

WEST SIDE STEPS SECRETARY FORMAT

- Hello, my name is _____ and I'm an addict. Our 7th Tradition says every NA group ought to be fully self-supporting declining outside contributions. We pass the basket.
- Is there anyone who came in late and would like to introduce themselves to the group?
- Is there anyone counting from 1-90 days who would like to announce their clean time? By a show of hands: 90 days to six months? Six months to Nine months? Nine months to One Year? 18 months? Multiple years?
- At West Side Steps we have a surrender system. It's represented by a white chip. The chip is rough on one side, as it is out there, and smooth on the inside, as it is in here. It's suggested to tape the cost of a phone call on one side, and the number of your sponsor, another recovering addict, or the NA Helpline on the other side. If the desire to pick up should kick up, you can call someone. Is there anyone who would like to surrender to the principles of NA just for today?
- We have a keychain system. Is there anyone at their first NA meeting who would like a welcome key tag? Has anyone recently celebrated 30 days? 60 days? 90 days? Six months? Nine months? One Year? 18 months? Multiple Years?
- We have information pamphlets (IPs) available. It's suggested if you've been coming around for a while, please leave a small donation so the group can replenish them.
- We only read five announcements at this group (read flyers within next 90 days).
- We only take three announcements from the floor at this group (show of hands).
- This group has a five minute sharing policy. When you hear the bell please (after four minutes) wind down your sharing. When you hear the bell a second time please shut it down. Part of sharing is sharing time.
- Personal anniversaries will be held the fifth week of the month.
- The 12th Tradition says Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities. The Basic Text says anonymity is the state of bearing no names.