

Wednesday 4pm - Technical Information
There is helpful information for chairing meetings at:
<http://phonemeetings.org/information.htm>

FORMAT:

Wednesday 4pm “Conscious Contact Eleventh Step Literature, Meditation and Discussion” Meeting – 1 hr and 15 minutes

INTRODUCTION:

Hi, my name is _____, a grateful Al-Anon member and your Secretary/Chair for this meeting.

SERENITY PRAYER:

And now we will do the Serenity Prayer. Please press*1 to un-mute. (give a few seconds pause to let everyone un-mute)

God grant me the serenity

To accept the things I cannot change,

Courage to change the things I can,

And wisdom to know the difference.

(*Al-Anon/Alateen Service Manual* p. 12)

PHONE ETIQUETTE: Mute and unmute by pressing *1. Do not share on a speaker phone or we will hear an echo and please stay muted at all times unless you are sharing.

READINGS:

Secretary/Chair or volunteer reads “**SUGGESTED AL-ANON WELCOME**” (found in *How Al-Anon Works* p. 8 or p. 10 in *Al-Anon/Alateen Service Manual*)

Volunteers to read:

- **The Preamble to Al-Anon’s 12 Steps:** 2 pages before Jan.1st in all 3 meditation books
- **Al-Anon 12 Steps:** (found in page after Dec. 31st in all daily readers)
- **The Tradition and Concept of the Month:** Found in the back of the 3 Meditation books.

ANNOUNCEMENTS:

7th Tradition: Al-Anon is fully self-supporting, declining outside contributions. Please send your contributions to World Service Office stating it’s from the Wednesday 4pm Conscious Contact Eleventh Step Literature, Meditation and Discussion Meeting, WSO ID 30731474 or donate at your face to face meetings.

Are there any Al-Anon related announcements?

For the newcomers, please be directed to al-anon.org for further information on Al-Anon.

Do we have any Al-Anon newcomers today, either newcomer to Al-Anon or to this phone bridge? Please give us your first name so we may greet you!

We reserve the last 10 minutes of the meeting especially for newcomers and those who don't often share, however newcomers may share at any time.

Do we have a volunteer that can stay on the line for approximately 10 minutes after the meeting to answer newcomer questions?

Business Meeting for this meeting will be held the first Wednesday of every month.

INTRODUCTIONS:

Let's go around the globe and introduce ourselves. Hi, I am _____(Name)_____ from (_____State/Country/Planet _____)

MEETING FOCUS:

This is an Eleventh Step Literature, Meditation and Individual's Experiences Discussion Meeting and is 1 hour and 15 minutes long.

First, we will be using Al-Anon literature on the Eleventh Step. Next, we will have a period of silence. Then, we will share our experiences and our own techniques at working this step for the benefit of others. In following traditions, we will not mention specific religions, so everyone can feel included to the beautiful spirit we share together.

Literature Readings:

Secretary/Chair says: Each week there is a different Reading and Meditation. Today we will be reading:

- **WEEK ONE:** *Paths to Recovery* : p. 110, the Eleventh Step reading the first section approximately 4 pages from pp. 110-113. Can we get 4 readers to volunteer?

Thank you. Let's read in the order we volunteered with only one person un-muted at a time. When you are done reading please re-mute.

Thank you for all that read....

- **WEEK TWO:** *Paths to Recovery*: The Eleventh Step under "Members share their Experience, Strength and Hope" approximately 3 and 1/4 pages from p. 114 to the first 1/4 of p. 117. Can we get 3 readers to volunteer?

Thank you. Let's read in the order we volunteered with only one person un-muted at a time. When you are done reading please re-mute.

Thank you for all that read....

- **WEEK THREE:** *Al-Anon's Twelve Steps and Twelve Traditions* (12 & 12): pp. 67-69 (revised edition) which includes "Thinking It Over." It is about three pages long. Can we get three readers to volunteer?

Thank you. Let's read in the order we volunteered with only one person un-muted at a time. When you are done reading please re-mute.

Thank you for all that read....

- **WEEK FOUR:** *One Day at a Time, Courage to Change, Hope for Today*

We will be using the three Al-Anon daily readers this week. We will be looking in the back index for a topic on the Eleventh Step or on meditation.

Can we get 3 readers to volunteer?

Thank you, let's read in the order of *One Day at a Time* followed by *Courage to Change*, and ending with *Hope for Today*... with only one person unmuted at a time. When you are done reading please re-mute.

Thank you to all that read.

- **WEEK FIVE:** *How Al-Anon Works*: starting at the bottom of p. 89 with the topic "Our Spiritual Health" and finishing on p. 90. (Older versions, this starts on p. 90)

We will need one reader. It is two pages long, could someone volunteer to read?

Thank you for reading...

Secretary/Chair says: It is now time for the quiet period. We invite you to continue your Eleventh Step work on you own in silence, aware that you are connected with the other members of this room seeking to improve their conscious contact with their HP. The quiet period will be followed by sharing. I will indicate when it is time for fellowship to begin. Please wait until this time. If someone comes on during the

silence, I will let them know this is a meditation meeting and that we are in our quiet period. If you would prefer NOT to be interrupted during your meditation time please feel free to put your phone down and come back in 10 minutes. Our silence begins now.

***Secretary/Chair says softly:** Ok. This is the end of our quiet time. Thank you all again for joining us. May you become increasingly aware of your Higher Power's love for you. It is now time to open up for sharing with others on the reading or on how you work your Eleventh Step and what experiences have brought you comfort and joy.

ANONYMITY STATEMENT: In Al-Anon, this is a gentle reminder that we speak from our own experience and ours is derived from living with the effects of alcoholism. We ask those who are members of other anonymous programs not to break their anonymity and to try and identify with the Al-Anon approach for the family illness. Ours is a different experience and calls for a different interpretation.

SPIRITUAL TIMEKEEPER: Can we have a volunteer to be our Spiritual Timekeeper? We will have 3 minute shares. We ask that our Spiritual Timekeeper stay muted at all times unless to say time and that our members acknowledge our Spiritual Timekeeper's prompt by saying "Thank-you I heard you" or "I'll wrap up."

Would the Spiritual Timekeeper like to start the sharing?

SHARING: Who would like to begin their 3 minute share?

It is now 10 minutes before the close of the meeting; we will now open up the sharing for newcomers or for members who do not regularly share.

Thank you all that shared and read.

PHONE NUMBERS—At this time would anyone like to request a phone number?

***CLOSING:** Suggested Al-Anon Closing found in *How Al-Anon Works* p. 380 or *Al-Anon/Alateen Service Manual* p. 22

Please push *1 to unmute yourselves for all those who want to join us in Al-Anon's Declaration (found on page roman numeral IX in *Paths to Recovery* or *Al-Anon/Alateen Service Manual* p. 22) followed by the Serenity Prayer.

God grant me the serenity
To accept the things I cannot change,
Courage to change the things I can,
And wisdom to know the difference.
(*Al-Anon/Alateen Service Manual* p. 12)
Please push *1 to mute yourselves

The meeting is now formally closed.

MEETING INFORMATION:

- a. Information on all registered meetings can be found on Al-Anon's website: al-anon.org or by calling our World Service

Office (WSO) at (757) 563-1600. For face-to-face meetings call WSO's automated phone number: 888-4AL-ANON (888-425-2666).

b. Meeting schedules and formats for this phone line can be found at phonemeetings.org. If the line goes down, the backup number is (425) 436-6200 PIN: 335289#. Press*6 to mute and unmute. For members without web access, meeting information for this line can be found at (712) 432-8733 PIN: UNITY411#. The backup number for meeting information is (425) 436-6202, PIN: 335289#, Reference Number: 1#.

c. Format changes and website postings can be emailed to phonemeetingsweb@yahoo.com. General questions can be sent to phonemeetingsinformation@yahoo.com. For inquiries regarding leader codes, dashboard monitors and technical issues with the phone line, email phonemonitorteam@yahoo.com. For workshop ideas, suggestions and concerns, email phonemeetingsforum@yahoo.com.

d. Would anyone like to announce any other Al-Anon phone meetings?

Secretary/Chair turns the meeting over to the member who is staying on the line to answer questions about the Al-Anon phone meetings or to explain the phone etiquette. Then after-meeting fellowship.

Thank you, have a great day.

MONTHLY BUSINESS MEETING FORMAT:

1. Let's open with a moment of silence followed with the serenity prayer:
2. God grant me the serenity to: Accept the things I cannot change
Courage to change the things I can and Wisdom to know the difference.

OLD BUSINESS

3. Secretary do we have any old business to revisit from last meeting?
4. We open up the floor for discussion on these items.
5. Do we have a motion on this item?
 - 5a. Do we have a second?
 - 5b. Secretary please read the motion.
 - 5c. VOTING:
 - 5d. All in favor say "I" and state the order of "I's" Like "I one" and then "I two" and so on.
 - 5e. Any opposed? Say "nay one" and so on.
 - 5f. Any abstentions? Say "abstaining one and so on.
 - 5g. The motion is now carried or opposed with ___#___ in favor, ___#___ opposed and ___#___ abstentions.

NEW BUSINESS:

6. Is there any new business that the group wants to bring up?

7. (if so) So our first order of business is _____.

8. We open up the floor for discussion on this item.

9. Do we have a motion on this item?

9a. Do we have a second?

9b. Secretary please read the motion.

9c. We now go to voting...

9d. All in favor say "I" and state the order of "I's...like, "I one" and then "I two" and so on.

9e. Any opposed? Say "nay one" and so on.

9f. Any abstentions? Say "abstaining one and so on.

9g. The motion is now carried or opposed with ___#___ in favor, ___#___ opposed and ___#___ abstentions.

Is there anything a member would like to add before closing?

Let's join together saying the Serenity Prayer

THE BUSINESS MEETING IS NOW CLOSED.