

INTERGROUP MINUTES

Saturday 10 January 2015 (2pm-5pm)

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

Attendees

IG Officers		
Intergroup Officer	Name	Email
Chair	Stuart	chair@oasouthandeastengland.org.uk
Vice Chair	Rosemary	vicechair@oasouthandeastengland.org.uk
Executive Secretary	Holly	secretary@oasouthandeastengland.org.uk
Recording Secretary	Laurie	rec.secretary@oasouthandeastengland.org.uk
Treasurer	Barnaby	treasurer@oasouthandeastengland.org.uk
12th Step Within Committee Chair	Juliet	12thstepchair@oasouthandeastengland.org.uk
Outreach Committee Chair	Angela	outreachchair@oasouthandeastengland.org.uk
Website Officer	Alex	web@oasouthandeastengland.org.uk
Region 9 Officers	Francene	region9@oasouthandeastengland.org.uk
World Service Delegate 1	Caroline	worldservice@oasouthandeastengland.org.uk
World Service Delegate 2	Francene	As above

Intergroup Rep	Name
London (Chelsea) SW10 9NH	Devra
Stevenage, The Living Room, SG2 0DJ	Nita
London (Earls Court) (OA How) SW5 9JF	Rob
Reading, Theale, Berkshire RG7 5AS	Shelley
Beaconsfield HP9 2JW	Rachel
Norwich, Norfolk NR3 1AZ	Mercy
London (Clapham) SW4 0QZ	Bianca
London (Islington) N1 9UL	Carolin
London (Southgate) N14 6RA	Debbie
Milton Keynes MK12 5TH	Mandy
St Albans, AL3 6DJ	Gregory
Purley (Surrey) CR8 3BA	Jakki
Borehamwood, Hertfordshire WD6 3PJ	Alison
London (Brixton) SW2 3LU	Odele
Wembley, Middlesex HA9 8EW	Caroline
Reading, Berkshire RG2 7PW	Sheila

IG Visitor: Nicky

Meeting notes:

Agenda Item	Notes	Actions
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Meeting Opened by Chair		
Readings	Preamble: Sheila 12 Traditions: Laurie 12 Concepts: Rachel Purpose of Intergroup: Nita	
Member Introductions		
Quorum	It was established the meeting had 21 members eligible to vote and was therefore quorate.	
Collection of 7 th tradition	£70.70	
Eating during the meeting	A member asked whether it was permitted to eat during the meeting. It was voted that yes, members could eat during the current meeting. This vote was for this meeting only and does not extend to a policy for any further meetings. It was advised that should anyone wish to establish a policy on this for future meetings, they could add submit a proposal to the agenda for review at a future meeting.	
Meeting approval	<p>Corrections and amendments: noted by Recording Secretary.</p> <p>Motion: That the modified minutes are accepted.</p> <p>Moved by: Caroline</p> <p>Motion: Adopted</p> <p>Matters arising:</p> <p>1) The Chair acknowledged that a number of items were listed in the minutes of previous meeting as items for the current meeting's agenda but that due to the late receipt of the minutes, they had not been added onto the agenda sent out in the agenda packet. The chair explained that as a consequence, a new agenda would be voted on before the meeting began.</p> <p>2) The WSBRs reported that the motion that IG voted to submitting to WSBC regarding the cost of the region chair's committee was ruled as 'out of order' as it was submitted as policy amendment and should have been submitted as a bylaw amendment. It was clarified that as it is not possible to submit an emergency bylaw amendment the motion will not be discussed at the forthcoming WSBC. However, it will still be sent out in the agenda packet for the next WSBC and so participants will see it was submitted. The motion could be submitted again next year.</p> <p>3) The meeting was updated that the proposal for IG to give new groups a small grant had been deferred to March's agenda for review. It was also noted that IG currently lacks clarity around the process for developing a new policy and this needs to be addressed.</p>	Recording secretary to amend minutes and submit to the Exec Sec and Chair for approval then to Web Officer for upload to website

<p>Officer Reports – all Officer Reports included in full in the meeting pack and on the IG website</p>	<p>Chair: No additions. No questions</p> <p>Vice-Chair: Reminded group of forthcoming dates on the calendar. Web Officer confirmed that all the calendar dates collated by the Vice Chair are now on the website. The Vice Chair shared proposals for a web based calendar platform to be discussed at the appropriate point in the agenda</p> <p>Executive Secretary: <i>Additional meeting updates:</i> Southend-On-Sea, Tuesday meeting; Wimbledon, Tuesday meeting have both closed. <i>Other additions:</i> IG reapplied for permission to use the OA logo and this has been approved for 2 years until January 2017.</p> <p>Recording Secretary: No additions. No questions.</p> <p>Treasurer: £500 was received from OAGB for the stall at the Eating Disorder Conference.</p> <p>A concern was raised about the amount of money in the delegate fund being very low. It was confirmed this was confusion due to layout of the financial information on the page and the correct amount was verified by the Treasurer.</p> <p>The treasurer confirmed he will create a budget for IG for 2015 but will not be undertaking any inventory of expenditure for any previous period.</p> <p>Web Officer: The web officer confirmed whether all IG officers understand how the new mail system work and clarified that it forwards all email sent to officer alias to officer's personal email addresses and if officers reply, the response comes from their personal email not their alias address. Note: If officers do not wish to use their personal email address for IG business, they will need to set up a new account they are happy to use and provide the email address to the Web Officer.</p> <p>It was confirmed that during the last system update all previous emails held in the officer accounts have been deleted and can't be recovered so new officers will not have access to these.</p> <p>Newsletter Officer: Submitted report after deadline so not included in agenda pack. Members will be able read it on the website and can direct any enquiries to the Newsletter Officer.</p> <p>Telephone Officer: the phone is still not fit for purpose as calls can only be answered when it is plugged in which restricts when the telephone officer</p>	
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	<p>can receive calls. The group requested the purchase of a new phone be added to the meeting agenda as a matter of priority.</p> <p>National Service Board Representative: Vacant</p> <p>Region 9: The Region 9 Officer highlighted again that Region 9 still needs a banker who must be eligible for a UK bank account. See R9 rep for details about this role.</p> <p>World Service Board Representatives: An extraordinary IG meeting has been scheduled for the 14 February 2015 to specifically address the agenda items for WSBC so the WSBC delegate(s) can hear the conscience of the group and represent this at the conference.</p> <p>The group debated whether this discussion should take place at an extraordinary meeting or at a scheduled IG meeting as some were concerned numbers would be low for the extraordinary meeting. It was also raised that if it was held at a typical IG meeting, the meeting would have to be quorate to progress which may have endured more members attending. It was determined however that the meeting on 14 February would go ahead as scheduled.</p> <p>It was clarified that email comments cannot be submitted for the meeting on the 14 February; all who wish to share views must attend. It was clarified that multiple members may attend from groups but the voting system will remain: one group, one vote.</p>	
Agenda	<p>The group voted to adopt the following updated agenda to replace the one submitted in the agenda pack:</p> <ol style="list-style-type: none"> 1) Purchase of a new telephone for Telephone Officer 2) Decision regarding sending 1 or 2 delegates to WSBC 3) Review of the web based calendar proposals <p>It was voted to defer the IG inventory to March's agenda to allow for more time to complete it.</p>	
Item 1: Purchase of a new telephone for Telephone Officer	<p>Motion: That IG spends up to £80 to purchase a new telephone for the Telephone Officer role. Rationale being that current one is broken.</p> <p>Moved by: Barnaby</p> <p>Notes: It was clarified by the Treasurer that the proposed value of £80 would be sufficient to buy a phone that was fit for purpose and that a pay as you go contract would be more economical and suitable</p>	Telephone Officer and Treasurer to purchase new phone

	for IG purposes than a contract phone Motion: Adopted	
Item 2: Decision regarding sending 1 or 2 delegates to WSBC	<p>Motion: That IG allocates funds for two delegates to attend the 2015 WSBC. Rationale being that each IG is entitled to send 2 delegates per every 15 groups in their intergroup region. As we have 81 groups we are eligible to send multiple delegates. Each delegate from an IG has a vote so with two delegates we would have two votes and it would also mean our IG has a presence on more committees during the WSBC.</p> <p>Moved by: Caroline</p> <p>Notes: Objections to the proposal were that in the past we have only sent one that has been sufficient; that the cost could be more than a third of our balance and it could put at risk our ability to fulfill our other financial functions; that people from groups may object to this use of their 7th tradition. Contributions. Arguments in favor included that: not many other Region 9 countries can afford to attend at all so it is good if the UK can send as many as possible to ensure some representation from outside the US; that for one person to represent 81 groups is a huge demand and the size of our IG would be better represented by two delegates. There was no exact estimate of cost so the meeting could not be advised of the exact financial implications of the decision, although it was estimated to be around £1,500 so £3,000 in total.</p> <p>Votes: FOR: 10; AGAINST: 8</p> <p>Motion: Carried</p>	
Item 3: Web based calendar platforms	<p>Part of the Vice Chair role requires the implementation and upkeep of an IG calendar. The Vice Chair has collated dates for this calendar which the Web Officer has put on the website. The Vice Chair has proposed setting up a web based calendar for IG use and has suggested two platforms with a preference for google calendars.</p> <p>It was clarified that the calendar does not have to be web-based, however the Vice Chair felt this would be easier to maintain than the Word document that has historically been used. There was concern that since the dates are already on the IG website this could double-up resources unnecessarily.</p> <p>The Vice Chair will continue to look into this and anyone with ideas or comments should contact the Vice Chair directly.</p>	
Committee Reports 12 th Step Within	<p>Chair: Juliet</p> <p>Update:</p> <p>Motion: IG to allocate £1,000 to pay a deposit on</p>	Chair of committee and treasurer to

Outreach Committee	<p>Belsy Bridge (Suffolk) for the retreat that the committee is coordinating Moved by: Juliet Notes: The retreat is from 15-17 May. Cost for retreat will be £129 per person for non ensuite room and £168 per person for ensuite room. The theme of the retreat is abstinence and carrying the message. It will be for two nights (Friday & Saturday). People will be required to pay the full cost upfront and the £1,000 deposit paid by IG will be recoverable. Vote: FOR: 12; AGAINST: 1 Motion: Adopted</p> <p>Chair: Angela Update: The Eating Disorder Conference (18-20 March 2015, Institute of Education, London) sub-committee are continuing with plans for this. Up to 12 volunteers are required for the stall. The sub-committee will email IG reps about how to volunteer. The committee voted on the following requirements for volunteers: one year of continuous abstinence; be familiar with the 12 traditions and 12 concepts; have worked the 12 steps; be confident speaking with professionals; be currently working with a sponsor; preferably to have experience of IG. The committee also voted for the following wording for the new banners: 'Recovery from eating disorders' to be placed alongside the logo and OA GB website details.</p>	<p>arrange payment of the deposit</p> <p>EDC sub-committee to organise purchase of banner; leaflets and volunteers for event</p>
Any other business	None	
Next meeting & Closing	<p>Officer report and agenda item deadline: 16 February 2015 Agenda pack distribution: 21 February 2015 Next meeting: 7 March 2015</p> <p>The meeting closed with the serenity prayer</p>	Officers send reports by deadline. All members submit any agenda items by deadline.

A number of reminders were issued during the meeting regarding process, these are noted here:

- Matters arising from the minutes cannot be submitted via email. They must be raised at the meeting by the relevant person or by a substitute on their behalf.
- Members must raise they hand if they wish to speak and the Chair will call on them. Members are not to call out during the meeting.
- The reports from the two committees are reviewed at the end of the meeting during their updates not during the officer reports

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

MS Meeting Summary
NSB National Service Board
NA National Assembly
OAGB OA Great Britain

TSW East)
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*)