

Albuquerque Intergroup Steering Committee 2022 Nominations and Elections Fact Sheet

*** Election is Sunday December 11, 2022 at 2PM at the Intergroup Meeting ***

Positions Open for Election in 2022 (Term): * See side two for Duties of Officers

Chair (Incumbent)	(2 year term through December 2024)
Treasurer	(2 year term through December 2024)
Intergroup Liaison	(2 year term through December 2024)
Community Outreach Chair	(2 year term through December 2024)
Accessibilities Chair	(2 year term through December 2024)
Newsletter Editor (Incumbent)	(2 year term through December 2024)
Media Librarian	(partial term through December 2023)

Each of these positions is on the Steering Committee which meets prior to the regularly scheduled meeting of the Intergroup Representatives to monitor and support the overall operations of the Central Office and make necessary proposals to the Intergroup.

Any member of Alcoholics Anonymous with previous or current experience with the Central Office and with at least two years of continuous sobriety is eligible for office.

Nominating Committee

A Nominating Committee was established by the Intergroup at the September meeting. The Nominating Committee will actively communicate to the groups and membership the open service opportunities, the duties and the election process to recruit candidates.

The Committee will meet and compile a slate of interested candidates to be presented for consideration by the Intergroup.

If you or someone you know are interested in one of the open positions please contact Central Office or let the Nominating Committee know at abqaacentraloffice@gmail.com. Questions can be directed to vicechair@albuquerqueaa.org.

Elections

Elections shall be held at the December Intergroup meeting. In addition to the slate of candidates presented by the Nominating Committee nominations from the floor for each position shall be called for.

- For positions with just one candidate, the vote will be for Approval/Disapproval.
- For positions with 2 or more candidates, a secret ballot will be used.

Duties of Officers

Chair

The chair shall be the chief executive officer of the Intergroup Representatives and shall preside at all meetings, conducting them in a businesslike and expeditious manner. They shall call for reports from all officers and outstanding committees, as well as both old business and new, entertaining appropriate motions, seconds, as well as proper discussion and calling for votes as outlined in Robert's Rules of Order (Revised) and the A.A. Service Manual. The Chair is one of five Corporate Officers.

Treasurer

The Treasurer shall receive and disburse funds as directed by the Intergroup and shall maintain adequate financial records, furnishing monthly written reports to both the Steering Committee and the Intergroup Representatives. The Treasurer shall maintain a prudent reserve as directed by the Steering Committee. In the absence of both the Chair and the Vice chair, the Treasurer shall preside at meetings. The Treasurer is one of five Corporate Officers.

Intergroup Liaison

The Intergroup Liaison represents the Central Office when groups/districts/other 12-Step groups request contact and assistance for special events and other activities. They will initiate and coordinate an outreach program to inform the groups of the purpose and activities of the Central Office.

Community Outreach Chair

The Community Outreach Chair shall facilitate literature and speaker events to respond to non-AA entities inquiring about AA's fellowship, program, and traditions. The Community Outreach Chair shall interface with Districts and Area PI and CPC Committees.

Accessibilities Chair

The Accessibilities Chair shall develop and coordinate programs for carrying the AA message to alcoholics with special needs.

Newsletter Editor

The Newsletter Editor shall publish (both in print and online) the Intergroup newsletter on a regular basis. The newsletter shall carry items deemed to be both informative and interesting to the AA Fellowship in the area. The editor shall keep an area wide calendar for the use of readers in the area, and so the Intergroup can avoid date conflicts while planning. The editor shall be responsible that all items printed in the newsletter have to do with alcoholism and be within the spirit of the traditions. All other matters dealing with the publication shall be left to the discretion and good judgment of the editor, subject to the Group Conscience of the Steering Committee and/or the Intergroup Representatives.

Media Librarian

The Media Librarian shall maintain the Media Library, add new media, maintain lists of media available, and keep the Fellowship informed as to the progress of the library (as of 09/22 the position is seen as "*custodian of all digital assets*").