

## Area 62 Assembly Info Sheets

**Area 62 Structures & Procedures:** The official document describing Area 62 membership, meetings, officers, elections, voting, committees, budgetary matters and procedures. This document reflects all the Area 62 decisions that the voters have made to date.

(Full title: *Suggested Procedures of the South Carolina General Service Assembly of Alcoholics Anonymous*---see at [www.area62.org](http://www.area62.org) or ask your D.C.M. for a copy.)

**A Voice and a Vote: Who may speak (any time) and who may vote (on Sundays) at Assemblies:**

The VOTING members of Area 62 are: G.S.R.s, or their acting Alternates, D.C.M.s or their acting Alternates, Elected Area Officers

Those with A VOICE at Area are: G.S.R.s or their acting Alternates, D.C.M.s or their acting Alternates, Elected Area Officers, former Area Officers, Area Committee Chairs and those called upon by the Chairperson.

***NOTE: All Assembly Meetings are open to All Attendees.***

**Assembly Rough Order of Business: SATURDAYS (Morning until Evening)**

- Morning first thing: Host District(s) chair an A.A. discussion meeting.
- Morning: The G.S.R.s, D.C.M.s, Standing Committees, the Convention Committee and various other groups meet to discuss pertinent Area 62 issues for each of these types of service commitments.
- After Lunch: The assembly opens. The business includes reports from the morning meetings. At very busy assemblies, D.C.M. reports about their Districts are also included on Saturday rather than on Sunday.
- Afternoon: Workshop(s) are organized by the Alternate Chairperson.
- Evening: The Host Committee presents an A.A. speaker meeting.
- Evening: various informational and social activities.

**Assembly Order of Business: SUNDAYS (Morning until we finish)**

- The Business Meeting begins with Officer reports, usually followed by D.C.M. reports and G.S.R. Time (Opportunity for G.S.R.s to ask questions, express concerns or any other comments about the Assembly and Area 62.)
- There is an announcement of the quorum (based on voters present—ALL VOTERS SIGN IN BEFORE ASSEMBLY STARTS) to see if business can be conducted.

*NOTE: QUORUM FOR AREA 62 = two thirds (2/3) of the average attendance of all GSRs or Alternate GSRs at the four (4) immediately preceding meetings.*

- Old Business and New Business proceeds. **Old business** includes carried-over motions, action items and discussion topics from past assemblies. **New business** may include recognition of new districts or re-aligned groups, as well as new motions, new discussion topics and new proposals.

***NOTE: In Area 62 we usually use a modified, “loose”, form of Robert’s Rules of Order for conducting our business meetings. That means we agree to follow certain structures, but we don’t go overboard trying to be perfectly organized. Each Chairperson brings his/her own flavor to the order of business. It is the right and responsibility of everyone with a voice at Assembly to express concerns, questions and comments about the Assembly business meetings.***

**New Motions that propose changes to Area Structures & Procedures (New Business-Sundays):**

- Only G.S.R.s or their acting alternates may propose motions that change the Structures & Procedures.
- A written copy of the EXACT wording of the motion is required. (A suggested motion form is provided at the end of this document)
- These motions are presented in New Business, at the very end of the Assembly on Sundays before the Assembly closing.
- These motions must be presented by a G.S.R. or their acting Alternate. The proposer approaches the mike and informs the Chairperson that he/she has a new motion. (NOTE: THE PROPOSER DOES NOT READ THE MOTION NOR EXPLAIN IT IN ANY WAY-so as to avoid a one-sided argument that is FOR the motion.)
- The Chairperson asks the proposer to take the written motion from the microphone to the Secretary.
- The Secretary reads the motion.
- The proposal is automatically tabled until the next assembly for further study by the groups, districts and committees. IT IS NOT DISCUSSED until the next Assembly.
- Once a motion is brought back to the table at the following Assembly, discussion begins in Old, Or New Business on Sunday.
- A motion must be voted on and resolved before the next order of business can be taken up.

**Motions from prior Assembly to be voted upon (Sundays):**

- The motion is read by the Secretary.
- The Chairperson calls on the G.S.R. who proposed the motion to speak for the motion.
- The Chairperson calls for discussion of the motion and then calls for a vote OR...
- At any time, a G.S.R. or their acting Alternate may **Call for a Vote** or **Call The Question** (which means, may we stop discussing this motion now?)
- Call for a Vote/Question must be seconded by another G.S.R. or acting Alternate G.S.R.
- The Chairperson then calls for a vote about whether or not to end discussion.
- If the Call to Vote/Question passes by 2/3 of the voting members, voting for and against the motion proceeds.
- If the Call to Vote/Question fails by 2/3 of the voting members, discussion continues until the next Call to Vote/Question comes in and is voted upon.

**Minority Opinion:** After each vote, anyone who voted in the MINORITY may add any comments that were not spoken during the discussion. Sometimes there is a call to reconsider the vote after such minority opinions. This **Call to Reconsider** must come from a member who voted in the MAJORITY and must be seconded by another member who voted in the MAJORITY. A vote can then be taken to reconsider. If 2/3 in favor of reconsideration, discussion is then re-opened and another vote taken.

**Sense of the Assembly:** For discussions and decisions that do not involve changing the stated Structures & Procedures but may potentially change other traditional procedures, the Chairperson may ask for vote in but not limited to New Business. Majority rules usually in these cases.

### **Additional Information for G.S.R.s and D.C.M.s at Area 62 Assembly Meetings**

On Saturday mornings, the G.S.R.s & D.C.M.s of all the groups meet at each Assembly to share experience, strength and hope with each other to get support to do their jobs, finding solutions to problems, generate new ideas, etc. The host committee District(s) provide a chairperson to chair the G.S.R. meeting and the D.C.M.s elect a D.C.M. Chair to do so. Both report to the Assembly after lunch about the meeting. The Area Officers and Past Officers will be available to lend Area 62 experience or clarification of matters that the G.S.R.s & D.C.M.s might need.

During G.S.R. sharing time on Sunday, any G.S.R. or their acting Alternate may speak for a few minutes to ask a question, express a concern or comment on the proceedings of the Assembly or about the Area. For group announcements, flyers may be placed on the flyer table rather than announced at G.S.R. sharing time.

At any time during the Assembly, any member with a VOICE may come to the microphone to request recognition by the Chairperson so as to ask a question, express a concern, state an opinion, ask for clarification of any issue or make a comment. This is the right and responsibility of every Trusted Servant. It is proper etiquette to approach a microphone and wait to be recognized by the Chairperson. It is also helpful if one does not repeat anything that has already been said. Stating one's name and service position is necessary.

Motion to Change/Add to Area 62 Structures & Procedures

Name \_\_\_\_\_ Position: \_\_\_\_\_  
Group \_\_\_\_\_ District: \_\_\_\_\_ Date: \_\_\_\_\_

Article Number & Section or Addendum of current S & Ps (if proposing a change):

\_\_\_\_\_

New Article Number & Section or Addendum (if proposing a brand new Article or Section):

\_\_\_\_\_

Existing Article & Section or Addendum exactly as it reads now:

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Proposed change(s) exactly how it is proposed that it read.

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