

## 2021 Spring Committee Meeting agenda (final)

May 1<sup>st</sup>, 2021

Virtual meeting via Zoom

[Use this link to register for the meeting.](#) Once registered, you will receive meeting access details.

This anonymity protected agenda is posted on the NIA website. However, we do encourage the use of full names when speaking at the “virtual” microphone. This meeting will be recorded, as usual, for reference by our recording secretary.

Servants should prepare anonymity-protected reports and have them posted by [webmaster@aa-nia.org](mailto:webmaster@aa-nia.org). Event details should also be submitted to our webmaster for addition to our Area Calendar.

Reports and minutes submitted by Area servants for our meetings can be found [here](#).

Time	Item
8:00am	<b>Meeting room opens for fellowship</b>
9-9:10	<ul style="list-style-type: none"> <li>• Call to order</li> <li>• Quiet time &amp; Serenity Prayer</li> <li>• Announcements for today (Carmela R)</li> <li>• First time attendees &amp; Anniversaries since March 13<sup>th</sup> Spring Assembly</li> <li>• Approval of minutes from Winter Committee Meeting on January 9<sup>th</sup>, 2021 sent via email to Area Committee on Feb 10<sup>th</sup>, 2021.</li> </ul>
9:10-9:25	<b>Delegate report (Marilyn F)</b>
9:25-9:45	<b>Treasury reports (Dawn B, Allen J)</b>
9:45-10:00	<b>Officer reports (3 mins each)</b> <ul style="list-style-type: none"> <li>• Alternate Delegate – Chris D</li> <li>• Area Chair – Carmela R</li> <li>• Alternate Area Chair – Erik L</li> <li>• Area Registrar – Carol H</li> <li>• Alternate Area Registrar – Rob M</li> <li>• Area Secretary – Christy B</li> <li>• Alternate Area Secretary – Karen F</li> </ul>
10:00-10:20	<b>Adhoc Committee reports (10 mins each)</b> <ul style="list-style-type: none"> <li>• Return to Meeting (Erik L)</li> <li>• Area Document Management + Archival (Christy B)</li> </ul>
10:20-10:30	<b>Conference report (10 mins)</b> 2021 Big Book Conference (Rich H, Georgene R)
10:30-10:40	<i>10-minute break</i>

10:40 – 11	<p><b><u>Ongoing business</u></b></p> <ol style="list-style-type: none"> <li><b>Open positions review (Duties &amp; Responsibilities are <a href="#">here</a>, starting on page 38.)</b> <ol style="list-style-type: none"> <li>Accessibilities Comm Area Chair</li> <li>Public Information Comm Area Chair</li> <li>Accessibilities Comm Area Chair - Alternate</li> <li>Answering Service Comm Area Chair - Alternate</li> <li>Archives Comm Area Chair - Alternate</li> <li>BTG Comm Area Chair – Alternate</li> <li>Grapevine Area Chair – Alternate</li> </ol> </li> <li><b>Bids for 2022 Illinois State Conference + East Central Regional Conference – NIA 20 is set to host this event in August 2022, according to the rotation established with Areas 19 and 20. <u>The bid shall include a draft budget and other details concerning the conference location or facility.</u></b></li> </ol>
11-11:30	<p><b><u>New Business for Summer Assembly (details are on pages 3-5 of this packet)</u></b></p> <ol style="list-style-type: none"> <li><b>Motion 1:</b> The Area 20 Conference Advisory Committee (CAC) moves that a Spring Conference Chair and Co-Chair be elected by the Area Assembly. The election would take place at the Fall Assembly 18 months prior to the Conference. (Note that the first election would take place at the Fall Assembly 2021 for the 2023 Spring Conference). If there is no one elected by the Winter Assembly, the area will forego the upcoming Spring Assembly Conference.</li> <li><b>Motion 2:</b> The Area 20 Conference Advisory Committee (CAC) moves that the Area 20 Assembly body elect a Host Committee Chairperson and Co-Chairperson for the Illinois State Conference Host Committee at the Winter Assembly, starting with the 2025 conference. The election will be every 3 years starting at the Winter Assembly, 2023.</li> </ol>
11:30-12:15	<p><b><u>DCM Reports (3 mins each)</u></b></p> <p>DCM and Alt DCM are encouraged to report together. In three minutes, each District shares highlights. We'll go in numerical order, starting with District 10.</p>
12:15-12:20	<p><b><u>Open Mic (1 min each)</u></b></p> <p>Have any fun events coming up in your local community? Want to thank someone for their service?</p>
<p>Let's adjourn! 😊</p> <p><b>Responsibility Statement</b>  <i>I am responsible...            When anyone, anywhere,            reaches out for help, I want            the hand of A.A. always to be there.            And for that: I am responsible.</i></p> <p><b><i>The principal function of Northern Illinois service area 20 is to be a forum for effective communication between the Groups and the General Service Conference through its Delegate. NIA assists its Districts, Groups, and members to carry the message to the alcoholic who still suffers by conducting workshops, sharing sessions and seminars in all fields of general service along with other service activities.</i></b></p>	

Motion from the Conference Advisory Committee – Spring Assembly Conference

**Motion 1: The Area 20 Conference Advisory Committee moves that a Spring Conference Chair and Co-Chair be elected by the Area Assembly. The election would take place at the Fall Assembly 18 months prior to the Conference. (Note that the first election would take place at the Fall Assembly 2021 for the 2023 Spring Conference). If there is no one elected by the Winter Assembly, the area will forego the upcoming Spring Assembly Conference.**

The CAC recommends that the Area should take a more active role in establishing the Host Committee. Of course, a District could still essentially serve as a Host Committee by having one of their District members stand for Spring Conference Chair and then forming the Host Committee with District participants. By having an elected Chair, the Area would assume greater responsibility for ensuring the Host Committee is formed on time. Additionally, there would be a better opportunity for retaining and passing on the experience from one Host Committee to the next. The CAC Committee would continue to provide supporting role when needed in site selection, budgeting, contract negotiation, etc.

The above action will include:

- A review and update of the current Spring Assembly Conference guidelines by the Conference Advisory Committee (CAC) and the Report and Charter Committee to be completed for presentation at the Fall Committee meeting with a motion for vote at the 2021 Winter Assembly.
- That support would include:
  - The CAC will provide a review and discussion of the current guidelines for the Illinois State Conference. The purpose of the discussion is to answer questions and provide shared experience.
  - The CAC will provide the criteria for hotel selection and a list of hotels that have been vetted to meet that criteria from various locations throughout the area based on current guidelines.
- Once the Host Committee Chairperson has been elected at the Fall Assembly, they will begin to form a Spring Assembly Conference with initial focus to fill the positions of Co-Chairperson, Treasurer, Secretary, Registration Chairperson, and Program Chairperson. This selection could begin at the same Fall Assembly and should be brought up at every area meeting until all positions have been filled.
- The CAC, with the help of the Area Archivist and previous Host Committee Chairpersons, will provide the historical data from the past years with all the financial and final reports available.
- Once the above positions have been filled the hotel selection and budget process should be completed with the assistance of the CAC. The contract for the hotel and proposed budget based on that contract should be approved after a thorough review by both the CAC and at least two of the Area Officers.



The Area Officers will oversee the process to ensure that the Conference Advisory Committee and Host Committee Chairperson report at each Committee Meeting and Assembly the progress to include assistance needed and help provided by the following:

- Financial responsibility - Finance Committee and Operating Committee
- Guidelines for hotel selection - Report and Charter Committee, Conference Advisory Committee and NIA Service Manual Custodian
- Technology for electronic storage of documentation - Archivist and Technology Committee
- Program planning and implementation:
- Answering Service Chair and Alternate
- Archives Chair and Alternate
- Bridging the Gap Chair and Alternate
- Cooperation with the Professional Community Chair and Alternate
- Corrections Chair and Alternate
- Grapevine Chair and Alternate
- Literature Chair and Alternate
- Public Information Chair and Alternate
- Accessibilities Chair and Alternate
- Treatment Facilities Chair and Alternate
- Equipment needs - Electronic Equipment Committee

#### Follow Up Actions Required

- Update the Area 20 Planning Procedures
- Updating Northern Illinois Area 20 Service Manual

*Respectfully submitted,*

#### *NIA 20 Conference Advisory Committee*

- *Erik L., Area Alternate Chair*
- *Susan H., Area Grapevine Chair*
- *Dawn B., Area Treasurer*
- *Kevin A., Area Bridging the Gap (BTG) Chair*
- *Carol H., Area Registrar*

## Motion from the Conference Advisory Committee – Illinois State Conference

**Motion 2: The Area 20 Conference Advisory Committee (CAC) moves that the Area 20 assembly body elect a Host Committee Chairperson and Co-Chairperson for the Illinois State Conference Host Committee at the Winter Assembly starting with the 2025 conference. The election will be every 3 years starting at the Winter Assembly, 2023.**

The CAC recommends that the Area should take a more active role in establishing the Host Committee. Of course, a District could still essentially serve as a Host Committee by having one of their District members stand for ISC Chair and then forming the Host Committee with District participants. By having an elected Chair, the Area would assume greater responsibility for ensuring the Host Committee is formed on time. Additionally, there would be a better opportunity for retaining and passing on the experience from one Host Committee to the next.

The above action will include:

- A review of the current Illinois State Conference guidelines at the Fall Assembly and Fall Committee meeting to elicit interest and establish support for the election of the Host Committee Chairperson at the Winter Assembly.
- That support would include:
  - The CAC will provide a review and discussion of the current guidelines for the Illinois State Conference. The purpose of the discussion is to answer questions and provide shared experience.
  - The CAC will provide the criteria for hotel selection and a list of hotels that have been vetted to meet that criteria from various locations throughout the area based on current guidelines.
- Once the Host Committee Chairperson has been elected at the Winter Assembly, they will begin to form a State Conference Committee with initial focus to fill the positions of Co-Chairperson, Treasurer, Secretary, Registration Chairperson, and Program Chairperson. This selection could begin at the same Winter Assembly and should be brought up at every area meeting until all positions have been filled.
- The CAC, with the help of the Area Archivist and previous Host Committee Chairpersons, will provide the historical data from the past years with all the financial and final reports available.
- Once the above positions have been filled the hotel selection and budget process should be completed with the assistance of the CAC. The contract for the hotel and proposed budget based on that contract should be approved after a thorough review by both the CAC and at least two of the Area Officers.

## Background

- Every 3 years, Area 20 is responsible for hosting the Illinois State Conference. The other two years are hosted by Area 19 (Cook County), and Area 21 (Southern Illinois).
- Currently, we wait for a District to volunteer to form a Host Committee to plan and coordinate the ISC.
- Ideally, a Host committee should be formed so that site selection, budgeting, etc. can begin 18 months prior to the event.

## Follow Up Actions Required

- Update the Area 20 Planning Procedures
- Updating Northern Illinois Area 20 Service Manual

# Northern Illinois Area 20

Unity - Service - Recovery



*Respectfully submitted,*

## *NIA 20 Conference Advisory Committee*

- *Erik L., Area Alternate Chair*
- *Susan H., Area Grapevine Chair*
- *Dawn B., Area Treasurer*
- *Kevin A., Area Bridging the Gap (BTG) Chair*
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