

Draft Minutes of the 105th General Service Conference

6-8 April 2018, held at St Francis Retreat Centre, Auckland

We opened the meeting at 7.45pm Friday, April 6 ,2018,

1. Welcome - Paul D welcomed Delegates and Board Members.

2. Silent reflection

3. Serenity Prayer

4. Reading - Short form Traditions read by Steve S

5. Identification

| | |
|---------------------|-------------------------------------------------|
| Paul Donaldson | GSC Chairperson |
| Christine England | Secretary |
| Johnny Findlay | Treasurer (Class B. Board Member) |
| Rowena Watson | Board Chair (Class B Board Member) |
| Harriet W | 1st Year Delegate Central Area |
| Antonia Scott-Clark | 2nd Year Delegate Central Area |
| Sarah Cristaldi | 3rd Year Delegate Central Area |
| Jackie Earllly | 1st Year Delegate (Zone 2) |
| Craig Benjamin | 2nd Year Delegate Northern Area (Zone 1) |
| Linda Nicholson | 3rd Year Delegate Northern Area (Zone 3) |
| Bebe F | 1st Year Delegate Southern Area (Eastern Zone) |
| Teresa O Connor | 2nd Year Delegate Southern Area (Western Zone) |
| Annette Reinheimer | 3rd Year Delegate Southern Area (Southern Zone) |
| Ian MacEwan | Class A Board Member |
| David McKegg | Class A Member |
| Roger Soulsby | 2nd Term WSD |
| Pip Adam | 1st Term WSD |
| Steve Smith | Class B Board Member |
| Ali Holden | Class B Board Member |
| Julia Hickton | Class B Board Member |
| Mahesh Lala | Class B Board Member (Legal) |

Apologies:

Mike Quayle - GSO -

Annette R - (flight issue will be here Sat afternoon) will phone in for Standing Committee)

David McKegg - Unwell for Friday evening

Accept Apologies

Moved Teresa O Seconded Ali H Passed

Previous Minutes: (ID 495)

Accept Minutes as a true and accurate record

Moved Antonia G Seconded Jackie E Passed.

Matters arising from the minute

There were no matters arising

Correspondence:

Inward

Outward

Letters of thanks to Delegates who finished their term at end of 2017.

Correspondence is accepted

Moved Paul D Seconded Christine E Passed.

Standing Committee Membership

Public Information (PI) -

Sarah C, (chair) Julia H, Johnny F, Teresa O, Jackie E

Cooperating with Professional Community (CPC) -

Linda N,(chair) Ian Mc, Antonia S, Bebe F, Steve S

Treatment and Correctional Facilities (TCF) -

Annette R,(Chair) Ali H, Mahesh L, Craig B , David M, Harriet W

International -

Roger S, (Chair), Rowena, Pip A, Mike Quayle, Christine E. Paul D

Johnny will talk directly to relevant committees regarding funding matters and Paul will rotate around SC's as Conference Chair - delegates are reminded that reports are to be submitted to Docstore by Sunday morning.

We broke for Standing Committee meetings at 8.15pm

Saturday 7 April 2018 8.00am

Meeting opened with Serenity prayer

Reading - Guidelines 1,2 & 3 - What is Conference? (from Conference Guidelines)- Read by Ali H

Concepts 1,2 & 3 Read by Craig B (From NZ Service Manual p 21)

Review of Board Advisory Actions from 104th Conference of GSC

- Update the HPC guidelines to reflect the EFTPOS and Credit card changes - *In Mikes absence we are not yet clear on current status.*
- Update the policy on social media - *In Mikes absence we are not yet clear on current status*
- Review HPC guidelines to reflect a very clear timeline and that guidelines are updated in line with feedback and conference discussion. - *David G has completed this and it has been distributed but board have not yet discussed due to flight delays on Friday. This will be further discussed in General Business as part of 2018 HPC feedback.*
- Archives - in line with conference discussion board will follow up with archivist and feedback to conference in April 2018 - *Archivist has submitted a report and this is on Docstore (ID 522) and will be discussed in General Business*
- AAGSC Minutes - availability - it was suggested once draft minutes have been checked by delegates as an accurate record that they be made available on website. In line with current practice it is suggested that this be within 6 weeks of GSC. - *It has been clarified that minutes will be sent to delegates for checking within one week from end of Conference and will be understood to be draft in terms grammatical changes only. Once any associated changes have been made the minutes will be posted to the website.*

Moved Paul

Seconded Sarah

Passed

- Group Treasurers Resource review - NAA/CAA /SAA took it back to assemblies and provided instructions for members to give feedback if they wanted to - no new feedback has been received by GSO to date. The board are requested to develop Version 2 based on previous feedback prior to April 2017 and present this to the fellowship for feedback prior to next assembly. Feedback to be received by 31 August. *This has been discussed for some time and it is clear there are no changes required from a wider fellowship perspective. It is agreed that it can be reprinted but numbers needed are small*

Moved that the reprint happen with info that is at hand

Moved Paul

Seconded Rowena

Passed

Other matters from previous advisory actions which remain incomplete.

IOS App was raised once again and we are advised that this is still in process and its going to take a long time as we have not had any other offers to develop it. As a response Bebe has offered to have conversation with Mike and the person developing IOS App (there is an Android version). Sarah asked if there were any funds available to facilitate the development and Pip mentioned 'Meeting Locator' which is part of Websites used by AA in USA UK and Spain and perhaps this is an option. She also mentioned that if we develop an IOS App we would need funds to pay Apple alternatively someone who already has developer account with Apple would be a priority.

Advisory actions were approved as read

Moved Antonia

Seconded Teresa

Passed

Reports

Reports are taken as read and delegates agreed and are reminded that reports are due one week prior to Conference so that everyone has time to be fully prepare.

General Service Board Reports

(ID514) Board Chair Report

Rowena welcomed Steve S and Mahesh L to the Board

The Board are looking for new Board members for terms beginning March 2019.

1 Class A - It is noted that skills/knowledge in TCIF area would be helpful.

2 Class B - 1 Conference experienced and 1 with Accountancy experience to replace Johnny

Update on GSO and Board actions in response to Mikes absence. There have been some significant learnings from this event and planning is underway to manage this. GSO will continue operating and literature orders will be processed and banking and accounting functions will continue, some aspects of Mikes role may be delayed a little but this will be resolved on an ad hoc basis. Things may take a little longer but core functions will be maintained. There will be a Board Statement to the fellowship via delegates to update fellowship on current status.

If any members of the fellowship are able to help re GSO could they please contact Ali or Neil at GSO.

It was acknowledged that Rowena, has come on as Board Chair at a challenging time and we appreciate her commitment and management of the situation.

It was moved that the Board Chair report be accepted

Moved Steve

Seconded Sarah

Passed

Financial Reports - ID No 518, 505 and 504

ID 518 Initiatives fund and how it works document this was reviewed for the benefit of new delegates and Board Members. This document has been updated with current financial position and uses a visual format that provides clarification of process and key information.

ID 504 - Finances remain in good health, there have been some one off requests which have been able to be supported from available funds without dipping into reserves. This is a result of donations which included a \$10,000 bequest- a significant factor in facilitating this. Reserves have increased by almost \$7000.00.

ID 505 The Audited reports are available

Matters discussed as a result of Financial reports.

A question was asked about limit of bequests and fellowship is advised that currently bequests are limited to \$15,000.00 and donations to \$6,000.00 Per Annum (April 2016)

Johnny was thanked for the clarity of his reports.

It is moved that the financial reports be accepted

Moved Jackie Seconded Sarah Passed

GSO Executive Officer Report

This was not available for conference due to Mikes absence, however it is noted that the board are managing the situation and currently there is no clear time frame. There are constraints to be considered in regards to the employee/employer relationship and we all wish Mike well in his recovery and his subsequent to return to work.

Delegates were asked to bring items needing response from GSO to next conference.

Class A reports ID No - Verbal Report Ian M

Verbal report from Ian - Government have called for an Inquiry into Mental Health & Addiction Services -in response to the addiction crisis and under resourcing, there is a concern that people aren't able to access treatment, for a variety of reasons. The Chair of the Review is Ron Patterson. This is the first report since Palmer report and they are not calling for submissions but are wishing to have conversation with interested parties with particular interests in relation to the addiction services and recovery. This expression interest would need to happen by end of July as the report is being published around October. Ian felt that role of the fellowship is significant and ought to be presented to the review, he is happy to speak on our behalf although he also noted that the spirit of our recovery stories being shared would be of significant value. Ian asked what does AA Fellowship want to do with this opportunity.

Ron Patterson - Chair of the Government Inquiry into Mental Health & Addiction Corrections, drug courts, treatment facilities etc will all be represented in the review. David M also offered insights and it is acknowledged that his presence and perspective will also be valuable.

Our Class A Board Members are entrusted to carry our message of recovery, of how AA works, our meetings and our steps, being mindful of Traditions 10, 11 & 12 and the last line of 8 - But our usual 12 step work is never to be paid for. If at any stage our Class A Board Members require further consultation a teleconference can be arranged.

We broke for morning tea at 10.30

Following earlier discussion

It is moved that we endorse whatever actions are required by our Class A Board Members when appearing before the Review committee (with particular reference to the recovery from alcoholism only)

Moved Roger

Seconded Antonia

Passed

Class B. Reports ID No - Verbal

Maresh reported re the move of GSO from CBD to Lower Hutt, related documents had been processed and completed prior to Mikes accident.

He also spoke about the Rules of GSB and some inconsistencies with the Bylaws, he is proposing to review the Bylaws to ensure they meet the statutory requirements of the act and if they do they will then be uploaded to the website, if not then appropriate amendments are to be made by the Board before uploading.

It is noted that links from the online version of the New Zealand Service Manual of Alcoholics Anonymous to the Bylaws (ID455) are not in place - the board will follow up on this.

(ID 525) - Media Report -Julia mentioned that with Mikes absence further discussion is not appropriate and this will be addressed at next conference.

Delegate Reports

It is noted that all conference reports should be uploaded by the Friday the week before Conference.

CAA 1st Year Delegate (ID No 515)

Harriet reported and reminded us that we did use Eftpos for payments refunds for the 2018 Convention so this matter is resolved.

There were some matters to be referred to the standing Committees. Capital Coast DHB overhaul of services is being referred to TCF.

Observers at Conference issue was addressed at the October 17 Conference - and the minute states that 'observers are not part of our structure and interested members should become members of the service structure to participate in conference' - see General Business in October 17 Conference Minutes.

CAA 2nd Year Delegate (ID No 519)

Antonia presented her report and a key point is a request for liaison between Housing NZ and CPC with the purpose carrying the message to tenants who are suffering alcoholics. This matter will be further discussed in Standing Committee Reports.

0800 Helpline data is requested and this has moved to floor items for the General Business agenda.

Meeting Map on the website is not easy to use - suggestions were made to adjust the drop down menu to have Meeting List as top/first option.

There have been concerns raised about willingness for service and coming up against resistance in carrying out the work of the fellowship in line with AA Traditions. There was great attendance at a workshop focusing on Service which Heather H presented; a great workshop which has seen a shift in understanding. The workshop was combined with a BBQ which provided an opportunity for less formal sharing as well.

CAA 3rd Year Delegate (ID No 502)

Sarah presented a full report

Questions raised were size of banners for Maori Translations -the original thought was larger banners, however printable formats which support different print sizes can be discussed and the board and GSO will have further discussions regarding this.

CAA have authorised a print run of the Service Manual in an A5 spiral bound version which cost \$9.95 for 100 copies. (NAA have also done the same but printed as a stapled booklet)

There is a link in her report to the Radio interview - alcoholism knows no barriers which is worth listening to.

SAA Southern Zone 1st Year Delegate (ID No 508)

Bebe has been working with the Living Sober Group to form a HPC for the 2020 Convention. Current focus is bringing a draft final version of flyer to October Conference.

Bebe has formed a list of past delegates which is reasonably complete (as tasked at Oct 17 Conference) - The on-going maintenance of this document will be the responsibility of the Conference Secretary.

SAA Western Zone 2nd Year Delegate (ID No 506)

Teresa has attended assemblies and presented a full report. There is a great sense of fellowship in the SAA.

SAA Eastern Zone 3rd Year Delegate (ID No 503)

Annette arrived at 2.30 and presented her report, the main item was the development of Prison posters and mixed gender attendance at prison meetings. There is some conflict between TCIF guidelines and Corrections standard practice and this matter will be discussed further and noted in standing committee reports.

2 AA Camps have occurred in Southern Area and were well attended.

NAA Zone 2 Delegate 1st Year (ID 509)

Primary focus has been attending meetings and TIC, TCM - there are 16 places that TCF covers and they are all well supported.

Also involvement with HPC for the 2019 Convention

NAA Zone 1 2nd Year Delegate (ID No 510)

A full report was given and Craig spoke to a key concern raised about the sharing and unity within the context of traditions and principles before personalities. In particular in relation to Tradition 5.

The Board are asked to consider the printing of the Service Manual as a printable booklet form not just as the current A4 PDF format.

NAA Zone 3 3rd Year Delegate (ID No 511)

Linda presented a comprehensive report and advised that following assemblies there are 2 possible bids for the 2022 convention which is good news.

World Service Delegate First Year (ID 507).

As part of her AOSM role Pip is on the Working with Others committee and is tasked with contacting all member countries in an effort to increase representation at AOSM. She asks that if members of the wider fellowship have attended meetings in any of the countries on the AOSM list and can provide contacts or information about the fellowship in these countries. Could they please email her.

World Service Delegates Second Year (ID No 516)

Highlights

AOSM Secretary (James N) has published the AOSM newsletter and this is an informative and useful document - delegates are asked to email Roger if they want a copy as he does yet have approval to upload this - he will seek relevant permissions and advise at next conference.

Financial discrepancies between Delegates Fees and actual costs for WSM are significant for the upcoming WSM and the Standing Committee will address this with a request for a one off payment.

Pacific Flyer/Poster in Pictorial form is almost complete just awaiting final feedback and it should be available for October Conference.

Break for Lunch at 12.30 having completed all reports except 3rd SAA which will be done on her arrival.

Reading from Mahesh L - Concepts 4,5 & 6

It was moved that the reports be accepted

Moved Antonia Seconded Rowena Passed

Delegates actions from 104th GSC as addressed in Delegates reports

- Fellowship is reminded that 0800 number is a very expensive system and fellowship are encouraged to use the website to seek information when possible. *Done*
- GSO have asked that Group Names are used when communicating with GSO and to ensure that the group information is up to date. GSR's are asked to please check your group details on the website and update if needed. *Done and no issues.*
- Update of a Society of Alcoholics in Action - stories, anecdotes and relevant events etc are sought by Brenda H for this project. - *Done and an update from Brenda will be given in General Business*

- Nominations for Trustees are sought. - Currently the board are seeking nominations for 1 Class B Board member and in June 2018 new nominations are sought for 1 Class A Board Member and 2 Class B Board Members (one of which is the Treasurers role). *This is noted in Board Chair report and has been disseminated to the fellowship.*
- Delegates are asked to promote the prompt registration for the 2018 Convention at assemblies and meetings. Flyers have been sent and digitals are available and being distributed. It is an easy process on line and there are payment options. *Completed and a successful convention was had.*

Convention Reports

These are taken as read and all are reminded that the timeline document can be found on the website under Doc Library - Convention - Host Planning Committee Info and is Doc 192 in Doc Store.

Convention 2018 (ID 496 Chair & 497 Board 533 Timeline 532)

Sarah C was a member of the HPC and presented the report written by the chair (Kathleen P) who has finished her term as delegate. This is a very comprehensive report and has a clear mandate to pass on the processes and templates developed for this convention. The convention was extremely successful and early concerns re the venue and budget were overcome - as usual a lot of last minute support and attendance was evident and comment was made that when the HPC asked for support from the wider fellowship it was given. Making the most of the skills of HPC members was a cornerstone of its success.

There are several points raised as part of the report which conference will consider during General Business. Ideally the Board would have discussed this prior to Conference however, with Mikes accident and the necessity of managing of tasks with the highest priority, combined with a reduced timeframe this was not possible. Unresolved matters will be brought to October 18 conference

Johnny presented Financial Report (ID 500)

There was a comprehensive report presented which covered breakdowns of income (registrations) and expenses. It is noted that GST is payable on the Convention Surplus. GSO is GST registered and pays GST on our goods and services.

Convention 2019 (ID 509 & 517 Financial)

Jackie (2019 HPC Chair) spoke to this report and whilst she has only been in this role for 2 months she has had good advice and support from Board and Delegates and is coming to grips with the role and responsibilities. She came onboard as the chair, deputy chair and treasurer all resigned with little that has been finalised and there are still some holdups. Flyer is out but website is not up and running yet although Jackie provided a non operational visual of content and format, there will be a delay but it is hoped that this will be completed as soon as possible. Jackie is heartened by a new team and offers of support. Venue contracts have been sent to board for approval.

Rowena commented that Board are fully supportive and grateful for the role that Jackie has undertaken and the work she has done to date. An impressive effort.

Budget has been presented cautiously based on 400 participants which is felt will be achievable and although it is likely that the reality is (based on previous convention) that this will be exceeded. The venue deposit will be paid this week.

Going through the checklist of what should have been completed by this time verified that all tasks have been done except the final Website - information is available but implementation is a little up in the air until Mikes return to duties.

Convention 2020 (ID 527)

A full report was given covering convention requirements and the Convention Timeline Year 2 actions were reviewed (this is found on website under Doc Library - Convention - Host Planning Committee Info) and is Doc 192 in Doc Store.

- Interim committee formed - Raylene - Chair Heather Sec Paul Treasurer
- Sourced a location (St Andrews College) and this is pencil booked
- Feasibility breakeven budget based on 300 (200 weekend 100 day registrations) and a proposal has been prepared.
- Theme - Living Sober based on the book (and the host meeting which has formed HPC) - Logo is cover of latest edition of Living Sober - It is also thought that chapters of the book may lend themselves to themes for meetings and workshops - Julia as Board Secretary will check there are no copyright issues.

It is moved that the convention reports be accepted

Moved Teresa Seconded Rowena Passed

General Business -

- Update of a Society of Alcoholics in Action - Paul D reported back and reminded us that we are looking to have this completed by 75th Anniversary which is in 2021. Brenda updated Paul last week and he reported that the work continues and information is coming in from a variety of sources. Brenda is currently looking at 5 decades of AAGSC material seeking to identify key changes and developments. She is also asking for relevant or significant information/stories in relation to the formation of the board and the AOSM. An initial draft is underway and is planned to be available 2019 and will be 50-60,000 words. It is intended to be an online document.

We broke for afternoon tea at 3.10 and returned at 3.30

- Fellowship preparedness for the future (ID 492) - Prepared by Brenda H after a discussion at CAA. Johnny and other delegates spoke to this report and the issues raised. Key issues are
 - Is our current funding model appropriate - Conference response to this was varied but overall it was felt that because we rely on our 7th Tradition this funding model is our only option.
 - Donations - there have always been a number of suggestions on how to increase these and some ideas offered were
 - small increase of a dollar a week from individual members.
 - ensuring people are aware of the maximum per annum increase to \$6000.

- Making Online options available at meetings and groups and assemblies - Generally the trend is that donations have fallen since 2013 but at the same time we have had surpluses every year. The message is not necessarily one of more money but how are you donating and if in this cashless society members would like to make contributions online then it is pertinent for meetings, groups and assemblies to make this option available to members by having the bank details available so members can make donation on the spot. Ultimately we are looking for sustainability.
- Making sure that money is dispersed to GSO in a timely manner is also a factor.
- Literature - this is changing although there is still a need for printed material by preference and to meet the needs of the fellowship. Literature is about 15% of income.
- Do we need to do a survey/census - It was noted that the last census was undertaken in 2003. There is good documentation of process and results for this census. Whilst a future census may give us more information about sustainability over time and this is something we may need to consider in future we are however unclear of the value of undertaking a census and it was felt that the online survey option may be a more viable proposition in regards to costs (both time and money invested). Although comment was made that some people may be missed if they do not have access to the computers etc and resulting data may not be an accurate reflection of all demographic profiles. In response a suggestion was made that if meeting/groups print survey for members without computer access or skills and then have one person enter and submit it on behalf this may help to capture a broader view. Planning is underway for a survey to take place in 2019.
- Resources for broadening demographics - if we want resources to carry our message then we need to spend the money. We in NZ are often at the forefront of developing new strategies and consideration will continue to be given to this in future.

Craig made a valid comment reminding us that the fellowship as a whole responds when there is a need and in the past, when we have had low reserves a call to the fellowship saw a \$40,000.00 increase in donations the following year. We are also reminded that God should not be left out of this equation.

Technological changes mean our targeted online media strategies are much more measurable and likely to meet the changing needs of the still suffering alcoholic and members who are technologically aware. (see report from PIC standing committee for more information)

It is also important that we keep the fellowship informed and are transparent about any requests for donations to support need.

Conference did not discuss the issue of Mainstay or the perceived impact of a fragmented fellowship. (items highlighted in letter from BH)

Floor Items presented to conference for consideration.

AA & Historical Milestones - Roger S - accepted as a floor item for General Business

The primary focus of this item was to ensure the fellowship is supported in having an awareness of key milestones in the history of the fellowship in New Zealand as well as significant International events such as Founders Day. The question was raised about who would do this - is it Archivist role or is it part of Alcoholics in Action. Another point raised was that connecting Grati-

tude week to a significant date may strengthen its purpose. We are reminded that AA as a whole includes the worldwide beginnings as well as the ones in New Zealand. Discussion continued and the formation of a Calendar committee who would curate an online Google Calendar would be one way of developing and managing this record in the short and long term. Considerations around what would be recorded and who would decide what milestones are relevant for consideration as seen by the wider fellowship was also mentioned. Roger will upload his significant dates list to the docstore. (ID)

It was moved that delegates go back to the fellowship and seek feedback on Conference forming a Calendar Committee and what they the fellowship feel are relevant or significant milestones for inclusion in the Calendar.

Moved Roger

Seconded Ian M

Passed

Meeting closed at 5.25pm to allow the Board to meet again due to the shortened Friday Board Meeting.

Sunday 9th April 8.00am

Opened with Toronto Declaration and reading Concepts 7,8 & 9 Read by Harriet W

General Business continued

The availability of Digital Versions of Archives as per minutes of 104th AAGSC (Oct 17) enquiry from WSD Heather H was raised by Jackie E and accepted as a floor item for General Business. At the core of this are the questions - What does archives contain? What can it contain? and What can the fellowship access and when?

That digitising of records is underway as confirmed by archivist letter to the board. There was some discussion had about the process however, it was felt that at this time the board are best to operate under a broad request and identify nuts and bolts procedures and recommendations as archives come under their umbrella.

Jackie moved that fellowship is made aware of archives on NZ wide level, that they (archives) are accessible online and they can be contributed to at any time.

Moved Jackie

Seconded Linda

Passed

O800 issues - Reporting on 0800 number - Distances of person answering call to person calling - and people entering in to counselling responses rather than referring to the nearest meeting. CAA Sarah/Antonia - accepted as a floor item for General Business

It was moved

1. That a report to be provided to the fellowship on a quarterly basis reflecting the volume of activity, peak times and origins of calls.
2. That there is clarification about the redirection of calls via the 0800 as it appears calls are diverted to centres not related to the caller.
3. Could a review of phone structure efficacy be done and errors and deficiencies be corrected.

Moved Sarah

Seconded David

Passed

During the discussion Pip identified a document in docstore which related to 0800 protocols (ID 215) which advised that errors in call redirection can relate to caller error and it is possible that there is no number available in the area. Craig reported about the 0800 process in the Northern Zone where they have an effective system in place with a local 0800 co-ordinator managing this service. This includes training on how to take a call and respond appropriately. He is happy to make this information available to delegates and CAA concerns are noted. However, it would be useful for a national guideline be made available. -**BOARD ACTION**

Sarah also provided a document to Julia which outlined the 0800 service from 2011.

It is moved that a national guideline for 0800 responders be developed by the board.

Moved Antonia

Seconded Annette

Passed

Convention matters

2019 Flyer

It has been noted that the 2019 Convention flyer has a shared meeting scheduled with Al-anon for the Sunday morning. This is in conflict with our AA Convention Guidelines (last updated version is April 2017) which state that 'Al-anon and AA shared meeting occurs only at the public meeting on the Saturday night. It has become apparent that the version on the website is the correct version but the version made available to the 2019 HPC was the old version and incorrect.

Conference had approved the flyer and accept responsibility for this oversight. Discussion was had and conference agreed that the best course of action now is to apologise to AFG for the confusion and to invite them to the open AA meeting on the Sunday morning. Additionally the HPC are hopeful of scheduling a time and venue to provide a space for AFG with a space for their own Sunday morning meeting. The HPC chair will speak with AFG representative.

2018 Convention Feedback (ID 496 Chair & 497 Board 533 Timeline 532)

There were a number of documents submitted for consideration by the Board and Conference and we began with the listed concerns raised in HPC 2018 Report Doc 496 Page 2.

Conference were asked to consider all the points raised and review them from a governance perspective and support the board to manage the nuts and bolts aspects. We undertook to identify what action was required and by whom. (The numbers below relate to those in the 496 report)

1 Initial discussion centred around establishing a Conference Committee (including a Board member) being formed of people with HPC experience. This Conference Committee is not seen as the organising committee but would hold a governance/advisory role supporting the HPC. Key points were

- Conference committee meets twice a year
- Delegate represented from each of the four conventions (just finished, Year 1, Year 2, Year 3)
- One Board representative
- Share experience strength and hope
- Support to the HPC

2. Board to review

3. Board to review

4. Board -Bank ac, logo HPC - Printing, Banners - Consider development of a list of questions relating to venues be developed as a procedural documentation - other ideas were digital projection of banners and that PI Committee keep media kit up to date.

5. It was discussed whether forming a conference Convention committee would supersede having a designated Board member on HPC. It was noted that a board member does not necessarily need to attend HPC meetings as the Board is in essence asked to judge HPC proposals on their merits and respond. It was also noted that during the recent 2019 HPC changes the role of Board chair (Steve H) in finalising budget, flyer and venue was pivotal in ensuring the 2019 Convention was viable and able to continue. Having a Board member on the proposed conference committee and HPC is seen as important.

6. A Convention run sheet was developed for 2018 as a result of a venue request and its usefulness was highlighted as being invaluable and is highly recommended for future HPC planning as part of core procedural documents.

7. HPC has a responsibility is to follow the Convention guidelines and the Board are asked to reflect on these observation and check the guidelines in relation to the observations.

8. Conference considered this in line with current Convention Guidelines and it was felt that the guidelines are the result of already careful conference deliberations and it is not necessary to review at this aspect of the guidelines at this stage. Each HPC is reminded to ensure that they are careful and considerate in their inclusion of mihi/powhiri.

9. Board has responsibility for timely notifying the HPC and Conference Delegates are asked to advise Delegate elects that as part of their role they may be asked to serve on HPC for a convention.

10. Conference -suggestion was made that if a 3rd Year delegate is Chair of HPC then a 2nd year delegate or board member could take the chair of their Standing Committee. Conference must also be mindful that delegates may not always have the required skills and the best person for the HPC Chair and other HPC roles skills must sought from within the fellowship - as per guidelines.

It is noted that followup to this discussion will come as a result of board and delegate advisory actions which will feedback to next conference and that Doc 497, 533 and 532 will be brought up at next conference via the Agenda Committee process.

Standing Committee Reports

Budget requests are noted in reports and the treasurer will formulate a table with requests and changes which will be presented for for approval at the end of all SC reports.

CPC Cooperation with Professional Community (ID No 530, 524 & 520)

A set of comprehensive reports was presented (see ID's above)

A new initiative with Housing NZ is proposed as a result of being approached by a someone on the board of Housing NZ. It is suggested that an MOU be made between Housing NZ and AA.

PIC are seeking endorsement from conference to explore this further and are seeking feedback from the fellowship as a whole.

There have been concerns raised about those in the fellowship who work within the professional communities and especially those who are working in the field, how are they supported by the fellowship and by employers, in the last 20 years there has been a huge shift in how the fellowship is seen. These comments were brought to conference by Class A Board member Ian M. and the CPC report has links and clear information for those working in the field and for those who may wish to be more fully informed about this. The document AA guidelines for those working in recovery is recommended. There are some interesting statistics in the CPC report. We are also reminded that we are concerned with Carrying the Message not how it is received and we must be mindful of the Steps, Traditions and Concepts of AA in all our affairs.

CPC have developed a letter to professional communities (ID 530) which outlines AA position in working with the still suffering alcoholic in association with professional communities. There was much discussion around content, referencing and logo use and we are reminded that we need to consider the use of the AA logo in posters, correspondence and other AA information and ensure the logo is not compromised.

The motion was made that we accept this letter subject to final editing and appropriate referencing of content.

Moved Teresa O Seconded Sarah C Passed 8 votes to 4

We broke for morning tea at 10.00

Reading of Concepts 10,11 and 12 by Pip

Further Motions from CPC

That conference agree to carry over our budget from Oct 17 as we have not completed our initiative - our deadline was Feb to April. - \$2000

We ask conference to continue to fund the Cutting Edge Conference to the value of \$3000

Treatment Correction Facilities (ID No 531 Poster & 534 Report)

Prison Correspondence poster has been revamped and 2 versions have been presented to AAGSC. TCF are going to print and laminate these to distribute to every prison in NZ. Copies will be stored at GSO and made available as needed. There will be a letter sent with poster.

- Request for \$250 for this initiative

Prison Correspondence Co-ordinator concerns are being addressed to find a more efficient way to process letters to improve response times.

- A new National Prison Correspondent Co-ordinator is needed at the end of this year and expressions of interest are sought. Anyone interested can refer to job description on website and Jeremy is happy to talk to anyone about this role.

Access to prisons - there are a number of issues that arise depending on location and these are being managed by local areas. One is creating a greater presence in main or general wings and remote prisons. Our meetings tend to take place in the drug rehabilitation units and this does not take the message of the heart to general inmate population or to the guards. Getting in for

meetings in main prisons is well supported however there are remote prisons who do not have access to 'The message of the Heart' - Ali has been speaking to MOJ volunteer co-ordinator about taking a Panel of speakers in to prisons and having a mixed gender speaker meeting. Ali advised that speakers may not need MOJ clearance as in this instance that are more likely to be seen as a guests on site.

- Request for an initial one off \$500 to cover travel and possible accomodation costs.
- Returning \$1406 not used for literature and \$1500 for posters

As part of an earlier GSC discussion mixed gender prison visits were broached and we were made aware that these are in line with by Corrections policies and we are present under their conditions and if this is their expectation then we should feel comfortable or it is prudent to be able to in meet this requirement. TCF are asked to consider their guidelines in relation to this information.

Public Information (ID 535 Report and 521 Post Campaign analysis ID 538 - Visual one page presentation of information and results)

Clear data was received - (see ID 521 for details) however highlights are as follows

31% increase in website traffic and calls to 0800

Click rate and reader engagement were well above average

Radio ads reached high numbers of listeners

\$5000 in addition to the budgeted \$25,000.00 is sought for PI Awareness week and on going strategies to reach still suffering alcoholic. The report has clear information about the strategies. The results of 2017 campaign have provided much clearer peak target times and as a result a subsequent targeted use of \$ can be made.

Moved that Public Awareness and Gratitude Week be run in conjunction with each other from 29th October to November 4th.

Moved Sarah

Seconded Teresa

Passed

International Committee (ID No 529)

There is a significant discrepancy between delegate fees and actual costs for WSM in 2018 and whilst there is usually a discrepancy this is much higher and GSC are asked to consider a one off payment to help mitigate this but not to the financial detriment of AA in New Zealand. It was requested that a \$1000.00 be paid to WSM and additional \$500 to AOSM.

It is also noted that the WS Delegates will be absent from October Conference as dates conflict with WSM.

Standing Committee Budget Requirements (ID 540 & 539)

It was moved that Conference approve these budget requests and they are submitted to the board. (ID No 540)

Moved Johnny

Seconded Rowena

Passed

Board Advisory Actions

- Updates to the HPC guidelines
 - to reflect the EFTPOS and Credit card changes (carry over as Mike absent)
 - to reflect a very clear timeline and that HPC guidelines are updated in line with feedback and conference discussion. - *David G has completed a timeline and it has been distributed but board have not yet discussed due to flight delays on Friday. In Mikes absence we are not yet clear on current status.*
- Update the policy on social media - *In Mikes absence we are not yet clear on current status*
- Bylaws - Rules of GSB show some inconsistencies with the Bylaws, Mahesh is proposing to review the Bylaws to ensure they meet the statutory requirements of the act and if they do then they will be uploaded and if not then appropriate amendments are to be made by the Board. It is noted that links from the on line version of the New Zealand Service Manual of Alcoholics Anonymous to the Bylaws (ID455) are not in place and the board will follow up on this.
- Board are asked to check links from the on line version of the New Zealand Service Manual of Alcoholics Anonymous to the Bylaws (ID455) are not in place and the board will follow up on this.
- Meeting Map on the website is not easy to use - suggestions made to adjust the drop down menu to have Meeting List at the top. Also Meeting Locator as mentioned by Pip may be an alternative option to be checked.
- Questions raised were size of banners for Maori Translations Steps and also a request for Serenity Prayer -the original consideration was larger banners however printable PDF formats can be discussed and the board and GSO will have further discussions regarding this.
- Julia as Board Secretary is asked to check there are no copyright issue with using the cover of Living Sober as the logo for the 2020 convention.
- Board are asked to review the archivist report in relation to the digitisation of archives and when these will be available to access on website or online.
- It is moved that a national guideline for 0800 responders be developed by the board and the 0800 issues the board are specifically asked to address are
 - that a report be provided on a quarterly basis reflecting the volume of activity, peak times and origins of calls.
 - that there is clarification about the redirection of calls via the 0800 as it appears calls are diverted to centres not related to the caller.
 - Could a review of phone structure efficacy be done and errors and deficiencies be corrected.
- Board are asked to review the suggestions from the HPC 2019 Chair and a Board Member to ensure any relevant documents and processes are made available via the website and other relevant formats for future use.
- Board are asked to action points from the 2018 HPC document as minuted.
- GSO are asked to write to CAA and invite them to host the 2021 Convention.

Moved Jackie

Sec Harriet

Passed

Delegates Advisory Actions

Other matters from previous advisory actions which remain incomplete. *IOS App was raised once again and we are advised that this is still in process and its going to take a long time as we have not had any other offers to develop it. As a response Bebe has offered to have conversation with Mike and the person developing IOS App (there is an Android version). Sarah asked if there were any funds available to facilitate the development and Pip mentioned 'Meeting Locator' which is part of of Websites used by AA in USA UK and Spain and perhaps this is an option. She also mentioned that if we develop an IOS App we would need funds to pay Apple alternatively someone who already has developer account with Apple would be a priority.*

- Pip is on the Working with Others committee for AOSM and as part of this is contacting all member countries to increase representation at AOSM and if members of the wider fellowship have attended meetings in any of the countries on the AOSM list and could provide any contacts or information. - please email Pip with this information pipwsd@gmailcom
- GSB are seeking nominations for new Board members which need to be in to GSO by August 1st. Terms will commence March 2019.
 - 1 Class A - It is noted that skills in TCIF area would be helpful.
 - 2 Class B - 1 Conference experienced and 1 with Accountancy experience to replace Treasurer
- AOSM Secretary (James N) has published the AOSM newsletter and this is an informative and useful document - delegates are asked to email Roger if they want a copy as he does yet have approval to upload this - he will seek relevant permissions and advise at next conference.
- CAA are asked to take the reminder that they are hosting the 2021 Convention to assemblies and that GSO will formally write to CAA and invite them to begin this process.
- Update of a Society of Alcoholics in Action - Delegates are asked to continue to seek information about key changes and developments in the fellowship a they think are relevant or significant in relation to the formation of the board and the AOSM as well as stories of the early days.
- Delegates are asked to go back to the fellowship and seek feedback on Conference forming a Calendar Committee and what the fellowship feel are relevant or significant milestones for inclusion in the Calendar. This information is to be brought back to conference.
- A question was asked about limit of bequests and fellowship is advised that currently bequests are limited to \$15,000.00 and donations to \$6,000.00 Per Annum (April 2016)
- The development of a MOU with Housing NZ - PIC are seeking endorsement from conference to explore this further and are seeking feedback from the fellowship as a whole. - please refer to the PIC Standing Committee report for more detail.
- A new National Correspondent Co-ordinator is needed at the end of this year and expressions of interest are sought. Anyone interested can refer to job description on website and Jeremy is happy to talk to anyone about this role.

GSC Future Conference Dates

12-14 October 2018

2019 dates: 5-7 April 18-20 Oct TBC

2020 3-5 April TBC 17-19 Oct TBC - Labour Day is 26th Easter is 10-13 April

Close the meeting at 2.05 pm with the Serenity Prayer.