

Committee Chair Elections at July Intergroup Business Meeting

Elections for Committee Chairs will be held at the July Business Meeting on July 29. Per our Bylaws, approved November 19, 2003, elections are held every year during the July meeting. Extracts from the Bylaws regarding the process for elections of Committee Chairs is detailed below:

Article VII - Candidates are nominated from the floor at the regular monthly business meeting in July. Committees are elected every year and Officers are elected every other year (even numbered years). Elections shall be by a simple majority vote of a quorum.

Article VIII - Committees - Standing committees may be established to conduct ongoing business and services of the Intergroup. There shall be a chairperson of each committee established by a nomination and a vote from the floor or appointed by the Chairperson and / or Vice Chair when deemed necessary. The position shall be for a period of one year. Elections shall be by a simple majority vote of a quorum. Any committee chair not present at three (3) consecutive regular monthly business and scheduled committee meetings may be automatically replaced, except in the case of extenuating circumstances.

Below are brief descriptions of each Committee:

Archives - The Chair and the committee collect, catalog, and preserve material pertinent to the history of South Palm Beach County Intergroup and records "old timers" recollections and stories. When possible it displays the archives at local AA events.

Bridge the Gap - A transitional program directed towards individuals who want to continue their sobriety after leaving a treatment or correctional facility. Chair coordinates committee members who are "temporary contacts" to accompany new members to AA meetings and answer AA related questions as they transition into the AA community.

General Service Liaison - The Chair is South Palm Beach County Intergroup's direct link to the General Service Structure of AA. Attends local District and Area meeting, brings back information, and gives report at monthly Intergroup business meeting.

Group Information - Chair and committee members visit local AA groups that are not currently represented at monthly business meetings. Committee brings information about Intergroup and how it serves local AA groups; explains the importance of having an Intergroup representative; and, collects group contact information and group history.

Hospitals & Institutions - Chair manages the institutional coordinator committee members and chairs and speakers who carry the AA message in South Palm Beach County non-profit treatment facilities and a select number of other treatment centers. Chairs a monthly committee meeting on the third Saturday of each month at 2 pm in the Intergroup Office. Works with Bridge the Gap committee.

Public Information - Chair and committee informs the public about the AA program. Chair coordinates committee volunteers to supply information to local schools, teachers, business, civic groups, police departments, and arranges to staff health fair booths if invited.

SCAAN - The Chair and committee write, edit and assemble the monthly newsletter, delivering it to the printer in a timely manner to insure distribution at monthly business meetings. Knowledge of editing, Photoshop, assembly for digital delivery to the printer, and working under deadline with last minute changes are important and preferred. Publishes variety of information to educate and inform our local groups, including: birthday celebrations, calendar of events, meeting changes, financials, prior meeting minutes, and other information deemed important by the Office Manager or Steering Committee.

Special Events - Committee identifies and creates special fellowship events for our AA community, securing advance approval from the Steering Committee and securing the location(s). Past events include young people in AA and "old timer" speaker events. Works with SCAAN committee to publicize events and creates flyers to distribute to groups.

Telephone Relay - Chair and committee insure that groups take the relay telephone for night and weekend calls. Calls range from inquiries regarding meetings, general information questions, and actual help with a sick and suffering alcoholic, referring the individual to a volunteer on the 12 Step call list. Relay phone answered from Monday - Thursday from 5 pm to 9 am; Friday from 5 pm to 10 am; Saturday from 3 pm through all day Sunday, until Monday 9 am. Chair and committee insure that each group is informed and educated on the requirements; that the relay phone manual is updated with the most current meeting lists and 12 step call lists; and a committee member is always available to assist anyone answering the relay phone if they run into difficulties.

Twelve Step Committee - Co-chaired by a male and female, this committee is responsible for developing and maintaining an up to date 12-Step call list for use by the Intergroup Office during business hours and the Relay Phone Committee for after hours to insure that there are individuals available to make 12 Step calls any time needed. Promotes the need for 12 step volunteers to Intergroup Reps who inform their groups; collects 12 step volunteer forms; updates the 12 step lists for use in the Intergroup office and by the phone relay; and, calls volunteers on the 12 step list to insure that the list is as up to date as possible.

Where & When - Our local meeting list is currently printed quarterly. The chairperson and the office work diligently together to update the current meeting list, proofing and delivering it to the printer to insure that it is available for distribution at the next Intergroup Business Meeting. Advanced Excel knowledge is preferred.