

ALCOHOLICS ANONYMOUS

IDAHO DELEGATE AREA 18

DISTRICT 8

**SERVICE STRUCTURE GUIDELINES
ADOPTED DECEMBER 1995**

Updated January 2020

POLICY AND PROCEDURE GUIDELINES

The purpose for these guidelines is to provide the District 8 Committee with a sense of direction in conducting timely and orderly business meetings, expressing ideas, and providing for change.

The District 8 Committee acknowledges the right to serve as guaranteed by Concepts 2, 3, and 10. Whereas Concept 2 being the “Delegation of Authority”, Concept 3 being the “Right of Decision” and Concept 10 being the “Right of Authority Equal to the Responsibility”.

Service to the Fellowship of Alcoholics Anonymous shall be the primary purpose of the District 8 Committee. In all Committee proceedings, the spirit of the Twelve Traditions of Alcoholics Anonymous and the Six Warranties shall be observed. The Committee will further abide by those ideals as expressed in the AA Service Manual and the Twelve Concepts. The right of participation and minority opinion shall be recognized and respected at all times.

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I DISTRICT COMMITTEE MEMBERS:

1.1 The full working and voting members of the District 8 Committee shall consist of:

- A. An elected District Committee Member (DCM)
- B. An elected Alternate District Committee Member
- C. A Secretary
- D. A Treasurer
- E. A Central Office Trustee
- F. Group Service Representatives or their alternates
- G. All Special Service Committee Chairpersons

II ELECTIONS:

2.1 District Committee Members shall serve for a period of two years beginning January 1 of even numbered years and ending on December 31 of odd numbered years.

2.2 Nominations and elections shall be held during the regularly scheduled District business meeting in September of odd numbered years.

2.3 The District Committee Member AND the Alternate District Committee Member shall be elected by receiving a simple majority of votes cast. The District Committee Member shall then recommend to the Committee a secretary and a treasurer. Acceptance of these recommendations shall be determined by Committee conscience.

2.4 Four years of continuous sobriety shall be the suggested minimum requirement to sit as the District Committee Member. Two years of continuous sobriety shall be the recommendation when considering trusted servants for the position of Alternate District Committee Member, Secretary, and Treasurer.

III DUTIES:

3.1 The District Committee Member shall chair all District business meetings and represent the District at all Area 18 business meetings and assemblies.

3.2 The Alternate District Committee Member shall assume the aforementioned duties during any absence of the District Committee Member.

3.3 The secretary shall maintain records of all District business meetings.

3.4 The treasurer shall maintain a record of all District finances and present a written financial report to Committee Members at every District business meeting.

IV SPECIAL COMMITTEES:

4.1 Special Service Committees shall consist of Hospitals and Institutions (H&I), Cooperation with the Professional Community (CPC), Public Information (PI), Grapevine (GV), and Archives.

4.2 Adhoc committees may be formed when necessary to perform a specific task.

4.3 The District Committee Member shall recommend to the Committee all Special Service Committee Chairpersons. Acceptance shall be determined by Committee conscience.

V DISTRICT BUSINESS MEETINGS:

5.1 District business meetings shall be conducted monthly on the fourth Thursday at 7:00 p.m. unless otherwise designated by Committee conscience. Regularly scheduled meetings shall be held at the First Presbyterian Church, 950 West State Street, Boise.

5.2 District business meetings shall be nonsmoking and open to all with a desire to stop drinking.

5.3. With the exception of Group Service Representatives (GSRs) and their alternates, any District Trusted Servant missing three consecutive District business meetings shall be asked to resign their position. Replacements shall be elected or appointed in accordance with prescribed guideline procedures
(Paragraphs 2.3 or 4.3).

VI DISTRICT FINANCES:

6.1 All District financial transactions shall be managed by the treasurer. A general fund checking account shall be maintained. The District Committee Member and the Treasurer will be signers on the bank account.

6.2 The general fund shall maintain a prudent reserve as defined in the AA Service Manual under Warranty Two. District eight's prudent reserve will be \$300.00.

6.3 Whenever the general fund exceeds the prudent reserve requirement and all District financial obligations have been met, the Committee may vote to disburse a given amount of funds as contributions. The District shall contribute:

6.3a – 50% of excess funds to T.V.I.C.O.

6.3b – 15% of excess funds to Idaho Area 18

6.3c – 10% of excess funds to G.S.O.

6.3d – 25% of excess funds to CPC/PI

6.4 Funding shall be provided for the District Committee Member to attend all Area 18 Committee meetings and assemblies. Funding, if available and approved by the Committee, may further be provided for the District Committee Member to attend other conferences, assemblies, and forums as requested.

6.5 The Fiscal Year for District 8's Budget purposes will be July 1 to June 30 of every calendar year.

VII GUIDELINE AMENDMENT PROCEDURE:

ANY MEMBER OF ALCOHOLICS ANONYMOUS MAY PROPOSE AN AMENDMENT ADDITION OR DELETION TO THESE GUIDELINES.

7.1 Any proposed amendment addition or deletion to these guidelines shall be made in writing and presented to the District Committee Member.

7.2 The proposed guideline amendment change shall be presented as new business at any District business meeting. Discussion and voting will be held on the following business meeting under old business.

7.3 A twothirds (2/3) approval vote by the Committee shall constitute adoption of the amendment change.