

The Region 5 Bylaws Committee Meeting Minutes for Saturday, November 2, 2024

Acting secretary: Susan M

Chair: Barbara H

Others members present: Barb K (Trustee Liaison), Gerri M (Parliamentarian), Kerry M, Suzy P, Allen B, Carolyn S, Betsy D, and Juliette R

Notes:

1. Amended the motion from the Everything Intergroup Subcommittee to be considered on Sunday.
2. Wrote 2 Emergency New Business motions to be considered on Sunday.
3. Decided on two other issues to consider at our next meeting:
 - a. Correct the geographical references in the Region 5 Policies and Procedures, Article I, Section A, Paragraph 3.
 - b. Update Standing Rule 11 to remove the word "tape" and offer exceptions for those with special needs.
4. Our next meeting will be via Zoom on Sunday January 12, 2025 at 4pm ET/3pm CT.

Business:

Actions taken:

1. We amended and approved the motions that was originally going to be on the consent agenda.
2. We amended and approved an Emergency New Business motion that we received.
3. We wrote and approved a new Emergency New Business motion.

Issues for later:

1. Correct the geographical references in the Region 5 Policies and Procedures, Article I, Section A, Paragraph 3.
2. Update Standing Rule 11 to remove the word "tape" and offer exceptions for those with special needs.

Our next meeting is scheduled for Sunday January 12, 2025, 4 pm ET/3 pm CT

Convention Committee Fall 2024 Assembly Report

WELCOME HOME: Many Symptoms, One Solution

Greetings all!

The first in-person since 2019 Region 5 Convention was a hit! So much fellowship, inspiration, reunion, wellness and hope. All of our committees worked tirelessly to welcome our Region Family home. We used the characters from L. Frank Baum's "The Wonderful Wizard of Oz" to help us portray *Many Symptoms, One Solution* and to follow that 12 Step road to recovery. Our Decorations Committee beautifully created decorated homes as centerpieces for our banquet tables and Oz themed signs for our breakout rooms. Our Greeters wore yellow sashes decorated with a little house and carried baskets filled with affirmations that they handed out to attendees as they entered each meeting room. In addition, some of our greeters volunteered to be Ambassadors and made themselves available to those who may have been overwhelmed, alone, discouraged, or just needed a friend. The Hospitality Room was decorated with a Yellow Brick Road backdrop and affirmations posters. Our Marketplace was titled "Emerald City Pot of Gold" and lived up to the name. And who can forget the catchy Oz and Wiz related titles of our breakout sessions by our Program Committee.

Registration seemed to flow smoothly with pre-registration, walk-in registration, speaker sign-in, and volunteer sign in. There was a great group of committed dancers at the dance party presented to you by our wonderful entertainment committee. The final committee reports, along with suggestions for improvements, will be included in the thumbnail to be passed on to future convention hosting intergroups.

As Chairperson I am relieved to say there were no major problems or "fires" to put out. I am forever grateful for the 2024 Convention Committee and the sub-committees and the commitment each person gave. I can't say enough about this OA family.

Thank you for the support of the Region 5 Board. Special thanks to Convention Vice Chair Pam P., you are a beautiful inspiration to all who have the privilege of knowing you.

It was an honor to Chair this event.

Yours in loving service,

Marilyn D., 2024 Region 5 Convention Chair

The Region 5 Convention Committee Meeting Minutes

for Saturday, November 2, 2024

Acting secretary: minutes by Megan P

Chair: Judy W

Other members present: Pam P, Jeanne H, Kevin F, Laurie L, Marilyn D, Eileen and Barb K

1. Read 3rd step prayer, for Today, and did introductions
2. Laurie is co-chair with previous convention hosting experience
3. Read the convention purposes (see packet B page 120)
4. 2024 convention reports:
 - Mike B, hotel liaison, absent due to work. Hotel info forthcoming.
 - Laurie read Region 5 Vice Chair report (packet B)
 - Marilyn read '24 Convention chair report (packet B)
 - Consensus is that '24 convention was a great success and Cleveland did a great job
 - Fewer than needed committee members made planning a struggle
 - Committees:
 - Registration: 6-8 members and volunteers
 - Huggers/greeters: 6-8
 - Raffle/marketplace: no chair, 3 people but it was insufficient
 - Nobody purchased a table to sell items, this room was not a good use of funds
 - proceeds go to Region 5 when tables are purchased
 - We had ~80 raffle baskets, including 25 house decorations
 - Program:
 - Nothing negative to report, only suggestions to “make better mistakes”
 - 3 committee members plus the chair is too small
 - We need earlier deadlines for smoother work
 - We need more efficient info dissemination
 - Things that worked well: 3 program tracks, diversity of speakers, 12 step workshops spread out, room “mothers”, program themes and titles, online survey to vet speakers
 - Things to improve: size of committee (too small), timekeeper and room mother training, have weekend-only volunteers do a virtual training pre-convention, make breaks 15 minutes between sessions, tap walk-in attendees for volunteer roles
 - Recommendation: each subcommittee would have a legacy member/liasion from previous convention
 - Pam and Laurie will reach out to potential legacy members
 - Judy and Pam will discuss updating the convention guidelines, and whether combined committees is a good idea
5. Concerns:
 - Scaling is an issue, we normally have >100 attendees, '24 we had >300

- Registration system
- 6. The affirmations were a win
- 7. Marilyn and Pam to reach out to past chairs to join the '25 committee
- 8. Timers was a committee, but there was no chair so Denise was the ad hoc chair with other volunteers
- 9. Recommendation to add volunteers to sub committees for education, but it would not be mandatory
- 10. 2/1/25 is the goal to open registration for '25
 - WI hosts a spring convention yearly so they have a good resource pool and we are not concerned about the short timing
- 11. Milwaukee's timers are a subgroup of program committee and will likely serve in '25, greeters are a subgroup of volunteers
- 12. Because we must plan for a bigger scale, A/V training is needed for volunteers
- 13. Financial report by Marilyn: refer to Region 5 Treasurer report in Packet B, convention items
- 14. Budget was exceeded, but so were attendee expectations
 - 312 attendees including at least 100 walk-ins
 - We do not know if this will be a trend or if it was because this was the first in person convention in years
- 15. Survey results are in, fully analyzed results forthcoming
 - #1 suggestion was giving an option to opt out of food (which may not be able to be done due to hotel contracts, although Milwaukee's convention did have success with a brown bagging option where 80% of attendees still bought convention lunch)
 - Program feedback: both too many sessions and not enough, hard to find rooms
 - Other issues: competing noises, and timer concerns
- 16. It was unanimously decided that we will hold off on updating the guidelines until after '25 convention because '24 was the first in-person for a few years and more input is needed.
- 17. '25 hotel contract:
 - Per Mike, the contract has been signed and countersigned
 - '24 food and beverage minimum was \$7,000, '25's is \$8,500. This was negotiated down from \$12,000 and the increase is not a concern at this time.
 - \$119 room rate, there has been a recommendation to increase registration price \$10 which will be offset by the lower room price
 - \$1,000 for meeting spaces
 - 100 room nights guaranteed, which we are likely to meet based on Milwaukee attendee history
 - If rooms are over contract and food is under contract, the hotel will likely allow this to even out to meet contract.
 - Hotel liaison is already working on '26 convention
- 18. Increased hotel liaison committee members would help lighten program committee's load
- 19. Early hotel decisions and instructions make the event smoother
- 20. Registration:

- No recommendations at this time
 - Past IG convention dropped the early bird discount to balance the budget
 - Past IG convention had free Saturday entry for professionals, newcomers, and first-timers with a special space for them (10 attendees)
21. We may be getting a 6% savings on the hotel due to MAI's tax exempt status
22. 2026 looking at Labor Day, past 3 day weekend events were a success because of the day off after convention
23. We do not foresee World Convention in Orlando affecting '25 Region 5 attendance
24. It was decided that our first planning meeting will be 11/12 at 7:30 EST/6:30 CST
- Judy will send info to Keri for an e-blast
25. Subcommittees (see subcommittee list for chairs)
- 7 month commitment, and you can be on a committee even if you can't make it to convention
 - Literature: will likely be offered based on prior WI success (\$1200 in Spring '24), may consign AA literature from local AA group to reduce financial risk
 - There will not be a clothing exchange
 - Subcommittees that need extra help: raffles/fundraising, program and timer coordination, huggers and greeters, and for IGs to buy tables to sell things
26. Challenges:
- subcommittees meeting separately, but if the chair goes to whole committee meeting or a sub for them does, it works out
 - Volunteers coming in late, one suggestion for remedy is a subcommittee for timers
27. 2024 keynotes: Asked for speakers on registration and then vetted them, and also took recommendations for speakers
- Region 5 will need to affirm speakers
28. Workshops:
- '24 had ideas and tried to find speakers/leaders for those ideas
 - Can also call for proposals, suggestions, and volunteers
 - Workshop leaders help supplement the program committee
 - We will talk further about this at our first planning committee
29. Ended with OA promise

The Region 5 Finance Committee Meeting Minutes

for Saturday, November 2, 2024

Acting secretary: Preston F

Chair: Linda P. Treasurer

Others members present: Deanna B, Sally L, Beverly B,

Notes:

Opened with the Third Step Prayer.

Purpose of committee- We do the annual budget and establish any prudent reserves. Linda- balance, reconciliation of accounts. A request has been made for anyone interested in auditing, a link can be sent to a gmail account to review.

Old business - At the Spring Assembly we discussed replacing Officer credit cards with debit card. We were informed that the owner or president needed to make this request. Eileen is taking care of this.

New Business-

Proposed new form for PIPO project funding requests that is adapted from Region 8. The Region5 form did not include some information that was needed. This form 1) separates the IG information 2) who is in charge of the project 3) project information 4) how the project will measure their performance. There were no recommendations for changes. The form will be recommended to the Board to replace the current form on the Region 5 website.

Proposed motion -

Budget for officers' expenses. "It should not cost the officer to serve as an officer."

The recommended changes have come from reviewing other regions policies. Cost of a rental car is greater than using their personal car. WSO recently discussed increasing reimbursement rate to .50/mile. WSO has voted and this has been approved for trustees. Expanded language to say Region 5 events instead of just Assemblies. Added that officers are careful guardians of the region funds. Region5 follows WSO mileage reimbursement. Car rental - Region will reimburse officers when the cost is less than an airline flight or personal car. Region5 will reimburse up to \$70/day for meals related to events. This will apply to all those who are receiving funds from Region5.

There were no objections or suggestions from the Finance Committee to the motion as written.

Review budget-

Summary of expenses and income (see handouts) the total revenue was \$80,200 at this time. We've met our budget in the first 3 quarters. Convention was \$15,000 over the expected income. We were right on the target for expenditures (\$19,000.00).

Income-

We might not meet our budget for Assembly due to the reduction in attendance. \$4000 budget for next year.

Contributions have been exceeded.

Assembly expenses- the \$3000 delegate assistance. No one has requested assistance.

WSO contributions. The finance committee agreed to increase contributions to WSO to \$40,000.

\$30,000 general fund

\$10,000 translation

Ended with The Serenity Prayer

Media Committee Meeting Report 11/3/2024

Members present: Evelyn S., Thomas M., Ed L., Amy G., and Wanda S.

Keri facilitated the meeting. Since she is the Media Committee Liaison from the R5 Board, and the current Media Committee Chair (Yvonne C.) was not able to come to the Fall Assembly. Keri heard from Yvonne on Friday, and she will not be continuing as a Rep in the Spring. So, the Committee will need to find a new Chair. The group decided to wait to do that in the Spring, when hopefully more Reps will be in attendance and part of the Committee. We had two green dots, one experienced committee Rep, and one outgoing Rep (already a Chair of another R5 sub-committee) in the small group. Not enough experienced folks to select a new Chair.

Keri is still working through a large list of website updates and making assignments to the webmaster when needed. Since these edits are still in progress, we decided to wait to assign new website checks (for errors, broken links, etc.) until a month or two after the current updates are completed. That way we can avoid redundant edit notes.

Everyone that attended the meeting was assigned an article writing project to be added to the R5 website's online newsletter. The due date is 11/10/24. We will plan to stagger the uploads and releases over the next month or so and we will reinstate the email blasts announcing updates as they are published.

Keri E.

Media Committee Liaison