

Group Conscience Guidelines

These are not rules or laws; they are a collection of shared past experiences detailing how we carry A.A.'s message, as approved by the group and our Membership. These guidelines define our procedures, ways to conduct business, and assembly structure. These guidelines use and adopt the ideals expressed in The A.A. Service Manual combined with the Twelve Steps, the Twelve Traditions, and the Twelve Concepts, and related service material as references for our Twelfth Step work. These guidelines are a "living document", which will change with the needs and future group conscience. Please use these Guidelines in the spirit in which they are intended.

It's worth remembering that we wear our assembly procedures like a loose glove. This means that we are not rigid, but rather that it helps us provide a structure to our meetings and ensure that we follow the principles of AA, that minority opinion is heard, and that every voice has a chance to add to the discussion.

These guidelines are meant to be simple, understandable, inclusive, and adaptable.

Group Conscience Format? Agenda – Will include reports from Trusted Servants.

MOTIONS - The way members may bring an action or decision to Group Conscience. They can be altered by another form of a motion. Motions are the basis of the group decision-making process. The focus is on the group to make the decision.

SECOND THE MOTION - A second does not mean the seconder agrees with the motion, but that he/she/they believes the motion is worthy of consideration.

FRIENDLY AMENDMENT - This amendment must be made prior to voting. It allows a rewording or limited change to the main motion. It may not change the intent of the motion.

POSTPONING A MOTION - A motion to postpone requires a majority vote but allows for more research to be conducted or request for additional information and or clarity. A motion to postpone requires a second and must be calendared for the next group conscience.

MAJORITY - When a vote is counted, it is the largest number of voters.

MINORITY OPINION - The party with the fewest votes is given the opportunity to be heard and express their opinion.

VOTING - Voting is the way to express one's personal or collective opinion, through a vote. Once the number of votes for and against has been counted, the outcome of the vote is announced, and minority opinion is heard if applicable. Once the number of votes for and against has been counted, the Group Chair announces the results.

GENERAL RULES OF DISCUSSION AND VOTING

Members who wish to speak will raise their hand and wait to be recognized by the Chair. Each person is urged to share in as concise a manner as possible.

No one may speak for a second time on a topic until all who wish to have spoken for the first time.

Full discussion of a motion should take place before each vote.

Everyone is entitled to, and should, express his or her opinion. However, if your perspective has already been stated by someone else, it is not necessary to say it again.

Premature actions. Amending motions early in the discussion (e.g., Friendly Amendments or Motions to Postpone) can divert attention from the subject at hand, thus confusing and/or delaying business.

Voting is by show of hands.

CHAIR GUIDELINES FOR GROUP CONSCIENCE

1. A Motion is presented
2. The Motion is seconded
3. The Motion is discussed
 - At this time a Friendly amendment or a Motion to postpone may take place if applicable.
4. Voting takes place
5. The Vote is counted
6. Minority Opinion is heard if appropriate
7. Revote takes place if appropriate