

MINUTES SMR Business Meeting Study

Sunday, June 2nd, 2024

Attendees: 7

01. Call to Order [09:02]

Call for the meeting of the Business Meeting Study Group, on the SMR Zoom account.

We open with the Serenity Prayer.

02. Call to Service (*The following attendees offered to be of service*)

- Meeting Chairperson - Jim R
- Recording Secretary - Jim R
- Timekeeper - Staci
- Other (*optional*) -

(Record the meeting) **Not Recorded**

03. Statement of Purpose - read by Staci

*We meet to discuss the various topics related to the business practices of the Strengthening My Recovery ACA meeting group. Our **GOAL** is to recommend to the meeting membership, for approval, standardized practices for conducting our business. All members are welcome to participate.*

04. Compartment Agreements - read by Jim, Cori

05. Approval of the Minutes -

The minutes of the **May 8th** meeting have been posted to our website.

Motion to approve of the May 8th Minutes - Staci; 2nd - Lisa M; unopposed

06. Adoption of the Agenda - Motion to adopt - Cori; 2nd - Philippe; unopposed

~~—Research of consensus decision making models—Eric~~

- *Eric was not in attendance*

- **Procedural Guidelines** - Alternatives to Robert's Rules

Suggestion was made that the business meeting would

- *raise a topic;*
- *allow discussion;*
- *identify a motion;*
- *then to begin voting on the topic/motion.*

This would promote a more organic experience in reaching business decisions. Here is the link to a suggested business meeting Checklist and business meeting Script:

<https://drive.google.com/drive/folders/1axhKYjHLe4bpZS5qjlhsYG-lc8ygeou2?usp=sharing>

07. Open issues (*Old Business*)

Consensus Decision Making Models

Discussion of alternative methods of reaching consensus. We await Input from Eric, although we are looking at 'process', regardless.

Procedural Guidelines

Discussion:

- There has been no mention of including Steps and Traditions. Traditions in particular are important.
- 'Unstructured' business meetings may be burdensome for the Chair. Structure desired.
- Concern over 'anonymous' participation in business meetings.
- **Note:** Presently there is a survey asking members about readings, such as Traditions, it is being voted on.
- **Note:** In the United States, the term 'tabled' basically means that an issue is no longer being considered.
- Robert's Rules may lead to a win/lose perspective. This could also lead to personal growth.

We looked at last month's notes.

The current online Proposal Process has a lot in common with Clara T's suggested business procedures.

What's next, the Chair asked for suggestions...

We looked at the wording of 2 of the 4 remaining Guidelines statements. We found new ideas and language:

"The Cochair, or any fellow traveler, may call for a 30 second pause before 'voting'."

"At any time, anyone may ask for the Guidelines to be read, or for one minute of silent meditation."

Motion: that the two statements above be worked into the script. Staci; Second: Lisa.
unopposed

We read through the script, as much as is in place. **(See below)**

Thought: that at the next business meeting (June 16th) the script be presented with a motion to use the new script, on a trial basis, at the subsequent business meeting (July), after which it would go through the comment period and then online voting. Members may call for change, but they want it slowly and thoughtfully. And a test could be very valuable. Perhaps even record the business meeting so that members hear how it functions.

Motion: At the June Business Meeting we propose a 'try-out' of a completed Business Meeting script at the July Business Meeting. The meeting could be audio recorded and made available for consideration and feedback. After the July Business meeting, our standard Proposal Process - comment phase and voting - would take place.

08. Adjournment [10:18]

Motion to Adjourn: Lisa, Seconded Staci: unopposed

Closing prayer

Next meeting: **Wednesday, June 5th**

Minutes submitted by: Jim R

If you have comments about the Business Meeting Study or our general SMR business practices, or would like to add to the agenda, please write to:

*Jim at 12steps4jimr@gmail.com, subject line: **Biz Mtg Study**.*

The SMR Business Meeting Script

1. Welcome

“Welcome to our business meeting. My name is _____, and I will be chairing the meeting.

By attending the business meeting, we learn how to work together in a healthy manner. The purpose of the business meeting is to address the concerns of the group - past, present and upcoming. During the meeting, we will hear reports from our Treasurer and various committees. We may also hear members' suggestions, which have gone through our proposal process.

We place a high value on respect, being mindful of our words and expressions. We avoid gossip. We maintain a safe space in which all members are welcome to participate. With an open mind, we stand in unity, practicing the ACA Traditions. We value transparency, ensuring the membership is kept informed of group developments and upcoming proceedings. And we value focus, so that the business at hand stays on-topic.

2. Call to order, Time -

If you are attending the business meeting, will you please indicate your presence by raising your digital hand. This will set the number of participants.

Participants: Number of raised hands declaring their presence at start:

Let's open with the Serenity Prayer. Will someone lead us?

Open with the ACA Serenity Prayer

3. General Guidelines

Creating safety and respect in our business meeting is a responsibility we share. Please be mindful. To the best of your ability, model emotional sobriety.

- Mute your audio when you are not speaking.
- Turn off your video when moving around or doing other activities while listening.
- Also, do not to distract others with written chats

To Speak:

Please raise your Digital Hand and wait to be recognized by the Chair. Priority is given to those who have not yet spoken.

And, if a point has been made, ask yourself if it needs to be repeated.

Speaking times may be limited:

During our Reports

- Two to three minutes for those giving reports and
- one minute for questions or comments and answers.

4. Call for Service *(The following attendees offered to be of service)*

- Meeting Chairperson -
- Recording Secretary -
- Timekeeper -
- Other *(optional)* -

5. Reading(s):

6. Approval of the Minutes

The minutes of last month's meeting have been posted to our website. They are found at: <https://www.acamorning.org/our-meeting/minutes-agendas/>

The minutes will not be read into the record. Participants may read the minutes and be prepared to voice any concerns.

Motion to approve - ; 2nd - ;

7. Motion to Adopt the Agenda - Motion to adopt - ; 2nd - ;

Today's Agenda:

- Reports
- Current Proposals
- New Business
- Announcements

8. Reports

Treasurer: [Shana]

Service Team: [name]

Communications: [name]

Webservants: [name]

WSO Representative: [Vivienne]
Safety Policy Study Group: [Lisa]
Business Meeting Study Group: [Jim R]

9. Current Proposals - Update (Old Business)

Our meeting has chosen to utilize online polling to gather a group conscience on various issues. To learn more about the process go to our website:
<https://www.acamorning.org/proposals-smr-business-meeting-practices/>

Optional statements as needed:

- **Currently, your comments are requested on the following proposal(s):**
- **Voting is happening now on this/these proposal(s):**
- **Here are the voting results for the following proposal(s):**
- **A Town Hall discussion is being planned:**

10. New Business and Procedural Guidelines

Note: These Guidelines are still being developed

Consensus Model preferred - Describe the process - perhaps try different approaches as a test. Offer Reasoning and Goals: eliminate minority resistance, at least in order to try a new method.

If you would like to bring an issue or idea before the group, please write to: Cochairs info@...

The Chair would have some ability to direct the meeting - perhaps asking for ... or postponing discussion

Speaking times may be limited:

During our Discussions

- **x minutes for introducing a 'new business' item, and**
- **x minute for a question or comment or answer.**

The Chair, or any fellow traveler, may call for a 30 second pause before 'voting'.

At any time, anyone may ask for the Guidelines to be read, or for one minute of silent meditation.

Now, on to New Business...

11. Announcements

Are there any ACA announcements?

12. Adjournment and Closing Prayer, Time -

Motion to Adjourn:, Seconded:

Closing prayer

Next meeting: Wednesday, May 8th
Minutes submitted by:

References:

The ACA Serenity Prayer (*and Long Version*)

God (Higher Power) grant me the serenity
to accept the people I cannot change
the courage to change the one I can
and the wisdom to know that one is me.



Grant me patience for the changes that take time,
An appreciation for all that I have,
A tolerance for those with difference struggles
And the strength to get up and try again
One day at a time.

The ACA 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.

The Commitments to Service (BRB, pg 601)

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.