

ACA SMR, WEB0120
Group Conscience Business Meeting

October 18, 2021

Meeting began at 8:40 am

MINUTES

1. **Call to Order**
2. **ACA Serenity Prayer**
3. **Call for Service**
Attendance
4. **Reports**
5. **Reading of the Motions**
6. **Old Business**
7. **New Business**
8. **Announcements and Next Meeting**
9. **Adjournment and Closing Prayer.**

OPENING

1. **Call to Order:** Meeting is called to order by Kimberly at 8:40 am., approx.
2. **ACA Serenity Prayer:** All invited to recite the ACA Serenity Prayer.
3. **Call for Service:** Kimberly identified the service people for the meeting:
 - Recording Secretary: Jim R.
 - Timekeeper: Stephanie
 - Tradition of the month: Ask for Volunteer to read: (Skipped this month)
Adult Children of Alcoholics has no opinion on outside issues; hence the ACA name ought never be drawn into public controversy.
 - Concept of the month: Ask for Volunteer to read: (Skipped this month)
Every service responsibility should be matched by an equal service authority—the scope of such authority to be always well defined whether by tradition, by resolution, by specific job description, or by the Operating Policy and Procedures Manual and bylaws.

Attendance – ask all members, participating or observing, to raise their virtual hand. Take a count and record names.

ATTENDANCE: There were 28 participants in attendance, at the start:

Indicating their presence with a raised hand or by participation:

Andrea K., Anita F., Argentina, Barbara S., Brian G., Caitlyn, Candi I., Jim R., Katherine, Kimberly, Krista, Paul K-F., Rene A., Robert F., Ruth, Stephanie G., Wendy C., Will B.

Also listed as a participant on Zoom:

Amy V., Barbara E., Donna F., Erica C., Gillian, Joseph, Kare, Laura, Pete D., Tammy

REPORTS & BUSINESS

4. Reports: [13 Minutes]

Reports are no longer read during the group conscience meeting. They are posted on the website prior to the meeting for members to peruse.

Participants are offered an opportunity to raise questions concerning the reports posted online.

Technical/Scheduling:

Q: Does there need to be follow-up in reference to the crosstalk email.

A: Feeling complete. The enquiry came from someone unsure about sharing on experience from other 12 step programs.

Communications: Kate unwell; updated contact list to be completed soon.

Treasurer:

Comment: At a business meeting the treasury figures should be read.

Note: Treasurer will give an oral report at GC meetings going forward.

The figures for September were read:

Available funds	316.38
Contributions	561.23
TOTAL, <i>for the month</i>	877.61
Earmark (ABC Delegate)	(120)
Expenses; Zoom	(50)
Expenses; Website	
Expenses; Other	
Disbursements; WSO	(300)
Disbursements; Other	
Ending funds	407.61

WSO Representative: No Representative at present

Website:

Comment: recently purchased a plug-in to secure our website comments sections. Wendy asked members to consider their needs for comment fields for the upcoming year so as to estimate our needs. Cost: \$14/mo. or \$120/yr.

Suggestion: If this is outside the website annual budget, it could be discussed in New Business.

NOTE: The annual budget for website expenses was set at \$300.00 annually, so this expense would be covered.

Service Description Committee: folded in below.

All Reports accepted.

5. Reading of the Motions of the September GC: [0 Minutes]

No motions carried at last month's meeting.

5.1 Top-Priority Business Items [65 Minutes, approx.]

Service Position Description Approval

Service Team Co-Secretaries – approved, with a review in 90 days.

WSO Representative – Suggestion: Describe as a two-person position. Suggestion: Send this back to the Committee for revision, possibly with a change to the Common Elements. Motion for Approval withdrawn.

Room Moderator – approved

Webservant – approved

Service Positions

Service Team Co-Secretaries: Jim R. and Will B. offered their services. Discussion and a vote took place: [20 minutes]

Jim R. and Will B. were elected to the position of Service Team Secretaries.

New Treasurer position. Howard has expressed interest. As he was not in attendance, he will be considered for the position later.

WSO Representative position. As the position description is being tweaked to allow for an alternate or co-reps, no election was held at this time.

Script Revision

Discussion: We are ready to vote on the script revision.

Q: Were the comments addressed by the committee?

Request: Given the importance of the script, and the amount of time already devoted to this meeting, perhaps this could be revisited next month.

Comment: Language around safety and security need to be included in the script and those comments were rebuffed.

Resolution: We will not vote on the script today; it will be the first item on next month's agenda. (Safety Committee creation is on the list of future agenda items, btw)

Comment: Comments on the script need to be addressed.

Motion 21_1018_1: Brian G. moved to send the proposed new script to the “Script Committee” for further revision*. Seconded by Krista and Rene. Motion passes without objection.

6. Old Business: [0 Minutes] *(see below)*

7. New Business: [0 Minutes]

CLOSING [10:06 am]

8. Announcements and Next Meeting

- Next meeting – November 15th

9. Adjournment and Closing Prayer

* NOTE: The members working on the script review reached their goal of developing a revision, supported by the membership, and presenting it to the Group Conscience meeting. Their work is complete. Any member is welcome to pick up the revision work and present a newer script to the Group Conscience for acceptance.

Draft

ACA SMR, WEB0120
Group Conscience Business Meeting
November 15, 2021
Meeting began at x:xx am

NEXT MONTH'S TENTATIVE AGENDA

- 1. Call to Order**
- 2. ACA Serenity Prayer**
- 3. Call for Service**
- 4. Attendance**
- 5. Reports**
- 6. Reading of the Motions**
- 7. Old Business**
- 8. New Business**
- 9. Announcements and Next Meeting**
- 10. Adjournment and Closing Prayer.**

OPENING

- 1. Call to Order:** Meeting is called to order by xx at 8:45 am.
- 2. ACA Serenity Prayer:** All invited to recite the ACA Serenity Prayer.
- 3. Call for Service:** Kimberly identified the service people for the meeting:
 - Recording Secretary:
 - Timekeeper:
 - Tradition of the month: Ask for Volunteer to read:
Our public relations policy is based on attraction rather than promotion; we maintain personal anonymity at the level of press, radio, TV, films, and other public media.
 - Concept of the month: Ask for Volunteer to read:
While the Trustees hold final responsibility for ACA's World Service administration, they should always have the assistance of the best possible standing committees, corporate trustees, executives, staffs, and consultants. Therefore the composition of these underlying committees and service boards, the personal qualifications of their members, the manner of their induction into service, the systems of their rotation, the way in which they are related to each other, the special rights and duties of our executives, staffs and consultants, together with a proper basis for the financial compensation of these special workers, will always be matters for serious care and concern.

Attendance – ask all members, participating or observing, to raise their virtual hand. Take a count and record names.

- 4. Attendance:** There were xx participants in attendance, at the start:

REPORTS & BUSINESS

- 5. Reports:** [XX Minutes]

Treasurer reports on the financial standing of the group. Primarily the figures from the previous month.

Other reports are no longer read during the group conscience meeting. They are posted on the website prior to the meeting for members to peruse.

Participants are offered an opportunity to raise questions concerning the reports posted online.

Treasurer:
Technical/Scheduling:
Communications:
WSO Representative:
Website:
Service Description Committee:

6. Reading of the Motions of the September GC: [X Minutes]

Acclamation: Approval was given for the following Service Position Descriptions:

- Service Team Co-Secretaries – approved, with a review in 90 days.
- Room Moderator – approved.
- Webservant – approved.

Elections: Jim R. and Will B. were elected to the positions of Service Team Leaders

Motion 21_1018_1: Brian G. moved to send the proposed new script to the “Script Committee” for further revision*. Seconded by Krista and Rene. Motion passes without objection.

7. Old Business: [XX Minutes] (see below)

Top Priority Business Item (from last month) – Adoption of the revised script.

8. New Business: [XX Minutes]

CLOSING

9. Announcements and Next Meeting

- Next meeting – November 15th

10. Adjournment and Closing Prayer

Next Month's Old Business – AGENDA ITEMS

Items having been tabled twice:

- None

Items having been tabled once:

- Any agenda item that changes the way the meeting functions be addressed then tabled and announced for one month, so everyone had opportunity to engage in decision, Kimberly C.
- Jim R-That the Group discuss the creation of a Policy and Procedures Committee with the task of:
 1. Identifying existing procedures
 2. Comparing best practices of other entities
 3. Drafting a recommendation of policies and procedures for the Group to approve or amend.
- Suggestion to use Tony A's steps as a self-care reading in breakout rooms one day a week, Christy K

Additional items:

- Any meetings besides ad hoc committee meetings and business meetings be scheduled far out from time frame of SMR meeting not be back-to-back, Caitlyn
- Does the meeting support an in-person Delegate to attend the ACA WSO Annual Business Conference, next April in San Francisco? Robert F
- Does the Group support use of the SMR Zoom account to duplicate a daily meeting, at or around 10:30 ET, timed for the morning on the West Coast? Jim R
- Does the Group approve of the suggested changes to the meeting Script, as posted on the website as Script Review Pending Changes? Jim R
- Suggest we move autonomous Friday Boundaries meeting to their own zoom id and time slot (not a shared Id and timeslot with SMR), Barbara S.
- Motion log for both GC meetings, standing and ad hoc committee meetings and group care meetings. Kimberly C.
- Does the group want to move the GC Business meetings to an alternative time slot? I.e. Weekends? Austine
- Committee of at least 2 SMR members be formed to address the feedback given from Question 10 of the survey sent out earlier this year.