

**MINUTES**

**02.07.2016> (2-5pm)**

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

<b>Attendees</b>			
<b><u>IG Officers</u></b>	<b>Name</b>	<b>Phone</b>	<b>Email</b>
Executive Secretary	Rachel		
Treasurer	Mayu		
Outreach Committee Chair (temporary)	Sheila		
Website Officer	Lesley		
Telephone Office	Juliet		
Region 9 Officer, World Service Delegate and acting Chair	Holly		
<b><u>IG Reps</u></b>	<b>Name</b>	<b>Phone</b>	<b>Email</b>
Sunday 14.30: Stevenage, The Living Room SG2 0DJ	Nita		
Sunday 19.00: Reading, Theale, Berkshire RG7 5AS	Shelley		
Monday 19.30: Beaconsfield HP9 2JW	Dee		
Tuesday 19.30: St Albans AL3 6DJ	Claire		
Wednesday 20.00: Cranham RM14 1RG	Linda		
Friday 19.30: Wembley, Middlesex HA9 8EW	Dee		
Saturday 10.00: London (Hendon) NW4 2AA	Vicky		

Agenda items	Action Points
<b>Meeting opened: 2.00pm by Holly ( acting as Chair today in Caroline’s absence)</b>	
<b>Readings: 2.05pm</b> Preamble: Shelley 12 Traditions:Linda/ 12 Concepts: <b>Sheila</b> / Purpose of Intergroup: Claire / Healthy Intergroup Preamble: Juliet	
<b>Introductions and Apologies: 2.10pm</b> <b>Officers: Caroline(Chair) / Rosemary(Vice Chair)/ Emma (Newsletter Officer)</b>	
<b>7<sup>th</sup> Tradition: £38.50</b>	
<b>Quorum:</b> Voting Members present 13. Quorum met (11)	
<b>Minute Approval 2.15pm</b>	
<b>Corrections and Amendments:</b> Proposal: The meeting moves to accept these minutes as an accurate record of the May 7 <sup>th</sup> 2016 Intergroup meeting. <b>Moved by:</b> Mayu, Seconded by: Dee <b>Motion: adopted.</b> <b>Matters Arising: None</b>	. <b>“Comment</b> was made <b>that”</b> is unfinished, Mayu will check and amend. Now done.
<b>Officers Reports 2.20pm</b>	
<b>Chair: Caroline-</b> No additions, no questions <b>Vice Chair: Rosemary-</b> No additions, no questions <b>Executive Secretary: Rachel-</b> Update provided by the Executive Secretary that on Sat 9th July, the Hendon meeting will be closed. This will be just for one week. The information has been provided for the <a href="http://OA.org">OA.org</a> site. Treasurer wished to thank Exec Sec for all the work done sorting out email provision for the officers. <b>Recording Secretary: Vacant-</b> No additions, no questions <b>Treasurer: Mayu-</b> The Bank is still making errors and the Treasurer is cataloging those. <b>The meeting expressed it's thanks to the Treasurer for pursuing financial compensation for the poor banking service which has been provided to our IG.</b> Treasurer noted that most of the income from the Retreat arrived in one financial year whilst the venue invoice was due for payment at the start of the next financial year. Thus we have a smaller surplus than it might initially appear. Further clarification will be given later when we discuss finances in relation to the R9 bid <b>Website Officer: Lesley-</b> Update from the Web Officer that she has been in discussion with the Chair about arranging a link from the OAGB site to the SEEIG website and therefore our meeting list. Work is being done to determine the best way for newcomers to get the information that need. <b>Newsletter Officer: Emma-</b> Answered by Exec Sec/Acting Chair in the absence of the Newsletter Officer. The aim is to produce 4 newsletters per year but they may not be at regular intervals. Apologies send via email from the Newsletter Officer that the next one will be slightly late due to her work commitments. Comment that contributions of articles and new material are	

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<p>always of value for the Newsletter.</p> <p><b>Telephone Officer: Juliet- No additions, no questions</b></p> <p><b>World Service Officer: Holly-</b> Other officers expressed thanks for this valuable service, particularly the bringing of a motion to request the Region chairs Committee only meets in North America which turned out to be very controversial</p> <p><b>Region 9 Rep:</b> Update from Region 9 Rep that she has now booked her accommodation for the 2016 Assembly but not yet registered, as she needs a signature from the Chair to proceed. This will be done by Aug 11th though. Question <b>regarding Region 9 rep's communication with N Ireland</b> (all present were allocated a country not present to reach out to) but no response as yet forthcoming.</p> <p><b>NSB Reps: Vacant – No additions, no questions</b></p>	
<p><b>2.40pm Committee Chair Updates.</b></p> <p>Acting Outreach Committee:Chair (Sheila) The Acting Chair provided an update that more work needs to be done on the PI guide for groups in reducing the copyright material within it and using the OA Brown Book 3rd Ed instead of the Big Book for information to give to health professionals about the nature of the disease. Then it needs to be sent to WSO and the R9Trustee for approval. A meeting of the Committee prior to the IG meeting was advertised but only 2 members turned up</p> <p>Twelfth-Step-Within Committee Chair (Vacant) Update given by the Exec Secretary that the 2016 Retreat at Belsey Bridge in Suffolk was a success and raised just under £1000 which will be used to further carry the message.</p>	
<p><b>Agenda items: 2.50pm</b></p>	
<p><b>Item 1: Election of recording Secretary (15 mins for item 1 and 2)</b></p> <p>Motion: Job description and requirements read, Dee volunteered for post and gave her service history and fellowship history then responded to questions. No non-voting members present so the Acting Chair removed herself from the voting process to distribute and collect ballot papers.</p> <ul style="list-style-type: none"> <li>•</li> <li>• <b>Moved by:</b> Sheila and seconded by Dee, votes counted YES: 11 NO: 0 Abstentions: 1</li> <li>• Motion: <b>adopted</b></li> </ul>	
<p><b>Item 2: Election of region 9 alternative delegate.</b></p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> No nominations</li> <li>• <b>Moved by:</b></li> <li>• Motion: <b>To be discussed again at the September IG meeting.</b></li> </ul>	
<p>* Item 3: Bylaws/policy manual review (10 mins) Update from Acting Chair on the information given, that all bylaws and</p>	

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<p>policy manual are accessible on the website and are not very lengthy documents. The IG conducted updates 2 years ago but more recently they been looked at by the R9 Trustee with regard to updating any technical information. Now need an IG committee to check they are in line with current practice in terms of content and procedure. Question as to how we decide on whether the <b>committee's</b> proposed changes are worth doing or whether we might be creating work for <b>work's</b> sake. <b>Chair's</b> response that the Committee will act as trusted servants and that any proposed changes would be brought to IG to be decided by group conscience. There is no abstinence requirement as such but all Officer posts do have requirements and the bylaw suggestion that IG reps have at least 6 months hopefully means that those within the room are abstinent. Board members are not automatically expected to be part of the committee. Lesley, Juliet, Vicky and Rachael volunteered. *</p>	
<p>* Item 4: Group reports during Intergroup meetings (5 mins) Suggestion that if this was taken forward, that group reports be done in writing, in advance of the meeting and submitted to the Exec Sec for inclusion in the agenda packet. Also that it be voluntary. This could add significantly to the workload of the Exec Sec although if voluntary, experience suggests that only a small number of groups may respond and provide an update. Further question as to what kind of information would be expected from such an update? Response that information on the <b>group's</b> experience regarding dealing with difficult members, insurance issues or any areas e.g. PI where they are taking initiative might be very helpful to other groups. A rep commented that the IG gave no direction on where to go or who to tell if your meeting is struggling and needs more support. Exec Sec responded that this information is provided in her report every time along with a request that any struggling group contact her so that she can send out a wider request for support. General feeling that having saved 45 minutes of IG time by taking out committees, verbal group reports would be an unnecessary <b>"using up"</b> of time.</p>	
<ul style="list-style-type: none"> <li>Item 5: Financial reserve needed for bid to host Region 9 Assembly/Decision on budget surplus from last financial year (15 mins) Update from Vicky on costs for hosting R9. Investigating University Accommodation in/around London. Still awaiting full information from Kingston and St <b>George's</b>. Imperial has quoted £2,580 for the meeting room hire (and £84 pppn for accommodation) LSE has quoted £2,520 for meeting room hire (but has not confirmed accommodation costs yet) We would not be liable for accommodation but would be liable for the meeting room hire costs (probably on a sliding scale as the date approached) if for some reason the event did not go ahead or if there were no attendees. <b>Treasurer's</b> recommendation is as follows: from our true surplus (after payment of the retreat venue) that we keep £2,500 in reserve for R9 assembly and convention, and that we contribute £1300 to other service levels in the following ratios: OAGB 37%, R9 19% and WS 44% (NB as previous treasurer had DD set up for £25 per month donation to OAGB £300 of this contribution has already been passed on to OAGB)</li> </ul>	

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<p>Proposal to save £2,500 in reserve for R9 bid Yes: 11, Abstentions: 2</p> <p>Motion: Proposal to save £2,500 in reserve for R9 bid</p> <ul style="list-style-type: none"> <li>•</li> <li>• <b>Moved by: Vicky, Seconded by Rachael</b></li> <li>• <b>Motion: adopted</b></li> </ul> <p>Item 6: Proposal to pass £1300 to other service levels in the ratios noted above</p> <ul style="list-style-type: none"> <li>• Motion: Proposal to pass £1300 to other service levels in the ratios noted above, Yes: 12, Abstentions: 1</li> <li>• Moved by : Mayu, Seconded by Rachael</li> <li>• Motion: adopted</li> </ul> <p>Item 7: Intergroup policy on financial help for groups (10 mins).</p> <p>Three Officers voiced that they were not in favour of the final paragraph stating that OA groups who disband and leave a debt will have it paid by the IG. General feeling that groups should be responsible for themselves and that IG paying off debts would be enabling. Twice the IG has been approached to pay off the debt of a disbanded meeting. Once this was done to safeguard the other meetings using the same venue who were being asked for the money because the venue had no understanding about the autonomy of each group. Sheila stated that this is an <b>“old chestnut”</b> that comes up repeatedly and Lifeline have done an <b>“Ask it Basket”</b> article discussing it in the past. There is much fellowship experience to be found on the topic if research is done and we would benefit from finding that. Claire from the St Albans meeting suggested that IG offers Meeting Starter Packs at a reduced cost (e.g. with a 12&amp;12, Big Book and Newcomer Packs in them) as this would have been useful in her experience of setting up their meeting. At the request of the Exec Sec, she agreed to list what might be considered a good starter pack and bring this as a proposal to the next IG meeting.</p> <ul style="list-style-type: none"> <li>• Motion:</li> <li>• Moved by: No</li> <li>• Motion: Not adopted to be discussed at September IG meeting</li> </ul> <ul style="list-style-type: none"> <li>• Item 8: Proposal on changes to committee structure (30 mins)</li> </ul> <p>The Acting Chair checked that all present had read and understood the information/proposals. Not everyone had so she gave further explanation and time for questions so that all were clear on what was being discussed. From this clarification was given on the purpose of committees (to carry the message to the still suffering compulsive overeater both inside and outside of OA e.g. with PI and the provision of recovery opportunities such as workshops and retreats); that all committees would report back to IG; that</p>	

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<p>you do not have to be an IG rep to participate in an IG committee, and that there was no scope for IG to pay for room hire for a committee meeting (that they should meet face to face in places which did not require official hiring e.g. coffee shops and would conduct much of their business via email and Skype)</p> <p>Several comments in favour of committees for specific goals/ events enabling people to get involved where they are able for a specified time period. Treasurer commented that the idea of having goals is in line with the Healthy Group Inventory we carried out last year. Concern that we may get lost in committees and wondering how we can <b>“keep it simple”</b>? Also concern that we are doing too little already and people may <b>“slip through the cracks”</b>. The bylaws should reflect that IG requires/encourages reps to get involved rather than to just report back to their group on what is being done by others. Sheila voiced concern that in line with Tradition 5, our Primary Purpose is to carry the message and <b>that’s</b> what the Standing Committees were formed to do.</p> <p>The Exec Sec proposed we vote on Option 3 <b>“to</b> request that a more detailed proposal on the future of committees, (roles, titles), is worked on and brought to the September <b>meeting”</b></p> <p>Rachael, Nita, Vicky and Dee volunteered to be involved in preparing that proposal</p> <p>Motion: (Option 3) to request that a more detailed proposal on the future of committees, (roles, titles), is worked on and brought to the September <b>meeting”</b>. Yes: 11, No: 1 Abstentions: 1</p> <ul style="list-style-type: none"> <li>• Moved by : Rachel, Seconded by Mayu</li> <li>• Motion: adopted</li> </ul> <p>Item 9: Proposal on changes to National Assembly delegate role (20 mins).</p> <p>The Acting Chair clarified the purpose of the proposed bylaw amendment concerning larger <b>IG’s</b> being able to send more reps to National Assembly. This is to potentially increase the number of officers on the NSB by increasing the number of suitably qualified OA members attending the National Assembly. Calculations were made that if we have 79 meetings and can send one rep per 15 this would mean our IG could send 6 delegates. Concern that we need to be sensitive to other smaller <b>IG’s</b> who have 15 meetings or less. Currently nobody is in the NA delegate role and the likelihood of having 6 people willing to take all 6 places (and for IG to have enough money to pay for them all) is quite low. Bylaw change means we just have the option of sending more than 1.</p> <p>Motion: Bylaw amendment vote? Yes: 9, Abstentions: 4</p> <ul style="list-style-type: none"> <li>•</li> <li>• Moved by: Rachael, Seconded by Mayu</li> <li>• Motion: Adopted</li> </ul> <p>Clarification that historically the NA delegate has attended the assembly and provided a one-time written report back to IG on what was happening. Discussion that having the delegate be involved in a committee, give</p>	

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<p>service throughout the year and report back regularly to IG would be positive.</p> <p>Acting Chair moved to vote on the proposal</p> <ul style="list-style-type: none"> <li>• Motion: to change the NA delegate role to include doing service at national level and to ensure that point 1 of the current job description is done throughout the year. Yes: 11, Abstentions: 2</li> <li>• Moved by: Mayu, seconded by Rachael</li> <li>• Motion: Adopted</li> </ul>	
Any Other Business 4.50pm	
<p>Item 1: The Web Officer presented her ideas to simplify the current SEEIG website and make it easier for the Newcomer to access. More information and a proposal will be forthcoming. The Exec Sec commented on the need to ensure the current information on website is up to date before embarking on a revision of the site. This was duly noted and accepted by the Web Officer.</p>	
<p><b>Item 2: Final comment that we need “new blood” in the IG to fill our officer</b> roles and be involved in committee work so that we can best carry the message. Encouragement to carry a positive message about IG to our meetings and bring others along</p>	
<ul style="list-style-type: none"> <li>• <b>5.00pm Meeting Closes</b></li> </ul>	

**Glossary: Common abbreviations used in our documents**

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

**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*)