Supporting pages for Fall Assembly 10-17-2026 – HANDBOOK MOTIONS

MOTION 2026 / 10 - # 12

SECTION VII – JOB DESCRIPTIONS & RESPONSIBILITIES - AREA OFFICERS **Pages 7-8**

A. Delegate - is a channel through which information flows. Delegate brings to the Conference the viewpoint of the Area on matters affecting the entire fellowship and returns to the Area with a broader perspective of Al-Anon worldwide. The Delegate is the bridge of understanding which links the groups in the Area with world Al-Anon/Alateen to help them continue to function in unity. The Delegate is the servant of Al-Anon as a whole.

Responsibilities: *(motion 2018/05 – # 2)*

4. Shares Area experience at three (3) annual World Service Conferences. Returns and shares the views and spirit of world-wide Al-Anon with the Area and is prepared to share further with any Group or District who requests it, at their expense.
   ~~**Include 9.**~~ If a Group or District requests a report in person from the Delegate, then the cost of the expense is borne by the metropolitan locale. *(motion 2000/10 - # 6) (motion 2025/10 - # 7) (motion 2026/10 - #12)*

5. As a result of experience, and from sharing with other Delegates, the Delegate will originate and present to the Assembly, plans and policies to improve the Fellowship within the Area (which may be debated, modified, vetoed, or implemented by the Assembly).

6. With the Alternate Delegate, conducts an Information Session / Group Representative Orientation one hour before each Assembly meeting on: World Service Office service and structure, how the Concepts are applied, and on current issues before the Assembly, for the benefit of all incoming Group Representatives, or others who may wish to attend. *(motion 1990/04 - # 2)*

7. Keeps the Alternate Delegate informed as much as possible.

8. Writes a message to all Al-Anon / Alateen members in the Area for each issue of the Al-A-Notes newsletter.

9. ~~If a Group or District requests a report in person from the Delegate, then the cost of the expense is borne by the metropolitan locale. *(motion 2000/10 - # 6) (motion 2025/10 - # 7)*~~ **Include in Item #4**

9. Extends an invitation to Al-Anon Delegates in adjacent Areas to participate in Ohio Area Convention (OAC) at their own expense. *(motion 2026/10 - # 12)*

Pages 8-9

C. Area Chairperson – should have good leadership and organizational ability, serving rather than dictating. It is essential to be able to plan an agenda and conduct meetings in an orderly manner. Communication and cooperation with others are key elements of good chairpersonship.

Responsibilities:

~~7. The Area Chairperson provides copies of approved motions to the Handbook Chairperson: 3 copies Chair, Secretary, Handbook. *(motion 2000/05 – # 3*~~ **Move task to Article D- Area Secretary as #8**

Page 9

D. Area Secretary – has voice and vote at all Area World Service Committee meetings, but has vote at Assemblies only if a current Group Representative.

Responsibilities: *(motion 2023/05 - # 3)*

8. Retains copies and maintains the log of approved motions, and provides copies to Area Chairperson, Handbook Committee Chair, and Archivist. *(motion 2026/10 – # 12)*

~~8.~~ 9. A copy of all required documents should ~~be placed in a notebook to~~ be passed ~~along~~ on to the successor. The required documents include the maintained minutes, registration records, blank motion forms and passed motion forms. *(motion 2026/10 - #12)*

MOTION 2026 / 10 - # 13

SECTION XVII – OHIO AREA CONVENTION

B. Policy – **Pages 22 - 23**

~~7. There shall be no walk-in fee for Alateens at our Area Conventions. *(motion 1994/10 - # 1)*~~

~~8. There shall be no registration fee for Alateens for the weekend package. *(motion 1995/03 - # 2)*~~

7, Alateens must complete registration to attend the Ohio Area Convention, but no registration fee will be charged. *(motion 2026/10 - # 13)*

~~9.~~ 8. The Area Convention Chairperson becomes an active member of the AWSC. *(motion 2003/05 - # 1) (motion 2026/05 - # 2)*

F. Duties of Convention Committee – **Page 24**

4. Follow our Traditions and the Area Handbook Convention Guidelines throughout ~~this Convention~~ the planning process and the Convention event. *(motion 2026/05 - # 5)*

5. Ensure that all Alateen participants are always under the care of an AMIAS / Parent or Guardian throughout the Convention. *(motion 2026/10 - # 13)*

H. Convention Secretary – **Page 24**

2. ~~Will be responsible for the Convention etiquette of sending invitations to all Ohio AA Delegates and Al-Anon Delegates of adjacent states to attend at their own expense~~.
Will enlist the assistance of the Area Delegate and the Ohio Area AA Liaison to extend invitations to the Al-Anon Delegates in adjacent Areas and the Ohio Area AA Delegates, respectively, to participate in the Ohio Area Convention at their own expense. *(motion 2026/10 - # 13)*

J. Program Committee – **Page 25**

4. Obtain speakers – recognizing *that* all Districts can be actively involved in the Convention by participating as panel members.

    a. Chairpersons of various meetings and workshops

    b. Lead speakers

    c. Alateen speakers or panel members

    d. AA speakers

    e. ~~Rap sessions~~

8. ~~Secure appropriate gifts for special workers.~~
   Secure appropriate gifts or thank you notes for speakers. *(motion 2026/10 - #13)*