

Region 5 Convention Committee Meeting  
Transition from Milwaukee to Indianapolis

July 8, 2025 AGENDA

Welcome and Prayer

- For Today January 4

Survey Results

- ✓ Survey Monkey

Committee Reports

- ✓ Registration and Finance Committee, Julie C and Laurie L
  - Public Information sub committee
    - Website, RegFox, email blasts, graphics design, program design
- ✓ Program Committee, Pat G
  - Approved schedule and content at 120 days to go, minimum!
  - Approved keynotes at 30-60 days to go, minimum!
- ✓ Pre-Convention Workshop, Laurie L
  - \$1,800 in additional registration revenues ...  
plus \$1050 toward Food/Beverage minimum and an estimated 22 room nights toward room minimum
- ✓ Volunteer Committee, Kerry M
  - Google drive was not effective; consider a cloud-based system
- ✓ Decorations Committee, Sue W
- ✓ Welcome/Greeters Committee, Andrea P and Jean H
  - Intergroup Outreach: keynotes, baskets and registration
- Hotel Liaison, Laurie L
  - Menu and Meals sub committee (tastings)
  - Room Planning; Banquet Orders
- ✓ Basket Raffle Committee, Lisa E and Nancy R
- ✓ Entertainment Committee, Ann E
- MAI Marketplace Boutique, Laurie L

Revenues	\$1,538
Costs	523
Profit	\$1,015

- MAI Literature Bookstore, Laurie L with Julie C
  - OA Literature sold at cost \$1,616 (287 pieces)
  - AA Literature sold at cost \$ 455 (35 pieces)
- ~~Hospitality Committee, Anna S~~

Legacy Members

Guideline Updates

Other Business

Closing: OA Promise

*I Put My Hand In Yours . . . and together we can do what we could never do alone! No longer is there a sense of hopelessness, no longer must we each depend upon our own unsteady willpower. We are all together now, reaching out our hands for power and strength greater than ours, and as we join hands, we find love and understanding beyond our wildest dreams.*

	Total Expenses	Laurie L	Laurie L	Sue W	Sue W	Pat G	Pat G	Julie C	Heritage
Chair									
Thank you notes	59.35	17.07	42.28						
Signage	27.71		27.71						
Emcee copies	8.64		8.64						
Postage	10.00		10.00						
Flash drive	11.99		11.99						
Committee headbands	8.06	8.06							
Decorations									
Centerpieces	148.78			84.14	64.64				
Greeting									
Bee Headbands	5.38	5.38							
Hospitality games	40.00		40.00						
Hotel liaison copies	21.66		21.66						
Pre Convention									
Folders and Nametags	347.55	24.80	15.00						307.75
Postage	29.03		29.03						
Program Session Supplies									
Pens, markers, baskets, index cards, more	72.53		72.53						
OA literature	28.00		28.00						
Copies	341.27					98.11	15.36		227.80
Publicity									
Bookmarks, save the date	133.30	133.30							
Brochures	161.10	161.10							
Envelopes and labels	35.40	35.40							
Registration and Finance									
Folders	775.57	25.17	58.60					81.70	610.10
Nametags	31.52		31.52						
	<u>2,296.84</u>	<u>410.28</u>	<u>396.96</u>	<u>84.14</u>	<u>64.64</u>	<u>98.11</u>	<u>15.36</u>	<u>81.70</u>	<u>1,145.65</u>

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**83 surveys submitted**  
**220 attendees est**  
**37.7% surveys returned**

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Exceptional
<b>BE ALIVE IN '25</b>	1	2	3	4	5	6
<b>Program</b>						
Speakers stayed on topic				35.8%	64.2%	
Speakers shared OA recovery				16.0%	84.0%	
Added to my recovery			2.5%	17.3%	80.2%	
Good variety of topics were offered			2.5%	16.0%	79.0%	2.5%
Timers stayed on schedule				17.7%	82.3%	

<b>Registration</b>						
Check-in process was pleasing		2.5%	1.3%	18.8%	77.5%	
Scholarship process was pleasing		3.1%	34.4%	12.5%	50.0%	of 32 responses
Registration confirmation was clear	1.3%	1.3%	3.8%	15.4%	78.2%	
Mail-in form: complete and easy to use		5.1%	20.5%	20.5%	53.8%	of 39 responses
Online registration was pleasing		1.5%	4.5%	13.6%	80.3%	of 66 responses

<b>Planning</b>						
Overall organization		1.2%	6.2%	13.6%	76.5%	2.5%
Entertainment: Skits, Games, Dance			7.9%	19.0%	73.0%	of 63 responses
Hospitality Suite operated smoothly	3.9%	2.0%	27.5%	11.8%	54.9%	of 51 responses
Huggers/Greeters		1.4%	6.8%	16.4%	74.0%	1.4%
Raffle Fundraisers			5.6%	19.4%	75.0%	
Marketplace	1.4%	4.1%	18.9%	20.3%	55.4%	

<b>Hotel</b>						
Meeting room layout conducive to event	3.8%		11.3%	23.8%	61.3%	
Cleanliness of meeting spaces			5.1%	11.5%	83.3%	
Sleeping room comfortable		4.3%	5.8%	20.3%	69.6%	of 69 responses

<b>Overall - good value for price?</b>			10.5%	28.9%	57.9%	2.6%
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<b>How did you hear about the Convention?</b>	Meetings 54 Sponsor 7 Region 5 website 34 Local Intergroup website 29 Email contact 21 Phone call 9 Flyer 30 Social media 8 R5 Assembly 3 Local IG meeting 3					of 38 responses
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<b>Next year's event</b> <b>(please check all that apply)</b>	I am looking forward to attending in Indianapolis 53 yes I would like to use charter bus service to go to Indianapolis 17 yes I would like to give service at next year's event 36 yes					
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## Evaluation for R5 Convention: BE ALIVE IN '25

The vast majority of surveys expressed **Gratitude, gratitude and more gratitude**. One member captured it in this way:

*Thank you for your service!!! Your organization, enthusiasm & recovery were a delight to experience. I appreciate your time, attention and consideration of our experience. Thank you for bringing us together to celebrate life in OA recovery. **You have blessed me beyond measure and the ripple effects will be long lasting.** Thank you, thank you, thank you!!!*

Another member wrote the following:

*You all have done a fantastic job on our convention! This was my 1<sup>st</sup> convention and I am so glad I came from St Louis. Love the Emcee & all speakers & all the wonderful people in our OA family. Thank you.*

### Keynote Speakers

- The MC did a terrific job (6) but limit the off-script comments in the future
- Loved time for table sharing after each Keynote; really helped with connecting with others (4)
- Caution speakers about other fellowships (3)
- Wonderful things to say about recovery but not a lot of physical recovery; give more consideration to this when selecting 2026 Keynote Speakers (2)
- Establish a smart-casual dress code for Keynote Speakers
- Loved time for positive pitches after table sharing (1)
- Often started late and ended late which cut into break time
- Speakers were well prepared

### Program

- Great speakers and panelists (9)
- Topics were great: broad and diverse (5)
- Wall lights behind Keynotes and Panelists were disturbing (5)  
NOTE: could not be turned off
- Great diversity amongst speakers and panelists (4)
- Pre-Convention Workshop was excellent (3)
- The general session was too full on Saturday, making it difficult for members with walkers or wheelchairs (3)
- More meetings available all the time (2)
- The program design was attractive and great for older eyes (2)
- Timers seemed to be missing on Sunday morning, leading to an overly long share
- Insert Eating and Emotions (preconvention workshop) into the Convention schedule for 2026
- Glad for inclusion of anorexia and bulimia
- Not enough time between sessions
- Workshops were some of the best I've ever attended at any convention
- Too many program choices in the evenings

- Add topics for Younger People
- Sound was inadequate in the back of the general session when it was full on Saturday
- Provide table tent card for writing prompts in workshops to eliminate need for repetition
- The 2-part Sponsorship Workshop was too late in the day on Saturday for such an important topic; impossible to sustain focus at that time.
- Loved opportunities for meditation
- OA Jeopardy was fantastic!
- The BEE Well panel was great!
- Carry-the-Message Carnival was good info
- The BEE Optimistic sessions were one member's favorites, followed by the dance,
- Consider a walking group during the Saturday break
- Add some kind of movement on Saturday afternoon

### Hotel

- Dinner was a disaster: chicken was dry, tofu was terrible. Fish was tasty but cold. Vegetables were raw and cold. Decaf coffee was not available. (16)
- Consider box lunch followed by salad bar with protein(s) dinner to reduce cost and improve quality. Generally, members want simpler meals at a lower cost. (5)
- Breakfast was overpriced; hotel was offering a \$5 buffet in its restaurant (4)
- Microwave should be available in every hotel room (4)
- Lunch was awesome, including good vegetable soup, but need a vegetarian protein on salad bar (3)
- Hotel staff was courteous and the hotel was clean (2)
- Insufficient drinking water provided by hotel throughout
- It was good to eat in a space where we didn't meet
- Long walks were difficult
- Dietary needs were well met by the hotel and planning committee: dairy, gluten, sugar

### Raffle

- Beautiful baskets with lots of variety (4)
- One member could not participate because of the requirement to be present to win

### Registration and Finance

- Meals were overpriced (15)
- Open Registration 30 minutes before the first event, rather than simultaneously (4)
- Don't choose a holiday weekend (3)
- Conference price was spot-on (2)

- A la Carte pricing was appreciated (2)
- Gratitude for writing paper in folders; suggest adding a pen (2)
- The We Care List was much appreciated (2)
- Let's organize a bus and/or a train to take us to Indy in groups
- Someone's roommate backed out, which was not a good value for the price
- Put baskets to collect lanyards and surveys near the workshops and speakers on Saturday afternoon and Sunday morning
- Good phone support for Registration process
- The Walk-in experience was challenging because the Walk-in table was not setup to take credit cards.

### **Marketplace**

- Tradition Guarding for donated items was a problem: diet cookbooks and religious items referencing Jesus

### **Greeters**

- It's lonely to be a Greeter by yourself; schedule multiple Greeters together (2)
- Appreciation for the uplifting bookmarks and Serenity cards
- No need for a Greeter on Sunday at 9 am
- The Greeters in the Main Lobby weren't directed members to the Registration table
- Greeters didn't approach me...I had to approach them

### **Hospitality**

- Too far away (7)
- Complimentary coffee and tea should be available at all times (4)
- Reevaluate the Hospitality Room
- Worries about the Hospitality Room being left unattended, with other guests in the hotel

### **Entertainment**

- Loved the BEE skits (4)
- Loved the Dance
- Schedule the Dance 8-10 pm so it's not so late
- Post a Private Party sign on the door for the dance

### **Decorations**

- Many positive comments were heard by members!

### **Literature**

- Grateful for opportunity to purchase OA and AA literature

### **Volunteers**

- Volunteer scheduling was confusing with multiple people involved (3)
- One member volunteered too much and missed too many sessions

### **BE ALIVE in '25**

- Theme was well implemented (5)
- Theme was fun (3)

## **Program Planning Committee Report      May 2025**

*Program planning is a subcommittee of the Region 5 convention committee. The purpose of this subcommittee is to support the priorities of the Region 5 Board and the hosting city's Chairpeople by producing a plan for the convention weekend. Using the decision that the theme for the 2025 Region 5 Convention, in Milwaukee, "Be Alive in '25," this subcommittee submitted a program of 37 OA events including OA meetings, Session workshops, Craft/art/entertainment activities, Panels, and Keynote speakers.*

The 2025 planning committee was very fortunate to have a Legacy member from the 2024 convention. Seven local Fellows and the two co-chairs made up a committee of 10 people. This number made for a truly collaborative committee working to plan the weekend of recovery.

In the early stages of planning, the planning committee chair met with the convention co-chairs to determine the tracks to be offered. The result of that meeting was that convention would be focusing on the 12 Steps and their Promises in Track 1, *Come to Believe*; Diversity and the Traditions in Track 2, *Be Alive & Thrive*; and the Tools of the program in Track 3, *Be Engaged*.

Planning for the May 23-25 Convention began at the end of November, meeting monthly at first and weekly in the weeks before the convention.

### **Key Take-Aways**

1. If a Legacy member is available, they are a great help.
2. Having 8 subcommittee members and the 2 co-chairs was a blessing and offered everyone a voice in putting the program together. Some of our committee members had familiar areas such as arts, crafts, & entertainment (think OA Jeopardy!), and a person who really is good at reaching out to potential Keynote speakers.
3. Using a survey site to create and email the surveys to vet our speakers. (although it was not particularly user friendly).
4. Having a list of topic requests from the previous convention.
5. Having members with the skills to set up google files for sharing and patience with members needing a bit of assistance with that.

### **What Went Well**

1. The three Tracks were conducive to a variety of events
2. We began our efforts with a sample of a past schedule of events as a framework and the content was like putting a whole puzzle together.
3. Being amazed at the creativity, program dedication and willingness of the committee members to brainstorm and suggest wonderful content.
4. A simple thing like numbering each session was helpful – especially in sorting the printed handouts and preparing session packets.

5. We used large manila envelopes as packets that would contain the materials, formats, timer and AV assistant instructions, in the envelope labelled by its title, session number, time, and location.
6. The local members of the committee had a fun time getting together in person to put all the materials in the packets, checking that everything was there and making notes of what might be missing. Members of the committee loaned their own OA literature to be used during the OA and OA Focus groups meetings. These books were put in the packets also. (a little more about that later.)
7. Each Breakout Session location had a basket with a timer, a zip lock bag of pens, notebook paper, a folder with recording release forms and a folder with completed release forms, and a set of Timer Cards. The baskets were labelled by the Breakout room number.
8. What one member did not think of, another member did!!
9. During the days approaching Convention, the volunteer coordinator helped get timers and AV assistants for breakout sessions that did not already have someone assigned.
10. The Sober Voices representative made a video of how to be an AV assistant and trained people in person as well. That was helpful.

### **What Didn't Go Well**

1. Even though there were 15 minutes between sessions, it was sometimes difficult to get the materials to the locations without "running". One of the rooms was a bit away from the rest. We had a Timer who ended up late to a session there.
2. Timers often needed to be briefed as to how to proceed even though they were sent instructions beforehand by the volunteer coordinator.
3. Timers seemed to prefer using their phones rather than the timers in the baskets and when the basket timers were used, the sound of setting it was annoying.
4. A few times, a basket was not returned to the cart and an OA session leader looking for something, grabbed it out of another basket.
5. We have 5 sets of laminated timer cards yet one basket was missing cards so make-shift timer cards were made.
6. One unrecorded session that we thought would be popular was put in a breakout room that did not have recording equipment and that room was not large enough to accommodate participants comfortably.
7. The planning committee cart was left next to the literature area and two books on the cart that belonged to committee members (books looked brand new but did have names inside) were apparently sold or somehow disappeared.

## Suggestions for Improvement

1. Suggest a new service position of a “Session Greeter, or Runner” who would ensure that each session had its materials and supplies, as prepared by the committee. (Perhaps extend the service position of Greeters to include Session Greeters) In Cleveland, they were called “Room Mothers” but we chose to have our committee point people do this and it was not always smooth since our point people were sometimes involved with other concurrent sessions. If the point person role is to continue then each point person should be given their session packets on Friday.
2. **Hold a training session for volunteers on Saturday before the first Keynote.** This could be to review Timer and AV duties. By that time, hopefully all sessions will have Timers and AV assistants assigned to them. It could also be a time to brief Session Greeters/Runners.
3. Have the volunteer coordinator attend the planning committee in the weeks leading up to the convention.
4. Decide who should read the standard opening for each session and make sure that service job is included in the format. (Session Leader? Timer? Room Greeter?)
5. Ask someone to tend to the release forms during the Keynotes and make sure the person who introduces the time for positive pitches reminds those who wish to share to sign the waiver.
6. We had 3 breakout sessions from 5:15-6:15 pm on Friday. I do believe this meant a rushed dinner for some folks who had volunteered or attended these events. I would suggest a one-hour break from any planned content before the opening of the convention and first Keynote.
7. We suggest that Region 5 cover the purchase OA literature requested for workshops. The literature will be passed on with other Region 5 Convention supplies to the next Hosting Intergroup. We were uncertain about doing this so we used personal copies of literature.

**LIVING ABSTINENTLY  
IN '25**  
PRE-CONVENTION WORKSHOP  
Friday May 23, 2025  
10:00 am – 2:00 pm central

The timing of the Pre-Convention workshop worked out perfectly: 90-minute workshop, one-hour lunch break, 90-minute workshop. We started and ended right on time.

The response was overwhelming, with 60 paid registrations plus 10 scholarships for this workshop; plus, a couple of walk ins. There were 8 no shows, due to illness and other. This workshop seems to have been a great addition for the holiday weekend as folks were happy to arrive at the hotel on Thursday evening.

Exactly 50% of workshop attendees live in Wisconsin; the other 35 were from out of state. This gave us 22 room nights on the Thursday shoulder, which helped us meet the room minimum of 100.

Survey results for this workshop were remarkably positive, noting the leader's style as well as the content, including the unusual freedom to talk about eating. It's clear that the time is right for more discussions about eating and emotions.

The 60+ registrations at \$30 each added \$1,800+ in revenue to the event.

There was a separate folder and a separate nametag for this workshop. In hindsight, the workshop fee should have been \$35 or \$40, to cover the cost of printing and supplies.

We sold 35 tickets to the salad bar lunch at \$30; this helped meet food and beverage minimum. The lunch was highly rated by those who participated. Others went out to lunch or ate their own food.

This event was not recorded, primarily because Sober Voices was not yet on site.

Survey responses encourage the addition of Eating and Emotions to the Saturday schedule at the 2026 Convention. This could be done well in two parts for 60-90 minutes each, before and after lunch.

NOTE: There was a separate workshop, Emotional Sobriety, early Saturday morning that has received very good reviews, too. Members encourage reprising this at the next Convention, too.

A small-scale literature table was setup in the back of the room with select inventory relevant to the workshop. We sold \$500 of OA literature during and after this workshop. See the literature report for more information and recommendations.

Laurie Lambach  
414/308-0748  
Pre-Convention Chair

## 2025 Region 5 Convention Volunteer Coordinator Final Report

(0/6/1/2025)

I served as the Volunteer Coordinator for this year's Convention. It is always a privilege for me to serve the Overeaters Anonymous community.

Although I was the coordinator, many subcommittees (i.e. Greeters, Raffle, Marketplace, Programming, Registration, Literature, etc.) sought volunteers for their committees, which may have made my tasks more difficult. As a result, there was more than one person calling participants to ask about their willingness to serve. This was confusing for many members. Previously, for the Region 5 Convention in 2024, only one person acted as the Volunteer Coordinator, which included Timers. I would suggest this method as a better option to avoid the duplication of efforts.

As a member of the Convention Committee, I attended monthly Committee- of the- Whole Zoom meetings and one in-person meeting at the Region 5 Assembly prior to the Convention. I found it very helpful to attend these meetings because it allowed me to get to know the other committee members and to hear how the event was fleshing out. When I missed a meeting, I felt unsure of my expectations. I also benefitted from taking personal notes to keep everything organized. I did not attend the Registration or Planning subcommittee meetings. Attending them may have been helpful in keeping me informed and avoiding some of the issues that later developed in the actual implementation during the event. However, I did ask the subcommittees to share their schedules and their volunteer needs with me regularly.

I began downloading and gathering names of willing participants from the Reg Fox application 3 months prior to the Convention. I did this to help the subcommittees begin to plan their volunteers. The Greeters subcommittee, especially, needed several names for their volunteer spots and was contacting their volunteers on their own. I used the Reg Fox data to create and share Google Sheets for each subcommittee with names, phone numbers and email addresses. I did this regardless of whether the subcommittee was reaching out to the volunteer or if I was. I wanted everyone to be fully informed, every step of the way. This approach, however, was only helpful for committee members that knew how to access and use Google Sheets. I am grateful to the Convention Co-Chairs for helping committee members become familiar with Google Sheets.

I began calling and emailing participants shortly after online registration closed. I thanked them for their willingness to service and told them to keep watch for their assignments coming soon. I found the sharing of Google Sheets ("Point Person") from the Convention

Co-Chairs to be very helpful and appreciated all the work and details that went into completing the spreadsheets. Having all the information in one place was critical to me. As I called and emailed participants, and got confirmation, I would add their names to the spreadsheet. In hindsight, it may have been better to limit the number of committee members that entered names into the spreadsheet; there were times when names were removed and replaced with someone different and I had no knowledge of who was entering that information or the reason for the change. This led to difficulties at the Volunteer Table on the first night of the event when participants understood their volunteer position to be one thing and I understood it to be another.

Two weeks before the Convention was “crunch time.” I referred back to Reg Fox two times a week, looking for new names of willing participants. I emailed and I called. I found leaving a detailed message crucial. This is also how I learned other convention committee members were calling for volunteer support. I got a surprisingly low number of return calls and emails. I called and emailed because I felt it best to get actual confirmation from the members instead of putting their name in a slot and hoping they will follow through with the ask. In the 11<sup>th</sup> hour I punted and began calling people I personally knew from meetings, even though they did not indicate they would be willing to serve on their application. They all agreed to fill a volunteer slot.

The week before the event I sent a second email with the final volunteer placement and job description to each volunteer. I got the job descriptions from the Region 5 Convention guidelines and from the Convention Co-Chairs. (The Audiovisual Assistant is a new volunteer position and was not in the Guidelines yet.) I also created a list of times the Volunteer Table would be open for volunteer check-in and printed that to be posted at the Volunteer Table. I recruited two people to help cover the table which allowed me to attend meetings myself.

At the Volunteer Table I had printed spreadsheets with names and assignments. If volunteers knew their position but not the time, the Google Sheet that I shared with the subcommittee was helpful. If volunteers did not know where or when they were assigned a volunteer slot a Reg Fox alphabetical list helped with that (I edited the last column to indicate their actual placement). There were several volunteers that did not respond to emails but showed to be of service.

Finally, I was very proud of my ability to plan times for myself at the Convention. I had meals planned, coverage for the Volunteer Table, and placed myself in the role of a volunteer for workshops I personally wanted to attend. When one of the people I asked to help cover the Volunteer Table could not attend the Convention, I was blessed by a member that just happened to be looking for a way to volunteer at that moment.

## Key Takeaways:

- “If you build it, they will come.” Volunteers showed up even when they did not indicate a willingness on their registration application.
- If there is a crucial need for a volunteer for an upcoming workshop, have it announced from the podium during Keynote speakers.
- Calling people I know personally was very grounding and proved successful.
- The first night (typically Friday) will be the busiest. Be prepared by having your meal planned and time allowed away from the table for a break.
- Volunteers coming in on the second day will want to check in during the morning. There is no need to keep the Volunteer Table open any later than noon on the second day.
- Work with the recording company (Sober Voices) in training Audiovisual Assistants on how to complete their task. He had a training session after the Friday night Keynote and sent them a video email to help train them further.
- Volunteers will be confused if there is more than one person calling to ask for a willingness to serve. Communication between all subcommittees is key.
- No matter what, closing everything down for the Keynote speakers allows all committee members and volunteers an opportunity to hear some wonderful recovery.
- Communicate your needs regularly with the Chair and/ or Co-Chairs to ensure the message is received by all subcommittee members.

Your trusted servant,

Kerry M

Turning Point Intergroup, Chicago

773-208-0823

## **Basket raffle & 50/50 raffle final report:**

**[reg 5 convention may 23-25, 2025]**

### 3 months prior to convention:

Basket raffle tote containing itemized materials for basket raffle and 50/50 raffle retrieved from assembly by convention chair

Flier designed with the following information:

- Request groups donate a basket
- Dates of convention, city, state
- Fundraiser for region 5
- When to bring basket to the convention
- Basket raffle co-chairs names and phone #s
- Pick a theme (within our 12 tradition guidelines)
- Suggested themes: relaxation/self-care, step 11 prayer & meditation, literature (oa/ approved aa), tool of writing (journals, pens, oa workbooks), movement/exercise, food prep and storage, sober eating tools (scale, measuring, food journal...), art supplies, gift cards, etc.

Flier approved and distributed

### 2 months prior to convention

Basket raffle tote containing itemized materials for basket raffle and 50/50 raffle delivered to raffle co-chair's home. Items start to arrive at co-chairs home to be assembled per request of out-of-towners who wished to donate but could not shlep the baskets to milwaukee.

### 1 month prior to convention

Contents of basket raffle tote reviewed by co-chair. Needed items purchased **(note: rolls of red and green tickets will be needed for the next convention)**

### 2 weeks prior to convention

Ticket seller volunteers contacted and plugged into schedule.

Standard-size white envelopes to serve as “cash drawers” were labeled, numbered, and marked with red or green stickers to indicate the receipts were either basket raffle money or 50/50 raffle money.

Log-sheet prepared for recording receipts.

Standard-size lunch bags for depositing the tickets [rather than the smaller ones in the reg 5 raffle tote] were purchased and numbered. [when setting up at convention, each bag was taped on the bottom to anchor it close to the corresponding basket. So, actually the smaller ones would have worked...]

150 each red and green tickets were counted and rolled up so each seller would receive 1 roll of each, extra rolls were prepared in case seller sells out before their shift. This happened a couple times. (**\*\*\*100 might have been better, less bulky**)

#### 1 week prior

Small group met to assemble gift baskets with donated materials from groups and individuals – this was done with *5 days to go* so that the co-chair wouldn't have to carry all those baskets in the back of her van for more than a week.

Bank requested thursday morning. Each seller's “cash drawer” envelope would get a \$30 bank made up of fives and ones to make change.

#### Summary

We received 31 baskets – mostly friday afternoon, but some trickled in friday evening and a few on saturday morning. The basket raffle raised around \$1300 and the 50/50 raised \$882 (\$441 for the winner, \$441 for reg 5). All but 1 basket was claimed saturday night, the unclaimed one was raffled off sunday morning.

What went well? - that traveling region 5 raffle tote with 5 red aprons and raffle materials is self-explanatory – it was very easy to picture how to set up the raffle just by examining the contents. It was also easy to consolidate both the basket raffle and the 50/50 raffle by providing each seller with separate color-coded envelopes for separate transactions; red envelope and red tickets in right pocket, green envelope and green tickets in left pocket... receiving the baskets was a great opportunity to meet members, many from out-of-town, and express

gratitude for their contributions. Actual selling was fun. The winning raffle tickets were pulled ahead of time by the co-chairs. The winning numbers were announce **before** the keynote and the winners were instructed to claim their baskets **after** the keynote. It was also announced “hang onto your tickets” because baskets unclaimed by 10pm saturday night would be raffled off sunday morning.

What didn't go well? – the blocks of time to sell and deposit the tickets was limited on saturday afternoon because of on-going workshops taking place in the room where the baskets were. There were a couple of members who couldn't get their purchased tickets in the lunch bags on time. There was at least one out-of-town member who could not stay to claim a basket in case he won, and he had no-one to designate... we were set up as far away from the podium as we could be, but we needed to count money and check the sellers in and out **during** speakers – that may have been a distraction to people at nearby tables.

How can we improve? – bring extra gift wrap tissue to lay underneath basket items that might be brought in loose.

Lisa edgar (414) 218-3795 [edgarmax2000@gmail.com](mailto:edgarmax2000@gmail.com)

Nancy rice (414) 534-5878

**OA REGION 5 CONVENTION 2025  
BE ALIVE IN '25!**

**WELCOME COMMITTEE SUMMARY REPORT  
June 5, 2025**

**GREETERS:**

- We had assigned 2 people to 3 locations throughout the hotel: 2 front, 2 rear and 2 at the main event area entrances. We did not need all the greeters we had assigned for all of the spots, during certain times of the day. It seemed many fellows checked in the night before so Mid-morning on Saturday was not as busy as expected. In general, the back parking lot entrance did not have as much activity as anticipated.
- It was more important to have a presence at:  
The front entrance  
Main event area entrance  
And the Greeter's table especially for the main activities.
- "Wander Greeter/Guides" were beneficial. The purpose was to engage and be of assistance throughout the convention floor. Help find certain areas – rooms – the restrooms assist in carrying items.
  - For instant when someone comes in, they already have their hands full, then they check in and are handed more items. If a greeter is there to assist: be there and walk with, talk with, laugh with, it makes for a great experience for all. This was something that came about during the convention.
- We had "exit greeters" for Sunday morning after the final event and in our experience; this was an appreciated presences at the front entrance (exit).
- Our time slots were for one hour, with two times overlapping by ½ hour during the 08:00 – 10:00 times on Saturday. Our thinking was that it would be busier then.
- The Volunteer Coordinator was instrumental in gathering people from the registrations. The Welcome Committee recruited folks individually and had some greeters who did multiple time slots. Back-up greeters were not done as we just had enough to cover the regular times.
- In total, we had 6 greeter meetings from March 6<sup>th</sup> – May 21<sup>st</sup>. These meetings were beneficial for feedback and organizational purposes. Those meetings covered the schedule, hotel floor plan, basic convention information, and some greeter protocol on whether to include hugs or not. The co-chairs also met frequently to discuss items in between the formal meetings.
- We opted not to do hugs, (unless said person was wanting a hug) due to concerns that some folks may not have the voice to speak up and say "no." Also, we did not want to put them in a position of being uncomfortable. Not the first impression we wanted to give!
- Greeter schedule confirmation letters were sent on May 17 – 18<sup>th</sup>. Any changes were made throughout the process. Some greeters volunteered at the convention.
- In keeping with the "Bee" theme, the greeters wore a black shirt, a yellow ribbon bow tie, a bee antennae headband, a greeter badge. Carried a small basket of affirmations and the serenity prayer. Each guest could have one of each. The remainder of those were available to take. All but the shirt was provided for them. They

picked up their “gear” prior to their time and returned them to the greeters table, available for the next volunteers.

- We found that the lists for the restaurants, places of worship, and places of interest were not really used, as people have a tendency to use their phones. We had ordered 15 copies of the Milwaukee Visitor’s Guide which a substitute for the places of interest.

#### INTERGROUP CONNECTIONS:

- With the assist of Co-Chair of Convention, we were provided a list of Intergroups. With online research, we were able to find contact information and reached out to the intergroups via either email or phone to share and invite all to the Region 5 Convention. Some of us we able to attend different Intergroup meetings by contacting them and asking to be put in their agenda either in person or on Zoom and we had a presentation of flyers to share and invite.

#### SUMMARY:

- As co-chairs, we would like to share that all of the volunteers were very enthusiastic, and had a deep willingness to provide service, even if it was their first convention and scared to do so. This service was very satisfying, with soooo MANY rewards!!!!
- We also wanted to let the volunteers know that the schedule was not set in stone and that they were there to attend the convention activities. We were flexible yet able to cover the schedule.
- This opportunity helped motivate us to step up our service.

Yours in Service,

Co-Chairs of the Welcome Committee and willing to be Legacy Member for next Region 5

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## Decorations Committee

3-18-25

1. The committee is the following people: Sue W., Pat G, Gayle, Donna, Julie, Mary P., Joy R. and Tina from Region 5, our former chair of decorations in Ohio.
2. We met on zoom on January 28. We discussed all the bee things we had seen on line: Pinterest, Oriental trading, Amazon, etc. It was decided that we would decorate hats from Amazon with flowers and bees. They will be our centerpieces for the tables. We are hoping to sell them at convention for \$5-\$10.
3. Tina sent us a box of left over flowers from their centerpieces from last year. Very helpful. We were hoping to pass the box to the craft group but the flowers need long stems.
4. A small group of us met at Wauwatosa Library on February 16 to decorate 24 hats. A generous donor bought 10 glue guns for MAI's use. So our only expense is the hats. Please see attached receipt.
5. Aside from that we intend to make some bee jewelry, again at Wauwatosa Library on April 5<sup>th</sup>.

4-22-25

6. We ordered more bees and some plastic sparkles for the tables. Receipt is available. PS The scattered bees and jewels were adorable surrounding the hats.

07-10-25

7. Later, we learned that the hotel now offers black table linens at no extra charge. Linens of any other color create an upcharge. Fortunately for us, black was perfect for our BEE theme.
8. Even later, we decided to go linenless for all tables except raffle, marketplace, literature and registration. This was possible because our hotel had brand-new tables that were designed for linenless treatment. The Committee of the Whole unanimously considered linenless to be more modern and more sanitary.
9. With the transition to a la carte pricing, we needed only 20 centerpieces for lunch but only 12 centerpieces for dinner because fewer members purchased meal tickets. So, we doubled them up for dinner for a more dramatic effect.
10. Meals were served in a different space than the general session so the Decorations committee had to decide which venue for the centerpieces. They unanimously chose the meals and there were no regrets about that choice.

The centerpieces were out for Saturday lunch and dinner (the two most populous meals) but had to be stored before and in between so there was a lot of movement of centerpieces on Saturday between 11 am and 7 pm. The hotel staff were not able to do this for us so we needed people to give service to do these tasks. After dinner on Saturday, the centerpieces were moved to the raffle tables in the General Session with a sign for a \$5 donation. People were generous.

See photos attached



## Region 5 2025 Convention Entertainment Committee Report

### Overview

- Ann, Kelly and Kisa established the scope of the entertainment committee after reviewing a draft of the program. We recommended having the dance/singalong on Saturday night and doing a BEE skit promoting the dance/sing along sometime during lunch on Saturday. The scope was later revised to include a welcome and dance/sing along promotion at the opening of the convention on Friday evening as well.
- Ann and Kelly wrote both skits using the Milwaukee Region 5 preview skit presented in Cleveland, in 2024, as a starting point.
- After Laurie recommended, we added a third skit participant, Lisa. The three of us quickly revised who was doing what and rehearsed together on Friday evening just before the convention opened. The skit was presented as planned.

### What went well?

- Kelly put together a list of songs for the sing along portion of the dance, tying the 12-step principles to well-known songs. She provided a list with links to YouTube karaoke videos for each song. She also wrote a sentence or two explaining how each song related to each principle. We got several unsolicited compliments for her work.
- The sing along portions of the dance were well received, giving the dancers a chance to rest a bit and sing meaningful music together.
- We had the technical equipment needed to project and play the YouTube videos through the DJ's sound system. As a result, we didn't have to pay the hotel for any technical services, which we learned at the last Milwaukee Area Intergroup Convention, could be expensive.
- We practiced getting the macBook, projector, and screen set up and working ahead of time to eliminate any possible glitches at the convention.
- We contracted with a hobby DJ that has done a good job for us in the past and has always given us a reduced rate as compared to a professional.

### What didn't go so well?

- A young family with children and two of their friends heard the dance and asked if they could join us. Several attendees apparently said they could. After a song or two where the young boys were skidding across the dance floor, Ann politely asked the family and their two friends to leave, explaining that the dance was a private event and we had liability concerns. They left without any issues.
- Ann also agreed to provide the projector and screen for one of the Saturday afternoon presenters. Even though Ann had tested the setup on her macBook laptop before the convention, the presenter's mac laptop did not have an hdmi port to connect to the projector (Ann's did and mistakenly assumed the presenter's would too). Luckily, Laurie had a contingency plan she had discussed with the presenter to bring her windows-based laptop just in case. Laurie's laptop had an hdmi port. The presenter used Laurie's laptop to do her presentation.

#### **How can we improve?**

- As someone suggested, we include a sign outside the door to the dance saying it is a private party.
- If we support the technical needs for speakers in the future, talk through their laptop configuration in detail ahead of time to avoid the 'almost issue' we had this year. As a backup, have a second laptop available and an adapter that converts various ports and accepts various
- cables to minimize connectivity issues. (Ann had one at home but did not bring it.)

I am willing to serve as a legacy member for the same committee next year.

Ann Elizabeth-Nagel  
Entertainment Chair  
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