



# Meeting Suggestions, Descriptions, and Officers

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This document is not to be read during the meeting.

## Suggestions

Feel free to adapt this format to meet your group's needs. Optional readings may be taken from any CLA<sup>SM</sup> or A.A. literature but not from outside sources. If questions come up, they are answered after the meeting.

The format mentions printed phone lists. Not all meetings use this tool; mention whatever method your group uses.

The format also mentions a variable segment. If your meeting chooses not to use this feature, feel free to delete it from the format. The Variable Focus segment of the meeting can be made up of the specific meeting types listed below:

## Detailed Description of Various Meeting Types

**Literature Meeting:** The meeting devotes its time to reading a chapter or part of a chapter (in the case of a long chapter) from a book, a booklet, or leaflet from CLA or A.A. literature. Each person can read one or two paragraphs, a page, or even pass until the end of the piece or allotted time.

Alternatively, after one paragraph or section is read, that person shares experience, strength and hope on what was just read, for up to \_\_\_ minutes. Then we ask if others would like to share, one at a time, on what was just read. When finished with the paragraph(s), we move on to the next paragraph(s) in the same manner.

**Step or Tradition Study Meeting:** As the name implies, the meeting devotes time to reading a Step or Tradition. The Steps and Traditions are the foundation of the CLA Fellowship and individual recovery; therefore, we have a constant need to explore our path of recovery. The amount that is read can vary greatly; the study can be a sentence, a paragraph, or a whole chapter, depending on the time allotted. Each person is welcome to read or to pass. Members share experience, strength, and hope on the Step or Tradition that was read.

**Topic Meeting:** The group devotes time to recovery topic(s). Using CLA-approved literature, the members can each draw from a basket with pre-selected topics or they may suggest topic(s) for the meeting. Topics like amends, powerlessness, earmarking, forgiveness, gratitude, humility, service, streamlining, and willingness can draw out a wealth of knowledge. This topic concept can be extended to any list of items in our literature. The group can use a sequential, random, or personal choice selection process. The members take turns reading until they finish or the allotted time has passed. Then members who want to can share their experience, strength, and hope about the topic. This can mean sharing as it relates to our life experience, the baggage around it, or the difficulty with changing a particular behavior. This helps other members with similar issues.

**Speaker Meeting:** The meeting devotes time to a speaker. A member, usually chosen in advance, will tell his or her story of cluttering and recovery. The speaker will tell what it was like when he was cluttering, what happened to get him into CLA, and what life is like now or will describe his experience, strength, and hope. Remember that people want to hear about recovery and how the speaker uses the 12-Step program. It is suggested that the speaker should be someone who has been in CLA for at least 6 months or who has worked or is working one or more of the 12 Steps. When there is a member who speaks (or qualifies) at the meeting, it can be called a qualification meeting.

**Writing Meeting:** The group devotes time to writing. Questions usually focus on CLA issues, Steps, Traditions, or recovery. A volunteering member usually prepares for the meeting by reading a chapter, Step, Tradition, or meditation and then formulating questions for the group. Usually a few paragraphs—but no more than a page of text—are read aloud to the group to give context for the topic before the questions are read.

Experience shows that one to three questions are about all an individual can write on in a short time.

**Big Book Study:** This type of meeting is devoted to the study of the book *Alcoholics Anonymous*, which is known as the Big Book. The amount that is read can vary greatly. The study can be a sentence, a paragraph, or a whole chapter, depending on the time allowed. Personal shares follow.

**Newcomers Meeting:** Newcomers meetings are separate special introductory meetings. They give newcomers an opportunity to learn more about the program, ask any questions that they have about Clutterers Anonymous, share specific concerns, or share about what brought them to CLA.

The purpose of a newcomers meeting is to acquaint newcomers with the CLA program. Newcomers will start to understand Clutterers Anonymous and how they can begin to work the program, one day at a time. Newcomers are welcome at all meetings all the time. This meeting is led by an experienced CLA member.

### **Meeting Officers**

Clutterers Anonymous does not decide how a group will organize its business affairs. However, CLA does make suggestions on how a group may choose to organize its service work.

CLA has no regular bureaucratic business model of politics, profit, power, or prestige. However, there are jobs within each group to be done by our trusted servants if the group is to survive, thrive, and grow. Service positions and rotation of leadership help keep the meeting healthy and operating smoothly.

A typical meeting may have some combination of these service positions but is not limited to them. All of the service positions are important in establishing opportunities for many members to take part in 12-Step service work. In a meeting where several members each do a job, all of the tasks get done. Although some service positions require more experience in the Fellowship, the other jobs are equally important. Service work is best performed in a spirit of humility and is guided by the principles in the Steps and the Traditions.

Group service positions may consist of:

- Chairperson
- Greeter/Outreach Representative
- Intergroup Representative (if your area has an intergroup)
- Leader
- Literature Coordinator
- Phone List Coordinator
- Secretary
- Speaker (shares his or her personal experience, strength, and hope)
- Speaker Coordinator
- Timekeeper
- Treasurer
- WSO Delegate