



OVEREATERS ANONYMOUS

REGION 5 SECRETARY

March 17, 2015

RE: REGION 5 ASSEMBLY  
In Merrillville, IN  
March 13-14, 2015

Dear Region 5 Intergroups, Representatives, Officers, and Parliamentarian,

It is time to prepare for the next Region 5 Assembly, which will be held on March 13<sup>th</sup> and 14<sup>th</sup>. Here is your **first set of assembly documents (the "A" set)**. If we have an email address for you, you will receive the A set of documents again with your registration confirmation, and the B set of documents early in March.

This A set of documents contains:

Secretary Letter **\*\*new\*\***  
Hotel Information (1 pg) **\*\*new\*\***  
Registration Form (in docx and pdf formats for your convenience) **\*\*new\*\***  
Funding Assistance Form **\*\*new\*\***  
Proposed Agenda and Timeline (4 pgs) **\*\*new\*\***  
Previous Assembly Minutes (3 pgs) **\*\*new\*\***  
Bylaws (revised March 2014) (8 pgs)  
Policies and Procedures (revised July 2014) (13 pgs)  
Convention Guidelines (revised November 2014) (8 pgs) **\*\*new\*\***  
Standing Rules (revised November 2014) (2 pgs) **\*\*new\*\***  
Proposed Motion (1 pg) **\*\*new\*\***  
Tips for Representatives (1 pg) **\*\*new\*\***

Please **bring these essential documents** to the assembly: The Agenda, Proposed Motion, and the most recent version of the Bylaws, Policies and Procedures, Convention Guidelines, and the Standing Rules.

Please **review** the November Assembly Minutes for any needed corrections; if you find corrections, be **ready to share them** the Saturday morning during the business meeting. (*You are also welcome to email them to me at [susan.m.oe@gmail.com](mailto:susan.m.oe@gmail.com).*)

The **second set of assembly documents (the "B" set)**, which will be sent out **early March**, will include the reports from the secretary, chair, vice chair, and trustee, the credentials report,

and the end of the 2014 fiscal year report from the treasurer. These will **not** be presented at assembly, so you need to **prepare your questions before** the Saturday morning business meeting.

The **\$40 Representative Registration Fee** includes lunch on Saturday and is for all Representatives (Voting, Alternate, and Non-Voting). Visitors are asked to register. There is no charge for visitors who will not be joining us for lunch on Saturday. **Visitor fee for Lunch is \$25.**

***Luncheon reservations will be made only for those whose payment has been received by the end of February.***

Here is the **Menu** for the luncheon on Saturday:

Whole Grain Rolls and Butter

Soup: Vegetable Soup with no pasta in it!

Salad Bar: Spinach, Grilled Chicken, Garbanzo Beans, tomato, cucumber, eggs, onion, carrots

Shredded Cheddar Cheese, Parmesan and Blue Cheese Crumbles

Dressing: Ranch, Balsamic Vinaigrette & Vinegar & Oil Dressing

Fruit Salad

Coffee, Tea and Iced Tea

Please **update your Region 5 Representative Handbook** with the most recent version of documents. If you are unable to get those documents printed, then **you may pre-order printed documents at 10 cents per page.** In the list of the A set of documents, I have indicated the number of pages for most documents. That way, you can pay for requested copies with your registration.

If you do not have one, the **Handbook** (which includes the Bylaws, the Policies and Procedures, the Convention Guidelines, and the Standing Rules), may be pre-ordered **for \$15.**

Other than the pre-ordered Handbooks and documents, **the only documents that will be provided** for representatives at the assembly are the rooster, the credentials, the current financial reports, and any new materials. You are responsible to pre-order the handbook or copies of whatever documents you don't plan to bring with you.

When making your **committee choice**, remember that a three-assembly/one year commitment to a committee is preferred. Please be flexible, though, as region business sometimes is better served by assignment changes. The earlier you register for assembly, the more likely you are to get the committee of your choice.

**NOTE:** For this particular assembly, there is **NO ONLINE REGISTRATION!** ***Registrations and checks need to be mailed to the secretary at:***

Region 5 Secretary  
17595 W Dartmoor Dr  
Grayslake, IL 60030

***The deadline for assembly registration is February 19<sup>th</sup>.*** Please register early! If I have an email address for you, I will email you a confirmation.

**We will be meeting at:**

Radisson Hotel at Star Plaza

800 E 81<sup>st</sup> Ave, Merrillville, IN 46410

219-769-6311

*If you have mobility concerns and need a hotel room close to the meeting rooms, please make those arrangements directly with the hotel.*

**To make reservations, please do the following:**

- [www.radisson.com/merrillvillein](http://www.radisson.com/merrillvillein)
- Enter arrival and departure dates
- Click "More Search Options"
- Rate Type = Promotional Code
- Code = GIN
- Rate = \$112 + tax per night on a standard room
- Cut-off date = *February 19, 2015*

**PLEASE RESERVE YOUR ROOM TODAY!** Additional hotel information is included in the A packet. Reservations made after February 19<sup>th</sup> may receive higher rates or possibly be denied if rooms are no longer available.

**NOTE: We are hoping to receive 2016 Region 5 Convention bids at this assembly. Intergroups interested in hosting our 2016 convention are asked to present their bids at this assembly.**

**Note:** The funding assistance guidelines have been updated. To be considered, forms now need to be received at least 30 days before the assembly.

Thank you for sharing your recovery and service with the fellowship. I look forward to working with you in March.

Please let me know if I can be of service.

Sincerely,

*Susan M* 😊

Region 5 Secretary