

# AA Australia - Eastern Region

## Area E Committee Meeting Agenda



<https://sl.bing.net/bcj7g7SnOZo>

**Location:** NSCSO Office, 177 Rosedale Rd, St Ives NSW 2075

**Date & Time:** 24<sup>th</sup> March 2025 @ 7:30pm

1. Attendance and Apologies
2. Read Twelve Traditions
3. Minutes of Previous Meeting adopted as true and correct record
4. Review of Current Action Items

Action	Who	Due	Status
Open Roles to be filled: <ul style="list-style-type: none"><li>- Public Information and Professional Awareness (PIPA) Officer</li><li>- NSCSO Liaison Officer (see below)</li></ul>	Committee	ASAP	In progress
Finalise handover activities for all Committee members	Committee	Apr 25	In progress
Planning for next Assembly – June 2025  Proposed: <b>June 14th</b> Workshops on Concepts of Service or Sponsorship or other suggestions from the Groups <b>August 9th</b> Discussion of Topics for Conference 2025 <b>September 20th</b> Voting on Topics	Committee	Apr 25	To do
Bank Account signatories – handover activities: <ul style="list-style-type: none"><li>- AGM Minutes for Bank</li><li>- In-person visit to update signatories</li></ul>	Janine, David H, Grant C, Anna S, Martin G	Apr 25	In progress
Discuss NSCSO Liaison role in light of Michael S stepping down; can we operate effectively without the role?	All		To do

### 5. Updates

Written and verbal updates to be tabled and discussed:

#### a. Area E Committee

- i. Chairperson
- ii. Treasurer
- iii. Secretary
- iv. Registrar (Group Liaison)

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v. NSCSO Liaison

vi. Area E Delegate

### b. Group Service Representatives

## 6. New Topics for discussion/voting

<b>Topic</b>	<b>Change “Group Liaison” role to “Area Registrar” as per the Service Handbook</b>
<b>Detail of Motion</b>	While we can add specific duties to the role, it would be beneficial to align to the service handbook so that there is existing guidance on duties and responsibilities.
<b>Voting Type</b>	Simple majority
<b>Background / Reason</b>	Since the service handbook already has this position as part of the Area structure it makes sense to align.
<b>Suggested Solution</b>	Change the role name on all future paperwork – and also document any additional duties and responsibilities that are not covered by the service manual but are beneficial to the operations of the committee.
<b>Tradition 5 Alignment</b>	Will aid in helping with induction and explaining to new people the duties and responsibilities of the role are, as well as pointing people to the service manual for guidance.
<b>Consultation</b>	

## 7. Other Matters

### Committee meetings for 2025:

<b>Area E (7:30pm)</b>	<b>NSCSO (7:00pm)</b>
Monday 24th March	Monday 17th March
Tuesday 22nd April	Tuesday 15th April
Wednesday 28th May	Wednesday 21st May
<b>Assembly Saturday 14th June</b>	
Thursday 26th June	Thursday 19th June
Monday 21st July	Monday 14th July
<b>Assembly Saturday 9th August</b>	
Tuesday 26th August	Tuesday 19th August
<b>Assembly Saturday 20th September</b>	

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Area E (7:30pm)	NSCSO (7:00pm)
Wednesday 24th September	Wednesday 17th September
Thursday 23rd October	Thursday 16th October
Monday 24th November	Monday 17th November
Tuesday 23rd December	Tuesday 16th December