



REGION 5 ASSEMBLY MINUTES

March 12, 2016

Champaign, IL

Call to Order: The regular meeting of the OA Region 5 Assembly was called to order by Chair Denise O at 8:30 am (CT), at the Hawthorne Suites in Champaign, IL, on Saturday, March 12, 2016.

Opening Ceremonies: The Chair led the Responsibility Pledge and the Serenity Prayer, Amber M read from *For Today*, and Laura H read our 12 Traditions.

Credentials Report: Vice Chair Michael B took roll call. The credentials report was adopted with 25 eligible voters, 4 visitors, plus the chair, parliamentarian, and trustee, for a total of 32 in attendance. The report was approved and is attached.

Standing Rules: The standing rules were read by the Chair of the Bylaws Committee. The Region 5 Chair proposed the following editorial amendments:

- 7. All committee reports are to be made in writing and will be included with the Minutes of the Assembly. Motions pertaining to the committee reports may be reported upon during the reports.
- 9. Emergency new business consists of items that should not wait until the next assembly. These must be submitted in writing, prior to 1:00 pm on the day of the assembly. The Emergency New Business Committee shall determine if these are urgent matters that should be considered at this assembly.

The Standing Rules were adopted as amended.

Agenda: The Chair added an item and clarified when we will address various items as follows:

- Add the adoption of the consent agenda immediately following the adoption of the agenda.
- Motions that were in Packet A or Packet A part 2, and were not addressed during the consent agenda, will be addressed during New Business.

The Agenda was adopted as amended, and the adopted agenda is attached.

Consent Agenda: Motions 4, 6, 7, 8, and 9 from the pre-assembly packets were placed on the consent agenda. There were no requests to remove any motions from the consent agenda. A two-thirds affirmative vote was needed to adopt.

- **Motion 4:** Move to amend Region 5 Bylaws, Article III Membership and Voting, by inserting a new paragraph D, as follows, then re-lettering former paragraph D as E: D. The region trustee shall attend each Region 5 Assembly as liaison to and from the World Service Office. The trustee shall serve with no vote, but shall have a voice at the Region 5 Assembly.
- **Motion 6:** Move to amend Region 5 Bylaws, Article VI Officers, Section A Elections of Officers, by moving 8 to 3d, 9 to 4, 10 to 5, and renumbering the rest of the items as follows:
 - A. Election of Officers
 - 1. The officers shall be chair, vice chair, secretary and treasurer
 - 2. Officers shall be elected at the last Region 5 Assembly of each year
 - 3. No Region 5 representative or former Region 5 representative shall be considered for an office until he/she has
 - a. Served actively for one year at Region 5 as a Region 5 representative

- b. Attended at least three (3) Region 5 assemblies, not necessarily consecutively, prior to submitting an application
 - c. Declared themselves as practicing all Twelve Steps to the best of their ability and be committed to the Twelve Traditions of OA and Twelve Concepts of OA Service.
 - d. Officers shall have at least two years of current continuous abstinence, one year of which shall be of maintenance of a healthy body weight. Each person shall be the judge of his or her own recovery including abstinence and maintenance of a healthy body weight.
4. All elected officers shall live within the boundaries of Region 5.
 5. The applicant(s) for the office of Region 5 chair must have attended at least one (1) World Service Business Conference as a delegate and have at least two (2) years of service beyond the group level prior to submitting an application.
 6. Officers shall be elected by the Region 5 representatives and shall serve two-year terms. Terms shall commence at the adjournment of the assembly during which they are elected.
 7. Chair and treasurer shall be elected in even numbered years; vice chair and secretary in odd numbered years.
 8. a. The election shall be by ballot. To be elected, a nominee must receive a majority of the votes cast. If more than one ballot is necessary for any position, on subsequent ballots the name of the candidate with the lowest number of votes shall be dropped from the ballot, except that the top two candidates must remain.
 - b. In the event that no candidate is elected a vacancy is declared. The Executive Board shall fill this vacancy at the next or a special meeting of the Executive Board by appointing a qualified member to the position to serve until the next assembly where an election would then take place.
 9. No person shall serve more than five (5) consecutive years in any one office.
 - **Motion 7:** Move to amend the Region 5 Bylaws, Article XI Financial Structure, Section A, by adding the underlined phrase: A. The activities of the Region shall be financed primarily by the contributions of its member groups and the Region 5 Convention.
 - **Motion 8:** Move to amend the Region 5 Bylaws, Article XI Financial Structure, Section D, as follows: D. Notification of a bequest ~~Bequests~~ must be received within on (1) year of a member's death and must also conform to the general practice of OA.
 - **Motion 9:** Move to amend the Region 5 Bylaws, Article XV Parliamentary Authority as follows: The rules contained in the current edition of "Robert's Rules of Order Newly Revised ~~11th Edition~~" shall govern Region 5 in all cases to which they are applicable and in which they are not inconsistent with the bylaws regularly adopted by Region 5. A non-OA parliamentarian may be requested at the discretion of the chair.
 - The consent agenda was adopted.

Mid Meeting Ceremonies: The Chair read two responses from the 5 Minute Writing Exercise from the November 2016 assembly, followed by a Mini Countdown of length of abstinence. The Chair recognized 2 new representatives or "Green Dots" (Nancy G and Mayme F) and 5 former officers and trustees.

Appointments: The Chair appointed Joel I and Sue W to the Minutes Approval Committee, Laura H to be the Copy Coordinator, and Laura S to be the Timer.

Reports of the Executive Committee: The reports of the Chair, Vice Chair, Secretary, and Trustee were sent out in Packet B, and the Treasurer's report was distributed at registration.

Executive Committee members fielded Representatives' questions regarding the reports. All these reports are attached and will be posted on the website.

New information shared by the trustee:

- A new intergroup, Let Go and Let God, is being formed in the Evansville, IN, area.
- Any issues with the new World Service website, oa.org, may be reported to Region 5 trustee, Linda J.

Special Committee Appointments:

- The Chair appointed the following to the Emergency New Business Committee: CJ M (IL), Teresa H (IN), Janet P (KY), Carol D (MI), Steve B (OH), Lynn H (WI). No Representative from ONT was present. The trustee, Linda J, will serve as the chair of this committee.
- The Chair appointed the following to the Nominating Committee: Di C (IL), Kevin F (IN), Janet P (KY), Judith D (MI), Tony A (OH), Shirley L (WI). The secretary, Susan M, will serve as chair for this committee.

Adjournment: The morning session adjourned at 9:30 am, followed by the 7th Step Prayer.

Call to Order: Following committee meetings, lunch, and the optional 5 Minute Writing Exercise, the Chair called the afternoon session to order at 2:30 pm.

Opening Ceremonies: The Chair led the Responsibility Pledge and the Third Step Prayer, Mayme F read Concepts 1-7, Nancy G read Concepts 8-12, and the Chair read 2 more responses from the November 2016, 5 Minute Writing Exercise.

Credentials Report: Vice Chair Michael B took roll call. The credentials report was approved with 26 eligible voters and 8 non-voters, for a total of 34 in attendance. The report is attached.

Report of the Minutes Approval Committee: The November 7, 2015, Region 5 Assembly Minutes were approved by the Minutes Approval Committee on November 26, 2015. A typo was reported at assembly. The November minutes will be amended and reposted.

Mid-Afternoon Ceremonies: The 7th Tradition envelope was passed (and later it was announced to total \$144).

Time Out for Robert: Parliamentarian Karen B explained why the consent agenda requires a two-thirds affirmative vote to be adopted.

Committee Report Summaries:

Bylaws Committee:

- It was suggested that
 - Future motions be discussed with the affected individuals.
 - Standing Rule 2 be eliminated, as it is covered in the Bylaws.
 - Standing Rule 3 be updated to current practices.
 - Joel I will work with the secretary regarding this rewording.
- A substitute motion was written to replace Motion 2. (See New Business.)
- Considered presenting a motion for July to amend Region 5 Policies and Procedures, Article I. Region 5 General Policies, Section C. Elections, by inserting a paragraph 6, and renumbering the subsequent paragraphs:
 - 6. If there are more than two candidates for a position, and no one receives a majority of votes, the candidate with the least number of votes will be dropped from

subsequent ballots. In the case of a tie, one more ballot will be held. If no candidate receives a majority of votes, then the position will be declared vacant.

- Considered the establishment of a list of technical-savvy members as a resource for Region 5. It was suggested that we discuss inclusion of the Newsletter Committee at the July 2016 Assembly about possible options regarding the establishment of a Newsletter/Media Committee.
- The Bylaws Committee may need a new chair after the July 2016 Assembly.

Convention Committee:

- Mike B reminded the committee that the board must approve all keynote speakers.
- Open positions:
 - Hugger and greeter chair
 - Volunteer coordinator
 - Decorations chair
 - Program and Speaker chair
 - The program must be finalized by August 15th.
 - Publicity chair
 - Timer coordinator
- The meditation room leader has changed from Stephanie to Victoria R.
- Carol T has stepped up to take care of the marketplace.
 - Looking for a co-chair
 - Looking for 2 people to handle the raffles
- Schedule of future meetings, all are Sundays from 1-3 pm at the hotel except for July:
 - April 24
 - May 22
 - June 26
 - July at assembly
 - August 21
- The possibility of virtual meetings was discussed. A viable option is Google Hangouts.
- The recording company does not yet have the mp3 option available, and may not by the Detroit convention. Hopefully they will by the Cincinnati convention.
- Carol will pass a skit from Joel I on to the entertainment committee.
- Carol would like to see banners and plants around the speaker area. The committee will investigate the cost of a banner, since there isn't a decoration chair.
- Committee Chairs:
 - Registration: Wendy
 - Finance: Patty K
 - Huggers and Greeters: **OPEN**
 - Hospitality: Lynn H
 - Program and Speaker: **OPEN**
 - Literature: Ali E
 - Publicity: **OPEN**
 - Marketplace/Fundraising/Raffles: Carol T
 - Decorations: **OPEN**
 - Signage: Mary Ann M
 - Volunteer Coordinator: **OPEN**
 - Timer Coordinator: **OPEN**
 - Clothing exchange: Roxanne K

- Entertainment and Dance: Irene R
- Meditation Room: Victoria R

Emergency New Business:

- There was only one motion to be considered. That motion had actually been adopted during the last assembly, but was missed in the Policies updates.

Finance Committee:

- Wrote a motion to update the committee purpose statement to reflect the Treasurer is now the chair of the Finance Committee.
- Proposed the substitute motion for Motion 3. (See New Business)
- The checkbook was audited for the time between the November 2015 and the March 2016 Assemblies,
- In 2015, the accountant recommended that the reconciliation reports be printed. This was audited for the time period Jan-March 2016, and will be checked at each assembly going forward.
- No discrepancies were found.

Intergroup Outreach Committee:

- CJ M will chair the committee in July during Di C's absence.
- The committee will host a recovery event at assembly on July 8, 2016, 7-8 pm. CJ M will over see the skit for this event.
- The committee supports the idea of changing the committee structure of the Region to be implemented sooner rather than later.
- The committee is continuing to edit the document in progress: "OA Region 5 Representative Information Packet".
- Janet P has updated the Speaker/Sponsor List and will send it to the secretary to forward when requested.
- CJ M will supply committee chair Di C with a copy of the new IG rep folder used by CHI-WIF.
- The committee will continue to make outreach calls to intergroups not represented at assemblies.

Newsletter Committee:

- Next *Freedom from Bondage* issue will cover Concepts 1-5.
 - A clear, concise summary of each concept
 - Articles are solicited from the fellowship, as well as from the committee, and may be sent to R5NewsletterSubmissions@gmail.com.
 - Article submission deadline is March 28, 2016.
 - Newsletter publication target date is April 12, 2016.
- Assignments made:
 - Susan W – Concepts 1-3
 - Amber M – Concepts 4-5 and put the newsletter together
- Issues for later:
 - Collecting articles
 - Concepts 6-11 for July
- The Newsletter Committee will meet with the Bylaws Committee to make a motion to adjust the name and purpose of the Newsletter Committee:
 - To manage all forms of media OA deems appropriate and Region 5 chooses to use. Currently the website and social media are being considered.

- Maintain a resource list of tech savvy people in Region 5.

Nominating Committee:

- Region 5 is scheduled to elect the region chair and treasurer this November. Neither of the incumbent officers will be available to run again. The committee is brainstorming possible candidates and will be approaching some of you to ask you to apply. If you can recommend a candidate for either of these positions, please inform the secretary, Susan M.

Public Information/Professional Outreach Committee:

- There has been a logistical challenge with creating the technology standing committee that was approved in November. Other options are being considered.
- All OA meetings are considered “open” meetings unless the listing on oa.org specifically indicates that is it a “closed” meeting.
- The committee is challenging each Region 5 Intergroup to three goals for the next 12 months:
 - Participate in at least one Health Fair
 - Submit OA information to be published in community newspapers
 - Place OA Posters (available at oa.org) in 5 locations
 - Intergroups may contact Lynn H for assistance.
 - Lynn H will be contacting the intergroups to check on their progress toward these goals.

Twelfth Step Within Committee:

- The committee is working on the Region 5 library of recordings, and will:
 - Review recordings currently available on the Resources page of region5oa.org.
 - Listening assignments were made as follows:
 - 2004: Shirley L
 - 2005-6: Juliette R
 - 2007 Teresa H
 - 2008 Tim H
 - Review the physical inventory of tapes and CDs.
 - Juliette will get/see the physical inventory and bring it to the July Assembly.
- A form will be created to document TSW appropriate recordings.
- Juliette R will continue to chair TSW for 2016.
- Issues for later:
 - Recordings for 2009 to present
 - WSBC/WSC recordings
 - At July assembly, create baskets of tapes/CDs for convention raffles
 - TSW page on region5oa.org for TSW recordings/information

New Business:

- Last assembly, we voted to create a standing technology committee. The original intent was to include committee members that were not current region representatives. Since this does not conform to the definition of a Region 5 standing committee, the committee has not been formed.
- Proposed motions sent to the Fellowship in Packet A and Packet A part 2 which were not on the Consent Agenda:
 - **Motion 1:** Move to amend Region 5 Bylaws, Article X Meetings, Section A as follows:
The Region 5 Assembly shall meet ~~three (3)~~ two (2) times a year.

- **Motion 2:** A substitute motion was accepted: Move to amend Region 5 Policies and Procedures, Article I. Region 5 General Policies, Section A. Date and Location of Assemblies, Subsections 1 and 2 as follows:
 - 1. The Region 5 assembly will ~~usually~~ be held in the months of March or April and October or November, the weekend of the second Saturday of March, July, and November. If the second Saturday conflicts where it does not conflict with a US or Canadian major holiday or a scheduled Board of Trustees BOT meeting or /WS World Service Convention, ~~or the availability of the meeting site, the date will be moved to the weekend of the first or third Saturday.~~
 - 2. Merrillville, IN will be the central location ~~beginning with the year 2013 or sooner for the March and November assemblies. The July assembly location shall rotate to different areas of Region 5 beginning July 2015. The March and November assembly.~~ Assembly locations may rotate at the discretion of the Region 5 board.
- **Motion 3:** A substitute motion was accepted: Move to amend the Region 5 Policies and Procedures, Article I Region 5 General Policies, Section G Committees, Item 5 as follows:
 - 5. Committee budget requests shall be given to the Finance Committee chair at the July assembly by July 1. This amendment should take effect after the July 2016 assembly.
- **Motion 5:** Move to amend the Region 5 Bylaws Article III Membership and Voting, Section C Paragraph 2, by adding the following statement: The chair shall have the ability to vote only when a written ballot is used.
- These motions were adopted.
- The chair will be appointing an ad hoc committee to look at how we might transition from 3 to 2 assemblies per year.

Emergency New Business: There was no emergency new business.

Mid Meeting Ceremony: There were no representatives finishing their term at this assembly. The Green Dot Ceremony was performed with 2 new representatives: Mayme F and Nancy G.

Adjournment: After announcements, the meeting adjourned at 4:30 pm, followed by the OA Promise.

Susan M
Region 5 Secretary

Minutes Approval Committee: Joel I, Sue W, Denise O

Date Minutes were approved: April 4, 2016