

# **Guidelines for the Official Website Of District 90, Area 67**

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## **Statement of Purpose**

**The purpose of our Website, named "The Official Website of District 90." is to assist the Alcoholics Anonymous groups of District 90 in carrying the message of Alcoholics Anonymous, primarily by publishing the meeting schedule of groups of Alcoholics Anonymous in District 90 on the World Wide Web (WWW) of the Internet. It is our goal to help the still-suffering alcoholic establish direct, face to face, contact with Alcoholics Anonymous. District 90 is composed of parts of Chambers, Hardin, Jefferson, Jasper, Newton, Orange, Sabine, St. Augustine, and Tyler counties in southeast Texas. District 90 is also part of Area 67, a representative body of the General Service Conference of Alcoholics Anonymous.**

**Towards that end, we may also publish certain other information, such as listings of Intergroups, flyers announcing conventions and AA events in our region, as well as other information which may be deemed useful by the member groups of District 90. Space may be made available for groups of Alcoholics Anonymous in District 90 and service bodies to post simple Homepages within the bounds of reason and the Twelve Traditions of Alcoholics Anonymous.**

**We will, however, be vigilant to protect the spirit of AA Tradition and shall not affiliate or link our site to any non-AA entity. Furthermore, as this site is provided solely for public information, it is merely a general service vehicle; we simply publish publicly available contact information concerning Alcoholics Anonymous in the geographic area of District 90, on the World Wide Web.**

## **Organization**

**District 90's Website shall be registered in the District's name with the Internic, which controls domain registration on the Internet, as: <http://www.aadistrict90.org>**

**District 90 shall be the named owner of the domain registration with the Webmaster committee Chairperson being listed as the registration contact. The billing contact shall be the treasurer of the District 90.**

**The technical contact with the Internic must necessarily be our Internet Service Provider. This account is held in the name of our Webmaster committee chairperson who has direct control over technical access to the site.**

**It will be the responsibility of the Webmaster committee chairperson, individually or through duly appointed ad hoc committee, to shop for the best price for cost of services provided to enable the Website to exist and to insure that our Website is self-supported by the District without receiving anything of value from any source outside the fellowship and service structure.**

**Organizationally, the Webmaster Committee or subcommittee derives its authority and responsibility from District 90 as follows:**

- 1) The District has a Webmaster Committee which has direct oversight of the Official Home Page of District 90.**
- 2) The Chairperson of the Webmaster Committee is elected by the District General Service Representative Committee and holds primary authority and responsibility for the oversight of the Website. Policy is established and oversight is given on operational and budgetary matters at the quarterly District 90 regular meetings of the General Service Committee, and as needed.**
- 3) The Webmaster Committee Chairperson and alternate Chairperson are elected by the District 90 General Service Committee as provided in its Articles of Incorporation and By-laws. The chairperson of the committee is the principal contact person for the committee and shall maintain frequent contact with the chairpersons of the Public Information and Cooperation with the Professional Community committees, District officers, the General Service Office and any other affected AA service entities.**
- 4) The Webmaster Committee chairperson shall report to the District 90 quarterly on the committee's activities at the regular scheduled meetings of the District General Service Committee.**
- 5) The chairperson of this committee is responsible of the day to day managements and implementation of the District 90's policies which shall include adherence to the to the Twelve Traditions, Twelve Concepts and guidance provided in the AA Service Manual and current approved revisions thereof.**
- 6) The chairperson of the Webmaster Committee shall designate a member of Alcoholics Anonymous to serve as Assistant Webmaster to assist in the maintenance of the Website. Maintenance of the site requires updating changing information on groups, events, and implementing changes in the presentation of information posted on our website. This arrangement will provide security for the integrity of the information on the Website by allowing access to three persons who are each equally capable of correcting any mistake or posting of information or correct any unauthorized change in the presentation of information on our Website. This convention also will allow the delegation of responsibilities for administration and technical support for the project. In this arrangement no one person can irrevocably alter the presentation of the message which this Website is intended to carry. These three persons shall act as the steering committee of the Webmaster Committee.**
- 7) The steering committee handles all business of the Website on a day-to-day basis through the prime E-mail list. Submissions for inclusion on the site are given any of its members through E-mail, mail or at the District 90 business meetings. All changes to the Website must have prior unanimous approval of the steering committee or be approved by the District General Service Committee in accordance with the by-laws of District 90.**

8) Each member of the Webmaster steering committee has equal and full technical access to the Website, including file transfer privileges and control of the E-mail listserver. Unilateral actions taken regarding the Website, without said unanimous prior approval of the steering committee or District 90, may result in removal of the member's access to the Website.

9) Submissions for inclusion on the site may be sent to the Webmaster or given to any steering committee member through email (to be named), mail or at District 90 committee meeting. Suggestions for use and presentation of the site likewise may be sent to the Webmaster or to any member of the steering committee for discussion and disposition. All emails pertaining to website business must be sent to (to be named later).

All links to non-AA entity will have prior approval by the webmaster committee. Any such link will contain a mandatory exit and a prominent notice that linking does not imply endorsement or approval.

10) All E-mail or other business relating to the site shall be presented to the steering committee. No E-mail communications shall be posted on the Website.

11) Any interested District 90 AA member may attend Webmaster Committee's meetings. Voting privileges must be limited to those who serve on the District 90 Webmaster committee. Thus, we hope, oversight of the Webmaster Committee's activities have a carefully constructed system of checks and balances which also provides an open door policy to all members of District 90, both virtually and actually.

### **Financial considerations**

It shall be responsibility of the Chairperson of the Webmaster Committee to monitor and record all expenses actually incurred in the maintenance and provision of the Website including out of pocket expenses incurred by the steering committee members directly related to their service. An annual budget request shall be submitted to the District for approval as required of all other standing committees of the District. Expenditures shall be limited to approved, budgeted expenses of the committee.

### **Committee Displays/Demonstrations**

A display of the Website at the regular business meetings of the District 90 is desirable and recommended to enable members of the District to be familiar with this service vehicle and informed of its current presentation.

At all times a printed version of the information being displayed on the Website shall be maintained by the Chairperson of the Webmaster Committee and provide to the District Committee Member for review by members of the District who do not have access to "on line services". If a computer display of the Website cannot be provided as recommended by these guidelines, the printed copy of the Website information will be made available for inspection and review by interested persons.

## **Revisions**

**The guidelines may be revised upon approval of the voting membership of the District 90 at a regularly scheduled business meeting.**