



OVEREATERS ANONYMOUS

REGION 5 SECRETARY

RE: Region 5 Assembly  
March 16-18, 2018  
Chesterton, IN

January 2018

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

It is time to prepare for the Spring 2018 Region 5 Assembly, which will be held in the Hilton Garden Inn in Chesterton, IN.

**There are 13 DOCUMENTS in Packet A:**

**A01: This Secretary Letter** (5 pages, **\*\*NEW\*\***) is the first document of Packet A, the first of the pre-assembly packets. Expect Packet B, which will contain various reports, to be posted at the beginning of March. The Secretary Letter contains a list of all the documents in Packet A, along with other pertinent information.

**A02: Hotel Information and Floor Plan** (3 pages, **\*\*NEW\*\***): Check this to get information regarding our hotel.

**A03: The Assembly Registration Form** (1 page, **\*\*NEW\*\***): Registration may be completed online at <http://www.region5oa.org/events/region-5-spring-assembly-2018/>, or mailed in using the form. Early bird pricing is for registrations completed by February 10th. Contact me if you have any difficulty with online registrations. Only visitors may come as walk-ins. All representative registrations and visitor luncheons need to be **paid for by March 9th**. The option for those who want to attend, but are not registered by March 9th is to come as a visitor walk-in.

**A04: Funding Assistance Information and Form** (2 pages, November 2017): Funding assistance forms (to send region representatives to assembly) are to be received at the Lombard address on the form **by February 16th**.

**A05: The Proposed Agenda** (4 pages, **\*\*New\*\***): This contains the proposed agenda for our assembly, including room assignments, and is handy to refer to during assembly.

**A06: The Fall 2017, Assembly Minutes** (9 pages, same as in the Fall 2017 Assembly Packet C). Please read these minutes. If you have any questions or notice anything changes to be made in the minutes, please let me know as soon as possible!

**A07: The Proposed Motions** (3 Pages): These are the motions that are being considered at the upcoming assembly.

**A08: The Region 5 Bylaws** (8 pages, November 2017)

**A09: The Region 5 Policies and Procedures** (14 pages, November 2017)

**A10: The Region 5 Convention Guidelines** (8 pages, November 2016)

**A11: The Region 5 Standing Rules** (2 pages, November 2017)

*Notice the revision dates and have access to the most current versions during the assembly.*

**A12: The Region 5 Assembly Information for Representatives and Visitors** (9 pages, May 2017): There is good information for anyone attending assembly in this document. If there is something you feel should be changed or added, please let the Region 5 Secretary know.

**A13: The Region 5 Assembly Handbook** (37 pages, December 2017): Contains instructions and all of the parts needed to complete your own Region 5 Assembly Handbook. The **Region 5 Assembly Handbook** is a notebook of resources for Region 5 representatives, including all of the documents in Packets A and B. If you do not have a Region 5 Handbook, you can order one from the Secretary for \$20 (to be picked up at the Assembly) or you can create/print one yourself. The first page contains step by step instructions on how to put the Handbook together. If you already have a Region 5 Assembly Handbook or just received one from a previous representative, you will want to make sure that the documents are up to date. Check the revision dates against those in the above list of Packet A documents.

## REGISTRATION:

**Visitors** are always welcome. If you plan to visit, please register by March 5th. There is no charge for visitors to register unless they wish to join us for the Saturday Luncheon, which must be prepaid (\$25). Visitors are also welcome to register (without lunch) as walk-ins. If you are coming as a visitor, please consider serving as a copy coordinator, a timer, or a ballot teller.

**Representatives** may register for \$45 through March 6th, though there will be an early bird price of \$40 for those who register by February 16th. Representative registrations will not be accepted after March 6th. The option for those who want to attend, but are not registered by March 6th is to register as a visitor.

You may **register** online at [region5oa.org](http://region5oa.org) (at <http://www.region5oa.org/events/region-5-spring-assembly-2018/>.) or by mail (or email) using the Assembly Registration Form in this packet.

Whether registering online, on paper, or through email, please remember to register just **one person per form**. Several people can be paid for at one time using the “If you are paying for another’s registration” option, but each of those people needs to also be registered individually.

## PRINTING:

I am more than happy to print documents for you. Printing is available for 10¢ per page side. Documents will not be mailed but will be available for pickup when you register at the assembly. However, you do not need to rely on the Region 5 Secretary for printing. Instead you can print the documents using your printer, ask an OA friend to print the documents for you, or have the documents printed at an Office copy store. If you wish to order **copies of any documents**, please contact me; my contact information is at the end of this letter. I can also help you get the documents printed yourself.

## LUNCHEON:

Just a reminder that we make **assembly luncheon reservations** only for those who have paid before our lunch count is due. If you registered using a ticket with the “Paid by other means” option and the funds haven’t been received in time to reserve your lunch, you may need to make other arrangements for lunch.

The Saturday **luncheon menu** will be:

- Homemade Vegetable Soup – made with vegetable base and no pasta or wheat and potatoes are to be included
- Create Your Own Salad Bar  
Spinach, Romaine and Mixed Greens, Vine ripe garden tomatoes, cucumbers, sliced onions, sliced green and red bell peppers, toasted pine nuts, grilled chicken breast slices, bacon crumbles, julienne turkey, hard boiled eggs, black and garbanzo beans, Cheddar Cheese, Blue Cheese Crumbles, Parmesan Cheese, Assorted Sugar Free Dressings
- Fresh Baked whole wheat grain dinner rolls with butter
- Fresh cut seasonal fruit
- Coffee, Decaffeinated Coffee, Assorted Teas and Iced Tea

### **HOTEL RESERVATIONS:**

We will be meeting at the Hilton Garden Inn 501 Gateway Boulevard, Chesterton, Indiana, 46304.

To reserve a room at the Hilton Garden Inn in Chesterton, Indiana, please click on this link:

[http://hiltongardeninn.hilton.com/en/gi/groups/personalized/C/CHICTGI-REGIO5-20180316/index.jhtml?WT.mc\\_id=POG](http://hiltongardeninn.hilton.com/en/gi/groups/personalized/C/CHICTGI-REGIO5-20180316/index.jhtml?WT.mc_id=POG)

or call the hotel directly at 219-983-9500 referencing the group name "Region5". The discounted rate is \$109.00 for King or Doubles. Make your reservations by March 9th to get the discount and give Region 5 room credit toward the meeting rooms. The special rate will be available until March 9th or when the rooms block is full, whichever comes first.

### **ELECTIONS:**

It is never too early to start considering running for a Region 5 service position. During the Fall 2018 assembly, we will be holding elections for chair and treasurer. Please consider if you are willing, able, and available to apply for one of these offices. During the Assembly weekend please talk to the current chair and treasurer to find out more about the service. The Application for Region 5 Office are on the Region 5 website on the Forms page.

Also please consider fellow Region 5 OAs that you feel would serve the region well in one of these positions. Encouragement will go a long way.

### **OTHER INFORMATION:**

Remember that the **Region 5 addresses frequently change**. When mailing something to Region 5, please use the most recent form (from the Forms page of [region5oa.org](http://region5oa.org)) and mail it in to the address on the form.

I look forward to working with you in March!

Thank you for your service.

In Abstinence and Service,

Joel I ☺

Region 5 Secretary

614-381-7824

R5Secretary@outlook.com