

The SMR Business Meeting Study Group

Report

January 15th, 2024

Cochairs: Jim R, Lisa G, Vivienne

The minutes of our meetings, our motions, and the materials and resources we utilized may be found at <https://www.acamorning.org/study-business-meeting-practices/>

The Study Group meets 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.

Areas of enquiry (*Ghosted Items - Completed*)

- **Purpose** - The purpose of a business meeting; the purpose of our meeting.
- **Behavioral Agreements** The rules and guidelines by which we conduct our business
- **A Group Conscience** - The definition; the means by which substantial unanimity is achieved
- **Logistics** - The timing and duration of the business meetings
- **Cochairs** - Their roll; position description
Enlisting the efforts of others
Creating the agenda
Reporting / Emails / Announcements
- **Policies & Procedures** - Our process for proposing new ideas; Business meeting script
- **Other Items**

Recent work

Our focus lately has been on the WELCOME portion of a business meeting script. This incorporates the Purpose, as well as group Values. We are easily 90% done.

Last month the SMR members voted to accept the revised position description. This paves the way for the election of Business Meeting Cochairs.

Upcoming Work

Next we will be exploring the group behavioral agreements, akin to the RULES AND GUIDELINES of our morning meeting. In the weeks and months ahead the Study Group will continue to explore the items listed above.

Submitted by Jim R