

**AI-Anon Information Service of Greater Rochester NY**  
**Meeting minutes GROUP INVENTORY– November 14, 2020, 10am**  
**Virtual meeting/online**

Present-John B, Loron O, Mel Y.,Rose B., Janise, Pat H., Karen R. Sue C., Carol C. Nancy M., Beth S., Jill R., Angela R., Ellen V. Rebecca B., Cathleen, Facilitated by Pat. H.

Opening- We were asked to have a group inventory-responding to concerns from members. The executive committee and officers met in October and *held a group inventory-below is what we concluded from that helpful meeting 11/14/2020. We utilized the guideline G-8a-Taking a Group Inventory.*

1. We talked about rotation of service.
2. Creating a more welcoming environment.
3. Welcoming new people to service by creating a welcome statement in our opening.
4. Sticking to the agenda.
5. Meeting etiquette: raising one's hand to speak, not interrupting the current speaker.
6. Practice the behaviors at the meeting we seek to foster and signaling when there is behavior we do not support.
7. Our goal is to share in what is working and to work at what needs changing.

Resource G-8a guideline, taking a group inventory, note questions that gauge group health.

1. Members have felt unsafe sharing opinions, that decisions have been made before meeting or by folks "in the know".
2. Dominance of members felt and folks fear speaking up. Suggest no interruptions, comment after report. Avoid interruptions.
3. New folks feel meeting ok but why are they there? Nothing to offer and seems new ideas put down. Value ideas and project suggestions!
4. Caution vs Passion- not embracing new ideas or enthusiasm-fear of change? This turns folks away-suggestion-use "round robin" response method when conflict or decision is presented, everyone gets a chance to speak, no feedback (pass if desired) and go around again to capture group ideas. THEN work on consensus.
5. Would like bullet points stating what to share with groups after each meeting.
6. Welcoming new members as officers or ISR reps, recognizing "newbies" and offering consistent support. This could be done during welcome.
7. AIS does have committee structure, due to few volunteers, we have committees of one. Committee work that would be done before the meeting seems to be done at meetings which lengthens meetings.
8. *We do not have "problem solving" guidelines at AIS.*

9. Members with long time service have dominated, making it difficult to offer new ideas.
10. Our website is organized and helpful. It is up to date. Professional looking and an asset.
11. AIS office holders are working hard with not enough support. We are fearful sometimes of rotating service because-who will step up?
12. Facing and working through conflict is one reason we have a program; we should use the tools of the program to solve conflict at AIS and support folks speaking their mind w/o interruption or negative comments.
13. Newsletter is a great way to publish changes in our system and ways we can work through conflict.
14. Members detect hesitancy “what needs to be said” is not said. Need to acknowledge these “elephants in the room” as part of our program.
15. AIS Rochester and AI-Anon have changed over the years. Rotation of service is needed. Folks with long term commitment to AIS are valued. We agree we do not want to burden folks with too much AIS work. Sharing responsibilities is needed.
16. Service manual is helpful. Recommend to all.
17. Outreach is doing a lot of good.
18. Ask for agenda items and new ideas at every meeting. Follow actionable items at every meeting.
19. Appreciate risks taken by all involved at AIS in completing this group inventory. The secretary wanted to get this out quickly while ideas were fresh. For next month? How to proceed, prioritize and action?

Respectfully submitted Loron O.