

M.A.I.A.
SPECIAL EVENT COMMITTEE
GUIDELINES
2008
Addendum 6/3/08

The purpose of the Ad-hoc committee is to provide guidelines for the M.A.I.A. Special Events committee.

It is recommended that M.A.I.A. host (2) Supportive Events annually. The purpose is to promote unity in Memphis and surrounding area in the A.A. community.

1. Founder's Day will be held the weekend of the 10th of June.
2. Gratitude Dinner will be held the first or second weekend in November.
3. All contractual proposals brought forth from the Special Event Committee/Chairperson shall be reviewed by the SC at less (30) thirty days before final authorized signatures.

Recommendations for the Event Chairperson are as follows:

1. Five years of continuous sobriety.
2. Serve two year term as chairman. Before the two year term ends, nominations for a new chairperson will occur in August of odd year. The nominations from M.A.I.A. Representatives will be accepted at the same meeting that the Steering Committee makes their nomination. Election will be held at the next regular M.A.I.A. Intergroup Representative meeting.
3. Report to the Steering committee quarterly (January, April, July and October).
4. Recruit other committee member from the IG reps.
5. The special event committee consists of odd number committee.
6. Introduce M.A.I.A. officers, IG reps and Special Event Committee members at each event that is present.

Committee Members Responsibilities

1. Report to the Steering Committee as minimum on alternate month, or as requested by the SC, and provide a written report. In addition, any sub-committee of the committee will report directly to the committee chair.
2. The committee will be prepared to submit a budget (6) months prior to the event. We are suggesting that the committee secure a speaker from out of town, at least A 100 mile radius; the idea is to have fresh voices. The speaker(s) should share From a historical prospective or be service related member.
3. For each event the committee solicits group participation to host the hospitality room. The idea is to have more group participation.
4. Provide a tentative flier to the Steering Committee three months prior to each event for review.

Founder's Day Components:

1. Involve old-timers in each component of the events.
2. The event should consist of A.A. speaker and Al-Anon speaker, workshop and panel discussion.

Gratitude Dinner Food Components

1. Solicits groups to provide side dishes, pop/water/coffee.
2. Solicit groups to decorate.
3. The Association will provide meat, condiments (plates, napkins, utensils, cups and sugar/creamer/stirs).
4. Tickets for the events will be disbursed through M.A.I.A. and IG reps.
5. The speaker should be someone who has not spoken with the last five years.

Revised: 7/1/2008

Updated: 6/2009

