

Region 6 Spring Assembly Report

Saturday April 8, 2017

of Attendees:

- 50 Representatives
- 6 Board Members:

Representatives from NHI in attendance:

- Dorothy M.
- Elaine T.
- Claire M.
- Pat G.

Voting Results on Business Motions:

Item 1: Revise R6 Policy 006 (Conventions) to remove the definition of the amount of the prudent reserve from the Convention policy (Note that the amount is defined in item 3, below). **Passed**

Item 2: Revise R6 Policy 013 (Intergroup Scholarship Fund) to adjust the stated deadlines for submission and notification of awards to provide IGs sufficient time to apply for additional funding from the World Service Delegate Support Fund if more assistance is needed. **Passed**

Item 3: Revise R6 Policy 014 (Region Officers Duties) to clearly define the amount of the prudent reserve that must be maintained for optimal operation and fiscal responsibility of the region. (That amount will be set annually and is equal to 50% of the current annual budget's expenses.) **Passed**

Item 4: To add a new policy called "7th Tradition Collection at Assembly." The intent was to consistently collect a 7th tradition that will be forwarded to World Service and create a procedure to follow. This motion was to basically codify a practice that is already in use. **Failed; Opponents had no problem with collecting a 7th tradition but thought that making it part of the policies and procedures was unnecessary and that the 7th tradition should be practiced as it is in our meetings; as a tradition.**

Adoption of Budget: The 2017-18 budget was adopted by the assembly as presented by the Treasurer, Lyn.

Update on the R6 Convention in Toronto: Stepping Up for Recovery

- Convention Dates: Oct. 20-22, 2017
- Convention Information: www.oaregion6.org/2017 (use this URL. If you go to the R6 website, click on the Convention logo on the home page of R6.)
- Raffle Tickets: We picked up raffle tickets to sell in support of the convention. Tickets are \$1.00 USD each or 6 for \$5.00 USD. Each book contains 6 tickets. 1st prize: all expenses for Registration, Hotel and Meals at the Convention (does **NOT** include travel to the convention); 2nd prize: full set of recordings from the Convention; 3rd prize: Conference Registration; Drawing will be held at the R6 Fall Assembly; Return tickets and money to by August 28th to:
 - Jeannette St. Hilaire
PO Box 221
Winthrop, NY 13679, or
 - Give tickets and money to one of the R6 Reps to bring to the Fall Assembly for you.
- Raffle Baskets: The committee is looking for raffle baskets however a general caution was noted about transporting raffle baskets across the border into Canada. Because of possible customs

issues, the committee suggested considering keeping items small and putting it all together once there; perhaps not using a basket at all, but maybe gift cards or personal items that would be donated and therefore wouldn't need to be declared. Contact r6fundraising2017@oaregion6.org for more information if your group is interested. **[Post Note: I don't think this email address is working; I sent an email query to them and did not receive an answer; I've attempted to contact the Convention Chair and will provide new information when I get it.]**

Traditions Tune-up:

R6 Trustee Karin H.

Karin H. the R6 Trustee gave a quick rundown on some tradition issues that have surfaced over the last 6 months or so – they're listed here:

- Not buying used books on a site like Amazon. It affects the strength of 7th tradition. OA doesn't benefit. E-books though are purchased through a commercial vendor. All else is purchased from OA
- Outside issues such as political issues, or other non-OA issues being discussed in meeting rooms before or after meetings; this is against the traditions. "OA spoken here" applies before, during and after an OA meeting.
- The OA Toolkit is a non-OA Approved website that is not endorsed by OA."
- Only OA speakers are able to speak at OA meetings.
- OA Approved Literature is either Conference approved or Board approved. See OA Guidelines on this.

Other Notes:

- Region 6 has most reps at WSBC - total 30
- There are currently 450 virtual meetings
- Karin the R6 Trustee is going to Newfoundland to give workshop; perhaps we could get her to do one for NHI?
- Fall assembly Sept 16, 2017 at Hilton Garden, Albany, NY. (Change of venue for September Only)
- No one has requested monies for PI blitz. In fact, more \$\$\$ was put into budget.

Committee Reports:

PIPO Committee (Claire M. attended from NHI)

COMMITTEE NAME: PIPO (Public Information/Public Outreach)

COMMITTEE CHAIR: Claire M. from Nassau County IG

COMMITTEE SECRETARY: Robin H. from Central Maine IG

Issues discussed during meeting:

- *Temporary Chair was voted in. Election of Chair for full year will occur at Fall Assembly
- *Policy and Purpose of Committee read to explain purpose of PIPO
- *Committee members from the past year reviewed the development of PIPO proposal application form, instructions to complete application and the reporting follow-up information of Blitz results.
- *Procedure for PIPO provision of funds needs to be clarified from start to finish. This will be the task of committee in the coming months so IG's have simple directions for the process. This will also clarify the roles and flow of communication between the IG, R6 Board and PIPO Committee.

Decisions made:

- *Application of Blitz application as it stands was approved by committee to be submitted to R6 Board for approval in June. Once approved, it will be able to be put on website for use by IGs.
- *The current form for reporting results of Blitz to the PIPO committee needs more review before being ready to submit to the Board. Committee will also consider having it be in the form of a fillable PDF.
- *Susan, as R6 Board mentor, will need to be included in the electronic communication loop for PIPO Chair to prevent lapse in communication and to stay abreast of all Blitz requests and their status.

Goals/Actions which will be completed by the next assembly:

- *Chair will send all committee members a link to ZOOM for use of video/phone conferencing between assemblies.
- *Two sub-committees have been formed to review Procedures document and revision of Blitz follow-up form.
- *Secretary will send to committee members the PIPO promotional flyer and sections of R6 Policies and Procedures and By-laws that pertain to PIPO

Assignments and Deadlines

- *Nance and Sharon will begin reviewing Procedures for simplification and development of flow chart
- *Kara and Claire M. (from NH) will continue to work on the Blitz follow-up form. The committee will complete recommendations by next assembly so form may be submitted to the Board for approval.
- *Phone/video conference is scheduled for May 18th at 7PM

R6 Bylaws Committee (Dorothy M. and Elaine T from NHI attended)

Chair: Dorothy M.

Secretary: Elaine T.

Issues discussed during meeting:

The group discussed our role; and also points about Bylaws vs. Policies and Procedures; this Assembly is voting on 4 Policies, not bylaws, which is why we weren't involved in the vetting of those.

Another discussion point was how changes occur when bylaws cite specific OA WSO bylaws. If the OA Bylaw changes, the bylaws of the IG must be changed to reflect those, and don't have to be voted on, but should be brought to the group for discussion.

Difference between By Laws and Procedures: Bylaws define who you are; Policies define how you operate.

Karin H. (Region 6 Trustee) is reviewing Bylaws for groups that have sent them in, to verify they reflect the current changes (specifically about the definition of an OA group which changed at the 2016 WSBC/)

Typical Sections:

- Name
- Objectives
- Membership
- Officers
- Meetings
- Executive Committee
- Committees
- Dissolution
- Parliamentary Authority
- Amendments

Decisions made: The Bylaws committee will do a Bylaws workshop at the next Assembly.

Goals / Actions which will be completed by the next assembly:

Bylaws Workshop Discussion:

Comment that started it all: Regions do Service/Traditions workshops (Trustees); what about Bylaws workshops to help groups who are working on their Bylaws. Question about whether this could be something WS could do. Debbie H. (Region 6 Chair) suggested that we have a workshop next Assembly.

- We have a budget (\$100.00)
- Vision: List of questions an IG would ask themselves when doing bylaws; (Delyn); writing questions about their bylaws; handout they could take back to reflect on do our bylaws meet our needs.
 - The nuts and bolts of bylaws When should you consider revisions? (Use the questions to determine if your IG Bylaws reflect "Who we are.")
- Freetelephoneconference.com; freeconference.com (Meet by phone)

- Lisa Dee has set up an account for the calling info; She'll send out an email to a website link to Doodle to set up the first meeting; those who don't feel comfortable using Doodle can feel free to call her using the info on our sign-in sheet.
- Do we want to do a PowerPoint (PPT) presentation? (Francoise has volunteered to do that)
 - Create the Handouts and materials for
 - Do the PPT to help the person running the workshop
 - IP becomes the property of R6
- Assignment: Read your group bylaws; See what questions they spark; compare to Region or WSBC bylaws; or other IGs; send a list of questions to Lisa Dee; she'll collate and send back to us.

Assignments and deadlines:

- Lisa D. – will handle the conference calling details
- Dorothy and Delyn – will co-chair
- Will meet as needed by phone conference; One member can't do Sundays
- No judgment by anyone; assume good intentions; raise concerns, ask for explanation. All opinions welcome.

R6 Finance Committee Report: (Pat G. from NHI attended this committee)

Issues discussed during meeting:

1. See attached Agenda
2. Goals accomplished since last Assembly
 - GOAL 1: Reduce number of Unknowns on Contribution Report – accomplished
 - How? Working as a team. We had 5 teleconferences since the last assembly
 - Created an updated contribution form informing members what we need to know
 - Asking for help from one another. Liaison fills in the missing info best she can.
 - GOAL 2: Canada can now contribute online – accomplished
 - How? Working with Website coordinator to find out a better way to use PayPal.
 - GOAL 3: Update Bylaws; motions on the Floor – Connie
 - GOAL 4: BUDGET & PowerPoint

Topics discussed:

1. Many “things” are missing from Policies and procedures about Finance
2. IG could be urged to contribute
3. Can we offer anything for small IGs and how to create a budget?

Goals / Actions which will be completed by the next assembly:

Policy & Procedure for bounced checks – Pat & Char
Description and P&P of Finance Liaison – Connie and Sue
Budget Request Procedure – Diana & Jay
Website Finance page – All of us
Bylaws - Lyn

Assignments and deadlines:

Conference Call on the 4th Wednesday of each month at 7:15 pm

FINANCIAL COMMITTEE AGENDA SPRING ASSEMBLY 2017 APRIL 8, 2017

- 1: Serenity Prayer
- 2: Sign in and Introductions
 Committee Chair: Lyn C
 Outgoing Financial Liaison: Connie M
- 3: Secretary for this meeting: Sue Sc.
- 4: Read our Mission Statement for our Committee:

<p>FINANCE COMMITTEE; ANNUAL FINANCIAL REVIEW STATEMENT OF PURPOSE</p> <p>The Finance Committee supports the R6 Treasurer to ensure responsible stewardship through advising the treasurer in the development of the annual budget at the Spring Assembly and annually reviewing the books and reports at the Fall Assembly.</p>
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- 5: Norms and expectations of committee members:
 Communicate mostly by email, please respond with 24 hours
 Expectation to participate throughout the next 6 months until the next assembly.
 Participate on the phone calls and projects.
- 6: What have we done since last Assembly?
 GOAL 1: Reduce number of Unknowns on Contribution Report – accomplished
 How? Working as a team. We had 5 teleconferences since the last assembly
 Created an updated contribution form informing members what we need to know
 Asking for help from one another. Liaison fills in the missing info best she can.
 GOAL 2: Canada can now contribute online – accomplished
 How? Working with Website coordinator to find out a better way to use PayPal.
 GOAL 3: Update Bylaws
 Motions on the Floor – Connie
 GOAL 4: BUDGET & PowerPoint
- 7: Issues concerning the committee
 - a. Bylaws
 - b. P&P of bounced check
 - c. P&P / Job Description of Finance Liaison
 - d. Website Page
 - e. Brainstorming
 - f. Anything brought from Home by members
- 8: Which ones are important?
 Short term Goals
 Long Term Goals
- 9: Establish Objectives or action plans to meet the goals
- 10: Assign tasks and deadlines
- 11: Elect new **Financial Liaison** – ~~Connie has held it for 2 years~~ Fall Assembly
 Elect **Secretary** for conference call minutes and to mail out new Contribution Form to wrong addresses
- 12: When is our next call, regular day?

Date of Assembly is Sept 16, at different location