## Welcome and Thank You!

Company Name

**Street Address** [**Address 2**](http://www.4eda.org/)

**City, ST ZIP Code Phone: 325.555.0125**

**Fax: 325.555.0145**

**E-mail address**

**Steps to Getting a Meeting Started**

* Review suggestions for starting a new meeting in the *PA-A Meeting Guide* (in the PA-A Meeting Starter Kit).
* Locate a facility to hold the meeting or use the existing account if available, or establish a new zoom account. Public libraries are often available for meetings. Try to find a central location to increase likelihood of attendance.
* Pick a time and day of week for the meeting that you can reliably make. Try to select a time that should be convenient for others. Check times of meetings that are already established.
* Let PA-A’s support staff know about your meeting. Please contact [parentalalienationanonymous@gmail.com](mailto:%20parentalalienationanonymous@gmail.com%20) with the information so we can put it in our “PA-A Meetings” web page.
* **Remember to keep your anonymity at the level of press, radio, film and web.** Contact info should be something like [YourCityPA-A@gmail.com](mailto:%20YourCityPA-A@gmail.com%20) instead of a personal address (you can forward the email to whomever will be answering email in the future). Avoid giving out personal phone numbers to the general public.
* Post meeting info on PA groups. Make up flyers. Flyers should include, “For more information, see PA-A.org. **Please be careful to share information without “promoting PA-A”.** It is easy to get overzealous. Our program is based on attraction, not promotion, but it is essential to “carry the message.” Half of PA-A’s primary purpose is to carry the message of recovery to others struggling with PA. When we share information about meetings and about our own experience, strength, and hope we are doing just that.
* Post flyers in health centers of local universities.

We are glad you are thinking about starting a PA-A zoom or in-person meeting. It is not an easy task, often requiring much patience and persistence; yet effort put into sharing our honest experience, strength and hope helps us recognize, celebrate and deepen our recovery. Service positions are critical to maintaining meetings and spreading hope, love and recovery.

First things first: Per our Traditions, PA-A meetings can only be run by PA-A members. Once a group is formed it must follow our primary purpose, which states “Our primary purpose is to share our experience, strength and hope with others suffering from parental alienation.” There are no dues or fees for PA-A membership: anyone with a desire to find support for PA can be an PA-A member.

If you have no experience in other 12-Step programs you may find it very helpful to attend PA-A on-line prior to and while starting a new group. PA-A is guided by its 12 Traditions. Please read the Traditions prior to starting your group.

# Have questions about starting a meeting? Email Parentalalienationanonymous@

# gmail.com

One of PA-A’s volunteer support staff will respond as soon as possible.

* Provide flyers/information to local therapists/psychologists/psychiatrists who treat families.
  + Ask such resources if they know anyone in recovery who could help run meetings.
  + Ask them to pass on your contact information (if you feel safe doing so).
* Provide information to other ORG’S and social media groups.
* Contact newspapers about your meeting. Community pages often list 12-Step meeting information free of charge.
* Call your friends and let them know about the meeting.
* Be prepared to serve as the meeting chairperson for the first six months.
* Attend online and phone PA-A meetings (and/or attend other 12-Step meetings if applicable to you) while your fellowship is growing. You need to be healthy too.
* Be prepared for little attendance during the first six months.
* Keep to the 12-Steps and 12-Traditions!
* Be patient! It sometimes takes great perseverance to get a new meeting up and running.
* BE PUNCTUAL – people tend not to return if no one greets them and makes them feel welcome. Make sure someone can be at the meeting at least 10-15 minutes early to open the doors.

### Once your group gets going, PA-A.org suggests you hold a business meeting to elect:

* Secretary responsible for facilitating meetings, greeting newcomers and making sure the other positions are filled.
* General Service Representative (GSR) to carry information to and from PA-A’s General Service Board (GSB). For more information, see
* PA-a.org
* Treasurer to collect 7th Tradition funds and pay the rent. If applicable
* Literature Representative to make copies of PA-A literature available at meetings. In keeping with PA-A's 4th Tradition, use of outside literature (including literature from other Twelve Step groups) in PA-A meetings is contingent on Group Conscience vote. To prevent impact to other groups and PA-a as whole, please state, "This group has voted to include outside literature, [name of specific text]" at the start of each meeting where outside literature is used.

Service positions, such as secretary, leader and treasurer, generally rotate every 6 months. The group conscience (group vote) can determine how long service terms should last. It is vital to emphasize the importance of sharing service commitments. It is good for our recovery to accept and carry out service commitments to ourselves and others. It is amazing how many people involved in PA-A service say service (chairing meetings, answering email, writing literature) has been very helpful in building their recovery and helping them develop good coping skills.

According to our 7th Tradition, each PA-A group ought to be fully self-supporting through its own contributions. Each meeting should take a collection at its conclusion if applicable. Once your group has established a prudent reserve of 2-3 months’ rent, it should decide (by group conscience vote) what to

do with the surplus, bearing in mind that each group’s purpose is to carry the message of recovery. We suggest a percentage of the surplus be sent to PA-A’s GSB to help fund public information dissemination and the website.

A ***7th Tradition Contribution Form*** is included in

the Meeting Starter Kit:. We suggest the balance be used to carry the message of recovery to others with struggling with PA in your local community, setting up a local PA-A service office and hotline, or whatever group conscience dictates.

Sometimes meetings just can’t seem to get off the ground. If you have been trying hard for six months and no one is showing up regularly at your meeting or if no one else is willing to accept responsibility for the meeting, it is all right to call it quits. Contact PA-A.org with the location, day of week and time of any meeting you know of that is closing. When a meeting does not succeed it is sometimes indicative that other things in life need attention. Failure of a meeting should not be taken as a personal failure. Remember, PA-A’s stance is “Effort, not results.” We are responsible for our efforts. The results of our efforts are not our responsibility; we try to accept them with as much grace and dignity as possible.

### Whatever happens, don’t lose heart: You are not alone!

**Thank you and best wishes for the success of your meeting!**

*Starting an PA-A Meeting*

For more information please visit our website at:

PA-A.org