

REGION V ASSEMBLY MINUTES
November 9th & 10th, 2007
FORT WAYNE, INDIANA

The business meeting convened at 8:37 am with the Serenity Prayer.

The readings were: *For Today* (read by Kathleen C.), The Twelve Traditions (read by Janet C.), and the Standing Rules (read by Ree L.).

Roll Call and Credentials Report: was taken by Bonnie L., the Vice Chair. There were 31 representatives and 3 officers eligible to vote. There were 7 non-voting alternates and guests. With the Parliamentarian, Chairperson and Trustee, the total attendance was 44.

Mini Countdown was taken, using either years in program or years of abstinence.

New Representatives: There were 5 new reps recognized. Diana D. (Chicago Suburban SW IG), Dorothy S. (Louisville Metro IG), Jewel M. (Greater Ann Arbor IG), Kathryn W. (Soul of SE Michigan IG), and Lexi S. (Cleveland Central IG). Welcome to Region V!

Former Region Officers' Recognition: There were 4 former Region V Officers recognized: Jean Ann B. (former Region V Secretary), Marilyn A. (former Region V Vice Chair and former Trustee), Bonnie L. (former Region V Secretary) and Craig R. (former Region V Treasurer).

Agenda Approval: The agenda was approved as presented.

Minutes Review Committee: Jean Ann B. and Sally S.

Copy Coordinator: Terri W. and **Timer:** Diane W. were introduced.

Treasurer's Report: Tony A. - (*See attached report.*) Some highlights: Tony asked everyone to remember that the Treasurer's address has changed, and the **new Region Treasurer's address in Cincinnati is: P O Box 428633, Cincinnati, OH 45242-8633. The Region V Treasurer can also be contacted by e-mail at: treasurer@region5oa.org.** Taxes have been filed, and the bonding insurance for the board has been taken care of. He apologized for the slowness on depositing checks, but he has been extra busy at work. He did not have everything reconciled from the convention, but can give some preliminary findings. He said that PayPal worked very well for the convention registration and thanked his fellow officers for filling in for him during his absence. Estimated income from the convention was \$18,005; expenses not including the hotel came to approximately \$2,000; net income from the event looks to be about \$16,000. He had several questions posed to him and they were ably answered.

Vice Chair's Report: Bonnie L. – Bonnie reported that she's been busy with Service and Traditions workshops in London, Ontario and for Suburban North IG in Chicago. These were all well-received by members and a lot of fun! She has been looking at other options for the location of the assembly since the prices here at the Hilton keep rising. Information will be forthcoming. The deadline for reservations with the hotel for the March assembly is February 15th. Bonnie has created a document to help intergroups which are considering making a bid to host future Region V Conventions. This would help them get all the pertinent information we would need to choose

a prospective site. The convention committee, the bylaws committee and the board will be looking it over to see how it can best be added to our policies and procedures. The hosting IG for the next assembly will be SW Ontario; for July, an IG in MI will be asked to volunteer; and in November, one from OH. She thanked the assembly for allowing her to be of service, having enjoyed the contact she has had with various IG's through presenting workshops, helping finding answers to questions, and following up with those not represented.

Secretary's Report: Mollie P. – Mollie thanked all those reps who send her little notes of appreciation with their registrations. She also thanked those who called or e-mailed to let her know they were coming to Assembly despite missing the deadline for registration, because she was then able to reserve them a lunch. Mollie asked the reps to make any corrections to the roster when it went around the room, and asked new reps to add themselves if they were not on the list. She thanked the assembly for the opportunity to serve as secretary and said she would have liked to continue, except that her school workload is getting bigger and does not want to be unable to give either the attention they deserve.

Trustee's Report: Craig R. – Craig reported that Rockford IG has changed its name to Rock River IG, but their address and everything else will stay the same. He passed out an application for reduced cost literature for PI and Public Outreach events which is also available on the OA website at: <http://www.oa.org/pdf/ReducedCost.pdf>. *Secretary note: Per the OA website: "your intergroup may purchase literature at a reduced cost when hosting health fairs or professional exhibits. In most instances, the reduced cost is 50 percent of the retail price plus shipping costs. Your region trustee must approve all applications, so please allow at least one month to process your paperwork and ship your order."* Craig reported that the Region 3 Trustee, Debbie W., and the Region 9 Trustee Nominee, Dominique B., both had to step down because of health reasons; Michael B., of Region V, one of the General Service Trustees stepped down in August due to a death in the family. So there will be three GST positions open for nominations at the next WSBC. Craig announced that Ask-it-Basket questions from the *Lifeline* archives are available in downloadable files on the OA website at: http://www.oa.org/pdf/Ask-It_Archive.pdf. He also revealed that there were 400 walk-ins at the World Service Convention in Philadelphia and the profit was \$39,000. This is impressive, since the conventions in Dallas and New Orleans both lost money; however, the profits from the convention are now being calculated in a new way. Monies providing for WSO staff to be at the convention are now put in a different category, thereby showing a larger income amount.

Chair's Report: Joe L. – Joe reported he has been working with the NW Indiana and Chicago IG's on negotiations for the 2009 Region V Convention. He's also been busy with Service and Traditions Workshops and projects in his yard. Joe said attending the Region Chairs Committee twice a year and their annual meeting with the BOT are very helpful and informative. This year, the RCC had their meeting at the Region 7 Assembly. Joe said the WSO Convention was very exciting and he had a great time.

Special Committee Appointments: Established as follows:

Emergency New Bus:

OH: Barb W.
MI: Beatrice S.
IN: Carolyn Y.
IL: Janet C.
WI: no one from Wisconsin was present
ONT: Kathy C.
KY: Laura M.

Nominee Presentations: The only nominee for Secretary, Judy W., had to withdraw her application for health reasons, thereby leaving no nominees for either Secretary or Vice Chair. Submitting applications from the floor, Sally S., and Bonnie L. presented themselves as willing to stand for Secretary of Region V.; and Chris B. made his bid for Vice Chair. They all answered any questions from those assembled.

Committees assembled at approximately 10:30AM, and resumed after lunch if they needed the extra time.

Following lunch, we reconvened at 2:37PM, opening with the Serenity Prayer, the reading of the 12 Concepts of Service by Barb W., and the reading of the Standing Rules by June L.

Roll Call and Credentials Report was taken by the Vice Chair, Bonnie. There were 31 representatives and 3 officers eligible to vote. There were 6 non-voting reps and guests. With the Chair, Trustee and our Parliamentarian, Dick Weber, total attendance was 43.

The **minutes from the November assembly** were **approved** as distributed.

Time Out for Robert: We heard from our Parliamentarian, Dick Weber, who enlightened us on various aspects of Robert's Rules of Order.

Elections: Elections were held and our new Vice Chair is Chris B. (33-1); in the election for Secretary, Bonnie L. received 28 votes and Sally S. received 5.

Committee Reports are attached.

New Business:

Proposed General Policies Amendments:

Motion 1 was **adopted** to amend Region V General Policies:

Section F, by adding Item #7:

7. *Convention speakers must have a minimum of one (1) year of current, continuous abstinence.*

Motion 2 was **adopted** to amend Region V General Policies:

Section F, by changing Item #4 from allowing Canadian monies to be accepted to:

4. Only U.S. funds will be accepted.

Voting on the **proposed revised Convention Guidelines** was **postponed** until March, because more changes were proposed at the Assembly.

(Secretary's note: All changes will be made to the General Policies.)

Motions Made Out of Committee:

The PI Committee moved to have Region V pay for internet access and any required software updates for the Region V Office. **Motion was adopted.**

To clarify the motion above, the **Finance Committee moved** to provide up to \$600.00 to cover internet-related costs to the Region V telephone service.

Motion was adopted.

The Finance Committee moved to adopt the proposed budget for 2008.

Motion was adopted.

Emergency New Business. (None)

Recognition of outgoing representatives and officers: Barb W. was recognized as an outgoing representative and Marilyn R. was recognized as outgoing Bylaws Chair. We are grateful for all you have done and will miss you! Mollie P. was recognized as outgoing Secretary and Bonnie L. for outgoing Vice Chair, although the Assembly will still be seeing Bonnie as Secretary. Good luck to all!

Joe thanked our copy coordinator Terri W., our timer Diane W., and our Hosts, Turning Point Intergroup, for giving so generously of their time this weekend.

The Chairperson's drawing was held.

Since there was still some extra time, each board member answered an Ask-it-Basket question left over from the night before.

The meeting **adjourned** at 5:25 pm with the OA Promise.

Respectfully submitted,

Mollie K. Postotnik,
Region V Secretary

COMMITTEE REPORTS

PROFESSIONAL OUTREACH: Meeting opened at 10:43 am with the Serenity Prayer. Present were Ree L. (Chair) (CSSI), Kathleen C. (Southwest Ontario IG), Carolyn Y. (Central Indiana IG), and Mary A. (Three Rivers IG). The purpose of this committee was read by Kathleen C. Minutes of the last committee meeting were read by Carolyn Y. We distributed 50 pens to every intergroup present at assembly and the balance is being sold to Southwest Ontario Intergroup to be used for a health fair. There were 1,000 pens purchased for \$240.90 which had the Region V “800” number and Region V and WSO email addresses printed on them. These are intended to be distributed to health care professionals. We talked about follow up of the professional outreach packets. It was agreed that this should be done by each member that delivered the packets to professionals on a one-to-one basis. Contacting military bases is still in process. A member volunteered to contact the National Wellness Institute regarding their health fair and the cost per booth, etc. Meeting adjourned at 2:06 pm and closed with the Lord’s Prayer. Minutes submitted by Mary A.

PUBLIC INFORMATION: We opened with the Serenity Prayer at 10:45 am. Present were Denise O. (Chair) (Central Indiana IG), Lexi S. (CCI), Christ R. (Turning Point IG), Leslie P. (Webmaster), Dorothy S. (Louisville Metro IG), and Beth K. (Visitor). The purpose of the committee was read by Beth K. and the minutes of our last committee meeting were read by Denise O. We talked about the tear off flyers - a sample of which is on the Region V website on the PI page. If an intergroup wants to use these with their contact information, they’ll need to contact the Webmaster so she can edit the document. There are three generic sample letters available with a form for sending out to schools. We discussed whether targeting high schools was the best avenue since young people are not always ready for this program. After talking to the Professional Outreach Committee, we determined this was overlapping with their committee work. We are planning to contact WSO to have them put the Region V “800” number on each Region V state, “all cities,” page. We are also going to contact all Region V intergroups to advise them of region PI activity. We brainstormed new methods to reach out to youths (ex. YouTube, MySpace, etc.). We’re going to find out whether WSO has web-ready PSA’s to put on YouTube and MySpace to target youth. The PI committee would need to monitor these sites to keep them current. We need to find out from WSO if this is even feasible due to copyrights, etc. We talked about asking Region V to create a scholarship for smaller intergroups to use for PI projects. We also talked about how to let other anonymous programs know about OA. The Webmaster will update e-mail for the “800” number on the Region V website. We will be ordering updated PI manuals for the committee. Meeting adjourned at 2:12 pm and closed with the Third Step Prayer. Minutes were submitted by Lexi S. (*Secretary note: One motion was brought forward and voted on as stated in the minutes.*)

12th STEP WITHIN: Meeting opened with the Serenity Prayer. Present were Joan W. (Chair) (NWII), Pam D. (CHIWIF), Janet C. (CSSI), Beatrice S. (Greater Detroit IG). Minutes and purpose of this committee were read by Joan. We reviewed our goal to reformat the speakers list. We will also add instructions for updating the list. Pam will notify unrepresented groups and delegates in order to update the speakers list. Revised speakers list will be distributed to each represented intergroup today. The tape library catalog and speakers list are available on the Region V website. (*Secretary note: Minutes did not say who acted as secretary or when the meeting ended.*)

INTERGROUP OUTREACH: The meeting opened with the Serenity Prayer at 10:45 am. Present were Laura M. (Chair) (Louisville Metro IG), Jewel M. (Ann Arbor IG), Judy B. (Greater Detroit IG), Rena H. (Greater Cincinnati IG), and Diane W. (Visitor). Purpose of the committee was read by Jewel. The minutes of our last meeting were read by each person individually. In March 2007 this committee received several pages from WSO listing meetings in Region V that had incorrect group information. The Intergroup Outreach committee constructed a letter that was sent to each intergroup asking them to make corrections to fix the group information from their area and send corrections to WSO. The Intergroup Outreach committee had divided up the region and one month later checked the OA website to follow up on requests for corrections. This month we received only one group with incorrect information. In July 2007 the IGO committee met with the Region V Webmaster (Leslie P.); the focus was to bring the group information on the Region V Website up to date. A letter was constructed and sent to each intergroup with guidelines for sending their most current intergroup meeting directory to Leslie. We brainstormed new ways to help intergroups grow. Some suggestions were to offer door prizes for attendees at intergroup; at the group level, list the benefits of belonging to an intergroup and the losses if you are not affiliated with an intergroup; on your intergroup meeting directory put a little heart next to groups needing support and indicate what that notation means at the bottom of the page; hold an intergroup orientation meeting; make copies of the National Association of Parliamentarians pamphlet available to everyone; take your intergroup meeting, "on the road," and hold it after a strong meeting; encourage intergroup reps to bring sponsees to the next meeting; encourage evaluation of the meeting itself by asking newcomers for input and old timers to evaluate the intergroup meeting; develop an e-mail contact list of group members who would be willing to make intergroup announcements at their meetings; send out the latest publications from WSO to each group; and read portions of the group/intergroup handbook at meetings in order to demystify intergroup meetings. Another thing that we discussed was to encourage intergroups to bring guests or visitors to region assemblies. We discussed how we can make the intergroup meetings better. Some of the suggestions are: use parliamentary procedure to structure the meeting; if you ask volunteers to do something, make sure you follow up with them; delegate not abdicate - the chair of intergroup or a committee needs to follow up to enable success and not allow people to fail; avoid micromanaging; when possible give guidelines and have clear expectations; and try to build a model of accountability. Meeting adjourned at noon with the Serenity Prayer. Minutes submitted by Rena H.

BYLAWS: The meeting was opened with the Serenity Prayer at 10:10 am. Present were Marilyn R. (Chair) (Three Rivers IG), Jean Ann B. (Toledo IG), June L. (SNI), Kathryn W. (Soul of SE Michigan IG), and our Parliamentarian Dick W. The purpose and minutes of our last meeting were read by Marilyn. We discussed the two motions being presented today, changing Motion #1 slightly by inserting the word, "current," before continuous abstinence. We reviewed and discussed the convention guidelines and made a decision to withdraw them from voting today. They will be resubmitted at a later assembly. We also discussed Bonnie's proposed guide for IG's submitting bids for the Region V Convention. This is Marilyn's last assembly as Bylaws chair as she is rotating out. Jean Ann acted as secretary. (*Secretary note: The minutes did not state the time they adjourned.*)

NEWSLETTER: The meeting opened with the Serenity Prayer at 10:45 am. Present were Beth L. (Acting Chair) (Turning Point IG), Sandi M. (CCI), and Terri W. (Crossroads of Hope IG). The theme for the next *Freedom from Bondage* newsletter is the Traditions. Questions are: how

do your meetings teach members about the Traditions and their importance and which tradition has been the most important to your recovery? We will interview the outgoing Region Secretary for the newsletter. We decided that it would be nice for the newsletter committee chair to have the newsletter copied prior to the assembly and ready for distribution at the registration table rather than having it copied at the hotel. We discussed downloading the archived *Lifeline* "Ask-It Basket" questions from the OA website to have on hand for future editions of the newsletter. We will also use the "Ask-It Basket" questions generated at this assembly for the next issue. We spent time stapling the current newsletter together. Possible topics for future newsletters: the Four Absolutes, the Principles behind the Steps and Traditions, defining moments in recovery, and body image and sexuality. Minutes submitted by Sandi M. (*Secretary note: The minutes did not state the time they adjourned.*)

FINANCE: Opened with the Serenity Prayer at 11:10 am. In attendance were Bonnie L. (Chair) (Vice-Chair), Barb W. (COSI), Linda J. (SNI), Susan L. (Crossroads of Hope IG), Tory R. (Visitor), and Tony A. (Treasurer). We appreciated also having Craig R. (Region V Trustee) drop in to answer questions. The purpose of the committee was read by Susan. Barb W. reviewed the minutes of the last meeting. Bonnie has made some headway in looking into potential options within Fort Wayne for future assemblies. We've also made progress with the hotel in simplifying the billing process, helping the board to handle the weekend's expenses more efficiently. We're sending money to WSO which was previously approved. This includes \$2000 for the Professional Exhibits Fund. We will upgrade the Webmaster from dial-up to high-speed internet service by the end of this year. This year is the first time we've come close to actually using the amount budgeted for funding assistance to assemblies. We're happy to see that intergroups are making use of this fund. We spent the remainder of the time working towards the budget for next year, and are prepared to present this budget for approval. The checkbook was reviewed by Linda J. and Susan L. (*Secretary note: Two motions were brought forward and voted on as stated in the Assembly minutes. Also, no time was stated for the adjournment of the committee meeting.*)

CONVENTION 2008: Meeting opened with the Serenity Prayer at 10:40 am. Present were Connie P. (Co-chair) (Greater Cincinnati IG), Betty Ann P. (Co-chair) (Greater Cincinnati IG), Steve B. (Turning Point IG), Barb R. (COSI), Chris B. (CHIWIF), Pat G. (Visitor), and Marilyn A. (Visitor). We assigned some chairs of convention committees. Chris B. will be Literature Committee Chair, Sally S. will be Marketplace/Raffle Chair, and we still need a volunteer coordinator, speaker coordinator, hospitality chair, and decorations/signs chair. We decided to define a "timer" as one who times the speakers, but is not a meeting leader as well. We also determined that the session speakers would open and close the meetings. We looked over the proposed registration form and tweaked it to make it more understandable and fielded questions about pricing which Cincinnati will be looking into. We were going to look over the proposed session topics, but the bylaws committee asked us to look at their proposed Region V convention guidelines changes instead. We made some suggestions for changes and clarifications. Meeting adjourned at 2:30 pm closing with the Serenity Prayer. Minutes submitted by Connie P.