

Summer Service Assembly—June 11, 2023, 10:00am
Hybrid
Zoom ([Register here](#)) or In-Person
Madison Senior Center, 330 W. Mifflin St., Madison, WI 53703

I. 10:00 AM: Area Assembly

(Note: By assembly action: all persons giving a report to the area assembly are required to submit a written copy of their report to the area secretary (an advanced electronic document). We will utilize a stopwatch and a bell to indicate the end of the allotted time. This system is used at the annual General Service Conference and the Regional Forums. Please practice your report ahead of time to ensure that important highlights are covered.)

- 1. Open the meeting with the Serenity Prayer**
- 2. Review of Virtual Meeting Guidelines** (Ali O.)
- 3. Voting Rights** (Ali O.)
- 4. Reading of the 12 Concepts and Concepts Presentation** - Alt Delegate Bob S.
- 5. Area Officer Reports**
 - a. Secretary: Roll call and report- Secretary Teresa B.; Approval of the minutes from the 2023 Spring Assembly
 - b. Treasurer: Report - Matt K.; Approval of the Treasurer's Report
 - c. Chairperson's Report - Andrew I. introduction of first time attendees (name, position, District)
 - d. Alternate Chair Report - Ali O.
 - e. Delegate's Report (1 hour) - Peter W.
- 6. Standing Committee reports (3 minutes maximum)**
 - a. Archives – Leroy J
 - b. CPC - vacant
 - c. Corrections - Geno P
 - d. Public Information - Nealy R
 - e. Accessibilities - vacant
 - f. Treatment - Sloan B
 - g. Grapevine - Katherine H
 - h. Finance - Matt K
 - i. Conference Advisory - Steve L
 - j. Literature - Bob S
 - k. Technology Committee - Pam S.
- 7. Misc. Reports**
 - a. Registrar - Cheryl A.
 - b. Technology Director - Al B.
 - c. Archivist - Doreen H.
- 8. Conference reports (3 minutes maximum)**
 - a. 2023
 - b. 2024
 - c. 2025
 - d. WICYPAA report
- 9. Central office / Intergroup reports (2 minutes maximum)**
 - a. MAICO
 - b. Winnebago Land

- c. Milwaukee
 - d. Racine
 - e. La Crosse Area Intergroup
- 10. Emergency Business:** Voting on proposals that constitute emergency business may occur at any assembly when substantial unanimity (67%) of the voting members present determines it is a matter that cannot wait.
- a. Delegate Budget increase of \$500 for Travel - Peter W.
- 11. Report of any proposals to be on the agenda for the Pre-Conference Assembly, Sept. 10th**
- a. Jacketless Big Book Proposal - Peter W.
- 12. Unfinished Business**
- a. none
- 13. New Business**
- a. none
- 14. Announcements**
- 15. First Half Adjournment:** Close the meeting with the Responsibility Declaration: “I am responsible, When anyone, anywhere, reaches out for help, I want the hand of AA always to be there and for that: I am responsible.”
- 16. BREAK (10 MINUTES)**

II. Standing Committee Meetings/GSR School & DCM Sharing Session - In-Person Only

- Archives
 - Cooperation with the Professional Community (CPC)
 - Corrections
 - Public Information (PI)
 - Accessibilities
 - Treatment
 - Grapevine - **not meeting in person**, will meet virtually, Sunday, Jun 4 • 4:00 – 5:00 PM, <https://meet.google.com/ddf-tndq-vqb>
 - Literature
 - Area 75 Finance Committee
 - GSR School (facilitator - Nancy G. and Ken G.)
 - DCM Sharing Session (facilitator - Peter H.)
- 17. Adjournment:** Breakout rooms will end at various times, when your breakout room meeting ends you can leave the entire meeting.

Upcoming dates

2023 East Central Regional Conference, South Bend, IN June 23-25

Area 75 Pre-Conference Assembly: Sept. 10th

2023 Area 75 Annual Conference/Assembly, Wisconsin Dells, WI Oct. 20-22

2023 East Central Regional Forum, Independence, OH Nov 17-19

Virtual Meeting Info and Guidelines

You are invited to a Zoom meeting.

When: Jun 11, 2023 10:00 AM Central Time (US and Canada)

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZ0td-yprjwpEtCDC6QoabZDXfIXLhGYMMLI>

After registering, you will receive a confirmation email containing information about joining the meeting.

Breakout Rooms

Self-selecting a breakout room

If the host has allowed participants to self-select and join breakout rooms of their choosing, participants will be able to view and select from a list of breakout rooms the host has created. They will be able to enter and leave breakout rooms freely.

Note: Participants not joined with the desktop or mobile app (version 5.3.0 or higher) will not be able to self-select a breakout room. The host will need to facilitate moving these participants manually.

1. Click the Breakout Rooms option in your meeting controls.



This will display the list of open breakout rooms created by the host.

2. Click Join next to the Breakout Room you wish to participate in, then confirm by clicking Join again.
3. Repeat as necessary to join other breakout rooms, or click Leave Room to return to the main session.

Area 75 Assembly Zoom Guidelines

General Etiquette

1. PLEASE, Stay MUTED unless called upon to share. Mute function is in left hand corner of your screen on laptop, iPad, tablet, or smartphone. If you call into the meeting, *6 will mute and unmute your cell phone.
2. Please keep your VIDEO ON, unless you are going to be moving around the room then you should turn your VIDEO OFF until you return.
3. For most participants using SPEAKER VIEW is the least distracting way to use Zoom.

Assembly Specific Guidelines

1. If you have a TECHNICAL QUESTION, You can use the CHAT FUNCTION, to ask a Co-Host for assistance.715-697-8719 (bob)
2. During the Roll Call, everyone will be able to unmute themselves, If you have a laptop you should be able to unmute yourself by PRESSING AND HOLDING THE SPACE BAR WHILE YOU RESPOND. You should be able to see your microphone unmute when using the spacebar. Other devices will have to be unmuted in the normal fashion.
- 3. We will be utilizing the YES/NO function to approve the Area Minutes and the Treasurer's Report.**
We will be only asking for anyone who disapproves the Minutes or Report to use NO. If you click on Participants these functions will be at the bottom of the participant panel. On a computer it will open on the side of the screen, on a cell phone, you will get a list of participants and you will have the yes/no, raise hand, etc. functions on the screen, it will be the same for tablet. POLLS/HAND RAISE
4. During REPORTS a timer will sound when the presenter has 20 seconds of their allotted time left. A second timer will alert them that time is expired.
5. If anyone has a QUESTION OR COMMENT during a report or during discussion, please use the RAISE YOUR HAND FUNCTION on Zoom, (not physically raising your hand). This function can be found on Participants panel. You will be called upon and will be asked to unmute yourself. You will be called upon in the order that the hands were raised. Similar to "going to the mike".
6. The Area 75 Assembly on Zoom will follow the Assembly Procedures as listed in the Area 75 Assembly Actions, utilizing the *Robert's Rules of Order* and the normal operating procedures.
7. Area Officers, Chairs, DCMs, & GSRs should name themselves as follows: Name, Position, District (for GSR/DCM) example John S. Area Chair or John S. GSR D52