

PROCEDURE № 2

PROCEDURES FOR SELECTING APPOINTED COMMITTEE MEMBERS FOR GENERAL SERVICE BOARD COMMITTEES

“An Appointed Committee Member (ACM) is selected to serve on a General Service Board committee to lend expertise in a particular profession or area of A.A. service that will assist a committee with the completion of a specific project and/or need. ACMs are appointed to a one-year term and depending on the life of a project can be re-appointed to serve as many as four consecutive terms. It is suggested that re-appointments not be automatic and not occur once a project has been completed.” (From GSB Report 2-2-09)

1. Trustees' committee notifies the trustees' Committee on Nominating of needs for appointed committee members.
2. The trustees' Committee on Nominating reviews the request and asks the requesting Committee Secretary to notify the Fellowship of the opening by means of an announcement in *Box 4-5-9* and a letter to:
 - a. Trustees and Directors for U.S. and Canada, past and present.
 - b. Area Delegates.
 - c. Committee members.
 - d. G.S.O. and Grapevine Staff.
 - e. Central Offices and Intergroups for the U.S. and Canada.
3. Arrange interviews by the General Manager, Committee Secretary and/or trustees' committee chairperson.
4. The considerations for decision will include:
 - a. Appointed committee members are selected for their expertise in the committee's business and relevant service experience.
 - b. The trustees' committee decides what its current needs are for appointed committee members, that will likely vary over time, including considerations of:
 - Specialized input required on projects it is currently developing or anticipates developing, e.g., pamphlets, videos, etc.
 - Lack of expertise/experience of current committee members relating to committee's ongoing business.
 - Description of specific expertise and/or experience desired that would benefit the committee's work.
 - c. Appointed committee members are accountable to the General Service Board and have no other reporting responsibilities.
 - d. Appointed committee members are expected to attend the meeting of the committee to which they are appointed and may be permitted to attend another committee meeting if both chairpersons agree that it would be helpful to those committees.

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FOR GENERAL SERVICE BOARD COMMITTEES (Continued)

- e. Available time to attend the meetings of the trustees' committee to which appointed and the Saturday afternoon general sharing session. Attendance at the Saturday night dinner and A.A. meeting during Board weekends is optional. Available to attend a joint committee meeting on Sunday afternoon of the General Service Conference. Attendance at the Sunday night Conference dinner is optional. Available for participation in subcommittees of the trustees' committee to which appointed. Completion of subcommittee projects often involves participation in conference calls.
 - f. Appointed committee members are appointed for one year but the term may be extended, depending on committee projects (maximum: four years). Committee chairpersons will annually update the trustees' Committee on Nominating of their need to continue the term(s) of their appointed committee member(s). The secretary of the trustees' Nominating Committee will forward a reminder to committee chairs in January of each year.
 - g. Applicants for appointed committee member openings should have at least five years of continuous sobriety.
5. The trustees' committee approves the appointed committee member and forwards his/her resume to the trustees' Committee on Nominating.
 6. The trustees' Committee on Nominating reviews the selection for approval. The trustees' Committee on Nominating will move expeditiously, by conference call or other means, to review and approve a candidate so that the new appointed committee member can commence his/her service as quickly as possible.
 7. Once approved, the name and address of the selected appointed committee member will be forwarded to the chair of the General Service Board who will send a letter of invitation.
 8. The chair of the committee on which the appointed committee member will serve sends a follow-up letter of welcome and notifies the Area Delegate in area where the selected appointed committee member resides.
 9. Appointed committee members will begin their service on their trustees' committee at the General Service Board weekend following their appointment.
 10. If the candidate is a past Conference Delegate, he or she is not eligible until one year after rotation.
 11. The Trustees' Committee on Nominating sends resume to Conference Committee on Trustees.