

INTER-GROUP ASSOCIATION OF A.A. OF NEW YORK

Nomination form for Secretary of New York Inter-Group's Steering Committee

Two-year term starting July 1st, 2012

(Original nomination closing date: February 29th, 2012)

(Due to no nominations received, the nomination closing date has been extended to: April 30th, 2012)

Date: _____

I nominate the following member: _____

Telephone number: (Day)(_____) _____ (Night)(_____) _____

Address: _____

City, State, Zip Code: _____

Home group: _____ Sobriety date: ____ / ____ / ____

I believe this person is an appropriate choice because:

Home Group service experience: _____

Inter-Group service experience: _____

Other A.A. service experience: _____

Other qualifications: _____

Person nominating: _____

Telephone number: (Day)(_____) _____ (Night)(_____) _____

Mail or deliver to: N.Y. Inter-Group, 307 Seventh Avenue (28th Street), Room 201, N.Y., N.Y. 10001-6007. If you want the form to remain confidential, mark the sealed envelope:

“CONFIDENTIAL - SECRETARY NOMINATING COMMITTEE”.

For more information, please call (212) 647-1680 and ask to speak to a staff member.

SEE OVER FOR SECRETARY QUALIFICATIONS AND DUTIES

03/01/12

QUALIFICATIONS - SECRETARY

(From Inter-Group's By-Laws, Page 6, Article VII, Section 1, Sub-Section g)

1. Has at least three years of sobriety in Alcoholics Anonymous;
2. Is a member of a group in the Greater New York Area;
3. Is elected on the basis of capability and experience for this office.

FUNCTIONS AND DUTIES - SECRETARY

(From Inter-Group's By Laws, Page 14, Article IX, Section 5)

1. Provides notice of all meetings of the Association and of the Steering Committee.
2. Keeps the minutes of such meetings.
3. Is responsible for the correspondence of the Steering Committee.
4. Maintain the records on file at the Inter-Group Association office.
5. Reports to the Steering Committee the names of all groups that have become members of the Association.
6. Performs such other duties as the Steering Committee may from time to time assign.

ELECTION – SECRETARY

(From Inter-Group's By-laws, Page 7, Article VII, Section 2 b2)

1. Announcements of positions due to be filled on July 1, shall be announced at the December Delegates Meeting of the previous year along with the qualifications for the position.
2. Nomination forms will be available at Delegates' Meetings and at the Inter-Group office.
3. A Nominating Committee shall be formed consisting of six (6) Delegates one from each Area, chosen at their respective forums and available for January 1st.

Three (3) members of the outgoing panel of the Steering Committee shall be drawn by lottery at the December Steering Committee Meeting.

4. The Nominating Committee will present not more than three (3) candidates for each position to the March Delegates' Meeting for election at the June Delegates' Meeting by 3rd Legacy Procedure.