

District 23
Trusted Servant Guidelines
Officers & Committee Chairs

D.C.M. District Committee Member — Hold monthly District meetings for General Service Representative (GSR) and District Committee Chairs. Maintain communication between the Delegate, the GSR, the groups, the area, and district 23 email with Area. Inform groups and GSRs about our third legacy of service. Hold workshops on service activity. Attend Area Assemblies (3) and Area Committee meetings (4) yearly. Attend Area workshops and conferences. Visit other Districts, and most certainly the groups in his/ her own District. Help all committees with various projects. Encourage use of conference approved literature and explain the groups financial responsibilities. More information is available in the service manual from S3 1-S33.

Alt. D.C.M. — The Alternate District Committee member is a back-up for the DCM, filling in where needed in the duties of DCM. Typically, the Alt. DCM will set-up the monthly agenda, provide topic and guest speakers at the District meeting. They will assist and help the DCM and various other committees in endless ways. Maintain correspondence with Area Structure Committee and attend the four Area Committee meetings yearly on-line or in person.

Treasurer — Duties include maintaining District funds, income/expenses, with checkbook. "Thank you" letters - receipts to be mailed to groups for each contribution. Provide a monthly detail of income and expenses for inclusion in the newsletter or district meeting. Encourage group financial support! Maintain correspondence with Area Finance Committee and attend the four Area Committee meetings yearly on-line or in person.

Secretary — Record minutes of each District meeting for inclusion for the website and keep a record in a binder of minutes for future. Attend Area Committee meetings four times yearly online or in person.

District 23
Committee Chairs

Archives — Maintain District records and documents to be forwarded to Area Archives. Hold workshops, sharing sessions, or visit groups giving history talks about AA. Visit other Districts and Area Archives events. Attend the four Area Committee meetings yearly online or in person. Participate with District and Area workshops and conferences. Maintain historical records, literature or fliers of District 23. Have a monthly report for newsletter or district meeting. Help set up taping of old-timers in the district.

Corrections Maintain uniform contact with county jails in Renville, Redwood, Brown, and Nicollet counties. Provide literature, meeting directories and other AA materials to the jails. Make sure speakers are being provided at inmate meetings. Coordinate speakers for Chemical Awareness Classes. Maintain communication with Area Corrections Committee. Attend the four Area Committee meetings online or in person. Participate with District and Area workshops and conferences. Work with the Pink Can Plan. Have a monthly report for the newsletter or district meeting.