

Proposal: To update the Area Service Manual to reflect the current roles and responsibilities of the Grapevine/La Viña Chairperson. The changes include

- updating the name of position from Grapevine to Grapevine/La Viña
- updating the terminology per accountant directive to not use “sold” and replace with “contributions”
- adding the use and maintenance of a Credit Card Reader account and device
- updating the qualifications of the Grapevine/La Viña

Note: The Finance committee approved the usage of a Credit Card Reader account and point of sale device prior to the NENY hosted NERAASA 2023 event.

The actual proposed changes are highlighted below and if approved should be updated in the NENY Area 48 Service Manual

4.8 Grapevine/La Viña

Term of Service Position: 2 Years.

Responsibilities

- Chairs the Grapevine/La Viña committee.
- Makes Grapevine & ~~La Vina~~ /La Viña information and the magazine(s) available to the Area, and encourages AAs to read it, write for it, record for it, subscribe to it, and use it in Twelfth Step work.
 - Coordinates Grapevine & ~~La Vina~~ /La Viña information with GSO.
- Works closely with District Grapevine-/La Viña Chairs.
- Assists Districts with establishing local Grapevine & ~~La Vina~~ /La Viña committees.
- Assists Districts and Clusters with making Grapevine & ~~La Vina~~ /La Viña material available to the AA membership.
- Attends Area, State and Regional service meetings, assemblies, conventions, and forums as described in section **Event Participation and Funding** of this manual.

Financial

- Submits expense reports on time as described in the **Allocations** section of this manual.
- Maintains and submits a full inventory of all Grapevines, La Viña and Grapevine products, received, purchased, ~~sold~~ contributed, and on-hand in inventory to the Finance Committee on a quarterly basis.

- Submits a full record of all money on hand, ~~all money received from purchasers of Grapevine Literature and/or subscriptions~~, all contributions received as well as all monies spent in ordering, shipping, and any other handling processes, to the Finance Committee.

~~- All checking/financial accounts related to the Area Grapevine, unless otherwise explicitly authorized by the Area Assembly, need to adhere to the following guidelines:~~

- Maintain a checking account for use by the Area Grapevine/La Viña Chairperson, adhering to the following guidelines:

- Name on the account should be "NENY Area Association, Grapevine/La Viña"
- All persons on the Grapevine/La Viña account should have three or more years of continuous sobriety;
- No debit cards (activated or used);
- 3-4 signers on the account;
- 2 signatures required on all checks;
- Closure or transfer of all accounts to the new Chair within 30 days of Rotation.
- If the account cannot be closed within 30 days, then this needs to be disclosed to the Area Chair, Area Treasurer and new Grapevine/La Viña Chair (if applicable), as soon as this is known.
- Any misappropriation of money needs to be reported immediately to the Area Chair, Area Treasurer, Finance Committee, and new Grapevine/La Viña Chair (if applicable).

- Maintain a Credit Card Reader APP Account and a Credit Card Reader Point of Sale Device (POS) for maintaining inventory and taking digital contributions.

The Credit Card Reader account should be linked to the NENY Area Association Grapevine/La Viña Bank Account.

Qualifications

- Three or more years of continuous sobriety.
- Service experience at the group and district level.
- Ability to use a computer, tablet, or smart device that can attach to a Credit Card Reader POS device via bluetooth.
- Ability to run online reports from the Credit Card Reader Application and provide online reports to the Finance Committee.

- Familiarity with the AA Service Manual, the Area Service Manual, the Twelve Traditions and the Twelve Concepts.

- Time and energy to do the service position.

The Area Grapevine/La Viña Committee

- The Grapevine/La Viña Committee is chaired by the Area Grapevine/La Viña Committee Chairperson.

- All District Grapevine/La Viña Chairs and District Alternate Grapevine/La Viña Chairs make up the Area Grapevine/La Viña Committee.

- Other AA members of the fellowship can serve as active service workers on the committee. Interested AA members are encouraged to talk with the Area Grapevine/La Viña Chair.

Getting Started

- Meet with the immediate past chair of the service committee. If there had not been a chair of the service committee in some time, the new chairperson can work with the Area Delegate, Area Chairperson, Past Delegates, a service sponsor or a past Grapevine/La Viña Chair.

- Read the AA Service Manual. The Grapevine Workbook and the Grapevine Representative Handbook, which are available from the AA Grapevine Office, are also key tools to help you get started.

- The Grapevine & La Viña staff can provide shared experience from the fellowship. They are available at gvrca@aa Grapevine.org or by calling 212-870-3018.

For La Viña; aalavina.org, Customer Service phone# (212) 870-3018

Literature

- AA Service Manual

- Twelve Steps / Twelve Traditions

- GVR Resource Page

- Grapevine Workbook / GV Guide – “A Guide to AA Grapevine”

- Grapevine Representative Handbook

- The AA Grapevine and La Viña La Viña: Our Meeting in Print

- Suggestions for Using Grapevine and La Viña La Viña

Gratefully submitted, Sally K - Grapevine/La Viña Chairperson