

# How It Works: Our North Carolina / Bermuda Assembly

## **GENERAL INFORMATION:**

Page 118 of the [2006 - 2009 Al-Anon / Alateen Service Manual](#) defines the Assembly as "A meeting of the Group Representatives (GRs) for the purpose of electing a delegate to the annual World Service Conference, an Alternate Delegate, and Assembly officers. The Assembly also meets between elections to receive and distribute reports on Area and world service affairs. It reviews and approves interim reports of the Area World Service Committee."

Assemblies are closed business meetings. All members / GRs are asked to give first and last names for archival purposes when addressing the Assembly. Assemblies are held the 3<sup>rd</sup> Saturday of May and the 1<sup>st</sup> Saturday of November. Registration begins at 8:30 a.m. The GR and Alateen Sponsor Orientation sessions are held from 9:00 a.m. to 9:45 a.m. The Assembly business session is from 10:00 a.m. to 4:00 p.m.

## **REGISTRATION FEE**

The \$20.00 Al-Anon and \$10.00 Alateen Assembly registration fee pays for lunch, meeting room and supplies.

## **HANDOUTS**

Handouts are posted on the Area website and emailed to the District Representative for forwarding to the GR. When Area resources allow, a limited number of additional copies of handouts are provided at the Assembly. These handouts are available on a table near the entrance to the Assembly hall. Handouts include reports from the Area World Service Committee, information about Area and District events, and information about Al-Anon / Alateen related business.

## **BREAKS**

The Assembly voted at the Spring Assembly in 1999 to eliminate breaks. Therefore, should you need a break during the Assembly; you are requested to be as quiet as possible when exiting the Assembly hall.

## **MOTIONS**

A GR that wants to submit a motion to the Assembly completes the Motion Form with their full name, group name and District number. The GR that seconds the motion records their full name, group name, and District number. The motion is written in an affirmative manner. Ex. "To have 15 minute breaks at 11:00 and 2:30 during the Assembly." The District Representative confirms that the motion is written in the correct format and from registered GRs.

After the motion is read to the Assembly, the GR that presented the motion addresses the Assembly first and the person who seconded the motion speaks second. The floor is then opened for discussion.

## **DISCUSSION**

All members have a voice on all motions; only GRs vote. In order to be recognized by the Chairperson, one must be at the floor microphone. Remarks are to be no more than 2 minutes so everyone has an opportunity to speak to each issue ensuring full discussion.

## **VOTING**

The North Carolina / Bermuda Al-Anon / Alateen Assembly Voting Procedures Amended 05/19/07 is our guide to effective participation in the Assembly. If the GR is not able to attend the Assembly, the Alternate GR or designated member is able to register and vote on behalf of the group. In the spirit of unity, members are requested NOT to clap in response to statements made at the microphone or following a vote as this may discourage minority opinions, which Concept 5 protects.

Generally, motions are passed by a show of hands with majority vote. GRs may vote to change the manner in which votes are taken, such as by secret ballot, and they may change the voting percentage, such as 75%, with any motion that is on the floor. Abstentions are a non-vote and do not count in tallying the vote negatively or positively.

Minority opinions following votes are submitted in writing to the Area Chairperson for review by the AWSC.