

District 4 Book of Current Practices

Area 15, South Florida

Introduction

This introduction is to help you understand the three different documents we use in District 4 to document our policies and procedures. These three documents are the Legacy of Service, Current Practices, the Book of Motions.

The Legacy of Service is the document that has the job description of each position. It also contains the duties that person is responsible for in whatever position they have been elected to. The District 4 panel position elections are held in October every two years. Parts of the Legacy of Service may be changed by person filling the position, but policies (i.e., passed motions) listed in the Legacy of Service may only be changed through a motion to the district body.

Current practice document lists all passed motions that pertain to the current business procedures that take place in District 4. Each of these motions is listed under the position that it affects for ease of locating.

For example, if you are looking for a current practice that pertains to the District Recording Secretary you would go to the Recording Secretary section. In that section you will find all motions passed that refer to the duties and responsibilities that the Recording Secretary should be practicing currently.

The Book of Motions is the last document which has all the motions that have been brought to the body since record keeping began. Each motion has a number and a date. The motions are listed in numerical / date order. This document includes passed, failed, postponed, and withdrawn motions and is simply a historic record. Just because a motion in this document is recorded as passed does not necessarily make it a current practice. Starting in January, 2023 the Book of Motions will include the background information associated with the motion

Hopefully this introduction will provide the reader with information on how to use these three documents. It is our responsibility as the Current Practices committee to make these documents as accessible and understandable as possible. Please contact us with any questions.

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District 4, Area 15, South Florida

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District Committee Meeting

Procedure

Date: 07/28/1979

Text: To support and cooperate with Intergroup to produce a newsletter.

Date: 09/24/1983

Text: The General Service District meeting time will be moved to 10:00 am instead of 9:30am, so that the DCM session can commence at 9:00am.

Date: 06/27/1987

Text: Replacement of District Officers due to resignation: The Chairperson notifies the General Service body that a vacancy exists and election to be held at the next District Business Meeting, the Officers can fill the vacancy until the election.

Date: 06/27/1987

Text: Order of succession to chair meeting: Chairperson, Alternate Chairperson, Treasurer, Registrar and Recording Secretary

Date: 06/27/1987

Text: Order of Business: Elections become "Old Business", and is the first order of business at the next District business meeting.

Date: 11/25/1989

Text: District 4 General Services GSR's, DCM's, ACM's, and Officers will be assigned to a committee.

Date: 01/27/1996

Text: New GSR's that come into General Service will be given a GSR packet by General Service, District 4. When they receive their GSR packet from New York, they will return it to General Service, District 4.

Date: 10/26/1996

Text: The General Service Meetings will now be held on the third Saturday of each month.

Date: 07/09/2005

Text: Change the term from subgroup to subdistrict.

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Date: 11/19/2005

Text: That the present alignment of groups within subdistricts be canceled, and that the district adopt the geographical alignment of groups and subdistricts as proposed by the adhoc alignment committee (See pgs. 2840)

Date: 11/19/2005

Text: That the new group automatically be assigned to the geographic subdistrict in which it resides, and that any group relocating be automatically reassigned to that subdistrict, the assignment being the sole responsibility of the Registrar.

Date: 11/19/2005

Text: That the Registrar may propose boundary changes to subdistricts when imbalances occur, such boundary changes to be approved by the district.

Date: 01/21/2006

Text: That the Delegate's Luncheon is held during the month of August and that no District 4 General Service meeting is held during that month.

Date: 10/21/2006

Text: That the terms of District 4 Committee Chairs, District 4 Officers, DCM's, and ACM's be conformed to the calendar year. Elections to be held on even numbered years in the month of October.

Date: 07/21/2007

Text: That a District Inventory Questionnaire be given to the GSR's, ACM's, and DCM's, Committee Chairs, and District Officers at the January meeting every two years, beginning with the January 2008 meeting. The answers received will then be recorded and prepared for discussion by the Committee not later than the following June meeting.

Date: 07/21/2009

Text: That the Delegate's Report be scheduled as soon after the annual General Service Conference as possible. It is the responsibility of the District Chairperson to coordinate the date with the Delegate so as to acquire the most favorable date possible: and no district meeting will be held during the month of the Delegate's Report.

Date: 11/29/2009

Text: That during the 9:00 a.m. Workshop held prior to the monthly General Service meeting, the **Concept of the Month** will be read and discussed during each Workshop in **odd numbered years** and the **Tradition of the Month** be read and discussed in **even numbered years**.

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Date: 11/29/2009

Text: That the Area General Service Workshop (when the Area motions or Conference Agenda items are reviewed) be held at the end of the regular monthly district General Service meeting and listed as the **last item** under “New Business” the month before each Area Assembly.

Date: 7/20/2013

Text: That the Chair of District 4, assembles an adhoc Quarterly coordinator Bid Team. This group’s Purpose will be to secure contracts for submission to the Area 15 State Convention Committee no later than September 20, 2013. These contingency contracts will enable District 4 to bid for the privilege to host either the July or October 2014 are 15 assemblies

Voting

Date: 06/27/1987

Text: Chairperson for all District Service Committees will be elected by each respective committee and then ratified by the District General Service Body.

Date: 06/27/1987

Text: Election of District Chairperson: Term: Two years. Eligibility: Past or present DCM, 3 years of sobriety. Election: Via the “Third Legacy Procedure” (See Current AA Service Manual)

Date: 06/27/1987

Text: Alternate Chairperson Term: Two years, Eligibility: Past or present DCM, 3 years sobriety. Election: Via the “Third Legacy Procedure” (See AA Service Manual)
The individual may continue to hold their position as a DCM, ACM, or GSR.

Date: 06/27/1987

Text: Election of Treasurer: Treasurer Term: Two years. Eligibility: Past or present GSR, 3 years sobriety. Election: Via the “Third Legacy Procedure”(See AA Service Manual)
Individual may continue to hold their position as a DCM, ACM, or GSR.

Date: 06/27/1987

Text: Election of Registrar: Registrar Term: Two years. Eligibility: Past or present GSR, year of sobriety. Election: “The Third Legacy” Procedure (See AA Service Manual)
Individual elected may continue to hold their position as DCM, ACM, or GSR.

Date: 06/27/1987

Text: Election of Recording Secretary: Term: Two years. Eligibility: Past or Present GSR, year of sobriety. Election the “Third Legacy Procedure” (See AA Service Manual)
Individual may continue to hold their position as a DCM, ACM, or GSR.

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Date: 06/27/1987

Text: Board of Directors of Central Office, Four Elected positions: Two on the even years and Two on the odd years. Term: Two years. Eligibility: 3 years sobriety, willing to serve. Nominations accepted from the General Service body to DCM's. Screened and elected by the ACM's, DCM's, and Officers of District 4 at the DCM meeting. The Two elected to be presented to the General Service body of District 4 for ratification. The General Service Chairperson will notify the Central Office Board in of the selection of the representatives to representation. Responsibility: To attend Board meetings. Must attend nine or more regular board meetings a year and give monthly reports on Central Office to the General Service body at their regular monthly business meeting. All Board members are expected to attend monthly General Service Meetings. Any replacements required would use same procedure as above.

Date: 06/27/1987

Text: Recall Procedures of all elected persons by General Service District 4: A petition must be presented to the Chairperson at a regular business meeting, stating that a motion will be made at the next regular business meeting, asking for a recall of the elected person, reasons for the recall, and signed by ten members of General Service, of ten different groups. The Chairperson shall read the petition and action shall be taken at the next business meeting. Motion must be carried by a 2/3 vote of the General Service body of District 4.

Date: 06/27/1987

Text: Replacement of District 4 Officers due to resignation: Chairperson notifies the General Service body that a vacancy exists and that an election will be held at the next regular business meeting. The Officers can fill the vacancy until the election.

Date: 10/29/1989

Text: Three years of sobriety must be completed at the time a person stands for office, not when they take office.

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Date: 11/20/1999

Text: All members of the District committee have a right to vote at District Business Meetings.

“Members” are defined as:

- 1) District Chairperson
- 2) Alternate District Chairperson
- 3) District Treasurer
- 4) District Recording Secretary
- 5) District Registrar
- 6) District Committee Members (DCM)
- 7) Alternate District Committee Members (ACM)
- 8) Chairpersons of the following District Standing Committees:
 - Archives
 - Current Practices
 - Events
 - Finance
 - Grapevine
 - Hospitals and Institutions (added 09/2011)
 - Literature (added 12/2003)
 - PI/CPC
 - Special Needs
 - Traditions
- 9) General Service Representatives (GSR)
- 10) Alternate General Service Representative (AGSR) if their GSR is not present.
- **) Corrections and Treatment Committees removed 07/09/2011

Date: 01/15/2000

Text: In the event that a standing committee chairperson is not able to vote in a district 4 election the alternate committee Chairperson may vote in the absence of the committee Chairperson. The Alternate Chairperson must have been in their position for at least 30 days prior to the vote.

Date: 10/15/2005

Text: In the event that the District 4 Chairperson position becomes vacant before the term expires, the District 4 Alternate Chairperson automatically becomes the Chairperson. The person fulfilling the unexpired term is eligible to stand for the Chairperson again when the original term expires.

Date: 10/21/2006

Text: That the terms of District 4 Committee Chairs, District 4 Officers, DCM's, and ACM's be conformed to the calendar year. Elections to be held on even numbered years in the month of October.

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Date: 10/21/2006

Text: District Committee Member (DCM) term is two years. Eligibility: Past or present GSR (General Service Representative), 3 years sobriety. Election: Via the "Third Legacy Procedure" (page s20s21, AA Service Manual). (See AA Service Manual)
If the individual is presently a GSR he or she must step down as GSR.

Alternate Committee Member (ACM) term is two years. Eligibility: Past or present General Service Representative (GSR), 3 years sobriety. Election: Via the "Third Legacy Procedure (page s20s21, AA Service Manual). (See AA Service Manual,)
If the individual is presently a GSR he or she may remain as GSR.

Hosting Quarterlies

Date: 05/21/2011

Text: That effective with the July 2011 S. Fl. Quarterly/ Assembly, District4 no longer provide 1 night lodging and banquet ticket for any past Delegate for these events.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.
2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

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Date: 08/17/2013

Text: That The Quarterly Coordinator Move forward with Proposal as is. District 4 WILL NOT subsidize any portion of the cost to the host quarterly.

Date: 02/20/2016

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

District Committee Members

Date: 11/25/1979

Text: District Committee Members (DCM's) that miss two Quarterly Meetings in a row are dropped.

Date: 06/27/1987

Text: When a DCM from District 4 is elected Chairperson of an Area Committee he/she must step down as a DCM.

Date: 06/27/1987

Text: Filling a vacancy for DCM: with the Resignation of a DCM, one of the ACM's shall be selected to serve the balance of the term by the DCM's and ACM's and ratified by the General Service Body of District 4.

Date: 11/16/1996

Text: The Alternate Chairperson of the District will be the DCM coordinator. The DCM Coordinator contacts each DCM prior to the DCM monthly meeting, coordinates the DCM monthly meeting and supports the District DCM's

Date: 07/19/1997

Text: The Alternate Chairperson will be a rotating DCM. If a DCM is not present at an Area Quarterly the rotating DCM (CoChair) will be able to vote.

Date: 11/19/2005

Text: That the DCM's presently holding positions have first choice of choosing a new sub-district, and that the 3rd legacy procedure be used when a subdistrict is chosen by more than one DCM. The same procedure shall be followed for ACM's

Date: 10/21/2006

Text: That the terms of District 4 Committee Chairs, District 4 Officers, DCM's, and ACM's be conformed to the calendar year. Elections to be held on even numbered years in the month of October.

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Date: 10/21/2006

Text: District Committee Member (DCM) term is two years. Eligibility: Past or present GSR (General Service Representative), 3 years sobriety. Election: Via the "Third Legacy Procedure" (page s20s21, AA Service Manual). (See AA Service Manual, Appendix G.)
If the individual is presently a GSR he or she must step down as GSR.
Alternate Committee Member (ACM) term is two years. Eligibility: Past or present General Service Representative (GSR), 3 years sobriety. Election: Via the "Third Legacy Procedure" (page s20s21, AA Service Manual). (See AA Service Manual, Appendix G.)
If the individual is presently a GSR he or she may remain as GSR.

Date: 05/21/2011

Text: That effective with the July 2011 S. Fl. Quarterly/ Assembly, District4 no longer provide 1 night lodging and banquet ticket for any Past Delegate for these events.

Date: 5/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.
2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C. Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

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Date: 02/20/16

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

Alternate Committee Member

Date: 06/27/1987

Text: Filling a vacancy for an Alternate Committee Member (ACM): General Service Representatives (GSR's). Announce the vacancy at their groups. Election to be held at the next General Service meeting. If no one stands to fill the vacancy of ACM at announced election then it will remain vacant until the next regular monthly meeting.

Date: 11/19/2005

Text: That the DCM's presently holding positions have first choice of choosing a new sub-district, and that the 3rd legacy procedure be used when a subdistrict is chosen by more than one DCM. The same procedure shall be followed for ACM's

Date: 10/21/2006

Text: District Committee Member (DCM) term is two years. Eligibility: Past or present GSR (General Service Representative), 3 years sobriety. Election: Via the "Third Legacy Procedure" (page s20s21, AA Service Manual). (See AA Service Manual, Appendix G.) If the individual is presently a GSR he or she must step down as GSR.
Alternate Committee Member (ACM) term is two years. Eligibility: Past or present General Service Representative (GSR), 3 years sobriety. Election: Via the "Third Legacy Procedure" (page s20s21, AA Service Manual). (See AA Service Manual, Appendix G.) If the individual is presently a GSR he or she may remain as GSR.

Date: 05/21/2010

Text: That effective with the July 2011 S. Fl. Quarterly/ Assembly, District4 no longer provide 1 night lodging and banquet ticket for any past Delegate for these events.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee

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Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

Date: 02/20/2016

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

General Service Representatives

District Committee Chairperson

Date: 06/27/1987

Text: Chairperson Term: Two Years: Eligibility, DCM past or present, 3 years sobriety. Election via the "Third Legacy Procedure" (page s20s21, AA Service Manual)

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at

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50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.
2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C. Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

Date: 10/15/2005

Text: In the event that the District 4 Chairperson position becomes vacant before the term expires, the District 4 Alternate Chairperson automatically becomes the Chairperson. The person fulfilling the unexpired term is eligible to stand for the Chairperson again when the original term expires.

Date: 11/21/2009

Text: That during the 9:00 a.m. Workshop, held prior to the monthly General Service meeting, the **Concept** of that month will be read and discussed during each Workshop in **odd numbered years** and the **Tradition** of that month be read and discussed in **even numbered years**.

Date: 11/21/2009

Text: That the Area General Service Workshop (when the Area motions or Conference Agenda items are reviewed) be held at the end of the regular monthly district General Service meeting and listed as **the last item** under "New Business" the month before each Assembly.

Date: 02/20/2016

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

Date: 09/21/2019

Text: The INCOMING District 4 Chair is authorized to attend the Southeast Regional Forum. The amount funded to be determined in by the budgeting process

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Date: 01/21/23

Text: Within two (2) weeks after the previous month's District 4 Business Meeting, the District Recording Secretary, in collaboration with the District Chair, will provide the Chairperson of the Current Practice Committee with a final version of all motions acted upon by the District 4 Body. Notification will include all amendments to the original motion and final disposition of the motion i.e., passed, failed, tabled, etc. The Current Practice Committee will enter all motions received into the Book of Motion. If appropriate, the Book of Current Practice and the Legacy of Service (Job Descriptions) will be modified. If Legacy of Service has been modified due to passage of the motion the Current Practice Committee will notify the District Officer or Committee Chair that their job description has been amended.

District Committee Alternate Chairperson

Date: 06/27/1987

Text: CoChairperson Term: Two years, Eligibility: Past or present DCM, 3 years sobriety. Election: Via the "Third Legacy Procedure" (page s20s21, AA Service Manual). The individual may continue to hold their position as a DCM, ACM, or GSR.

Date: 11/16/1996

Text: The CoChairperson of the District will be the DCM coordinator. The DCM coordinator contacts each DCM prior to the monthly DCM meeting, coordinates the DCM monthly meeting and supports the District DCM's.

Date: 07/19/1997

Text: The CoChairperson will be a rotating DCM. If a DCM is not present at an Area Quarterly, the rotating DCM (CoChair) will be able to vote.

Date: 10/15/2005

Text: In the event that the District 4 Chairperson position becomes vacant before the term expires, the District 4 Alternate Chairperson automatically becomes the Chairperson. The person fulfilling the unexpired term is eligible to stand for the Chairperson again when the original term expires.

Date: 11/21/2009

Text: That during the 9:00 a.m. Workshop, held prior to the monthly General Service meeting, the **Concept** of the month will be read and discussed during each Workshop in **odd numbered years** and the **Tradition** of the month be read and discussed in **even numbered years**.

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Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.
2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C. Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies

Date: 02/20/16

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

District Treasurer

Date: 02/16/2019

Text: Only one signature is needed to process checks from General Service District 4. The Treasurer will be the primary signer for all checks. However, if the Treasurer is unavailable to sign, any officer can sign checks

Date: 06/27/1987

Text: Treasurer Term: Two years. Eligibility: Past or present GSR, 3 years sobriety. Election: Via the "Third Legacy Procedure" (page s20s21, AA Service Manual). Individual may continue to hold their position as a DCM, ACM, or GSR.

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Date: 06/27/1987

Text: Compensation for Quarterly: DCM: as per yearly budget, ACM: if DCM cannot go to quarterly then their assigned ACM will replace them and receive the same compensation. If their assigned ACM cannot go then their replacement will be chosen by the hat from the remaining ACM's and receive same compensation. Any ACM going to the Quarterly without assigned position, as DCM will not be compensated.

Date: 06/27/1987

Text: Budget presented in timely manner so GSR's can bring it to their groups. We recommend that somehow the groups be aware of the budget one month ahead of time. The GSR's go over the budget at the group business meeting. Request Intergroup makes up a flier to insert in the newsletter to show the proposed budget.

Date: 09/24/1989

Text: No committee representative can go to the groups for individual donations for their committee.

Date: 05/21/2022

Text: The Treasurer will set aside \$3,500 as a prudent reserve.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance

Book of Current Practices
District 4, Area 15, South Florida

all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies

Date: 08/20/2005

Text: That reimbursement for lodging at Area quarterlies include any parking, beach access, applicable taxes, and other nondiscretionary fees applied by the hotel.

Date: 09/16/2006

Text: That the incoming District 4 Chairperson be funded up to a maximum of \$500 to attend the Southeast Regional Forum.

Date: 10/17/2009

Text: That the District Treasurer forward the approved Budget to the Newsletter Chairperson for insertion in either the November or December issue.

Date: 11/21/2009

Text: That the Annual Budget be voted on in the month of October each year.

Date: 04/09/2011

Text That beginning May 1, 2011 all future Treasurer's reports be prepared on a calendar month basis and that the Treasurer have this report prepared and emailed to the District Committee membership no later than 1 week prior to each District Committee meeting.

Date: 05/21/2011

Text: That effective with the July 2011 S. Fl. Quarterly/ Assembly, District4 no longer provide 1 night lodging and banquet ticket for any Past Delegate for these events.

Date: 02/20/2016

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

Date: 11/18/2017

Text: That the Finance Committee recommends an increase of \$1,500 in the Prudent Reserve of District 4. As the current Prudent Reserve is \$2,000, this will result in a Prudent Reserve of \$3,500. The effective date for this change will be immediate.

Date: 09/21/2019

Text: The INCOMING District 4 Chair is authorized to attend the Southeast Regional Forum. The amount funded to be determined in by the budgeting process

Book of Current Practices
District 4, Area 15, South Florida

Date: 09/19/2020

Text: To continue, on a permanent basis, to offer a digital option(s) for seventh Tradition Basket Contributions at the District Business meetings in addition to cash contributions. The digital contribution option shall be available at both in person and online (zoom etc.) business meetings. Note- this motion does not limit the District's ability to change or add pay platforms in the future in order to make this option available to more people or easier to use by the District.

Date: 11/21/2020

Text: Motion A - To provide an option for AA Groups to make 7th Tradition Contributions to District 4 General Service via the District 4 General Service website. This option shall be available for contributions made to District 4 General Service only, and is provided in addition to the already existing option for groups to make cash, check, money order contributions by mail or drop off at Central Office. The District 4 General Service Finance and Website committees will jointly oversee all economic and technical aspects of this online contribution platform

District Registrar

Date: 06/27/1987

Text: Registrar Term: Two years: Eligibility: Past or present GSR, year of sobriety. Election: the "Third Legacy Procedure" (See AA Service Manual). Individual elected may continue to hold their position as DCM, ACM, or GSR.

Date: 08/20/2005

Text: That we change the title of Corresponding Secretary to Registrar to be consistent with Area 15.

Date: 11/19/2005

Text: That the new group automatically be assigned to the geographic subdistrict in which it resides, and that any group relocating be automatically reassigned to that subdistrict, the assignment being the sole responsibility of the Registrar.

Date: 11/19/2005

Text: That the Registrar may propose boundary changes to subdistricts when imbalances occur, such boundary changes to be approved by the district.

Date: 05/21/2011

Text: That effective with the July 2011 S. Fl. Quarterly/ Assembly, District4 no longer provide 1 night lodging and banquet ticket for any Past Delegate for these events.

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District 4, Area 15, South Florida

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

Date: 02/20/2016

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

Date: 02/20/2021 – Motion 248

Text: to 'Establish a sub-district 14 and to correct sub-district 4 discrepancies with boundary lines as follows Sub-District 14. Manatee Av. East (S.R. 64) to the North, Hardy County Line to the East, University Parkway to the South, Lockwood Ridge Rd, 45th St. E. to the West. Sub-District 4. S. Bradenton 53rd Avenue to the north, University Parkway to the south, Sarasota Bay to the west, Lockwood Ridge Rd, 45th St. E. to the East

District Recording Secretary

Date: 02/26/1983

Text: That the Secretary's minutes be accepted and not read.

Date: 06/27/1987

Text: Recording Secretary Term: Two years. Eligibility: Past or Present GSR, year of sobriety. Election: the "Third Legacy Procedure" (See AA Service Manual). Individual may continue to hold their position as a DCM, ACM, or GSR.

Date: 05/21/2011

Text: That effective with the July 2011 S. Fl. Quarterly/ Assembly, District4 no longer provide 1 night lodging and banquet ticket for any Past Delegate for these events.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.
2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C. Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

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District 4, Area 15, South Florida

Date: 02/20/16

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

Date: 01/21/23

Text: Within two (2) weeks after the previous month's District 4 Business Meeting, the District Recording Secretary, in collaboration with the District Chair, will provide the Chairperson of the Current Practice Committee with a final version of all motions acted upon by the District 4 Body. Notification will include all amendments to the original motion and final disposition of the motion i.e., passed, failed, tabled, etc. The Current Practice Committee will enter all motions received into the Book of Motion. If appropriate, the Book of Current Practice and the Legacy of Service (Job Descriptions) will be modified. If Legacy of Service has been modified due to passage of the motion the Current Practice Committee will notify the District Officer or Committee Chair that their job description has been amended.

District Service Committees

District Service Committee Chairpersons

Date: 06/27/1987

Text: The Chairperson for each District Service Committee will be elected by each respective committee and then ratified by the District General Service Body.

Date: 09/24/1989

Text: No committee representative can go to the groups for individual donations for their committee.

Date: 04/27/1996

Text: Committee Chairpersons submit a report to the chairperson of the District the month prior to a Quarterly.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

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District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

Date: 10/21/2006

Text: That the terms of District 4 Committee Chairs, District 4 Officers, DCM's, and ACM's be conformed to the calendar year. Elections to be held on even numbered years in the month of October.

Date: 05/21/2011

Text: That effective with the July 2011 S. Fl. Quarterly/ Assembly, District4 no longer provide 1night lodging and banquet ticket for any Past Delegate for these events.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

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2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C. Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

Date: 02/20/2016

Text: That Trusted Servants of District 4: Officers, Committee Chairs, DCM's and Alt DCM's not be reimbursed for room costs for Area 15 Quarterlies held in Manatee/Sarasota Counties.

District Archives Committee

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

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Date: 11/17/2012

Text: That the term of the District Archives Chairperson be a two-year renewable term. At the end of the first two-year term the Archives chairperson may stand for another two year term. The Archives Chairperson may not exceed a four-year term.

District Corrections Committee **

Date: 07/09/2011 **

Text: That the District4 Treatment and Corrections Committees be dissolved and their existing funds be transferred to the Hospitals and Institutions Committee.

District Current Practices Committee

Date: 11/21/2009

Text: That the Current Practice Committee consist of the **immediate past District Chairperson** as Chairperson of the committee, the **current District Chairperson** (non voting member) and two (2) other District 4 members who are chosen by the Chair person. This committee will review and maintain the “Book of Motions,” the “Book of Resolutions,” and the “Book of Current Practices” and meet at least 4 times a year.

Date: 05/21/2011

Text: That the scope of the District Current Practices Committee be amended to include “The committee is also responsible for correcting any grammatical, numerical or punctuation errors. Any other changes that may affect or impact a current practice or motion must be presented to the body of District4 General Services for approval.

Date: 01/21/23

Text: Within two (2) weeks after the previous month’s District 4 Business Meeting, the District Recording Secretary, in collaboration with the District Chair, will provide the Chairperson of the Current Practice Committee with a final version of all motions acted upon by the District 4 Body. Notification will include all amendments to the original motion and final disposition of the motion i.e., passed, failed, tabled, etc. The Current Practice Committee will enter all motions received into the Book of Motion. If appropriate, the Book of Current Practice and the Legacy of Service (Job Descriptions) will be modified. If Legacy of Service has been modified due to passage of the motion the Current Practice Committee will notify the District Officer or Committee Chair that their job description has been amended.

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Motion B

Submitted by Alan T., Current Practice Committee Chair

The Current Practice Committee requests revisions to its Scope and Practice document as follows.

CURRENT SCOPE:

Maintains the history of the submission and disposition of all District 4 motions in “THE DISTRICT 4 BOOK OF MOTIONS” and updates the document “DISTRICT 4 CURRENT PRACTICES” to reflect the appropriate changes. And updates the LEGACY OF SERVICES to reflect any changes made by the current panel.

Current Practice Scope Amendment 05/21/2011

That the scope of the District Current Practices Committee be amended to include “The committee is also responsible for correcting any grammatical, numerical or punctuation errors. Any other changes that may affect or impact a current practice or motion must be presented to the body of District4 General Services for approval.

CURRENT PROCEDURE: The Current Practices Committee is an un-budgeted committee. The committee holds quarterly meetings to conduct its responsibilities. It reports activities to the District Committee and provides the Treasurer and the District committee with any requests for funds. Chairperson attends Area Quarterly/ Assemblies.

PROPOSED SCOPE:

Maintains the history of the submission and disposition of all District 4 motions in “THE DISTRICT 4 BOOK OF MOTIONS” and updates the document “DISTRICT 4 CURRENT PRACTICES” to reflect the appropriate changes. Also updates the LEGACY OF SERVICES to reflect any changes made by the current panel. The committee is also responsible for correcting any grammatical, numerical or punctuation errors. If the Current Practice document contains practices not being performed, practices which have been replaced by subsequent motions, or one-time practices erroneously included in the document, the Current Practice Committee will present such items to the General Services body for review. If any member feels the items should remain in the Current Practice document, they may make a motion to reaffirm or modify the practice at the next regularly scheduled District 4 Business Meeting. If no motion is presented, or if presented and fails to pass, the Current Practice Committee will delete the practice from the Current Practice document. All actions or non-actions will be reflected in the Recording Secretary’s minutes and duly footnoted by the Current Practice Committee in the Book of Motions document. Motions removed from the Book of Current Practices will continue to be maintained in the Book of Motions. Any other changes that may affect or impact a current practice or motion must be presented to the body of District4 General Services for approval.

PROPOSED PROCEDURE

The Current Practices Committee is a non-budgeted committee. The committee holds a minimum of quarterly meetings to conduct its responsibilities. It reports activities to the District Committee and provides the Treasurer and the District committee with any requests for funds. Chairperson attends Area Quarterly/ Assemblies.

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BACKGROUND

The current Scope and Procedure only permits the Current Practice Committee to make grammatical, numerical or punctuation corrections. Over the years the Current Practice document

has come to include practices which are no longer performed, have been replaced by subsequent motions, or were one time event motions which should never have been included in the document. If this motion is approved it will provide a procedure to inform the Body of items requiring attention without imposing the burden on the General Service Body or the Committee to draft, present, and discuss by individual motion each item before action is taken. In this manner the Current Practice document can be quickly brought into accurate form and easily maintained for future Panels. The procedure will keep the Body fully informed of all revisions and as noted in the Proposed Scope said revisions, deletions, reaffirmations will be documented in the Recording Secretary's Minutes as well as in the Book of Motions.

District Events Committee

Date: 08/26/1995

Text: A special Events Committee will be established to run all of District 4 General Service big functions.

Date: 10/28/1995

Text: District 4 will have a Big Book, 12 & 12 Dance on New Years Eve.

Date: 07/19/2003

Text: To expand the selection for speakers at events to include all of Area 15.

Date: 1/22/2022

MOTION 1: Submitted by Angie To revise the current language and structure for the Events Committee in the Legacy of Service. Background... currently reads as follows:

DISTRICT EVENTS COMMITTEE COMPOSITION: Any member of the AA community may become a member of this committee. Minimum requirements of Elected Committee Officers are as follows: Chairperson and Secretary 2 years of sobriety. There will be a designated member and alternate from General Service, Intergroup, and Central Office active on this committee at all times. Committee Chairperson is elected by the committee and ratified by the District General Service Body.

SCOPE: To provide secondary service committees (i.e., setup, coffee, escort, cleanup, food, greeting collection, etc.), to organize and carry out special events in District-4 when asked. The Events Committee has no obligation to put on any event it deems inappropriate.

PROCEDURE: The Events Committee is an unbudgeted committee. Only Central Office, General Service or Intergroup may approach the committee with a proposed project. The Events committee does not need approval from both Intergroup and General Service to take on an event. Each Event will be funded by the entity that approached the Events

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District 4, Area 15, South Florida

Committee with the project. The Events Committee may approach any one of the three service entities with ideas about events for the community. Chairperson attends Area Quarterly/ Assemblies.

DISTRICT EVENTS COMMITTEE (proposed changes)

COMPOSITION: Any member of the AA community may become a member of this committee. Minimum requirements of Elected Committee Officers are as follows:

Chairperson and Secretary 2 years of sobriety. Committee Chairperson is elected by the committee and ratified by the District General Service Body.

SCOPE: to organize and carry out special events in District 4. The Events Committee has no obligation to put on any event it deems inappropriate.

PROCEDURE: The Events Committee is a funded committee per event. Only General Service may approach the committee with a proposed project. The Events committee does need approval from General Service to take on an event. Each event will be funded per the budget by District 4 with the hopes to be self-supporting. The Events Committee may approach General Service/district 4 with ideas about events.

District Grapevine Committee

Date: 05/18/2013

Text: The Grapevine Committee will hold meetings quarterly, in January, April, July, and October. Additional meetings to be held ,as needed at the discretion of the chair.

District Finance Committee

Date: 06/27/1987

Text: Budget presented in timely manner so GSR's can bring it to their groups. We recommend that somehow the groups be aware of the budget one month ahead of time. The GSR's go over the budget at the group business meeting. Request Intergroup to make up a flier to insert in the newsletter to show the proposed budget.

Date: 09/24/1989

Text: No committee representative can go to the groups for individual donations for their committee.

Date: 09/16/2000

Text: Prior to our annual Finance Committee budget meeting in September, all Committee Chairpersons must submit a written budget proposal and made available by August, the month before we meet (This was whether you are able to attend our meeting or not, we have a budget request from your committee to review.)

Date: 09/16/2000

Text: That our budget committee report includes both proposed income and expenditures.

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Date: 01/20/2001

Text: District 4 to donate 10 Big Books and 10 – 12/12's to the Halfway Houses that have called into Central Office asking for help because they can't afford the books. This motion to be dealt with on a request by request situation.

Date: 02/15/2003

Text: The committee will consist of Finance Chairperson appointed by the District Chairperson, District Chairperson, District Treasurer and two persons in district selected by the Finance Chairperson and ratified by the General Service body of District 4.

Date: 02/15/2003

Text: That all requests for additional monies or increases in current budget be in writing and addressed to the Finance Committee for approval or disapproval.

Date: 09/16/2006

Text: That the incoming District 4 Chairperson be funded up to a maximum of \$500 to attend the Southeast Regional Forum.

Date: 07/27/2007

Text: That we adopt the new Self Support Statement as District 4 literature (See also App. 4)

Date: 10/17/2009

Text: That the District Treasurer forward the approved budget to the Newsletter Chairperson for insertion in either the November or December issue.

Date: 11/21/2009

Text: That the Annual Budget be voted on in the month of October each year.

Date: 02/20/2010

Text: That the Finance Committee performs the following services for District 4 General Service: prepares the Annual Budget; monitors the financial condition; maintains the financial guidelines; reports at each General Service monthly business meeting; reviews for approval or disapproval written requests for additional monies and/or increases to the budget. The Finance Committee will meet at least once per Quarter.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson

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were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

Date: 04/7/2012

Text: That the Treasurer and Finance Chairperson meet before the 10th of each month to review previous bank transactions and perform reconciliations.

Date: 04/7/2012

Text: That the Finance Chairperson become a signer on the bank account along with any other approved signers.

Date: 11/18/2017

The prudent reserve be raised to \$3500 effective immediately.

Date: 09/21/2019

Text: The INCOMING District 4 Chair is authorized to attend the Southeast Regional Forum. The amount funded to be determined in by the budgeting process

Date: 09/19/2020

Text: To continue, on a permanent basis, to offer a digital option(s) for 7th Tradition Basket Contributions at the District meetings in addition to cash contributions. The digital contribution option shall be available at both in person and online (zoom etc.) business meetings. Note- this motion does not limit the district's ability to change or add pay platforms in the future in order to make this option available to more people or easier to use by the district.

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Date: 11/21/2020

Text: Motion A - To provide an option for AA Groups to make 7th Tradition Contributions to District 4 General Service via the District 4 General Service website. This option shall be available for contributions made to District 4 General Service only, and is provided in addition to the already existing option for groups to make cash, check, money order contributions by mail or drop off at Central Office. The District 4 General Service Finance and Website committees will jointly oversee all economic and technical aspects of this online contribution platform

Date: 11/21/2020

Text: Motion B - The online option for Group contributions provided on the District 4 General Service Website shall also be available for contributions from individual AA members. This option is available for contributions to District 4 General Service only.

District Hospitals and Institutions Committee

Date: 07/09/2011

Text: That District4 approves the creation of a Hospitals and Institutions Committee, The Legacy of Service is as follows. *See page 8 for composition, scope and procedure.*

Date: 07/09/2011

Text: That the District4 Treatment and Corrections Committees be dissolved and their existing Funds be transferred to the Hospitals and Institutions Committee.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.
2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C. Committee), or such meeting as may be assigned to them by the District Chairperson. It

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is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

District Literature Committee

Date: 09/20/2003

Text: That the existing adhoc literature committee become a budgeted standing committee in District 4. The Literature Committee Chairperson would attend all Quarterlies and receive funding for one night's hotel accommodations and one banquet ticket.

Date: 09/18/2004

Text: That District 4 supports the motion at the Area October Quarterly to form an Area Literature committee.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

1. That if entitled to vote, they attend the Sunday morning business meeting from beginning to end, and the voting assembly when applicable.

2. That if a Standing Committee Chairperson (or assign), they attend the corresponding Area Committee meeting (or applicable meetings in the case of our P.I.C.P.C.

Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

District PI/CPC Committee

Date: 11/28/1981

Text: District 4 General Service is now prepared to accept total responsibility of the Public Information Committee, now handled by Intergroup.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

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Committee), or such meeting as may be assigned to them by the District Chairperson. It is expected that those attending these meetings report on the substance to the district at the next regularly scheduled General Service business meeting. If they are also entitled to vote they must also attend the Area 15 Sunday morning business meeting from beginning to end, and voting assembly when applicable. Upon request, the Treasurer may advance all Officers, Standing Committee Chairpersons, DCMs up to \$200 for the purpose of participating in Area Assemblies.

District ACCESSIBILITES Committee

Date: 06/20/1998

Text: An Accessibilities Committee will become a standing committee for District 4 with a Chairperson to attend all Area Quarterlies, funded for one-night hotel accommodation and one banquet ticket. The Accessibilities Committee to receive an estimated annual budget of \$100 for the focus of its activities.

Date: 2003

Text: That the Accessibility's Committee be renamed the Special Needs Committee.

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Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

District Officers (other than District Chairperson), District Committee Members (or Alternate Committee Members acting in their stead), and District Standing Committee Chairpersons (or their assigns), with the exception of Traditions and Events Committee Chairpersons, shall be reimbursed for 1 night's lodging and mileage reimbursement at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

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Date: 04/15/17

That the name of the Special Needs Committee be changed to Accessibilities Committee.

District Treatment Committee **

Date: 11/28/1981

Text: District 4 General Service is now prepared to accept total responsibility of the Institutions Committee, now handled by Intergroup.

Date: 07/09/2011 **

Text: That the District 4 Treatment and Corrections Committees be dissolved and their existing funds be transferred to the Hospitals and Institutions Committee.

District 4 Technology Committee (formerly Website Committee)

Date: 08/11/2018**

Text: That District 4 General Service approve the creation of a standing Website Committee.
Yearly budget not to exceed \$150.00 for domain and hosting.

Date: 09/18/2021

To change the name of the Website Committee to the Technology Committee and to update the first paragraph of its Scope from: The Standing District 4 Website Committee is responsible for the creation and maintenance of the General Service District 4 website. The website shall be maintained in accordance with the AA Traditions and Concepts, and District 4's current practices. The District 4 website content targets those members of Alcoholics Anonymous participating in or interested in General Service activities. to: The Standing District 4 Technology Committee oversees management of the dist4gsaa.org website and associated technologies required to maintain it. The committee investigates emerging technologies to provide guidance to District 4 regarding how technical innovation can further AA's primary purpose. The Committee members are available to the District Board and various committees to advise on the and implementation of technology to further District 4 General Service activities on request. Background

The Committee's role has expanded beyond maintaining the district website. The Web servant has worked very diligently to enable hybrid business meetings, including advanced graphics and audio/video editing, and we have successfully supported the selection and installation of an online contributions management system. The Committee Chair and the Web servant have been asked for guidance on issues such as use of social media and Google Ads. Our society is becoming more technically advanced and so are the constituents of District 4. As a result, the various Committees of the District may want to leverage different applications and platforms to accomplish their goals. They will need guidance, which the current Website Committee is already providing.

Date: 05/21/2022

Text: Assembly Reimbursement Policy

General Service pay customary expenses of the District Chairperson for Quarterlies because they are required to attend the event. Customary expenses are defined as: 2 nights lodging, all the meals (including the banquet), and 50% of the IRS Business mileage rate, tolls and parking. The chairperson must submit an expense report with receipts and other documentation to the Treasurer for reimbursement. If the chairperson were unable to attend the Quarterly the Alternate Chair would receive the same reimbursement.

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at 50% of the IRS Business mileage rate, tolls, and parking (carpooling encouraged) for each Area 15 Quarterly Assembly. To receive reimbursement will require either;

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Central Office

Date: 02/22/1986

Text: To incorporate the Central Office and be a part of AA as a whole in District 4 and raise funds necessary for reserves.

Date: 03/22/1986

Text: That General Service, District 4 participates with Sara/Mana Intergroup in the formation of a non profit corporation, for the purpose of making the Central Office a separate entity. That General Service District 4 has equal participation with Intergroup in the operation of the corporation and the Central Office.

Date: 06/27/1987

Text: Board of Directors of Central Office, Four Elected positions: Two on the even years and Two on the odd years. Term: Two years. Eligibility: 3 years sobriety, willing to serve. Nominations accepted from the General Service body to DCM's. Screened and elected by the ACM's, DCM's, and Officers of District 4 at the DCM meeting. The Two elected to be presented to the General Service body of District 4 for ratification. The General Service Chairperson will notify the Central Office Board in of the selection of the representatives to representation. Responsibility: To attend Board meetings. Must attend nine or more regular board meetings a year and give monthly reports on Central Office to the General Service body at their regular monthly business meeting. All Board members are expected to attend monthly General Service Meetings. Any replacements required would use same procedure as above.

APPENDICES

APPENDIX 2 – SubDistricts

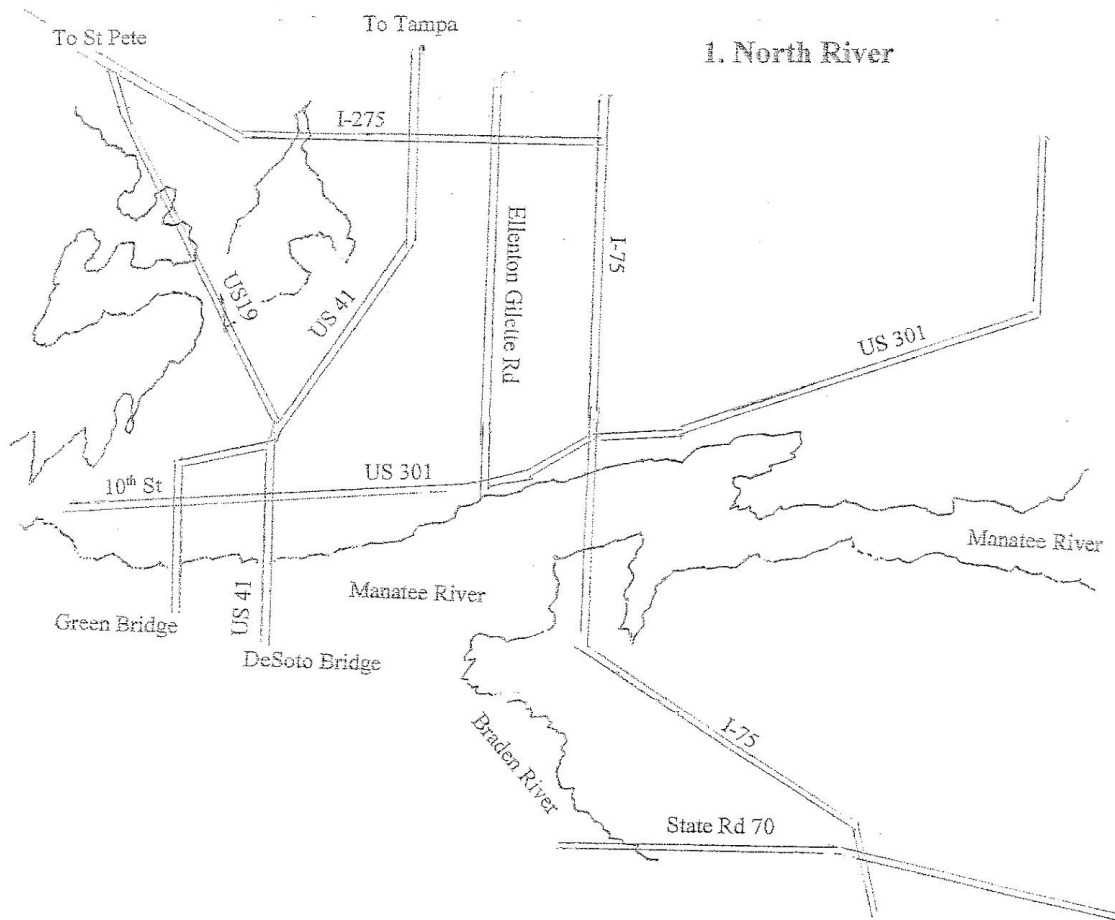
Incorporated November 19, 2005

SubDistrict	Description
1. North River	Hillsboro County line to the north, Manatee River and Braden River to the south, Gulf to the west, Hardee County be to the east.
2. Island	All of Anna Maria Island.
3. N. Bradenton	Manatee River to the north, 53rd Avenue to the south, Anna Maria Sound to the west, Braden River to the east.
4. S. Bradenton	53rd Avenue to the north, University Parkway to the south, Sarasota Bay to the west, Lockwood Ridge Rd, 45th St. E. to the East.
5. Northeast	University Parkway to the north, Fruitville Rd to the south, Lockwood Ridge to the west, Desoto County Line to the east.
6. Northwest	University Parkway to the north, Fruitville Rd to the south, Sarasota Bay to the west to Fruitville, US 301 to west, Lockwood Ridge to the east, less SE corner 17 Lockwood Ridge.
7. Bayfront	Fruitville Rd to the north, Webber St to the south, Gulf including St Armands and Longboat Key to the west, US 301/41 to the east.
8. Central	17th St to the north, Bahia Vista to the south, US 301 to the west, Lockwood Ridge to the east.
9. Siesta Key	Webber St to the north, Stickney Point Rd to the south, Siesta Key to the west, US 41 to the east.
10. South Central	Bahia Vista to the north, Stickney Point Rd to the south, US 41 to the west, Lockwood Ridge to the east.
11. East Sarasota	Fruitville Rd to the north, Clark Rd to the south, Lockwood Ridge to the west, Desoto County line to the east.

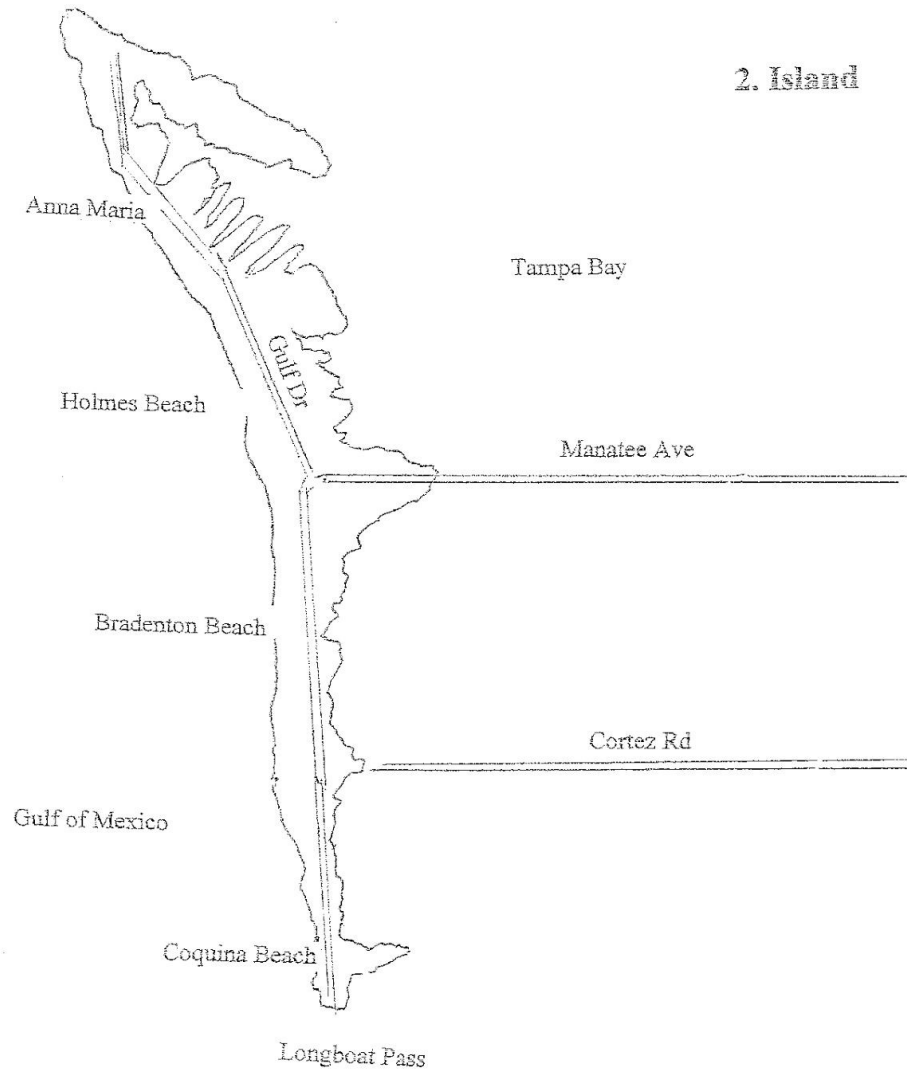
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12. South County	Clark Rd to the north, Osprey/Nokomis to the south, Gulf to the west, Desoto County line to the east.
13. Linguistic	Encompasses all of District 4
14. Lakewood Ranch	Manatee Av. East (S.R. 64) to the North, Hardy County Line to the East, University Parkway to the South, Lockwood Ridge Rd, 45th St. E. to the West.

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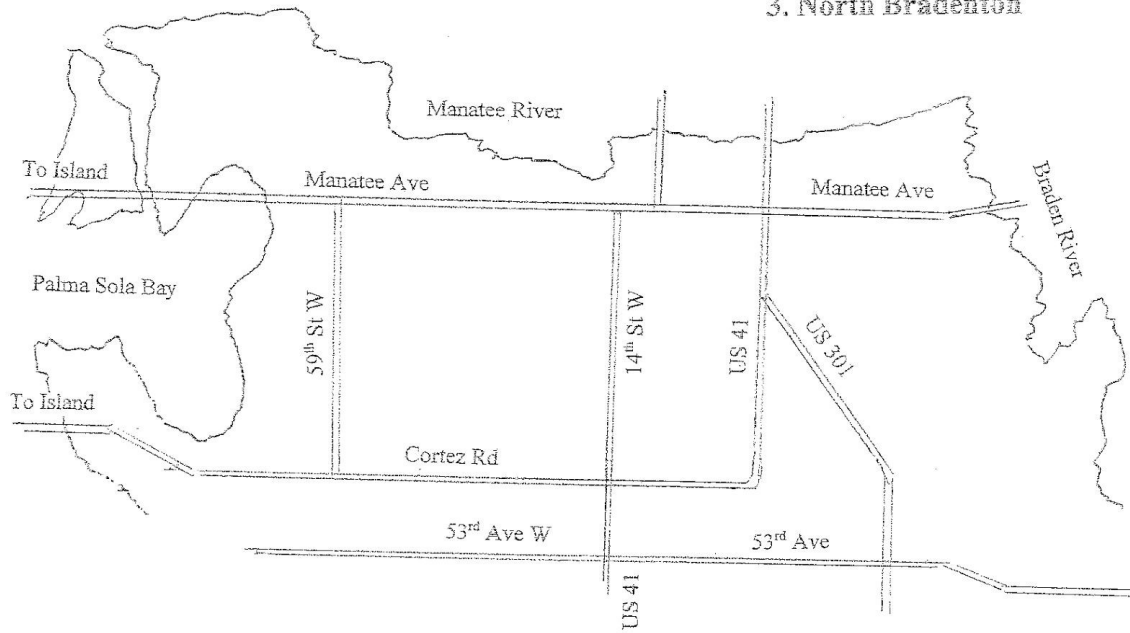


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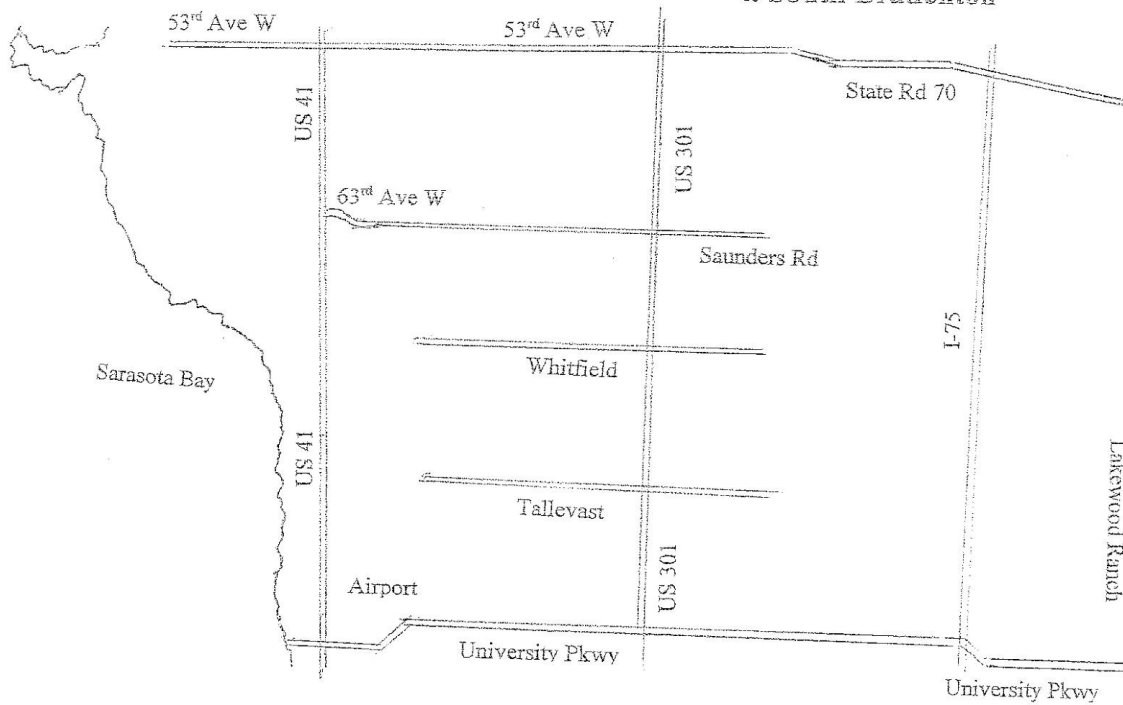


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3. North Bradenton

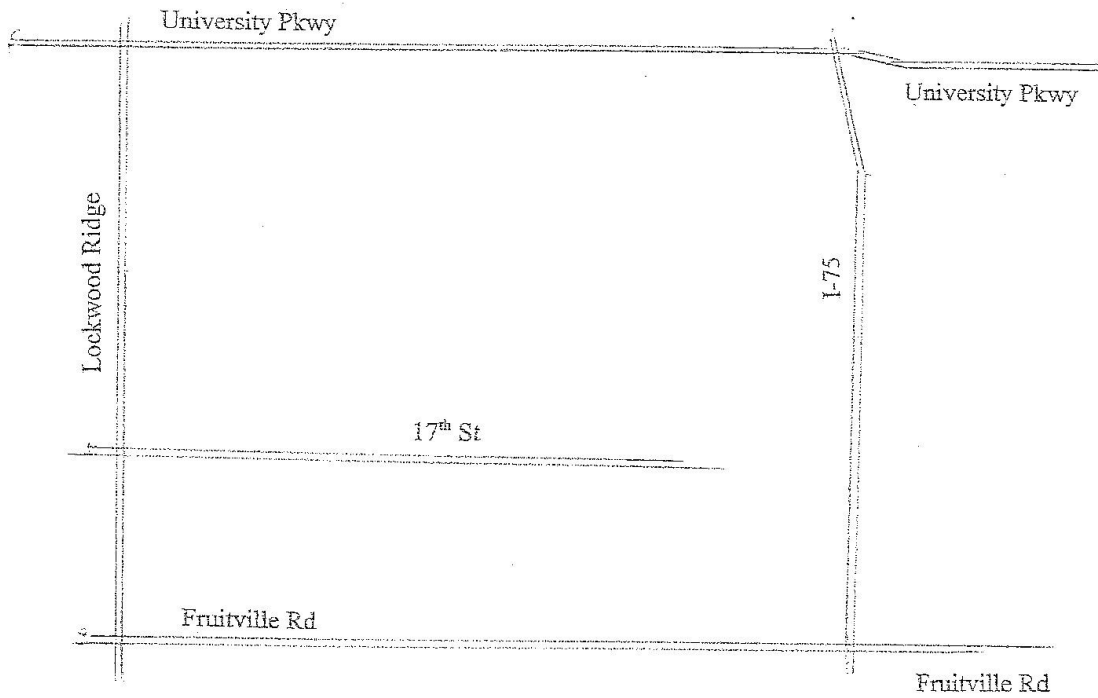


4. South Bradenton

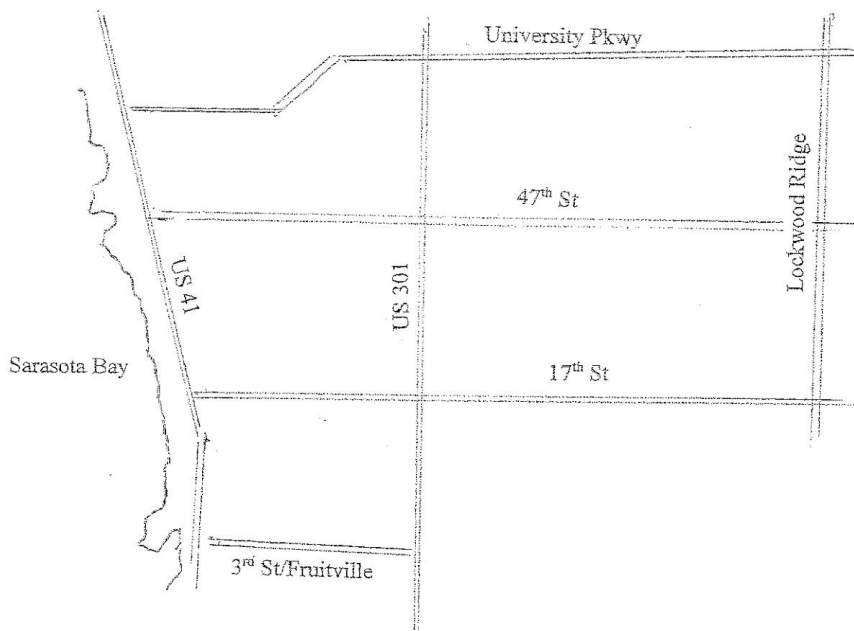


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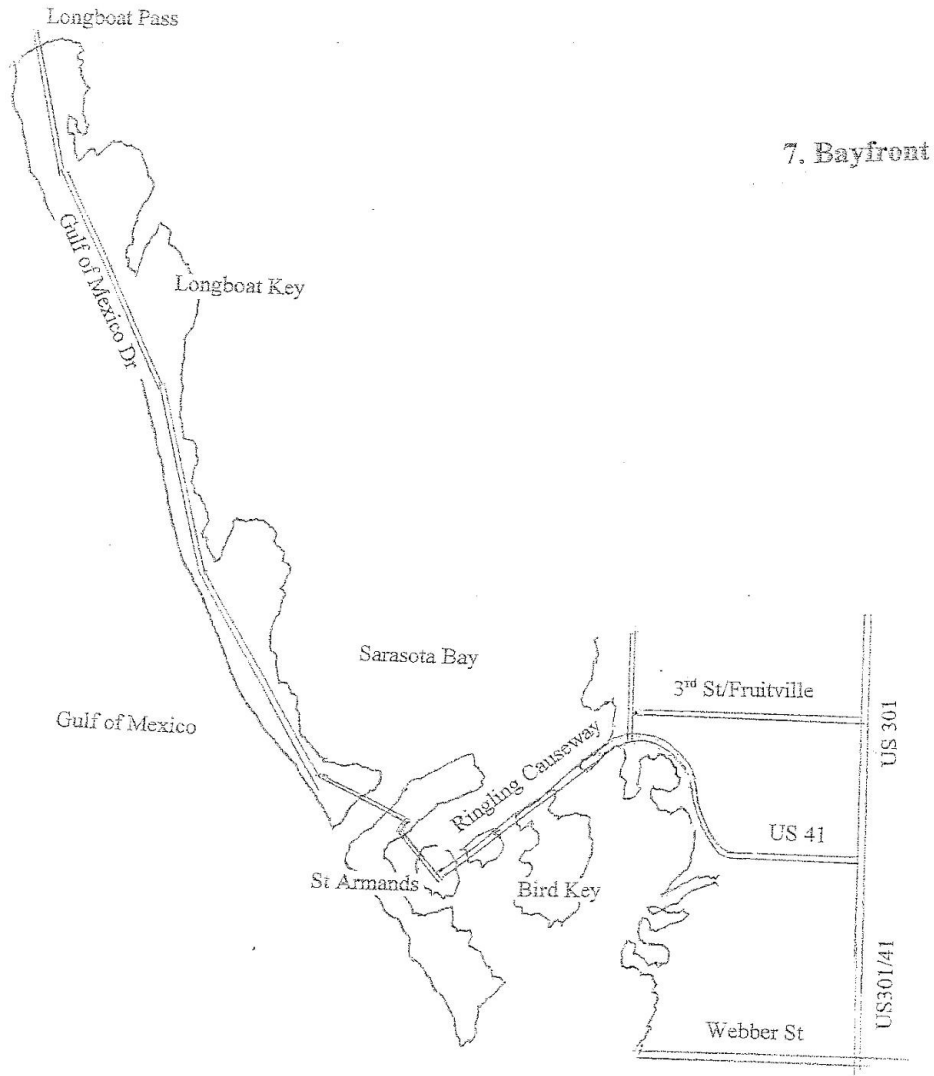
3. Northeast



6. Northwest



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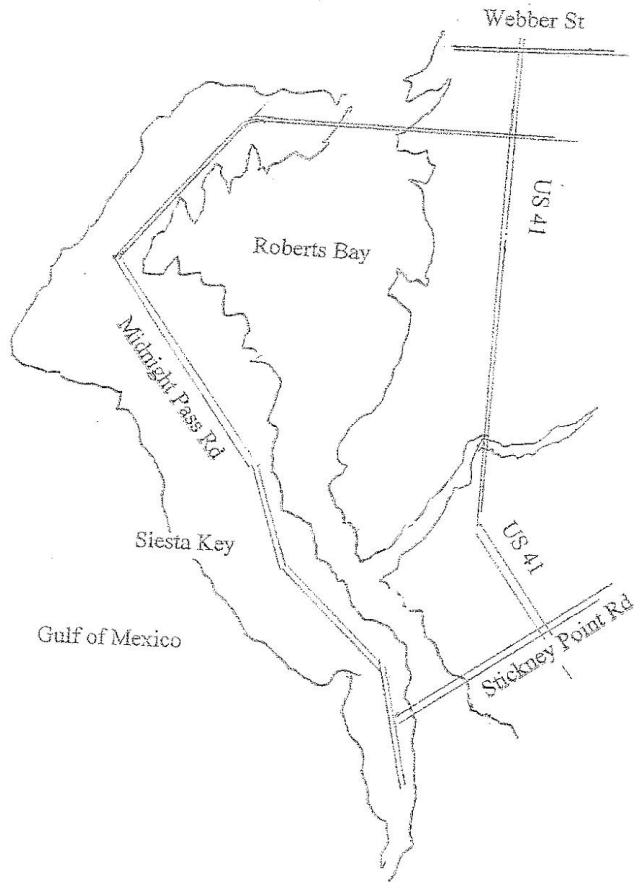
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8. Central



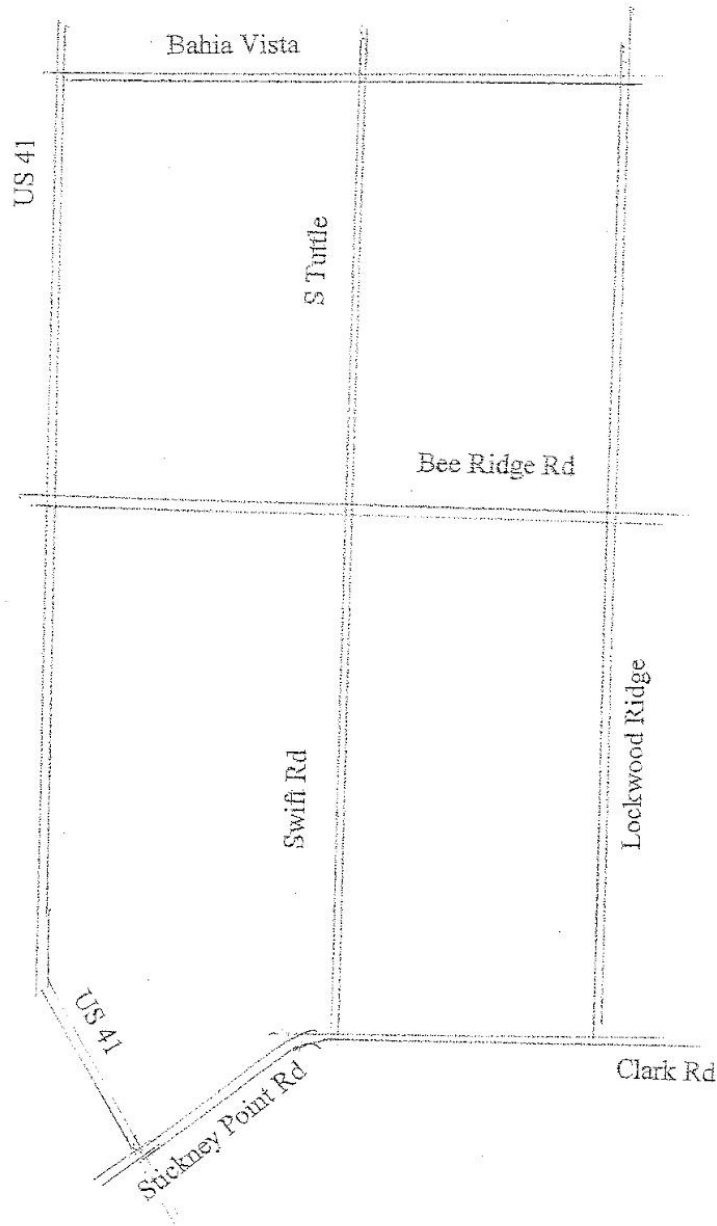
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9. Siesta Key

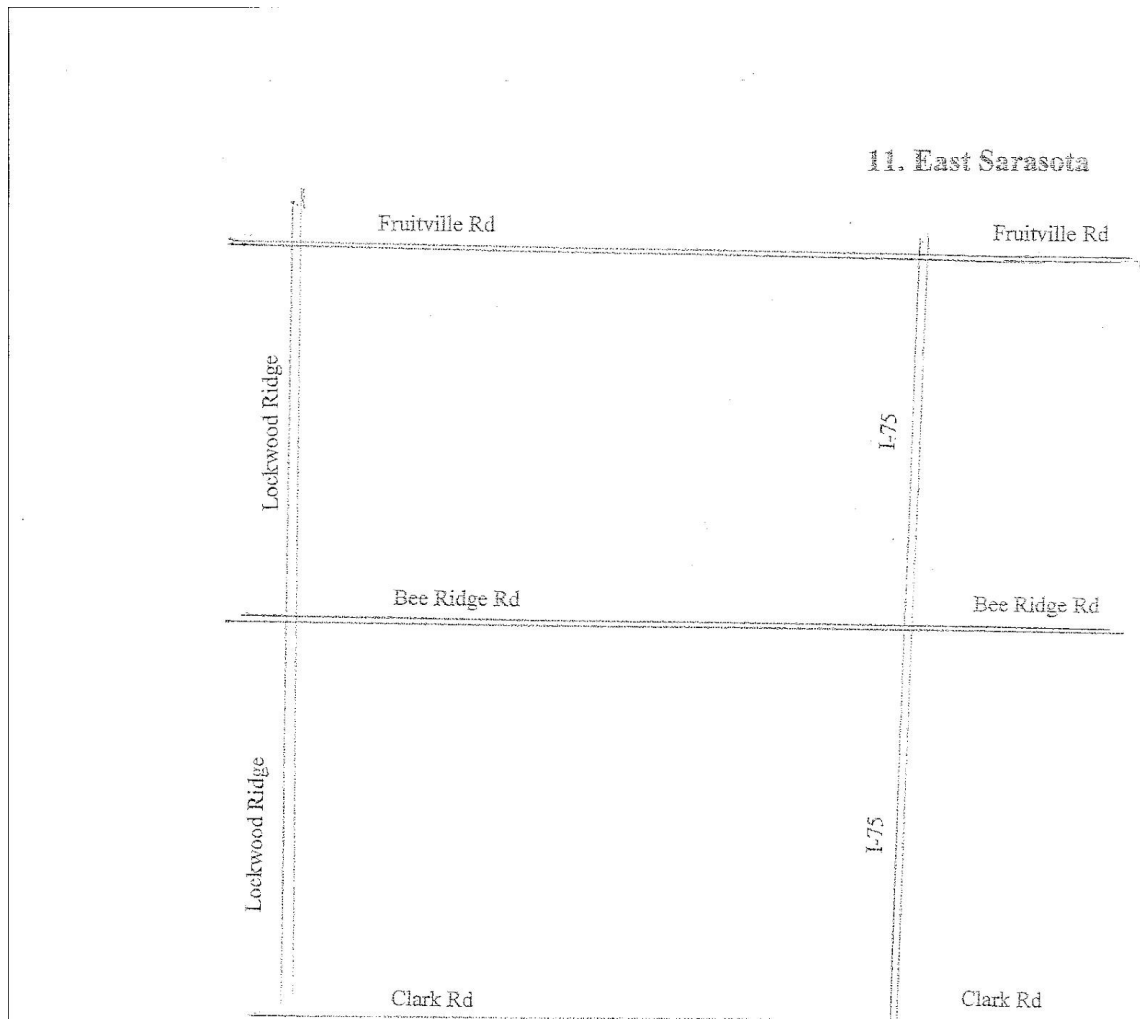


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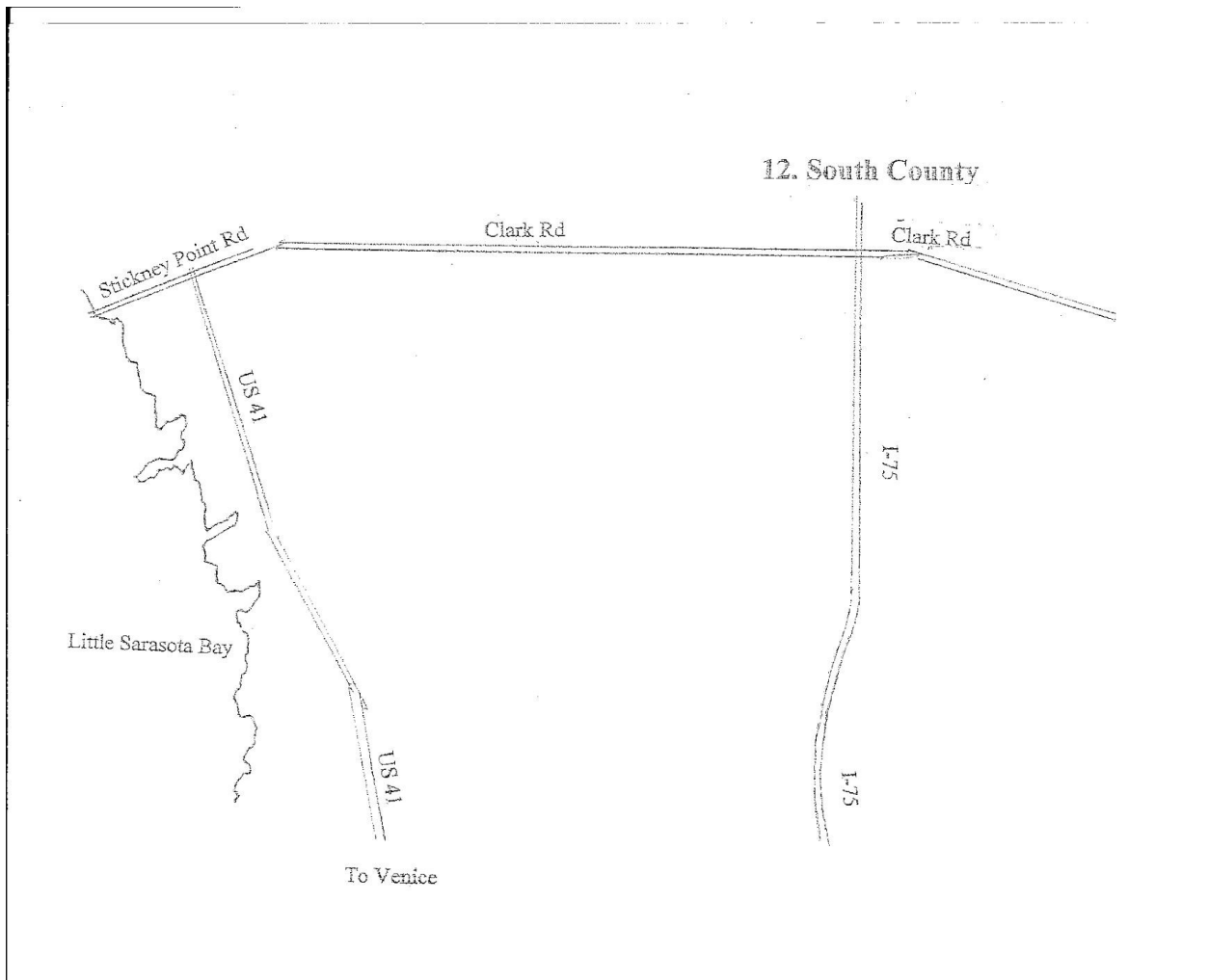
10. South Central



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14. Lakewood Ranch

APPENDIX 3 Fair Share Contribution Formula

The Finance Committee of 2001 recommended in April 2001 that this formula be entered into the Book of Resolutions and be recalculated on a yearly basis when new figures are available from the Area:

- Total yearly contributions to South Florida Area General Service by all groups MINUS total contribution of District 4 = Total contributions of all other districts
- (1999) \$42, 586.26 MINUS \$1,600 = \$40,986.26. (Therefore), 1,544 MINUS 109 = 1,445 Area groups (other than District 4)
- (1999) \$40,986.26 / 1,445 = \$28.36 per group. We want to match this “per group” contribution so we multiply by the total number of groups in District 4 and the result (in 1999) is \$3,091.70 (\$28.36 DIVIDED by 109) per year
- DIVIDE this result (\$3,091.70) by 4 and the final result (per Quarter) is \$772.92.

APPENDIX 4 Self Support Statement

Adopted July 21st, 2007

Self Support Statement:

Tradition 7 (first sentence of the long form)

The AA Groups themselves ought to be fully supported by the voluntary contributions of their own members.

According to Bill, “We cannot skimp when the Treasurer passes that hat. When we are generous with the hat we give a token that we are grateful for our blessings and evidence that we are eager to share what we have found with all those who still suffer.” (1)

“Every single AA service is designed to make more and better Twelfth Step work possible, whether it be a group meeting place, a Central or Intergroup office . . . or the World Service Headquarters. Under our tradition of selfsupport *we are going to foot the bill.*” (2)

On behalf of our service committees that carry the message of hope to those that still suffer, please be generous. THANK YOU!

(1) Reprinted from “Language of the Heart” p.221 (2) Reprinted from Pamphlet #F3 on “Self Support” p.67