

## FAMILIES ANONYMOUS

For Relatives and Friends Concerned About the Use of Drugs or Related Behavioural Problems

### LET'S TAKE A GROUP INVENTORY

1. Are meetings held on a regular weekly basis and started on time?
2. Is our meeting place clearly marked? Sign at door? Poster showing route to meeting room?
3. Is the meeting room prepared early enough in advance? Are proper supplies of literature and refreshments on hand?
4. Is literature on display? Are literature packets given to newcomers?
5. Is the FA Meeting Format always used?
6. Are our meetings interesting and helpful? Do we make good use of our literature — the Twelve Steps, Members Handbook, etc. — as themes and subjects of meetings?
7. Do we concentrate sufficiently on FA ideas? Do we stress: “How I was before coming to FA” “Ways I have improved” “What I have learned at FA that has helped me the most”?
8. Do we have a different Group Leader each week? Do we try to bring in speakers or leaders from other FA or self-help groups?
9. Is the Meeting’s leader assigned in advance so there is time to develop a subject and review the Group Handbook (especially Tradition 4 and the Four Destructive Forces)?
10. Do we strike a balance in making the meeting meaningful to both new arrivals and regular members?
11. Do we give newcomers sufficient attention and support? Do we give them a change to “ventilate”, and preferably in the last half-hour?
12. Do we encourage the exchange of telephone numbers, especially for the use of newcomers between meetings?
13. Do we protect the anonymity of our members?
14. Do we abide by all our Traditions, as explained in the Members Handbook?
15. Do we stress their importance to group success?
16. Do we support our FA UK Office through donations and purchase of literature?
17. Do we all understand that the donation basket is passed at meetings to pay for literature, meeting room expenses, refreshments, support of the World Service and UK Office?
18. Has every member of the Steering Committee studied the Members Handbook? (Has the Public Relations person especially studied Traditions 11 and 12, the Treasurer Tradition 7, and the Secretary especially Traditions 1, 2 and 9 in the Members Handbook?)
19. Does our group have regular business meetings? Is every person invited? Do we encourage group decisions and rotation of Steering Committee?
20. If another group or two is nearby, have we tried to form in Intergroup?
21. If already part of an Intergroup, is our group represented at every Board meeting by a delegate - or alternate - who shares and brings back ideas for improving our programme?
22. Do we have a good public relations policy? Do we do our part to alert the community to the FA programme via doctors, school counsellors, teachers, probation officers, etc.?
23. Do we attract families in distress?
24. Do we take our Group Inventory often enough?

#### FAMILIES ANONYMOUS

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