The SMR Business Meeting Agenda 26-8 August

Welcome

“Welcome to our business meeting. My name is ____ , and I am calling this meeting to order. 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 will hear about our Proposal Process. And we may also discuss members’ ideas or suggestions as our business.

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.

Call to order,
Date: Saturday, Aug. 15, 2026
Time: 8:
Participants: Number of raised hands declaring their presence at start:

The ACA Serenity Prayer *(and optional 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.

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.

1. **Call for Service** *(The following attendees offered to be of service)*
    a. Meeting Chairperson -
    b. Recording Secretary -
    c. Timekeeper -
    d. Other *(optional)* -

2. **Readings:**
    The Suggested Commitment to Service (BRB, pg 601), read by:

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.

The Tradition of the Month, read by:

<u>The ACA Traditions</u> (BRB, Chapter 19, pg 489)

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

The Concept of the Month, read by:

The 12 Concepts of ACA (BRB, pg 615)

Concept VIII
The Trustees of the World Service Organization act in this primary capacity: with respect to the larger matters of over-all policy and finance, they are the principal planners and administrators. They and their primary committees directly manage these affairs.

AUDIO RECORDING .

3. **Approval of the Minutes**
   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 - ;

4. **Motion to Adopt the Agenda**
   Today's Agenda:
   – Reports
   - ➢ Treasurer
   - ➢ Service
   - ➢ Communications
   - ➢ Website
   - ➢ World Service Organization (WSO)
   - ➢ Ad hoc Committee - Service Structure

   – Current Proposals
   – Old and New Business
   - Old Business

   – Announcements

   Motion to adopt – ; 2nd – ;

5. **Reports**
   - ☐ Treasurer: Kim B
   - ☐ Service CoSecretaries: Heather and Macy and friends - Macy
   - ☐ Communications: Judy in SF (Contact List)
   - ☐ Webservant: *A Webteam is in formation*
   - ☐ WSO Representative: Crissy

   Other

- ☐ Service Structure Adhoc Committee: Maelle

6. **Current Proposals** - Update

7. **Old and New Business and Procedural Guidelines**
   If any business was held over from the month before, we begin with that, otherwise, we begin by addressing issues that were emailed to the CoChairs. If there is no business before the group, issues may be taken from the floor.

   Old Business:

   New Business:

8. **Announcements**

9. **Adjournment and Closing Prayer, Time -**
   Motion to Adjourn: , Seconded :

   Closing affirmation: Unity Affirmation *(of SMR)*

   Together we can do what we could never do alone.
   No longer is there a sense of hopelessness.
   No longer must we each depend upon our own unsteady will power.
   We are all together now, reaching out for power and strength greater than ours;
   and as we join together, we find love and understanding
   beyond our wildest dreams.
   Keep coming back.

   Next meeting: **TUESDAY**, September 15th
   Minutes submitted by:

References:

The ACA Serenity Prayer *(and Long Version)*

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One day at a time.

The Suggested Commitment 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:

10. 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.
11. 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.
12. Placing principles before personalities.
13. Keeping myself fit for service by working my recovery as a member of the program.
14. Striving to facilitate the sharing of experience, strength, and hope at all levels: meetings, Intergroups, Regional committees, service boards, and World Services.
15. Accepting the different forms and levels of service and allowing those around me to each function according to their own abilities.
16. Remaining willing to forgive myself and others for not performing perfectly.
17. 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.
18. Remembering I am a trusted servant; I do not govern.

The ACA Traditions (BRB, Chapter 19, pg 489)

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 12 Concepts of ACA (BRB, pg 615)

Concept I
The final responsibility and the ultimate authority for ACA World Services should always reside in the collective conscience of our whole fellowship.

Concept II
Authority for the active maintenance of our world services is hereby delegated to the actual voice, the effective conscience for our whole fellowship.

Concept III
As a means of creating and maintaining a clearly defined working relationship between the ACA meetings, the ACA WSO Board of Trustees, and its staff and committees, and thus ensuring their effective leadership, it is herein suggested that we endow each of these elements of service with the traditional Right of Decision.*

*The right of decision as defined herein refers to:
1) the right and responsibility of each trusted servant to speak and vote his/her own conscience, in the absence of any contrary mandate, on any issue regardless of the level of service;
2) the 12 Steps, 12 Traditions, and the Commitment to Service will be followed by trusted servants in decision making;
3) delegates to the Annual Business Conference are trusted servants and therefore equally guided by the 12 Steps, 12 Traditions, 12 Concepts, and the Commitment to Service;
4) standard practice that decisions made by subcommittees are subject to the authority of the service body which creates its mission and defines its parameters.

Concept IV
Throughout our structure, we maintain at all responsible levels a traditional Right of Participation.

Concept V
Throughout our structure, a Right of Petition prevails, thus assuring us that minority opinion will be heard and that petitions for the redress of grievances will be carefully considered.

Concept VI
On behalf of ACA as a whole, our Annual Business Conference has the principal responsibility for the maintenance of our world services, and it traditionally has the final decision respecting large matters of general policy and finance. But the Annual Business Conference also recognizes that the chief initiative and the active responsibility in most of these matters would be exercised primarily by the Trustee members of the World Service Organization when they act among themselves as the World Service Organization of Adult Children of Alcoholics.

Concept VII
The Annual Business Conference recognizes that the Articles of Incorporation and the Bylaws of the Adult Children of Alcoholics World Service Organization are legal instruments: that the Trustees are thereby fully empowered to manage and conduct all of the world service affairs of Adult Children of Alcoholics. It is further understood that our World Service Organization relies upon the force of tradition and the power of the ACA purse for its final effectiveness.

Concept VIII
The Trustees of the World Service Organization act in this primary capacity: with respect to the larger matters of over-all policy and finance, they are the principal planners and administrators. They and their primary committees directly manage these affairs.

Concept IX
Good service leaders, together with sound and appropriate methods of choosing them, are, at all levels, indispensable for our future functioning and safety. The primary world service leadership must necessarily be assumed by the Trustees of the Adult Children of Alcoholics World Service Organization.

Concept X
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.

Concept XI
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.

Concept XII
In all its proceedings, Adult Children of Alcoholics World Service Organization shall observe the spirit of the ACA Twelve Traditions, taking great care that the conference never becomes the seat of perilous wealth or power; that sufficient operating funds, plus an ample reserve, be its prudent financial principle; that none of the Conference members shall ever be placed in a position of unqualified authority over any of the others; that all important decisions be reached by discussion vote and whenever possible, by substantial unanimity; that no WSO action ever be personally punitive or an incitement to public controversy; that though the WSO may act for the service of Adult Children of Alcoholics, it shall never perform any acts of government; and that, like the fellowship of Adult Children of Alcoholics which it serves, the WSO itself will always remain democratic in thought and action.

Unity Affirmation *(of SMR)*

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No longer is there a sense of hopelessness.
No longer must we each depend upon our own unsteady will power.
We are all together now, reaching out for power and strength greater than ours;
and as we join together, we find love and understanding
beyond our wildest dreams.
Keep coming back.