

Hawaii Area 17

Alcoholics Anonymous General Service

Date: 11/04/2023

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

Since we met last in September, we were able to meet the September 29th deadline for the "Unknown" groups project set by GSO. We are, to this point, the only Area to have fully completed the project. The registration form for both the Inventory Assembly and the February Committee meeting has both been updated and loaded to the Area 17 website. Deborah L. and

I will be holding the assembly training session for district 7 on November 10th. I will also soon be sending out an updated Confidential Contact List to the area before Thanksgiving. Mahalo to all for allowing me to serve.