



Region 5 2019 Fall Assembly November 8th, 9th, and 10th, 2019

Location: Holiday Inn Cleveland South, Cleveland, OH

Saturday 2019-11-09 Morning Session

- 1) The 2019 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 Belinda G.
 - c) 12 Steps was read by Karen B.
 - d) 12 Traditions by Bobbi.

- 2) Credentials Report:

- a) The Credential Report Roll Call was conducted by Region 5 Vice-Chair – Steve B.
- b) Counts are:

Voting Reps Present:	23
Voting Officers Present:	4
Eligible Voters Present:	27
Non-voting alternates, guests	3
Parliamentarian	1
Region Trustee	1
Total Attendance	32

- c) The full credentials report can be found in packet C: "C03.Fall 2019 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) Read by Eileen C. Bylaws Committee Chair.
 - b) There was no objection to adopting the Standing Rules. The Standing Rules were adopted.
 - 4) Agenda
 - a) Corrections to the agenda:
 - i) Lunch will be in the Parma room.
 - b) There was no objection to approving the Agenda as amended. The Agenda was approved.
 - 5) Consent Agenda
 - a) There was no consent agenda.
 - 6) The Region 5 Chair read a few responses to our Spring "5 Minute Writing Exercise.
 - 7) The Region 5 Chair conducted a mini count down of years of abstinence.
 - 8) Recognitions
 - a) 4 First Timers (Green Dots) were recognized.

- b) Former Officers and trustees were recognized.
 - (1) Mike B. – Former Region 5 Vice-Chair.
 - (2) Judy W. – Former Region 5 Secretary.
- 9) Minutes Approval Committee
 - a) Nancy G. and Jo A. were appointed to the Minutes Approval Committee.
- 10) Volunteer Service
 - a) Judy W., Patty, Alan B., Beverly B. were appointed Copy Coordinators.
 - b) Lynn H. was appointed Timer.
 - c) Toni S. and Marylynn were appointed the Election Tellers.
- 11) Executive Committee Reports Q/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) The report has misleading numbers showing that the bank account has 55K. This includes the convention income but none of the expenses.
 - ii) \$13,000 in savings account prudent reserve.
 - iii) \$19,000 in contributions. Please let your group know that we really appreciate your contributions.
 - iv) We are proposing a negative budget, to spend more than we take in. If there are any adjustments to the budget, then you will get a new copy tomorrow.
 - v) Region 5 not Region V.
 - vi) Please put your group number on the check. If you go to OA.ORG you can find the meeting number.
 - vii) If you need a receipt, please check the box on the form.
 - viii) The group contributions sheet is listed by state and city.
 - ix) Question: Does Region 5 or OA.org website suggested formats include the new verbiage for the \$5.00 suggested donation?
 - (1) The suggested 7th Tradition contribution is US\$5, and we give as we are able. The OA.org website suggested formats has the new verbiage for the \$5.00 suggested donation. The last time there was an increase in the 7th tradition was from \$2.00 to \$3.00 and was 10 years ago.
- 12) Trustee
 - a) No Additional Report
- 13) Emergency New Business committee will be chaired by Barbara K., Trustee.
- 14) No appointments are needed for the Nominating Committee. The Nominating Committee will not meet at this assembly. At the next Spring Assembly, we will form a nominating committee to find a new Chair and Treasurer.
- 15) Announcements were made.
- 16) The 2019 Fall Morning Assembly was adjourned at 9:27 am Eastern time for committee meetings starting at 9:45 am and lunch with the Seventh Step prayer.

Saturday 2019-11-09 Afternoon Session

- 1) The 2019 Fall Assembly Saturday Afternoon Session was called to order by the Chair at 2:30 pm eastern time. Opened with:
 - a) The OA Responsibility Pledge followed by the Serenity Prayer.
 - b) OA Concepts 1-7 was read by Derita P.
 - c) OA Concepts 8-12 was read by Mary F.
- 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 Vice-Chair – Steve B.
 - b) Counts are:

Voting Reps Present:	21
Voting Officers Present:	4
Eligible Voters Present:	25
Non-voting alternates, guests	5
Parliamentarian	1
Region Trustee	1
Total Attendance	32

- a) The full credentials report can be found in packet C: "C03.Fall 2019 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 2019 spring (March) assembly and 2019 summer (July) conference.
 - a) No corrections were proposed
 - b) The 2019 Spring Assembly and 2019 Summer conference minutes were approved by the assembly.
- 5) 7th Tradition was collected.
- 6) Parliamentary moment was presented by Karen B. on "Amendments".
- 7) Candidate Presentation and Q&A
 - a) Vice Chair: Eileen C.
 - b) Secretary: Joel I.
- 8) Assembly recessed for a 16-minute break at 3:19 pm.
- 9) Assembly was called back to order at 3:37 pm by the Region 5 Chair.
- 10) New business
 - a) New Business Motion A.

Move To: Allow the Region Chair's Committee (RCC) to use the Region 5 Zoom service account.
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- i) New Business Motion A was proposed by the Region 5 Board.
 - ii) The Bylaws Committee reviewed New Business Motion A and the committee voted to support this motion.
 - iii) The motion is adopted.
- b) New Business Motion B.

Move To: Allow the Virtual Conference Ad-Hoc Committee and the Region 5 Secretary acting as the Region 5 Host to broadcast the Friday night evening session and Intergroup sharing at Assemblies over the Region 5 Zoom service account.

- i) New Business Motion B was proposed by the Virtual Conference Ad-Hoc Committee.
 - ii) The Bylaws Committee reviewed New Business Motion B and the committee voted to support this motion.
 - iii) The motion is adopted.
- c) Policy Amendment Motion C.

MOVE TO AMEND:
 Add new section to the Region 5 Policy & Procedures after:
 Article: II. RESPONSIBILITIES AND DUTIES OF OFFICERS AND REPRESENTATIVES OF REGION 5
 Section: H. Hotel Liaison
 And renumber all sections that come after appropriately.

CURRENT WORDING
 II. RESPONSIBILITIES AND DUTIES OF OFFICERS AND REPRESENTATIVES OF REGION 5
 ...
 H. Hotel Liaison
 ...
 I. Duties of the Region 5 Delegate to WSBC
 ...
 J. Region 5 Delegate Support Fund

PROPOSED WORDING
 II. RESPONSIBILITIES AND DUTIES OF OFFICERS AND REPRESENTATIVES OF REGION 5
 ...
 H. Hotel Liaison
 ...
 I. Virtual Meeting Coordinator
The Chair appoints a Virtual Meeting Coordinator to fulfill the following duties:

1. Manage the R5 Host Email account and calendar.
2. On request schedule meetings for the Region 5 executive board, committees, intergroups, and groups.
3. Sends out invitations for scheduled meetings.
4. Provides meeting hosting or establishes co-hosting privileges for co-hosts as requested.
5. Hosts the Region 5 Summer Conference by managing the virtual session and break-out rooms.
6. Aids in connecting to a virtual meeting.
7. Supports broadcasting one or more sessions at the Region 5 Assembly.
8. Supports broadcasting events being produced by a Region 5 Committee.

~~J.~~ Duties of the Region 5 Delegate to WSBC
 ...
~~K.~~ Region 5 Delegate Support Fund

- i) Policy Amendment Motion C was proposed by the Region 5 Board.
- ii) The motion was withdrawn by the motion maker to be reworked by the Bylaws committee and presented in the 2020 Spring Assembly.

d) Policy Amendment Motion D.

MOVE TO AMEND:

Article 1, Region General Policies; Section A, Date and Location of Assemblies; Paragraph 3, by changing the method for choosing the hosting intergroup.

CURRENT WORDING:

I. REGION 5 GENERAL POLICIES

A. Date and Location of Assemblies

3. A hosting intergroup will be solicited by the vice chair from all intergroups within the following areas for each assembly:

- a. During even numbered years: Michigan, Ohio and Southwestern Ontario/Kentucky
- b. During odd numbered years: Wisconsin, Indiana and Illinois within Region 5.

PROPOSED WORDING:

I. REGION 5 GENERAL POLICIES

A. Date and Location of Assemblies

3. A hosting intergroup will be solicited by the vice chair from all intergroups within the following areas for each assembly:

- a. During even numbered years: Michigan, Ohio and Southwestern Ontario/Kentucky
- b. During odd numbered years: Wisconsin, Indiana and Illinois within Region 5.

c. When an Assembly is held outside the Region 5 Board determined central location, the host intergroup will be the local intergroup in the location of the Assembly.

i) Policy Amendment Motion D was proposed by the Region 5 Board.

ii) The Bylaws Committee reviewed Policy Amendment Motion D and the committee is proposing an amendment to this motion.

PROPOSED WORDING:

~~3. A hosting intergroup will be solicited by the vice chair from all intergroups within the following areas for each assembly:~~

- ~~a. During even numbered years: Michigan, Ohio, and Southwestern Ontario/Kentucky~~
- ~~b. During odd numbered years: Wisconsin, Indiana and Illinois within Region 5.~~

3. Region 5 Assemblies are to be located and hosted as follows:

- a. The Spring Assembly will be held in the Board-determined central location. The Vice Chair shall appoint a hosting intergroup.
- a. During even number years the hosting intergroup will be selected from intergroups in Michigan, Ohio, Southwestern Ontario or Kentucky.
- b. During odd-number years, the hosting intergroup will be selected from intergroups in Wisconsin, Indiana and Region 5 intergroups within Illinois.
- b. When possible, the Fall Assembly will be held at the location of the subsequent year's Convention. If the Fall Assembly is held in the central location, hosting intergroup will be appointed as described in paragraph 3.a

iii) The motion was postponed indefinitely.

11) Emergency New Business

- a) There was no Emergency New Business.

12) Announcements were made.

13) 7th Tradition collected was \$185.00.

14) The 2019 Fall Saturday Afternoon Assembly was adjourned at 4:52 pm eastern time with “I put my hand in yours”.

Sunday 2019-11-10 Morning Session

1) The 2019 Fall Assembly Sunday Morning Session was called to order by the Region 5 Chair at 8:30 am eastern time. Opened with:

- i) The Serenity prayer.
- ii) For Today was read by Pamela P.
- iii) OA Diversity Statement was read by Amanda 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 Vice-Chair – Steve B.
- b) Counts are:

Voting Reps Present:	22
Voting Officers Present:	4
Eligible Voters Present:	26
Non-voting alternates, guests	7
Parliamentarian	1
Region Trustee	1
Total Attendance	35

- c) The full credentials report can be found in packet C: “C03.Fall 2019 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) Convention Committee

- i) Report presented by the Convention Committee Chair: Pamela P. Incoming, Lynn H. Outgoing.
- ii) Lynn H. presented a wrap-up from the last convention with such ideas as
 - (1) Read Purpose Statement at each planning committee meeting;
 - (2) Have good timers to keep meetings on target;
 - (3) Stick to the convention planning timeline;
 - (4) Helpful to have all meetings on one floor;
 - (5) Newcomers meeting was well-received and appreciated;
 - (6) Suggest a basket/box be passed prior to close of convention in order for folks to return badges and evaluation forms
- iii) Pam P. distributed a draft timeline. A call out for planning committee members will go out to all of Region 5 in December, via website. Pam will speak with Joel about this. The first planning committee meeting will be held in December, perhaps via Zoom, and monthly meetings will be held at the Holiday Inn on the 3rd Sunday beginning in January. Save the Date (October 9-10) will go out via the website as soon as possible.
- iv) The recording company has been retained, per Mike B. and discussion of entertainment will begin in January so that can be retained as soon as possible.

- v) Flyers for basket requests will be sent early. Invites to surrounding regions will be sent and requests to post the information on surrounding region websites. Region 5 logo will be included on all flyers. The registration form is expected to be approved prior to the Spring Assembly and registration will begin soon after.
 - vi) There was discussion regarding the Region 5 banner, which is in sad shape. We are requesting that a new banner be made which will necessitate an adjustment to the Region budget.
- b) Finance Committee
- i) Report presented by the Finance Committee Chair: Gerri M.
 - ii) Gerri is working on a tip sheet for group treasurers to simplify the process of opening checking accounts.
 - iii) The finance documents can be found in the Cloud. Gerri will be sending committee members a new link to One Drive, so they can review account ledgers and the Chase Bank and credit card statements regularly.
 - iv) The proposed budget was reviewed, and the committee agreed to:
 - (1) An increase in group contributions has been projected due to the \$5.00 Suggested Contribution.
 - (2) Increase the projected expenses for 2020 from \$17,000.00 to \$20,000.00.
 - (3) Set \$1,500.00 in publicity expenses for the PI/PO outreach subcommittee.
 - (4) Set \$2,400.00 to cover three workshops for the IG Outreach subcommittee.
 - (5) Projected expenses for the Media Committee also increased to \$800.00 due to continuing work on the website redesign project.
 - (6) A number of items (Processing Fees and Hotel Liaison) were decreased since most of the fees now fall under Convention expenses.
 - (7) In line with the philosophy of “spending down” some of our surplus, the committee agreed Region 5 should increase donations to the WSO increasing proposed amounts for the Delegate Support Fund, Professional Exhibits Fund and Translation Fund by \$1,000.00 each. The General Fund contribution was increased by \$2,000.00.
- c) Media Committee
- i) Report presented by the Media Committee Chair: Keri E.
 - ii) The committee agreed to creating a new page to list the events in the website. The solution is to use the agenda view of the calendar. Keri will also create FAQ/Help instructions that will explain how to use the calendar, agenda, search features, etc. We will request the help link be bright, at the top of agenda page and calendar page and when clicked will pop-up a separate window.
 - iii) Newsletter:
 - (1) World Service theme is OA 60th anniversary, looking into the future. We will base our newsletter for the Fall 2019 and Spring 2020 on this theme.
 - (2) 2019 Fall Article Assignments:
 - (a) Joel – An article on the Virtual Region
 - (b) Kevin – Gratitude of Recovery
 - (c) Darlene – Spiritual Gift of Abstinence
 - (d) Christina - New and Young in OA
 - (e) CJ – Assembly article

- (f) Belinda - Why I keep coming back
 - (g) Deanna - Beyond our wildest dreams, book by Rosanne
 - (h) Susan (previous R5 secretary) may write an article on the last World Service Business Conference.
- (3) The committee agreed to allow newsletter to go beyond one 11 x 17 sheet (double sided), 4 vs 2. But to keep reasonable.
- (4) IMPORTANT DUE DATES:
- (a) 11/15/2019 Articles completed and emailed to Keri E.
 - (b) 11/22/2019 First draft completed and sent to the committee for review.
 - (c) 11/28/2019 Completed newsletter sent to the Region 5 board for approval.
 - (d) 12/06/2019 Newsletter published on website and distributed to the membership by email.
- (5) The committee reaffirmed that the plan is to create three newsletters per year that coincide with the Region 5 Business Events.
- iv) The committee will be performing another website review for broken links in January 2020.
- v) The committee is considering the following enhancements to the website:
- (1) A website blog page that would allow the committee to post weekly stories including personal stories, recovery articles, special news for the region. Joel will get this idea priced and not decision will be made till the 2020 Spring Assembly.
 - (2) Joel will be editing the audio files for the leads from the Sunday Morning Recovery Meeting. We will need to find a place to post these on the Website and we may need to create a new page.
- d) Bylaws Committee
- i) Report presented by the Bylaws Committee Chair: Eileen C.
 - ii) The committee reviewed and discussed all of the motions that were presented at the assembly.
- 5) Committee of the Whole
- a) Each One Reach One subcommittee:
 - i) Presented by Subcommittee Chair: Steve B.
 - ii) The subcommittee will be focusing on creating a regionwide speakers list.
 - (1) This includes reviewing and updating the existing list which has not been updated since 2016.
 - (2) Creating a website form to request to be added or removed from the speaker list.
 - (3) Create a flyer to be added to the Region 5 newsletter and distributed by email to the membership.
 - iii) The subcommittee has agreed to create a "Carry the message" workshop to be presented at the Spring assembly.
 - b) Intergroup-to-Intergroup (IG²) Subcommittee:
 - i) Presented by Subcommittee Chair: Teresa H.
 - ii) Reviewed the Intergroup Renewal workshop
 - (1) Surveys indicated it was successful and well received. The surveys will continue to be conducted with these workshops.
 - (2) Upcoming workshop dates chosen:
 - (a) Central OH March / April 2020
 - (b) Madison July 2020

- (c) Indiana September 2020
 - iii) The subcommittee is considering focusing on working to change the mentality that some OAers have that they are “not at that level” when it comes to participating in intergroup.
- c) Public Information / Professional Outreach (PI/PO) Subcommittee:
 - i) Presented by Subcommittee Chair: Barb.
 - ii) PIPO Sub-Committee will have a \$1,500 in budget to invest beginning January, 2020.
 - (1) Discussed how we could invest this money:
 - (a) Reviewed PIPO materials that are available to share through WSO, like: posters, booklets, pamphlets, pocket cards, and free online magazine (The Courier).
 - (b) Other ideas included: mini radio commercials, free PSAs with universities (they are required to a certain number), and emailing Universities (1% return on effort so snail mailers would be a better investment).
 - (c) Discussed possible places and ways to share the materials, like: health fairs, professional offices, billboards, tv and radio ads, and online promos.
 - (d) Barb talked about the billboard they ran during the State Fair and what a good investment it was for her Intergroup. One example of success was the head of nursing at a University that saw the BB and now asks all of his students to attend an OA and an AA meeting as part of their education.
 - (e) Discussed teens/anorexics/bulimics and how they could be helped with better PIPO knowledge. Also talked about meeting policy and new literature that is coming out from WSO for teens and parental consent.
 - (f) We suggested using free giveaways of new literature to entice people to come as meeting Reps to IG meetings.
 - (g) Could we run a national Ad? Reviewed some new upcoming Ads for OA that will be on social media.
 - (2) The subcommittee will research the actual prices to conduct some of the ideas discussed.
 - (3) The subcommittee will look at existing workshop about reaching out to professionals.
- 6) Other Committee Reports
 - a) Virtual Conference Ad-Hoc Committee
 - i) Presented by Ad-Committee Chair: Joel I.
 - ii) The Ad-Hoc committee has heard your concerns with New Business Motion B. and will revisit the implementation and will propose a new implementation to Region 5 Board before the 2020 Spring Assembly.
- 7) Elections
 - a) The election for Region 5 Vice-Chair and Secretary was conducted
 - b) The Assembly went into recess (break) at 9:06 am for 10 minutes while the ballots were counted.
 - c) Tellers reported the result of the election at 9:17 am
 - i) 26 ballots were cast.
 - ii) Eileen C. was elected as Region 5 Vice-Chair.
 - iii) Joel I. was re-elected as Region 5 Secretary.
- 8) 2020 Budget
 - a) The 2020 Budget was proposed and discussed.
 - b) The 2020 Budget was adopted.
- 9) Unfinished Business

a) There is no unfinished business.

10) Conventions

a) Steve B. was affirmed as the Chair of the 2021 Convention in Columbus OH.

b) The Region 5 Chair handed a check to Lynn H. for the Region 5 2019 Convention 25% split for \$3,484.63 to be delivered to the Milwaukee Area Intergroup. Total income for the convention was \$13,938.53.

c) The Convention Committee for the 2020 Region 5 Convention presented a skit.

11) Recognized outgoing representatives

a) Derita P. -- Region 5 Representative for Cleveland Central Intergroup.

b) Pam P. -- Region 5 Representative for Cleveland Central Intergroup.

c) Eileen C. -- Region 5 Representative for Central Ohio Service Intergroup. Eileen will be returning as Region 5 Vice-Chair.

d) Kevin F. -- Region 5 Representative for Northwest Indiana Intergroup

e) Christina H. -- Region 5 Representative for Three Rivers Intergroup.

f) Amanda M. -- Region 5 Representative for Greater Dayton Intergroup.

g) Steve B. -- Region 5 Vice-Chair. Steve may be returning as a Region 5 Representative for Central Ohio Service Intergroup.

12) Announcements were made.

13) Green Dot Ceremony was conducted.

14) Chairperson's Drawing was conducted.

15) The 2019 Fall Sunday Morning Assembly was adjourned at 10:10 am eastern time with "I put my hand in yours".

Joel I.

Region 5 Secretary

Minutes Approval Committee: Jo A. representing Ohio - Cleveland Central Intergroup and Nancy G. representing Illinois Chicago Suburban Southwest Intergroup.

Date Minutes were approved: 2019-11-23