

**PROPOSED Assembly Weekend Schedule**  
as of 8/10/16

<b>DAY</b>	<b>START TIME</b>	<b>STOP TIME</b>	<b>TIME ALLOWED</b>	<b>ACTIVITY</b>
<b>Friday</b>	3:00	5:00	2 hours	<b>SPRING &amp; FALL</b> - Open Board Meeting
	5:15	6:15	1 hour	<b>NEW! SPRING &amp; FALL</b> - Open OA Meeting - hosted by local IG - <i>food allowed in meeting room</i>
	6:15	6:55	40 minutes	<b>SPRING &amp; FALL</b> - Registration
	6:25	6:55	30 minutes	<b>SPRING &amp; FALL</b> - New Rep Orientation
	7:00	7:10	10 minutes	<b>SPRING &amp; FALL</b> - Announcements from the Board & the floor, Board intros
	7:10	8:00	50 minutes	<b>NEW! SPRING</b> - present/discuss possible outreach goals for R5, brief intro to WSBC
	7:10	8:00	50 minutes	<b>NEW! FALL</b> - Learning Session (training or workshop)
	8:00	8:10	10 minutes	<b>SPRING &amp; FALL</b> - Break
	8:10	9:10	1 hour	<b>SPRING &amp; FALL</b> - Intergroup Sharing
	9:15	??	As needed	<b>SPRING &amp; FALL</b> - State Meeting (as needed and informal)
<b>Saturday</b>				<b>DROP</b> - New Rep Orientation
				<b>DROP</b> - Committee Chairs Meeting
	7:45	8:00	15 minutes	<b>SPRING &amp; FALL</b> - Latecomers Registration
	8:00		30 minutes	<b>SPRING &amp; FALL</b> - Morning Session - includes call to order, opening ceremonies, roll call, adoption of credentials report/standing rules/agenda/consent agenda, recognitions, appointments announced *
		8:35	5 minutes	<b>SPRING</b> - Nominating Committee appointments
	8:35	9:15	40 minutes	<b>SPRING &amp; FALL</b> - Board & Trustee reports Q&A (5 minutes each), announcements, adjournment **
	9:15	9:30	15 minutes	<b>SPRING &amp; FALL</b> - Break

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	9:30	11:00	90 minutes	<b>SPRING &amp; FALL</b> - Business Committees meet (including Board liaison) - Bylaws, Finance, Convention, Media
	11:30	12:30	60 minutes	<b>SPRING &amp; FALL</b> - Luncheon
	12:30	1:00	30 minutes	<b>NEW! SPRING &amp; FALL</b> - Speaker (held in the assembly room - can't always count of having luncheon set up in a meeting room)
	1:00	1:30	30 minutes	<b>SPRING &amp; FALL</b> - Business Committees continue meeting as needed
	1:00	1:30	30 minutes	<b>SPRING &amp; FALL</b> - Bylaws consider any committee motions for Emergency New Business
	1:30	2:00	30 minutes	<b>SPRING &amp; FALL</b> - Afternoon Session - includes call to order, opening ceremonies, credentials report, report of minutes approval committee, 7th Tradition collection, Time Out for Robert
	2:00	3:30	90 minutes	<b>NEW! SPRING</b> - Committee of the Whole meets to vote on R5 Outreach goal for upcoming year, brainstorm/select tasks to support the goal, divide into task sub-committees
	3:30	3:45	15 minutes	<b>SPRING</b> - Break
	3:45	5:00	75 minutes	<b>NEW! SPRING</b> - Outreach Sub-Committees meet, organize, plan (including Board liaison)
	2:00	2:45	30-45 minutes	<b>FALL</b> - Candidate presentations and Q&A
	as needed		15 minutes	<b>FALL</b> - Break
	3:00	5:00	2 hours	<b>FALL</b> - New Business - motions from pre-assembly packet, final convention report, emergency new business (if appropriate)
	5:00	5:15	15 minutes	<b>SPRING &amp; FALL</b> - Business Session adjournment - announcements, etc.
	5:30	7:30	2 hours	<b>SPRING &amp; FALL</b> - Dinner on your own
	7:30	9:00	90 minutes	<b>SPRING &amp; FALL</b> - Open OA meeting (hosted by local IG)

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<b>Sunday</b>	8:00		10 minutes	<b>SPRING &amp; FALL</b> - Business Session - includes call to order, some opening ceremonies, credentials report updates
			15 minutes	<b>SPRING &amp; FALL</b> - Business Committee Reports - Bylaws, Finance, Convention, Media (3 minute reports)
			15 minutes	<b>SPRING &amp; FALL</b> - Outreach Sub-Committee Reports - report for each task (3 minute reports)
			30-45 minutes	<b>FALL</b> - Elections and approval of budget *** (Affirm Trustee candidates again in 2018)
			40-60 minutes	<b>SPRING</b> - New Business - motions from pre-assembly packet, convention bid presentations, emergency new business (if appropriate)
		10:00	10 minutes	<b>SPRING &amp; FALL</b> - Closing Ceremonies - recognition of outgoing reps, Green Dot ceremony, announcements from the floor, Lifeline Drawing ****, adjournment & OA Promise
	10:10	10:30	20 minutes	<b>SPRING &amp; FALL</b> - Good of the Order
	11:00	11:00		<b>SPRING &amp; FALL</b> - Hotel checkout
	11:00	1:00		<b>SPRING &amp; FALL</b> - Closed Board Meeting - officers need late checkout

\* Appointments of timer, copy coordinator, minutes approval committee announced - volunteers solicited ahead of Assembly

\*\* Day in the Life presentations move to a Board/Committee update call in the summer

\*\*\* Committee budget requests due at Board/Committee update call in the summer

\*\*\*\* Draw for Lifeline subscription only