

**General Service Committee**

Chairperson  
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Secretary  
PO Box 11104  
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**DEADLINE FOR HOTEL  
RESERVATIONS  
April 17, 2024**

**DATE:** MARCH 20, 2024

**TO:** GSRs, Alternate GSRs, DCMs, Alternate DCMs, LCMs (Local Committee Members), Convention Chair and Alternate, Coordinators, Officers, Past Delegates, and any other interested members!

**SUBJECT:** Area 51 Spring Committee & Assembly Meeting May 17-19, 2024

**UNITY: THE POWER TO MOVE A.A.**

**Special Guest: Tom H., Southeast Regional Trustee**

Assembly Business Sessions, Workshops, Early Bird, and Speaker Meetings  
Literature, Grapevine, Corrections, Treatment, CPC, PI, Accessibilities, and Archive Displays

**Our Area Committee Meeting and Assembly meeting will be held at**

**Lake Junaluska Conference & Retreat Center**

**91 North Lakeshore Drive Lake Junaluska, NC 28745**

**Hotel Reservations**

**Deadline:** Wednesday, April 17, 2024  
**Group Name:** NCGSCAA Assembly Meeting  
**Terrace Hotel Rates:** \$152.00 Single/Double, \$172.00 Triple, \$192.00 Quad  
**Lambuth Inn Rates:** \$132.00 Single/Double, \$147.00 Triple, \$162.00 Quad  
**Phone:** 800-222-4930, ext. 1  
**Direct reservation link:** <https://tinyurl.com/2tjuajbr>

**For best results:**

- **PLEASE MAKE YOUR RESERVATIONS EARLY!**
- Call or go online as soon as possible and **before** the deadline. It's easier to cancel a reservation than to get one at the last minute.
- Please note once the rooms in our block sell out, it's unlikely there will be other rooms left in the hotel.
- Specify the group name "NCGSCAA Assembly Meeting."
- If possible, call Lake Junaluska directly at 800-222-4930, extension 1 during business hours Monday through Friday. This gives you the best chance to speak with a reservations clerk at the hotel.
- Always be sure to get a confirmation number.
- If you have ANY trouble with Room Rate or Availability please contact Greg K., the Area Chair, at: Chair@aanorthcarolina.org.
- If you have any accessibility requirements, please contact Greg K., the Area Chair, at Chair@aanorthcarolina.org by April 10.
- **See next page about meal plans!**

**Additional Information for our stay at Lake Junaluska:**

- The Terrace Hotel is across the street from our meeting venue in the Harrell Center; the Lambuth Inn is farther away. It is a 10- to 15-minute walk between Lambuth and Harrell, involving a long hill. There will be a tram operating between the two buildings that coincides with our schedule.
- **Optional Meal Plan:** If you would like to eat on site, there is a meal plan available. The options are: 3 meals for \$49.50 (Sat Lunch, Sat Dinner; Sun Breakfast) or 5 meals for \$82.50 (Fri Dinner; Sat Breakfast, Lunch, Dinner; Sunday Breakfast). You will need to order the meal plan when you make your reservation. ***There will not be tickets available onsite the weekend we are there.***
- **Check in/Check out:** Check in will be available at 4:00 PM on the arrival day at the **Bethea Welcome Center located at 91 N Lakeshore Drive** (first building on your left as you enter from Highway 19); check out will be at 11:00 AM on the departure day.
- The discounted room rates are available for two days before and after our event, based on availability, if you would like to plan a long weekend in the mountains.
- **Commuters:** For people attending our meeting, but not staying at Lake Junaluska, there is a \$5.00 per person per day commuter fee.
- **Cancellations:** There will be a \$15.00 per person charge for cancellations occurring more than 15 days prior to arrival. No refunds will be given for cancellations occurring within 15 days of arrival.

**NOTE: GSRs and Alt. GSRs:**

- ◆ Early Assembly registration will be on Friday from 6:30 p.m. to 8:00 p.m.
- ◆ “Early Bird” AA Meeting on Friday at 8:00 p.m.

This notice and other event information is also available on the Area 51 website: [aanorthcarolina.org](http://aanorthcarolina.org).

**Our tentative schedule is as follows:**

<i>DAY</i>	<i>TIME</i>	<i>EVENT</i>	<i>ATTENDEES</i>
<b>Friday</b> May 17, 2024	3:30 PM	Officers’ Meeting	Officers Only
	6:30 – 8:00 PM	Early Assembly Registration	GSRs, Alternate GSRs, A.A. members
	8:00 PM	Early Bird AA Meeting	Open to all A.A. members
	8:00 – 10:00 PM	Area Committee Meeting	Area Committee DCMs, Alt DCMs, LCMs, Officers, Coordinators
<b>Saturday</b> May 18, 2024  Morning	6:30 AM – 7:30 AM	<i>Early Bird Morning Meditation Meeting</i>	Open – All are welcome
	8:30 AM – 1:00 PM	<i>ASSEMBLY REGISTRATION</i>	GSRs, Alternate GSRs
	<b>SUBCOMMITTEE MEETINGS</b>		
	9:00 AM	<ul style="list-style-type: none"> <li>◆ Budget &amp; Finance</li> <li>◆ Site Investigation</li> <li>◆ Ad-Hoc Hybrid</li> <li>◆ Website</li> <li>◆ Growth &amp; Maintenance</li> </ul>	Subcommittee members only
	<b>ARCHIVES OPEN 9:00 AM – 11:15 AM</b>		
	<b>WORKSHOPS</b>		
	9:00 – 10:00 AM	◆ “How the Assembly Operates”	All A.A. members are welcome.

	10:15 – 11:15 AM	<ul style="list-style-type: none"> <li>◆ “The Twelve Concepts”</li> <li>◆ PI</li> <li>◆ CPC</li> <li>◆ Treatment Facilities</li> <li>◆ Grapevine</li> <li>◆ Literature</li> <li>◆ Accessibilities</li> <li>◆ Corrections</li> </ul>	All A.A. members are welcome.
Afternoon	12:30 – 6:00 PM	<b>ASSEMBLY BUSINESS SESSION</b>	Assembly – All A.A. members
Evening	7:30 & 8:45 p.m. 7:30 & 8:45 p.m. 7:30 & 8:45 p.m. 7:30 & 8:45 p.m. 7:30 & 8:45 p.m. 7:30 & 8:45 p.m.	<b>ENGLISH WORKSHOPS</b> How to be a Rockstar GSR #1 How to be a Rockstar GSR #2 Sponsor into Service #1 Sponsor into Service #2 How to Live by the Traditions #1 How to Live by the Traditions #2	All A.A. members are welcome.
	7:30 p.m. 8:45 p.m.	<b>SPANISH WORKSHOPS</b> Sponsor into Service How to Live by the Traditions	Spanish Speaking A.A. members
<b>Sunday</b> May 19, 2024	6:30 – 7:30 AM	<b>Early Bird Morning Meditation Meeting</b>	Open – All are welcome.
	8:30 – 9:30 AM	<b>OPEN SPEAKER MEETING</b> Tom H., Southeast Regional Trustee	Open – All are welcome.
	9:40 – 11:30 AM	<b>ASSEMBLY BUSINESS SESSION</b>	Assembly-All A.A. members are welcome

**The following Area 51 Committee Members will be conducting the Saturday Evening workshops:**

<b>How to be a Rockstar GSR</b>		<b>Sponsor into Service</b>		<b>How to Live by the Traditions</b>	
<b>Chair #1</b>	<b>Co-Chair</b>	<b>Chair #1</b>	<b>Co-Chair</b>	<b>Chair #1</b>	<b>Co-Chair</b>
Amy K. DCM-51	Phil H. DCM-32	Megan P. ADCM-32	Alana E. Convention	Blake R. DCM-52	Melissa K. DCM-04
<b>Chair #2</b>	<b>Co-Chair</b>	<b>Chair #2</b>	<b>Co-Chair</b>	<b>Chair #2</b>	<b>Co-Chair</b>
Joe P. DCM-13	Sue H. DCM-70	Tom B. DCM-17	Devon F. DCM-18	Don M. LCM-23	Barbara H. ADCM-31

<b>Sponsor into Service</b>	<b>How to Live by the Traditions</b>
Viviana S. (Interpreter) & Cesar H. (DCM-30)	Bulmaro A. (DCM-16) & Hermenejildo A. (DCM-05)

**BELOW ARE THE MAIN MOTIONS FROM THE AREA COMMITTEE FOR THE 2024 Spring ASSEMBLY PRESENTED WITH BACKGROUND INFORMATION. THERE ARE EIGHT (8) KNOWN AGENDA ITEMS.** *Note: These items may appear in a different order on the Assembly agenda.*

**AGENDA ITEM #1:** To allocate the surplus of \$572 to the purchase of and distribution of the soft covered book *Alcoholics Anonymous* to the Treatment Facilities Coordinator for disbursement to corresponding institutions in need.

**Background Information:** Four suggestions for the distribution of the 2021 budget surplus were returned from the area:

- 1) Send one paperback copy of an AA Big Book to each North Carolina County jail, prison, or university library.
- 2) Provide Big Books to “local” treatment centers (No definition of locality given).
- 3) Provide literature to prisons.
- 4) To buy Big Books or 12&12’s for “institutions” in the area (No definition of institution given).

**In the event the above motion fails, the funds will be sent to GSO as described in bold below.**

At the Winter Committee meeting and the Spring Assembly of the first year of each Delegate term, the Area Committee and Assembly will be made aware of any General Fund Surplus as of December 31 of the previous year. All groups, committees, and subcommittees will be invited to submit requests and suggestions for use toward fulfilling our primary purpose in Area 51. These will then be presented for approval at subsequent Assemblies. In keeping with the seventh tradition, any money without a designated purpose by the end of the Spring Assembly of the second year of the same Delegate term will then be forwarded to G.S.O.

Any Area 51 A.A. member or group may submit suggestions for monies identified as an Area 51 General Fund Surplus. Suggestions must be for a one-time-only allocation. An idea may cost any part of or the entire surplus amount. Suggestions don’t need to be in motion form but should provide as much background information as possible. Any A.A. member can look at similar backgrounds included in past motions for ideas on what will be needed. Ideas should be sent to the Area 51 Treasurer. Once received, all suggestions will be forwarded to the Area Chair and the Budget and Finance Subcommittee Chair. The Budget and Finance Subcommittee will discuss them at the Fall Assembly and send approved motions to the Area Chair to add to the Winter Committee agenda. Motions approved by the Committee will be put on the agenda of the Spring Assembly.

**Any Area 51 General Fund Surplus funds not allocated at that time will be contributed to G.S.O.** This process must be followed for any use of the Area 51 General Fund Surplus. No individual in the Area, including Area officers, subcommittee chairs and coordinators, has the authority to spend any Area 51 General Fund Surplus without Area Assembly approval.

**AGENDA ITEM #2:** To approve the Chair’s appointment of Lizzy T. of Holly Springs as Area 51 Convention Chair for the period 2025 – 2026.

**Background Information:** The Area 51 Convention Chair for the period 2025-2026 serves by the appointment of the Area Chairperson and approval of the Area Assembly. The appointment is made during the spring of the preceding year to allow the incoming Convention Chair to observe the planning, conducting, and reporting of the N.C. State Convention by the current Convention Chair and the Convention Committee. The job description of the Area 51 Convention Chair includes the following:

- Previous experience as a DCM is not required, although some general service experience is desirable.
- Has a voice and a vote in Area Committee and Assembly proceedings but is not eligible to stand for area office unless a past DCM.
- Under the general guidance and as a member of the Area 51 General Service Committee, plans, organizes and conducts the annual N.C. State Convention.
- Conducts all convention plans in accordance with GSO-documented guidelines for conferences and conventions, and A.A.’s Twelve Traditions.
- Selects a Convention Committee to work with the Convention Chair and Convention Alternate Chair in planning and conducting the Convention.

- Responsible to the Area 51 Committee and Assembly for keeping operating expenses in line with the fiscal objective that the Convention be paid for out of registration fees of attendees and, if needed, from the approved prudent reserve in the Area 51 treasury.
- Responsible for the Convention checking account and for overseeing the collection of registration fees and payment of convention expenses.
- Prepares written financial reports, accounting fully and precisely to the Area 51 Committee and Assembly on the use of Convention funds.
- Participates in and reports at all Area 51 Committee Meetings and Assemblies.
- Serves on the Area Site Investigation subcommittee.
- Works closely with the host hotel in making detailed plans for the Convention according to the Area 51 contract with the hotel; and
- Attends the Area Committee Meetings and Assemblies and the State Convention each year.

Lizzy currently serves on the State Convention Committee as Alternate Chair. She served as Registrar for the State Convention before that. She has also served as Webmaster and Data Entry for the Convention Committee. Lizzy has served as Alternate GSR and GSR in District 32. She has also held the position of Webmaster as well as Secretary for District 32.

**AGENDA ITEM #3: To approve the Chair’s appointment of Kimberly M. of Greensboro as Area 51 Convention Alternate Chair for the period 2025 – 2026.**

**Background Information:** The Area 51 Convention Alternate Chair for the period 2025-2026 serves by the appointment of the Area Chairperson and approval of the Area Assembly. The appointment is made during the spring of the preceding year to allow the incoming Convention Alternate Chair to observe the role of the Convention Alternate Chair in the planning, conducting, and reporting of the N.C. State Convention. The job description of the Area 51 Convention Alternate Chair includes the following:

- Previous experience as a DCM is not required, although some general service experience is desirable.
- Has a voice but no vote in Area Committee and Assembly proceedings (if the Convention Chair is absent, the Convention Alternate Chair may vote).
- Is not eligible to stand for area office.
- Maintains readiness to fill in for the Convention Chair should the Convention Chair be unable to serve at required functions.
- Assists the Convention Chair with duties as requested.
- Serves on the Area Site Investigation subcommittee.
- Serves on the Convention Committee to work with the Convention Chair in planning and conducting the Convention; and
- Attends the Area Committee Meetings and Assemblies and the State Convention each year.

Kimberly currently serves as Registrar on the State Convention Committee. She served on the State Convention Committee as Hospitality Chair in 2023. She served as Secretary and Volunteer Coordinator of the State Convention Committee before that. She has also served as DCM and Alternate DCM for District 23. She was previously the Treasurer for District 31, and she served as Workshop Chair for District 35. She has multiple years of NCCYPAA experience including serving as Chair of the NCCYPAA Advisory Council.

**AGENDA ITEM #4: To approve Patrick D. as Area 51 Archivist for the 2024-2029 term.**

**Background Information:** Every six years, Area 51 elects an Archivist. The Archivist is elected by the Area Committee using the Third Legacy Procedure. This candidate is then presented to the Assembly for approval. The Assembly approval in spring of 2023 will allow sufficient time for the transition of duties, the relocation of the Archives Repository and to enable the new Area Archivist to begin serving in January of 2024. The job description of the Area 51 Archivist includes the following:

- Has some familiarity with A.A. history and archival procedures.
- Maintains, collects, and preserves the collection, files, books, pamphlets, etc.
- Availability at the Archives Repository is necessary; however, the Archivist can set his or her own hours and the Repository will be in the vicinity of the Archivist.
- Has a vote at Committee Meetings and Assemblies but is not eligible to stand for Area office. [unless previously served as DCM].
- Archives display is generally at each Area Assembly and Convention. A smaller traveling exhibit is taken to groups or districts at the request of the group or district.
- Functions the Archivist is expected to attend each year: Area Committee Meetings and Assemblies, Area Convention, and attend the National Archives Workshop.

The Archivist that was elected and approved in 2023 (for the 2024-2029 term) submitted her resignation to the Area Chair on October 1, 2023. Patrick D. was appointed by the Area Chair to begin 2024 as Acting Archivist in October 2023. Archivist resumes are submitted and there is an election by Third Legacy Procedure. The deadline for resumes was December 31, 2023. The Area Chair received one resume from Patrick D., and he was elected by acclamation at the 2024 Winter Committee Meeting.

Patrick has served as GSR for the Free Spirit group in District 23. He has had multiple positions on the Quest Carolina Roundup Committee including serving as Chair. He has been employed as a full-time archivist at UNC Greensboro since August 2017 and he is a member of the Society of American Archivists and the Society of North Carolina Archivists.

**AGENDA ITEM #5:**

**That the 2025 Summer Committee Meeting be held at the Blowing Rock Conference Center.**

**That the 2025 Fall Committee / Assembly be held at Lake Junaluska.**

**That the 2026 Winter Committee Meeting be held at the Millennium Hotel Durham.**

**That the 2026 Spring Committee / Assembly Meeting be held at Lake Junaluska.**

**That the 2026 State Convention be held at Lake Junaluska.**

**That the 2026 Summer Committee Meeting be held at the Blowing Rock Conference Center.**

**That the 2026 Fall Committee / Election Assembly be held at the Hilton Raleigh North Hills.**

**That the 2027 Winter Committee Meeting be held at the Millennium Hotel Durham.**

**That the 2027 Spring Committee / Assembly be held at Lake Junaluska.**

**That the 2027 State Convention be held at Lake Junaluska.**

**Background Information:** The Site Investigation Subcommittee is charged with finding, evaluating, and recommending sites to hold all Area 51 events for the two-year period of August 2025 to July 2027. These events are four Area Committee Meetings, four Area Assembly and Committee Meetings, and 2026 and 2027 North Carolina State Conventions.

To select a site, the subcommittee evaluated the most competitive bids submitted from around the State factoring in reasonable room rates, the cost and size of meeting rooms, coffee costs, and other costs such as cost of parking. Also considered were hotel amenities, smoking policies, and nearby affordable restaurants.

In keeping with the challenge from the membership, our goal was to balance the accessibility of a site with choosing locations from all parts of the state.

The Site Investigation Subcommittee started the selection process in 2023 by identifying and sending Requests for Proposals to locations across North Carolina. Phone calls and emails followed to ensure replies. The sites included non-traditional venues, such as resorts and retreat centers, following the direction of the membership.

The Subcommittee examined all bids with a detailed cost analysis and further negotiation with each hotel. We placed the information into the same comparative analysis format as was developed by the previous site investigation subcommittees. This listed any specific dates that a site provided where possible, to provide the most detailed report to the membership.

**AGENDA ITEM #6: That the Area 51 Convention Chair will serve as Chair of the Site Investigation subcommittee beginning in January 2025.**

**Background Information:** Over the past 10-15 years the Site Investigation subcommittee has been presented with many challenges that did not previously exist when the original structure and process was created. In 1989, the Site Investigation structure was created and found 1 site for a 2-year period to host all Area 51 events. In 2001, the option to have more than 1 location began with 2006 being the first year Area 51 had events at 2 different locations that year. 2010 was the next year that events were at 2 different locations in a year. In the last few years, over 65 sites have been scouted and contacted each year to obtain geographic diversity.

This motion comes because of the need to update our process to current business standard times in the hotel industry and to have continuity with building relationships as this has become a handicap to the rotating committee structure. The scope of this role requires knowledge in this area. Of the last 5 DCMs who served as Site Investigation Chair, 3 have resigned. Having the Convention Chair responsible for bringing and negotiating these contracts and bids will provide a responsible party that can ensure timely and concentrated progress while updating the process. The Convention Chair will already have experience communicating with hotels and negotiating bids. The subcommittee can act as support with delegated assistance requested by the Convention Chair. The Site Investigation subcommittee would serve as advisors to the Convention Chair. The subcommittee members' role would be to bring ideas, investigate new locations, provide fellowship feedback and support to the Convention Chair.

The Site Investigation subcommittee would continue as it has in previous years with alternating DCM's (1st year and 2nd year) with term rotations as well as the Convention Chair, Alt Convention Chair, Officers & past Delegates as the Area 51 Chair sees fit. The Site Investigation subcommittee would welcome advisors to join the subcommittee. These would be A.A. members who have expressed interest in the role, and who have been recommended for that role officially by the subcommittee and appointed by the Area Chair. These A.A. members would have a vote in the subcommittee, but not the Area 51 assembly or Area 51 committee. Opening the committee to more participation and allowing site investigation advisors who have a background or interest in site selection, hotel negotiating, and prospecting new relationships will enable the committee to have individuals with that skill set and background to help the Convention Chair bring the very best site selections to Area 51.

Budgetary Impact: None

**AGENDA ITEM #7: That Area 51 annually purchases the Otter AI transcription tool subscription.**

**Background Information:** In 2023, the Area Chair approved the purchase of the Otter AI transcription tool at a cost of \$240. It allows the Area Secretary to download the recordings of the Area Committee Meetings and Assemblies, and the Otter tool converts the recordings to text in word format. This allows the Secretary to quickly compile the information from the meetings. The use of this tool reduces the workload and time spent compiling the minutes. While the minutes are not intended to be a word for word transcription of the event, the use of this application allows the Area Secretary to capture the discussion and debate that happens at the microphone. This tool has also been used by the Archivist to convert recorded histories into a word document. After the one-year trial, the Secretary is requesting that this tool be purchased annually by Area 51.

Estimated Budget: The budget impact is estimated as follows: \$240

Prudent Reserve: \$120

**AGENDA ITEM #8: That Area 51 annually purchases the Deeple Translation Tool subscription.**

**Background Information:** Area 51 has had difficulty in obtaining and keeping the services of a qualified Spanish Language Translator. The previous Area Translator resigned in 2019. Translating the materials into Spanish is a service Area 51 passed as an agenda item. Without a Spanish Language Translator, the responsibility falls to another trusted servant to complete this work, who already has job responsibilities and may or may not be fluent in the language. In early 2023, the Area Secretary researched and found a Spanish Translation App, Deeple. This tool translates English MS Word or PDF files into Spanish. The Area Chair approved the purchase of the Deeple Translation tool at a cost of \$104.88. This level allows for translation of 5 documents per month, which has been sufficient during the trial period.

Estimated Budget: The budget impact is estimated as follows: \$104.88

Prudent Reserve: \$52.44

*Please note: The order of consideration of these eight (8) main motions on the Spring Assembly Agenda may be different. On behalf of your 2023-2024 Area Officers and Coordinators, we welcome new and returning Assembly Members. We look forward to serving with all of you. If you have any questions regarding the upcoming Spring Committee and Assembly Meeting, please feel free to contact us.*

*In Love and Service,*

*Greg K., Area 51 Chair*

*Debbi A., Area 51 Secretary*