

# Area 12/Delaware Workshop: Re-opening Face to Face Meetings

## Discussion Notes

### **Getting Started: Principles to remember**

Pay special attention to Traditions 4, 5, 7, 10, 11 and 12

### **Getting Started: Group discussion prior to opening**

Group members are encouraged to meet virtually and create their own reopening plan.

Check statewide regulations, regional regulations and CDC guidelines.

*"AA is not above the law"*

*Remember that "the law of the land does not stop at the door of AA."*

Discuss with our landlords or facility contacts:

Are they ready for us to return?

Be prepared to consider other options if the group will not be able to return to the space.

What are the facility-specific procedures?

Let them know the group's safety procedures (sanitizing, social distancing, masks, etc.)

Create a checklist of surfaces to wipe down & other safety procedures - do a complete walk through from parking lot to meeting to kitchen and bathrooms to exit & locking up. Consider creating a service position specifically for this responsibility.

### **Protocols for Safety and Other Considerations**

#### **Safety protocols if someone comes to the meeting and is sick:**

It is strongly encouraged that sick individuals do not attend meetings, to protect the well-being of other attendees, their families, the meeting space, etc.

Provide them with phone numbers, Zoom meeting info, & other resources in a plastic baggie to take home with them

Announce anonymously at the meeting & inform GSR / District that the group may have been exposed

Consider collecting email addresses to alert members

#### **Meeting scripts can be adjusted to include:**

Group & facility safety guidelines - explain that these are for everyone's safety

How to stay connected if not able to come to meetings

Where group members can find GSO, Area, District resources & guidelines

#### **Coffee / snacks:**

Consider suspending hospitality for the time being

Consider a BYOB policy - "Bring your Own Beverage"

**Literature:**

- Encourage people to bring their own books
- Change format from passing book to one person reading
- Disinfect shared literature before / after the meeting
- How to safely share Grapevines
- Consider a BYOB policy - "Bring your own Book"

**Newcomers:**

- Pre-printed sheet of group members and phone numbers
- Literature, phone numbers, pamphlets, & other resources in a plastic baggie

**Anniversaries:**

- How to handle coins, cake, cards, etc

**Finances:**

- Some of the items that the group discusses and determines to be requirements for re-opening may require money. Ensure the group treasurer is informed of this. For example, the purchase of cleaning products or hand sanitizer
- One group member could carry the basket around
- Provide gloves to the Chair / Treasurer (or whoever handles the money)
- Consider digital options of contributing - hand out cards with digital basket info

**Technology**

- Considerations of technology, Wi-Fi, tech knowledge, etc.
- Cost / availability of Wi-Fi usage in our meeting spaces
- Group using their own or a member's Zoom account / technology / etc.
- Anonymity of those in the in-person meeting - camera direction
- "Spiritual bouncer" for Zoom bombers
- Area or Inter-group technology committee might provide support to groups

**Bringing Outside Issues Inside****PPE (personal protective equipment)**

- It is up to each group to decide if masks are mandatory.
- Enforcement of mask policy is at the discretion of the group.
- Meetings could be listed as "mask required" on the Area meeting list - *groups must let their District Records Keeper & Area Records Keeper know in order to update the meeting info*
- If a meeting is listed as requiring a mask and someone does not wish to comply, they could be brought outside the meeting space by two homegroup members to talk.
- Meetings could provide masks - purchased or made by group members.
- Make hand sanitizer available to attendees. Consider alcohol-free sanitizer.
- Provide gloves to trusted servants who handle meeting materials, 7th tradition, etc.

**Social distancing**

Maximum number of meeting attendees:

Check Delaware guidelines on sizes of gatherings

Consider overflow space if too many people show up

Have 2 homegroup members go to overflow space with attendees

Check with facility on whether this is an option

Seating arranged 6' apart

Greeters: no handshakes or hugs

Holding hands at the end of the meeting / praying from seats / social distant circle

Consider fellowshiping before / after meeting in parking lot outside of meeting space

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