

## What Group Reps Need to Know about Intergroup – Website Version

1. New Hampshire Intergroup usually meets on the first Sunday of the month September through June on Zoom Conferencing. See the meeting schedule for more details and login instructions.
2. The minutes and committee reports are sent to reps via email in order to allow time to read them and be prepared with any corrections or questions. These should be filed in the appropriate sections of your binder for future reference, along with the monthly financial reports.
3. Plan to arrive for the business meeting 10-15 minutes early to allow time to get logged in on Zoom.
4. Reps are encouraged to take notes during the business meeting so that they can report back to their meeting. Each business meeting agenda has space to note the key takeaways that are summarized at the end of each meeting.
5. Intergroup maintains a website ([www.oanewhampshire.org](http://www.oanewhampshire.org)) that is a valuable resource for group reps and other OA members. There is a secured section of the site which is restricted to NHI members only. This section can be accessed using the “NHI Login” link on the main menu. In this section, you will find historical information which is exclusively for Intergroup reps. Please contact the Vice Chair for the Username and Password.
6. Intergroup also maintains a Dropbox online file storage system for documents that have been shared at NHI Meetings. The NHI Secretary emails out a link to access each month’s documents.
7. To access Dropbox documents from previous meetings, please contact the Vice Chair for the login link.
8. If there are issues or concerns your group wishes to raise at the Intergroup business meeting, please contact the NHI chair one week prior to the meeting day so that the items can be added to the NHI agenda.
9. Bring another group member to the meeting with you. OA visitors and group alternate reps who attend the same meeting as the group rep do not have a vote, but they do have a voice. It’s a great way to introduce someone to service beyond the group level.
10. Your full participation in the business meeting is expected and encouraged. If you have any questions, doubts, opinions, input, don’t be afraid to speak up. This is particularly important if you are confused concerning a motion you are about to vote on. Chances are that someone else has the same questions, and others can benefit from the responses.
11. As a group rep or alternate group rep, we encourage you to serve on an intergroup committee – that’s how we get our work accomplished. However, committee members do not have to be NHI Reps or alternate reps. Any member of OA can serve on a committee. So much more can be accomplished when everyone assumes an active role. If there is a particular committee you are interested in working on, please email the NHI Chair at [nhichair@oanewhampshire.org](mailto:nhichair@oanewhampshire.org)
12. Our Current committees are:

Answering Service	Public Information/Professional Outreach (PIPO)
Budget	Retreat
Event Flyers	Twelfth Step Within
Meeting List Coordinator	Ways and Means
Newsletter ( <i>Promises</i> )	Website
PO Box Coordinator	Workshops