



Region 5 2018 Fall Assembly

October 19-21, 2018

Location: Hilton Garden Inn in Chesterton, IN

Saturday 2018-10-20 Morning Session

- 1) The 2018 Spring Assembly Saturday Morning Session was called to order by the Region 5 Chair at 8:00 am central time. Opened with:
 - a) The assembly said the OA Responsibility Pledge followed by the serenity prayer.
 - b) For Today was read by Darlene D.
 - c) 12 Steps was read by Wanda C.
 - d) 12 Traditions by Gwen C.

2) Credentials Report:

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

Voting Reps Present:	24
Voting Officers Present:	4
Eligible Voters Present:	28
Non-voting alternates, guests	3
Parliamentarian	0
Region Trustee	1
Total Attendance	32

- c) The full credentials report can be found in packet C: "C03.Region 5 2018 Fall Assembly Credentials Report.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) Committee Meetings will be meeting in a different room: Sand Creek: Bylaws and Convention Committees
 - b) There was no objection to approving the Agenda as amended. The Agenda was approved.
- ### 5) Consent Agenda
- a) The Consent Agenda includes motions A, B, C.
 - b) Gerri M. objected to Motions A and C. They have been removed from the consent agenda.
 - c) Clare W. objected to Motion B. This motion has been removed from the 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) 5 First-Timers (Green Dots) were recognized.
 - b) 2 Former Officers and trustees were recognized.
 - (1) Chris B. – Former Region 5 Vice-Chair
 - (2) Mike B. – Former Region 5 Vice-Chair.
- 9) Minutes Approval Committee
 - a) Jo A. and Nancy G. were appointed to the Minutes Approval Committee.
- 10) Volunteer Service
 - a) Chris B. was appointed Copy Coordinator.
 - b) Lynn H. was appointed Timer.
 - c) Warren H. and Lynn H. were appointed the Election Tellers.
- 11) Executive Committee Reports Q/A
 - a) Region 5 Chair
 - i) No Additional Report
 - b) Region 5 Vice-Chair
 - i) No Additional Report
 - c) Region 5 Secretary
 - i) No Additional Report
 - d) Region 5 Treasurer
 - i) This is the end of my first term. During these past two years we streamlined the chart of accounts. We updated the group contributions to include the group names. We have moved all of our documents to the cloud / internet. There is currently \$62,000 in the bank. Our group contributions are down \$500.00 from the last year. Use the new group contribution form please. We are not Region V, we are Region 5. There will be an updated budget presented at this assembly.
 - ii) Questions
 - (1) Please explain the convention income split? The convention split is 75% / 25%, with 75% going to the region and 25% going to the hosting intergroup.
 - (2) Can you explain the declining group contributions? We have not done a study on this. There could be multiple reasons. This is something that the Region is working on with the committee of the whole sub-committees.
 - e) Trustee
 - i) Board of Trustees (BOT) is planning to meet virtually in February.
 - ii) Madison requested a workshop on the Traditions and over 10 people showed up for the workshop and more showed up for the Open OA meeting the night before.
 - iii) Upper Peninsula Michigan intergroup has disbanded.
- 12) No appointments are needed for the Nominating Committee. The Nominating Committee will not meet at this assembly.
- 13) Announcements were made.
- 14) Break for committee meetings at 9:00 am. Committee meetings are scheduled to start at 9:30 am.
- 15) Restructuring the OA Board of Trustees (BOT) was presented by Karen B. at 11:00 am.

16) The 2018 Fall Morning Assembly was adjourned at 11:54 am central time for lunch with the seventh step prayer.

Saturday 2018-10-20 Afternoon Session

1) The 2018 Fall Assembly Saturday Afternoon Session was called to order by the Chair at 2:30 pm central time. Opened with:

- a) OA Responsibility Pledge followed by the Serenity Prayer.
- b) OA Concepts 1-7 was read by Janice C.
- c) OA Concepts 8-12 was read by Darie A.

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:	24
Voting Officers Present:	4
Eligible Voters Present:	28
Non-voting alternates, guests	2
Parliamentarian	1
Region Trustee	1
Total Attendance	32

- a) The full credentials report can be found in packet C: "C03.Region 5 2018 Fall Assembly Credentials Report.pdf"
- b) There was no objection to the credentials report as presented. The credentials report is approved.

4) Minutes Approval Committee for the 2018 spring (March) assembly and 2018 summer (July) conference call.

a) Corrections:

- i) Linda J. Spring Assembly Minutes, Trustee Report. The term of the trustee is 3 years. This is Linda's second term. This will be fixed in the Minutes and updated on the website in the 2018 Spring Assembly Packet A, 2018 Summer Conference Call Packet A, and 2018 Fall Assembly Packet A.

- b) The 2018 spring assembly and 2018 summer conference call minutes were approved as amended by the assembly.

5) 7th tradition was collected.

6) Parliamentarian moment was presented by Karen B. on "Calling the question".

7) Candidate Presentation and Q&A

- a) Region 5 Trustee: Barbara K.
- b) Chair: CJ M.
- c) Treasurer: Gerri M.

8) Assembly recessed for a 10 minute break at 3:39 pm.

9) Assembly was called back to order at 4:00 pm by the Region 5 Chair.

10) New business

- a) Motion A
 - i) Motion A is:

<p>MOVE TO AMEND: Article II. RESPONSIBILITIES AND DUTIES OF OFFICERS AND REPRESENTATIVES OF REGION 5 Section C. Duties of the Region 5 Vice Chair Paragraph 2. Other Functions. As follows:</p> <p>CURRENT WORDING</p> <ul style="list-style-type: none">a. Attends Region 5 Convention.b. Performs other region responsibilities in the absence of the chair, as needed.c. Shall conduct workshops as in Section E under Responsibilities and Duties of the Officers and Representatives of Region 5.d. Is the direct link between the Region 5 Executive Board and the Hotel Liaison.<ul style="list-style-type: none">1. Presents hotel recommendations for Board approval2. Presents hotel contracts for Board approval.e. Chairs the Outreach Committee of the Whole during the Spring Assembly. <p>PROPOSED WORDING</p> <ul style="list-style-type: none">a. Attends Region 5 Convention.b. Performs other region responsibilities in the absence of the chair, as needed.c. Shall conduct workshops as in Section E under Responsibilities and Duties of the Officers and Representatives of Region 5.d. Is the direct link between the Region 5 Executive Board and the Hotel Liaison.<ul style="list-style-type: none">1. Presents hotel recommendations for Board approval2. Presents hotel contracts for Board approval.e. Chairs the Outreach Committee of the Whole during the Spring Assembly.f. <u>Chairs the Nominating Committee.</u>

- i) Motion A was proposed by Joel I. and Steve B.
 - ii) The Bylaws Committee reviewed Motion A and the committee voted to not support this motion.
 - iii) Motion A was defeated.
- b) Motion B
 - i) Motion B is:

<p>MOVE TO AMEND: Article II. RESPONSIBILITIES AND DUTIES OF OFFICERS AND REPRESENTATIVES OF REGION 5 Section D. Duties of the Region 5 Secretary Paragraph 3. Other Functions As follows:</p> <p>CURRENT WORDING</p> <ul style="list-style-type: none">a. Chairs Nominating Committee.b. Answers mail, email and phone calls and initiates correspondence as needed.c. Shall conduct workshops as in Region 5 Policies and Procedures Article II, Section E, Responsibilities and Duties of the Officers and Representatives of Region 5.

PROPOSED WORDING

~~a. Chairs Nominating Committee.~~

- a. Answers mail, email and phone calls and initiates correspondence as needed.
- b. Shall conduct workshops as in **Region 5 Policies and Procedures** Article II, Section E, Responsibilities and Duties of the Officers and Representatives of Region 5.

c. Attends Region 5 Convention.

- ii) Motion B was proposed by Joel I. and Steve B.
 - iii) The Bylaws Committee reviewed Motion B and the committee voted to support this motion.
 - iv) The assembly tabled Motion B so the Bylaws Committee can reconsider it.
- c) Motion C
- i) Motion C is:

MOVE TO AMEND:

Article I. REGION 5 GENERAL POLICIES
 Section H. Committee Purpose
 Paragraph 6. Nominating Committee:

CURRENT WORDING

Seek out qualified members who are willing to serve as a Region 5 officer or trustee. A Nominating Committee will be appointed by the Region 5 chair at the first assembly each year. This committee shall be chaired by the Region 5 secretary and shall consist of at least one member from each state or province when available. Such members will have at least one year of active service at the Region 5 level, when possible.

PROPOSED WORDING

Seek out qualified members who are willing to serve as a Region 5 officer or trustee. A Nominating Committee will be appointed by the Region 5 chair at the first assembly each year. This committee shall be chaired by the Region 5 ~~secretary~~vice chair and shall consist of at least one member from each state or province when available. Such members will have at least one year of active service at the Region 5 level, when possible.

- ii) Motion C was proposed by Joel I. and Steve B.
- ii) The Bylaws Committee reviewed Motion C and the committee recommend this motion be amended.

iii) Eileen C. proposed the amendment. The amendment to Motion A is

PROPOSED WORDING

Seek out qualified members who are willing to serve as a Region 5 officer or trustee. A Nominating Committee will be appointed by the Region 5 chair at the first assembly each year. This committee shall be chaired by ~~the Region 5 secretary vice chair~~ a member appointed by the Region 5 Chair and shall consist of at least one member from each state or province when available. Such members will have at least one year of active service at the Region 5 level, when possible.

iv) The amendment to Motion C was adopted.

v) The assembly tabled Motion C so the Bylaws Committee can reconsider it.

d) Motion D

i) Motion D is:

MOVE TO AMEND:

Article I. REGION 5 GENERAL POLICIES

Section H. Committee Purpose

Paragraph 4. Media Committee:

As follows:

CURRENT WORDING

- a. To create, solicit, edit, and submit for approval and distribution and/or posting content pertinent for Region 5's media presence, including the newsletter *Freedom from Bondage*.
- b. To give guidance and suggestions regarding best use of media and technology, which may include maintaining a list of tech savvy members of the Region 5 fellowship who are willing to serve as resources for Region 5 service bodies.
- c. Perform other duties regarding technology and media as assigned by the Region 5 Board.

PROPOSED WORDING

- a. To create, solicit, edit, and submit for approval and distribution and/or posting content pertinent for Region 5's media presence, including the newsletter *Freedom from Bondage*.
 - i. The newsletter Freedom from Bondage will be maintained as a webpage on the Region 5 website.
 - ii. Content will be updated at least four times a year and will contain the following:
 1. Content may cover subjects including recovery, traditions, concepts, principles, unity, attracting newcomers, and how to make groups stronger and more effective. Content will be based on a theme as set by the Media Committee. The theme and a schedule for content publishing will be approved by the Executive Board during the Fall Assembly. Content may be written articles, artwork, photos, and short audio podcasts in keeping with the OA traditions. All Content will be created by OA members and approved by the Region 5 executive board before being published to the website.

- 2. Announcements will spotlight important upcoming Region / Intergroup sponsored events, content on OA.org, campaigns being conducted by Region 5 committees, and volunteer requests for service positions.
- 3. When new content is posted the Secretary will send out a notification by email to OA members.
- b. To give guidance and suggestions regarding best use of media and technology, ~~which may include maintaining a list of tech savvy members of the Region 5 fellowship who are willing to serve as resources for Region 5 service bodies.~~
- c. Perform other duties regarding technology and media as assigned by the Region 5 Board.

- ii) Motion D was proposed by Joel I. and Sylvia T.
- iii) The Bylaws Committee reviewed Motion D and the committee recommend this motion be amended.
- iv) Joel I. proposed the amendment. The amendment to Motion A is

- PROPOSED WORDING**
- a. To create, solicit, edit, and submit for approval and distribution and/or posting content pertinent for Region 5's media presence, including the newsletter *Freedom from Bondage*.
 - i. The newsletter Freedom from Bondage will be maintained as a webpage on the Region 5 website.
 - ii. Website Content will be updated at least four times a year and will contain the following regularly:
 - 1. ~~Content may cover subjects including recovery, traditions, concepts, principles, unity, attracting newcomers, and how to make groups stronger and more effective. Content will be based on a theme as set by the Media committee. The theme and a schedule for content publishing will be approved by the Executive Board during the Fall Assembly. Content may be written articles, artwork, photos, and short audio podcasts in keeping with the OA traditions. All Content will be created by OA members and approved by the Region 5 executive board before being published to the website.~~
 - 2. Announcements will spotlight important upcoming Region / Intergroup sponsored events, content on OA.org, campaigns being conducted by Region 5 committees, and volunteer requests for service positions.
 - 3. When new content is posted the Secretary will send out a notification by email to OA members.
 - b. To give guidance and suggestions regarding best use of media and technology, ~~which may include maintaining a list of tech savvy members of the Region 5 fellowship who are willing to serve as resources for Region 5 service bodies.~~
 - c. Perform other duties regarding technology and media as assigned by the Region 5 Board.

- v) The amendment to Motion D was adopted.
- vi) Motion D as amended was adopted.

e) Motion E

i) Motion E is:

MOVE TO AMEND:

II. RESPONSIBILITIES AND DUTIES OF OFFICERS AND REPRESENTATIVES OF REGION 5

A. General Duties

e. Meals

As follows:

CURRENT WORDING

e. Meals: Region 5 Officers shall be reimbursed for actual expenses not to exceed \$40.00 per day. The amount of \$40.00 per day shall be used for budgeting purposes.

PROPOSED WORDING

e. Meals: Region 5 Officers shall be reimbursed for actual non-alcohol expenses ~~not to exceed \$40.00 per day~~. The amount of \$40.00 per day shall be used for budgeting purposes.

ii) This motion was proposed by Gerri M.

iii) The Bylaws Committee reviewed Motion E and the committee voted to support this motion.

iv) Motion E was split

(1) The first part voted on was to insert "Non-alcohol".

(2) The first part of Motion E was adopted

(3) The second part voted on was to strike "not to exceed \$40.00 per day".

(4) The second part of Motion E was adopted

f) Motion F

i) Motion F is:

ii) This motion was proposed by Gerri M.

iii) The Bylaws Committee reviewed Motion E and the committee voted to support this motion.

MOVE TO AMEND:

I. REGION 5 GENERAL POLICIES

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8. Committee budget requests

As follows:

CURRENT WORDING

8. Committee budget requests shall be given to the Finance Committee chair by July 1.

PROPOSED WORDING

8. Committee budget requests shall be given to the Finance Committee chair ~~by July 1~~ three weeks before the Fall Assembly.

iv) Motion F was adopted.

11) Announcements were made.

12) 7th Tradition collected was \$184.00.

13) The 2018 Fall Saturday Afternoon Assembly was adjourned at 5:05 pm central time with “I put my hand in yours”.

Sunday 2018-10-21 Morning Session

1) The 2018 Fall Assembly Sunday Morning Session was called to order by the Region 5 Chair at 8:00 am central time. Opened with:

i) OA Responsibility Pledge followed by the Serenity prayer.

ii) For Today was read by Mary F.

iii) OA Diversity Statement was read by Cutia B.

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:	23
Voting Officers Present:	4
Eligible Voters Present:	27
Non-voting alternates, guests	2
Parliamentarian	1
Region Trustee	1
Total Attendance	31

c) The full credentials report can be found in packet C: “C03.Region 5 2018 Fall Assembly Credentials Report.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: Lynn H. Barbara K. represented the past convention chair.

ii) Discussed recommendations. Keynote and Banquet room need to be in the same room. Clothing Exchange needs to be in the larger room – Crystal Room.

5) Finance Committee

a) Report presented by the Finance Committee Chair: Gerri M.

b) The committee reviewed the current financial documents including a “budget to actual” chart showing where things stand as of the end of September.

c) Gerri is going to work with the committee to come up with a procedure to provide oversight. This would not have to happen at Assembly. Documents can be spot checked on Cloud files and discussion could be taken care of via a virtual meeting.

- d) Increases in expenses include costs for Assemblies based on covering costs for the four Board members and the addition of the hotel liaison (as well as increased hotel costs). The donations to the WSO were also increased. In addition, there were unexpected expenses for Media Committee and Intergroup-to-Intergroup Subcommittee.
 - e) Reviewed and adjusted the proposed budget
 - i) Increased contributions to the WSO General Fund (for a total contribution of \$5,000.00).
 - ii) The Region 5 IG Delegate Support Fund would be further increased by \$1,200.00 (total of \$2,400.00) to help more region reps attend Assemblies.
 - iii) The proposed income for 2019 was decreased due to a decline in group contributions. While increases in spending create a situation where the budget does not balance, the idea is to disperse some of the Region's funds that are in excess of our Prudent Reserve.
- 6) Media Committee
- a) Report presented by the Media Committee Chair: Keri E.
 - b) Keri will look on the WSO website for the permission form to use to get permission for using the graphics from the website contest. This will be distributed to the individuals who contributed pictures.
 - c) The theme for the Fall 2018 newsletter will be "Growing OA Recovery".
 - d) The theme for the Spring 2019 newsletter will be "Growing OA Membership Regionwide."
 - e) Reviewed the proposed Region 5 Policies Amendment D. The committee proposed we amend the motion to remove specific mention of the number of newsletters to be produced and instead use the word "regularly".
 - f) Once the new website is published the committee is aiming to keep a new "What's Happening" page on the website that will be updated often.
 - g) Newsletter article assignments were made with the due date of October 27th. Keri will put the newsletter together and email it to the committee for review by November 6th. Keri will submit the newsletter to the board for review by November 10th. The newsletter will be published on November 17th.
 - h) Keri, Joel, and the committee will work with the webmaster on implementing the updated web design, once we get approval to move forward with the updates.
 - i) The committee is recommending to the Region 5 Chair that an Ad-hoc committee be formed to research and review the use of video conference services. The group will discuss the consequences and benefits of the video conferencing technology and develop guidelines and instructions for its use. The committee will also propose motions to adjust our policy & procedure manual as needed.
 - j) The committee will have a meeting once a month.
- 7) Bylaws Committee
- a) Report presented by the Convention Committee Chair: Eileen C.
 - b) The committee reviewed and discussed all of the motions that were presented at the assembly.
- 8) Committee of the Whole
- a) Each One Reach One subcommittee:
 - i) Presented by Subcommittee Chair: Clare W.
 - ii) Since the Spring 2018 assembly, the subcommittee has been working on encouraging meetings around Region 5 to establish monthly Twelfth-Step-Within call-a-thons, based on a suggestion found in the OA Twelfth-Step-Within Handbook. The subcommittee created promotional materials

and distributed them to many meetings and intergroups associated with the Region. We also created a feedback system, hoping that meetings would respond and tell us if they participated, what obstacles they encountered, and whether we had provided them with a helpful resource. However, we received very little feedback, and much of it consisted of “This is way too complicated.”

- iii) We have decided to continue to actively encourage more meetings to try call-a-thons, but completely remove the feedback aspect and follow up informally by word of mouth – “How did it go? Did you like it?”
- iv) With the decision made to use a lighter touch on the call-a-thons, the subcommittee has more time and energy for a new project – how to carry the message to people who have not heard of OA before. The subcommittee will utilize a World Service workshop format titled “Carrying the Message” and travel to a couple of intergroups to put on the workshop. We would then like to present the workshop at the 2019 Region 5 Convention.

b) Intergroup-to-Intergroup (IG²) Subcommittee:

- i) Presented by Subcommittee Chair: Teresa H.
- ii) An Intergroup Renewal workshop was held at Sparrow Hospital in Lansing, MI on October 7th, 2018 from 9:00 am to 4:00 pm. Nineteen people attend. There were two big challenges
 - (a) Scheduling a date.
 - (b) And problems with the online RSVP Registration.
- iii) What We Learned
 - (a) Marketing could have been more effective, timely, and clearer on the purpose of the workshop.
 - (b) Registration needs to be improved.
 - (c) More time for participants to give feedback.
 - (d) Strengthening of some MI Intergroups and meetings was a result of the workshop.
 - (e) Handout materials were good and presented in a professional format.
- iv) Put on 3 more workshops in Chicago, Ohio and Milwaukee before the next Region 5 Fall Assembly.
- v) Improve marketing.
- vi) Improve registration.

9) The Region 5 Chair handed a check to Barbara K. for the Region 5 Convention split for \$2,819.52 to be delivered to Central Indiana Intergroup.

10) Elections

- a) The election for Region 5 Chair, Treasurer, and Trustee was conducted
- b) The Assembly went into recess (break) at 8:35 am for 15 minutes while the ballots were counted.
- c) Tellers reported the result of the election at 8:50 am
 - i) 27 ballots were cast.
 - ii) CJ M. was reelected as Region 5 Chair
 - iii) Gerri M. was reelected as Region 5 Chair
 - iv) Barbara K. was affirmed as Region 5 Trustee candidate.

11) An Adhoc committee was created by the Region 5 Chair to explore the ramifications of internet meetings

- a) The following members were appointed to the committee: Joel I, Kerri E., Eileen C., Deanna B.

12) 2019 Budget

- a) The 2019 Budget was proposed and discussed.

- b) Line 9 was changed to Region 5 IG Rep Assembly Support Fund.
 - c) The 2019 budget was adopted.
- 13) Emergency New Business
- a) There is no emergency new business.
- 14) Recognized outgoing representatives
- a) Teresa H & Derita P.
- 15) Announcements were made.
- 16) Green Dot Ceremony was conducted.
- 17) Chairperson's Drawing was conducted.
- 18) The 2018 Fall Sunday Morning Assembly was adjourned at 9:30 am central 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: _____, 2018