

MINUTES SMR Business Meeting Study

July 11, 2023

Attendees: Name(s) 8 participants

I. Call to Order

Jim R. called to order the second meeting of the Business Meeting Study Group, on the SMR Zoom account at 9:00 am Tuesday, July 11, 2023. We opened with the Serenity Prayer.

II. Call to Service

The following attendees offered to be of service as:

Meeting Chairperson - Jim R Timekeeper* - Boaz

Recording Secretary - Jim R Other* - [Name]

**optional*

(Record the meeting?) Not Today

III. Approval of the Minutes [10 min]

The minutes of our last meeting, linked here, were sent to interested members and will be posted to our website. Participants may read the minutes and voice any concerns prior to or at the meeting. [MINUTES SMR Biz Study 23 6Jun23](#)

Motion to Approve: Boaz, Second: Alisia - approved

IV. Open issues

a) Discussion: To offer more opportunity to participate, would we consider moving our meeting time to both a weekday and a weekend day - the second Tuesday and the fourth Sunday of the month; both at 9:00 am Eastern, after our morning meeting?

3 Pro statements / 3 Con statements

Pro - Yay!... though would prefer other than Tuesday

- Yes to Sunday

Con - Possibly members attending Church

- Sunday / Wednesday preferred

SUGGESTION: Have the 2 meetings in the same week

MOTION: That, beginning in August, the group meet on the **first** Wednesday and the following Sunday of each month, at 9:00 AM Eastern, after the morning meeting. Jim R.

Second Astarte. Passes without opposition

b) Business Meeting Script - WELCOME (see below)

We looked at the proposed WELCOME section for a potential script.

The language offered begins with two simple lines - "this is the business meeting" and "I will be the chair."

This is followed by 3 sentences that identify the preferred expression of business meeting 'purpose', expressed in the language of the recent survey which was voted on by the members.

Finally, we touch on the top 5 values identified as most important, by members of SMR. Again, the language is taken directly from the recent survey.

The script WELCOME was read aloud, twice.

We looked at editing each sentence.

Some notations were made in the script (see below)

Also added were some suggestions to be included

WE DECIDED: to review the WELCOME, each participant, individually, and to offer suggestions - either comments on the document, or emailed to me. This is outlined below. We would return to editing at the next meeting.

c) Discussion: Would we, the Study group, consider recommending that the Traditions be the Self-care reading for the day of our business meeting? (This would be brought to the Business meeting for discussion and a vote) Also forgo the newcomer session on the day of the Business meeting. *NOTE: These concepts were introduced, but not discussed.*

V. New business

NOTE: The following ideas were offered for eventual discussion. They may not be addressed at the very next Study meeting, but will be addressed eventually.

- a) Work the Business meeting into the SMR meeting time slot instead of our regular format. Perhaps do this once, as a trial or test, to see how well it works. Create a poll to ask the members.
- b) Have the business meetings on a weekend day.
- c) Alternate business meetings, month by month - reports one month / Group Conscience proposals the next month

VI. Announcements

VII. Adjournment

Motion to Adjourn: Boaz ; Seconded Macy

Closing prayer

Next meeting: Friday, July 28th, at 10:00 am Eastern, after the morning meeting

Minutes submitted by: Jim R

This was a suggestion for the opening of our business meeting script. The WELCOME will set the tone of the meeting. The wording was taken directly from the results of our polling on the business meeting Purpose and Values. It was offered sentence by sentence for our review and editing. The results of the survey may be found here: [SMR Biz Survey - 1](#)

Attendees to the Study meeting were invited to suggest changes to the WELCOME offered below, before our next meeting. Below, in sentence 3, is an example of how to suggest changes to the script:

Highlighted words indicate troubling word choice; perhaps vague, mistaken or triggering.

[Bracketted words] offer alternative word choices to be considered.

Underlined words indicate the main message of the sentence.

WELCOME:

1. "Welcome everyone to the business meeting of the *Strengthening My Recovery*, ACA meditation meeting.
2. My name is _____ , and I will be chairing the meeting.
3. By participating in the business meeting, we learn how to work together in a **healthy** manner. [courtesy]
4. The purpose of the business meeting is to create a solid meeting maintenance process, with appropriate rules and clear boundaries.
5. Here at the meeting, we will be informed of the group's finances and of the various committee activities.
6. Our meeting members place a high value on **respect**, remaining mindful of our words and expressions as we avoid gossip and certain crosstalk.
7. We aim to maintain **safe spaces** in which all members are welcome to participate without, or in spite of, fear.
8. We set aside personal preferences in order to stand in **unity** with our group.
9. We value **transparency**, ensuring the membership is kept informed of organizational developments and upcoming proceedings.
10. And we value **focus**, so that the business at hand stays on-topic.

The suggestions were made that the WELCOME could reference the ACA Traditions, and that the language from the World Service, Annual Business Conference (pgs 8-10) as noted by the SMR Safety Working Group (May minutes), could be helpful. These references may fit in better in the RULES / GUIDELINES portion of the script.

The Scope of Our Study

The following topics were offered at our first meeting. These issues and interests indicate the work we may consider to be in the scope of our group's tasks.

These were random concepts, placed on the virtual table, so to say. In the coming weeks we will refer to this list regularly to determine which items are on our agenda, which items have been addressed, which items have been reconsidered for inclusion.

Our business meetings could be regulated, effective, respectful and without surprise.

Topics: (to be expanded or contracted as agreed upon)

- Business Meeting Script
- Rules - important
- Safety. Clarity of business routine
- Accountability for inappropriate behavior

- Business meeting structure (when; how often)
- Process for proposing new ideas
- Explore other models of doing business
- Issues about maintaining business focus/ timing discussions

- Outline for taking Minutes / creating Agenda
- Website utilization / polling and voting
- Review Position Description (GC Chair) / qualifications / capable leadership

- Education - Explain how our business meetings operate
- Education - Explain to the newcomer

For information about the Business Meeting Study, to ask questions or to make suggestions, please write to Jim at: 12steps4jimr@gmail.com