

Northern California District 14 AFG Incorporated Guidelines
Approved May 2025

District Representative

The District Representative is an Officer of Northern California District 14 AFG Incorporated and a Voting Member of the Board.

Eligibility

- Elected by District 14 for a three-year term or until the end of the current panel.
- Is not a member of Alcoholics Anonymous (*AI-Anon/Alateen Service Manual, 2022-25, pp. 86-87*)

General duties

- Attend District 14 Monthly Meetings, Board Meetings and Annual Budget Meeting.
- Report all expenses within 90 days to the Treasurer with receipts for expenditures.

Specific duties

The District Representative (DR) represents the groups in their District at the Northern California World Service Committee (NCWSC) Meeting), helping groups to understand the worldwide fellowship of AI-Anon Family Groups and making members feel they are part of a fellowship. The duties may be delegated and include:

1. Calling and chairing the District Meeting
2. Setting an agenda for the District Meeting
3. Visiting all the groups in the District, particularly new groups, to make sure they are getting the necessary information and to invite them to the District Meeting
4. Helping the Area Delegate in every possible way to disseminate conference information and reports
5. Keeping in touch with the Group Representatives (GRs) of the District to learn the views of the groups and their programs. These views may be reported to the NCWSC or Delegate
6. Helping groups understand and apply the Twelve Traditions that guide us in our fellowship activities
7. Attending the NCWSC and reporting on activities from our district as well as bringing back information and flyers from NCWSC
8. Preparing and filing the statement of officers, any amendments to the corporation, organization documents and other forms required by the State and Attorney General of the State of California, every ten (10) years, (Original Filing Date: 8/03/2006) or in the event of a change in mailing address
9. Standing as the Corporation's Agent for service of process
10. Being certified as an "AI-Anon Member Involved in) Alateen Service" (AMIAS), in case of no District Alateen Process Person (DAPP) or in any Alateen Business in District 14
11. Participating in NCWSC DR Conference Calls