**Hawaii Area 17**

*Alcoholics Anonymous General Service*

Date: 05/18/2024

Person reporting and position: Sean Fox, Registrar

Duties:

The duties of the registrar have evolved with the implementation of Fellowship Connection. Registrars often are a crucial first point of contact for A.A. groups and trusted servant’s data. Although the registrar’s duties will vary by area, the need for accurate information and clear communication is the foundation of this role. Other duties may include:

**-**Develops and maintains records of all groups in the area, including group name, meeting location, and GSR or group contact

**-**Works with trusted servants to maintain accurate and up-to-date names, addresses, email, addresses, and phone numbers of the GSRs, DCMs, district and area officers, and area committee members

**-**Works locally with delegates and DCMs on verifying the accuracy of the data submitted and wherever necessary following up communication for corrections

**-**Works with the G.S.O. Operations department in keeping area information up to date

**-**Notify area committee members of upcoming area meetings

**-**Register all voting members at area assemblies and determine a quorum

**-**When voting, determine whether a motion is accepted or defeated

**-**Perform such other duties as may, from time to time, be deemed necessary by the area assembly.

**-** Appoint the area’s standing committee chairs in conjunction with other area officers

Not a lot to report, however, we have shared the Email regarding contributions from our Finance Trustee Paul K. I will be working individually with each DCM starting with D8 and Ray. This will allow us to dig into the Data Integrity portion of Fellowship Connection and get outdated info cleaned up. The goal is to get all 14 districts cleaned up 100%.