



Area 79 BC/Yukon September 2025 Voting Assembly **AGENDA COVER LETTER**

Area Service Committee
PO Box 42114
Vancouver, BC, V5S 4R5
604-435-2181
info@bcyukonaa.org
<https://bcyukonaa.org>

August 12, 2025

Hello, trusted servants. I'm an alcoholic, my name is Paul T., and I'm honored to serve as your Panel 75 Area 79 Chair.

Contents of this Agenda Package

The agenda package contains three important pieces of information:

- This **cover letter**
- A **detailed agenda** for the event
- A collection of **five motions** to be discussed and voted on at the Assembly

I've greatly reduced the size of the agenda package by adding a **Links & Resources** section at the end of this letter. Please review those links carefully. **If you prefer the full 20+ page version of this package, you'll find it as the first item in that section.**

This package has been sent to all registered District Committee Members (DCMs) and General Service Representatives (GSRs). **DCMs**, please forward it to your district's trusted servants—they may receive it twice, but better twice than not at all!

Registration

You must complete the registration if you plan on attending the Committee Breakouts on Tuesday, and/or if you are attending the weekend online. After registering, you'll receive a unique meeting link—**please do not share it.**

 [Click here to register](#) 

On Tuesday night, as usual, GSRs will be randomly assigned to a committee, DCMs will be assigned to their usual Area committee, District Committee Chairs (DCCs) can select their preference when they register, and all other guests are free to choose their own committee.

Location

The in-person portion of the Assembly will be at the **Castlegar and District Community Complex**, 2101 6th Avenue, Castlegar, BC V1N 3B2.

Hotel blocks, billeting, camping, and transportation are all described in the [Accommodations](#) document.

Lunch and dinner on Saturday will each be 1.5 hours. That might feel a bit short on time so consider planning your meals in advance using the [Restaurants](#) document.

You asked us to tell you where the Area Service Committee (ASC) will be staying: *Canada's Best Value Inn and Suites*.

What to expect at this Voting Assembly

At our September Voting Assembly, our priority is to discuss and vote on the **five motions** that were submitted before the June 29 deadline; they are included in this agenda package after the detailed agenda.

We may also discuss potential floor actions if any are submitted to me, in writing, before 11:00am Saturday, September 13. Please use the **Motions Guide & Motions Form** in the Links & Resources section (below) for a floor action.

Let's not forget the importance of **our committee work**, too: we'll meet in our committees online Tuesday, and then we'll hear the report-backs on Sunday.

There's a lot more happening! We also have:

- A **First Timer's Orientation** on Tuesday, even great for experienced trusted servants
- While the DCMs and ASC have their **Area Committee Meeting**, all other guests will enjoy a **Sharing Session** on the topic of *Attracting New Members into Service*
- Our very own **Carolyn W.**, Class B General Service Trustee and Secretary of the General Service Board, will be joining us for the weekend and will be presenting, too.
- We'll review and vote on our **Area 79 2026 Budget**
- And of course, **ASC reports, Askit Baskit questions**, and the usual fare

Online Naming Convention

To save time, when you arrive on Tuesday or for the online portion of our weekend, please rename yourself in Zoom with the following naming convention: *Role, Name, District*

Some examples:

- GSR, John D., D99
- AltGSR, Jane D., D99
- DCC-PI, John D., D99
- Guest, John D., D99

If you don't know how to rename yourself, no trouble, we have tech's in the meeting that can help you and we'll have a slide we display to show you examples. Plus we have this new [Zoom Basics guide](#), too.

Live Translation

We're pleased to share that live captioning will be available throughout our Assembly to help make our time together as accessible as possible. English captions will be displayed on a screen on the right-hand side of the meeting room. If there is a need for translated captions in Spanish or French, those will be shown on a separate screen on the left-hand side of the room.

If you or someone you know would benefit from translated captions, please let us know when you arrive so we can do our best to accommodate everyone's needs.

DCM Action Items

DCMs, please distribute this agenda package to all applicable trusted servants in your district. The package can also be found on the BC/Yukon Area website (Events > Quarterlies & Assemblies).

Due to the very full agenda (typical at Voting Assemblies), we will *not* be doing *verbal* reports, we will be doing a roll call. Your written reports should still be submitted to our secretary@bcyukonaa.org by **September 21, 2025**. The reports will be included in the September edition of Grassroots Forum, the BC/Yukon Area 79 Newsletter.

Literature & Resources Tool

Please be advised that the previous version of the **Area 79 Literature and Resources Tool** expired and our old links and QR codes no longer work. 😞

The information from that app is available at the link to the right, on a temporary basis, while we review the situation.

The app links to many of the documents used during the event.



(More on next page →)

Links & Resources

PLEASE NOTE: if you get a “page not found” error visiting one of the links below, it’s because you need to be logged into the website first.

- [This agenda package plus resources in one big file](#)
- [The five motions](#) we’ll be discussing
- [Accommodations](#) (hotels, billeting, camping, and transportation)
- [Restaurants](#) near the venue
- [Area 79 Voting Procedures](#)
- [1-2-3 Sheet](#) for motions
- [Area 79 Business Procedures](#)
- [Motions Guide & Motions Form](#)
- [Floor Actions Flow Chart](#)
- [2025/2026 Area 79 Calendar of Events](#)
- [Glossary of acronyms](#)
- [Zoom Basics](#)

Looking forward to seeing you at the event, either in person or on line! 🙄

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In love and service,

Paul Tansey (name not for publication)

Chair, BC/Yukon Area 79, Panel 75

chair@bcyukonaa.org



Area 79 BC/Yukon September 2025 Voting Assembly **DETAILED AGENDA**

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Hybrid Event - Registration/Location

Please register for the event using [this link](#). After registering, you'll receive your own personal link to the meeting. Please do not share the link you receive. If you wish to attend Friday/Saturday/Sunday online, use the same link.

The in-person portion of our hybrid event will be held at the [Castlegar and District Community Complex](#), 2101 6th Avenue, Castlegar, BC V1N 3B2.

Tuesday, September 9, 2025 – Online Only

5:30pm (Pacific)	Virtual room opens <ul style="list-style-type: none">Not the start of the event, just “doors open”Optional virtual training/assistance
6:00	First Timer's Orientation <ul style="list-style-type: none">What is the September Voting Assembly about? What to expect – for all first-time attendees and anyone else.Facilitated by Sha-nnon H. – Alt Chair and Wendy S. – Secretary
7:00	Assembly Begins <ul style="list-style-type: none">Welcome and housekeeping (Chair – Paul T.)Opening remarks (Delegate – Drew W.)
7:30	Committee Breakouts <ul style="list-style-type: none">Committee assignments described in <i>Agenda Cover Letter</i>
9:00	Closing Remarks Responsibility Statement & Serenity Prayer

Friday, September 12 – Hybrid

5:00pm (Pacific)	In-person doors open <ul style="list-style-type: none">Not the start of the event, just “doors open”In-person registration
5:30	Virtual doors open <ul style="list-style-type: none">Fellowship breakout rooms
6:30	Assembly Continues <ul style="list-style-type: none">Welcome and housekeeping (Chair – Paul T.)Opening remarks (Delegate – Drew W.)

7:00	A.A. World Services Guest – Carolyn W. Class B General Service Trustee and Secretary of the General Service Board
7:45	Break
8:00	Area Committee Meeting <ul style="list-style-type: none"> Facilitated by: Alt Chair – Sha-nnon H. DCMs & ASC move to <i>Castlegar Kootenay Room / virtual breakout room</i> Main Room Sharing Session <ul style="list-style-type: none"> Topic: <i>Attracting Newer Members to Service</i> Facilitated by: Remote Communities – Amy/Website – Kristina P. GSRs, Alt GSRs, Alt DCMs, Guests: in person/virtual stay in <i>main room</i>
9:30	Closing Remarks Responsibility Statement & Serenity Prayer

Saturday, September 13 – Hybrid

8:00am (Pacific)	Doors open (virtual and in-person) <ul style="list-style-type: none"> Not the start of the event, just “doors open” Fellowship breakout rooms
8:30	Assembly Continues <ul style="list-style-type: none"> Housekeeping Reading of the 12 Traditions (Short Form) (GSR, District 75, Mark W.) Concept 1 Presentation (District 75 DCM – Maurice M.) Introduction of Guests and Past Delegates Introduction of new GSRs, DCMs and Alternates Reading of Business Procedures (Host Committee Chair – Michelle N.) Approval of the minutes from the June Assembly
9:30	Break
9:45	Reports <ul style="list-style-type: none"> Chairperson’s Report Delegate’s Report Treasurer’s Report & Financial Statements Budget 2026
11:30	Break
11:45	IC2025 Presentation <ul style="list-style-type: none"> 2025 A.A. International Convention Volunteer Welcome Committee Chair – Trish L.
12:00p	Lunch

1:30	Motions and Floor Actions <ul style="list-style-type: none"> • There are five motions included in the Agenda Package • Floor actions must be received, in writing, by 11:00am Saturday • Breaks when appropriate
6:00	Dinner
7:30	A.A. World Services Guest – Carolyn W. Class B General Service Trustee and Secretary of the General Service Board
8:30	District Committee Member Roll Call (No verbal reports given at this event, please have your written report to secretary@bcyukonaa.org by September 21, 2025)
	Askit Baskit Questions
9:30	Responsibility Statement & Serenity Prayer

Sunday, September 14 – Hybrid

8:00am (Pacific)	Doors open (virtual and in-person) <ul style="list-style-type: none"> • Not the start of the event, just “doors open”
8:30	Pre-Conference Assembly Continues
8:45	ASC Reports & Committee Report Backs
10:00	Break
10:15	ASC Reports & Committee Report Backs (cont’d)
	Askit Baskit Questions First-Timer Sharing 🎤 Closing Remarks by Guests
12:00	Motion to Adjourn Close with the Responsibility Statement, followed by the Serenity Prayer

Declaration of Unity

“This we owe to A.A.’s Future; to place our common welfare first; to keep our Fellowship united. For on A.A. unity depend our lives, and the lives of those to come.”

Responsibility Statement

“I am responsible, when anyone, anywhere reaches out for help, I want the hand of A.A. always to be there. And for that: I am responsible.”



MOTION #1

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Motion:

That the Area 79 Summer Assembly be returned to a Quarterly Meeting effective 2026

History or Current Practices:

Historically Area 79 held 2 Assemblies and 2 Quarterly meetings annually.

At the Fall Assembly in 2025 a motion passed that would alter the Area meetings to 3 Assemblies and 1 Quarterly meeting.

If passed:

the Area will have 2 Assemblies annually – one prior to the Conference and the other in the fall – and 2 Quarterly meetings wherein DCM's and ASC members will vote on housekeeping issues. At those meetings urgent matters not dealt with at the Assembly may be presented and voted on with appropriate notice to the groups prior to the quarterly meeting.

If not passed:

the Area will have 3 Assemblies annually and 1 Quarterly meeting, continuing to affect the economy of our fellowship.

For further consideration:

It is the position of the Deep Cove Group that our General Service Representative attend those meetings designated as an Assembly. Changing one of the quarterly meetings to make Assemblies total 3 per year strains financial resources and leaves significantly reduced finances to support the agreed upon levels of service, namely: District, Area, Intergroup and General Service. The aforementioned levels of service are currently impacted by the reduction in financial support. A quarterly meeting has no mandate to conduct business except that which is deemed housekeeping, and therefore the GSR has no vote in those meetings. Deep Cove maintains it is the responsibility of the DCM to inform the groups in the district, and that had traditionally been done through regular meetings of GSR's and DCM's within a prescribed zone – ie Mini Assembly in Nicola/Thompson, Okanagan, Kootenays for one.

Motion submitted by: Deep Cove Group, GSR, Viki E.



MOTION #2

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Motion:

That the Trustees Cooperation with the Professional Community Committee/Treatment & Accessibilities Committee in the development of any new videos for professionals also create short, profession specific, stand-alone audio/visual soundbites of professionals recommending A.A. to coincide with the new/revised video.

History or Current Practices:

There are three existing videos for professionals, each more than six minutes in length. This is the only audio/visual material specifically available for professionals at aa.org. The videos feature professionals recommending Alcoholics Anonymous to other professionals in their field. There aren't any shorter videos that reflect the current shortform video content practices that engage viewers.

If passed:

New videos will be created which allow more "bite size" segments that can attract professionals to other content. A.A. Service Committees will have access to professionally produced soundbites (15 to 60 seconds in length) pulled from new video(s) to catch professionals' attention. These stand-alone clips could be included in welcome letters, providing a "hook" encouraging the busy professional to explore the **"If You Are a Professional"** page on aa.org, watch the video in its entirety, and/or the **A.A.W.S** **Linkedin** page.

If not passed:

We miss an opportunity to catch the interest of a busy professional with a soundbite "hook" expressing the benefits of Alcoholics Anonymous for their clients or patients. If not passed, we hope professionals will invest a significant amount of time watching the new video(s) in its/their entirety.

For further consideration:

Today's media landscape provides information rapidly and effectively, in shortform content. Busy professionals are unlikely to sit and watch a full-length video without first having their interest piqued. Providing stand-alone soundbites preserves the shelf life of new video(s), with the ability to have new/fresh soundbites pulled and added to the collection periodically.

**Existing examples will be available using the current CPC videos on bcyukonaa.org as an interim measure, pending production of new content, short video clips can be pulled from the current existing videos for professionals.

Motion submitted by: Area 79, Panel 75 Cooperation with the Professional Community Committee.

*Please ensure that the motion is submitted to the Chair no later than 11:00am on Saturday.
Thanks.*



MOTION #3

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Motion:

That the following be added to the Area 79 Bidding & Hosting Guidelines:

The Hosting District Committee has the autonomy to invite the local First Nation (on which, or nearest to, the location of the Area event) to provide a welcome, which may include a land acknowledgement, provided this takes place ahead of the commencement of the Area Business meetings.

History or Current Practices:

- While Host Districts already have the autonomy to do a land acknowledgement, this is not currently stated in the Area 79 Bidding & Hosting Guidelines, leading to confusion.
- The 2025 International Convention in Vancouver will include a land acknowledgement ceremony, recognizing the territories of local First Nations.
- A recent Pacific Region A.A. Service Assembly (PRAASA), held in Alaska, began with an Indigenous-led land acknowledgement before the start of business.
- The absence of land acknowledgements is a recurring concern at Area events.

If passed:

- Host Committees are clear that they have the autonomy to extend an invitation to the local First Nation to conduct a land acknowledgement in a way that suits them.
- As a Fellowship, we will have an opportunity to demonstrate our inclusiveness.

If not passed:

- Indigenous A.A. members may feel unwelcome or unseen at Area service events.
- Members will likely continue to express concern or disappointment over the lack of acknowledgement.

For further consideration:

- Indigenous peoples are disproportionately impacted by alcoholism, yet may be underrepresented in A.A.
- As trusted servants, we share a responsibility to create welcoming environments that remove barriers, enabling us to better fulfill our primary purpose.
- Land acknowledgements are a common practice at many public and community events across BC and Yukon, widely understood as a respectful gesture.

Motion submitted by: Amanda B., GSR for Tuesday Ladies Book Study Group - D71



MOTION #4

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Motion:

That Assignment Desks at General Service Office prepare as soon as is reasonably possible, and keep updated, a revision history document for each Committee Workbook and Kit when revisions are done and post on aa.org

History or Current Practices:

The revised Workbooks and Kits are currently posted on aa.org. These service pieces are reviewed on an ongoing basis and appear as regular agenda items by Conference Committee. The specific revisions are not indicated or posted.

If passed:

Groups and district committees will be able to update existing books and kits easily rather than replacing if they choose. This would give savings on printing, mailing costs, and the environment.

If not passed:

Members are unaware of or unable to update current Workbooks and Kits in a timely manner due to not knowing what changes are made without extensive searching. This will likely cause groups and districts to spend 7th contributions on revised literature when not always necessary.

For further consideration:

This information is currently available at each assignment desk as part of normal work. It is just not currently in a specific place to make it easy to find. Our research with GSO confirms this can be done, would be beneficial to the fellowship, and will not be done without Conference direction.

Motion submitted by: Archives Committee, Area 79, Panel 75



MOTION #5

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<https://bcyukonaa.org> 🌐

Motion:

District 34, New Westminster, is requesting that Area 79 Area Service Committee create a single page leaflet based on page 14 of the AA Service manual “Members of a District Committee”, giving a basic overview of all district positions.

History or Current Practices:

AA readily offers individual pamphlets of specific roles (GSR/DCM's) but not a single source outline the structure of a District Committee, including DCC's. When members ask about for district committee information they are guided to these pamphlets, to the AA Service Manual or GSR handbook. Most members are not aware of this information until after becoming a GSR, or attending a quarterly or assembly. The purpose of this leaflet would be to inform those not already involved in service.

It is hard to know where to look for information on various online platforms. Aa.org offers flyers, posters, kits, handbook, but not a basic reference to a district committee itself as a whole.

NOTE: We understand the each district committee operates differently, but the positions the make up the committee don't often change .

Furthermore other districts have created something akin to this. D23 , Area 59, E. Pennsylvania has created a 14 page manual outlining committee operations and all committee positions.

If passed:

This leaflet can be utilized as a tool for all Area 79 districts during elections, for recruiting new members and opening up a broader member engagement.

If not passed:

The leaflet will not be created and members will lack a simple, unified overview of district service

For further consideration:

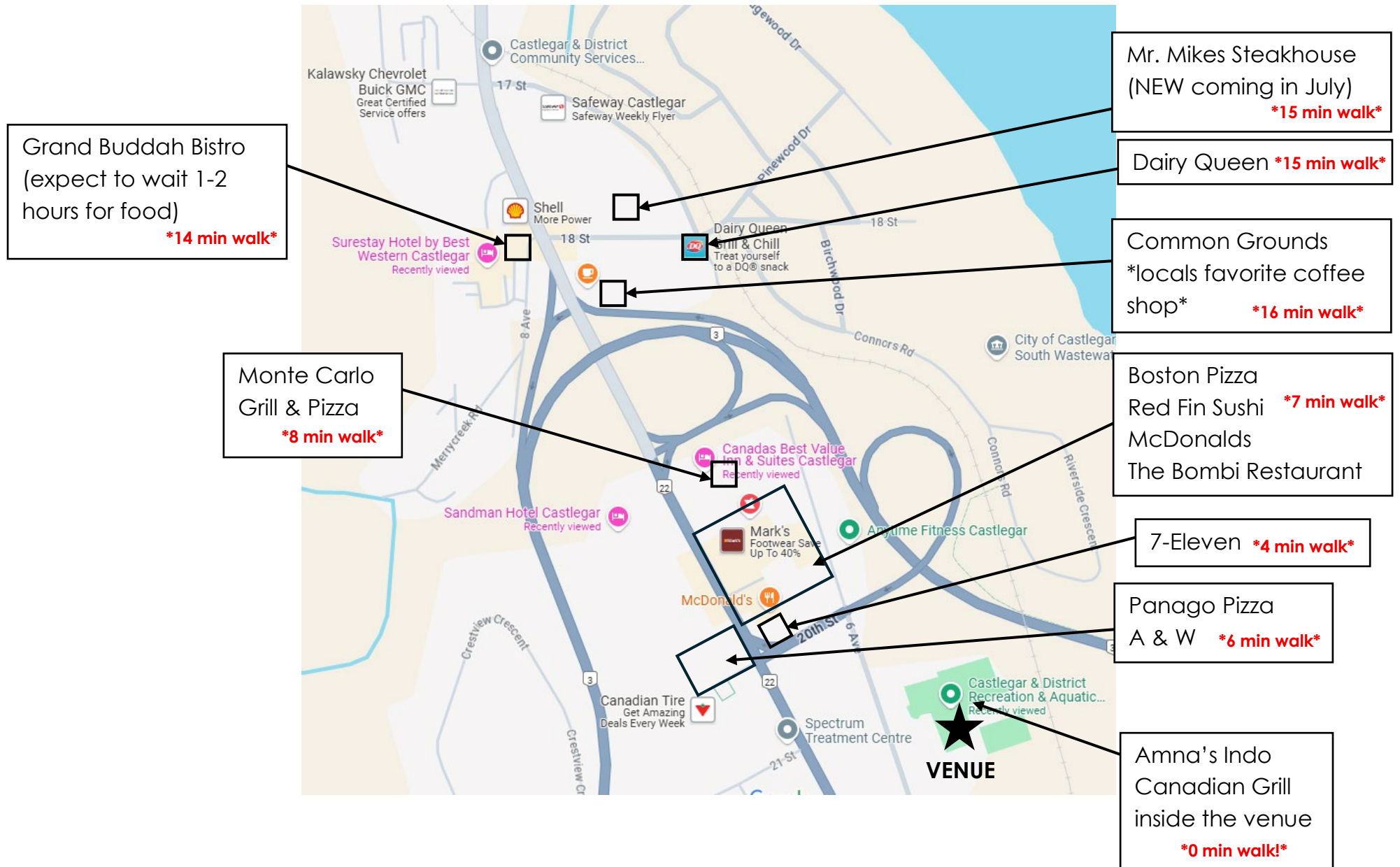
If not passed we suggest that Area 79 have the information on page 14 of the AA Service Manual “Members of a District Committee” be added to our online platforms under a clear intuitive heading

such as “Intro to a District Committee “ . A simplified online version would support accessibility helping make District level service be more approachable, strengthening our primary purpose.

We understand there will be a cost to produce the leaflet, but believe the potential to engage inactive (“dark”) groups to increase participation is a worthwhile investment.

Motion submitted by: District 34 New Westminster

Restaurants



Hotel Room Block Reservations

Sandman Hotel Castlegar

****2-minute drive, 9-minute walk to venue****

Reservations can be made via:

Email: reservations@sandman.ca or
res_castlegar@sandman.ca

Toll Free: 1-800-726-3626 / 1-800-SANDMAN

Hotel Direct (250)365-8444 ext. 0

To receive the correct rates, callers must reference SANDMAN HOTEL CASTLEGAR – **BLOCK ID # 427189 or BLOCK CODE 2509AREA79**

Rooms:

1 Queen \$119

2 Double \$119

1 King \$129

Surestay by Best Western Castlegar

****3-minute drive, 16-minute walk to venue****

To book online use this link:

https://www.bestwestern.com/en_US/book/hotel-rooms.52026.html?groupid=R51IY8U7

Call the hotel directly and reference the **Area 79 Voting Assembly**.

Toll Free: 1 (800)780-7234

Hotel Direct: (250)365-2128

All Rooms \$160:

2 Queen Beds No Pets Kitchenette

1 King Bed Pet Friendly

2 Queen Beds Pet Friendly

Suite – 2 Queen Beds No Pets Kitchenette

Suite - 1 King Bed No Pets Kitchenette

2 Queen Beds No Pets

Other hotels with NO room blocks:

Super 8 by Wyndham (4-minute drive, 14-minute walk to venue)

Rooms starting at \$191/night

651 18th St- 250.365.2700

Canada's Best Value Inn (2-minute drive, 8-minute walk to venue)

Rooms starting at \$125/night

1935 Columbia Ave- 250.365.2177

Twin Rivers Motel (5-minute drive, 23-minute walk to venue)

Call for rates (250)365-6900

The Chameleon Hotel (10-minute drive to venue)

Rooms starting at \$90

330 Columbia Ave- 250.365.4981

If you require billeting, please email **district75aa@gmail.com**

Camping in Castlegar

PassCreek Campground (10-minute drive from venue)

Info: <https://passcreekcampground.weebly.com/>

Total Sites: 35

RV Sites: 28

Fees: Start at \$17/night

Amenities: See above plus hot showers, Wi-Fi, wheelchair accessible flush toilets, and playground.

Season: April 1 – Oct 20

Address: 1090 Parkside Rd

Syringa Provincial Park (25-minute drive from venue)

Info: www.kootenayswparks.com/parks/syringa

Total Sites: 86

RV Sites: 9

Fees: Start at \$26/night

Amenities: Boat launch, electric hookups for RV sites, pit & wheelchair-accessible flush toilets, playground, sani-station/dump and showers.

Address: Broadwater Rd, Robson

Nancy Greene Provincial Park (20-minute drive from venue)

Info: www.env.gov.bc.ca/bcparks/explore/parkpgs/nancy

Total Sites: 10

RV Sites: 10

Fees: \$13/night. No reservations.

Amenities: Beach, picnic area, pit toilets.

Season: May 13 – Sept 30

Address: Corner of Hwy 3 & 3B

Castlegar Golf Club & RV Park (10-minute drive from venue)

Info: www.golfcastlegar.com/rv-park

Total Sites: 20

RV Sites: 20

Fees: \$31/night. (Tents = \$15/night.) Stay & Play packages available.

Amenities: Flush washrooms, hot showers, 30 & 50 amp service, free Wi-Fi, communal fire pit, free firewood, laundromat.

Season: April to Oct 15

Address: Broadwater Rd, Robson

Kootenay River RV Park (7-minute drive from venue)

Info: www.kootenayriverrv.ca

Total Sites: 45

RV Sites: 45

Fees: Starts at \$36/night.

Amenities: TV cable, power, water, sewer, laundry, free Wi-Fi, showers, and 30/50 amp pull-through sites.

Season: April to Oct

Address: 651 Rosedale Rd.

Castlegar Cabins, RV Park & Campground (6-minute drive from venue)

Info: <https://crvp.ca/>

Total Sites: 30 RV; 4 Tent

Fully Serviced Sites: 28

Fees: \$40/night. (Tents = \$25/night)

Amenities: 30/15 amp power, sewer/sani, Wi-Fi, hot showers, laundry.

Season: April to Oct with some winter sites.

Address: 1725 Hwy 3



VOTING PROCEDURES

- 1) **MOTION** (“Main Motion”) Chairperson invites the voting member to present the motion. The motion is read and placed before the membership for consideration.
- 2) **Second**: The Chairperson inquires if there is a seconder to the motion. A member does not have to be in favour of a motion to second it – it simply means “I agree that we should discuss this.” If a motion is not seconded it will not be discussed.
- 3) **Discussion**: Anyone present who wishes to speak to the motion lines up at the microphone and is called on in order. Each person may speak for a maximum of two minutes. No speaker may speak for a second time to the motion, unless all who wish to have spoken for the first time. Those in line are encouraged to listen to the points, questions, and answers that arise during discussion and take their seat if their point has already been made or their question has already been asked.
- 4) **VOTE**: “All in favour” and “All opposed”. All motions require “substantial unanimity” (a two-thirds majority) to carry, except housekeeping matters and those specified below.
- 5) **MINORITY OPINION**: *Chairperson invites those voters who are against the outcome of the vote to speak.* The function of the minority voice is to help keep the majority on its toes, to be alert and responsive. Very often a Higher Power is found in the still, small voice of the minority. Once the minority voice has been heard, the question will be asked: “Does anyone from the majority wish to change their vote?” If this question is responded to in the affirmative, by a show of hands, by one or more members, the vote is taken again.

VOTING PROCEDURES THAT TAKE PRIORITY OVER THE DISCUSSION:

- **POINT OF ORDER**: **A point of order takes priority over all other discussion.** If the procedures are not being followed or a step has been missed, it is the responsibility of those in the assembly to bring up a point of order. The Chair responds by either clarifying the procedure or identifying how it will be corrected if required*
- **PROCEDURAL INQUIRY**: This can be used if a member wants to know how to do something i.e.: change their vote, amend a motion, postpone the discussion, resubmit an item, change their vote, etc. The Chair responds by informing the member: a) if what the member wants to do is possible and b) how to do so if applicable. This takes priority over all items except a Point of Order*

*Needs recognition from the Chair. The member is permitted to go to the front of the line at the microphone.

OTHER VOTING PROCEDURES THAT MAY ARISE DURING DISCUSSION:

- **AMENDMENT**: During the discussion, a voting member may propose an amendment to the main motion. An amendment requires a seconder and is debatable. If the amendment carries, (i.e., receives a majority vote), the amended motion replaces the original motion. After the vote is taken on the amendment discussion continues; a) on the original motion if the amendment does not carry or b) on the amended motion if the amendment does carry. A motion may be amended more than once. The amendment must pertain to the subject of the original motion, e.g., adding text, deleting text or replacing text.

- **CALL THE QUESTION:** This allows the assembly an opportunity to decide how much time is spent discussing a motion. When the Question is Called; a seconder is required, and it is not debatable. If two-thirds are achieved, discussion ends, and the voting members proceed immediately to vote on the business on the floor. If a two-thirds majority is not achieved, debate will continue. The possibility of limiting debate preserves the rights of the majority. Otherwise, a small minority could frustrate the assembly by prolonging debate indefinitely. Consideration should be given that there has been sufficient discussion prior to calling the question.
- **REQUEST TO RECONSIDER:** A request to reconsider a main motion can be made by someone who had voted with the majority side of the action, and now wishes to change their vote. This request can only be made if there was no minority voice and if the question “does anyone wish to change their vote: was not asked. No action can be reconsidered twice. A motion to reconsider requires a seconder and is debatable. A simple majority (50% + 1) is required for this motion to carry. A request to reconsider is only applicable to the outcome of the vote on a main motion.
- **WITHDRAWING A MOTION:** Once a motion has been seconded and is being discussed, the individual who made the motion, may request the motion be withdrawn. The Chair will ask if anyone objects? If not, the motion is withdrawn. If a voting member objects, a vote on withdrawing the motion will be held. A majority vote is sufficient to withdraw the motion.
- **TABLING A MOTION:** Once a motion has been seconded and is being discussed a motion to delay the discussion may be made. Tabling postpones discussion to a later time in the event – it is made without comment, requires a second, is carried by a simple majority, and no minority voice is heard.

A NOTE ABOUT FLOOR ACTIONS:

Floor actions are acted upon separately as they have not been circulated to the groups in BC/Yukon Area 79 as they were submitted after the motion submission deadlines.

- Motions must be submitted to the Area Chair at least ten weeks prior to the event. Any motions received after the deadlines will be treated as floor actions after all pre-submitted motions have been voted on.
- The deadlines for 2025 are March 23 and June 29.
- These floor actions will be accepted by the Area Chair, in writing, until 11:00 a.m. on the Saturday of the assembly.
- They will be posted on the wall and presented in the order in which they were received.
- When a floor action is to be heard, the voting member will be given two minutes to present it.
- The Chair will then ask if there is a motion to consider the floor action today.
- A motion to consider requires a seconder, is not debatable, and requires a two-thirds majority.
- If the motion to consider carries, the original floor action is discussed.
- The floor action becomes a motion and is discussed when:
 - a) There is a motion to consider,
 - b) A seconder to the motion to consider,
 - c) The motion to consider is carried.

All motions regarding financial matters (other than budgets) in excess of \$2,000.00, must be submitted at least ten weeks prior to the event, so they are included in the Voting Assembly Agenda package. All financial matters (other than budgets) exceeding \$2,000.00, related to either spending or reductions, cannot be introduced as a floor action.

BC/Yukon Area 79 – Voting Procedures for Motions

1

Main Motion

- Main Motion
- Second
- Discussion
 - If an amendment is proposed go to next column (2)
- Vote - substantial unanimity ($\frac{2}{3}$ required to carry)
- Minority Voice discussion
- Does anyone wish to change their vote? (1 voter = re-vote)
 - Yes - Re-vote
 - No - Vote stands
- Re-vote - substantial unanimity ($\frac{2}{3}$ required to carry)

For	
Against	
Total	0
$2/3 =$	0

2

Motion to Amend

- Motion to amend
- Second
- Discussion
 - If an additional amendment is proposed go to next column (3)
- Vote on the amendment
majority vote required to carry
- Minority Voice discussion
- Does anyone wish to change their vote? (1 voter = re-vote)
 - Yes - Re-vote
 - No - Vote stands
- Re-vote - majority vote required to carry

Return to Main Motion Discussion (1)

For	
Against	
Total	0
$50\% + 1 =$	1

3

Motion to Amend the Amendment

- Motion to amend the amendment
- Second
- Discussion (no further amendments may be made until this amendment is voted on)
- Vote on the amendment to the amended motion - majority vote required to carry
- Minority Voice discussion
- Does anyone wish to change their vote? (1 voter = re-vote)
 - Yes - Re-vote
 - No - Vote stands
- Re-vote - majority vote required to carry

Return to Motion to Amend Discussion (2)

For	
Against	
Total	0
$50\% + 1 =$	1



Area Service Committee
PO Box 42114
Vancouver, BC
V5S 4R5

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<https://bcyukonaa.org> 🌐

BUSINESS PROCEDURES & RECOMMENDATIONS

1. Floor discussion and presentation on any motion will be limited to two minutes. A two-minute timer will appear on the screen.
2. No one will speak for a second time until everyone who wishes to speak has been heard.
3. The Minority voice will always have the opportunity to be heard after the vote has been counted.
4. A show of hands will be sufficient for declaring the outcome of motions, unless it is deemed too close, then a count will be made. Substantial unanimity is sought on all non-housekeeping issues.
5. FOR QUARTERLIES: DCMs or Alternates acting for the DCMs, and the Area Service Committee Members are eligible to vote or present a motion.
6. FOR ASSEMBLIES: DCMs or Alternates acting for the DCMs, GSRs or Alternates acting for the GSRs, and the Area Service Committee Members are eligible to vote or present a motion.
7. All motions or presentations will require a copy (written or electronic) for the Area Secretary to include in records of the meeting.
8. "A Housekeeping Issue" will be defined as any issue not affecting groups in Area 79 or AA as a whole. When there is a disagreement as to whether an issue is a "housekeeping" issue, the matter will be decided by a vote of the Area Committee members present. This vote will be by a show of hands and require a simple majority. This definition of a "housekeeping" issue and the above procedure for handling the designation of "housekeeping" issues shall be read at each Quarterly and Assembly after the Business Procedures are read.

From A.A. Service Manual

Area Practices and Procedures: In the spirit of area autonomy, typical practices and procedures discussed here are in no way obligatory, and, in some instances, may be impractical. It is important for each area to agree for itself on how it will operate. Several areas have developed written procedures for all aspects of area operations. (Pg. 20, The A.A. Service Manual **2024-2026 Edition**)

Article 6 of the Conference Charter: Area Assemblies, Purpose of: Area assemblies convene every two years for the election of area committee members, from which are elected delegates to the General Service Conference of Alcoholics Anonymous. Such area assemblies are concerned only with the world service affairs of Alcoholics Anonymous. Footnote: Area assemblies still meet every two years in order to elect a delegate to the General Service Conference, but they typically meet far more frequently in order to conduct on-going area business. (Pg. 124, The A.A. Service Manual **2024-2026 Edition**)



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MOTIONS GUIDE – BC/YUKON AREA 79

This guide is intended to provide assistance to the Fellowship in drafting motions, it is not intended to be definitive. In keeping with our Traditions and Concepts, there may be motions that are unacceptable for presentation to the Fellowship (for example, a motion that is personally punitive would be contrary to Concept 12, Warranty 5).

The Area Service Committee will work with anyone requesting assistance in the preparation of a motion. All motions must be submitted in a written or electronic form. This form can be found on the login side of the website under services, then service materials.

Only a voting member may present a motion. The presenter will have an opportunity to speak to it, once the motion has been seconded. That being said, the motion must stand on its own.

BEST PRACTICES FOR DRAFTING A MOTION:

- Needs to be clearly stated and answered with a “yes” or “no.”
 - Needs to be understood without reference to any other material, including the background material.
 - Present one motion at a time. Two-part motions may fail, if the fellowship supports one part and not the other.
 - Consider reviewing the most current BC/Yukon Area Book of Motions for examples.
 - Ensure the motion does not conflict with our Traditions or Concepts.
- Plain language is the most effective.

HISTORY OR CURRENT PRACTICES:

- This is intended to help understand the context of the motion.
- What are we doing now?
- Has this kind of motion been considered before? (See current BC/Yukon Area 79 Book of Motions)
- It is preferable not to refer to what someone in A.A. says or does.
- Are we correcting something inconsistent with past A.A. practice?
- Consult with your group, district and/or area.

IF CARRIED:

- What will change?
- How will A.A. be impacted?
- Is there any negative effect?
- Why should we do this? Why is this motion needed?

IF DEFEATED:

- How will A.A. be impacted?

FOR FURTHER CONSIDERATION:

- Any other useful information. Again, not referring to what any individual says or does.

Please note:

Motions must be submitted to the Area Chair at least ten weeks prior to the event in order that they may be included in the agenda package for the Voting Assembly, giving groups the opportunity to consider the motion. All motions regarding financial matters (other than budgets) in excess of \$2,000.00, must also be submitted at least ten weeks prior to the event.

Motions received after this date will be presented to the Voting Assembly as floor actions. The deadline for submitting a floor action is 11 am on the Saturday morning of the September Voting Assembly. Financial matters (other than budgets) exceeding \$2,000.00, related to either spending or reductions, cannot be introduced as a floor action.



BC Yukon Area 79

www.bcyukonaa.org

General Service Committee

PO Box 42114 • Vancouver, BC V5S 4R5 • Tel (604) 435-2181

MOTION

Motion:

History or Current Practices:

If passed:

If not passed:

For further consideration:

Motion submitted by:

Please ensure that the motion submitted to the Chair no later than 11:00am on Saturday. Thanks.

Floor Actions Flow Chart 2025 BC/Yukon Area 79

If the Floor Action is not considered
it may be submitted as a motion for
the next Voting Assembly

Floor Actions are business submitted after the
motion submission deadlines.

(see below)

June Assembly - March 23rd

Sept Assembly – June 29th

The Assembly hears floor actions after all
motions have been voted on.

Floor Actions become motions when:

- * There is a motion to consider
- * a seconder to the motion to consider
- * the motion to consider is carried

If the motion to
consider carries, the
original Floor Action
is discussed

A “yes” vote means that the Assembly
will hear the Floor Action

A “no” vote means that the Assembly
will not hear the Floor Action

A motion to consider
requires a seconder is
not debateable and
requires substantial
unanimity
(2/3 majority)

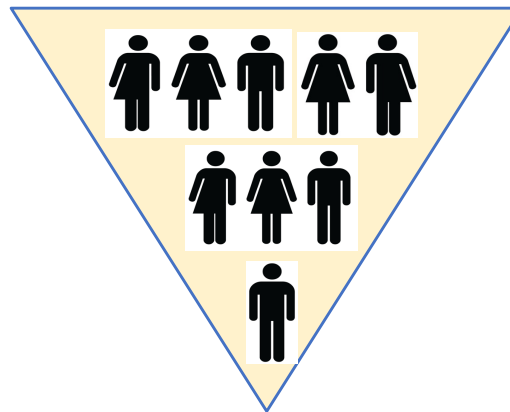
The chair will then
ask if there is a
motion to consider
the Floor Action
today

Floor Actions are
accepted by the
Chair in writing
before 11am on the
Saturday at the
Assembly

They will be posted
on the wall and
presented in the
order in which they
were received

When a floor action
is to be heard , the
voting member will
be given 2 minutes
to present it

Created 2020-05-23
Panel 69 GSC
Revised 2024-12-4
Panel 73 ASC



2025 Area 79 - Panel 75

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
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MARCH

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APRIL

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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January 7, 10-11

AREA 79 QUARTERLY (D37 & D38)

February 7-9

WRAASA (Winnipeg)

April 8, 11-12

AREA 79 PRE-CONFERENCE ASSEMBLY (D70)

Apr 27 - May3

GENERAL SERVICE CONFERENCE

June 3, 6-8

JUNE ASSEMBLY (D71)

July 3-6

INTERNATIONAL CONVENTION

September 9, 12-14

SEPTEMBER VOTING ASSEMBLY (D75)

BC/YUKON AREA 79

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Phone: 604-435-2181

Email: info@bcyukonaa.org

Website: <https://bcyukonaa.org>



2026 Area 79 - Panel 75

IMPORTANT DATES

Updated May 5, 2025

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
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FEBRUARY

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MARCH

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APRIL

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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27	28	29	30	31		

January 6, 9-10

JANUARY QUARTERLY D45 (Chilliwack)

April 14, 17-19

APRIL PRE-CONFERENCE D40 (Burnaby)

April 26 - May 2

GENERAL SERVICE CONFERENCE

June 12-14

Regional Forum (Saskatoon)

July 7, 10-12

JULY ASSEMBLY D54 (Smithers)

October 20, 23-25

**OCTOBER VOTING & ELECTION ASSEMBLY
D06 (Port Alberni)**

BC/YUKON AREA 79

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Website: <https://bcyukonaa.org>



Glossary of Acronyms

AAGV: A.A. Grapevine Inc.

AAWS: Alcoholics Anonymous World Services, Inc.

ACM: Appointed Committee Member

ADD/ADHD: Attention-Deficit Disorder/Attention-Deficit Hyperactivity Disorder

AOC: Assignment of Copyright

ASL: American Sign Language

BBV: Big Book Fifth Edition Project

BIPOC: Black, Indigenous and People of Colour

BTG: Bridging the Gap

CAR: Conference Agenda Routing (form)

CCL: Conference Committee on Literature

CCS: Corrections Correspondence Service

CMP: Comprehensive Media Plan

CPC: Cooperation with the Professional Community

CTR: Click Through Rate

DCM: District Committee Member

EDW: Equitable Distribution of Workload Process

GM: General Manager

GSB: General Service Board

GSC: General Service Conference

GSO: General Service Office

GSOPD: GSO Publishing Department

GSR: General Service Representative

GTM: Google Team Manager

GV: Grapevine

GVR: Grapevine Representative

HI: Hospitals and Institutions

HR: Human Resources

ICRF: International Conventions/Regional Forums

ICYPAA: International Conference of Young People in AA

ICM: International Corrections Meeting

IVS: Inside Visitation Sponsorship

LGBTQA2S+: Lesbian, Gay, Bisexual, Trans, Queer/Questioning, Asexual, Intersex, Two-Spirit Plus

LIM: Loners International Meeting

LV: La Viña

NAP: Native American Pamphlet

OIAA: Online Intergroup of Alcoholics Anonymous

OIG: Online International Groups

PI: Public Information

PAI: Proposed Agenda Item

PLBB: Plain Language Big Book

PSA: Public Service Announcement

PSN: Public Service Network

PTSD: Post-traumatic Stress Disorder

QR code: like a bar code in the form of a square used for storing URLs or other information

QSL: Quebec Sign Language

REDELA: Meeting of the Americas

RF: Regional Forum

RIPTAB: Researching Issues, Possible Tools for Accessing the Book

RC: Remote Communities

SCI: Subcommittee on Conference Improvements

SEO: Search Engine Optimization

SOP: Standard Operating Procedure

SSL: Spanish Sign Language

TA: Treatment and Accessibilities

TABB: Tools to Access the Big Book Committee

TCL: Trustees Literature Committee

TCGSC: Trustees Committee to the General Service Conference

TFC: Trustees Finance and Budgetary Committee

TPIC: Trustees Public Information Committee

UEB: Unified English Braille

URL: computer code link to a web resource

WSM: World Service Meeting

YP: Young People

YPAA: Young People of Alcoholics Anonymous

ZOOM BASICS: HOW TO USE COMMON FEATURES

Please see this handy guide for instructions on how to execute the following tasks in Zoom:

TABLE OF CONTENTS (*clickable*)

- [1. Change Your Display Name](#)
- [2. Mute or Unmute Your Microphone \(Audio\)](#)
- [3. Turn Your Camera On or Off \(Video\)](#)
- [4. Raise or Lower Your Virtual Hand](#)
- [5. Moving To and From Breakout Rooms](#)

Some notes before you read on:

- These instructions work whether you are using a computer, smartphone, or tablet.
- If you don't see the icons, wiggle your mouse (on computer) or tap the screen (on mobile) to bring up the Zoom toolbar.
- The exact location of buttons may change slightly depending on Zoom updates, but the general steps should stay the same.
- Alcoholics Anonymous has no affiliation with Zoom, actual or implied.

1. Change Your Display Name

We have a standard naming convention for our online meetings in Area 79. Having your name properly displayed helps us easily locate each other in the participants and chat lists, and it is particularly helpful for our Tech Team. Your display name should appear as:

Service Position, Name, District e.g. **GSR, John D., D26**

Method 1: Rename yourself through the Participants List

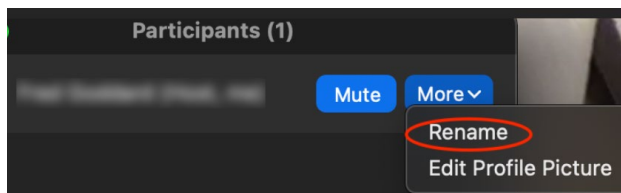
- Step 1: Find the Participants List

- On a computer, click the 'Participants' button near the bottom of the Zoom window.
- On a phone or tablet, tap the screen once, then tap 'Participants', or tap 'More' (three dots) and then 'Participants'.

- Step 2: Find your name in the list

- Step 3: Change your name

- On a computer, hover your mouse over your name. Then click the button next to your name; it might be three dots, an arrow, or a button that says 'More'. Click it and choose 'Rename'.
- On a phone or tablet, tap your name, then choose 'Rename'.



- Step 4: Type your new name and press OK, Done, Change, or Rename.

Method 2: Rename yourself from your own Video Tile

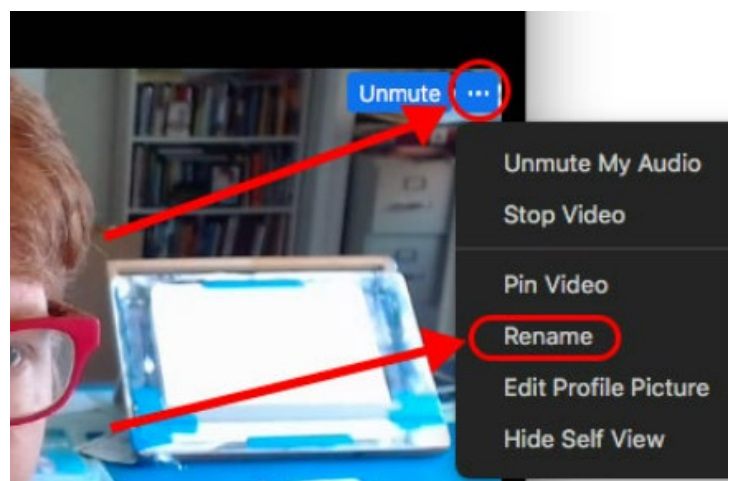
- Step 1: Find your Video Tile

- On your computer, phone, or tablet, scroll or swipe left or right through all the video tiles (aka 'squares') until you find your own.

- Step 2: Change your name

- On a computer, right-click on your video tile (or click the three dots in the top corner of your tile, if you can see them), then select 'Rename'.
- On a phone or tablet, tap the three dots on your video tile, then tap 'Rename'.

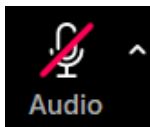
- Step 3: Type your new name and press OK, Done, Change, or Rename.



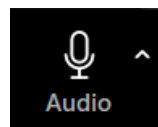
2. Mute or Unmute Your Microphone (Audio)

Keeping yourself on mute will prevent background noise and unrelated chatter from disrupting the meeting.

- **Step 1:** Look for a microphone icon
 - On a computer, it's at the bottom left corner of the Zoom window.
 - On a phone or tablet, tap the screen, then look at the bottom left or inside the 'More' menu.
- If the microphone has a red line through it, you are muted.
- If the red line disappears, you are unmuted.



= muted



= unmuted

- **Step 2:** To mute or unmute, click or tap the microphone icon once; the red line will appear and disappear accordingly

3. Turn Your Camera On or Off (Video)

Keeping your camera on helps us see who we are gathering with. If you need to step away, or attend to any other business, please turn your camera off temporarily. (Turning your camera off may also help if you are having internet bandwidth problems.)

- **Step 1:** Look for a camera icon next to the microphone icon
 - On a computer, it's near the bottom left of the Zoom window.
 - On a phone or tablet, tap the screen to make the controls appear, then find the camera icon.
- If the camera icon has a red line through it, your camera is off.
- If the line disappears, your camera is on.



= camera off



=camera on

- **Step 2:** To turn your camera on or off, click or tap the camera icon once; the red line will appear and disappear accordingly

Note: these two features (Audio and Video) always appear side-by-side

4. Raise or Lower Your Virtual Hand

Raising your virtual hand is a very helpful feature. It signals to the Chairperson that you wish to speak or ask a question, and it is how you are counted during voting procedures. It will also help the Tech Team find you if you need assistance.

- **Step 1:** Open the 'Reactions' or 'More' menu

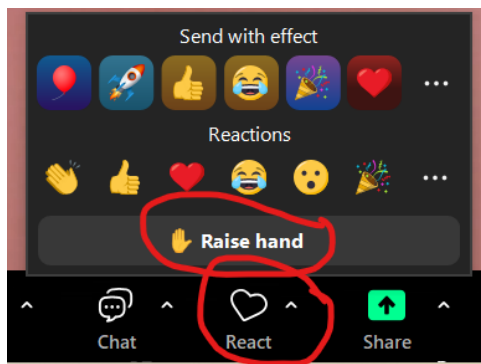
- On a computer, click 'Reactions' at the bottom of the Zoom window.
- On a phone or tablet, tap the screen, then tap 'More' (or three dots), then choose 'Reactions'.

- **Step 2:** Choose 'Raise Hand' (or you may see a small hand icon)

- When your hand is raised, a small hand will appear next to your name in the Participants List, and on top of your video tile.

- **Step 3:** Lower your hand

- Repeat the same steps above, and choose 'Lower Hand'.



5. Moving To and From Breakout Rooms

Breakout rooms are separate, smaller groups or 'rooms' within a larger meeting or session. We use them for committee work, fellowship, and tech support. You have the power to move yourself between breakout rooms.

- **Step 1:** Open the 'Breakout Rooms' menu

- Click or tap 'Breakout Rooms' in your Zoom toolbar, at the bottom of the screen.
- You will see a list of available breakout rooms.

- **Step 2:** Join a breakout room

- Click 'Join' next to the name of the room that you wish to join.
- Confirm by tapping or clicking 'Yes' or 'Join'.

- **Step 3:** To switch rooms or to return to the main meeting

- Tap or click 'Leave Room' (often at the bottom right of your screen).
- Select 'Return to Main Session' or 'Choose Another Room'.

