Regular Meeting Format

10:00 OPENING (10 mins.)
   a. Moment of Silence and Serenity Prayer
   b. 12 Steps
   c. 12 Traditions

10:10 INTRODUCTIONS AND WELCOME (10 mins.)
   a. Welcome Newcomers and brief description of IG 30 Second General Introductions: include what group you represent or service position you hold and optionally a short check-in
   b. Hand out clipboards with contact #s and new agenda items

10:20 GROUP INVENTORY (10 mins.)
Topic to be selected by Chair

10:30 APPROVAL OF LAST MONTH (5 mins.)

10:35 OFFICER REPORTS (20 mins.)
   a. Chair
   b. Committee Members
   c. Delegates
   d. Events Coordinator
   e. Public Information
   f. Treasurer
   g. 7th Tradition

10:55 5-MINUTE BREAK

11:00 CONDUCT BUSINESS (65 mins.)
   a. 7th Tradition
   b. Announcements
   c. 30 second check-outs
   d. Unity Prayer

12:15 DISTRIBUTION OF LITERATURE