

**CALIFORNIA NORTHERN
INTERIOR AREA 07**

CNIA Service Material Book

PANEL 70
2020/2021 Calendar Years

SERVICE MATERIAL BOOK

Table of Contents

SECTION 1

Duties for Elected Officers
Duties for Appointed Area Positions
Guidelines for Standing Committees
How We Conduct Business

SECTION 2

Election Procedures
Resumé Form

SECTION 3

GSR Handbook

SECTION 4

Assembly Guidelines
Assembly Bid Form

SECTION 5

Compilation of Past Area Actions

SECTION 6

Past Delegate List
CNIA History
NCCAA History

PREFACE TO THE 2020 EDITION

This edition of the California Northern Interior Area (CNIA) Service Material Book was updated in 2019. It was originally prepared in 2002, which was based on the 1998 Handbook. Sections were updated for accuracy of numbers, current policy, and current job descriptions.

The Service Material Book is suggestive only.

California Northern Interior Area

CNIA is one of six A.A. General Service Areas in California and extends from the Oregon border through the inland valleys south to Kings and Tulare Counties. CNIA contains 28 active Districts, including four Spanish Language Districts. In many cases, a District covers one county; however, some Districts include two or three counties. In some counties, there are more than one District, such as Sacramento County, which has five Districts, and Fresno County, which has three Districts. As of July 2019, there are 1753 listed groups, of which 203 are active unknown (no General Service Representative (GSR)/contact provided).

Duties for Elected Area Officers

The following pages contain brief Job Descriptions of each of the CNIA Area Elected Officers. Described herein are the expectations common to ALL of the Offices (in addition to the corresponding sections of the *A.A. Service Manual*).

- A. To attend all Area Committee Meetings, Assemblies, Officers' Meetings, and special meetings as may arise concerning Area business as a participating and voting member.
- B. To continue reading and developing familiarity with A.A.'s Twelve Traditions and history as found in the *A.A. Service Manual*, the Twelve Concepts for World Service, *A.A. Comes of Age*, and other literature concerning A.A. history.
- C. To maintain a willingness and availability to serve on panels put on by Districts and other A.A. entities, as requested. To attend District Meetings as a CNIA Officer, when requested.
- D. To cooperate with the Area Delegate and other Area Officers in discussing the state and needs of the Area.
- E. To regularly report to the Area any activity or information related to their position concerning Area business.
- F. To maintain expense records with regard to mileage, lodging, telephone, postage, and other necessary expenses for reporting to the Area Treasurer within 30 days.

- G. To be available to attend all Regional and Area service functions.
- H. Be available to participate in a “pass-it-on” for the incoming Officer.
- I. To provide the leadership necessary to foster a sound service structure in the Area.

Area Chairperson

- A. To conduct all Area Committee Meetings and business portions of Area Assemblies:
 - 1. Responsible for adherence to agenda schedule.
 - 2. Responsible for overseeing Assemblies.
- B. To submit agendas for Committee and business portions of Area Assemblies.
- C. To coordinate with the Alternate Chairperson in preparing for and planning of Area Assemblies.
- D. To keep the Area informed of all motions and/or recommendations made and all actions taken by the Area Committee and Area Assemblies, via *Accents/Acentos* or, when time is a factor, the use of personal written correspondence, telephone, or e-mail.
- E. Be available, when requested by Delegate, to attend all Northern California Council of Alcoholics Anonymous (NCCAA) Conferences as a member of the NCCAA Steering Committee and coordinate service activities with the California Northern Coastal Area (CNCA).
- F. To submit a summary of all Area Committee and Assembly actions as a separate item for publication in the *Accents/Acentos*.
- G. To review and approve the final copy of the *Accents* prior to distribution.
- H. To maintain and update this *Service Material Book*.
- I. To appoint and oversee the activities of the Appointed Area positions: *Accents/Acentos* Publisher, Archives Chair, Bridging the Gap Chair, *Grapevine/La Viña* Chair, Literature Chair, Verbal Translation Chair, Written Translation Chair, eServices Committee Chair and members; and members of the Finance Committee.
- J. To give the incoming Area Committee a copy of this document, including the detailed description of the duties of office and other Area Officers - prior to the new Panel term (January 1 of the year following the Election Assembly).

Area Alternate Chairperson

- A. To perform the duties of the Area Chairperson in his/her absence.
- B. To serve as the Area Assembly Coordinator:
 - 1. To work with the Host District in planning and conducting the Area Assemblies (four are held every year).
 - a. January - 2 days.
 - b. April - 2 days (Pre-Conference Assembly, GSRs report to the Delegate).
 - c. May - 2 days (Post-Conference Assembly, Delegate reports to the Districts and the GSRs).
 - d. October/November - 3 days (November odd year is the Election Assembly and October even year is the Mini-PRAASA Assembly).
- C. To assist in scheduling and conducting the GSR School as requested by District Committee Members (DCMs).
- D. Store sound equipment, and bring to Area Assemblies, Area Committee Meetings (ACMs), and other Area functions as requested. If unable to do this, must make alternate arrangements.
- E. Submit the agenda for all the Area Assemblies.
- F. To conduct all non-business portions of the Area Assemblies and ACMs.

Area Delegate.

- A. To know and understand the feelings and the informed conscience of the members within the Area concerning the General Service Conference Agenda items.
- B. To enhance the communications from the Groups to the General Service Conference and back.
- C. To attend the General Service Conference, prepared to express the conscience of the Area as a result of having presented and discussed the Conference Agenda items throughout the Area during the months preceding the Conference.
- D. To attend the Pacific Region A.A. Service Assembly (PRAASA), Pacific Regional Forums, and where appropriate, other Regional or State service functions
- E. To attend all Northern California Council of Alcoholics Anonymous (NCCAA) Conferences as a member of the NCCAA Steering Committee and coordinate service activities with the California Northern Coastal Area (CNCA).

- F. To send a list of the newly elected Panel of Area Officers to the Conference Coordinator immediately following the Election Assembly.

Area Alternate Delegate

- A. To perform the duties of the Area Delegate in his/her absence.
- B. To assist and work closely with the Delegate on the Agenda Items and Actions of the General Service Conference as well as other information supplied by the Delegate and the General Service Office.
- C. To serve as requested as Chairperson for Public Information and Cooperation with the Professional Community (PI/CPC).
- D. To reach out to the fellowship to foster awareness of PI/CPC and create a better understanding of what we can do to better reach the alcoholic who still suffers.
- E. To encourage and attend District Workshops and Sharing Sessions on PI/CPC as requested.
- F. To maintain PI/CPC supplies.
- G. To serve as requested on the eServices committee.
- H. Maintain a PI/CPC District contact list.
- I. Set up PI/CPC display at all assemblies.
- J. Assist Secretary in taking notes at Pre-Conference Assembly.

Area Recording Secretary

- A. To take minutes and maintain approved minutes of all business at Area Committee Meetings and at Area Assemblies.
- B. To assure that the minutes are sent to the *Accents/Acentos* Publisher and Written Translation Chair on time.
- C. To submit a copy of all approved minutes to the Area Archives at the end of each calendar year.
- D. To have available at each Area Committee Meeting and each Area Assembly a complete file of all minutes of Area business of the current and immediate past panel.
- E. To assist with Area correspondence when requested by the Area Committee.
- F. To maintain security of the audio recordings of Area business and delete them after the relevant minutes have been approved.

Area Treasurer

- A. To remind and encourage the A.A. Groups of their financial responsibility to support District, Area, and GSO, and the spiritual significance of self-support.
- B. To receive, record, deposit, and report all income received by the Area, acknowledging each in writing. Check the PO Box or arrange to receive mail regularly. Contributions received should be deposited and recorded in a timely manner.
- C. To maintain a list of contributions to be submitted quarterly to the DCMs.
- D. To make timely disbursements for such purposes as determined by the approved Area Budget and to maintain records thereof.
- E. To maintain bank accounts with other Area Officers as signatories.
- F. To submit monthly operating statements to include a summary of the Area's receipts for publication in the *Accents/Acentos*, so that they are available for review at Area Assemblies and ACMs.
- G. To prepare and present the proposed Annual Area Budget with assistance from the Area Officers and the Area Finance Committee following the Budget Preparation Schedule.
- H. To assure that proper tax reporting is performed as required with the assistance of a CPA. This includes updating the 501C3 form on an annual basis.
 - 1. Prior year Sales Tax due to Board of Equalization due January 31st – Schedule A-1
 - 2. Three Annual Tax Filings, each are due by May 15th:
 - a. Department of the Treasury – Form 990 – EZ
 - b. Franchise Tax Board – Form 199
 - c. Registry of Charitable Trusts – Form RRF - 1
- I. To serve as a member of the Area Finance Committee.
- J. Provide financial statements and bank statements to the Finance Committee quarterly for review (per Finance Committee duties).
- K. Prepare Final Revenue and Expense Statement and Final Balance Sheet and make available by the Winter Assembly.

Area Registrar

- A. To maintain a current list of all Groups known to the Area, listed with the General Service Office (GSO) in New York. This includes contact information for the Groups, whether they are GSRs or Group Contacts.
- B. To receive all changes in Area information and either update FNV, or notify GSO promptly.
- C. To distribute the following to DCMs:
 - A list of all current Groups on record with the Area for their Districts.
 - Any Group information coming from GSO to the District or Groups through the Area.
- D. To inform and educate the DCMs and GSRs about forms used by the Area and/or GSO and why they are necessary.
- E. To provide lists of all current DCMs to the Area Officers.
- F. To produce and deliver a postal and e-mail list, for *Accents/Acentos* to the *Area Accents/Acentos* Publisher on time.
- G. To produce special reports or mailing lists as may be needed by other Area Committee members.
- H. To assist the Area Treasurer in researching and correcting Group Information pertaining to meeting location, group number, and district.
- I. To retain and maintain a current working copy of the Area Map.
- J. To serve as a vital link in the “New Group Listing Process,” making process enhancements where it better serves the groups. Current steps include the following:
 - Registrar forwards all pending Group notices from the GSO Records Department to the appropriate DCM.

Duties for Appointed Area Positions

The appointed positions are selected by the Area Officers and are appointed by the Area Chairperson at the beginning of each panel. They are expected to be at all assemblies, but they are not required to attend Area Committee Meetings unless they choose to do so. Because they serve the Area through the Area officers, they do not have a vote. The following pages contain brief Job Descriptions of each of the CNIA Appointed Positions. Described herein are the expectations common to ALL of the Appointed Positions (in addition to the corresponding sections of the *A.A. Service Manual*).

- A. To continue reading and developing familiarity with A.A.'s Twelve Traditions and history as found in the *A.A. Service Manual*, the Twelve Concepts for World Service, *A.A. Comes of Age*, and other literature concerning A.A. history.
- B. To maintain a willingness and availability to serve on panels put on by Districts and other A.A. entities, as requested.
- C. Give a written or verbal report at Area Assemblies.
- D. To maintain expense records with regard to mileage, lodging, telephone, postage, and other necessary expenses for reporting to the Area Treasurer within 30 days.
- E. To be available to attend all Regional and Area service functions.
- F. Be available to participate in a "pass-it-on" for the incoming Appointed Position.
- G. To provide the leadership necessary to foster a sound service structure in the Area.

Accents/Acentos Publisher

- A. To keep the Area *Accents/Acentos* within the framework of its stated purpose:
 - 1. To keep the Area informed of all motions and/or recommendations made and all actions taken by the Area Committee and Area Assemblies.
- B. To coordinate with the Area Treasurer for funding of printing and mailing cost.
- C. To publish the Area *Accents/Acentos* in a readable fashion including design and layout.
- D. Coordinate with the Written Translation Chair for the *Acentos*.
- E. Coordinate with the Registrar to update the *Accents/Acentos* postal and email lists.

- F. Submit *Accents/Acentos* to Area Chair for approval prior to distribution.
- G. Attend Area Committee Meetings as requested by the Chairperson.
- H. Keep informed of Finance Committee's budget preparation schedule. Provide adequate space and timely publication of the proposed annual Spending Plan, and minutes covering the discussion of the Spending Plan.
- I. Email the *Accents/Acentos*.

Accents Publishing Schedule

The following documents are due the week following the ACM or Assembly.

- Previous ACM or Assembly minutes
- Chair's Report
- Agenda
- Articles as requested by the Area Chair

Send to the Written Translation Chair as soon as the documents are received.

The Spanish translations are due 14 days before the ACM/Assembly

The treasurer's report is due in English and Spanish between 11-14 days before the ACM/Assembly or as soon as possible after the end of the month. *Some mailing schedules may require that the report be submitted before the end of the month.*

Assembly flyers must be approved by the Area Alternate Chair before they are published in printed and PDF format and online at cnia.org. Assembly flyers are due to the Accents Publisher and Written Translation Chairperson by the 15th of the month prior to publication. Flyers are published 3 months prior to the event.

More information is available in the "Assembly Guidelines" section of the CNIA Service Material Book.

The *Accents/Acentos* are sent to the printer/ mailing house 10 days before the ACM/Assembly for delivery before the ACM/Assembly. Request printed copies from the printer and bring them to the ACM/Assembly:

- ACM's: 15 *Accents* and 8 *Acentos*
- Assemblies: 50 *Accents* and 20 *Acentos*

Email the *Accents/Acentos* 5 days before the ACM/Assembly.

Email *Accents/Acentos* content in text format to E-services for publication online at CNIA.org – to be added to website 10 days before the ACM/Assembly

Archives Chairperson & Alternate Archive Chairperson

- A. Ensure that the Archives Center (located at 1807 Navy Drive, Stockton, California) is open to members for one Saturday of each month, for a period of four hours.
- B. Select, preserve, sort, and categorize materials at location above.
- C. Maintain and bring Archives displays to all Assemblies, District functions, and other A.A. functions that do not interfere with the Assemblies and District functions.
- D. Make oral tapes of histories for Archives files.
- E. Encourage donations of materials to CNIA Archives.
- F. Make recommendations of improvement needs at Archives Center.
- G. Be available to attend the National Archives Workshop. (Alternate Archives Chair)

Bridging the Gap Chairperson

- A. Encourage and support Bridging the Gap (BTG) activities at all CNIA local levels.
- B. Maintain and update an inventory of BTG materials, with prudence as a guide.
- C. Set up displays at Area functions, District functions, and other events that do not conflict with Area functions.
- D. At the Area level, manage BTG contacts (and intra-Area contacts). At the local level, encourage and support BTG contacts.
- E. Maintain correspondence with GSO.
- F. Be available to attend the annual BTG Workshop Weekend.
- G. Organize and coordinate the Annual CNIA BTG Workshop.

Grapevine/La Viña Chairperson

- A. Promote subscriptions to Grapevine and La Viña.
- B. Encourage groups and/or districts to appoint/elect Grapevine Representatives (GVR)/ La Viña Representatives (LVR).
- C. Set up displays at Area functions, District functions, and other events that do not conflict with Area functions.

- D. Maintain and update an inventory of materials, with prudence as a guide.
- E. Order materials from the *A.A. Grapevine / La Viña* using the account set up for Area.
- F. Charge sales tax from chart provided by the Area Treasurer.
- G. Maintain an updated list of District and Group GVR/LVRs.
- H. Keep a record of sales.
- I. Deposit proceeds from sales and mail deposit information to the treasurer.

Literature Chairperson

- A. Promote A.A. Conference-Approved and service material literature for use as resources.
- B. Set up displays at Area functions, District functions, and other events that do not conflict with Area functions.
- C. Maintain and update an inventory of materials, with prudence as a guide.
- D. Order materials from A.A. World Services using the account set up for Area.
- E. Charge sales tax from chart provided by Area Treasurer.
- F. Keep a record of sales.
- G. Deposit proceeds from sales and mail deposit information to the treasurer.

Verbal Translation Chairperson

- A. Coordinate verbal Spanish/English translation needs for the Area.
- B. Arrange/provide verbal translation at all Area Committee Meetings and Area Assemblies.
- C. Store, maintain, and transport Area translation equipment.
- D. Submit a report for each Area Committee Meeting.
- E. Coordinate with Written Translation Chairperson as needed.

Written Translation Chairperson

- A. Coordinate written Spanish/English translation needs for the Area.
- B. Computer literate and comfortable with basic word processing and email.

- C. Work in conjunction with the *Accents/Acentos* Publisher to provide a *Acentos* in a timely manner.
- D. Coordinate with Verbal Translation Chairperson as needed.

Guidelines for Standing Committees

The following pages contain a brief job description of each of the CNIA Standing Committees.

eServices Committee

- A. The eServices Committee members are selected by the Area Officers and appointed by the Area Chairperson, ideally no later than the February ACM of the new panel.
- B. The eServices Committee is comprised of one DCM, the Alternate Delegate or a Past Delegate, one Spanish-speaking member and two others with technical experience.
- C. Suggested experience for eServices Committee members:
 - 1. Have an understanding of A.A.'s Three Legacies;
 - 2. Have preferably served either as a GSR, a DCM, or an alternate thereof; or
 - 3. Have been active with Public Information and Cooperation with the Professional Community.

The eServices Committee shall address the communication needs of the Area, including, but not limited to, the public address system, the assisted listening and translation systems, area computers and area website. The eServices Committee will make budget recommendations as needed.

Finance Committee

- A. The Finance Committee members are selected by the Area Officers and appointed by the Area Chairperson, ideally no later than the February ACM of the new panel.
- B. The Finance Committee is composed of the CNIA Treasurer, three current DCMs, and a Past Delegate.
- C. The Past Delegate serving on the Committee does not have a vote.
- D. This Committee chooses its own chairperson from the DCMs on the Committee.
- E. Any proposal of unbudgeted or unanticipated financial impact (more than \$300) must be presented to this Committee for consideration. The Committee will pass

on its recommendation(s) to the Area Committee and/or Assembly as soon as possible.

F. Additional duties of the Finance Committee include:

1. Conduct quarterly reviews of treasury reports, including bank statements, and report to Area Assemblies and Area Committee Meetings. Study any financial situation (e.g., taxes) of the Area.
2. Assist the Treasurer in developing the annual budget.
3. Stress the 7th Tradition and Self-Support in the Area.

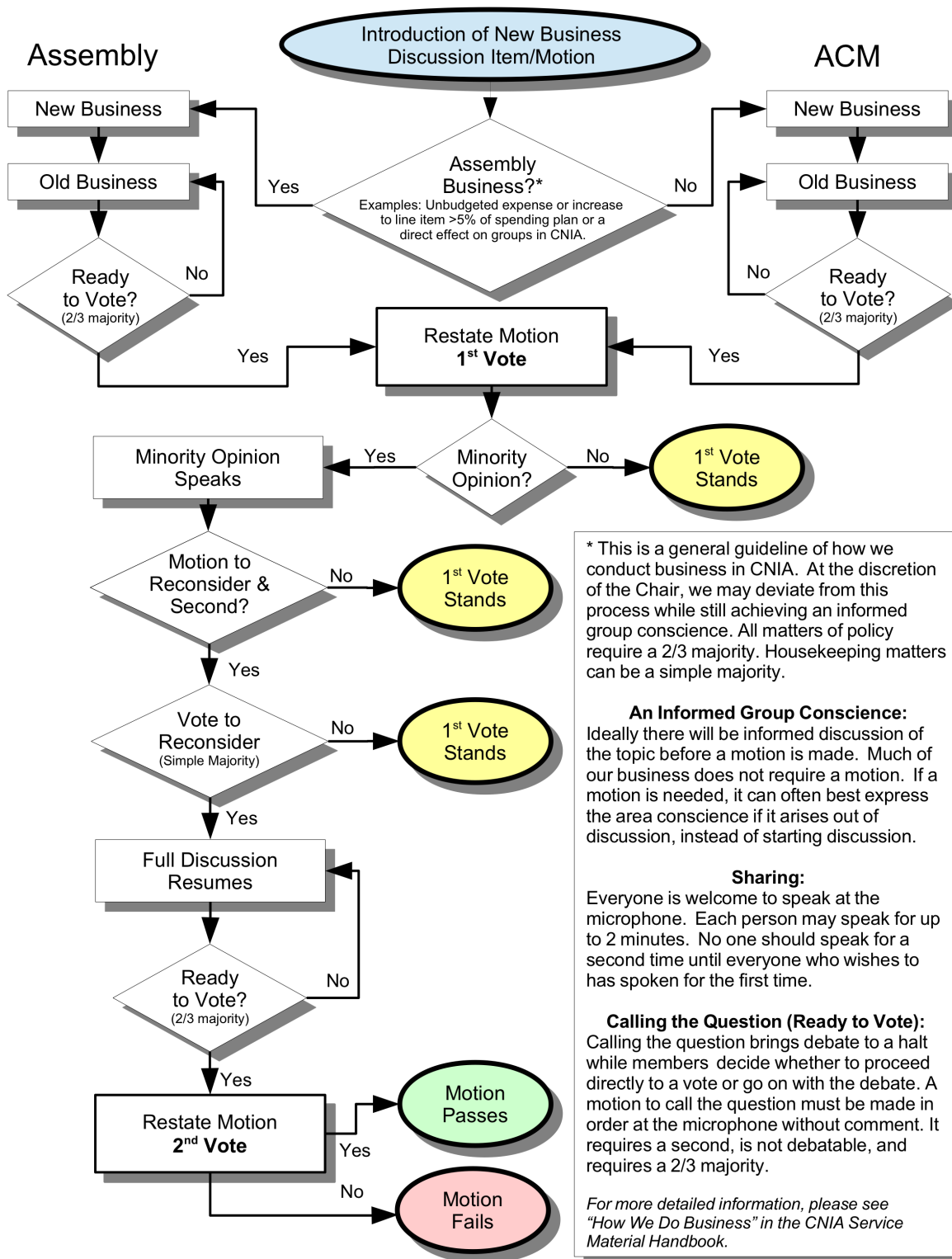
BUDGET PREPARATION SCHEDULE

Calendar Year

When	Who/Where	Action
June – even-numbered years	Treasurer/Finance Committee at ACM	Give Officers and Appointed Chairs estimated budget worksheets for their position.
June – odd-numbered years		Estimate Officer and Appointed Chairs expense for next year by using average of last three years.
August	Treasurer/Finance Committee at ACM	Present a draft budget for review and discussion. Changes brought to September ACM.
September	Treasurer/Finance Committee at ACM	After September ACM, budget with changes published in <i>Accents</i> to be voted on at either Mini-PRAASA or Election Assembly.
October/November	Treasurer/Finance Committee present budget to Assembly for approval.	Publish approved budget in December <i>Area Accents</i> .
November/December	Treasurer after Election Assembly makes adjustment in mileage based on new officers. Present changes at Winter Assembly.	Presents adjusted budget based on elections to Winter Assembly for approval. This can be done as part of Treasurer's Report.

An approved budget, sometimes referred to as spending plan, is in effect until replaced (in whole or in part) by another Assembly-approved action.

The Finance Committee has the discretionary authority to recommend increases to the ACM in budget line items and un-budgeted expenses they deem appropriate. These discretionary increases and expenditures must be approved by a two-thirds (2/3) majority vote of the ACM, and the total of all increases and expenditures cannot exceed five percent (5%) of the approved budget expenditures for the year. This discretionary authority should be used when un-budgeted expenses that must be incurred for the proper conduct of area business arise and when there will be no Area Assembly before the funds have to be expended.



* This is a general guideline of how we conduct business in CNIA. At the discretion of the Chair, we may deviate from this process while still achieving an informed group conscience. All matters of policy require a 2/3 majority. Housekeeping matters can be a simple majority.

An Informed Group Conscience:
 Ideally there will be informed discussion of the topic before a motion is made. Much of our business does not require a motion. If a motion is needed, it can often best express the area conscience if it arises out of discussion, instead of starting discussion.

Sharing:
 Everyone is welcome to speak at the microphone. Each person may speak for up to 2 minutes. No one should speak for a second time until everyone who wishes to has spoken for the first time.

Calling the Question (Ready to Vote):
 Calling the question brings debate to a halt while members decide whether to proceed directly to a vote or go on with the debate. A motion to call the question must be made in order at the microphone without comment. It requires a second, is not debatable, and requires a 2/3 majority.

For more detailed information, please see "How We Do Business" in the CNIA Service Material Handbook.

CNIA ELECTION PROCEDURES

Nomination

1. There will be one nomination period at the beginning of the election, when the résumé of each nominee will be read and his/her name will be available for all to view.
2. All current Area officers and District Committee Members (DCM) are eligible to stand without personal nomination.
3. All candidates must submit a written résumé to be read at the Election Assembly by the Election Chair.
4. Each District may submit the name of one additional nominee from that District; accompanied by a résumé. This nominee is eligible to stand for all elected officer positions in CNIA.
5. Prior to the actual voting for each office, all nominees will be given the opportunity to decline to stand for that office.

Eligibility of Nominee. It is recommended that additional nominees from a district be chosen from current or past DCMs, General Service Representatives (GSR), and officers or committee members who have served a period of at least two (2) years and have remained active in some service activity during any interim period. It is suggested that the principle of rotation be observed when making selections for nominations.

Eligibility To Vote. It is recommended that eligibility to vote include GSRs, DCMs, and current Elected Officers, with one GSR vote per group.

Election Procedure. It is recommended that the election be conducted in accordance with the "Third Legacy Procedure" as found in the *A.A. Service Manual*.

What Is the 'Third Legacy Procedure'?

1. By "Third Legacy procedure," we mean a special type of electoral procedure for the election of delegates. It is considered to be unique in A.A.
2. All members of the Area Committee are eligible for Delegate; the Chairperson asks whether any are unable to serve, then withdraws those names. Remaining names are posted for viewing. (In rare cases, the meeting, by a majority vote, agrees to accept additional nominations.) All GSRs and Area Committee Members (Officers and DCMs) who are present cast written ballots, one choice to a ballot. The tally for each candidate is posted for viewing.
3. The first candidate to receive **TWO-THIRDS** of the total vote is elected.
4. After the second ballot (assuming no candidate receives the necessary two-thirds on the first ballot), any candidate having less than one-fifth of the total vote will be withdrawn automatically, except that the **TWO TOP CANDIDATES** must remain. (In case there are ties for second place, the top candidate and tied second-place candidates remain.)
5. After the third ballot, candidates with less than one-third of the total vote will be withdrawn automatically, except the **TWO TOP CANDIDATES** remain. (In case there are ties for second place, the top candidate and second-place candidates remain.)
6. A fourth ballot is conducted. After the fourth ballot, if no candidate has two-thirds of the total vote, the chairperson asks for a motion, a second, and a majority of hands on conducting a fifth and final ballot. (If this motion is defeated, balloting is over, and the Chairperson goes to the "hat" immediately. In case there are ties for second place, the top candidate and tied second-place candidates remain. If not, the candidate with the smallest total is dropped. If the motion carries, a fifth and final ballot will be conducted.)
7. If no election occurs by this time, the Chairperson announces the choice will be made by lot (from the hat). At this point, balloting usually involves only the top two or three candidates. Lots are then drawn by the Chairperson or designee, and the first one "out of the hat" becomes the Delegate. (The *A.A. Service Manual* - p. S22)

CALIFORNIA NORTHERN INTERIOR AREA

Candidate for General Service Officer

*(Includes Delegate, Alt. Delegate, Chairperson,
Alt. Chairperson, Recording Secretary, Registrar and Treasurer)*

RESUME

Name: _____ Phone No. _____
(First and last, please)

Address _____ District No: _____
Sobriety _____
Date: _____

CURRENT A.A. ACTIVITIES & RESPONSIBILITIES:

A.A. BACKGROUND:

SHORT PERSONAL HISTORY:

Delegate's Corner—Election Time

[The following commentary was prepared by a past Delegate for the 1991 Election Assembly.]

In a very short time we will be gathered together at the election assembly. This assembly will consist of the outgoing and incoming Panel District Committee Members and General Service Representatives. Some of you have either already been elected or are in the process of being elected by the districts and groups.

At this assembly you will have the privilege of carrying out one of your most important responsibilities to the group and district you represent and to A.A. as a whole. That is, to participate in the election of the next Panel's area officers and delegate who will serve CNIA for the next two years.

This is one of the few times we get to take the inventory of others and then act on it. This is basically what you are doing when considering how you will vote. I ask myself the following questions before I vote:

- A. Do they have the leadership qualifications described in Concept IX?
- B. Do they have the time available to give what is necessary to do the job? (All jobs are different, some very demanding.)
- C. What have they demonstrated in the past regarding willingness, dedication, promptness, commitment and reliability?
- D. Do they listen, are they teachable or do they already know everything?
- E. Are they a good example of the A.A. fellowship and sobriety?

As I look back over the last four years and take my own inventory (which I won't publish), I have been one of your elected servants and it has been up to me to learn how to serve through reading, listening, and, of course, sharing. It has been up to the DCMs and GSRs to teach me what the area needs, doesn't need and what it feels. Also, what it likes and what it dislikes.

It takes all of us working together to serve our area and the fellowship as a whole. It takes a commitment to participate.

An assembly would not go well with only half of the area officers present. At the same time, it doesn't go well with only a quarter of the GSRs present, but thank God for those who are present.

The election assembly is the time and place for all Groups and Districts to speak and participate. The choice for leadership for the next two years is theirs.

There is a question I hear frequently: I don't know if I should make myself available for election or not? For me the answer is simple. IF I AM GRATEFUL, I AM AVAILABLE—THE REST CAN BE LEFT UP TO THE FELLOWSHIP AND GOD.

Perspective from a GSR

(The following was written by a GSR and published in a District newsletter just prior to the 1999 Election Assembly. The references to the *Service Manual* are for the latest edition available at that time.)

The Panel 50 Election Assembly is coming in just a few short weeks. It is being hosted by District 33 on Nov. 19-21 in Sonora. What I did not fully realize until I attended the Oct. Area Committee Meeting is that this is traditionally the MAIN FUNCTION of the GSR. Check out your Service Manual, page S45, which states "...the main and almost *only* function of GSRs seemed to be the election of committee members and delegates." Awesome responsibility! Of course, now we do so much more for our groups as well that there is a tendency to forget our original and still most important task: to choose the best qualified trusted servants to serve our area and act as our representative at the General Service Conference.

This is my opinion (and we all know the rest of that line), and I'm taking a risk in voicing it, but I've been a GSR for about a year now and it hurts me when I go to a district meeting of 20 or so groups and only the same hand full of GSRs show up. It pains me even more when I hear our DCM talk about Assemblies, which GSRs are required to attend (or the group should send the Alternate GSR, see your Service Manual), and only one or two GSRs went with her. (I confess, I am guilty of not attending assemblies; I honestly did not appreciate how important attendance is to my position as GSR. Bear with me, I'm getting to that.) Going to the area meetings was suggested when I became GSR but, again, I had no idea of how important that is.

Are you ready? Attendance at both assemblies and area meetings is important because *that is the only way to get to know the area committee members and understand the complexity of their service positions to the group*. See, I thought we'd get a list of the DCMs standing for service positions and a copy of their resumes. WRONG. What I have to base my decision on when I vote next month is what I have *seen and heard* for the last year when I have gone to assemblies (one) and meetings (also only one). IF I had been elected for a full two-year term, and IF I had attended all of the 7 other assemblies in that time, and IF I had gone as suggested to at least 2 meetings a year, I would be able to make an *informed decision*.

How many groups out there are in the same boat as my group, with a GSR who means well but really doesn't have a clue as to how important a part of their service to the group going to CNIA functions really is? How many groups out there don't know how important their financial support of their GSR is to helping that GSR attend these functions?

I challenge all the District groups to elect qualified and willing GSRs this fall. I further challenge our groups to pledge financial support, up front, for their GSRs. After all, if we want that link with A.A. as a whole, if we want our group's conscience carried to the DCM and delegate and on to the Conference and to the A.A. movement, then we need to encourage our GSR.

**CALIFORNIA NORTHERN INTERIOR AREA
Candidate for General Service Officer**

RESUME

Name:

Phone No.

Address:

District No:

Sobriety Date:

CURRENT A.A. ACTIVITIES & RESPONSIBILITIES:

A.A. BACKGROUND:

SHORT PERSONAL HISTORY:



C.N.I.A GSR SCHOOL
CALIFORNIA NORTHERN INTERIOR AREA 07
ALCOHOLICS ANONYMOUS – GENERAL SERVICE

THE GSR PREAMBLE

We are the General Service Representatives. We are the link in the chain of communication for our groups with the General Service Conference and the world of A.A.

We realize that the ultimate authority in A.A. is a loving God as He may express Himself in our group conscience. As trusted servants, our job is to bring information to our groups in order that the group can reach an informed group conscience. Passing along this group conscience we are helping to maintain the unity and strength so vital to our fellowship.

Let us, therefore, have the patience and tolerance to listen while others share, the courage to speak up when we have something to share, and the wisdom to do what is right for our groups and A.A. as a whole.

A BRIEF TRAINING PROGRAM FOR GENERAL SERVICE REPRESENTATIVES

**C.N.I.A GSR SCHOOL
CALIFORNIA NORTHERN INTERIOR AREA 07
ALCOHOLICS ANONYMOUS – GENERAL SERVICE**

TABLE OF CONTENTS

THE GSR PREAMBLE 1

WELCOME TO ALCOHOLICS ANONYMOUS GENERAL SERVICE..... 4

THE THREE LEGACIES..... 4

ABOUT THIS MANUAL 4

A.A. WORLDWIDE 5

THE "REGIONS" 5

REGIONAL TRUSTEE..... 5

THE "AREAS" 5

THE AREA DELEGATE..... 6

AREA STRUCTURE 6

THE "DISTRICTS" 6

THE GROUP..... 6

SUMMARY OF THE STRUCTURE 7

OTHER ENTITIES SERVING A.A. 7

THE DISTRICT MEETINGS 7

THE DISTRICT COMMITTEE MEMBER..... 7

AREA BUSINESS, AN OVERVIEW..... 8

ELECTION OF OFFICERS..... 8

THE GSRs' VOICE AND VOTE AT AREA MEETINGS..... 9

THE GENERAL SERVICE CONFERENCE..... 9

DUTIES OF THE GSR..... 9

YOUR HOME GROUP..... 10

DISTRICT MEETINGS..... 10

AREA MEETINGS 11

INVOLVEMENT IN GENERAL SERVICE..... 11

THE ELECTION ASSEMBLY 12

PUTTING IT ALL TOGETHER..... 12

REPORTS TO THOSE YOU SERVE 13

SOME VITAL AIDS..... 13

GLOSSARY OF COMMON AA TERMS..... 14

OFTEN USED ACRONYMS IN AA..... 16

GENERAL SERVICE CONFERENCE STRUCTURE..... 17

A.A. REGION MAP 18

A.A. AREA MAP..... 19

CALIFORNIA AREA MAP..... 20

CALIFORNIA NORTHERN INTERIOR AREA (CNIA) DISTRICT MAP..... 20

WELCOME TO ALCOHOLICS ANONYMOUS GENERAL SERVICE!

As an elected General Service Representative (GSR) you now represent the voice of your A.A. Group's Conscience to the A.A. General Service Conference held in New York each April.

Through your elected District Committee Member (DCM) and the California Northern Interior Area Delegate, you will become the two-way link between your Group and the world of A.A. as a whole. As such, you and your fellow GSRs all over the world have become the key to the Unity of A. A.

In order to more fully forge the two-way link between your Group and the General Service Office (GSO) and the Conference, you will become active in building a strong service structure. You will learn more about General Service, which is based on:

THE THREE LEGACIES

1. RECOVERY, as outlined in the Twelve Steps
 2. UNITY, as outlined in the Twelve Traditions
 3. SERVICE, as outlined in the all-important A.A. Service Manual and The Twelve Concepts for World Service. Service includes anything to help Alcoholics – Clean-up, pour coffee, serve our Home Group and 12th-Step calls. "General Service" applies to all kinds of activities within the conference structure, carried on by Area Committees, Assemblies, Delegates, Trustees and G.S.O staff. Usually, the service affects the Fellowship as a whole.
- You will take care to protect the rights of individual A.A.s to have their opinions acknowledged and heard no matter how much in the minority those opinions may be.
 - You will have your name listed in the Western United States A.A. Directory as the official contact for your Group.
 - You will have the opportunity to give back to A.A. a little of what you have so gratefully received from A.A.; not only your daily sobriety but also the new way of living life and the new circle of friends you have.
 - By your active presence in General Service you will be helping insure that A.A. will still be here for the future generations of suffering drunks praying for a way out. You are now engaged in Twelfth Step work in one of its very best meanings.

ABOUT THIS MANUAL

Here, we will cover four aspects of General Service.

- The geographic division of the U.S. and Canada into service regions.
- The broad structure of General Service.
- What is expected of you as General Service Representatives (GSR).
- Some ideas on how to carry out the duties as a GSR more effectively.

A.A. WORLDWIDE

Alcoholics Anonymous is a worldwide organization. There are General Service Conferences in many countries, each of which is autonomous. No attempt is made to have the General Service Office (USA and Canada) in New York be the "world capital" of A.A. Rather, the New York office is available to share experience, strength and hope with offices in other countries, mainly because it has been in existence a much longer period of time. Every two years a World Service conference is held with two Trustee Delegates from the United States and Canada attending. This Conference serves as the way that Alcoholics Anonymous establishes and maintains its worldwide communications links.

THE "REGIONS"

The map (see page 18) shows the U.S. and Canada divided into eight "Regions":

Two in Canada:

Eastern Canada

Western Canada and

Six in the United States:

Northeast;

Southeast (including Puerto Rico, the Bahamas, Bermuda, and the Virgin Islands);

East Central;

West Central;

Southwest;

Pacific, (including Alaska and Hawaii)

California and our Service Area within the state are part of the Pacific Region.

REGIONAL TRUSTEE

Each Region nominates a slate of qualified candidates from which a "Regional Trustee" is elected (see Service Manual) who serves a four year term on the General Service Board of Alcoholics Anonymous. Thus, the Pacific Region (covering nine Western States) has a single Trustee. The terms of the Trustees are staggered and balanced geographically so that two Trustees are elected each year which provides both continuity and a smooth flow of rotation (see Service Manual for the rotation schedule).

THE "AREAS"

Most General Service "Areas" follow the broad geographical division of a state or province. Due to the size and population of California, the State is divided into six Areas (See attached maps on pages 19 and 20):

- California Northern Coastal
- California Northern Interior
- California Southern
- California Mid-Southern
- San Diego/Imperial
- Central California

THE AREA DELEGATE

Each General Service Area elects a "Delegate" to represent them at the annual General Service Conference in New York where the broad issues of A.A. as a whole are addressed. There are a total of 93 Delegates (Areas) throughout the U.S. and Canada. They are elected for a two year term with about half elected each year to provide both continuity and rotation as with the Trustees (see Service Manual for the election schedule for Delegates). Remember that the General Service Conference only deals in issues affecting A.A. in the U.S. and Canada.

AREA STRUCTURE

Each Area acts as a unit at "Area Assemblies" held periodically throughout the year to conduct such business as it may affect the entire Area, including:

- to inform the Delegate of the sense of the Area
- to receive from the Delegate, the Advisory Actions of the Conference
- to conduct workshops dealing with various aspects of "carrying the service message".

THE "DISTRICTS"

However, the Area gatherings are usually too large and with preset agendas so that specific "Group" problems cannot usually be addressed efficiently. So, the Area is further subdivided into "Districts," ideally comprised of six to twenty Groups. Our California Northern Interior Area (CNIA) is currently divided into twenty-eight Districts (see attached map of CNIA Districts on page 20).

This organizational structure may seem complicated and overly structured at first. It is really in accord with our principle of "least possible organization". It has been tested over time as providing the most balanced way to arrive at the only recognized authority in A.A., expressed in an Informed Group Conscience which must be communicated to others when they deal with issues affecting A.A. as a whole. Perhaps this will become a bit clearer if we start at the top of the A.A. structure.

THE GROUP

The fundamental unit in Alcoholics Anonymous is the Group. We will work our way down from there (see the chart of the structure on page 17). Hopefully, internal matters within any Group are resolved at the business meeting of that Group in accordance with Tradition Two:

- involving as many members of the Group as possible
- expressing the widest range of points of view on the subject
- and allowing enough time for the members to take all the information into consideration before any final decision is made on an issue.

One way or another, all "healthy" Groups seem to have learned that this is the best way in the long run.

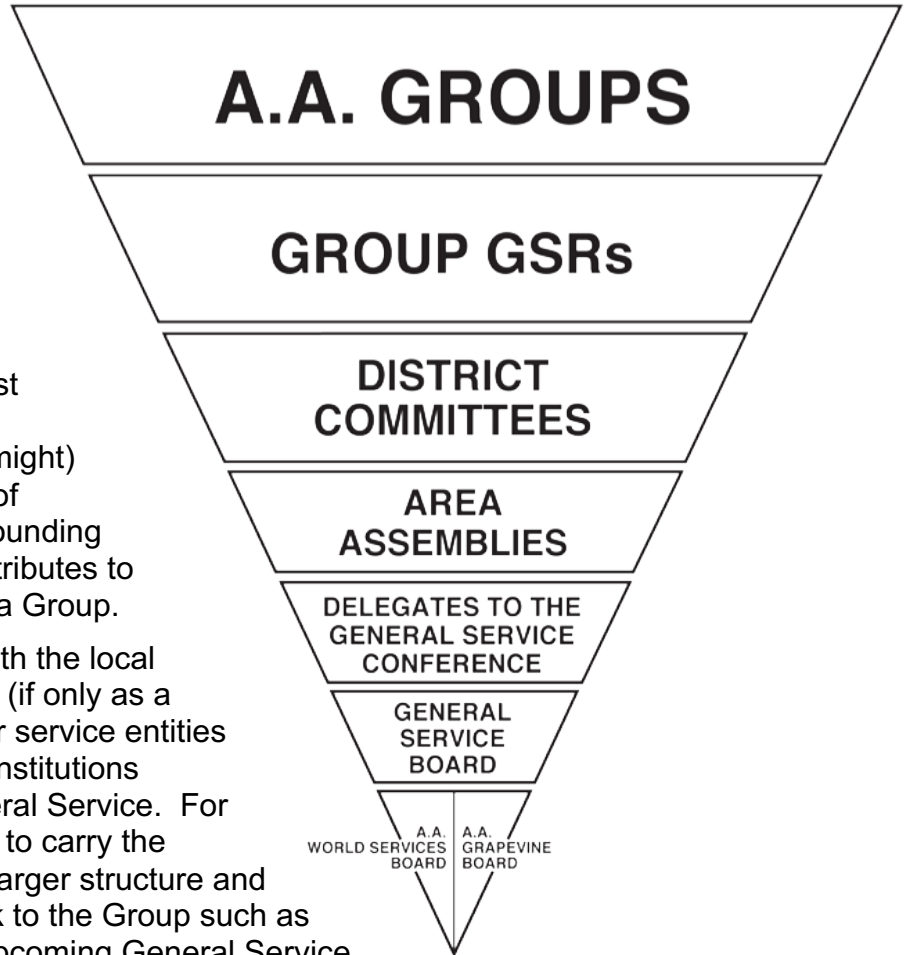
SUMMARY OF THE STRUCTURE

Therefore, the structure, from the TOP DOWN is:

OTHER ENTITIES SERVING A.A.

This is fine as far as it goes but no Group can really exist in total isolation in their communities (try though it might) and usually has some sort of contact with the larger surrounding community of A.A. that contributes to the overall maintenance of a Group.

This cooperation may be with the local Intergroup or Central Office (if only as a source of literature) or other service entities such as the Hospitals and Institutions Committee as well as General Service. For the latter, a GSR is needed to carry the Group's conscience to the larger structure and likewise to take issues back to the Group such as those pending before the upcoming General Service Conference.



THE DISTRICT MEETINGS

As has been mentioned, a District is usually composed of six to twenty A.A. Groups which conducts a District meeting (of all GSRs in the District) that is usually held once a month. A typical meeting includes:

- reports to the GSRs from the District Committee Member,
- reports from the Groups via the GSR,
- discussion of the business of the previous or upcoming Assembly,
- discussions of special events such as a "Workshop" that the District may be organizing for the general fellowship,
- perhaps a presentation of some aspect of Service.
- format for the conduct of business is determined autonomously by each District.

THE DISTRICT COMMITTEE MEMBER

Each district elects a "District Committee Member" (or DCM) who both conducts the District meetings and (at least in CNIA) represents the conscience of the District as a voting member of the Area Committee (see below). The primary purpose of the DCM is to stimulate as many Groups as possible to be an active part of A.A. as a whole through representation and participation.

AREA BUSINESS, AN OVERVIEW

In CNIA, while all A.A. members are encouraged to attend and become familiar with the issues discussed at the "Area Assemblies," only the GSRs, DCMs, and Area Officers are voting members. As has been mentioned, the main activities at the Assemblies center on the Delegate, the Conference and workshops.

Currently, CNIA holds four Assemblies a year.

The Area Officers and the DCMs meet - in off-months, when there is no Assembly - as an Area Committee. Only the Officers and DCMs are voting members here. The Committee:

- discusses problems arising in a District that might affect the Area,
- contributes to the planning of Area business discussing and voting on which items should be brought before the Assembly for action at the Area level,
- and to take care of the routine interim affairs of the Area.

ELECTION OF OFFICERS

At the Fall (October or [usually] November) Assembly in each odd numbered year, an Election Assembly is held to choose the Trusted Servants for the Area who serve a two year term starting the following January.

The following Officers are elected at this time, with their duties briefly described.

- Chairperson, whose responsibility is to schedule the business agenda for the Assemblies and Area Committee Meetings and to conduct these meetings.
- Alternate Chairperson who works with the Chair and takes over the duties of the Chair when they are unable to serve, prepares the non-business portion of the Assemblies, and coordinates activities with the host district.
- Recording Secretary whose job it is to record the minutes of both the Assemblies and Area Committee meetings and to see that they are distributed to all interested parties by being printed in our newsletter, Area Accents.
- Area Registrar who keeps track of all listed Groups and their respective contacts in the Area, keeps the list updated and provides current mailing lists to the newsletter editor.
- Treasurer, who records and reports all Group contributions and other sources of revenue as well as all disbursements of funds and participates heavily in the preparation of the annual budget for the Area.
- Delegate and Alternate Delegate who are mainly concerned with maintaining the two-way communication between the Area and GSO as well as ancillary duties such as participating in workshops or working with P.I./C.P.C. Committees.

There are also other standing committee chairs, the candidates for which are proposed by the Area Officers or DCMs - final appointment is made by the Area Chair, usually in consultation with the Area Officers. These are the Area Accents Publisher, Archivist, Alternate Archivist, Bridging the Gap, Grapevine, Literature, Verbal Translation and Written Translation.

Other positions such as the E-Services Committee, Finance Committee, and miscellaneous ad-hoc committees are also appointed by the Area Chair.

Appointed Chairs do not have voting rights unless they already hold a voting position such as DCM or GSR (depending upon specific actions of the Area Assembly, these positions only receive minimal financial support for expenses incurred).

THE GSRs' VOICE AND VOTE AT AREA MEETINGS

At the Assemblies the GSRs are both voting members and collectively form a majority of voting members and as such should make every effort to attend the Assemblies. All CNIA matters that either have an effect on the Area's finances or a direct impact on all the Groups, whether raised on the floor of an Assembly or coming out of the Area Committee process, are presented and ratified, rejected or revised by the Assembly.

We become informed about what is going on by attending these meetings and discussing issues with others who are in a good position to have experience and information to share on most issues.

In this way the Assemblies meet their purpose in strengthening A.A. as a whole in carrying our message in the best way possible for our Area. Again, participation by the GSR is the key link in the vital chain in the necessary two way communication between the members of their Group and the larger structure of A.A.

At the Area Committee Meetings, only the DCMs and Area Officers have a vote. GSRs are welcome to attend and strongly encouraged to do so.

THE GENERAL SERVICE CONFERENCE

The culmination of much of this activity occurs in April of each year when the Delegate we elect to represent our Area attends the week long General Service Conference in New York.

The voting members of the Conference are comprised of:

- the 93 Area Delegates (who form a voting majority),
- the 21 Trustees of the General Service Board,
- the staff of the General Service Office and Grapevine,
- the Directors of A.A. World Services, Inc. and
- The Directors of the A.A. Grapevine Inc.

The policy of A.A. is decided at this meeting. The Delegates take to the Conference the consensus of the Groups in their Area as expressed (at the Assemblies) by the GSR's responses to the policies and issues to be discussed and acted upon.

This should clarify some of the names, nature and relationships among the structural entities of General Service in CNIA.

DUTIES OF THE GSR

Now, let's focus on the duties of a GSR in a bit more detail. The GSR has the job of:

- linking their Group with A.A. as a whole,
- acting as the voice of their Group's conscience by reporting it to the DCM and the Delegate, who pass this on to the Conference and the rest of A.A.
- bringing the Area and District suggestions and the Conference actions back to their Group.

In this sense, the Conference can feel it is acting for A.A. as a whole only to the extent that the GSR keeps the Group informed and can gather and communicate the Group conscience.

In general, there are three areas in which the GSRs have their major responsibilities, each of which involves a two-way relationship with the Group, the District and the General Service Area.

YOUR HOME GROUP

The relationship of the GSR with their Group is probably the most important and hopefully the most fluid and open one. The best way to start to become effective is to attend the meetings of your "Home Group" on a regular basis which gets you acquainted with the members of the Group and their ideas and also gives you some credibility when you make suggestions or reports.

People in General Service - particularly the GSRs - are generally known as the Guardians of Our Traditions. If your Group has a Steering Committee, the GSR should be an active part of it, giving regular reports to your Group on service activities and brief reports on important issues discussed at the District or Area meetings.

Just as a personal inventory helps us to maintain a healthy sobriety by revealing our strengths and weaknesses, so an annual "Group Inventory" can flag areas that may need some focused Group attention. A good starting format for this may be found in the pamphlet, "The A.A. Group."

The General Service Office has a publication, Box 4-5-9, which is produced quarterly and contains many articles of general interest to the entire fellowship. Since the GSR is the listed mail contact for the Group at GSO, they automatically receive a copy which should be read and then shared with your Group.

For the nominal cost of \$6.00 per year, a Group may receive ten copies of each issue. Often just a simple exposure to the availability of this "newfound hidden source" is enough to get a Group interested in subscribing and can be a valuable resource for discussion and tied into the GSR's report.

Only by attending our Group meetings regularly can we stay informed of our Group affairs. Other areas in which the GSR can be of service to the Group include our Group's finances. It is suggested that a Group retain a "prudent reserve" of money to cover potential extraordinary cost that may be incurred. This reserve is retained after the Group's expenses have been paid (which may include supporting the GSR in his/her expenses directly related to the position).

DISTRICT MEETINGS

There are really very few completely new and original problems that develop in Groups so our continuity of experience is extremely valuable. The GSRs can share with their fellow GSRs at the District meetings how they dealt with such matters and with what success, so their experience may be helpful to another Group.

At the District meetings, agenda items that require action at the next Area Assembly can be discussed. This is a middle ground where such discussion makes us better informed and able to take back to our Group any business where a Group conscience is needed. We can then take this back to the Assembly to make our voices heard.

AREA MEETINGS

By attending Area Assemblies and Area Committee Meetings we become familiar with things happening in the larger world of A.A. in our Area through the reports given by our Area Officers and the various Districts. It is quite likely that we will hear some ideas that can be used to better our own District or Group.

It is a good idea to always take a note pad or notebook to these meetings (Group, District and Area) and use it. Our memories become more selective but less vivid than our imaginations so we need to work from a more reliable source. Also, the discipline involved in taking notes make us pay more attention to what is going on. This is a skill that takes some practice to develop.

Serving on different committees at all levels of A.A. will teach you a great deal more about the workings of A.A. All phases of A.A. are based on experience which is our best teacher.

INVOLVEMENT IN GENERAL SERVICE

Regarding the relationship of the GSR to General Service. The Service Manual states:

"... general services grew to fill a need beyond the reach of the individual, Group, and Intergroup. Today, the term general services is applied to all kinds of activities within the Conference structure, carried on by Area Committees, Delegates, Trustees, and GSO staff. Usually the services affect the Fellowship as a whole. Almost always, they are part of A.A.'s distinctive unity, which allows the movement to function so well"

"Originally, the services were performed by A.A.'s General Service Office. Today, it means the work of anyone in the general service structure--GSR, committee member, Delegate, etc."

Some suggestions and comments about taking part in our personal and group sobriety:

You will find it advantageous to attend all training sessions, workshops, seminars, etc., to get new ideas or knowledge or clarification of a principle. These include (whenever possible):

- other District and Area Workshops
- local "Unity Days" type events
- Regional Service Assemblies
- Pacific Region AA Service Assembly (PRAASA) (annual)
- Regional Forums (biennial)

Also, since rotation is an essential part of service it is important to have an alternate GSR to learn something about the job before they assume the responsibility that goes with it. Having someone in the wings who is prepared will give you the freedom to go into and experience other levels of service without feeling that your job is unfinished because there is no one to take your place. Again, participation is the key that enables you to:

- become a part of, instead of apart from,
- to learn more and feel better about ourselves,
- to take on a job and do it to the best of our ability,
- to become responsible and reliable which is a large part of what recovery is about.

THE ELECTION ASSEMBLY

In November of each odd numbered year we hold an election Assembly to choose our Trusted Servants in CNIA, who serve a two year term starting the following January. This is possibly one of the most important things that you will participate in as a GSR and one of the reasons to take your own two year commitment very seriously.

If you have been actively participating as outlined above during your term you will develop some perspective to enable you to make decisions about who, of those standing for a given office, would best serve the Area in that capacity, who has demonstrated that they do what they say they will do on a consistent basis and by doing their best have set examples for you.

Our Area uses the basic format of the "Third Legacy Procedure" (See Service Manual) for the election process. However, we do have some modifications that have been adopted by our Area. These procedures, the duties for each office to be filled and who may stand for office are reviewed and discussed for some time before the actual election so there is ample time to become informed and share in the excitement of an election rather than being perplexed and surprised at the election Assembly - especially if it "goes to the hat" to be decided.

PUTTING IT ALL TOGETHER

Now, if you start doing all the things indicated above you'll be active and find yourself attending many meetings. Some of these may seem boring to you. This is not unusual. The main reason for this is that you are a "Newcomer" in a whole different sense. (Remember how strange and confusing some of those first A.A. meetings that you attended seemed?) Keep this in mind and it may make it easier.

You may not know any of the people there or not understand what is being discussed, possibly just as it was at your first meeting. But similarly, everyone there also was once a newcomer and knows what it feels like. Talk to people. Ask questions. Find out how to get information.

You'll find that people involved in service are a friendly bunch and love to take time to share and explain this part of recovery with new people. Service work takes every bit as much energy as learning and working the Steps and is probably more difficult to explain and share with the general member. Only when we have all told enough people not currently in service what it is really all about (participating in an informed Group conscience, the only recognized authority in A.A.) will this dimension be a normal part of recovery for all of us.

It will seem frustrating at times because you may think that nobody in the Group is listening

or cares about what you have to say. Then, sometimes you will find yourself amazed by being asked a question relating to something you thought was dead and buried months ago. Or your Group asks you to deal with a question in terms of how it relates to the A.A. Traditions. Those times are part of what makes it all rewarding in the end.

So keep coming back and ask questions until you feel you have or know how to get an answer.

REPORTS TO THOSE YOU SERVE

When giving reports, at your Group or District it's probably best to be brief.

Things you might present to the District include:

- who the Group secretary is,
- who the alternate GSR is,
- what the average attendance is at the various Group meetings,
- how your Group divides its funds for contributions,
- any problems the Group may be facing (e.g. having to move, court referrals, dual problem members, insurance or bank problems),
- announce any upcoming events and highlight the business portion of the meeting.

In return:

- try to report back on things that you think the Group can relate to or is interested or involved in,
- if there is an issue coming up that will require your vote, try to explain it as simply, fully and fairly as possible so that they can arrive at an informed Group conscience,
- when reporting to your Group, again keep it brief,
- with a bit of practice, you can probably work in a piece of information that will provoke a question and get the discussion started.

You may not personally agree with your Group's conscience but if you have done your job correctly and discussed it enough, you will have no problem in abiding by it and can rightly feel good about that.

Probably the most important thing that we can do as a GSR is become an informed one. This serves both us personally and A.A. as a whole. The more you know, the more you can share from personal experience and the more credible your opinion will become.

SOME VITAL AIDS

Some of the reading material seems tough at first but study it, discuss it, see how it relates to other parts of the program and it will surprise you someday when it comes alive and becomes a part of you and your message. All the literature is important but that most directly related to service includes:

- The A.A. Service Manual & Twelve Concepts for World Service, (booklet)
- The A.A. Group (pamphlet),
- A.A. Comes of Age (book),
- A.A. Tradition - How It Developed (pamphlet),
- Self-Support: Where Money and Spirituality Mix (pamphlet),
- Circles of Love and Service (pamphlet),
- Inside A.A. (pamphlet),
- The GSR May Be the Most Important Job in A.A. (pamphlet)

Using these you will get both a good overview of the service picture and enough detail to deal in specifics.

Bill W. tells us what makes us a good leader in the Service Manual:

"Our leaders do not drive by mandate - they lead by example...Good service leaders ... are at all levels indispensable for our future functioning and safety.

Leadership starts with informed Group members and GSRs who become DCMs, Area Officers, Delegates and Trustees.

In order to fulfill the responsibility that our Group has given us we must become as knowledgeable as possible. If we are willing to learn and keep an open mind, we soon find that we are the ones who benefit.

We find that no one need have difficulty with the three legacies. WILLINGNESS, HONESTY AND OPEN MINDEDNESS are the essentials of RECOVERY, UNITY AND SERVICE. These are indispensable.

GLOSSARY OF COMMON AA TERMS

Alternate: A General Service worker who, according to local autonomy and needs, is elected at the Group, District or Area levels to participate with, assist in and, in appropriate circumstances, assume the duties of a principal office holder, i.e., Alternate GSR, Alternate Delegate.

Archives: A collection of A.A. memorabilia, usually maintained by a committee. Committee functions might include collection, indexing, storing and exhibiting original and reproduced national, international and local A.A. material such as newspaper and magazine articles, tape recordings of important A.A. functions, oral histories of older members, Group and District histories, etc..

Area: A geographical division within a State or Province. Normally there is one Area for each state or province except where there may be a highly populated State or Province where there may be more than one Area. California is divided into six Areas.

Area Committee: A committee within an Area that is made up of one or more District Committee Members (DCMs) from each District within the Area. The Area Committee is a vital A.A. service link in that it functions as a research, study and advisory group to the

Area Assembly.

Area Assembly: A periodic meeting of the (Group) General Service Representatives (GSRs), the District Committee Members (DCMs) and Area Officers. From among the members of the Assembly, they elect their Area Officers and the Area Delegate to the General Service Conference in New York. The Assembly is a basic unit of the General Service structure and conducts or helps coordinate most of the A.A. business for the Area.

Box 4-5-9: A quarterly publication of the General Service Office, the title of which is also the New York mailing address of GSO (Grand Central Station, New York, NY 10163). The masthead of this informative mini-magazine often consists of the words "News and Notes from the General Service Office of A.A." It includes such items of interest as: a calendar of important local, national and international events; questions and problems of GSO about A.A.; committee reports from Public Information, Cooperation with the Professional Community, Treatment Centers, Institutions, Finance, etc.; vignettes and anecdotes from A.A. people, history and events; as well as much other information of interest to the dedicated member. Many fruitful ideas for GSRs' reports to the Group can be derived from the pages of Box 4-5-9.

Conference: The meeting held each April in New York of the elected Area Delegates, the Board of Trustees and the GSO Staff. This meeting keeps the individual A.A. member and GSO in close, supportive contact with each other through the General Service chain. This chain is made up of several links: the Trustees' Committees working closely with the comparable Delegate' Committees (such as PI, CPC, Treatment Facilities, Finance); the Delegate from, and back to, the Area; the GSR from and back to the Area; the individual A.A. member through the GSR. In the Conference, each Area has one representative Delegate who confers with ninety-two other Delegates, twenty-one Trustees (14 alcoholic and 7 non-alcoholic), and the directors and staff of A.A. World Services, Inc. and the A.A. Grapevine, Inc.

Delegate: An A.A. member of the Area Assembly who is elected by the GSRs, DCMs, and Officers of an Area to represent them at the Conference. It is through the Delegate that the A.A. Group passes along their informed Group Conscience to the Conference and receives back the results of the Conference. Each Area is designated either as an "even" Panel or an "odd" Panel. The Delegates from an "even" Panel take office in January of an even numbered year, while those from an "odd" Panel start in an odd numbered year. This way, A.A. is assured of continuity at the Conference, while providing for the necessary rotation. Of the six Areas in California, ours (CNIA), the Mid Southern, and the San Diego/Imperial Areas elect their Delegate to start their term in even numbered years. The Central, Southern and Northern Coastal Areas are "odd" Panels.

District: A geographic sub-division within a General Service Area created in order to come closer to the individual A.A. Group. It is here that each Group in the District sends its elected General Service Representative (GSR) to carry their Group Conscience forward on the chain to the Conference and to receive back important information from A.A. as a whole.

District Committee Members (DCM): A Group General Service Representative who has been elected by his fellow GSRs within a District to represent them on the Area Committee. The DCM is also responsible for coordinating and assisting the efforts of the other GSRs in his District.

General Service Representative (GSR): An A.A. member who is elected by the members

of a Group to represent that Group's opinion in discussions at the District and Area levels. He/she also keeps the Group as fully informed as possible of important decisions, discussions and events occurring within A.A. at the District, Area, Regional, National and International levels. They are further responsible for seeing that the best possible A.A. representatives are chosen to serve the whole fellowship by voting for the DCMs, Area Officers and the Delegate to the Conference.

Region: A grouping of several Areas from which a Regional Trustee is elected to the Board of Trustees. There are eight Regions in the Conference - six in the United States and two in Canada.

Third Legacy: Recovery and Unity are our first two Legacies handed down to us from the founders of A.A. Our Third Legacy is SERVICE, the sum total of all A.A. services, from the twelfth step call to A.A.'s coast-to-coast and worldwide activities.

Third Legacy Procedure: A voting procedure, unique to A.A., designed to help reduce some of the negative aspects of elections - such as personality clashes, ego battles, dissatisfied minorities. See "What Is the Conference?" in the Service Manual.

Trustee: The usual term for a member of A.A.'s General Service Board of Trustees. Currently, the Board is made up of twenty-one Trustees, including the Regional Trustees. Seven are "Class A" Trustees (non-alcoholic) and fourteen are "Class B" (alcoholic).

Twelve Concepts: As the Twelve Steps are to personal RECOVERY and the Twelve Traditions are to the preservation and UNITY of Alcoholics Anonymous, so are the Twelve Concepts to General SERVICE. They are a set of principles and practices intended to preserve service to A.A. and the still suffering alcoholic. They also protect the structure by which such service is made possible. (See The Twelve Concepts for World Service in the back portion of the AA Service Manual introduced by the following statement.)

"The Concepts carefully delineate those important traditions, customs, relationships and legal arrangements that weld the General Service Board into a working harmony with the primary committees and with its corporate arms of active service - A.A. World Services, Inc., and the A.A. Grapevine, Inc. This is the substance of the structural framework that governs the internal working situation of A.A.'s World Headquarters."

OFTEN USED ACRONYMS IN AA

AAWS Alcoholics Anonymous World Services, Inc. -- the corporation which oversees the General Service Office and publishes A.A.'s books and pamphlets.

ACM Area Committee Meeting

CCA The Central California Area of AA General Service

CNCA The California Northern Coastal Area of AA General Service.

CNIA The California Northern Interior Area of AA General Service (our Area).

CPC Cooperation with the Professional Community (often combined with PI).

DCM The District Committee Member, the link between the GSRs and the Area Comm.

GSB The General Service Board of A.A.

GSC General Service Conference

GSO The General Service Office in New York.

GSR The General Service Representative for an A.A. group.

GvR The AA Grapevine Representative for a group or district.

H&I The Hospital and Institutions Committee of the NCCAA.

LCM A Local Committee Member, a district representative for a portion of the groups in a **district**. (Does not serve on the Area Committee.)

LVR La Viña Representative

MSCA The Mid Southern California Area of AA General Service.

NCCAA Northern California Council of Alcoholics Anonymous (also NCC).

PI Public Information (often combined with CPC).

PRAASA The Pacific Region AA Service Assembly (an annual meeting of the 15 Areas located within the 9 Western States of the Pacific Region).

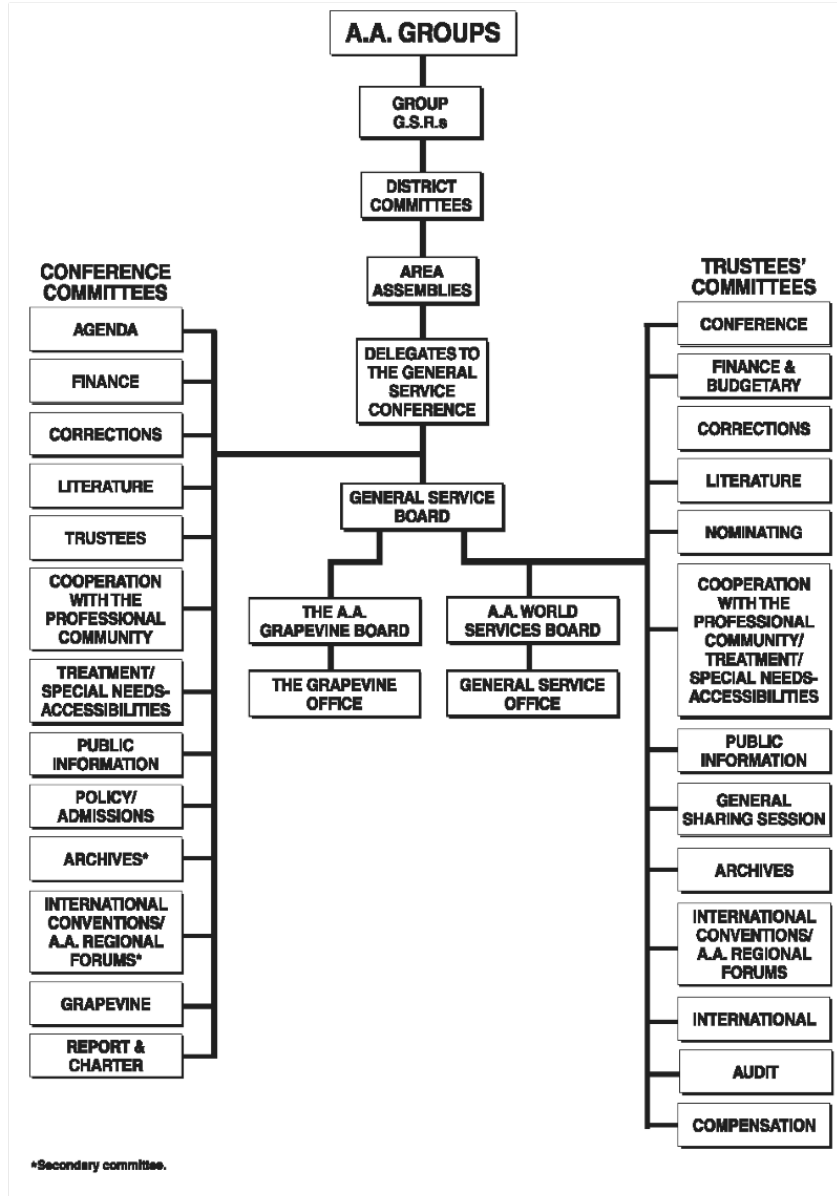
SCAA The Southern California Area Assembly of AA General Service.

SDIA The San Diego Imperial Area of AA General Service.

TF/CF Treatment Facilities and Correctional Facilities respectively.

Service Material from the General Service Office

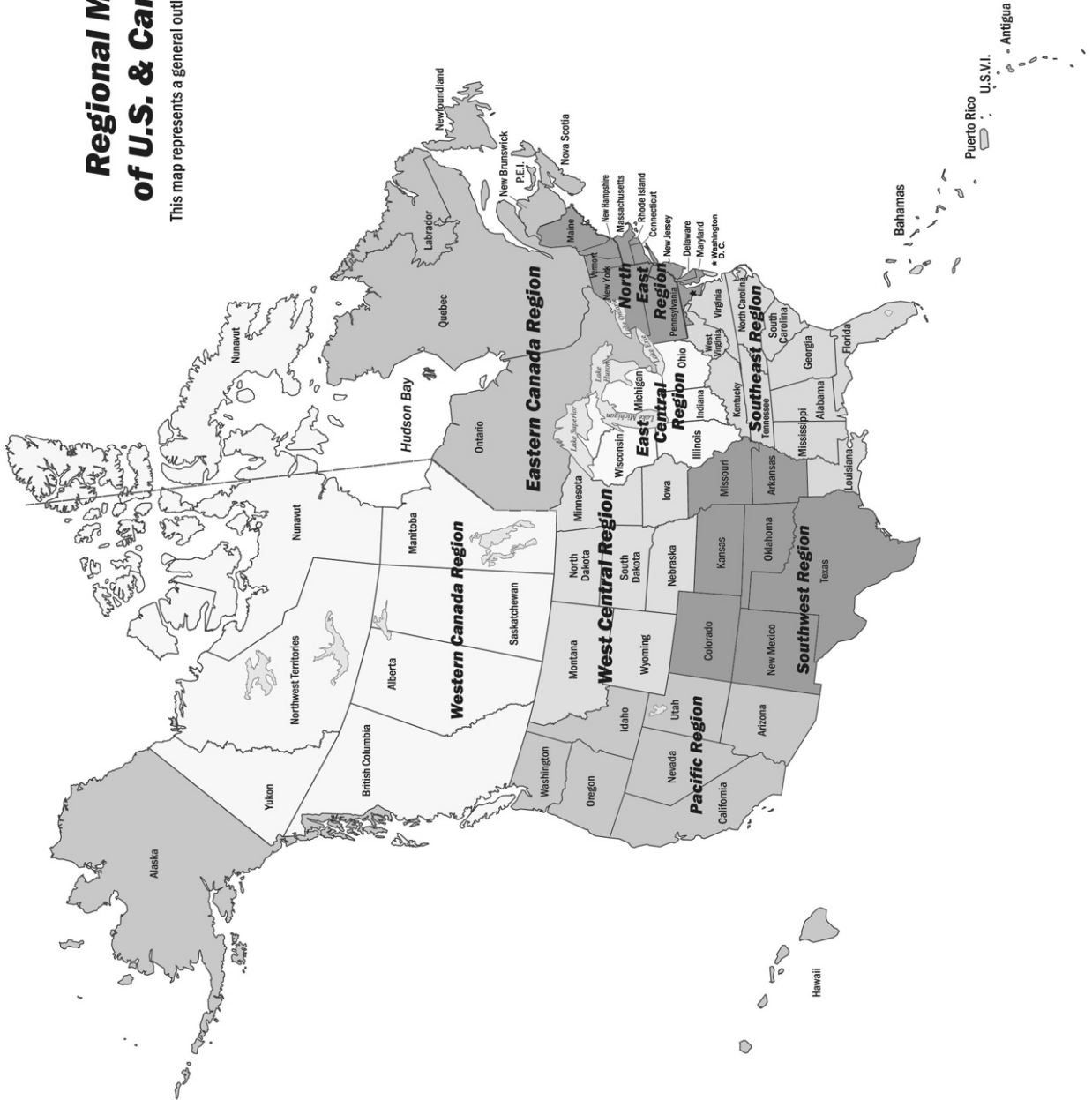
THE GENERAL SERVICE CONFERENCE STRUCTURE (U.S. AND CANADA)



UNITED STATES AND CANADA REGIONAL BOUNDARIES

Regional Map of U.S. & Canada

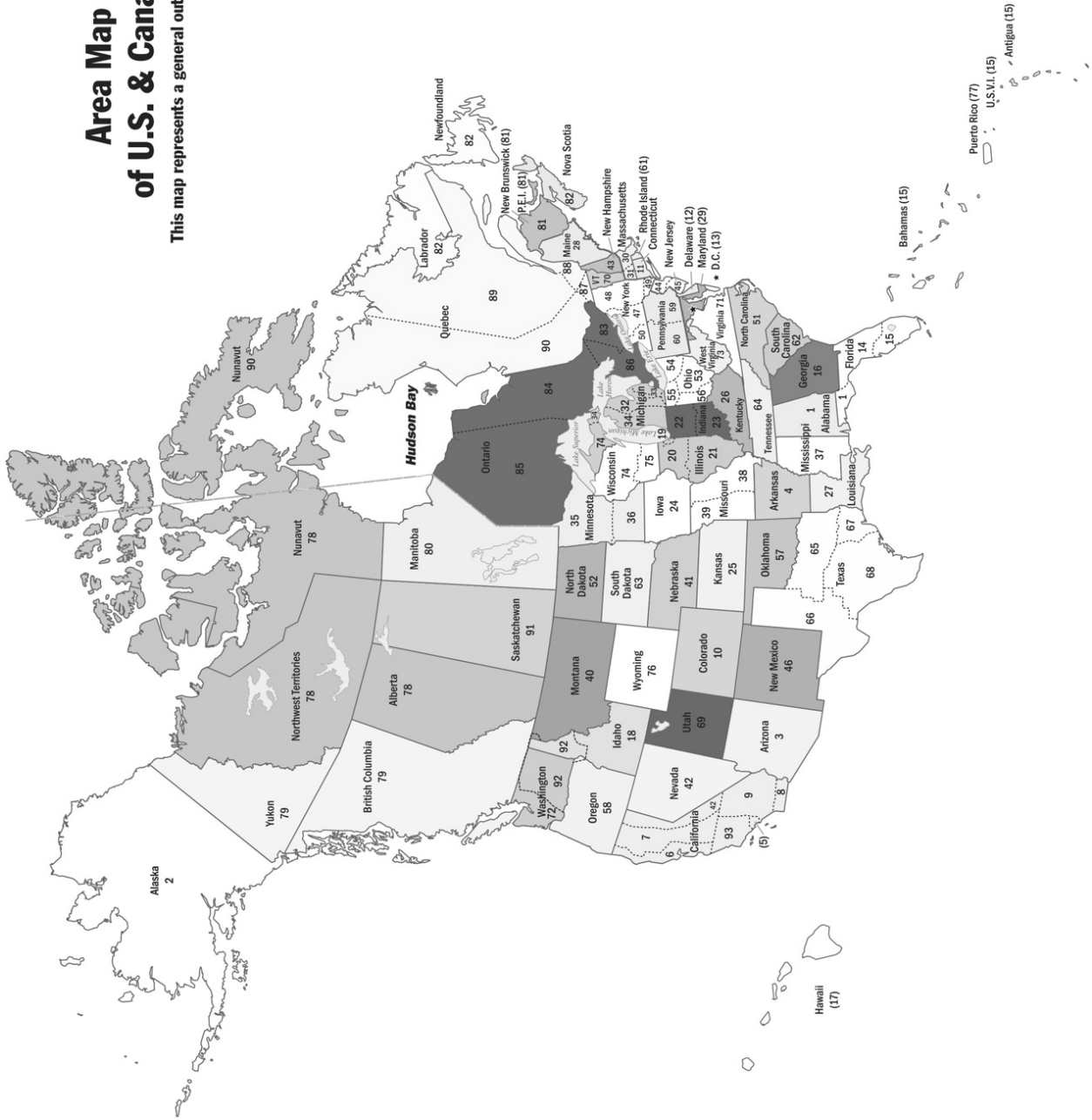
This map represents a general outline of Regions.



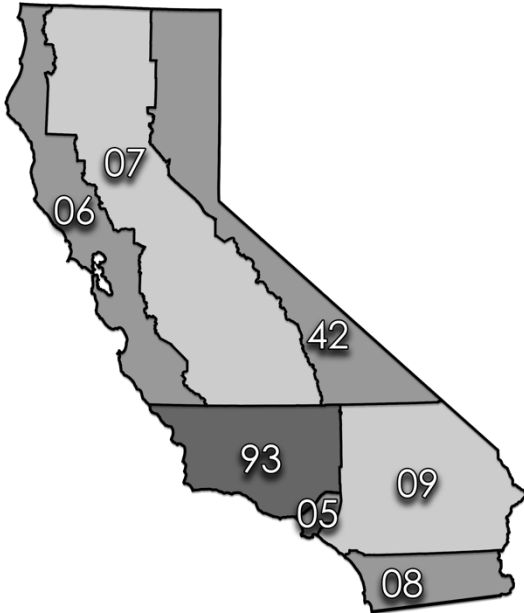
AREA GEOGRAPHICAL BOUNDARIES

Area Map of U.S. & Canada

This map represents a general outline of Areas



CALIFORNIA AREA GEOGRAPHICAL BOUNDARIES

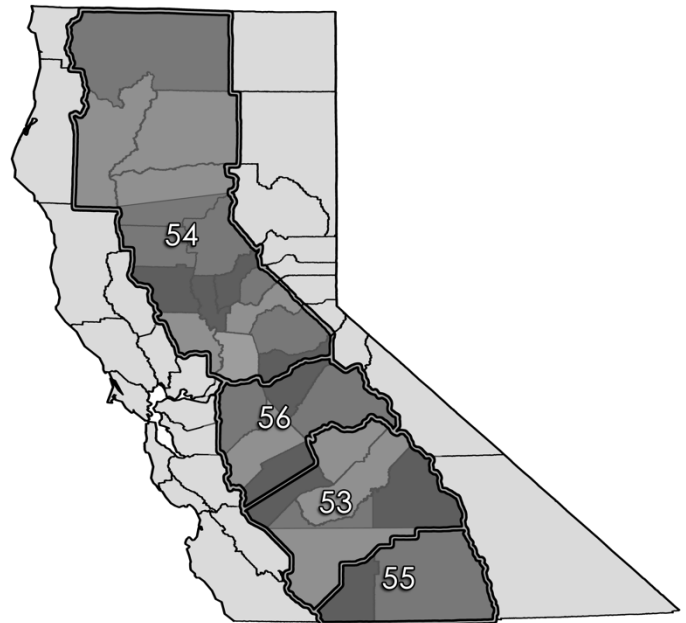
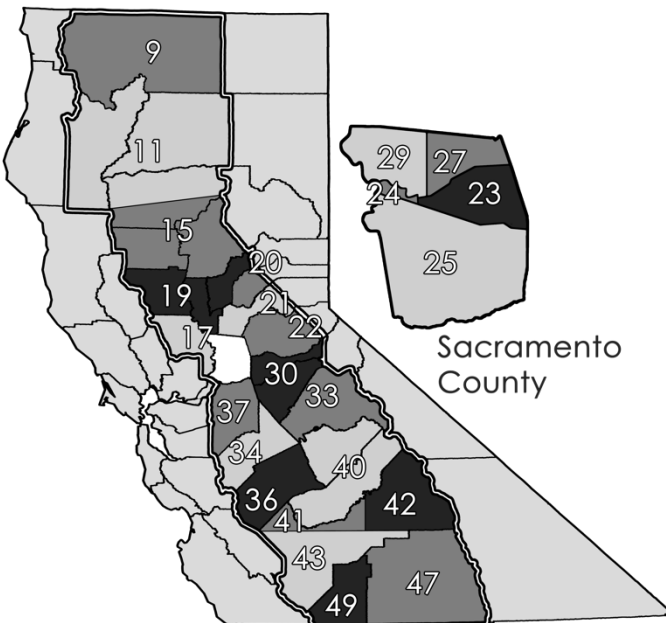


- California Northern Coastal CNCA (06)
- California Northern Interior CNIA (07)
- California Southern SCA (05)
- California Mid-Southern MSCA (09)
- San Diego/Imperial SDIA (08)
- Central California CCA (93)
- Nevada/Eastern California (42)

DISTRICT GEOGRAPHICAL BOUNDRIES

Please note: The geographic boundary between Districts 27 and 29 is Mission Avenue, between the communities of Arden Arcade and Carmichael

Spanish Linguistic Districts



CALIFORNIA NORTHERN INTERIOR AREA (CNIA) ASSEMBLY GUIDELINES (www.cnia.org)

One of our Area's primary functions is holding Assemblies to allow full participation by A.A. groups in our Conference Process. Hosting an Area Assembly can be an amazing, gratifying opportunity to promote unity within your district, and it can be lots of fun. If possible, involve people who are not already heavily committed to ongoing service responsibilities. Participation by individual A.A. members can be rewarding.

The CNIA Alternate Chairperson serves as Assembly Coordinator. The CNIA Alternate Chairperson works with District Committee Members (DCM's) and/or their appointed Assembly Chairperson(s) in planning, coordination, and oversight. DCM's or their appointed Assembly Chairpersons are encouraged to appoint Committee Chairs, and to delegate tasks whenever possible.

The Assembly Chair will work with the members of the committee to establish guidelines for monies to be spent on various aspects of hosting an assembly. It is suggested that all committees work within the established budget and report any changes to their District Treasurer.

A) Area Assemblies

(See CNIA Calendar in the Area Accents or at cnia.org for actual dates.)

- 1) WINTER ASSEMBLY - 2 days, usually held 3rd Saturday and Sunday of January, 200-275 Attendees.
- 2) PRE-CONFERENCE ASSEMBLY – 2 days, held in April (but not on Easter weekend), 200-275 attendees.
- 3) POST-CONFERENCE ASSEMBLY – 2 days, held the 3rd Saturday and Sunday of May, 200-275 attendees.
- 4) ELECTION ASSEMBLY - 3 days, Friday, 3rd Saturday and Sunday of November in odd years, 200-300 Attendees.
- 5) MINI-PRAASA ASSEMBLY - 3 days, Friday, 3rd Saturday and Sunday of October in even years, 200-275 Attendees.

B) Bidding for an Assembly

- 1) Assembly Bid Forms are available at Area Committee Meetings (ACM) or at cnia.org. CNIA accepts bids for assemblies at the December ACM for the year beginning 13 months from that December. This means that the District Panel submitting the bid will not be the Panel that actually hosts the Assembly.
- 2) If your District indicates willingness to host an assembly, get your district approval and fill out an Assembly Bid Form prior to the Area Planning meeting in December.
- 3) If the Area votes to accept your bid, the first step is to appoint an Assembly Chairperson or Co-Chairs. Consult with the CNIA Alternate Chairperson regularly as you select your site and appoint your various

Committee Chairs, following the Assembly Guidelines. Suggested Committees include: Decorations, Food, Treasury, Facility set up and clean up, Coffee and snacks, and Registration.

It is helpful to come to bid at ACM with a venue location and information available.

C) Organizing the Host Committee

- 1) Committee Chairs should delegate tasks whenever possible. Their responsibility is for planning, coordination, and oversight. All committees should try to work within the established budget and to report any changes to the District Treasurer.
- 2) A Separate Treasurer and bank account for the assembly can be assigned. The Assembly treasurer will work closely with the registration chair.

D) Facility

- 1) Facility must be Handicapped Accessible, have at least 5000 sq. ft. available to accommodate/seat up to 250 participants in classroom style tables and chairs and tables for Registrar/Treasurer (1), Literature (1-2), Grapevine (1-2), H&I (1), Translation (1), Archives (1-2), Bridging the Gap (1), and Service Materials (1). We also need nearby parking for 150 cars.
- 2) Find out cost of rental – Hotel facilities will sometimes provide the meeting room at no additional cost if a sufficient number of hotel rooms are rented and/or meals are purchased. Find out whether security, setup, takedown and/or cleanup costs are included, Ask if there are any extra service charges and taxes. Check if these are included in the quote.
- 3) Find out type (e.g., Public/Contractual Liability) and dollar amount of insurance, and when proof of coverage is required. (CNIA has access to a Liability Policy, if needed. See H. below.)
- 4) Find out if other meeting rooms are available, and what their cost is.
- 5) Find out when rent, security deposit, and cleanup costs are to be paid.
- 6) Find out when you will have access to facility. Coffee and snacks will need to be available for attendees as soon as doors open.
- 7) All Assemblies are non-smoking, so check for nearby smoking areas.
- 8) Find out if trash cans will be available, and what the details regarding trash disposal. Provide for recycling, if possible.
- 9) Area will provide public address system and translation equipment.
- 10) The facility will need to have hotel rooms available on-site or nearby.
- 11) Check on RV parking, for hookups or self-contained RVs.
- 12) Check on ability to hang our banners at the facility.

E) Money

- 1) An Area Assembly is paid for by registration, dinner, and coffee fees. Any expenses not covered by these fees are the responsibility of the Area.

- 2) Registration fee should be based on cost of rent, nonrefundable facility or equipment deposits, decorations, flyers, and other general costs divided by the expected number of registrants.
 - 3) Typically, registration fees are \$10-\$15. Meals, if provided, are sold at cost and should be under \$15 if possible. Bottomless coffee, if provided, is typically about \$2.00 per day per person if made by the host district. If the coffee is supplied by the venue, it's usually much more expensive. Work with the Area Alternate Chair and the venue's catering committee to set a price for unlimited coffee. The host committee will also need to supply hot water and may choose to sell various teas to attendees.
 - 4) While the intent is not to make a profit, if the expenses for the Assembly are covered by the fees, then the Host District keeps any income from snacks and soda sales, while the Area keeps the income from coffee sales. The expenses for purchasing snacks and sodas are the responsibility of the hosting District. The District will not be required to make up any losses incurred from hosting an Assembly.
 - 5) If the District does not have the financial ability to front expenses of the assembly, consult with the CNIA Alternate Chairperson to find a solution.
- F) Housing. Assemblies need to have a host hotel(s), either at or near the meeting facility. Rooms should be in the range of \$75.00-125.00 per day, double occupancy. We also strongly encourage availability of "BACK-TO-BASICS HOUSING" where A.A. members of the host district make rooms available in their homes at no charge to attendees who cannot afford to share a hotel room.
- G) Food and Decorations. Keep costs low to moderate. The Host District is responsible for the menu, preparation, and serving, preferably on site. Try to accommodate vegetarian members. Provide tablecloths and District identification signs. Many assemblies prefer to cover the tables with paper and provide crayons for attendees. In some cases, Districts have also provided simple table decorations.
- H) Insurance. CNIA provides insurance coverage. Contact the CNIA Treasurer to help with the assembly's insurance needs. The insurance will probably be different for every assembly, depending on the facilities used.
- I) Flyers. Assembly Flyers in anonymous form must be approved by the CNIA Alternate Chair, sent to Translation and submitted to the Accents Publisher in time for the Accents deadline.

The flyer is published up to three months prior to the event. Assembly flyers are due to the Accents Publisher and Written Translation Chairperson by the 15th of the month prior to publication.

Assembly flyers will be published in the Area Accents and online at cnia.org. The CNIA Alternate Chairperson must approve the flyer prior to its publication and distribution. Once approved send the flyers to Translation.

The Area can provide an anonymous email address "for more information" (i.e. winterassembly@cnia.org).

Flyers will be most effective if they are clear and legible. The flyer may be double sided; however, if a “cut off or tear off” registration is to be used, directions to the facility/Assembly should remain.

Phone numbers and addresses to the Motels/Hotels need to be double-checked for accuracy. If blocking rooms, give the “Block Code” next to the motel/hotel; e.g., CNIA. PLEASE NOTE: Double-check the code with the hotel before publishing. Ensure the code is not translated when published in Spanish.

The flyer also needs to give the actual physical street address, not a P.O. Box, so that others using internet or GPS directions may be able to find the facility.

Ensure that directions to the Assembly Facility are clear with Street names and turn directions (left on... right on...). Experience shows that it is a good idea to verify the directions. Directions need to include all obvious approaches to the facility, e.g. “from I-5 South, or from Hwy 99 North.

- J) Assembly Agenda. The agenda for the event is created by the CNIA Alternate Chair, in close partnership with the CNIA Chair. If you have ideas or suggestions for a theme or for non-business activities, please work directly with the CNIA Alternate Chair. The host committee is not responsible for the Agenda.

CNIA 07 HISTORICAL ASSEMBLY CALENDAR				
Year	Winter	Pre-Conference	Post-Conference	Fall
2017	Paradise (15)	Modesto (56)	Yuba City (19)	Sacramento (24,25)
2016	Redding (11)	Madera (40)	Mt. Shasta (9)	Lemoore (47)
2015	Sonora (33)	Selma (43)	Sacramento (23, 24, 25, 27, 29)	Fresno (53)
2014	Modesto (56)	Woodland (17)	Sacramento (54)	Placerville (22)
2013	Yuba City (19)	Lemoore (47)	Yreka (09)	Paradise (15)
2012	Merced (36)	Lodi (31, 32)	Rocklin (21)	Angels Camp (30)
2011	Red Bluff (11)	Lemoore (47,49,55)	Placerville (22)	Modesto (33,56)
2010	Yuba City (19)	Mt. Shasta (09)	Fresno (53)	Chico (15)
2009	Placerville (22)	Woodland (17)	Sonora (33)	Sacramento (23,24,25,27,29)
2008	Red Bluff (11)	Manteca (32)	Jackson (30)	Grass Valley (20)
2007	W. Sacramento (53,54)	Mt. Shasta (09)	Roseville (21)	Fresno (41,42,43)
2006	Grass Valley (20)	Placerville (22)	Woodland (17)	Visalia (47,49)
2005	Plymouth (30)	Sonora (33)	Modesto (34)	Chico (15)
2004	Fresno (41)	Yreka (09)	Visalia (47)	Red Bluff (11)
2003	Manteca (32)	Lodi (31)	Placerville (22)	Mariposa (40)
2002	Turlock (34)	Auburn (21)	Grass Valley (20)	Merced (36)
2001	Fresno (43)	Yuba City (19)	Angels Camp (30)	Chico (15)
2000	Sacramento (54)	Roseville (27)	Woodland (17)	Mariposa (40)

CNIA 07 Assembly Checklist Preparing for the Assembly - "Keep it Simple"

Nine to Twelve Months Before Assembly

1) Establish an Assembly Committee

Elect someone to be the Assembly Chair. If possible, this shouldn't be the current DCM. They already have enough to do. The Alternate DCM or a past DCM are excellent choices.

2) Select Committee Chairs. (Suggested Committees)

- Assembly Registrar
- Snack Bar
- Volunteers
- Set up/Clean up
- Ice Cream Social
- Back to Basics Housing
- Parking

3) Have a "kickoff meeting" with the CNIA Alternate Chairperson, the Assembly Chair, the Committee Chairs and committee members. This meeting may be held in conjunction with a district meeting.

4) Find a venue and sign a contract.

If the District is unable to afford the venue deposit, contact the CNIA Alternate Chair and Treasurer for assistance.

Send copies of the contract to the CNIA Alternate Chair.

5) Determine registration and other fees (i.e. meals, bottomless coffee) to be charged.

6) Establish a budget.

7) Start keeping a separate accounting of Assembly related expenses.

The Host District is responsible for tracking Assembly related expenses. Each District will be responsible for collecting registration fees and reimbursing for expenses. CNIA will assist if necessary. The CNIA Alternate Chair can provide a sample Financial Worksheet.

Six Months Before Assembly

1) Ask for Help

Contact the CNIA Alternate Chair or other Host District Chairs who have had an Assembly for their experience on costs and expected income.

2) Review budget with District Treasurer and inform committee chairs of their budget allocation.

3) Get insurance rider for facility from Area Treasurer

4) Set schedule of Assembly meetings

At the Prior Assembly

- 1) Pick up the supply bins from the hosting District.

Be prepared to transport several large bins. You will need several cars or an SUV/Truck

Three Months Before Assembly

- 2) Have flyers (including registration form) ready the 15th of the month prior to publication in the Accents.

The CNIA Alternate Chair has sample of previous flyers. Refer to the CNIA Assembly Guidelines as well. Assembly flyers will be published in the Area Accents and online at cnia.org. The CNIA Alternate Chairperson must approve the flyer prior to its publication and distribution. Once approved send the flyers to Written Translations.

The Area can provide an anonymous email address "for more information" (i.e. winterassembly@cnia.org).

- 3) At ACM's, the DCM of the Host District should provide a thorough update on their upcoming Assembly and have flyers available for registration.
- 4) Get Back-to-Basics Housing Providers sign-up forms to Host District Groups.
- 5) Check in with Committees on their progress.

Two Weeks Before Assembly

- 1) Meet with volunteers and review duties and work shifts.
- 2) Print badges for the pre-registered attendees
- 3) Print a copy of the registration spreadsheet of registered names. Provide caterer with preliminary number of meals required.
- 4) Inventory usable supplies from the last hosting District (signage, nametag pins, District name tents, etc.).
- 5) Inventory the supply bins to determine what needs to be purchased for coffee and snack bar.

Night Before Assembly (if possible)

- 1) Set up meeting room with tables, chairs, decorations if available, etc.

Work with the CNIA Alternate Chair on room arrangement for placement of floor mics and committee tables.

If possible, long tables should be arranged perpendicular to the front to the room or classroom style.

- 2) CNIA signs should be set out so that those coming to the facility for the first time can be properly directed.

Place signs at all Highway off ramps and major intersections, if possible. Consider all possible routes to the venue.

First Day of Assembly (At least 3 hours before opening)

1) Set up Registration

- Registration Supplies
- Blank Registration Forms
- Submitted Registration Forms
- Pre-Registered Badges
- Blank Badges
- Badge Holders
- Receipt Book
- Pens
- Markers
- Miscellaneous Office Supplies
- District Check Book (District Treasurer)

2) Snack Bar/Coffee

Get coffee started, set up snacks and soft drinks,

3) Volunteers

Review duties with volunteers; get replacements for absent volunteers.

4) Be prepared to make housekeeping and general information announcements at the start of the assembly on Saturday, before dinner, and Sunday morning.

Last Day of Assembly.

- Signs
- District flags and holders
- Crayons
- Paper
- Coffee Supplies

Ten Days After Assembly

- 1) Submit Assembly Financial Worksheet and any excess funds to CNIA Treasurer. Include receipts for all expenses.
- 2) Send refunds to members unable to attend after registering.
- 3) Send final written finance report on Assembly to CNIA Alternate Chairperson.

CALIFORNIA NORTHERN INTERIOR AREA 07 GROUP CONSCIENCES BY CATEGORY

Comments About This Section

Items contained herein were gleaned from minutes published in the Area Accents, unless otherwise noted. In 2019, some of the Area Actions were recategorized for consistency.

Editor's Note on Contents - items not included are:

Passing of budgets and any item/policy contained in them.

- Redistricting (splitting, forming, etc.).
- Most one-time issues, like letters in support of, invitations to attend or speak at an Area event, and letters of nomination.
- Setting or changing a specific date for Area Calendar events.
- Election results and appointment of persons to vacant Area offices.

REVISIONS

- From the Start through Nov 11, 1986, Assembly - by Will N., Past Delegate, Panel 36.
- Jan 1987 Assembly through Jan 13, 1990, Assembly - by Don S., Past DCM, Panel 38.
- Feb 1, 1990 through Aug 19, 1995 - by Jim B., DCM, Panel 42.
- Sep 1995 through April 19, 1997 - by Jim B., DCM, Panel 46.
- May 1997 through November 2002 - by Marianne H., Panel 50 Area Chair, and Inez Y., Past Delegate, Panel 44.
- November 2002 through December 2004 - by Marianne H., Panel 50 Area Chair, and Inez Y., Past Delegate, Panel 44.
- Jan 2005 – Dec 2005 -- by Marianne H., Panel 54 Alternate Delegate and Inez Y., Past Delegate, Panel 44.
- January 2006 through December 2007 - by Lela M., Panel 56 Recording Secretary, and Mary A., DCM, Panel 56.
- January 2008 through December 2009 - by Brent G., Panel 58 Recording Secretary and Dreigh P., Panel 58 Area Chair.
- January 2010 through December 2011 – by Lela M., Panel 60 Area Chair.
- January 2012 through December 2013 – by Jan P., Panel 62 Recording Secretary and Vikki R., Panel 62 Area Chair.
- January 2014 through December 2015 – Jon C., Panel 64 Recording Secretary, Mike K., Panel 64 Area Chair, and Inez Y., Past Delegate, Panel 44.
- January 2016 through December 2019 – Jenn D., Panel 68 Area Chair and Celia B., Recording Secretary

AREA ACCENTS

1. Aug 15, 1981 - Assembly minutes are incorporated in *Area Accents* mailings, effective with this Assembly.
2. Jan 22, 1983 - Area Accents be published monthly, with a news cut-off date of the 15th of the month.
3. Sep 14, 1985 - Area Accents Committee (see COMMITTEE SECTION below).
4. Jun 21, 1986 - Suggestion that coming events in the Area be listed in the Area Accents separately from any other A.A. calendar items.
5. Jan 21, 1989 - We not include anything in the Area Accents that does not pertain to General Service.
6. Jan 13, 1990 - On a trial basis for two issues, the Area support and finance the Area Accents Plus.
7. Jun 16 & 17, 1990 - Area Accents Editor to send information from CNIA to all newsletters in the Area.
8. Jan 19, 1991 - Defeated motion to have standard size print in the Area Accents mandatory.
9. Dec 12, 1992 - Listing of NCCAA dates and locations in Area Accents - approved.
10. Mar 16, 1996 - Committee authorized the Secretary to spend up to \$50 to purchase computer translation software to make a Spanish version of the Area Accents available to the Area.
11. Apr 19, 1997 - Because the Area Accents copier is "dead," the committee agreed to reasonably reimburse the Area Accents Editor for dumping the unit.
12. Dec 1997 - Motion to raise the subscription price of the Accents to cover actual costs.
13. Jul 1999 - Motion to rescind the Dec. 1997 motion on increasing Accents cost, leaving in place the current \$4 subscription rate.
14. May 2009 – Ad Hoc committee formed to evaluate the future and role of CNIA's area Accents.
15. November 2009 - Recommended continuance of an Electronic Anonymous version to be posted on the CNIA website; reversion to a secondary electronic data base to facilitate electronic AND US Postal Service delivery methods.
16. January 2010 – Assembly agrees it is ok to publish the anonymous version of the Accents/Acentos to the webmaster as soon as can be done after the US Postal Service version has been prepared for distribution and sent to the printer.
17. March 2010 – Secondary database discontinued.

18. June 2015 – motion that the emailed version of the Accents be anonymous and that trusted servant addresses be removed from the postal version of the Accents.

AREA COMMITTEE

1. Jun 5, 1977 - GSRs should be encouraged to attend Area Committee Meetings to become acquainted with "active and knowledgeable" service workers. (Suggestion not voted on.)
2. Mar 27, 1982 - Annette F. to be Archives Chair, with necessary expenses paid. (Succeeded by Goldie F.).
3. Nov 10, 1984 - CNIA to plan its calendar 2 years in advance - Assemblies and Area Committee meetings - effective 12/1/84.
4. Dec 1, 1984 - Area Committee Meetings to be held the 2nd Saturday of each month (except December) when not in conflict with previously planned A.A. functions.
5. Oct 21, 1989 - Allowed Archives Chairperson to succeed self, subject to Area Committee approval.
6. Apr 1, 1990 - Committee voted to have DCM sharing session at each Area Committee Meeting.
7. Dec 16, 1995 - Committee voted to cancel April 1997 Area Committee Meeting, on account of conflict with the General Service Conference in New York.
8. Dec 21, 1996 - Committee voted to hold the April 1997 Area Committee Meeting on April 19, 1997. (This abrogates the December 16, 1995 decision not to hold the April meeting.)
9. Apr 1997 - Motion to take a 7th Tradition collection at Area Committee Meeting.
10. Jul 2003 - Motion to strike "to submit a list of contributions for publication in the Area Accent" from the treasurer's responsibilities.
11. Nov 2003 - Motion: That the ad-hoc website committee moves forward with the test site as purposed.
12. June 2008 – ACM establishes precedence allowing Area equipment, (LCD Projector, Translation Equipment) may be loaned to Districts if equipment is accompanied by an Area Officer or a member of the Translation Committee.
13. Feb 2009 – eServices Committee unveils the CNIA.org website.
14. June 2009 - CNIA ACM approved the cost of no more than 7 banners to be used from one assembly to another, included: ON-SITE REGISTRATION, PRE-REGISTRATION, LITERATURE, ARCHIVES, GRAPEVINE, H&I, SMOKING AREA, SNACKS/SODAS.

15. March 2015 – Sense of the room that the Area Committee Meetings and Assemblies will continue to be recorded. The Area Chair will announce that the meeting is being recorded for accuracy of the minutes and that the recording will be destroyed after the minutes are approved.

AREA OFFICERS.

1. The duties and responsibilities of Area Officers are largely defined by the A.A. Service Manual. The Alternate Delegate, however, has traditionally served as Area PI/CPC Chairperson.
2. Mar 23, 1985 - The Area will have a Recording Secretary responsible for taking, preparing, and presenting minutes of Area Committee Meetings and Assemblies, and a Corresponding Secretary responsible for maintaining the roster of groups, GSRs, and DCMs in the Area. The Recording Secretary to be allowed reimbursement for travel expenses, telephone, and postage, as are other Area officers.
3. Nov 15, 1985 - Because of the present chairman's physical condition, it was decided to elect an Alternate Chairman.
4. May 16, 1987 - The Area Delegate to appoint interim Recording Secretary to fill the position vacancy due to non-performance of the incumbent.
5. Nov 17, 1989 - Approved Area Office of Alternate Chairperson.
6. Jan 19, 1991 - Approved name change from "Corresponding Secretary" to "Registrar CNIA."
7. Aug 1991 Adopted "Summary of Duties and Responsibilities of All Elected Officers" as prepared by the Elected Officers in August 1991 (Panel 40).
8. Apr 4, 1992 - Removed the responsibility for literature from the Alternate Delegate. An available member has agreed to take on this responsibility.
9. Oct 15, 2004 - Area Officers changed the name from "Registrar" to "Area Database Manager (ADM)" to be in line with the terminology now used by the General Service Office. The office now refers to groups as listed moving away from the term registered.
10. Nov 17, 2007 - Alternate Chair becomes Bridging the Gap (BTG) Liaison. The position to serve as requested as Chairperson and Area Resource Coordinator for Bridging the Gap. Position to encourage and attend District Workshops on Bridging the Gap. Position to maintain supplies of literature appropriate for Bridging the Gap.
11. Jan 29, 2008 – After calling GSO, it was determined that GSO no longer uses the title "Area Data Base Manager" and the title reverts to "Area Registrar."

ASSEMBLIES

1. Jan 22, 1977 - Location of Assemblies will be planned in December, so that calendar and activities can be planned.

2. Feb 4, 1978 - Sacramento will be the site for the Spring and Fall Assemblies beginning in April 1979.
3. Jan 23, 1982 - Spring Pre-Conference and Fall Election Assemblies to be held in a central location (rather than specifically Sacramento).
4. Jan 23, 1982 - Speaker meeting/dinner after Election Assembly (approved March 31, 1979) to be discontinued.
5. Jan 14, 1984 - Post-Conference Assembly to be held in May (new Assembly) for 1984, date finally settled on was June 2).
6. Jan 5, 1985 - CNIA to hold Post-Conference 2-day Assembly beginning in 1985 from noon Saturday to noon Sunday. Delegate's Report to be given Saturday night. Assembly to be self-supporting by registration contribution of \$2 and/or Seventh Tradition. Area has final responsibility for finances, but host District urged to use prudence in planning. Meal at discretion of host District. Assembly will alternate between north and south, beginning with south part of the Area.
7. Mar 22, 1986 - Agenda items for Area Committee Meetings and Area Assemblies to be submitted in writing at least forty-five (45) days before the meeting.
8. Jan 21, 1989 - There will be a 3-day Area mini PRAASA Assembly each year. This assembly will be in conjunction with the Elections Assembly every other year and in place of the Fall Assembly in alternate years.
9. May 6, 1989 - To present (as part of published agenda) only those items passed by Area Committee to the Area Assembly. Not be brought forward as part of published agenda.
10. Nov 17, 1989 - Have 1/2 hour GSR "What's On Your Mind" sharing session and "Ask-It-Basket" for written questions, concerns, or opinions at each Assembly.
11. Apr 4, 1992 - Make Pre-Conference Assembly in April a 2-day assembly and the Post-Conference Assembly in May a 1-day assembly. .
12. Dec 16, 1995 - Make Post-Conference Assembly a 2-day Assembly starting in 1997.
13. Apr 2006 - Assembly motion "That the Winter Assembly be changed to a two-day Assembly. That all other Assemblies remain as they are. That this motion take effect January 2007."

APPOINTED CHAIRS & COMMITTEES

1. Sep 14, 1985 - *Area Accents* Committee be established with the Editor, selected by the Area Committee from submitted résumés, and two general members rotating on even years, and the immediate past Delegate and Corresponding Secretary rotating on odd years.

2. Nov 15, 1986 - Add a Finance Committee to the Area, with its members to include a past Delegate and two current DCMs with the Area Treasurer. The purpose of this committee is to assist the Treasurer in planning Area expenditures, developing the annual budget, and stressing the 7th Tradition.
3. Nov. 1999 - Approved a committee to acquire computer equipment as necessary to ensure compatible hardware and software for four (4) CNIA computer (*Accents* editor, Treasurer, Registrar, and Recording Secretary) systems, not to exceed \$1,200 per system, including a printer for the Secretary and the Treasurer. (Committee was disbanded after systems were purchased.)
4. Apr 2002 - Create an Area Translation Committee, chair to be selected by Area Officers and appointed by the Area Chairperson, to coordinate written and verbal translation needs of the Area.
5. May 2005 - Create an Area E-Committee, chair to be selected by Area Officers and appointed by the Area Chairperson, to coordinate the electronic needs of the area
6. Nov 2009 – Assembly approves motion that CNIA create an appointed BTG Chair position by the beginning of the Panel 60, removing the BTG Liaison position from the duties of the Alternate Chair.
7. January 2015 – Motion that we accept the Written Translation Appointed Chairperson Job Description on page 10 of the October 2014 *Accents/Acentos* as the job description for a Written Translation Appointed Chairperson.
8. June 2019 – That we create an Area alternate archivist position whose responsibilities would be to assist the Area archivist with the duties outlined in the CNIA Service Material Book section on Appointed Area Positions, Archives Chairperson. To serve one panel as alternate and succeed Area archives chair the following panel.

ELECTIONS

1. Jun 5, 1977 - GSR or DCM elected in midterm can be eligible for election {Suggestions;} for a full 2-year term. {not voted on}. Outgoing GSRs - not incoming GSRs- vote in elections.
2. Mar 31, 1978 - At elections, the Election Assembly Chairman asks each nominee, when nominated, as to their availability for office.
3. Aug 15, 1981 - Election procedures adopted by which Area Officer nominees chosen from current or past DCMs, GSRs, or Area Officers, who have served for a period of at least two (2) continuous years and have remained active in some service activity in any interim period.
4. Jul 11, 1987 - Area Suggestion on how DCMs are elected. The Area adopted Area Committee the third option on page 42 of the A.A. Service Manual (i.e.,

- only past GSRs are eligible to run, but all GSRs, outgoing and new, should vote).
5. Sep 12, 1987 - Election procedure: one GSR from each group, all DCMs, and all Area Committee officers have a vote. At the Election Assembly, the Election Chair reviews the procedure prior to election.
 6. Nov 17, 1989 - Recommendation from the Area Committee that the Assembly use 1981 CNIA election procedures, with the following modifications:
 - a. Area Officers and Committee members eligible for Area Office without personal nomination;
 - b. Each District may have one additional nomination from their own District;
 - c. Prior to vote for each office, current officers and committee members may decline to stand for all offices; and
 - d. Each candidate will have submitted CNIA résumé to be read by Election Chairperson.

EXPENSES

1. Mar 31, 1978 - Delegate to receive from the Area \$100 for personal expenses; at the General Service Conference and \$100 to help defray expenses at PRAASA ("approved by Assembly for many years").
2. Mar 31, 1978 - Most Districts (for approximately 4 years) have been paying mileage for the Delegate to come to give Conference Report.
3. Mar 31, 1978 - All CNIA officers' costs pertaining to matters of A.A. (phone, postage, mailing, and mileage for the Delegate ONLY) are paid by the Area (and a moratorium on this subject for 2 years).
4. Jan 24, 1981 - Delegate advanced \$750 for PRAASA in Alaska. Further, in the future where the Area Delegate is expected to attend an A.A. function, any estimated cost over \$200 will be advanced.
5. Jan 24, 1981 - All Area Officers to be reimbursed for mileage and lunch at Area Assemblies and District Meetings, effective January 24, 1981.
6. May 18, 1985 - Support Delegate's attendance at World Conference to a total of \$500, expenses to be supported by receipts.
7. Dec 12, 1987 - Clarified reimbursement of Area Officers for one night's lodging at 2-day Assembly was approved by the Assembly in January 1987. (Area Committee).
8. Dec 12, 1987 - Pay bill for *Area Accents* Editor's typewriter repair. (Area Committee)
9. Dec 12, 1987 - Reimburse Area officers having responsibilities at NCCAA Conference for two nights' lodging (Delegate, Chairperson, and any other officers asked to serve there).

10. Dec 12, 1987 - All CNIA officers willing to attend PRAASA in Utah are to be reimbursed up to \$250.
11. Oct 22, 1988 - Area Purchase one typewriter (approximately \$300) for the use of the Recording Secretary.
12. Oct 22, 1988 - Area Purchase one computer (not to exceed \$2,000) for the use of the Corresponding Secretary.
13. Apr 2, 1988 - Delegate and Alternate Delegate funded to attend Regional Forum in Alaska (not to exceed \$750 each).
14. Oct 22, 1988 - Reimburse Delegate for additional Saturday night's lodging prior to the General Service Conference at GSO if the Conference does not.
15. Oct 22, 1988 - Purchase long-term lease on film of Bill W. on the Traditions. Estimated cost \$275.
16. Oct 22, 1988 - Reimburse Archives Chair and Accents Editor for one night's lodging at the annual 2-day Post-Conference Assembly. Estimated cost \$120.
17. Feb 25, 1989 - Approve a \$3 registration fee and taking a Seventh Tradition at the Mini PRAASA Assembly (at Grass Valley, November 11 and 12, 1989) to recover expected costs of the event (Area Committee)
18. Jan 13, 1990 - The Area will support up to \$1900 for Officers to attend PRAASA (Bakersfield, CA 1990) at \$100 each for 5 officers; not already budgeted and up to \$50 each for DCMs lodging; above District support if needed. Recommended that Group provide financial support for their GSRs attending PRAASA.
19. Jan 13, 1990 - Approved reimbursing seven past Area officers for 2 days' lodging at Grass Valley Assembly not to exceed \$60 each.
20. Jan 13, 1990 - Approved reimbursing *Area Accents* Editor for lodging not to exceed \$60 and mileage of \$17.10 for Grass Valley Assembly.
21. Apr 7, 1990 - Reimburse Area Archivist, Alan D., for lodging at Area Assembly in Grass Valley not to exceed \$60.
22. Jun 16 & 17, 1990 - Approved increasing amount to \$3,000 for computer and software.
23. Jan 19, 1991 - Approved purchase of computer and software from Mark K. (previous Treasurer), to cost \$1,450.
24. Mar 21, 1992 - Finance Committee given \$100 to cover postage, copies, and supplies, and new budget to provide \$100 for Finance Committee.
25. Apr 4, 1992 - Approved room expense for Delegate for April 24, 1992, and closing night May 2, 1992, at General Service Conference, at \$185.10 per night, which includes food at \$40 per day.
26. Dec 12, 1992 - Approved room expense for Delegate at General Service Conference for Saturday, April 24, 1993.

27. Jun 19, 1993 - Approved Delegate's Mileage \$.25 per mile; all other officers \$.20 per mile; Delegate's incidental expenses for New York trip \$300; PRAASA \$100 for each officer and \$50 for each chairperson.
28. Feb 19, 1994 - Approved rental of translating equipment for Committee Meeting in March not to exceed \$100.
29. Sep 10, 1994 - Committee approved reimbursement to Ralph H. covering purchase of tape recorder for recording *Area Accents* - \$10.
30. Oct 14-16, 1994 - Purchase translation equipment not to exceed \$500
31. Nov 17-19, 1995 - Purchase computer software and hardware for use by the Area Secretary, Registrar, Treasurer, and *Area Accents* Editor, not to exceed \$5,000 using a combination of funds on hand and Prudent Reserve - approved. Funds from now defunct District 18 were included in these funds.
32. Mar 16, 1996 - Committee authorized the Secretary to spend up to \$50 to purchase computer translation software to make a Spanish version of the *Area Accents* available to the Area.
33. Nov 1997 - Motion approved to rent the additional room at Neth Construction for the Area Archives.
34. May 2000 - Motion to authorize CNIA spend up to \$250 for a possible 10 A.A. informational videos to be placed in the public information section of warehouse stores in our CNIA area.
35. May 2000 - Authorize the Treasurer to spend up to \$1,000 annually to purchase general liability insurance of \$1,000,000 to cover all CNIA committee meetings and Assemblies.
36. Nov 2001 - Motion to increase mileage for all Area officers, elected and appointed, to \$.25/mile and to keep the delegates mileage at \$.25/mile, effective December 1, 2001.
37. May 2002 – Motion to send our Archivist to the Archives Workshop for \$450.
38. Nov 2002 – Motion to purchase an assembled transmitter from CNC for Spanish translation.
39. Aug 2003 – Motion to purchase the renewal for the domain name (cnia.org) for one year. Motion to purchase for one year a new domain name (cnia07.org).
40. May 2004 – Purchased new sound system.
41. May 2004 – Purchased back-up translation system.
42. Jan 2005 - Motion to increase mileage for all area officers, elected and appointed, to \$.35/mile.
43. May 2008 – Moved to raise the ACM rent at E. Yolo Fellowship from \$75 to \$100 per meeting in order to pay for rent, coffee, utilities and to be fully self-supporting through our own contributions.

44. May 2008 - Moved that CNIA fully fund all area officers' attendance at PRAASA. Limit motion to 2009 only.
45. June 2008 - E-Services Committee moves to increase the equipment item in the 2008 budget (only) by \$1,000 to a total of \$2500.
46. August 2008 - E-Services recommended that the Area purchase the translation equipment. 10 receivers were purchased with the unit for \$2,537
47. May 2009 – Moved to fully fund all area officers and appointed chairs including previously funded delegate and alternate delegate to the 2008 Regional Forum up to a total of \$7500 or \$500 each, but fully funding the delegate and alternate delegate.
48. Nov 2009 – Area Assembly approves that CNIA reimburse mileage for Area Officers, Appointed Chairs, and invited guests, at the rate set annually by GSO.
49. May 2010 Assembly – Motion to have Area 07 cover the \$500 refundable deposit for the BTG 2011 convention site, to be repaid to Area 07 after the BTG 2010 convention by December 31, 2010. In favor 88, Opposed 2. Motion passes.
50. January 2011 Assembly – Motion to fund only the Delegate to PRAASA 2011 with a capped allocation of \$1,000 and authorize the Delegate to purchase one set of the PRAASA 2011 CDs for Area 07 approximate cost of \$80 - \$100 for a potential cost of \$1,100 total. In favor 70, Opposed 16. Motion Passes.
51. Nov 2011 – Area Assembly approves \$600 expenditure for new PC for Recording Secretary.
52. October 2013 – Moved to discontinue paid subscription rate for postal ACCENTS/Acentos.
53. November 2014 – Motion that CNIA 07 fund Celia B for mileage, lodging, registration and Saturday night dinner to the 2015 Winter Assembly to report on Written Translation activities and needs as well as participate in discussion of the pending proposed Written Translation Appointed Chair motion. The cost is estimated to be \$270 or less. If this motion passes, funding only applies to the 2015 Winter Assembly.
54. October 2016 – That CNIA purchase 175 of the “A New Freedom” DVD from GSO to pass along to the California Department of Corrections and Rehabilitation at an approximate cost of \$1400 plus tax.
55. February 2017 – That the spending plan budget line 7904, archives phone, copies, supplies, be increased by \$600, for a total of \$650 for the year.
56. June 2017 – That we use \$1,800.00 of Area funds for an AA booth at the 2017 California Psychiatric Association Annual Conference.
57. February 2018 – That the Area fund up to \$250 per DCM to be funded to PRAASA 2018, as needed.

58. March 2018 – That the Area budget up to \$200 for 14 Area officers and Area appointed chairs (total \$2,800) to attend the 2018 Pacific Regional Forum.
59. June 2018 – That the Area approve up to \$600 for California Association of Collaborative Courts Conference for Alternate Delegate to attend.
60. June 2018 – That the Area approve \$600 to support the 3rd annual Hispanic Women's Workshop.
61. July 2018 – That CNIA reimburse the Area Hispanic Women's Workshop (HWW) liaison for mileage to the 2018 HWW planning meetings, not to exceed \$250.
62. March 2019 – That CNIA contribute \$2000 to Northern California Accessibilities Committee.
63. May 2019 – That we approve \$1300 for the Bridging the Gap Workshop Weekend 2019.

FINANCES

1. Mar 31, 1978 - Financial status to be reviewed every 2 years to determine any excess funds. Establish prudent reserve set at the November Election Assembly, to be ratified at the first Assembly to follow, usually in January.
2. Mar 31, 1979 – A Prudent Reserve of \$2,000 was set.
3. Aug 15, 1981 - Prudent reserve of \$4,500 proposed (accepted at January 23, 1982, Assembly).
4. Jan 22, 1983 - First CNIA Budget presented, discussed, and accepted.
5. Sep 12, 1987 - Seventh Tradition omitted at this Area Committee meeting. (Area Committee)]
6. May 21, 1988 - Establish a budgeted contingency fund of \$1,000 for disbursement by the Area Committee, with allotments of up to \$100 permitted without Assembly approval.
7. May 21, 1988 - A budget item of \$250 to be allotted to the Alternate Delegate specifically for PI/CPC chair activities.
8. May 21, 1988 - Convert to a Fiscal Year of July 1 to June 30, beginning July 1, 1989.
9. Nov 8, 9 & 10, 1991 - Treasurer issue quarterly reports, showing mileage, motel, phone, etc., for each officer.
10. May 30 & 31, 1992 - Approved purchase of high-speed copier for publishing newsletter (*Area Accents*) \$1,800.
11. Jan 16, 1993 - CNIA file with IRS and the state as a tax exempt, non-profit, unincorporated association - approved.

12. May 2002 - Motion to "change guidelines to reflect one signature (on Area 07 checks) with an accompanying system of checks and balances to be determined through future work of the Finance Committee."
13. Jan 2007 Assembly - Motion "To change the CNIA accounting year end from a fiscal year ending June 30th to a calendar year ending December 31st."
14. May 2007 Assembly – The Assembly approved a revised Budget Preparations Schedule, including guidelines for increases to budget line items and un-budgeted expenses; the new version is included in the description of the Area's Finance Committee in the first section of this handbook.
15. June 2010 ACM – Finance Committee reveals general operating policy to "submit receipts for reimbursement to the Area Treasurer within 30 days."
16. May 2013 Assembly – The Assembly approved to define Prudent Reserve as the annual cost to 1) send Delegate to the General Service Conference (Contribution to GSO and Delegate miscellaneous expense), 2) ACM room rent, 3) Archives facility rent, and 4) Liability Insurance. The Prudent Reserve will be re-evaluated annually by the Finance Committee.
17. June 2016 – That CNIA 07 adopt electronic contributions to Area 07.

RESPONSIBILITIES

1. Oct 11, 1960 - Chairman given "carte blanche" to work with NCCAA and H&I in creating greater harmony in sponsorship of inmates prior to their release.
2. Feb 4, 1978 - Marge K. (immediate past Delegate) to write "the Pitch" for inclusion in the *Good News*, *By the Way*, and the *Pipeline*. (Marge resigned Nov 1978 and a volunteer requested. No indication that one appeared.)
3. Mar 31, 1978 - Each District PI Committee is responsible for the purchase of its own PI literature. If a District is in dire financial straits, it is to contact Alternate Delegate at whose discretion assistance may be provided.
4. Sep 14, 1985 - Suggestion that Central Office, Sacramento, have name of General Service contact of those who contact them for General Service information. (Alternate Delegate volunteered and carried out responsibility.)
5. Nov 15, 1986 - Area Archives Chairman to be the responsible party to record Area Assemblies and Committee meetings.
6. Sep 12, 1987 - Corresponding Secretary to supply *Area Accents* editor with the name and address labels for the newsletter and that will end his/her part in *Area Accents*. (Area Committee)
7. Jan 23, 1988 - Adopted duties of *Area Accents* Editor :
 - a. Compile information for *Accents* as submitted.
 - b. Type the *Area Accents* in a format ready for printing.
 - c. Have the *Area Accents* printed.

- d. Obtain address labels from Corresponding Secretary.
 - e. Prepare the *Area Accents* for mailing.
 - f. Mail the *Area Accents*.
 - g. All of above to be completed by 20th of each month.
8. Nov 2007 - Assembly approves adding oversight to the Area's Bridging the Gap activities to the duties of the Area Alternate Chairperson.
 9. June 2011 – ACM approves new process for Group notices.
 - a. Delegate forwards all pending Group notices from the GSO Records Department to the appropriate DCM.
 - b. Delegate sends welcome letters to all new listed Groups receiving a service number.

OTHER

1. Jan 22, 1983 - Hold three workshops in three geographical locations: north, central, and south of Area, where the Delegate will present the Conference Report.
2. Nov 14, 1987 - Buy one 16mm film and two VHS cassettes of "Young People In AA."
3. Dec 12, 1987 - Individuals wishing to pursue the *Daily Reflections* book do so as members, and no more time will be taken at Area meetings with this subject.
4. Dec 12, 1987 - Reproduce a map of the Area with the entire new District boundaries in the *Area Accents*.
5. May 21, 1988 - A copy of VHS tape "Young People In AA" to be purchased for each District.
6. May 21, 1988 - Conscience of the Assembly that CNIA will not provide a literature booth at the NCCAA Conferences henceforth.
7. Jan 21, 1989 - Delete NCCAA date but add Forum date to 1989 Area calendar.
8. Apr 8, 1989 - Delegate to submit a bid for a 1990 or 1992 Forum in CNIA.
9. May 6, 1989 - All original motions be read by their presenters.
10. Nov 17, 1989 - All CNIA motions to cover single purpose or option. No compound or multiple-choice motions.
11. Jan 13, 1990 - Include Forum on 1990 Area Calendar.
12. Mar 17, 1990 - Don S. volunteered to put together "guidelines" for Area Committee. These are to be taken from Committee action as shown in the minutes.

13. Jun 16 & 17, 1990 - Approved movement of the Archives to 1807 Navy Drive, Stockton.
14. Dec 12, 1992 - Listing of NCCAA dates and locations in *Area Accents* approved. Cancels action of January 21, 1989.
15. Nov 19-21 1993 - New Linguistic District 53 (Spanish) approved unanimously.
16. Feb 19, 1994 - Meeting location at East Yolo Fellowship, 1040 Soule, West Sacramento, approved.
17. Apr 8 & 9, 1995 - Approved proposal for Conference Theme to be "How Our Behavior Affects AA As a Whole - A Loving Appraisal." Vote 39 in favor, 4 opposed.
18. Jul 15, 1995 - Guidelines Committee formed, to be chaired by Jim B., with Fred B., Carole B., Dede L., Jon M., and Phillip R. as Committee members.
19. Jan 20 1996 - New District 54 (Spanish Speaking) Approved unanimously.
20. Feb 17, 1996 - New Guidelines Committee formed, with Jim B. as Chair, and Jim M., Jill M., Sheila S., Bill B., and Hal W. as members.
21. Oct 19, 1996 – Motion that California Northern Interior Area 07 requests that the General Service Conference consider producing the Twelve Concepts for World Service on audiocassette, to include the AA's Legacy of Service, Meaning of the Conference Charter, the current Conference Charter and Resolution, the Preface and Introduction to the Twelve Concepts."
22. Jun 1997 - Motion to print the DCM Handbook in binder size and sell to the DCM's who want one for \$3.
23. Jul 1997 - Motion to rescind the previous month's motion and to distribute the DCM handbook at no cost to the DCMs.
24. Nov 1999 – Motion that *A.A. Service Manual & 12 Concepts* be made available on audiocassette with consideration of all three General Service languages (English, Spanish and French). To be forwarded to the General Service Conference in 2000.
25. Nov. 2009 – Area establishes the CNIA brochure.
26. Apr 2006 – Motion that the Area adopt Bridging the Gap in our CNIA Service Structure; with guidelines to be prepared by an ad-hoc Bridging the Gap committee, ratified by the Area Committee, and proposed to the Area Assembly." Motion passes final vote.
27. Apr 2007 – Motion that Area 07 should create an internet web site with the purpose and guidelines to be developed by the eServices Committee and approved by an Area Assembly." Motion Passes.
28. May 2007 - Forward agenda topic to Archives Committee for consideration.
29. Nov 2007 – Web Site Guidelines.
30. Sep 2007 - Pass on the agenda theme.

31. Oct 2007 - BTG Guidelines were ratified before sending to the Assembly.
32. Oct 2007 - Endorsed web site qualifications before sending to the Assembly.
33. March 2010 – E-services committee tabled the request for “Archives” content on the CNIA web site (specifically Bill W’s letter regarding the Lord’s Prayer).
34. May 2010 – CNIA BTG Workbook Kit distributed to Districts, in English and Spanish.
35. July 2010 – ACM unanimously approves new CNIA Pamphlet. Electronic PDF file, in English and Spanish, to reside on the web.
36. July 2011 – ACM discussed that members sometimes record portions of the assemblies. ACM ratifies that the guiding policy is Tradition 11 (respect anonymity at the level of press, radio, and films).
37. September 2011 – E-Services committee announces to ACM their readiness to release a new web site. No objections to this housekeeping topic.
38. October 2014 – Motion that Area support the District 15 letter requesting that the 2015 General Service Conference reconsider new literature addressing alcoholics with mental health issues.
39. March 2015 – unanimous sense of the room to bid for the 2018 Pacific Regional Forum.
40. November 2019 – Area 07 forwards the revised version of this proposed agenda item, with the changes specified, asking that the language be reconsidered by the trustees based on the information provided.

LIST OF PAST DELEGATES FROM CNIA

Mike Kim	Panel 68 (2018-2019)	Report and Charter	(916) 612-3994 496 Pimentel Way Sacramento, CA 95831
Vikki Lewis	Panel 66 (2016-17)	Corrections	(530) 844-6557 1450 Stabler Lane #47 Yuba City, Ca. 95993
Kelley Moran	Panel 64 (2014-15)	Trustees ¹	(916) 601-3611 903 Tanner Court Folsom, CA 95630
Lela Meinke	Panel 62 (2012-13)	Literature ²	(916) 778-9348 2814 Milstead Way Roseville, CA 95661
Melody Tolmie	Panel 60 (2010-11)	Treatment/Special Needs- Accessibilities	(209) 482-4470 9767 Deep Water Lane Stockton, CA 95219
Lee Wilson	Panel 58 (2008-09)	Trustees	(530) 681-2786 2668 Banks Drive Woodland, Ca. 95776
Marianne Hawkins	Panel 56 (2006-07)	Cooperation with the Professional Community ² / Subcommittee - Archives ²	(530) 795-0447 310 Rosa Street Winters CA 95694
Paul Coonce	Panel 54 (2004-05)	Correctional Facilities	(209) 384-3373 3250 N. McKee Rd. Merced, CA 95340
Kathy Cholewinski	Panel 52 (2002-03)	Report and Charter ²	(530) 312-1538 6128 Coopers Hawk Rd Klamath Falls OR 97601
Woody Roderick	Panel 50 (2000-01)	Literature	(209) 474-2997 615 Dupont Dr. Stockton, CA 95210

¹ Committee Chair

² Committee Alt Chair

John Gerhmann	Panel 48 (1998-99)	Cooperation with the Professional Community ²	deceased 7/8/04
Joe Burnes	Panel 46 (1996-97)	Literature ¹	(559) 636-3237 4448 W. Ferguson Ave. Visalia, CA 93291
Inez Yoakum	Panel 44 (1994-95)	Report and Charter	(916) 331-1039 5626 Palm Ave. Sacramento, CA 95841
Bill Cross	Panel 42 (1992-93)	Grapevine ¹	deceased 02/15/2013
Fred L. Barnett	Panel 40 (1990-91)	Report and Charter ¹	deceased 10/25/05
Tim Martin	Panel 38 (1988-89)	Trustee	deceased 11/28/94
Will Noble	Panel 36 (1986-87)	Policy and Admission ¹	deceased 2/17/09
Les Watson	Panel 34 (1984-85)	Report and Charter ¹	deceased 1/14/90
D.G. "Doc" Campbell	Panel 32 (1982-83)	Correctional Facilities	deceased 1985
Naydine Barnes	Panel 30 (1980-81)	Treatment Facilities ²	deceased
Annette Fiel	Panel 28 (1978-79)	Literature	deceased 11/3/03
Marge Kemp	Panel 26 (1976-77)	Policy and Admission ¹	deceased 4/11/93
Jack Barnes	Panel 24 (1974-75)	Public Information	deceased
Bob Bernelle	Panel 22 (1972-73)	Grapevine	deceased 3/28/2019

¹ Committee Chair

² Committee Alt Chair

Bob Bernelle	Panel 20 (1971)	Report and Charter	see above
Ralph Wagy	Panel 20 (1970)	Report and Charter	deceased 1/1/01
Ralph Wagy	Panel 18 (1969)	Public Information	see above
Howard Taylor	Panel 18 (1968)	Public Information	deceased
Kenneth O. Kott	Panel 16 (1966)	Policy and Information	deceased
J.K. Rick Schreiber	Panel 14 (1964)	Report and Charter	deceased
Cliff Johnson	Panel 12 (1962)		deceased 8/29/91
Bertha Williams	Panel 10 (1960)	Finance and 1960 Conventions	deceased
Duane Rolofson	Panel 8 (1958)	Grapevine	deceased
Jim Masterson	Panel 6 (1957)	Admissions to Conference	deceased 9/5/00
Leo Barton	Panel 6 (1956)	Admissions to Conference	deceased
Victor Maloney	Panel 4 (1954)	Agenda ¹	deceased
Floyd Bowers	Panel 2 (1952)	Literature	deceased

¹ Committee Chair

² Committee Alt Chair

HISTORY OF C.N.I.A.

The following is a recall of the beginnings of the Service Structure, and the individuals and events which were a part of that historical origin. This was written at the request of a member of the Committee approximately two years ago, and is not a volunteered action. It has been submitted as such, and is in the files of the Committee since that time.

Recognize that the following comments, as related, do not necessarily follow in chronological order, although an attempt will be made to keep them in sequence. However, the facts and comments are made by the writer as a result of "being present" at the time of such events, problems, etc. when and where they happened. Accept the fact that these events can be enlarged upon, if requested, but the writer will include only those remarks that would seem to be of interest to that small portion of the Service Membership, as they related to our Service picture as of this date.

Necessarily, the writer reserves the prerogative of verification of all statements and comments, as submitted, and also to have the opportunity to review any and all "other" recounts of "The Beginnings of Service", which might be submitted by any other source. Realistically, only comments are put down in this history that is the subject of total recall, and if there are omissions, it is only because of time and length factors involved. Inasmuch as the writer participated in all of these events, we feel they are valid, and not hear-say. Naturally, personal observations, as such, are intermingled with the factual historical events, and can be explained, enlarged upon, and clarified on request.

It should be clarified that full names are used! In this narrative, as it is assumed that this will be used by, and is of interest to. Only members of AA, and is not to be used for public presentation, or release.

Please note that this "history" of the Interior Panel covers the history only through the year 1968. We feel that there are others who will be able to continue from that point forward, but if information is needed after that date, the writer will be happy to contribute, on contact.

Maybe the motivation for this piece is in keeping with a statement made by Carl Sandburg-----"Any society, civilization, or fellowship that forgets where it came from is doomed to failure!"

The "first" Service Meeting, (Not called Assemblies at that time) was held in conjunction with the NCC, at which time the Coastal Panel elected their first Delegate, Nick Nickerson. He was a member of AA Service Panel "1". (At that time, we were assigned to be a member of Panel "2", and, as such, we were not entitled to elect a Delegate in 1951.) Contrary to current rumors, Nick was not our Delegate at that time. Very simply, we operated without a Delegate in the Interior Panel for that first year). For clarification, Northern California had four (4) conferences at that time rather than the current three (3).

It had been pre-determined by the Conference Planning Committee in New York that our state of California was entitled to four (4), Delegates to the Conferences. Two of them would be elected in 1951, and then other two in 1952. This provided the experience rotation that as felt required at that time. It was then decided that the first two Delegates would be elected from the Los Angeles area, and the second from the Coastal area of Northern California. We were fortunate to have been allotted four state Delegates, as most states had only the one. This selection of the allotted Delegates, per state, was based mainly on the AA population and the geographical proximity of the groups within that state. It was not until the late fifties that California was allotted an additional Delegate. The border line originally, for the Northern California Panels was from the Oregon Border down to a line running through Visalia and Coalinga. The division of the Coastal and Interior Panels was determined by the active Service members in both areas. Initially, there was a lengthy discussion involving the N. California dividing line to make it a North and South Panel set-up. Due to the geographical structure of Northern California, and the location of groups in this area, it was finally decided that the most effective division to meet the needs of Service Committees on a more convenient status was to make the dividing line to include the Coastal Groups as against the interior AA population. At that same time, it was accepted that the Coastal Panel would elect the first Delegate because of the size of the AA population in their groups. Remember, also, that the areas at that time were called Panels, both as geographical areas and the sequence of participating in the Conference back in New York.

Needless to say, our Interior Panel was as interested in the election of Nick Nickerson as we also became interested in our anticipated election the next year. All of our Service people were present at that election meeting held at the NCC get together, and watched how it functioned, and naturally learned from any mistakes that they made, --at least in our opinion based on our intelligence and expertise. (??????) And, then when we held our own election the following year, we made the same errors and added quite a few of our own. (Of course, with their expertise as validated by their long-time experience (one year), it was then their turn to take our inventory. In spite of this difference of opinions, of which there were many, the two Panels began to cooperate from the beginning and have held to that spirit ever since. (Remember, the principle of having a balance of "experienced" (?) Delegates and "new" Delegates was carried over to the election of Regional Trustees in 1963. As of 1985, that principle was disbanded, somewhat, when it was decided that the Regional Trustees could be elected at any time, when it was necessary due to death, resignation, or appropriate replacement. And, the new election was for the full four-year term, which has, realistically, diluted the balance of experience and newly elected Trustees.)

When Nick returned from the first Service Conference in New York, and gave his first Conference Report, in Oakland at the June NCC, all of our Interior Panel people were in attendance. The Report was given at an afternoon session, and the auditorium was well filled. This was all very new to everyone. As a result, there almost as many "non-Service minded" members in attendance as there were active participants. His Report was very well done, and interesting to all. Basically, Nicks

Report was keyed to his feelings that that first Service Conference was mainly keyed to the overall feeling of "Unity and Effective Participation from the Grass Roots". In Nick's words, it was more of an Introductory Session because there was no precedent for the conduct of the Conference. However, there were many discussions re Literature needs, Financial Support, Delegate expenses, etc. All of the subjects were down to earth and basic, because the sessions were longer, and there was more floor participation.

Remember, there were not the Presentations and Workshops that are the norm today. As Nick said, time was not important, as such, and each of the discussion sessions could run as long as two or three hours if input from the Delegates was forthcoming. Most of these sessions were chaired by Hank Grieme, who was the part-time office Manager at that time. No further comment on the subjects discussed at this time, other than to say that this writer was not all that sure what it was all about. This feeling was then allayed somewhat when it was evident that no-one else was all that well informed either, including Nick.

Then, in that same year, in the fall of 1951, we had our opportunity to be the focus of attention at the NCC Election meeting. This Conference was held in Sacramento, in Governors Hall at the old Fairground at the corner of Stockton and Broadway. This session was also well attended, and there were almost as many AA members, AND Alanons at that Saturday afternoon Election Session, as there were at the evening meeting the same night when Father Pfau {Or, as we know him today, Father Doe), and Marian S. from the New York Staff spoke.

Remember, at the time of these elections, there were no real guidelines, --only suggestions. The writer had the chance to read them when they came to us from New York, and they were so general and wide-open that each and every Panel had to resort to their own imagination and ingenuity. Fortunately, our Panel was blessed with some very capable members, and we had the one year experience of the Coastal Panel to rely on. . We had tentatively divided the Interior Panel into "Four" Districts. The boundary lines were not specifically drawn at that time, but basically, we were divided into four Districts. The four Districts were keyed on the four cities that had the most active Service members, as well location. We basically were set up as the Fresno, Stockton, Sacramento, and Chico. The writer felt then, and believes now, also, that these were the focal points for the four Districts because of the "Founding Fathers" who were active and representative of that particular area. For instance, Doc Barton and Jess Freeman of Fresno, Wayne Parker, Bob Turner, and Gordon {?} from Stockton, Clem Wraith from Chico, and Vic Maloney and Muriel Paul from Sacramento.

We had no "Committee" at that time, but it was decided that each Group in our Panel was entitled to submit a Nominee for Delegate, if they chose to do so. However, this was not so much of a problem at it might seem to be, because each District normally submitted only one name, and it followed that one person, or two, would stand out in any of the Districts, so that a flood of names were not presented at the time. The election meeting was chaired by an attorney from Roseville, Floyd

Bowers. The suggestion of requiring a 2/3 vote to elect a Delegate was followed, as it is today. However, directions for conduct of the election if one of the candidates did not receive the required votes on the first ballot was left to the discretion of the local members. Floyd was assisted by the able abilities of Vic Maloney and Muriel Paul from Sacramento. We should note at this time, that a small pamphlet was sent to each Panel, consisting of three pages, only, giving the local members ample opportunity to handle the election at their own discretion. Compare those directions to the very complicated instructions for conducting our elections today. The writer feels that there are active members in our Panel, or Area, today who could accomplish the same satisfactory results with no more than three pages of directions, and might have to use their own knowledge. In other words, it is still up to the Areas to formulate their own procedures as they see fit.

When the blackboard was set up in the Hall, a vote was taken for the names submitted by each District. All "Group Service Representatives" were entitled to one vote each. (That is what GSR's were called at that time, and the change to General Service Representatives did not evolve until sometime later.) Six "ballots" were taken, all-together. From the first ballot, it was evident that there was to be a "dead-lock" between the two top Nominees. In the initial voting, up to the fourth round of voting, a third name was a small factor in the overall count. However, after the fourth ballot that third person dropped out of the voting choice, but it still left the total vote divided between the two top candidates. Neither had the specified two-thirds vote to be elected. At that time, Vic Maloney, with the concurrence of Muriel Paul, stopped the voting, came to the microphone and made a motion. The motion was very simply that a dead-lock was very evident, and that a motion be put on the floor to the effect that the "third nominee" in the voting sequence, who had dropped out after the fourth ballot, be voted as the new Delegate. The motion was carried, and, as a formality, another written ballot was taken and the vote was "unanimous" for Floyd Bowers, from Roseville, as our first New York Delegate. He proved to be an extremely top-notch Delegate for our Panel, and was well respected at the Yearly Conference in 1952 and 1953.

Vic Maloney and Muriel Paul continued to be active in Service, and gave their complete support to Floyd, as Delegate. At that time, our Service activity began to blossom all over the Panel. Just a word about the two "top" nominees who were locked up in the voting procedure: Vic Maloney was a long-time member of Group 11, located at 3146 - N St., known as the Business Men's meeting, or Group. He was very active in Sacramento AA History then, and in the future. Muriel Paul was just as active as Vic, but was one of the Co-Founders of Group Three, or 20th and L, as it was known as in those days. Unfortunately, Muriel passed away within the next year, and our Service activity lost a valuable asset.

Floyd's yearly reports were magnificent, to the point, and left out the pleasure comments that somehow infiltrated reports in later years. Needless to say, the halls were filled for the Annual Reports, both by Service people and general members of the conference, also including Alanons. It was necessary, although they did not know it at the time, for the Alanons were to have their own yearly Conference in

years to come, and took our experience to work with when they become a Service entity in themselves and had to elect a Delegate, and make reports. In the main, the "Main" Conference Reports were given at the June NCC, and it was the obligation of all of the Service people to be in attendance at that meeting in order to hear what the Delegates had to say in order to carry that information back to their groups and districts. Naturally, no expenses were paid to anyone for attendance at the NCC. The reports were given simultaneously by both the Coastal and Interior Delegates. Each Delegate took a different facet of the Conference action, and then a Question and Answer period followed. For many years after that time, all Delegates basically gave only three or four Reports throughout the year, and it was the responsibility of the Committeemen and GSR's to attend the Report Meeting, as it would be the only chance they would have to attain the information to carry back to their groups. It was felt, through-out those years that if the Delegate went "everplace", when asked, that it deprived the Committeeman and the GSR's of their responsibility to carry the message to their Districts and Groups. These three or four Delegate Reports were usually given at a central city, or town, in the Panel within each District. Being that for years it was necessary to operate on a very lean budget (practically nothing), none of the expenses for the Delegate visits were taken care of by the Panel. Normally, the gas and the room for the Delegate were taken care of by the local groups wherever the Report was to be given. None of the expenses of the Committee were ever covered at any time. Somehow, the attendance of the Committeemen and the GSR's was exceptionally good.

Remember again, that all of the work in the beginning: was carried on without the convenience of ready money, and we asked each Group to contribute what they could to provide the Delegate and Committee with bare essential mailing needs, such as postage, etc. Our money depended essentially on the collections at the NCC Service meetings, and monies collected at the report meetings, and other special Service meetings. Not too much to work with--but the work got done, never-the-less. We did have some Groups who contributed to the Service Fund, as it was called then, so we had enough to meet expenses, when we knew that it was our obligation to pay the first one hundred dollars of the Delegates expenses to the yearly N.Y. Conference. The remainder of the Delegates expenses, including meals and plane fare, etc., was to be reimbursed by New York upon arrival. Anything other than plane fare had to be borne by the area. The Conference paid only for the plane expenses, over and above our \$100. Naturally, the rooms were paid for by New York, and the meals were furnished. As far as any extra expenses were concerned, it was up to the Delegate to assume that part. (This factor started the rumor, which could have had some merit and truth, in some cases that only those AA members who were financially well-off could afford to be considered for Delegate. However, that concept was nullified in the middle fifties when a Delegate was elected who did not even have a suit to wear to New York. In fact, his Group took up a collection to buy him a suit for the trip.)

As mentioned previously, all elections were held at the NCC at the fall meeting. It was a joint endeavor, as it is today, but they were joined in that activity by most of those in attendance at the NCC. One more comment regarding finances. At one of

the NCC meetings, it was self-evident that the Interior Panel was broke, for all intent and purposes. However, the Coastal Panel happened to have "some" money at that time, and they voted to "donate" \$250.00 to our Panel. We operated for almost a year on that amount. Incidentally, we have never re-paid that donation, AND they have never sent us a "dun" for it, either. Paul Gardner was the Delegate at the time for the Coastal Panel, and the writer was the Interior Delegate. We all were very thankful for that life-saver.

Most of the early Reports centered around needed Literature and financially supporting the New York Office- -not yet called GSO. There was concern at that time that we were accumulating too much Literature output, but at the same time felt concern about needs in additional areas that it was felt were lacking in written explanations. There was a great deal of concern at that time over the possibility of too much literature being published, evolving in repetition of material, needlessly. In addition, there was a great deal of discussion of the need for pamphlets, etc., for "special" groups, or for a particular type of AA member. It was viewed as an alarming "trend", and it evoked a lively discussion at all Service meetings. (Think about that today!)

Although there were a variety of subjects discussed each year in the 50's, probably the most important topic was "Support of the New York Office." We have to remember that the financial picture in N.Y. at that time, and for many years, was "slim and close to none." With the expense of the Conference and the need to carry out the mandates of the Delegates, more money was needed to fulfill the "need". It seemed that the general reaction at that time, from the Trustees and the Office personnel was, "Ok, if you want us to do this for you, YOU are going to have to furnish the money to do it, because we are not in a financial position to take care of it." So, it was up to us out at the grass roots to provide the wherewithal to carry out our requests. So, the question was very simply, "How do we support out our N.Y. Office, and still have money to carry out the needs of the local Service area?" Many times, in our recollection, it was necessary to have an extra collection at local Service get-togethers, just to pay for the mailing and printing of a newsletter.

At one of the early conferences, it was suggested and voted on, that each Group should count the number of members in their "Group", and send in a dollar a year for every member listed for the group. There was no question about how the "meetings" were to be handled as far as donations, inasmuch as it was not a problem-- EVERYONE belonged to a specific group. Just going to meetings was almost unheard of. In fact, if you did not belong to a specific Group, you had no vote or say in what was going on in the area, AND you were bluntly asked "What Group do you belong to?" when you had a complaint or suggestion. A variety of schemes and proposals were suggested each year at the Conferences for obtaining operating expenses. It was then recognized, AT THAT TIME, that it was not only our way of controlling what New York did, or did not, do, but it was up to us to support what we asked them to do. At that time, all publishing of literature was handled by AA Publishing Co., and they were operating on a shoe string budget, and did not produce if we did not furnish the money. Very little profit came from the literature

sales, it is certain. We normally donated once a year, and it was suggested, and abided by, that all groups send in their "donations" between Thanksgiving and the first of the year, so that New York could plan their budget for the next year. Some groups did not send in their contribution until January, and it made it difficult to propose a budget for operation that year.

Most of the subjects under discussion during those early years were about the same as they are today, only much more "basic". Much of the time was devoted to discussion, understanding, and deviation from, the Traditions. We have to remember that they were only a few years old at that time, and a meeting could get very lively, simply because they were basic topics of our activities, and had not gotten watered down, and interpreted at that time.

Then, in 1953, Vic Maloney was elected as our Interior Delegate for the years of 1954 and 1955. Vic was a top motivating force in Sacramento AA, as well as the prime mover of the Service Structure for the Interior Panel. Some will remember Vic as the founder of the very successful Town and Country Group in Carmichael, which has since disbanded. He was also one of the most productive Delegates in the history of Interior Service representatives. To give an idea of how strapped we were for finances, remember that there was no report sent to us from New York at the end of the Conference. So, Vic took it upon himself to compile and print a Conference Report for us all, at his own expense. The Panel did pay the postage, but all other expense was paid for by Vic in his attempt to have everyone informed. That first Report was four (4) pages long, on one side only, but it was informative, interesting, and motivating. It was the beginning of what we know today as the Area Accents.

It is too bad that so few know of Vic Maloney's contribution to the start of our Service activities. He was not only a force in the Interior Panel, but, also had great impact on AA, world-wide in the fifties. This writer had the privilege of working closely with Vic at that time, and I soon found out the value and necessity of a willing Service Sponsor. He was that to many people. Vic was vitally aware of the need for support of the New York office, and it concerned him more than any other facet of our involvement. Then, one day Vic hit upon what he thought was a possible plan to raise more money for extra contributions. He felt that we could tie in his idea with Tradition Month, as proclaimed by Bill W. at that time. (We have all heard the misconceptions re Gratitude Month, or Tradition Week. These are very definitely incorrect. The proper designation is Tradition Month, and Gratitude Week.) At any rate, Vic felt that it would be a valid proposition for each area, regardless of size, whether it be metropolitan city, small town, or a combined area of any size to hold a function of any type, whether it be large speakers meeting, banquet, social event of any type, or simply a Gratitude meeting, and then to donate the proceeds from that event to New York. This took off immediately in our Interior Panel, and "events" were held through-out this Panel during the week of Thanksgiving, all called Gratitude Events. Vic then presented it as a proposal to the next Service Conference, and it was unanimously accepted as an official AA function. From that time on, all over the world, the week of Thanksgiving has been designated as Gratitude Week. To this

day, all over the AA World, these functions have become a yearly occasion at that time. Unfortunately, this "Tradition" has more or less been passed by in the Interior Panel, but has flourished in most areas of AA. (The next time you see Gratitude Week mentioned, or hear of a Gratitude Week function, take pride in the fact that it originated right here in Sacramento, and in the Interior Panel of N. California.) We have many firsts in AA's history which originated in our Panel, and should be proud of this area's contributions to the growth of AA, and also the development of Service activities through-out the years since 1951. And, so this "Tradition" took off and is a part of most areas "special events" during a given year.

At that same time, we had an AA visitor from the mid-west, a former Delegate, who also had an idea for extra financial support in Service. His name was Ab Abshire, and he spoke to us at a NCC in San Jose in 1955. He was the originator of the "Birthday Plan", as we knew it then. (With the input of the 60-30-10 Contribution Plan, this has fallen by the wayside, but was a very important step for many years all over AA's world). Basically, the Plan was that each member, on his or her AA Birthday, would donate a Dollar for Each Year of Sobriety, -- (up to a limit of ten dollars per year.)

At this same time, a further yard-stick for suggested Group Contributions was initiated by the writer, in the Interior Panel, and it took off with a great amount of success with Groups in most all AA areas. Very simply, it was a slogan to remember, and could be understood and applied by all members whether they were in Service, or not. That Slogan was simply, "A Penny a Day for the Heart of AA". Based on a penny a day for each day of yearly sobriety it was acceptable, and many members did not balk at the \$3.65 per year. The groups then accumulated this money until the end of the year in a special fund, and forwarded that money to New York before the first of the year, as requested.

One participation event by an Interior Panel Delegate was the fact that Vic Maloney was one of the Delegates seated on the stage at Kiev Auditorium in St. Louis when Bill W. presented us with all Three Legacies. The writer was present at this conference and can affirm that it was a historic moment for Vic, and all of those who he represented.)

Doc Barton, one of the beloved members and founders of AA in Fresno followed Vic as the third Delegate and represented us well at all levels.

By this time, we began to call Service Work by the name of General Service, in order to separate it from the everyday "Service Work", who were carrying the daily work of AA at every group level. It was felt that the designation would clarify the work of the GSR's, Committeeman, Officers, and Delegate who actually are the communication links between the local everyday Service members and our New York Office, both ways. So, we started to clarify this group difference by calling them "people in General Service".

Following Doc Barton, our next Delegate was Jim Masterson, from Grp #3, at that time. He is still active in AA in this area. As mentioned before, his stint as Delegate disproved the concept that only the financially well-to-do would be able to run for, and be elected, as our Delegate. He did not have a suit to wear to the Conference, so Grp #3-Thursday Night Group members took up a collection and gave it to him so he could buy a suit to wear back to New York. Incidentally, Jim is the only living ex-Delegate in the first ten years of Conferences, coming from this Panel. Jim also went on to become the "first" Regional Trustee in AA. During Jim's term as Delegate, he served as Chairman of the Admissions Committee of the Conference which dealt with requests for additional Delegates from the various Panels.

The formula as set up at that time, was one of the most lasting of all of the Conference actions, standing up until well into the late 70' s, with no revisions.

The Interior Delegate for the next two years, was one of the older members from Modesto, Duane Rolofson. And again represented us well. As you can see, the Service participation was being spread around to other areas than Sacramento, and the activity in the Modesto area grew by leaps and bounds during Duane's tenure.

We had a sad situation for all of us after electing our next Delegate, Ray Babbs. Ray had come to Sacramento from Medford, Oregon, in 1952, and became an active member in both general AA activities in this area, but also in Service obligations. Some of the old timers might remember, also, that Ray was the first Central Office Secretary when it opened. Unfortunately, Ray passed away prior to the April Conference and was unable to go. He would have made one of our' finest Delegates had he been able to participate. Bertha Williams, from Coalinga, who was the Alternate Delegate for Ray, then took over as our Delegate for the years 1960 and 1961. Many members will remember that her husband was Jack Williams, who worked very closely with her, and was a real addition to an active two-some.

At the end of that term, our Panel became unique in a special way, when Cliff Johnson was elected as the Delegate for 62 and 63. It would seem that it is important to remember that we, in OUR Panel, had the only situation in AA, up till that time, and since, where-in "Three" Delegates had been elected from ONE Group. All within Group Three of Sacramento. Maybe this is not important, in the long run, other than to say that it is another thing that makes us different and unique, as a Panel. It is in the same sense that we also had in our area, the man who helped get AA started in British Columbia, and western Canada. His name was Roland McKern, and he is the one they are referring to in the history of AA when they talk about the man involved in "The Canadian Experience". And he was an active Service person from the time of our first Delegate election, and lived in Fair Oaks.

By this time, the Service interest and action had spread to other areas besides Sacramento, as is evident, and it now centered in Redding, with the election of Ricky Schrieber who was the original motivator of Service in that area. Ricky was a factor in many decisions made back in New York, and gave us some very serious and

interesting recounts of the conference actions during his tenure of office as Delegate. He was followed by Ken Kott, from Roseville, who likewise served us well.

This brings us up to the year 1968, and we will stop the input at this stage and let others take over. We still have members around who were sober and active at that time, and we will let them continue. However, if the writer can be of any help to anyone after the year 1968, we are available. All of the aforementioned Delegates and active General Service people from those early days, as covered, have since passed on, with the exception of Cliff Johnson and Jim Masterson.

In 1963, our Panel had another event which is unique to our Panel, or Area, as we call them now. Up until that time, 1963, the Foundation, or what was changed to the Board of Trustees, was composed of a non-alcoholics and alcoholics. However, there was always more "nons" than "alkies" on the Board, and there was a good reason for that ratio, stemming from the early days of the Foundation. At the same time they felt that there should be a few more alcoholics on the Board, (in about 1962) in order to get a better overall conscience of AA all over the U.S. and Canada. However, it was decided that the ratio of more non-alcoholics should remain intact. Up until this period most of the alcoholics who were on the Board came from around the New York area. Finally, in the middle fifties, it was decided that at least two of the Alcoholic Trustees should come from outside that area, and one from all of Canada. As a result, two Trustees were selected from areas with the largest AA population and geographical area. The last of these 3 Trustees was Dave Bancroft, from Canada, Tom Sharpe from Florida, and a member from the New York area. Prior to that time, the two from the U.S. were Cliff Walker from Whittier, CA, and Icky Sheridan, Texas.

However, it was decided at that time to divide the AA area of the U.S. into Regions, so that a balance of experience and input would be available. Being that they still wanted to have the balance of experience, and newcomers to the Board, they scheduled the elections so that some Regions did not even hold a Trustee election for several years, and again, those Regions that were largest, etc. in AA population were allowed to submit a Candidate for a Trustee on the Board. Fortunately, the Pacific Region was one of the first three who were chosen. Actually, the Pacific Region and the Mid-Central Region (including Ohio, Illinois, etc.) were the only TWO Regions who were to elect a "full four year" Trustee at that time. The South Central Region elected a Trustee for only Two years, so that a balance could be attained over the years. And this is where the Pacific Region, and more interestingly, the Northern Interior Panel was fortunate again to be a part of the total picture.

What happened was that the very FIRST REGIONAL TRUSTEE ELECTED came from the CNIA. Not just from the Pacific Region, but from AA as a whole. At the election in April of 1963, the elections were held .in New York at the Conference. The first election was for the Pacific Region Trustee, and as a result, Jim Masterson, from Carmichael, was elected on the third ballot by more than the two-thirds vote required, thereby becoming the very first Regional elected in AA. And, he was from the N. California Interior Area. Again, a first for our Area. At that same time Howard

Benhoff, from Cleveland, and Roy Scovil, from Oklahoma City, were selected for the Board from their Regions, but neither of them were elected by a two-thirds vote of the Conference. They both had their names drawn from the hat, per Third Legacy procedures. (Incidentally, Howard passed away shortly after being selected as Trustee, and was eventually replaced by Bruce Mansfield from the Akron area).

So again, the Interior Area was a part of the history of AA with Jim Masterson serving on the Board of Trustees from 1963 - 1967. He was the Chairman of the Policy Committee for two years, and served on the Literature Committee for the full four years. Incidentally, he was involved in many of the Literature pieces we have today. Our Area was also represented at the Toronto World Convention in 1965. At the big Meeting in the Maple Leaf Gardens, Jim was on the program along with Bill and Lois W., and Marty Mann. In fact, if we open the front and back cover of "Dr. Bob and the Good Old-Timers", you will see the picture of the Convention, and the person standing at the microphone is Jim Masterson, from NCIA. So it is evident that our Area has been a part of AA's events right from the very beginning.

Again, with Jim's election as Trustee, we acquired another unique status, as we are the only Area that includes a Group from which a total of 3 Delegates, plus a Trustee, has emerged. No other area can make this claim.

In conclusion, we would like to mention a few facts about the Panel, or Area, of the Interior California structure. First of all, that the level of activity has constantly shifted from one area to the other. At the start of Service, it was centered around the Sacramento area, but it was not too long before it shifted to Fresno, on to Stockton and Modesto, and on up to Redding, and it is well to remember that each area of the interior has had its ups and downs in activity and interest as the years went by. The writer hesitates to even begin to mention "names" in this area between 1951 and 1968, but will chance it, in hopes that some of the names will ring a bell for some members, even though they might not have been present during these years. Forgive us if we omit some very important names, but it is purely unintentional, we can assure you.

However, these names are those to whom all of us today owe a great deal because if it had not been for them, we would not have gotten off the ground. We recall from the "Fresno Area"--Doc Barton, Jess Freeman, Bertha and Jack Williams of Coalinga, from "Modesto", Duane Rolofson, Pauline Hill, from the "Stockton Area"--Wayne Parker, Bob Turner, Bill Smith, Paul and Lillian from the Sacramento area --Vic Maloney, Muriel Paul, Charlie Haxton, Hal Goodwin Grady, Roland McKern, Warren Ilsohn, Jim Masterson, Ray Babbs, Cliff Johnston, Floyd Bowers, and Bill Mower, and from "Chico" -- Clem Wraith and Jim and Irma Chase, and lastly from "Redding"--Rickey Schreiber. (There are many more, but the name memory fades as the years pass by. However, they were all a part of the early history of Service.

If a current GSR, Committeeman, or Delegate can benefit from the many experiences, trials, and difficulties that we all encountered in those first 10 or 15 years, this writing will have been worth the while it took put it all on paper. The writer

has been asked so many times, why this has not been documented on paper, that it was felt it should be done. This writer had submitted a similar document about two years ago, but nothing has ever evolved from it. However, we felt that due to the number of AA Service people who seemed to want to read a recount of those early days, send to correct some of the misinformed rumors about the activities of that period, it should be worth putting on paper, for what it might accomplish.

THIS PANEL, OR AREA, HAS MUCH TO BE PROUD OF IN THE AREA OF INVOLVEMENT AND ACTIVITIES SINCE 1951, AND OUR AREA SHOULD BE PROUD OF OUR RECORD.

Completed on Feb. 1, 1986

NORTHERN CALIFORNIA COUNCIL OF ALCOHOLICS ANONYMOUS (NCCAA)

The CNIA Delegate and the CNIA Chairperson attend the three NCCAA Conferences each year and serve on the steering committee of NCCAA. They also work with the California Northern Coastal Area (CNCA) Delegate and Chairperson in formulating General Service Meetings at such conferences. CNIA presents a General Service Conference report at the June NCC Conference in odd-numbered years.

Purpose of NCCAA

Following is the "Original Resolution Resulting in the Northern California Council of A.A. Resolution of Purpose of Northern California and Nevada Council of A.A."

"Whereas, it is believed that the interest of the work of Alcoholics Anonymous in Northern California and Nevada can be furthered by the creation of the Council which will act as a medium of exchange between member groups for the dissemination of ideas and experiences of mutual interest and to provide whatever services those member groups may deem advisable.

"Whereas, membership in the Council will be open to all A.A. groups in Northern California and Nevada who indicate in writing their desire to participate and that representation in the Council will consist of two representatives from each member group.

"Whereas, in conformity with the Principles of A.A. it shall be incumbent upon the council to provide maximum usefulness with a minimum of organization, and that at no time will the Council take any action that will be mandatory, conflicting or in any way restrictive of the complete freedom of the participating member groups as indicated in points 2 and 4 of the TWELVE POINTS OF TRADITION OF ALCOHOLICS ANONYMOUS which states:

- (2) "For our group purposes there is but one ultimate authority - a loving god as he may express Himself in our group conscience."
- (4) "With respect to its own affairs, each group should be responsible to no other authority than its own conscience. But when its plans concern the welfare of neighborhood groups, those groups should be consulted. And no group, regional committee or individual should ever take action that might greatly affect A.A. as a whole without conferring with the Trustees of the Alcoholic foundation. On such issues our common welfare is paramount."

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED that a Northern California-Nevada Council of Alcoholics Anonymous is hereby created under the terms and conditions heretofore set forth."

We all come to A.A. with one objective: to learn how to overcome and control our drinking problem. While there are some "Loners" who find sobriety through A.A., the very great majority are unable to attain that which we all seek, without the help of others. Therefore, we have banded together "Groups" and hold Group Meetings.

But we also learn that groups as isolated units are often unable to solve problems, such as conflicts in personalities, dissensions, and type and handling of meetings. The solution to these problems is often beyond the abilities of the Group within its own membership. We know that our Group future will be fashioned in accord with today's unity or discord.

As a result, we take another big step forward. We learn that the solution is sharing Group Experiences, Strength, and Attainments with each other. We can be eternally grateful that there were a few wise members who realized the importance to the individual of intergroup relations and took steps to develop this relationship.

During 1945, all the groups in Northern California (about 30) sent delegates to a meeting in Oakland. This was the first Group Conference in Northern California. Later the Groups in Nevada were invited to participate.

These group delegates found that each Group, through a Group conference, could share their experience, faith, and hope with each other. In this manner, they were able to solve the common problems which presented themselves in the course of the life and growth of a Group in the Alcoholic fellowship called Alcoholics Anonymous.

We have found no mechanical device through which an A.A. member or group of members can project his individual or collective experience into another member or group of members. Experience is the result of time spent in any objective endeavor. We can share the results, but we are limited to words to describe to our listener. If he listens with an open mind and believes us when we tell him that the stove is hot, he may avoid the burned hands that left scars, the price we paid for our experience.

With slight introspection, we can clearly see that the Northern California Group Conference of Alcoholics Anonymous is but an enlarged picture of the problems which confront the individual alcoholic in his relation to his own Group. Through the exchange of ideas, our individual understandings mutually increased. The success of the individual is measured by the love or dissension he brings to his Group. The Group is but an enlarged picture of the individuals who compose it. The Northern California Council is a further enlargement of the same picture of the Group who participates in this Council.