

**AREA 31 WESTERN MASS INSTITUTIONS  
COMMITTEE  
P.O. BOX 1391  
HOLYOKE, MA 01041-1391**

**BUSINESS MEETING  
Wednesday, July 5, 2017**

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The Committee Chair, Holly opened the meeting at 7:00 p.m. with a moment of silence followed by the Serenity Prayer, and read the Articles of Purpose from The Western Massachusetts Institution Committee Area 31 – Guidelines and Job Descriptions (p.1) as well as the guidelines for Institution Group Reps.

Tradition and concept of the month was read by Al.

**New Institution Group Reps (IGRs):** Carol, We Can Group; Schuyler Amherst Saturday Morning Group

**Secretary's Report** Read by Melissa; motion to accept seconded and passed

**Treasurer's Report** Holly gave report.

- Total donations \$1511.70
- Expenses \$109.51
- Ending Balance for Book Purchase \$1302.19

A motion was made and passed to accept the Treasurer's report.

**Liaison Report** - Rachel was present and gave report.

One person asked more information about Franklin Recovery Center; people are not showing up. We have open meetings and Nancy has been trying to fill the meetings. Franklin Recovery Center has a high need for people to fill commitments.

Rachel is stepping down from the Liaison position; it is now open.

**BTG Report** - Annie was present and gave report.

No calls this month. Plenty of BTG cards to hand out.

**INVITED REPORTS**

**Area Delegate** – Alternate-Delegate Mike was present and gave report.

- Mass State Convention is all set
- Next meeting is July 25 @ 6:30 - to stuff envelopes
- General Service Office will be coming out with yellow card regarding safety that you can add to your home group

**Area Chair** – Sue was present and gave report.

- [area31@aa.org](mailto:area31@aa.org) - our website
- Grapevine is putting on a workshop at Intergroup
- Traditions Meeting meets 3rd Wed of every month
- Concept Meeting July 6
- Oct 21-22 – Fall Assembly
- Delegate, Alternate Delegate, Area Chair, Secretary, and Treasurer are all positions up for election on October 22

**Holly gave definitions of “Roll Ins” and “Roll Outs”; it is suggested sponsors have one year of sobriety, and alternates have 6 months of sobriety.**

**ROLL OUTS**

**ROLL INS**

- Steve M. - Salvation Army
- Jason - Hope Center Saturday Night
- Park Allen Group - Phoenix House 1st Wed of Month

**OLD BUSINESS**

Alisha from Hope Center in Springfield is still looking for women to chair meetings.

Nancy from Franklin Recovery Center is here to answer questions regarding her commitments.

Holly read a letter discussing guidelines from the Phoenix House. The committee discussed their thoughts on the letter. Motion was made and passed that the guidelines are handed out to individuals who take Phoenix House Commitments

Jack has been putting on a commitment at the Walker Corrections Institutions for many years with a few other men. He wants to be put on the list to be part of this committee.

Chuck will be stamping all of your books with an Area 31 Western Mass Institutions stamp.

**NEW BUSINESS**

Providence is making the Monday night and Saturday afternoon meeting at the Providence CSS mandatory. John is looking for an alternate sponsor for his Monday night Providence Meeting.

We need Men to do phone correspondence with incarcerated alcoholics.

Chuck, our librarian, has coordinated with various institutions in the area to figure out what each facility needs for books. Everyone will receive a packet of pamphlets. We have available large print Big Books and When & Where's available.

Holly announced we do need a Liaison.

**ADDITIONAL MOTIONS:**

- Motion was made and passed to spend the money on books \$1,846.87.

The meeting was closed with the Responsibility Declaration.

**Your 2017 Institution Committee**  
**institutions@area31aa.org**

Chair	Holly W
Co-Chair	Erick
Secretary	Melissa G
Treasurer	Lauren W
BTG	Annie
Librarian	Chuck
Liaison	Rachel
Berkshires	Kate L.
Co-Chair	Chaula H.

Respectfully submitted,

Melissa G.  
Secretary Institutions Committee