

INTERGROUP MINUTES

Saturday 1st July 2017 (2-5pm)

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

IG Officers			
IG Officer	Name	Phone	Email
NSB Officer and Temporary Chair	Caroline		
Recording Secretary	Dee		recordingsecretary@oasouthandeastengland.org.uk
Treasurer	Mayu		treasurer@oasouthandeastengland.org.uk
Telephone Officer	Nita		telephone@oasouthandeastengland.org.uk
Newsletter Officer	Denise		newsletter@oasouthandeastengland.org.uk
IG Reps			
Meeting Description	Name	Phone	Email
Greenwich 8.30 Saturday	Judy		
Reading Sunday	Nicky		
Wembley Friday	Dee		
Chelmsford Monday	Andrew		
East Finchley Sunday	Alex		
Sutton	Linda		
Clapham Monday	Niamh		
Reading Friday - Observer	Sheila		-
Chatham	Alan		

Agenda items	Action Points
Meeting opened: 2.00pm by the Caroline (stepped in as no	

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<p>permanent chair), followed by the serenity prayer and a moment of silence for the still suffering compulsive eater</p> <p>Readings Preamble: Nicky; 12 Traditions: Alex ; 12 Concepts: Sheila ; Purpose of Intergroup: Caroline ; Healthy Intergroup: Linda</p> <p>Introductions Apologies: Rachael, Juliet NSD and Holly 7th Tradition: £ 36.70 Quorum: Quorum met (12).</p>	
Minute Approval	
<p>Corrections and Amendments: Page one Nicky change email address and email for Judy greenwich Page 2 None Page 3 Capitilse Heart of England Page 4 Nil Page 5 trust at the bottom of 4 and 5 amend the statement Make the “Meeter Greeter” as it is a made up title. Page 6 Nil</p> <p>Actions: Page 1 Nil Page 2 nil Page 3 Peter did not attend the meeting , Caroline was present instead Page 3 Did Stacey do officer positions Page 4 Nil, Literature to be sent to Health professionals Page 5 See side notes Page 6 Mayu updated us about a change of venue: Soho team are helping to search for a venue and they are going to get some quotes. Hopefully in September we will have better details.</p> <p>Matters Arising: Minutes accepted Mayu agreed then seconded by Dee and passed unanimously</p>	<p>Put in minutes that Mayu has chased this up and now has the correct details of the Health team who requested. Alex will send these out</p>
Officer Reports	
<p><i>All Officer Reports appear in full in the Meeting Pack.</i></p>	
<p>Chair: (Vacant)</p> <p>Vice Chair (Vacant): Executive Secretary (Vacant): Recording Secretary: Mayu praised Dee on her minute taking Treasurer: Caroline asked about the figure for how much we</p>	<p>Officers to put in claim</p>

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<p>have from groups and for this to be put on the report. Mayu updated the target for this year is £5000, so far £1172 collected.</p> <p>Website Officer: (not present): OASE website is not considered good enough. One member present reported she finds it difficult to access the information on the web page. She also reported she finds it difficult to put this forward in advance.</p> <p>Newsletter Officer: Caroline praised Denise on how well she had done getting the newsletter out .</p> <p>Telephone Officer: Asked about the callers who ask where venues are and Nita explained it is for people who cant access the web page for various reasons.</p> <p>National Assembly Delegate (Not present): No questions.</p> <p>Region 9 Rep: (vacant) :No questions.</p> <p>World Service Officer (Not present): Question: What was the tender of the debate business motion K. Caroline advised their was a discussion around this and people did not feel the current way was a problem and if people want a change they need to bring back suggestions.</p> <p>National Service Board Officer: No questions. Caroline fed back that there will be an audio link on the webpage for chairs at meetings in the next 4 weeks. These will then be available to download and share. It was asked what their heading will be and where will they be found but this has not been agreed as yet.</p>	<p>expenses asap</p> <p>Lee to liaise with Rachael about how we can improve the website.</p> <p>Denise to put in the newsletter about the purchasing OA books from Amazon , OA lose money. OAGB is where to buy books</p>
<p><u>Officers Elections: 14.55: 30mins</u></p> <p>Four positions to be elected on:</p> <p>Chair:</p> <p>Vice Chair:</p> <p>Executive Secretary:</p> <p>Region 9 delegate: To attend Iceland NSB in November 2017. No one put themselves forward. Caroline stated if we do not have a representative this may look strange as we are hosts of the event 2018. Andrew reported he feels that at local group level</p>	<p>Ask around in groups if anyone would like this position. Then this to go on the September Agenda and be discussed. We also</p>

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<p>these positions are not spoke about. Caroline wondered if this was to be discussed at the next meeting or would this be to late as cost will rise. After discussion Niamh put her self forward and this was 2nd by Lee. However this was not within the by law requirements. Sheila suggested we send someone as an observer rather than a delegate just so we can get feedback. This was not considered an option at present;</p> <p>Nobody put themselves forward fior the main positions. It was then suggested there are specific tasks that need to be completed for the next meeting:</p> <p>Put an agenda together: Denise agreed to this and this was carried;</p> <p>Forward all reports received : Nita has agreed to do this</p> <p>Send an email to all officers and groups for reports: Linda has agreed to do this</p> <p>Review the secretary and chair position email address: Nicky agreed to this.</p> <p>Mayu wanted it recorded a thanks for all the additional support that mambers offered over the last month to ensure the Meeting could run.</p> <p>Break : 15.37 (15 Min).</p> <p>Return from Break at 15.55</p> <p>Social meeting officer: Mayu gave the job description. No</p>	<p>need to have conversations with other members who may be attending and would they be happy to share back.</p> <p>Can we find out if us not sending a delegate would impact on region 9 being quorate.</p> <p>Roll over to September To be put in the Newsletter for next time. Nita will email the job</p>

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<p>nominations today.</p> <p><u>Please note, the agenda below is on the assumption that we fill the positions of Chair and Executive Secretary during the officer elections. If either of these positions are not filled then discussion of how these tasks will be managed until the next IG meeting will need happen before we move on to the agenda items below, and timings adjusted appropriately.</u></p> <p><u>Project resourcing and prioritisation (10 mins) 16.05;</u></p> <p><u>General discussion on overall progress of projects, our resources available and our priorities. We may want to consider scaling back, deferring or refocusing some tasks if we don't feel we have the capacity to continue with all of them.</u></p> <p><u>Project updates (10 minutes)</u></p> <p><u>We will have a brief update from each committee:</u></p> <p><u>a) Convention:</u> Juliet and Rachael sent feedback via Mayu, there will be a meeting in September</p> <p><u>b) Grassroots:</u> The survey has been confirmed and the flyer has been completed. Mayu will now send out the flyer and start the process.</p> <p><u>c) Card in the community:</u> No one present from the project to give feedback. But individuals present who had an interest and had commenced this at group level. Dee agreed to Chair this group.</p> <p><u>d) Service workshop:</u> Caroline and Nita both present on this project but not progressed . Nita agreed to Chair this project.</p> <p><u>e) Public outreach:</u> Linda volunteered previously and nil has happened as we have no chair.</p>	<p>description out to all groups.</p> <p>Mayu to send flyer out</p> <p>Dee to email Kai who was also working on this project with Peter</p>

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<p>Mayu suggested a leader is required for all projects to run effectively.</p> <p>It was felt by a variety of members that card in the community was a viable project and very needed.</p> <p>Discussion :</p> <p><u>Intergroup phone provider (10 mins):</u></p> <p><u>We are having issues with transferring the current mobile number to a new supplier, discuss options available</u></p> <p>We agreed a provider previously (GIFF GAFF) but this is not now suitable and Nita is looking at another supplier? vodaphone.</p> <p><u>National Assembly 2017 (5 mins):</u> Caroline gave an overview of the process when attending. Andrew asked if you could just attend on the Saturday. Caroline agreed this is possible but it is more helpful for the business to attend the Friday as well.</p> <p>Judy asked if IG actively encourage groups to attend, and does the IG put lists together so rooms can be shared to reduce the costs.</p> <p>31st July is the dead line for groups to ask for financial support to send a member. Form is available on OA website.</p> <p>General discussion and members present reported back on their groups plan to attend.</p> <p>Need National Service Board Officer to be voted on in September.</p> <p><u>Discussion of when and where the Assembly will take place</u></p>	<p>Nita will continue to look for a provider at approx. £10.00 monthly value.</p> <p>To be put on the agenda for September</p>

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<p><u>this year, and encourage groups to send a delegate.</u> <u>Reminder that financial help is available for groups and that there are a number of vacancies which will be available to join the Board in October.</u></p> <p><u>Global Gold spam filter (5 mins):</u></p> <p>Discussion of whether this is working to reduce the spam coming through to the Intergroup officer email addresses.</p> <p>General consensus was that there has been a reduction of Spam. Well done to Rachael for her negotiations.</p> <p><u>Update on issues discussed at last IG (20 mins)</u></p> <p>Job description for Social Media Officer, proposal for Newcomer greeter, having less topics on the Intergroup agenda with more time for discussion, changing room layout.</p> <p>Do we need a newcomer greeter?</p> <p>Nicky offered to take this role and be a presence for new comers and attendees when they arrive at the meeting. Judy raised that as a newcomer she felt it was difficult to understand the acronyms. Explained they are in the new comer pack however we have not had these at intergroup.</p> <p>This was seconded by Judy and carried unanimously.</p> <p>Alex raised that she is not receiving emails and this is very important for new comers.</p> <p>Caroline explained this is the role of executive secretary usually</p> <p>Andrew asked about having an email address for groups then all information could be shared.</p> <p>Mayu suggested the AOB is protected time of 10 mins.</p> <p>Mayu also requested as part of the newcomer greeter we advise on how to get in things on the agenda i.e prior to the next meeting.</p>	<p>Nicky will add something into the chairs script about the acronyms .</p> <p>Caroline updated the list today.</p>

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<p><u>Alternative venue for Intergroup meetings</u></p>	
<p>Break 15.40 to 15.55</p>	
<p>Any Other Business</p> <p>Lee raised that the group agree to a new or a sub website to show the meeting location service as it is not easy to access on OAGB and OASEE. Caroline has tried to take this forward previously and is happy to take this forward again with specific details of when people are having difficulties.</p> <p>Judy raised that the agenda pack has an ambiguous term about “their own definition of abstinence” . This to be raised in the next meeting</p> <p>Mayu suggested we may need to consider a small team to review the current officer roles and share the load. “Simplify”. Alex suggested this should be put on the agenda.</p>	<p>Caroline agreed to lead this</p> <p>Judy will bring a proposal for next meeting.</p> <p>Members to contact Mayu and she will direct them to people who are looking at this. All ideas to be shared.</p>
<p>Next meeting: Saturday 2nd September 2017</p>	

Deadline for Officer reports: 3 weeks before 10th August Distribution of next agenda pack: 17th August

Glossary: Common abbreviations used in our documents

AOB	Any other business	OASEE	OA South and East England
GSR	General Service Representative (same as IR)	OASEE	OA South and East England
IG	Intergroup	IG	Intergroup
IR	Intergroup Representative (same as GSR)	PI	Public Information
MP	Meeting Pack	PO	Professional Outreach
		R9	Region 9 (Europe, Africa & Middle East)

MS	Meeting Summary	TSW	Twelfth Step Within
NSB	National Service Board	WSO	World Service Office
NA	National Assembly	WSBC	World Service Business Conference
OAGB	OA Great Britain		

Useful website links

www.oasouthandeastengland.org.uk (Our IG website)
national website)

www.oagb.org.uk (Our

www.oa.org (The WSO website)