

VII.

**POLICY &
ADMISSIONS**

AGENDA

Conference Policy/Admissions Committee

Sunday, April 22, 2018 – 3:00 – 6:00 p.m.

Monday, April 23, 2018 – 9 a.m. – Noon

Room 403

Chairperson: Annie C.

Secretary: Eva S.

Conference Committee Members

Panel 67

Annie C.*

Bob H.

Leon H.

Tim M.**

Rick W.

Panel 68

Christine G.

Mary K.

Michael K.

Dave R.

*chairperson

**alternate chairperson

- ◆ Introductions – Annie C., chairperson.
- ◆ Review Conference committee Composition, Scope and Procedure - Annie C., Conference Committee chairperson.
- ◆ Review history of Conference committee – Eva S., secretary.
- A. Approve request for one observer from A.A. in India to attend the 2018 General Service Conference.
- B. Review dates for the 2021 General Service Conference.

NOTE: 1989 Conference Advisory Action

Each Conference Committee carefully consider their agenda items and strive to make their recommendations for Advisory Actions to the Conference at the policy level. To be more financially responsible, when a Conference Committee recommendation involves a substantial expenditure of money, an estimate of cost and its impact on the budget be part of that recommendation.

- C. Review report on the process, implementation and status on the site selection of the General Service Conference.
- D. Review draft process for polling the General Service Conference between annual Conference meetings.
- E. Review progress report on options for equitable distribution of the workload of Conference committees.
- F. Consider request to develop a policy on the use of the Conference dashboard.
- G. Discuss the following question from the trustees' International Committee: "Does the U.S./Canada [service structure] have a role/responsibility in assisting in the development of A.A. structures around the world through sponsoring other countries via direct invitations to observe our General Service Conference."

NOTE: 1989 Conference Advisory Action

Each Conference Committee carefully consider their agenda items and strive to make their recommendations for Advisory Actions to the Conference at the policy level. To be more financially responsible, when a Conference Committee recommendation involves a substantial expenditure of money, an estimate of cost and its impact on the budget be part of that recommendation.

2018 Conference Committee on Policy/Admissions

AGENDA ITEM A: Approve request for one observer from A.A. in India to attend the 2018 General Service Conference.

Background note:

From the January 27, 2018 minutes of the trustees' Committee on the General Service Conference:

The committee agreed to forward to the 2018 Conference Committee on Policy and Admissions a request for one person from A.A. in India to attend the 2018 General Service Conference.

Background attached:

1. 01-06-17 Request from the General Service Office of A.A. in India.

A.A.

GENERAL SERVICE OFFICE
Regd. No. F-13438 (Mumbai)

Tel. : 022 - 6505 5134 / 6525 5134
E Mail: info@aagsoindia.org / gsoindia@gmail.com WEB SITE : www.aagsoindia.org

**GENERAL SERVICE OFFICE
OF ALCOHOLICS ANONYMOUS, INDIA.**

Office No. 116(A/B/C), Bharat Shatrughna CHS.
Above Hotel Bhagat Tarachand,
Sector 18, Sanpada, **Navi Mumbai - 400 703.**

January 06, 2017

Dear Mr. Rick W. [REDACTED],

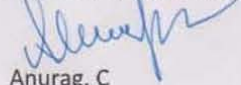
Greetings from General Service Office of AA India !

Thanks for your communication dated 6th Jan 2018 to Valley.K

Valley. K, our General Secretary- AA General Service Board of India has been communicating from Conference Mail ID of AA GSO India, with Ms. Mary. C and we would appreciate your consideration of his request to be an observer at GSC-2018 of US / Canada.

The communication copies (with his full name, requests etc) and his passport details are attached herewith for your ready reference.

Sincerely Yours In AA Service,



Anurag. C
PI Chairman & Vice-Chairman
AA General Service Office of India

CONFIDENTIAL: 2018 General Service Conference Background

Policy/Admissions

Item B

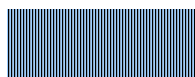
Doc. 2

April 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	May 1

Suggested dates for the 71st General Service Conference in 2021:



April 17-24, 2021



April 24-May 1, 2021

CONFIDENTIAL: This is background for the General Service Conference, and as such may be a confidential A.A. document. Distribution is limited to A.A. members. Placement of this material in a location accessible to the public, including aspects of the Internet, such as Web sites available to the public, may breach the confidentiality of the material and the anonymity of members, since it may contain certain members' full names and addresses.

2018 Conference Committee on Policy/Admissions

AGENDA ITEM B: Review dates for the 2021 General Service Conference.

Background notes:

Each year the Conference Committee on Policy/Admissions considers the dates for the General Service Conference three years in advance and takes into consideration the importance of avoiding conflict with significant holidays.

The dates under consideration are for 2021.

1st Choice – Sunday, April 24 – Saturday, May 1, 2021

2nd Choice – Sunday, April 17 – Saturday, 24, 2021

Background documents attached:

1. List of Conference Dates from 1993 to 2020
2. 2021 April Calendar with suggested General Service Conference Dates
3. 2021 Calendar and list of significant holidays and observances

List of Conference Dates from 1993 to 2020

April 18–24, 1993
April 17–23, 1994
April 30–May 6, 1995
April 21–27, 1996
April 13–19, 1997
April 19–25, 1998
April 18–24, 1999
April 30–May 6, 2000
April 22–28, 2001
April 21–27, 2002
April 27–May 3, 2003
April 18–24, 2004
April 17–23, 2005
April 23–29, 2006
April 22–28, 2007
April 27–May 3, 2008
April 26–May 2, 2009
April 18–24, 2010
May 1–7, 2011
April 22–28, 2012
April 21–27, 2013
April 27–May 3, 2014
April 19–25, 2015
April 17–23, 2016
April 23–29, 2017
April 22–28, 2018
April 28–May 4, 2019
April 19–25, 2020

Calendar for Year 2021 (United States)

January Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 6:00 13:00 20:00 28:00	February Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 4:00 11:00 19:00 27:00	March Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5:00 13:00 21:00 28:00
April Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 4:00 11:00 20:00 26:00	May Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 3:00 11:00 19:00 26:00	June Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 2:00 10:00 17:00 24:00
July Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1:00 9:00 17:00 23:00 31:00	August Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 8:00 15:00 22:00 30:00	September Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 6:00 13:00 20:00 28:00
October Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 6:00 12:00 20:00 28:00	November Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 4:00 11:00 19:00 27:00	December Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 4:00 10:00 18:00 26:00

Holidays and Observances:

Jan 1 New Year's Day	Jul 5 'Independence Day' observed
Jan 18 Martin Luther King Jr. Day	Jul 20 Eid al-Adha
Feb 14 Valentine's Day	Aug 10 Muharram
Feb 15 Presidents' Day	Sep 6 Labor Day
Mar 11 Isra and Mi'raj	Oct 11 Columbus Day (Most regions)
Apr 4 Easter Sunday	Oct 19 The Prophet's Birthday
Apr 13 Ramadan starts	Oct 31 Halloween
Apr 13 Thomas Jefferson's Birthday	Nov 11 Veterans Day
May 8 Lailat al-Qadr	Nov 25 Thanksgiving Day
May 9 Mother's Day	Dec 24 'Christmas Day' observed
May 13 Eid al-Fitr	Dec 24 Christmas Eve
May 31 Memorial Day	Dec 25 Christmas Day
Jun 20 Father's Day	Dec 31 'New Year's Day' observed
Jul 4 Independence Day	Dec 31 New Year's Eve

2018 Conference Committee on Policy/Admissions

AGENDA ITEM C: Review report on the process, implementation and status on the site selection of the General Service Conference.

Background note:

2017 Additional Committee Consideration of the Conference Committee on Policy/Admissions:

The committee recommended that General Service Office management submit a report on the process, implementation and status on the site selection of the General Service Conference for review by the 2018 Policy/Admissions Committee.

Background attached:

1. 01.24.18 Report from G.S.O. General Manager on the site selection of the General Service Conference

Memorandum

January 24, 2018

To: Trustees' Committee on the General Service Conference

From: Greg T , General Manager of the General Service Office

Re: Site selection of the General Service Conference

2017 General Service Conference Advisory Action:

General Service Office management submit a report on the process, implementation and status of the site selection of the General Service Conference for review by the 2018 Conference Committee on Policy/Admissions.

In the first quarter of 2018, General Service Office management plans to issue a request for proposal (RFP) to at least six major national/international hotel companies to explore the viability of engaging a single vendor for a master contract for the General Service Conferences, General Service Board Weekends, and other major meetings and events (possibly Regional Forums) beginning in 2021. If there is an agreement for a major hotel vendor, such an agreement will potentially be for three to five years.

G.S.O. management and staff will simultaneously clarify legal, financial, practical and spiritual requirements regarding the location of the United States/Canada General Service Conference. The current Conference Charter states: "The Conference will meet yearly in the City of New York, unless otherwise agreed upon." In this way, questions about the possibility of the Conference meeting outside of New York (city and state) can be addressed, as well.

Management will share this progress report with the 2018 Conference Committee on Policy/Admissions and will continue to update the trustees' Committee on the General Service Conference for the balance of the year, as information becomes available.

Note: The 2019 General Service Conference will be held at Crowne Plaza Times Square Hotel, New York City, April 21-27, and the 2020 Conference will be held at Westchester Hilton Hotel, Rye, New York, April 19-25.

2018 Conference Committee on Policy/Admissions

AGENDA ITEM D: Review draft process for polling the General Service Conference between annual Conference meetings.

Background notes:

From the October 28, 2017 minutes of the trustees' Committee on the General Service Conference:

The committee reviewed and agreed to forward to the 2018 Conference Policy and Admissions Committee a draft Process for Polling the General Service Conference between Annual Meetings.

2016 Additional Committee Consideration of the Conference Committee on Policy/Admissions:

The committee suggested that the trustees' Committee on the General Service Conference consider developing procedures for electronic polling to be used only in matters of grave emergency that may occur between Conferences, and that are in keeping with the Conference Charter.

Background attached:

1. 10.28 Draft on "Process for Polling the General Service Conference between Annual Meetings"

10.28.17

Process for Polling the General Service Conference between Annual Meetings

Introduction

This process was developed to provide clear and consistent guidance for polling the members of the General Service Conference between Annual Conference Meetings.

It describes the circumstances under which such a poll might be taken, and lays out the procedures for conducting the poll. The process strives as much as possible to conform to the principles and procedures laid out in "How the Conference Operates."¹

The process was developed to accord with both the General Service Conference Charter, A Resolution, and the Bylaws of the General Service Board.² The development of this process takes into account the experience from two previous polls of Conference members, one undertaken by the General Service Board and one by the trustees' Committee on the General Service Conference.

Circumstances for Polling

Here are the situations where this process may be used:

Aid of the General Service Board or its Related Services

The Conference may render advisory opinions at any time by a mail or telephone poll in aid of the General Service Board or its related services. (Article 9 of the Current General Service Conference Charter)

Great Emergency

In a great emergency, the General Service Board or one of its related services would first consult the Conference before taking any action liable to greatly affect A.A. as a whole. (Current General Service Conference Charter, Article 10)

Action Involving a Matter of Principle or Basic Policy

Whenever in the judgment of one-third of the member trustees present at a meeting a decision to take any action involves a matter of principle or basic policy and in the judgment of at least one-third of the member trustees a delay in arriving at a decision will not adversely affect the Fellowship of Alcoholics Anonymous, the matter shall be submitted to a mail vote of Conference delegates. (G.S.B. Bylaws, "Meetings, Notice and Vote")

G.S.B. Bylaws Amendment

The Board is expected, although not legally required, to submit any amendment or amendments of the Certificate of Incorporation and of these bylaws to Conference

¹ See "How the Conference Operates."

² See "Excerpts Regarding Polling from the General Service Conference Charter, from 'A Resolution,' and from the General Service Board Bylaws."

CONFIDENTIAL: 2018 General Service Conference Background

delegates, either by mail or at the annual meeting of the Conference of Alcoholics Anonymous. (G.S.B. Bylaws, "Amendment")

Polling Process

Initiation of a Poll

The Conference Charter and the General Service Board bylaws state that a poll may be taken in support of the General Service Board or its related services. The poll should be approved by the General Service Board, although it may be conducted by a committee or service corporation.

Quorum

The Current Conference Charter states that for Conference business, "A quorum shall consist of two-thirds of all the Conference members registered." (*The A.A. Service Manual*, Appendix C, Article 4). For the purpose of determining a quorum for polling between conferences, abstentions *will* be counted. Abstentions *will not* be counted in the vote totals. The responsibility to vote is incumbent on each Conference member.

Clarity of Motion

It is the responsibility of the board or committee undertaking the poll to ensure that the motion is stated clearly, and that any background included with the poll will be appropriate and complete. So that voters can be clear on what they are voting for, the expected result of the passage of the motion ought to be outlined, as well as the expected result of the failure of the motion.

Poll Delivery

Notice of the poll determination will be emailed to all Conference delegates. To help guarantee the availability of each Conference member to participate, anyone whose email bounces back will be contacted by telephone.

Voting Process

Conference members may vote by email or by phone. All responses will be made to the email address and phone provided in the original poll. Conference members will be sent a voting form by email.

To vote by email, Conference members mark an "X" next to their choice, and return it to the email address indicated. The poll document will include a space to indicate yes or no. To vote by phone, Conference members may call the number provided and leave a message with their name, service position and vote.

Timing

In keeping with the G.S.B. Bylaws, Conference members will be given two weeks⁴ from the time the poll is emailed to respond with their vote. Dates for all votes and motions will be included with the poll, using a form similar to the "Timeline for Polling Conference Between Meetings." All times listed are Eastern Time.

The original poll will be emailed by 2 p.m., and voting will open that day and remain open for two weeks.

CONFIDENTIAL: 2018 General Service Conference Background

Voting will close at 2 p.m. two weeks after the poll was emailed. By 5 p.m. on the day the poll results are due, Conference members will be notified of the results by email. A request for any minority opinion will be included with the poll results.

Minority Opinion

Minority opinion is due by 2 p.m. two days after the poll results have been emailed. The minority voice may be submitted to the same email or phone number to which poll results were submitted.

By 5 p.m. on the day that the minority opinion is due, a document with the compiled minority opinion will be distributed to Conference members.

Motion to reconsider

A motion to reconsider can only be made from someone on the prevailing side. To move to reconsider, a member may email or call the number provided and leave a message with their name, service position and the motion.

The motion to reconsider is due by 2 p.m. two days after the minority opinion is distributed.

If a motion to reconsider is received by the deadline, a notification will be sent to Conference members, and a request for a "second" will be sought. The notification will be sent by 5 p.m. on the deadline date. A "second" of the motion to reconsider is due by 2 p.m. two days after the motion is distributed.

If no second is received by the deadline, the vote stands. If a "second" is received, a voting form with the motion to reconsider will be emailed to Conference members. The voting form will be sent at the latest by 5 p.m. of the deadline for the "second" of the motion to reconsider.

The vote on reconsideration is due by 2 p.m. two days after the motion to reconsider is emailed.

By 5 p.m. on the day the vote on reconsideration is due, Conference members are notified of the results of the vote.

If the vote to reconsider passes, a new poll is generated. If the vote to reconsider fails, the vote stands.

⁴ See "Excerpts Regarding Polling from the General Service Conference Charter, from 'A Resolution,' and from the General Service Board Bylaws."

CONFIDENTIAL: 2018 General Service Conference Background

Timeline for Polling Conference Between Meetings		
Action	Day	Time*
Poll emailed and voting opens	Day 1	2 p.m.
Voting closes	Day 14	2 p.m.
Email notification of poll results sent to Conference members	Day 14	5 p.m.
Minority opinion due	Day 16	2 p.m.
Minority opinion distributed to Conference members	Day 16	5 p.m.
Motion to reconsider due	Day 18	2 p.m.
If received, motion to reconsider is distributed to Conference Members, and second is sought	Day 18	5 p.m.
Second of motion to reconsider due	Day 20	2 p.m.
If second is received, motion to reconsider is distributed to Conference members	Day 20	5 p.m.
Voting closes on motion to reconsider	Day 22	2 p.m.
Email notification of reconsideration results sent to Conference members	Day 22	5 p.m.
If reconsideration passes, a new poll is initiated with the same timeline cycle	Day 1	2 p.m.
* All times are Eastern Time		

SAMPLE CONFERENCE POLL VOTE SHEET

It is recommended that:

[MOTION TEXT]

If the motion passes, the expected result is:

[EXECTED RESULT]

If the motion fails, the expected result is

[EXPECTED RESULT]

Put an "X" before your choice and return this form by email to [EMAIL ADDRESS]:

____ Yes

____ No

____ Abstain

OR

Call in your vote to [PHONE NUMBER], stating your name, service positon and vote.

The [BOARD OR COMMITTEE] sincerely thanks you for your participation in this process.

CONFIDENTIAL: 2018 General Service Conference Background

Excerpts Regarding Polling from the General Service Conference Charter, from "A Resolution," and from the General Service Board Bylaws*

General Service Conference Charter, Article 9.

The General Service Conference Meetings: The Conference will meet yearly in the City of New York, unless otherwise agreed upon. Special meetings may be called should there be a grave emergency. The Conference may also render advisory opinions at any time by a mail or telephone poll in aid of the General Service Board or its related services.

General Service Conference Charter, Article 10

Except in a great emergency, neither the General Service Board nor any of its related services ought ever take any action liable to greatly affect A.A. as a whole, without first consulting the Conference. It is nevertheless understood that the board shall at all times reserve the right to decide which of its actions or decisions may require the approval of the Conference.

A Resolution ((from Appendix C in the Service Manual)

AND IT IS UNDERSTOOD: That neither the Twelve Traditions of Alcoholics Anonymous nor the warranties of Article XII of the Conference Charter shall ever be changed or amended by the General Service Conference except by first asking the consent of the registered A.A. groups of the world. [This would include all A.A. groups known to the general service offices around the world.]¹² These groups shall be suitably notified of any proposal for change and shall be allowed no less than six months for consideration thereof. And before any such Conference action can be taken, there must first be received in writing within the time allotted the consent of at least three-quarters of all those registered groups who respond to such proposal.

G.S.B. Bylaws, "Trustees"

No person shall become a member trustee of the General Service Board until all Conference delegates have been polled by mail or at an annual meeting of the Conference of Alcoholics Anonymous, as the Board of Trustees may determine.

G.S.B. Bylaws, "Meetings, Notice and Vote"

Whenever in the judgment of one-third of the member trustees present at a meeting a decision to take any action involves a matter of principle or basic policy and in the judgment of at least one-third of the member trustees a delay in arriving at a decision will not adversely affect the Fellowship of Alcoholics Anonymous, the matter shall be submitted to a mail vote of Conference delegates, and if a majority of the Conference delegates votes against the taking of such action, then the Board of Trustees will be expected to refrain from deciding to take such action.

Whenever a mail vote is taken of Conference delegates, at least two weeks' notice shall be given, and the vote shall be determined in keeping with an analysis of such vote by the chair and secretary, or in their absence, by a vice-chair and assistant secretary, at the end of such two-week period. An announcement of the result of such vote shall thereupon be mailed by the secretary or assistant secretary to Conference delegates and to member trustees.

G.S.B. Bylaws, "Amendment"

In keeping with the spirit and principles of the Fellowship of Alcoholics Anonymous, the Board is expected, although not legally required, to submit any amendment or amendments of the Certificate of Incorporation and of these bylaws to Conference delegates, either by mail or at the annual meeting of the Conference of Alcoholics Anonymous as the Board of Trustees may determine, and if a majority of such delegates disapproves of such amendment or amendments, the member trustees are expected to refrain from proceeding therewith, except when such amendment or amendments are otherwise required by law.

* These documents can be found in the Appendices to *The A.A. Service Manual/Twelve Concepts for World Service*.

2018 Conference Committee on Policy/Admissions

AGENDA ITEM E: Review progress report on options for equitable distribution of the workload of Conference committees.

Background notes:

2017 Conference Committee on Policy/Admissions recommendation that resulted in an Advisory Action:

The committee recommended that the trustees' Committee on the General Service Conference develop a plan for the equitable distribution of the workload of Conference committees by combining and/or creating committees for review by the 2018 Conference Committee on Policy/Admissions.

From the January 27, 2018 minutes of the trustees' Committee on the General Service Conference:

The committee reviewed and agreed to forward to the 2018 Conference Policy and Admissions Committee a progress report on options for equitable distribution of the workload of Conference committees.

Background attached:

1. 01.27.18 Report on Equitable Distribution of the Workload on Conference Committees

01.27.18

Equitable Distribution of the Workload on Conference Committees

The General Service Conference has considered how to make the workload of committees more equitable several times. From its early days, it has combined or split committees. In the 1960s the Admissions function was moved from the Agenda Committee to the Policy Committee. The secondary International Convention Committee was created by a 1990 Advisory Action. The scope was expanded to include discussion of Regional Forums by the 1996 Conference. A recommendation of the 1998 General Service Conference created the secondary Conference Archives Committee. For the past 20 years, while the names and scopes of Conference committees have changed slightly, the structure has remained the same.

More recently, the Conference has considered the role of the Agenda Committee several times, including the possibility of combining it with the Policy and Admissions Committee. In 2013, the Conference Policy and Admissions committee “discussed the concept of combining the Conference Agenda and Conference Policy/Admissions Committees.

The sense of the committee at the time was that there was not enough information presented to express a need or benefit to combining the committees. In addition, the amount of time currently allotted for each committee’s deliberation seems appropriate, and combining the committees might result in too heavy a workload for the combined committee. The committee was also dissuaded by the complications involved in merging the committees (revising the Composition, Scope and Procedures of committees; updating the A.A. Service Manual and other literature; additional responsibilities for staff, etc.).”

The final concerns regarding the complications involved in merging the committees still pertain today. In addition, significant changes to the scope of Conference committees would affect their relationship with corresponding trustee’s committees and would alter the nature of the joint meetings of Conference and trustees’ committees that take place on the opening day of the Conference.

In 2016 and 2017, the trustees’ Committee on the General Service Conference reviewed background including detailed reports covering ten years of Conference committee data regarding how long each Conference committee met each year, the average worktime needed by each committee to complete their work, the yearly and average workload (expressed as the number of agenda items), and the average time it took for each committee to handle an agenda item compared to the overall average time of 75 minutes per item. The committee considered the Composition, Scope and Procedures of the Conference committees. To glean experience from another service structure with a different approach to Conference, the subcommittee reviewed a recent *General Service Conference Final Report* from Great Britain.

CONFIDENTIAL: 2018 General Service Conference Background

After receiving the report of the trustees' committee, the 2017 Conference Policy and Admissions Committee recommended that the trustees' Committee on the General Service Conference develop a plan for the equitable distribution of the workload of Conference committees by combining and/or creating committees for review by the 2018 Conference Committee on Policy/Admissions.

Several combinations were explored, including options such as:

- Creating a second Literature committee;
- Creating a second Public Information committee;
- Initiating some sort of committee dealing with A.A. online, including social media;
- Combining the Agenda and Policy and Admissions committees;
- Combining the Agenda and Report and Charter committees;
- Splitting the Treatment and Accessibilities committee and moving the Treatment function to the Cooperation with the Professional Communities committee;

There was also consideration of an option that left the committee structure as is, but allowed items submitted by the Fellowship to be forwarded to any committee.

If there is going to be a significant change to the number, composition and scope of Conference committees, it might be better done in the larger scheme, considering the committee system at both the Conference and Board levels. The review and approval of the General Service Board would be sought before proposing any such major changes.

In conclusion, the trustees' Committee on the General Service Conference requires more time to continue to review options in order to create a workable plan for the equitable distribution of the workload of Conference committees by combining and/or creating committees.

2018 Conference Committee on Policy/Admissions

AGENDA ITEM F: Consider request to develop a policy on the use of the Conference dashboard.

Background note:

From the January 27, 2018 minutes of the trustees' Committee on the General Service Conference:

The committee considered a request that a policy for the use of the Conference dashboard be developed. The committee discussed the confidentiality of General Service Board and General Service Conference communications and agreed to forward to the 2018 Conference Policy and Admissions Committee a request that a policy for the use of the Conference dashboard be developed.

Background attached:

1. 11.16.17 Request from delegate Area 15/South Florida.

From: Annie C., Delegate
Sent: Thursday, November 16, 2017 11:29 AM
To: Conference

Subject: Discussion Topic - Policy & Admissions

Greetings

I hope this email finds you in great health & spirit. Having just experienced my first General Service Conference I was truly amazed at the process and all the work that everyone from staff and staff assistants to Delegates to Trustees does. I also observed some things through the course of the year that have caused me to pause and think.

Our methods of communication have greatly improved over the decades and our Fellowship receives information much faster than in the past. While this may be a good thing, at times it can also have an adverse reaction.

I am specifically speaking of the Conference Dashboard. The idea is wonderful, but what purpose does it really serve? Unfortunately, I have seen many items distributed to the Fellowship that are labeled For Conference Members, Minutes and Proposed Agenda Items are shared with the Fellowship and worse on social media. This is troubling and causes unnecessary resentments.

As a first year Delegate, I took my responsibility seriously. I would like to ask that a Discussion Topic be placed on the Conference Committee Agenda for Policy & Admissions pertaining to the development of a Policy for the use of the Conference Dashboard.

Thank you for all the work you do!

Love & Service,

Delegate, Panel 67, Area 15
South Florida
Policy & Admissions

2018 Conference Committee on Policy/Admissions

AGENDA ITEM G: Discuss the following question from the trustees' International Committee: "Does the U.S./Canada [service structure] have a role/responsibility in assisting in the development of A.A. structures around the world through sponsoring other countries via direct invitations to observe our General Service Conference."

Background notes:

From the January 28, 2018 minutes of the trustees' International Committee:

General Service Conference observers: The committee discussed the current policy and process regarding General Service Conference (G.S.C.) observers as well as considered the effectiveness of receiving requests from other structures to observe our G.S.C. The committee agreed that allowing the U.S./Canada General Service Board to select and invite other structures to observe our G.S.C., would be a proactive approach that could be more effective. The committee agreed that discussion of existing practices and Conference Advisory Actions by the G.S.C. would be helpful.

The committee recommended that the General Service Board forward a request to the 2018 Conference Policy and Admissions Committee to discuss the following topic: Does the U.S./Canada have a role/responsibility in assisting in the development of A.A. structures around the world through sponsoring other countries via direct invitations to observe our General Service Conference?

Currently admission of observers to the General Service Conference is granted upon request and is under the purview of the Committee on Conference Policy/Admissions as indicated in the committee's Composition, Scope and Procedure document. Here is scope of the Committee on Conference Policy/Admissions:

Scope

Established by 1952 Conference: "That the Conference limit and define this committee's responsibilities to cover only matters of policy pertaining to the Conference itself"; enlarged in 1965 to include "and such other matters as may properly be placed before it." Further amended in 1974 as follows: "Accepted the recommendation of the Agenda/Admissions Committee that the 'admissions' function of that committee be transferred to the Committee on Conference Policy."

Admissions function: Is responsible for reviewing all requests for admissions to the Annual Meeting of the General Service Conference.

The Admissions Committee was formed in 1955 when the Conference Charter was accepted as permanent.

Background Attached:

1. 1966-2016 History of Advisory Actions on G.S.C. guest observers
2. 1-9-08 Memo from Archives re. GSC Guest Observers
3. Role of Observers at the General Service Conference - Sample guide from a past Conference

Advisory Actions on G.S.C. Guest Observers

2016

It was recommended that:

Mykhailo A., past World Service Meeting delegate, and Yury T. from Ukraine be admitted to the 66th General Service Conference as observers.

2012

It was recommended that:

Satander B. and Daler M. from the General Service Board of India be admitted to the 62nd General Service Conference as observers.

2011

It was recommended that:

Oscar C. B. and Jesus Cesar P. S. from the General Service Structure of Peru be admitted the 61st General Service Conference as observers.

Sheila D. and Martin B. from the General Service Structure of Great Britain be admitted the 61st General Service Conference as observers.

2010

It was recommended that:

Angel A. C. and Carlos J. H. from the General Service Board of Venezuela be admitted to the 60th General Service Conference as observers.

2009

It was recommended that:

Claudio M. T. da S. from the General Service Board of Brazil, Mario V. C. from the General Service Board of Colombia and Plinio B. P., Manager, G.S.O. Colombia, be admitted to the 59th General Service Conference as observers.

2008

It was recommended that:

José T. R. L. and Elfidio Q. O. from the General Service Board of Central Mexicana; Louise F. from the General Service Board of Great Britain and Ann N., general secretary G.S.O. Great Britain, be admitted to the 58th General Service Conference as observers.

Representatives from other National A.A. service entities be granted admission as observers upon their request to the annual General Service Conference of the United States and Canada; that admission is not to exceed three countries and two

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representatives per country; that the request for admission be made through the General Service Office in New York; and that decisions regarding responsibility for guest observer expenses be at the discretion of the General Service Board.

2006

It was recommended that:

Valerie M., General Manager of the G.S.O. for Australia, and Noriaki N., General Manager of the G.S.O. for Japan, be admitted to the 56th General Service Conference as observers.

Current General Service Board members and G.S.O. staff members from other countries be granted admission as observers upon their request to the annual General Service Conference of the U.S. and Canada; that admission is not to exceed two countries and two representatives per country, one being a Board member and/or one G.S.O. staff member at each General Service Conference; that the request for admission be made through the General Service Office in New York; and that decisions regarding responsibility for guest observer expenses be at the discretion of the General Service Board.

2003

It was recommended that:

Jim K., general secretary, G.S.O. Great Britain, and Ann N., general secretary elect, G.S.O. Great Britain, be granted permission to attend the 53rd General Service Conference as observers.

2001

It was recommended that:

Günther H., General Manager of the G.S.O. for Germany, be admitted to the Conference as an observer; and that Maxi K., staff member in the German G.S.O., also be admitted to the Conference as an observer and translator for Gunther.

An observer's attendance at Conference Committee meetings and Delegates Only Meetings would need individual committee approval.

1998

It was recommended that:

Martha van den A., chairperson of the General Service Board in the Netherlands and a World Service Meeting delegate, be invited to attend the 48th General Service Conference as an observer.

1997

It was recommended that:

Michaela K. T., from Slovakia, be granted permission to attend the 47th General Service Conference as an observer.

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1995

It was recommended that:

Trevor H., General Service Trustee from Australia, be granted permission to attend the 1995 General Service Conference as an observer.

1988

It was recommended that:

Ron C., General Service trustee, Australia, be admitted to the 38th General Service Conference, as an observer.

1977

It was recommended that:

Current general service board and staff members from foreign countries be granted admission as observers, upon request, to the annual General Service Conference of U.S. and Canada; not to exceed one representative per country, at their own expense; and that the request be made through the General Service Office in New York.

1966

It was recommended that:

When A.A. groups or service boards overseas wish to have an observer present at the Conference, they be requested to send someone who is an A.A. members and also a legal resident of the country wishing representation.

Memorandum

Date: January 9, 2008
To: Doug R.; Greg M.
From: Archives Staff
Re: Foreign (International) Observers Attending the General Service Conference

In accordance with its Scope, the Admissions function of the Conference Policy/Admissions Committee is responsible for reviewing all requests for access to the Annual Meeting of the General Service Conference. We have extracted all pertinent Conference Advisory Actions related to the subject of foreign (international) visitors and listed these below, commencing with the earliest, for the following years: 1956, 1962, 1966, 1977, 1979, 1988, 1995, 1997, 1998, 2001, 2003, 2006.

General Service Board recommendations also appear in concert with the respective Advisory Actions, where applicable.

Advisory Actions: Policy and Admissions Committee:

1956

- Foreign representatives who have attended the General Service Conference as observers, should receive all Conference mailings for a ten-year period.
- Qualified "observers" from overseas areas be admitted to the 1957 Conference. (Floor Action)

Background:

Report of Policy Committee, October 23, 1955

"That two proposals be sent to Delegates be sent to Delegates: ...

[Proposal #1 is unrelated]

2 – Should foreign visitors be allowed to attend the 1956 Conference as observers only, having no vote, and paying their own expenses?"

The following letter provides corroborating information with regard to the 1956 Advisory Action above:

Date: January 30, 1956
From: Marian F., Conference Secretary
To: Mary Lu S., member of Admissions Committee

"Proposal #16 foreign visitors, upon request in writing, being permitted to attend the 1956 General Service Conference as observers only, without voice or vote in the deliberations of the meeting met with the unanimous approval of those Delegates who responded.

"I thought you, as a member of the Admissions Committee of the General Service Conference, would wish to be informed that the Board of Trustees at their Quarterly Meeting on Monday, January 23rd therefore approved this action. It is of course, understood that expenses of such visitors cannot be borne by the Conference or General Service Headquarters and that no more than two foreign visitors will be permitted as observers from any one country."

1962 (Admissions Committee)

- **Favors the opinion of the 1962 Conference that an Internationalist be selected by their group to attend the annual meeting of the General Service Conference as an observer without vote, starting in 1963.**

1966

- **When A.A. Groups or service boards overseas wish to have an observer present at the Conference, they may be requested to send someone who is an A.A. member and also a legal resident of the country wishing representation.**

1977

- **Current general service board staff members from foreign countries be granted admission as observers, upon request, to the annual General Service Conference of U.S. and Canada, not to exceed one representative per country, at their own expense; and that the request be made through the General Service Office in New York.**

1988

- **Ron C., General Service trustee, Australia, be admitted to the 38th General Service Conference, as an observer.**

1995

- Trevor H., General Service Trustee from Australia, be granted permission to attend the 1995 General Service Conference as an observer.

1997

- Michaela K. T., from Slovakia, be granted permission to attend the 47th General Service Conference as an observer.

1998

- Martha van den A., chairperson of the General Service Board in the Netherlands and a World Service Meeting delegate, be invited to attend the 48th General Service Conference as an observer.

2001

- Günther H., general manager of the G.S.O. for Germany, be admitted to the Conference as an observer; and that Maxi K., staff member in the German G.S.O., also be admitted to the Conference as an observer and translator for Günther.

2003

- Jim K., general secretary, G.S.O. Great Britain, and Ann N., general secretary elect, G.S.O. Great Britain, be granted permission to attend the 53rd General Service Conference as observers.

2006

- Valerie M., general manager of the G.S.O. for Australia, and Noriaki N., general manager of the G.S.O. for Japan, be admitted to the 56th General Service Conference as observers.

Current General Service Board members and G.S.O. staff members from other countries be granted admission as observers upon their request to the annual General Service Conference of the U.S. and Canada; that admission is not to exceed two countries and two representatives per country, one being a board member and/or one G.S.O. staff member at each General Service Conference; that the request for admission be made through the General Service Office in New York; and that decisions regarding responsibility be at the discretion of the General Service Board.

Advisory Actions: Report and Charter Committee:

1979

- The following sentence be included in The A.A. Service Manual in an appropriate place other than under Composition (of the Conference): "Foreign visitors as the Conference may wish to invite may attend as observers only."

Advisory Actions: Concerning Other Countries and World Service Meetings:

Note: Actions listed under this General Category are also listed under the committee of origin, the Policy and Admissions Committee. Thus it seemed redundant to list the same Advisory Actions twice.

Other References:

General Service Board Policy Committee, January 1959

"Further, that those persons appointed as foreign observers in the past be permitted to attend the 1959 Conference, but that no further foreign observers be appointed.

"All corresponding members and observers are to pay their own travel, hotel bill and meals other than those furnished for Conference Delegates."

General Service Board Minutes – International Committee, January 1964

"The committee also recommends G.S.B. and G.S.C. discussion on the following plan:

"That, following 1964, no more Observers from countries outside the North American continent be invited to attend, at their expense and without vote, the Annual Meeting of the General Service Conference for these reasons –

- a. Results do not indicate much has been accomplished by this plan for familiarizing Observers with Service Structures and Functions.*
- b. Language difference makes impractical.*
- c. Conference discussion not necessarily germane to their problems.*

d. It is felt that other approaches to assisting them will be more effective such as Spanish Workshop or some similar plan."

"Subsequent to its recommendation, the International Committee reported its discussion during the proceedings of the 1964 General Service Conference. The report reads, in part:

"In the past, the General Service Office has invited certain countries outside the North America continent to send an Observer to the Annual Meeting on the General Service Conference.

"As a result of considerable study, the committee believes that not much has been accomplished by this plan.

"The committee believes that the needs of foreign countries can be served much better by some plan as the one above. We recommend against issuing invitations to foreign countries to send Observers to the Conference in the future. If a foreign country asks permission to send a representative, we believe the request should be granted."

General Service Board Policy Committee, April 1966

"It was unanimously moved to adopt the International Committee's recommendations in reference to the Overseas Conference Observers, namely, that:

'When a country wishes to have a foreign observer, the foreign observer be a legal resident of the county and a member of A.A.'"

General Service Board minutes, November 1976

"The Board was also in agreement with recommendation No. 35 regarding the possibility of having observers from abroad attend the General Service Conference."

Background:

At the 1976 World Service Meeting, delegates in attendance suggested that the General Service Conference of the United States and Canada explore the possibility of having Overseas Board and G.S.O. staff members attend the Conference as observers.

General Service Board minutes- Trustees' Committee on the General Service Conference, February 1997

"The committee discussed a request from the Conference Policy/Admissions Committee to develop guidelines for Conference observers. The committee asked the staff to prepare a first draft of guidelines for their July meeting and to inform the Policy/Admissions Committee their request will be worked on during the coming year."

Note 1: Background documents with regard to the above statement are attached.

Note 2: The "guidelines" may not have been actually prepared. We found no documentation alluding to its existence. Upon speaking with a GSO Staff member whose experience spans 15 years, the individual agrees that the "guidelines" may not have been developed.

Research compiled January 9, 2008/Archives Staff

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POLICY/ADMISSIONS

Item G

Doc.3

Role of Observers at the General Service Conference of the U.S./Canada Structure

We are glad that you will be joining us as an observer at the General Service Conference of A.A. in the U.S. and Canada. At the Conference, observers are welcome to sit in on all of the general sessions. A table will be set up in the back of the general session room, so that you will have a workspace. In addition, you are welcome to observe Conference committee meetings (with committee permission), a corporate board meeting, and a Workshop session. Because the Conference is the opportunity for the group conscience of A.A. in the U.S. and Canada to be developed, we ask that observers not share or participate in committee, workshop, or general sessions.

Before the start of the Conference, the Conference coordinator will be in touch to discuss choices of committees which you would like to attend. We ask that you stay in a committee room for a whole session, rather than moving from room to room.

Here is an overview of the meetings during that Conference that you may choose to attend:

Sunday afternoon: Most of the Conference committees meet in joint session with their corresponding trustees' committee. These meetings take place in three shifts, and you are welcome to sit in on one meeting each shift. This meeting provides an opportunity for the committee members to meet each other and for Conference committee members to ask questions about the work of the trustees' committee over the year.

Monday morning: Conference committees meet separately and begin work on their agendas.

Tuesday morning: Conference committees meet separately and complete work on their agendas.

Wednesday morning: Conference members convene in sections to discuss Workshop topics.

Wednesday evening: Secondary Conference committees (Archives and International Conventions/ Regional Forums) meet in joint session with their corresponding trustees' committees.

Thursday evening: The A.A. World Services and A.A. Grapevine corporate boards meet.

Your contact for travel and hotel arrangements will be the staff member on the International assignment at G.S.O., (international@aa.org, (212) 870-3021) Questions about the Conference itself, or the schedule may be directed to the Conference Coordinator (conference@aa.org, (212) 870-3122).

We look forward to your attending the Conference.