

INTERGROUP MINUTES

Saturday 4th May 2019 (2-5pm)

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

IG Officer		Name	Email
Chair	Darren	chair@oasouthandeastengland.org.uk	
Vice Chair	Linda	vicechair@oasouthandeastengland.org.uk	
Executive Secretary	Susie	secretary@oasouthandeastengland.org.uk	
Treasurer	Anne	treasurer@oasouthandeastengland.org.uk	
Telephone Officer	Karen	telephone@oasouthandeastengland.org.uk	
NSB Officer	Juliet	nsb@oasouthandeastengland.org.uk	
NA Delegate	Sheila	nadelegate@oasouthandeastengland.org.uk	
IG Reps			
Meeting Description	Name	Meeting Description	Name
St Albans	Pauline	Wateringbury	Naomi
Wimbledon	Lynn	Eltham Mon	Natalie
Soho Sat	Kara	West Hampstead	Simone
Visitor	Caroline	Finchley Central	Jacqueline
Visitor	Margaret	Borehamwood	Terry

Meeting opened: 2.00pm by the Chair, followed by the Serenity Prayer and a moment of silence for the still suffering compulsive eater
Readings Preamble: Natalie; 12 Traditions: Jacqueline ; 12 Concepts: Margaret ; Purpose of Intergroup: Juliet ; Healthy Intergroup Preamble: Sheila
Introductions and timekeeper appointment – Juliet volunteered
Fellowship sharing time (30 mins)

Apologies: Ali (Web Officer), Charlotte (Social Media Officer)	
7th Tradition: £73.50	
Quorum: Reached with 13 voting members	
Minute Approval (March meeting)	
Corrections and Amendments: Page 1 – Time of meeting should be 2pm to 4.45pm; NSB Officer email address should be nsb@oasouthandeastengland.org.uk, not the OAGB address	
Minute Approval continued (March meeting)	Action points
<p>Matters Arising:</p> <p>Page 2</p> <p>A notice was going to be created to put on the Welcome Table that lets people know about the Intergroup WhatsApp group. Anne said she had prioritised the Treasurer handover but would aim to get the notice done for the next IG meeting. In the meantime, to contact Anne (Treasurer) if you would like to join (it is a fellowship/sharing group, not for discussing business)</p> <p>Chair to send feedback from WSBC meeting to the World Service Office – Chair apologised for missing the deadline for sending these in; WSO were not able to extend the deadline so our feedback was not included. Chair shared the outcome from our WSBC meeting with the R9 chair, so she is aware of our thoughts on the motions</p> <p>St Neots Monday meeting – no contact could be made with this meeting, so a request has been made to remove from the meetings list</p> <p>Juliet moved that the minutes be accepted as an accurate record of the meeting, Anne seconded, and the motion was carried</p>	<p>Anne - to create notice regarding WhatsApp group for Welcome Table</p> <p>Exec Sec – to confirm the meeting is no longer listed on oa.org</p>
Minute Approval (March extraordinary meeting)	
Corrections and Amendments: Page 1 – Time of meeting – 4.45pm to 5pm; NSB Officer email address should be nsb@oasouthandeastengland.org.uk, not the OAGB address The heading should say EGM (Extraordinary General Meeting), not AGM	
Minute Approval continued (March extraordinary meeting)	Action points
<p>Matters Arising:</p> <p>None</p> <p>Anne moved that the minutes be accepted as an accurate record of the meeting, Juliet seconded and the motion was carried</p>	
Officers' Reports: These appear in full in the meeting pack	Action Points

Chair

Additional info – Chair has been speaking to TV producer regarding a documentary on eating disorders, they are looking to follow someone's journey in OA but trying to find a way to make that work with OA anonymity

Vice Chair

Q. How did the contact with Woking College come about?

A. This was an email that came through, a student was doing a project and presentation and we sent some materials, no further contact has been received.

Executive Secretary

Q. Do we have any meetings without contacts? In the past, a list would be included in the Exec Sec report.

A. This has been done in the past, can be done for future meetings. We have about 20 meetings with no contact details

Exec Sec – to include a list of meetings without contacts in future agenda packs

Exec Sec – to add an agenda item about whether we can keep a list of 'last contact' with groups

Treasurer

Q. Why do we have 2 payments to Global Gold?

A. They provide us with a number of services which are invoiced separately

Q. Is the interest shown gross or net interest?

A. Gross

Q. Do we know any more about the large donation received?

A. We have the person's name, but no group information could be found. The bank confirmed that the reference given was OASEE, so we know it was definitely for us rather than paid in error

Web Officer – no questions

Telephone Officer

Juliet thanked Karen for her efficient handling of the calls coming into the IG phone

NA delegate – no questions

NSB Officer

Q. Is there anything we can do to support OAGB regarding the Literature Officer position which is currently vacant?

A. If the Literature Service didn't function, then every group would need to order their literature individually from the US. At the moment, Chair and Comms Officer are covering the vacant Literature Officer role.

<p>There are lots of ways you can give service to support the National Service Board, lots of small roles are available.</p> <p>Region 9 Delegate Our R9 delegate Is currently serving on the GDPR committee, this issue is being worked on at R9 and WSBC level</p> <p>Q. When does R9 officer get re elected? A. This has been missed off of the May IG agenda, along with the NA delegate role, so these positions will needed to be elected in July</p>	<p>Exec Sec - to include OAGB service opportunities info in the weekly bulletin</p> <p>Exec Sec – to add R9 and NA delegate elections to July agenda</p>
<p>Agenda items:</p>	<p>Action Points</p>
<p>Officer Elections Recording Secretary – no nominations</p> <p>WSBC Delegate – Q. Is there anything for a WSBC delegate to do between now and November? Would there be any point to electing someone for that period? A. There isn't work to be done if we haven't sent a delegate to the Conference Q. What about covering emails coming in to WSBC delegate email account? A. These won't increase after WSBC. Linda offered to monitor the email address for the time being</p> <p>Newsletter Officer – no nominations Q. How much are we paying to maintain newsletter distribution list? A. £6 a month. If we stopped paying this, we would lose the contact list, templates and archive of previous newsletters</p>	<p>Anne – to hand over WSBC email account to Linda</p>
<p>OA Birthday Celebrations</p> <p>Caroline presented the following idea to the meeting:</p> <p>2020 is OA's 60th Birthday</p> <p>What can we do as an Intergroup to celebrate OA's 60th birthday next year? This would be a great way to bring our groups together, to hold some recovery and fellowship events, and perhaps do some PI to raise the profile of OA. So many of us have a life today that we never thought we could have as a result of our OA recovery, and this is our opportunity to celebrate together the amazing gifts that we receive from this programme.</p> <p>Can we talk about whether there would be people at IG and also OA members more widely in our IG who would be interested in doing some kind of</p>	

<p>celebration activities or events? It could be that the IG take the lead with hosting events/activities, or that we take the role of supporting groups to do their own events.</p> <p>We could consider doing one or more of the following -</p> <ul style="list-style-type: none"> - Half day or one day workshop(s) - Retreat/weekend event eg at Kairos Centre - Fellowship/social event(s) eg OA birthday party - PI activities, eg PI party, bringing people together for fellowship and also to do a mass mail out or email blast - Public Information meeting - an open access meeting where we invite media/healthcare professionals <p>If we do want to do this, we also need to think about how to publicise to groups and how to encourage them to get involved.</p> <p>A subcommittee was formed to be chaired by Caroline to bring some specific ideas to the July IG meeting. Natalie, Linda, Jacqueline, Susie and Simone volunteered to participate in the subcommittee</p>	<p>Caroline – to chair a subcommittee to review possible ideas for the OA 2020 60th Anniversary celebrations and provide a report for the next IG pack</p>
<p>Budget Discussion</p> <p>Could we add £150 to budget for literature to give away/sell at the Traditions and Concepts workshop on 22nd June?</p> <p>Q. What would be the breakdown of spending on literature? A. The OA Handbook for Members, Groups and Service Bodies – would like to buy copies to sell/give away and Region 9 would buy any copies left over</p> <p>Q. What has the £450 workshop budget that was already allocated been spent on? A. Rent for venue, and £50 allocated for stationery</p> <p>The Treasurer moved to increase spending on workshop by £150 to cover literature costs. Simone seconded. Motion passed.</p> <p>Linda moved to hold back £1000 from surplus funds for activities that might be proposed by the OA 2020 60th Anniversary committee. Susie seconded. Motion passed.</p> <p>Q. Are we going into deficit by allocating this extra money to the budget? A. Yes, we are going to have a deficit budget, but this will be covered by the surplus funds which were unspent from the previous year's budget</p> <p>The Treasurer moved that we pass on £5000 of surplus funds to OAGB (37%), R9 (19%) and WSO (44%) Linda seconded. Motion passed.</p> <p>The Chair offered thanks to both Anne and Margaret for their hard work on the budget and the Treasurer handover.</p>	<p>Treasurer – to make payment of our surplus funds to other service bodies as directed</p>

<p>Workshop Update</p> <p>Five committee members, each taking responsibility for different parts of the workshop. 3-4 reps/officers present at the IG meeting said they are planning to attend the workshop.</p> <p>Q. Could we contact groups who don't often come to IG to encourage them to attend the workshop? A. We have a distribution list for all those interested in receiving information about IG so it is going out more widely than to IG reps</p> <p>Q. Will we be recording the shares at the workshop to be shared online? A. It's a mainly interactive workshop, so there wouldn't be much to record</p> <p>Q. Could we send out an edition of our newsletter with information about this event? A. We would need to reinstate our newsletter as we only have a holding subscription at the moment, the cost and time involved in changing to an active subscription mean that we aren't going to do this</p>	<p>Reps – to circulate flyer and publicize the event in their meetings</p>
<p>Chair List and GDPR</p> <p>We have discussed the idea at previous IG meetings of having a list of speakers who are available to do chairs, however, there were concerns about GDPR.</p> <p>Region 9 run a sponsor list with an officer responsible overseeing a small subcommittee, and we could use the same model to make sure we are in line with data protection guidelines.</p> <p>Karen offered to draft a more detailed proposal regarding how we would set up and maintain a sponsor list, to be voted on at the next meeting</p>	<p>Exec Sec – to add Chair List as agenda item for next IG meeting</p> <p>Chair – to contact R9 sponsor committee re how to set up a compliant GDPR contact list</p> <p>Karen – to bring a more detailed proposal regarding a Chair List to the July IG meeting</p>
<p>Social Media – Opening a Twitter account</p> <p>Kara gave an overview of the motions which have been proposed by the Social Media Officer.</p> <p>Q. Is it necessary for a Twitter account to list a phone number? If so, should we consider buying a new mobile phone for this purpose? A. This isn't a necessity, the aim is to publicise the existing helpline number more widely</p> <p>Q. A lot of the proposed tweets wouldn't have much meaning outside OA, is it supposed to be aimed within the Fellowship or at attracting newcomers from outside OA? A. It was agreed at a previous meeting that we would focus initially on those within OA</p> <p>Q. Why did we decide to aim at those within the fellowship?</p>	

A. This was a way of testing the water, and seeing what happens. If all goes well, we can start looking at using the account for public information purposes

Motions

Proposal to use socialmedia@oasouthandeastengland.org.uk to open Twitter account moved by Susie, seconded by Simone. Motion carried

Proposal to use the OASEE logo as our main handle moved by Susie, seconded by Natalie. Motion carried

Proposal to use the OAGB owned image of people with linked hands as the banner picture proposed by Juliet, seconded by Anne. Motion carried

Proposal to include our Intergroup website address in our profile moved by Anne, seconded by Susie. Motion carried.

Proposal to include our helpline number in our profile moved by Karen, seconded by Kara. Motion carried.

Proposal to use the tagline Welcome to Overeaters Anonymous, Welcome Home moved by Simone, seconded by Juliet. Motion carried.

Proposal to use hashtags #oa #oaseeig #12step moved by Sheila, seconded by Anne. Motion carried.

Proposal to tweet three times a week using the example tweets provided in the Social Media officer report moved by Anne, seconded by Linda. Motion carried.

Social Media Officer – to set up Twitter account and start sending tweets as per the motions carried, and report back to the July meeting on progress made

GDPR update

The Chair explained that the GDPR documentation needs to be reviewed on an annual basis, and that he would be willing to do this on behalf of Intergroup.

Juliet moved for this action to be taken by the Chair, Simone seconded. Motion carried

Chair – to review GDPR documents and report back on any necessary changes

AOB	Action Points
<p>Kara proposed that Jacqueline takes forward the contact with the TV documentary makers who have been speaking to the Chair. Susie seconded. Motion carried.</p> <p>The Chair was approached by the R9 Chair/Trustee and WSO regarding a meeting in our IG area which appeared that is was not in line with Tradition 6 regarding no affiliation with outside organisations. After discussion with the group, the group has agreed to remove affiliations with any organisation other than OA. The Chair clarified that if any OA member has concerns about a group not acting in accordance with the Traditions that they can contact him, or to speak to others in the OA service structure such as our R9 Chair or Trustee</p>	<p>Jacqueline – to contact documentary producers and if there is a way for us to be involved while remaining within the Traditions, to put them in contact with OA members willing to participate who meet the IG criteria for doing outward facing PI work</p>
<p>Meeting closed: 5pm with the Serenity Prayer</p>	
<p>Next meeting: Saturday 6th July 2019</p>	

Deadline for Officer reports: 15th June 2019 Distribution of next agenda pack: 22nd June 2019

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)