

**ACA SMR, WEB0120**  
**Group Conscience Business Meeting**  
November 15, 2021  
Meeting begins at 8:45 am, approx.

**AGENDA**

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- 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**

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- 1. Call to Order:** Meeting is called to order by 0:00 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.
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- 4. Attendance:** There were \_\_ participants in attendance, at the start:

**REPORTS & BUSINESS**

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- 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:

Service Team:

Communications:

Website:

Service Description Committee:

WSO Representative:

#### **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 Captains

**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) – Script Revision: Does the Group approve of the suggested changes to the meeting Script, as posted on the website as Script Review Pending Changes?
- 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

#### **8. New Business: [XX Minutes]**

## CLOSING

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### **9. Announcements and Next Meeting**

- Next meeting – December 15<sup>th</sup>

### **10. Adjournment and Closing Prayer**

## **Old Business – AGENDA ITEMS**

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**Top Priority:** *Note – The Position Description Committee will be reviewing the efforts and effectiveness of the Service Secretaries position at some point in January. They may need to report back in February.*

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.