

Planning Checklist for Taking a Group Conscience on Agenda Topics

Suggestions for the G.S.R.

First Things First

Read

- The pamphlet, *The AA Group ... Where it all begins* – pages 28, 32-34
- The Agenda Topics Summaries and background information if you like
- The GSR Orientation Manual for our district – pages 14 & 15
- The Sharing Session Meeting Script and Q&As about Agenda Topics

Find out

- Has my group taken a group conscience on Agenda Topics before?
 - If yes, how was it conducted?
- How are group members informed about the Agenda Topics?
 - Through email, word of mouth, or copies of printed materials?

Plan

- Make announcements* to inform members that a group conscience will be taken.
- Talk with members one-on-one about some of the Agenda Topics – get their input on what they find interesting; ask if they will commit to attending the group conscience sharing session meeting, or ask them to help with it.
- Choose the Agenda Topics to bring to your group
- Decide on a date/time, location and length of time for the group conscience meeting
 - The format for these kinds of meetings is called a ‘sharing session’
 - Schedule the sharing session meeting at a time outside the regular meeting hour
- Ask another AA member who is not a regular group member to come take notes
- Pre-determine the ‘rules’ of the sharing session like:
 - How long will each person can share? Timers are recommended.
 - Will everyone share by going around in a circle?
 - Will people get a chance to share more than once?
- Try to provide food for the sharing session – check with treasurer for funding
- Email or handout information about the Agenda Topics that will be discussed

What to bring

- Handouts with the chosen Agenda Topic Summaries
- Examples of any literature or materials being discussed
 - (i.e., bring copies of the Grapevine to provide examples of ‘grey pages’)
- The A.A. Service Manual/ Twelve Concepts for World Service
- A timer and a note-taker
- The script for the suggested meeting format for a group conscience sharing session

* Example announcement: “I serve this group as your General Service Representative which means I make sure our meeting is connected to AA as a whole. It is Agenda Topics season, so stay tuned for more details about collecting our group conscience on important AA business items - one topic is the Fifth Edition of the big book. I will be emailing our group members more information and I welcome questions and input so see me after the meeting to talk more.” (Adjust as needed to fit your group’s needs.)