

GENERAL SERVICE ASSOCIATION OF ABA
Terms of Reference
MEETING SUPPORT COMMITTEE

PURPOSE: To assist existing and developing meetings in carrying the ABA message.

MEMBERSHIP: Committee membership will include at least one member of the Board of Directors, a Chair approved by the Board who is an ABA member and has maintained a minimum of one year of sobriety, and others members as determined by the Chair.

OPERATION: Meetings will be scheduled by group conscience. Minutes will be taken and will be available for Board review. Decisions will be made by consensus, and if consensus cannot be reached on a given issue, it will be brought to the Board. All major issues will be brought to the Board for discussion and decision. The Chair or her/his designate will provide a written report and bring forward important issues to the Board at every meeting. The Chair will prepare a written report for the Annual General Meeting.

DUTIES: This Committee will carry out the following duties:

1. Assess needs of current and developing meetings.
2. Support existing and developing meetings.
3. Develop guidelines and procedures as determined by the committee.
4. Encourage understanding and adherence to the 12 Traditions in meetings.

REMUNERATION: Committee members receive no remuneration for their work, but will be reimbursed by the Treasurer for all reasonable, pre-approved, out-of-pocket expenses incurred in carrying out their duties.

Date approved by Board: 20 May 2014

Reviewed:

Revised: November 8, 2017, March 17, 2019