

• Conference Inventory Planning Committee

INVENTORY PLAN

I Logistics

A. Location and Calendar:

- The inventory be conducted at the General Service Conference.
- The inventory take place at three consecutive Conferences: 2013, 2014 and 2015 implementing a three-year plan.

B. Schedule:

- Inventory be conducted during the regular Conference week, using the time allotted for the Workshop for the group meetings.
- At least two of the topic presentation time slots be combined for groups to report back to the full Conference body followed by full Conference sharing.
- The total number of inventory questions be divided between the three inventory years, so only one-third of the questions are addressed each of the three inventory years.
- The 2012 Conference Agenda Committee determine which inventory questions to address by the Conference each year so that following the 2012 Conference the Fellowship knows what questions will be discussed each of the three years.
- Conference members be divided into fifteen groups of nine members each.

- To maximize participation, the inventory questions for each inventory year be divided into thirds, so each year three sets of five groups consider the same group of questions.

II Participation

A. Every voting member of the Conference be included in the inventory process to ensure that the inventory reflects current experience and a broad range of opinions/experiences.

B. Each inventory group have the best possible proportionate representation from:

1. Trustees and Directors
2. Staff
3. 2nd year delegates
4. 1st year delegates
5. By region, where feasible

C. Members of each inventory group be selected by lot in December 2012 (first year) by one or two members of the trustees' Conference Committee and the Conference coordinator.

D. Any outgoing member be replaced by their incoming Conference counterpart. (I.e. an incoming delegate automatically be put in the same group as an outgoing delegate. The same applies to trustees and staff as they rotate.)

INVENTORY ESTIMATED COSTS				
	YEAR ONE	YEAR TWO	YEAR THREE	TOTALS
OFFICE EXPENSE	\$ 5,000	\$ 5,000	\$ 5,000	\$15,000
Annual Reporting in <i>Final Conference Report</i>				
12 pages	\$ 6,832	\$ 6,832	\$ 6,832	\$20,496
20 pages	\$14,415	\$14,415	\$14,415	\$43,245
40 pages	\$22,535	\$22,535	\$22,535	\$67,605
Final Comprehensive Report (separate document)				
12 pages				\$17,625
20 pages				\$22,535
40 pages				\$41,580

The following outline is based on 44 inventory questions and is an example of how questions could be divided; any of the three inventory years could be the one year when there are fourteen questions rather than fifteen questions.

INVENTORY GROUPS				
INVENTORY YEAR	INVENTORY QUESTIONS	Each year there will be 15 inventory groups (A-O). Each inventory group will have 9 members.		
2013	15 Questions (# 1-15)	Group A-O	Groups A-E discuss questions # 1-5 Groups F-j discuss questions #6-10 Groups K-O discuss questions # 11-15	
2014	15 Questions (#16-30)	Group A-O	Groups A-E discuss questions # 16-20 Groups F-j discuss questions #21-25 Groups K-O discuss questions #26-30	
2015	14 Questions (#31-44)	Group A-O	Groups A-E discuss questions #31-35 Groups F-j discuss questions #36-40 Groups K-O discuss questions #41-44	

● III Reporting

A. Conference inventory reporting:

- A thorough report of each year's Conference inventory session be produced that includes discussion related to each inventory question addressed that year and be included in the *Final Conference Report*.
- The report may include suggestions for future Conference agenda items or other changes in how the Conference serves the Fellowship.

B. Venues and methods for final and intermediate reporting:

- The full report be forwarded to the General Service Board.
- The full report be posted to the Conference dashboard.
- The full report be included in the *Final Conference Report*.
- Summary reports be included in A.A. Grapevine, La Viria, and *Box 4-5-9*.
- Summary reports be available at Regional, Local, and Additional Forums.

C. Feedback from noninventory participants be referred to their local area delegate.

D. A separate comprehensive report, including all three years' input, be produced after the inventory process is complete.

IV Finance

A. On the previous page are estimated costs associated with conducting and reporting the inventory:

- All cost estimates are based on 2010 prices, some increases may occur.
- Office expense includes additional personnel for tasks associated with the inventory.
- Costs for the annual and final reports include editorial, printing, translation, distribution and mailing expenses.
- The Final comprehensive report costs are based on distribution and mailing in the same fashion as the annual *Final Conference Report*.
- Annual and final report costs are dependent on the number of pages. Report costs could be lower than projected if the report(s) have less than twelve pages.
- No additional facility costs would be incurred since the inventory would take place during the regular Conference week.

V Inventory Questions

A. Effectiveness of the Conference/Conference Process Overall.

1. Reflecting on Concept I how does the Conference ensure that it is the conscience of A.A. as a whole?
2. Reflecting on Concept II, how can we better serve as the actual voice and be an effective conscience for our whole society?
3. Reflecting on Concept III, how can we effectively balance

the freedoms and responsibilities that come with the right of decision?

4. Reflecting on Concept IV, how effective are we in treating all Conference members as equals (no one regarded as second class)?
5. Reflecting on Concept V, how well does the Conference facilitate the hearing and resolution of minority appeals/report? How could it be improved?
6. Does the structure encourage each individual in the Fellowship to feel and act as a member of a "society of alcoholics in action"? If not, how could we improve?
7. Does the year-long Conference process **effectively** encourage all Conference members to lead (or serve) in the spirit of our upside-down service structure? If not, how can we encourage all Conference members to do so?
8. How well is the use of Floor Actions serving us?
9. Reflecting on Concept X, how well is the authority of the Conference defined?
10. How well does the Conference fulfill the General Warranties of Concept XII?
11. How might anyone of the Concepts be revised in essence or wording to more effectively and relevantly guide our leaders?

B. Composition of Conference

1. Should delegate areas be more consistently based on actual membership numbers?
2. Should regional divisions be based on membership numbers, the number of areas contained in each region or some other criteria? Please explain.
3. Is the size and structure (proportions of delegate/trustee/staff) of the Conference the most effective for conducting the work of the Fellowship? If not, how could it be made more effective?

C. Committee System

1. Committee system (Structure, Composition, Effectiveness, etc.): Does the Conference committee system function in accordance with our principles? If not, what changes should we consider regarding: a) structure b) composition c) effectiveness?
2. What is the right balance of participation among committee members (delegates, staff) and how can we best achieve that balance?
3. Could the committee process be improved to more effectively introduce change in the Fellowship, and if so, how?

D. Yearlong Process Effectiveness

1. What improvements could be considered to make sure the agenda selection process is more effective?
2. How well is the message of the Conference theme being carried out throughout the year?
3. How well do all Conference members communicate to the Fellowship about why we have a Conference and how the committee system works? How could we improve in this communication?

4. How can we better communicate that the Conference process is more than one week in the spring?
5. How do the delegates and regional trustees support the yearlong process effectiveness?
6. What other suggestions do we have for how to improve the effectiveness of the yearlong process?

E. Conference Preparation (background, content, delivery, etc.)

1. How can we improve the manner in which Conference background material is developed and distributed?
2. How well do the delegates balance their preparation for the Conference, especially in keeping with Concept III and Article Three of the Conference Charter? How could we improve in the practice of our rights and responsibilities under Concept III and Article Three of the Conference Charter?
3. What more could be done to prepare delegates for the Conference?

F. Conference Week Schedule

1. How can we improve the way time is allotted during the Conference for reports, presentation/discussion/workshop topics, and thorough discussion of agenda items?
2. What Conference activities give participants the most opportunities to be leaders?
3. At the Conference, what is the difference between being a leader or being a reporter? Can a person be both at the same time?
4. Does the time allotted, and the manner in which information is communicated from the trustees and board members, allow delegates to adequately understand and/or question their reports? How could this be improved?
5. How are leadership and participation affected by late night work sessions?

G. General Service Board/ Corporate Boards (A.A.W.S. & A.A. Grapevine)

1. Reflecting on Concept VI, how can the Conference ensure that the authority we delegate to the General Service Board is commensurate with the responsibility we have entrusted to them?
2. Reflecting on Concept VIII: (a) How well is the General Service Board exercising custodial oversight and how effectively are they serving as the principle planners and administrators of policy and finance? (b) What are the boundaries between oversight vs. delegation? When is each practiced?
3. Reflecting on Concept XI, does the General Service Board exercise serious care in having the best possible assistance in carrying out their duties? How can this process be improved?
4. Does the current role of the board most effectively address the needs of the Fellowship? If not, how should their role be changed?

5. Is the current makeup of the board (numbers and proportions) still the most effective? If not, what changes should we consider?
6. Should the Fellowship have more direct influence in the selection of Class A trustees, corporate directors, and general service trustees? If yes, how might that be accomplished?
7. How could we improve the methods used to solicit trustees and directors to get the most appropriate people interested in the positions?
8. Is the selection/election process for trustees and directors effective and impartial/fair? How would you change it?
9. What more could be done to insure the General Service Board remains transparent and thorough in their reporting to the Fellowship?

H. Leadership

1. Reflecting on Concept IX, are the qualities of leadership, as identified in the leadership essay in *The AA Service Manual*, still the qualities that we should try to encourage in Conference members? If so, how successful are we in encouraging those qualities? If not, what changes should we consider?
2. How can we improve the methods of selecting effective leaders and nurturing leadership qualities in our trusted servants?
3. What more could be done to ensure broad diversity of representation in our A.A. leaders?
4. How well is the Third Legacy Procedure serving us? How could it be improved?