

**PROPOSED  
AGENDA ITEM  
PROCESS-**

# **WHAT IS A PROPOSED AGENDA ITEM (PAI)?**

**An idea,  
suggestion,  
question,  
concern or  
subject sent  
to General  
Service  
Office  
(GSO) in  
New York**

***The A.A. Service Manual/Twelve Concepts for World Service* states on page 42:**

**The Conference considers matters of policy for A.A. as a whole, and there are tried-and-true procedures for placing an item on the agenda in the most effective way possible. For suggestions that do not concern overall policy, there are procedures to ensure they are routed to the most appropriate part of the service structure. The final agenda for any Conference consists of items suggested by:**

- **Individual A.A. members**
- **Groups**
- **Delegates**
- **Trustees**
- **Area assemblies**
- **Area committee members**
- **Directors and staff members of A.A.W.S.  
and the Grapevine**

**\*\*\*GSRs may have ideas for an agenda item, including some brought to them by group members. Experience suggests that they may want to discuss them first with their groups, then at district or area meetings. A district or an area can then forward it to the staff member at G.S.O. who is currently serving as Conference coordinator.**

Committee on the Conference for direction.

If a proposed agenda item does not rise to the level of a Conference action the topic could be programmed during Conference in a different way like a presentation/discussion or workshop.

This overview is general and includes many but not necessarily all the possible routes a proposed agenda item follows in the trustee, G.S.O. and Grapevine review process. There is no "one size fits all" procedure and, on a case-by-case basis over time, there may occasionally be inconsistencies.

<b>(1) Submit a clear and concisely worded motion.</b>
<b>(2) What problem does this proposed item address?</b>
<b>(3) What level of group conscience, if any, discussed the proposed agenda item? Make it clear who is submitting the item (an individual, group, district, area, etc.).</b> <i>Note: While all items are received equally, experience has shown that ideas greatly benefit from the value of a broader group conscience. Consider if and with whom you would like to have a group conscience discussion on the proposed agenda item prior to submitting.</i>
<b>(4) Provide background information that describes and supports the reasoning for the proposal. List background material(s) included with the proposal:</b>

<b>(5) What are the intended/expected outcomes if this proposed item is approved?</b>
<b>(6) Provide a primary contact for the submission.</b>
<b>(7) Final comments:</b>

Submit completed forms to the GSO Staff Member on the Conference Desk:

EMAIL: [Conference@aa.org](mailto:Conference@aa.org)

POSTAL MAIL: Attn: Conference Desk  
General Service Office  
P.O. Box 459  
Grand Central Station New  
York, NY 10163

## **WHAT IS THE DEADLINE FOR SUBMITTING A PAI?**



**The deadline for PAI  
submission for the 75<sup>th</sup>  
General Conference was  
September 30, 2024,  
11:59 pm.**

# **WHAT HAPPENS TO THE PROPOSED AGENDA ITEMS?**



**The item is studied by General Service Office (G.S.O.) /Grapevine staff. They study the proposals compared to past Conference action items then send the item to either 1) the Trustees Conference Committee, or 2) the appropriate Conference Committee. Most go to the Conference Committee.**

## **TRUSTEES CONFERENCE COMMITTEE**



**If the item goes to the Trustees Conference Committee, the committee will determine if there needs to be a workshop or presentation given on the subject or if it should become a proposed agenda item or committee concern.**

**CONFERENCE  
COMMITTEES ARE  
ASSIGNED ITEMS BY  
THE CONFERENCE  
COORDINATOR**

**Conference Committee members are emailed background materials for their review of the item. Background materials may include letters from A.A. members, past advisory actions, or recommendations.**

**Preliminary  
General Service  
Conference  
Agenda Panel 75**

**Released:**

**November,  
2024**

**143 PROPOSED AGENDA ITEMS**

**Final Agenda Items will  
be released February 17-  
25, 2025 along with  
background information.**

**Go to [area15aa.org](http://area15aa.org)  
under What's New?  
Click on Everything  
You Need To Know  
About the 75<sup>th</sup>  
General Service**



# DISTRICT COMMITTEE CHAIR RESPONSIBILITIES

01

Thoroughly review each item on the committee's agenda, as well as the background material provided for each item.

02

Committee Chair and/or District Committee can review past advisory actions and prior conference reports on literature items.

03

Committee Chair meets with District Committee to determine a group conscience on each item as well as comments and/or questions.

## **DISTRICT COMMITTEE CHAIR RESPONSIBILITIES- CONTINUED**

**4**

**District Committee Chair/Committee may be asked to present their findings to the district body or GSR's to assist them in sharing information with their home groups.**

**5**

**Attend the April Area General Service Assembly prepared to share the district committee's group conscience on each item at the Area standing committee meeting.**

**6**

**The area chair may report the overall group conscience of the committee to the delegate and the area body following the Sunday morning business meeting.**

# **THE DELEGATE**

**Our delegate attends the General Service Conference and reports the group conscience of the Area 15 standing committees.**

**Our Delegate, Lisa D, has been assigned to the Conference Literature Committee for panel 75!**

# THE CONFERENCE

**The Conference usually happens every April in New York. Delegates from the 93 areas gather for a week-long meeting. They attend committee meetings, presentations, workshops, and trustee elections.**

**The standing committees meet twice at the conference where they discuss the proposed agenda items. They reach a group conscience for the committee.**

## **Standing Committee Outcomes:**

- **Forward item to the Conference**
- **Many make no recommendation**
- **Make a suggestion**
- **Defer the item to the following year's Conference**
- **Seek further information or input from fellowship or trustees**

# CONFERENCE COMMITTEE REPORT

The committee prepares a report to present to the full Conference body. The Conference culminates in a final business meeting where agenda items are discussed and voted upon to possibly become an Advisory Action.

Advisory actions require a two-thirds majority of Conference members.

# CAN AN ADVISORY ACTION BE CHANGED?



**Any Advisory Action can be modified or changed by future Conferences.**



**For example, an Advisory Action was passed in 1995 that prohibits changes to the first 164 pages of the book *Alcoholics Anonymous*. However, a future agenda item could change that if it received two-thirds vote.**

QUESTIONS?