

SAMPLE ACA MEETING – ONLINE FORMAT

Welcome to the "*insert day of the week*" night "*insert meeting name*" meeting of Adult Children of Alcoholics. My name is _____ and I am your leader for tonight. Will you please join me in a moment of silence followed by the Serenity Prayer.

As a reminder, would everyone please remember to mute themselves when they are not talking during the meeting. Also please silence your cell phones.

We meet to share the experience we had as children growing up in an alcoholic or dysfunctional home. That experience infected us then and it affects us today. In the beginning, many of us could not recognize or accept that some of our current attitudes or behaviors are the result of experiences related to alcoholism or dysfunction in our childhood. We behave today as adult children, which means we bring self-doubt and fear, learned in childhood, to our adult interactions. By practicing the 12 Steps, by focusing on the Solution, and by accepting a Higher Power of our understanding, we find freedom from the effects of alcoholism and other family dysfunction. We identify with "The Problem" and learn to live in "The Solution", one day at a time. By attending regularly we come to know and begin to act as our True Selves.

Could someone please read The Problem on page 589, or the Laundry List on page 587.

Could someone please read The Solution on page 590.

Could someone please read The Traditions on page 592.

Could someone please read The 12 on page 586.

Some of you may find that you relate to our readings even if there was no apparent alcoholism or addiction in your home. This is common because dysfunction can occur in a family without the presence of addiction.

If you are attending this ACA meeting for the first time, please unmute yourself and introduce yourself by your first name? This is not to embarrass you, but so we may welcome you and get to know you.....

(After names)

Welcome, we are glad you are here. Keep coming back!!

We will now go around the room and introduce ourselves by our first name. My name is _____. I will read the list of names in the order I see them on my screen. If your name is not listed, I will read off your phone number. When you hear your name or phone number please unmute and introduce yourself. Host please rename any phone numbers to their first name as you hear them said.

Does anyone have any ACA related announcements?

Does anyone need a "virtual" anniversary chip?

Tonight's meeting is a discussion meeting. We will read from the ACA Fellowship Text (the Big Red book) for approximately 15 minutes followed by sharing. I will read names in the same order as before. When your name is called please read several paragraphs or say pass. I will let you know when 15 minutes is up.

Thank you everyone for reading.

It's now time for us to practice the 7th Tradition which states that "Every ACA group ought to be self-supporting, declining outside contributions." We use these funds to support Intergroup and the WSO, newcomers please be our guest. Please send your electronic contributions to "[*insert paypal or venmo address*](#)" as discussed in our group conscience. Funds are distributed 60% to intergroup, 30% to region, and 10% to WSO.

This meeting has a telephone and email list. If you would like a copy of the list or want to add your information please send a chat message to "_____" or talk to them after the meeting. Do we have a volunteer to be the group leader for next week? I will email you this script after the meeting

It is now time for us to share. We encourage each member to share openly about his or her experiences as time allows. This is a safe place to share your adult and childhood experiences without being judged. Per our group conscience, we ask that you refer only to ACA conference approved literature.

During sharing we also refrain from cross talk. Cross talk means interrupting, referring to, or commenting on what another person has said during the meeting. We do not cross talk because as adult children we come from family backgrounds where feelings and perceptions may have been judged as wrong or defective. Today we accept without comment what others say because it is true for them. We work toward taking more responsibility in our own lives rather than giving advice to others.

To allow everyone a chance to share during the meeting, we ask each person to limit their sharing to 3 minutes. **(The chair has the option to change this time limit, for the benefit of the group, at their discretion.)** Would someone like to be our timer tonight? According to our group conscience, we will share in random order. (optionally chair reads names in same order again) Who would like to begin?

If there is more than 5 minutes left in the meeting AND there have been no shares for 1-2+ minutes– Leader asks:

Is there a newcomer who would like to share?

(If not, then ask)

Is there anyone else who would like to share that has not shared?

(If not then ask)

Since there are no new people offering to share and time remains, would anyone like to do a second share?

When there is 5 minutes left in the meeting- Leader asks

Is there a newcomer who would like to share before we close?

(If no newcomers, then say)

We have time for one final share.

Thank you for being here and please keep coming back. If you did not have a chance to share tonight, please speak to someone after the meeting if you need to talk. Please remember that what you hear at this meeting should remain at the meeting. We do not talk about another person's story or experiences to other people. Please respect the anonymity of those who share with us today. Before we close, could someone please read The Promises of ACA, p.591

We will now close with the ACA Serenity prayer.