

MINUTES

Saturday 2 July 2011. 2-5pm

The Boardroom, Lower Ground Floor, Chelsea & Westminster Hospital, Fulham Road, London SW10 9NH

Attendees			
IG Officers	Name	Phone	Email
Chair	Caroline		chair@oasouthandeastengland.org.uk
Secretary (<i>Covering position</i>)	Perry		secretary@oasouthandeastengland.org.uk
Treasurer	Jacqueline		treasurer@oasouthandeastengland.org.uk
PI Mail & Media Officer	Denise		pi@oasouthandeastengland.org.uk
PI Groups Officer	Alex		pigroups@oasouthandeastengland.org.uk
Loner Support Officer	Deborah		lonersupport@oasouthandeastengland.org.uk
Website Officer	Patrick		web@oasouthandeastengland.org.uk
Mail Officer	Michelle		mailofficer@oasouthandeastengland.org.uk
Telephone Officer	Angela		telephone@oasouthandeastengland.org.uk
Region 9 Rep	Sabine		region9@oasouthandeastengland.org.uk
World Service Officer	Patrick		worldservice@oasouthandeastengland.org.uk
NSB Reps	Angela		nsb@oasouthandeastengland.org.uk
IG Reps	Name	Phone	Email
Chelsea & Westminster / Sun 11:00			
Hinde St / Tues 18:30			
Hinde St / Wed 12:15			
Putney / Wed 19:00			
Watford / Thurs 20:00			
Wimbledon / Sat 10:00			
Chelsea / Sat 11:00			

Agenda items		Action points
Meeting opened: 2:00pm		
Readings:	Preamble: Michelle 12 Traditions: Angela 12 Concepts: Sabine Purpose of Intergroup: Jacqueline	
Apologies:	IG Officers: Charlie (New & Existing Group Support) Sam (NSB)	IG Reps: Ceri (St Mary Le Bow, Thurs 18:00) Ulrike (Southgate, Mon 20:00) Catherine (East Finchley, Sun 11:00)
7th Tradition:	£19.81	
Quorum (11):	13 Voting Members present (Quorate)	
Minute Approval:		
Corrections & amendments:		<ul style="list-style-type: none"> • Secretary. Update May minutes and send to Web Officer to upload to website
<ul style="list-style-type: none"> • Amendments made to the May minutes. • Proposal: The meeting votes to accept these minutes as an accurate record of the May IG meeting. Proposed by: Jacqueline Seconded by: Louisa Vote: Passed Matters arising: <ul style="list-style-type: none"> • Reena resigned from Professional Outreach. • Website Meetings List... see AOB. 		
Group Reports	<i>Group Reports are not minuted unless specifically requested.</i>	
<ul style="list-style-type: none"> • Chelsea & Westminster, Sun 11am / Meeting moved to Boardroom. • Limehouse, Sun 6:30 / Moved to new venue: St Mary & St Michael Church, The Vestry, 2 Lukin Street, London E1 0AA. 		
Officers' Reports	<i>All Officers' Reports appear in full in the Meeting Pack.</i>	
Chair: Caroline <ul style="list-style-type: none"> • No Questions Vice Chair: Vacant <ul style="list-style-type: none"> • None Secretary: Vacant <i>Perry currently covering the secretary position...</i> <ul style="list-style-type: none"> • July Meeting Pack details <ul style="list-style-type: none"> - 71 groups recorded on our IG Database (Current query on 7) - IG Rep details or a contact email for 48 groups - My concern is that a % of those details are inaccurate / out of date - 16 groups were posted the 1pp Agenda - Only 4 printed Meeting Packs posted (1 IG Officer / 3 IG Reps) • The following documents (<i>Meeting Pack / Bylaws / Bylaw Amendments / Policy Proposal / Jan & Mar 2011 minutes / Loner Support Form / All National Assembly, Region 9 & WSBC Delegate reports</i>) are now uploaded onto our website documents page www.oasouthandeastengland.org.uk/intergroup/ig-documents/ • My aim before the September meeting is to have the following documents on 		<ul style="list-style-type: none"> • Secretary: Bylaw Amendments to be sent around to all groups 30 days prior to September meeting.

the website (*Policy / New IG Rep / 2010 minutes / PI Posters*)

Treasurer: Jacqueline

- No Questions.
- Update: Bank Account balances...
 - Current Account **£1624.26** (*Prudent Reserve is £1500*)
 - Deposit Account **£1700.09** (*Prudent Reserve is £1700*)

PI Mail & Media Officer: Denise

- No Questions.
- Update: Denise has purchased the PI Manual, and will shortly contact Sue who is covering the PI role at NSB level.

PI Groups Officer: Alex

- No Questions.
- Update: Alex has been visiting groups as PI Groups officer and found many are keen to action some Public Information work.
- Alex will pass on contacts details from people willing to do Loner Support work to Deborah.
- **Proposal:** The PI Groups Officer has a float of £25
Proposed by: Jacqueline | **Seconded by:** Pat
Vote: Passed (13/0/0)

Professional Outreach Officer: Reena

- Reena wasn't at the meeting and has resigned from her officer position.
- Update: **Eating Disorders Conference 2011**
Reena had passed the database from the EDC 2011 to Caroline who requested volunteers to contact the health professionals. Jacqueline, Alex, Louisa, Sadie and Michelle volunteered.

New & Existing Group Support Officer: Charlie

- Officer not present.

Loner Support Officer: Deborah

- No Questions.

Website Officer: Patrick

- No Questions.

Mail Officer: Michelle

- No Questions.
- Update: Confirmed that all is ok with the emails and the loop@ email address, and that we are still receiving relevant emails through the yahoo email address.

Telephone Officer: Angela

- No Questions.
- Update: Explained that on the phone call records in her officer reports, the location gaps are calls received from mobile phones.

World Service Officer: Patrick

- No Questions.
- Update: Patrick reported that the WSBC 2011 Feedback meeting was well received (*although not many in attendance*).

Region 9 Rep: Sabine

- **Secretary:** Send Alex the PI poster.

- **Secretary:** Add Election to September Agenda.

- No Questions.
- Update: Sabine will bring along the motions for this year's Region 9 Assembly to the September meeting.

NSB Reps: Sam/Angela

- Angela informed the meeting that the NSB require a volunteer to take the minutes for the NSB meeting on Sunday 23rd October at the National Assembly. NSB will pay expenses. Please contact Angela if can help.

- **Sabine:** Region 9 motions to September IG meeting.
- **Secretary:** Add to September Agenda.
- **Secretary:** Add Region 9 website to useful links.

Agenda Items

1) OASEE IG Election

- **Vice Chair**
Nominations: None

2) Secretary position update

- The position is currently vacant. A Bylaw Amendment to split the role into 2 will be sent out before the next IG meeting in September.

3) Region 9 Alternate(s)

- Update from Sabine: The Chair of Region 9 had originally appealed for alternates, but this doesn't really apply to the UK who were last year represented by four reps at the Region 9 Assembly. We currently have 2 Region 9 Reps, Sabine & Patrick. It was agreed to not vote in an alternate.

4) Contribution Split

- Last year IG agreed to change the ratio for the allocation of excess funds of OASEE IG from 60/30/10 to 40/10/50 (OAGB / Region 9 / WSO) and that this policy would be automatically reviewed after one year.
- **Proposal:** Intergroup to revert back to allocating our excess funds to the ratio 60/30/10 (OAGB / Region 9 / WSO).
Proposed by: Jacqueline | **Seconded by:** Sabine
Vote: Passed (7/2/3)

5) Update: National Assembly Bid Committee

- Committee Chair: Jacqueline | Committee: Alex, Kester, Louisa, Ceri & Charlie.
- Jacqueline reported that she has been looking for affordable options from hotels for our 2013 National Assembly bid. Early signs are that the few "affordable" options may be located further away from central London (For example St Albans). The Committee, reporting back in September's meeting, may also present a cost from Hilton Hotel, Birmingham for IG discussion.
- Presenting our bid at the National Assembly this year will involve being clear on the costs expected.

6) Telephone Service

- **Proposal:** Our IG telephone service is changed to allow calls to be transferred to a mobile phone.
Proposed by: Angela | **Seconded by:** Deb
Vote: Passed (13/0/0)

7) NSB Chair's meeting

- Caroline's report from the NSB Chair's Meeting will be distributed via the IG

- **Secretary:** Add Election to September Agenda.
- **Sec + Chair:** Write Bylaw Amendment and send to groups 30 days before Sept meeting.

- **Secretary:** Update IG Policy document.

- **Secretary:** Add to September Agenda.
- **Committee:** Report back in September.

- **Angela:** Communicate to groups that we can now transfer calls to a mobile number.

- **Chair:** Distribute Report.

Email loop and the IG Reps email.

8) NSB Officer Elections

- **IG Nomination to the 2012 National Service Board**

Nomination: **Angela**

Proposed by: Angela | **Seconded by:** Sabine

Vote: IG voted to nominate Angela for a position on the NSB.

- **Chair:** Send Angela's form to NSB Chair.

- **Secretary:** Add to September Agenda.

9) Report: Eating Disorders Conference 2011

- Mark was not present but his EDC Report was read out...

"The EDC did, I think, go pretty well. Almost everyone turned up to do their slots; and those who didn't arrive were covered relatively easily. We carried OA's message pretty effectively within a very medically-biased setting ie plenty of medical and social work professionals who had no real idea of what OA does were at the very least given some basic information. Very often they were also engaged in conversation during which a stronger message could be passed on. The most important question is, of course, whether our outlay as a fellowship in terms of finances and time was worthwhile. I think it's a little too easy to get carried away with the "good feel" of the service when we should be analysing as objectively as possible what has actually been achieved. How is success to be measured in these circumstances? In the medium to long term it can only be measured I believe in numbers of compulsive eaters coming in to the fellowship being referred by these agencies we've contacted at the EDC. This of course is a very difficult thing to monitor. The only other way to measure success is in terms of the relationships built between ourselves and the agencies/ professionals encountered at the EDC. By it's very nature this is a far more subjective measure and yet in terms of future referrals these relationships may be the only thing that really make our presence at this event worthwhile. I have to say I'm not sure the outlay has been worthwhile, particularly in regards to how we've followed up on the contacts made at the EDC. That is largely my fault. I was so glad to have the conference out of the way and finished that I didn't follow up with passing on these contact details to the relevant people in the fellowship. I can only apologise for this and hope that some meaningful contact can still be made. Reena has the contacts list now."

- The Treasurer reported that the EDC 2011 cost £1839.13. This included the stand hire, laminated poster, literature, pens, 1 night accommodation, travel, and photocopying.

10) Requirement for IG Officers to attend IG meetings

- No discussion or vote was required as our Bylaws do indicate a requirement... Article IV, Section 7
 - A. If a member of the Intergroup Board fails to attend 2 consecutive meetings without prior notice, his/her office may be declared vacant by a majority of those members present and voting. The Chair will be responsible to contact any Board member on the first occasion that he/she fails to attend any Intergroup meeting without prior notice.

- **Secretary:** Add to Agenda.

11) IG Agenda Review

- Not discussed as awaiting an initial draft of the agenda from Perry & Kate

AOB

Morning Workshops

- Update from Kate: The original idea was that we were going to run the first workshop "Introduction to 12 Traditions" on Sat 2 July, 11-1pm and "Introduction to 12 Concepts" on Sat 10 September, 11-1pm.

- **Sec + Chair + Kate:** Liaise with C&W Sat meeting and check on Boardroom hire for September.

- However the C&W Saturday, 11am meeting have subsequently moved their meeting to the Boardroom and so we do not have a suitable venue.
- If C&W Sat, 11am move back to their original meeting room and we can book the Boardroom for Sat 10 September, 11-1pm then we will run the first workshop and this will be communicated through the website and the IG email channels.

Website Meetings List

- **Proposal:** This Intergroup takes on the responsibility of informing oa.org of how to update our regions meeting records.
Proposed by: Kate | **Seconded by:** Louisa
Vote: Passed (9/0/2)

Swiss Cottage Public Information work

Swiss Cottage aim to post a Public Information pack to Doctors in Camden.

- **Proposal:** Intergroup to give £320 to Swiss Cottage OA group towards the cost of their Public Information pack.
Proposed by: Jacqueline | **Seconded by:** Pat
Vote: Passed (13/0/0)

If the Boardroom is free then communicate with IG Reps that "Intro to Traditions" will run from 11-1pm on Sat 10 September.

- **Secretary:** Add to September Agenda.

- **Chair:** Copy of the PI pack was requested by IG.

Meeting closed: 5:00pm

Glossary:

Common abbreviations used in our documents

AOB	Any other business
GSR	General Service Representative (<i>same as IR</i>)
IG	Intergroup
IR	Intergroup Representative (<i>same as GR</i>)
MP	Meeting Pack
MS	Meeting Summary
NSB	National Service Board
NA	National Assembly
OAGB	OA Great Britain
OASEE	OA South and East England
OASEE IG	OA South and East England Intergroup
PI	Public Information
PO	Professional Outreach
R9	Region 9 (<i>Europe, Africa & Middle East</i>)
TSW	Twelfth Step Within
WSO	World Service Office
WSBC	World Service Business Conference

Useful website links

- www.oasouthandeastengland.org.uk (*Our IG website*)
- www.oagb.org.uk (*Our national website*)
- www.oaregion9.org (*Our region website*)
- www.oa.org (*The WSO website*)