**Monday to Thursday – Closed 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 a closed meeting of Alcoholics Anonymous. In support of our singleness of purpose, attendance at a closed meeting is limited to persons with a desire to stop drinking. If you think you have a problem with alcohol, you 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 endeavors to provide a safe meeting place for all attendees and encourages each person here to contribute to fostering a secure and welcoming environment.

So that as many as possible can share, please limit your discussion to no more than 3-5 minutes.

**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.