

NEWCOMERS	Yes	No
Does our group help newcomers feel safe and welcome when they come to their first meeting?	_____	_____
Do we greet them as they enter the room and introduce ourselves?	_____	_____
Does someone offer to sit with them and share a SESH book or give them a meeting copy to use?	_____	_____
Do we read the "Newcomers Welcome" (<i>Blue Booklet</i> pg 3) even if they come in a few minutes late?	_____	_____
Do we leave time at the end of the meeting for newcomers to share? Is this stated during the opening?	_____	_____
Do we let them know we will share our phone number if asked?	_____	_____

THE MEETING	Yes	No
Does the meeting start on time?	_____	_____
Does someone arrive 15 minutes prior to the meeting to greet newcomers?	_____	_____
How is our meeting format explained? Is it informative? or intimidating?	_____	_____
How do we explain crosstalk? Does our group have a written explanation?	_____	_____
Does one person dominate the meeting: · By sharing for a long time? · By commenting on others' sharing? · By sharing multiple times?	_____	_____

	Yes	No
Is the importance of using only conference approved literature (CAL) explained in our meetings? (<i>The Nar-Anon Family Groups Guide to Local Services-GLS</i> pg 9-1)	_____	_____
Is the Seventh Tradition read when we pass the basket for donations?	_____	_____
Do we have some way to guide newer members on how to chair a meeting? How to lead a topic discussion?	_____	_____
Does our knowledge of Nar-Anon's 12 Steps grow when we attend meetings?	_____	_____
Does our knowledge of Nar-Anon's 12 Traditions grow when we attend meetings?	_____	_____
Does our knowledge of Nar-Anon's 12 Concepts of Service grow when we attend meetings?	_____	_____

Do we share new thoughts and behaviors we have learned or put into practice?	_____	_____
If our group has regular step meetings, do we encourage different members to lead the meeting?	_____	_____
Is sponsorship encouraged? How? (<i>See Questions on Sponsorship B-12</i>)	_____	_____
Is the importance of anonymity explained? (<i>GLS</i> pgs 7-1 & 7-2, Tradition Twelve)	_____	_____
Do we use acronyms (<i>GLS</i> pg 13-7) without explaining their meaning?	_____	_____

SERVICE	Yes	No
Is service work encouraged within our group?	_____	_____
Have we taken time to explain that anything done for the group is service: making coffee, setting up chairs, greeting newcomers?	_____	_____
Are newer members encouraged to participate in the meeting?	_____	_____
Do we practice rotation of service positions? (<i>GLS</i> pg 4-1)	_____	_____
When rotating service positions, do we assist the new person in our former position? (<i>GLS</i> pgs 4-1 and 4-2 describes positions)	_____	_____
Is service work beyond the group level encouraged?	_____	_____

BUSINESS MEETINGS	Yes	No
Are regular business meetings held? (<i>See Group Conscience and Business Meetings S-305</i>)	_____	_____
Are business meetings announced in advance to give members an opportunity to participate?	_____	_____
Who runs our business meetings?	_____	_____
Do we have an agenda?	_____	_____
Do we follow Roberts Rules of Order? Or do we take a less formal approach?	_____	_____
Are the minutes of business meetings distributed to the group?	_____	_____

BUSINESS MEETINGS (cont.) **Yes** **No**

Does the GSR attend area meetings and region assemblies and bring news back to the group? (*GLS* pg 4-2) _____ _____

Has our group set a prudent reserve?
Do I know what it includes? _____ _____

After our prudent reserve is met, does our group contribute to area, region, or WSO? (*GLS* pg 8-1) _____ _____

OUTREACH **Yes** **No**

Does our group carry the Nar-Anon message to others (Step Twelve)? _____ _____

Does someone serve as an outreach chair for our group? _____ _____

Are Seventh Tradition funds used to support outreach by our group? _____ _____

Please offer comments or suggestions about ways our meetings can be improved.

VISION STATEMENT

We will carry the message of hope throughout the world to those affected by the addiction of someone near to them.

We will do this by

- letting them know they are no longer alone;
- practicing the Twelve Steps of Nar-Anon;
- encouraging growth through service;
- making information available through outreach encompassing public information, hospitals, institutions, and websites; and
- changing our own attitudes.

Nar-Anon Family Groups

Group Inventory

How to use this guide:

Distribute this guide to members for three weeks before a group conscience meeting. It is suggested this be done annually, possibly during your group's anniversary month.

Once all completed forms are collected and compiled, results can be discussed at the group conscience meeting.

Answer questions with honesty and anonymity. In this way, we can keep our meetings healthy and growing.

This guide can also be used for self-evaluation at any time to ensure we are doing what we can to keep our meetings beneficial for everyone.



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Conference Approved
S-316 ~ 14-10-22

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Nar-Anon is a twelve step program for families and friends of addicts.
