

Wednesday Night 8 PM (ET) CLA Meeting

515-604-9021 access code 102163 #

Revised April 2021

TOPIC or SPEAKER MEETING

(SPEAKER MEETING 1st & 3rd Wed – see #8)

(TOPIC MEETING 2nd, 4th, & 5th Wed – see #7)

BUSINESS MEETING – 2nd WEDNESDAY of EACH MONTH AT 9 PM (ET).

Business Meeting Format - page 11

Fellowship After Meeting Format – page 9

Welcome to the Wednesday Night Meeting of Clutterers Anonymous. My name is _____ and I am the moderator tonight. We will start with the AA First Step Prayer.

1. AA First Step Prayer

I admit that I am powerless over my addiction. I admit that my life is unmanageable when I try to control it. Help me this day to understand the true meaning of powerlessness. Remove from me all denial of my addiction.

Will someone please read The Preamble to Clutterers Anonymous? It is found in the leaflet called “**A BRIEF GUIDE**,” the color blue. The Preamble is also on the CLA website under the “**About**” tab and in the **CLA Literature Collection** book on page 118 in both the electronic and hard copy versions.

2. Clutterers Anonymous PREAMBLE:

Clutterers Anonymous (CLA) is a fellowship of men and women who share their experience, strength, and hope with each other that they may solve their common problem with clutter and help each other to recover.

We achieve this as individuals, groups, and a fellowship by practicing our 12 Steps of recovery and by being guided by our 12 Traditions. Each of them embodies a set of principles for living life effectively, inside and outside CLA. The only requirement for membership is a desire to stop cluttering. There are no dues or fees for membership; we are self-supporting through our own contributions, neither soliciting nor accepting outside donations. Our fellowship is based on suggestion, interchange of experience, rotation of leadership, and service. Clutterers Anonymous is not affiliated with any public or private organization, political movement, ideology, or religious doctrine; we take no position on outside issues. Our primary purpose is to stop cluttering one day at a time and to carry this message of recovery to clutterers who still suffer.

Will someone please read, “What is Clutter”? It can be found in the leaflet called **“Recovery from Cluttering: The 12 Steps of Clutterers Anonymous,”** which is yellow. It is on the website under the **“About”** tab and in the **CLA Literature Collection** book on page 49 in both the electronic and hard copy versions.

3. WHAT IS CLUTTER?

Clutter is anything we don't need, want, or use that takes our time, energy or space, and destroys our serenity. It can be outgrown clothes, obsolete papers, broken toys, disliked gifts, meaningless activity, ancient resentments, or unsatisfying relationships. We may be selective in some areas, but not in others. Objects may be strewn about or wedged into drawers; neatly stacked or stowed in storage.

Our clutter seems to have a life of its own, to multiply without effort on our part. We may feel overwhelmed, controlled by our possessions, and/or doomed to be hopelessly disorganized. No matter how we deal with our clutter, it can be a source of pain and shame to us and to those we live with.

Despite this pain, we fear throwing things out. We think we might need

it, fix it, or wear it again. We don't want to be wasteful or ungrateful. We don't know what to keep and what to discard. We don't know how much is enough.

Decluttering is not merely eliminating, but gradually transforming our space so that we surround ourselves only with things that express our purpose. It means turning something useless into something useful; creating more leisure and space; being more honest in our relationships; eliminating distractions and simplifying our lives in order to find our spiritual roots.

Although we may cling to our clutter, what we really yearn for are surroundings of beauty, order, serenity; a balanced life; and harmonious relationships.

How do we achieve this? We have found that taking the following Steps can help.

Will someone please read The 12 Steps of CLA, the suggested guidelines for individual recovery? The Steps are in the leaflet called “**A Brief Guide**,” which is the color blue. Also found in the leaflet called “**Recovery from Cluttering: The 12 Steps of Clutterers Anonymous**,” the color yellow. On the website the Steps are found under the “**Resources**” tab and in the **CLA Literature Collection** book on page 122 in both the electronic and hard copy versions.

4a. 12 STEPS of CLA

1. We admitted we were powerless over clutter-that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God, as we understood God.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked God to remove our shortcomings.

8. Made a list of all persons we had harmed and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God, as we understood God, praying only for knowledge of God's will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to others, and to practice these principles in all our affairs

For our group unity, here are the 12 Traditions. They can be found in the leaflet called “**A Brief Guide**,” the color blue and the booklet called “**Is CLA for You? A Newcomer’s Guide to Recovery**” on page 11 in what is often referred to as the red booklet. The Traditions are found on the website under the “**Resources**” tab and in the **CLA Literature Collection** book on page 123 in both the electronic and hard copy version. **Will someone please read The 12 Traditions of CLA?**

4b. 12 TRADITIONS of CLA

1. Our common welfare should come first; personal recovery depends upon CLA unity.
2. For our group purpose there is but one ultimate authority -- a loving God as expressed through our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for CLA membership is a desire to stop cluttering.
4. Each group should be autonomous except in matters affecting other groups or CLA as a whole.
5. Each group has but one primary purpose--to carry its message to the person who still suffers.
6. A CLA group ought never endorse, finance or lend the Clutterers Anonymous name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
7. Every CLA group ought to be fully self-supporting, declining outside contributions.
8. Clutterers Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. Clutterers Anonymous, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. CLA has no opinion on outside issues; hence the Clutterers Anonymous name ought never be drawn into public controversy.

11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, television, and all other media.
12. Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities.

5. Remember that what you see here, what you hear here, when you leave here, please let it stay here. Now everyone, including newcomers, may introduce yourself by first name only and the location you are calling from. After this Recovery Meeting, there is a Fellowship After Meeting with time for newcomers to ask questions.

6. CROSS-TALK STATEMENT

We do not engage in cross-talk at this meeting. By cross-talk we mean interrupting or directly addressing another person. This guideline allows us freedom from the fear of judgment or interruption.

To read or share, press *6 to unmute your phone. After you share, please press *6 to mute your phone again.

7. TOPIC MEETING – weeks 2, 4, 5 - moderator suggests topic

(OR if SPEAKER MEETING – PLEASE READ SECTION 8 below!)

To allow as many members as possible to share at this meeting, please limit your shares to **no more than 3 minutes each**. **If your share exceeds 3 minutes**, the spiritual timekeeper will give a gentle reminder to wrap-up your thought. **May I please have a volunteer to be our spiritual timekeeper?"** *(Allows another member an opportunity to provide service. If no one volunteers, the moderator times shares.)*

Please remember at this meeting you may share your phone number or your email after your share. Please say it twice and slowly!

The suggested topic is: _____

Please press *6 to unmute your line to share & then re-mute your line with *6.

(NOTE: 8:54 ET approx - please break for announcements.)

I'm _____, the moderator for this meeting. We will now break for **CLA ANNOUNCEMENTS.** *(Bottom of page 6)*

8a. SPEAKER MEETING – weeks 1 & 3

NOTE: Remind everyone of our Anonymity principal – “Remember, what you hear here, let it stay here.”

*(If no speaker has been scheduled, there will be open sharing about powerlessness over clutter - **reread 1st Step Prayer**)*

Tonight _____ has offered to share their EXPERIENCE, STRENGTH & HOPE in CLA. Please keep your lines muted. (NOTE: ask the speaker if they would like a reminder @ 15 minutes for their 20 minute share.)

8b. AFTER SPEAKER

Thank you, _____. Would you like to share your contact info?
Would you like to suggest a brief topic or focus for sharing?

May I please have a volunteer to be our spiritual timekeeper? *(If no one volunteers, the moderator times shares.)*

If your share exceeds 3 minutes, the timekeeper (or I) will give a gentle reminder to wrap-up your thought. We will now open the meeting for 3-minute shares.

(NOTE: 8:54 ET approx - please break for announcements.)

I'm _____, the moderator for this meeting. We will now break for announcements.

9. CLA ANNOUNCEMENTS *Revised April 2021*

The 7th TRADITION states that **“Every CLA group ought to be fully self-**

supporting, declining outside contributions.” We have no expenses for this meeting, yet our World Service Organization does have expenses including those for the website, literature, and our toll free number. To contribute to CLA-WSO, please DONATE through our website or send a check to our New Jersey address. Click the link on the website for repeat donations. The web address and WSO address will be given after these announcements.

For Newcomers who would like an individual welcome or for Clutterers wanting to do service for CLA, email phonegroups@clutterersanonymous.org.

CLA **hard copy literature** can be ordered on our website under the “Store” tab.

- Newcomer Packet – includes our **leaflets**, the Newcomers booklet, and the Sponsorship booklet for \$11. These can also be purchased individually.
- Our (new) “**CLA Literature Collection**” book has a purple cover, is 125 pages of CLA literature in one place, and includes the Newcomer Packet. It is available through Amazon for \$7.50.
- Our “**Ten Years of CLArity**” book is available through Amazon for \$12. Please spell out 10 in letters “**T-e-n.**”
- A one-year subscription to our hard copy quarterly newsletter, **CLArity**, is \$12.

CLA **electronic versions** are available for immediate download under the “Store” tab on the website.

- 3 CLA leaflets are free and the other 7 can be downloaded.
- Our (new) “**CLA Literature Collection**” book can be downloaded for \$7.50.
- A one-year subscription to our electronic version quarterly

newsletter, **E-CLArity**, is \$8.

- And there are Convention Recordings - CDs and MP3s.

Our CLA website is: www.clutterersanonymous.org. The CLA toll free number is 1-866-402-6685. The New Jersey address is 184 S Livingston Ave., Suite 9-203, Livingston, New Jersey 07039. The toll free number and mailing address are also on the bottom of each web page.

Our Business Meeting is the 2nd WEDNESDAY of the month. All are welcome to attend.

Tonight, there is a CLA Step Study meeting at 9:30pm ET. 605-313-5104 access code 457 671 #. *(moderator to repeat twice and slowly)*

Does anyone have any brief **20-30 second CLA related announcements?**

10. CLOSING STATEMENT

Now it is time to close this meeting: The opinions expressed here today are strictly those of the individuals who gave them. The things you have heard are spoken in confidence and should be treated as confidential. We do not take outside the meeting who and what we hear at the meeting. If you'll try to absorb what you have heard, you are bound to gain a better understanding of the way to handle your problems. Talk to each other, reason things out with someone else; let there be no gossip or criticism of one another, but only Love, Courtesy, Tolerance, and Companionship.

11. Please join me in the **“short” version of**

THE CLA ORGANIZED LIFE SERENITY PRAYER.

God, grant me the serenity of an organized life with leisure time,
The courage to change my habits to ensure these joys,
And the wisdom to be flexible.

Thank you everyone who participated in the Recovery Meeting. Please join me in a Moment of SILENCE before we begin the Fellowship After Meeting where Newcomer questions will be answered. **(20-30 seconds)**

Red text is to guide the moderator; NOT read aloud.

Black text is the script; READ aloud.

Blue text is CLA literature.

Before signing off, MODERATOR needs to:

1. **Welcome** people to the Fellowship After Meeting by leading the **PRAYER** (format below)
2. Read the **Fellowship Statement** (format below)

(If tonight is your Business Meeting, 2nd Wednesday of the month, go to Business Meeting Format on page 11)

FELLOWSHIP AFTER MEETING FORMAT

(Moderator says ...) **Welcome** to our Fellowship After Meeting.

Please join me in the **“we” version of THE SERENITY PRAYER**

God, grant us the serenity to accept the things we cannot change,
 Courage to change the things we can,
 And wisdom to know the difference.

(Moderator reads...) **FELLOWSHIP STATEMENT**

Please respect our CLA Traditions and keep the focus on CLA related issues only. We do not interrupt each other, nor do we express anger or dissatisfaction toward another member. To create an inclusive sense of community, please invite and welcome each other to participate in CLA related discussions. And while we are more relaxed in our Fellowship After Meetings, please be mindful of the CLA Code of Conduct. By doing this, we express gratitude and appreciation to all members, while we focus on positive progress and hope.

(If the moderator cannot stay, ask for a volunteer to moderate. If no one volunteers, say...) **NOW is the time for the Newcomer.** Would somebody please answer any of the Newcomer's questions as I am unable to stay. Please use the Round Robin format, if necessary. Good night. 😊

SUGGESTIONS FOR FELLOWSHIP AFTER MEETING

Invite Newcomer's questions.

Invite exchange of contact information.

Invite brief (20-30 second) commitments of a Focused Action to complete within a stated period of time (for example, the next 30 minutes, the following day, or the coming week).

Invite individual sharing (give gentle reminder at 4 minutes).

Invite suggestions for CLA related topics; no outside issues.

Invite readings of CLA approved literature (give gentle reminder at 4 minutes); no outside literature.

SUGGESTIONS FOR DEALING WITH CHAOTIC/OUT OF CONTROL MEETING

- Moderator **STOPS** the meeting **STOP**
- **CALLS FOR A MOMENT OF SILENCE MOMENT OF SILENCE**
- Lead Prayer **Please unmute and I WILL START THE SERENITY PRAYER.**
- Remind people to **STAY IN THE SOLUTION!**
- No cross talk. Principles before personalities.
- Read Code of Conduct (on website – "Resources" tab).
- Final option is to **MUTE** the line.

CLOSING FELLOWSHIP AFTER MEETING

Please join me in the **"short" version of THE CLA ORGANIZED LIFE SERENITY PRAYER**

God, grant me the serenity of an organized life with leisure time,
The courage to change my habits to ensure these joys,
And the wisdom to be flexible.

BUSINESS MEETING FORMAT

Revised April 2021

Red text is to guide the Facilitator; NOT read aloud.

Black text is the script; READ aloud.

Blue text is CLA literature.

This is the 2nd Wednesday of the month; it is now time for our business meeting. Who is willing to be of service to Facilitate tonight's meeting? Who is willing to take brief notes? *(If no one volunteers, the moderator becomes the Facilitator and takes notes. If the moderator cannot stay, someone **MUST** act as Facilitator or the business meeting cannot proceed).*

(Facilitator says...)

Please join in with the **“we” version of THE SERENITY PRAYER.**

God, grant us the serenity to accept the things we cannot change,
 Courage to change the things we can,
 And wisdom to know the difference.

(Facilitator reads...) **Business Meeting Preamble**

We begin our business meeting, remembering to place principles before personalities. We accept responsibility to speak to each other in a caring and loving way. We trust our Higher Power to guide us personally and then we turn the group conscience vote over to that Power. We recognize that it is better not to continually restate our views -- in order to maintain a clutter-free business meeting. We pray for guidance before we speak and we listen to all minority opinions. After voting we trust any outcome, since we have placed our confidence in our Higher Power to lead us into the decision for our common good. Let us take a moment of silence to reflect on these words.

Tradition 1 - Our common welfare should come first; personal recovery depends upon CLA unity.

Tradition 2 - For our group purpose there is but one ultimate authority-
-a loving God as expressed through our group conscience.

Tradition 4 - Each group should be autonomous except in matters
affecting other groups or CLA as a whole.

Voting Process with Group Conscience in mind: If there is a **MOTION**, the motion maker needs to have it in writing. Ask for a second to the motion. If there is no second, the motion fails. If seconded, motion goes to short discussion. Call for a **VOTE**. Ask for yays (count); ask for nays (count); ask for abstentions (count). Motion passes or fails. If needed, motion may be tabled.

Facilitator needs to keep track of time. If business meeting is not finished in 15 minutes, call for group conscience to extend the meeting.

If business meeting gets chaotic or out of control, table the discussion, move to another motion; OR stop the meeting, ask for a moment of silence followed by a prayer; OR call for a motion to close the meeting. Remind people to STAY IN THE SOLUTION! No cross talk. Principles before personalities. Read Code of Conduct. Final option is to MUTE the line.

As we proceed with this business meeting, let it reflect group conscience.

- Is the current meeting moderator going to continue the following month? *(If not, then **filling** the meeting moderator position takes precedence. If new moderator voted in, ask for contact info. If no one volunteers, ask this question again before the close of the meeting.)*
- Is our meeting delegate here? Do you have a report? *(If none, Facilitator asks...)* Is there another WSO member here today who is willing to give the WSO report?
- Does our meeting have a delegate? *(If no one speaks up, it's time to **VOTE** a new one in.)* Is someone willing to be our meeting delegate?

*(Delegate must be **Voted** in. See **Vote** instructions above. If new delegate voted in, ask for contact info.)*

- Is there any Old Business? *(From previous business meetings or not yet completed. If there is old business, see **Motion** instructions above. Maker of motion needs to have it in writing. If a vote is called, see **Vote** instructions above. If no old business, proceed to the next bullet point.)*
- Is there any New (or other) Business? *(If there is new business, see **Motion** instructions above. Maker of a new motion needs to have it in writing. If a vote is called, see **Vote** instructions above. If no new business, proceed to the next bullet point.)*
- Motion to Close ... *(pause for someone to make the motion)* Will someone second that motion? *(pause)* Hearing no discussion or nays, the motion automatically passes.
- Let's close this meeting with the "we" version of The Serenity Prayer. *(see above **Prayer**)*

NOTE: The Facilitator stays for a few minutes to welcome people to the Fellowship After Meeting by leading the prayer and reading the Fellowship Statement. The Fellowship After Meeting Format is **on page 9**.