

## MINUTES

**Saturday 5 March 2011. 2-5pm**

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

Agenda items	Action points
<b>Meeting opened: 2:00pm</b>	
<b>Readings</b> Preamble: <b>Reena</b> 12 Traditions: <b>Kim</b> 12 Concepts: <b>Ceri</b> Purpose of Intergroup: <b>Not Recorded</b>	
<b>Apologies</b> <b>IG Officers:</b> <b>Sam</b> (NSB Rep) <b>Angela</b> (Telephone Officer) <b>Deborah</b> (Loner Support Officer) <b>Charlie</b> (New & Existing Group Support) <b>Sabine</b> (Region 9 Rep) <b>Michelle</b> (Mail Officer) <b>IG Reps :</b> <b>Catherine</b> (East Finchley, Sun 11:00)	
<b>7<sup>th</sup> Tradition:</b> £42.53 collected	
<b>Quorum:</b> Voting Members present 20. Quorum met (11)	
<b>Minute Approval: January 2011</b>	
<b>Corrections &amp; amendments:</b> <ul style="list-style-type: none"> <li>Minor amends to be made to the January minutes.</li> <li><b>Proposal:</b> The meeting votes to accept these minutes as an accurate record of the January IG meeting. Proposed by: Not Recorded. Seconded by: Not Recorded <b>Vote:</b> Passed</li> </ul> <b>Matters arising:</b> <ul style="list-style-type: none"> <li>P2. Perry not yet sent minutes to Patrick to upload to website.</li> <li>P3. Ceri not yet looked into the domain name issue.</li> </ul>	<ul style="list-style-type: none"> <li><b>Sec.</b> Update January minutes and send to Web Officer to upload to website.</li> </ul>
<b>Group Reports</b>	<i>Group Reports are not minuted unless specifically requested.</i>
<ul style="list-style-type: none"> <li>No group reports minuted.</li> </ul>	
<b>Officers' Reports</b>	<i>All Officers' Reports appear in full in the Meeting Pack.</i>
<b>Chair: Caroline</b> <ul style="list-style-type: none"> <li>No questions.</li> </ul> <b>Vice Chair: Vacant</b> <ul style="list-style-type: none"> <li>Vacant.</li> </ul> <b>Secretary: Vacant</b> <ul style="list-style-type: none"> <li>We are aiming to have an updated Bylaw amendment about the proposed</li> </ul>	<ul style="list-style-type: none"> <li><b>Sec.</b> Bylaw Amendment to be</li> </ul>

splitting of the Secretary role sent to all groups 30 days before the Sat 7 May meeting.

**Treasurer: Jacqueline**

- **2012.** Jacqueline has booked the 2012 IG meeting dates with Chelsea & Westminster hospital (excluding the WSBC meetings in February & June)  
*They are... Saturday 7 January / Saturday 3 March / Saturday 5 May / Saturday 7 July / Saturday 1 September / Saturday 3 November*
- **Finance update.** Bank Account balances...
  - Current Account **£3629.29** (*Prudent Reserve is £1500*)
  - Deposit Account **£929.75** (*Prudent Reserve is £1700*)
- Up to £1000 currently assigned for the Eating Disorders Conference in March.

**PI Mail & Media Officer: Denise**

- **Proposal:** Denise to purchase the PI Manual (£17)  
Proposed by: Maureen | Seconded by: Ceri  
**Vote:** Passed

**PI Groups Officer: Vacant**

- Vacant

**Professional Outreach Officer: Reena**

- **Proposal:** The Professional Outreach Officer has a float of £25 to purchase literature.  
Proposed by: Reena | Seconded by: Maureen  
**Vote:** Passed

**New & Existing Group Support Officer: Charlie**

- Officer not present.

**Loner Support Officer: Deborah**

- Officer not present.

**Website Officer: Patrick**

- A question was received about the whereabouts of the Public Information posters on the website. Currently they have not been re-uploaded to the website since the website was rebuilt.

**Mail Officer: Michelle**

- Officer not present.

**Telephone Officer: Angela**

- Officer not present.
- The Chair clarified that our IG covers the National phoneline every Sunday from 2-10pm and if anyone can do this service to contact Angela.

**World Service Officer: Patrick**

- Minutes from the February WSBC meeting have been distributed in the Meeting Pack. Thanks to all who attended.

**Region 9 Rep: Sabine**

- Officer not present.

**NSB Reps: Maureen/Sam**

Maureen updated the meeting...

- **PR Company.** The 10 month contract with the PR company has just finished.

sent around groups 30 days prior to May mtg.

- **Treasurer.** Send 2012 dates to Secretary.
- **Secretary.** Include 2012 dates in minutes & update on website.
- **Treasurer.** To top up Prudent Reserve in Deposit Account.

- **Denise.** To purchase the PI Manual. Money from Treasurer.

- **Reena.** Liaise with the Treasurer about receiving the £25 float.

- **Sec.** Send Loner Support form to Patrick to re-upload.

- **Sec.** Send PI poster pdf's to Patrick.

<ul style="list-style-type: none"> <li>• <b>Eating Disorders Awareness Week (21st to 26th February 2011).</b> A press release was sent out last week and the NSB organised 7 radio interviews. An interview was also filmed for ITV Yorkshire. <i>(This hasn't yet been broadcast, but it is hoped to be broadcast later in the year)</i></li> <li>• <b>Cosmopolitan Magazine article.</b> Has been updated, and although not yet published may go ahead in the summer.</li> <li>• <b>Primary Care 2011.</b> NSB with Heart of England IG will be taking a stall at Primary Care 2011 on 25-26th of May 2011 at the NEC Birmingham.</li> <li>• <b>12 Steps in a Weekend.</b> After the successful event run by Maureen &amp; the NSB in October 2010, plans are to run one with South Coast IG possibly in early August 2011.</li> <li>• <b>Public Information Database.</b> NSB still require volunteers, especially Men, for the PI Database. Please contact <a href="mailto:public.information@oagb.org.uk">public.information@oagb.org.uk</a></li> <li>• Maureen has had to resign from the NSB as she is starting a job abroad.</li> </ul>	
<p><b>NSB Finance Workshop in May</b></p> <ul style="list-style-type: none"> <li>• John (<i>NSB Treasurer</i>) is available in May to come along and present a 1 hour finance workshop on the NSB accounts and answer any finance questions.</li> <li>• <b>Proposal:</b> That our May IG meeting be extended by 1 hour, starting at 1pm, to allow for a 1hr NSB finance workshop. Proposed by: Maureen   Seconded by: Patrick <b>Vote:</b> Passed</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Chair / Sec.</b> Ask John for some finance documents to go out pre our IG meeting.</li> </ul>
<p><b>Break: 3:30-3:45pm</b></p>	
<p><b>Agenda Items</b></p>	
<p><b>Elections</b></p> <ul style="list-style-type: none"> <li>• <b>Vice Chair</b> Nominations: <b>None</b></li> <li>• <b>PI Groups Officer</b> Nomination: <b>Alex</b> Proposed by: Alex   Seconded by: Caroline Elected: <b>Alex</b></li> <li>• <b>Proposal:</b> Alex purchases the PI Manual (£17) Proposed by: Maureen   Seconded by: Zita <b>Vote:</b> Passed</li> </ul> <p><b>Co-opting a member to the National Service Board</b></p> <ul style="list-style-type: none"> <li>• <b>Nomination: Angela</b> Proposed by: Angela   Seconded by: Jacqueline <b>Co-opted to NSB: Angela</b></li> </ul> <p><b>Elections to the NSB in October</b></p> <ul style="list-style-type: none"> <li>• There are currently four officers on the NSB... with space for 14.</li> <li>• To be elected onto the NSB in October, our IG first has to endorse your application which would take place during our 10th September IG meeting. The qualification to stand is 1 years abstinence by your own definition and 2 years service above group level.</li> <li>• You are elected to the NSB and then roles are assigned, unlike standing for an officer position at Intergroup.</li> <li>• If you'd like to know how the NSB works you are most welcome to attend the next NSB meeting on Saturday 2<sup>nd</sup> April 2011 at Queen's Club, Palliser Road,</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Sec.</b> Add election to May Agenda.</li> <li>• <b>Alex.</b> To purchase the PI Manual &amp; claim the money back from the Treasurer.</li> <li>• <b>IG Reps.</b> Please enquire at your groups to see if anyone is able and willing to stand for the NSB in October.</li> </ul>

West Kensington, London W14 9EQ.

### Eating Disorders Conference 2011 (29-31 March 2011)

- Mark updated the meeting with the plans for the EDC 2011.
- All volunteer slots have been filled for manning the stand over the 3 days of the conference.
- Volunteer packs have been put together and emailed to all volunteers.
- The Volunteer meeting is arranged for Sunday 13th March to discuss any issues arising.
- The literature has been ordered on a 'sale or return' basis to be delivered directly to the venue.
- Merchandise has been ordered (*White pen with Overeaters Anonymous and www.oagb.org.uk printed in green text with green lid*).
- Hotel booked for Monday night for Mark.

### OASEE IG Meetings | Morning workshops

- We would be able to have the extra hours to run morning workshops at no extra charge from CWH. These workshops would be Traditions & Concepts based, run from 11-1pm (*10-12noon on meetings starting at 1pm*) with one person responsible for running the workshop and publicising the event.
- **Proposal:** IG will organise morning workshops from July  
Proposed by: Kate | Seconded by: Zita  
**Vote:** Passed (13/2/5)
- Kate will Chair the Sub-Committee.

### OA Birthday Party 2011

- **Proposal:** IG would co-host an OA Anniversary Party in 2011  
Proposed by: Denise | Seconded by: Caroline  
**Vote:** Failed (4/6/7)

### National Assembly Bid Committee

- Jacqueline is chairing our committee looking into bidding to host the National Assembly.
- **Proposal:** OASEE IG bids to host the National Assembly in 2013  
Proposed by: Jacqueline | Seconded by: Kim  
**Vote:** Passed (18/0/0)

### Bank co-signatories

- The current co-signatories are Jacqueline, Antje and Maureen. Maureen will be moving abroad shortly.
- **Proposal:** Caroline (Chair) to replace Maureen as a bank co-signatory.  
Proposed by: Caroline | Seconded by: Jacqueline  
**Vote:** Passed (18/0/0)
- Antje (although not currently an IG Officer) will continue as third co-signatory.

### Agenda items not discussed during the meeting

- Website | IG Documents
- NSB Questions

- **Mark.** Report back to IG meeting in May
- **Sec.** Add to May Agenda.

- **Sec.** Add to July Agenda

### AOB

- None

**Meeting closed: 5:00pm**

## Glossary:

### Common abbreviations used in our documents

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

### Useful website links

[www.oasouthandeastengland.org.uk](http://www.oasouthandeastengland.org.uk) (*Our IG website*)

[www.oagb.org.uk](http://www.oagb.org.uk) (*Our national website*)

[www.oa.org](http://www.oa.org) (*The WSO website*)