

Proposal Sponsor: Drew A [REDACTED] on behalf of Finance Committee

Sponsors Phone: 262-358-0337

Sponsors Service Position: Finance Committee Secretary

Finance Committee: Todd U, Leo M, Doreen H, Joan J, Matt Z, Drew A

Describe your proposal (Attach any supporting documentation)

Adopt a revised version of the Area 75 Assembly Action's Appendix E, Attachment 5 – Financial Support of Area Officers, as set forth in the attachment to this proposal.

The new version set forth in the attachment would replace the existing version of Area 75 Assembly Action Attachment 5 in its entirety.

The attached proposed revision includes endnotes that would be excluded in the final version published in the Area 75 Assembly Actions. The endnotes document the proposed revisions in detail but are not necessary when the text is transferred to the Assembly Actions.

List the primary benefits of your proposal to the area.

The proposed revision clarifies what expenses are reimbursable by providing an all-inclusive listing of reimbursable activities for each of Area 75's trusted servants in a single comprehensive document.

Summary of changes made:

- Reimbursable expenses were consolidated to single document combining the reimbursements contained in the Assembly Actions, Area Handbook and the appendix Financial Support of Area Officers.
- Current reimbursement practices that had not been previously documented have been added.
- The sections General, Budgets and Oversight were added to summarize the budgeting and oversight policies as detailed in Assembly Actions, Chapter 5 – Area 75 Business Practices, Subchapter B. Area Budget & Finance.
- Reimbursement for participation in District Meetings clarified to mean District Meetings in Area 75.
- Reimbursement for participation in workshops and mini-conferences clarified to be those events sponsored by Area 75 or a District within Area 75.
- Ad hoc & Conference Committee moved from beginning of document to end of document to improve readability.
- Comprehensive reimbursement policy for the following positions added:
 - Alternate Chairperson
 - Alternate Secretary
 - Alternate Treasurer
 - Archives Chair
 - Archivist
 - Cooperation with Professional Community Chair

- Corrections Chair
 - Literature Chair
 - Public Information Chair
 - Special Needs Chair
 - Treatment Chair
 - Grapevine Chair
 - Registrar
 - Webmaster
- Endnotes are included provide details of what was added, changed or deleted. These endnotes would not be included in the final version published in the Assembly Actions.

Estimate any funding required. Outline where funding would come from. Explain whether this is a one-time or ongoing expense.

- No additional funding required as updates to Assembly Actions are a budgeted item.

General

1. Area Officers and Committee Chairs will be reimbursed for any reasonable expense incurred as a result of performing general service work that falls within the scope of their service position as defined in the *A.A. Service Manual, Area 75 Assembly Actions, Area 75 Handbook* or other A.A. service literature.¹
2. Area Officers and Committee Chairs will be reimbursed for mileage at a rate set forth in the *Assembly Actions*.²

Budgets

1. Area 75 Officers and Standing Committees will submit a yearly budget at the beginning of each year. The budgets are submitted to the Area 75 Treasurer. The budget should be within 10% of the previous year's budget. If it is not, then the budget should come before the Area 75 Assembly for approval. Until budgets are submitted and approved, the current year's budget will remain the same as previous year's budget.³
2. Area Officers and Committee Chairs are to manage their expenses in a manner that is consistent with their approved budget.⁴
3. If, at any time during a given year, a need for additional money arises, the Committee Chair or Officer must present the need to the Finance Committee and then, with the Finance Committee recommendation, to the Assembly.⁵

Oversight

1. The Finance Committee has responsibility for overseeing all financial concerns of the Area Committee including the reimbursement of funds to Area Officers and Chairs.⁶
2. The Finance Committee can, by simple majority vote, deny reimbursement of any expense it deems inappropriate but the impacted officer or chair has the right to appeal the Finance Committee's decision by bringing the matter before the Assembly.⁷

COVERED EXPENSES FOR AREA OFFICERS AND CHAIRS

Delegate

1. General Service Conference (all expenses paid by G.S.O.)⁸
2. Southern Wisconsin Area 75 Conferences (expenses paid by Conference host)⁹
3. Conference of Delegates Past and Present¹⁰
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses¹¹
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Other
4. East Central Regional Conference¹²
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses¹³
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Train / Other
5. East Central Regional Forum¹⁴
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses¹⁵
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Train / Other
6. Registration, transportation, lodging and meal expenses when necessary for:¹⁶
 - a. Area Assemblies
 - b. Delegate's workshop¹⁷
 - c. Workshops sponsored by Area 75 or an Area 75 District¹⁸
 - d. District meetings within Area 75¹⁹
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District²⁰
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.²¹
7. Miscellaneous
 - a. Phone
 - b. Postage
 - c. Printing²²
 - d. Office supplies²³

Alternate Delegate

1. Southern Wisconsin Area 75 Conferences
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference ²⁴
 - d. Transportation expenses ²⁵
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Taxi / Bus / Train / Other
2. Conference of Delegates Past and Present ^{26 27}
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses ²⁸
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Other
3. East Central Regional Conference ²⁹
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses ³⁰
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Train / Other
4. East Central Regional Forum ³¹
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses ³²
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Train / Other
5. Registration, transportation, lodging and meal expenses when necessary for:³³
 - a. Area 75 Assemblies
 - b. Delegate's workshop ³⁴
 - c. District Meetings within Area 75 ³⁵
 - d. Workshops sponsored by Area 75 or an Area 75 District ³⁶
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ³⁷
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.³⁸
6. Miscellaneous
 - a. Phone
 - b. Postage
 - c. Printing ³⁹
 - d. Office supplies ⁴⁰

Past Delegate

Past Delegates have no covered expenses with the exception of the Conference of Delegates Past and Present following the completion of their term.⁴¹ Reimbursable expenses for the prior term Past Delegate are the same as Delegate.⁴²

Area Chairperson

1. Southern Wisconsin Area 75 Conferences
 - a. Registration
 - b. Lodging for one night⁴³
 - c. Meals sponsored by Conference⁴⁴
 - d. Transportation expenses⁴⁵
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
2. East Central Regional Conference⁴⁶
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses⁴⁷
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Train / Other
3. East Central Regional Forum⁴⁸
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses⁴⁹
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Train / Other
4. Registration, transportation, lodging and meal expenses when necessary for:⁵⁰
 - a. Area 75 Assemblies
 - b. Delegate's workshop⁵¹
 - c. District Meetings within Area 75⁵²
 - d. Workshops sponsored by Area 75 or an Area 75 District⁵³
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District⁵⁴
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.⁵⁵
5. Miscellaneous⁵⁶
 - a. Phone
 - b. Postage
 - c. Printing⁵⁷
 - d. Office supplies

Alternate Chairperson

1. Southern Wisconsin Area 75 Conference⁵⁸
 - a. Registration
 - b. Lodging for one night if travel distance one way is greater than 100 miles

- c. Transportation expenses ⁵⁹
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 2. Area 75 Assemblies ⁶⁰
 - a. Personal car mileage reimbursement
 - b. Tolls and Parking
- 3. Delegate's workshop ⁶¹
 - a. Personal car mileage reimbursement
 - b. Tolls and Parking
- 4. Transportation, lodging and other expenses necessary for performing duties relevant to the office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.⁶²
- 5. Miscellaneous ⁶³
 - a. Phone
 - b. Postage
 - c. Printing
 - d. Office supplies

Secretary

- 1. Southern Wisconsin Area 75 Conferences
 - a. Registration
 - b. Lodging for one night ⁶⁴
 - c. Meals sponsored by Conference ⁶⁵
 - d. Transportation expenses ⁶⁶
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 2. East Central Regional Conference ⁶⁷
 - a. Registration
 - b. Lodging for one night ⁶⁸
 - c. Meals
 - d. Transportation expenses
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 3. East Central Regional Forum ⁶⁹
 - a. Registration
 - b. Lodging for one night ⁷⁰
 - c. Meals
 - d. Transportation expenses
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 4. Registration, transportation, lodging and meal expenses when necessary for:⁷¹
 - a. Area 75 Assemblies
 - b. Delegate's workshop ⁷²
 - c. District Meetings within Area 75 ⁷³
 - d. Workshops sponsored by Area 75 or an Area 75 District ⁷⁴
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ⁷⁵

- f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.⁷⁶
- 5. Miscellaneous
 - a. Phone
 - b. Postage
 - c. Printing⁷⁷
 - d. Office supplies⁷⁸

Alternate Secretary

- 1. Southern Wisconsin Area 75 Conference⁷⁹
 - a. Registration
 - b. Lodging for one night if travel distance one way is greater than 100 miles
 - c. Transportation expenses⁸⁰
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 2. Area 75 Assemblies⁸¹
 - a. Personal car mileage reimbursement
 - b. Tolls and Parking
- 3. Delegate's workshop⁸²
 - a. Personal car mileage reimbursement
 - b. Tolls and Parking
- 4. Transportation, lodging and other expenses necessary for performing duties relevant to the office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.⁸³
- 5. Miscellaneous⁸⁴
 - a. Phone
 - b. Postage
 - c. Printing
 - d. Office supplies

Treasurer

- 1. Southern Wisconsin Area 75 Conferences
 - a. Registration
 - b. Lodging for one night⁸⁵
 - c. Meals sponsored by Conference⁸⁶
 - d. Transportation expenses⁸⁷
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 2. East Central Regional Conference⁸⁸
 - a. Registration
 - b. Lodging for one night⁸⁹
 - c. Meals
 - d. Transportation expenses
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking

3. East Central Regional Forum ⁹⁰
 - a. Registration
 - b. Lodging for one night ⁹¹
 - c. Meals
 - d. Transportation expenses
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking

4. Registration, transportation, lodging and meal expenses when necessary for: ⁹²
 - a. Area 75 Assemblies
 - b. Delegate's workshop ⁹³
 - c. District Meetings within Area 75 ⁹⁴
 - d. Workshops sponsored by Area 75 or an Area 75 District ⁹⁵
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ⁹⁶
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*. ⁹⁷

5. Miscellaneous
 - a. Phone
 - b. Postage
 - c. Printing ⁹⁸
 - d. Office supplies ⁹⁹

Alternate Treasurer

1. Southern Wisconsin Area 75 Conference ¹⁰⁰
 - a. Registration
 - b. Lodging for one night if travel distance one way is greater than 100 miles
 - c. Transportation expenses ¹⁰¹
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking

2. Area 75 Assemblies ¹⁰²
 - a. Personal car mileage reimbursement
 - b. Tolls and Parking

3. Delegate's workshop ¹⁰³
 - a. Personal car mileage reimbursement
 - b. Tolls and Parking

4. Transportation, lodging and other expenses necessary for performing duties relevant to the office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*. ¹⁰⁴

5. Miscellaneous ¹⁰⁵
 - a. Phone
 - b. Postage
 - c. Printing
 - d. Office supplies

Archives Chair

1. Southern Wisconsin Area 75 Conferences ¹⁰⁶
 - a. Registration
 - b. Lodging for one night (two nights if filling in for Archivist) ¹⁰⁷

- c. Meals sponsored by Conference
 - d. Transportation expenses ¹⁰⁸
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
2. Registration, transportation, lodging and meal expenses when necessary for:¹⁰⁹
 - a. Area 75 Assemblies
 - b. Delegate's workshop ¹¹⁰
 - c. District Meetings within Area 75 ¹¹¹
 - d. Workshops sponsored by Area 75 or an Area 75 District ¹¹²
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ¹¹³
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook.*¹¹⁴
 - g. Engaging in activities consistent with the *Archives Workbook, A.A Guidelines for Archives* or related A.A. service literature.¹¹⁵
 3. Miscellaneous ¹¹⁶
 - a. Phone
 - b. Postage
 - c. Printing ¹¹⁷
 - d. Office supplies ¹¹⁸

Archivist

1. Southern Wisconsin Area 75 Conferences ¹¹⁹
 - a. Registration
 - b. Lodging for two nights ¹²⁰
 - c. Meals sponsored by Conference
 - d. Transportation expenses ¹²¹
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
2. National Archives Conference ¹²²
 - a. Lodging
 - b. Meals
 - c. Registration
 - d. Transportation expenses
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
 - iii. Airfare
 - iv. Taxi / Bus / Other
3. Registration, transportation, lodging and meal expenses when necessary for:¹²³
 - a. Area 75 Assemblies
 - b. Delegate's workshop ¹²⁴
 - c. District Meetings within Area 75 ¹²⁵
 - d. Workshops sponsored by Area 75 or an Area 75 District ¹²⁶
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ¹²⁷
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook.*¹²⁸
 - g. Engaging in activities consistent with the *Archives Workbook, A.A Guidelines for Archives* or related A.A. service literature.¹²⁹

4. Miscellaneous ¹³⁰
 - a. Phone
 - b. Postage
 - c. Printing ¹³¹
 - d. Office supplies ¹³²

Cooperation with Professional Community Chair

1. Southern Wisconsin Area 75 Conferences ¹³³
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference
 - d. Transportation expenses ¹³⁴
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
2. Registration, transportation, lodging and meal expenses when necessary for: ¹³⁵
 - a. Area 75 Assemblies
 - b. Delegate's workshop ¹³⁶
 - c. District Meetings within Area 75 ¹³⁷
 - d. Workshops sponsored by Area 75 or an Area 75 District ¹³⁸
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ¹³⁹
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*. ¹⁴⁰
 - g. Engaging in activities consistent with the *Cooperation with Professional Community Kit and Workbook, A.A Guidelines for Cooperating with Professional Community, A.A. Guidelines for Cooperating with Court, DWI and Similar Programs* or related A.A. service literature. ¹⁴¹
3. Miscellaneous ¹⁴²
 - a. Phone
 - b. Postage
 - c. Printing ¹⁴³
 - d. Office supplies ¹⁴⁴

Corrections Chair

1. Southern Wisconsin Area 75 Conferences ¹⁴⁵
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference
 - d. Transportation expenses ¹⁴⁶
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
2. Registration, transportation, lodging and meal expenses when necessary for: ¹⁴⁷
 - a. Area 75 Assemblies
 - b. Delegate's workshop ¹⁴⁸
 - c. District Meetings within Area 75 ¹⁴⁹
 - d. Workshops sponsored by Area 75 or an Area 75 District ¹⁵⁰
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ¹⁵¹
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*. ¹⁵²

- g. Engaging in activities consistent with *Correctional Facilities Kit & Workbook, A.A Guidelines for Corrections Committees, A.A. Guidelines for Cooperating with Court, DWI and Similar Programs* or related A.A. service literature.¹⁵³
3. Miscellaneous¹⁵⁴
 - a. Phone
 - b. Postage
 - c. Printing¹⁵⁵
 - d. Office supplies¹⁵⁶

Literature Chair

1. Southern Wisconsin Area 75 Conferences¹⁵⁷
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference
 - d. Transportation expenses¹⁵⁸
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
2. Registration, transportation, lodging and meal expenses when necessary for:¹⁵⁹
 - a. Area 75 Assemblies
 - b. Delegate's workshop¹⁶⁰
 - c. District Meetings within Area 75¹⁶¹
 - d. Workshops sponsored by Area 75 or an Area 75 District¹⁶²
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District¹⁶³
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.¹⁶⁴
 - g. Engaging in activities consistent with the *A.A. Guidelines for Literature Committees* or related A.A. service literature.¹⁶⁵
3. Miscellaneous¹⁶⁶
 - a. Phone
 - b. Postage
 - c. Printing¹⁶⁷
 - d. Office supplies¹⁶⁸

Public Information Chair

1. Southern Wisconsin Area 75 Conferences¹⁶⁹
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference
 - d. Transportation expenses¹⁷⁰
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
2. Registration, transportation, lodging and meal expenses when necessary for:¹⁷¹
 - a. Area 75 Assemblies
 - b. Delegate's workshop¹⁷²
 - c. District Meetings within Area 75¹⁷³
 - d. Workshops sponsored by Area 75 or an Area 75 District¹⁷⁴
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District¹⁷⁵

- f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.¹⁷⁶
 - g. Engaging in activities consistent with the *Public Information Kit and Workbook, A.A. Guidelines Public Information* or related A.A. service literature.¹⁷⁷
3. Miscellaneous¹⁷⁸
- a. Phone
 - b. Postage
 - c. Printing¹⁷⁹
 - d. Office supplies¹⁸⁰
 - e. Costs associated with maintaining the Area 75 website.¹⁸¹

Special Needs Chair

- 1. Southern Wisconsin Area 75 Conferences¹⁸²
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference
 - d. Transportation expenses¹⁸³
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 2. Registration, transportation, lodging and meal expenses when necessary for:¹⁸⁴
 - a. Area 75 Assemblies
 - b. Delegate's workshop¹⁸⁵
 - c. District Meetings within Area 75¹⁸⁶
 - d. Workshops sponsored by Area 75 or an Area 75 District¹⁸⁷
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District¹⁸⁸
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook*.¹⁸⁹
 - g. Engaging in activities consistent with the *Special Needs / Accessibilities Workbook, A.A. Guidelines for Carrying the Message to the Deaf Alcoholics, A.A. Guidelines for Serving Alcoholics with Special Needs* or related A.A. service literature.¹⁹⁰
- 3. Miscellaneous¹⁹¹
 - a. Phone
 - b. Postage
 - c. Printing¹⁹²
 - d. Office supplies¹⁹³

Treatment Chair

- 1. Southern Wisconsin Area 75 Conferences¹⁹⁴
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference
 - d. Transportation expenses¹⁹⁵
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 2. Registration, transportation, lodging and meal expenses when necessary for:¹⁹⁶
 - a. Area 75 Assemblies
 - b. Delegate's workshop¹⁹⁷
 - c. District Meetings within Area 75¹⁹⁸

- d. Workshops sponsored by Area 75 or an Area 75 District ¹⁹⁹
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ²⁰⁰
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook.* ²⁰¹
 - g. Engaging in activities consistent with the *Treatment Facilities Kit and Workbook, A.A. Guidelines for Treatment Facilities Committees* or related A.A. service literature. ²⁰²
3. Miscellaneous ²⁰³
- a. Phone
 - b. Postage
 - c. Printing ²⁰⁴
 - d. Office supplies ²⁰⁵

Grapevine Chair

- 1. Southern Wisconsin Area 75 Conferences ²⁰⁶
 - a. Registration
 - b. Lodging for one night
 - c. Meals sponsored by Conference
 - d. Transportation expenses ²⁰⁷
 - i. Personal car mileage reimbursement
 - ii. Tolls and Parking
- 2. Registration, transportation, lodging and meal expenses when necessary for: ²⁰⁸
 - a. Area 75 Assemblies
 - b. Delegate's workshop ²⁰⁹
 - c. District Meetings within Area 75 ²¹⁰
 - d. Workshops sponsored by Area 75 or an Area 75 District ²¹¹
 - e. Mini-conferences sponsored by Area 75 or an Area 75 District ²¹²
 - f. Performing duties relevant to office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook.* ²¹³
 - g. Engaging in activities consistent with *A Guide to the AA Grapevine.* ²¹⁴
- 3. Miscellaneous ²¹⁵
 - a. Phone
 - b. Postage
 - c. Printing ²¹⁶
 - d. Office supplies ²¹⁷

Registrar

Phone, postage, printing and office supply expenses necessary for performing duties relevant to the office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook.* The Registrar's expenses are included in the Secretary's budget. ²¹⁸

Webmaster

Phone, postage, printing and office supply expenses necessary for performing duties relevant to the office as documented in the *A.A. Service Manual, Twelve Concepts for World Service, Area 75 Assembly Actions or Area 75 Handbook.* The Webmaster's expenses are included in the Public Information Chair's budget. ²¹⁹

Conference Advisory Committee

1. Mandatory that two members of the Advisory Committee attend the first Conference Committee meeting with mileage paid for by the Area.
2. Prior to the contract being signed, if/when two of the Advisory Committee members are requested in attendance, the Area will pay for the mileage to the second meeting.
3. Additional Advisory Committee meetings will be paid for by the Conference.
4. Expenses to be paid out of the overhead budget.²²⁰

Ad Hoc Committees

1. Consists of five members.
2. Mileage to first meeting to be paid by Area for all Committee Members.
3. Ad-Hoc Committee Chairpersons mileage to the assemblies be paid for by the Area.
4. Area Chairperson to authorize any additional Ad Hoc Committee Meetings. Mileage to be authorized by the Area Chairperson if additional Ad Hoc Committee Meetings are required.
5. Reasonable expenses are to be paid by the Area. Itemized expenditures should be submitted on the same form as used by the Area Officers.
6. Expenses to be paid out of the overhead budget.²²¹

Endnotes

- ¹ Current practice not previously documented.
- ² Currently, the rate is set by Assembly Action 2001/03/04 page 5-9.
- ³ Assembly Actions 1998/09/13 page 5-9.
- ⁴ Reference Assembly Actions, Chapter 5 – Area 75 Business Practices, Subchapter B. Area Budget & Finance, page 5-8.
- ⁵ Reference Assembly Actions, Chapter 5 – Area 75 Business Practices, Subchapter B. Area Budget & Finance, page 5-8.
- ⁶ Reference Assembly Actions, Chapter 5 – Area 75 Business Practices, Subchapter B. Area Budget & Finance, page 5-8.
- ⁷ Current practice not previously documented.
- ⁸ From existing Assembly Actions Appendix E Attachment 5. Replaces text “G.S.O. Conferences in April – all expenses paid.”
- ⁹ Area 75 Conference Guidelines page A-21-22.
- ¹⁰ From existing Assembly Actions Appendix E Attachment 5. Event name changed from “Delegate/Past Delegate Conference” to current event name “Conference of Delegates Past and Present.”
- ¹¹ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ¹² From existing Assembly Actions Appendix E Attachment 5. Event names changed from “Forum and Regional Conference” to “East Central Regional Conference and East Central Regional Forum.”
- ¹³ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ¹⁴ From existing Assembly Actions Appendix E Attachment 5. Event names changed from “Forum and Regional Conference” to “East Central Regional Conference and East Central Regional Forum.”
- ¹⁵ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ¹⁶ From existing Assembly Actions Appendix E Attachment 5. Text changed. Original text reads “Travel expenses and lodging when necessary for”
- ¹⁷ Current practice not previously documented.
- ¹⁸ From existing Assembly Actions Appendix E Attachment 5. Text “sponsored by Area 75 or an Area 75 District” added.
- ¹⁹ From existing Assembly Actions Appendix E Attachment 5. Text “within Area 75” added.
- ²⁰ From existing Assembly Actions Appendix E Attachment 5. Text “sponsored by Area 75 or an Area 75 District” added.
- ²¹ Current practice not previously documented.
- ²² Current practice not previously documented – reference Area Handbook C.3.c.v page 7.
- ²³ Current practice not previously documented.
- ²⁴ Reference proposal number 3 passed at the April 22 2007 Pre-conference Assembly
- ²⁵ Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ²⁶ Assembly Actions 2002/09/15 page 1-4.

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- ²⁷ From existing Assembly Actions Appendix E Attachment 5. Event name changed from “Delegate/Past Delegate Conference” to current event name “Conference of Delegates Past and Present.”
- ²⁸ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ²⁹ From existing Assembly Actions Appendix E Attachment 5. Event names changed from “Forum and Regional Conference” to “East Central Regional Conference and East Central Regional Forum.”
- ³⁰ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ³¹ From existing Assembly Actions Appendix E Attachment 5. Event names changed from “Forum and Regional Conference” to “East Central Regional Conference and East Central Regional Forum.”
- ³² From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ³³ From existing Assembly Actions Appendix E Attachment 5. Text changed. Original text reads “Travel expenses and lodging when necessary for”
- ³⁴ Current practice not previously documented.
- ³⁵ From existing Assembly Actions Appendix E Attachment 5. Text “within Area 75” added.
- ³⁶ From existing Assembly Actions Appendix E Attachment 5. Text “sponsored by Area 75 or an Area 75 District” added.
- ³⁷ From existing Assembly Actions Appendix E Attachment 5. Text “sponsored by Area 75 or an Area 75 District” added.
- ³⁸ Current practice not previously documented.
- ³⁹ Current practice not previously documented. – reference Area Handbook C.3.c.v page 7.
- ⁴⁰ Current practice not previously documented.
- ⁴¹ From existing Assembly Actions Appendix E Attachment 5. Event name changed from “Delegate/Past Delegate Conference” to current event name “Conference of Delegates Past and Present.”
- ⁴² First sentence quoted from existing Appendix. Second sentence added.
- ⁴³ Assembly Actions 1983/08/28 page 3-2 and 5-12.
- ⁴⁴ Reference proposal number 3 passed at the April 22 2007 Pre-conference Assembly
- ⁴⁵ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ⁴⁶ From existing Assembly Actions Appendix E Attachment 5. Event names changed from “Forum and Regional Conference” to “East Central Regional Conference and East Central Regional Forum.”
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- ⁵⁵ Current practice not previously documented.
- ⁵⁶ Current practice not previously documented.
- ⁵⁷ Current practice not previously documented. – reference Area Handbook C.3.c.v page 7.
- ⁵⁸ Assembly Actions 1998/09/13 page 5-9.
- ⁵⁹ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ⁶⁰ Assembly Actions 1998/09/13 page 5-9.
- ⁶¹ Current practice not previously documented.
- ⁶² Current practice not previously documented.
- ⁶³ Current practice not previously documented.
- ⁶⁴ Assembly Actions 1983/08/28 page 3-2 and 5-12.
- ⁶⁵ Reference proposal number 3 passed at the April 22 2007 Pre-conference Assembly
- ⁶⁶ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ⁶⁷ From existing Assembly Actions Appendix E Attachment 5. Text changed from “The Forum and The East Central Regional Conference (The Five State)” to “East Central Regional Conference and East Central Regional Forum.”
- ⁶⁸ Area Handbook, page 7, item 3.b.iii.
- ⁶⁹ From existing Assembly Actions Appendix E Attachment 5. Text changed from “The Forum and The East Central Regional Conference (The Five State)” to “East Central Regional Conference and East Central Regional Forum.”
- ⁷⁰ Area Handbook, page 7, item 3.b.iii.
- ⁷¹ From existing Assembly Actions Appendix E Attachment 5. Text changed. Original text reads “Travel expenses and lodging when necessary for”
- ⁷² Current practice not previously documented.
- ⁷³ From existing Assembly Actions Appendix E Attachment 5. Text “within Area 75” added.
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- ⁷⁶ Current practice not previously documented.
- ⁷⁷ Current practice not previously documented – reference Area Handbook C.3.c.v page 7.
- ⁷⁸ Current practice not previously documented.
- ⁷⁹ Assembly Actions 1998/09/13 page 5-2.

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- ⁸⁰ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ⁸¹ Assembly Actions 1998/09/13 page 5-2.
- ⁸² Current practice not previously documented.
- ⁸³ Current practice not previously documented.
- ⁸⁴ Current practice not previously documented.
- ⁸⁵ Assembly Actions 1983/08/28 3-2 and 5-12.
- ⁸⁶ Reference proposal number 3 passed at the April 22 2007 Pre-conference Assembly
- ⁸⁷ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
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- ⁹¹ Area Handbook, page 7, item 3.b.iii.
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- ⁹⁷ Current practice not previously documented.
- ⁹⁸ Current practice not previously documented – reference Area Handbook C.3.c.v page 7.
- ⁹⁹ Current practice not previously documented.
- ¹⁰⁰ Assembly Actions 1998/09/13 page 5-2 and page 5-9.
- ¹⁰¹ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ¹⁰² Assembly Actions 1998/09/13 page 5-2 and page 5-9.
- ¹⁰³ Current practice not previously documented.
- ¹⁰⁴ Current practice not previously documented.
- ¹⁰⁵ Current practice not previously documented.
- ¹⁰⁶ Assembly Actions 2006/09/24 page 2-1.
- ¹⁰⁷ Assembly Actions 2003/03/09 page 2-1.
- ¹⁰⁸ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ¹⁰⁹ From existing Assembly Actions Appendix E Attachment 5. Replaces existing statement “OTHER AREA CHAIRPERSONS: The same as for the Secretary and Treasurer except for 2.e. above.”

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- ¹¹⁷ Current practice not previously documented – reference Area Handbook C.3.c.v page 7.
- ¹¹⁸ Current practice not previously documented.
- ¹¹⁹ Assembly Actions 2003/03/09 page 2-1.
- ¹²⁰ Assembly Actions 2003/03/09 page 2-1.
- ¹²¹ From existing Assembly Actions Appendix E Attachment 5. Text changed from “Travel Expenses” to “Transportation Expenses” and sub-bullets added.
- ¹²² Area 75 Handbook, page 13, Archivist item 7.
- ¹²³ From existing Assembly Actions Appendix E Attachment 5. Replaces existing statement “OTHER AREA CHAIRPERSONS: The same as for the Secretary and Treasurer except for 2.e. above.”
- ¹²⁴ Current practice not previously documented.
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²¹⁸ Current practice not previously documented.

²¹⁹ Current practice not previously documented.

²²⁰ Current practice not previously documented.

²²¹ Current practice not previously documented.

Proposal