

MINUTES

05.11.2016 (1-5pm)

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

Attendees			
<u>IG Officers</u>	Name	Phone	Email
Chair	Caroline		chair@oasouthandeastengland.org.uk
Executive Secretary	Rachael		secretary@oasouthandeastengland.org.uk
Treasurer	Mayu		treasurer@oasouthandeastengland.org.uk
Website Officer	Lesley		web@oasouthandeastengland.org.uk
Telephone Office	Juliet		telephone@oasouthandeastengland.org.uk
Region 9 Officer, World Service Delegate and acting Chair	Holly		region9@oasouthandeastengland.org.uk
Recording Officer	Dee		rec.secretary@oasouthandeastengland.org.uk
<u>IG Reps</u>	Name	Phone	Email
Sunday 14.30: Stevenage, The Living Room SG2 0DJ	Nita		
Sunday 19.00: Reading, Theale, Berkshire RG7 5AS	Shelley		
Tuesday 19.30: London (Spitalfields) E15JQ	Lea		
Tuesday 19.30: St Albans AL3 6DJ	Kai		
Tuesday 20.00: London	Denise		

(Roehampton) Priory			
Thursday 19.00: London (Tooting Bec) SW177RH	Peter		
Thursday 19.30: Canterbury CT12RB	John		
Thursday 19.15: Cambridge CB12LW	Nicola		
Thursday 20.00: London (Eltham)	Stacey		
Friday 19.30: Wembley, Middlesex HA9 8EW	Dee		
Saturday 10.00: London (Hendon) NW4 2AA	Vicky		
Visitor: Chatham ME44DT	 Alan		

Agenda items	Action Points
Meeting opened: 1.00pm by Caroline (Chair)	
Moment silence and then serenity prayer. Readings: 1.05pm Preamble: John / 12 Traditions: Holly / 12 Concepts: Alan / Purpose of Intergroup: Peter / Healthy Intergroup Preamble: Nita	
Introductions and Apologies: 1.10pm:Stacey, Lea, Denise, Nita, Anita, , Dee, Alan, John, Peter and Nicola, Apologies. Juliet (Telephone Officer) and Sheila Officers: Rachael (executive secretary), Holly (Region 9 and world service) Caroline(Chair), Mayu (Treasurer) and Dee (Recording Officer)	
7th Tradition: £37.36	
Quorum: Voting Members present 13. Quorum met (11)	
Minute Approval 1.15pm	
Corrections and Amendments: None Proposal: The meeting moves to accept these minutes as an accurate record of the September 2016 Intergroup meeting. Moved by: Rachael and seconded by Holly Matters Arising: Rachael raised the pack for new group setting up, which is on page 8 of minutes. Caroline explained the person who raised this is not present today so not discussed. <hr/> Caroline explained today is an AGM and we will be voting in new service positions. It was explained that today we would put up some lists which people can put their names forward with no commitment.	
Officers Reports 1.20pm	
Chair: Caroline- No additions, no questions. Caroline advised this would be a position, which will need filling from January, Rachel thanked Caroline for her work in the last year. Vice Chair: Vacant: No additions, no questions Executive Secretary: Rachael- West Hampstead/Kilburn Monday at 7pm and Swiss	

Cottage Thursday 7.30pm are struggling and need our support. Holly asked about Monday morning Hinde Street meeting and Rachael confirmed this has been discontinued although she cannot get this off world service listing. Caroline advised if it does not get removed we can as an intergroup ask for it to be removed. Mayu commented on the benefits of updates from other group.

Recording Secretary: Dee- No additions, no questions. Dee advised she was happy to stand again today as only new in the position.

Treasurer: Mayu- Holly asked for clarification on the region 9 and world service monies, Mayu will review her report and give clarification. Mayu feedback: she is starting to get money from groups and she will ensure this is clear. She plans to stay in post. Nita asked about the Santander fees, Mayu confirmed this has been resolved. Caroline clarified that all monies for the world service delegate who did not attend world service would be reflected in the treasure reports. Mayu reports £800 will come back and be reflected in the next year budget.

Website Officer: Lesley- not present. Holly stated there was no information on the OASE website for the Agenda today. Rachael also stated the officer's names list needs updating. Caroline feels that Lesley would be standing again for this officer position although Lesley was not present at this time of the meeting so unable to confirm.

Newsletter Officer: Denise- has had a handover from Emma and she has a draft newsletter going out in December. Happy to stand again today.

Telephone Officer: Juliet- Not present but sent apologies. No additions, no questions Juliet will not stand for next year.

World Service Officer: Holly- No additions no questions. Holly stated for anyone interested in the position to please ask in the break for more information.

Region 9 Rep: Not for election today as not until May. Attended the region 9 in Netherlands, she put forward our SEEngland bid for 2018. Next year will be in 12-13th September 2018. Holly will finalise the report and send this out, Holly offered to share in more detail with anyone who would like more info. Iceland will host next year. Region 9 board has requested the written bid and committee chair, however not one at present.

NSB Reps: Juliet attended National Assembly October 2016- No additions, no questions. Vicky thought there was a strange discussion around directing people's food plans at NA. Caroline reported IG had put a proposal forward at National

Assembly but this was not passed.	
Agenda items: 1.45pm	
<p>Item 1: Discussion about intergroup meeting for January 2017. Caroline discussed this and the suggestion was January 7th</p> <p>Motion: Moved by majority: voted for Jan meeting to be 7th Jan. Motion: carried</p>	
<p>Item 2: PI Pack approval</p> <p>Please see Outreach Chair report. The pack has been sent as a separate attachment to the Agenda Pack due to its size.</p> <p><i>Action:</i> Brief background explanation followed by approval vote.</p> <p>Caroline stated this has been looked and worked on by outreach committee and region 9, no issues so Caroline asked for a vote on do we approve it.</p> <p>Opened to floor for questions: Rachael made a comment on how good this pack is, and how often she is asked how we let people know locally. Thanks put out by Rachel. Mayu raised if there is another committee being considered on how we implement this in the future.</p> <p>Motion : carried by majority vote with no debate.</p>	
<p>Item 3: Changes to Committee Structure</p> <p>The ideas document was discussed in September with a view to formulating a policy proposal which could be voted on in November. Members were invited to submit any alternative or additional suggestions to the Executive Secretary for amalgamation into the proposal where possible. None have been received.</p> <p>As a result, the policy proposal has been drafted making the assumption that there were no fundamental concerns about the ideas for change, but nevertheless taking into account some of the points raised verbally at the meeting. It is included with the agenda pack.</p> <p><i>Action:</i> This proposal will be debated and then voted on.</p> <p>Submitted by the Executive committee as a whole.</p> <p>Proposer: Rachael: Time is right to implement change , this change encourages people not involved at intergroup to get involved as they will not have to attend the IG meetings.</p> <p>Against: Nita has concerns that with this motion there will be no leads, and how many</p>	

projects there will be at one time. Because the committees groups have been removed from the IG meeting it has been more difficult to get together.

Caroline answered this by stating this information was in the policy document.

2nd(For) Vicky: I have friends who have young children and cannot attend a Saturday IG meeting, but would like to be involved without attending the Board meeting. I think it will introduce more contacts and not isolate. We will not shut the door on committee chairs.

2nd(Against) John: He stated it will be too many sub committees and will still need chairs so therefore does not stop the current issue of no chairs.

3rd (for) Lea: Feels it is a good thing to change the name of the set up as it will encourage more people.

3rd (against) Denise: Denise discussed that she felt it would be difficult to get leaders and maybe training needs to be offered and then the positions of chair could be filled.

Seconded by: Mayu, Anita and Dee

Questions: Lea asked about people who wanted to be a part of the outreach work. Rachel answered this by saying it was made more accessible when they got involved with the retreat and once they came to retreat planning they felt they were of service. We had a sub committee to arrange the retreat and we needed more people and sent out an email and a number said yes, as there were not enough people in the IG GROUP. This introduced them to IG and committee work

Vicky advised this was how she had got into committee work and it encouraged her to join IG

VOTE: 14 in favor, Motion carried:

Item 4: Policy proposal on financial help for struggling OA groups

Following further discussion at September's Intergroup meeting and in consultation with various IG members, our Treasurer has amended the proposal regarding financial help for struggling OA groups. This is included in the agenda pack.

1. Each request will be reviewed separately on a case by case basis by the Executive Committee.
2. As a guiding principle SEEIG will not cover debts incurred by individual OA groups in the region.
3. However should there be factors that would cause significant difficulties, e.g. affecting the reputation of OA as a whole, then SEEIG would cover the debt.
4. Decisions will be communicated to the SEEIG board as a whole at the next SEEIG meeting in the

calendar.

Action: It was agreed by majority to go straight to vote rather than debate as previously discussed.

Proposer: Mayu

Seconded: Peter

Vote: 11 in favour, 1 against. Motion carried

Item 5: Policy change proposals on Any Other Business

Two policy change proposals have been submitted by the Spitalfields Tuesday meeting, regarding time for Any Other Business on the Intergroup meeting agenda – these motions are included with the meeting agenda pack.

Action: These proposals will be debated and then voted on.

Proposer: Lea.

No seconder came forward so not taken further.

Item 6: To extend the time for AOB to 15mins unless this is not needed.

Proposer :Lea

Seconded: Denise

Proceeded to a vote as this was the majority decision and not debate.

Vote: 5 in favour, 6 against, Motion not carried.

Item 7: World Service Business Conference motion

A request to take a motion to the World Service Business Conference with the aim of amending the OA Preamble has been submitted by the Spitalfields Tuesday meeting – the motion is included with the meeting agenda pack.

If the Intergroup vote in favour, the motion would need to be received by the World Service Office by 10th Dec, therefore responsibility for drafting a full motion would need to be delegated to a subcommittee

Action: This proposal will be debated and then voted on. If successful, volunteers will be requested to form a subcommittee to prepare the motion.

Proposer: Lea

Seconded: Peter;

7 to go to a vote

6 to debate: So this went to a vote and no debate

Vote: In favour 4, Against 8: Motion not carried

Item 8: Attracting members to service at IG

Following a discussion around this topic in September and based on feedback received, ideas have been developed further and will be debated.

IG representatives and officers would be regularly encouraged to send information on available fellows and open roles each quarter. The list will be kept on the DropBox site. An extract of the list containing the open roles could be made available on the SEEIG website to promote awareness and encourage service to be done at group level and regularly published with newsletters. For anonymity the list of names of fellows would only be shared with SEEIG representatives and not be available publicly.

Action: Ideas debated and, if possible in the time allowing, formally proposed and voted on.

Proposer: Mayu
Seconded: Vicky

Vote: In favor 9, Against 1: Motion carried.

30 minute Break agreed on by vote.

Voting for position of intergroup officers' 15.00hrs

Rachael read out the qualifications required for all officers positions and for position of Chair: Elections are done by written vote. Alan to collect papers and tally all votes and report back.

Chair Position: Peter put himself forward.

Peter still agreed to put himself forward as acting up role until he reaches the correct level of abstinence.

Seconded by: Rachael and Mayu.

Vote: 14 in favor 1 against and 1 abstention.

Treasurer position: Mayu put herself forward.

Seconded by: Rachael, Vicky, Dee and Nita.

Rachael readout the details of the role.

Vote: 16 in favour , 0 against and 1 abstention.

Executive secretary: John put himself forward but did advise he would not have the specific requirements:

Rachael advised that an acting up role for this position would not be suitable for her to supervise him at this time

Asked about how long each week, Rachael stated she could not put a time weekly on this. Sometimes nil and sometime 10 hours.

Caroline advised there would be a skeleton position and therefore there will be things that do not get done and the intergroup members will have to offer support. Nicola asked if this role could be a job share. Caroline advised this was a shared position previously with recording sec and executive sec together. Rachel stated there are areas that can be shared with the rest of the board.

Nita asked about the expenses and can these be claimed back for things like printing and costs incurred in this position.

Mayu stated there is a lot of support offered if anybody is feeling this will be overwhelming.

Holly also reiterated what Mayu stated. Holly also put forward that if positions are left unfilled the message needs to be taken forward to groups for more attendees at IG to potentially take up the positions.

Stacey put herself forward after the discussions:

Seconded by: Vicky, Rachael and Nicole.

Vote: 16 favor, 0 abstentions. 0 against

Vice chair position: Vicky put herself forward.

Seconded by: Mayu, Rachael, Leslie

Rachael read the role which has been changed to include updating the database.

Vote: 16 in favour, 0 abstentions, 0 against

Recording Secretary: Dee put herself forward;

Seconded by: Rachael, Mayu, Vicky and Stacey

Vote: 15 in favour, 1 abstention. 0 against

Newsletter officer: Denise put herself forward:

Seconded by : Rachael;

Vote: 15 in favour, 1 abstention. 0 against

Web Officer; Rachael put herself forward:

Seconded by: Dee

Vote: 16 in favour, 0 abstention. 0 against

Telephone Officer: Nita put herself forward:

Seconded by: Rachael, Mayu,

Vote: 15 in favour, 1 abstention. 0 against

World service delegate officer and an alternate: Holly nominated herself;

Seconded by: Leslie, Vicky Rachael, Mayu,

<p>Vote: 16 in favour, 0 abstention. 0 against</p> <p>2nd delegate for WSO: Nicola put herself forward: however requires 2 yrs service beyond group level and 1 year abstinence as advised by Caroline. So Nicola withdrew.</p> <p>Position left vacant: to be revisited in January 2017.</p> <hr/>	
<p>Any Other Business 4.20pm</p>	
<p>Item 1: Nita raised could we think about when we have an extraordinary meeting in February to discuss things for World service assembly: Holly advised agenda questionnaire must be back by the 2nd of March nil changes to be taken forward at present.</p>	
<p>Item 2: Caroline asked if anyone is available to help with the region 9 assembly in 2018, Peter and Stacey put themselves forward.</p> <p>Holly shared there is a pack for hosts for the region 9 assembly. And that the important thing is having someone to take leadership on this project. This cannot be Holly as she is region 9 rep. Please all consider for next time.</p> <p>Caroline thanked all outgoing officers and asked if all members know who will be handing over to them.</p> <p>Calendar for next year. Maya asked and Caroline advised the meeting will always be on the first sat every other month from January.</p> <p>Caroline asked all members to consider what the task force could be concentrating on next year.</p>	
<ul style="list-style-type: none"> • 16.30pm Meeting Closes 	

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 IG	OA South and East England Intergroup
IG	Intergroup	PI	Public Information
IR	Intergroup Representative (same as GSR)	PO	Professional Outreach
MP	Meeting Pack	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*)

www.oagb.org.uk (*Our national website*)

www.oa.org (*The WSO website*)