

MINUTES

Saturday 8 January 2011 (2-5pm)

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

Attendees			
<u>IG Officers</u>	Name	Phone	Email
Chair	Kate		chair@oasouthandeastengland.org.uk
Vice Chair	Reshma		vicechair@oasouthandeastengland.org.uk
Executive Secretary	Alex		secretary@oasouthandeastengland.org.uk
Recording Secretary	Catherine		secretary@oasouthandeastengland.org.uk
Treasurer	Ceri		treasurer@oasouthandeastengland.org.uk
PI Groups	Mary		pigroups@oasouthandeastengland.org.uk
Professional Outreach Officer			outreach@oasouthandeastengland.org.uk
New & Existing Group Support Officer	Charlie		groupsupport@oasouthandeastengland.org.uk
Website Officer	Patrick		web@oasouthandeastengland.org.uk
Mail Officer	Louisa		mailofficer@oasouthandeastengland.org.uk
Telephone Officer			telephone@oasouthandeastengland.org.uk
World Service Officer	Patrick		worldservice@oasouthandeastengland.org.uk
National Assembly Chair	Francene		spiralingspirit@gmail.com
NSB Representatives	Sam		nsb@oasouthandeastengland.org.uk
	Angela		
<u>IG Reps</u>	Name		Email
East Finchley / Sun 11:00	Catherine		
Chelsea/ Sun 11:00	Reshma		
Southwark/ Sun 17:30	Amy		
Limehouse/ Sun 6.30pm	Catherine		
London W1 (Hinde Street)/Mon 12 :30	Uz		
London W1/ Tue 18 :30	Deborah		
London W1/ Wed 12 :15	Louisa		
Putney/ Wed 19:00	Mandy		
St Mary Le Bow / Thurs 18:00	Ceri		
Swiss Cottage / Thurs 19:30	Denis		
Eltham/ Thu 20:00	Caroline		
Greenwich/ Sat 08:30	Kim		
Wimbledon / Sat 08:30	Alex		
London W1 / Sat 12:45	Lucy		

Agenda items	Action points
Meeting opened: 2:00pm	
Chair Welcome Announced that all welcome to join for lunch before IG meeting, even if not coming to IG. IG meeting format has changed in group reports – IG Reps encouraged to report on: What’s going right? Do you have a problem & need help?), IG elections and strategic plan work.	
Readings Preamble: Sheila • 12 Traditions: Caroline • 12 Concepts: Angela Purpose of Intergroup: Deborah	
Apologies Officers: Jacqueline (NSB Rep) Reps: Zehra (Stratford/ Tue 7pm) / Kim (Crouch End /Tue 7.30pm)/ Perry (Richmond/Sun 6.30pm)/ Marilyn (Southgate/Mon 8pm)	
7th Tradition: £38.32 collection	
Quorum: Voting Members present 19. Quorum met (11)	
Minute Approval	
November 2010 Corrections & amendments: <ul style="list-style-type: none"> November minutes updated. Proposal: The meeting votes to accept these minutes as an accurate record of the November IG meeting. Proposed by: Mandy Seconded by: Charlie Vote: Passed Matters arising: <ul style="list-style-type: none"> P3. Caroline waiting on contact from Eating Disorders. P5. Sam clarified that 80 can be seated plus a table of 10 at venue for National Assembly. 	<p>Sec. Update November minutes and send to Web Officer to upload.</p> <ul style="list-style-type: none"> Caroline to follow up.
Officers’ Reports	<i>All Officer Reports appear in full in the Meeting Pack.</i>
Chair: Kate <ul style="list-style-type: none"> Thanks to all those who stood for elections in November & look forward to work together. Work on the OA Strategic Plan will be included in IG meeting format. IG Board are going to be trying to do a lot of the administration work before actual IG meeting. Vice Chair: Reshma <ul style="list-style-type: none"> No questions Executive Secretary: Alex <ul style="list-style-type: none"> Dropbox – send email if you need help. Agenda & minutes – are available on website. Recording Secretary: Catherine <ul style="list-style-type: none"> 22 groups have no IG Reps – one page agenda posted to group’s venue. 	

Treasurer: Ceri

- **Finance update.** Bank Account balances...
 - Current Account **£2028.06** (*Prudent Reserve is £1500*)
 - Deposit Account **£1224.14** (*Prudent Reserve is £1700*)
- **Sam (NSB Chair)** pointed out contributions were up on previous year. Please keep up contributions and more!

PI Media Officer:

- Vacant.

PI Groups Officer: Mary

- Handover needed.

Professional Outreach Officer: Vacant**New & Existing Group Support Officer: Charlie**

- **Surbiton Sunday 11am** – new meeting format.
- **What is role of this officer?** – visiting meetings without IG Reps. Explaining what is IG to meetings. Finding out what support groups need.

Loner Support Officer: Uz

- Handover to take place.

Website Officer: Patrick

- Has helped groups to update details on WSO website.
- Christmas meeting list compiled with help of Catherine. Hopes to find out how many times this was downloaded.
- Emails are now being redirected to IG Board.

Mail Officer: Louisa

- Handover needed

Telephone Officer

- **Vacant**

World Service Officer: Patrick

- On Web Tech Committee: not much happening at present.
- Busy time as groups go through questionnaire

Region 9 Rep: Patrick

- 15 page report from Region 9 Assembly is on website – highlights: Abstinence requirement was passed and financial assistance would be given to groups that couldn't afford, it was their first Region 9 Assembly and distant away from assembly venue.
- 17 countries were represented at assembly.
- New board elected.
- Venues for 2012: Poland and 2013: Israel
- **Officer Update:** Patrick will be stepping down as Region 9 Rep. Election for this officer/s position will happen in May 2012. (2 officers possible)

NSB Reps: Sam/Angela

- NSB meeting will be held at venue near Euston Station – if interested contact Sam/Angela/Jacqueline.
- Volunteer minute-taker needed for 28 January 2012.

- **Group Reps.** Thank group for contributions & encourage groups to continue making contributions.

- Alex & Mary to meet to handover.

- **Louisa:** Email Perry.
- **Patrick:** to show Louisa how mail works.
- **Kate:** to chase up handover.

IG Reps: Please announce to groups that volunteers are needed for NSB – in particular minute-taker/email distribution

- Can you do service? Need someone to look after email distribution list.
- Any volunteers for NSB - contact Sam/Angela/Jacqueline.
- Literature packer/s needed!! (must have some storage space)

list manager/literature packer

National Assembly 2012

• Need Volunteers!

- Theme to be chosen & approved by NSB
- Flyer being designed – priority to get out ASAP

• **IG Reps:** Please announce at meetings: **VOLUNTEERS NEEDED** for October 19-21 and before & give names to Francene. (Email: NAchair@oasouthandeastengland.org.uk)

Break: 3:30-3:45pm

Group Reports: *Group Reports are not minuted unless specifically requested.*

- Thanks to OASEE for support for PI work from Swiss Cottage.
- Change of venue:
- **Southwark/Kennington** (Sunday 5.30pm) Jamyang Buddhist Centre, 43 Renfrew Road, in the Library, London (Southwark/Kennington), England SE11 4NA
- **Greenwich** (Saturday 8.30am) Devonshire Drive Baptist Church, 10 Devonshire Drive, Greenwich, London SE10 8LA
- Meeting Update:
There is a *Writing Meeting* at Eltham Thu 8pm every 6 weeks.
- Meeting closed:
Wisbeck (Thursday 7.30pm) Closed

Agenda Items

WSBC

- Motions for WSBC 2011 will be sent out from WSBC on Tuesday 10 January.
- Pat will email these Motions and his summary to IG Reps (& groups) on Tuesday 17 January for group discussion before our **IG Meeting on Saturday 18 February 2-5pm.**
- There will be 2 votes on each proposed motion. The first is whether the motion merits debating at WSBC and the second vote is assuming that the motion does make the floor would you vote Yes or No.
- **NB! IG Rep will only have ONE VOTE for WSBC Motions** (so can only represent one meeting.)

- **IG Reps:** Please discuss the WSBC Motions with your Groups and attend the IG meeting on Saturday 18 February, 2-5pm.

Dropbox

- A webmail account which stores all OASEE documents

- **IG Board:** any problems accessing, contact Alex.

Supporting Struggling Groups Financially

- **Policy Proposal:** (That OASEE IG would deal with individual cases but OA as a whole cannot be brought into disrepute.) OASEE IG would pay outstanding debt left by closed group.
- Proposed by: Caroline/ Seconded: Sam
- Proposal carried.

- **Amendment proposed:** Payment would be paid to venue directly on receiving receipt. (Hinde Street Methodist Church)
- Proposed by: Sheila/Seconded: Charlie
- Amendment carried.

- **Ceri:** to follow up.
- **Charlie:** give details to Ceri
- **Charlie:** to encourage groups to read OA Handbook, 7th Tradition pamphlet and importance of Prudent Reserve

- **AOB**
- **Pleshy OA Retreat**
- **Proposal:** OASEE will endorse Pleshy OA Retreat
- Proposed by: Sam/Seconded: Catherine
- Proposal carried and passed by majority.
- Email set up for National assembly 2012:
NAchair@oasouthandeastengland.org.uk (National Assembly Chair: Francene)

- **4 – 5pm OA Strategic Plan Work.**
- IG Reps chose a group to work in based on 4 goals: Strong meetings, Financial Health, PI and PO Awareness, and Committed Services Bodies.
- See attached notes from each group.

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 GSR</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.oa.org (*The WSO website*)