

Ideas for District Group Records Chairs

You were just asked to be the group records chair for your district, and because your sponsor told you can't say no to an AA request, you agreed to do it. Now what? There is no Group Information Workbook, so what are you supposed to do? If you are in a big district, the job might look overwhelming. Help is available! The Area group records committee maintains a database which can be useful for a lot of projects. The experience of other district group records chairs may also be helpful.

Ideas for District Group Records Chairs:

- Help your district coordinate the annual effort to update the Group Information Sheets from the General Service Office. This is a big job in the bigger districts, so you will want to form a committee to help you out with this project. Your efforts on this project will ensure that the directory information is accurate for groups in your district.
- Make available the pertinent forms to your groups. GSO has two forms available on their website (www.aa.org), the New Group Form, and the A.A. Group Information Change form.
- Update committee chairs and GSR's and pass this information on to the area.
- Provide the district with a mailing list for newsletters or finance letters.
- Provide a sign-in sheet at district meetings.
- Pass on group changes to Intergroup.
- Contact new GSR's and provide them with a GSR orientation packet (The DCM or alternate DCM often does this job).