

## **AGENDA** SMR Business Meeting Study

Sunday, May 5th, 2024

**Attendees:** 11 members, including Vivienne, Staci, Brenda, Lisa FL, Kevin, Cori, Susan, Jim R, Sam P

### **01. Call to Order [09:00]**

**We open with the Serenity Prayer.**

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

- a. Meeting Chairperson - Jim R
- b. Recording Secretary - Jim R
- c. Timekeeper - Sam

(Record the meeting) **Not Recorded**

### **03. Statement of Purpose** - read by Cori

### **04. Compartment Agreements** - read by Jim R, Cori, Brenda

### **05. Approval of the Minutes** -

Uncompleted. To be approved at the next mtg - Wed May 8th

### **06. Adoption of the Agenda** - Motion to adopt - Vivienne; 2nd - Brenda; 1 abstention

- Revisit the Business Meeting Outline
- Guidelines
- Future items

### **07. Open issues** (*Old Business*)

#### **Agenda/Minutes and Business Meeting Outline**

Recreate a basic outline for the business meeting experience. Fill in the pieces of the script that we have finalized. Offer a sense of the timeline for the other pieces. Put the work forward for comment and adoption by online polling.

#### **The SMR Business Meeting Script** (*outline*)

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1. **Welcome**
2. **Call to order**
  - a. Note time, (# of participants?)
  - b. Open with the ACA Serenity Prayer
3. **General Guidelines**
4. **Call for Service**
5. **Reading: Tradition of the month**
6. **Approval of the Minutes**
7. **Motion to Adopt the Agenda**

- 8. Reports
- 9. Current Proposals - Update (Old Business)
- 10. New Business
- 11. Announcements
- 12. Adjournment and Closing Prayer

**Motion:** To Adopt as a recommendation, the above as an outline for the monthly SMR Business Meeting outline. Vivienne; 2nd - Lisa; unopposed

### **Guidelines**

We are still determining which of the statements that are or have been used in our morning meeting script or our Group Conscience meetings will find a place in our **General Guidelines** of our Business Meetings going forward. We glanced over the following statement for general comment. We will look more closely at this at our next meeting.

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

#### **During our Business Discussions**

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### **08. New Business**

Announcements: The value of making announcements - Susan

### **09. Adjournment [10:10]ish**

Motion to Adjourn: Vivienne, Seconded Lisa: unopposed

### **Closing prayer**

Next meeting: **Wednesday, May 8th**

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](mailto:12steps4jimr@gmail.com), subject line: **Biz Mtg Study**.*