**Friday – Open Meeting Secretary Script**

Welcome to the Early Bird meeting of Alcoholics Anonymous.

Can someone please read the Daily Reflection?

May we have a moment of silence followed by the Serenity Prayer?

This is an open meeting of Alcoholics Anonymous. All are welcome to attend this meeting. We ask that all who participate confine their discussion to their problems with alcoholism.

Can someone please read:

* The Preamble
* How It Works

Is there anyone new to Alcoholics Anonymous or visiting from another group who would like to introduce themselves by first name?

(***If yes***) Would you like a Newcomer packet with meeting information and phone numbers?

If you’re looking for a sponsor or for information about this group, you can ask any of our Home Group members after the meeting. Will home group members please raise their hand?

The Seventh Tradition states that AA is self-supporting through our own contributions. We pass the basket because these contributions help to cover our expenses and contribute to the AA service structure.

Are there any A.A.-related announcements?

Our group will now be providing a stamp to confirm attendance at our meetings. You can place your form in the basket by the entrance to the meeting room. We also have copies of the book, Alcoholics Anonymous and other information about AA. Please ask someone after the meeting if you need help.

We are guests of this church and this needs to be a safe and comfortable meeting place for everyone. Please refrain from using offensive language.

**Closing:**

We are about out of time. Our Early Bird group believes that sponsorship is critical!

Sponsors are A.A. members who have worked the 12 steps and guide us in our recovery. If you’re looking for a sponsor, please talk with someone after the meeting.

In support of our twelfth tradition, we would like to remind everyone, who you see here, what you hear here, when you leave here, please let it stay here.

We have a nice way of closing with the Lord’s Prayer.