



Secretary's Report

March 2015

This has been a busy trimester for me as your secretary. This is partly due to the changes in parliamentarian and webmaster.

- 1) Our guest **parliamentarian** for March, Judy Reynolds, has inspired us to look at how we have been doing things from a different point of view. The first place you will notice this is in our revised agenda (in Packet B and on our website). We have also been looking at our Bylaws and Policies. There are several suggested motions in Packet B that might be submitted by committees at assembly.
- 2) I have been working with our new webmaster, Rob L, on our new website at **region5oa.org**. While there were some technical challenges going online, it is now up and running. There are more features and content in the works, so please stay tuned. If you have comments, questions, or suggestions regarding the website, please send your feedback via the Website Feedback link in the right column, immediately below the search box.

The **Region 5 address** is at the bottom of each page, and possibly above the banner at the top. This is where contributions and general correspondence is sent, and is also listed on the financial forms. (The assembly registration and R5 WS delegate application are sent to the secretary's address, which is on those forms.) Please remember that these addresses change when new officers are elected.

For most browsers, the new site has tabs, rather than pull down menus, to navigate to the different pages. The **right column** is the same on all pages: Search Box, Website Feedback, Find A Meeting, Region 5 Upcoming Events, The Three 12s, Contact, and Translate to \_\_\_. The Find A Meeting link goes to oa.org's find a meeting page. The upcoming events link to more information about those events.

The **Home page** currently just has the OA Preamble, but Region 5 information is coming soon.

On the **Assemblies page**, you will find the information for the upcoming assembly, along with the documents from Packet A and Packet B. Information for future assemblies is listed, as will be documents from past assemblies.

The **Board/Committees page** contains information about our officers, trustee, and committees.

On the **Calendar page** there is information for submitting flyers for events to be posted. (Or flyers may be sent directly to our trustee). And there is a calendar which links scheduled events to more detailed information about them.

On the **Forms page**, you will find forms for the following categories: financial, application, committee, and motions. Notice that there are 3 different forms for motions. There is a form for each of the following types of R5 motions: New Business, Policy Amendments (which includes changes to our Policies and Procedures, Convention Guidelines, and Standing Rules), and Bylaw Amendments. (These forms are also included in Packet B.)

The **Intergroups page** contains information for each Region 5 intergroup (IG). Please help us keep this page up to date!

We have listed the IG name, nickname (if we know it), and IG number. For most IGs, we have listed the service area as registered with WSO.

We will link to your website if you have one, otherwise we will post meeting schedule, newsletter, and/or IG minutes after they have been submitted to the R5 chair and approved for posting.

It is important to have an email address for contacting your intergroup, as much of the region business between assemblies is achieved via email. It would be nice if it were an address dedicated to the IG; free email addresses are available through several providers.

If you have a telephone number for the IG, please let us know if it is live/voicemail or just an information recording. We will label the numbers accordingly.

Please check your IG's listing to make sure it is complete and correct!

The **Links page** contains links to the ten OA Regions and to points of interest from OA's World Service websites.

On the **Region 5 Resources page**, you will find links to our newsletter, *Freedom From Bondage*, as well as to our Bylaws, Policies and Procedures, Convention Guidelines, and Standing Rules. We have also posted results from the 5 minute writing exercises we have been doing at assembly and recordings of convention speakers.

Still in the works: a Newcomers tab, online convention and assembly registrations and online contributions.

Let me know if you have suggestions for or challenges with our site.

- 3) I am humbled to be given opportunities to share at various events in Region 5 during recent and upcoming months. The benefits of any service continue to amaze me as I continue to grow in recovery!
- 4) Due to the costs of printing and postage, there will be a \$10 charge for the mailing of hard copy pre-assembly packets after March 2015.
- 5) The agenda is not the only document that changed since Packet A. There was a house keeping update to the Policies and Procedures, page C-4. The name of the Editorial Policies Committee was changed to the Newsletter Committee, which is how we have been referring to it. The Tips for Representatives has also been updated.
- 6) We are currently seeking nominees for Region 5 Vice Chair and Secretary for our elections in November. Please consider this opportunity for service and let me know if you are interested and/or know someone who would be good in such a position. There is an officer application in Packet B, as well as on the forms page of our website.
- 7) At the suggestion of our parliamentarian, the March Assembly minutes will be written using a different format. I just wanted to let you know ahead of time.

Thank you for the opportunity to serve you. I'm looking forward to seeing you at assembly.

Yours in recovery,  
*Susan Mc :~)*  
Susan M  
Region 5 Secretary