



Invitation To a Sharing Session

For the purpose of
Setting up a PROCEDURE
for

Summarizing the 2011
61st General Service
Conference **Agenda Items**
for study by our area members

Who: Area Officers, Standing and
Coordinate Committee Chairs, District
Committee Member Chairs (DCMCs) and
District Committee Members (DCMs), Past
Delegates and anyone else interested in
participating.

When: Sunday, January 23rd, 2011
11:30 a.m. - Free lunch
12:30 p.m. - Sharing session begins
(see reverse side of this flyer for
review of Sharing Session Guidelines)

Where: MSCA Archives Repository
7111-B Arlington, Riverside (next to
Riverside Airpark)

Please respond to this invitation before January 16th at
949/548-3731 so we'll know how much food we
need...thanks!

Procedure for this Sharing Session

The delegate will act as chairperson, will present the topic to be discussed, and will then ask for comments and suggestions.

Participants respond, going around the room, speaking for no longer than 2 minutes, after which the chairperson will indicate that the time is up with a bell or other indicator.

A participant may speak again on the same topic only after all others have shared once. He or she may then speak again, in turn. The sharing continues until all have said what they need or want to share. Remember, there are no "stupid" ideas.

While the sharing is taking place, a volunteer recorder takes down the essence of what is shared. This write-up should be both brief and informal.

As the sharing continues, hopefully a group conscience will begin to emerge about developing and documenting a procedure for summarizing the Conference Agenda Items so that it can be accomplished in a timely and interesting way.

The general topic is:

How to select and summarize appropriate Conference Agenda Items
and background material to be useful and informative to our
area members?

Items to be discussed in turn:

1. Which items should be included in summary? All? Only those of interest to our members? Who will decide?

2. Who will read and summarize the items? Will there need to be a person (or committee?) who coordinates the whole project? If so, who should that person (or committee?) be?

3. When will the summaries need to be finalized and in what format? Where, when, and how will the summary be distributed?