

## **COMPOSITION, SCOPE & PURPOSE FOR AREA 93 LITERATURE/AUDIO-VISUAL/NEWSLETTER COMMITTEE**

The **C.C.A.A. Audio-Visual / Literature / Newsletter Committee's** purpose and scope is to:

1) Provide and coordinate the presentation of A.A. audio-visual material to A.A. groups, other committees and related A.A. activities as requested. These materials consist of audio tapes, video tapes, films and static displays. In addition, AV will provide on request the means to present said materials (audio player, visual player, projector, screen, etc) as needed.

2) Make presentations and/or literature displays at Area Assemblies and other A.A. functions as requested or decided upon by the Literature Committee.

3) Inform C.C.A.A. of the status of new and revised A.A. literature and of proposals for the printing of new literature. Suggestions for new literature are forwarded to the Committee for further discussion and may be forwarded by the Committee to the Area Delegate for submission as an Agenda item for the next General Service Conference.

a) Submission to the Area Delegate would require a majority vote by the Committee.

4) Publish the C.C.A.A. Newsletter ("93 News"), which shall inform C.C.A.A. members of selected items of general interest from G.S.O., the Area, and the Districts. Newsletter responsibilities include:

a) Publish the agenda for, and directions to, the next Area Assembly.

b) Publishing editorial columns from all members is encouraged.

c) Publishing a report from the Area Delegate is expected.

d) Articles are written for the A.A. membership at large, not specifically for General Service members.

e) Publication will be at least once every quarter.

5) Provide current information to new Literature Chairpersons at the group level upon rotation from Panel to Panel or at any other time a new Committee Chairperson is added.

**MEMBERSHIP:** Any interested AA member is eligible to be an Area Literature/Audio Visual/Newsletter Committee member. Districts are also encouraged to form Literature/Audio Visual/Newsletter committees and have representatives on the Area Committee.

**BUDGET:** The annual budget for each committee will be decided at the annual Area Budget Setting meeting. It is expected that the Literature Committee will meet to decide their budgetary needs prior to the Area Budget Setting meeting and that the Committee Chairperson or any so-appointed Committee member attend the Area Budget Setting meeting to formally request the funds as decided upon by the Committee.

After the annual budget has been set, any funds required that are over budget may be requested by the Committee Chairperson or any so-appointee Committee member, by first visiting the Finance Committee meeting at an Area Assembly. The Finance Committee shall advise the member whether or not the funds are available. If the funds are available, the member shall ask the Area Chair to add the request to the agenda for consideration by the Area Assembly. If the Area Chair adds the item/s to the agenda, the assembly shall vote on the request for the additional funds. If the Area Chair does not add the items to the Area Assembly, the member may request that the item be added to the next scheduled Area Assembly.