

Group Inventory Format

1. **Welcome**
2. **Introductions**
3. **3rd Step Prayer / 3-minute meditation**
4. **Read from p63-64 of Big Book.**
 - a. A business which takes no regular inventory usually goes broke. Taking a commercial inventory is a fact-finding and a fact-facing process. It is an effort to discover the truth about the stock-in-trade. One object is to disclose damaged or unsalable goods, to get rid of them promptly and without regret. If the owner of the business is to be successful, he cannot fool himself about values.
 - b. Speak to adopting an attitude of curiosity, looking at what's on the shelves without judgment.
5. **Read from The A.A. Group:** "Many groups periodically hold a "group inventory meeting" to evaluate how well they are fulfilling their primary purpose: to help alcoholics recover through A.A.'s suggested Twelve Steps of recovery."
6. **Read from Tradition 2 in A.A. Grapevine January 1948 by Bill W:** "We are coming to realize that each group, as well as each individual, is a special entity, not quite like any other. Although A.A. groups are basically the same, each group does have its own special atmosphere, its own peculiar state of development. We believe that every A.A. group has a conscience. It is the collective conscience of its own membership. Daily experience informs and instructs this conscience. The group begins to recognize its own defects of character and, one by one, these are removed or lessened."
7. **Process:** Past experience has shown that it's better to not use this time to make motions or vote on new issues. We have a note-taker today and the notes from the inventory may later be helpful in identifying action steps that the group decides to take. The notes will record what was shared, but not who shared it. Again, no motions to vote for changes will be presented during this inventory process. Each person's individual influence in the group affects the group as a whole. All through today's inventory please be mindful of our Tenth Step "*We continue to take personal inventory and when we are wrong promptly admit it.*"
8. **Questions:** It is possible that questions may arise about a variety of topics during the inventory. As facilitator, I will address any that concern our process today. As for other questions about the group or A.A., no one is designated to answer those. However, when it is their time to share, other group members may venture to do so, but this is not required.
9. **Meeting Norms**
 - ❖ No decisions will be made; this is not a group conscience meeting.
 - ❖ A consensus is possible, but not necessary.
 - ❖ The group agrees to keep the facilitator in his or her role.
 - ❖ Check your titles at the door.
 - ❖ All members agree to work together to complete the inventory.
 - ❖ Members do not interrupt when someone is speaking.
 - ❖ Members agree to raise their hands to be recognized.
 - ❖ A good idea can come from anywhere.
 - ❖ Members agree to treat one another with dignity and respect.
 - ❖ Principles before personalities.
 - ❖ Members agree to keep AA's primary purpose uppermost in mind at all times.

- ❖ For this **district inventory**, sharing will be by raised hand. Each person will have up to 2 minutes and I will be keeping time. If you hear the chime, please wrap it up. If time allows, we will come back to you. But for the first question we will go around the room, and everyone will get a chance to chime in, if only to say your name and the group you represent. We do this so that everyone participates and because once you've heard your voice in the room it becomes easier to speak again. For each question, once everyone has been given the opportunity to speak, we may, time allowing, have a 2nd round of sharing by raised hand.
 - OR...**
 - ❖ For this **group inventory**, we will sit in a circle and after each question we will start at a different point in the circle and share, round-robin style. Each person will have up to 2 minutes and I will be keeping time. If you hear the chime, please wrap it up. If time allows, we will come back to you. You do not have to share and can pass. Once we have completed the circle, I will ask those who passed if they would like to share. Once everyone has been given the opportunity to speak, we may have a 2nd round of sharing by raised hand.
 - ❖ Have fun!
- 9. Inventory**
- 10. Wrap up – Next Steps**
- 11. Responsibility Statement**

Suggested Questions (From pages 29/30 of *The A.A. Group* pamphlet)

1. What is the basic purpose of our group?
2. What more can our group do to carry the message?
3. Is our group attracting alcoholics from different backgrounds? Are we seeing a good cross-section of our community including those with special needs?
4. Do new members stick with us or does turnover seem excessive? If so, why? What can we do as a group to retain members?
5. Do we emphasize the importance of sponsorship? How effectively? Can we do it better?
6. Are we careful to preserve the anonymity of group members and other A.A.'s outside the meeting rooms? Do we also leave what they share at meetings behind?
7. Does our group emphasize to all members the value of keeping up with the kitchen, set-up, cleanup and other housekeeping chores that our essential for our Twelfth Step efforts?
8. Are all members given the opportunity to speak at meetings and to participate in other group activities?
9. Mindful that holding office is a great responsibility not to be viewed as the outcome of a popularity contest, are we choosing our officers with care?
10. Are we doing all we can to provide an attractive and accessible meeting place?
11. Does our group do its fair share toward participating in the purpose of A.A. – as it relates to our Three Legacies of Recovery, Unity and Service?

12. What has our group done lately to bring the A.A. message to the attention of professionals in the community – the physicians, clergy, court officials, educators and others who are often the first to see alcoholics in need of help?
13. How is our group fulfilling its responsibility to the Seventh Tradition?