

Please direct all
communications to:

Grand Central Station,
P.O. Box 459,
New York, NY 10163
Fax: (212) 870-3003

Date: August 5, 2025

To: Area Delegates, Current and Past Trustees,
Corporate Board Directors
Appointed Committee Members
Central Offices and Intergroups in the U.S. and Canada
GSO and AA Grapevine Staff

Re: August 31, 2025: Deadline to submit Class A Trustee Candidate Resumes

Dear Friends,

We trust you have found time in your busy service schedules to enjoy summer activities with family and friends.

The Trustees' Nominating Committee has received numerous responses and questions following the announcement of a Nonalcoholic (Class A) trustee vacancy that will occur on the General Service Board at the conclusion of the 76th General Service Conference, held in April 2026.

As a gentle reminder, I would like to confirm **August 31, 2025**, is the deadline for parties interested in serving as a Class A trustee to submit their resumes.

Resumes can be submitted using [2026 Class A Smartsheet link](#), or by email to nominating@aa.org or by postal mail to: Attn: Trustees' Nominating Committee Secretary, General Service Office, P.O. Box 459, New York, NY 10163.

The committee looks forward to having a large pool of qualified applicants reflecting the diversity that A.A. strives to have within itself.

Sincerely yours,

Carolyn

Carolyn W.
Chair, Trustees' Nominating Committee

PROCEDURE No. 4

PROCEDURES FOR ELECTION OF CLASS A TRUSTEES

1. The Chairperson of the General Service Board notifies the Fellowship of a vacancy for a Class A trustee by means of a letter to Area Delegates, G.S.O. and Grapevine Staff, A.A.W.S. and Grapevine Board Directors, appointed committee members, current and past trustees, and Central and Intergroup Offices for the U.S. and Canada. The opening is also announced in the next issue of *Box 4-5-9* and, whenever possible, in the next available issues of Grapevine and La Viña magazines. In the year of an International Convention, announcement letters will be sent to the non-alcoholic professionals chosen to participate in the International Convention. The announcement requests the business/professional resumes or curricula vitae of "friends of A.A." who are willing to serve as Class A (nonalcoholic) trustees – along with information as to why each applicant is interested in serving the Fellowship of Alcoholics Anonymous.
2. The resumes are submitted to the Trustees' Nominating Committee. Upon learning of a Class A Trustee vacancy, the Trustees' Nominating Committee shall request that the General Service Board take an inventory of the skills and backgrounds of its current members and identify areas which may be lacking in order to provide that information to the Trustees' Nominating Committee.
3. After reviewing the resumes, the Trustees' Nominating Committee chooses up to four applicants to be considered for each vacancy. The committee asks the Delegate from the area where the applicant resides or works for any available feedback on the individual prior to authorizing an invitation for a visit. These persons are then invited by the Chairperson of the General Service Board to attend a Board weekend, during which they are interviewed by the members of the Trustees' Nominating Committee. Prior to the Board weekend, resumes of these applicants should be circulated to all General Service Board trustees.
4. In the interview process, the Trustees' Nominating Committee is responsible for providing extensive information about the time commitments involved in service as a Class A trustee. Because Boards function differently, and service on other Boards may involve a limited time commitment, the committee should emphasize that Class A trustees are expected to attend all Board meetings.

Time Required of Trustees:

Trustees are expected to attend a minimum of: three quarterly Board weekends, with meetings running from Saturday morning through Monday noon; a quarterly meeting combined with the General Service Conference (seven days) in April; a regional forum weekend approximately once every eighteen months; and any special meetings of the Board. While it is up to the corporate board to determine the term of service, it is possible that a Class A trustee may be invited to serve up to three years on either the A.A. World Services Board or AA Grapevine Corporate Board, which meet more frequently than the General Service Board. Trustees serve on committees of the General Service Board and may also serve on trustees' subcommittees or corporate board subcommittees, whose work often involves conference calls. Trustees may be invited to attend regional, area or

local A.A. events. Trustees serve two consecutive three-year terms. Applicants are encouraged to discuss this time commitment with their family and employer. Trustees are reimbursed for travel, hotel and meal expenses.

5. Following the interviews, the Trustee Nominating Committee recommends the election of one person for each vacancy to the General Service Board. After approval by the full General Service Board, the nominee and the Delegate from the Conference area in which the nominee resides or works should be notified of his/her selection – indicating that the decision is subject to confirmation by the General Service Conference.
6. One nominee's name (for each vacancy) is presented to the General Service Conference with copies of the nominee's resume being made available on the Conference floor to all Conference members – prior to recommendation of the nominee to the Conference.
7. The General Service Board elects the Class A trustee nominee (for each vacancy) at their meeting following the Conference.
8. For expected vacancies, due to normal rotation, the process should begin immediately following the Conference which begins the trustee's last year of service.
9. For unexpected vacancies, this process should start at the time the vacancy occurs, if there is sufficient time before the next Conference.