

TOWN HALL

Business Meeting Cochairs Position Description

Sunday, Dec. 3, 2023

MINUTES

Attendees: [6] - Jim R, Shana, Rene, Staci, David, Lisa, Macy M, Patricia CT, Vivienne, Stephen

01. Call to Order [9:10 AM ET]

The Town Hall gathering of the Business Meeting Study Group, on the SMR Zoom account, for the purpose of review and discussion of the recommended Business Meeting Cochairs Position Description.

Opened with the Serenity Prayer.

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

- a. Meeting Chairperson - Jim R
- b. Recording Secretary - Lisa M
- c. Timekeeper - Rene

(Record the meeting) **Not Recorded**

03. Statement of Purpose [of the SMR Business Meeting Study Group] *read by:*

*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. Comportment Agreements *read by Staci:*

- Raise hands to be recognized to speak.
- Priority is given to those who have yet to speak.
- If a point has been made, ask yourself if it needs to be repeated.
- Be mindful - do not to distract others with written chats.
- Anyone recognized and holding the floor may make a motion.
- The Chair may ask if anyone has a motion around an issue.
- We will have one minute of silent meditation after a motion has been seconded and discussed, just before voting.
- A motion passes with a simple majority (50% + 1).
- We note those participants who voted in the minority and up to three of those members may offer an opinion. If anyone in the majority chooses to change their vote, another vote is taken - asking whether there should be a revote. A revote is final.
- A participant may ask, at any time, to have the Agreements read or may call for a one minute silent meditation break.

05. The Business of the Town Hall

The Town Hall gathering of the Business Meeting Study Group is for the purpose of review and discussion of the newly revised and recommended Business Meeting Cochairs Position Description.

1. History

In 2020-21 a lot of time and effort went into determining the service positions that were needed for our meeting and to describe the anticipated duties and requirements.

2. Mismatch with Current Practices

The original Position Description is a little outdated. Here's how:

- All service positions, other than Treasurer, were titled 'Secretaries'.
- The GC Secretary was expected to preside over any 'emergency' meetings.
- They were responsible for the SMR Script and Slides.

3. [New Position Description](#)

This is the Position Description being recommended by Business Meeting Study Group

4. Approval Process

The Study Group examined the original Position Description, line by line. We asked ourselves whether the content was relevant, measurable and clearly communicated, among other criteria. Edits were made.

For a look into the revision process, explore [this document](#).

The process will continue with:

- A question and answer session about the new description.
- Adoption of the Position Description at an upcoming business meeting.

5. New Year/New Chairs

It is our hope that the New Year will begin with newly elected Business Meeting Cochairs, guiding our business meetings.

6. Questions

The floor will be open for questions and comments.

06. Questions/Answers

1. **Q:** Will the **Business Meeting CoChairs** also chair group conscience meetings?

A: The person(s) leading the business meeting is not the same person who would chair/facilitate Group Conscience meetings of the fellowship - unless the Business Meeting Chair is initiating the Extra Group Conscience Meeting. Recommended: the Position Description be augmented to include the definition of Group Conscience (the process of voting for a decision to be taken and a meeting where that decision is made).

2. **Q:** Is it appropriate to state that 'Group Conscience' (the means by which the business of the fellowship is determined) be taken out of the title? **A:** Add the

clarification within the script to describe what a “Group Conscience” means. NO
DECISION TAKEN

MOTION: by Staci, Seconded by Vivienne -

to remove this bullet to the position description: ***May call for a Group Conscience around creating Ad hoc committees, to explore emerging issues and concerns.*** .

Discussion: Lisa opposes because she believes Group Conscience should be included in this description if not in the title. One minute silent meditation.

Vote: 3 For, 2 Opposed.

Minority opinions were offered by Lisa and Stephen.

Vote for a Revote: Yes.

Final Vote: 2 For, 3 Opposed. The Motion is not adopted. The bullet will be kept in the position description.

07. Adjournment

Motion to Adjourn: Stephen Seconded: Patricia

Adjournment 10:22 AM ET

Closing prayer

Next scheduled meetings of the Business Meeting Study Group:

Wednesday, December 6th, at 9:00am eastern, and

Sunday, December 10th, at 9:00am eastern.

Next scheduled SMR GC Business Meeting:

Monday, December 18th, at 9:00am eastern.

Minutes submitted by: Lisa M