

AA Preamble

Alcoholics Anonymous is a fellowship of men and women 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 the desire to stop drinking.

There are no dues or fees for AA membership; we are self-supporting through our own contributions.

AA 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 to achieve sobriety.

The Twelve Traditions of Alcoholics Anonymous

1. Our common welfare should come first; personal recovery depends upon AA unity.
2. For our group purposes there is but one ultimate authority a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants, they do not govern.
3. The only requirement for A.A. membership is a desire to stop drinking.
4. Each group should be autonomous except in matters affecting other groups or A.A. as a whole.
5. Each group has but one primary purpose to carry its message to the alcoholic who still suffers.
6. An A.A. group ought never endorse, finance, or lend the A.A. name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every A.A. group ought to be fully self-supporting, declining outside contributions.
8. Alcoholics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. A.A., as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Alcoholics Anonymous has no opinion on outside issues; hence the A.A. name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio and films.
12. Anonymity is the spiritual foundation of our traditions, ever reminding us to place principles before personalities.

Memphis Area Intergroup
Association

A Brief Guideline for the Intergroup Representative

Declaration of Unity

*This we owe to AA's future
To place our common welfare first.
To keep our fellowship united.
On A.A. unity our lives depend.*

TEL: 901 454-1414

To the Intergroup Representative

Welcome to the Memphis Area Intergroup Association. If this is your first Intergroup meeting you are encourage to listen carefully. Some of the business being discussed will have been covered previous meetings and our experience shows that a great deal of time can be saved if the new member will try to become informed in order to avoid redundancy. The previous meetings are posted on our website, please call 901 454-1414 for further information.

What is an Intergroup Representative?

Serving as a Intergroup Representative offers you a rewarding opportunity to share in Alcoholics Anonymous' third legacy—service.

The Intergroup Rep is a person who is elected by your home group to serve as a liaison between the home group and AA in locally and surrounding areas as established and maintained by the action taken at the monthly meeting of Intergroup Reps. Every group in locally and surrounding areas is entitled to be represented at the Memphis Area Intergroup Association. Each group is encouraged to elect a Rep and Alternate Representative.

(Each individual group has their own suggested amount of sobriety.) One year is usually recommended.

The whole purpose of the Intergroup Rep is likened to a link in a chain connecting the individual member of an AA group to those who are elected to maintain the operation of The Intergroup Office. Ultimately this allows Intergroup Office to better serve its members.

Duties & Responsibilities

A IG representatives inform their home group about your Intergroup Office and the local service opportunities available. The IG reps attend monthly Intergroup Rep meetings. The Intergroup Rep assures that the grass roots members of AA are informed about what is going on locally and the surrounding areas. And as well, IG rep assures that the group's voice is heard on issues when they come up for discussion at the monthly Rep meeting. A rep is responsible in getting the 12-step call sheet filled out and returned to the Intergroup Office.

What is the Steering Committee? What Does it Do?

The Steering Committee is composed of the Chairman, Past Chairman, Treasurer and Secretary and five at-large members.

The Steering Committee is responsible for the administration and conduct of the business affairs of Memphis Area Intergroup Association according to the wishes of the By-laws. Members of the Steering Committee have a voice at the Rep's meeting

Know the By-Laws

Through the Intergroup Office, members of AA in the Memphis area are involved in keeping the AA program healthy and active. Operations continue under a set of guidelines. By your study of these by-laws, you can help to keep all methods up to-date.

HELP KEEP M.A.I.A. SOLVENT

One of the most important purposes an Intergroup Representative can serve is to work constantly toward consistency in his own group's contributions to the operations of your Intergroup Office. It is difficult for the Intergroup Office to run smoothly when money comes in sporadically. Peaks and valleys in totals mitigate against efficiency in carrying the message. Keep members aware, that on every level. AA is self-supporting through our own contributions.

ASK QUESTIONS:

If you don't know, get answers to things your group members want to know about. It is your privilege to make yourself heard.

Memphis Area Intergroup Association

3540 Summer Ave
Suite 104
Memphis, TN 38122

Phone: 901-454-1414
Fax: 901-454-0420
E-mail: memphisarea@bellsouth.net

What “Vital Services” are provided by the Intergroup Office?

Intergroup provides the following “Vital Services” to all AA Groups and their members:

- Answer Phones 24 Hours a Day
- Direct callers to your group
- Publishes A.A. Meeting Schedule
- Maintain a 12-step list to help the still-suffering alcoholics
- Maintain an informative and up-to-date website
- Publishes The Tippler (newsletter)
- Orders and sells literature
- Acts as an information exchange for all the Greater Memphis Areas
- Host two Special Event to continue to support MAIA

Individual and Group Participation will help us “Carry the Message”

The Intergroup Office depends upon the local members and groups for the necessary support to carry out its responsibilities. This support comes in the form of volunteer help and financial contributions. Our efficiency and the continuation of services offered are related to the level of support from the groups.

- Visit your Intergroup office– Drop in. Introduce yourself. Have a cup of coffee. Chat with the phone volunteers. This is the “heart line,” that first contact for newcomers; the point of new beginnings and directions; the information center for people in the fellowship.
- Volunteer at Intergroup Office– help by answering telephones.
- 12 Step Volunteer-sign up to be available to call suffering alcoholics who desire to get sober.
- Communicate with the Intergroup Office-with your help, Intergroup maintain current information about meeting locations, times and special events throughout the Greater Memphis area.

Memphis Area Intergroup Association

Aiding groups in their purpose of carrying the AA message to the alcoholic who still suffers.

**3540 Summer Ave. Suite 104
Memphis, TN 38122**

Telephone: 901 454-1414

Fax: 901 454-0420

Website: www.Memphis-aa.org

E-mail:

memphisarea@bellsouth.net

What is the Intergroup Office?

A central office (or Intergroup) is an AA service that involves partnership among groups in a community-just as A.A. groups themselves are partnerships of individuals.

A central office is established to carry out certain functions common to all groups-functions which are best handled by a centralized office-and it is usually maintained, supervised, and supported by these groups in their general interest. It exists to aid the groups in their common purpose of carrying the AA message to the alcoholic who still suffers.

Each group is encouraged to elect a group representatives to attend the monthly meeting. There are many committees carrying the message throughout our community. The support from local AA groups and individuals help to make AA work. Your continued efforts and contributions are allowing miracles to happen!!!

Frequently Asked Questions About Memphis Area Intergroup Assn.

- Q. How is it operated?
- A. A small staff of "special workers" including an Office Manager/Secretary carry out daily office activities & facilitate 12 step work. There are 3 officers elected and 6 at-large members serving on the on the Steering Committee
- Q. Does my group have a voice in the affairs?
- A. Yes, each AA Group should have an Intergroup Representative. They inform their home group about your Intergroup Office and the local service opportunities available.
- Q. My Home Group already has a GSR. Do we still need an Intergroup representative?
- A. Yes, the GSR serves their General Service District and General Service Area Assembly carrying their group's voice thru the annual General Service conference.
- Q. How can my A.A. Group be of service?
- A. You can start by seeing that your group has a voice at the monthly IG Reps meeting, helping your fellow members know about the many service opportunities that exist to "carry the message." Ensure that your group treasurer fulfills the group's primary purpose by contributing to M.A.I.A. on a regular basis. No matter how small, every contribution helps.

7th Tradition Financial

Contributions

"When we meet and defeat the temptation to take large gifts, we are only being prudent. But when we are generous with the hat, we give a token that we are grateful for our blessing and evidence that we are eager to share what we have found with those who still suffer." Bill W., The Language of the Heart pg 221

The Seventh Tradition states, "Every AA group ought to be fully self-supporting, declining outside contributions." For support, our Intergroup office relies on the contributions of its groups and individual members so the work of carrying the message can continue. Groups contribute monthly to Intergroup Office while individual members may contribute up to \$3000.00 yearly through the high fiver plan, memoriam, and individually. Support of your group demonstrates gratitude for sobriety and a willingness to share with the alcoholic who still suffers.

MEMPHIS AREA INTERGROUP ASSOCIATION

Office Hours:

M-W-F 8-4:00pm

Tues & Thurs 10-6:00pm

CLOSED DAILY BETWEEN : 1-2:00pm

Phone: 901-454-1414

Fax: 901- 454-0420

E-mail: memphisarea@bellsouth.net

Carrying the Message

As our co-founder, Bill W., wrote:

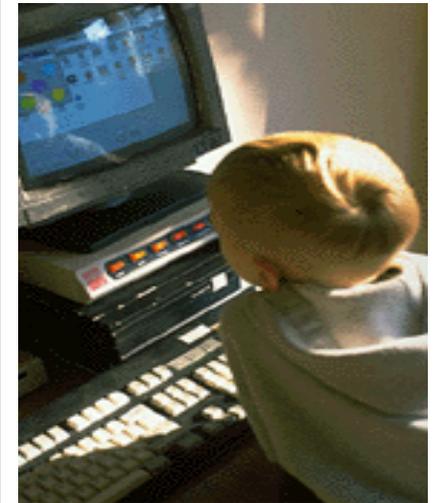
“Public Information takes many forms—the simple sign outside a meeting place that says ‘A.A. meeting tonight’; listing in local phone directories; distributions of A.A. literature; and radio and television shows using sophisticated media techniques. Whatever the form, it comes down to ‘one drunk carrying the message to another drunk,’ whether through personal contact or through the use of third parties and the media.”



A Word of Gratitude

This website was made possible by and with the support of the AA community and a special mention and thanks to those who spent many a day in service to carry the message one step further.

Memphis Area Intergroup Assoc.



JOIN US AT OUR

WEBSITE:

WWW.MEMPHIS-AA.ORG

OFFICE LOCATION:

3540 SUMMER AVENUE SUITE 104

MEMPHIS, TN 38122

901 454-1414

Memphis Area Intergroup
Association

3540 Summer Avenue Suite 104

Phone: 901 454-1414

Fax: 901 454-0420

E-mail: memphisarea@bellsouth.net

A LITTLE HISTORY

Just a couple of years ago the idea that Memphis should have an Internet Website was not embraced by many of our fellow AA's. There are surely some of you out there who are still unconvinced. We understand! We needed to see it to believe it ourselves.

The Intergroup Steering committee made a decision to study how AA was represented on the internet and to better understand how it may be or could be a part of how we carry the message here in Memphis. The study was done and the results were impressive. Copies of other AA sites were made and were presented to the Steering committee and the Intergroup Reps. Not only was AAWS and Grapevine using the web, but a large number of Intergroups had their own websites as well. There was sufficient evidence that a website can be a valuable part of our carrying the message. The AA community made the decision that Memphis should develop a website. Our site has been designed to reach the suffering alcoholic while becoming an important source of information for all our AA members and for the Memphis Area community as a whole.

Tell us how we are doing. Share your ideas with us. We hope you will become as proud as we are.

GETTING STARTED

When you reach our Home Page and begin exploring, you will find that the site contains the following areas of local AA information:

- Meetings with Google map
- Event calendar
- Support for new members
- Information about intergroup
- Service work opportunities
- AA related announcements

At the bottom of the Home page there are Links to other AA related websites. You can choose from the following:

- AAWS
- Grapevine
- AI-Anon/AI-Ateen
- Area 64
- Desoto County
- Memphis Bluff City Fellowship

Disclaimer

This website is neither endorsed nor opposed by A.A. World Service, Inc. Certain links are intended to be a convenience for those who visit our site, but such inclusion does not constitute any endorsement or approval of, or affiliation with either the Memphis Area Intergroup or Alcoholics Anonymous World Service, Inc.



HOW DO I?

Look for a meeting

- 1) Select Meeting Directory on the Home Page
- 2) Choose day of week which you would like to attend
- 3) You may select the area of town in which you desire to attend a meeting
- 4) You will be shown meetings for the day and time of your request. This is especially helpful in finding a meeting right now! Simply change the days and time to complete or expand your search.
- 5) Where is this meeting and how do I can there? Simply press the Google Map button next to your meeting and you can print a map as well.

Search for AA Events:

- 1) Select the event Calendar from the Home Page
- 2) Select Printable forms and fliers, then select the last link under flyer.
- 3) Select the desired flyer you may print the page of your choice.

M.A.I.A. IG/ALT REPRESENTATIVE INFORMATION FORM

YOUR SIGNATURE BELOW SIGNIFY THAT YOU ARE THE DULY ELECTED IG REP/ALT WHICH HAVE A VOICE AND VOTE.

*****IG REP/ALT MUST SIGN ROLL BY 1:00 P.M.*****

**GROUP
NAME** _____

**REP'S FULL NAME PLEASE
PRINT** _____

**REP'S FULL NAME PLEASE
SIGN** _____

**REP'S MAILING
ADDRESS W/ZIP** _____

**REP'S
PHONE #'S** _____

REP'S E-MAIL _____

**ALTERNATE IG REP PLEASE
PRINT** _____

**ALTERNATE REP PLEASE
SIGN** _____

**ALTERNATE IG MAILING
ADDRESS** _____

**ALT IG REP
PHONE #** _____

**ALT IG REP
E-MAIL** _____



MEMPHIS AREA INTERGROUP ASSOCIATION
 TWELVE STEP COMMITMENT SHEET
 3540 Summer Ave STE 104: 38122
 Email: Memphisarea@Bellsouth.net
 Fax 901 454-0420

“Please keep one copy as a reminder to your members.”

PLEASE NO LAST NAMES

DAYS: 8:00 am-8:00 pm NIGHTS: 8:00 pm to 8:00 am

After Office hours Calls are relayed by the after hour service; Please

Program your phone to 800 374-5098- If for any reason you need to call the service back you may dial 901 454-1414

Group:

RETURN BY WEEK ENDING:

| | | |
|-----------|---------------------|-----|
| MONDAY | 8:00am-8:00pm _____ | M/F |
| | 8:00pm-8:00am _____ | M/F |
| TUESDAY | 8:00am-8:00pm _____ | M/F |
| | 8:00pm-8:00am _____ | M/F |
| WEDNESDAY | 8:00am-8:00pm _____ | M/F |
| | 8:00pm-8:00am _____ | M/F |
| THURSDAY | 8:00am-8:00pm _____ | M/F |
| | 8:00pm-8:00am _____ | M/F |
| FRIDAY | 8:00am-8:00pm _____ | M/F |
| | 8:00pm-8:00am _____ | M/F |
| SATURDAY | 8:00am-8:00pm _____ | M/F |
| | 8:00pm-8:00am _____ | M/F |
| SUNDAY | 8:00am-8:00pm _____ | M/F |
| | 8:00pm-8:00am _____ | M/F |

DAYS: 8:00 am - 8:00 pm NIGHTS: 8:00 pm to 8:00 am

BACK UP NAMES

BECOME A HIGH FIVER

High Fivers are AA members who choose to contribute five dollars each month to support Memphis Area Intergroup Office in its efforts to carry the A.A. message of hope and recovery to those alcoholics who still suffer, in the Greater Memphis Areas. As a High Fiver, your personal contribution will help the Memphis Central Office provide the services necessary to carry the message of Alcoholics Anonymous. Also you will receive our monthly newsletter The TIPPLER!

SERVICES INTERGROUP OFFICE PROVIDES:

- ❖ 24 Hour / 7 days a week answering inquires from those seeking help – suffering alcoholics, sober alcoholics, meetings, groups, professionals and the general public.
- ❖ Direct callers to your AA meetings
- ❖ Publishes A.A. Meeting Schedules
- ❖ Maintain a 12-step list to help the still-suffering alcoholics
- ❖ Maintain an informative and up-to-date website: memphis-aa.org
- ❖ Orders and sells literature, AA medallions and AA birthday cards
- ❖ Publishes the monthly TIPPLER Newsletter in print and email versions
- ❖ Acts as an information exchange for all the Greater Memphis Area
- ❖ Cooperates closely with General Service's office in New York and all other Intergroups and Standing Committees.

YES! I wish to participate as a HIGH FIVER!

I choose to contribute \$ _____ for _____ months.

| | |
|---------------|--|
| Name | |
| Address | |
| City | |
| Zip | |
| Phone | |
| Email | |
| Sobriety Date | |

Payment Options:

- 1) Cash
- 2) Checks payable to MAIA 3540 Summer Avenue Suite 104 Memphis, TN 38122
- 3) Memphis-AA.org PayPal (reoccurrences) a small fee is applicable

Contributions are limited to \$3000.00 per member per year* and are tax deductible under Internal Revenue Code: 501 © 3

*Page 9 – Self Support Pamphlet.

Memphis Area Intergroup Association greatly appreciates your commitment and your continued support.

Memphisarea@bellsouth.net

Memphis-aa.org

Phone 901 454-1414

Fax 901 454-0420

AA SERVICE OPPORTUNITIES

MEMPHIS AREA INTERGROUP INFORMATION COMMITTEE

Chairman: Barbara Smith

Meet Intergroup Office-3540 Summer Ave suite 104

The **First Monday** of each month at 5:30pm

MEMPHIS AREA INTERGROUP SPECIAL EVENT COMMITTEE

Chairman: Karin Schmidt 901 484-3324

Meet Intergroup Office-3540 Summer Ave suite 104

Committee meeting schedule: September 22nd, October 20th and November 10th @ 6pm

MEMPHIS AREA INTERGROUP 12 CALL COMMITTEE

Chairman: David Riem 901 833-8057

Location/Time: TBD

MEMPHIS AREA ARCHIVES COMMITTEE: (MAAC) –

Chairman: Anita Kaminsky 901 682-0302

Meet at the Tower

The **Third Sunday** of each month at 1:15 pm.

MEMPHIS AREA COOPERATION WITH THE PROFESSIONAL/PUBLIC INFO:

(MACPC/PI) – Chairman: Michelle James 901 336-1099

Meet at Lindenwood Christian Church 2400 Union Ave 38104

The **Third Monday** of each month at 6:45 pm

FILL OUT SERVICE REQUEST FORM AND EMAIL INFORMATION TO:

Smjames123@att.net

MEMPHIS AREA CORRECTIONAL COMMITTEE: (MACC) –

Chairman: September Tucker 901 326-3411

Meet at the Came to Believe 2865 Walnut Grove

The **First Tuesday** of each month at 6:45 pm

MEMPHIS AREA GRAPEVINE COMMITTEE: (MAGV) –

Chairman: Patrick Seiler 901 335-2960

Meet at the TGIS Group 4536 Summer Ave

The **Third Tuesday** of each month at 6:45 pm

MEMPHIS AREA TREATMENT FACILITY COMMITTEE: (MATFC) –

Chairman: Evan Herrera 901 489-1404

Meet at Came to Believe 2865 Walnut Grove Road

The **First Monday** of each month at 6:45 pm.

CONFIDENTIAL FOR INSIDE AA USE ONLY) LAST NAMES USED).

"Help Carry the Message"

Contribute your Time

Intergroup 12th Step Calls Six Months Sobriety Required

1. Availability: am pm Other _____
2. Willing to: Make a home visit Make a phone call
 Provide Transportation
3. Non-English Language Fluency—specify languages: _____
4. ASL (American Sign Language)

Intergroup Service Opportunities Check the service opportunities that interest you!

- Daytime Office volunteer Willing to serve as a temporary sponsor
- Speaker at AA Meetings (2 years sobriety required; must be willing to take 12th step calls.)

Personal Information

Information is confidential – It will be used solely to participate in the 12th step Opportunities indicated above.

Today's Date: _____ New Volunteer

Information Update

First Name: _____ Last Name _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____

Telephone (H): _____ (W): _____ (C): _____

Home Group Name: _____ Do you have a sponsor? ____

Sobriety Date: _____ Male ____ or Female ____

A.A. Group/Meeting Information / Update

(AA Groups who have been meeting for 6 months will be listed)

Date: _____ **New Group** **Change Group Information** **Delete Group**
EFFECTIVE DATE: _____

Group Name: _____

Address: _____

Name of Meeting Location: _____

City: _____ State: _____ Zip: _____

(A separate form is used to be listed with the General Service Office in New York)

| | |
|---|--|
| <input type="checkbox"/> Open (anyone can attend) | <input type="checkbox"/> Closed (alcoholics only, or those having a desire to stop drinking) |
| <input type="checkbox"/> Mixed (Men & Women) | <input type="checkbox"/> Men <input type="checkbox"/> Women |
| <input type="checkbox"/> Big Book <input type="checkbox"/> Step | <input type="checkbox"/> Step & Tradition <input type="checkbox"/> Speaker <input type="checkbox"/> Topic/Discussion |
| <input type="checkbox"/> Child Care Provided | <input type="checkbox"/> Child Friendly (children must be attended by parent during meeting) |
| <input type="checkbox"/> Young People (under age 25) | <input type="checkbox"/> Seniors <input type="checkbox"/> Gay <input type="checkbox"/> Hispanic |
| <input type="checkbox"/> Handicap Equipped (all facilities including restrooms) <input type="checkbox"/> Español (Spanish Speaking) | |

| | | | | | | | |
|-------------|---------------------------------|----------------------------------|------------------------------------|-----------------------------------|---------------------------------|-----------------------------------|---------------------------------|
| Meeting Day | <input type="checkbox"/> Monday | <input type="checkbox"/> Tuesday | <input type="checkbox"/> Wednesday | <input type="checkbox"/> Thursday | <input type="checkbox"/> Friday | <input type="checkbox"/> Saturday | <input type="checkbox"/> Sunday |
| Time | | | | | | | |

1st AA Group Contact
IG REPRESENTATIVE
 (Two names must be on this form)

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone (H): _____

Telephone (W): _____

Email _____

“Our membership ought to include all who suffer from alcoholism. Hence, we may refuse none who wish to recover. Nor ought A.A. membership ever depend upon money or conformity. Any two or three alcoholics gathered together for sobriety may call themselves an A.A. group, provided that as a group, they have no other affiliations.”

-Tradition Three (long form)

2nd AA Group Contact
 (Two names must be on this form)

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone (H): _____

Telephone (W): _____

“Each Alcoholics Anonymous group ought to be a spiritual entity having but one primary purpose – that of carrying its message to the alcoholic who still suffers.”

-Tradition Five (long form)

“Unless there is approximate conformity to A.A.’s Twelve Traditions, the group...can deteriorate and die.”

-Twelve Steps & Twelve Traditions, p. 174

Memphis Area Intergroup Association –3540 Summer Ave. STE 104 - Memphis, TN 38122 Phone: 901 454-1414 Fax: 901 454-0420 ● www.memphis-aa.org ● email: memphisarea@bellsouth.net

**M.A.I.A.
MAIA INFORMATION COMMITTEE
GUIDELINES
2008**

The purpose of the Ad-Hoc commit is to present guidelines of the M.A.I.A. Information Committee.

Below are the suggested recommendations:

Chairperson

1. He or she must have three years of continuous sobriety.
2. He or she shall serve two year term as the information committee chairperson

Committee Members Composition

1. The committee shall have odd number of committee members.
2. It is suggested to recruit committee members from the IG rep body.

Information Committee Responsibilities

1. The committee will reach out to the A.A. groups as a whole with emphasis on groups that are not participating in the monthly IG rep meeting.
2. The information committee is to educate the M.A.I.A. body and A.A. as a whole with emphasis on the M.A.I.A. twelfth step work, financial report, special events, and area monthly speaker meeting and promote unity through M.A.I.A. and the A.A. community.
3. All information is accumulated from the Memphis Area Intergroup Association.
4. Report to the Steering committee as minimum on alternate month, or as requested by the SC, and provide a written report. In addition, any sub-committee of the committee will report directly to the committee chair.

Revised: July 1, 2008

Updated: June 2009

M.A.I.A.
SPECIAL EVENT COMMITTEE
GUIDELINES
2008
Addendum 6/3/08

The purpose of the Ad-hoc committee is to provide guidelines for the M.A.I.A. Special Events committee.

It is recommended that M.A.I.A. host (2) Supportive Events annually. The purpose is to promote unity in Memphis and surrounding area in the A.A. community.

1. Founder's Day will be held the weekend of the 10th of June.
2. Gratitude Dinner will be held the first or second weekend in November.
3. All contractual proposals brought forth from the Special Event Committee/Chairperson shall be reviewed by the SC at less (30) thirty days before final authorized signatures.

Recommendations for the Event Chairperson are as follows:

1. Five years of continuous sobriety.
2. Serve two year term as chairman. Before the two year term ends, nominations for a new chairperson will occur in August of odd year. The nominations from M.A.I.A. Representatives will be accepted at the same meeting that the Steering Committee makes their nomination. Election will be held at the next regular M.A.I.A. Intergroup Representative meeting.
3. Report to the Steering committee quarterly (January, April, July and October).
4. Recruit other committee member from the IG reps.
5. The special event committee consists of odd number committee.
6. Introduce M.A.I.A. officers, IG reps and Special Event Committee members at each event that is present.

Committee Members Responsibilities

1. Report to the Steering Committee as minimum on alternate month, or as requested by the SC, and provide a written report. In addition, any sub-committee of the committee will report directly to the committee chair.
2. The committee will be prepared to submit a budget (6) months prior to the event. We are suggesting that the committee secure a speaker from out of town, at least A 100 mile radius; the idea is to have fresh voices. The speaker(s) should share From a historical prospective or be service related member.
3. For each event the committee solicits group participation to host the hospitality room. The idea is to have more group participation.
4. Provide a tentative flier to the Steering Committee three months prior to each event for review.

Founder's Day Components:

1. Involve old-timers in each component of the events.
2. The event should consist of A.A. speaker and Al-Anon speaker, workshop and panel discussion.

Gratitude Dinner Food Components

1. Solicits groups to provide side dishes, pop/water/coffee.
2. Solicit groups to decorate.
3. The Association will provide meat, condiments (plates, napkins, utensils, cups and sugar/creamer/stirs).
4. Tickets for the events will be disbursed through M.A.I.A. and IG reps.
5. The speaker should be someone who has not spoken with the last five years.

Revised: 7/1/2008

Updated: 6/2009



MEMPHIS AREA INTERGROUP OFFICE
SUGGESTIONS FOR HANDLING 12 STEP CALL
PLEASE SHARE THIS INFORMATION WITH YOUR GROUP
PLEASE! NO LAST NAMES ARE REQUIRE.

In response to the decision of Intergroup Assembly, September 2, 1979, the following suggestions are offered to the group responsible for taking 12 step calls.

1. A member signing the sheet for "DAY" calls will be on call from 8:00am to 8:00pm. "NIGHT" calls are from 8:00pm-8:00am.
2. Two members may sign up for the same time period and this is especially urged for night calls, when the Answering Service is on duty.
3. All 12 step calls after business hours are calls coming from our answering service. The phone number will be **800 374-5098** on caller ID. **PLEASE answer and SAVE this number; all telephone providers may not recognize the number and appears *unknown*.** Otherwise, during business hours the phone number will be 454-1414 (MAIA on caller ID.)
4. Member(s) signing are responsible for each call given him/her. If the caller needs a visit, the member on call may get another member to go, or her/himself. If the latter, please check out with the office (or Answering Service) and call in when upon your return. This can be done by calling Intergroup 901 454-1414.
5. It is suggested that all visits be made by **TWO** AA members. Also, a woman should visit a woman and a man visit a man. A man-woman combination to make the call is always acceptable. In many instances, it will be found a telephone conversation will suffice. The main purpose is, of course, to get the suffering alcoholic to a meeting as soon as possible.
6. We have found it an excellent idea for a new member to sign up to make calls with a more experienced AA member.

Making 12 Step Calls is a great opportunity to not only share your sobriety, but to add new members to your group.

It is suggested by the Intergroup Assembly that a closed meeting be devoted to the subject of 12 Step calls just before the group is due Call Sheet Duty.

NOTE: Any member may be put on the "Back Up" list (permanently available for 12 Step work) by phoning the office 901 454-1414.

MEMPHIS AREA INTERGROUP ASSOCIATION
3540 Summer Avenue Suite 104
MEMPHIS, TN 38122
901 454-1414

Phone 901 454-1414

Fax 901 454-0420

***M.A.I.A. HOLIDAY SCHEDULE
2016***

| | | |
|------------------------|---------------------|----------|
| January 1, 2016 | New Years | Friday |
| January 18, 2016 | Martin Luther King | Monday |
| March 25, 2016 | Good Friday | Friday |
| May 30, 2016 | Memorial Day | Monday |
| July 4, 2016 | Independence Day | Monday |
| September 5, 2016 | Labor Day | Monday |
| November 24 & 25, 2016 | Thanksgiving | Thur/Fri |
| December 23, 2016 | Christmas Eve ½ day | Friday |
| December 26, 2016 | Christmas Day | Monday |
| December 30 2016 | New Year Eve ½ day | Friday |

***FYI: IG Rep meetings are scheduled the Sunday after the Holiday being on MONDAY!**

January 10, 2016: THIS MEETING WILL BE SCHEDULED JANUARY 17, 2016 DUE TO CHURCH RESCHDULING

July 10, 2016

September 11, 2016

Phone 901 454-1414
Fax 901 454-0420

**M.A.I.A.
BUSINESS MEETING
SCHEDULE
2016**

STEERING COMMITTEE MEETING

IG REP MTG.

December 29, 2015

*January 03, 2016
January 17, 2016

February 2, 2016

February 7, 2016

March 1, 2016

March 06, 2016

March 29, 2016

April 3, 2016

April 26, 2016

May 01, 2016

May 31, 2016

June 05, 2016

June 28, 2016

*July 3, 2016
July 10, 2016

July 26, 2016

August 07, 2016

August 30, 2016

*September 4, 2016
September 11, 2016

September 27, 2016

October 2, 2016

November 1, 2016

November 06, 2016

November 29, 2016

December 04, 2016

December 27, 2016

*January 1, 2017
January 08, 2017

According to MAIA By-Laws Section A. Meetings: 1.) The regular monthly IG Reps' meeting will be held the 1st Sunday of every month at 1:00 p.m. The meeting time can be changed by IG reps for the following month due to a holiday or some other valid reason..