the Chairperson is also unable to perform that duty, the Treasurer will assume that duty. If the Treasurer is also unable to perform that duty, the Recording Secretary will assume that duty. If the Recording Secretary is also unable to perform that duty, the Corresponding Secretary will assume that duty.

- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 634** 07/2008 To amend the website committee scope to include: "Individual pages for Area 15 officers as they may request."
- 667** 07/2010 The electronically transmitted Agenda for the South Florida Area 15 Assembly shall bear only first names and the first letter of the last name of the Delegate, Alternate Delegate and Officers of South Florida Area 15 and their email addresses as routed through the Area Website with the exception of the inclusion of P.O. Box addresses.
- 693** 07/2012 The Area 15 State Convention Committee be expanded to include the Area 15 Quarterly Coordinator as a non-voting liaison to districts proposing a bid for Area 15 Quarterly Assemblies. Proposed hotel contracts are to be presented to the Area 15 Quarterly Coordinator no later than 21 days prior to each October Area 15 Quarterly Assembly, and be immediately forwarded to the rest of the Area 15 State Convention Committee. The Area 15 State Convention Committee will approve or make recommendations for a financially sound district contract during the Area 15 October Quarterly Assembly State Convention Committee meeting. Any proposed Area 15 Quarterly Assembly hotel contract(s) not approved by the Area 15 State Convention Committee during the Area 15 October Quarterly Assembly State Convention Committee meeting, will have until the conclusion of the January Area 15 Quarterly Assembly State Convention Committee meeting to resolve any prior recommendations from the Quarterly Coordinator and Area 15 State Convention Committee. Once the hotel contract(s) have been approved, the bidding District will be eligible to present their bid to the Area 15 body at the Sunday business meeting. Each District that has been awarded a quarterly assembly hotel bid is then responsible to provide the Area 15 Chairperson with a financial report on a quarterly basis. The Area 15 Chairperson/a director, will sign the hotel contract(s) awarded to the bidding District(s). The Area 15 Chairperson/a director, or the Area 15 Treasurer/a director, (should the Chairperson be unavailable) will be authorized to use the Area 15 Tax-Exemption Certificate for all Area 15 Quarterly Assemblies.
- 696** 07/2012 That in October of even years (voting assembly) the Service Manual Workshop & What's On Your Mind? workshop formats be changed to a review of the Third Legacy Procedure and Area officers descriptions. The Service Manual workshop will review the Third Legacy Procedure in Chapter 1 and the What's On Your Mind? Workshop will be chaired by the outgoing Delegate where the current Area officers will review their job descriptions and share needed experience with each position.
- 712** 01/2014 That the Area 15 Business Meeting Minutes reflect the legal name of our organization as listed in our Charter, South Florida Area 15. Location of the business meeting, date, total number of attendees, and the number of GSR's in attendance shall also be included. No logos will be applied.

- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 723** 07/2014 That Area 15 assign the responsibilities of the approval process for proposed hotel contracts for quarterlies to the Quarterly Coordinator Committee instead of the State Convention Committee, therefore the Quarterly Coordinator will no longer serve as a non-voting liaison to the State Convention Committee. This motion takes effect January 1, 2015
- 724** 07/2014 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$100.00 each for a total of \$700.00 each to attend the Southeast Regional Forum.

5.4 Treasurer

- 39** 04/1976 A full Financial Report be made on an annual basis from January 1st through December 31st. This report to be presented to the Committee at the Second Quarterly of each year.
- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 167** 07/1984 The host committee will adhere to the request made several years ago: 'That the basket be passed once (on Saturday night only) for the District. The Sunday collection is for the Area.'
- 224** 01/1990 Any present or past DCM standing for an Area office must have 5 continuous years of sobriety at the time of election.
- 265** 04/1993 Eliminate the reading of each group's contribution during the Treasurer's report. Instead, have the information in written form with copies to each District at the Conference. The Treasurer would report just totals from each District.
- 297** 10/1995 All past and present District Committee members are eligible to stand for Area office (added to the 3rd Legacy Procedure).
- 358** 10/1997 Move that South Florida Area's contribution to the host district be increased from two hundred fifty dollars (\$250.00) to five hundred dollars (\$500.00).
- 386** 01/1999 That, in the interest of time, the Treasurer dispense with the reading of both the District contributions and the list of checks, since the information is distributed to everyone in written form.

- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 439** 10/2001 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Corresponding Secretary, and Recording Secretary by \$50.00 each for a total of \$600.00 each to attend the Southeast Regional Forum.
- 443** 04/2002 If both the Delegate and Alternate Delegate are unable to attend the General Service Conference, the Chairperson will assume that duty. If the Chairperson is also unable to perform that duty, the Treasurer will assume that duty. If the Treasurer is also unable to perform that duty, the Recording Secretary will assume that duty. If the Recording Secretary is also unable to perform that duty, the Corresponding Secretary will assume that duty.
- 484** 04/2003 That South Florida Area retain 5 years past, plus current year's Financial records. All financial records for the period prior to 5 years past plus present current year's Financial records will be destroyed annually by the Archives Committee at the discretion of the Area Treasurer after June 1
- 493** 11/2003 That an executed (signed) copy of the Charter of South Florida Area 15 Conference of Alcoholics Anonymous as amended January 14, 2001, source document for Area 15's Application to Mail at Nonprofit Standard Mail Rates, Application for Recognition of Exemption Under Section 501 (c)(3) of the Internal Revenue Code and Application for Consumer's Certificate of Exemption (Florida Sales and Use Tax), be ratified and entered in the appendix of Area 15's Book of Current Practices and that a 'Duplicate Original' be maintained by the Area 15 Treasurer, Area 15 Archives Committee and the Accountant representing Area 15.
- 512** 07/2004 That Area 15 fund any newly elected Area Officers to attend the Southeast Regional Forum (at \$600 per person) when it is held within the three month period immediately following the Area Elections
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 619** 10/2007 Area 15 allow a 7th tradition collection at the speakers meeting on Friday night to be passed and kept by the hosting district.
- 634** 07/2008 To amend the website committee scope to include: "Individual pages for Area 15 officers as they may request."

- 696** 07/2012 That in October of even years (voting assembly) the Service Manual Workshop & What's On Your Mind? workshop formats be changed to a review of the Third Legacy Procedure and Area officers descriptions. The Service Manual workshop will review the Third Legacy Procedure in Chapter 1 and the What's On Your Mind? Workshop will be chaired by the outgoing Delegate where the current Area officers will review their job descriptions and share needed experience with each position.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 724** 07/2014 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$100.00 each for a total of \$700.00 each to attend the Southeast Regional Forum.
- 752** 04/2017 That Area 15 fund one-night's lodging for the Area 15 Archives Committee Archivist unless otherwise funded.
- 753** 04/2017 To create a web servant position for the new Spanish website that reflects the duties and responsibilities of the web servant for the English based website. This position will function as an integral part the Area 15 Website Committee and the Spanish Web Servant funding will be consistent with the current Area 15 Web Servant's funding.
- 754** 04/2017 Area 15 Quarterly Coordinator Committee will consist of Chairperson, Secretary/Treasurer and Hotel Coordinator. The Quarterly Coordinator Committee Chairperson is appointed by the Area Chairperson, and the other two members who have experience and knowledge of hotel contracts will be appointed by the Quarterly Coordinator Committee Chairperson with the South Florida Conference approval. The Quarterly Coordinator Committee Chairperson is funded 2 nights (motion 610) and Secretary/Treasurer and Hotel Coordinator will be funded for one nights lodging unless otherwise funded. This motion takes effect January 1, 2017. Respectfully submitted by Lisa D., Quarterly Coordinator Committee Chairperson, Panel 65 Area 15

5.5 Registrar

- 68** 07/1979 Include all Southeastern Regional Delegates (a total of 12 at present) on the South Florida Conference's mailing list.
- 133** 07/1982 No mailing list shall be given out to anyone for any reason other than the Host District of the General Services Conference of South Florida without the permission of this body.

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 224** 01/1990 Any present or past DCM standing for an Area office must have 5 continuous years of sobriety at the time of election.
- 297** 10/1995 All past and present District Committee members are eligible to stand for Area office (added to the 3rd Legacy Procedure).
- 439** 10/2001 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Corresponding Secretary, and Recording Secretary by \$50.00 each for a total of \$600.00 each to attend the Southeast Regional Forum.
- 443** 04/2002 If both the Delegate and Alternate Delegate are unable to attend the General Service Conference, the Chairperson will assume that duty. If the Chairperson is also unable to perform that duty, the Treasurer will assume that duty. If the Treasurer is also unable to perform that duty, the Recording Secretary will assume that duty. If the Recording Secretary is also unable to perform that duty, the Corresponding Secretary will assume that duty.
- 489** 11/2003 That Area 15 officer position of "Corresponding Secretary" be changed to 'Registrar'.
- 508** 04/2004 Effective April 4, 2004, the South Florida Area 15 Registrar mail, in addition to those currently receiving a set of Area minutes, to each District Officer in South Florida Area 15. .District Officers include the Chairperson, Alternate Chairperson, Treasurer, Corresponding Secretary/Registrar, Recording Secretary and DCM Coordinator of each District. Printing & postage not to exceed \$150 annually
- 512** 07/2004 That Area 15 fund any newly elected Area Officers to attend the Southeast Regional Forum (at \$600 per person) when it is held within the three month period immediately following the Area Elections.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 634** 07/2008 To amend the website committee scope to include: "Individual pages for Area 15 officers as they may request."

- 696** 07/2012 That in October of even years (voting assembly) the Service Manual Workshop & What's On Your Mind? workshop formats be changed to a review of the Third Legacy Procedure and Area officers descriptions. The Service Manual workshop will review the Third Legacy Procedure in Chapter 1 and the What's On Your Mind? Workshop will be chaired by the outgoing Delegate where the current Area officers will review their job descriptions and share needed experience with each position.
- 697** 07/2012 That Area 15 utilize a secure online database to manage registrar information related to Area, District and Group positions and contact information. Data will be managed by Area Registrar with District Registrars having the capability to view and extract information associated to their individual Districts. A future enhancement will allow District Registrars the ability to submit changes online that will be applied after review of the Area registrar. Cost of the hosting service is not to exceed \$500 per year and be part of the Area Registrar budget for subsequent years.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 724** 07/2014 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$100.00 each for a total of \$700.00 each to attend the Southeast Regional Forum.

5.6 Recording Secretary

- 107** 01/1981 In the future all motions be delivered to the Secretary in writing to insure accuracy.
- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 224** 01/1990 Any present or past DCM standing for an Area office must have 5 continuous years of sobriety at the time of election.
- 232** 04/1991 At all Quarterlies in the future, the total attendance at a Quarterly and the number of GSRs in attendance be made part of the minutes of that Quarterly. These figures to come from the registration books kept by the host district.
- 295** 10/1995 A summary of all motions and the actions taken be included at the end of the Quarterly minutes.
- 297** 10/1995 All past and present District Committee members are eligible to stand for Area office (added to the 3rd Legacy Procedure).

- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 439** 10/2001 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Corresponding Secretary, and Recording Secretary by \$50.00 each for a total of \$600.00 each to attend the Southeast Regional Forum.
- 443** 04/2002 If both the Delegate and Alternate Delegate are unable to attend the General Service Conference, the Chairperson will assume that duty. If the Chairperson is also unable to perform that duty, the Treasurer will assume that duty. If the Treasurer is also unable to perform that duty, the Recording Secretary will assume that duty. If the Recording Secretary is also unable to perform that duty, the Corresponding Secretary will assume that duty.
- 512** 07/2004 That Area 15 fund any newly elected Area Officers to attend the Southeast Regional Forum (at \$600 per person) when it is held within the three month period immediately following the Area Elections.
- 515** 07/2004 That the South Florida Area Recording Secretary employ an internet bulk mail service. Minutes would be sent by email or US Postal Service as requested, to the GSR's, DCM's, District Officers, Area Officers, Area Committee Chairs and DCM Coordinators or their alternates if those positions are vacant and Past Delegates. Other members may request to be added to the mailing. The minutes to be mailed or e-mailed no sooner than the 31st day after the business meeting and no later than 45 days after the business meeting.
- 568** 10/2005 That the Area Minutes prepared in electronic format contain a watermark stating "Confidential", and a footer which states, "For use by groups and members, and not for public domain.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 634** 07/2008 To amend the website committee scope to include: "Individual pages for Area 15 officers as they may request."
- 663** 01/2010 To establish, by resolution, that the Recording Secretary scrub the electronic minutes and the agenda of last names, replacing full last names with the first letter of the last name only.
- 667** 07/2010 The electronically transmitted Agenda for the South Florida Area 15 Assembly shall bear only first names and the first letter of the last name of the Delegate, Alternate Delegate and Officers of South Florida Area 15 and their email addresses as routed through the Area Website with the exception of the inclusion of P.O. Box addresses.

- 672** 10/2010 That a black & white copy and/or a PDF formatted document of the current State Convention flyer, be presented by the Area 15 State Convention Committee Chair to the Recording Secretary to be included as an insert in each printing and distribution of Area 15 quarterly minutes.
- 696** 07/2012 That in October of even years (voting assembly) the Service Manual Workshop & What's On Your Mind? workshop formats be changed to a review of the Third Legacy Procedure and Area officers descriptions. The Service Manual workshop will review the Third Legacy Procedure in Chapter 1 and the What's On Your Mind? Workshop will be chaired by the outgoing Delegate where the current Area officers will review their job descriptions and share needed experience with each position.
- 712** 01/2014 That the Area 15 Business Meeting Minutes reflect the legal name of our organization as listed in our Charter, South Florida Area 15. Location of the business meeting, date, total number of attendees, and the number of GSR's in attendance shall also be included. No logos will be applied.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 724** 07/2014 That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$100.00 each for a total of \$700.00 each to attend the Southeast Regional Forum.

6 Archives

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 293** 07/1995 A single recording, not to be duplicated, of the Area Business meetings, along with the Recording Secretary's minutes be forwarded to the Area Archives Committee for permanent retention.
- 315** 01/1996 That the cassette tapes of the Quarterly minutes be kept in the Archives six (6) months after they have been typed and accepted and are forwarded from the Recording Secretary.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 438** 10/2000 That the secretaries of Standing Committees who do not receive funding to South Florida Area quarterlies from any other source be given one night's lodging at each quarterly.
- 484** 04/2003 That South Florida Area retain 5 years past, plus current year's Financial records. All financial records for the period prior to 5 years past plus present current year's Financial records will be destroyed annually by the Archives Committee at the discretion of the Area Treasurer after June 1
- 493** 11/2003 That an executed (signed) copy of the Charter of South Florida Area 15 Conference of Alcoholics Anonymous as amended January 14, 2001, source document for Area 15's Application to Mail at Nonprofit Standard Mail Rates, Application for Recognition of Exemption Under Section 501 (c)(3) of the Internal Revenue Code and Application for Consumer's Certificate of Exemption (Florida Sales and Use Tax), be ratified and entered in the appendix of Area 15's Book of Current Practices and that a 'Duplicate Original' be maintained by the Area 15 Treasurer, Area 15 Archives Committee and the Accountant representing Area 15.
- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame

- 600** 10/2006 That Area 15 discontinue updating the Book of Resolutions and that a current copy of this document be placed in the Historical Documents section of the Current Practices binder.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 641** 10/2008 Area 15 annually defray expenses for a member of the Archives Committee to attend the National Alcoholics Anonymous Archives Workshop. The amount not to exceed \$850.00 per year.
- 655** 10/2009 To add a line item to Area 15 Annual budget named “Records Storage Expense.” The Archives Committee will continue to be responsible for selecting and maintaining the storage facility for Area 15.
- 671** 07/2010 The Historical Documents section be removed from the Current Practices binder, and turned over to the Archives Committee for permanent preservation. Also, a copy of this document will be added to the secured section of our area 15 website.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 736** 07-2015 That the Area 15 Archives Committee permanently retain all Area 15 documents and Area 15 financial records associated with the International Convention and not be destroyed as indicated in CP 484*.
- 743** 10/2015 To add a line item to Area 15 Annual Budget of \$200 to be used specifically for the “Annual Florida A.A. Archives Workshop” held in Florida. This money will be used to defray expenses not covered by a registration fee. The expenses for the workshop include facility rental, lunch, paper goods and printing.
- 752** 04/2017 That Area 15 fund one-night’s lodging for the Area 15 Archives Committee Archivist unless otherwise funded.

7 Corrections

- 100** 07/1980 The Chairman and the Secretary-Treasurer of the Standing Institutions Committee be nominated by the Institutional Committee and the nomination be approved or rejected by the Conference as a whole. This means that the Conference would not be involved in the election of the Institution Committee Chairman or Secretary-Treasurer. The officers would be presented to us for acceptance. The Institution Committee would be responsible to the Conference as it is now and the Chairman of the Committee would have a vote at the Committee meetings and at the Assemblies.
- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 192** 01/1986 Change the name of the South Florida Institutions Committee to South Florida Corrections Committee.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 593** 07/2006 That the Area #15 Corrections Committee become a funded standing committee of Area #15 and as such will be funded for Quarterly room nights as specified in our current practices and be allotted an annual operating budget of \$500 and that the pink cans will no longer be at the Quarterly meetings.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 618** 10/2007 That the South Florida Area 15 Corrections Committee participate in the North/South Florida Corrections Workshop held annually in Sanford, Florida. The expenses for the workshop include rental of the facility, refreshments, and mileage for the 3 officers not to exceed \$800 annually. Rent and refreshment costs are alternated each year between Area 14 and Area 15.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

8 Current Practices

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 268** 07/1993 A Committee on Current Practices, consisting of the two immediate Past Delegates and four current DCMs to be selected by the Past Delegates, be established for the purpose of a.) reviewing the *Book of Resolutions* for completeness, b.) reviewing the generalized Guidelines covering the Area's and its Officers' and Committees' practices in matters of elections, duties, financing, and Committee composition.
- 273** 01/1994 The Current Practices Committee be a permanent standing committee of the South Florida Area. The two immediate past Delegates will co-chair and rotate out as each is no longer immediate past and be replaced by the current Delegate. The four DCMs will rotate out after a regular 2 year period. The Area chairman will act *ex-officio* as a tie-breaker.
- 396** 04/1999 That Area 15 include the "Quarterly Fact Sheet" as part of their current practices. This will be added to the Current Practices notebook as part of the appendix. (Appendix, page 24)
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame
- 589** 04/2006 That the Current Practices Committee automatically updates the South FL Area 15 Quarterly Meeting Agenda as made necessary by motions passed by the Area 15 body.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.

- 615** 10/2007 That we remove all last names where they appear, in the Book of Motions and Book of Current Practices and replace them with the first initial of the last name, when posted on the website.
- 669** 07/2010 Establish, by resolution, the Current Practice Committee will submit the updated current practices, along with an updated book of motions to the web site committee yearly, by January 31st.
- 670** 07/2010 Whereas, the Book of Motions is available on the Area 15 website, Area 15 will no longer print this section.
- 671** 07/2010 The Historical Documents section be removed from the Current Practices binder, and turned over to the Archives Committee for permanent preservation. Also, a copy of this document will be added to the secured section of our area 15 website.
- 689** 04-2012 That the website version of the Book of Current Practice and the Book of Motions have all last names removed and replaced with the first initial of the last name only.
- 690** 04-2012 That full names and positions be maintained in the hard copy (paper) version of the Book of Current Practices and Book of Motions.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 756** 04/2017 That the Area 15 Current Practices Committee composition include a secretary/treasurer position to replace the Documents Coordinator position. The secretary/treasurer position will be funded in accordance with Current Practice motion #428.

9 Finance

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 134** 07/1982 To establish an ongoing Finance Committee made up of several people in the Area one of whom would be the Treasurer. Having the Committee meet quarterly to go over expenses and make a report at each Quarterly meeting to be included with or in conjunction with the Treasurer's Report.
- 196** 04/1986 The [Finance] Committee will consist of the following people:
- 1) The Incumbent Treasurer,
 - 2) The Immediate Past Delegate,
 - 3) Chairperson as appointed by the Area Chairperson, and
 - 4) Two members from the floor as appointed by the Finance Committee Chairperson with the South Florida Conference approval.
- 197** 04/1986 The [Finance] Committee will operate by the principles of Concept IX, 'The Finance and Budgetary Committee,' as closely as appropriate. It will lend itself to assist the Treasurer in any manner possible and will make itself available to review the procedures of Committee funds if the Conference Body so instructs.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 228** 10/1990 Presentation of the budget for fiscal year 1992 (and each year afterward) be presented at the October Quarterly.
- 286** 04/1995 All requests for non-budgeted funds be submitted to the Finance Committee for approval before being submitted to the Treasurer for payment.
- 417** 01/2000 To change the month that the South Florida Area sends its excess funds to GSO from July to January.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 484** 04/2003 That South Florida Area retain 5 years past, plus current year's Financial records. All financial records for the period prior to 5 years past plus present current year's Financial records will be destroyed annually by the Archives Committee at the discretion of the Area Treasurer after June 1

- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.
- 604** 04/2007 It is requested that any motion requiring non-budgeted funds be discussed with Finance Committee, by the motion maker in person, prior to the motion being presented at the South Florida Area Business Meeting.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 654** 10/2009 To list annual Standing Committee events/travel expenses in a single line item in all future budgets. Line item title will be indicated as Annual Standing Committee event / Travel Expenses.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

10 Grapevine/La Viña

- 18** 07/1972 The South Florida General Service Committee establish an Area Grapevine Committee using the area and district service structure to achieve the goal of a Grapevine Representative in every Group.
- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 428** 10/2000 That the secretaries of Standing Committees who do not receive funding to South Florida Area quarterlies from any other source be given one night's lodging at each quarterly.
- 445** 07/2002 For the Grapevine Committee to elect a Chairperson to be responsible for Grapevine Committee, thus relinquishing the Alternate Delegate as Chairperson of the Grapevine.
- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.
- 518** 07/2004 In keeping with the spirit of The Twelve Traditions, The Twelve Concepts and in following the suggestion provided by New York GSO; South Florida Area 15 respectfully requests, with the one exception of the AA Service Manual, that the South Florida Area 15 Grapevine Committee discontinue the sale of all items not produced by AA Grapevine Inc.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 642** 10/2008 That the Area 15 Grapevine Committee become a funded standing committee of Area 15 and that the committee be allotted an annual budget of \$750.00. The committee will no longer pass the 7th Tradition basket at its business meeting. The committee will continue to provide Grapevine items at cost at the Area 15 Quarterlies. This would become effective January, 2009.

- 650** 04/2009 That the name of the Area 15 Grapevine Committee be changed to Area 15 Grapevine/La Viña Committee.
- 686** 01/2012 That the Area ratify the actions of the Area 15 Grapevine / La Viña Committee in transferring responsibility for sale of Grapevine / La Viña literature to the host committee at each Area Quarterly.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

11 Intergroup/Central Offices

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 212** 07/1987 At future South Florida Area Quarterly weekends, the host district provide meeting space for Intergroup or Central Office representatives and officers to meet and that information about the meeting be included on Quarterly weekend flyers.
- 217** 01/1988 To grant standing committee status to the Intergroup-Central Office Committee.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 505** 04/2004 That the following members of the South Florida Area, Area 15 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 649** 04/2009 In the spirit of cooperation, the Area 15 website shall include links to any Intergroup/District located within the Area that wishes to include their website on the Area 15 website. A disclaimer shall be located on the same page as the links.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

12 Legacy of Service

- 695** 07/2012 That Area 15 establish a Remote Communities Standing Committee with a commitment to assist all of our Districts in carrying the message to remote communities within Area 15. Membership would consist of one representative from each District. Officers, a Chairperson, and a Secretary /Treasurer would be elected in committee every two years using a Third Legacy Procedure and presented for approval at the Area business meeting. The committee would meet every Quarterly at 8:00 a.m. on Saturday and hold at least one electronic meeting every quarter between Quarterlies. The budget for the first year would be \$100.00 to be used for cost of communication services such as Skype and postage.

13 Spanish Linguistic Committee

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame
- 560** 4/2005 That Area 15 funds the translation of the Area Book of Motions and Legacy of Service into Spanish with a one-time fee not to exceed \$1,000.00.
- 561** 4/2005 Area 15 create a Standing Area Linguistic Committee for the general purpose of translating Area written materials (including but not limited to Area minutes, Agenda and Quarterly flyers), assisting with the coordination of interpreting services for Area Quarterlies; and providing information as needed to the General Service Office, the South Florida Area and the South Florida Area Delegate. Area Funding would include a balance of the year budget of \$400.00; committee-meeting time would be Saturday from 1:30-3:50pm.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 617** 10/2007 That South Florida Area 15 fund professional language interpreter services for the Spanish and English languages for the Saturday meetings as deemed necessary, Sunday business meeting, and Assemblies as needed for all Quarterlies. Spanish Linguistic Districts in the South Florida Area will provide the equipment needed for the interpretation transmission. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel rates will be either half of the interpreter hourly rate and the standard IRS mileage rate. Lodging to be provided as deemed necessary by travel distance and meetings to be interpreted. Annual expenses are not to exceed \$5,000.00.
- 639** 07/2008 That South Florida Area 15 Linguistic Committee meets from 12:30pm to 2:00pm.

- 691** 04-2012 That the Spanish and English language Service Manual workshops be held in unison with simultaneous interpretation provided.
- 706** 10-2013 That the Area Linguistic Committee be renamed as the Area Spanish Linguistic Committee.
- 711** 01-2014 To exchange the Linguistic Committee Meeting time schedule with the Spanish Traditions meeting time schedule.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 733** 07-2015 That the time slot of the Spanish Linguistic Committee meeting be changed to 11:00 am- 12:30 pm and that the time slot of the Spanish Traditions Workshop be changed to 1:00 pm- 1:50 pm.
- 749** 4/2016 That the Area-15 Spanish Linguistic Committee assume the responsibility of assigning and coordinating the chairpersons for all the Area-15 Quarterly/ Assembly Spanish meetings and workshops.
- 751** 7/2016 That the Area 15 Spanish Linguistic Committee be permitted to exercise its autonomy and right of decision with regard to accepting or declining requests by other AA entities for the use of the Area 15 interpretation equipment.

14 Literature

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.
- 524** 11/2004 Motion: That Area 15 create a Standing Area Literature Committee effective January of 2005 for the general purpose of reviewing AA Literature and providing information as needed to the General Service Office, the South Florida Area, and the South Florida Area Delegate. Area Funding would include an annual budget of \$100.
- 527** 01/2005 That Area 15 Literature Committee requests a meeting time of 9 a.m. to 10:50 a.m. on Saturday morning at all Quarterlies.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 643** 10/2008 That South Florida Area 15 approve the pamphlet "Area 15 Special Needs Committee of Alcoholics Anonymous."
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

15 Public Information and Cooperation with the Professional Community

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 177** 01/1985 The General Service Conference establish a standing Public Information Committee composed of one representative from each district desiring to participate. The Committee shall select bi-annually its own chairperson and secretary/treasurer subject to the approval of the South Florida Committee.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 428** 10/2000 That the secretaries of Standing Committees who do not receive funding to South Florida Area quarterlies from any other source be given one night's lodging at each quarterly.
- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 631** 04/2008 All budgeted funds to place billboards by Area 15 be held until such time as the Area 15 PI/CPC Committee can submit at least three examples of proposed billboards, in English and Spanish. The proposed designs are to have been voted on by the PI/CPC Committee and passed with substantial unanimity. The examples then are to be brought to the Area Committee for a vote by the Assembly, before Area budgeted funds or any future funds are released for any and all billboards

- 673** 10/2010 That South Florida Area 15 perpetually provides PICPC committee \$600.00 to be available upon request from Area 15 PICPC Committee to assist any district PICPC committee with facilitating a request from our General Service Office or Area 15 PICPC Committee where there are fees for event booths. This funding shall be listed as a separate line item in the annual budget. Lou D Area 15 PICPC Chair.
- 698** 10-2012 That Area 15 approve the revised Map of the Districts for Area 15 on the Area 15 Website which includes our new District 20.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

16 Quarterly Coordinator

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 216** 01/1988 To establish the position of Quarterly Coordinator as a permanent position in the South Florida Committee.
- 305** 10/1995 The Quarterly Coordinator and Finance Committee Chairpersons shall be appointed by the Area Chairperson.
- 370** 04/1998 That Area 15 produce and adopt a form which will consolidate the following information (Hotel name, location, date, and price). These completed forms would be used as a presentation tool to expedite bidding at quarterlies every other January.
- 376** 04/1999 That Area 15 include the "Quarterly Fact Sheet" as part of their current practices. This will be added to the Current Practices notebook as part of the appendix.

389 04/1999 All members of the Area Committee have a right to vote at Area Business Committee meeting. 'Members' are defined as:

- 1) the Delegate,
- 2) the Alternate Delegate,
- 3) the Area Chairperson,
- 4) the Area Treasurer,
- 5) the Area Recording Secretary,
- 6) the Area Registrar
- 7) Chairpersons of the following Area Standing Committees:
 - a) PI/CPC,
 - b) Archives,
 - c) Corrections,
 - d) Current Practices Co-Chairs (1 vote each),
 - e) Finance,
 - f) Grapevine LaVina
 - g) Intergroup/Central Office,
 - h) Quarterly Coordinator,
 - i) Remote Communities
 - j) Spanish Linguistic
 - k) Accessibilities*
 - l) Treatment,
 - m) Web Site
- 8) Alternate Standing Committee Chairpersons (if the Chairperson is absent),
- 9) District Chairpersons,
- 10) Alternate District Chairpersons (if the Chairperson is absent),
- 11) DCMs (District Committee Members),
 - n) ACMs (Alternate Committee Members) if DCM is absent.

At Area Assemblies (April and October), all members of the Area Committee, as defined above, along with GSRs (General Service Representatives) have the right to vote. Alternate GSRs vote if their GSR is absent.

*Special Needs Committee was renamed Accessibilities per Motion 759

422 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.

472 01/2003 That a record of our attendance by district for GSRs, DCMs, and ACMs be maintained and reported to the Quarterly Coordinator.

505 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.

- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 610** 10/2007 That the Area 15 Quarterly Coordinator be funded two nights lodging, beginning in January 2008 at each South Florida Area 15 Quarterly Meeting.
- 660** 01/2010 That the Quarterly Coordinator meeting on the Area 15 Agenda be moved from 10:00 pm on Saturday to 3:00 pm on Saturday.
- 665** 04/2010 At South Florida Area 15 quarterly/assembly weekends the “Conferences of Young People in AA” be afforded a table for pre-registration and outreach. This is not to create any financial responsibility for Area 15.
- 691** 04/2012 That the Spanish and English language Service Manual workshops be held in unison with simultaneous interpretation provided.
- 693** 07/2012 The Area 15 State Convention Committee be expanded to include the Area 15 Quarterly Coordinator as a non-voting liaison to districts proposing a bid for Area 15 Quarterly Assemblies. Proposed hotel contracts are to be presented to the Area 15 Quarterly Coordinator no later than 21 days prior to each October Area 15 Quarterly Assembly, and be immediately forwarded to the rest of the Area 15 State Convention Committee. The Area 15 State Convention Committee will approve or make recommendations for a financially sound district contract during the Area 15 October Quarterly Assembly State Convention Committee meeting. Any proposed Area 15 Quarterly Assembly hotel contract(s) not approved by the Area 15 State Convention Committee during the Area 15 October Quarterly Assembly State Convention Committee meeting, will have until the conclusion of the January Area 15 Quarterly Assembly State Convention Committee meeting to resolve any prior recommendations from the Quarterly Coordinator and Area 15 State Convention Committee. Once the hotel contract(s) have been approved, the bidding District will be eligible to present their bid to the Area 15 body at the Sunday business meeting. Each District that has been awarded a quarterly assembly hotel bid is then responsible to provide the Area 15 Chairperson with a financial report on a quarterly basis. The Area 15 Chairperson/a director, will sign the hotel contract(s) awarded to the bidding District(s). The Area 15 Chairperson/a director, or the Area 15 Treasurer/a director, (should the Chairperson be unavailable) will be authorized to use the Area 15 Tax-Exemption Certificate for all Area 15 Quarterly Assemblies.
- 699** 10/2012 That Area 15 approve the revised Scope, Composition and Procedure of the Re-Districting Committee which adds to the Scope the duty to prepare a new Map of the Districts of Area 15 after the Area passes a Re-Districting Motion.

- 705** 10/2013 When there are no bids presented to host our July Quarterly at our October Area 15 Florida State Convention committee. Bids for the July Quarterly “only” will be accepted by our Area 15 Quarterly Coordinator for review no later than 30 days after our October assembly. These July bids will then be considered during our January assembly after the first bidding process has been closed. There will be another bid session open immediately to consider these bids to host our July Quarterly. In the event, that all Quarterly bid dates have not been awarded during our January Area 15 Quarterly Assembly bidding process, proposed bid contracts to be considered during the following April assembly must be submitted to our Area 15 Quarterly Coordinator no later than 30 days after our January assembly.
- 711** 01/2014 To exchange the Linguistic Committee Meeting time schedule with the Spanish Traditions meeting time schedule.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 723** 07/2014 That Area 15 assign the responsibilities of the approval process for proposed hotel contracts for quarterlies to the Quarterly Coordinator Committee instead of the State Convention Committee, therefore the Quarterly Coordinator will no longer serve as a non-voting liaison to the State Convention Committee. This motion takes effect January 1, 2015

745 10/2015 That the Area 15 Quarterly Assembly hotel contract acquisition and District Host process be as follows:
The Quarterly Coordinator Committee will be responsible for procuring hotel contracts for the Area 15 Quarterly Assemblies. The hotel locations eligible will be those meeting the Area 15 Quarterly Assembly meeting space and guest room requirements. * Hotel contracts will be procured for a 2-year cycle.* The Quarterly Coordinators Committee will present their recommendation for approval in October of each odd year, with an exception being made for the 2015 approval which will be delayed until the January 2016 Area Quarterly Assembly. Area 15 will be responsible for signing the hotel contracts and will be financially responsible for the Quarterly Assembly. Any advance deposits will be temporarily provided by the Area if a Hosting District has insufficient funds to meet deadlines prior to the Quarterly Assembly weekends. Hosting Districts will be given disbursement money of \$750.00 for hosting the Quarterly Assembly and banquet. Districts who are interested and meet the requirements outlined below will be chosen by a simple majority to Host Quarterly Assemblies at the January assembly of each even year. In order for all Districts to have an equal opportunity to host a Quarterly Assembly, any District which has been awarded hosting a Quarterly Assembly at this January election may not stand to host a second Quarterly Assembly unless no other District stands to host the open Quarterly Assembly, or all eligible Districts have been satisfied. The requirements to bid to host an Area Quarterly are as follows:
1. Form a District Quarterly Host Committee and submit a list of a minimum of three members with their contact information of those willing to serve on the District's Quarterly Host Committee to the Area 15 Quarterly Coordinator Committee.
2. It is recommended that if a District is bidding to host and has not hosted within the past 5 years, that it co-host with another District.
3. In the event that no District is willing or eligible to host a particular Quarterly Weekend, and the event is left without a Host Committee at the end of elections, the Quarterly Coordinator Committee will be responsible for coordinating Districts to help with those particular Quarterly Assembly events responsibilities.

“Hotel contracts will be procured for a 2-year cycle consisting of at least 3 rotating hotel locations spread throughout Area 15.” Changed to:
* Hotel contracts will be procured for a 2-year cycle.* per Motion764

749 4/2016 That the Area-15 Spanish Linguistic Committee assume the responsibility of assigning and coordinating the chairpersons for all the Area-15 Quarterly/ Assembly Spanish meetings and workshops.

754

4/2017

Area 15 Quarterly Coordinator Committee will consist of Chairperson, Secretary/Treasurer and Hotel Coordinator. The Quarterly Coordinator Committee Chairperson is appointed by the Area Chairperson, and the other two members who have experience and knowledge of hotel contracts will be appointed by the Quarterly Coordinator Committee Chairperson with the South Florida Conference approval. The Quarterly Coordinator Committee Chairperson is funded 2 nights (motion 610) and Secretary/Treasurer and Hotel Coordinator will be funded for one nights lodging unless otherwise funded. This motion takes effect January 1, 2017. Respectfully submitted by Lisa D., Quarterly Coordinator Committee Chairperson, Panel 65 Area 15

17 Redistricting

- 88** 04/1980 Part of any District request on redistricting be given the next consecutive number, for instance, if District 1 sometime in the future wants to split, they could wind up being District 1 and District 14 rather than renumbering the whole system each time.
- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 191** 10/1985 Invite the Virgin Islands to be District 13 of the South Florida Conference.
- 258** 10/1992 That the Bahamas become District 16 of the South Florida Area.
- 324** 07/1996 A standing committee be formed for redistricting with the Alternate Delegate as Chairperson and all District Chairpersons as members.
- 325** 07/1996 Any request for redistricting will be made to the Redistricting Committee and their recommendations will be made to the Area Committee for final action.
- 346** 07/1997 That within Glades County, FL, everything Northeast of Fisheating Creek be allocated to District 6 and everything Southwest of Fisheating Creek be allocated to District 7.
- 376** 07/1998 That a Hispanic Linguistic District, District 17, be created within Area 15 General Service Committee. [Out of Ad Hoc Committee on Redistricting.]
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 491** 11/2003 That Area 15 approve the formation of a new linguistic District consisting of Palm Beach and Martin Counties
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 657** 01/2010 That Area 15 approves the reformation of District 17 with geographical boundaries of Broward & Miami- Dade Counties and the portion of Monroe County, which lies in the Florida Keys.
- 658** 01/2010 That Area 15 invite The Cayman Islands to become District 19 in response to their request.

18 Remote Communities

- 695** 07/2012 That Area 15 establish a Remote Communities Standing Committee with a commitment to assist all of our Districts in carrying the message to remote communities within Area 15. Membership would consist of one representative from each District. Officers, a Chairperson, and a Secretary /Treasurer would be elected in committee every two years using a Third Legacy Procedure and presented for approval at the Area business meeting. The committee would meet every Quarterly at 8:00 a.m. on Saturday and hold at least one electronic meeting every quarter between Quarterlies. The budget for the first year would be \$100.00 to be used for cost of communication services such as Skype and postage.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 729** 01-2015 To permanently change the Area 15 Remote Communities Committee meeting start time on the Area 15 Quarterly Meeting Agenda from Saturday 8:00 a.m. to 9:00 a.m., to the new meeting time of 9:00 to 10:50 a.m. This timeframe falls in line with all other standing committees and allows for sufficient time to conduct committee business.

19 Accessibilities

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 371** 04/1998 To form a standing committee for Accessibilities in Area 15.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 425** 10/2000 That the secretaries of Standing Committees who do not receive funding to South Florida Area quarterlies from any other source be given one night's lodging at each quarterly.
- 505** 04/2004 That the following members of the South Florida Area, Area 15 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 643** 10/2008 That South Florida Area 15 approve the pamphlet "Area 15 Special Needs Committee of Alcoholics Anonymous."
- 687** 01/2012 That South Florida Area 15 fund professional American Sign Language interpreter services for the Deaf and Hard of Hearing for the Saturday morning Special Needs Committee Meeting, the Sunday business meeting, and Assemblies for all Quarterlies. The other meetings, which are the Friday and Saturday night speaker meetings, will be interpreted as deemed necessary. Interpreter rates are not to exceed \$75 per hour per interpreter. Travel funding will either be the half of the interpreter hourly rate, the standard IRS mileage rate, or lodging. Necessity will be determined by the Special Needs Committee Chairperson. Annual expenses are not to exceed \$5,000.00.

- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 760** 07-2017 That Area 15 Special Needs Committee be renamed to Accessibilities Committee following the example of the 65th Conference Advisory Action.

20 State Convention Committee

422 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.

132 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.

575 01/2006 State Convention Committee

Scope:

- Provide oversight of the legal and financial activities of the Florida State Convention when held in the geographic area of South Florida.
- Define and manage the Site Selection Process.
- Insure that the South Florida Convention remain self supporting, utilizing the existing 501c(3), and the Advisory Committee for continuity and cooperation with North Florida Area 14.
- Receive and monitor financial statements of the local hosting committee..
- Receive full disclosure of any minutes and/or treasury information as requested.
- Receive final report at conclusion of convention.

Procedure:

- Committee meets every quarterly on Saturday.
- Committee chairperson gives a report at the Sunday morning business meeting.
- Approve, deny, or request revision to bids.
- Monitor budget and provide suggestions.
- Once all expenses from the State Convention are paid in full the State Convention Committee will make recommendations as to how to distribute any excess funds
- Informs Area 15 of any major transgressions during convention and preparation process.
- Alternate Delegate participates on the Advisory Committee in conjunction with North Florida, Area 14.

*Area 15 Member with State Convention organizational experience.

675 1/2011 Composition:

- Alternate Delegate (Chairperson)
- Current/Incoming State Convention Chairperson (Local Committee Chairperson)
- Area 15 member with State Convention experience (Secretary/Treasurer)

- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 613** 10/2007 That anyone seeking to make a bid for the Florida State Convention from Area 15 must submit a completed Area 15 Florida State Convention bid Questionnaire to the Area 15 State Convention Committee by the January Quarterly for review, possible revisions, and recommendations.
- 629** 04/2008 That the Area 15 State Convention Committee be allotted an annual budget of \$75.00.
- 672** 10/2010 That a black & white copy and/or a PDF formatted document of the current State Convention flyer, be presented by the Area 15 State Convention Committee Chair to the Recording Secretary to be included as an insert in each printing and distribution of Area 15 quarterly minutes.
- 693** 07/2012 The Area 15 State Convention Committee be expanded to include the Area 15 Quarterly Coordinator as a non-voting liaison to districts proposing a bid for Area 15 Quarterly Assemblies. Proposed hotel contracts are to be presented to the Area 15 Quarterly Coordinator no later than 21 days prior to each October Area 15 Quarterly Assembly, and be immediately forwarded to the rest of the Area 15 State Convention Committee. The Area 15 State Convention Committee will approve or make recommendations for a financially sound district contract during the Area 15 October Quarterly Assembly State Convention Committee meeting. Any proposed Area 15 Quarterly Assembly hotel contract(s) not approved by the Area 15 State Convention Committee during the Area 15 October Quarterly Assembly State Convention Committee meeting, will have until the conclusion of the January Area 15 Quarterly Assembly State Convention Committee meeting to resolve any prior recommendations from the Quarterly Coordinator and Area 15 State Convention Committee. Once the hotel contract(s) have been approved, the bidding District will be eligible to present their bid to the Area 15 body at the Sunday business meeting. Each District that has been awarded a quarterly assembly hotel bid is then responsible to provide the Area 15 Chairperson with a financial report on a quarterly basis. The Area 15 Chairperson/a director, will sign the hotel contract(s) awarded to the bidding District(s). The Area 15 Chairperson/a director, or the Area 15 Treasurer/a director, (should the Chairperson be unavailable) will be authorized to use the Area 15 Tax-Exemption Certificate for all Area 15 Quarterly Assemblies.

- 705** 10-2013 When there are no bids presented to host our July Quarterly at our October Area 15 Florida State Convention committee. Bids for the July Quarterly “only” will be accepted by our Area 15 Quarterly Coordinator for review no later than 30 days after our October assembly. These July bids will then be considered during our January assembly after the first bidding process has been closed. There will be another bid session open immediately to consider these bids to host our July Quarterly. In the event, that all Quarterly bid dates have not been awarded during our January Area 15 Quarterly Assembly bidding process, proposed bid contracts to be considered during the following April assembly must be submitted to our Area 15 Quarterly Coordinator no later than 30 days after our January assembly.
- 723** 07/2014 That Area 15 assign the responsibilities of the approval process for proposed hotel contracts for quarterlies to the Quarterly Coordinator Committee instead of the State Convention Committee, therefore the Quarterly Coordinator will no longer serve as a non-voting liaison to the State Convention Committee. This motion takes effect January 1, 2015

21 Treatment

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 193** 01/1986 To establish a Treatment Facility Committee separate and apart from the South Florida Institutions Committee. This Committee will be self-supporting and recognized by this body as a standing committee of the South Florida Area of General Service.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 306** 10/1995 The Treatment Facilities Committee shall be a budgeted committee.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 428** 10/2000 That the secretaries of Standing Committees who do not receive funding to South Florida Area quarterlies from any other source be given one night's lodging at each quarterly.
- 505** 04/2004 That the following members of the South Florida Area, Area I5 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 623** 01/2008 That the South Florida Area 15 perpetually fund the Treatment Facilities Committee Bridging The Gap (BTG) Coordinator to attend the annual Bridging The Gap National Workshop. The funding would cover Workshop Registration, Travel, and up to 3 days lodging, total cost not to exceed \$800.00 per year. Any monies not spent will be returned to the Area.
- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.

22 Website

- 132** 07/1982 Anything presented from the floor will be limited to two (2) minutes. Oral District reports are limited to three (3) minutes and written reports are limited to one (1) 8½" by 11" double-spaced page. Each person be limited (on any subject) to one (1) presentation and one (1) rebuttal or twice to the mike.
- 215** 01/1988 The standing committee chairpersons be paid one night's lodging at the Quarterlies.
- 422** 04/2000 That returns of all unspent budgeted funds by Area Officers and Committees be returned to the Area Treasurer by December 31st of that budgeted year.
- 505** 04/2004 That the following members of the South Florida Area, Area 15 who vote at the Sunday Morning business meeting be able to place a motion before the South Florida Area for consideration. The members are by resolution: The Delegate, Alternate Delegate, all Area Officers, all District Chairpersons, all Chairpersons of Standing Committees of the South Florida Area, and all District Committee Members. All motions must be submitted in the current time frame.
- 557** 7/2005 The content of the website shall include the most up to date copy of the Area 15 "Book of Current Practices" and the "Legacy of Service." These shall be available for download in Adobe Acrobat format.
- 566** 10/2005 That the Book of Motions be added to the Area 15 website.
- 598** 10/2006 That the Website Committee shall elect its own chair.
- 605** 04/2007 Motions coming out of Area 15 Standing Committees or from Area Officers may be placed on the floor at the Area Business Meeting only if the motion requires immediate attention as determined by substantial unanimity of the entire body.
- 607** 07/2007 That no voting member of the South Florida Area, Area 15 be allowed to hold more than one position that carries a vote.
- 634** 07/2008 To amend the website committee scope to include: "Individual pages for Area 15 officers as they may request."
- 635** 07/2008 To amend the website committee scope to include: "a page with the ability to search by group, GSO number, district and town."
- 644** 01/2009 That the Website Committee Policy/Scope/Procedure become:
- Scope:
- Content shall include and be limited to:
- 1) The following AA literature:
 - a. 12 Steps, 12 Traditions, 12 Concepts;
 - b. A.A. Preamble; "I Am Responsible" and "Declaration of Unity" statement;
 - 2) Information on Area Assemblies, including the upcoming host district's flyer;

- 3) Hyperlinks to any AA World Services websites, such as the
 - a. General Service Offices, located at www.aa.org;
 - b. The Grapevine, located at www.aagrapevine.org
- 4) A disclaimer to be found upon exiting the website to the above listed links;
- 5) Anonymous e-mail addresses of all Area 15 Officers and district chairs (e.g. delegate@area15aa.org, treasurer@area15aa.org, etc.);
- 6) A "Delegates Corner" to be used by the Area Delegate for communication with the Area;
- 7) Individual pages for any Area 15 Standing Committees and area officials;
- 8) Information on Area 15 events, workshops and activities;
- 9) Group GSO number search page;

Composition;

To create an Area Standing Committee responsible for the creation and maintenance of the website;

- a. This committee shall select a chair, alternate chair, secretary/treasurer and web servant; each carries one vote within the committee;
 - i. Chair / Alternate Chair - three (3) years sobriety and at least one (1) year of serving on this Committee. These members should be DCM's, or ACM's. If necessary, GSR's may serve. All members should be familiar with A.A.'s Traditions. Some technical knowledge about the internet is advantageous, but not required.
 - ii. Secretary / Treasurer - 2 years sobriety, past/present GSR and 1 year participation in the committee.
 - iii. Web Servant - 2 years sobriety, past/present GSR and 1 year participation in the committee, with sufficient technical knowledge to maintain the area 15 website.
 - iv. [Removed by motion to divide]
 - v. Each District may select a representative; each carries one vote;
 - vi. Some technical knowledge about the internet is a plus;
 - vii. These members will not be funded by the Area;
 - viii. The Alternate Delegate shall be a member, ex officio;
 - ix. [Removed by motion to divide]

Procedure:

1. In the spirit of cooperation, the web servant would be responsible for preparing a quarterly report to be presented for consideration to the PI/CPC committee which shall include:
 - a. updates to the website,
 - b. website activity,
 - c. summary of requests and correspondence;
 - d. Any major change or addition of the website's content must be approved by the Area 15 body;
 - e. The website committee will be given a maximum of 7 days to vote among themselves (email/phone to chair) to 'Approve' or 'Deny' the posting or hanging new materials for the Area 15 web site and then 7 days for the web

- servant to do the update for a total of 2 weeks processing time.
- f. The web committee chair person shall also present a report to the Area body during the Area Business Meeting;
- g. The website shall be maintained in accordance with the Traditions, the Concepts and Area 15's current practices.

- 645** 01/2009 Website committee yearly budget for maintenance to be \$250
- 646** 01/2009 The website committee chair, secretary/treasurer and web servant shall receive one night's lodging, unless otherwise funded.
- 649** 04/2009 In the spirit of cooperation, the Area 15 website shall include links to any Intergroup/District located within the Area that wishes to include their website on the Area 15 website. A disclaimer shall be located on the same page as the links.
- 662** 01/2010 To create a secure password protected section in our Area 15 website, to post information from our Area Officers, Area Committee Chairpersons, Delegate or the General Service Office that have been reviewed for anonymity issues by the website committee prior to posting.
- 667** 07/2010 The electronically transmitted Agenda for the South Florida Area 15 Assembly shall bear only first names and the first letter of the last name of the Delegate, Alternate Delegate and Officers of South Florida Area 15 and their email addresses as routed through the Area Website with the exception of the inclusion of P.O. Box addresses.
- 668** 07/2010 Post the scrubbed Area 15 minutes and agenda each quarter in the password-protected section of the Area 15 Web Site.
- 669** 07/2010 Establish, by resolution, the Current Practice Committee will submit the updated current practices, along with an updated book of motions to the web site committee yearly, by January 31st.
- 670** 07/2010 Whereas, the Book of Motions is available on the Area 15 website, Area 15 will no longer print this section.
- 671** 07/2010 The Historical Documents section be removed from the Current Practices binder, and turned over to the Archives Committee for permanent preservation. Also, a copy of this document will be added to the secured section of our area 15 website.
- 689** 04-2012 That the website version of the Book of Current Practice and the Book of Motions have all last names removed and replaced with the first initial of the last name only.
- 698** 10-2012 That Area 15 approve the revised Map of the Districts for Area 15 on the Area 15 Website which includes our new District 20.
- 699** 10-2012 That Area 15 approve the revised Scope, Composition and Procedure of the Re-Districting Committee which adds to the Scope the duty to prepare a new Map of the Districts of Area 15 after the Area passes a Re-Districting Motion.

- 721** 07-2014 That in an effort to expedite the Spanish translation for inclusion in the Area 15 business minutes, all Area Officer, Standing Committee, and District reports be submitted to the Area Recording Secretary within ten days of the Sunday business meeting.
- 753** 04/2017 To create a web servant position for the new Spanish website that reflects the duties and responsibilities of the web servant for the English based website. This position will function as an integral part the Area 15 Website Committee and the Spanish Web Servant funding will be consistent with the current Area 15 Web Servant's funding.

23 Area 15 Quarterly Meeting Agenda

| | | |
|----------------|-----------------------------------|---|
| Friday | 8:30-9:30 PM | Speaker Meeting |
| | 10:00-11:00 PM | Night Owl Meeting |
| | 10:00-11:00 PM | Spanish Night Owl Meeting |
| Saturday | 7:00-8:00 AM | Early Bird Meeting |
| | 7:00-8:00 AM | Spanish Early Bird Meeting |
| | 8:00-9:00 AM | Concepts Workshop |
| | 8:00-9:00 AM | Spanish Concepts Workshop |
| | 8:30-10:50 AM | Treatment Facilities Committee |
| | 9:00-10:50 AM | Remote Communities Committee |
| | 9:00-10:50 AM | State Convention Committee |
| | 9:00-10:50 AM | Archives Committee |
| | 9:00-10:50 AM | Current Practices Committee |
| | 9:00-10:50 AM | Grapevine/La Vina Committee |
| | 9:00-10:50 AM | Literature Committee |
| | 9:00-10:50 AM | PI/CPC Committee |
| | 9:00-10:50 AM | Special Needs Committee |
| | 9:00-10:50 AM | 24 hour Hotline Ad-Hoc – Note 5 |
| | 11:00-12:00 PM | Traditions Workshop - Note 1 |
| | 12:00-1:30 PM | Website Committee |
| | 12:30-1:30 PM | District Chairpersons Meeting |
| | 12:30-1:30 PM | District Treasurers Meeting |
| | 12:30-1:30 PM | District Secretaries/Registrars Meeting |
| | 1:00-1:50 PM | Spanish Traditions Workshop - Note 1 |
| | 1:00-1:50 PM | Spanish Linguistics Committee |
| | 1:30-3:50 PM | Correctional Facilities Committee |
| | 2:00-3:50 PM | Quarterly Coordinators Meeting - Notes 2 |
| | 2:00-3:50 PM | Finance Committee |
| | 2:00-3:50 PM | Intergroup/Central Office Comm. |
| | 2:00-3:50 PM | GSR Sharing** |
| | 2:00-3:50 PM | DCM Sharing |
| | 4:00-5:00 PM | Service Manual Workshop - Notes 1,2 |
| | 4:00-5:00 PM | Spanish Service Manual Workshop - Notes 1,2 |
| 5:00-6:00 PM | "What's On Your Mind" - Notes 1,2 | |
| 7:00-8:30 PM | Banquet | |
| 8:30-9:30 PM | Speaker Meeting | |
| 10:00-11:00 PM | Night Owl Meeting | |

| | | |
|--------|----------------|--------------------------------------|
| | 10:00-11:00 PM | Spanish Night Owl Meeting |
| Sunday | 7:00-8:00 AM | Early Bird Meeting |
| | 7:00-8:00 AM | Spanish Early Bird Meeting |
| | 9:00 AM | South FL Area 15 Business Meeting |
| | 1:00 PM | South Florida Area Assembly - Note 4 |

Note 1 There can be no meetings or workshops which conflict with Traditions Workshops, Service Manual Workshop or “What’s On Your Mind.”

Note 2 Replaced by Conference Agenda Review.

Note 3 DELETED

Note 4 Assembly is held every April and in October of even numbered years and begins approximately one (1) hour after the conclusion of the Business Meeting.

Note 5 The 24-hour Hotline Ad-hoc committee meeting slot will be removed when the committee disperses.

Note 6 That an Area 15 inventory follow-up ad-hoc committee be formed. The scope will include, but not be restricted to:

- Review comments related to the Jul 2016 – Jan 2017 Area inventory, submitted on the Area 15 website and otherwise presented.
- Consider ramifications, viability and prudence of inventory suggestions.
- Consult with other committees and individuals as needed.
- Proffer suggestions to individuals and other committees as appropriate.
- Bring forward motions to Area body as deemed fit by the committee.
- Develop a current practice recommendation for future inventories and bring a motion as such to the Area body if appropriate.

Membership and chair to be appointed by 2017 Area Chair and consist of the following:

- A past Delegate who has served on the Area 15 committee.
- A past or present District Chairperson
- A 2017 DCM (Panel 67)
- The 2016 Area Chairperson (Panel 65)
- The 2017 Quarterly Coordinator (Panel 67)
- A 2017 GSR (Panel 67)

The committee will be formed 1st quarter 2017 and disband immediately after the April 2018 assembly. Any member not otherwise funded will be funded by Area for one-night lodging for quarterlies during this period.

The committee will meet for 1 hour 50 minutes at each quarterly, observational attendance open to all AA members. The committee can also meet and conduct business at other times via telephone, electronic conference, etc. when and as needed.

- Note 7 To create an ad hoc committee to research the opportunity of hosting the 2019 SSAASA (Southern States Alcoholics Anonymous Service Assembly) in Area 15. The Area 15 Chairperson would appoint the members of the committee, and should include at least 1 member of the Quarterly Coordinator Committee and the State Convention Committee. Ad Hoc Committee to be created in January 2017 and dissolved after presenting recommendation to Area 15.
- 691** 04-2012 That the Spanish and English language Service Manual workshops be held in unison with simultaneous interpretation provided.
- 706** 10-2013 That the Area Linguistic Committee be renamed as the Area Spanish Linguistic Committee.
- 729** 01-2015 To permanently change the Area 15 Remote Communities Committee meeting start time on the Area 15 Quarterly Meeting Agenda from Saturday 8:00 a.m. to 9:00 a.m., to the new meeting time of 9:00 to 10:50 a.m. This timeframe falls in line with all other standing committees and allows for sufficient time to conduct committee business.
- 731** 01-2015 That the starting time of the Quarterly Coordinator Committee meeting on the Area 15 Agenda be moved from 3:00 pm on Saturday to 2:00 pm on Saturday. The meeting would still conclude at 3:50 pm.
- 733** 07-2015 That the time slot of the Spanish Linguistic Committee meeting be changed to 11:00 am- 12:30 pm and that the time slot of the Spanish Traditions Workshop be changed to 1:00 pm- 1:50 pm.
- 746** 01-2016 That an ad-hoc committee be created to conduct a feasibility study on the necessity, means and possible implementation of an Area-wide 24 hour Hotline. Committee and its chairperson to be appointed by the Area Chair of at least 3 Area members; non-funded; will meet on Saturday mornings at 9 am at each Quarterly; will report at each Assembly; and will be seated for 1 year unless findings are completed sooner.

24 Charter of South Florida Area 15 Conference of Alcoholics Anonymous

South Florida Area 15 Conference of Alcoholics Anonymous (also hereinafter referred to as “South Florida Area 15 Conference”, “South Florida Area 15”, “South Florida Area”, “Area 15 Conference”) is organized and operated exclusively for charitable and educational purposes to provide services free of charge for those who should be seeking the means for arresting the disease of alcoholism through this South Florida Area 15 Conference of Alcoholics Anonymous.

By this Charter and other internal operating regulations as may be further voted by the membership the undersigned form an unincorporated, Non-Profit Conference under the Law of Florida and do hereby certify:

Article 1: Name

The name of this organization is South Florida Area 15 Conference of Alcoholics Anonymous.

Article 2: Definition of Alcoholics Anonymous Organization

ALCOHOLICS ANONYMOUS is a fellowship of men and women who share their experience, strength, and hope with each other that they may solve their common problem and help others to recover from alcoholism.

The only requirement for membership is a desire to stop drinking. There are no dues or fees for A.A. membership; we are self-supporting through our own contributions.

A.A. is not allied with any sect, denomination, politics, organization, or institution, does not wish to engage in any controversy; neither endorses nor opposes any causes.

Our primary purpose is to stay sober and help other alcoholics to achieve sobriety.

Article 3: Purpose

South Florida Area 15 Conference shall be an unincorporated non-profit organization organized and operated exclusively for charitable and educational purposes to promote social welfare by furthering the aims of Alcoholics Anonymous as stated in Article Two.

South Florida Area 15 Conference of Alcoholics Anonymous is the guardian of the world services and of the Twelve Steps and Twelve Traditions of Alcoholics Anonymous as presented in Articles Ten and Eleven. The Conference shall be a service body only; never a government for Alcoholics Anonymous.

South Florida Area Conference shall convene in Area assemblies every two years for the purpose of election of area committee members, from which is elected a delegate to the General Service Conference of Alcoholics Anonymous. Such area assemblies are concerned only with the world service affairs of Alcoholics Anonymous.

South Florida Area 15 Conference shall be entitled to at least one Assembly, but will be entitled to additional assemblies, as provided by “The A.A. Service Manual,” or by any further amendment thereto.

South Florida Area 15 Conference shall receive and administer funds and to operate exclusively for charitable and educational purposes within the meaning of section 501(c)(3) of the Internal Revenue

Code of 1986, or comparable provisions of subsequent legislation and to give funds and property from time to time to other organizations to be used or held for use directly in carrying out one or more such purposes.

South Florida Area 15 Conference shall do such things and to perform such acts to accomplish its purposes as the members may determine to be appropriate and as are not forbidden by Section 501(c)(3) of the code, with all powers conferred on nonprofit organizations under the laws of the State of Florida.

Upon dissolution, South Florida Area 15 Conference assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. any such assets not so disposed of shall be disposed of by the Court of Competent Jurisdiction of the county in which the principal office of the organization is located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

No part of the net earnings of the South Florida Area 15 Conference shall inure to the benefit of, or be distributable to its members, officers or other private persons, except as the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in this article hereof. No substantial part of the activities of the organization shall be the carrying of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in any political campaign on behalf of or in opposition to any candidate for public office.

Notwithstanding any other provision of these articles, South Florida Area 15 Conference shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any further federal tax code, or (b) by a not for profit organization, contributions to which are deductible under section 170 (c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article 4: Composition

South Florida Area 15 Conference, designed as an Area assembly, shall be composed of the elected General Service Representatives of all AA groups within the South Florida boundaries desiring to participate, District Committee members, and Area committee officers from each District of the South Florida Area 15 Conference.

But no South Florida Area District shall ever be placed in authority over another. All joint action shall be taken only upon a two-thirds vote of the combined Districts. Within its boundaries, each District ought to be autonomous. Only matters seriously affecting AA's worldwide needs shall be the subject of joint consideration.

Article 5: Electing Area Committee Members

Elected members of the South Florida Area 15 Conference Committee are so elected by written ballot without personal nomination from among the Conference membership by a two-thirds written ballot or by lot as provided in the Third Legacy Procedure of The A.A. Service Manual.

Article 6: Terms of Office of Area Committee Members

Unless otherwise directed by the Conference the terms of Area committee members shall be concurrent and two years' duration each, with elections to be held for terms beginning in odd years as further described in The A.A. Service Manual.

Article 7: South Florida Area 15 Conference Relation to A.A.

South Florida Conference will act for A.A. in the perpetuation and guidance of its world services, and it will also be the vehicle by which the AA movement can express its view upon all matters of vital A.A. policy and all hazardous deviations from A.A. Tradition. District committee members should be free to vote as their conscience dictates; they should also be free to decide what questions should be taken to the group level, whether for information, discussion or their own direct instruction.

Article 8: South Florida Area 15 Conference Relation To The General Service Board And It's Corporate Services

The conference will replace the founders of Alcoholics Anonymous, who formerly functioned as guides and adviser to the General Service Board and its related service corporations. South Florida Area 15 Conference will be expected to afford a reliable cross section of A.A. opinion within the South Florida Area for this purpose.

Article 9: General Warranties of South Florida Area 15 Conference

In all its proceedings, South Florida Area 15 Conference shall observe the spirit of the A.A. Tradition, taking great care that the Conference never becomes the seat of perilous wealth or power; that sufficient operating funds, plus an ample reserve, be its prudent financial principle; that none of the Conference members shall ever be placed in a position of unqualified authority over any of the others; that all important decisions be reached by discussion, vote, and whenever possible, by substantial unanimity; that no Conference action ever be personally punitive or an incitement to public controversy; that though the Conference may act for the service of Alcoholics Anonymous, it shall never perform an acts of government; and that like the Society of Alcoholics it serves, the Conference itself will always remain democratic in thought and action.

Article 10: Twelve Steps of Alcoholics Anonymous

- 1) We admitted we were powerless over alcohol-that our lives had become unmanageable
- 2) Came to believe that a Power greater than ourselves could restore us to sanity.
- 3) Made a decision to turn our will and our lives over to the care of God as we understood Him.
- 4) Made a searching and fearless moral inventory of ourselves.
- 5) Admitted to God, to ourselves and to another human being the exact nature of our wrongs.
- 6) Were entirely ready to have God remove all these defects of character.
- 7) Humbly asked Him to remove our shortcomings.
- 8) Made a list of all persons we had harmed, and became willing to make amends to them all.
- 9) Made direct amends to such people wherever possible, except when to do so would injure them or others.

- 10) Continued to take personal inventory and when we were wrong promptly admitted it.
- 11) Sought through prayer and meditation to improve our conscious contact with God, as we understood Him, praying only for knowledge of His will for us and the power to carry that out.
- 12) Having had a spiritual awakening as the result of these steps, we tried to carry this message to alcoholics and to practice these principles in all our affairs.

Article 11: Twelve Traditions of Alcoholics Anonymous

- 1) Our common welfare should come first; personal recovery depends upon A.A. unity.
- 2) For our group purpose there is but one ultimate authority—a loving God as he may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
- 3) The only requirement for A.A. membership is a desire to stop drinking.
- 4) Each group should be autonomous except in matters affecting other groups or A.A. as a whole.
- 5) Each group has but one primary purpose—to carry its message to the alcoholic who still suffers.
- 6) An A.A. group ought never endorse, finance, or lend the A.A. name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
- 7) Every A.A. group ought to be fully self-supporting, declining outside contributions
- 8) Alcoholics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
- 9) A.A., as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
- 10) Alcoholics Anonymous has no opinion on outside issues; hence the A.A. name ought never be drawn into public controversy.
- 11) Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio and films.
- 12) Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

This Amendment herewith to South Florida Area 15 Conference Charter of April 1985 was adopted by unanimous vote of the South Florida Area Conference business meeting January 14, 2001. The principles on which it operates are outlined in “Twelve Concepts for World Service, “which should be read.

Dated this 14th day of January, 2001, we have subscribed our names hereto:

Chairperson and Treasurer