

## Introduction

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The Area 57 website was created in 1999, at first primarily as a PI and CPC tool. At that time, a Media Services Committee was formed to oversee and provide policy for the web site content. The function and composition of that committee, and also the function and use of the web site, have evolved over the intervening years as we have gained experience. In the intervening years, the use of the website and related technologies has expanded to become more than a useful communications tool within the fellowship and the service structure. The life changing message Alcoholics Anonymous in Area 57 can now be transmitted via unlimited web related technologies. As such, the Media Services committee changed its name in 2012 to the Technologies Committee to reflect the now predominant role of technology in carrying the message of alcoholics anonymous as well as modernize the role of the committee in providing guidance to the service structure in Area 57 on technology related matters.

The marked prevalence of mass social communication has also spurred a greater role in the Technologies Committees' responsibility to be "Guardians of the Fellowship", particularly in respect to "Tradition 11" as well as providing guidance with respect to the life saving message as it is carried out in "Tradition 5".

### **The Technologies Committee**

1. From the 2012 Area 57 Policies and Procedures Manual:
  - A. This committee shall consist of an Area Technologies Chair, and eight District Technologies Chairs, one from each district. Also included as non-voting members will be the Area Webmaster (Sec. B-5) and a Traditions Advisor appointed by the Technologies Chair, normally a past delegate.
  - B. The primary purpose of this service committee is to set policy & guidelines for the content of the Area 57 website and for any future Area 57 use of electronic communications technologies, ensuring that the Twelve Traditions and Twelve Concepts are followed.
  - C. The Committee will provide encouragement, information, direction, and support to Districts, Groups and members in the use of new and existing technologies, to better carry the message within the Twelve Traditions.
2. The District Technologies Chairs' primary function is to encourage use of the Area 57 web site and related communication technologies within their respective districts, keeping district events on the calendar, group meeting listings up to date etc. They also provide input from the district on the web site content.
3. Policy concerning content of the website (and hence of this document) is largely the role of the Technologies Committee Chair, with input from the webmaster and the District

Technologies Chairs. The Area Officers, Service Committee Chairs, and District Chairs may be consulted as needed.

4. The Area Technologies Chair will report policy decisions and changes in the web site content to the Area 57 Committee quarterly.
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### **General Website Content Guidelines**

1. In general the purpose of the Area 57 web site is as follows:
    - a. To provide an internet point of contact to anyone seeking specific help from Alcoholics Anonymous in Area 57 with an alcohol problem.
    - b. To provide general information and links for professionals or the general public interested in learning about AA.
    - c. To provide information and communication within the fellowship, particularly within the service structure.
  2. The traditions of AA will be followed in all decisions concerning site content. Particular attention will be paid to avoid anonymity breaks. Content will be periodically reviewed by the committee Traditions Advisor at least once a quarter.
  3. While some general information is included about AA for the public and for professionals, the site is not intended to be an in depth source for information about AA as a whole. For most general information, the site will link to the GSO web site.
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### **Meeting Listings**

1. The meeting listings pages will list all meetings in Area 57 and be managed by Area Secretary. All group information will handled by the Area Secretary or assistant.
2. The Area Secretary will contact the Central Service Office in Tulsa and the Intergroup Office in Oklahoma City each week and request an update to any meetings.
3. All changes to any meetings will be submitted by the Area Secretary to the Area webmaster each week or by prior arrangements approved by the Technologies Chair.

4. The Area Webmaster will then update the Area Meeting list each week.
  5. The meeting list pages will include a prominent definition of Open/Closed Meetings.
  6. The site will provide listings for Spanish Speaking Meetings and Handicapped Accessible Meetings
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### **Calendar**

1. The broad general criteria for an event to list on the calendar is that it be consistent in intent with the traditions and the preamble. In other words, it should not have requirements for “dues or fees”, should not be associated with any entity outside Area 57 AA, etc.
2. The Area 57 website will provide a listing of ANY “service related” Area 57, district and group events, news and announcements.
3. Events sponsored by the Southwest Region: SWRAASA and Southwest Regional Forums.
4. Any events that are traditional area events, including retreats and conferences upon approval of the Technology Committee Traditions Advisor.
5. Events sponsored by Area 57 Districts will be listed, including District Meetings, District Sponsored Conferences, District Sponsored Picnics, and District Sponsored Workshops.
6. Events sponsored by the Oklahoma City Intergroup and the NE Oklahoma Central Service will be listed, including quarterly delegate's meetings, open houses, and fund raisers.
7. OSRYPAA and ICYPAA themselves, but not fundraisers etc related to them.
8. Any Conference or event can be listed with the approval of the Technology Committee Traditions Advisor.

### **The following events will not be listed.**

No events will be listed on the same dates as the Oklahoma State Conference or the Area 57 quarterly meeting.

Al-Anon Events or any other events associated with entities outside AA.

### **Event Flyers**

Event flyers will be posted upon request for any event that it also qualifies for listing on the calendar and provided it does not contain individual names and contact information in a way to break any individual's anonymity.

### **Links and Contacts**

Links will generally be limited to GSO and General Service Sites within Oklahoma.

### **IMPORTANT:**

No site content will contain links to, and/or telephone and address information for any entity outside Area 57 except where this committee deems proper and or necessary – this applies especially to event flyers.

The site will not contain links to, or contact information for:

1. Individual Group web sites
2. Al-Anon web sites.
3. Any websites for entities outside AA unless approved by this committee

### **Service Pages**

1. Space on the web site will be provided for listing opportunities for AA service. In particular sections would be available for:

- Each of the Area 57 Service Committees
- Intergroup and Central Service Offices
- Workshops and Sharing Sessions.
- Each of the Area Districts

### **Online Submissions and Download Forms**

The web site will provide online forms for districts / groups to use in providing updates to their group information

The following types of update may be submitted:

1. Changes in name or contact Information; GSR, Alt-GSR, Intergroup/Central Service Representative

2. Changes in group name, meeting place, etc
  3. Changes in meeting schedule listings.
  3. When an online change form is completed, the form's content will be emailed to the Area Secretary and to the OKC Intergroup and the Tulsa Central Service Offices
- The site will also contain down loadable paper forms for use by groups to submit their changes manually, if desired.

\*\*\* Gratitude \*\*\*

The site will provide a link to make gratitude/birthday donations to Area 57 and will provide a link to the Gratitude form for GSO

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### **Service Information and Communications**

The site will post the following Service Information online

1. The Area 57 Quarterly Newsletter
2. The Area 57 Quarterly Meeting Agenda
3. Area 57 Policies and Procedure Manual
4. Area 57 Committee Contact Lists (secured).

### **Email Addresses**

1. The area officers will each be provided an aaoklahoma.org email address.
2. Each district chair will be provided an aaoklahoma.org email address.
3. Each Area service committee chair will be provided an aaoklahoma.org email address.
4. The email addresses may be either be hosted by aaoklahoma.org or emails can be forwarded to a personal email address as long as the service member realizes that Tradition 11 is paramount to other AA members privacy.

### **\*\* Security \*\***

A list of passwords needed by webmaster at the hosting site will be kept in a sealed envelope in the State Office for use in case of emergency should anything happen to the web master. This would include URLs, user-ids, and ALL passwords, including contact information for the web hosting service and the domain registrar.

### **Review**

An "As needed" review of web hosting services will be conducted by the Technologies chair and the webmaster to determine the cost and needs of the Area 57 fellowship. This information will be made know at least once annually to the Area Committee.