



Region 5 2021 Spring Assembly

March 12-14, 2021

Location: Zoom

Saturday 2021-03-13 Morning Session

1. The 2021 Spring Assembly Saturday Morning Session was called to order by the Chair Eileen C. at 8:30 AM Eastern Time. Opened with:
 - a. The Assembly said the OA Responsibility Pledge followed by the Serenity Prayer.
 - b. For Today was read by Lynn H.
 - c. 12 Steps was read by Cassidy S.
 - d. 12 Traditions was read by Pat K.

2. Credentials Report

- a. The Credentials Report Roll Call was conducted by Vice-Chair Bobbi P.
- b. Counts were:

| | |
|---------------------------------|-----------|
| Voting Reps Present: | 25 |
| Voting Officers Present: | 4 |
| Eligible Voters Present: | 29 |
| Non-voting alternates, guests | 11 |
| Parliamentarian | 1 |
| Region Trustee | 1 |
| Total Attendance | 42 |

- c. The full Credentials Report can be found in the Packet C file: "C03.Spring 2021 Assembly Credentials.pdf"
- d. The Chair declared a quorum to be present.
- e. The Chair explained unanimous consent.
- f. There was no objection to the Credentials Report as presented. The Credentials Report was approved.

3. Standing Rules

- a. Read by Kerry M.
- b. The Following amendments were proposed by Joel I. to the Standing Rules.

1. Amendments must be submitted to the Region 5 ~~Chair and Parliamentarian~~ Secretary electronically. The ~~Chair~~ Secretary will forward the amendment to the ~~Secretary~~ Chair and Parliamentarian.
6. Emergency new business consists of items that must not wait until the next assembly. These must be submitted electronically, prior to 12:30 pm on Saturday of the fall assembly and prior to 5:00 pm on the Saturday of the spring assembly. The Emergency New Business Committee shall determine if these are urgent matters that should be considered at this assembly.

- c. Deanna B. seconded the motion.
- d. The Standing Rules as amended were adopted.

4. Agenda
 - a. Corrections to the Agenda:
 - i Remove Consent Agenda on Saturday Morning.
 - ii After the Parliamentary Moment on Saturday morning add election pitch for Vice-Chair.
 - iii Add New Business on Sunday morning.
 - b. There was no objection to approving the Agenda as amended. The amended Agenda was approved.
5. Recognitions
 - a. Six First Timers (Green Dots) were recognized.
 - b. Four Former Officers and Trustees were recognized.
 - i Steve B. Former Vice-char
 - ii CJ M. Former Chair
 - iii Bonnie Former Vice-Chair
 - iv Mike B. Former Vice-chair
6. Minutes Approval Committee
 - a. Keri E. and Pam P. were appointed to the Minutes Approval Committee and Joel I. will be the Chairperson.
7. Volunteer Service
 - a. Carol D. was appointed Timer for Saturday and Dianne M. was appointed Timer for Sunday.
 - b. Sheryl G. was appointed Host for Saturday and CJ M. was appointed Host for Sunday.
 - c. Cheryl B. was appointed assistant Host for Saturday and Laurie M. was appointed assistant Host for Sunday.
8. Executive Committee Reports Q/A
 - a. Chair: Eileen C.
 - i The Region Chairs created a workshop – Life on Life Terms. This will be on the OA website for intergroups to use.
 - b. Vice-Chair: Bobbi P.
 - i No questions were asked.
 - c. Secretary: Joel I.
 - i Joel made a pitch for the Secretary Service Position.
 - ii No questions were asked.
 - d. Treasurer: Linda P.
 - i Please use the contributions form on the website. Send the form to the Treasure using the address on the form.
 - ii Alternately, you can use the online contribution, though please contribute 5 dollars or more, as the cost to process credit cards will take most of the donation.
 - e. Trustee: Barb. K.
 - i Please update your meetings on WSBC.
 - ii Barb. K. reviewed her report published in Packet B.
 - iii There was a question on Intergroup Renewal. Barb. showed a presentation at 12:30 PM Eastern Time on Intergroup Renewal. The presentation will be in Packet C.
9. Emergency New Business will be considered by the Bylaws Committee. The Chair of the committee is Kerry M.

10. Nominating Committee

- a. The Service Positions of Vice-Chair and Secretary are up for election at the 2021 Fall Assembly. We are seeking individuals to fill these service positions.
- b. The following Region Representatives were appointed by state as members to the Nominating Committee:
 - i Illinois: Kerry M.
 - ii Indiana: Pat K.
 - iii Kentucky:
 - iv Michigan: Diane A.
 - v Ohio: Barbara E.
 - vi Wisconsin: Lynn H.

11. Announcements were made.

12. The 2021 Spring Morning Assembly was adjourned at 9:43 AM Eastern Time for Committee Meetings with the Seventh Step Prayer.

13. Business Committee Meetings started at 9:55 AM Eastern Time.

Saturday 2021-03-14 Afternoon Session

1. The 2021 Spring Assembly Saturday Afternoon Session was called to order by the Chair Eileen C. at 1:30 PM Eastern Time. Opened with:

- a. The OA Responsibility Pledge followed by the Serenity Prayer.
- b. The Concepts of OA Service 1-7 were read by Deanna B.
- c. The Concepts of OA Service 8-12 were read by Susan H.

2. Credentials Report:

- a. The Credentials Report Update Roll Call was conducted by Vice-Chair Bobbi P.
- b. Counts were:

| | |
|---------------------------------|-----------|
| Voting Reps Present: | 25 |
| Voting Officers Present: | 4 |
| Eligible Voters Present: | 29 |
| Non-voting alternates, guests | 5 |
| Parliamentarian | 1 |
| Region Trustee | 1 |
| Total Attendance | 36 |

- c. The full Credentials Report can be found in the Packet C file: "C03.Spring 2021 Assembly Credentials.pdf"
- d. There was no objection to the Credentials Report as presented. The Credentials Report was approved.

3. Minutes Approval Committee for the 2020 Fall Assembly.

- a. The 2020 Fall Assembly Minutes were in the Packet A file: "A05.R5 2020 Fall Assembly Minutes V2.pdf".
- b. The Minutes were approved by the Minutes Approval Committee on November 20, 2020.
- c. There are no corrections to the Minutes.
- d. Hearing no objection, the Minutes were approved by the assembly.

4. Linda P. discussed giving a Seventh Tradition.

5. Parliamentarian Moment was presented by Karen B. on the "What a Parliamentarian is and is not".

6. The candidate presentation for Vice-Chair.

- a. One applicant for Vice-Chair: Deana B.

7. Outreach Committee of the Whole:
 - a. There was an hour and a half discussion led by Vice-Chair Bobbi P. on what the Committee goals and direction should be for 2021.
8. Assembly recessed for a 15-minute break at 2:45 pm Eastern Time.
9. Assembly was called back to order at 3:00 PM Eastern Time by the Region 5 Chair.
10. The Outreach Committee of the whole split into three Sub-committees for additional discussion.
 - a. Intergroup to Intergroup Sub-committee
 - i. Chair: Diane A.
 - b. Sponsorship Task Force Sub-committee
 - i. Chair: Preston F.
 - c. PI/PO Sub-committee
 - i. Chair: Linda P.
11. Assembly was called back to order at 5:01 PM Eastern Time by the Region 5 Chair.
12. Announcements were made.
13. The 2021 Spring Saturday Afternoon Assembly was adjourned at 5:10 PM Eastern Time with “I put my hand in yours”.

Sunday 2021-03-15 Morning Session

1. The 2021 Spring Assembly Sunday Morning Session was called to order by the Chair Eileen C. at 8:30 am Eastern time. Opened with:
 - a. Serenity Prayer.
 - b. For Today was read by Pam P.
 - c. OA Diversity Statement was read by Preston F.
2. Credentials Report
 - a. The Credentials Report Update Roll Call was conducted by Vice-Chair Bobby P.
 - b. Counts were:

| | |
|---------------------------------|-----------|
| Voting Reps Present: | 25 |
| Voting Officers Present: | 4 |
| Eligible Voters Present: | 29 |
| Non-voting alternates, guests | 7 |
| Parliamentarian | 1 |
| Region Trustee | 1 |
| Total Attendance | 38 |

- c. The full Credentials Report can be found in the Packet C file: “C03.Spring 2021 Assembly Credentials.pdf”
 - d. There was no objection to the Credentials Report as presented. The Credentials Report was approved.
3. Committee Reports
 - a. Bylaws Committee
 - i. The report was presented by the Bylaws Committee Outgoing Chair: Kerry M.
 - ii. Decided to not to add any amendments to the current motion at the March Assembly.
 - iii. Kerry M. stepped-down as Bylaw’s Chair and Marilyn D. from Cleveland stepped into the position.
 - iv. Reflect and compare the current in person Standing Rules and the Virtual Standing Rules to look for adjustments. Item #2 should be removed since it is redundant.

- v. Make suggestions for the next group to look at Hybrid Standing Rules and voting procedures for virtual Assemblies for those that do not have smartphones/mobile devices.
- b. Convention Committee (For the Region 5 Convention, Oct 9-11, 2021, Cleveland, OH)
- i. The report was presented by the Convention Committee Co-Chair: Steve B.
 - ii. Those present were invited to be part of the Planning Committee and to take on a role on one of the Sub-committees.
 - iii. Several suggestions regarding Saturday night entertainment and ways of connecting sponsors and sponsees, as well as providing opportunities for people to hang out and chat were made.
 - iv. There was support for having a flyer that could be distributed when face-to-face meetings resume. It would include the link to registration. Having a paper registration form was not deemed necessary, but a flyer that someone might put on their refrigerator or elsewhere could remind people of the event and get them to register at some point. There should be an option for receiving physical checks.
 - v. All present, were interested in being added to the Planning Committee email list.
- c. Finance Committee
- i. The report was presented by Linda P.
 - ii. Recommend that surplus funds over prudent reserve be used to work with Intergroups and their local meetings to strengthen their work.
 - iii. Recommend that we better advertise that there is support money available for Intergroups to send Representatives to Assembly and WSBC.
 - iv. Reviewed current funds in both checking and savings accounts versus outstanding bills
 - v. Reviewed list of Groups and Intergroups that have made contributions this year
 - vi. Reviewed the actual expenditures last year against the Budget for 2021 and suggestions for changes.
 - vii. Made recommendations to Treasurer regarding categorizing some expenditures in QB to simplify reporting of expenses.
 - i. Decided to use audit process of giving access to bank and credit card folders to committee members so that they can review receipts/reports against the bank statement.
 - ii. Jennifer and Deborah will bring up the Committee suggestion at the Outreach Committee of the Whole Sub-committee, that some of our surplus be used to support more IG outreach activities.
 - iii. The four Reps assigned to the Committee will each take responsibility for reviewing the bank folder and sending questions or comments to the Treasurer as needed.
- d. Media Committee
- i. The report was presented by the Media Committee Chair: Shirley L.
 - ii. We will be doing website checks for broken links three times a year. Some changes from the last website check have not been applied yet.
 - iii. Blog articles are reviewed by multiple people in the Committee before being sent to the R5 Board for final review. There are several articles still pending for review and even more already approved waiting to be posted.
 - iv. When a request for anonymity is received the name will be removed when the article is posted. The person's name will be known through the review process.
 - v. The committee is going to publish two "Best of Online Newsletter" PDFs for people who might not have the ability to access the website. The committee will email blast these issues out and ask people to print and bring copies of the newsletter to their meetings. Keri, Deanna, and Pam are on the Sub-committee.

- vi. It was proposed to have rotating monthly or yearly theme for the Online Newsletter. This was voted down.
 - vii. New assignments will be made by the Committee Chair for writing articles and for website checks.
- e. Outreach Committee of the Whole
- i. Sub-Committee 1: Intergroup to Intergroup.
 - 1. The report was presented by the Sub-committee Chair Diane A.
 - 2. After reviewing the points listed at the brainstorming session during the Outreach Committee of the Whole, and discussing various needs that different Intergroups may have, members of the Committee considered several ways the brainstormed ideas could be approached. It was decided to sub-divide the needs and ideas into two categories. Members then chose which categories of tasks they would be interested in participating.
 - 3. Two Sub-groups were formed, each to meet before the scheduled meeting on May 1st, 2021 at 3:30 PM Central, 4:30 PM Eastern Time. Each Sub-group will discuss and present ideas and recommendations to the Committee to consider as Outreach Service to Intergroups.
 - A. Sub-group: Survey-Monkey Development: A survey to be send out to Intergroups inquiring about “Best Practices for Business Operations in Intergroups” regarding:
 - 1) Group liability insurance.
 - 2) Web support and media communications.
 - 3) Financial needs.
 - 4) Hybrid meeting support methods.
 - 5) What services Region 5 can provide to Intergroups.
 - B. Sub-group: Intergroup Support Development.
 - 1) Intergroup contact lists.
 - 2) Q&A support blog.
 - 3) Intergroups hosting other Intergroups as visitors at their meetings.
 - 4) New Intergroups: start-up support.
 - 4. The Committee continues to work on the literature tri-fold pamphlet – Welcoming the New Rep to Intergroup.
 - 5. Members of the Committee will reach out to meetings that are unaffiliated with an Intergroup.
 - 6. Members of the Committee will also reach out to Intergroups that have not had Representatives attending Region Assemblies.
 - 7. The Committee will continue to provide support for the Intergroup Renewal Workshop effort.
- f. Sub-Committee 2: Sponsorship Task Force
 - i. The report was presented by Sub-committee Outgoing Chair Deanna B.
 - ii. Preston F. is the new Sub-committee Chair.
 - iii. Create Workshops on Sponsorship.
 - iv. Keep Sponsorship List updated and current.
 - v. Continue to triage incoming requests from Region 5 website for sponsorship.

- vi. Make a request for the Region 5 Secretary to send out an e-blast a reminder to everybody about the service this Committee is providing.
 - g. Sub-Committee 3: PI/PO
 - i. The report was presented by Sub-committee Chair Linda P.
 - ii. The Sub-committee will develop a presentation/webinar/format for Professional Outreach that Intergroups can use.
 - iii. The Sub-committee will provide information on which professionals might be appropriate for outreach.
 - iv. The sub-committee will provide a document on how to go about identifying appropriate contacts for colleges/universities/training schools and reaching out to them.
 - h. Nominating Committee
 - i. The report was presented by Nominating Committee Chair: Lynn H.
 - ii. Committee is looking for a new Region 5 Vice-Chair and Secretary.
 - iii. Individual contact assignments were made to committee members.
4. Elections
- a. Election for Region 5 Vice-Chair
 - b. The Candidate was Deana B.
 - c. Results of the election: 28 votes were cast with 27 votes for Deana B.
 - d. Deana B. was elected Vice-Chair.
5. Unfinished Business
- a. There is no unfinished business.
6. New Business
- a. Bylaws Motion 1

Article X - MEETINGS

- A. The Region 5 Assembly shall meet two (2) times a year.
- B. Any Region 5 officer(s) or trustee may call special meetings, as necessary.
- C. Proper notification shall consist of written notices emailed to voting members at least thirty (30) days prior to the date of the Region 5 Assembly.
- D. At a Region 5 Assembly held upon proper notification, two Region 5 officers and any Region 5 representatives present shall constitute a quorum for the transaction of any Region 5 business.
- E. The Region 5 Board may determine that an assembly cannot meet in a single, physical location. In that case, the Region Board shall arrange to hold an assembly using electronic methods. This action may be taken up to one week prior to the start of an assembly. Notification of this action shall be posted on the Region 5 website and shall be emailed to all Region 5 Intergroups and registered representatives within 24 hours.

- b. The motion was presented by Eileen C.
 - c. 2/3rd vote was required
 - d. The motion was adopted
7. Emergency New Business
- a. There was no Emergency New Business to consider.
8. Recognized Outgoing Representatives.
- a. Kerry M. Outgoing Representative for Turning Point
 - b. Deana B. Outgoing Representative for Suburban North
 - c. Jennifer L. Outgoing Representative for Louisville Metro

9. Announcements were made.
10. Green Dot Ceremony was conducted.
11. The 2021 Spring Sunday Morning Assembly was adjourned at 9:43 AM Eastern time with “Serenity Prayer”.

Joel R. Irenstadt

Joel I.
Region 5 Secretary

Minutes Approval Committee: Keri E. representing Illinois - Central Illinois Intergroup and Pam P. representing Ohio - Cleveland Central Intergroup.

Date Minutes submitted for approval: 2021-03-15

Date Minutes were approved: 2021-03-20