

## District 11 Elections

### Election Process (Third Legacy Procedure Inspired)

- The Chair will read the position description for each position, starting with DCM and ask who is qualified to stand for the position.
- The Chair will ask all who are willing and able to serve in the position stay standing.
- The names of eligible candidates will be posted on a board.
- Each candidate will introduce themselves in a few sentences including, at the minimum, their length of sobriety.
- All voting members will cast written ballots, one choice per ballot.
- The Secretary will count votes and the tally for each candidate will be posted on the board.
- The first candidate to receive two-thirds of the total vote is elected; if there is not two-thirds majority, a second ballot is cast.
- Withdrawals start after the second ballot. If any candidate has less than one-fifth of the total vote, his or her name is automatically withdrawn, except that the two top candidates must remain. (In case of ties for second place, the top candidate and all tied runners-up remain as candidates.)
- After the third ballot, candidates with less than one-third of the total vote will be withdrawn automatically, except the two top candidates remain. (In case there are ties for second place, the top candidate and all tied runners-up remain as candidates.)
- After the fourth ballot, if no candidate has two-thirds of the total vote, the candidate with the smallest total is automatically withdrawn, except that the top two candidates remain. In case there are ties for second place, the top candidate and all tied second-place candidates remain. At this point, the chairperson calls for a motion, second and a simple majority of hands on conducting a fifth and final ballot. If this motion is defeated, balloting is over and the choice is made by lot immediately (“hat”). If the motion carries, a fifth and final ballot is conducted.
- If after the fifth ballot no election occurs, the chairperson announces that the choice will be made by lot (“hat”).
- Lots are then drawn by the Secretary

### Basic Position Requirements

- All positions serve for a two-year rotation
- Minimum participation is to attend monthly district meetings
- Three missed district meetings and positions are posted for re-election and fulfillment

## **DCM – District Committee Member**

The district committee member is an essential link between the group GSR and the area delegate to the General Service Conference. As leader of the district committee, made up of all GSRs in the district, the DCM is exposed to the group conscience of that district. As a member of the area committee, he or she is able to pass on the district's thinking to the delegate and the committee.

The DCM has usually served as a GSR and is elected by other GSRs to take responsibility for district activities. A DCM should have enough sobriety (4-5 years) to be eligible for election as delegate. He or she also needs to have the time and energy to serve the district well.

The DCM regularly attends all district meetings and area assemblies. They receive reports from the groups through GSRs and personal contact with groups, hold regular meetings of all GSRs in the district, assist the delegate in obtaining group information, keep GSRs informed about Conference activities, including providing delegate an opportunity to give a report back, or provide the report to the district when delegate is not available. The DCM also makes sure that the GSRs are acquainted with the AA Service Manual, the 12 Concepts for World Service and the GSO Bulletin Box 4-5-9, organizes workshops and/or sharing sessions on service activities, and brings traditions problems to the attention of the delegate.

### **Alternate DCM**

The alternate is a backup for the DCM. If the DCM resigns or is unable to serve for any reason, the alternate steps in. Usually, the alternate is elected at the same time as the DCM, by the same procedure.

### **Secretary**

The secretary records and distributes minutes of district meetings, keeps mailing lists up-to-date and sends out district mailings. The secretary should have a "reasonable period of sobriety", which might mean 1-2 years of sobriety; computer literacy is also helpful. An effective secretary needs to have a sense of order, and the ability to capture the essentials of what is happening at the meeting.

### **Treasurer**

The treasurer keeps financial records for the district and reports regularly to the district. In most cases, the treasurer is responsible for encouraging contribution support for district, area and GSO services. The treasurer should be a responsible person with a solid period of sobriety, which might mean 2-3 years of sobriety. The treasurer should be organized enough to keep good records, and some accounting or bookkeeping experience is useful.

### **Alternate Treasurer**

The alternate is a backup for the treasurer. If the Treasurer resigns or is unable to serve for any reason, the alternate steps in. Usually, the alternate is elected at the same time as the treasurer, by the same procedure.

### **District Committee Chairs**

District Committee chairs provide Conference Committee and Area standing committee updates to the districts and vice versa. Committee chairs should have at least 6 months of sobriety. District Committee Chairs should familiarize themselves with the committee kits produced by GSO and World Services.

### **Grapevine:**

The District Grapevine Chair familiarizes members with the fellowship's international journals, the AA Grapevine and La Vina. They participate in the Area Grapevine activities and announce the new publications.

### **Archives:**

District Archives Committee Chair participates in the Area Archives Committee and works with the District and Area Archives chairs to maintain and/or update the District Archives.

### **Website:**

Serves as a Liaison between the district and the professional web service to ensure that the Matsu Website is updated.

### **Corrections:**

The District Corrections Chair participates in the Area Corrections activities. They keep groups' Corrections representatives informed of local 12th step activities in correctional institutions and also support group reps in taking meetings into the prisons and jails. Also support Bridging the Gap activities.

### **Hotline:**

Hotline Committee Chair manages the 12<sup>th</sup> Step list and the hotline information packets. This position coordinates the group hotline volunteers and manages phone hosting.

### **Schedules:**

Schedules Committee Chair maintains and updates the MatSu Valley Meeting Schedule, providing fresh copies as needed.

### **CPC:**

The District CPC Chair participates in the Area CPC activities. The CPC Committee Chair carries the AA message at professional meetings, seminars and more. They focus on cooperation with community professionals who are often in contact with active alcoholics.

### **PI:**

The District PI Chair participates in the Area PI activities. The PI Committee Chair carries the AA message locally to the public, through PI programs when requested by schools, businesses, law enforcement. The PI Chair also uses or distributes PSAs in order to carry the message publicly.

**Literature:**

The District Literature Chair participates in the Area Literature activities. The Literature Committee Chair supports groups and group literature representatives in their access to AA Conference-approved literature, ordered through AA World Services and/the local Intergroup.

**Treatment:**

The District Treatment Chair participates in the Area Treatment activities. The District Treatment Committee Chair acts as a liaison between group treatment reps and the area. They work to help hospital and treatment center staff better understand AA and take tools into the alcoholic in treatment centers. They also support the Bridging the Gap program as needed.