

# NERAASA Inventory Ad-hoc Committee Report

The Ad-hoc Committee on the NERAASA Inventory was established by a motion passed at the NERAASA 2018 Business Meeting.

Motion: The Northeast Regional Trustee appoint an ad-hoc committee drawn from the current and past Northeast Regional Delegates for the purpose of developing a plan for NERAASA to conduct an inventory of itself. The report of the committee shall be presented at the NERAASA following the adoption of this Motion.

Members of the Ad-hoc Committee:

Ken L., Panel 64, Area 43, Ad-hoc Committee Chair  
Don B., Panel 68, Area 29  
Rose S., Panel 68, Area 45  
Sue W., Panel 67, Area 30

Discussion was conducted on a monthly conference call and the final report was circulated via email for review. Key topics of the discussion included:

- Scope and composition of a NERAASA Inventory Committee
- Timing and procedures for conducting the NERAASA Inventory
- Suggested questions and areas of focus for the NERAASA Inventory

As a result of these discussions, the Ad-hoc Committee recommends that the Northeast Regional Trustee (NERT) establish a committee to conduct an inventory of NERAASA as outlined below:

## 1. Purpose

To conduct a biennial inventory of the process and practices of the North East Regional Alcoholics Anonymous Service Assembly (NERAASA) and make recommendations based on the inventory results in order to improve our efficiency and effectiveness in carrying out the NERAASA purpose of permitting trusted servants from the Northeast Region to discuss General Service Conference related issues and concerns affecting A.A. as a whole, as well as pertinent aspects of recovery, unity and service common to the areas of the Northeast Region.

## 2. Composition

(a) The Committee will be appointed by the current Northeast Regional Trustee (NERT) based on recommendations from the current Northeast Regional Delegates, **and in keeping with a goal of representing the diversity of the fellowship as much as possible.**

(b) The Committee will include seven members, including one member from the current Host Area, **and** one member from the following year's Host Area **and preferably one bilingual member (English/Spanish) to help with translation.**

(c) The term of service will be two years.

## 3. Scope

- (a) Each Committee will develop Inventory questions based on the needs, issues, and concerns pertinent to that year.
- (b) If possible, the Inventory should be limited to 10-15 questions plus optional demographic information.
- (c) All past and current attendees of NERAASA will be eligible to participate in the Inventory.
- (d) Sample questions are included in this report for reference only but may be used in full or in part if the Inventory Committee chooses.

#### **4. Procedure**

- (a) Each Committee will attempt to maximize attendee participation in the Inventory.
- (b) The Committee will collect and compile results and provide these results in a timely manner to the NERT and Northeast Regional Delegates.
- (c) If possible, Inventory results should be available to all NERAASA attendees and accessible to all interested A.A. members by posting on the NERAASA website and inclusion in the following year's registration packets.
- (d) Recommendations based on the Inventory results may be presented in the form of Motions at a subsequent NERAASA Business Meeting.

#### **5. Inventory Committee Guidelines**

- (a) Request that the NERAASA Host Committee include on the registration form a box to be checked so that all who register may indicate their desire to participate in the inventory and that the questions be emailed to them in advance.
- (b) Inventory questions are also be posted on the NERAASA website at least one week prior to the event, **in English and Spanish**.
- (c) The Inventory Committee will request that a table be made available, separate from the Registration area, where attendees may request a printed copy of the inventory questions, ask questions about the inventory procedure, and/or drop off completed forms. The table would be staffed at limited times throughout the NERAASA weekend.
- (d) The Host Committee will include in their "housekeeping announcements" information about the inventory and how to participate.
- (e) The Inventory Committee will establish an email address and postal mailing address where completed forms may be sent up to 2 weeks following the event. The committee may at their discretion choose to accept completed forms beyond the 2-week deadline.
- (f) The committee will be responsible to collect and compile the results, and for preparing **reports in English and Spanish** to be sent to all current Northeast Regional Delegates and the NERT as soon as completed, for sending a copy to the following year's Host Committee to be included in the registration packets, and for posting on the NERAASA website.