



# Assembly 101

Debi Keane, Office Committee Chair


# Welcome!

- New GSRs, Secretaries, Treasurers, Committee Members, Members-at-large
- Anyone new to our Area Assembly


A photograph of an orange t-shirt with white text. The text reads "ORANGE YOU GLAD YOU'RE HERE?".

ORANGE YOU GLAD  
**YOU'RE HERE?**

# Helpful Materials




## The Georgia A.A. Service Manual



GEORGIA STATE SERVICE ASSEMBLY

Revised June 2023

THE A.A. SERVICE MANUAL  
combined with  
TWELVE CONCEPTS  
FOR WORLD SERVICE  
by Bill W.



2021-2023 Edition  
REVISED AND IMPROVED

How the Georgia State (Area 16) Service Assembly Operates

The purpose of Assembly discussion is to reach group consensus; there are no winners or losers.

**Summary of Assembly Procedures**

Generally speaking, the Assembly follows Robert's Rules of Order, and proceeds on as in as possible consistent with the rights of all concerned. It is important to remember that the rules of order is to make it easier for the Assembly to conduct its business; rules exist to help the Assembly to do what it needs to do to carry out the will of the Fellowship by reaching an group consensus. Over the years the Assembly has adopted some exceptions to Robert's help it to proceed more closely in accord with the spirit of A.A. Tradition.

**Study (Ad-Hoc) Committee**

Motions brought before the Assembly that are a change to The Georgia A.A. Service Manual policy will be handled via a study (Ad-Hoc) committee. This assures that a large number can be dealt with during the Assembly. The Ad-Hoc Committee studies the motion and reports to the Assembly. The results are reported at Assembly with instruction to the GSR's to take information for discussion at the District and Group level.

**Substantial Unanimity**

All matters of policy and changes to the Georgia State Service Manual require substantial that is, a two-thirds majority. Any actions, including amendments, that affect a Manual clause motions that might result in such an action, also require a two-thirds majority. Because the GSR's present in the hall during the weekend of Assembly varies from time to time, the "two-thirds majority" is taken to mean two-thirds vote of the Assembly members present who vote (only GSR's or their designated Alt. GSR may vote).

**General Rules of Discussion and Voting**

- People who wish to speak line up at the microphones and are called on in order.
- Each person may speak for two (2) minutes.
- No one may speak for a second time on a topic until all who wish to have spoken for that topic.
- Full discussion of a recommendation should take place before each vote.
- **Everyone** is entitled to (though only GSR's vote), and should, express his or her opinion on your perspective has already been stated by someone else, it is not necessary to go to the subject again.
- Premature actions (e.g., amending motions early in the discussion or hastily calling the discussion to a close) divert attention from the subject at hand, thus confusing and/or delaying Assembly business.
- Voting is by show of hands.

**Motion to Decline to Consider (a Motion)**

After a motion from the floor concerning a policy (manual) change made and seconded, the Chair shall ask the Assembly if there is a Motion to Decline to consider the original motion.

1. A Motion to Decline to consider the original motion must be made without comment, seconded, and is not debatable.
2. A Motion to Decline requires two-third majority vote to pass; there is no Minority Report.

**GEORGIA STATE (AREA 16) ASSEMBLY WEEKEND**  
DUBOSE PORTER CENTER / DUBLIN  
January 19 - 21, 2024

**FRIDAY January 19, 2024**


8:00 PM Room 622	OPEN DISCUSSION MEETING Chairperson - Dwayne W., District 8 – GSR – Baldwin County Group
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**SATURDAY January 20, 2024**

9:00 AM Room 620	DELEGATE'S MEETING with AREA CHAIRS/CO CHAIRS Liz W., Delegate / David M., Past Office Chair
9:00 – 10:45 AM Training Room C	DCM 101 (Part 1 of 3) Tracy M., Area Chairperson
10:00 AM Training Room G	ASSEMBLY 101: Getting the most out of your Assembly Debi K., Area Office Chair
10:00 AM Training Room H	WEB COMMITTEE Robin L. / Lon P., Chairpersons
11:00 AM Room 612	COMMUNICATIONS COMMITTEE Amy B. / Derek W., Chairpersons
11:00 AM Training Room C	ARCHIVE MEETING Drew H. / John J., Chairpersons
11:00 AM Room 620	CONVENTION COMMITTEE MEETING Debi K., Area Office Chair
11:00 AM Room 611	CORRECTIONS MEETING Dawn U. / Amber T., Chairpersons
11:00 AM Training Room G	GRAPEVINE/ LAVINA MEETING Mitch M. / Haley B. / Amparo M., Chairpersons
11:00 AM Training Room D	PI/CPC MEETING Karen A. / Tod P., Chairpersons
11:00 AM Room 622	SECRETARY/TREASURER WORKSHOP C Kirby M., Area Secretary / Todd B., Area Treasurer
11:00 AM Training Room H	TREATMENT/ ACCESSIBILITIES MEETING Don K. / Claire B., Chairpersons
1:00 PM Training Room C	DCM MEETING Liz W., Delegate
1:00 PM Auditorium	GSR ORIENTATION (Part 1 of 3) Rebecca T., Past Delegate, Area 16 (GA)
3:00 – 5:00 PM Auditorium	GSR WORKSHOP

- Leading by Example – Bob W., DCM 12A
- The Importance of Commitment – Tiffany T., DCM 10D
- Integrity in Service – Randy T., DCM 7A

Ask-it-Basket (Liz W, Tracy M, Tod B, Debi K, C Kirby M, Bob W, Tiffany T, Randy T.)



Scan for Assembly Evaluation

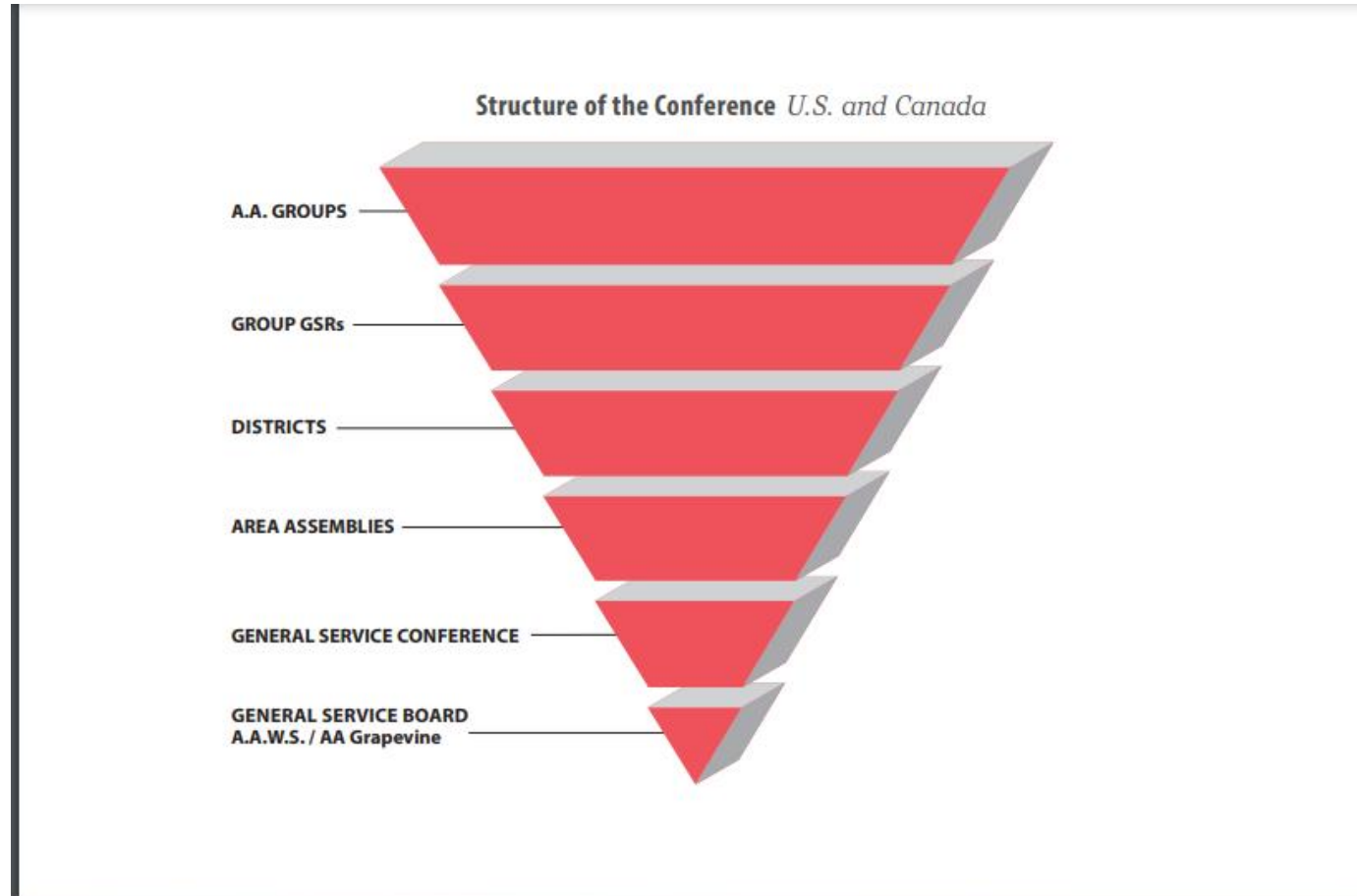
# Purpose of the Georgia State Service Assembly

## PURPOSE

Not all areas operate in the same way, but generally speaking, an area's purpose is threefold:

1. To elect a delegate who will represent the area's conscience at the annual General Service Conference, where decisions are made that affect A.A. throughout the U.S. & Canada.
2. To form a local decision-making structure so groups can collectively decide on matters that affect their area.
3. To carry out Twelfth Step work that may not be practical for groups, districts or intergroups to take on by themselves. Examples include, but are not limited to:
  - Accessibility
  - Area bulletin or newsletter
  - Cooperation with the Professional Community (CPC)
  - Corrections
  - Informational website
  - Language translation services
  - Literature, including Grapevine and La Viña
  - Public Information (PI)
  - Treatment Facilities

# AA Service Structure



# Participation in GSSA

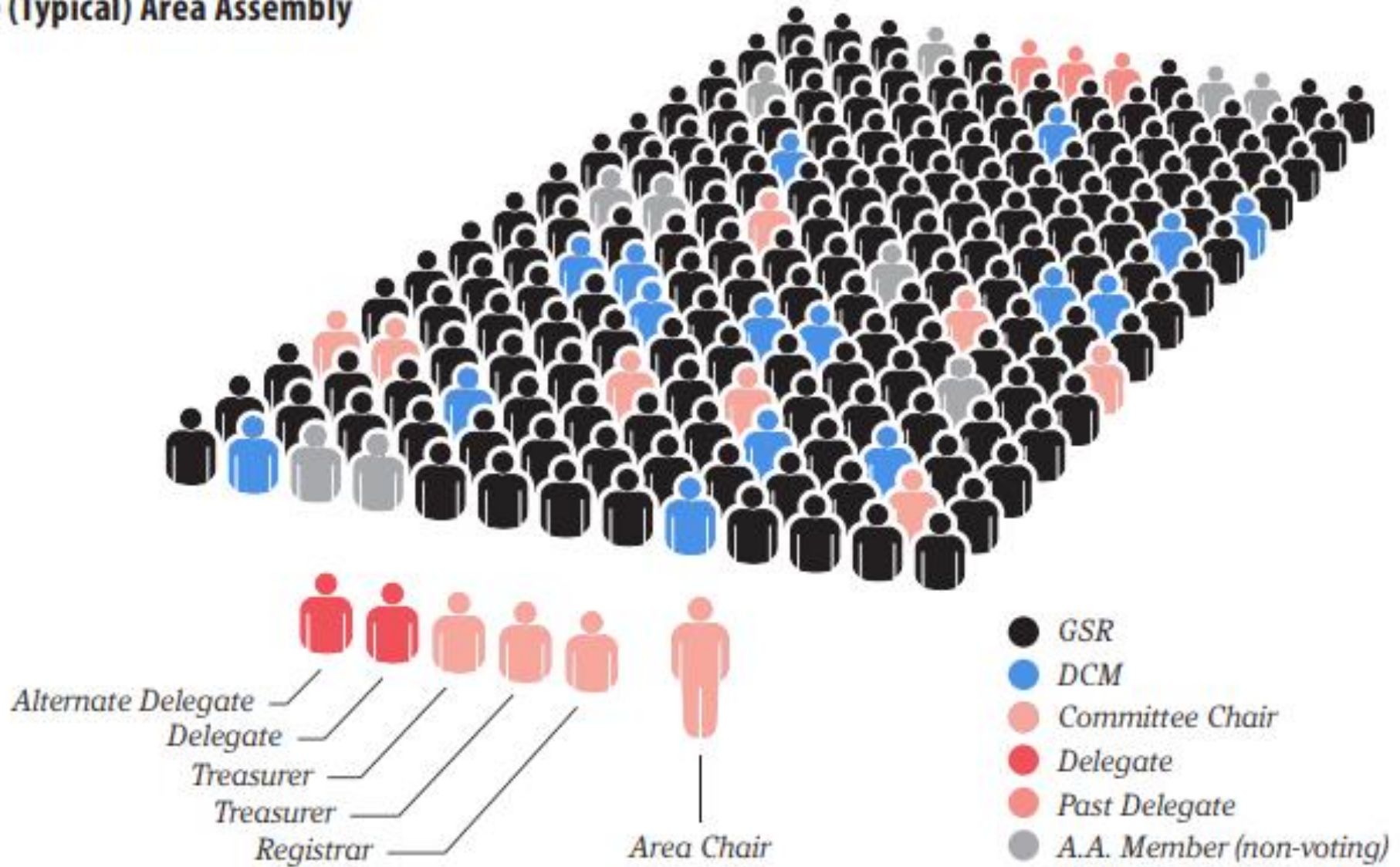
- Participate in Committee/Position Workshops
- GSR Workshop
- Business Meeting Sunday Morning
  - Only General Service Representatives (GSRs) can vote or make/2<sup>nd</sup>/amend motions
  - Anyone can speak at the mic-2 minute time limit
  - Important to bring the group conscience of your home group
  - What is best for AA as a whole in Area 16



# Logisitics

- **Registration** – GSR (or designated alternate) must register before 9:00 am on Sunday in order to vote
- **Spanish Translation-** Sessions translated in Spanish are indicated by an \*Translated in Spanish
- **Food-Food Trucks!!** Right outside or locations nearby (Zaxby's, Longhorn, Waffle House, Chick Fil A )
- **Hotels-**Hampton, LaQuinta, Marriott
- **Smoking** -Non-smoking facility
- **Anything else you have questions about?**

## The (Typical) Area Assembly







**ASSEMBLY EVALUATION**

*2024 Georgia State Service Assembly*  
DuBose Porter Center  
560 Pinehill Rd, Dublin, GA 31021

**2024 Assembly Dates:**  
**January 19-21, 2024**  
**May 17-19, 2024**  
**Sept 13-15, 2024**

**Georgia State Service Assembly Overview**

The Georgia State Service Assembly is conducted 3 times a year, scheduled around the third Saturday in the months of January, May and September. The Assembly runs for 3 days starting Friday with an Open Discussion Meeting. Saturday morning at 9:00 AM starts the business of the Service Assembly. The Georgia State Service Assembly is held at the Oconee Fall Line Technical College in Dublin. The Agenda should be posted one month before Assembly.



Scan for Assembly Evaluation

# Who attends the Assembly?

- GSRs/Alt GSRs-Must sign in by 9:00AM Sunday in order to vote
- DCMs/Alt DCMs
- District/Zone/Group Secretaries and Treasurers
- Service Committee Members
- Area Office Committee-Delegate, Alt Delegate, Secretary, Treasurer, Area Chairperson, Office Committee Chair, Office Manager
- Area Committee Chairs/Co-Chairs
- AA Members



# Area Committees

- Archives
- Corrections
- Communications
- Grapevine-LaVina
- Public Information Cooperation with the Professional Community (PICPC)
- Treatment-Accessibilities

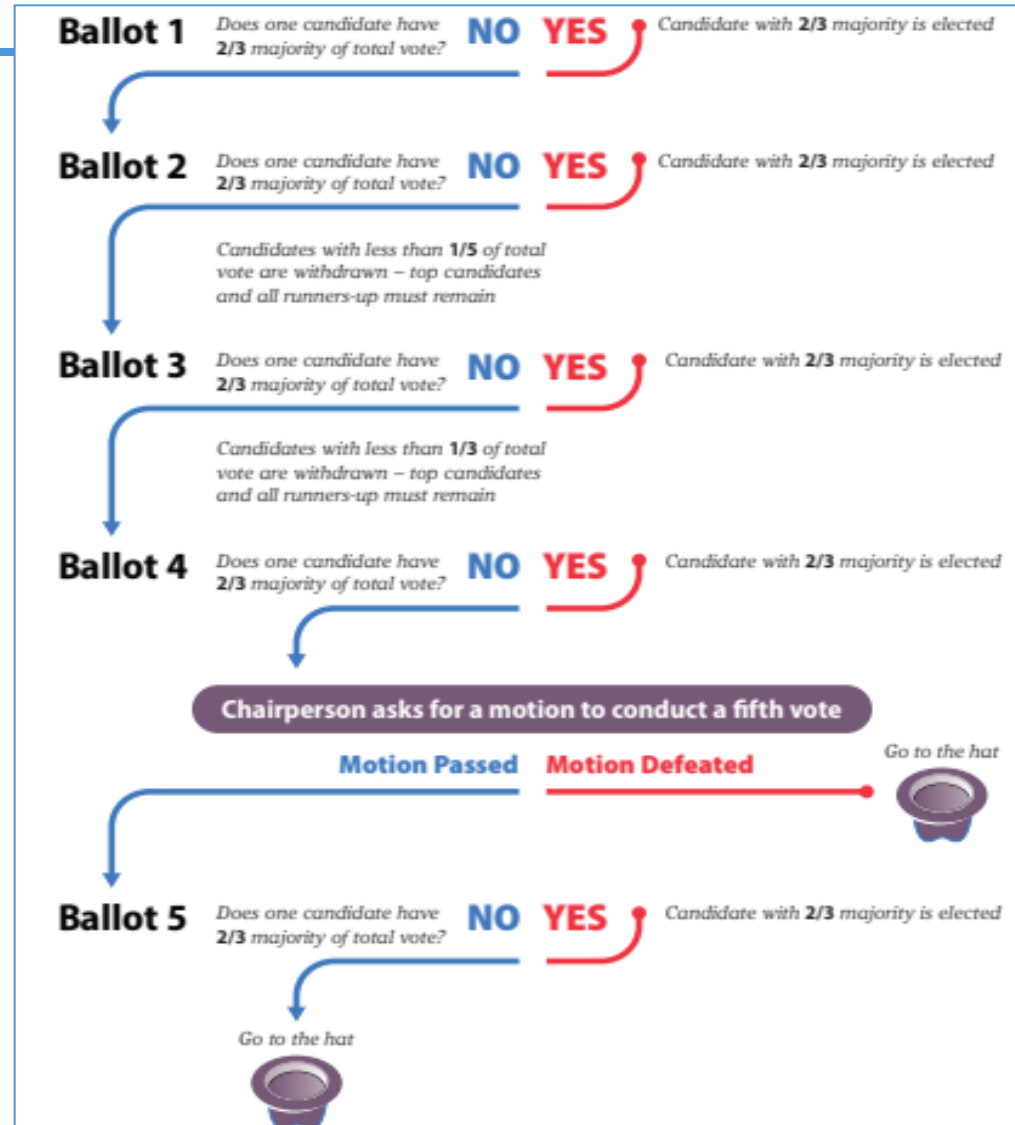
**UNITY** *Attraction Rather than Promotion* **SERVICE** *Our Common Welfare is Paramount*  
No Opinion on Outside Issues **DESIRE TO STOP DRINKING** **ALCOHOLICS** *NO OTHER AFFILIATION*  
*One Ultimate Authority* **ANONYMOUS** *Non-professional*  
**RECOVERY** **SELF-SUPPORTING**  
*Each member is a small part of a great whole. Anonymity*  
**Singleness of Purpose** *Principles Before Personalities*

# Elections

Page 29-31 Georgia A.A. Service Manual

- Delegate and Alternate Delegate-every two years on the odd year
- Secretary and Treasurer-every two years on the even year
- Trustee-every four years on the even year
- Third Legacy Voting Procedure

# Third Legacy Procedure



# Motions

## Georgia State Service Assembly - Area 16 Assembly Motion Form

**Date:**

**Name of Originator:**

**District/ Home Group:**

**Motion Seconded By:**

**District / Home Group:**

**Exact wording of motion to be made:**

# aageorgia.org



## Georgia Meetings and Information

- [Find a Meeting with Maps](#)
- [Find a Meeting by City, District or Zone](#)

## Forms and Change Requests

- [Forms Page](#)
- [New Group Registration](#)
- [Existing Group Meeting Changes](#)
- [Existing Group Trusted Servant Updates](#)
- [District Level Servants Updates](#)

## Georgia Message

## Georgia State Events and Information

- [GSSA Assembly](#)
- [71st Pre Paid Convention \(Jekyll Island\)](#)  
[October 17 - 20, 2024](#)
- [Archives Committee Presents](#)
- [Cluster Forums](#)

[ASSEMBLY CONTRIBUTION](#)

[ASSEMBLY EVALUATION](#)

[2023 DCM QUESTIONNAIRE](#)

## General Service Office World Services

[AA World Services, Inc. Website](#)


[AA Grapevine/La Viña Website](#)


- [73rd GSC Comprehensive List of Advisory Actions and Considerations](#)  
[NEW 5/17/2023](#)
- [73rd General Service Conference Committees](#)
- [SE REGIONAL FORUM](#)

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Resources 

Daily Reflections



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There is a solution.

A.A. has a simple program that works. It's based on one alcoholic helping another.



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*State or Province, Town or Zip*



Have  
Fun!



# Thank You!!

## **Contact Info**

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770-668-4685