

Secretary's Script: Monday Commitment to Abstinence Meeting (Updated Feb 2024)

[Directions to the Secretary are in italics. These are not to be read and are only for the person leading the meeting]

Opening @6:30pm

"Hello everyone, and welcome to the Monday Night Commitment to Abstinence meeting of Overeaters Anonymous. My name is _____ and I am a _____ and your secretary for this meeting.

Serenity Prayer and Readings

"After a moment of silence, will all who wish to, please join me in the Serenity Prayer.

God, grant me the serenity to accept the things I cannot change, the courage to change the things I can, and the wisdom to know the difference.

"THE FELLOWSHIP of Overeaters Anonymous encourages and promotes acceptance and inclusivity. All are welcome to join OA and are not excluded because of race, creed, nationality, religion, gender identity, sexual orientation, or any other attribute. We welcome all who share our compulsion. Everyone with the desire to stop eating compulsively is welcome in Overeaters Anonymous."

Please make sure you are muted if you are not speaking so we can minimize distractions."

(Host-share screen)

I have asked someone to please read the **Preamble..**

I have asked someone to please read **Our Invitation to You.**

I have asked someone to please read **The Twelve Steps.**

I have asked someone to please read **The Twelve Traditions.**

I have asked someone to please read **The Tools of Recovery.** Please read the first paragraph and then select one tool to read or briefly discuss.

Thank you."

Welcome to Newcomers and/or Guests

"Now is the time for introductions. Please introduce yourself by your first name only. If you are a newcomer, a returning member or attending this meeting for the first time, please identify yourself so we can welcome you. My name is _____ and I am a _____ "*[If there are a lot of participants, you can call on each*

person to make it go more smoothly. Make a note of any newcomer's name so they can be welcomed again later.]

“Welcome! If you are new to OA, it is suggested that you attend at least 6 different meetings to help you decide if the OA program is right for you. A newcomer’s pamphlet can be downloaded free of charge by going to the link listed in the chat, a copy of the pamphlet can be obtained by emailing newcomer@oasf.org.

For posting in the chat: To download the pamphlet “Where Do I Start?”: [Where Do I Start?: Everything a Newcomer Needs to Know](#). For a copy of the pamphlet please go to the website <https://www.oasf.org/newcomers> or send an email to newcomer@oasf.org. You can also get matched with a temporary sponsor.

Telephone List

“You may write down your name and contact information, and if you are available to sponsor or are in need of an outreach call, in the chat. If you are phoning into the meeting and would like to share your number, you can state your number when you share and I will write it in the chat box. The chat is automatically deleted at the end of the meeting.”

Meeting Format

“This is a literature meeting. We read program literature **until 6:55pm**. On the 1st Monday of the month we read 1 story from the book “Abstinence”. On the 2nd Monday we have a speaker. On the 3rd Monday we read the step of the month. On the 4th Monday we read the pamphlet *A Lifetime of Abstinence, One Day at a Time*. On the 5th Monday we read 1 story from conference-approved literature. The business meeting is held on the 1st Monday of the month, before the reading, and lasts up to 10 minutes. Record new business items in the chat so that they may be recorded by the secretary, and announced prior to the discussion.”

Script for 1st Monday of the Month (Business Meeting and 1 Story)

“We will start with the business meeting. We will start and close with the “WE” version of the serenity prayer. Do we have a volunteer to time the meeting, giving a warning at 8 minutes and again when the 10 minutes are over?

God, grant us the serenity to accept the things we cannot change, the courage to change the things we can, and the wisdom to know the difference.”
[Ask for the Treasurer’s report. Read the agenda items. Ask for seconds on motions; request 2 pro and 2 con comments, then take a vote. Majority wins. After 10 minutes, any unfinished business will be carried over to the next business meeting. Record group

decisions in the business meeting agenda. During the Business Meetings for March, June, September and December service positions are elected. Service positions commence the 1st meeting of January, April, July and October. Keep a record of the names, phone numbers and emails of service position volunteers on the business meeting record.]

(To close the Business Meeting)

“God, grant us the serenity to accept the things we cannot change, the courage to change the things we can, and the wisdom to know the difference.

Tonight we will read from the book “Abstinence” until 7:05. Brief comments about what you have read or what you have heard others read are welcome. Please keep in mind that you will have time to share later in the meeting. If there is time we can read another story and share.”

[@7:05pm, go to 7th Tradition]

Script for 2nd Monday of the Month (Speaker Meeting)

“Welcome to our speaker! Tonight, _____ will share for 15 minutes on the topic of “Commitment to Abstinence”. May I have a volunteer to be a timekeeper?

[after the speaker is finished]:

Thank you so much _____ for sharing your experience, strength, and hope tonight!”

[@6:55pm, go to 7th Tradition]

Script for 3rd Monday of the Month (Step of the Month)

“Tonight we will read from the OA 12 & 12. Please read a paragraph or two, if you wish, then pass. Brief comments about what you have read or what you have heard others read are welcome. Please keep in mind that you will have time to share later in the meeting.” *[@6:55pm, go to 7th Tradition]*

Script for 4th Monday of the Month (A Lifetime of Abstinence Pamphlet)

“Tonight we will read from the pamphlet *A Lifetime of Abstinence, One Day at a Time*. Please read a paragraph or two, if you wish, then pass. Brief comments about what you have read or what you have heard others read are welcome. Please keep in mind that you will have time to share later in the meeting.”

[@6:55pm, go to 7th Tradition]

Script for 5th Monday of the Month (Conference-approved story)

“Tonight we will read from _____. Please read a paragraph or two, if you wish, then pass the book along. Brief comments about what you have read or what you have heard others read are welcome. Please keep in mind that you will have

time to share later in the meeting. If there is time we can read another story and share.” [*@6:55pm, go to 7th Tradition*]

Seventh Tradition @6:55pm

“Thank you all very much! That is all the time we have for reading. Now is the time to practice the Seventh Tradition, which states that every OA group ought to be fully self supporting, declining outside contributions. The voluntary donations we collect pay for contributions to SF Intergroup, Region 2, and the World Service Organization. The suggested donation is \$5, but give what you can. You can contribute online or by check by going to [oasf.org/contribute](https://www.oasf.org/contribute). See the addresses in the chat for both. We encourage newcomers not to contribute at this time, and instead, we invite you to visit bookstore.oa.org and purchase some literature.”

For posting in the chat:

7th Tradition: Go to <https://www.oasf.org/contribute> to contribute online or to mail a check. There are also links to donate to Region 2 and the World Service Office.

Sharing

“Now is the time for sharing. The focus of this meeting is “commitment to abstinence”. Please limit your share to 3 minutes. Is there someone willing to be timekeeper? While sharing, please remember that in order to ensure each of us the freedom to share openly, cross-talk is not permitted. Cross talk is loosely defined as commenting on another’s share, advice-giving, naming another member in your share or separate conversations during the meeting. In order to provide a safe environment for sharing, we follow the guidelines protecting our anonymity. Remember, “what you hear here, whom you see here, let it stay here”. If you would like to share, please raise your hand in the reactions panel. If you are on your phone, you can raise your hand by pressing *9. The secretary will call on those who would like to share. Who would like to begin?”

[If anyone’s share is overly long, group conscience has asked the secretary to gently remind them to wrap up their comments.]

Newcomer Invitation @7:15PM (Read only if newcomers present)

“Now is the time we reserve for newcomers. Are there any newcomers who would like to share?” *[In the absence of willing newcomers, reopen the meeting to general sharing.]*

End Sharing@7:20pm

"Thank you. That is all the time we have for sharing."

Announcements

Are there any OA related announcements? *[announce any open service positions]*
(On the 3rd Monday) Is there an intergroup report?

Is there a volunteer to answer newcomer's questions after the meeting?" *[If there are any newcomers.]*

On the 3rd Monday, remind people that we will be reading A Lifetime of Abstinence at the next meeting.

"At this time, for those who wish to, please make a brief statement of your specific commitment to abstinence. *[the secretary begins]*

Welcome again to the Newcomers! Keep coming back!

If you had a desire to share, but didn't get a chance, feel free to talk to someone after the meeting or take some phone numbers to call

[on speaker night] let's thank our speaker ____ for sharing their story!

Will someone please read The 9th Step *Promises*?

Closing

"In closing, I would like to add that the opinions expressed here were strictly those of the person who gave them. Take what you like and leave the rest.

Everything you heard here was spoken in confidence, please keep what was said within the walls of this room and the confines of your mind.

Will all who wish to please join me in the Unity Prayer?"