



16 Easy Steps to Starting an Al-Anon Meeting

Can't find a meeting in your area at time that works for you? Start one!

1. Al-Anon is a “we” program—you don’t need to go it alone! Create a committee sign-up sheet and pass it around the meetings you go to. Or let Intergroup know you’re starting a committee to create a new meeting, and we’ll post a notice on our website.
2. We suggest that the committee meet for short periods each week. Ten minutes a week could be enough. The meetings will be to learn what members have done and to decide who will do what next. This is a great opportunity to practice the Al-Anon principles, such as making a group conscience. This is also a good time to voluntarily contribute to meeting costs, such as literature, rent, and meeting supplies.
3. Decide what type of meeting you want to start. Will it be open or closed? Will it be a speaker meeting? Will it be literature based? Will it have a focus, such as for beginners, parents, or adult children of alcoholics?
4. Find a venue that your group can afford. Suitable places to start are venues that host other 12 Step meetings, whether for Al-Anon or not. Be sure to ask if you may store meeting items somewhere safe at the venue.
5. Decide on a day and time.
6. Pick a group name. We suggest including the neighborhood name, focus, or format in your group name.
7. Pick a start day.
8. Register your meeting with Intergroup to get it on the meeting list (where most people will learn about it) at www.nycalanon.org/meeting-registration.html.
9. Send a flyer with your start day to info@nycalanon.org to be posted in the news section of the website. Send it as a PDF and send a JPG image of it, as well.
10. Distribute flyers at other meetings and ask members to announce it at other meetings.
11. Register the meeting with the World Service Office by completing this form <https://al-anon.org/members/pdf/GR1.pdf> (if asked for a password, enter the name of your group with afg after it and hit Enter) and mailing it in.
12. Write the meeting script to make the chairperson’s service easier and to ensure a consistent meeting structure. We suggest adding the days (for instance “the second Saturday of the month” or “the first Saturday in April”) you will have the business meeting, celebrate the meeting anniversary, and take a group inventory in your script to read at each meeting.
13. Write a business meeting script to make the business chairperson’s service easier and to ensure a consistent business meeting structure.
14. Write out all handouts that you will read each meeting (the twelve steps, traditions, concepts, Al-Anon Preamble to the 12 Steps, etc.)
15. We suggest having the following for your meeting: a binder, plastic sleeves to hold all materials you will read and pass around, a bookkeeping ledger book to track treasury, plastic envelopes to collect voluntary contributions, paper envelopes to pay rent to the venue, a plastic file box to hold literature and meeting items, and pens.
16. Don’t worry if it takes a little while for the meeting to attract members. Just keep showing up and remember that any two members are an Al-Anon group.