

—excerpt from—

An Open Letter to the Chips Group: (October 1997)

I became secretary of the CHIPS group with the elections of 1993 and 1995 and submit the following summary of actions by the Group Conscience during that time. It is, to my knowledge, complete and accurate, reflecting the intent of the Conscience. The summary is attached.

When I became secretary, it was explained to me by my Sponsor, the outgoing Secretary Fran, our DCM, and others, that my duties to Group Conscience meetings were as follows:

- 1) Take accurate notes and ensure that the minutes reflect the true intent of the Conscience.
- 2) Ensure that the GSR or Alt. Chair has proper Agenda reflecting that meeting call items and old business were considered in that order.
- 3) Assist the chair in maintaining the meeting per the agenda.
- 4) Ensure that no item, not on the agenda, come before the meeting that would overturn a previous Group Conscience decision.

Ensure that such items were placed on the agenda for a following meeting and the group informed of the agenda several days prior.

—excerpt ends— Mike S.

Specifically because of [a series of errors](#), and a need to restate a previous group procedure following some confusion by several members, the group conscience has specifically stated that

"The Chips Group Conscience shall convene when a need is noted. Concerns will be given to the GSR and the GSR shall announce that a call has been made, request any additional concerns be brought forth, and establish a cut-off date for adding agenda items, such date will be a minimum of two (2) weeks prior to the meeting date. On that cut-off date, no NEW items may be added and the agenda will be posted for the group to consider and pray about before the Group Conscience convenes." [Dec 12, 1997](#)

Rough Drafts of the minutes from those 4 specific meetings are [included after the summary](#).

Summary of Chips Group Conscience October 1993 through December 1997

10/05/93 To discuss AA/Al-Anon night.

PASSED: Keep meeting option open. Instructed secretary to send invitation letter to New Hope group stating our feelings and offering help and assistance. Joint chair and modified agenda as required staying within content with CHIPS agenda. If no input from New Hope by 2nd Saturday of month, we choose speaker/speakers for last Saturday.

ACTION: Letter delivered to Al-Anon chair on 10-6-93.

NEW BUSINESS:

Tabled discussion of rent payment increase from Al-Anon.

02/18/94 Meeting funds and security proposals

PASSED: Purchase safe on Lowe's estimate, modify safe with slot in top. Put money in envelopes with meeting, date, chairperson indicated on envelope and deposit in safe slot. GSR and Treasurer have combination.

ADMONITIONS: 8:00 Tuesday and Thursday meetings need support.
Don't forget to welcome newcomers.

03/04/94 Upcoming District meeting: No concerns given to GSR to carry to District.

NEW BUSINESS:

Discussion of meeting chair sobriety limits and qualifications

TABLED: KEYS: BSTC vs. CHIPS (outside issue)

PHONE: Committee formed to investigate and take proposal to BSTC. If BSTC declines, to bring proposal to CHIPS.

07/08/94 Proposal for Women Only meeting. Meeting chair requirements.

WOMEN'S MEETING:

GSR reiterated requirement for new meeting startup;

Extra hours to be approved by BSTC and a person must commit to chair the meeting for first 6 months.

PASSED: Women's meeting 6:00 Fridays, GSR to get BSTC approval for extra building hours.

ADMONITIONS: Deviating from the meeting agenda is a violation of the Group Conscience.
Chips meeting agenda is to be adhered to.
Remember the chair can present a topic; you do NOT have to ask for one.

OLD BUSINESS:

PASSED: CHIPS group members ONLY are to chair meetings unless yielded to non-member by the Chair of that meeting who is responsible for adherence of invitee to AA Traditions, and Steps, and the Traditions of the CHIPS group.

PASSED: Chairs to have minimum of 3 months sobriety and sponsor's approval if less than a year.

REPORT: Received from Phone Committee. No action taken.

PASSED: Extra basket to help pay for 2nd floor air conditioning.

PASSED: Renew the social gathering after the last Saturday meeting.

PASSED: Quarter sheet cake adequate for Birthday meeting.

08/26/94 Proposed changes to BIG BOOK; Tuesday night meetings.

GROUP RESPONSE to District with our conscience concerning proposed revisions to BIG BOOK:

YES: "Do we need a 4th Edition?"

YES: "Do we keep 3rd edition as is and add new stories?"

NO: "Do we replace all 3rd edition stories with new stories?"

PASSED: Revise the 3rd edition, but do not delete any stories, only add new stories to update to the present social culture.

PASSED: Reverse 6:30 Beginner's meeting and 8:00 open discussion meeting.

Effective 09/06/94: 6:30 open discussion... 8:00 Beginner's meeting.

PASSED: Treasurer to order Beginner's meeting portfolio.

10/29/94 Proposal from Frankfort Group re: joint schedules

PASSED: Participate in and share cost for joint meeting schedules.

There is no record of a group conscience meeting until 08/04/95

08/04/95 Group inventory. Group Conscience.

FIVE (5) items carried forward to next meeting: *Memorial plaque, Cameras and Recordings, Greeters, House-cleaning, and service work for beginners.*

08/08/95 5 items from 08/04/95

PASSED: Audio recording of Saturday Night Speaker's message only, and only with their permission or at their request.

PASSED: Cameras and Motion Cameras: Only with request of those concerned. No pictures without consent of those to be photographed.

PASSED: Memorial plaque with wording approved; last names to be used. Get permission from nearest known relative for last name.

Writing "YES" after your name in the Birthday Book gives permission to use your last name and supersedes relative requirement. Otherwise will use last initial.

FAILED: Chair to appoint greeters at each meeting.

PASSED: Task bulletin board.

PASSED: Group cleanup day. Committee appointed to schedule.

PASSED: Workshop last Saturday in October on service work, (format etc. and roll-over into speaker meeting were incorporated into the motion). **NOTED:** New Hope Al-Anon group had withdrawn from participation in the last Saturday night meeting.

09/08/95 Election of leaders and chairs

GSR- Joe C. ALT. GSR- James O. TREASURER- Charles A. SECRETARY- Mike S.
CPC-Barbara B. PI- Terri B. TREATMENT- Tom Wi. ('Tall Tom')
CORRECTIONS- Seth G. GRAPEVINE and LITERATURE- Connie J.

03/01/96 Proposed change to Area 2 Agenda; Disruptions in meetings.

PASSED: GSR instructed to carry the group "yea" approving a change to the Area 26 meeting agenda which would allow more flexibility in scheduling workshops at area meetings.

DISCUSSION regarding disruptive behavior before, during, and after meetings, and group and individual response.

PASSED: "Practice Patience, Kindness, Tolerance, and Love."

07/26/96 Replacement of treasurer due to death. Non-smoking meeting.

ELECTED: Tom S. treasurer due to death of Charles A.

PASSED: Tuesday 6:30 open discussion becomes non-smoking on the first Tuesday in August. No Smoking in the building prior to meeting.

ACCEPTED: New Hope's written request to resume Family Night Participation.

ACCEPTED: Ala-Teen's request for assistance and support with a chili supper to be associated with Family Night.

COMMITTEE FORMED to handle can recycling as a source of income.

09/20/96 Women's meeting and the Non-Smoking meeting.

PASSED: Change 6:00 Friday meeting to 6:30 open discussion for a 6 month trial period.

FAILED: Change 6:30 Tuesday meeting from non-smoking to smoking.

PASSED: New Friday 6:30 Open Discussion to be Non-smoking effective 10/04/96 and the Tuesday 6:30 meeting reverts to smoking meeting 10/01/96.

03/14/97 Group inventory

ADMONITION: NO PARKING in back Parking lot! It is not ours. Parking permission has been given us to use the police lot.

ADMONITION: Meeting chairs MUST follow the Agenda!

INVENTORY: 4 items carried to next meeting for Group Conscience action:

- 1) "Private meetings" and laughter etc during readings and meetings.
- 2) Meeting control
- 3) Questions regarding presence at facilities meetings
- 4) Questions regarding group's commitment to support of certain committees.

04/04/97 items from group inventory

PASSED: Older members must "talk-up" courtesy, respect, and behavior and serve as examples about staying seated and respectful during meetings.

PASSED: Candy committee consider moving candy sales to back of room to minimize distraction.

TABLED: Committee chair felt that his thoughts about lack of commitment was premature and asked that the issue be tabled.

PASSED: Per GSO we cannot attend a meeting masquerading as an AA meeting as "an AA member" or "group representative" if the meeting is utilizing Non-AA literature or is a non-AA meeting.

PASSED: A goal to end meetings in an hour: about 15 minutes before ending time, open up the floor.

PASSED: Leave Saturday meetings as they are.

PASSED: Ross to conduct a "History of AA and the CHIPS Group" series of meetings in May at the Friday night 8:00 meeting.

FAILED: Motion to change Friday 6:30 meeting to Smoking.

10/10/97 Election of leaders 1998-2000
GSR- James O. ALT GSR- Danny C.

OTHER OFFICES TABLED UNTIL 10-18-97 due to low turnout of members.
REQUEST TO ADD discussion of CHIPS traditions at next meeting.
DISCUSSION of OVER THREE meeting tabled. OVER THREE is not a CHIPS meeting.

10/18/97 remaining chairs and offices filled:
SECRETARY- Peggy C. TREASURER- Tom S. CPC Jeff C.
CORRECTIONS- Dan R. TREATMENT- Seth G. GRAPEVINE- Tom W. (Wunder.)

AGENDA CALL for tradition discussion was NOT brought to floor. Three votes taken which were later determined to be invalid because of failure to add to agenda were considered on 11-07-97.

11/07/97

ADMONITIONS: AGENDA MUST BE ADHERED TO.
COMPLACENCY OF OLD-TIMERS.
ADHERENCE TO GROUP TRADITIONS.

Group traditions discussed and Kizzie P appointed as "GO-TO" person when in doubt, anttd also to explore compiling of traditions.

FAILED: Motion to limit chair of Sat nite speaker meeting to two years.

FAILED: Motion to modify chips presentation (agenda) on Sat nights.

FAILED: Motion for Sat. night raffle.

12/12/97 agenda calls:

PASSED: Group Secretary to create duplicate minutes and place in group safe.

PASSED. Traditions and Steps to be cycled in order at Thurs 8:00 meeting.

PASSED: [Specific Procedure for Group Conscience meetings.](#)

TWO week prior to meeting posting of agenda, no additions after posting etc.

PASSED: The minutes summary up to 10-18 determined accurate.

PASSED: This summary and meeting descriptions should serve as accurate guides of prior group actions.

PASSED: Old timers must be trusted as carriers and protectors of the traditions.

Group to consider possibility of a different agenda for the beginner and old fashion lead meeting for a later Group Conscience.

END SUMMARY — October 1993-December 1997
Mike S. (outgoing secretary)

Very rough conversions from the original Brother Word Processor Rough Drafts of 4 GC meetings:

CHIPS Group Conscience 10-10-97 Called to Order by Joe C. GSR After Reading of 2nd Tradition, proceeded with selection of leaders for 1998 and 1999. Elected JAMES O. as GSR. Elected DANNY C. AS ALT. GSR. Because of the small number present, MOTIONS TO DEFER selection of the remaining positions and committee chairs until 10-18-97 were passed. A motion to add to the agenda of the 18th a discussion of active CHIPS traditions was passed. Discussion of the OVER-THREE meeting was tabled by motion. The meeting was adjourned.

[\(back to top\)](#)

CHIPS Group Conscience 10-18-97 Called to Order by Joe C. GSR After Reading of 2nd Tradition, proceeded with selection of deferred committee chairs and leaders per decision of Group Conscience of 10-10-97. (10-10-1997).....GSR: James O. ALT GSR: Danny C. THE BELOW POSITIONS AND CHAIRS WERE ALL SEATED BY NOMINATION AND MOTIONS TO ELECT BY ACCLAMATION: SECRETARY: Peggy C. TREASURER: Tom S. Standing Committee Chairs: CO-OPERATION WITH PROFESSIONAL COMMUNITY: Jeff C. CORRECTION FACILITIES: Dan R. TREATMENT FACILITIES: Seth G. PUBLIC INFORMATION: Glenn H. GRAPEVINE: Tom Wun. The discussion of CHIPS Group Traditions was NOT brought to floor per motion of 10-10-97. A MOTION to change the permanent status of the Saturday Night chair to one of TWO YEARS maximum was PASSED. Modify the Saturday night agenda moving the chip and token presentations to after speaker and before closing. (At least 2 nays). A MOTION to elect a chair to conduct a building fund raffle before and after the last Saturday meeting FAILED. (At least 1 nay). The meeting was adjourned.

(It was realized within days, that some actions of the above GC meeting were in direct conflict with previous group conscience decisions, requiring posting prior to voting, and were therefore invalid. (Items cannot be brought up for change during a GC meeting without posting prior to the meeting. Those items were offered for re-consideration at the below meeting:

[\(back to top\)](#)

G•R•O•U•P• C•O•N•S•C•I•E•N•C•E• 1•1•--•0•7•--•9•7•

~Call to order by Joe C. GSR. Second Tradition read. *****Statement from Chair thanking the group for allowing him to fill and learn from the position of GSR and apologizing for failure to adhere to meeting agenda and group traditions at the previous meeting. Statement of responsibility of GSR to uphold and protect traditions of AA and the Group.

~*****Reading of the agenda called for in the open letter request of 10-26-97 and a call to the floor of item 1 relating to Group Traditions.
*****ONE*****BRIEF SUMMARIES OF THE DISCUSSION: "Importance of the Agenda and the establishment 2 wks before the meeting... members must be allowed to consider and pray about issues before voting...emergency issues not withstanding... a previous secretary left and took minutes book prior to 93 and such minutes are NOT retrievable...The Group must rely on and trust 'old-timers' to carry the decisions and traditions... "If question a method or tradition, ask the 'old-timers' "... 'I didn't know about such-and-such.' motion:" The group accept Kizzie's offer to summarize Group Traditions and serve as 'go-to' person for questions and confirmations." Second by James. PASSED;• no nays. *****Meeting descriptions were read and reaffirmed except one point concerning Thursday Step meeting, which is called to agenda below.

.....TWO.....James moved on proposal 2: "Change Saturday night chairperson status from 'PERMANENT' to a limit of 2 years sitting." ~

~.....BRIEF SUMMARIES OF DISCUSSION: "Feelings of 'If it ain't broke why fix it?'... 'Why a need to change?'... 8 of 12 chairs held by under persons under 4 years... 'chair gets passed on without time limits.' (CHAIR STEPPED DOWN. JAMES ASSUMED TEMPORARY CHAIR). Floor called for reasons of person requesting change...importance of meeting and heavy responsibilities of the chair...call again for statement of need to change...person who had brought issue previous was NOT present to respond... (Meeting Chair reclaimed by Joe C.)... James stated that he and others felt the proposal deserved consideration and called the motion. SECOND by Todd. IN FAVOR: none. OPPOSED: Unanimous. MOTION FAILED.THREE.....Seth moved on proposal to move Saturday night Token presentation to 'after speaker' position for 2 weeks trial then to Group Conscience for consideration. SECOND by James. FAVOR:7 OPPOSE:6. Nays would not accept simple majority. MOTION FAILED.FOUR.....Person who proposed Saturday night raffle was NOT present for discussion at this time and the Group Conscience, after much discussion, could find no one willing to accept such a chair... A motion was made and withdrawn to create such a committee.
G.R.O.U.P. C.O.N.S.C.I.E.N.C.E A.G.E.N.D.A. C.A.L.L.S. •• 1. "Secretary create backup set of meeting minutes and they be.....maintained in a secure (fireproof, e.g.) place." ••2. "Consider Traditions part of discussion in STEP meeting. Such.....was were not a part of original set-up" 3. "Review a previous Group Conscience call for monthly meetings." MEETING ADJOURNED WITH DATE FOR NEXT MEETING TO BE ANNOUNCED.

[\(back to top\)](#)

C.H.I.P.S. G.R.O.U.P. C.O.N.S.C.I.E.N.C.E.
12-12-1997 To Order by Joe C., GSR AGENDA CALLS:After brief discussion a MOTION by Ross P: "The CHIPS Group Secretary shall create a DUPLICATEcopy of the Minutes of each meeting of the Chips GroupConscience and this back-up is to be preserved in thegroup Safe." The Motion PASSED unanimously.After discussion a MOTION by Jackson J: "The Thursday 8:00 Twelve Steps and Twelve Traditions shall rotate through the Twelve Steps and Twelve Traditionsin numerical order, reading and discussing each in orderthen restarting the cycle." The Motion PASSED unanimously.A MOTION by Ross P: "The Chips Group Conscience shall convene when a need is noted. Concerns will be given to the GSR and the GSR shall announce that a call has been made, request any additional concerns be brought forth, and establish a cut-off date for adding agenda items, such date will be a minimum of two (2) weeks prior to the meeting date. On that cut-off date, no NEW items may be added and the agenda will be posted for the group to consider and pray about before the Group Conscience convenes." The Motion PASSED unanimously. OLD BUSINESS: Kizzie reported (Please see the handwritten minutes) on the progress of compiling the CHIPS Group traditions and that Mike S. would make copies of the meeting requirements, and such summaries the secretary possessed available to all. Such summaries had been deemed to be accurate. NEW BUSINESS: "That the Group consider a different agenda specifically for the B.E.G.I.N.N.E.R."S M.E.E.T.I.N.G. and the O.L.D.--F.A.S.H.I.O.N. L.E.A.D. M.E.E.T.I.N.G." THE MEETING WAS ADJOURNED.