

**WESTERN CANADA REGION ALCOHOLICS ANONYMOUS
SERVICE ASSEMBLY (WRAASA) GUIDELINES**

WRAASA is sponsored by the areas of the Western Canada Region. The region boundaries are as designated in the AA Service Manual.

PURPOSE

The purpose of WRAASA is to develop greater unity among the members, groups and areas of the Western Canada Region; to encourage the exchange of ideas and experiences; and to provide an opportunity for members to discuss pertinent aspects of A.A. The Assembly and the WRAASA Committee should always foster the Recovery, Unity and Service legacies of A.A.

DELEGATES

1. The Delegates of the Western Canada Region have overall responsibility for implementing the WRAASA.
2. The Delegate of the host area will prepare agenda content and work with the Chairperson to formulate a program.

GENERAL

WRAASA shall be held every 2 years. WRAASA is to be scheduled to take place prior to the General Service Conference; dates to be determined by the host area.

1. A business meeting will be scheduled for each Assembly and listed in the program, which will also encourage all AA members to attend. All AA members in attendance shall have one vote.
 - a. Minutes and Financial report from the preceding meeting shall be read for approval.
 - b. Acceptance by the next Area to host WRAASA. Hosting will be determined by rotation of the areas in the following numerical order: 80, 79, 91 and 78.
 - c. Motions concerning internal operations of the Assembly should be presented for approval, which will require a substantial unanimity of the A.A. members present and voting. Whenever possible, motions should be submitted to the Assembly Chairperson in sufficient time for inclusion in the registration packet.
2. All current Delegates and the Trustee of the Western Canada Region should attend the Assembly, which shall pay Trustee's expense in full.
3. After all expenses have been paid a positive balance may exist. If the balance is \$0 - \$1500.00 it will be sent to the Delegate of the next host area within 60 days after the close of each assembly. Any excess over \$1500 shall be divided equally among each of the four areas that comprise the Western Canada

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Region, provided that such excess exceeds the cost of mailing the cheques to distribute the excess.

- a. There must always be an amount of \$1500 to be forwarded to the incoming host area, to be used for start-up expenses for the next WRAASA. When the surplus available to forward to the next hos area is less than \$1000.00 each of the four areas that comprise the 5Western Canada Region will contribute an equal amount that will restore the start-up fund to \$1500.00.
 - b. It should be the policy of the Chairperson to keep the registration fee as low as possible to encourage attendance, particularly at the local level. A large surplus should be avoided.
4. A copy of the WRAASA Guidelines should be included with other pertinent information in the packet given at registration.
 - The Western Canada Regional Trustee is the custodian of the WRAASA guidelines and as such is responsible for updating them after each WRAASA.
 5. The Agenda for the next WRAASA event should be available to all areas a minimum of six weeks prior to the event.
 6. Host area should try to minimize conflict with local and international events when determining dates for WRAASA.
 7. It is recommended that area committee members take the opportunity to meet with others serving in the same positions during a lunch meeting or otherwise scheduled meeting.

CHAIRPERSON

The Assembly Chairperson should have a general overall knowledge of A.A. and experience with conventions, conferences or assemblies would be helpful. He/she should be willing to devote considerable time and effort for a period of about 13 months. Some of the Chairperson's many responsibilities follow:

1. Make commitments and agreements only for the specific assembly which he/she chairs.
2. Select an Assembly Committee including a secretary, treasurer and others as needed.
3. Arrange for the meeting place.
4. Determine how housing and transportation will be handled.

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5. Produce and mail fliers at least twice; once early and again about six weeks prior to the assembly date. The mailing list furnished by the preceding chairperson should be kept confidential.
6. Notify Box 459 and the Grapevine approximately 4 months in advance.
7. Facilitate the development of a program to cover such aspects of A.A. as the General Service Conference agenda topics and other topics directly concerning A.A. Only AA members and trustees should participate in the AA program. GSR's, DCM's, and other service people who have not been on a WRAASA program should be seriously considered for participation. Estimate 2.5 programs for each person expected at the assembly.
8. Provide literature needed. Good judgement will be used so that only Conference-approved literature, Grapevine material and local service material may be displayed or sold, no trinkets or tapes from other meetings.
9. Submit a financial report to the Area Delegates and the Regional Trustee within 90 days from the close of the assembly.
10. Consider input from other areas when formulating the WRAASA agenda.
11. Turn over to the current Delegate of the next hosting area a copy of the financial report, funds as specified above, a mailing list and a copy of the business meeting minutes; and maintain a file of all letters, reports, printed matter and other material pertaining to the assembly.

LIST OF WRAASA SITES

1977	Area 91 Saskatoon SK
1989	Area 91 Saskatoon SK
1990	Area 80 Winnipeg MB
1991	Area 79 New Westminster BC
1992	Area 78 ???? AB
1993	Area 91 Regina SK
1997	Area 78 Calgary AB
1999	Area 79 Richmond BC
2001	Area 80 Winnipeg MB
2003	Area 91 Saskatoon SK
2005	Area 78 Cranbrook BC- attendance 160
2007	Area 79 Victoria BC - attendance 273
2009	Area 80 Winnipeg MB - attendance 101
2011	Area 79 Aldergrove BC - attendance 449
2013	Area 91 Regina SK - attendance 199
2015	Area 78 Calgary AB - attendance 252
2017	Area 80 Winnipeg MB - attendance 125

(attendance figures for previous WRAASA events will be researched and added to the guidelines)