

## NH INTERGROUP MINUTES – June 4, 2017

### ATTENDEES: (alphabetical order by first name – Board members are listed with their first and last names)

Anne W. – Peterborough Sunday pm rep

Bill G. – Multimedia chair

Cathy F. – Concord Mon pm rep.

Cheryl W. – Derry Tues pm rep.

Claire Metzger – Region 6 rep (outgoing), PI/PO chair (incoming), Bow Thurs rep

Debi Granfield – Parliamentarian

Dee Smith – Retreat chair, R6 delegate (incoming) Hillsboro Monday rep

Doreen D. – Website chair, Answering service chair, Manchester Mon pm rep

Dorothy Martin – WSBC del, R6 rep, Event flyer chair, Hopkinton Tue pm rep

Effie S. – Ways & Means chair, R6 alt rep (incoming), Nashua Thurs am rep

Elaine Tostevin – NHI Chair, WSBC del, R6 rep

Jeanne Donnelly – Vice Chair (outgoing), Nominating Committee chair (outgoing), Bedford Mon & Thurs rep.

Nancy Sullivan – Treasurer (outgoing), Budget chair, Derry Thurs alt rep.

Peter Lewis – Secretary, Nashua Thurs pm rep

Sandy M. – Newsletter Chair (outgoing), Nashua Monday noon rep

### **Opening:**

Elaine called the meeting to order at 2:02 PM, inviting attendees to join her in reciting the Serenity Prayer. All present identified themselves and their NHI roles. Dorothy read the 12 Steps, Dee read the 12 Traditions. Cheryl read Concept Five. The attendance sheet was circulated and 13 eligible voters were counted. Elaine read the disciplines for the meeting.

### **May Minutes:**

Copies of the May meeting minutes had been distributed by email and were also available at the literature table.

**Motion:** Dorothy **moved** to accept the May minutes as submitted. Effie **seconded** the motion. There was no discussion. **Vote:** The motion to accept the minutes **passed** by a majority show of hands.

### **May Treasurer's Report:**

Copies of the May Treasurer's report had been circulated by email and Nancy distributed printouts to those who wanted them. **Motion:** Effie **moved** to accept the May Treasurer's report as submitted. Jeanne **seconded** the motion.

**Discussion:** Nancy noted that a \$10 variance remains between the funds balance and the checkbook balance. She said she would track down and correct the erroneous entry, which she expected to find among the many transactions for the February retreat, before passing the books on to the new treasurer. Dorothy suggested she might favor a \$10 adjusting entry to account for the discrepancy, but Nancy said she did not expect to take that route. There was no further discussion. **Vote:** The motion **passed** by a majority show of hands.

### **7th Tradition:**

7th tradition contributions were collected.

### **Committee Business:**

**PI/PO** – Reporting on the continuing project to place Lifeline subscriptions in office waiting rooms, Claire M., said that a large office in Concord has agreed to accept two *Lifeline* subscriptions. She said that the project is now placing selected OA information sheets (such as “*What is OA*”, and the “*15 Questions*” sheet) in dispensers in offices that agree to display them. She said the committee is continuing to seek feedback from offices that had hosted *Lifeline* subscriptions and to facilitate subscription renewals to offices willing to continue receiving them.

**Website** – Doreen polled attendees for feedback concerning the use of DropBox to distribute meeting documents as an alternative to (increasingly problematic) email attachments. Nancy reported she had no problem accessing the documents on DropBox but that documents printed from DropBox were garbled, particularly second and subsequent pages. Doreen said DropBox staff recommends that users download documents to their computers and print from the downloaded copies. **Motion:** Dorothy moved that NHI adopt DropBox with links provided by email, as the mechanism for distributing meeting documents in the future. Peter **seconded** the motion. **Discussion:** It was generally agreed that the DropBox mechanism worked well for distributing meeting documents. It was further agreed that the DropBox folders containing each month's meeting document should persist so that members can continue to access them using the links provided in the monthly email announcements. In addition, it was agreed that a permanent folder, with permanent link, should be created which would always contain a copy of the current month's meeting documents. Doreen said she would publish this permanent link on the NHI web site so that members could access documents for an upcoming meeting even if they fail to receive the announcement for the monthly folder. **Vote:** The motion **passed** by a

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majority show of hands. **PS:** Doreen asked if she needed approval to renew the contract with the web hosting service. Elaine and Nancy responded that the expense was anticipated in the budget approved in December, so no further approval is necessary.

**Retreat:** Dee reported that a “Save the Date” announcement for the February 2018 retreat, which she had sent to the Newsletter email box, didn't make it into the June Promises. Sandy confirmed that that would be the proper pathway for such requests, but said she had not received it. Dee indicated she would follow up in order to correct any misunderstanding on her end.

### **Election of Officers:**

**Region 6 Representative:** Dee volunteered to run for the open R6 representative position and no other candidate presented herself. **Election:** Dee Smith was **elected** to represent NHI at Region Six (2-year term) by a majority show of hands.

**Treasurer:** Elaine announced that she would **appoint Pat G. to the Treasurer's office** until she can be elected at the September meeting. She said Pat had agreed to run for Treasurer, but could not attend the June meeting, and that the bylaws allow an NHI officer to serve in a different office temporarily. This will allow to Pat to transition into the Treasurer's job over the summer, with Nancy's assistance.

**Vacant WSBC Delegate office:** Elaine noted that NHI is entitled to elect a third delegate to the World Service Business Conference, but no candidate has volunteered thus far, and NHI might be unable to afford to send a third delegate in any case. She indicated this would be a topic for discussion in the Fall.

**Alternate Region 6 Representative:** Effie nominated herself as an alternate representative to Region 6. No other candidates came forward. **Election:** Effie was **elected** by a majority show of hands to a 2-year term as Alternative Region 6 Representative.

**Vacant Vice Chair office:** Elaine noted that the office of Vice Chair is open, and asked for nominations to that post. No one offered a nomination for Vice Chair, so the office is vacant.

### **Nomination and Confirmation of Committee chairs:**

**Public Information Chair:** Claire M. agreed to be chair of the PI/PO committee, and no one else volunteered for the position. **Vote:** Claire was **confirmed** by a majority show of hands to a 2-year term as chair of the PI/PO committee.

**Event Flyer Chair:** Dorothy agreed to continue for a second term as chair of the Event Flyer Committee, and no other candidate presented herself. **Vote:** Dorothy was **confirmed** by a majority show of hands to her second 2-year term.

**Workshops Chair:** Elaine said Becky G. had agreed to serve as chair of the Workshops Committee, but was unable to attend this meeting. Elaine asked for other volunteers and none stepped forward. She noted NHI bylaws allow appointment and confirmation of committee chairs in absentia, and proceeded to appoint Becky to the Workshops Committee Chair position. **Vote:** Becky G. was **confirmed** by majority show of hands to a 2-year term as chair of the Workshops Committee. Peter commented that he would prefer committee chairs to be present when elected, so they could indicate their willingness to serve in person. Elaine suggested we could investigate changing this when we revisit the bylaws in the fall **PS:** Dorothy announced that she had materials belonging to the Workshops Committee from Pat S. and that she would deliver them to Becky in the near future.

**Committee Chair Vacancies:** Elaine noted that no one has yet offered to serve in the following committee chair positions:

- Promises Newsletter Committee Chair (Editor)
- Meeting List Committee Chair (Coordinator)
- Twelfth Step Within Committee Chair

Peter suggested that reps “try harder” to find members willing to serve these roles. Elaine suggested that extending business meetings to allow attendance by telephone might make it easier to recruit committee chairs. She pointed out that NHI will have difficulty meeting its goals without more willing contributors.

**Meeting Dates:** Elaine presented a revised calendar for the 2017-2018 NHI Business Meetings which should allow NHI and its member groups to better coordinate their work with an updated World Service Business schedule. For the months of January, February and April, multiple dates were proposed for discussion. Here is list resulting from the discussion: Sept 10 2017, October 1 2017, November 5 2017, December 3 2017, January 7 2018, February 4 2018, March 11 2018, April 22 2018, May 20 2018, June 10, 2018. **Motion:** Dorothy moved to accept the 2017-2018 business meeting dates listed above, noting that the March 11 date is subject to approval by NHTI. Cheryl **seconded** the motion. **Vote:** The motion **passed** by a majority show of hands.

**Sponsorship Kit Distribution Update:** Doreen reported on the status of sponsorship kits left over from March workshop this way: NHI has 38 meetings, each of which should be offered 2 kits. Kits have been delivered or are en route to 21 of the meetings. She said there are enough kits on hand for the remaining 17 meetings and that she would continue to follow up with those. Doreen said she would welcome assistance by anyone willing to help with the project.

**Miscellaneous R6 Convention Notes:** In answer to a question posed at the May meeting, Elaine stated that raffle ticket prices are in \$US. She relayed a suggestion that gift cards would be acceptable items for raffle baskets, in lieu of physical items that need to be processed through customs. Elaine provided printed copies of a flyer containing information for individuals or groups wanting to donate raffle baskets. She also provided copies of a convention information flyer. Regarding raffle tickets: Anne said she had sold out of her supply and Claire supplied her with more; Elaine suggested that a good way to handle the ticket money and ticket stubs would be to give them to one of the R6 reps to be delivered at the next Assembly. In response to a query by Effie, 4 individuals indicated their intent to attend the Convention, and two or three reps indicated that members in their groups were planning to attend.

**Prioritization of Goals distilled from IG Inventory Workshop:** Elaine presented her summary (see [here](#)) of the goals distilled from the inventory worksheets submitted by reps at the May business meeting. She explained that she had grouped goals that were similar under a single heading in the first column (Goal Area), with the number of responses (#Rs) favoring each goal in the second column, and the comments provided by those groups in the third column (Description). A fourth column (Notes) listed resources that she thought might be relevant to the goals. Overall, there were 24 listed goals and sub goals, with the number of groups in favor ranging from 1 to 5 as follows:

- One goal with Rs = 5
- One goal with Rs = 4
- Three goals with Rs = 3
- Nine goals with Rs = 2
- Ten goals with Rs = 1

Elaine indicated that her original thought was to select three goals for action from the list, but noted that setting the cutoff at Rs = 4 would select 2 goals, whereas a cutoff of 3 would select 5 goals for action. **Motion:** Dorothy **moved** that NHI should adopt as goals for 2017-2018 those entries with Rs values of 5, 4, and 3, in that order. Effie **seconded** the motion. **Discussion:** Doreen asked the question if NHI should make one more effort to collect input from group members before marching forward. Elaine responded that information gathering had been active for 3 months or so, and that there seemed to be sufficient input to act on. She noted that some of the goals involved surveys which, if implemented, would collect more input from the membership. There was no further discussion. **Vote:** The motion **passed** by a majority show of hands and no opposition. **Followup:** Elaine said she would create and distribute the list of NHI goals for 2017-2018, based on Dorothy's motion.

**Miscellaneous Notes and Resources:** Elaine shared a couple of resource documents brought back from workshops at the WSBC. The first document titled “*First 12 Days in OA – Sponsorship Program*” (see [here](#)) which she suggested could be a nice reference for sponsors to introduce sponsorees to OA. Claire commented that NHI should insure that all of the resources mentioned in the “First 12 Days...” document are conveniently available to members who would use it.

Doreen voiced a concern that NHI should avoid representing this or any other non-OA approved document as if it were OA approved. The second document passed on was an invitational flyer for a Mens OA phone meeting (see [here](#)).

**Motion to Extend Meeting:** Effie moved to extend the meeting for 15 minutes. Nancy **seconded** the motion. **Vote:** the motion passed by a **majority** show of hands. Elaine excused those attendees who need to leave at 3:30.

**WSBC Report:** Elaine gave an overview of the Delegates' report on the 2017 WSBC (see [here](#)). Referring to the Table of Contents, she noted that a number of pages reported on the disposition of the agenda items, showing which items passed, which did not, and how NHI delegates voted on each. She then gave a fairly detailed report on her own experience as a member of the literature committee, including the following actions taken on three publications up for approval:

- **Twelve Steps and Twelve Traditions of Overeaters Anonymous** (new edition) passed overwhelmingly.
- “**Maintaining a healthy body weight**” pamphlet was adopted.
- “**Twelve Concepts of OA Service**” pocket guide did not pass, due to the need for further editing of some of the Q&A items.

She said she has been looking at the process for approving OA literature in order to identify opportunities for local membership to get involved. She presented a flow chart of the approval process, and noted several points where input from the membership is given consideration including:

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- At the point where an ad hoc committee focused on a particular document is working on the initial edits.
- At the point where the entire Conference Literature Committee is performing a general review prior to passing document on to the Board of Trustees for review.
- At the point where a draft reenters the revision process after failing to be adopted.

Elaine talked about two publications currently being worked on by her committee:

- The pamphlet titled “*To the Family*”, intended to explain OA to families of new OA members. She offered to share a copy of the current edits with anyone interested, and would take their suggestions into account when she submits her own edits on June 19. Anne, Doreen, Effie and Nancy asked for copies.
- A new 95-page publication composed of member stories related to *body image*. She said the committee is looking for specific guidance concerning several of the stories, with votes due by June 24. Doreen, Anne, Nancy and Effie asked for draft copies to review.

**Treasurer's Archive Cleanup:** Nancy reported that NHI financial records span 30 years and fills five file boxes. She said she had researched the records requirements for non-profits and found that, although certain documents must be retained permanently, categories such as bank statements, deposit slips, and vendor invoices and receipts need be retained for only 7 years. **Motion:** Effie **moved** to allow the treasurer to purge the financial files of the following items if they are older than 7 years: *bank statements, deposit slips, vendor invoices* and *receipts*. Debi **seconded** the motion. **Discussion:** Anne suggested digitizing the records NHI wants to preserve, in order to further reduce the physical bulk of the files. **Vote:** The motion passed by a majority show of hands.

### CLOSING:

**Motion:** Peter **moved** to close the meeting. Jeanne **seconded** the motion. The motion **passed** by unanimous show of hands. Elaine took a moment to thank Jeanne for her excellent service as vice chair and to thank Nancy for her excellent service as treasurer. Elaine closed the meeting by leading a recitation of the serenity prayer. 3:46 PM.

**NEXT MEETING:** Sunday, September 10, 2017

Respectfully submitted by Peter Lewis, Secretary.