**ACA SMR**

**Business Meeting**

February 15, 2021, 8:45am

Attendees: There were xx participants in attendance: Several of those are as follows: Paul KF, Barbara, Craig, Leslie, Nolan, Rene, Katt, Kare, Candi, nifer, John P, Pam, Howard, John G, Christy, Austine, Ellie, Von

**1. Call to order/opening prayer:** Meeting was called to order by Paul KF at 847am. This was followed by the Serenity Prayer.

**2. Meeting Secretary, time-keeper and agenda:** Meeting Secretary: Craig, Time-keeper: Diane

Agenda for meeting was screen shared by Paul KF

*1. Call to order/opening prayer*

*2. Meeting Secretary, time-keeper and agenda*

*3. Minutes of the January 18, 2021 meeting*

*4. Reports:*

*Treasurer*

*Technical/Scheduling*

*Communications*

*Group Conscience*

*Website*

*Service Team Social*

*WSO Representative*

*5. Business arising from previous meeting*

*Draft Treasurer: Communications, Group Conscience and Technical/Scheduling Secretary Position Descriptions (Group Correspondence Committee), Rotation of Service (Group Conscience Committee)*

*6. New business*

*7. Announcements and next meeting*

**Motion by Nolan “To ensure that the maximum people can remain for entire meeting, increase participation and in order that we complete our business in a timely fashion: I move to limit the business meeting to 75 minutes with a time keeper announcing the remaining time in 15 minute intervals (60 minutes remaining, 45 minutes remaining, etc.)”.** Second was Katt Mexico. Discussion ensued. Vote was taken: yes – 5; 9 – no; 22 – abstentions. Minority opinion was heard. Re-Vote was taken: yes – 5; 11 – no; 20 – abstentions. **Motion did not carry.**

**Motion was made by Leslie to change the order of the agenda. It involved moving the New Business to the number 5 position and move Business arising from previous meeting to the number 6 placement. Wendy was the second.**

**Motion was made by Leslie to accept the amended agenda as proposed. Second was Wendy. Motion passed.**

**3. Minutes of the January 15, 2021 meeting:** The minutes from Jan 15, 2021 meeting were screen shared by Paul KF. It was noted that Jan 15th minutes did not reflect the re-election of Paul KF as Business Meeting Leader which was a motion by Barbara and a second by Robert. This motion had passed. Prior minutes were amended to reflect this oversight. **Wendy motioned to accept Jan 15 minutes as amended. Candi and Robert were the seconds. Motion passed.**

Minutes of February 9, 2021 Group Care meeting: These were screen shared by Paul KF.

**Motion was made by Robert to accept the minutes of Feb 9 as proposed. Second was Wendy. Motion passed.**

**4. Reports:**

**Treasurer:** This report was given by Jim R and the full report can be found on the ACA website. The beginning balance for Jan 1 was $481. Donations for Jan totaled $737. Disbursement to WSO was $350. Zoom fee for additional space was $50. The ending balance for Jan was $818 which is the beginning balance for February 2021. The donations that were “stuck” in PayPal have been sorted out.

**Technical/Scheduling:** This report was given by Robert F. The Key Holder and Tech Host positions have all been filled. The Leader/Moderator positions, given 4 breakout rooms, have 50 of the 70 positions filled. The Newcomer Greeter has 7 of the 14 positions filled with no backups. There have been between 138 and 200 participants in the meeting. The necessity for a 6th break out room has occurred about 7 times. In January, there were 14 participants in the Leader/Moderator training with 2 trainers. The training schedule is slated to be moved to the ACA website. This may occur prior to the next business meeting.

**Communications:** This is a vacant post. Ad Hoc report was given by Wendy and Robert. Wendy’s website report is being combined here. In January, there were 4590 views of the website. This included the home page, Sunday Funday, etc. Mail chimp is working. There are 185 names on the contact list and 205 names on the mailing list. The first two mail in surveys, via MailChimp, went well. The third is scheduled to go out today or tomorrow, at the latest. The WordPress version of the website will be deleted as it is no longer needed.

Also, two members have given interest in filling this position. One member who expressed her interest wants to discuss the position with the other member. It was suggested to them both that they share the position.

**Group Conscience:** This report was given by Paul KF. There are two Group Care committees meeting currently. The first is developing trusted servant position descriptions which are moving along. Four are ready to present at the business meeting for the group’s endorsement. However, there may not be enough time today to do so. The second committee has been discussing group safety and will be developing “rules” to help in this area.

**Website:** See communications report section.

**Service Team Social:** This report was given by Barbara. The proposed social was postponed. She stated that it will be scheduled and she will notify the participants of the meeting.

**WSO Representative:** This report was given by Jim R who reports that his report is on the ACA website. He added that the highlights of the last WSO meeting are in this report. The main one is The OPPM which stands for the Operating Policy and Procedures Manual, which basically is the rulebook by which the WSO functions. It includes the Corporate Bylaws. The OPPM is a living document. It reflects the organization itself, responding to the needs and the growth of the organization.

**5. New Business:**

**Election of Officers (All):** This was tabled until next business meeting.

**Unity Prayer (All):** A survey was sent out to see how the participants wanted to end the group meetings. Three versions of the prayer were sent out. The shorter version of the Unity Prayer was like 8% over the “hand” version.

**Leslie made a motion to send out second survey to see how the participants liked this new version of the Unity Prayer. This second survey would also give a write in option for another version of the Unity Prayer. Craig was the second.** Discussion ensued.

**Diane called time. Wendy made motion to extend for 10 minutes. Nolan was the second.**

The discussion resulted in an amended version of the motion. Conduct a survey of the membership regarding the Unity Prayer currently being used. This survey would be included with the Group Care’s Safety survey which is being developed. This proposed motion was then reworded to read: Continue with current version of Unity Prayer and conduct a survey of the membership regarding the continued use of this version.

Leslie did not accept this amended version of her motion. Wendy gave email information for such surveys.

**Diane called time. Diane motioned to extend by 10 minutes. Craig was the second.**

**Howard gave motion to end meeting. Vote was held. Ten voted to extend meeting. Four voted to close meeting. Motion did not pass.**

Her original motion of “**to send out second survey to see how the participants like the new version of the Unity Prayer. This second survey would also give a write in option for another version of the Unity Prayer.” Vote was held 5 – yes; 7 – no.** Minority discussion occurred. One member wanted to change his vote due to this discussion. **There was a re-vote: Yes- 3; No – 8. Motion did not carry.**

**Jan 9, 2021 Group Care Meeting – Committee and survey of meeting participants (GC Secretary):**

**Motion from Nolan to create a Group Survey Committee for the express purpose of formulating a brief survey of our membership focusing on the areas of our comfort rules, leader/moderators and chat functions. Wendy was the second.**

Diane called time. **Wendy motioned to add 10 minutes to the meeting. Diane was the second.**

Barbara asked to amend Nolan’s motion to clarify the scope of the motion. **Nolan’s motion would also include “That the survey is clearly defined and that it comes to the larger group with the proposed questions and then assessed by the larger committee.” This was further amended to include the topic area of “pre- and post- meeting fellowship”. The vote was taken for the twice amended motion: 8 – Yes; 0 – No. Motion passed.**

**Searchability of new website:**  This was tabled until the next business meeting.

Ad Hoc Safety: Diane discussed receiving unsolicited emails from a male member of a dating nature. She reports that she asked him stop and he did. Now he is approaching her via the chat function in the meetings.

WSO has documents on its web site for the topic of group safety.

Diane called time: **Paul motioned to add five minutes. Wendy was the second.**

**Diane made motion to place language in script stating we take predatory behavior seriously and encourage everyone to become familiar with predatory tent card and place link in chat." Wendy was the second.** Discussion ensued.

Diane called time. Wendy motioned to continue meeting by five minutes. Robert was the second.

**Barb made a friendly amendment to place the “tent card” on the website and not add it to the script.**

**Diane called time. Patricia motioned to extend 10 minutes. Wendy was the second.**

Diane amended motion that “we take inappropriate behavior seriously and have added the predatory tent card to our website and ask all to become familiar with it” as a script change.

**Robert offered an amendment to add the predatory tent card to our website.**

Dain called time. **Diane motioned to add 5 minutes to the meeting. Patricia was the second.**

**The vote was taken. There were 4 – Yes; 5 – No; 7 – Abstained** Minority vote discussion occurred.

Diane called time. **Craig motioned to extend meeting by 5 minutes. Patricia was the second.**

**There was a re-vote. 7 - Yes; No – 5. Motion carried.**

**Prioritizing review of other position descriptions:** This was tabled until next business meeting.

**Network directory and organization chart:** This was tabled until next business meeting.

**6.** **Business arising from the previous meeting:** Draft Treasurer: Communications, Group Conscience and Technical/Scheduling Secretary Position Descriptions (Group Correspondence Committee), Rotation of Service (Group Conscience Committee). These were tabled until the next meeting.

**7. Announcements and Next meeting:** The next meeting will be held on March 15, 2021 at 845am.

**8. Adjournment and closing prayer:** **Motion was made by Craig to adjourn meeting at 10:40am. Second was made by Patricia and Barb. Motion passed**. This was followed by the Serenity Prayer.