

# South Florida General Service District 8

## *Book of Current Practices*

Updated 8/6/2018

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## Membership

1991.08	That any AA member be allowed to serve on committees in District 8 regardless of their status in the General Service Structure.
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## District Committee Composition

The District Committee is made up of General Service Representatives (GSR) and their Alternates from the AA groups within a specific geographical boundary. The geographical area of Palm Beach County defines District 8. The county is further broken down into Sub-districts. Sub-districts are defined as all the groups within a certain mapped geographical area within the county. Each sub-district is represented by a District Committee Member (DCM). There are also Alternate Committee Member who assist the District Committee Member to serve the groups in their sub- district.

The District Committee is composed of additional trusted servants; leaders who facilitate the districts' business. These leaders conduct monthly business meetings, committee meetings, and activities and functions attractive to AA members. They record minutes of our meetings, distribute the meeting minutes, maintain and account for our finances, and preserve our local history. They carry the AA message into institutions and treatment programs through meetings, literature, and the AA Grapevine. They conduct activities related to public information and cooperation with the professional community, outside of AA. They also attend and represent District 8, quarterly, at the South Florida Area 15 Committee Meetings and Assemblies. The GSRs or their Alternates, during the regular district business meeting elect trusted servants to their service positions. The service positions in District 8 are Chairperson, Alternate- Chairperson, Treasure, Registrar, Recording Secretary, and DCM Coordinator. Additionally, the District Committee is made up of Standing Committees and Ad-Hoc Committees, when necessary. These committees are led by a chairperson. This is someone with previous experience as a trusted servant in AA, usually a DCM, ACM, GSR or an Alternate GSR or previous chairperson of a different committee. Currently the following standing committees and service positions serve District 8:

Archives

Corrections

Current Practices

Grapevine

Literature

Public Information/Cooperation with the Professional Communities (PI/CPC)

Remote Communities

Accessibilities (F/N/A Special Needs)

Treatment

Website

Service Positions

Traditions & Concepts

North County Intergroup Liaison

South County Intergroup Liaison

Room and Ride Coordinator

Participation at District Business Meetings

1990.05	A list be available at every District business meeting for those who want to volunteer to help on one of the Standing Committees to sign up on.
1996.01.c	District # 8 to have a Literature Chairperson to keep service manuals and service materials available at all District # 8 meetings.
1996.02	Greeters and nametags to be available at all District meetings. The Greeters to be DCMs, their numbers to correspond with month numbers. For example, July is the 7th month and the DCM from sub-district 7 should be the greeter.
1996.09	To have our monthly business meeting on the 2nd Sunday of every month, except when a South Fla. Area Quarterly business meeting or assembly meeting falls on the 2nd Sunday; in that case the regular business meeting would be held the 3rd Sunday of that month.
1997.07	When the DCM roll is taken, DCMs are to introduce their GSRs who are present. When DCM roll is taken, DCMs are to identify their sub-district and ask their GSR's to stand and be recognized.
1999.04	That during DCM sharing we utilize our time by an educational discussion on what is a DCM, out of the service manual. In the event a DCM has a burning traditions issue he/she will inform the DCM coordinator before the meeting so that a discussion on it can take precedent.
2003.07	All reports at the District 8 business meeting be 3 pages double-spaced, handwritten, or double-spaced, typed, and be presented within 3 minute time limit.
2007.02	District 8 to combine GSR and DCM sharing at the monthly business meetings. This combined sharing will alternate the agenda to focus on both GSR's and DCM's.
2007.10	That District 8 adopts and use the Legacy of Service provided by the adhoc committee.
2011.08.b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2013.08	Officers, Standing Committee Chairs, DCMs and GSRs to have one vote. Alternates will vote only when their DCM or GSR are absent. Members of AA that come as visitors and guests are welcome to the meeting but may have no vote.
2013.10.b	Officers, Standing Committee chairs, DCM's, Alt. DCM's if there is no DCM in the sub-district and GSR's may bring motions to the business meetings of District 8.

2013.12.a	That the district 8 Business meeting times be changed from 5:40 pm to 4:40 pm and the GSR/DCM sharing be changed from 5:00 pm to 4:00pm and closing the meeting at 6:30 pm and adding \$30.00 per meeting. This motion supersedes Motion 1996.10.b
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Attendance At Business Meetings

2004.05	In the event that the Registrar is not present at the Area 15 Business Meeting the Recording Secretary will conduct the District 8 roll call.
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Trusted Servants And Standing Committees

District 8 is made up of the following Officers, Committee Chairpersons and Service Positions:

- Chairperson
- Alternate Chairperson
- Treasurer
- Registrar
- Secretary
- DCM Coordinator
- Archives Chair
- Corrections Chair
- Current Practices Chair
- Grapevine Chair
- Literature Chair
- PI/PCP Chair
- Remote Communities Chair
- Accessibilities Chair (F/N/A Special Needs)
- Treatment Chair
- Website Chair
- Traditions & Concepts Chair
- North County Intergroup Liaison
- South County Intergroup Liaison
- Room & Ride Coordinator

District Officers and Committee Chairs:

**Chairperson**

1996.09.b	To have our monthly District #8 business meetings on the 2nd Sunday of every month except when a quarterly or an assembly meeting of the South Florida Area falls on the 2 Sunday. In that case, the regular business meeting of the district would be held on the 3rd Sunday of that month.
1999.05.f	The chairman remarks be printed in minutes regardless if they were down in the elections portion of our minutes.
2004.12.a	That the District Chairperson be compensated 2 nights lodging at Area 15 Quarterlies.

2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.9.c	The District Chairperson will provide a copy of the Area 15 Book of Current Practices and Book of Resolutions to the DCM Coordinator for distribution to all DCMs, ACMs and District Officers. The format of these documents will be either on disk or hard copy.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2009.11.b	That all past District 8 Chairpersons, Past Delegates living in District 8 and former employees of the General Service Office in New York who are members of Alcoholics Anonymous be permanently added to the District 8 database that is maintained by the Registrar. The District 8 Chairperson shall contact these former trusted servants to ensure they wish to receive communication from District 8.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2013.11.a	When there are 3 or more motions on the District 8 monthly business meeting agenda, committee reports are to be suspended until after the motions are heard. If time remains after motions are heard, remaining time available to be used for committee reports, and all committee reports to be submitted in writing for the minutes whether heard or not.
2014.03.b	That the Book of Resolutions be posted and available to anyone in the District by way of our website: <a href="http://district8area15aa.org">district8area15aa.org</a> . It will be printed for the Chair and for the Archives.

2014.05.a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.
<u>2017.04</u>	For District 8 to provide space for its subcommittees to meet for one hour prior (3PM to 4PM) to each District Meeting by renting the large meeting room at the Triangle Club at a cost of \$60 per month.

### **Alternate-Chairperson**

2004.11.d	The District 8 Alternate Chair be responsible for roll call when the Registrar is absent.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

## Treasurer

1996.09.a	District #8 to set up a \$3,000 prudent reserve.
2004.06	The District Treasurer use "Increase/Decrease" vs. Profit/Loss when giving monthly financial statement reports. Using profit/loss sends the wrong message to our groups since we are a not for profit organization.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2014.05 b	The Treasurer of District 8 will classify as anonymous, any contribution received without indication of the contributing group or without a name and an invalid number. This procedure will follow the practice of Area 15 and other Districts. 2014.03c
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.



<u>2017.11</u>	To update our policy on Interpretation (item 1996.05.a currently) in the <u>Book of Current Practices</u> to read: <u>District 8 to compensate the interpreter at a rate not to exceed \$75 per hour per interpreter for a two-hour minimum for any alcoholic at District 8 Event/Business Meeting as needed.</u>
<u>2017.12</u>	At the end of every year, the Treasurer of District 8 will hold back 25% of the yearly budget for lodging from the excess funds prior to distribution according to current practice. This amount will be used to fund the DCM/ACM, District Officers, and Committee Chairperson's lodging for the January Quarterly/ Assembly.
2017.12. a	At the end of every year, the Treasurer of District 8 will hold back the amount allocated in the budget for the Alternate Chairperson from the excess funds prior to the distribution according to current practice. This amount will serve as the budget for the Alternate Chairperson for District 8 for the upcoming year.
<u>Note</u>	For reimbursement to officers for lodging at quarterly assemblies, please see page 6 of the Legacy of Service.
<u>2018.07.1</u>	That the District 8 treasurer pay the upcoming years annual storage bill for Archives in December of each year.

### **Registrar**

2003.10	The district Registrar is authorized to maintain email addresses of persons entitled to receive district minutes as part of the district database, and send district minutes to such persons by email instead of U.S. postage, under the following conditions: No one will be required to provide an email address. Minutes will not be sent to or from any email address that would jeopardize the anonymity of the recipient or sender. Email addresses provided for district minutes will also be shared with the area secretary for the purpose of sending area minutes. Emailed district minutes will be sent on the same date that minutes to be sent by U.S. postage are delivered to the printer.
2004.11.b	The Registrar be responsible for the maintenance of both the surface mail and e-mail mailing lists, as well as the mailing of minutes, regardless of format.
2004.11.d	The District 8 Alternate Chair be responsible for roll call when the Registrar is absent.
2004.12	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.05.a	The Registrar moves that the name of this office be changed to Registrar to 'correspond' with the Practice at Area 15 and other Districts in this area.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.

2007.08.a	That new GSRs and Alt GSRs will meet with the Registrar to complete their paperwork after the DCM/GSR sharing session, and before the business meeting. New GSRs and AGSRs will continue to be introduced to the District during the business meeting. Any new GSR or Alt GSR who did not attend the sharing session will be registered following the business meeting.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2009.08.b	That the District 8 Registrar is authorized to share group data with the North and South County Intergroup Offices to assist with updating group information. This is to be done on a mutual sharing basis.
2009.11.b	That all past District 8 Chairpersons, Past Delegates living in District 8 and former employees of the General Service Office in New York who are members of Alcoholics Anonymous be permanently added to the District 8 database that is maintained by the Registrar. The District 8 Chairperson shall contact these former trusted servants to ensure they wish to receive communication from District 8.
2009.12.c	The Registrar will e-mail to all NEW GSRs and AGSRs a copy of the Book of Current Practices, Book of Resolutions and Legacy of Service of District 8 upon their commencement of service in their service position. The Recording Secretary will provide the Registrar with the current copy of these documents. A copy of the "Welcome Packet" will also be e-mailed to all NEW GSRs and AGSRs. The Literature Chair will provide the Registrar with the current copy of this informational document.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

**Secretary**

1995.04	All quarterly and assembly motions and agenda items be printed in the district minutes prior to those events to let GSRs review those items and give their conscience to their DCMs.
1996.10.a	The recording secretary distributes the updated Book of Resolutions to all officers and committee chairs each year at the October District Meeting. Extra copies to be stored with the Literature Committee.
1999.05.f	The chairman remarks be printed in minutes regardless if they were down in the elections portion of our minutes
1999.05.g	Motions brought out of committee and voted on by this body be included at the end of the minutes with the result following.
2004.11.b	The Registrar is responsible for the maintenance of both the surface mail and email mailing lists, as well as the mailing of minutes, regardless of format.
2004.11.c	All personal names be excluded from the Book of Resolutions and Current Practices. This refers only to new additions, and not to an edit of the current document.
2004.11.e	The District Recording Secretary is responsible for including the upcoming quarterly flyers in the monthly minutes.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.

2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.
2017.5	That the District 8's Agenda Page be scrubbed of personal addresses. The Trusted Servant information will include name, phone number and email address only.

### **DCM Coordinator**

1996.02	Greeters and nametags to be available at all District meetings. The Greeters to be DCMs, their numbers to correspond with month numbers. For example, July is the 7th month and the DCM from sub-district 7 should be the greeter.
1997.04	The DCM Coordinator be required to attend the DCM sharing at all quarterlies and give a report at the next District DCM sharing session and be defrayed in the same capacity as a DCM.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2007.02	District 8 to combine GSR and DCM sharing at the monthly business meetings. This combined sharing will alternate the agenda to focus on both GSR's and DCM's.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a

	copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2012.03.a	The 4:00pm workshop facilitated by the DCM Coordinator last no more than 30 minutes each district meeting with a maximum of a 10 minutes break; followed by the District 8 meeting at 4:40pm
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

**Archives**

2004.05	That any member of District 8 who produces a document affecting or recording the history, procedures, meetings or correspondence of District 8 provides where possible the original and one copy to the District Archives chairperson for permanent storage and future reference.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.

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2010.07	The Archive's Committee will be allowed to place selected District 8 archival material in the North and South County Intergroup Offices when these respective Intergroup's allow for such placement. The Archives Committee will be responsible for providing a display case that will be secured. The archival material will be rotated periodically by the committee.
2011.08b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2014.03.b	That the Book of Resolutions be posted and available to anyone in the District by way of our website: <a href="http://district8area15aa.org">district8area15aa.org</a> . It will be printed for the Chair and for the Archives.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

**Grapevine**

1998.04	All new Alternate GSRs, unless they are interested in joining another committee, are a member of the Grapevine Committee.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.

2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
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2011.08.b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

**Corrections**

2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.

2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2011.08b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

### **Literature**

1996.01	District # 8 to have a Literature Chairperson to keep service manuals and service materials available at all District # 8 meetings.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.



2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
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2011.08.b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2013.10.b	That there be a New GSR Orientation Session at our District 8 Business Meeting. This will be held at 4 o'clock in the Serenity Room at the Triangle Club. The purpose of this meeting will be to explain the GSR Welcome Packet, and to help new GSR's at their first couple of District Meetings to understand their new position and responsibilities. This will be for 15 minutes after which they will join the meeting session in progress in the main room. This will give new GSR's an opportunity to get familiar with how things are done in District 8. The District Chair, or his designated appointee, will conduct this meeting.
2014.02.a	District 8 create a page on our existing website to serve as a "digital literature rack", to give students more accessibility to AA resources (such as links to literature and young people's videos at aa.org, as well as local meeting schedules, and service materials).
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

**Public Information/Cooperation with the Professional Communities(PI/CPC)**

1990.02	That a letter be sent to local judges and probation officers - listing "open" meetings for directing newcomers who are court-ordered. Also to include definition of open and closed meetings.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2011.08b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

## Accessibilities (F/N/A Special Needs)

1996.05.a	District #8 to compensate the interpreter at the state-mandated rate of \$60 for two hours per diem for any alcoholic at the District #8 business as needed.
2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in pdf format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
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2011.08b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

<u>2016.12</u>	That District 8 change the name of the "Special Needs Committee" to the "Accessibilities Committee"
<u>2017.11</u>	To update our policy on Interpretation (item 1996.05.a currently) in the Book of Current Practices to read: <u>District 8 to compensate the interpreter at a rate not to exceed \$75 per hour per interpreter for a two-hour minimum for any alcoholic at District 8 Event/Business Meeting as needed.</u>

### **Traditions & Concepts**

2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in PDF format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2011.08b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2013.04	To add the name "Concepts" to the Traditions Committee, so as to read Traditions and Concepts Committee. Additionally, to add the following to the Committee's description: "To provide the groups and members we serve of District 8 with information regarding The Concepts of World Service through Conference Approved literature, Workshops, and Panel discussions as requested."
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

## Treatment

2004.12.b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2009.6	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in PDF format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2011.08b	All motions out of committee will automatically be placed under old business at the next business meeting of district 8, unless the proposition directly affects the function of district 8 and must be heard immediately. The district by majority consensus must determine that this matter should be heard immediately.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

## Website

2012.02	That District 8 in Area 15 creates a website, <a href="http://www.district8area15aa.org">www.district8area15aa.org</a> , as well as a standing committee responsible for the day to day operation and maintenance of the District 8 website.
2014.02.a	District 8 create a page on our existing website to serve as a "digital literature rack", to give students more accessibility to AA resources (such as links to literature and young people's videos at <a href="http://aa.org">aa.org</a> , as well as local meeting schedules, and service materials).

2014.03.b	That the Book of Resolutions be posted and available to anyone in the District by way of our website: <a href="http://district8area15aa.org">district8area15aa.org</a> . It will be printed for the Chair and for the Archives.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.
2017.06	<u>To replace the 'dot-net/dot-nuke' district8area15aa.org with the WordPress site district8area15aa.info on GoDaddy.com, our web services provider. GoDaddy will rename the .info site to district8area15.org and register our domain so that we can be found by Google search</u>

### **Current Practices**

2013.11.b	That District 8 in Area 15 establish a Current Practices Standing Committee, responsible for revising and updating the Book of Current Practices and Book of Resolutions.
2014.03.b	That the Book of Resolutions be posted and available to anyone in the District by way of our website: <a href="http://district8area15aa.org">district8area15aa.org</a> . It will be printed for the Chair and for the Archives.
2014.03.c	When a resolution is passed which affects an older resolution already in the Book of Resolutions and/or Book of Current Practices, the older resolution will be deleted from the Book of Current Practices but retained in the Book of Resolutions, with a notation " Motion superseded [or clarified] by Motion 20xx.xx,
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

### **District Committee Members (DCM)**

1998.05.d	All voting DCMs, ACMs and officers required to give a report will be reimbursed one night's lodging based on the quarterlies published rates for all quarterlies.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2007.02	District 8 to combine GSR and DCM sharing at the monthly business meetings. This combined sharing will alternate the agenda to focus on both GSR's and DCM's.

2009.06	That all motions be submitted to the District Chair by 12:00 noon on the Sunday following the District meeting. All District Officer & Committee Chair reports will be submitted to the Recording Secretary by 5:00 PM on the Monday following the District meeting. A draft of the Minutes and Agenda for the following month will be sent to the District Chair by the Recording Secretary by 5:00PM on the Sunday following the District meeting. The District Chair will approve or make changes to the Minutes and Agenda for the following month and send the final version to the Recording Secretary by 5:00PM on the next day [Monday]. The Recording Secretary will then send the Minutes and Agenda, in PDF format, to the Registrar who will email the Minutes to the District database and to the printer along with a copy of snail mail addresses by Tuesday, no later than nine days after the District meeting.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting.
2014.05 a	Effective January 2015, Trusted Servants of District 8 will only be eligible to hold one voting position at a time at the district level.

**Alternate Committee Members (ACM)**

1998.05.d	All voting DCMs, ACMs and officers required to give a report will be reimbursed one night's lodging based on the quarterlies published rates for all quarterlies.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2007.02	District 8 to combine GSR and DCM sharing at the monthly business meetings. This combined sharing will alternate the agenda to focus on both GSR's and DCM's.
2010.05	District 8 will reimburse all Standing Committee Chairpersons one (1) night lodging in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or an ACM acting as a DCM at the Quarterly Business Meeting. General Service Representatives (GSR)

**Alternate General Service Representative**

1998.04	All new Alternate GSRs, unless they are interested in joining another committee, are a member of the Grapevine Committee.
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2007.08.a	That new GSRs and Alt GSRs will meet with the Registrar to complete their paperwork after the DCM/GSR sharing session, and before the business meeting. New GSRs and AGSRs will continue to be introduced to the District during the business meeting. Any new GSR or Alt GSR who did not attend the sharing session will be registered following the business meeting.
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**District # 8 Third Legacy Procedure Elections**

1992.05.d	General election will be held prior to each odd numbered year.
2001.11.a	In the event that the chairperson position becomes open during the elected term of office, the alternate chairperson will assume the duties of chairperson for the remainder of the term of office.
2001.11.b	If an administrative position other than chairperson becomes open during the elected term of office the position should be filled from the eligible past or present DCMs or ACMs not currently serving in an officer or standing committee chair position.
2001.11.c	During DCM or ACM elections - change the wording to read "All those not currently serving in a DCM or ACM position eligible to stand, please stand, all those able and willing to serve, please remain standing."
2001.11.d	AA members in District 8 can only serve one two-year term as DCM for one sub district, unless they are re-standing for a term in which they did not fulfill their full two years. Past or present DCMs may stand for a DCM position in a different sub district.
2002.07	That elections for District 8 officers, committee chairpersons, and DCM/ACM positions be held at the October business meeting in even numbered years, but that these positions will not take office until the following January business meeting.
2013.08.a	Officers, Committee Chairs, DCMs and GSRs to have one vote. Alternates will vote only when their DCM or GSR are absent. Members of AA that come as visitors and guests are welcome to the meeting but may have no vote. Amended To: Officers, Standing Committee Chairs, DCMs and GSRs to have one vote. Alternates will vote only when their DCM or GSR are absent. Members of AA that come as visitors and guests are welcome to the meeting but may have no vote.
<u>2018.1</u>	<u>That all elections of Trusted Servants be conducted in accordance with Third Legacy procedure</u>

**Finance**

1982.12	The books should be audited by the outgoing treasurer, the incoming treasurer, and a third party of their choice.
1996.09.a	District #8 to set up a \$3,000 prudent reserve.



1998.05.d	All voting DCMs, ACMs, and officers required to give a report will be reimbursed one night's lodging based on the quarterlies published rates for all quarterlies. (restated).
2001.11	In hosting the delegate's report. District 8 will be financially responsible for the delegate's transportation, lodging and meals, if needed.
2004.06	The District Treasurer use "Increase/Decrease" vs. Profit/Loss when giving monthly financial statement reports. Using profit/loss sends the wrong message to our groups since we are a not for profit organization.
2004.12a	That the District Chairperson be compensated 2 nights lodging at Area 15 Quarterlies.
2004.12b	That all District Officers and Committee Chairpersons submit their annual budget requests to the District Treasurer at the October District Business Meeting. The Treasurer will present the proposed budget to the district at the November Business Meeting and the District will discuss, make adjustment proposals, and ratify the budget at the December Business Meeting.
2005.06	District 8 reimburse one (1) night lodging for the Institutions, Grapevine, PI/CPC, Special Needs, Archives, and Literature Chairpersons in order to attend their respective Area Committee Meeting at the Quarterly Meeting of Area 15 and inform District 8 of news concerning their committee occurring in other districts. Reimbursement will not be disbursed if the Chairperson is compensated because they are a District Officer, DCM, or ACM acting as a DCM at the Quarterly.
2005.12	Whenever a Quarterly Meeting of Area 15 is held at a hotel that charges a mandatory parking fee that District 8 reimburse All Officers, Committee Chairperson's, DCM's and ACM's acting as DCM's for the parking fee incurred.
2014.05 b	The Treasurer of District 8 will classify as anonymous, any contribution received without indication of the contributing group or without a name and an invalid number. This procedure will follow the practice of Area 15 and other Districts. 2014.03c
2017.11	To update our policy on Interpretation (item 1996.05.a currently) in the Book of Current Practices to read: District 8 to compensate the interpreter at a rate not to exceed \$75 per hour per interpreter for a two-hour minimum for any alcoholic at District 8 Event/Business Meeting as needed.
2017.12	At the end of every year, the Treasurer of District 8 will hold back 25% of the yearly budget for lodging from the excess funds prior to distribution according to current practice. This amount will be used to fund the DCM/ACM, District Officers, and Committee Chairperson's lodging for the January Quarterly/ Assembly.
2017.12.a	At the end of every year, the Treasurer of District 8 will hold back the amount allocated in the budget for the Alternate Chairperson from the excess funds prior to the distribution according to current practice. This amount will serve as the budget for the Alternate Chairperson for District 8 for the upcoming year.
2018.04	That the Treasurer pay the annual archives storage bill in December.

**Miscellaneous Motions and Information**

2004.05	That any member of District 8 who produces a document affecting or recording the history, procedures, meetings or correspondence of District 8 provides where possible the original and one copy to the District Archives chairperson for permanent storage and future reference.
2008.06.b	That District # 8 approve the new sub-districting plan proposed by the ad-hoc committee on sub-districting. This proposed sub-districting plan would take effect immediately following the election of 2009 DCM's and ACM's.