

## 2024 Winter Assembly Final Agenda

December 14, 2024

Lord of Life Church DOWNSTAIRS and via Zoom

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 and use by our recording secretary. PLEASE NOTE, AS ALWAYS IN NIA, THE AGENDA IS FLUID AND THINGS MAY HAPPEN EARLIER OR LATER THAN LISTED

Here is the link to register for the meeting;

[https://us02web.zoom.us/join/zoom/register/tZUtd-qgqz0qH9JtXLV8TWwv6uiog\\_p4nuXy](https://us02web.zoom.us/join/zoom/register/tZUtd-qgqz0qH9JtXLV8TWwv6uiog_p4nuXy)

You will receive an email from Zoom after you have registered with the link to the meeting

Time	Item
8:00am	<b>Meeting room opens for fellowship</b>
9:00	<ul style="list-style-type: none"> <li>• Call to order</li> <li>• Quiet time</li> <li>• Serenity Prayer</li> <li>• Announcements for today (Tracy)</li> <li>• Reading of the 12 Concepts</li> <li>• First time attendees</li> <li>• Anniversaries since Fall Assembly (September 7)</li> <li>• Approval of minutes from Fall Assembly Meeting.</li> </ul>
9:15	<b>Delegate report (Erik L.)</b>
9:30	<b>Treasury reports (Dave F, Mike H)</b>
9:45	<b>Officer reports (five-minute limit)</b> <ul style="list-style-type: none"> <li>• Alternate Delegate – Lisa S.</li> <li>• Chair – Dawn B.</li> <li>• Alternate Chair – Aaron V.</li> <li>• Registrar – Rob M.</li> <li>• Alternate Registrar – Kim D.</li> <li>• Secretary – Sue M.</li> <li>• Alternate Secretary- Open</li> </ul>
10:15	<b>New Business</b> <b>Motion; Tech Committee Motion (attached)</b> <b>2025 Calendar (attached)</b> <b>2025 PPR (attached)</b>
10:45	<b>Conference reports (10 minutes each)</b> <ul style="list-style-type: none"> <li>• 2024 Big Book Conference (Preliminary post conference report)</li> <li>• 2025 State Conference</li> </ul>

<b>11:00</b>	<b>Committee Breakouts</b>
--------------	----------------------------

<b>12:00</b>	<b>Lunch</b>
--------------	--------------

<b>12:45</b>	<p><b>Service Committee Reports (3 minute limit)</b></p> <ul style="list-style-type: none"> <li>• Accessibilities Chris E.</li> <li>• Answering Service Dave T.</li> <li>• Archives Carol H., Karen</li> <li>• Bridging the Gap Jim T, Joey B.</li> <li>• Concepts Susan H., Beth Z.</li> <li>• Cooperation w/ the Professional Community Lisa G</li> <li>• Corrections George P</li> <li>• Grapevine Terry M, Karen W</li> <li>• Literature Jan S.</li> <li>• Public Information Tina R.</li> <li>• Treatment Kevin A, Jeff L.</li> <li>• Web Master Earl H, Scott</li> </ul> <p><b>Administrative Committee Reports (3 Minute Limit)</b></p> <ul style="list-style-type: none"> <li>• Archivist Cheryl V.</li> <li>• Conference Advisory Committee Chair</li> <li>• Electronic Equipment Rob M.</li> <li>• Finance Bonnie P</li> <li>• Operating Committee chair</li> <li>• Report &amp; Charter Committee chair</li> <li>• Service Manual Custodian Cheryl V</li> <li>• Technology Committee Bryan D.</li> <li>•</li> <li>• Inventory Committee Lorrie F. (This Committee will have 30 minutes)</li> </ul>
--------------	---

<b>Time</b>	<b>Item</b>
<b>1:45</b>	<p><b><u>Old Business</u></b></p> <p><b>1. Open elected positions review</b></p> <ol style="list-style-type: none"> <li>a. Answering Service – Alternate</li> <li>b. Archives – Alternate</li> <li>c. CPC – Alternate</li> <li>d. Literature – Alternate</li> <li>e. PI-Alternate</li> <li>f. Accessibilities-Alternate</li> <li>g. Secretary- Alternate</li> <li>h. Corrections-Alternate</li> <li>i. Bridging the Gap Chair</li> </ol>

2:00	<p><b>Bids for;</b> <b>2025 Big Book Conference</b> <b>2026 Spring Conference</b> <b>2025 Assemblies and Committee Meetings;</b> <b>*Winter Committee</b> <b>*Pre GSC</b> <b>*Spring Assembly</b> <b>*Spring Committee</b> <b>*Summer Assembly</b> <b>*Summer Committee</b> <b>*Fall Assembly</b> <b>*Fall Committee</b> <b>*Winter Assembly</b></p>
2:30	<p><b>Open microphone (one-minute limit)</b> This is your chance to go raise your hand and share about things like:</p> <ul style="list-style-type: none"><li>• Something going on in your local community you want to invite us to.</li><li>• Something about your group, district, or committee work.</li><li>• Recognize or thank someone for their service.</li><li>• Any other AA or NIA related announcements.</li></ul>
	<p><b>Let's adjourn! ●</b></p> <p><b><i>Responsibility Statement</i></b> <i>I am responsible...</i> <i>When anyone, anywhere,</i> <i>reaches out for help, I want</i></p> <ul style="list-style-type: none"><li>• <i>the hand of A.A. always to be there. And for that: I am responsible.</i></li></ul>
	<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>



# Northern Illinois Area 20

Unity - Service - Recovery

Chair Report

NIA 20 Winter Assembly

December 14, 2024

Lord of Life

Thank you to Tracy and D28 for their work in hosting this year's Winter Assembly!

Since the last time we met, I've been to a Service Workshop in Rockford, visited District 62's District meeting and District 21's District meeting. I attended the Big Book Conference in Rockford, and it was an amazing conference. Well done Kim and all of District 70! I have been in touch with District 80, and they have been talking to our Alternate Webmaster. I will talk to Lisa regarding a road trip there after the holidays.

I will continue to attend as many District meetings as possible.

We have the Tech Committee motion today, and we will discuss and vote on the PPR and also the Calendar for 2025.

We will hear from the Ad Hoc Inventory Committee with their final report. I would like to thank Chris E, Lorrie F, Allen J. and Larry S. for the incredible amount of work that went into this. The reason that I wanted to do an Inventory was that I wanted to know what our District trusted servants don't know about their jobs. Lisa, Aaron and I have made a concerted effort over the last year to get out to Districts and help them to understand their jobs. There were a few things that were a standout in the inventory, so some changes will be immediate. We will always have the Service Orientation at the Winter Committee Meeting, led by our Alternate Delegate. However, at every Committee Meeting, moving forward, we will also have a learning session in a separate room designed around things people want to know more about. These will take place during reports. At the next Committee Meeting, I have asked our Alternate Webmaster Scott to go over the workings of the NIA site and how to navigate that. I have asked Past Delegate Marilyn to go over what the Pre GSC workshop is, how the Zooms the week before work, and why it is important to attend these things.

I have also made a flow chart for GSRs that is available today to quickly look and see what exactly they should be attending, along with a printed sheet with AA Acronyms, because we use these at Area functions and often forget that people are there for the first time.

I will also be asking all Area Service Chairs to send out a short agenda to their committees outlining what will be happening at their particular breakout at Assemblies.

Please also make sure that you send a copy of your reports to our Area Secretary, so that she can forward them to the Webmaster.

My expenses so far have been 1787.00

Please don't hesitate to contact me, and to invite me to your District meetings!

In Service,

Dawn B.

NIA 20 Panel 74 Chair

## **Motion to Require NIA Trusted Servants to Use Designated Microsoft 365 Email Addresses for NIA Correspondence**

### **Motion**

The Technology Committee moves that NIA trusted servants provided with an NIA Microsoft 365 email account (an aa-nia.org email address) be required to use that account for NIA correspondence beginning with Panel 76.

This motion amends the Duties & Responsibilities sections of the Northern Illinois Service Manual, in multiple locations, as follows:

- Page 42, under the headings of “All Officers and Alternate Officers”, add the following bullet point:
  - Utilize designated NIA email account for NIA correspondence (as of 2024, NIA email is provided through Microsoft 365 and accessible through programs like Outlook).
- Page 58, under the headings of “Responsibilities of Service Chairpersons” (subsection Responsibilities), and under “Responsibilities of Alternate Service Committee Chairpersons” (subsection Responsibilities), add the following bullet point:
  - Utilize designated email account for NIA correspondence (as of 2024, NIA email is provided through Microsoft 365 and accessible through programs like Outlook).
- Page 65, under the headings of “Responsibilities of Appointees” (subsection Responsibilities), add the following bullet point:
  - Utilize designated email account for NIA correspondence (as of 2024, NIA email is provided through Microsoft 365 and accessible through programs like Outlook).

This motion will take full effect with the Panel 76 rotation at the end of 2025. For clarity, this motion does not apply to email accounts provided by the Area to past delegates. The Technology Committee will be responsible for creating documentation on how to access and use NIA email accounts. At a minimum, this will include:

- Instructions for signing in to NIA email via Outlook, the web, or mobile devices.
- Procedures for updating login information and ensuring a smooth transition of account access upon rotation.
- Basic guidelines for protecting the security of NIA email and the aa-nia.org domain.

### **Background**

Email is the most common form of written communication used today. Prior to this year, NIA correspondence was conducted through a mix of NIA email addresses maintained via GoDaddy and personal accounts. Most NIA addresses had no associated mailboxes

and were primarily aliases forwarding to personal accounts. In 2023, the Area registered with Microsoft as a non-profit, significantly enhancing its email capabilities and providing access to Microsoft Office Online and other business level products – all at a lower cost than what was previously paid to GoDaddy.

The transition to using Microsoft 365 email for the Area is supported by several factors, including:

- Establishes consistency and trust with the outside community by using a uniform email domain;
- Ensures the Area is self-supporting by providing email rather than relying on personal accounts;
- Protects the anonymity of Trusted Servants through position-named addresses rather than personal ones;
- Reduces the need for anonymized email addresses for Trusted Servants to be of service;
- Ensures Trusted Servants are using the addresses published in the Service Manual and on the website;
- Facilitates the smooth transition of correspondence and historical information from one rotation to the next, in keeping with the spirit of rotation.
- Enables the creation of groups and shared mailboxes for committees to better communicate and share information;
- Enhances security through reduced email forwarding, standardized email encryption, and protection from spam and malware;
- Reduces the risk of lost information or communication from the unexpected departure of a Trusted Servant or compromised personal accounts;
- Reduces cost:
  - In 2023, NIA faced an indeterminate price increase from \$144 per year for 5 email accounts and a limited number of aliases,
  - As a registered non-profit with Microsoft, NIA currently bears no cost for 100 mailboxes and additional services.
- Access to Microsoft 365's suite of tools, including OneDrive (1TB per user), Word, Excel, PowerPoint (mobile and online versions), and SharePoint for NIA.

Respectfully submitted in Service on behalf the Technology Committee



# 2025 Preliminary Calendar

## Northern Illinois Area 20

EVENT	DATE	LOCATION & HOST
Winter Committee Meeting	Jan 11	Lord of Life, La Fox District xx Host
51 <sup>st</sup> Annual Conference of Delegates Past and Present	Feb 7 - 9	Champaign, IL SIA21 Host
NIA Spring Conference	None	None
Spring Assembly	March 1	Location TBD District xx Host
Pre-General Service Conference Workshop	April 5	Location TBD District xx Host Breakouts previous week
75 <sup>th</sup> General Service Conference	April 26 to May 3	New York Hilton – Midtown New York, NY
Spring Committee Meeting	May 10	Lord of Life, La Fox District xx Host
Summer Assembly/Post-GSC Panel 75 Delegate Report	June 21	Location TBD District xx Host
International Conference	July 3 - 6	Vancouver, B.C., Canada
Summer Committee Meeting	August 2	Lord of Life, La Fox District xx Host
East Central Regional Forum	Aug 22 - 24	Indianapolis, IN
Fall Assembly	Sept 13	Location TBD District xx Host
Fall Committee Meeting	Oct 4	Lord of Life, La Fox District xx Host
32 <sup>nd</sup> NIA Big Book Conference	Date TBD	Location TBD District xx Host
51 <sup>st</sup> Annual Illinois State Conference	Nov 14 - 16	Hyatt Regency Schaumburg District xx Host
Winter Assembly	Dec 13	Location TBD District xx Host

Lord of Life Church, La Fox, is located at the southeast corner of IL Rte 38 & La Fox Rd., 3 miles west of  
Randall Rd. and 3 ½ miles east of IL Rte 47  
**(To be Approved at the Winter Assembly 2024)**