

General Service Board Weekend, November 2004

A.A.W.S. Board

Services

Many of you will remember Elaine S, Manager of Support Services as you worked with her on group registrations. It is sad to report that she passed away on October 24, 2004. For almost 11 years, Elaine's positive spirit was a valuable asset to GSO where her interest in improving services benefited our office and the A.A. Fellowship. We will all miss Elaine and will cherish her example for years to come.

G.S.O.'s A.A. Web Site – The A.A.W.S. Services Committee presented the 3rd Quarter Web Site Activity Report to the Board which approved its being forwarded (as amended) to the trustees' Committee on Public Information. The Board approved posting the pamphlet "A Brief Guide to A.A." on the Web site and also approved the recommendation that a selection of conference-approved radio P.S.A.s be uploaded to G.S.O.'s A.A. Web site. In the spirit of the 2002 General Service Conference Advisory Action that "A four year replacement schedule for television public service announcements (P.S.A.s) be implemented to replace one television P.S.A. each year over the next four years...", the P.S.A. "We Know What Its Like" was added to the Web site in September of 2004.

Seminar/sharing Session on Intellectual Property Policies – In September, the A.A.W.S. Board Directors and G.S.O. Staff Members heard a presentation from outside counsel on Intellectual Property issues regarding A.A., followed by a question and answer period with the presenter. A sharing session was then held regarding these important issues, particularly as they relate to the use of trademarks and service marks.

19th Annual Central/Intergroup Office/A.A.W.S. Seminar – This annual event was held in Denver Colorado, September 30 – October 3 with 138 participants, including 47 first-timers. The seminar provides an opportunity to share on matters that are relevant to both A.A.W.S. Board and the Intergroup/Central Offices. During the seminar the possibility of future price structure adjustments on A.A. W.S. literature was shared. Also mentioned was G.S.O.'s focus on reducing expenses. The large majority of those present expressed appreciation for the discussion on possible literature price increases. Next year's seminar will take place in Charlotte, North Carolina.

Other Staff Travels – Greg M attended the Spanish National Convention in Phoenix, Arizona and Valerie O attended the 14th Annual National/International Native American Indian A.A. Convention in Minneapolis Minnesota. Greg M and Rick W attended the National Council on Alcohol and Drug Dependence (NCADD) 60th Anniversary Celebration in Washington D.C. Rick also attended the National Institute on Alcoholism and Alcohol Abuse (NIAA) Meeting and a Recovery Month Planning Meeting in Washington, D.C.

Publications

Books – Unit Distribution - Through September 2004, we distributed a total of 1,605,075 units, up 18% from the total the same period last year. Year to date, through September, total A.A. purchases amounted to 1,167,529 units or 74%, while non-A.A.'s accounted for 422,554 or 26% of total units.

Big Book Sales (All Editions) – Year-to-date, through September 2004, we distributed 1,005,732 units, compared to 769,920 for the same period in 2003.

Gross Sales – September gross sales were budgeted at \$782,348. Actual gross sales (unaudited) through September came in at \$790,893, up \$8,545 or 1% over budget. September gross sales were \$794,954.

Financial

Gross sales for the first nine months of 2004 of \$9,201,800 were approximately 10% greater than budgeted and 12.4% greater than during the first nine months of last year.

Contributions received during this period of \$3,619,375 were 2.6% more than budgeted and 4.1% ahead of the first nine months of 2003. Contributions were budgeted at 1.5% higher than the prior year.

Total revenue for the nine-month period was \$8,062,100 or 8% greater than budgeted and about 14% ahead of last year. For the nine months, we had budgeted approximately \$370,000 in additional revenue than last year, anticipating the effect of the price restoration of the Big Book.

Total expenses for the period were approximately \$8,561,800, or about \$168,400 more than budgeted and approximately \$621,000 more than during the nine months of 2003.

Unaudited net loss for the nine months was \$499,726, compared with a budgeted loss of \$926,673 and last year's nine-month loss of \$840,750.

The Reserve Fund balance as of September 30, 2004 stands at \$9,061,200. The Fund is currently earning approximately 3.05% and represents approximately 9 months of combined operating expenses.

Translations

Six recovery pamphlets are being printed in Sinhalese. The Latvian Big Book has been printed in addition to five A.A. pamphlets in that language. And last, the printing of the Zulu Big Book has been completed and is ready for distribution.

Organizational Changes in Information Technology: Staff (2) who were involved in Information Technology Operations have departed G.S.O... Information Technology functions will be overseen by Don M, our Controller and C.F.O, on an interim basis. These functions are being supported under a contract with our consultant, Ambient, Inc. They have completed a thorough review of vendors capable of handling G.S.O.'s Exchange Mail and assisted us in evaluating each vendor's potential. The decision to outsource G.S.O.'s mail system should have immediate and positive benefits in functionality, dependence, redundancy and all-important security. We expect to fully implement the change by mid-November. Additionally, Ambient and our Management Committee are working on development of a systematic approach for evaluation and review of proposals to outsource other IT modules.

The A.A. Grapevine Board

The A.A. Grapevine Corporate Board conducted their final interviews to fill vacancies that will occur after the 2005 Conference and passed on the following recommendations to the General Service Board through the Nominating Committee: Raymond M as general service trustee director; James B as non-trustee director and Tom K to fill the regional trustee vacancy. We were grateful to receive such a large number of well – qualified candidates for our non-trustee director that it was again a difficult decision. We are confident you will be well-served by the experience and knowledge that James will bring to the Board.

Executive Editor's Report:

The Grapevine is pleased to announce the addition of William G to its editorial staff on August 15. Robin B shared on upcoming issues that will feature stories on sponsorship; beginners' topics; getting sober over sixty; second and third generation AAs; mid-term sobriety; and AAs in the armed forces.

Under Grapevine items, a tri-lingual Victor poster celebrating the 60th anniversary of the AA Grapevine was published in August and the Grapevine calendar and pocket planner were published September 1. A Spanish-language gift edition of *The Best of Bill* will be published in November, and the GvR/RLV workbook is due out December 1. The book *I am Responsible* originally slated for 2004 will be launched at the 2005 International Convention.

The Digital Archive has been receiving an average of 20,500 hits pr month. Through September 30th it has had 2,346 subscribers, bringing the total income of \$15,871. 80% of Digital Archive subscribers are magazine subscribers. Online subscriptions to the Grapevine average \$10,000 a month, 75% of this is from new subscribers and 25% from renewals.

Financial For the first nine months of 2004, the Grapevine Corporation realized a loss of \$8,748, which is \$3,093 behind the budgeted loss of \$5,655. Circulation averaged 109,059 during this period which is 3,608 lower than budgeted and 4,217 lower than 2003. Gross subscription income was \$1,245,578; \$30,579 lower than budgeted and \$32,217 lower than the same period last year. Direct costs were higher than budgeted resulting in a gross profit on the magazine of \$869,633, \$52,814 lower than budgeted and \$12,818 less than last year.

Other publishing income of \$400,109 is \$72,263 lower than budgeted and \$44,010 ahead of last year. Cost of goods and delivery are \$117,097, which is under the budget by \$52,939. Gross profit on related items is \$283,011. This is \$19,324 lower than budgeted and \$34,756 ahead of last year. Total gross profit for this period is \$1,152,644, which is \$72,138 lower than budget and \$21,938 greater than last year.

Total Grapevine expenses were \$1,201,071 or \$72,739 lower than budgeted. Combined with cash flow and interest from the Reserve fund of \$39,600, total income was \$1,192,323 resulting in a net loss of \$8,748.

Circulation & Development

The current drop in Grapevine's circulation is disappointing but not unexpected. A decline in circulation after a rise in subscription price (due to \$3 postage pass-through) is in keeping with the response to price increases industry-wide and with the Grapevine magazine's own history. We think the current decline can be turned around with the restoration of fundamental circulation tools and the help of the Fellowship through participation.

Customer Service, Distribution and Fulfillment

The last four issues reached subscribers on time, ahead of the cover date. We are also seeing improved service in product fulfillment thanks to Kable's new software and processing systems. To reduce postage costs, management will have Kable begin shipping free issues, follow-up letters, and 50 pack back issues in December – items currently shipped from the Grapevine office. In January Kable will begin shipping our supplementals so that new subscribers will receive their first issue within three weeks of ordering.

La Vina

Editor's Report

Hernan M shared that since the last quarter, LaVina published the September-October issue with a special section on anonymity and the November-December issue focusing on the Eleventh and Twelfth Steps and Traditions.

Financial

Results for LaVina in the first nine months of 2004 show a net loss of \$81,631 compared to a budgeted loss of \$91,370. which is \$9,739 better than expected.

Editorial costs were \$2,577 under budget. Circulation and business expenses were over budget by \$3,155. General and administrative expenses were \$633 over budget. LaVina's circulation of 9,258 was 242 copies

fewer than budgeted, resulting in total magazine income of \$61,853. This is \$6,037 behind the budget of \$67,890. Gross profit for the magazine was \$7,937 or \$1,026 lower than the budget of \$8,963. Sales of the unbudgeted LaVina CD were \$15,039 and costs were \$3,063. Gross profit from CD sales was \$11,976. Total gross profit for the magazine and the CD was \$19,912.

Committees of the Board

The chair formed seven committees to serve the Board this year: Nominating, Finance and Budget, Risk Management, Internet Development, La Vina, Board Development, and International Convention and Mini-forum. A summary update on their activities is as follows:

- Internet Development - Reviewing our current mission statement for the A.A. Grapevine website and to discuss the kind of presence the Grapevine might have on the internet.
- LaVina - Discussed the mission of LaVina, the question of LaVina's self support, and the committee's long-term goals.
- Board Development – Reviewed Grapevine Board of Directors' Handbook, drafting a list of the Board's roles and responsibilities, and drafting an inventory for the Board. A draft will be presented at the Planning Committee meeting in December.
- International Conventions/Mini-Forums – Discussed the Grapevine's participation in the 2005 International Convention, which will include having a booth in the exhibition hall, the sale of GV items, two Grapevine workshops and one LaVina workshop...and fun activities such as the GrapeNut conga line. (Note: GV Rep volunteers will be invited to volunteer!) The committee also suggested that other Grapevine events be held in conjunction with AA regional events rather than as separate events and drafted a questionnaire to get feedback from the regions about Grapevine activities.
- Risk Management – A motion was presented and approved that the A.A. Grapevine, Inc assume responsibility for the distribution of French-language Grapevine publications beginning January 2005 rather than having AAWS distribute them.

Other

The Board discussed a request that the 2005 General Service Conference Committee on the Grapevine reconsider the 1991 Advisory Action that recommends that “the Grapevine discontinue publishing the ‘About Alcoholism’ section,” and asked management to gather background material for the Board's consideration at its January, 2005 quarterly meeting.

The Board discussed a request that the A.A. Grapevine produce a large-print edition of *The Language of the Heart* and sent it to the Grapevine Budget and Finance Committee for review. The Board approved the request from the General Service Board of AA in Nicaragua for permission to reprint the Spanish edition of *The Language of the Heart*.

The Board discussed a request that the AA Grapevine Board produce a collection of stories for young people drawn from previous issues of the AA Grapevine magazine, similar to *Spiritual Awakenings*, be forwarded to the 2005 General Service Conference Committee on the Grapevine for consideration.

Archives

Audio Preservation A brief history of the audio preservation project was presented, including the reasoning and funding allocated in 2000 to cover the cost of the project. The project has moved from the phase of reel-to-reel preservation, which is complete, to other media, such as cassettes, audiographs, and other audio formats. Of the original capital project allocation of \$400,000, 230,000 has been spent since inception. The audio preservation project was halted in September 2004 due to concerns about possible cost overruns. After considerable discussion, the committee requested that the Archivist prepare a qualitative and quantitative inventory of items still waiting preservation, along with recommendations to proceed with restoring

materials with high levels of deterioration. It was decided to maintain the hold on the audio preservation project.

The committee also requested that the archivist solicit three bids, including one from the current vendor, for discussion at the January 2005 meeting. The committee seeks to complete the balance of the project at as low a cost as possible. As a result, consideration for the budget proposal for the 2005 audio project was deferred until the January meeting.

Budget A preliminary proposal of the 2005 Archives budget was presented to the committee with the final budget voted on at the January meeting as two items need to be considered by the committee: the audio preservation and the publishing costs of Markings, the archives newsletter. The 2004 General Service Conference requested the trustees explore the possibilities for raising the distributions numbers of Markings. This consideration came in light of the overwhelmingly positive response for the newly developed content and appearance of the newsletter. Additional copies are regularly requested following a regular mailing.

Archives web-site A draft video presentation describing the main functions of the G.S.O. Archives has been presented to the committee. The video was already shown both the G.S.O. and the A.A.W.S. web-site committees, the latter asked for the trustees' input. Comments made by the A.A.W.S. committee were shared with the trustees. The trustees found the video a balanced representation of the G.S.O. Archives' main functions, and that the video was suitable for a public audience; however, the co-founders' posthumous anonymity will need to be respected and corrections need to be made accordingly. Also the trustees requested that the name of current archivist be removed from one of the screens, since the voice can be used as a stand-alone narration.

International Convention, 2005 A subcommittee was appointed to address upcoming archives projects focusing on the International Convention. Regional Trustees will be contacted for their recommendations for Archivist speakers at the two archives workshops. A.A. Archivists will be contacted shortly to explore if they are interested in volunteering for a short time at the G.S.O. Archives' section.

New business A request received from an individual with an extensive archival collection to display that material at the G.S.O. Archives section was discussed and declined since the G.S.O. Archives have no means of offering the same opportunity to all individuals approaching us with similar requests. We would encourage the member to contact the area and seek display at the area's hospitality room at the Convention.

Conference Committee

The committee heard a subcommittee report on feasibility and practicality of implementing additional consideration pertaining to changes to the guidelines for PC users and PDAs and took no action. It was agreed that the existing guidelines for PC users and PDA's remain as is.

Electronic distribution of Conference agendas and background material The committee recommended to the General Service Board that, starting with the 55th General Service Conference, Conference agendas and background material be made available on CD-format to conference Members, upon request, on a two-year trial basis to be reviewed following the 2006 General Service conference by the trustees' Committee on the General Service Conference and that G.S.O. staff prepare guidelines for electronic redistribution of Conference agendas and background and present a draft to the trustees' Committee on the General Service Conference for review at the January 2005 meeting. (Note: The option of requesting CD format and/or hard copies would be available to Conference Members.)

55th General Service Conference "Basics of Our Home Group – Recovery, Unity and Service"

- The committee members reviewed and approved the workshop questions for the 54th General Service Conference, with one suggested change, for distribution in the Communications Kit to be mailed by January 3, 2005.

- A preliminary draft of the main agenda for the 55th General Service Conference was discussed and the schedule was approved.
- The committee reviewed items requested for placement on the 2005 Conference Committee agendas: The committee reviewed the list of items submitted to date to committees or boards for consideration.

The committee discussed a request from a member to consider “*Slating the establishment of autonomous service committees* as a General Service Conference agenda item” and took no action.

The committee discussed the request that a second Conference Literature Committee be formed and the workload of the Conference Literature Committee be divided between the two committees. The committee tabled discussion until the January 2005 trustees’ Committee on Conference meeting at which time background will be available.

Corrections

The committee noted the number of inmates waiting for outside A.A. volunteers to correspond via the Corrections Correspondence Service averages 300 men a week. A special request was sent to the fellowship and the November A.A. Grapevine carried a special notice advising the Fellowship of the need for Corrections Correspondence Service correspondents, and this has generated some response.

Chris C, Director of Publication requested that a subcommittee be appointed to help review the revised and updated draft manuscript of *A.A. in Prison: Inmate to Inmate* which is to be presented to the 2005 Conference Committee on Correctional Facilities. The chair appointed a subcommittee to work with the Publications Department to review the final selection of approximately 28 out of 32 stories, illustrations and final story edits for the draft manuscript and to report back to the committee at the January meeting.

An interim progress report was presented by the subcommittee created in response to an Additional Committee Consideration of the 2004 Conference Committee on Correctional Facilities to present a report to the 2005 Conference Committee on Correctional Facilities on the feasibility and cost of producing and distributing an informational video introducing A.A. to corrections personnel. The subcommittee will continue gathering background information and a conference call will be scheduled in the next two weeks.

Report on Introducing A.A. to Correctional Personnel An interim progress report was presented from the subcommittee on introducing A.A. to correctional personnel. There have been 14 responses received to date as the result of an October 19, 2004 two hundred plus-piece mailing. This mailing was to solicit experience from Conference members, Correctional Facilities, Hospital and Institutions, Cooperation with the Professional Community and Bridging the Gap Committee Area Chairs. A World Service Meeting delegate will also send some sharing to this subcommittee.

A.A. Website At the request of the A.A.W.S. Services Committee, the committee discussed and made the following suggestions on helpful additions to the A.A. Web site.

- Add an icon linked to information about the Corrections Correspondence Service
- Add a Corrections Corner with recent correctional committee information or an opportunity for A.A. members to share corrections service experience.
- Add a CF-I Talk site, similar to A.A. Grapevine’s site
- Have a section for correctional personnel questions
- World Service Meeting countries have several password-protected Bulletin Boards for committees and also chat rooms to provide information about A.A. and recovery.
- Add Corrections Workbook

- Add Corrections Activity Reports and letters
- Add the opportunity to donate a Grapevine subscription to a correctional facility
- Add the corrections video “Carrying the Message Beyond These Walls”

The committee agreed to revisit this discussion in January.

Old Business The secretary will note in the Corrections Assignment Rotation Memo that the most recent issue of the tape-bound A.A. Grapevine correctional issue is to be used in pre-release packets for A.A. inmates. In addition, the secretary will ask Doug R for options to distribute Corrections Correspondence Service information at the 2005 International Convention.

CPC/Treatment

Treatment Facilities

The committee reviewed the current information on mailing to Treatment Facilities professionals and found it was not effective in reaching the desired audience. A sub-committee was formed to explore options for other mailing and distribution including the possibility of e-mail.

The committee continued discussion on Treatment Facilities committee activities in light of the changing landscape of treatment. They reviewed the report summarizing the shared experience from the survey of local committee involved in treatment facilities work. The committee asked that the report be distributed to Conference delegates and to area chairs of T.F., C.F., B.T.G., H&I and C.P.C. committees. A sub-committee was formed to create a cover letter for the mailing.

Cooperation with the Professional Community

It was noted that the C.P.C. Kit is being converted to a 3-ring binder format. The committee reviewed changes to the Kit and agreed to have the pamphlets “A.A. for the Older Alcoholic” and “Can A.A. Help Me too?” removed, since they are recovery pamphlets rather than pamphlets for professionals. The committee will discuss replacing “This is A.A.” with “A Brief Guide to Alcoholics Anonymous” at their January meeting.

Regarding the correspondence from a local committee sharing on ways that they approach professionals, the committee agreed there was a lack of background currently available and agreed to discuss effective ways to approach professionals at their January meeting.

The committee reviewed the G.S.O. ‘s A.A. Web site for present content and agreed to forward the following suggestions to the Web Site Committee:

- Designate items that are new or that have changed
- Offer professionals the opportunity to correspond with G.S.O. via e-mail, in addition to sending a letter or phoning.
- Eliminate the list of professionals in the memo to professionals and replace with “To the Professional”
- Offer a drop-down list of professions on the form to request literature from G.S.O.
- Add a heading to the list of literature in the “About A.A.” section that denotes which is for professionals and which is recover literature.

The committee reviewed the list of C.P.C. exhibits by field and year and agreed that exhibits are an effective way to carry the A.A. message to professionals, and appreciate that the number of exhibits continues to increase.

Literature Committee

The committee reviewed the sample panels (text and illustrations) for the revised pamphlet “Too Young?” A subcommittee was created to work with the Publications Department to review a draft manuscript for the pamphlet and to report back to the January 2005 meeting of the trustees’ Literature Committee.

“Young People and A.A.” An interim progress report was received from the subcommittee on story selection for the pamphlet “Young People and A.A.” This report specified the criteria which will be used for story selection and which are the same criteria used for story selection on the Fourth Edition of the Big Book. Ten stories have been received to date.

Spanish-language Third Edition Big Book The committee secretary reported that mailings on the Spanish-language Third Edition Big Book have gone out to all Conference members, Spanish-language D.C.M.s, Spanish Literature Committee chairs, all Central/Intergroup Offices listed in the U.S. and Canada and G.S.O.s in Spanish-language countries.

“Service Sponsorship” in the pamphlet “Questions and Answers on Sponsorship” The committee reviewed the draft of the revised section on “Service Sponsorship” in the pamphlet “Questions and Answers on Sponsorship” presented by Chris C, Publications Director and agreed to forward any suggested changes to the committee secretary by November 15, 2004. A list of suggested changes will then be forwarded to the Publications Department and a new revision will be sent to the committee by January 15th for discussion at the January 2005 meeting.

Draft Introductions of the *Twelve Steps and Twelve Traditions* The committee reviewed the draft introduction to be added to the front matter of the *Twelve Steps and Twelve Traditions* presented by Chris C. The committee requested Chris to revise the final paragraph maintaining the spirit of the sentiments expressed. The revised introduction will be considered by the committee at the January 2005 meeting.

Comic book pamphlet “It happened to Alice.” The committee reviewed the draft storyboard for the revised comic book pamphlet “It happened to Alice.” A subcommittee was created to work with the Publications Department to bring back a final draft manuscript for consideration at the January 2005 meeting.

“The A.A. Group” pamphlet The committee discussed the revised draft pamphlet “The A.A. Group” and **agreed to forward** both the draft with the subcommittee’s notations and a draft with no notations to the 2005 Conference Literature Committee for their consideration.

Changes to the Forward to the Second Edition Research regarding changes made to the Forward to the Second Edition found in the first printing of the Third Edition of the Big Book was discussed. The committee asked the committee secretary to write the member a letter explaining that the error was made in 1976, discovered in 1990 and corrected that same year.

G.S.O.’s A.A. Web Site At the request of the A.A.W.S. Services Committee, the following suggestion on how the G.S.O.’s A.A. web site can be useful to the work of the trustee committees, were generated.

- “Pamphlet of the Month” feature
- On-line order form
- Past Advisory Actions
- Service piece on Conference-approved literature
- Current Conference-approved youth-oriented material with graphics
- Hot link to literature desk for easy submission of stories

Suggested revision to “The A.A. Group” Pamphlet The committee reviewed and discussed a 10-12-04 request to restore the last sentence in the section “The Difference Between Open and Closed Meetings” in the “The A.A. Group” pamphlet to the pre-1995 version, and felt that this suggestion had already been addressed in the revised draft manuscript of the pamphlet which will be forwarded to the 2005 Conference Literature Committee for their consideration.

International Conventions/ Regional Forums

Regional Forums:

Forum Reviews The committee reviewed and discussed several sample souvenir items that were proposed for Forum attendees and took no action. The committee reviewed with appreciation, the summary of evaluation questionnaires for the Pacific and Eastern Canada Regional Forums.

An A.A. Grapevine proposal was received that Forums include the LaVina editor at the Southwest, Southeast, Pacific, Northeast and E. Central Regions. The committee forwarded this proposal to the A.A.Grapevine Corporate Board for discussion on financial impacts and suggested it be further discussed in January.

International Convention:

Staff Report Doug R, Convention Coordinator and G.S.O. staff reported on Convention planning. During August, over 4000,000 Convention Registration Forms and details on the 2005 International Convention were mailed to G.S.R.s, D.C.M.s, Area Standing Committee chairs, Conference members, local and international Intergroup/Central Offices and international General Service Offices. Online registration for the Convention began on Sept 7th. To date, registration for the Convention has reached over 15,000.

The committee reviewed, modified and approved the Convention Program for the 2005 International Convention, with the understanding that some last-minute additions or adjustments may be necessary.

Flag Ceremony Broadcast: The committee recommended to the General Service Board that an anonymity protected broadcast of the 2005 International Convention Friday Night Opening Flag Ceremony be made available electronically and a progress report on implementation be brought to the committee’s next meeting in January 2005.

2005 Big Meeting Formats: The committee reviewed the formats for the 2005 International Convention, and recommended to the General Service Board that they be as follows:

Friday Night: 1. Following the opening Flag Ceremony, the Chair of the Board will say a few words, and introduce, as a group, the General Service Board who will be on stage. And then will acknowledge Corporate Board Directors, Past Trustees and Directors, Present and Past Delegates, Present and Past G.S.O. and Grapevine Staff, the Host Committee, Al-Anon members present as well as “all trusted servants gathered here tonight” 2. The Chair will then turn the meeting over to the Eastern Canada Regional Trustee who will chair the A.A. meeting and introduce the three speakers: one from the U.S., one from Canada and one from another country.

Saturday Night: 1. The G.S.O. General Manager will chair the Saturday night Old-timers meeting. 2. There will be a sobriety “count-up” in five year counts until 40 - then in single year counts. 3. The meeting participants will come from among the members with 40 or more years of sobriety who will be seated in the front rows. 4. Names of the speakers to share for some minutes each will be “pulled out of the hat.” An “Applause” sign will be used at the end of the time limit to keep things moving along.

Sunday Morning: 1. The Chairperson will open the meeting and introduce the Host Committee Chair who, along with his two Co-chairs will say a few words. 2. Presentation of the 25th millionth copy of the Big Book. 3. The Chairperson will then lead a brief commemoration of A.A. co-founder, Bill W.'s turning over the running of the Fellowship in the U.S. and Canada to the General Service Conference which occurred at "4:00 o'clock Sunday afternoon, July 3, 1955 in St. Louis, Missouri. 4. Three-speaker A.A. meeting.

Special Guests: The committee reviewed the 2000 list of special guests and agreed that Ellie N, widow of "Dr. Jack" N, and Dennis M, hired by Bill W. and longtime controller at G.S.O., be invited to the 2005 International Convention as special guests.

La Vigne: The committee agreed that a booth for "LaVigne," the French language A.A. Grapevine styled magazine of the four General Service Quebec Areas be provided at the 2005 International Convention in the Hospitality Hall of the Convention Centre.

New Business The committee recommended to the General Service Board that saleable items at the 2005 International Convention be determined by A.A.W.S. and A.A. Grapevine, Inc.

Nominating Committee

Sub-committee on topic for the 2005 General Service Conference The committee reviewed the report of the sub-committee on this subject and forwarded the following topic for the 2005 Conference Committee on Trustees for review:

That the qualifications for Regional Trustee and non-trustee Director be updated to include the following: "That an appointed Committee Member not be eligible as a Regional Trustee or non-trustee Director candidate until one year after his or her last service as an Appointed Committee Member."

Additions to Slate of Directors and Trustees The committee recommended that Charles J. (Chuck) B serve as a Trustee Director on A.A.W.S. Corporate Board for a two-year term, following the April 2005 Conference, replacing Robert P.

The committee recommended that Tom K serve as a Trustee Director on the A.A. Grapevine Corporate Board for a two-year term, following the April 2005 Conference, replacing Phyllis H.

The committee reviewed the resume and recommended that George G. M and Jane T serve as nontrustee Directors on the A.A.W.S. Corporate Board, replacing Jane Sheppard to fill another anticipated vacancy following the April 2005 Conference.

The committee reviewed the resume and recommended that James B serve as a nontrustee Director on the Grapevine Corporate Board, replacing Raymond M, following the April 2005 Conference.

The committee reviewed the resume and recommended that Raymond M serve as a General Service Trustee on the Grapevine Corporate Board, replacing David E, who will rotate following the April 2005 Conference.

Class B trustee terms on the General Service Board After brief discussion on Class B trustee terms on the General Service Board, a subcommittee was appointed to further review the following items and report back to the January 2005 meeting:

- Terms of successor trustees filling Class B trustee vacancies that occur due to resignations or death.
- Possibility of a past Class B trustee returning to serve more than four successive annual terms following a period away from the Board.

A.A. Web Site A discussion was held on how the A.A. Web Site could be helpful to our committee. It was suggested that A.A.W.S. explore placing descriptions of elements of the structure of the Boards along with descriptions of trusted servant positions for reference. In addition, there could be a reference to Box 4-5-9 when director and trustee vacancies are announced to the Fellowship.

General Service Board Chairperson The committee expressed their deep gratitude for the three friends of A.A. who made themselves available for consideration for the opening of chairperson of the General Service Board of Alcoholics Anonymous to replace Dr. Elaine M, PhD, who will rotate following the close of the 55th General Service Conference. The committee unanimously recommended to the General Service Board that Leonard B, LL.D., be elected to the General Service Board as chairperson at the April 2005 annual meeting of the members of the General Service Board of Alcoholics Anonymous.

Public Information

Staff Report A brief review of staff activities since August 1 included an update on the progress of the 2004 AA Membership Survey and a report on the recent update of the Public Information Kits in all three languages. From August 9-31, 2004, the television P.S.A “We Know What It’s Like” received 224 plays and in September it had received 467 plays. This compared to 1,142 airplays in the U.S. in August 2003 and 1,986 for September of 2003.

Television P.S.A. The revised television P.S.A. “Living in Chaos,” with requested editing changes, was viewed by the committee and all agreed that the specific objections from the 2004 Conference Committee of Public Information had been addressed. The committee requested that the secretary send the amended version to the members of the Conference Committee on Public Information as agreed upon at their July meeting.

Video(s) for Young People A report was presented on videos for young people. Following discussion by the committee, the subcommittee will meet again to clarify and delineate recommended steps for using focus groups, including any potential costs involved and bring back an updated report to the trustees’ Committee on Public Information at the January meeting.

“We Know What It’s Like” P.S.A. Tracking Report The committee reviewed tracking reports on the broadcast of the P.S.A., “We Know What It’s Like” in previously untargeted markets in the U.S. and in re-targeted but now trackable markets in Canada. The low numbers of airings for the first two months of 2004, compared to 2003, was noted with possible reasons, such as competition for airtime with political spots during this election season. The committee agreed to withhold judgment about the value of the current campaign until the six-month period has been completed.

2004 Alcoholics Anonymous Membership Survey The committee viewed a summary of progress on the 2004 Alcoholics Anonymous Membership Survey to date and look forward to seeing a summary of the results at the January meeting.

Radio P.S.A. Spot “Teenager” The committee considered the request from the 2004 Conference Committee on Public Information that they review the radio Public Service Announcement “Teenager” spot number 6 on item #R-10, regarding the sentence “I started drinking and taking pills” in relation to the spirit of our

singleness of purpose, and report back to the 2005 Conference committee on Public Information. The committee agreed that the phrase “and taking pills” be removed from the P.S.A. and will forward the suggestion to the 2005 Conference Committee on Public Information. They also asked that the secretary come back to the January meeting with a report of options for making the edit and replacing current inventory of item #R-10 in the most cost effective manner.

Proposed Press Release The committee reviewed the proposed press release on the 18th World Service Meeting and agreed to have it released through the designated distribution service as well as posted on the Web site.

A.A.Web Site The committee viewed with appreciation the quarterly report submitted by the A.A.W.S. Board on oversight of G.S.O.’s A.A. Web Site and look forward to future reports.

Annual Anonymity Letter The committee reviewed and accepted the Annual Anonymity Letter to the Media to be mailed in February 2005.

Appointed Committee Member Rotation Following discussion, the committee agreed to ask the trustees Nominating Committee in January for one Appointed Committee Member (ACM) to rotate in at the July 2005 Board weekend. The two current A.C.M.s complete their terms in April 2005.

Request for Service Piece for P.I. Kit The committee considered the request to make the article “The A.A. Program – Spiritual but Never Religious” from the fall 2003 edition of *About A.A.* into service material for inclusion in the Public Information Workbook, and agreed that the article works well as is, and the decision to include it as a Public Information tool should be left up to the autonomy of local committees.