

**PROCEDURE No. 12**  
**PROCEDURES FOR ELECTING A CANDIDATE**  
**FOR TRUSTEE-AT-LARGE – U.S. OR CANADA**

Notifications of Class B Trustee-at-Large vacancies will be emailed to Area Delegates, Area Committee Officers and the regional trustees of the country that is scheduled to elect Trustee-at-Large candidates. This notification will be sent following the conclusion of the 2nd quarterly meeting of the General Service Board.

**QUALIFICATIONS**

Ten years of sobriety is recommended but is not mandatory. Candidates should have experience in both Conference Area and local A.A. service. They should have the background and the willingness to make decisions on matters of A.A. policy and should recognize that trustees serve the entire Fellowship rather than geographical areas. In seeking applications for vacancies in Alcoholics Anonymous, the Fellowship is committed to creating a large file of qualified applicants that reflects the inclusiveness and diversity of A.A. itself.

**Business or Professional Experience:** It has proved desirable to have some of the trustees experienced in business and professional matters. Because the primary business of the Board of Trustees calls for important budgetary and administrative decisions, such qualifications are regarded as welcome additions to sound A.A. experience.

**Time Required of Trustees-at-Large:**

All candidates should be aware of the enormous time commitments required of the trustees-at-large. Trustees-at-large are expected to attend: three quarterly Board weekends, with meetings running from Saturday morning through Monday noon; a quarterly meeting combined with the General Service Conference (seven days) in April/May; and any special meetings of the Board. In addition, Trustees-at-large may be asked to serve two years on either the A.A. World Services Board or AA Grapevine Corporate Board, which meet more frequently than the General Service Board. Trustees-at-large serve on committees of the General Service Board and may also serve on trustees' subcommittees or corporate board subcommittees, whose work often involves tele and video conference calls. They may fill in for regional trustees, as needed and/or requested. Trusteeship is for four successive annual terms. Applicants are encouraged to discuss this time commitment with their family and employer. Trustees are reimbursed for travel, hotel and meal expenses.

Trustees-at-large – one from the U.S. and one from Canada – serve as the World Service Meeting delegates representing the U.S. and Canada. As such, they participate in two World Service Meetings, which are held once every two years – the meeting place alternating between New York City and a location outside the U.S. and Canada. Trustees-at-large should also have time both to attend the World Service Meetings and to present and carry out any decisions reached at these meetings. As trustees-at-large have represented the General Service Board through international travel to help carry the message, they may be invited to international events that may take them away from home for extended periods of time.

**PROCEDURE RECOMMENDED FOR ELECTION OF TRUSTEE-AT-LARGE – U.S. OR  
CANADA (Continued)**

**PROCEDURE RECOMMENDED FOR ELECTOIN OF TRUSTEE-AT-LARGE CANDIDATES:**

Each trustee-at-large is requested to attend Regional Forums in both the U.S. and Canada. If schedules permit, each trustee-at-large could attend one Regional Forum in -each of the eight North American regions over the course of their four-year term. They are also available for other A.A. service activities as requested by areas or regions, and additional activities as requested by the Board of Trustees. In the year between the World Service Meetings, the trustees-at-large may attend a Western Hemisphere zonal meeting – the REDELA (Meeting of the Americas) – as delegates representing the U.S. and Canada.

Prior Conferences have recommended that no area submit an individual as a candidate for both regional trustee and trustee-at-large/U.S. or Canada in the same year. Also, a General Service Conference delegate is not eligible to be submitted as a trustee candidate until *one year after* their last Conference.

1. Each area may select one candidate. A candidate may be selected from each of the Conference areas or two or more areas may jointly propose a single candidate.
2. The General Service Conference delegate and committee members should decide how their area will select its candidate. Each area will make its own decision:
  - a. Will the candidate be selected at a meeting of the Area Committee?

OR

  - b. Will the candidate be selected by G.S.R.s and committee members at the Area Assembly and, if so, when and where will the Assembly be held?
3. The Third Legacy procedure, particularly the practice of written or electronic ballots, two-thirds vote, automatic withdrawals, drawing by lot (if necessary) should be used, whether the election is by the Area Committee or by the Assembly.
4. For Resume Sheet Submissions:
  - a. As soon as possible after the election, the General Service Conference delegate only must send to the General Service Office secretary, trustees' Nominating Committee, nominating@aa.org, the name and contact information of the candidate.
  - b. The secretary, trustees' Nominating Committee will forward a link to a Resume Sheet, or email a form, for the candidate to complete.
  - c. The candidate completes the Resume Sheet and submits it electronically to nominating@aa.org; or by fax 212-870-3003; or by mail General Service Office, 475 Riverside Drive Suite #1100, New York, NY 10115; to be received before the January 1, deadline.

Important! The 27th General Service Conference recommended that any elected candidates and resume sheet submissions received by G.S.O. after the January 1 deadline be returned to the delegate in the submitting area, and not be considered.

**PROCEDURES FOR ELECTING A CANDIDATE FOR  
TRUSTEE-AT-LARGE – U.S. OR CANADA (Continued)**

5. If a trustee candidate withdraws after the January 1 deadline, that area may not submit another candidate.
6. The notification of a Trustee-at-Large Vacancy is distributed widely within the A.A. fellowship by G.S.O, using available channels of distribution including, but not limited to, use of the Corporation's and A.A.W.S.' mailing lists [electronic and paper], publication on Websites and posting in *Box 4-5-9*, and whenever possible, in the next available issues of *Grapevine* and *La Viña* magazines.
7. Delegates from each region within the election country will caucus prior to the election to reduce the number of candidates, using the Third Legacy procedure, to one (1) each in the U.S. regions and two (2) each in the Canadian regions. A maximum of six (6) candidates for Trustee-at-Large/U.S. and a maximum of four (4) candidates for Trustee-at-Large/ Canada will be presented to the voting members of the Conference for election of the nominee.
8. The final election of one nominee from the six U.S. or four Canadian candidates will be made at a joint meeting of the TNC of the General Service Board and the General Service Conference delegates from the U.S. or Canada (whichever is electing a trustee-at-large) during the Annual Meeting of the General Service Conference. All delegates from the electing country and all members of the TNC are eligible to vote in the election. Third Legacy method of election will be followed.
9. The slate of members and officers of the General Service Board will be presented at the General Service Conference. Election to the General Service Board will follow at the Annual Meeting of the members of the Board, following the General Service Conference.
10. For unexpected vacancies:
  - a. If a vacancy for a Trustee-at-Large U.S./Canada occurs prior to September 1 in the first year, then the nomination to fill the vacancy would occur at the following General Service Conference (GSC) for the affected country (Refer to Procedure No. 12 Recommended for Election of a Trustee-at-Large-U.S. or Canada #1 through #9). An individual elected to fill such vacancy shall not be eligible to serve more than three consecutive one-year terms.

**Note:** "...Except for Class B Regional Trustee vacancies, in the event that any member trustee shall resign, die, retire, be removed, become disqualified, or shall be otherwise unable to serve, the trustees may, at any regular or special meeting of the Board of Trustees, elect a new member trustee to fill such vacancy, or, alternatively, permit such a vacancy to continue until the next annual meeting of the members of the General Service Board...."*(Excerpt taken from the GSB Bylaws)*
  - b. If a vacancy for a Trustee-at-Large U.S./Canada occurs between September 1 in the first year and August 31 of the third year then the delegates from the affected country would be given an option, should they decide to fill such vacancy, to nominate an individual to fill such vacancy and any such individual, if elected, may not serve more than five or six one-year terms, as the case may be.
  - c. If the vacancy is filled, the Trustee-at-Large would be expected to serve two years on one of the two affiliated corporate boards when a regional trustee cannot serve."