



REGION 5 ASSEMBLY MINUTES

July 9, 2016

Madison, WI

Call to Order: The regular meeting of the OA Region 5 Assembly was called to order by Chair Denise O at 8:30 am (CT), at the Crowne Plaza in Madison, WI, on Saturday, July 9, 2016.

Opening Ceremonies: The Chair led the Responsibility Pledge and the Serenity Prayer, Andrea R read from *For Today*, and Betty D read our 12 Traditions.

Credentials Report: Vice Chair Michael B took roll call. The credentials report was adopted with 24 eligible voters, 6 visitors, plus the chair, parliamentarian, and trustee, for a total of 33 in attendance. The report was approved and is attached.

Standing Rules: The standing rules were read by the Chair of the Bylaws Committee. The Region 5 Secretary proposed the following amendments:

- 3. New motions should be submitted to the Region 5 Secretary electronically, if possible, using the appropriate format/form provided on the "Forms" page of region5oa.org.
- 7. All committee reports are to be made electronically or in writing and a summary will be included with the Minutes of the Assembly. Motions pertaining to the committee reports may be reported upon during the reports.

The Standing Rules were adopted as amended.

Agenda: The Chair added an item and moved another as follows:

- We will listen to the OA Public Service Announcement at 2:30 pm between the 5 minute writing exercise and the afternoon business session.
- The Ad Hoc committee presentation will be made during the morning session before the special committee appointments, instead of during the committee report time in the afternoon.

The Agenda was adopted as amended, and the adopted agenda is attached.

Consent Agenda: There were no motions on the consent agenda.

Mid Meeting Ceremonies: The Chair read 3 responses from the 5 Minute Writing Exercise from the March 2016 assembly (and a visual response was projected), followed by a Mini Countdown of length of abstinence. The Chair recognized new representatives or "Green Dots" (Andrea R, Betty D, and Kristin WL) and 3 former officers and trustees.

Appointments: The Chair appointed Deborah K and Ruth W to the Minutes Approval Committee, Cassidy S to be the Copy Coordinator, and Judy W to be the Timer.

Reports of the Executive Committee: The reports of the Chair, Vice Chair, Secretary, and Trustee were sent out in Packet B. The Treasurer's report was distributed at registration and will be sent out with the minutes and posted on the website. Executive Committee members fielded Representatives' questions regarding the reports.

New information shared:

- Region 5 is allowed a WSBC delegate for 2017.
 - This is line 34 in the budget.
 - This was not included in the 2016 budget
 - The assembly agreed to a budget variance of \$1500 for this purpose.
- Region 5 has budgeted \$1000 for funding assistance for Intergroups needing help to send a delegate to WSBC.
 - This is line 33 in the budget.
 - Application deadline is October 1, 2016.
- Line 32 in the budget is the RCC assistance fund.
 - We usually assist Regions 9 and 10.
 - This year Region 10 has no chair, but Region 8's chair will be traveling from Columbia.
 - The assembly agreed to use the funds to assist Regions 8 and 9 this year.
- Target dates for the 2017 assemblies are the weekends of the 2nd Saturday of March and November.
- We need volunteers for three positions for the 2016 convention:
 - Timer coordinator
 - Hugger/greeter coordinator
 - Volunteer coordinator
- The treasurer found a statutory agent to file the Region 5 non-profit corporation papers.
- There is a need for a Region 5 sponsor for a female inmate. The sponsoring would be done through anonymous written correspondence handled by WSO.

Ad Hoc Committee Presentation

- The chair narrated a PowerPoint presentation of the Committee Restructure Proposal that was in Packet B.

Special Committee Appointments:

- The assembly agreed to let the Bylaws Committee act as the Emergency New Business Committee for this assembly.
- The Chair appointed the following to the Nominating Committee: Eileen C, Shirley LP, and CJ M. The secretary, Susan M, will serve as chair for this committee.

A Day in the Life of ...

- The Chair and the Treasurer each shared about their experience in that Region 5 office.

Adjournment: The morning session adjourned at 10:21 am, followed by the 7th Step Prayer.

Between Session Activities:

- Standing Committees meetings
- Luncheon

- Continuation of committee meetings
- Nominating Committee met
- Bylaws Committee met to consider emergency new business
- 5 Minute Writing Exercise on Willingness to Change
- Playing of the OA Public Service Announcement CD (which is available through oa.org for anyone to take to local radio stations for airing).

Call to Order: The Chair called the afternoon session to order at 2:36 pm.

Opening Ceremonies: The Chair led the Responsibility Pledge and the Third Step Prayer, Kristin WL read Concepts 1-7, John M read Concepts 8-12, and the Chair read another response from the March 2016, 5 Minute Writing Exercise.

Credentials Report: Vice Chair Michael B took roll call. The credentials report was approved with 25 eligible voters and 8 non-voters, for a total of 33 in attendance. The report is attached.

Report of the Minutes Approval Committee: The March 12, 2016, Region 5 Assembly Minutes were approved by the Minutes Approval Committee on April 4, 2016. A typo was reported at assembly. On pages 2 and 3, in the Mid Meeting Ceremonies and the Mid-Afternoon Ceremonies, respectively, the 5 minute exercises that were read were from November 2015, not November 2016. The March minutes were approved as amended.

Mid-Afternoon Ceremonies: The 7th Tradition envelope was passed (and later it was announced to total \$134).

Time Out for Robert: Parliamentarian Karen B explained how needed changes to the Bylaws and the Policies and Procedures could be handled in November, following the completion of the Ad Hoc Committee's proposals for transitioning to two assemblies per year.

Committee Report Summaries:

Bylaws Committee:

- No Emergency New Business
- Suggests that amendments to motions be handed in triplicate, as motions were before we adopted the new standing rule #3 at this assembly.
- Discussed policy changes that will be addressed in November, many of which will be on a consent agenda.
- Decided to request the same budget amount requested last year.

Convention Committee:

- It was suggested that we stress the August 1st registration deadline and how much one misses when not staying in the convention hotel.
- Open committee positions: Volunteer Coordinator, Huggers/Greeters Coordinator, and Timer Coordinator.
- Greater Cincinnati IG (who are hosting the 2017 convention) will look for members who would step up to chair 2016 convention committees to gain experience for the next convention. They will follow up as soon as possible.

- It was suggested that participants be asked at registration, “What service would you consider doing?” Have committee chairs schedule the times help is needed, and post a board with various committees needing help.
- A convention press release was emailed to the Region 5 email list July 6th. Please ask your local newspapers to print it.
- The vice chair will contact the hotel about signage for the meeting rooms.

Finance Committee:

- Members audited the books, checkbook, and bank statement; no discrepancies were found.
- Committee budget requests need to be turned in.

Intergroup Outreach Committee:

- Will reach out by phone to unaffiliated groups, and also to intergroups that did not attend this assembly, by October 1, 2016.

Newsletter Committee:

- Looking for ways to encourage more submissions and readership.
- Topic for upcoming newsletter: Concepts 6 through 11.
 - Distributed “The Twelve Concepts of OA Service” to assembly participants along with the email address for submissions.
 - Deadline for submissions is the end of the day Tuesday, August 9th.

Nominating Committee:

- Searching for candidates for Chair and Treasurer for November’s elections
 - Day in the Life documents were sent out in Packet A for the July assembly and may be found on the Assemblies page of region5oa.org.
 - The officer application form is on the Forms page of region5oa.org.
 - For information on Responsibilities and Duties of Officers, see Article II, Sections A-E, F, and I of the Policies and Procedures on the Resources page of region5oa.org.

Public Information/Professional Outreach Committee:

- Will keep the 2017 budget the same as 2016 (\$500).
- Prepared talking points and made assignments for each IG to be contacted by phone between now and November to share PIPO information.
- The results of these calls will be compiled for the November assembly.
- Lynn H will follow up with committee members in September to check on progress.

Twelfth Step Within Committee:

- Decided we currently do not have sufficient pertinent recordings to have a special page on region5oa.org for TSW recordings.
- Sorted old cassette recordings and made them available at assembly. Will offer the rest at the Detroit convention.
- Assignments:
 - General tasks:
 - Oversee distribution of old cassettes
 - Arrange transportation and table space for cassettes

- Provide plastic frame for sign
 - Michelle:
 - Create sign for table
 - Teresa:
 - Research the process for posting new recordings
- To be considered later:
 - Sort posted recordings by topic and make online access user friendly.
 - Prepare old CDs for distribution at the Cincinnati Convention (2017).
 - Draft procedure for future recordings.

New Business:

- Proposed motions sent to the Fellowship in Packet A and Packet B:
 - **Motion 1:**
 - Move to amend the Region 5 Policies and Procedures, Article I Region 5 General Policies, Section H Committee Purpose, Paragraph 9 Twelfth Step Within Committee, by striking all but the following:
 - a. To help carry the OA message of recovery to those who still suffer within the OA fellowship
 - b. To deal with relapse and issues of membership retention, offering the message of hope.
 - c. To encourage OA members to maintain recovery and prevent relapse.
 - Motion 1 was adopted.
 - **Motion 2:** The assembly agreed to consider the following substitute motion:
 - Move to amend the Region 5 Policies and Procedures, Article II Responsibilities and Duties of Officers and Representatives of Region 5, Section K Responsibilities of the Region 5 Representatives and/or Alternates, Paragraph 3 Other Functions, Subparagraph a, by substituting this wording:
 - To facilitate submission of information and documents to Region 5 as follows:
 - i) Update intergroup information and submit intergroup minutes, newsletters, and meeting lists on the Intergroups page of region5oa.org.
 - ii) Submit event information or flyers on the Calendar page of region5oa.org.
 - iii) Submit resources on the Region 5 Resources page of region5oa.org.
 - Motion 2 was adopted.
 - **Motion 3:**
 - Move to amend the Region 5 Policies and Procedures Article I Region 5 General Policies, Section C Elections, Paragraph 5, by striking the last sentence and adding the following:
 - a) Each ballot counts as a single ballot
 - b) Mark ballot only when instructed by the chair to do so.
 - c) If voting for a candidate, mark the ballot with an "X" next to the candidate's name.

- d) Do not vote for more candidates than instructed.
- e) Fold ballot once when finished voting. Give ballot to teller when instructed to do so.
- f) All ballots collected by the tellers will be counted as votes cast.
- Motion 3 was adopted
- **Motion 4:**
 - Move to amend the Region 5 Policies and Procedures Article I Region 5 General Policies, Section H Committee Purpose, Paragraph 6 Newsletter Committee, by replacing it with the following:
 - 6. Media Committee:
 - a) To create, solicit, edit, and submit for approval and distribution and/or posting content pertinent for Region 5's media presence, including the newsletter *Freedom from Bondage*.
 - b) To give guidance and suggestions regarding best use of media and technology, which may include maintaining a list of tech savvy members of the Region 5 fellowship who are willing to serve as resources for Region 5 service bodies.
 - c) Perform other duties regarding technology and media as assigned by the Region 5 Board.
 - Motion 4 was adopted.
- The assembly confirmed Central Indiana Intergroup's bid for the 2018 Region 5 Convention.

Mid Meeting Ceremony: Ruth W was recognized as a representative for whom this is the last assembly of her term.

The Green Dot Ceremony was performed with 3 new representatives: Andrea R, Betty D, and Kristin WL.

Adjournment: After announcements, the meeting adjourned at 4:17 pm, followed by the OA Promise.

Susan M
Region 5 Secretary

Minutes Approval Committee: Deborah K, Ruth W, Denise O

Date Minutes were approved: July 16, 2016