

Draft Motion(s) for Discussion and Decision

The only motion presently on the agenda is a proposed Bylaws amendment to ratify the grant of **country charters**. The amendment would expressly permit LifeRing to recognize an affiliate organization in another country and to grant the affiliate the power to issue LifeRing meeting charters within that country, subject to the basic provisions of the LifeRing Bylaws. The practical effect is to ratify the establishment of LifeRing Australia (2003) and to open the door for the establishment of LifeRing Canada and others. The amendment requires a two-thirds majority.

Elections for the Board of Directors

Candidates for the Board of Directors must be in recovery from a substance addiction, at least 21 years old, and have at least two years clean and sober. (§ 6.5) Board terms run for three years. (§ 6.2) The Board meets face-to-face once a year directly after the Delegates' Assembly. Thereafter, the Board meets whenever required using an online chat room.

This year the terms of three members of the Board of Directors are expiring: Paula Bryder, Jacquie Jones, and Marty Nicolaus. The terms of two other directors will expire at the 2005 Congress: Robert Bradley and Gillian Ellenby. The terms of the remaining two current directors will expire at the 2006 Congress: Diane Jeanette and Chet Gardiner.

The Bylaws currently do not spell out a procedure for nominating Board members, and are silent on the matter of election campaigns, speeches, etc. The manner of balloting is left open. At the Congresses in 2001, 2002 and 2003, nominations were made orally at the Delegates' Assembly. There was no campaigning or speechmaking. Voting was by secret paper ballot.

Rules of Procedure

The Bylaws provide generally that "Robert's Rules of Order shall apply to the procedures of the Congress to the extent they are not inconsistent with these Bylaws or

with procedural rules the Congress may adopt." §5.10. In practice, past Congresses have run on a consensus-building model, and parliamentary maneuvering (point of order, point of personal privilege, etc.) has been absent.



After the 2002 Congress
(Bill Carpenter photos)



2004 LifeRing Congress

Delegate's Briefing

Contents:

- Provisional Agenda for the Delegates' Assembly
- Ideas for giving a report on your meeting
- Meeting reports from non-delegates
- Draft motion(s) for discussion and decision
- Board of Directors elections
- Rules of procedure

This document is for delegates to the 2004 LifeRing Congress

The LifeRing Congress proper, or Delegates' Assembly, meets on Sunday morning, March 28 2004, in the Mafly Conference Center, Herrick Hospital, 2001 Dwight Way, Berkeley, from 9:00 a.m. to noon. This is the same location as the Friday evening reception and the Saturday breakouts and presentations. Coffee and pastry will be provided.

Useful background reading on the delegate's role: the *Special Issue of LifeRing Conventor News* that discusses the Congress and outlines the delegate election process (PDF), published in December 2003. Also, the Delegate's Page in the 2004 Congress section of www.unhooked.com.

Other useful background reading: the LifeRing [Bylaws](#). Copies available at the Congress. One copy free to delegates and convenors. Price \$1 for others.

Provisional Agenda for the Delegates' Assembly

- **9:00 a.m. Report from the Board of Directors, including Financial Report**
The complete Annual Report and Financial Report should be in your Congress folder. They are also posted on the web on the Delegate's Page on www.unhooked.com. A summary will be presented at the Delegate's Assembly as a slide show. Questions and comments are invited.
- **9:30 a.m. Reports from the Meetings**
See "Ideas for giving a report on your meeting" on the next page
See also "Meeting reports from non-delegates" on the next page
- **Approx 11:00 a.m. Discussion and Decision of Motions**
Bylaws amendment to ratify grant of country charters
- **Approx 11:30 a.m. Elections to Board of Directors**
- **Noon at the latest: Adjournment**
- **Directly following Adjournment: Board of Directors' Meeting**

Normally the Delegates' Assembly is open to all LifeRing participants and guests, but the Assembly has the power to restrict participation and/or attendance at the gathering.

All LifeRing participants are invited to audit the Board of Directors' meeting and to speak during the open comment period, except if the Board is discussing personnel matters, at which time the meeting may be closed.

Meeting Reports From Non-Delegates

To ensure the widest possible sharing of information and experience, the Delegates' Assembly also encourages participation by **non-delegate reporters**. For example:

- The convenor of a meeting in a special setting where no delegate election is possible is also an officer or a member of the LifeRing Board of Directors, and therefore automatically a delegate already. This convenor can give a report on the meeting as a non-delegate reporter.
- A convenor convenes two meetings. One of the meetings does not have a delegate present. The convenor reports on one meeting as its delegate, and on the other meeting as a non-delegate reporter.
- A meeting was formed too recently to qualify to send a delegate. Anyone present who participates in that meeting or has other knowledge about it may present a report on the meeting as a non-delegate reporter.
- A meeting is represented at the Congress by its delegate, but a non-delegate participant in the meeting wants to present additional information about it, or has a different viewpoint than the delegate. That person may present a report as a non-delegate reporter.

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- What is the usual meeting format? Do you use the "How Was Your Week" format? Do you use a topic, and if so, how do you select it? How do you handle crosstalk? Do you ask people to say how long they've been clean and sober? Do you usually applaud them when they state their sober time? What do you do to mark the close of the meeting?
- Has the meeting experienced any particular problems, issues, challenges, events, or victories? For example, has it been flooded with Salvation Army folks, has there been a problem with disruptive individuals, have counselors or students monitored the meeting, has it had good word of mouth from referral sources, have any of its members distinguished themselves in the world, have people met and got married in the meeting, etc. etc.
- What if anything does the meeting do to get out the word about its existence? Do members speak to audiences, do you post flyers or signs around your meeting place, etc. What kind of relations does the meeting have with referral sources such as treatment professionals, counselors, etc.? Does the meeting have any contacts with media?
- Does the meeting normally pass the basket? How does the meeting handle the money it collects and what expenditures, if any, has the meeting encountered? Does the meeting contribute to the Service Center?
- Does the meeting hold any social events such as going out to a restaurant after the meeting, or going to movies or on outings together?
- Does the meeting maintain contacts with other LifeRing meetings? Does the convenor attend convenor workshops? Do participants in this meeting also attend other LifeRing meetings?

At the Delegates' Assembly:

Ideas for Giving a Report on Your Meeting

The major agenda item is hearing reports from the meetings. There is no required format for a meeting report. Here are some ideas of topics that might go into a meeting report:

- The day, time, and geographical location (or url) of the meeting.
- History of the meeting: who was the founding convenor, how long has it been in existence, what other locations did it used to meet at before its current location, if any. How many different members have been convenors of this meeting?
- What kind of place or facility or webserver hosts the meeting? Is this a good location or are there problems with it? Are there other recovery meetings in the same time slot at the same location?
- Does the meeting have a special public that it serves? For example, women only, LGBT, prisoners, dual diagnosis, etc.
- About how many people have attend the meeting on the average during the past year? Is attendance growing, holding, or shrinking; how many men, how many women, the approximate age spread. In an online group: how many different countries and states of the US are represented?
- About how many people who attend the meeting are regulars? About how many people tend to show up only once or a few times?
- What range of sobriety times are represented? About how many people have more than six months clean and sober? About how many people have more than one year, more than two years? Do you have a lot of people who need attendance sheets signed (f2f)? Do you have a lot of people who are court-ordered? Do you have a lot of people who also attend 12-step meetings?
- Do you use sign-up sheets (f2f)? Do you circulate member phone lists and email lists? About what percentage of the participants in a face meeting also participate in LifeRing online? About what percentage of the participants in an online meeting also participate in an f2f LifeRing meeting?
- What range of "drugs of choice" are represented?
- What opening statement does the meeting use, if any? Who usually reads it?
- Is LifeRing literature normally displayed at the meeting? Does the meeting have a supply of pamphlets and books to give out, lend, and sell? If online, is there a regular reminder or referral to LifeRing literature? How does the meeting treat newcomers?

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Delegates' Assembly at the 2002 Congress

