

AFG Area 9 – Florida North Guideline

Timely Topics

Timely Topics are issues of concern submitted via the selection process below. This process provides an opportunity for members to discuss topics during a scheduled session at Florida North Area Assemblies.

Selection and Research Policy

1. Group Representatives (GR) ask their group for topics or issues to submit to their District Representative (DR). The DR will research the Area archives to see if that topic has already been addressed during the current panel or previous two panels.
(Click [here](#) to open the password protected Area website Archives).
 - a. If the question or topic has already been researched, or the answer can be found in the current AI-Anon/Alateen Service Manual, the DR will share that information with their district.
 - b. If the topic has not already been researched, answered, reported and/or discussed at the Area level, the DR will submit the topic(s) to the Area Alternate Delegate at least one month prior to the Area World Service Committee (AWSC) meeting.
 - c. If too few questions or concerns have been submitted a month prior to AWSC the selection committee has the opportunity to review the two most recent World Service Conference Summaries and In The Loop Newsletters for discussion topics.
2. Prior to the AWSC, the Area Chairperson will form a Timely Topics Selection committee consisting of the Alternate Delegate, one DR, and one Past Delegate to choose the Timely Topics to be discussed during the Assembly. The Timely Topics Selection committee will meet prior to the AWSC to choose topics to be presented at Assembly.
3. The Area Chairperson pre-assigns two districts that will research and present the Timely Topics at the Assembly. The Area meeting assignments are located in the Panel Meeting Dates & Assignments document on the Area website.
4. Research for Timely Topics questions may be taken from:
 - a. AI-Anon Conference Approved Literature (CAL)
 - b. The Forum
 - c. World Service Conference Summaries
 - d. The World Service Office website
 - e. In The Loop newsletter
 - f. Florida North website
5. Reference all research with sources cited (e.g. The Forum, Oct. 2014, pg.13).
6. Opinions of the researcher are not included in the information presented.
7. Topics will be posted on the Alternate Delegate's web-page.

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Session Procedure

1. Because no question is more or less important than another, each will be limited to fifteen (15) minutes.
2. The presenter is limited to 5 minutes at the microphone.
3. There will only be one presenter for each topic.
4. The discussion period for each topic is ten minutes.
5. Attendees wishing to share, will come to the microphone and line up quietly.
6. Attendees do not repeat a previous question, comment or share.
7. Attendees are limited to two minutes at the microphone per topic.
8. Tradition 12, “principles above personalities” and Concept 4, “Participation is the key to harmony” guide the Timely Topics session.
9. There is no clapping during the Timely Topics session.
10. Research should be compiled into a document that is suitable for posting on the Area website. This document will be submitted to the Alternate Delegate by email no later than midnight of the last day of the Assembly. The Alternate Delegate will review the research before posting on the password protected page of the Area website.