

**AREA 69
AREA COMMITTEE INVENTORY**

OUR PRIMARY PURPOSE

1. What is the primary purpose of the Area Committee?
2. Are we as an Area Committee fulfilling our primary purpose?
3. How can we better use our time at Area Meetings, Workshops and Assemblies to fulfill our primary purpose?
4. Is adequate opportunity given to all members to speak and participate in Area Committee activities and to be the actual voice and effective conscience for our Area?
5. Are all important decisions reached by discussion, vote, and whenever possible, by substantial unanimity?
6. Are issues involving important decisions made clear and easily understandable?
7. Is the Area Committee democratic in thought and action?
8. Are we helping the "service newcomer" to understand our primary purpose?

AREA OFFICERS

1. Are the responsibilities of the Area Officers clearly explained in our Guidelines?
 - a. Delegate
 - b. Alternate Delegate
 - c. Chairperson
 - d. Treasurer
 - e. Secretary
 - f. Registrar
2. How can we assist the Area Officers to better serve the needs of Area 69?
3. How can the Area Officers better serve the needs of Area 69?

AREA STANDING COMMITTEES

1. Are the responsibilities of the Area Committees clearly explained in our Guidelines?
 - a. Archives
 - b. Assembly/Agenda
 - c. Cooperation with the Professional Community (CPC)
 - d. Correctional Facilities
 - e. Grapevine
 - f. Literature
 - g. Newsletter
 - h. Public Information (PI)
 - i. Treatment Facilities
2. How can we assist the Area Standing Committees to better serve the needs of Area 69?
3. How can the Area Standing Committees better serve the needs of Area 69?
4. Are the roundtables effective in assisting the Area Standing Committees?

FINANCES

1. What actions should the Area Committee take to ensure that we are using our resources prudently?
2. Is the Finance Committee used effectively?
3. What can the Area Committee do to encourage financial participation by more of the groups?

Area Guidelines

1. Are Area 69 Guidelines clear and easily understandable?