



SECRETARY REPORT FOR 2019 SPRING ASSEMBLY

February 19, 2019

Dear Region 5 Friends,

In this **2019 Spring Assembly Packet B**, please find the following documents:

*As always, the **number of pages** for each document is given for your convenience. And "New" flag indicates that these documents are originals or have been changed since the 2018 Fall Assembly*

1. B01.Secretary Report.pdf – 3 Pages – New
 - a. This is what you are currently reading.
2. B02.R5 Chair Report.pdf – 1 Page – New
3. B03.R5 Vice Chair Report.pdf – 1 Page – New
4. B04.R5 Treasurer Report.pdf – 1 Page – New
5. B05.ConsentAgenda.pdf – 1 Page – New
 - a. There is 1 motion on the consent agenda.
6. B06.R5 Spring Assembly Credentials 2019-02-20.pdf– 1 Page – New
 - a. Please check that you're intergroup agrees with the number of groups, and therefore the number of representatives your intergroup is eligible to have. If there is a discrepancy, contact Trustee Linda J.
7. B07.R5 Convention Committee Report.pdf – 1 Page – New
8. B08.R5 Media Committee Report.pdf – 2 Pages – New
9. B09.Each 1 Reach 1 Subcommittee Report.pdf – 1 Page – New
10. B11.Treasurer - 2018 Budget to Actual through 12-31-18.pdf – 2 Pages – New
11. B12.Treasurer - 2018 Contributions.pdf – 13 Pages – New
12. B13.Treasurer - Balance Sheet as of 12-31-18.pdf – 1 Pages – New
13. B14.Treasurer - Profit - Loss Statement 2018.pdf – 4 Pages – New
14. B15.Ad-Hoc Video Conference Committee Report.pdf – 3 Pages – New
15. B16.Intergoup to Intergroup Subcommittee. Report.pdf – 3 Pages - New

Documents not included

1. There are a few reports that have not submitted at this time. This might because the committee has nothing to report at this time. If I receive a report I will add the report to the packet and notify you of the addition.
2. Normally I include the forms needed for motions. You can find these on the Forms / Resources page of our website.

The **Packet B reports** will not be presented at the assembly, but there will be a short time allotted for questions you may have. Please prepare your questions ahead of time.

If possible, attend the **open OA meetings** over the assembly weekend: 5:15 pm (Central Time) on Friday and 8:30 pm on Saturday.

Thank you to the Milwaukee Intergroup for **hosting this assembly**.

If it has been awhile since your intergroup has **hosted an assembly**, please consider volunteering for future assemblies. If your intergroup doesn't have enough assembly attendees available to host, **consider partnering with other Intergroups** to host jointly. Hosting involves manning the check-in table Friday evening and Saturday morning, plus facilitating the open OA meetings Friday and Saturday evenings.

As a reminder:

- Don't forget to bring a printed copy of your Registration Confirmation. This confirmation, which you should have received by email when you completed your registration, has a QR Code. We will be scanning this QR code during check in.
- Please bring the following information about your intergroup with you:
 - Intergroup mailing address, email address and phone number
 - Your Intergroup Chair, Vice-Chair, Treasurer, and Secretary: name, mailing address, email address, and phone number.

There will be a book at the check-in table with all Intergroups listed that you can update.

- You might want to dress in layers for the assembly. Those rooms sometimes get cold or then too warm. So having layers makes it easy to add or remove as needed for your personal comfort.
- Don't forget to have 7th tradition funds for the Saturday afternoon session.
- Don't forget to bring your Assembly Handbook updated with current Bylaws, Policy & Procedures, Standing Rules, Convention Guidelines, and Assembly Info. You can find these in Packet A. You can create your own handbook or you can request a handbook be created for you for a fee of \$25.00. I will have a few copies of the handbook available for purchase at the check-in table.

If you purchased a handbook or copies of the packets, you can pick them up during the check-in process.

- Don't forget to bring copies of the seven motions also in your handbook.
- If you are unable to attend for any reason please let me know as soon as possible, so I can get you a refund.
- **Committee Chairs**, please be prepared to submit your report electronically to me at the assembly. If you need help please come talk to me during the weekend.

Thank you for your service! I am very much looking forward to seeing you all at the upcoming assembly. Remember, together we get better! Don't forget to come by for a free hug. Everybody gets a free hug.



One last note: I would like to thank our web master Shane for all the hard work he performed getting our website published. It's not easy building a website. During this time I had put a halt to publishing events, so that he could concentrate on completing the work. Thank You for your patience with this delay. We are a side gig for Shane, so between his family and very demanding full time job, he managed to find time to get the website done. I was hoping we would have our new site up by the end of January.

But, I had to practice patience as there were many technical issues and adjustments that I asked for as it was developed. This only delayed completion for a few weeks. It's not perfect, but it's getting there. By the time you read this, the new website has been published. Please take the time and visit it. Let me know what you think of it by completing the survey you will find in the footer of the website. If there specific issues that need to be addressed, please send me an email or you can use the feedback link also in the footer of the website.

I encourage you to publish your Intergroups newsletter, minutes, meeting schedule, and events on the Region 5 Website. Now that the new website is available we are working hard to get all of the pending updates published also. There is no better way to make sure all of the members in Region 5 see what is going on in your intergroup.

Yours in recovery,

Joel I.

Region 5 Secretary

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