

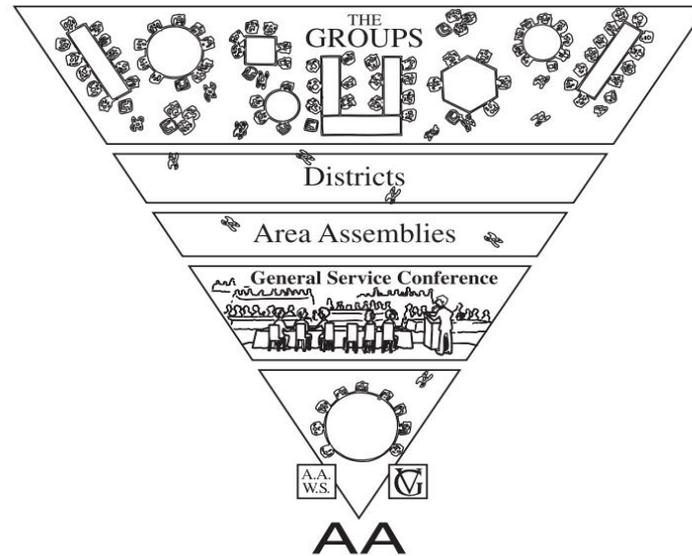
San Diego-Imperial Area 08 Assembly of Alcoholics Anonymous



*Increasing Group Participation
Area & District Registrars*

This is a call to action!

Increasing Group Participation

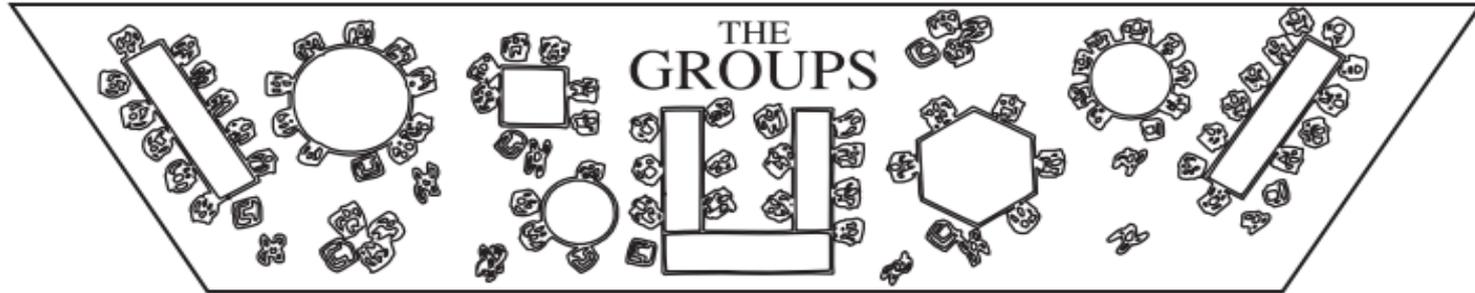


This presentation is to help **Area and District Registrars** learn more about their assigned duties. Our tradition of rotational leadership requires each of us to actively pursue an understanding of the responsibilities in our current service assignment. Our service world is constantly changing!

The ability to live to the spiritual principles in our Traditions and Concepts is dependent upon taking the actions that maintain our service structure.

We cannot overestimate the importance of the Area and District Registrars' role in maintaining the two-way communication in our service structure.

Increasing Group Participation



Concept I

Final responsibility and ultimate authority for A.A. world services should always reside in the collective conscience of our whole Fellowship.

- The San Diego-Imperial Assembly has General Service Representatives (GSR) from less than 10% of our groups.
- **This means around 90% of the groups in our area do not participate in general service.**

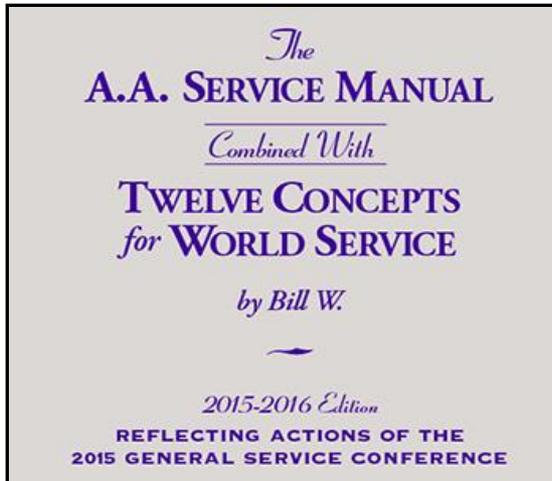
Increasing Group Participation



Concept II tells us the Conference has complete authority for the active maintenance of our world services except for any change in the Twelve Traditions, or in Article 12 of the Conference Charter. (Twelve Concepts for World Service, page 8.)

**The Conference is –
the actual voice and effective conscience
for our whole Society.**

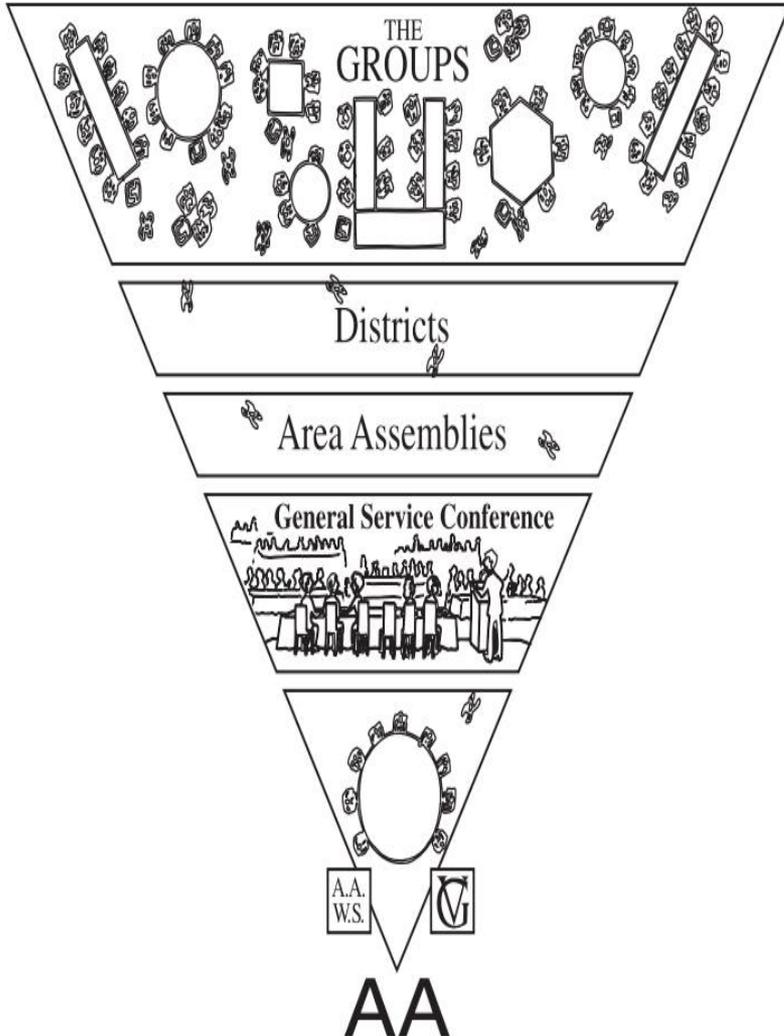
Increasing Group Participation



Article 4 of the Conference Charter explains the Conference will be expected to afford a reliable cross-section of A.A. opinion for its purpose as guide and adviser to the General Service Board. (The Service Manual, S-102.)

Does participation by 10% of our groups afford a reliable cross-section of A.A. opinion for the purpose as guide and adviser to the General Service Board?

Increasing Group Participation



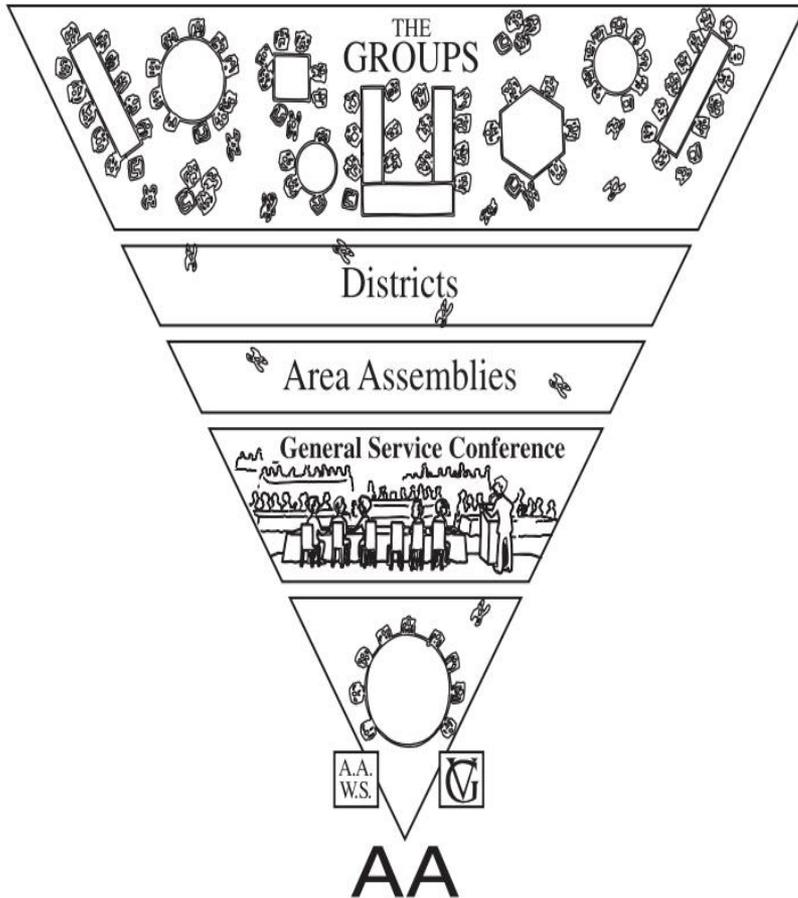
Area Assemblies

Article 6 of the Conference Charter defines purpose of Area Assemblies.....

....**Area Assemblies** convene every two years for the election of area committee members, from which are elected delegates to the General Service Conference of Alcoholics Anonymous.

Such assemblies are concerned only with the world service affairs of Alcoholics Anonymous. (Service Manual S102-S103.)

Increasing Group Participation



Districts

- GSO's A.A. membership numbers in the U.S. and Canada have shown no growth for 20 years.
- The GSO group database reflects only what is reported to them by the districts.
- The area delegate delivers to DCMs the General Service Board Treasurer's Quarterly Contributions Report. The report reflects the area's groups as registered in GSO's database.

If a district does not perform group outreach and group data correction, it doesn't happen. There is no one else to do it.

Increasing Group Participation

This is A.A. General Service Conference-approved literature

Your D.C.M.

District
Committee
Member

DCM Duties:

- Assisting the delegate in obtaining group information in time to meet the deadline for appropriate A.A. directories.
- Holding workshops on carrying the message of the Seventh Tradition to non-supporting A.A Groups.
- And, of course, **making a regular practice** of talking to groups (new and old) on the responsibilities of general service work.

(Your D.C.M., F-12)

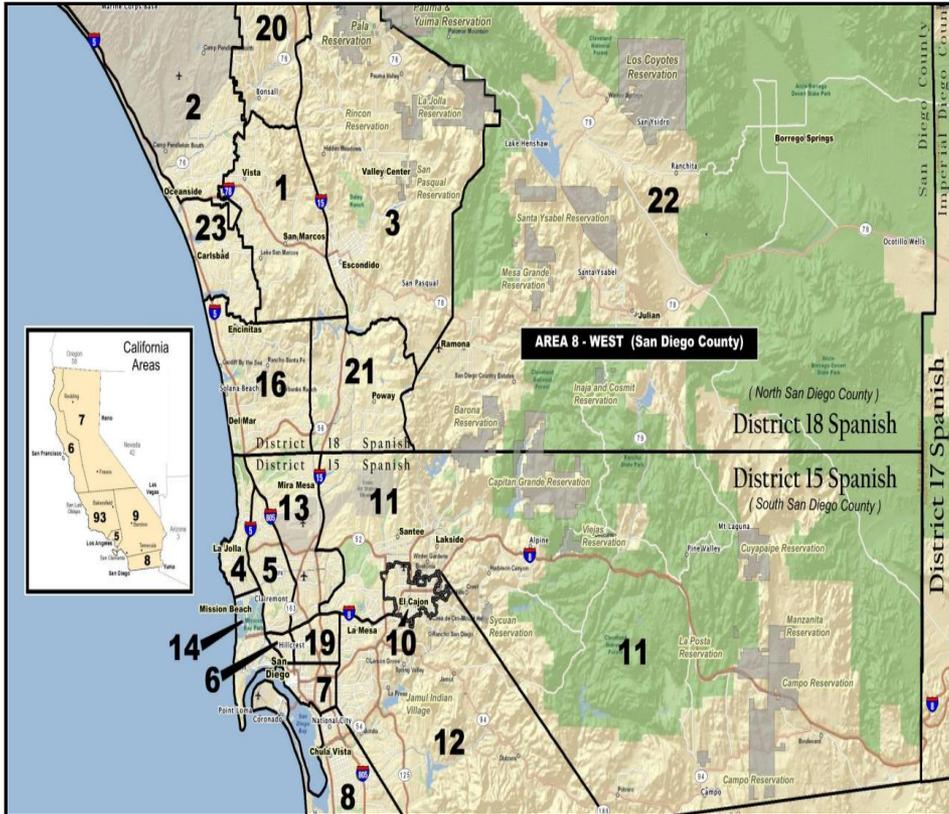
WHY Increase Group Participation?

- The group is the foundation of our service structure. Districts are responsible to maintain contact with each group to engage its participation in A.A. as a whole and maintain its **current** group contact information.
- Without regular group visits and an active review of the group data, there is no ability for a district, an area, or GSO to have a fair estimate of the number of groups and members being served. The number of groups and members provide context to the financial standing of each part of the service structure especially the General Service Board.
- **Maintaining up-to-date group information insures the inclusion of all our groups if and when there is a vote to change one of A.A.'s Traditions, the Twelve Steps, or Article 12 of the Conference Charter (The Warranties). The Conference Charter states that no change can be made to these items "with less than the written consent of three-quarters of the A.A. groups,.." (Service Manual S102.)**
- A group visits by the district invites its participation in AA as a whole. This 12-Step call on the group is a great time to engage them in the topics currently being discussed by the Fellowship.

Area Registrar Duties

- In many areas, registrars develop and maintain records of all groups in the area, including group name, meeting time and location, and General Service Representative (GSR) or group contact. Registrars may also be responsible for names, addresses, email addresses and phone numbers of the GSRs, District Committee Members (DCM), districts, and area committee members. (“The Service Manual,” page S45.)
- The District Registrar reports changes in the group information by recording them on the "Group Change Form," (Form F-28, Revised 7-09) and submitting it to the Area Registrar. The Area Registrar has direct access to the GSO database to make instant changes to the group's information.
- Registrars are encouraged to perform at least one annual group records sheet distribution in preparation for the regional directory printing by Alcoholics Anonymous World Services, Inc. (AAWS). While GSO suggests this as the one time a year for group information sheets to be run, in reality, it is an ongoing process to identify **Active** and **Active Unknown** groups in each district. Periodic and/or quarterly updates will assist in maintaining the records of the district and area as a whole.

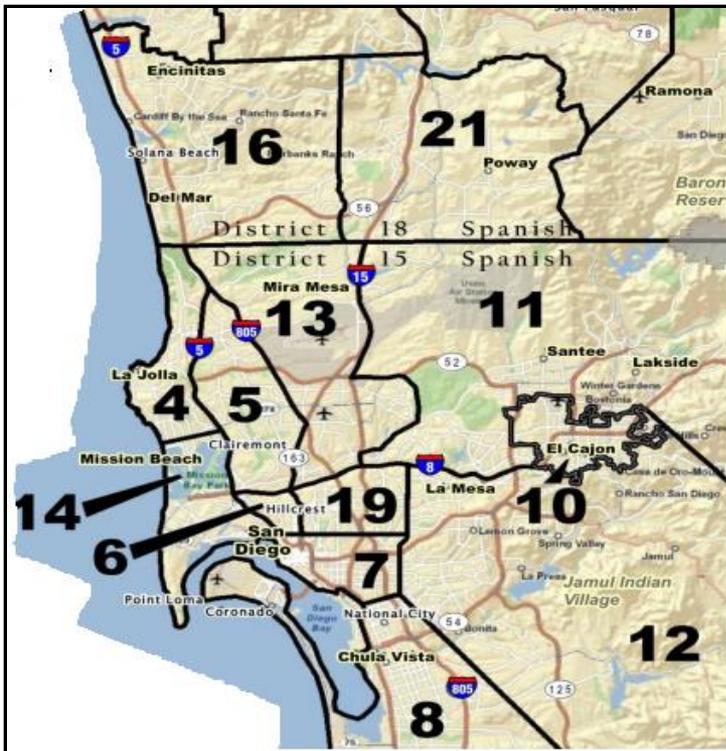
District Registrar Duties



- From time to time, the **Area Registrar** will send a report to each **DCM** asking each district to review the listing of the groups assigned to it in GSO's database. Each **District Registrar** can see the number of groups they serve and how many of those groups have active **General Service Representatives (GSR)**. They can also spot groups that are erroneously assigned to their district/area and report them to the **Area Registrar** for correction.
- If the group's information indicates aged or missing GSR contact information, it is time to visit the group to invite them to see if there is need to appoint a new representative. During the visit, it will be helpful to inform the group of some current information that offers the opportunity for participation.

Increasing Group Participation

**Group outreach is a 12-Step call on the group.
It invites all its members to participate in A.A. as a whole.**



- When the number of groups assigned to a district grows beyond the district's capacity for maintaining contact with all of them, it is time to assess the next steps in order to effectively achieve the two-way communication of the service structure.
- It may be time to add another district, or simply review the boundaries of adjoining districts in order to assess if redistricting needs to be considered. (The Service Manual, S31.)

District Registrar

MEETINGS

[Sunday](#)

[Monday](#)

[Tuesday](#)

[Wednesday](#)

[Thursday](#)

[Friday](#)

[Saturday](#)

[Grupos Español](#)

PRINTABLE SCHEDULE

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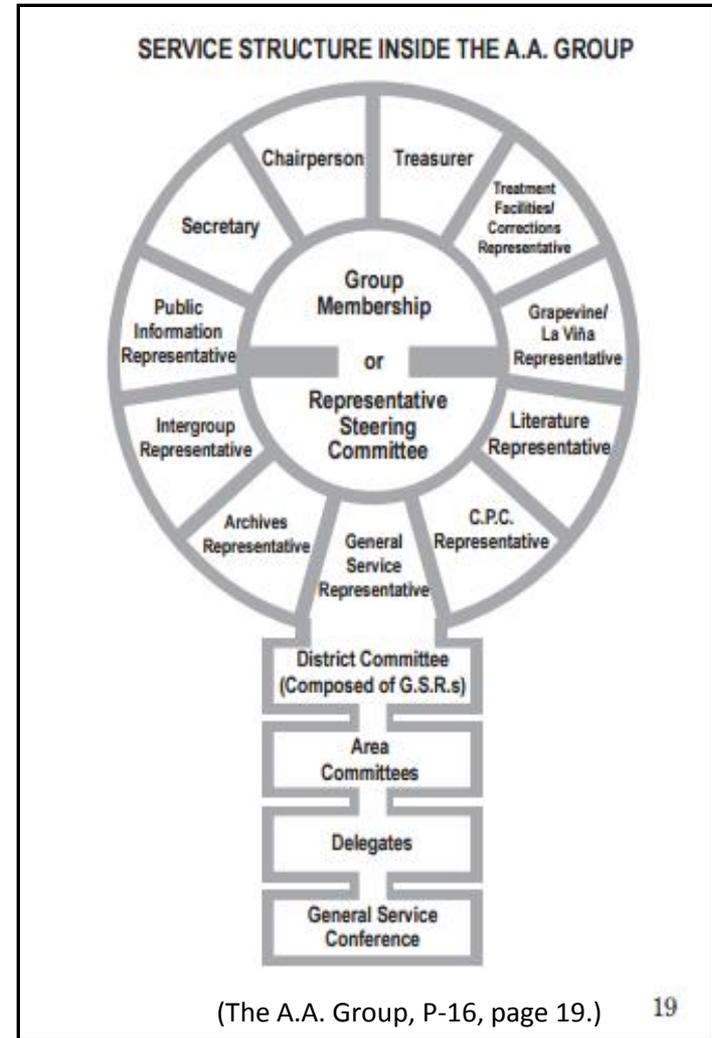
- It is also helpful for the District Registrar to review the meeting directory of the local central office. Please keep in mind that all groups are not registered with the local central office and may only have registered with GSO – or vice versa.
- A comparison of the meeting location listed in the central office directory with the one listed on the District Report may also indicate a need to call on the group to update the GSO database. It may also indicate there is a need to change the group's status. The District Report usually indicates the status of each group as **Active, Inactive, or Merged**. The list of definitions for each group status is available at the end of this presentation.

Increasing Group Participation



When visiting a meeting on the central office's list, ask if they are a meeting or a group....."The main difference between meetings and groups is that A.A. groups generally continue to exist outside the prescribed meeting hours, ready to provide Twelfth Step help when needed. A.A. groups are encouraged to register with G.S.O., as well as with their local offices: area, district, intergroup or central office. A.A. meetings can be listed in local meeting lists."

(The A.A. Group, Pages 12-13.)



(The A.A. Group, P-16, page 19.)

District Registrar Duties

- The General Service Board Treasurer sends each delegate two versions of a quarterly contributions report.
 - One version is a **Summary Report** which shows the year-to-date (YTD) amount of contributions received for each of the area's districts.
 - The other version is a multi-page **Delegate Quarterly Contribution Report** showing the detail of the YTD contributions for each individual group. This report is divided into subsections by district.
- District Registrars are responsible to review the groups listed in the "**No District**" section of the Quarterly Contributions Reports from the General Service Board Treasurer and report corrections to the Area Registrar.

Quarterly Contributions Report

Regarding the detail of the report:

- (1) The “**Total Contributions Amount**” shown on the last page of this report does not reflect special contributions such as anniversary, individual members, memorial, one special contribution, or those that have been placed in suspense. (**Suspense** = indicates a contribution to G.S.O. received from a group that is not listed at G.S.O.)
- (2) The “Total Contributions Amount” does not reflect:
 - A) Contributions from groups which may have become inactive, and
 - B) Contributions from Central Offices or Intergroups.
- (3) Where *UNKNOWN* appears under the service ID#, this group does not have a mailing address.

Groups are reported in the “Total Contributions Amount” by the district assignment that appears in the GSO database at the time the report was run.

GROUP STATUS LISTINGS

Each registrar's service in actively tracking each group's status and contact info makes it possible to invite all active group to participate in AA as a whole.

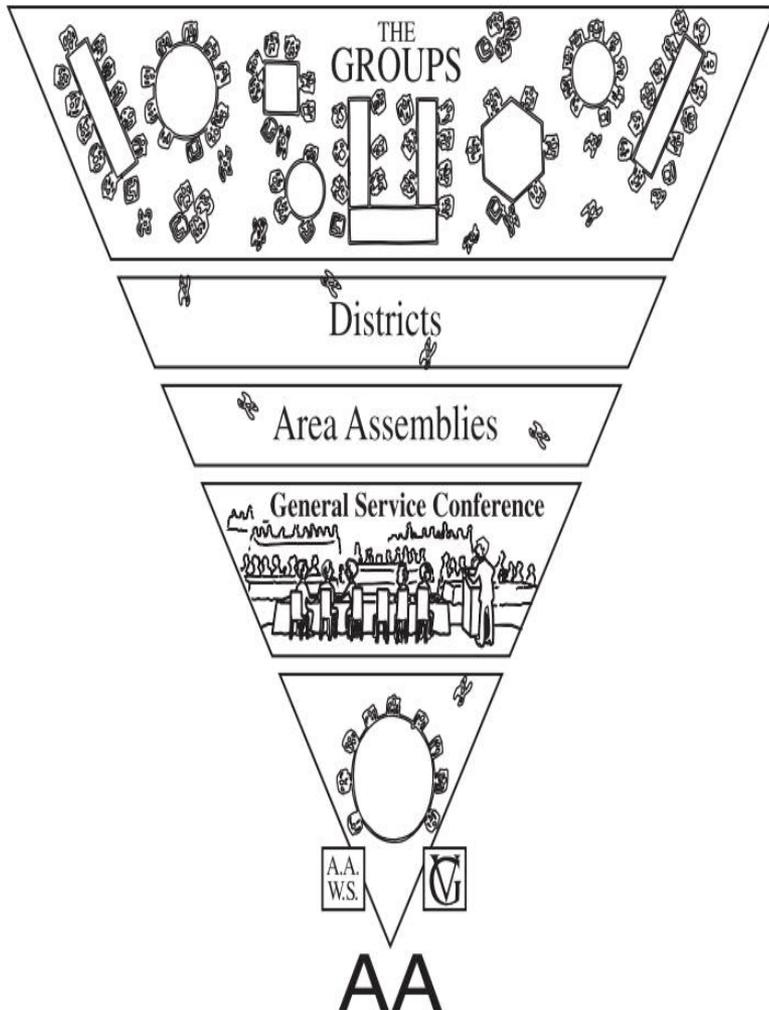
Each group's information needs to be current for:

1. The meeting's day, time, and location;
2. The name for a contact or GSR;
3. An estimate of the number of its members; and
4. The group status.

The remainder of the information displays the definitions of GSO's status codes that are displayed on the group listing report that is delivered to each district by the Area Registrar.

All registrars need to understand what each code communicates about a meeting's status. District registrars are encouraged to email our Area Registrar at **Registrar8@area8aa.org** with all group information to update in GSO's database.

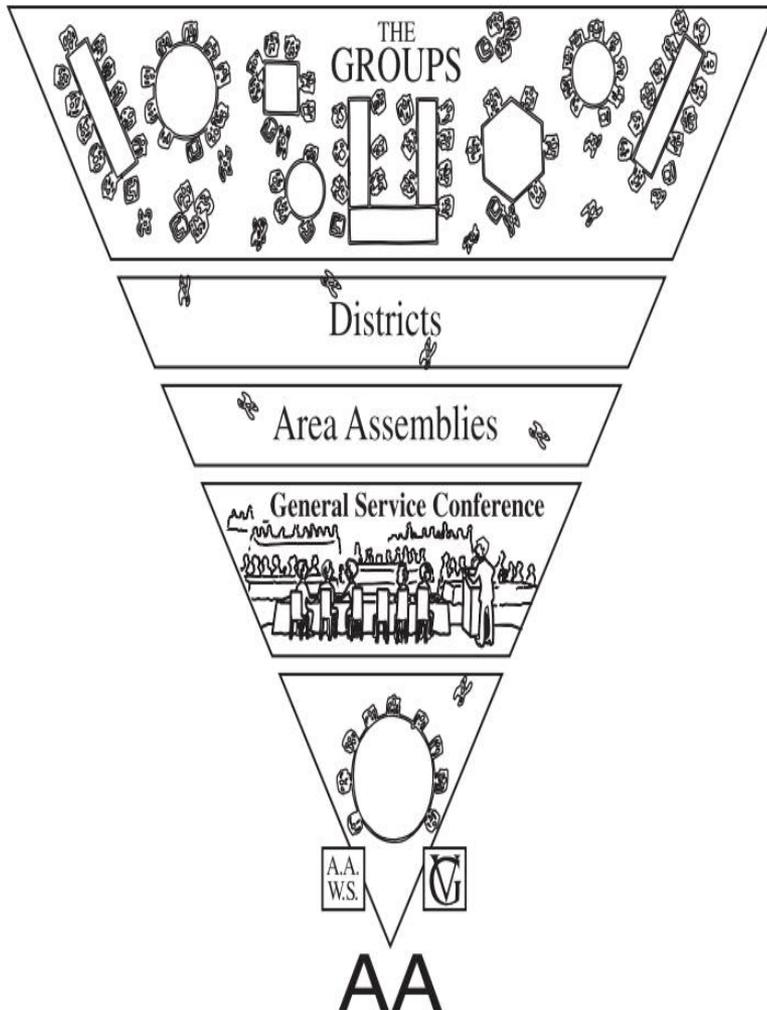
GROUP STATUS CODES



New

- Indicates a new group record has been added to the database.
- All new groups are held in the status of “Pending Active” for 30 days.

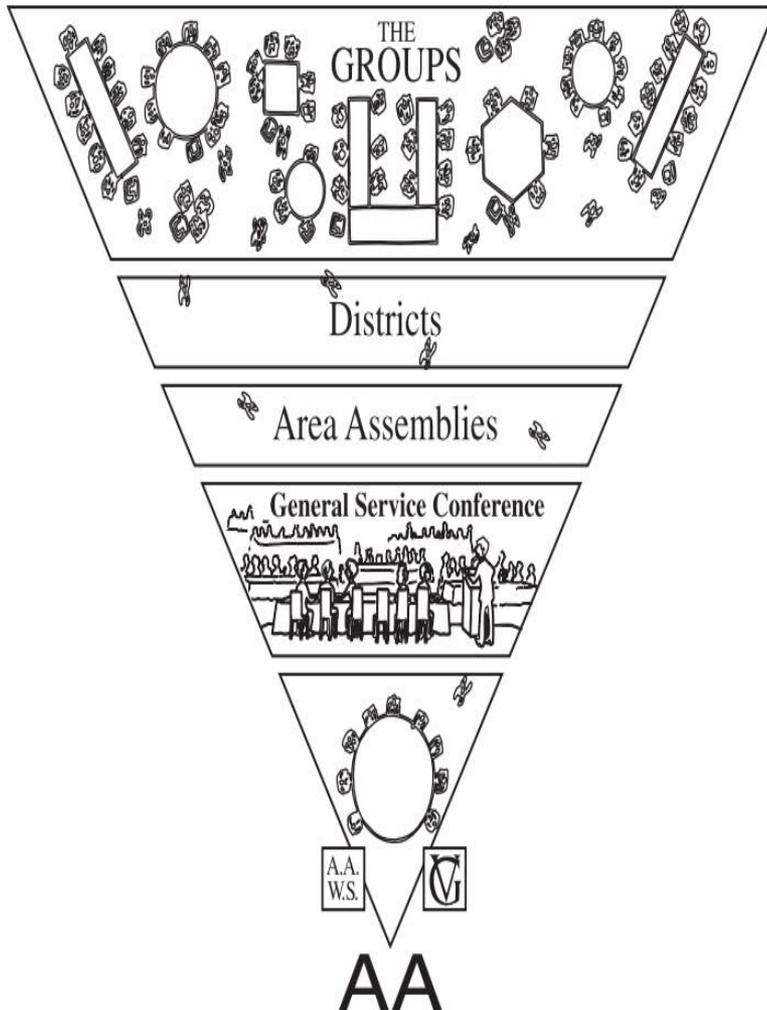
GROUP STATUS CODES



Incomplete

- Indicates the information on a new group was added to the database without all of the necessary information. Groups will not begin the 30-day pending period status until all required information is added to the database.
- Frequently omitted from a new group's record are the meeting day and time, the personal name of the Primary Contact and/or its General Service Representative (GSR).

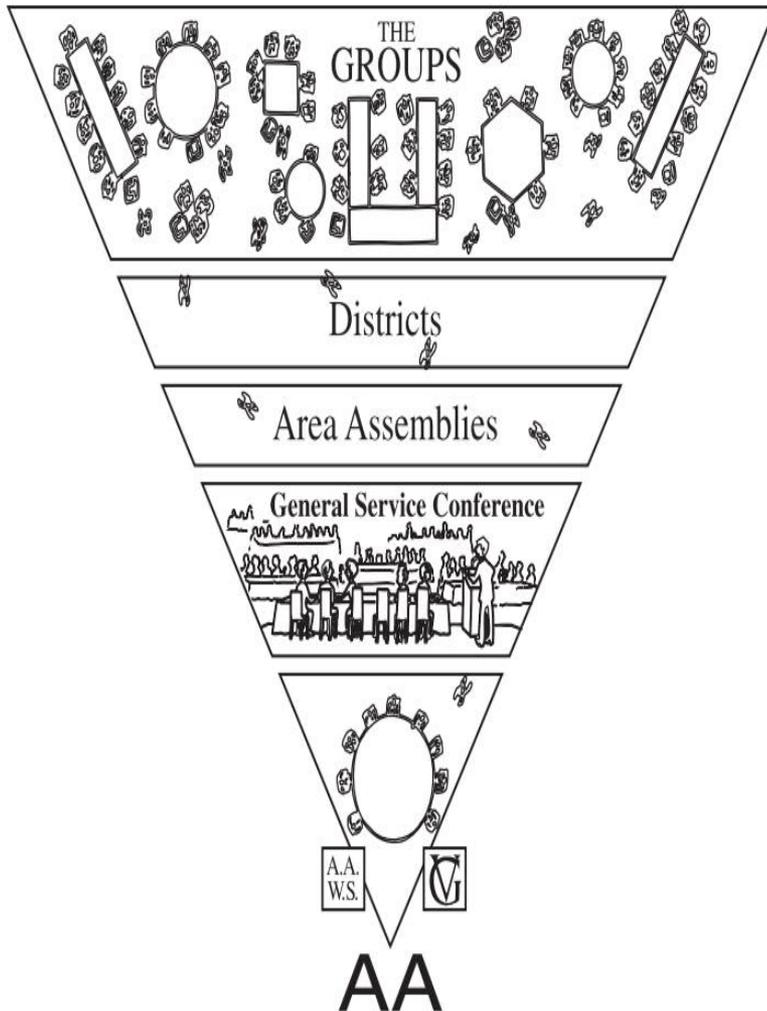
GROUP STATUS CODES



With Staff

- Indicates the new group form has been referred to our A.A. staff who will reach out to the group to resolve an identified issue.
- While there can be many reasons for A.A. staff to make contact with a group, the most common is the name the group.

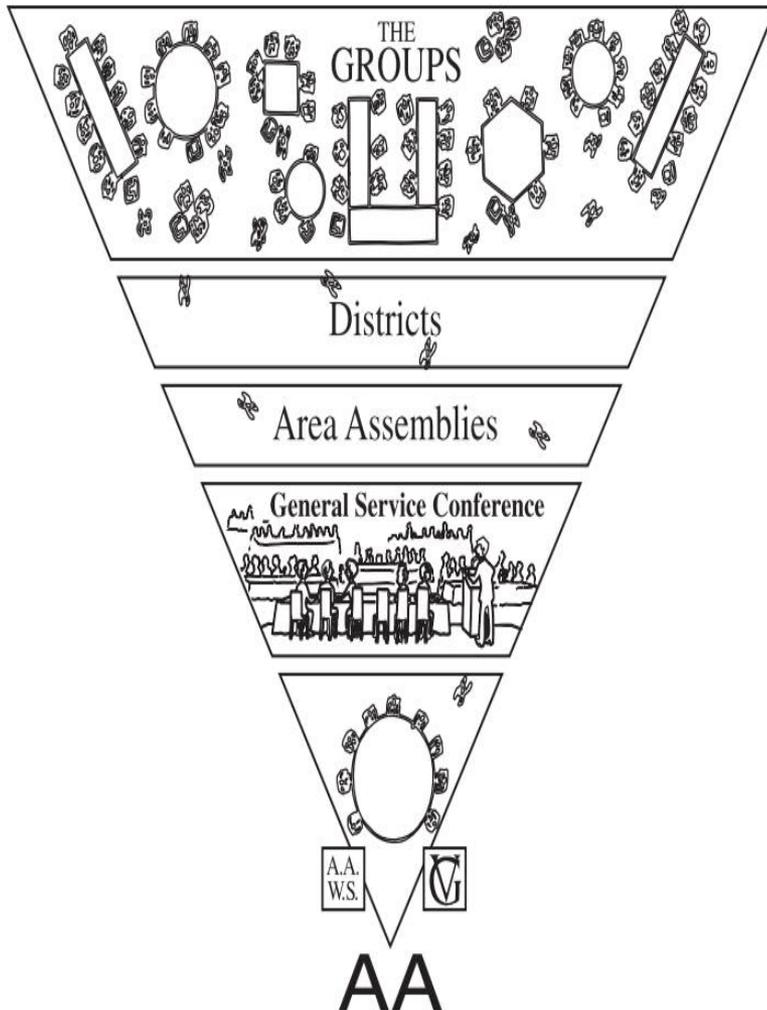
GROUP STATUS CODES



Pending Active

- Indicates a group is in the 30-day pending period that is assigned to all newly added groups.

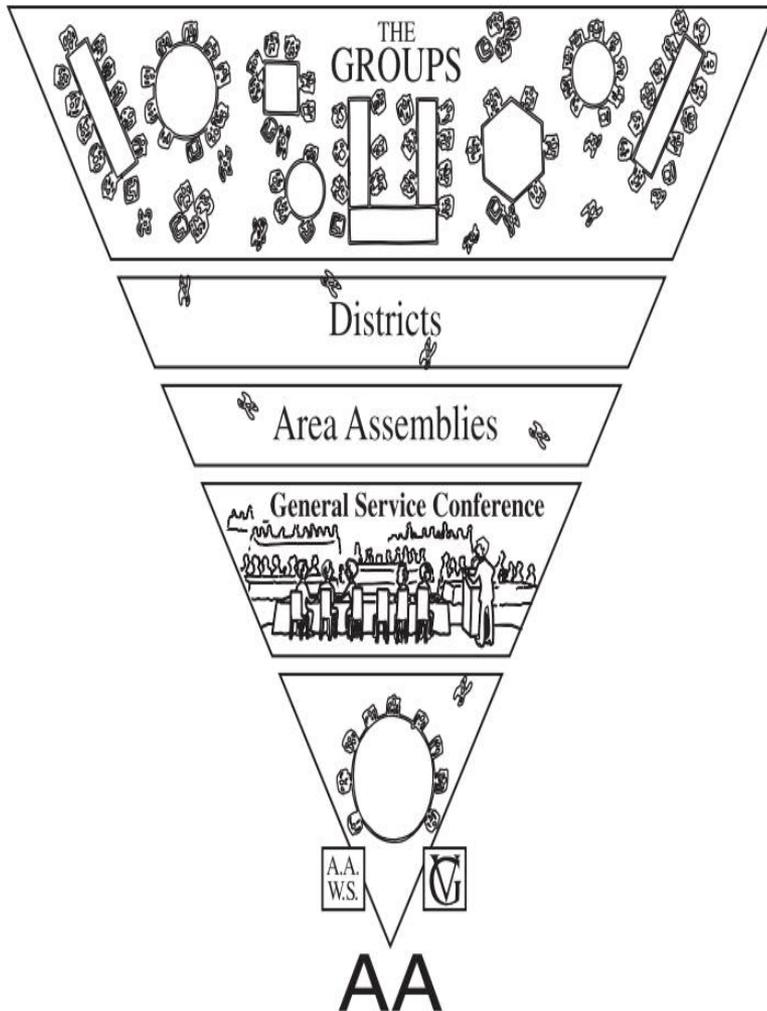
GROUP STATUS CODES



Active

- This status indicates the group's record is active as the database holds:
 1. The name of an individual and his/her mailing address indicating s/he is serving as the group's Primary Contact or GSR; and
 2. The meeting's day, time, and location information.
- Once registered, a group's record has been designated as Active, it is never deleted; its status will only be changed to Inactive or Unknown.

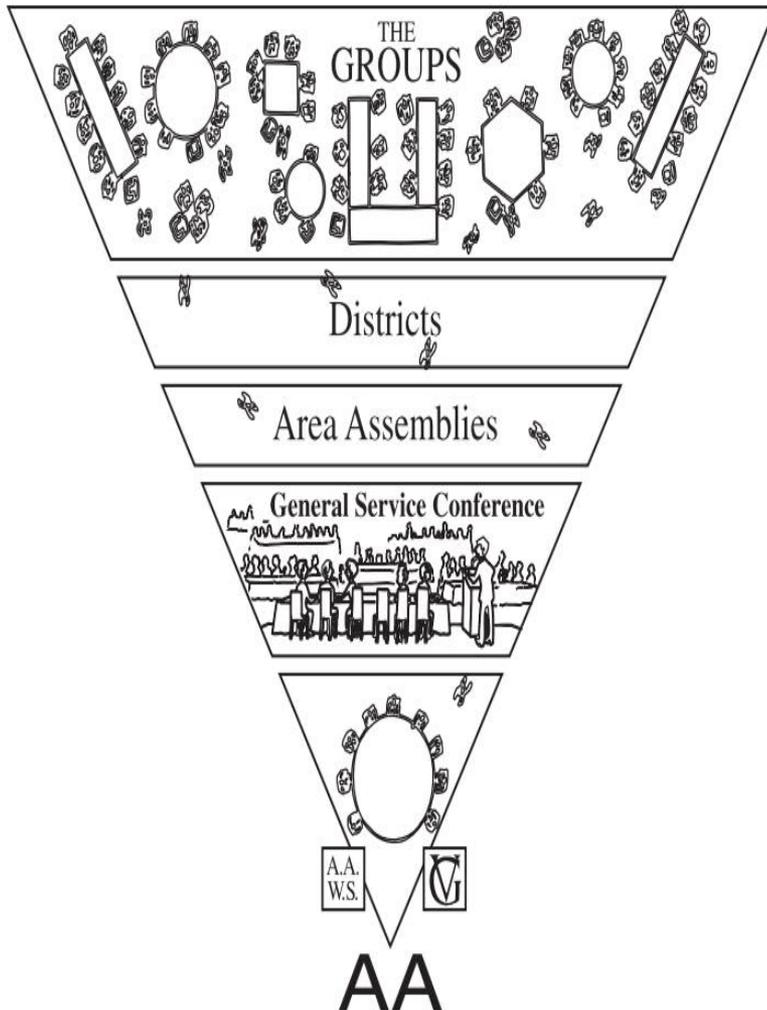
GROUP STATUS CODES



Unknown

- (Formerly Active-Unknown) A group is still active; however their group record at the GSO does not have a GSR or Primary mail contact attached to it.
- The Unknown status indicates there is no one available to receive the group's mail from the GSO.
- Anyone in the group can volunteer to receive the group's mail it does not need to be a GSR.

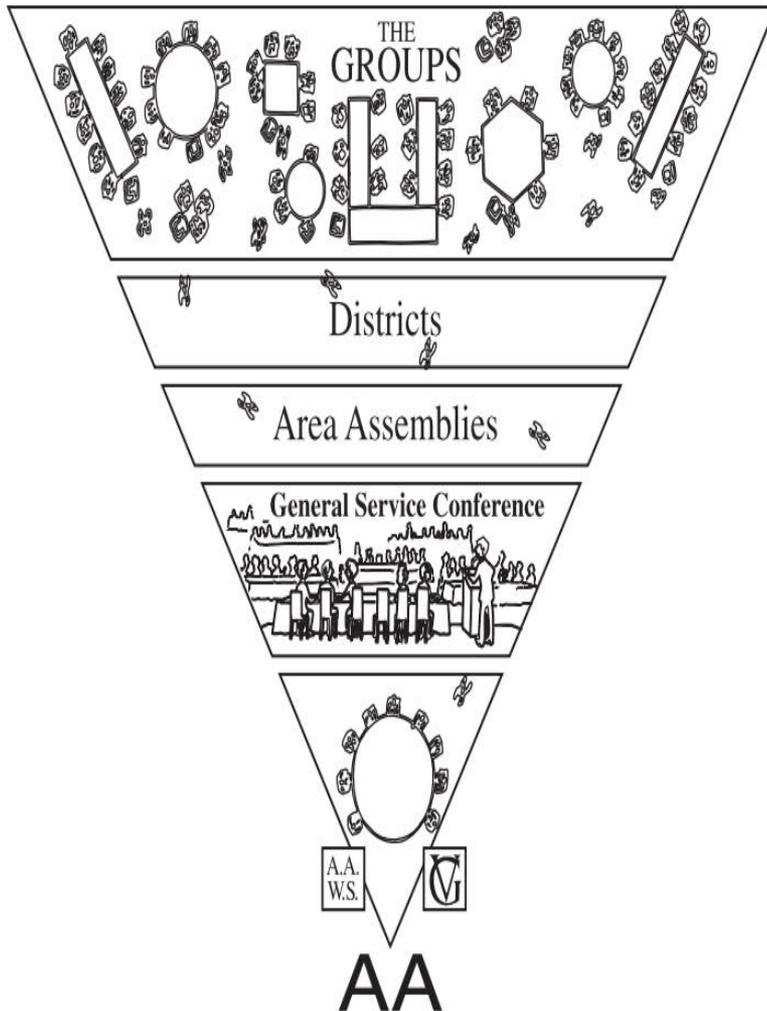
GROUP STATUS CODES



Inactive

- The Records Department has received information that a group has disbanded or is not currently meeting.

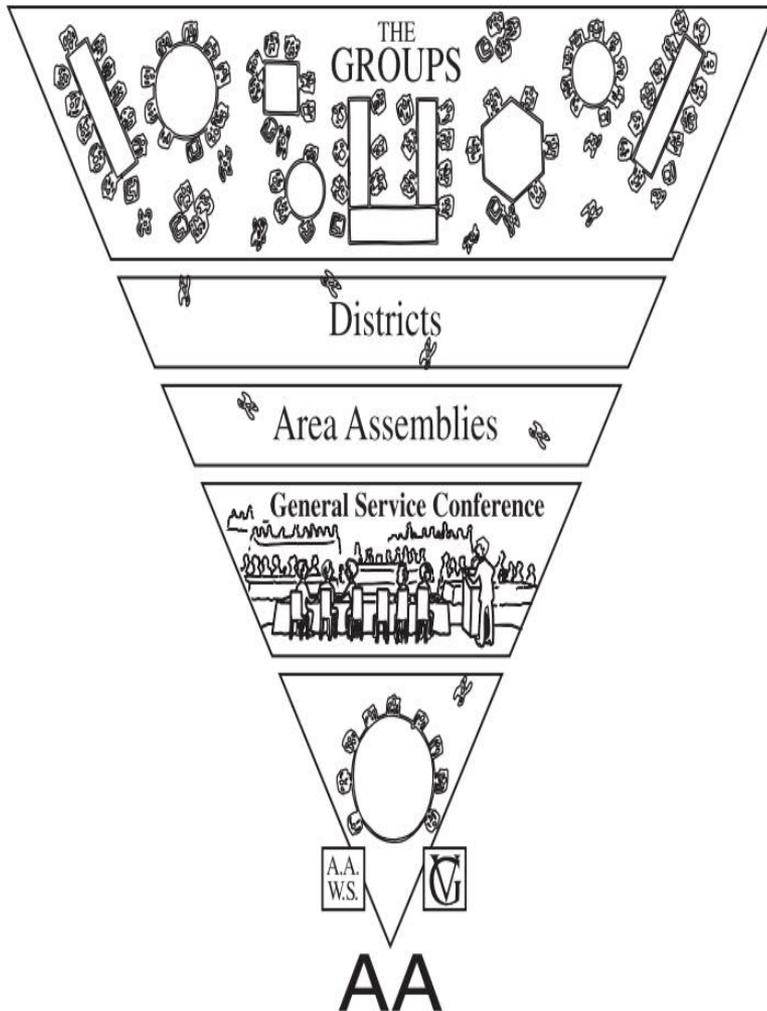
GROUP STATUS CODES



Pending Inactive

- The Records Department has received a request to inactivate a group.
- If the record in the database has a contact's name, a letter is sent to verify the inactivation request.
- If there is no contact on the record, the group's status is immediately changed to inactive.

GROUP STATUS CODES



Merged

- This status indicates two groups have decided to become one group. The Records Department receives the information identifying which group will be designated as the active group, the name and contact info for the Primary Contact or GSR, and the meeting's information, i.e., day, time, and address. The records are combined and cross referenced.
- The **active** group will show a status of active and the joining group will show the status of Merged.
- The **merged** group can request to be unmerged at any time by contacting the Records Department and providing updated contact, meeting place and meeting time information.

San Diego-Imperial Area 08 Assembly of Alcoholics Anonymous



District registrars are encouraged to email the San Diego-Imperial Area Registrar at Registrar8@area8aa.org for assistance in this work that is vital to supporting our future.

Website: <http://www.area8aa.org/>