

Registrar's Report

Presented at the Winter Assembly December 10, 2016
Chris D., Area 20 Registrar

Congratulations to the new Panel 67 District Officers

Hello All,

Some of our districts have held elections over the past month and I have received quite a few updates to enter into FNV. However, in anticipation of adding the new panel 67 records GSO has made updates to Area and District chair positions inactive. What this means is that I am not able to make updates or changes to the majority of the Area and District chair positions until mid-December. As soon as GSO opens up FNV again I will make all of the recent district updates and will send out new District Rosters and Area Standing Committee rosters.

When I asked GSO why they make FNV unavailable at this time of the year I received the following reply.

The answer is twofold:

- We want to ensure all outgoing chairs receive the holiday issue of Box 459
- The Records Team processes all of these changes because it requires accompanying paperwork that is kept for historical purposes.
- If the positions remained open Area Registrars might make an error and do the updates and the GSO would not have the historical data required.

Once all of the updates are completed the positions will be available for your access (likely mid-December).

Positions NOT affected are:

- General Service Representatives
- Primary Group Contacts
- Alternate General Service Contacts
- Secondary Group Contacts
- Area *Other* positions (Area designated service positions not on the FNV dropdown list)
- District Committee _ positions-DCMO (District designated service position not on the FNV dropdown list)

Therefore I am able to make changes to group records without interruption.

Area Registrar position for 2017-2018

Mike McGuire, our Area Alternate Registrar has indicated that he will not be able to stand for the Registrar position at next year's elections. If anyone is interested in learning more about the duties in anticipation of standing for the position I would be happy to spend whatever time is necessary to adequately prepare those that might wish to stand for the position.

District rosters and district group/GSR updates.

Approximately four times a year we will be sending to the DCM and the District Secretaries documents including their District Rosters and updates of all the group / GRS information for their district. The last column of these reports is where updates can be entered and returned to me. GSRs can update group information by working with their DCM or district secretary or by completing a group information change form which they can find online at <http://www.aan-ia.org/forms.html>. DCM's and District Secretaries can also make updates to district rosters in the same fashion.

Group information includes group name, group number, area, district, history dates, meeting locations and times, and complete group contact information. *District information*, on the other hand, includes district service positions and contact information for those elected to those positions and *Area information* is similar to district information but at the area-level.

This information is the key to communication throughout the A.A. general service structure. GSO uses group information to send information kits to new GSRs, copies of *Box 459*, the GSO quarterly newsletter, and GSO quarterly reports. Similarly, the area uses the information to send to the group *Concepts*, the NIA newsletter, and area assembly meeting minutes. This information is also used by GSO to send information kits to District and area-level committee chairs to help orient them to their service positions and by area service committee chairs to communicate with their district counterparts.

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Since we will be sending minutes via e-mail, please check with me or your DCM to be sure that your e-mail is correct in FNV.

In FNV the Registrar can search for groups or individuals and do instant updates.

It is no longer necessary to send group information updates to both NIA and GSO. All information update requests can be sent to the area registrar at registrar@aa-nia.org.

New e-mail address for the Area Registrar

The new e-mail address for the Area Registrar is: registrar@aa-nia.org. You can also mail changes to NIA20 REGISTRAR, Box 6621, Elgin, IL 60121. THE NUMBER ONE REASON THAT UPDATES ARE DELAYED IS BECAUSE ALL INFORMATION IS NOT INCLUDED ON THE SUBMITTED EMAIL. When sending updates for groups or district positions PLEASE insure that all required information is included, meaning address (with Apt # if applicable), and correctly spelled street names and cities and accurate zip codes. FNV has a built in address verifier and if information is incorrect or missing it will not allow the update. Also, please make sure that if the information is handwritten that it is legible. Pic's of group changes forms or word(.doc) files are fine also. The database is very robust and includes methods to create many different types of reposts. Please let me know if you have specific information needs and I'll do

my best to get you the reports you need. Remember, COMPLETE ACCURATE LEGIBLE INFORMATION makes for a happy registrar!

Thank you to NIA 20 for allowing me to serve as your Registrar.

Information updates since 10/15/16

Requests input between 10/15/16 and 12/09/16

Total Since 10/15/2016	
Group information	6
New groups/Pending Active	2
Folded/Inactive/Unknown	1
Group contact information	18
District/Individual contacts	20
Area contacts	0
<i>Total updates</i>	<i>47</i>

Although we are a bit behind, we will continue to send welcome letters from the area to new GSRs. The packets include the following:

- a welcome letter from the area
- a snapshot of the group's information from FNV
- NIA contribution envelope