

Every Daily Readers Al-Anon Family Group (EDRG)

Proposed Group Conscience Meeting Agenda - September 3, 2026

Chair Opening

- Welcome to the Every Daily Readers Al-Anon Family Group Group Conscience Meeting.
- Open with the Serenity Prayer.
- Announce the meeting is being recorded.

Approve last month's meeting minutes (August 6th, 2026 GC meeting)

Group Reports

- Group Representative (GR)
 - Announce GR Alternate position is open.
- Treasurer
 - Venmo has been established. @everydailyreadersAFG. PayPal is discontinued. Verify group approval.
- Group Secretary
- Group Conscience Co-Chairs (Kathy to give updates on Survey, Thursday's service informal hang outs, and "Road Trip! You and Your Board Connect" Event Oct 24th, Announce)
- Other brief service reports as needed (Ask Jinnifer to provide a brief phone list update)

Knowledge-Based Decision Making (KBDM)

By group conscience, we follow the Knowledge-Based Decision Making process.

- Introduce the topic and share information.
- Ask clarifying questions.
- Open group discussion.
- Seek consensus whenever possible.
- If needed, take a vote.
- Focus on understanding rather than winning.
- Presume goodwill and seek an informed Group Conscience.

Meeting goal: approximately one hour.

Opening Business

1. Chat Host Script, Ownership & Update Process

(Kathy S. to lead discussion | Originally submitted by Michelle)

Review the current Chat Host script and establish a clear process for maintaining, updating, and distributing the official version going forward.

- Discontinue the **Chat Captain** role as a separate service position.
- Maintain one official/current Chat Host script in a designated Google Drive as the group's **source of truth**.
- Determine which service positions should have access to edit or maintain the script.
Possible positions include:
 - Group Chair
 - Group Secretary
 - Treasurer
 - Zoom Account Holder
 - Group Representative
 - Phone List Coordinator
- Determine who will be responsible for ensuring the current approved version is posted or linked on the EDRG website.
- Establish how Chat Hosts will be notified when the script is updated.
- Establish a process for future changes:
 - **Substantive changes** that alter the group's agreed-upon language, policies, or instructions should go through the Group Conscience process.
 - **Administrative or corrective changes** that do not change the meaning of previously approved language may be made without returning to Group Conscience.
- Clarify who is authorized to make administrative or corrective changes and how those changes will be documented.

Desired outcome: Agree on the ownership, storage, editing access, approval process, website posting process, and communication process for the Chat Host script so there is one clear and current version available to everyone.

2. Service Coordinator / Service Structure

Background

The group has continued to experience recurring questions and challenges regarding service roles, service coordination, transitions, orientation, and how service responsibilities are organized. The group now needs to determine the most helpful next step.

Option A — Fill the Service Coordinator Position

Discuss whether the group should actively seek a new Service Coordinator and clarify:

- Purpose and responsibilities of the position.
- Length and rotation of the commitment.
- Relationship to Group Conscience and other service roles.
- Support and orientation for the person taking the position.

Option B — Form a Service Structure Thought Force

Discuss whether a temporary Thought Force would be more appropriate at this time to look at the larger service-structure question before creating or filling additional positions. Possible areas for consideration:

- What service structure does EDRG need as the group continues to grow?
- What responsibilities belong to Group Conscience?
- What responsibilities belong to the Service Coordinator?
- How do we support members rotating into service positions?
- How can service descriptions, orientation, rotation, and transitions be improved?
- What service structure would be sustainable and understandable for the group?

3. Advance Group Conscience Agendas / Agenda Process

Discuss establishing and documenting a consistent process for Group Conscience agendas.

- Is there a deadline for submitting agenda items?
- Members will find the agenda on the website approximately 1 week prior to the GC meeting.
- How should written agenda items be handled when the submitting member cannot attend the meeting?

Desired outcome: Establish a clear, repeatable process for submitting, publishing, and communicating Group Conscience agendas.

4. Sharing Frequency

Carryover from July/August

Continue the discussion from August with a focus on clarifying what, if anything, the group wants to change.

- What is the purpose of the current guideline regarding sharing no more than once during a calendar week?
- Is it intended as a suggestion, group agreement, or something else?
- How can the meeting encourage broad participation without publicly policing or embarrassing members?
- Would a reminder closer to the sharing portion of the meeting be helpful?
- Should the meeting script be revised?
- If someone appears to be repeatedly dominating sharing, is any response appropriate, and if so, who should respond and how?

Desired outcome: Determine whether a script or guideline change is needed, or whether the current approach should remain.

5. Outside Literature During Shares

Review the current meeting-script language regarding references to outside literature.

- Is the existing language sufficiently clear?
- Is additional wording needed?
- What role, if any, should the Chair have in offering gentle reminders?
- How can the group address this consistently while remaining welcoming and consistent with Tradition One?

Desired outcome: Determine whether any script clarification is needed.

6. Additional Meeting Script Language

Review other proposed additions or clarifications to the meeting script.

- Suggestions received through previous correspondence.
- Whether existing language is clear to newcomers and trusted servants.
- Whether changes would improve consistency across the group's meetings.

Parking Lot / Future Topics

- Limiting a person to chairing 5 rotations

Closing

- Close with the Serenity Prayer.