

ACA SMR Election Agenda

Date

1. Call to Order
2. ACA Serenity Prayer
3. General Guidelines
4. Call for Service
5. Motion to Adopt the Agenda
6. Reading of Traditions and Commitments to Service
7. Nominations and Voting: Web Servant, Communications Co-secretary, Service Co-secretary, Business Meeting Co-chairs
8. Announcements
9. Adjournment and Closing Prayer

OPENING

1. **Call to Order:** *The meeting will come to order. Welcome to the Elections of the ACA Strengthening My Recovery on-line meeting. My name is _____, and I will be facilitating this election.*
2. **ACA Serenity Prayer:** *Let's open with a moment of silence, followed by our Serenity Prayer.*
3. **General guidelines for this meeting only.** *These guidelines help keep the meeting safe.*
 1. To be called on to speak, please use the digital Raise Hand function. The GC secretary will call on you.
 2. Waiting to do your second share until everyone has had an opportunity to share. (BRB 595)
 3. We do not interrupt one another during shares.
 4. We ask that (Inner) children not be brought to a business meeting so that disruptions can be avoided. (BRB 597)
4. **Call for Service:** *May I have a volunteer to take minutes of this meeting? May I have a volunteer to keep track of time in this meeting – to let us know time at 45 minutes and 60 minutes.*

Recording Secretary: _____ *has volunteered to be the Recording Secretary*

Timekeeper: _____ *has volunteered to be the timekeeper.*

5. **Motion to adopt the agenda:** *May I please have a motion to adopt the agenda as presented? Second? All in favor, please say Aye*
6. **Volunteer to read Traditions:** *May I have 6 volunteers to raise your hands and read the Traditions.*

Tradition 1: Our common welfare should come first; personal recovery depends on ACA unity.

Tradition 2: For our group purpose there is but one ultimate authority - a loving God as expressed in our group conscience. Our leaders are but trusted servants; they do not govern.

Tradition 3: The only requirement for membership in ACA is desire to recover from the effects of growing up in an alcoholic or otherwise dysfunctional family.

Tradition 4: Each group is autonomous except in matters affecting other groups or ACA as a whole. We cooperate with all other Twelve Step programs.

Tradition 5: Each group has but one primary purpose - to carry its message to the adult child who still suffers.

Tradition 6: An ACA group ought never endorse, finance, or lend the ACA name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.

Tradition 7: Every ACA group ought to be fully self-supporting, declining outside contributions.

Tradition 8: Adult Children of Alcoholics should remain forever non-professional, but our service centers may employ special workers.

Tradition 9: ACA, as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve.

Tradition 10: Adult Children of Alcoholics has no opinions on outside issues; hence the ACA name ought never be drawn into public controversy.

Tradition 11: Our public relations policy is based on attraction rather than promotions; we maintain personal anonymity at the level of press, radio, TV, films, and other public media.

Tradition 12: Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

Volunteer to read Commitments to Service: *May I have 3 volunteers to raise your hands and read the Commitments?*

I perform service so that my program will be available for myself, and through those efforts, others may benefit. I will perform service and practice my recovery by:

1. Affirming that the true power of our program rests in the membership of the meetings and is expressed through our Higher Power and through group conscience.
2. Confirming that our process is one of inclusion and not exclusion; showing special sensitivity to the viewpoint of the minority in the process of formulating

the group conscience so that any decision is reflective of the spirit of the group and not merely the vote of the majority.

3. Placing principles before personalities.
4. Keeping myself fit for service by working my recovery as a member of the program.
5. Striving to facilitate the sharing of experience, strength, and hope at all levels: meetings, Intergroups, Regional committees, service boards, and World Services.
6. Accepting the different forms and levels of service and allowing those around me to each function according to their own abilities.
7. Remaining willing to forgive myself and others for not performing perfectly.
8. Being willing to surrender the position in which I serve in the interest of unity and to provide the opportunity for others to serve; to avoid problems of money, property, and prestige; and to avoid losing my own recovery through the use of service to act out my old behavior, especially in taking care of others, controlling, rescuing, being a victim, etc.
9. Remembering I am a trusted servant; I do not govern.

7. Nominations and elections: *I need a member to make a motion:*

Member: "I move to open the floor for Nominations for the following 2024 Elected Trusted Servant positions: Web Servant, Communications Co-secretary, Service Co-secretary, Business Meeting Co-chairs."

Chair: "A motion has been made to open the floor for nominations. Is there a second?"

Member: "I second"

Chair: "The motion has been seconded. The floor of nominations is now open."

Member: "I nominate (name of member/nominate oneself) for the position of the position of:

1. *Web Servant*
2. *Communications Co-secretary*
3. *Service Co-secretary*
4. *Business Meeting Co-chair*

Chair: "(Name of member), do you accept the nomination?"

Chair: "Are there any more nominations? Seeing none, nominations are closed. We will now move to elections."

Note: each candidate is given an opportunity to speak and all candidates should remain outside of the room.

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Chair: Would you like to tell us a little bit about yourself and what you would like to bring to this role?

Chair: "We will now enter the debate on the candidates of _____. Is there any pro debate about (Name of Candidate)?"

Chair: "Discussions on the candidates for _____ have ended. Please vote."

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{{Repeat for each open position}}

Chair: "That concludes our elections"

8. Announcements: *Does anyone have any announcements? The next business meeting will be held on [date].*

9. Adjournment and Closing Prayer *May I have a motion to adjourn this meeting? Second? All in favor, say Aye.*

The meeting is adjourned at ...

Would you please help me close this meeting with a moment of silence followed by The ACA Serenity Prayer.