

“Alcoholics Anonymous may we help you?”

INTRODUCTION

Many of you have called or visited Central Office when you first thought you might have a problem with alcohol. Or perhaps later, when you became curious about the entity that is so important to the sobriety of thousands of people here in the San Fernando Valley and nearby areas.

So, this folder is published for the many members of Alcoholics Anonymous, particularly our new friends, who seek a clear picture of Central Office and its operation.

WHAT IS CENTRAL OFFICE?

If you are seeking recovery from the killer disease of alcoholism, Central Office is here to help you. In fact, Central Office exists primarily to assist in the rehabilitation of the suffering alcoholic, through the principles and guidelines of A.A.

Central Office is a partnership of all A.A. Groups. It is maintained and supervised by the Intergroup Committee. The office is headed by a Board of Directors whose members are elected by Intergroup and managed by an Executive Secretary. Most staff functions are performed by A.A. members, on a voluntary basis.

Central Office is charged with the responsibility of carrying out those functions which are common to all A.A. Groups, and which can best be served through a centralized office at one location.

SERVICES OF YOUR CENTRAL OFFICE

- Maintain an A.A. listing and phone number in all local directories
- Provide 24-hour phone service daily
- Guide callers to A.A. meetings in the area
- Arrange Twelfth Step calls on sick alcoholics by qualified A.A. members
- Recruit A.A. members for voluntary work on phone shifts and Twelfth-step calls
- Update and maintain files on A.A. volunteers along with work schedules at Office
- Act as an information exchange between and among all A.A. Groups in this area
- Maintain a central inventory of A.A. World Service literature, plus sales records
- When requested, help arrange for speakers at A.A. meetings
- Provide qualified speakers for non-A.A. affairs, such as school classes, churches, or business organizations
- Publish a monthly newsletter and maintain a current mailing list
- Update, revise, publish, and distribute a directory of all A.A. meetings in this area
- Sponsor workshops and fund-raising events
- Participate in A.A. conventions
- Cooperate with other organizations on affairs or projects which concern A.A. in this area

VOLUNTEERS WANTED

As the number of recovering alcoholics grows, so does the need for A.A. members to act as volunteers in A.A. activities.

For example, Central Office usually has openings for qualified A.A. members to work a phone shift; or be available to perform a Twelfth Step call; or serve on the Public Information Committee, or the Zone Committee.

Service to others is one of the blessings of A.A. membership. It helps free the individual from the bondage of alcohol, while performing a deed that is intended to help another person. So, if you'd like to improve the quality of your own recovery, please contact our Staff members.

YOUR GROUP AND YOUR CENTRAL OFFICE

Central Office is a partnership of all A.A. Groups in this area. Each Group elects an Intergroup Representative (IGR) and that person is the liaison with Intergroup and Central Office. The Intergroup meets on the second Monday of each month. Afterwards, the IGR is encouraged to report current activities to his/her own Group. And conversely, report the "Group Conscience " at next month's Intergroup Meeting.

So, it is important that each A.A. Group be represented at Intergroup so that it may fully participate in all A.A. affairs. To make sure that your Group is represented, ask the Group Secretary or check the listings in the monthly newsletter.

HOW IS CENTRAL OFFICE SUPPORTED?

A.A.'s Seventh Tradition states: "Every A.A. Group ought to be fully self-supporting, declining outside contributions."

Thus, the Central Office is supported by contributions from A.A. Groups; by sale of books and literature; from special contributions from A.A. Groups or members; and from special fundraising events from within the Fellowship.

The Intergroup Committee suggests that all A.A. Groups make a monthly or consistent contribution to help support the expense of maintaining Central Office. Such group contributions are listed in the Recovery Times, semi-annually.

Since contributions fluctuate from time to time, Intergroup has determined that a prudent reserve (Concept 12, Warranty Two) be established for Central Office, for use in an emergency. That the prudent reserve be set at six month's operating expenses.

WHAT IS THE 60-30-10 PLAN

The distribution of excess funds from the group's Seventh Tradition is entirely the Conscience of each group. Most groups find this suggestion useful as a guide in apportioning their contributions:

60% to Central Office

30% to the A.A. General Service Office

10% to Central California Area 93

(some groups choose to send 5% to their local District & 5% to Area 93).

THE A.A. PREAMBLE

Alcoholics Anonymous is a fellowship of people who share their experience, strength and hope with each other that they may solve their common problem and help others to recover from alcoholism. The only requirement for membership is a desire to stop drinking. There are no dues or fees for AA. membership; we are self-supporting through our own contributions.

A.A. is not allied with any sect, denomination, politics, organization or institution; does not wish to engage in any controversy; neither endorses nor opposes any causes.

Our primary purpose is to stay sober and help other alcoholics achieve sobriety.