

Mar-Anon Business Meeting with Group **Conscience**



Business Meetings: Quarterly informal business meetings are generally scheduled before or after the group's regular meeting for members to discuss and decide about group business. (minimum of 5 attendees/members who attend meetings regularly)

Purpose:

- To promote group unity
- To help the group and its officers make decisions
- To allow members to be heard
- To inform members of the duties of the group officers
- To ensure the rotation of group officers regularly
- A special group conscience meeting can be called in the event of an unexpected conflict or item

These meetings can include (objectives):

- Sharing ideas for outreach support
- Expressing concerns
- Planning special meetings or projects
- Changing the group name, meeting time and place, finances, or meeting format
- Deciding whether to open or close meetings
- Electing new group officers
- Scheduling meetings
- Receiving and discussing the treasurer's financial reports for in-person meetings
- Progress reports from the officers

Business Group Meeting Officers and their roles: Each meeting can decide how to elect officers. (minimum of 3 officers)

- **Chairperson:** Leads and moderates the meetings.

- **Co-Chairperson:** Handles technology part of the meeting and supports the chair.
- **Secretary:** This person takes notes and organizes content and members, helps make announcements, and provides access to updated notes and decisions
- **Treasurer:** Financial Reporting
- **Librarian:** reports and manages the groups' books, literature, and chips
- **Newcomer Support:** Contacts newcomers outside of the meeting to provide fellowship
- **Group Representative Meeting:** This person represents the meeting group at Mar-Anon Liaison meetings every six months to communicate questions or concerns with the Mar-Anon Board of Directors (Mar-Anon will provide the Zoom link)

Items to consider and decide:

- To maintain unity, it is always wise to seek consensus, a position reached by the group unanimously. However, where there is none, a two-thirds majority vote is suggested to carry a decision, or you can have a quorum, which is the minimal number of members who must be present for a valid business transaction/decision to occur. It is suggested that 50% of the group's members + 1 is a quorum.
- Home group members are only allowed to vote. Non-home group members can attend the business meeting and make recommendations or suggestions but cannot vote. Mar-Anon members can only have one ***home group, which is the meeting you attend regularly and provide service for.***

Preparation:

- Announce business meeting dates ahead of time, preferably at least 1-month prior.
 - Ask members to submit ideas and concerns two weeks prior to the business meetings to place them on the agenda; otherwise, they will be added to the next scheduled business meeting.
 - Handing out or emailing copies of the group officer duties and the agenda in advance helps members become better informed about service positions.
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Business Meeting Agenda Guidelines:

- ❖ **The Group Chairperson opens the meeting and states:**

“This group endeavors to abide by the guiding principles of the group conscience by following the Mar-Anon Twelve Traditions.”

❖ **The Chairperson reads the traditions:**

Twelve Traditions for Mar-Anon *

These guidelines have been the means of promoting harmony and growth in many Twelve Step programs. Experience suggests that the unity of the group depends upon adherence to these Traditions (Adapted from Marijuana Anonymous).

1. Our common welfare should come first; personal recovery depends upon Mar-Anon unity.
2. For our group purpose, there is but one ultimate authority, a loving Higher Power whose expression may come through in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for membership is to be affected by another's marijuana use.
4. Each group should be autonomous except in matters affecting other groups or Mar-Anon as a whole.
5. Each Mar-Anon group has but one purpose: to help and support those affected by another's marijuana use.
6. Mar-Anon groups ought never to endorse, finance, or lend the Mar-Anon name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every Mar-Anon group ought to be fully self-supporting, declining outside contributions.
8. Mar-Anon should remain forever nonprofessional, but our service centers may employ special workers.
9. Mar-Anon, as such, ought never to be organized, but we may create service boards or committees directly responsible to those they serve.
10. Mar-Anon has no opinion on outside issues; hence, the name Mar-Anon should never be drawn into public controversy.

11. Our public relations policy is based on attraction rather than promotion. We must always maintain personal anonymity in the press, radio, TV, film, and other public media, and we must guard the anonymity of all fellow Mar-Anon members with special care.
12. Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities.

❖ **Officers give report:**

- Chairperson's Report: decisions regarding meeting content and overview of officers and nominations.
- Secretary's Report: any correspondence received or business decisions to be made.
- Treasurer's Report: This is the group's updated financial report. Decisions regarding payments or purchases must be made.
- Librarian's Report: decisions regarding purchasing literature, chips, etc.
- Newcomer's Representative Report: report on the growth of the group.
- Group Representative:
- Any other business:

❖ **Group Conscience** (part of the Business Meeting)

The Chairperson reads: The Group Conscience is the will of the group or collective conscience of the group. It is our organization's process and cornerstone. It empowers every member to propose changes and modifications. These proposals are then put to the vote, allowing the group to democratically adopt or reject them using the Twelve Traditions as guides, maintaining "principles above personalities."

- We are willing to listen to minority opinions with an open mind
- We address sensitive issues slowly until a collective view emerges
- Members need to be present for the discussion and meeting to vote
- Having an informed group conscience is obtained when everybody has access to all the information before the discussion

- If someone disagrees with the decision, they have the right to appeal and express their opinion, which members will consider before deciding whether to revote or proceed

Group Conscience Meeting Agenda:

- The chairperson (or member who requested the group conscience) can introduce the item(s) for discussion.
- Each member should be encouraged to ask questions, become informed about the matter, express their opinions, and offer ideas for a solution that will ensure personal progress for the greatest number of group members.
- After the discussion and all the members have been heard, it is time to decide and vote to approve or disapprove the item(s) in question.
- To maintain unity, it is always wise to seek consensus, a position reached by the group as a whole. However, where there is none, a two-thirds majority vote is suggested to carry a decision.

Closing:

The Chairperson then summarizes the decisions made and agreed upon. The decisions are recorded, and the meeting is closed. The date of the next meeting is set.

If you have any questions, please contact maranon.group@gmail.com.
