

**District 25 Meeting Minutes – Panel 73**  
**August 6, 2024**

**Diane M.** (D25 – DCM); **Chris B.** (GSR – Good News Group/D25 – Secretary); **Lenny T** (D25 – Webservant); **Charles W.** (GSR – Vernon Park); **Josh L.** (GSR – Manayunk Big Book); **Jackie C.** (GSR – Steps 3, 7, and 11: A Spiritual Journey {*Virtual*}); **Wanda H.** (GSR – Briar Road Strep); **John S.** (GSR – Saturday Night Step); **Braden A.** (GSR – East Falls Big Book); **Torey S.** (AGSR – Good News Group); **Loretta L.** (GSR – Top of the Hill); **Rick F.** (GSR – Sunshine); **Janet M.** (GSR – Conscious Contact); **Karen S.** (GSR – Day By Day); **Ed H.** (GSR – Chestnut Hill Local); **Douglas R.** (Visitor); **Rita D.** (AGSR – West Oak Lane); **Greg** (GSR – Now Here This)  
**1 – DCM; 1 – Secretary; 1 – Webservant; 12 – GSRs; 2 – AGSRs; 1 – Visitor**

1. Meeting opened at 7:05 PM by **Diane M.** (D25 – DCM) with the Serenity Prayer, GSR Preamble, and the “I AM RESPONSIBLE” Pledge.
2. **Rita D.** (AGSR – West Oak Lane) read a portion of the section entitled A.A.’s Third Legacy of Service of The A.A. Service Manual Combined with the Twelve Concepts of World Service.
3. **Roll Call**
  - a. **Diane M.** (D25 – DCM) ⇒ Present.
  - b. **Chris B.** (GSR – Good News Group/D25 – Secretary) ⇒ One Group Issue: Attendance at Meetings continues to be an issue as many of the group’s scheduled meetings continue to be suspended.  
Two Announcements: (1) New Noon Meeting on Wednesdays (Literature); (2) New 6:00 PM Meeting on Sundays (Came to Believe).
  - c. **Lenny T** (D25 – Webservant) ⇒ Present.
  - d. **Charles W.** (GSR – Vernon Park) ⇒ No Group Issues.
  - e. **Josh L.** (GSR – Manayunk Big Book) ⇒ No Group Issues.
  - f. **Jackie C.** (GSR – Steps 3, 7, and 11: A Spiritual Journey {*Virtual*}) ⇒ No Group Issues.
  - g. **Wanda H.** (GSR – Briar Road Strep) ⇒ One Group Issue: Meeting needs support.
  - h. **John S.** (GSR – Saturday Night Step) ⇒ No Group Issues.
  - i. **Braden A.** (GSR – East Falls Big Book) ⇒ No Group Issues.

- j. **Torey S.** (AGSR – Good News Group) ⇒ Present.
  - k. **Loretta L.** (GSR – Top of the Hill) ⇒ No Group Issues.
  - l. **Rick F.** (GSR – Sunshine) ⇒ No Group Issues.
  - m. **Janet M.** (GSR – Conscious Contact) ⇒ No Group Issues.
  - n. **Karen S.** (GSR – Day By Day) ⇒ No Group Issues.
  - o. **Ed H.** (GSR – Chestnut Hill Local) ⇒ No Group Issues.
  - p. **Douglas R.** (Visitor) ⇒ Present.
  - q. **Rita D.** (AGSR – West Oak Lane) ⇒ No Group Issues. One Announcement:  
Old Timers Panel, 09/25/2024.
  - r. **Greg** (GSR – Now Here This) ⇒ One Group Issue: Meeting needs support. One Announcement: Anniversary Meeting, 10/10/2024.
4. The *Minutes from the July 2024 District Meeting* were presented by **Chris B.** (D25 – Secretary) as prepared by **Braden A.** (GSR – East Falls Big Book).
- a. A motion was made to approve the Minutes as read.
    - i. The motion was seconded.
    - ii. The motion passed unanimously.
5. **Lenny T.** (D25 – Webservant) gave the monthly *Webservant’s Report*.
- a. See Attachment.
  - b. A motion was made to approve the Report as read.
    - i. The motion was seconded.
    - ii. The motion passed unanimously.
6. **Lenny T.** (D25 – Webservant) gave the monthly *Structure Committee Report*.
- a. See Attachment.
  - b. A motion was made to approve the Report as read.
    - i. The motion was seconded.
    - ii. The motion passed unanimously.

7. **Diane M.** (D25 – DCM) presented the monthly *Treasurer’s Report* as prepared by **Kat L.** (D25 – Treasurer).
  - a. D25 Available Balance minus all set aside amounts (prudent reserve, etc.) is **\$1,709.21**.
  - b. A motion was made to approve the Report as read.
    - i. The motion was seconded.
    - ii. The motion passed unanimously.
  
8. **Diane M.** (D25 – DCM) gave the monthly *DCM Report*.
  - a. Plain Language Big Book Update
    - i. The General Service Board (GSB) reviewed correspondence received since the 74th General Service Conference (GSC) pertaining to Plain Language Big Book: A Tool for Reading Alcoholics Anonymous which included letters of concern, appeals, process concerns, and letters of support.
      - (1) Each person who submitted correspondence will receive a personal response. Related floor actions that were proposed but then forwarded to the applicable board/committee by group conscience of the GSC were also reviewed and will also be receiving individual responses.
      - (2) The discussion of these matters resulted in the General Service Board affirming its desire and responsibility to implement Advisory Actions of the General Service Conference that carry by substantial unanimity and expressing agreement with the work of the Trustees Literature Committee.
    - ii. The Trustees Literature Committee (TLC) reviewed the 2024 Conference Committee on Literature (CCL) memo to A.A.W.S. Publishing regarding 10 additional "minor editorial changes," which were intended by the CCL to be included as part of those given as examples in the Advisory Action.
      - (1) In past Conferences, when minor formatting, grammar, or style changes have been suggested, the editorial notes have been sent directly to Publishing without being included in Advisory Actions.
        - (a) The memo to Publishing also included an additional 36 suggestions for which the Conference Committee had not formed a group conscience and about which they were asking the Publishing Department to use its discretion to determine whether and how to implement.
      - (2) After careful consideration, the TLC agreed to proceed with Plain Language Big Book: A Tool for Reading Alcoholics Anonymous based on what was stated in the Advisory Action from the 74th GSC plus the first 10 "minor editorial changes" from the Publishing memo.

- iii. The Advisory Action stated that the draft manuscript Plain Language Big Book: A Tool for Reading Alcoholics Anonymous be approved with minor editorial changes to include:
  - (1) Relocation of the “A.A. Steps Table” to constitute an Appendix (on the Twelve Steps) at the back of the new publication.
  - (2) Replace the references to “addiction” and “addicted” with language related to alcoholism.
- iv. The AAWS Board has been discussing pricing, format and print dates, and has begun preparations pending the outcome of the discussions at the July General Service Board meeting.
  - (1) An announcement from AAWS Publishing Department will be widely distributed in the coming weeks once some formatting matters are finalized.
  - (2) It is expected that the Plain Language Big Book: A Tool for Reading Alcoholics Anonymous will be available in November 2024.
  - (3) The AAWS Board approved a list price of \$11.00.

b. Future Events

- i. 09/08/2024 Area 59 4th Quarterly Meeting, **707 Neshaminy Mall, Bensalem, PA 19020.**
- ii. 11/08/2024 to 11/10/2024 67<sup>th</sup> Annual Eastern Pennsylvania General Service Assembly, **Wyndham Lancaster Resort & Conference Center, 2300 East Lincoln Highway, Lancaster, PA 17602.**

9. Old Business

- a. ADCM position continues to be vacant.
  - i. The ADCM assists the DCM at Area Meetings along with attending the Monthly Grapevine Meetings and leading the planning of District workshops.
- b. Visitation Committee Updates
  - i. **Braden A.** (GSR – East Falls Big Book) gave an update.
    - (1) Still need additional volunteers to serve on the Committee.
      - (a) **Kat L.** (D25 – Treasurer), **Braden A.** (GSR – East Falls Big Book), and **Chris B.** (GSR – Good News Group/D25 – Secretary) are current members.

(b) **Loretta L.** (GSR – Top of the Hill) had also volunteered but stated that she was unable to continue.

(2) **Chris B.** (GSR – Good News Group/D25 – Secretary) said that he had visited the *Miracle on Pechin Street* Meeting/Group that meets every **Wednesday at 8:00 PM**. The location of the meeting is the **Salvation Army, 4555 Pechin Street, Philadelphia, PA 19128**.

(a) This is a new meeting/group, and we need to get it registered.

(3) A motion was previously passed to table the *Visitation Committee* Report indefinitely.

10. New Business

a. A discussion was held regarding the issue of “What do we do about the eligibility requirements to stand for District Committee (Webservant, etc.) positions in the future?”

i. A suggestion was made for GSRs to take the question back to the homegroups and report back to the District at the next District Meeting in September.

11. *Tradition Eight* from the Twelve Traditions Illustrated Pamphlet was read and briefly discussed.

a. The tradition of non-professionalism.

b. Exception: Service Centers can employ special workers.

12. *Concept Eight* from the Twelve Concepts Illustrated Pamphlet was read and briefly discussed.

a. First and foremost, the Trustees of the General Service Board act as the principal planners and administrators in regard to larger matters such as overall policy and finance.

b. Secondly, in regard to the separately incorporated and constantly active services (A.A.W.S, Inc.; A.A.G.V., Inc.) of A.A., the Trustees’ role is that of stock ownership and of custodial oversight (i.e., The ability to elect all directors of these entities.).

13. *Chapter Eight: The General Service Board* from The A.A. Service Manual Combined with the Twelve Concepts of World Service was not read due to time constraints.

14. The meeting was closed at 9:00 PM with the Serenity Prayer.

15. The next District 25 Meeting will take place both in-person; at the **Unitarian Society of Germantown – 6511 Lincoln Drive (enter parking lot off of Johnson Street), Philadelphia, PA**; and online via the **ZOOM Platform ([Meeting ID: 711 925 4298](#), [Passcode: 998248](#)) on Tuesday, September 3, 2024; at 7:00 PM.**

Prepared and Presented by **Chris B.**, District 25 Secretary.

Thank you for allowing me to serve as District 25 Web Servant. I think it is a realistic goal that each GSR and District 25 officer memorizes the website address ([District25AA.org](http://District25AA.org)). I hope you will agree and attempt to do so. I suggest you repeat it often during your next and every business meeting. You can use any computer, phone, tablet, etc. to view it. We have useful information on the site and want people to use it. Let it begin with you.

## Who will be the next web servant?

I have been the web servant for District 25 for four and a half years. At the June 2024 district meeting I said it may be time for me to rotate to another service position and encouraged the current officers and GSR's to think about running for one of the district positions.

After the June meeting an alternate GSR expressed an interest in stepping up to be the next web servant. Alternate GSR's are not eligible to run for any office, according to the District 25 Service Manual. We could modify the eligibility criteria to say an AGSR could stand if no one else stands. What do people think about this? What do people think about me serving another 2 years?

In November District 25 will have elections for DCM, ADCM, Secretary, Treasurer and Web Servant. I encourage anyone who is considering standing for the web servant position to talk with me about how to update the website and other tasks that I do. I am happy to meet with you and walk you through the steps of updating the Calendar page and the Archive page. I also update the list of names on the mail list using MS Office. If you are interested, please let me know and ask me questions you may have.

## Website Address and Pages

Please take some time to look at the content on the website at: [District25AA.org](http://District25AA.org) There are eight pages with a tab for each page at the top of each page, for the following:

1. Home – Basic info Area 59, SEPIA, Dist. 25. Bottom of page has form you can complete to give me feedback on the website and our Website Guidelines. Link for GSR change form.
2. Business Info – GSR Preamble, GSR definition, duties, etc.
3. District Officers – Duties for each Officer with email.
4. Donations – Address and form to donate to District 25
5. Links – GSR kit (we read from this during our meetings). Links to: GSO, Area 59, SEPIA, Grapevine and Group Change Form.
6. \*Calendar – Link for our monthly district meeting, monthly Grapevine Committee meeting and other upcoming events you may want to participate in. Your Groups can use this space. \*
7. \*Bulletin Board – Link for our monthly district meeting, has a dozen virtual meetings in our district listed. Your Groups can use this space. \*
8. Archived Info – Has past meeting notes, suggestions for guarding anonymity online and link to GSO guidelines for the internet.

\*If your Group wants to add their information about virtual meetings and/or any other AA related event/announcement please do so with the [Bulletin Board Request form](#). The link for this is near the bottom of the Bulletin Board Page. Just because I may know about an event, doesn't mean it goes on

the website. It is the responsibility of the GSR/Officer or member to request their information be posted to the web site.

## District Officers Email Accounts

Each District 25 elected officer has an email, separate from their personal emails.

1. Diane M., DC [dcm@district25aa.org](mailto:dcm@district25aa.org),
2. Vacant, ADCM [adcm@district25aa.org](mailto:adcm@district25aa.org),
3. Chris B., Secretary [secretary@district25aa.org](mailto:secretary@district25aa.org),
4. Kat L., Treasurer [treasurer@district25aa.org](mailto:treasurer@district25aa.org), and
5. Lenny, Web Servant [webservant@district25aa.org](mailto:webservant@district25aa.org)

There is one additional email that GSR's and others can use to contact all officers with this single email: [DistrictCommittee@district25aa.org](mailto:DistrictCommittee@district25aa.org). If you send an email to this address, it will be sent to all five listed above. Please let me know if your email changes and/or give me your email address so I can add you to the mail list.

Please call me at (215)849-5119 (home) or (215)929-6629 (cell) or by email [webservant@district25aa.org](mailto:webservant@district25aa.org) to tell me what you like, don't like or just to discuss the website or other items of concern I may be able to help with.

Lenny T. - Web Servant, District 25

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Submitted by Lenny. T., District 25 Web Servant from Sunshine Group

Please consider if you are willing to stand for a district position this November. You can talk with the current officers about what they do, how much time it takes, etc. I especially would like to speak with anyone who may be interested in the Web Servant position. I would be happy to show you how to update the website and discuss all other tasks I am responsible for.

What follows are excerpts from the District 25 Structure Manual. Last month (June) I listed each officer and the qualification for the position. This month I list the duties for each officer. There are more details about the duties for each officer and election process in the completed manual. [Click this link for the complete manual.](#)

Lenny T.

Chapter 3 of the structure manual is the: “Officer eligibility, nomination and election” section. This process will be used in November 2024. Each GSR will be asked if they are willing to stand for a 2-year term for the following positions:

1. District Committee Member (DCM)
2. Assistant District Committee Member (ADCM)
3. Secretary
4. Treasurer
5. Web Servant

**The District Committee Member (DCM)** is the elected trusted servant of the district committee which is made up of all GSRs in the district. The DCM reports information from District meetings at Area meetings. The D.C.M. carries the collective group conscience of the A.A. groups in the district to the Area committee. The DCM is also responsible for coordinating and assisting the efforts of the other GSRs in the District.

**DCM District level duties**

1. Conducts the monthly District Meeting
2. Reports on all Area 59 events, decisions, and other pertinent information
3. Assists and coordinates the work of other District Officers when necessary
4. Makes sure group information is up-to-date in files of both GSO and Area 59
5. Contacts any District Officer who has not attended three consecutive District Meetings

**DCM Area level duties**

1. Attends Area 59 Quarterly Business Meetings as the District representative
2. Is assigned to an Area 59 subcommittee and attends separate meetings with subcommittee members to conduct the business of the subcommittee
3. Attends Area 59 workshops to bring the message of the subcommittees back to the district
4. Provides a verbal and written report to Area 59 on status of District 25, presenting any concerns of District 25 to Area 59 for feedback, and subsequently presenting appropriate Area feedback to the district panel at next monthly District Meeting
5. Attends Area 59 functions such as Pre-Conference Sharing Session, Delegate’s Conference Report, Share-A-Day, or other Mini-Assemblies
6. Attends Area 59 Annual Assembly Convention



7. Attends NERAASA annually (usually February)
8. Attends NERF every other year

### **Alternate District Committee Member**

The ADCM has the same qualifications for office as the DCM, and should be elected at the same time for a concurrent term.

#### **ADCM District level duties**

1. Assists the DCM and assumes the duties of the DCM when he or she is not available to serve
2. Grapevine Committee representative, will attend the monthly Grapevine Committee meetings and keep District 25 informed of events.
3. Coordinates a workshop subcommittee consisting of GSRs and AGSRs. Coordinates at least one workshop per year, hosted by District 25 or co-hosted by District 25 and neighboring districts

#### **ADCM Area level duties**

1. Attends Area 59 Quarterly Business Meetings with the DCM, whenever possible
2. Attends Area 59 Quarterly Business Meetings in the absence of the DCM
3. Attends the Area 59 Annual Assembly Convention
4. Attends NERAASA annually (usually February)
5. Attends NERF every other year

### **Secretary**

The District Secretary serves a two-year term, with a suggested minimum of three years continuous sobriety at the beginning of the term, and have served as a GSR.

#### **Secretary District level duties**

1. Records and prepares District Meeting minutes, emails to District panel and has copies available at the subsequent monthly District meeting
2. Sends copies of District Meeting Minutes to Area 59 Officers.
3. Updates the GSR & AGSR Contact List.
4. Forwards a copy of unapproved minutes to the Panel members within 14-days following a District meeting.

#### **Secretary Area level duties**

1. Attends at least one (1) Area 59 Quarterly Business Meeting

### **Treasurer**

The District Treasurer serves a two-year term with a suggested minimum of four years continuous sobriety at the beginning of the term, and have served as a GSR. In addition, it is strongly suggested the District Treasurer be currently employed or have a consistent and viable form of income if not employed.

#### **Treasurer District level duties**

1. Receive all monies (checks PO Box regularly) and deposits them in the district bank account. This requires going to Germantown post office.

2. Pays all District authorized expenses
3. Keeps accurate records of all transactions
4. Prepares and distributes a written report at each District meeting. It is suggested the report include the following information:
  - a. Beginning balance
  - b. 7th Tradition (District Meeting)
  - c. Other income
  - d. Itemized expenses,
  - e. Ending balance, including prudent reserve

#### **Treasurer Area level duties**

1. Attends at least one (1) Area 59 Quarterly Business Meeting

#### **Web Servant**

District 25 has had a website at [District25AA.org](http://District25AA.org) since 2011, which is the first year we had a Web Servant. The Web Servant maintains the account with GoDaddy.com to pay for all aspects of the website. Additional services were added 2017 for the Officers to have an email suite. The Web Servants acts as the administrator for the MS Office package for five accounts.

#### **Web Servant District level duties**

1. Maintains the GoDaddy.com account, monitor service end dates and make payments to continue services.
2. Assign passwords for District Officer email accounts
3. Updates District 25 website, including adding the monthly meeting Officer reports
4. Request reimbursement from Treasurer for authorized payments
5. Assist District Officers with MS Office 365 products
6. Encourage people to use the website through regular reports including periodic statistics/activity using Google Analytics

#### **Web Servant Area level duties**

1. Attends at least one (1) Area 59 Quarterly Business Meeting.

**PLEASE consider enhancing your sobriety through service as a District 25 officer.**

Elections will be November 2024.

### **Who Wants to Attend the 4<sup>th</sup> Quarterly Area Meeting?**

Did you notice each officer is asked to attend at least one Area 59 Quarterly Business meeting? The September 8, 2024 meeting is relatively close to us. **Does anyone want to plan on attending?**

Sunday Sep 8, 2024      4th Quarterly Area Meeting 2024, Doors open 8 AM, meeting starts at 11 AM.  
Neshaminy Mall, 707 Neshaminy Mall, Bensalem, PA 19020 in District 68