



New Mexico District 14 Committee
of
Alcoholics Anonymous

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Table of Contents

A	Introduction: District 14- Our Purpose	1
B	District 14 Business Meeting Procedures.....	1
B.1	Meeting Times.....	1
B.2	Meeting Chairperson.....	2
B.3	Order of Succession	2
B.4	Voting.....	2
B.5	Right to Vote	2
B.6	Right to Make a Motion	3
B.7	Elections	3
B.8	Officer Reports.....	4
B.9	Standing Committee Chairperson Reports.....	4
B.10	New Standing Committee Chairpersons.....	5
C	District 14 Policies and Current Practices	5
C.1	Attendance at District Meetings.....	5
C.2	Area Assembly Representation	5
C.3	Travel Reimbursement to Area Assemblies.....	5
C.4	Monetary Reimbursements.....	6
C.5	Rent.....	6
C.6	Prudent Reserve.....	6
C.7	Self-support.....	6
C.8	Business Meeting 7 th Tradition	6
C.9	District Meeting Schedule	6
C.10	Hotline Service	6
C.11	Post Office Box	7
C.12	Storage Unit.....	7
D	The GSR- Scope and Duties	7
E	District 14 Officers- Scope and Duties	8
E.1	DCM- District Committee Member.....	8
E.2	Alternate DCM.....	9
E.3	District Secretary	9

E.4	District Treasurer	10
E.5	District Registrar.....	10
F	District 14 Standing Committees	11
F.1	Archives	11
F.2	Bridge The Gap (BTG).....	12
F.3	Cooperation with the Professional Community (CPC)	12
F.4	Corrections	13
F.5	Grapevine Representative.....	13
F.6	Phone Hotline	13
F.7	Literature	14
F.8	Public Information (PI)	14
F.9	Special Events.....	15
F.10	Treatment	15
F.11	Workshops.....	15
G	District Liaisons.....	16
G.1	El Farolito.....	16
G.2	Taos Mountain Fiesta.....	16
H	Appendix: Process of a Motion	16
H.1	Basic Suggestions.....	16
H.2	Just for A.A.	17
H.3	Process of a Motion.....	17
H.4	Motions made while a motion is on the floor:.....	19
H.5	Housekeeping Motions	19
I	Appendix: District 14 Motions.....	20
I.1	2011	20
I.2	2012	20
I.3	2013	24
I.4	2014.....	27
I.5	2015	29
I.6	2016	31
I.7	2017	32

A Introduction: District 14- Our Purpose

The District 14 Committee of Alcoholics Anonymous is a service body for the AA groups in Taos County, including the towns of Angel Fire and Dixon. Its primary purpose is to provide a forum for sharing collective 12th-Step experience and how best to carry the AA message in District 14. The District also has the responsibility to carry that message worldwide via the Area 46 General Assemblies and the annual General Service Conference, U.S./Canada.

District 14 is fully self-supported by the voluntary contributions of the groups it serves and the voluntary contributions of its service body. The committee structure borrows much from the *AA Service Manual*, the *Area 46 Information Pamphlet (AIP)* and the *Twelve Concepts for World Service* and is ever mindful of AA's Twelve Steps, Twelve Traditions and Twelve Concepts of Service.

The District Information Pamphlet (DIP) reflects current District 14 procedures and policies. Changes to the DIP result from motions made at District meetings passed with a two-thirds majority. The DIP will be reviewed every two (2) years and reprinted as needed.

Those who have served District 14 contributed their experience regarding the responsibilities and procedures for each service committee. Along with previous motions passed, these guidelines reflect District 14's experience. Other duty descriptions have been reprinted from the Alcoholics Anonymous General Service Website, www.aa.org.

B District 14 Business Meeting Procedures

B.1 Meeting Times

The District 14 Committee customarily meets once a month. If the date, time, or location must be changed due to any reason (such as holiday or weather) this information will be dispersed to the committee members via the DCM and or the Secretary.

B.2 Meeting Chairperson

The District 14 Business Meeting ought to include a chairperson (usually the DCM) and a secretary who records the minutes. The chairperson conducts the meeting according to *Robert's Rules of Order*, except for certain differences that are specific to AA (see Appendix: Process of a Motion).

B.3 Order of Succession

The order of succession to chair a business meeting is as follows: DCM, Alternate DCM, Secretary, Treasurer, and Registrar. One of these five officers must be present to have a business meeting.

B.4 Voting

Voting on motions presented may be done as a ballot or as a count of hands asking for those in favor, those opposed, and any abstentions. A simple majority of the body may determine the outcome of most votes. Motions regarding substantial policy change or changes to the DIP shall require a 2/3 majority of the body to pass.

Discussion of a motion will usually take place immediately after the motion has been made and seconded; with voting then taking place during Unfinished Business at the following meeting. The minority opinion will be considered during voting.

“Housekeeping” motions may be introduced and voted upon immediately following discussion.

**(See also Appendix: Process of a Motion)*

B.5 Right to Vote

The following members of the District Committee have a right to vote at District Business Meetings:

- Officers (unless conducting the meeting)
 - DCM
 - Alternate DCM

- District Secretary
 - District Treasurer
 - District Registrar
- Standing Committee Chairpersons
 - Archives
 - Bridge the Gap (BTG)
 - Corrections
 - Cooperation with the Professional Community (CPC)
 - Grapevine
 - Hotline
 - Literature
 - Public Information (PI)
 - Special Events
 - Treatment
 - Workshops
- Liasons
 - El Farolito
 - General Service Representatives (GSRs) or Alternate General Service Representatives (Alternate GSRs) if the GSR is not present. If both the GSR and the Alternate GSR of a group are absent, then another member of that group, with the approval of the Group Conscience, may vote as its representative.

B.6 Right to Make a Motion

District members listed as having the right to vote also have the right to make a motion. Motions ought to be made during the business portion of the meeting and not during Committee Chair reports.

B.7 Elections

Toward the end of odd numbered years, the District holds elections for the following District Officers: DCM, Alternate DCM, Secretary, Treasurer, and Registrar. A two-year term

of service commences on January 1 of the following even numbered year and runs concurrently with those of the elected Area Trusted Servants. Elections will employ the Third Legacy Voting Procedure described in *The AA Service Manual*. There is no vote for Standing Committee Chairs or for Liaison positions. Standing Committee Chairs are appointed by the DCM and stand for disapproval before the District Committee.

Any member of Alcoholics Anonymous residing in District 14 may be eligible for officer election.

If an officer's position is vacated at any time during the term, the DCM will announce this during his or her report. If anyone present is willing to stand for the vacated position and understands the duties entailed, they may be elected during Unfinished Business at the same meeting. If they would like more information about the position, the DCM will consult with them later so as not to delay the current proceedings and the elections will take place at the next District Business Meeting.

B.8 Officer Reports

The Secretary's minutes and Treasurer Reports are the only two officer reports that require acceptance by motion and vote. These reports may be amended, and then a motion to accept the amended report may be made. Any motion other than acceptance of these reports would be considered under New Business.

All members of the District Committee ought to be given opportunity to review the minutes. If the minutes are not read at the meeting then they should be made available to committee members, by email or otherwise, with ample time to review.

B.9 Standing Committee Chairperson Reports

Standing Committee Chairs shall present monthly reports during the District Business meeting. If the Committee Chair is not able to attend, reports may be passed down in writing to the DCM and or the Secretary. Reports ought to include recent committee activities, any expenses incurred or expected, and notification of any plans to present a motion under New Business. Clarifications may be requested once a report is completed.

Any comments or concerns should be discussed with the Standing Committee Chair after the meeting.

B.10 New Standing Committee Chairpersons

If there is an open Standing Committee Chair position, the DCM will announce this during his/her report. If anyone present is willing to stand for the Committee Chair position and understands the duties entailed, the District members may approve them immediately. If they require additional information about the position, the DCM will consult with them later so as not to delay the current proceedings and the new Committee Chair may be approved at the next business meeting. They will finish out the current two-year rotation and are eligible to stand for the same committee chair for the next two-year term if they so desire.

C District 14 Policies and Current Practices

C.1 Attendance at District Meetings

If an Officer or Standing Committee Chair and/or Co-Chair misses three (3) consecutive District meetings, a new candidate may stand for the position or the DCM may appoint a new chair.

C.2 Area Assembly Representation

District 14 shall be represented at each of the three annual Area 46 Assemblies. The DCM shall be the District's primary representative. If neither the DCM nor Alternate DCM is able to attend the Area Assembly, the Committee will choose another committee member to represent and vote for District 14.

C.3 Travel Reimbursement to Area Assemblies

\$600 annually is budgeted to reimburse one District representative (typically the DCM) for travel expenses to the three annual Area Assemblies. If an assembly is held in District 14, this budget will be adjusted accordingly.

C.4 Monetary Reimbursements

The Treasurer will make considerations of monetary reimbursements for any expense incurred through District activities. Receipts must be submitted to the Treasurer within 90 days of expenditure.

C.5 Rent

In keeping with the 7th Tradition, District 14 will pay rent for the space used to conduct the monthly District Business meeting.

C.6 Prudent Reserve

In keeping with the spirit of the Twelfth Concept, District 14 should strive to have, as a prudent reserve, six months District operating expenses.

C.7 Self-support

As described in the 7th Tradition, the District is self-supporting through contributions of those AA Groups served in its geographical area, as well as from individual AA members. The District ought not accept contributions from entities outside of Alcoholics Anonymous.

C.8 Business Meeting 7th Tradition

District 14 may “pass the hat” at District meetings to offset meeting and operating expenses.

C.9 District Meeting Schedule

District 14 shall publish, distribute, and maintain a current and accurate meeting schedule of all AA meetings occurring within the District. This meeting list must be available in hardcopy (paper) format but may also be distributed electronically.

C.10 Hotline Service

District 14 shall provide a 24-hour Hotline phone-service made available to the community at large.

C.11 Post Office Box

District 14 shall maintain a local P.O. Box.

C.12 Storage Unit

Presently, District 14 shares a storage unit with the Taos Mountain Fiesta Committee. Rent for this unit is split evenly between District 14 and the Taos Mountain Fiesta Committee.

D The GSR- Scope and Duties

Adapted from the AA pamphlet, G.S.R. -- General Service Representative

The GSR (General Service Representative) links the AA home group with the whole of AA by responsibly reporting the group's thoughts and concerns to the District. At District meetings GSRs join with GSRs from other groups and elect their District

As GSR, your name and address will be sent to the Registrar of your Area, and you will be listed as a contact for your group in the AA Directory. The General Service Office in New York will send new GSRs a GSR Kit.

GSRs attend Area Assemblies three times a year. At the Electoral Area Assembly, all GSRs from the Area elect the Area Trusted Servants: Delegate, Alternate Delegate, Chair, Alternate Chair, Secretary, Treasurer and Registrar. The GSR reports their group's thoughts to the Delegate, who passes them on to the General Service Conference in April. GSRs have the right to vote on all Area motions brought to the Assembly. In this way you link your group to the Area and beyond.

The GSR also carries information from the Area and District to their home group. The GSR is the keeper of the Traditions and broadens AA's reach by providing information to the home group, which in turn helps the suffering alcoholic. The strength of our whole AA service structure starts with the group and with its General Service Representative, the GSR, whom the group elects. We cannot emphasize too strongly the importance of the GSR.

GSR List of Duties (Adapted The AA Service Manual):

a) Represents and votes for the home group at District 14 Meetings and Area Assemblies.

- b) Serves as the Directory mail contact for their home group.
- c) Often serves on District Committees.
- d) Is knowledgeable about material from GSO (i.e., pamphlets, videos, guidelines, kits, etc.) and is responsible for passing this information on to the group.
- e) Learns about the Twelve Traditions and Twelve Concepts and studies other pertinent literature.
- f) Participates in events and planning committees.

The GSR and their group determine sobriety requirements and term length. (Note: The AA Service Manual suggests a Sobriety Requirement and Term Length of 2 years.)

E District 14 Officers- Scope and Duties

E.1 DCM- District Committee Member

Adapted from the AA publication The AA Service Manual

The DCM carries the collective group conscience of AA groups in District 14 to the Area Committee. The two-way communication responsibilities of the DCM are:

- a) Attends all District 14 Meetings
- b) Represents the District and votes at all Area Assemblies.
- c) Receives reports from the groups through the GSRs.
- d) Holds regular meetings of all GSRs in the District.
- e) Helps the Delegate cover the Area.
- f) Assists the Area Registrar in obtaining group information in time to meet the deadline for appropriate AA directories.
- g) Keeps GSRs informed about Conference activities.
- h) Acquaints GSRs with The AA Service Manual, *Box 4-5-9*, and other AA literature.
- i) Assists GSRs in making reports to their groups and encourages them to bring new AA members into service.
- j) Communicates regularly with the Alternate DCM, Secretary, and Area Delegate.
- k) Brings Tradition problems to the attention of the Delegate.

- l) Makes a regular practice of speaking to groups (new and old) about the responsibilities of general service work.
- m) Conducts with the Alternate DCM all District Business Meetings.
- n) Sets Business Meeting agenda.
- o) Oversees the accuracy of the *District Information Pamphlet (DIP)* master file.
- p) Appoints District Standing Committee Chairs
- q) Maintains a confidential District contact list and distributes to District members as needed.
- r) Open and Close District meeting space

Sobriety Requirement: usually 4-5 years.

Term Length: 2 years.

Annual Travel Budget: \$600

E.2 Alternate DCM

The Alternate DCM is a backup for the DCM. If the DCM resigns or is unable to serve for any reason, the alternate steps in.

Sobriety Requirement: usually 4-5 years.

Term Length: 2 years.

Annual Budget: As approved by the District

E.3 District Secretary

Responsibilities of the Secretary include:

- a) Prepares, distributes and maintains minutes of monthly District 14 Business Meetings.
- b) Requests corrections to the minutes and then approval at monthly District 14 Business Meetings.
- c) Maintains motions passed by District 14 in a "Motions Book."
- d) Maintains the *DIP* master file.

Sobriety Requirement: 2 years (may be waived by District vote).

Term Length: 2 years.

Annual Budget: As approved by the District

E.4 District Treasurer

Responsibilities of the Treasurer include:

- a) Accountable for receipt and distribution of all District monies.
- b) Provides at District Meetings monthly written reports, which reflect for the preceding month contributions by groups, all District expenditures, and year-to-date balances.
- c) Supervises 7th Tradition collection at all District Business Meetings.
- d) Collects mail from the District P.O. Box.
- e) Collects expense reports and reimburses committee members.
- f) Fills out rental agreement for District meeting space and pays rent.

Sobriety Requirement: 2 years (may be waived by District vote).

Term Length: 2 years.

Annual Budget: As approved by the District.

E.5 District Registrar

Responsibilities of the Registrar include:

- a) Publishes, distributes, and maintains a current and accurate meeting schedule of all AA meetings occurring within the District. The printed schedule updates on a quarterly basis.
- b) Insures the accuracy of meeting information on the Internet and in print.
- c) Assists the AA groups and GSRs with group registrations, changes or questions.
- d) Works with the Area Registrar to update the Area and National Directories.
- e) Assists the DCM and the Alternate DCM to raise interest in service by visiting meetings in District 14.
- f) Utilizes the New Group Registration Form to register new groups with GSO in New York and the Group Information Change Form to update information such as a group's GSR or meeting time and location.
- g) Prints copies of the District 14 Meeting schedule as needed.

- h) Provides electronic (.pdf) format of meeting schedule to committee members or groups as needed.
- i) Updates and maintains the meeting schedule “Phone List.” Individuals listed on the “Phone List” are typically contacted in August and February, to see if they would like to remain on the list. If additional people would like to be added to the “Phone List,” names will be rotated fairly. When updating, ask GSR’s to announce in their groups that the phone list is being updated and that any AA member can submit their name and number to be of service.
- j) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

Sobriety Requirement: 2 years (may be waived by District vote).

Term Length: 2 years.

Annual Budget: As approved by the District.

F District 14 Standing Committees

The general duties of Standing Committee Chairpersons have customarily been to serve as advisors to the Districts, Groups, and individual AA members in the Standing Committee’s area of Service. Standing Committee Chairs may select a co-chair as well as committee members to share in their duties. Standing Committees may hold workshops to encourage service and provide information about the activities of their particular committee. Each Standing Committee is encouraged to request funds for their committee’s activities from the DCM and Treasurer. All Standing Committee Chairs have the same Sobriety Requirement of 1 year (may be waived by District vote) and a Term Length of 2 years beginning January of even-numbered years.

The following information has been adapted the *AA Guidelines* section of the Alcoholics Anonymous General Service Website -- www.aa.org

F.1 Archives

- a) Files and maintains copies of all District Meeting minutes, reports, fliers and other archival materials in the archives.

- b) Works with Area Archivist to incorporate information about District 14 groups into the Area Archives.
- c) Provides information to GSRs about documenting group and individual histories for the archives.
- d) Keeps AA history – District, Area and National – visible in the AA community.
- e) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

Annual Budget: As approved by the District

F.2 Bridge The Gap (BTG)

- a) Provides the Area BTG Chair with contacts in District 14 to offer alcoholics leaving treatment and/or correctional facilities connection with the AA community and meetings.
- b) Maintains a list of contact personnel at local treatment and correctional facilities within District 14.
- c) Provides facilities with information on how to reach the BTG Chair in District 14 upon release.
- d) Coordinates with District 14 Corrections and Treatment Chairs to provide facility outreach, information and ongoing collaboration.
- e) Maintains a list of District 14 BTG volunteers who are willing to provide transportation to newly released clients so they might attend their first AA meeting.
- f) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

Annual Budget: As approved by the District

F.3 Cooperation with the Professional Community (CPC)

- a) Provides information about AA to those who have contact with alcoholics through their profession (e.g., healthcare professionals, educators, clergy, lawyers, social workers, government officials, etc.). Information provided includes where we are, what we are, what we can do and what we cannot do.
- b) Refers to the CPC Kit and CPC Workbook.

- c) Compiles a list of District 14 professionals and makes contact by letter, phone or face to face; offers to meet and discuss AA with them.
- d) Coordinates with the other districts in Area 46 to facilitate the flow of information.
- e) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

Annual Budget: As approved by the District

F.4 Corrections

- a) Interfaces with correctional facilities to see how AA might serve them.
- b) Determines if there is a need/desire for AA meetings within the facilities. Coordinates AA meeting days and times, and arranges for District 14 volunteers to lead and participate in AA meetings.
- c) Announces time and place of local correctional facility orientations for AA members.
- d) Provides literature to AA members in correctional facilities.
- e) Coordinates with the Area Corrections Chair.
- f) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

Annual Budget: As approved by the District

F.5 Grapevine Representative

- a) Advises Groups and District about new offerings, products, and promotions from the Grapevine magazine and website.
- b) Registers with the Grapevine office in New York.
- c) Requests that GSRs encourage their groups to subscribe to the Grapevine.
- d) Gives presentations at AA and District meetings about the advantages of a Grapevine subscription.
- e) Encourages groups to purchase "Back Issue" packets for distribution at their meetings.
- f) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

F.6 Phone Hotline

- a) Provides written instructions and adequate training to new hotline volunteers.

- b) Ensures that hotline folks are logging on for their shifts by periodically checking the line.
- c) Announces any vacancies in the schedule at meetings until positions are filled.
- d) Is available to answer questions regarding the hotline.
- e) Takes a shift if possible and be available to cover for others when necessary.
- f) Maintains a list of AA members who are willing to go out on 12 step calls.
- g) Emails changes in schedule to all members at the beginning of each month.
- h) Reports to District at monthly meeting.

Annual Budget: As approved by the District

F.7 Literature

- a) Maintains current understanding of literature available from GSO.
- b) Aids in coordination of literature acquisition for District Committee Members as needed.
- c) District 14 does not supply literature to treatment facilities, private businesses or corporations.

Annual Budget: As approved by the District

F.8 Public Information (PI)

- a) Provides AA information to the public when requested.
- b) Contacts schools, colleges, businesses, and other community organizations to offer information about Alcoholics Anonymous and maintains a list of those entities that have been contacted. Where appropriate, provides AA speakers for non-AA gatherings.
- c) Is a resource for the local media and emphasizes our Traditions of anonymity, singleness of purpose, and non-affiliation. Offers AA public service announcements to radio and television stations and works with newspapers in the District.
- d) Maintains literature pamphlet racks in public spaces within District 14, and keeps the racks stocked with AA literature and District meeting schedules.

- e) Provides an AA presence at health fairs and similar events within District 14 if requested.
- f) Refers to the Public Information Workbook.
- g) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

Annual Budget: As approved by the District

F.9 Special Events

- a) Organizes and produces special events in District 14, including securing a venue, setup, cleanup, providing refreshments, music, and speakers.
- b) Holds at least three (3) events per year, i.e., the Founders Day Event, the July Picnic Event, and the Thanksgiving Event. Individuals from District 14 may also suggest event ideas to the committee for their consideration.
- c) The committee does not need a vote from District 14 to approve a proposed event.

F.10 Treatment

- a) Interfaces with treatment facilities in the District to determine how AA might serve their clients.
- b) Connects local treatment facilities with individual AA groups in District 14 that would like to conduct AA meetings at those treatment facilities.
- c) Refers to the Treatment Workbook
- d) See also the *Committees* section of the Area 46 Website -- www.nm-aa.org

Annual Budget: As approved by the District

F.11 Workshops

- a) Organizes and produces workshops that provide information on topics relating to living sober, the 12 Steps, 12 Traditions and 12 Concepts, AA history or structure, service description, etc. Workshops can include panel discussions, speakers sharing, or any other original method to present the subject to local AA members. The Chair will offer topics for workshops if no topics are suggested or requested from groups or members

- b) Provides a budget to District 14 regarding anticipated spending.
- c) Reserves venue location.
- d) Facilitates of logistics of Workshop.
- e) If travel expenses are required for speakers from out of town, requests funds from District.
- f) Invites other members to serve as a workshop committee.
- g) Assists with set up and cleanup of the workshop itself.
- h) Provides a monthly report at the District 14 meeting.

G District Liaisons

G.1 El Farolito

- a) Submits a column every month to the El Farolito editor about events and activities in District 14 (suggested maximum length is 300 words). The deadline for submission is the 15th of the month.
- b) Connects with other District El Farolito representatives and the Area 46 El Farolito Chair.

G.2 Taos Mountain Fiesta

- a) Provides updates and information to District Committee members regarding Taos Mountain Fiesta.
- b) The Taos Mountain Fiesta representative is not a voting member of the District 14 Committee.

H Appendix: Process of a Motion

H.1 Basic Suggestions

- a) The district's trusted servants will make prudent decisions regarding appropriate representation of voting members present to conduct business.
- b) All members are equal.

- c) One motion at a time, one speaker at a time.
- d) It is customary to speak to the Chairperson and not to crosstalk with members during a debate.
- e) Motions must receive full debate, even if it becomes necessary to postpone the discussion.
- f) Once a motion has been voted upon, it is not in order to bring up the same motion, or one essentially like it, at the same meeting.
- g) In debate or discussion, remarks or opinions directed toward an individual regarding their personal character are always out of order (see Concept 12, Warranty 5 in The AA Service Manual).

H.2 Just for A.A.

Based on Tradition 1 (“to preserve unity”), Tradition 2 (“group conscience”), Tradition 12 (“placing principles before personalities”) and Concept 12, Warranty 5, the following are specific to AA:

- a) Substantial Unanimity: We are more likely than most organizations to try to come to a resolution acceptable to all. It is better to postpone a motion and consider it again later after prayer and meditation than to rush a vote.
- b) Using Committees: We are more likely than most organizations to institute a new idea on a trial basis and come back at a later time to consider whether it is working or not.
- c) Reconsideration: Unlike most organizations, we actively seek the minority’s opinion (Concept 5).

H.3 Process of a Motion

- a) Presenter reads the motion, providing any additional information, background, or history.
- b) Motion is seconded.
- c) The Chair or Secretary rereads motion.
- d) Discussion of the motion opens. Everyone is invited to speak, one at a time, in support of or opposition to the motion. Those who would like to speak may do so for two (2)

minutes. Those who would like to speak a second time may do so only after everyone who wishes to speak has spoken.

- e) Voting on motions presented may be done as a ballot or as a count of hands asking for those in favor, those opposed, and any abstentions. A simple majority of the body may determine the outcome of most votes. Motions regarding substantial policy change or changes to the DIP shall require a 2/3 majority of the body to pass.
- f) After a full discussion, the Secretary will reread the motion. The Chairman announces the type of voting for the motion and the requirement for the motion to pass, either a 2/3 majority or simple majority of the body.
- g) After the initial vote occurs and the outcome is determined, the Chair calls for the minority opinion. One or two voters from the minority may speak briefly at this time. If no minority opinion is presented, the outcome stands. If a minority opinion has been stated, the Chair then asks if anyone from the majority would like to change their vote and motion to reconsider. This motion must be seconded and shall pass by simple majority.
- h) If the motion to reconsider passes, then the Chair may ask for any additional discussion and/or call the vote on the original motion. The original motion may be reconsidered only once.
- i) To Repeal/Annul/Rescind a previously passed motion: The District can change an action that was previously adopted. As an example, such a motion might begin, "I move to repeal the motion from May 14 that read . . ." This would strike the results of the previous motion in its entirety. There would be discussion on the motion to repeal and a vote. There must be a 2/3 majority of the body to repeal a previously passed motion.
- j) To Amend a previously passed motion: The District can amend/reconsider a motion that was previously passed/adopted. As an example, such a motion might begin with, "I move to amend the motion from May 14, so that it reads as follows: . . ." There must be a 2/3 majority of the body to amend a previously passed motion. A motion to reconsider or amend a vote can be taken up regardless of how much time has lapsed.

H.4 Motions made while a motion is on the floor:

- a) While the motion is on the floor, a motion to postpone may be made and seconded and shall pass with a simple majority vote. The motion to postpone is not a debatable motion. It only needs to be seconded and voted on. If the motion to postpone passes, the current discussion ends and is included on the agenda for the next District Meeting, with discussion resuming exactly where it left off.
- b) While the motion is on the floor, there may be a motion to amend the original motion with the approval of the original proposer and seconder. An amendment is discussed and voted on, independently. The vote to amend requires a simple majority. To make this motion say, "I move to amend the motion to say . . ." After the vote, the discussion continues, resuming where it left off.
- c) While the motion is on the floor, a motion to call to question or close the debate may be made. This motion must be seconded and shall pass with a simple majority. However, this is rarely used in AA. Normally, discussion ends when everyone has had his or her say.
- d) While the motion is on the floor, anyone may make a motion to create a committee for further research and consideration or the Chair may make such a request. This is useful when more information or research is needed before a decision is made.

H.5 Housekeeping Motions

A Housekeeping Motion presents a minor change in procedure or policy that has no financial impact and doesn't affect AA or other groups as a whole. For example, a Housekeeping Motion could be made to start the District Business Meeting half an hour earlier so GSRs have an opportunity to share with each other. Housekeeping Motions are presented but not seconded or debated, though members may ask for clarification. After presentation and clarification the DCM asks if there are any objections. If not, the motion passes. If there is an objection the Housekeeping Motion becomes an item of New Business for the next District Business Meeting.

I Appendix: District 14 Motions

I.1 2011

a) August

- 1) Motion: Create a brochure that will inform groups of the district function and the importance of a GSR. Motion passed.
- 2) Motion: District provide to Bobby and Gloria \$200 each for travel expenses to attend the Area Assembly. Motion passed. Voice of the minority/Joe was concerned that if more people wanted to attend the \$400 allotted would need to be shared amongst ALL who wanted to attend. Revote. Vote stands.

b) September

- 1) Lawrence motioned to approve the storage expense of \$222 /Duane 2nd Minority opinion.
- 2) Joe said that this had been voted on previously so there was no reason to have vote.
 - i) Minority opinion heard.
 - ii) Point of order.
 - iii) Change of vote called for/ Motion carried.

I.2 2012

a) January

- 1) Duane motioned that if a standing committee member misses 3 consecutive meetings with or without a pass down that they be relieved of their duties. The exception will be that if there is an alternate chair present. 2nd by Bobby/motion carried
- 2) Meibao motioned to make a bid for the 2013 State Convention at the next assembly/2nd by Duane.
 - i) It was suggested to show up at the convention with some basic information.
 - ii) Motion carried my majority vote
- 3) Bobby motioned that we form an ad-hoc committee for the bid. 2nd by Christoph/motion carried

b) February

- 1) Moving district meeting to another night: Erica reported that Wednesdays nights are no longer available, but Monday nights are available the 4th Monday of every month. Kelsey motioned to accept this time change/Jennifer I. 2nd. Motion passed.
- 2) Discussion of stipends for committee members:
 - i) Meibao requested a stipend and other members are going to the upcoming Area Assembly.
 - ii) Joe reported that over the past 6 years the stipend had been \$100. \$200 would be prohibitive at this time if numerous people attended.
 - iii) Kelsey said the number of stipends should be granted regardless of the amount.
 - iv) Dick said in the past there was a 2 person limit. Groups then supported members going.
 - v) Ken motioned that a limit should be set for each event rather than per person/Susan 2nd motion carried.
- 3) Sally motioned that \$200 for the Las Cruces assembly be divided amongst those attending Ken gave 2nd
 - i) Dick wanted clarification that the money was for committee members to attend.
 - ii) Gloria inquired as to the actual dollar amount spent for members attending events in the past.
 - iii) Lawrence said the person designated to present the bid should be reimbursed.
 - iv) Kelsey reported that from May to December he paid 2 people \$200 each (total of \$400)
 - v) Motion did not carry
 - vi) Joe suggested that a percentage of the budget be designated
 - vii) Duane said that each trusted servant should be responsible for attending and the elected officers should be the ones to represent the group.
 - viii) Kim budgeted \$100 for 3 assemblies when she was the PI and did not use all of the money
 - ix) Bobby put in a request of \$300 for assemblies in his budget
 - x) Susan reported that she did not feel that \$200 was enough.

xi) Dick motioned that two people be given \$200 each for the Las Cruces Assembly.

The DCM and designated agent, who in this case is Meibao, would be those two people. Susan gave a 2nd Motion was amended to read \$400 total instead of \$200 each. Motion passed.

c) March

1) Nicole motioned to purchase \$150 in Big Books (including some in Spanish) for Detox/Duane 2nd motion/motion carried

2) Jennifer motioned to have \$150 for Big Books for Corrections/Ken T. 2nd/Motion carried

d) April

1) Steve motioned that the reading of the minutes cease providing that they are presented in a printed form. 2nd by Nicole/motion carried/minority spoke at length/Majority voted to revote/Motion denied

2) Motion to pay How It Works \$50 for workshop by Duane/Demian 2nd

i) Bobby pointed out that this may be up to the discretion of the Workshop budget.

ii) Lawrence reported that How It Works is putting up \$250 of their group's money.

iii) Kris reported that her recollection was that the district had agreed to pay \$50 towards transportation when groups sponsor workshops. Motion carried/minority opinion/no change in votes

e) May

1) None

f) June

1) n/a

g) July

1) Steve reported that Living in the Solution is having a workshop, The Home Group/The Heartbeat of AA, September 29th at 10:30 at the Episcopal Church. Steve

motioned that the district donate \$100 to help fund this workshop. Duane gave the 2nd. Ellen reported that the cost of the kitchen is \$130 with a \$25 deposit for clean-up. Duane reported that the district contributed \$50 to the How It Works workshop. Linda reported that her group also received \$50 but was open to the amount being larger this time due to the circumstances. Motion carried.

h) August

- 1) Sarah made a motion to have several of the Speaking at Non-AA Meetings pamphlets at the next meeting for discussion/Kathryn gave a 2nd /Motion carried

i) September

- 1) PI/Kathy not present for the third time. This position is now open
- 2) motioned that we provide a booth [at Substance Abuse Community Summit] that has literature and information on AA/Bush gave 2nd /motion carried
- 3) Anthony motioned that Erica go there [faith based class] to find out what the purpose of using AA was/Demian gave 2nd /motion did not carry
 - i) Steve said the only issue is that they are using AA in the ad. This is all that needs to be addressed. He motioned that as a district we have no opinion on this and should do nothing about it/Bush gave 2nd /motion did not pass
 - ii) Kelsey E. motioned sending a letter saying please do not use the AA name in your advertisement/2nd by Kathryn/Motion carried
 - iii) Minority opinion: Meibao said this is a GSO issue and that they might perhaps send the letter themselves.
 - iv) Ellen inserted the question: Is anyone willing to change their vote?
 - v) Steve motioned for a revote/Jennifer I. gave 2nd/motion to revote carried and the original motion failed
 - vi) Meibao motioned that the DCM contact GSO with this issue and ask how to proceed/Bush 2nd /motion carried/no minority opinion
- 4) Representation at SWRAASA by Erica. Erica requested \$150/Jennifer H. motioned to approve this and Kelsey E. gave 2nd /motion carried

j) October

- 1) Jennifer H. motioned to have district contribute \$160 towards Big Books [for Corrections] /Demian gave 2nd/motion carried
- 2) Bush motioned to have district contribute \$150 towards Thanksgiving/they will return any unused funds/Kathryn gave 2nd/motion carried
- 3) Chris motioned that district contribute \$50 towards hosting the Sponsorship Workshop/2nd by Christoph/motion carried

k) November

- 1) Funding DCM to Carlsbad/\$200 was allotted/Bush moved to approve/Jennifer H. gave 2nd/motion carried

l) December

- 1) Allocation of \$150 to Turn it Over Early for Christmas Dinner/Kathryn motioned/2nd by Joe/motion carried. Bush needs turkeys and hams.
- 2) Allocation of \$50 to the Humble Pie group/Jennifer I. gave the motion with 2nd by Jeff/motion carried
- 3) Allocation of \$100 to New Year's Dance/motion made by Ken T./2nd by Michael/motion carried

I.3 2013

a) January

- 1) Christoph motioned for district contributing \$50 to the How It Works workshop/Demian gave 2nd/motion carried

b) February

- 1) Alt. DCM/Lawrence is going to attend the Area Assembly as alt. DCM. He is requesting \$100 to cover his non-hotel expenses. Kathryn motioned to approve with Christoph giving 2nd/motion carried.

c) March

- 1) Jennifer made a motion that district pays for this missing case of books [for Corrections] that mysteriously appeared. Demian gave 2nd/motion carried
- 2) Demian made a motion to donate money [to state Convention]/Bush gave 2nd
 - i) Susan asked if pre-convention expenses such as mugs, hats, etc. would be covered in purchases. Jennifer said she hoped so.
 - ii) Bush asked where any excess would go should all expenses be met. Jennifer said she didn't know what happened to anything above the seed money of \$4,000.
 - iii) Christoph said the additional \$7,000 extra from the 2012 convention went to the Area.
 - iv) Jennifer said Las Cruces fell short when they hosted the convention and that area is interested in knowing how well we do since we are a small community. She heard that area would give more if needed.
 - v) Sally stated that she didn't want to get in the business of making a profit. Erica said the district would not hold any money beyond our prudent reserve should money be donated back to us.
 - vi) Jennifer I. said we should not donate over \$300 because of the \$160 going towards the books.
 - vii) Kris called the question. Motion carried/Voice of the minority/Jennifer I. asked to revote and the motion carried to revote/the original motion carried after revote.
- d) April
 - 1) Christoph motioned that District 14 donate \$300 [to state Convention]/Susan gave 2nd/motion carried
 - i) Minority spoke that it was too much.
 - ii) Karen agreed based on groups saying they'd be willing to contribute.
 - iii) Kris reiterated the hosting.
 - iv) There were members who wanted to change their votes. The motion to revote carried.
 - v) The original motion was defeated.

- 2) Christoph motioned that District 14 donate \$200 [to state Convention]/Steve gave 2nd/motion carried/an objection to the amount was stated/no call to revote/motion carried.

e) May

- 1) Jeff motioned to rotate the names on the back of the meeting list/Sally gave 2nd
 - i) After discussion, Jeff agreed to table motion

f) June

- 1) Motion: to take all names off the meeting list and instead have blank spaces for people to write down names and numbers and create a separate confidential 12 step call list that will be distributed by GSRs.
Second – Chris Y. Motion fails
- 2) Motion by Eileen: To rotate the names on the meeting list and the rotation order will be decided by the august district 14 meeting [motion voided after realization that Eileen not a member of District Committee]
- 3) Motion by sally: To rotate the names on the meeting list and the rotation order will be decided by the august district 14 meeting. Second Rob
Vote 7 yes 1 no
Motion carries

g) July

- 1) None

h) August

- 1) Bobbie motioned to purchase a case of Big Books for Corrections/Rebecca gave 2nd /motion carried
- 2) Rebecca motioned to give Lawrence \$200 [for travel to Area Assembly] with the difference to be worked out later/Sally gave 2nd./motion carried.

- 3) Bobbie [CPC Chair] and Jennifer [presenting for State Convention] will both be going as well. Bobbie is requesting \$100 for each of them to help cover their expenses.

Christoph motioned to approve this/Ken gave 2nd/motion carried

i) September

- 1) None

j) October

- 1) Elections: Christoph motioned to allow any member of District 14 in attendance at tonight's meeting to stand for a committee position/Ken gave 2nd/motion carried

k) November

- 1) Christoph motioned to give Lawrence \$100 for the Area Assembly/Taylor gave 2nd/motion carried.
- 2) Taylor motioned to purchase the books from Turn It Over Early for the women's jail. Kathryn gave 2nd/ Motion carried

l) December

- 1) Nancy D. motioned that the district donate \$40 to the Christmas dinner/Jim gave 2nd. Demian suggested giving \$100 since this is really a Special Events function and should be sponsored by the district. Nancy agreed to amend her motion/Jim gave 2nd/motion carried

I.4 2014

a) January

- 1) Motion to reschedule May Districts meeting due to Youth Center being closed Memorial Day- Passed
- 2) Motion by Special Events Committee to approve \$50 room fee for Valentines Day event. Passed
- 3) Motion that we establish an additional 12 Step Call List of individuals who are available to go on 12 step calls. This list would be available to the AA Hotline to use when they received a request for a 12 step call. Passed

- 4) Motion that we order workbooks for CPC/PI/Corrections. Recalled after discussion.
- 5) Motion that an ad-hoc committee be selected to explore creating Taos AA website.
Passed.

b) February

- 1) Motion that we dispense with reading secretary minutes. Passed.
- 2) Motion that we order for CPC, PI, and Corrections and obtain the necessary workbooks. Passed
- 3) Motion that we give DCM \$100 to attend assembly in Moriarty. Passed.

c) March

- 1) Motion made to give DCM \$152.40 for attending assembly. Passed.

d) April

- 1) No motions

e) May

- 1) Motion to compensate area delegate \$75 for gas to travel to Taos for July 13
Delegate mtg. Passed.

f) June

- 1) Motion that we develop a District handbook with work starting around June 2015,
to be completed by the end of the term Dec 2015. Passed.

g) July

- 1) No motions

h) August

- 1) Motion to approve \$200 for DCM's trip to Carlsbad. Passed.

i) September

- 1) Motion that we fund the Workshop committee with \$60.00 to buy refreshments requesting receipts be presented. Passed
- 2) Motion to pay the DCM the budgeted \$200.00 for the State Convention. Passed.
- 3) Motion to renew 1-year Grapevine subscription for Taos Public Library and UNM Library. Passed

j) October

- 1) Motion to print District 14 meeting schedule seasonally (eg: Spring, Summer, Fall, and Winter). If the Registrar finds changes that need to be updated, she would have authority to update and re print. Registrar would then bring new schedules to district.
- 2) Motion for \$100 to Special Events for Thanksgiving Potluck. Passed.
- 3) Motion for District to buy case of soft cover Big Books for corrections. Passed

k) November

- 1) Motion to reimburse DCM up to \$200 for travel expenses. Passed.
- 2) Motion to put together an ad hoc committee regard placing a bid for the March 2016 assembly. Passed.
- 3) Motion to purchase: 15 soft cover regular Big Books, and 5 soft cover large print Big Books from AA WS for corrections. Approximate cost \$216.00. Passed.

l) December

- 1) Motion for District to purchase a case of big books for Detox. Passed.
- 2) Motion for \$50.00 from district for Christmas Celebration. Passed.

I.5 2015

a) January

- 1) Motion: District 14 to bid on March 2016 Area Assembly. Motion Passed

b) February

- 1) Motion: District to compensate Renee \$200.00 for travel expenses for the March Assemble in Albuquerque. Motion passed.
- c) March
 - 1) Motion: District 14 contribute \$100.00 to the Area Archives Chair for travel to Ohio. Motion passed.
- d) April
 - 1) Motion: Change the wording on the District 14 meeting schedule from “AA 24 hour answering service” to “AA 24 hour hotline”. Motion passed.
- e) May
 - 1) Motion: Corrections would like to make motion to order a case of soft cover Big Books, a subscription to the Grapevine, and a Corrections Kit. \$250.00 expenditure. Motion passed.
- f) June
 - 1) Motion: Meeting schedule will NOT have indicators that identify meeting as having stamps. Motion passed.
- g) August
 - 1) Motion: Close all District meetings with the Responsibility Declaration. Motion passed.
- h) September
 - 1) Motion: Renew subscription for one year to the Grapevine for the Taos Public Library and the UNM Library. Cost will be \$57.94. Motion passed.
- i) October
 - 1) Motion: District to provide Special Events with \$200.00.; \$50.00 for the upcoming presentation of the play on November 7th, \$150.00 supplies and turkeys for Thanksgiving Event. Motion passed.
 - 2) Motion: District pay \$40.00 in travel expenses to Jay M (Area El Farolito editor) for the October 31, 2015 event.
- j) November
 - 1) Motion: Change the date for the December District meeting from December 28 to December 14. Motion passed.

2) Motion: District pay \$200.00 in travel expenses for the DCM to attend the December Area Assembly. Motion passed.

3) Motion: Special Events committee receive \$150.00 for Christmas dinner. Motion passed.

k) December

1) Motion: Add District 14 Treasurer Shanti Taylor as a signer to the District 14 Committee checking account at Peoples banks. Motion passed.

I.6 2016

a) January

1) Motion: Remove Erica Miller from checking account and add Shanti Taylor. Motion passed.

b) March

1) Motion: Give excess funds from hosting area assembly to UNM. Motion passed.

c) April

1) Motion: Sponsor lunch at Area Assembly for \$200.00. Motion passed.

2) Motion: Purchase two 55 cup coffee makers and share with TMF. Motion passed.

3) Motion: Provide a stamp to groups for use in DUI compliance. Motion withdrawn.

d) May

1) Motion: District 14 to accept the TIOE book bank if they decide to donate. Motion tabled.

2) Motion: District 14 provide \$50.00 for workshops. Motion passed.

e) June

1) Motion: Approve D.I.P in its current, final state. Motion passed.

2) Motion: District 14 Workshops chair to be reimbursed \$57.00 for workshop. Motion passed.

f) July

1) Motion: Print 100 copies of the D.I.P. Motion passed.

2) Motion: Create an ad-hoc committee about special needs for District 14. Motion tabled. Motion passed in September.

g) November

- 1) Motion: Give \$150.00 to Special Events for Christmas potluck. Motion passed.
- 2) Motion: Public Information to print 200 schedules to pass around Enchanted Circle.
Motion passed.

I.7 2017

a) January

- 1) Motion: Motion topic of taking meeting to shut ins. Motion passed.

b) March

- 1) Motion: Conduct a District Inventory next month. Motion passed.

c) June

- 1) Motion: To not pass the 7th tradition basket at current meeting. Motion passed.
- 2) Motion: Give special events \$200.00 for campout. Motion passed.

d) August

- 1) Motion: District 14 member can accompany a committee chair and/or GSR with a \$75.00 stipend to attend Assembly. Motion to include a cap of \$500.00 max, total.
Motion passed.

e) November

- 1) Motion: Change December, 2017 District 14 meeting date from the 25th to the 18th.
Motion passed.
- 2) Motion: To not pass the 7th tradition basket at the District 14 sponsored Christmas Dinner. Motion passed at December meeting.
- 3) Motion: Remove ST from District 14 checking account and add Patrick T.-remove Christoph E from same account and add Ellen R. Motion passed.