

BRENGLE TERRACE INFORMATION SHEET

BRENGLE TERRACE MEETING HISTORY:

The Brengle Terrace Tuesday Night meeting was started back in 1979 by all the North County AA Groups as an open meeting for Alcoholics and also as a way to inform anyone in the public who might be interested in Alcoholics Anonymous. To organize each weekly meeting the North County AA Groups elects members to a Program Committee which selects Speakers and run each weekly meeting. Each week a volunteer Host Group helps the Program Committee.

PROGRAM COMMITTEE QUALIFICATIONS & DUTIES:

The Program Committee consists of seven positions; Secretary – 2 years sobriety (6 month term), Serves as Secretary for each Public Information meeting, Chairperson – 2 years sobriety (6 month term), Plans all Public Information meetings and attend Intergroup monthly meetings to arrange for Host groups, Co-Chairperson – 2 years sobriety (6 month term), Help plans Public Information meeting and assists the Chairperson , Four Leaders one for each week of the month – 2 years sobriety (6 month term), Selects Speakers for each respective week and serve as leader for that meeting. All Program Committee Members are also required to attend a Month Committee planning Meeting to finalize Speaker’s for the next month and discuss issues for future meeting.

HOST GROUP SELECTION:

During the selection process of the Speaker he or she is asked if they have a Home Group that would like to be the Host Group for their Speaking engagement. They’re then asked to have the Host Group Representative and contact the Program Committee to complete the process. If no notification by the Home Group Representative the Program Committee Chairperson will request Host Groups during the Monthly Intergroup Meeting.

HOST GROUP DUTIES:

Host Groups should arrive at Brengle Terrace Senior Center (Building “B” in back), 1400 Vale Terrace Drive, Vista, CA 92083 by 7:00 pm (See map on attached flyer). Bring as many members from your group that you would like, however, 8 to 10 people is ideal. The meeting ends at 9:00 p.m.

Set Up: **ALL** - Assist Set-Up Chairperson, Leader & Secretary with the following:

1. Set up table and three chairs in the front right corner of the room for the Leader, Speaker and Secretary.
2. Place “Reserved” Sign for speaker at first spot closest to building in Parking lot.
3. Place Meeting Direction sign in front lot at driveway entrance on sidewalk.
4. Place second Meeting Direction sign in back parking lot at west side of Building/parking lot.
5. Place “Butt” cans in lot to the east of the entrance away from door.
6. Assist with Set up of stage, Podium and Microphone. Place 12 Steps/12 Traditions sign in front of Podium on Stage.

- Greeters:** As many people as possible – Greet OUTSIDE Door and/or at top of stairs.
- 10 Minute Speaker:** 1 person – Provide one person to be the 10 Minute Speaker.
- How it Works:** 1 Person – Provide one person to read “How it Works”.
- 12 Traditions:** 1 Person – Provide one person to read “12 Traditions”.
- Seventh Tradition:** 4 – 6 People - Help pass the baskets after the speaker is done speaking. TAKE FILLED BASKETS TO SECRETARY TABLE AFTER THE COMPLETION.
- Raffle Tickets:** 2 People - Raffle Sales are very important. Start selling tickets upon arrival and until the meeting begins. IMPORTANT: Proceeds, sold ticket stubs in bowl and prizes should be given to secretary at front table AFTER THE MEETING BEGINS.
- Literature Table:** 1 – 2 People – Set up, Staff and Set down literature table. Literature sells before meeting and until 10 minutes after the meeting. The Blue money pouch is to be given to the Secretary when you are done. Literature is to be packed back in boxes and put away in cabinet in small room near front door.
- Bell Ringer:** 1 person – Ring the bell at approximately 7:50.
- Birthday Cake:** 1 – 2 people - (If applicable) cut and serve cake. Set up table near kitchen to be used to place plates of cake. Just after final cake is given, take cake from Secretary Table. Cut cake into small pieces and place plates on table to have ready for after the meeting.
- Set Down:** **Assist Set-Down Chairperson in restoring the room to its original order.**
1. Stack Chairs 3 high at Front and Back walls ONLY. Extra chairs are to be taken to store room near front door.
 2. **Bring in Speaker sign and Meeting Direction Signs from front and back lots.**
 3. Break down Secretary Tables. Return to store room behind Secretary Table.
 4. Clean Coffee pots. Return Pots and Coffee Supply container to storage cabinet in small room near front door.
 5. **Bring in Butt cans.** Cans should be rinsed with water to ensure all “Hot” butts are out. Butt Cans “water should be emptied into trash. Butt cans are placed in plastic container and stored in small store room.
 6. Clean up any spills and sweep floor.
 7. **Take trash to dumpster.**

SUPPORTING BRENGLE TERRACE MEETING:

As mentioned above, the Brengle Terrace Meeting was started by all North County AA Groups over 30 years ago. It has been a tradition of the North County AA groups to continue to support this meeting by; attending or encouraging attendance, encourage the Celebration of Birthday’s (1Year,5 years, 10 years, etc.), volunteering to be a member of the Program Committee and become a Host Group for future meetings. In doing so, this meeting will not be a financial burden on the North County Intergroup and a much stronger and more successful meeting. To provide any suggestions on improvement is greatly encouraged. Please contact your Chairperson – David B (619) 481-4290 (DavidB@nosdco-aa.org) or the Co-Chairperson Deb M (760) 723-0168 (DebM@nosdco-aa.org).

Thanks for your past and future support

DETAILED MAP: BRENGLE TERRACE PARK SENIOR CENTER

1400 VALE TERRACE DRIVE, VISTA, CA 92083

