

Broward County Institutions Committee District 9 of South Florida Meetings Guidelines

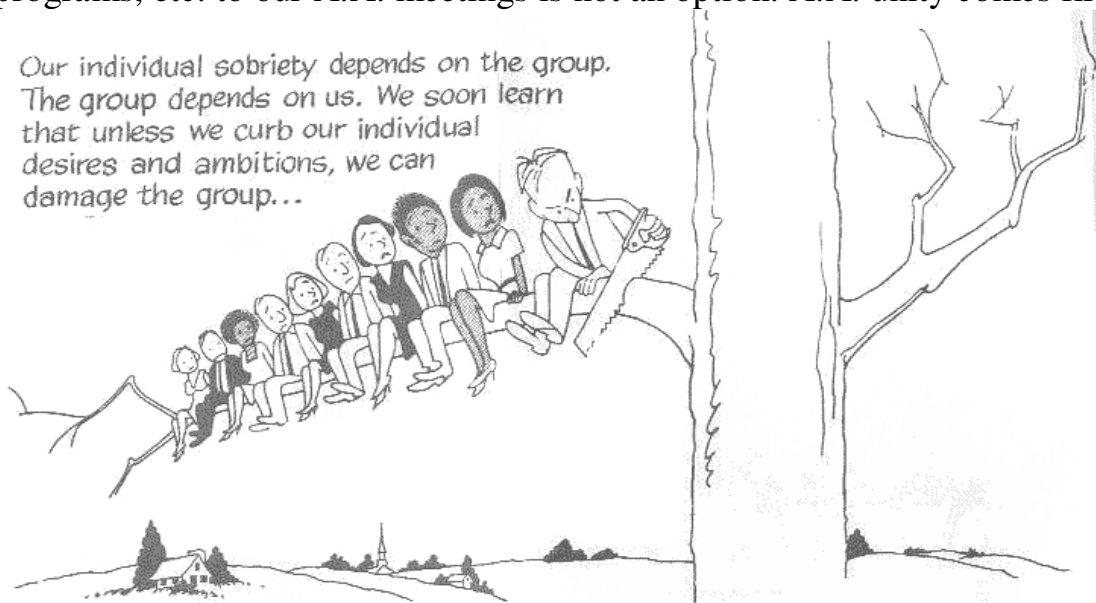
COMMITTEE MEMBERS: As well as their invited speakers are to follow these guidelines. Also, they are required to attend the business meeting on the Second Saturday of each month. Be ever mindful of the Traditions as stated in the Preamble:

Alcoholics Anonymous is a fellowship of men and women who share their experience, strength and hope with each other that they may solve their common problem and help others to recover from alcoholism. The only requirement for membership is a desire to stop drinking. There are no dues or fees for AA membership; we are self-supporting through our own contributions. AA is not allied with any sect, denomination, politics, organization or institution; does not wish to engage in any controversy, neither endorses nor opposes any causes. Our primary purpose is to stay sober and help other alcoholics to achieve sobriety.

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I. CONFLICT OF INTEREST¹

Trying to adapt “outside” interests, i.e. counseling of any type, halfway house programs, etc. to our A.A. meetings is not an option. A.A. unity comes first.



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¹ To be defined in part to provide that anyone with an ownership interest in an alcohol/drug detoxification, rehabilitation or treatment facility or residential sober house may not serve as a chairperson of a BCIC meeting.

II. OBEY ALL FACILITY RULES:

- A. If there is any conflict between their rules and A.A.'s traditions, call a Committee Officer immediately.
- B. DO NOT take any family members, friends or sponsors of residents into any facility.
- C. Only men are to be taken into men's facilities, and only women are to be taken into women's facilities unless otherwise permitted by the facility.

III. MEETING FORMAT (ALL FACILITIES):

- A. Open each meeting with a Moment of Silence, followed by the Serenity Prayer.
- B. Read the A.A. Preamble.
- C. Have "How It Works" read (preferably by a resident of the facility).
- D. Introduce yourself, being brief and sincere.
- E. Tell residents that "This is an Institutions Meeting of Alcoholics Anonymous and we ask that all comments be related to alcohol, which is our Primary Purpose for being here."
- F. We are there to "Carry the A.A. Message" only.
- G. Hold all meetings to one (1) hour only.
- H. According to each facility:
 - 1. Introduce your speaker(s)
 - 2. Depending on time, allow a brief discussion.
 - 3. Encourage residents to share.
 - 4. DO Not dominate the meeting.
- I. Close each meeting with the Lord's Prayer.
- J. Leave the facility promptly... DO NOT go anywhere that you are not permitted.
- K. ONLY the chairman and one speaker is allowed at each meeting.

IV. A.A. DOES NOT DO THE FOLLOWING:

- A. We DO NOT counsel, lend money, find homes, jobs, or solve personal problems for the residents.
- B. A Member shall NOT sponsor residents attending any meeting they chair.
- C. DO NOT give or take Phone #'s or addresses from anyone in any facility.
- D. You may mention your Home Group's name.

V. DRESS CODE (ALL FACILITIES):

- A. Bodies are to be covered, clean and neat.
- B. Dressing neatly leaves a good impression.
- C. Men will wear long pants.
- D. NO shorts, tank-tops, short skirts or low-cut blouses, etc., are to be worn.
- E. NO special interest clothing; such as shirts with advertising, motorcycle regalia, or obscene language, etc., is to be worn.

VI. REQUIRED LENGTHS OF SOBRIETY:

- A. Committee Members:
 - 1. One (1) full year of continuous sobriety.
- B. Speakers:
 - 1. One year of continuous sobriety for Correctional Facilities.
 - 2. One year of continuous sobriety for Treatment facilities.
 - 3. IMPORTANT: See attached list for requirements of specific facilities.

VII. PAROLEES AND PROBATIONERS:

- A. Are NOT used as Institutions Committee Members in correctional facilities.
- B. SPEAKERS – Correctional facilities
 - 1. ONLY used if special permission is received.
 - 2. DO NOT ask for this special permission on your own.
 - 3. Special permission is to be gotten ONLY by an Institutions Committee Officer.

VIII. WARRANTS (Still Outstanding):

- A. Persons with these are NOT to be used as Institutions Committee Members.
- B. Persons with these are NOT to be used as speakers in any facility.

IX. OBSCENE LANGUAGE:

- A. NOT to be used in any facility by any A.A. Member.
- B. We try to attract people to Alcoholics Anonymous, not offend them.

X. CONTRABAND:

- A. ALL FACILITIES: NO cigarettes, gum, candy, or any other such items are to be given to any resident in any facility by any A.A. member.
- B. Correction Facilities: A.A. Literature for State Facilities, by permission only. For B.S.O., comply with: “Written Guidelines for Recovery Gr. Materials”.

- C. Treatment/Hospital Facilities: ONLY A.A. Literature can be taken in.
- D. NON-APPROVED LITERATURE, BOOKS, TAPES, ETC., are NOT to be taken into any facility.

XI. PHYSICAL CONTACT (Correctional Facility):

- A. No Physical Contact is Allowed.

XII. CLEARANCES (Correctional Facility):

- A. May be run on anyone (Committee Member – Speaker) without prior notice.
- B. Be sure your speakers are cleared or clearable, or they may be detained.
- C. Physical searches may be performed at any time in any Correctional facility.
- D. Read B.S.O. Guidelines for “Speaker Clearances.”

XIII. AUDIT OF MEETING:

- A. Committee Officers and/or other Steering Committee Members will be checking any/all Committee Meetings at any time without prior notice.
- B. We need to be sure that each of us adhere to these Guidelines.

XIV. YOU AND YOUR ALTERNATE:

- A. Are responsible for making sure your designated meeting is covered.
- B. DO NOT have any Non-Committee Member cover any Committee Meeting without a Committee Officer’s specific approval.
- C. DO NOT cancel any Committee Meeting on your own.
- D. Call your Coordinator or a Committee Officer and they will find a replacement Chairman for the meeting, or make the decision to cancel a meeting.

XV. REMINDERS – ALL COMMITTEE MEMBERS:

- A. “I am responsible. When anyone, anywhere, reaches out for help, I want the hand of AA always to be there. And for that I am responsible.”
- B. Your cooperation in following these Guidelines is expected. This will ensure that the A.A. Tradition of attraction, not promotion, is followed.

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