



AREA 78 PRE-CONFERENCE ASSEMBLY

**Assembly Proceedings are
CLOSED MEETINGS**

March 16,17,18, 2018

SHERATON HOTEL - 1-800-662-7197

SHERATON PRICES:

Deluxe Twin Queen \$139 + taxes per night

Single King \$139 + taxes per night

Prices Confirmed to March 1, 2018

REGISTERING FOR HOTEL ACCOMMODATIONS -

- Tell Sheraton you are with **Area 78**
- **Hotel Eateries** include: Barbero's Restaurant, Joe's Deli, Garden Terrace Lounge
- **Check-in is at 3pm – Check-out is at 12 Noon**

For More Info Contact: **chair.68@area78.org**

UPCOMING EVENTS

May 25 / 26 2018	Area Committee Meeting	District 5, Edson, AB
June 8 -10, 2018	Western Canada Regional Forum	Regina, SK
September 14-16, 2018	Area Assembly	Sheraton, Red Deer, AB



AREA 78 2018 PRE-CONFERENCE ASSEMBLY

IF YOU ARE UNABLE TO ATTEND PLEASE PASS THIS INFORMATION
ON TO YOUR ALTERNATE OR SUCCESSOR

ASSEMBLY REGISTRATION

- Please encourage all members of the Fellowship to attend.
- Please note that the **Assembly is a CLOSED meeting**, except for the banquet and the open speaker meeting on Saturday evening.
- Registration Desk open 5:00 pm – 9:00 PM Friday; again 8:00 AM Saturday
- Registration Fee \$25.00 for all Area Committee Officers, DCMs or acting DCMs, GSRs or acting GSRs
- Visitors (AA members only) no registration fee, however they are welcome to pay. If visitors would like a hard copy of the Minutes, registration fee is required
- Coffee and other refreshments available in Hallway Concession outside Santano Room, Friday, Saturday & Sunday
- Please bring – your Service Manual, Area 78 Minutes and this Agenda Package

BANQUET

- Tickets \$40 each – only 100 available
- Saturday, March 17, 2018 - 6:00 PM
- Roast Beef/Chicken Pasta and all the trimmings
- The banquet is a great way to “continue the fellowshiping”

SPEAKER MEETING

- Saturday evening Open Meeting 8:00 PM
- 7th Tradition will be honoured
- Speaker is **Racy J.**, Group Services Coordinator, G.S.O. Staff.

BIDS TO HOST UPCOMING AREA COMMITTEE MEETINGS FOR 2019:
January 18 &19 and May 24 &25

- Criteria for Hosting an Area Committee Meeting attached, pgs. 10 & 11
- Districts wishing to make a bid to host will have an opportunity to present their proposal on Saturday afternoon of the Assembly, immediately after lunch
- Following bid presentations, Assembly will vote on ACM sites for 2019

NOTICES OF MOTION

- Written Notices of Motion are to be handed to the Area Chair and Area Secretary
- Notice of Motion forms can be acquired from the Registrar or speak to the Chair
- All Notices of Motion will be read at this Assembly, but not voted upon until September 2018 Assembly

AREA 78 WORKSHOP/SHARING SESSION QUESTIONS

- To be held Saturday afternoon of Assembly
- Sharing Session Questions are on page 12 of this agenda and will be available on the website: www.area78.org , so that you may share and discuss these with members of your group.

TRAVEL ASSISTANCE

- Guidelines, deadlines and application form are attached to this package and are also available on the website: <http://area78.org/travel-assistance-form>

OTHER RED DEER ACCOMMODATIONS NEAR SHERATON HOTEL

<u>Aladdin Motor Inn</u>	403-343-2711	7444 Gaetz Avenue (50 th)
<u>Sandman</u>	403-343-7400	2818 Gaetz Avenue
<u>Super 8 City Centre</u>	403- 358-7722	4217 Gaetz Avenue
<u>Black Knight Inn</u>	403-343-6666	2929 Gaetz Avenue
<u>Super 8</u>	403-343-1102	7474 Gaetz Avenue
<u>Holiday Inn Express</u>	403-343-2112	2803 Gaetz Avenue

AGENDA

FRIDAY, MARCH 16, 2018

5:00 – 9:00 PM **Registration** - Santano Room (Registrar, Erica N.)

6:00 – 7:45 PM **General Service Representative Meeting (GSR)**

- Savona Room
- Chair: Ray M., Past General Service Trustee
- To learn more about what happens at this Assembly
- Open to all visitors and GSRs

6:00 – 7:45 PM **District Committee Members' Meeting (DCM)**

- Boardroom #2
- Chair: Jeff B., District 61 DCM
- Purpose: for DCMs to share; to discuss group, district and area issues with other DCMs; to confirm whether host DCM will chair the next DCM meeting at May 2018 ACM; and to choose topics for May's Sharing Session Questions
- All DCMs attend

6:00 – 7:45 PM **Area Committee Officers' Meeting (ACO)**

- Palermo Room
- Chair: Gordon L., Area 78 Chair
- All Table Officers & Area 78 Committee Chairs attend

8:00 PM **Pre-Conference Assembly in Santano Room**

- **Assembly called to order** –Gordon L., Area 78 Chair
- **Declaration of Unity:** "This we owe to AA's future; to place our common welfare first; to keep our fellowship united. For on AA unity depend our lives and the lives of those to come."
AA Service Manual
- **Reading of the 12 Concepts of World Service** (Short Form)
- **Housekeeping Matters** – Gordon L., Area 78 Chair
- **Introductions**

- **Welcome:** Brad F., Panel 68 Alternate Delegate
- **Bridging the Gap Presentation:** Catherine P. Chair, Treatment/ -Accessibilities
- **District Committee Members (DCMs) Oral Report**
 - 2 to 5 minutes maximum, please
 - Please **email your report** to Area Secretary, Elizabeth P., at secretary.68@area78.org. If emailing is impossible, please hand the Area Secretary a typed copy immediately after your oral report.

9:00 PM

Area Committee Meetings (Delegate's Comments)

- Each Area 78 Committee will examine in detail specific items from the General Service Conference 2018 Agenda, so our Delegate may receive a sense of the Area 78 Fellowship conscience
- Note: the **letter on your nametag** corresponds with the letter in front of the committee listed below, and indicates where that committee meets

- (A) **Table Officers/Finance** Gordon L., Area 78 Chair-Boardroom #2
- (B) **Group Records/Registration** Erica N., Chair, Santano Room
- (C) **Public Information** Janice B., Chair, Palermo Room
- (D) **Cooperation with the Professional Community** Rick G., Chair, Savona Room
- (E) **Treatment/Accessibilities Committee** Catherine P., Chair, Sorrento Room
- (F) **Corrections** Bob U., Chair, San Remo Room
- (G) **Grapevine** Jacqueline S., Chair, Santano Room
- (H) **Archives** Lois W., Chair, Santano Room
- (I) **Remote Communities** Tami A., Chair, Santano Room
- (J) **Literature** Bonnie-Anne F., Chair Santano Room
- (K) **E-Services** Wayne P., Chair, Marseille Room

SATURDAY, MARCH 17, 2018

8:00 AM **Registration** Santano Room (Erica N., Registrar)

8:00 AM **Pre-Conference Assembly – Santano Room**

- **Call to Order** – Gordon L., Area 78 Chair
- **Responsibility Pledge:** “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.”
AA Service Manual
- **Reading of the Twelve Traditions** (Short Form)
- **Housekeeping Matters** – Gordon L., Area 78 Chair
- **Meet & Greet** new General Service Reps & District Committee Members
- **District Committee Members (DCMs) Oral Reports** (Continued)
 - 2 to 5 minutes maximum, please
 - Please **email your report** to Area Secretary, Elizabeth P., at **secretary.68@area78.org**. If emailing is impossible, please hand the Area Secretary a typed copy immediately after your oral report.
- **Table Officers Reports**
 - Chair - Gordon L.
 - Secretary – Elizabeth P.
 - Treasurer – Peter K.
 - Alternate Delegate – Brad F.
 - Past Delegate –Larry M.
 - Delegate – Becky P.

10:00 AM **Coffee Break**

10:15 AM -12:00 PM – Area Committee Meetings

• **Please note, some rooms have changed from Friday's meetings**

- (A) **Table Officers/Finance** Gordon L., Area 78 Chair - Boardroom #2
- (B) **Group Records/Registration** Erica N., Chair - Santano Room
- (C) **Public Information** Janice B., Chair - Palermo Room
- (D) **Cooperation with the Professional Communities** Rick G., Chair - Marseille Room
- (E) **Treatment/Accessibilities** Catherine P., Chair - Sorrento Room
- (F) **Corrections** Bob U., Chair - San Remo Room
- (G) **Grapevine** Jacqueline S., Chair – Santano Room
- (H) **Archives** Lois W., Chair – Santano Room
- (I) **Remote Communities** Tami A., Chair - Boardroom #3
- (J) **Literature** Bonnie-Anne F., Chair – Santano Room
- (K) **E-Services** Wayne P., Chair – Santano Room

12 PM Noon – 1:00 PM Lunch Break

1:15 PM Meeting Called to Order – Gordon L, Chair

- **Preamble** – Larry M, Past Delegate, Panel 66
- **Table Officer Reports** (Continued)

OLD & NEW BUSINESS

- **Site Selection** for 2019 January and May Area Committee Meetings
- **Reading of the Notices of Motion**
- **Area Committee Reports and Recommendations**

3:00 – 3:15 PM Coffee Break

3:15 – 4:30 PM **Area Committee Reports & Recommendations – Continued**

4:30 – 5:30 PM **Workshop/Sharing Session Questions Discussion –**

- attached - pg. 12
- Workshop Rooms to be Announced

6:00 – 8:00 PM **Banquet** in Palermo/Savona Room – bring your tickets

8:00pm **Open A.A. Speaker Meeting** **Santano Room**

- Speaker – **Racy J.**, Group Services Coordinator, General Service Office
- **7th Tradition** will be honoured

SUNDAY, MARCH 18, 2018

8:00am

Meeting Called to Order – Gordon L, Chair

- **Declaration of Unity:** “This we owe to AA’s future; to place our common welfare first; to keep our Fellowship united. For on AA unity depend our lives and the lives of those to come.”
AA Service Manual
- **Area Committee Reports & Recommendations** (Continued)
- **Remaining Area Committee Reports & Recommendations**

10:00 – 10:15

Coffee Break

10:15am

Meeting Called to Order – Gordon L, Chair

- **Presentation by Racy J.,** Group Services, General Service Office
- **Report from Friday’s GSRs Orientation Meeting** (Ray M., Chair)
- **Report from Friday’s DCMs’ Meeting** (Jeff B., Chair)
- **Report from Friday’s Area Committee Officers’ Meeting** (Gordon L., Area 78 Chair)
- **What’s On Your Mind / Ask-It Basket Questions**

12 Noon •

Adjournment with Serenity Prayer

NOTE:

**BID PRESENTATIONS FOR SITE SELECTIONS FOR THE
JANUARY 18 & 19, 2019 AND MAY 24 & 25, 2019
AREA COMMITTEE MEETINGS WILL BE VOTED ON AT THE
MARCH 16, 17 & 18, 2018 PRE-CONFERENCE ASSEMBLY**

PLEASE HAVE YOUR PRESENTATIONS READY FOR SATURDAY AFTER LUNCH

Criteria for Hosting Area Committee Meetings (Aug. 29, 2017 Area Guidelines)

Presentations to host the January or May Area Committee Meeting (ACM) will be **voted upon at the March Pre-Conference Assembly**. Please come prepared. You might wish to make a verbal presentation, or perform a skit, song, or anything else you think will persuade us to vote for your district to host it. Please keep the presentation to a **10-minute maximum** and include the below criteria in it. ***The criteria to host the January or May ACM are as follows:***

- It is important that a representative from both successful hosting Districts meet with the Area 78 Chair following the Bid Activity of the March Assembly, to exchange contact information, etc.
- It's further recommended that the hosting Districts work with the current Chair before making any firm commitments with a meeting facility or hotel or caterer. The Chair can be reached by email at chair.68@area78.org
- The rotation of the Area Committee meetings is considered a way to promote Area 78 unity, participation and understanding of Area 78 business practice. ***We ask the successful bid committee to communicate to their members that they are welcome to attend the ACM session, without registration cost.*** The voting members of the Area Committee are all Area 78 District Committee Members (DCMs), Area Committee Chairs & Area Table Officers. **The host district will be required to chair the DCMs' Friday night meeting.**
 - Facility requirement is ***a main meeting place with capacity for 60-100 members with tables & chairs – and wheelchair accessibility*** - to accommodate the same numbers. If possible community centres and church halls are preferred because the rates tend to be more reasonable, but hotel/motel facilities can be used (please note wheelchair accessibility). The ACM will probably start the third Friday in January and May (excluding long weekends) around 5:00 PM and end the following day (Saturday) at about 5:30 PM.
- ***Please contact Area 78 Chairperson for all scheduling at chair.68@area78.org.***
We expect there to be questions from the hosting District. 😊 .

- The main meeting space requires a head table to seat 5 Table Officers. The district is ***also responsible to supply a podium and two microphones*** - one to use for the podium and a floor microphone. Our area committees require 9 display tables and chairs to display their committee information, and one registration table with two chairs, just inside the meeting room entrance. These tables, room permitting, should be in the main meeting space but can be located in the hallway or front entrance of the main hall.
- For Friday evening and Saturday an additional meeting room is required that will seat 20 people, boardroom-style (table and chairs) if possible.
- Area 78 budgets ***approximately \$700 for each Area Committee Meeting (January & May)***, to cover appropriate expenditures for hall rental, equipment and coffee etc. There is no expectation for a district to incur expenses for hosting the ACM and we ask the bid committee ***not to exceed the budgeted amount.***
- Host district should ***supply coffee/tea etc. for both days but are not required to supply lunch or dinner.***
 - It's Host District's choice to supply lunch or supper for an Area Committee Meeting
 - If the hosting District chooses to supply lunch, supper or both, the District may decide to collect a 7th Tradition, to offset costs incurred for the food, etc.
 - Any monies collected from a 7th Tradition could be used for the District to offset meal costs, or could be donated to area 78; this is a decision to be made by the hosting District
 - If no food is supplied during or after the Area Committee Meeting, please have ***a list of food outlets that will be available near the meeting hall.***
 - If there is a speaker planned after the Area Committee Meeting, (keeping in mind this is a service event,) it is suggested that ***the host District to ask an Area Table Officer, Area Committee Chair or a Past Area Delegate to be the speaker.***
- **Volunteers** are needed for set up and take down of the tables and chairs, plus final cleanup after event. Registration table & refreshment area also need 2 volunteers each.
 - ***The district would need to verify that at least 50 hotel/motel rooms would be available*** for Area Committee Officers and District Committee Members. This involves phoning a hotel in the vicinity of the meeting hall, to ask if 50 rooms "would be available for future booking" during the ACM dates. **NOTE: The hosting District should not book rooms for the Area Committee Officers. This is the responsibility of the Area Chair**
- Please have the financial information and amenities (i.e. continental breakfast) of the participating hotel/motel available with your presentation

