

INTERGROUP AGM MINUTES

Saturday 2nd November 2019 (1-5pm)

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

IG Officers		
IG Officer role	Name	Email
Chair	Darren	chair@oasouthandeastengland.org.uk
Vice Chair	Linda	vicechair@oasouthandeastengland.org.uk
Treasurer	Anne	treasurer@oasouthandeastengland.org.uk
Web Officer	Ali	web@oasouthandeastengland.org.uk
Social Media	Charlotte	socialmedia@oasouthandeastengland.org.uk
Telephone Officer	Karen	telephone@oasouthandeastengland.org.uk
NSB Officer	Juliet	nsb@oasouthandeastengland.org.uk

Apologies (Officers only): Susie (Executive Secretary)

IG Reps/Visitors				
Meeting description	Name		Meeting description	Name
Borehamwood Wed	Nik		Soho Sun	Grace
Clapham Mon	Hannah		Southgate Mon	Kate
Eltham Mon	Natalie		Theale	Vicci
Queens Park Weds	Jo		VISITOR	Anthea
Reading Fri	Sheila		Wimbledon Sat	Lynn
Soho Sat	Kara			

Ref	Notes	Action points						
01/ 02	Meeting opened: 1pm by the Chair, followed by the Serenity Prayer and a moment of silence for the still suffering compulsive eater							
03	<p>Readings</p> <table border="1"> <tr> <td>Preamble: Anthea</td> <td>12 Traditions: Kate</td> <td>12 Concepts: Anne</td> </tr> <tr> <td>Purpose of Intergroup: Ali</td> <td>Healthy Intergroup Preamble: Charlotte</td> <td></td> </tr> </table>	Preamble: Anthea	12 Traditions: Kate	12 Concepts: Anne	Purpose of Intergroup: Ali	Healthy Intergroup Preamble: Charlotte		
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04	Fellowship sharing time: the reading was 'For today' from 1 st Nov																										
05	Introductions – led by Darren 7th Tradition: £65.05																										
	Quorum: 11 voting members required, 16 voting members in attendance																										
06	Minutes from September 2019 meeting – corrections and amendments																										
	<table border="1"> <thead> <tr> <th>Ref</th> <th>Page</th> <th>Correction</th> </tr> </thead> <tbody> <tr> <td>08</td> <td>3 / 4</td> <td>Replace “Position absent” with “Position vacant” for Recording Secretary and Newsletter officer</td> </tr> <tr> <td>10</td> <td>7</td> <td>Add the missing word into the first sentence on the page: What is the current “process” if the</td> </tr> <tr> <td>12</td> <td>10</td> <td>Replace “post Christmas and New Year period” with “post end of year holiday period”</td> </tr> </tbody> </table>		Ref	Page	Correction	08	3 / 4	Replace “Position absent” with “Position vacant” for Recording Secretary and Newsletter officer	10	7	Add the missing word into the first sentence on the page: What is the current “process” if the	12	10	Replace “post Christmas and New Year period” with “post end of year holiday period”													
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	requirements) or a service position, open to any Intergroup Rep.										
Page 8	Chair - to add any AOB items which were not discussed today to the September agenda: - Support for the web officer in upgrading software	To be taken up by Exec Committee (06d)									
13a Page 11	13a. Anne, Juliet, Caroline and other officers to check if they have any Professional Outreach literature e.g. leaflets	Done									
15a Page 12	15a Exec Committee to decide what to do with the spare traditions pocket cards.	Done – available for purchase at Intergroup: 55p for each £4.95 for 10									
<p>Juliet moved to accept the minutes as an accurate record of the meeting; Anne seconded.</p> <p>Votes:</p> <table border="1"> <thead> <tr> <th>In favour</th> <th>Against</th> <th>Abstentions</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>0</td> <td>0</td> <td>Motion approved</td> </tr> </tbody> </table>				In favour	Against	Abstentions	Outcome	10	0	0	Motion approved
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07	Officers' reports: these appear in full in the meeting pack										
	Chair Questions/comments: none										
	Vice Chair Questions/comments: n/a - no report submitted										
	Treasurer Questions/comments: <ul style="list-style-type: none"> Q: Are we in a healthy financial position? A: There was some concern in October, but since then we have had 10 contributions which puts us in a stronger position, and we have been able to transfer some funds into our savings account. We are more or less on target according to the budget. Q: Does the treasurer prefer to have lots of smaller payments or one larger one? A: no preference. An updated statement of accounts was provided which included 2 contributions from an unknown source. The treasurer reminded everyone to send an email when making a contribution as well as adding the group no into the payment reference. Full guidelines can be found here: https://www.oasouthandeastengland.org.uk/contributions/ 										
	Executive Secretary (absent from meeting) Questions/comments: <ul style="list-style-type: none"> Nik from Borehamwood Wed meeting asked to be added to the distribution list 		07a. Exec Sec to add Nik to the distribution list								

	<p>Recording Secretary Position vacant so no report submitted</p>	
	<p>Telephone Officer Questions/comments: none</p>	
	<p>Web Officer Questions/comments:</p> <ul style="list-style-type: none"> Q: Clarification of the number of 'meeting hits' was requested. A: Number of times someone has visited the 'meetings' page. 	
	<p>Social Media Officer Questions/comments:</p> <ul style="list-style-type: none"> Q: Can/should we tweet when there is something in the media that highlights eating disorders? A: We are able to, but avoid this as it's difficult to do it without referencing outside issues 	
	<p>Newsletter Officer Position vacant so no report submitted</p>	
	<p>National Service Board Rep Questions/comments:</p> <ul style="list-style-type: none"> Q: Now that there are 3 NSB reps (officers) from our Intergroup, should they submit one joint IG report or separate ones? A: A vote was taken, and it was agreed that they submit separate reports 	07b. The 3 NSB officers to submit separate reports from January onwards
	<p>NA Delegate (absent from meeting) Questions/comments:</p> <ul style="list-style-type: none"> There was a brief discussion about the possibility of SEEIG hosting the National Assembly 2021. This was postponed until AOB. 	
	<p>Region 9 Delegate The report has not yet been written; Darren gave a brief verbal report and will submit the written one for the January meeting.</p>	07c. Region 9 delegate to produce report for January meeting
08	<p>OA 60th Birthday Celebrations Linda gave a summary of the report and a discussion followed:</p> <ul style="list-style-type: none"> The original plan to have a workshop and celebratory 'talent show' was put on hold due to lack of suitable venues. We will just run a workshop and the talent show (or similar event) will be done at the end of 2020. The venue has been booked and the deposit has been paid (Dragon Hall in Covent Garden, one of the original venues) on 18th Jan. There was some discussion over the capacity, and it was confirmed as 80. The flyer is available on website and was in the agenda pack for this meeting. It was requested that IRs and officers promote the event at their local meetings. Attendees can sign up on EventBrite. It is not a public event so it will not show up in search results; it can only be found through the link or by typing in the url: oabirthdayworkshop.eventbrite.co.uk. 	

	<p>The committee may revisit this decision. Of the 80 spaces, 12 have already been booked. There was some concern that fellows may sign up but not attend; this was considered by the committee, but it is hoped that the wording on the page will encourage people to release the place if they can't attend. If the workshop is full, we may not be able to accommodate people who turn up on the day without having signed up.</p> <ul style="list-style-type: none"> • The committee is still looking to run other workshops across our IG area. Their approach is to encourage meetings to host a workshop at a local venue with support from the committee. It was reiterated that we would like to encourage wider participation and not just focus on London and surrounding areas. The committee will proactively reach out and will use this as an opportunity to try to engage more groups in Intergroup generally. • There was a brief discussion over the location and venue for the final event of 2020. 							
09	<p>Introduction to officer elections Led by Darren, who also shared how giving service at Intergroup has strengthened his recovery.</p>							
10	<p>Break during which fellows were able to add their name onto the 'Expression of interest' sheets for each officer and service position</p>							
11	<p>Officer Position elections – led by Darren There was a brief discussion about whether the minimum requirements for officer positions are flexible, in particular if someone doesn't regularly attend a group in our area or has not been in the fellowship for 12 months.</p> <p>It was reiterated that if an IR becomes an IG officer, they are encouraged to recruit another fellow from their meeting to be IR.</p> <p>Q: How often do officer positions rotate? A: Most are annual, but they may be sooner if someone steps down. For some officer positions we ask that you be willing to stand for 2 years.</p> <p>Q: Can we appoint officers at any time if the role isn't filled at the AGM? A: Yes, all unfilled roles are offered at every IG meeting and fellows can be elected using the same voting process.</p> <p>Q: What are the absolutely minimum roles for the IG to function? A: Chair, Treasurer, Exec Secretary. We have operated without an Exec Secretary before, but this meant other officers covering.</p>							
	<p>Chair Candidates: Darren put themselves forward, seconded by Charlotte Votes:</p> <table border="1"> <thead> <tr> <th>For</th> <th>Against</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>0</td> <td>Darren was elected</td> </tr> </tbody> </table>	For	Against	Outcome	16	0	Darren was elected	
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<p>Vice Chair: Candidates: no willing candidates Votes: n/a</p>							
<p>Treasurer: Candidates: Natalie put themselves forward, seconded by Anne Votes:</p> <table border="1"> <thead> <tr> <th>For</th> <th>Against</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>0</td> <td>Natalie was elected</td> </tr> </tbody> </table>	For	Against	Outcome	16	0	Natalie was elected	
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<p>Website Officer: Candidates: no willing candidates Votes: n/a</p>							
<p>Newsletter Officer: Candidates: no willing candidates Votes: n/a</p>							
<p>Telephone Officer: Candidates: Kara put themselves forward, seconded by Linda Votes:</p> <table border="1"> <thead> <tr> <th>For</th> <th>Against</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>0</td> <td>Kara was elected</td> </tr> </tbody> </table>	For	Against	Outcome	16	0	Kara was elected	
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<p>Social Media Officer: Candidates: Susie put themselves forward via proxy, seconded by Anne Votes:</p> <table border="1"> <thead> <tr> <th>For</th> <th>Against</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>0</td> <td>Susie was elected</td> </tr> </tbody> </table>	For	Against	Outcome	16	0	Susie was elected	
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<p>World Service Business Conference Delegate: Candidates: Jacqueline put themselves forward via proxy, seconded by Karen Votes:</p> <table border="1"> <thead> <tr> <th>For</th> <th>Against</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>0</td> <td>Jacqueline was elected</td> </tr> </tbody> </table>	For	Against	Outcome	16	0	Jacqueline was elected	
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	<p>Professional Outreach Officer: Candidates: Charlotte put themselves forward, seconded by Linda Votes:</p> <table border="1"> <thead> <tr> <th>For</th> <th>Against</th> <th>Abstain</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>4</td> <td>1</td> <td>Charlotte was elected</td> </tr> </tbody> </table>	For	Against	Abstain	Outcome	11	4	1	Charlotte was elected	
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11	4	1	Charlotte was elected							
	<p>Public Information Officer: Candidates: no willing candidates Votes: n/a Darren voiced his thanks to Jacqueline for her recent work in this area</p>									
12	<p>Greeter service position election: Candidates: Lynn put themselves forward, seconded by Juliet Votes:</p> <table border="1"> <thead> <tr> <th>For</th> <th>Against</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>0</td> <td>Lynn was elected</td> </tr> </tbody> </table>	For	Against	Outcome	16	0	Lynn was elected			
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13	<p>2020 meeting dates The following dates were confirmed:</p> <ul style="list-style-type: none"> • 11th Jan 2020 • 8th Feb 2020: Extraordinary meeting to vote on WSBC motions (duration to be confirmed but likely to be 2-4pm) • 7th March 2020 • 2nd May 2020 • 4th July 2020 • 5th Sept 2020 • 7th Nov 2020 (AGM) 	13a. Current Treasurer to check with the WSBO delegate whether 2 hours will be enough to cover all the motions								
14	<p>AOB:</p> <p>The Reading meeting on a Friday needs support as numbers are low</p> <p>Soho Saturday are hosting a workshop 7th December from 1-5pm. They requested permission to use an OA logo on the flyer, to get the design approved by SEEIG and for the flyer to be added to SEEIG website. Following a discussion, it was agreed that because it is so soon, the flyer should not use a logo which means the event/flyer does not need IG approval.</p> <p>OAGB Assembly in 2021. There have been strong suggestions for SEEIG to bid to host the OAGB National Assembly in 2021. An informal vote confirmed that there is general support for the idea (Yes: 16, No: 0) Volunteers were requested to form an organising committee to kick-off some research into venues (not just around the London area): Darren, Anne, Hannah, Linda, Kate, Charlotte, Lynn, Juliet.</p> <p>Mentoring new and struggling groups.</p>	<p>14a. Kara to remove the logo and send the flyer to the website officer to publish it. She will also send it to the Exec Sec to send out in the weekly digest.</p> <p>14b. Organising committee to start researching venues for the OAGB Assembly in 2021.</p>								

	<p>Darren raised the subject of how we may mentor or support new or struggling groups following the formation of a sub-committee at region 9 who are looking at this too. Some of the thoughts expressed were:</p> <ul style="list-style-type: none"> • New groups don't affiliate for several months and the online application form is overly complicated. • We have a few struggling groups and our wide geographical area makes it difficult to support them. • The Eltham meeting was previously struggling; can we use their strategy as a template to help other groups? <p>This led into a discussion about how we might encourage representatives from other meetings to attend Intergroup, especially those outside of the London area.</p> <ul style="list-style-type: none"> • Can we enable the use of video conferencing or audio to call in to the Intergroup meeting? • Should we consider holding Intergroup meetings outside of London? <p>Can we have a working committee to do this? Is this the role of the 12th step within committee chair (vacant position)?</p>	
15	<p>Meeting closed: 5pm with the Serenity Prayer</p>	
	<p>Next meeting: Saturday 11 January 2020, 2-5pm</p> <ul style="list-style-type: none"> • Reports & agenda items due 14 December 2019 • Packs sent out 21 December 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)