

Composition, Scope and Procedure of Area 15 Website Committee

Composition

This Committee shall consist of a Chairperson, an Alternate Chairperson, a Secretary-Treasurer and a Web Servant; each position carries one vote within the Committee. Each District may select a representative; each representative carries one vote and will not be funded by the Area.

Scope

The Website Committee is responsible for the creation and maintenance of the Area 15 website. Content shall include and be limited to:

1. The following A.A. literature:
 - a. 12 Steps, 12 Traditions, 12 Concepts
 - b. A.A. Preamble
 - c. "I Am Responsible" and "Declaration of Unity" statements
2. Information on Area assemblies including the upcoming host District's flier
3. Hyperlinks to any A.A. World Services websites such as
 - a. General Service Offices, located at www.aa.org
 - b. The Grapevine, located at www.aagrapevine.org
 - c. Links to any Intergroup/District located within Area 15 that wishes to include its website link on the Area 15 website. A disclaimer shall be located on the same page as the links.
 - d. Anonymous e-mail boxes and addresses of the Area 15 Delegate, Alternate Delegate, Area officers, Committee Chairpersons and District Chairpersons (e.g., delegate@area15aa.org, treasurer@area15aa.org, etc.).
 - e. A "Delegates Corner" to be used by the Area Delegate for communication with the Area.
 - f. Individual pages for any Area 15 standing committees and Area officers as they may request, with each responsible to submit updated information for their individual pages to the Web Servant.
 - g. Information on Area 15 events, workshops and activities.
4. Group GSO number search page.
5. Publish the Area 15 minutes and agenda each quarter in the password protected section of the Area 15 Web Site.
6. Post the updated and scrubbed current practices, along with an updated book of motions to the Website Committee yearly, when submitted to the Website Committee by Jan. 31 by the Area 15 Current Practice Committee.

Procedure

The website shall be maintained in accordance with the Twelve Traditions, the Twelve Concepts, and Area 15 current practice.

1. The Committee Chairperson shall report to the Area 15 body during the Area business meeting.

2. Any major change or addition of the website's content must be approved by the Area 15 body.
3. The Website Committee will be given a maximum of seven (7) days to vote among themselves (email /phone to chair) to 'Approve' or 'Deny' the posting or changing of new materials for the Area 15 website and then seven (7) days for the Web Servant to do the update for a total of two (2) weeks' processing time.
4. Materials posted on the Area 15 website 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 any other person and their email addresses as routed through the Area website except for the inclusion of P.O. Box addresses on the agenda to be available to mail contributions to the Area Treasurer and mail documents to the Area Registrar.