

discussion by the all members of the group. No one may speak for a second time on a topic until all who wish to speak have spoken.

We strive to reach consensus on all matters discussed. If general consensus cannot be reached by a simple voice vote, the District uses the voting methodology outlined in section VI.

## **VII. Voting on Matters During District Meetings**

In keeping with Concept XII, which states that *all-important decisions be reached by discussion, vote, and whenever possible by substantial unanimity*, District 10 uses the following guidelines when voting on District Business:

- Formal votes shall be taken when general agreement cannot be reached on a matter
- No vote shall be taken unless a significant number of voting members are present
- A significant number of members shall be defined as 2/3rds of the average attendance at the prior year's District meetings
- This number shall be set annually as reported by the Secretary
- If a significant number of members are present, a 2/3rds vote of those present at the meeting shall be needed to approve any issue needing a formal vote
- The DCM may vote to secure or deny a 2/3rds vote

### **Voting Members**

While membership in District 10 is open to all who have a desire to stop drinking, voting at District 10 meetings is limited to:

1. Group GSR's or Alternate GSR's, so that each AA group within District 10 has one (1) vote
2. The Treasurer
3. The Secretary
4. The Chair of each committee

Alternates to the Treasurer or Secretary may vote in that capacity only when the Treasurer or Secretary, respectively, is absent.

In the event that the same person qualifies to vote under two or more of the above provisions, he or she shall be afforded one (1) vote only. In the event that a GSR qualifies to vote in another capacity, their duly elected alternate may vote in their place.

Voting is limited to ONE vote per group present, ONE vote per officer present, and ONE vote per committee chair present. In the absence of a GSR or committee chair, their alternate may vote in their place. In the absence of a group's Alternate GSR, the group's designated representative may vote.

## **VIII. Voting and Elections**

Nominations will be conducted during three consecutive District meetings, commencing in August.

- a. The first nomination round will occur during the August meeting in Elizabethtown.
- b. The second nomination round will occur during the September meeting in Plattsburgh.
- c. The third nomination round will occur during the October meeting in Saranac Lake.

Nominations will close at the completion of the October meeting. A listing of all nominees will be provided by the District Secretary to each Group representative who may, if they desire, advise their group and seek voting guidance from their group.

The District election will be conducted at the November District meeting.

The following positions are elected at the district level:

District Committee Member (DCM)

Alternate DCM

Treasurer

Alternate Treasurer

Secretary

Alternate Secretary

Committee Chairs are also elected at this time:

AA Hotline

Bridging the Gap (BTG)

Cooperation with the Professional Community (CPC)

Corrections

Grapevine/La Vina

Inclusivity

Literature

Newsletter

Public Information

Records Keeper

Treatment

Website

## **IX. The Elections Process**

The outgoing DCM will Chair the election meeting. In the absence of the DCM, the Alternate DCM will serve as Chair.

The following shall be full voting members of the District at the election:

- All District 10 GSRs or in their absence their Alternates
- Elected officers, or in their absence their Alternates
- Committee Chairs, or in their absence their Alternates

In the event that the same person qualifies to vote under two or more of the above provisions, he or she shall be afforded one (1) vote only.

Voting in District elections will follow the Third Legacy Procedures as outlined in the AA Service Manual.

Both the Treasurer and the Secretary may run for re-election to a second term.

If only one person stands for a position, they should state their sobriety date and service qualifications. The DCM will then ask for a motion to accept the candidate for the position. This must pass with a 2/3 majority.

## **Mid-Term Elections**

In the event that there is a vacancy of a position, either an elected officer or a committee chair the following procedure will apply:

- The vacancy will be announced at the meeting prior to when the election will be held in order to allow all who wish to stand for the position to be present
- If there is an alternate for the position, that person shall assume the duties until an election can be held to fill the position
- The DCM and Alternate DCM will facilitate an election for the vacant position following third legacy procedure
- Anyone elected Mid-term will serve until the completion of that term (i.e. they will serve less than 2 years)

## **X. Amendments to This Service Manual**

Amendments to this service manual are made by a three-step process:

- The proposed change will be submitted in writing and distributed at the district meeting the prior month
- At the following meeting the change will be discussed and evaluated
- The amendment will be voted on

All amendments require a 2/3 majority approval from the voting body.

## **XI. History of Changes Made to This Service Manual**

### **1/2019**

Edited formatting to match throughout the manual.

Corrected spelling mistakes.

Edited district service positions to match our district and created descriptions for those positions.

Added appendix

### **2/2019**

Newsletter position and description were accidentally left out of 1/2019 update.

IV. C. Added newsletter position and description.

### **3/2019**

District voted to change:

- 1) substituting "AA-Hotline" for Answering Service
- 2) a committee should have 3 people (under Section IV. District Service Positions
- 3) add responsibilities of Literature Chair to include preparing and distributing new GSR packets.

### **12/2019**

District accepted the proposal:

Nominations will be conducted during three consecutive District meetings, commencing in August.

- a. The first nomination round will occur during the August meeting in Elizabethtown.
- b. The second nomination round will occur during the September meeting in Plattsburgh.
- c. The third nomination round will occur during the October meeting in Saranac Lake.

Nominations will close at the completion of the October meeting. A listing of all nominees will be provided by the District Secretary to each Group representative who may, if they desire, advise their group and seek voting guidance from their group.