



Region 5 2020 Fall Assembly
October 30th, 31st, and November 1st, 2020
Location: Zoom

Saturday 2020-10-31 Morning Session

- 1) The 2020 Fall Assembly Saturday Morning Session was called to order by the Region 5 Chair at 8:30 am Eastern time. Opened with:
 - a) The OA Responsibility Pledge and the Serenity Prayer.
 - b) For Today was read by Mary Jo P.
 - c) 12 Steps was read by Pat K.
 - d) 12 Traditions by Lynn H.

2) Credentials Report:

- a) The Credential Report Roll Call was conducted by Region 5 Trustee – Barbara K.
- b) Counts are:

Voting Reps Present:	24
Voting Officers Present:	2
Eligible Voters Present:	26
Non-voting alternates, guests	12
Parliamentarian	1
Region Trustee	1
Total Attendance	40

- c) The full credentials report can be found in packet C: "C03.Fall 2020 Assembly Credentials.pdf"
- d) The Region 5 Chair declared a quorum to be present.
- e) The Region 5 Chair explained unanimous consent.
- f) There was no objection to the credentials report as presented. The credentials report was approved.

3) Standing Rules

- a) The standing rules distributed to everyone in packet A was adjusted and replaced. The new standing rules were sent out everyone by email attending prior the start of the assembly. These standing rules were deemed more appropriate for a virtual assembly.
- b) The new virtual standing rules were read by Kerry M. Bylaws Committee Chair.
- c) Barbara K. proposed an amendment to change standing rule 1:

From:

1. Amendments must be submitted to the Region 5 Secretary electronically. The Secretary will forward the amendment to the Chair and Parliamentarian.

To:

1. Amendments must be submitted to the Region 5 ~~Secretary~~Chair electronically. The ~~Secretary~~Chair will forward the amendment to the ~~Chair and~~Parliamentarian.

- b) Hearing no objection, the Amendment was adopted.
- c) Christina H. and Barbara K. proposed an amendment to change standing rule 8:

From:
8. The meeting is not to be recorded by anyone other than the Secretary. The recording is made for the purpose of clarity in transcribing the minutes.

To:
8. The meeting is not to be recorded by anyone other than the Secretary or Chair. The recording is made for the purpose of clarity in transcribing the minutes.

- a) Hearing no objection, the Amendment was adopted.
- b) Barbara K. proposed a motion to accept the Standing Rules as amended.
- c) The Standing Rules were adopted.
- d) The new virtual assembly standing rules as amended can be found in packet C: "C04.Region 5 Standing Rules.2020-10.pdf"

2) Agenda

- a) A new agenda was distributed during the Saturday morning session that is replacing the agenda proposed in packet A.
- b) Corrections to the new agenda:
 - i) As a point of information there was an item that was omitted from the pre-assembly packet that will be added to our new business this afternoon. This motion was omitted in error. At the 2020 Spring Assembly, the Bylaws committee reported and delivered a motion to be considered at the Fall Assembly. This motion adds the definitive authority to allow your Region Board to call a virtual assembly should a situation arise necessitating that decision. The Region 5 Bylaw for emergencies of this type stating in Article XIV Paragraph B which states "Amendment without previous notice may be approved by a nine-tenths vote if notice of the amendment is given at an earlier meeting of the Assembly". Please take this as that notice. We will vote on an adoption of this amendment to our Bylaws which will require 90% or better in the affirmative to adopt rather than the two thirds vote normally required for adoption. The motion will be distributed during the afternoon session.
- c) A motion to accept the new agenda as amended was proposed.
- d) The new Agenda as amended was adopted.

3) The Region 5 Chair read a few responses to our Spring "5 Minute Writing Exercise.

4) The Region 5 Chair conducted a mini count down of years of abstinence.

5) Minutes Approval Committee

- a) Shirley L. and Preston F. were appointed to the Minutes Approval Committee.

6) Volunteer Service

- a) Karen B. was appointed Timer.

- 7) Executive Committee Reports Q/A
 - a) Region 5 Chair
 - i) No Additional Report or Questions.
 - b) Region 5 Vice-Chair
 - i) No Additional Report or Questions.
 - c) Region 5 Secretary
 - i) No Additional Report or Questions.
 - d) Region 5 Treasurer
 - i) No Additional Report or Questions.
 - e) Trustee
 - i) Reviewed her report with the Assembly
 - ii) No Additional Report
 - iii) Questions:
 - (1) What is Intergroup Renewal? Intergroup Renewal is the process of turning intergroups into training organizations to supplement sponsors – providers of opportunity for strengthening personal recovery. The course and document was from Region 1.
 - (2) What are the most recent dates of the two Pamphlets for download? Whatever the date was before it was turning into a PDF.
- 8) Announcements were made.
- 9) The 2020 Fall Morning Assembly was adjourned at 8:40 am Eastern time for committee meetings starting at 8:55 am and lunch with the Third Step prayer.

Saturday 2020-10-31 Afternoon Session

- 1) The 2020 Fall Assembly Saturday Afternoon Session was called to order by the Chair at ____ pm Central time. Opened with:
 - a) The OA Responsibility Pledge followed by the Serenity Prayer.
 - b) OA Concepts 1-7 was read by Christina H.
 - c) OA Concepts 8-12 was read by Wanda C.
- 2) Region 5 Chair read a few more responses to our Spring 5 Minute Writing Exercise.
- 3) Credentials Report:
 - a) The Credential Report Update Roll Call was conducted by Region 5 Trustee – Barbara K.
 - b) Counts are:

Voting Reps Present:	24
Voting Officers Present:	2
Eligible Voters Present:	26
Non-voting alternates, guests	10
Parliamentarian	1
Region Trustee	1
Total Attendance	38

- a) The full credentials report can be found in packet C: "C03.Fall 2020 Assembly Credentials.pdf"
- b) There was no objection to the credentials report as presented. The credentials report is approved.

- 4) Minutes Approval Committee for the 2020 spring (March) assembly and 2020 summer (July) conference.
 - a) No corrections were proposed
 - b) As there were no objections to the 2020 Spring Assembly and 2020 Summer conference minutes as presented, the minutes were approved by the assembly.
- 5) Gerri instructed the assembly on how to make a 7th Tradition donation.
Parliamentarian moment was presented by Karen B. on Governing Documents and on why the Region can have a Virtual meeting and World Service cannot.
- 6) Candidate Presentation and Q&A
 - a) Chair: Eileen C.
 - b) Chair: Jennifer L.
 - c) Treasurer: Linda P.
- 7) New business
 - a) Bylaws Amendment 1

MOVE TO AMEND: ARTICLE VI – OFFICERS, Section A. Election of Officers, Paragraph 8.a.

CURRENT WORDING:

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.

PROPOSED WORDING:

8.
 - a. The election shall be by written or electronic 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.

- i) Bylaws Amendment 1 was proposed by the Bylaws Committee and the Region 5 Secretary.
- ii) The Bylaws Committee reviewed Bylaws Amendment 1 and the committee voted to withdraw this motion.
- iii) The motion has been withdrawn.

- b) Bylaws Amendment 2

MOVE TO AMEND: ARTICLE III - MEMBERSHIP AND VOTING

CURRENT WORDING:

- C. The voting membership of Region 5 representing the entire membership of OA in the region shall be called the Region 5 Assembly and shall be comprised of:
 1. Duly elected Region 5 representatives or their alternates.
 2. All Region 5 officers, excluding the chair. The chair shall have the ability to vote only when a written ballot is used.

PROPOSED WORDING:

- C. The voting membership of Region 5 representing the entire membership of OA in the region shall be called the Region 5 Assembly and shall be comprised of:
 - 1. Duly elected and registered Region 5 representatives or their alternates.
 - 2. All Region 5 officers, excluding the chair. The chair shall have the ability to vote only when a written or electronic ballot is used.

- i) Bylaws Amendment 2 was proposed by the Bylaws Committee and the Region 5 Secretary.
- ii) The Bylaws Committee reviewed Bylaws Amendment 2 and the committee voted to withdraw this motion.
- iii) The motion has been withdrawn.

c) Bylaws Amendment 3

MOVE TO AMEND: Region 5 Bylaws Article X – Meetings by inserting the underlined text

CURRENT WORDING

- A. The Region 5 Assembly shall meet two (2) times a year.
- B. Any Region 5 officer(s) or trustee may call special meetings as necessary.
- C. Proper notification shall consist of written notices emailed to voting members at least thirty (30) days prior to the date of the Region 5 Assembly.
- D. At a Region 5 Assembly held upon proper notification, two Region 5 officers and any Region 5 representatives present shall constitute a quorum for the transaction of any Region 5 business.

PROPOSED WORDING

- A. The Region 5 Assembly shall meet two (2) times a year.
- B. Any Region 5 officer(s) or trustee may call special meetings as necessary.
- C. Proper notification shall consist of written notices emailed to voting members at least thirty (30) days prior to the date of the Region 5 Assembly.
- D. At a Region 5 Assembly held upon proper notification, two Region 5 officers and any Region 5 representatives present shall constitute a quorum for the transaction of any Region 5 business.
- E. In the event that a situation arises where the assembly cannot meet in a single, physical location, the Region Board shall arrange for (possibly limited) virtual participation. Notification of this action shall be sent to all Region 5 Intergroups and registered representatives when this action is taken.

- i) Bylaws Amendment 3 was proposed by the Bylaws Committee. It was presented at the Spring Assembly to be voted on at the Fall Assembly but was omitted from the pre-assembly packets. The Region 5 Bylaws allows for the motion to be presented but must be approved by 90% or more of the Assembly to be adopted.
- ii) The Bylaws Committee reviewed Bylaws Amendment 3 and the committee voted to include this motion for consideration.

iii) An amendment to the motion was presented by Karen B.

Change

E. In the event that a situation arises where the assembly cannot meet in a single, physical location, the Region Board shall arrange for (possibly limited) virtual participation. Notification of this action shall be sent to all Region 5 Intergroups and registered representatives when this action is taken.

To

E. ~~In the event that a situation arises where the assembly cannot meet in a single, physical location, the Region Board shall arrange for~~ of an emergency the Region 5 Board shall arrange for (possibly limited) virtual participation. Notification of this action shall be sent to all Region 5 Intergroups and registered representatives when this action is taken.

iv) An amendment to the amendment was proposed by Steve B.

Change

E. ~~In the event that a situation arises where the assembly cannot meet in a single, physical location, the Region Board shall arrange for~~ of an emergency the Region 5 Board shall arrange for (possibly limited) virtual participation. Notification of this action shall be sent to all Region 5 Intergroups and registered representatives when this action is taken.

To

E. ~~In the event that a situation arises where the assembly cannot meet in a single, physical location, the Region Board shall arrange for~~ the Region 5 Board declares an emergency, the Region 5 Board shall arrange for (possibly limited) virtual assembly participation. Notification of this action shall be sent to all Region 5 Intergroups and registered representatives when this action is taken.

v) The amendment to amendment was brought to a vote.

vi) The amendment to amendment was adopted.

vii) Bylaws Amendment 3 was brought to a vote as amended.

viii) The motion did not receive the required 90% and was defeated.

d) Policies Amendment A

MOVE TO AMEND: Article I. REGION 5 GENERAL POLICIES, Section C. Elections Paragraph 5.

CURRENT WORDING

5. Voting for all officers (and Region Trustee nominees when appropriate) shall take place simultaneously on one printed ballot listing all nominees (with spaces for write-ins when nominations from the floor are necessary).

- a. Each ballot counts as a single ballot.
- b. Mark ballot only when instructed by the chair to do so.
- c. If voting for a candidate, mark the ballot with an "X" next to the candidate's name.
- d. Do not vote for more candidates than instructed.
- e. Fold ballot once when finished voting. Give ballot to teller when instructed to do so.
- f. All ballots collected by the tellers will be counted as votes cast.

PROPOSED WORDING

5. Voting for all officers (and Region Trustee nominees when appropriate) shall take place ~~simultaneously on one printed~~ sequentially or simultaneously (when possible) using a written or electronic ballot listing all nominees ~~(with spaces for write-ins when nominations from the floor are necessary).~~ Mixed balloting is not to be allowed; voting will be conducted either completely by printed ballots or virtually using electronic ballots.

a. When holding an election using a printed ballot:

- ~~a~~i. Each ballot counts as a single ballot.
- ~~b~~ii. Mark ballot only when instructed by the Region 5 Chair to do so.
- ~~c~~iii. If voting for a candidate, mark the ballot with an "X" next to the candidate's name.
- ~~d~~iv. Do not vote for more candidates than instructed.
- ~~e~~v. Fold ballot once when finished voting. Give ballot to teller when instructed to do so.
- ~~f~~vi. All ballots collected by the tellers will be counted as votes cast.

b. When holding an election using an electronic method:

- i. A single non-voting teller will be appointed by the Region 5 Chair prior to the election and will be trained to conduct the election during the virtual Assembly.
- ii. Electronic ballots will be configured to be anonymous and allow only a single choice.
- iii. The electronic ballot will not be delivered to the voting members until instructed to do so by the Region 5 Chair.
- iv. The Region 5 Chair will instruct all non-voting participants not to respond to the ballot when presented.
- v. When voting starts the desired candidate should be selected for each office.
- vi. Only a maximum of 3 minutes will be allowed for voting when voting during an assembly. The teller will end the voting when instructed or when 5 minutes has elapsed. Results will not be shared with participants. The results will be passed to the Region 5 Chair privately. The Region 5 Chair will announce the results or could have the teller announce the results.

- i) Policies Amendment A was proposed by the Bylaws Committee and the Region 5 Secretary.
- ii) The Bylaws Committee reviewed Policies Amendment A and the committee voted to withdraw this motion.
- iii) The motion was withdrawn.

e) Policies Amendment B

MOVE TO AMEND: Article: II. RESPONSIBILITIES AND DUTIES OF OFFICERS AND REPRESENTATIVES OF REGION 5, Section: B. Duties of the Region 5 Chair, Paragraph 3.

CURRENT WORDING

3. Schedules and Chairs the Summer Board/Committee Conference Call.
 - a. Schedules call to be held no later than the first week of August.
 - b. Provides agenda to include (at the minimum):
 1. Time for questions of all reports
 2. Time for intergroup sharing
 - c. The agenda may also include time for meetings for all Business Committees and Outreach Committee of the Whole.
 - d. Except for Committee business, no motions or official business shall be conducted during this meeting.
 - e. Attendance shall be taken
 - f. Minutes of the call shall be made available on the Region 5 website.

PROPOSED WORDING

3. Schedules and Chairs the Winter and Summer ~~Board/Committee-Virtual~~ Conferences ~~Call~~.
 - a. Schedules ~~call~~ each conference to be held ~~no later than the first week of August~~ virtually at the approximate midpoint between the two assemblies not to interfere with any holidays.
 - b. Provides agenda to include (at the minimum):
 1. Time for questions of all reports
 2. Time for intergroup sharing
 - c. The agenda may also include time for meetings for all Business Committees and Outreach Committee of the Whole.
 - d. Except for Committee business, no motions or official business shall be conducted during this meeting.
 - e. Attendance shall be taken
 - f. Minutes of the call shall be made available on the Region 5 website.

i) Policies Amendment B was proposed by the Bylaws Committee and the Region 5 Secretary.

ii) The Bylaws Committee reviewed Policies Amendment B and the committee voted to support this motion.

iii) The motion has been defeated.

12) Emergency New Business

- a) There was no Emergency New Business.

12) Announcements were made.

13) The 2020 Fall Saturday Afternoon Assembly was adjourned at 2:30 pm Central time with “I put my hand in yours”.

Sunday 2020-11-31 Morning Session

- 1) The 2020 Fall Assembly Sunday Morning Session was called to order by the Region 5 Chair at 9:00 am Eastern time. Opened with:
 - i) The Serenity prayer.
 - ii) For Today was read by Mary F.
 - iii) OA Diversity Statement was read by Dianne M.

2) The Region 5 Chair read a few responses to our Spring 5 Minute Writing Exercise.

3) Credentials Report

- a) The Credentials Report Update Roll Call was conducted by the Region 5 Trustee – Barbara K.
- b) Counts are:

Voting Reps Present:	24
Voting Officers Present:	3
Eligible Voters Present:	27
Non-voting alternates, guests	13
Parliamentarian	1
Region Trustee	1
Total Attendance	42

- c) The full credentials report can be found in packet C: "C03.Fall 2020 Assembly Credentials.pdf"
 - d) There was no objection to the credentials report as presented. The credentials report is approved.
- 4) Business Committee Reports: reports can be found in packet B.
- a) Bylaws Committee
 - i) Report presented by the Convention Committee Chair: Kerry M.
 - ii) Reviewed all motions that was being presented at the Assembly.
 - b) Convention Committee
 - i) Report presented by the Convention Committee Chair: Pam P (Outgoing), Steve B. (Incoming)
 - ii) Pam assured Steve, 2021 Convention Chair, that she has received wrap up reports from each of the 2020 committees and will provide him with a thumb drive of all the notes that went into the event. She also has thumb drives from previous conventions. Pam and Steve will arrange to transfer all materials.
 - iii) Pam reported that there were 392 registrations received for the October 10 Virtual Convention. She reported that donations were \$7,576. Cleveland was able to front the convention expenses (\$1,061.23) for which Region 5 has fully reimbursed the Intergroup. Attendees included members from Germany, Italy, Poland, Australia, France, and Canada, as well as multiple states.
 - iv) Of those who attended, 139 people responded to the survey almost immediately. The primary objection to those who responded was that there were no breaks included within the program. Pam reported that the Convention Committee made this decision based on the many different time zones where mealtimes would be different across the globe.
 - v) Lessons Learned:
 - (1) Do not purchase decorations too early

- (2) Get the registration form approved by the Board ASAP in order to keep printing costs/distribution low
 - (3) "free" on-line surveys incurred cost for more than 48 responses
 - (4) Have bold statement on registration form indicating that convention is primary fundraiser for Region 5
 - (5) Add statement to registration form to contact convention chair if confirmation with links is not received within 48 hours of event
 - (6) Need to identify means where newcomers can be acknowledged/welcome, and sponsors can offer availability
 - (7) Size of break-out rooms should be larger with a means to identify a moderator to get the discussion going
- vi) Things that worked:
- (1) Disabling chat
 - (2) Speakers stayed on topic
 - (3) 2 co-hosts per session (written responsibilities provided)
 - (4) There were no intruders/disruptive persons entering the sessions
 - (5) Once the event was approved to go virtual, Publicity Committee went into overdrive with eblasts to local members, past convention attendees, all Region 5 intergroups, all Regions, including posted on Virtual Region website. These lists will be included with materials to be passed on for 2021.
 - (6) All agreed that the convention was very well received and that the tech daddy did a superb job in a short amount of time. Acknowledgement went to the California convention chair for her valuable consultation.
- vii) Pam handed the meeting off to Steve Boime, 2021 Convention Chair, who indicated their committee is planning the event for the first weekend of October 2021. Steve introduced Martha Crone, who will serve as co-chair with Steve. Confirmation by the Assembly will be requested. While beginning to plan for a face-to-face weekend, he asked Mike (hotel liaison) and the board to provide a drop-dead date early enough to convert to a virtual event. Columbus will plan for both an in-person and a virtual convention until a final decision is reached.
- viii) Pam announced the Cleveland Central Intergroup will be donating their 25% proceeds back to Region 5.
- c) Finance Committee
- i) Report presented by the Finance Committee Chair: Gerri M.
 - ii) Reviewed the Financial Documents.
 - iii) Reviewed and adjusted the Proposed 2021 Budget.
 - iv) Gerri will finalize all the reports and post them in Packet C.
- d) Media Committee
- i) Report presented by the Media Committee Chair: Shirley L., Barb E., Keri E.
 - ii) Shirley L. has agreed to be the new Media committee chair.
 - iii) Keri E. will assist the chair by managing the new Website Newsletter Blog.

- iv) Shirley L. will be responsible for collecting articles from the other MC members and for editing the articles for errors. Keri has volunteered to upload articles as needed and within the schedule that the committee decides.
 - v) The Committee needs to discuss the print/PDF Newsletter options. We voted to continue creating them at the Spring Assembly based on the best of Newsletter blog entries.
 - vi) The new webmaster is currently reviewing the website for broken links and missing items. The committee has not been catching some of the website issues in our reviews. We need to continue doing these reviews every quarter of the year, but we need to be sure we are thorough and checking every link. Also, if there is a broken link, we need to try to find the correct link and provide that information to the webmaster so he can make corrections. The committee needs to discuss the best way to complete this work when we are on our own, between Business Assemblies.
- 5) Committee of the Whole
- a) Each One Reach One subcommittee:
 - i) Presented by Subcommittee Chair: Jo A., Keri E.
 - ii) See report "B10.R5_2020_Fall_Assembly_Each_One_Reach_One_Subcommittee_Report.pdf" posted in Packet B.
 - b) Intergroup-to-Intergroup (IG²) Subcommittee:
 - i) Presented by Subcommittee Chair: Carol D.
 - ii) See report "B11.R5_2020_Fall_Assembly_Intergroup_to_Intergroup_Subcommittee_Report.pdf" posted in Packet B.
 - c) Sponsorship Task Force Subcommittee
 - i) Presented by Subcommittee Chair: Deanna B.
 - ii) See report "B12.R5_2020_Assembly_Sponsorship_Task_Force_Report.pdf" posted in Packet B.
- 6) Elections
- a) The election for Region 5 Chair and Treasurer was conducted
 - b) Host reported the result of the election at 10:16 am eastern time
 - i) 24 ballots were cast.
 - ii) Eileen C. was elected as Region 5 Chair.
 - iii) Linda P. was elected as Region 5 Treasurer.
- 7) 2021 Budget
- a) The 2021 Budget was proposed and discussed.
 - b) The 2021 Budget was adopted.
- 8) Unfinished Business
- a) There is no unfinished business.
- 9) Conventions
- a) Affirmation of Martha C. as Co-Chair of the 2021 Convention
 - b) Martha has been affirmed as the Co-Host.
- 10) Recognized outgoing representatives
- a) Jo A. Cleveland Central Intergroup
 - b) Christina H. Three Rivers Intergroup
 - c) Carol D. Jackson Area Intergroup

- d) Karen B. Cleveland Central Intergroup
- e) Amanda M. M. Greater Dayton Intergroup
- f) Gerri M. Stepping down as Region 5 Treasure
- g) CJ M. Has stepped down as Region 5 Chair.

11) Announcements were made.

12) New Representative Graduation Ceremony was conducted.

13) The 2020 Fall Sunday Morning Assembly was adjourned at 10:45 am Eastern time with "I put my hand in yours".

Joel R. Isenstadt

Joel I.

Region 5 Secretary

Minutes Approval Committee: Shirley L. representing Wisconsin - Rock River Intergroup and Preston F. representing Illinois Chicago Suburban Southwest Intergroup.

Date Minutes were approved: Friday 2020-11-20