

**Al-Anon Family Group - Thursday - 6pm**  
**“Relationships in Recovery” Book Study**  
**Secretary’s Script**

Hi, I am \_\_\_\_\_, your current secretary. I would like to welcome everyone, especially any Newcomers here tonight.

**If there are any Newcomers**, read *Understanding Ourselves* (Service manual pg. 22), otherwise skip this reading. After the reading read:

- We suggest you try at least 6 different Al-Anon meetings before you decide if Al-Anon is right for you.
- We have a Newcomers meeting on Tuesday at 6pm via zoom.
- Please stay after the meeting so we can answer any question you might have. Again, welcome!

**Secretary Announcements**

**Speaker meeting**

There is an Al-Anon speaker meeting on the second Saturday of every month. The Zoom room opens at 6:30PM for fellowship and the speakers start at 7:00PM.

**Business meetings**

In this group the business meetings are held the 1st Monday of every month. Agenda items can be added on the group’s meeting page. On nights when a business meeting is scheduled, the meeting will end 10 minutes early.

**Literature**

If you need any Al-Anon Conference Approved Literature(CAL) please see our literature coordinator. The pamphlets are free and the books are sold at cost.

Our literature coordinator is:\_\_\_\_\_.

We have a confidential phone list available. The list consists of regular members of this meeting who are willing to take phone calls between meetings.

Our Phone list coordinator is : \_\_\_\_\_.

**Service Reports:**

- 1st. Week of every other month: Treasurer’s report.
- 3rd week of every month: District 8 Group Representative (GR) report

**Reminder:**

Lastly, if you have a commitment at the meeting and will not be here, please get your commitment covered and let the secretary know. Thank you for allowing me to be of service.

**Secretary turns the meeting back to the Leader.**