



# **Region One Assembly of Overeaters Anonymous**

## **2022 Assembly Notebook**

*Sharing Hope,  
Offering Resources,  
Recovering Together*

## NOTES

## ***Sections***

<b>Section 1: Welcome and About Assembly .....</b>	<b>1</b>
<b>Section 2: About Region One .....</b>	<b>15</b>
<b>Section 3: Region One Bylaws .....</b>	<b>23</b>
<b>Section 4: Region One Policies and Procedures.....</b>	<b>37</b>
<b>Section 5: Motions to Assembly 2022.....</b>	<b>53</b>
<b>Section 6: Financial Reports .....</b>	<b>85</b>
<b>Section 7: Elections.....</b>	<b>91</b>
<b>Section 8: Board Reports .....</b>	<b>97</b>
<b>Section 9: Project Team Reports .....</b>	<b>111</b>
<b>Section 10: Intergroup Reports .....</b>	<b>125</b>
<b>Section 11: Project Team Resources .....</b>	<b>165</b>
<b>Section 12: Special Focus .....</b>	<b>179</b>
<b>Section 13: Region One Resources .....</b>	<b>185</b>

## ***Table Of Contents***

<b>Section 1: Welcome and About Assembly .....</b>	<b>1</b>
2022 Region One Assembly – Agenda Summary (Tentative).....	3
Welcome to Region One Assembly 2022 .....	4
Region One Statement of Purpose and Mission .....	5
Proposed 2022 Region One Virtual Assembly Standing Rules .....	6
The Twelve Steps of Overeaters Anonymous.....	9
The Twelve Traditions of Overeaters Anonymous.....	10
The Twelve Concepts of OA Service .....	11
The Spiritual Principles of Overeaters Anonymous .....	12
How to be an Effective Trusted Servant .....	13
<b>Section 2: About Region One .....</b>	<b>15</b>
Region One Intergroup Map .....	17
Region One Board Roster.....	18
Intergroup Roster.....	19
Unaffiliated Groups .....	21
How to Encourage Unaffiliated Groups to Join an Intergroup.....	22
<b>Section 3: Region One Bylaws .....</b>	<b>23</b>
<b>Region One Assembly of Overeaters Anonymous Bylaws.....</b>	<b>25</b>
Article I – Name .....	25
Article III – Membership .....	27
Article IV – Meeting .....	28
Article V – Region One Board.....	29
Article VI – Board Functions.....	30
Article VII – Officers’ Duties .....	31
Article VIII – Region One Trustee .....	32
Article IX – Regional Delegates to the World Service Business Conference .....	32
Article X – Committees .....	33
Article XI – Source of Funds .....	33
Article XII – Major Policy .....	33
Article XIV – Bylaw Amendments.....	34
Article XV – Notice .....	34

Article XVI – Dissolution .....	35
<b>Section 4: Region One Policies and Procedures.....</b>	<b>37</b>
<b>Section 5: Motions to Assembly 2022.....</b>	<b>53</b>
2022 Region One Assembly Consent Agenda .....	55
MOTION BL-1 (on Consent Agenda) .....	56
MOTION BL-2 (on Consent Agenda) .....	57
MOTION BL-3 (on Consent Agenda) .....	60
MOTION BL-4 .....	62
MOTION BL-5 .....	63
MOTION P-1 (on Consent Agenda) .....	65
MOTION P-2 (on Consent Agenda) .....	66
MOTION P-3 (on Consent Agenda) .....	67
MOTION P-4.....	76
MOTION P-5 (On Consent Agenda).....	79
MOTION P-6 (On Consent Agenda).....	81
MOTION P-7 (On Consent Agenda).....	83
<b>Section 6: Financial Reports .....</b>	<b>85</b>
2021 Actuals vs Budget.....	87
Budget Overage Explanations .....	90
Cash Balances .....	90
<b>Section 7: Elections.....</b>	<b>91</b>
2022 Region One Assembly Election Process .....	93
Application for Region One First Vice Chair .....	94
Application for Region One Technology Coordinator .....	94
Application for Trustee Nominee .....	94
Application for Secretary- .....	95
<b>Section 8: Board Reports .....</b>	<b>97</b>
Chair Report to Assembly 2022 .....	99
First Vice-Chair Report to Assembly 2022 .....	102

Second Vice-Chair Report to Assembly 2022.....	103
Secretary Report to Assembly 2022 .....	104
Treasurer Report to Assembly 2022 .....	105
Member at Large Report to Assembly 2022.....	106
Technology Coordinator Report to Assembly 2022 .....	107
Trustee Report to Assembly 2022 .....	110
Section 9: Project Team Reports .....	111
Assembly Notebook Team Report to Assembly 2022 .....	113
2021 Audit of Region One - General Business Account.....	114
Budget/Finance/Delegate Support Team Report to Assembly 2022 .....	116
Bylaws Team Report to Assembly 2022.....	117
Nominations Team Report to Assembly 2022 .....	118
Nurturing Newcomers Team Report to Assembly 2022.....	119
Public Information/Professional Outreach Team Report to Assembly 2022 .....	120
Strong Recovery Report to Assembly 2022 .....	122
Virtual Sponsorship Report to Assembly 2022 .....	123
Section 10: Intergroup Reports .....	125
Alaska Intergroup.....	127
Anchorage Alaska Intergroup.....	128
Big Sky Intergroup.....	130
Bitterroot Intergroup.....	131
Catch the Wave Intergroup.....	132
Central Oregon Intergroup.....	134
Emerald Empire Intergroup .....	135
Greater Seattle Intergroup .....	137
Lake Country Intergroup.....	138
North Cascade Intergroup.....	139
Northern Lights Intergroup .....	140
Oregon Intergroup .....	142
Peninsula Intergroup .....	144

Pierce County Intergroup.....	146
Regina Intergroup .....	148
Sea to Sky Intergroup .....	150
Snake River Intergroup .....	152
South Sound Intergroup .....	153
Southeast Alaska Intergroup.....	154
Southern Alberta Intergroup.....	156
Southern BC Interior Intergroup .....	158
Southern Oregon and Northern California Intergroup.....	160
Vancouver Island Intergroup .....	163
<b>Section 11: Project Team Resources .....</b>	<b>165</b>
2022 Project Teams .....	167
Project Teams: Purpose, Action Plan and Resources .....	168
Assembly Notebook Project Team .....	169
Budget/Finance/Delegate Support Project Team (BFDS).....	171
Bylaws Project Team .....	172
Nominations Project Team .....	173
Nurturing Newcomers/Newcomer Retention Project Team .....	174
Public Information & Professional Outreach Project Team.....	175
Sponsorship/Strong Recovery Project Team .....	176
Project Team Goal Sheet .....	177
<b>Section 12: Special Focus .....</b>	<b>179</b>
The Pandemic and Oregon Intergroup 2020 and beyond – A Partial Story .....	181
There’s Always Something . . . .....	183
Hybrid Meeting Experiences in Kelowna .....	184
<b>Section 13: Region One Resources .....</b>	<b>185</b>
Region One Resources for Personal Recovery and Service .....	187





# Section 1:

# Welcome

# and

# About Assembly

## NOTES

## 2022 Region One Assembly – Agenda Summary (Tentative)

Our final agenda will be available at Assembly and will be posted on the [Region One website before Assembly](#). The summary provided here is subject to change.

<b>SATURDAY, OCTOBER 15 (12:45-5:00 PM PACIFIC TIME)</b>	
12:45PM	CHECK IN, ICE BREAKER
1:00-5:00PM	<ul style="list-style-type: none"> <li>● ASSEMBLY KICKOFF</li> <li>● ADOPT STANDING RULES</li> <li>● NURTURING NEWCOMERS PROJECT TEAM PRESENTATION</li> <li>● CALL FOR NOMINATIONS FROM THE FLOOR</li> <li>● SUPPORT FOR REBUILDING FACE-TO-FACE MEETINGS</li> <li>● <b>BREAK!</b></li> <li>● VOTE ON CONSENT AGENDA</li> <li>● REGION ONE 2022 BUDGET</li> <li>● <b>BREAK!</b></li> <li>● SHARING HOPE, OFFERING RESOURCES, RECOVERING TOGETHER</li> <li>● CLOSE OF NOMINATIONS</li> </ul>
<b>SUNDAY, OCTOBER 16 (12:45-5:00 PM PACIFIC TIME)</b>	
12:45PM	CHECK IN, SETTLE IN
1:00-5:00 PM	<ul style="list-style-type: none"> <li>● REGION ONE BOARD NOMINEE/TRUSTEE SPEECHES</li> <li>● ELECTIONS</li> <li>● PIPO PROJECT TEAM WEB PAGE PRESENTATION</li> <li>● <b>BREAK!</b></li> <li>● BUSINESS MOTIONS</li> <li>● <b>BREAK!</b></li> <li>● BUSINESS MOTIONS</li> <li>● PROJECT TEAMS MEET</li> </ul>

## Welcome to Region One Assembly 2022

Thank you for your commitment to OA. Participating in service above the group level ensures that OA will continue to be available for those who have not found us yet, and for our own recovery. Regardless of your role at Assembly, be it as a returning Representative, a first time Representative (Green Dot), a Board member, Parliamentarian, or as a curious visitor, your attendance has an impact on our region and on OA as a whole. Thank you for your interest and your service.

### **Agenda**

Once again, we have a full agenda! In previous years when we met in person just prior to Convention, we met for two and a half full days. Since we are meeting virtually, we are mindful of the fatigue we can experience when we are online and focused for too many hours at a time. To do our best to safeguard our energy and sanity, we are meeting for two half days instead. That means that we have a lot of business to get through while we are together. Assembly business includes approving the proposed 2023 budget, candidate elections, and submitted business motions. Please read ahead in your Assembly Notebook so you'll be ready for our discussions.

This year we'll elect a First Vice Chair, Secretary, and Technology Coordinator. We are also confirming up to three Trustee Candidates. See [oaregion1.org/2022-region-one-assembly.html](https://oaregion1.org/2022-region-one-assembly.html) for information.

### **Project Teams**

When you registered for Assembly, you were asked to state your preferences for a Project Team assignment. Our Project Teams set meaningful goals for projects that make a real difference to members in Region One. Assignments are made based on your preferences. We ask each Rep to commit to serving on a Project Team for the coming year, to the best of your ability, whether or not you will be returning to Assembly next year. Visitors are also welcome and encouraged to be on a Project Team.

Project Team work is meant to grow your recovery. The success of each team depends on its members and the passion each feels for the goals of the project. If you are assigned to a team that does not create joy for you, please let me know so we can find a better fit.

### **Pre-Assembly Meetings**

If you are a new Representative or haven't attended Assembly in the last ten years, it is important that you try to attend the **"All About Assembly"** session. For your convenience, two sessions are offered; you need only attend one. Your participation in one of two **Budget Q&A** sessions is vital so that the budget team can incorporate your input in time to present the final budget proposal during Assembly. There will be limited time for budget questions during Assembly. Zoom links for all sessions will be emailed to registered Representatives. Please note we will hold a **Meet the Maker** session immediately following each **All About Assembly** session.

- **All About Assembly:** Sunday, October 2, 3-4 pm Pacific OR Thursday, October 6, 6:30-7:30 pm Pacific
- **Meet The Maker:** Sunday, October 2, 4-4:30 pm Pacific OR Thursday October 6, 7:30-8:00 pm Pacific
- **Budget Q&A:** Tuesday, October 4, 6:30-7:30 pm Pacific OR Sunday October 9, 3-4 pm Pacific

I look forward to our time together, at Assembly and beyond. Thank you all for showing how much you love OA.

Alice W., Region One Chair

## Region One Statement of Purpose and Mission

**“The primary purpose** of this organization is to aid those with the disease of compulsive eating through the Twelve Steps of Overeaters Anonymous, and to serve and represent the OA groups and intergroups from which it is formed.” *Region One Bylaws, Article II, Section 1*

**“The mission** of Region One is to provide requested services to our groups and intergroups in order to carry the recovery message of the Twelve Steps and Twelve Traditions of Overeaters Anonymous by pooling resources, talent and experience.” *Adopted October 21, 1994*

**“Inspire Recovery!”** was chosen by 2016 Assembly Representatives as our Mission for 2016-2017.

**“Connect for Recovery!”** was chosen by the Board as the focus of our 2017 Assembly, and as our mission for the following year.

**“Spark Recovery: Strong Intergroups, Strong Meetings, Strong Personal Recovery”** was chosen by the Board for the focus of our 2018 Assembly and for 2018-2019.

**“Each One, Reach One: Share the Hope!”** was chosen by the Board as the focus of our 2019 Assembly and for 2019-2020.

**“Life on Life’s terms: Connecting to Recovery in a Changing World”** was chosen by the Board as the focus of our 2020 Assembly.

**“Each One, Reach One: Share the Hope”** was Region One’s focus for 2020-2021.

**“Sharing Hope, Offering Resources, Recovering Together”** was chosen by the Board as the focus of our 2022 Assembly and our mission for 2022-2023.

**Tradition 5: “Each group has but one primary purpose—to carry its message to the compulsive overeater who still suffers.”**

## Proposed 2022 Region One Virtual Assembly Standing Rules

1. The Region One Assembly will be conducted under the current edition of *Robert's Rules of Order Newly Revised*, except where it is inconsistent with the Region One Bylaws, The Twelve Traditions of Overeaters Anonymous, The Twelve Concepts of OA Service, or any other specially adopted rules of order.
2. In all deliberations, the group conscience is more important than the technicalities of the motion.
3. All Region One attendees shall register and identify themselves on the chosen virtual platform using naming conventions provided by the presiding officer in advance. These identifiers will act as proper credentials and must be in evidence whenever an attendee is participating in the business meeting. OA members not attending the Assembly in an official capacity must identify themselves as visitors on the virtual platform.
4. Voting:
  - a. Voters will raise electronic hands when voting on business motions except when otherwise instructed by the presiding officer.
  - b. Voters will use the anonymous polling feature for elections.
  - c. The presiding officer shall effect any necessary changes to this procedure as needed.
5. Voice and vote:
  - a. Voice and vote shall be granted to registered Region One Representatives, Region One Board Members, and Representatives from unaffiliated groups.
  - b. Trustees who reside in Region One, Region Representative Alternates, immediate past Committee Chairs not serving at the Assembly as Representatives and Intergroup Chairs have voice but no vote.
  - c. Trustees who reside in Region One, Region Representative Alternates, immediate past Committee Chairs not serving at the Assembly as Representatives and Intergroup Chairs have voice but no vote.
  - d. The Parliamentarian has no vote, and no voice unless requested by the presiding officer to address the Assembly on a specific topic.
  - e. Visitors who are OA members have neither voice nor vote but may provide information if recognized by the presiding officer.

- f. The presiding officer will appoint a Center Mic Monitor. To be recognized, Center Mic speakers must send their questions, points of information, points of order, or points of personal privilege by private chat to the Center Mic Monitor, who will review the request and alert the presiding officer to recognize the requestor. Speakers must state their name and Intergroup.
- 6. At the Assembly, the only motions in order are those submitted prior to the Assembly, or motions made by Board Members, Registered Representatives or Committee Chairs.
- 7. Members must be recognized by the presiding officer to speak or make a motion. Only those duly registered and using naming conventions prescribed by the presiding officer will be recognized (refer to items 3 and 5). When addressing the presiding officer, members shall first state their name and the Intergroup they are representing or Region One position held.
- 8. The Assembly Reference Committee shall be appointed by the Region One Chair. This committee shall meet to clarify motions referred to it by the Chair. The Assembly Reference Committee will present to the Assembly alternate wording or substitute motions for those referred to it, and before the consideration of Emergency New Business.
- 9. Emergency New Business motions must be submitted to the Assembly Reference Committee no later than the **end of business on Saturday** to be considered at this Assembly. Emergency New Business motions require a two-thirds vote for adoption.
- 10. Rules of Limited Debate:
  - a. Present the matter to be voted on: a motion, an amendment, or any piece of business. Main motions and amendments must be submitted to [amendments@oaregion1.org](mailto:amendments@oaregion1.org).
  - b. For proposed amendments to a Bylaws or Policies motion, the presenting body must clearly verbalize the purpose or intent of the amendment prior to consideration.
  - c. Debate will be limited to three pro speakers and three con speakers for each main motion and two pro speakers and two con speakers for each amendment.
  - d. If more than three people wish to speak on either the pro or con side of an issue, they will choose among themselves the three they wish to represent them by deliberating in a breakout room for no more than three minutes.
  - e. Each speaker will be limited to one speech of two minutes for each main motion or amendment.
  - f. The presiding officer will recognize those wishing to speak in alternating order, if needed, first pro and then con, until debate is completed.
  - g. After pro and con debate has concluded, the presiding officer will invite questions from the floor about the motion being considered. Questions will be limited to 10 minutes for each motion. Debate is not allowed during the question period.
- 12. Representatives are expected to be present during business sessions and will abstain from voting if they were not present during all debate on a current issue. If a Representative must be temporarily

absent from the Assembly, a designated alternate may assume the absent Representative's position and vote, provided the alternate was present during all debate on the current issue. Alternates must identify themselves as instructed in item 3 and state for whom they are the designated alternate.

13. Any business not completed by the end of the last business meeting of Assembly shall not be considered. The motion may be resubmitted to a future Assembly.
14. A Minutes Review Committee will be appointed by the presiding officer to determine the accuracy of the business minutes. Final approval of the Assembly minutes will be completed by the Region One Board.
15. No personal recording devices may be used during business sessions, unless approved by the presiding officer. Electronic communication devices (pagers, cell phones, etc.) may not be in operation unless in silent mode. Attendees may only use the chat function of the virtual platform for official business, except as allowed by the presiding officer.
16. There will be a Consent Agenda consisting of routine or non-controversial matters. The Chair will determine the matters that will be placed on the Consent Agenda. Any voting member may request that an item from the Consent Agenda be considered separately. The Consent Agenda shall require two-thirds vote for adoption.
17. The Secretary will take attendance at the opening of Assembly. This will be used to create the Credentials Report. The Credentials Report will be updated if a voting member checks in after the start of Assembly, or notifies the secretary of their withdrawal prior to the close of Assembly.



## The Twelve Steps of Overeaters Anonymous

1. We admitted we were powerless over food — that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God *as we understood Him*.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.
8. Made a list of all persons we had harmed and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong, promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God *as we understood Him*, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these Steps, we tried to carry this message to compulsive overeaters and to practice these principles in all our affairs.

## The Twelve Traditions of Overeaters Anonymous

1. Our common welfare should come first; personal recovery depends upon OA unity.
2. For our group purpose there is but one ultimate authority — a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for OA membership is a desire to stop eating compulsively.
4. Each group should be autonomous except in matters affecting other groups or OA as a whole.
5. Each group has but one primary purpose — to carry its message to the compulsive overeater who still suffers.
6. An OA group ought never endorse, finance or lend the OA name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
7. Every OA group ought to be fully self-supporting, declining outside contributions.
8. Overeaters Anonymous should remain forever non-professional, but our service centers may employ special workers.
9. OA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Overeaters Anonymous has no opinion on outside issues; hence the OA name ought never to be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, television and other public media of communication.
12. Anonymity is the spiritual foundation of all these Traditions, ever reminding us to place principles before personalities.

## The Twelve Concepts of OA Service

1. The ultimate responsibility and authority for OA world services reside in the collective conscience of our whole Fellowship.
2. The OA groups have delegated to World Service Business Conference the active maintenance of our world services; thus, World Service Business Conference is the voice, authority and effective conscience of OA as a whole.
3. The right of decision, based on trust, makes effective leadership possible.
4. The right of participation ensures equality of opportunity for all in the decision-making process.
5. Individuals have the right of appeal and petition in order to ensure that their opinions and personal grievances will be carefully considered.
6. The World Service Business Conference has entrusted the Board of Trustees with the primary responsibility for the administration of Overeaters Anonymous.
7. The Board of Trustees has legal rights and responsibilities accorded to them by OA Bylaws, Subpart A; the rights and responsibilities of the World Service Business Conference are accorded to it by Tradition and by OA Bylaws, Subpart B.
8. The Board of Trustees has delegated to its Executive Committee the responsibility to administer the OA World Service Office.
9. Able, trusted servants, together with sound and appropriate methods of choosing them, are indispensable for effective functioning at all service levels.
10. Service responsibility is balanced by carefully defined service authority; therefore, duplication of efforts is avoided.
11. Trustee administration of the World Service Office should always be assisted by the best standing committees, executives, staffs and consultants.
12. The spiritual foundation for OA service ensures that:
  - (a) No OA committee or service body shall ever become the seat of perilous wealth or power;
  - (b) Sufficient operating funds, plus an ample reserve, shall be OA's prudent financial principle;
  - (c) No OA member shall ever be placed in a position of unqualified authority;
  - (d) All important decisions shall be reached by discussion, vote and, whenever possible, by substantial unanimity;
  - (e) No service action shall ever be personally punitive or an incitement to public controversy; and
  - (f) No OA service committee or service board shall ever perform any acts of government, and each shall always remain democratic in thought and action.

## The Spiritual Principles of Overeaters Anonymous

### **Spiritual Principles in the Twelve Steps**

Step 1 – Honesty	Step 7 – Humility
Step 2 – Hope	Step 8 – Self-discipline
Step 3 – Faith	Step 9 – Love
Step 4 – Courage	Step 10 – Perseverance
Step 5 – Integrity	Step 11 – Spiritual Awareness
Step 6 – Willingness	Step 12 – Service

### **Spiritual Principles in the Twelve Traditions**

Tradition 1 – Unity	Tradition 7 – Responsibility
Tradition 2 – Trust	Tradition 8 – Fellowship
Tradition 3 – Identity	Tradition 9 – Structure
Tradition 4 – Autonomy	Tradition 10 – Neutrality
Tradition 5 – Purpose	Tradition 11 – Anonymity
Tradition 6 – Solidarity	Tradition 12 – Spirituality

### **Spiritual Principles in the Twelve Concepts**

Concept 1 – Unity	Concept 10 – Clarity
Concept 2 – Conscience	Concept 11 – Humility
Concept 3 – Trust	Concept 12 –
Concept 4 – Equality	(a) Selflessness
Concept 5 – Consideration	(b) Realism
Concept 6 – Responsibility	(c) Representation
Concept 7 – Balance	(d) Dialogue
Concept 8 – Delegation	(e) Compassion
Concept 9 – Ability	(f) Respect

## How to be an Effective Trusted Servant

When we take on the responsibility of service beyond the group level there are principles that will enhance the service experience which are connected with both the Traditions and the Concepts. Our service bodies do have business to conduct each time they meet. Understanding and practicing these spiritual principles make service bodies more effective and benefits all members of OA.

1) <b>Focus/Stay on Topic</b> – Respect everyone’s time. Have an agenda and stick to it. Don’t spend time discussing outside or personal issues. Everyone at the meeting has a life and is giving their time voluntarily. Wait until the chair gets to what you want to discuss.	Concepts 5 Consideration 12f Respect Tradition 5 Purpose
2) <b>Inform</b> – If you are leading a discussion or a committee, come prepared with the information you want or need to share that is important for members to hear when making a decision. Group conscience is our guide. To keep relevant information from the members is not acting in the group’s best interest.	Concepts 9 Ability 10 Clarity 12b Realism Tradition 2 Trust (group conscience)
3) <b>Be Considerate</b> – Listen carefully and consider all points of view. Group conscience is about hearing and evaluating the ideas of all members. Don’t be in a rush to persuade everyone that your way is the best or only way.	Concepts 5 Consideration 11 Humility 12e Compassion 12f Respect Tradition 12 Spirituality
4) <b>Voice Opinions</b> – Speak up. If you have a concern or an idea, put it before the body. Don’t be afraid of what others might think or say. It is your responsibility as a member to contribute and occasionally defend an idea in order to make a difference.	Concepts 4 Equality 6 Responsibility 12c Representation 12d Dialogue Tradition 1 Unity (not conformity)
5) <b>Vote Your Conscience</b> – Vote for what you believe to be right, even if it is the unpopular or minority view. Sometimes voting ‘no’ is the correct thing to do. There are times, when in discussion, it may seem as if the rest of the members are in agreement with something, when in fact, they haven’t fully formed an opinion. It is not necessary to agree with everyone else. Your difference of opinion may be the spark for a totally new idea.	Concepts 6 Responsibility 12c Representation 8 Delegation Tradition 2 Trust (group conscience)
6) <b>Represent the Board</b> – After a group conscience decision is made, show support for that decision when speaking as a member of the service body. If you personally still disagree with a decision, make sure it is clear that this is your opinion, but that you support the group conscience because it is what was decided. You can always bring the item up for further discussion after a time if you feel the decision needs to be revisited.	Concepts 1 Unity 6 Conscience 12a Selflessness Traditions 1 Unity 6 Solidarity
7) <b>Avoid Rehashes</b> – Once a decision is made, give it the chance to succeed. Commit to work in a manner that will accomplish whatever was decided. If later on there is a need to revisit a decision, bring it forward with whatever new evidence or concerns you may have, but bring it forward with an open mind for the service body to review.	Concepts 11 Humility 12a Selflessness 12f Respect Tradition 10 Neutrality
8) <b>Practice High Standards</b> – Build the organization by example. Practice the Principles. Treating everyone with equality and respect strengthens the service body as well as each individual who gives service.	Concepts 3 Trust 5 Consideration 12 Guidelines 12c Representation Traditions 5 Purpose 9 Structure

- Presume innocence and the good intention of all parties.
- Make each other look good; speak well of fellow members.
- Build on each other’s work.

Hold to the vision rather than on ways that serve only personal agendas, thus forgetting our primary purpose. Spend your time working to carry the message of recovery to those who still suffer.

## NOTES

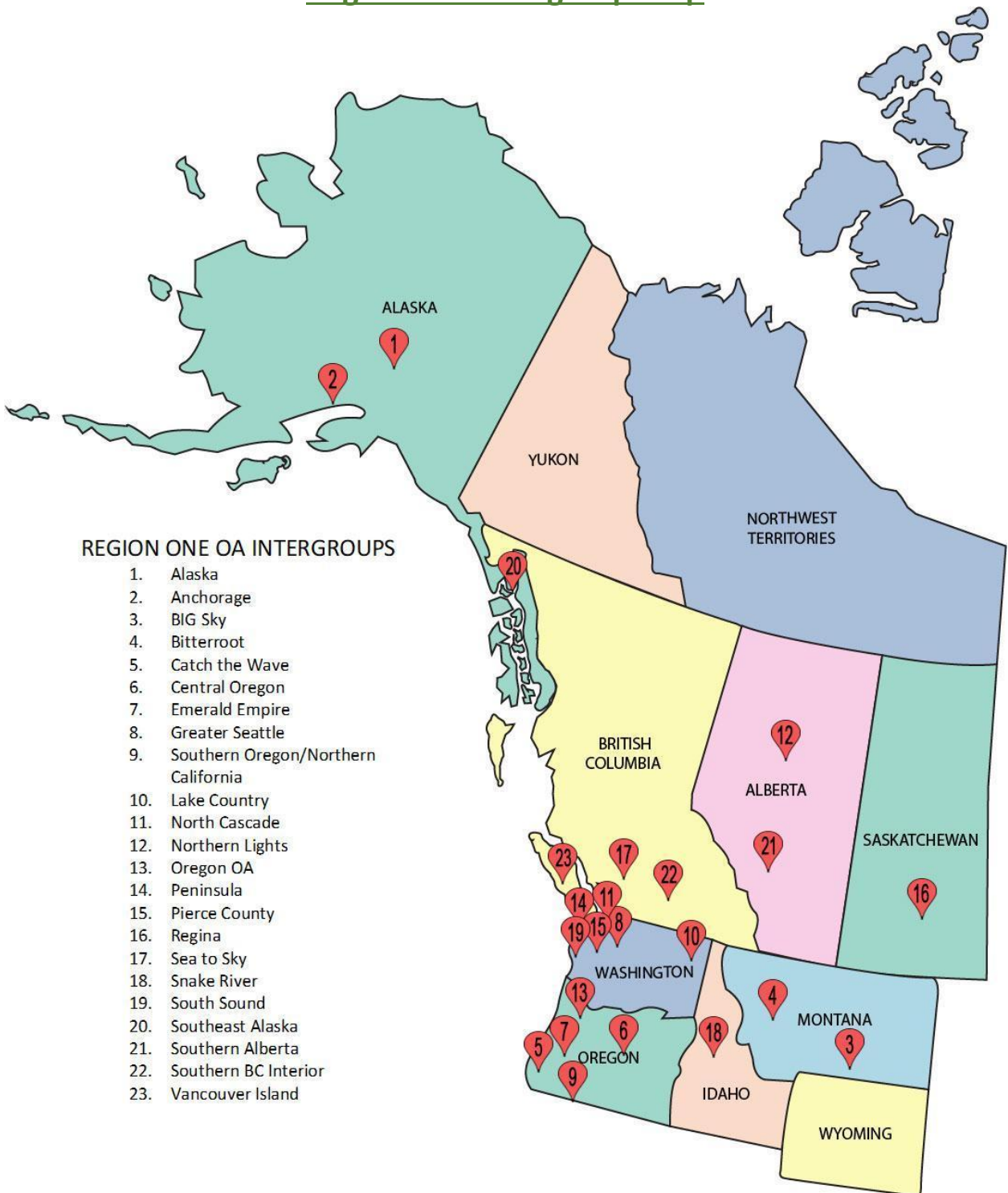
# Section 2:

# About Region One

## NOTES



## Region One Intergroup Map



**Contact information** for Intergroups may be found at [oaregion1.org/find\\_your\\_intergroup](http://oaregion1.org/find_your_intergroup) in “Find My Intergroup”. Meetings may affiliate with any (or no) Intergroup, but most often choose the closest Intergroup to their meeting place.

## Region One Board Roster

<b>Region One Board</b> (as of September 2022)		
NAME, OFFICE, EMAIL	TERM	LIAISON PROJECT TEAMS, INTERGROUPS AND OTHER ROLES
Alice W. Chair <a href="mailto:chair@oaregion1.org">chair@oaregion1.org</a>	Elected at Assembly 2021 (first term).	<b>Assembly Notebook &amp; Audit Team</b> Intergroup Chairs Team New Group Outreach Region Chairs Committee Unaffiliated Group Outreach Alaska Intergroup
Sue B. First Vice Chair <a href="mailto:firstvicechair@oaregion1.org">firstvicechair@oaregion1.org</a>	Appointed at Assembly 2020 (first term).	<b>Nominations &amp; Convention</b> Big Sky Intergroup Bitterroot Intergroup Southeast Alaska Intergroup
Laurie A. Second Vice Chair <a href="mailto:secondvicechair@oaregion1.org">secondvicechair@oaregion1.org</a>	Elected at Assembly 2021 (first term).	<b>Nurturing Newcomers Team</b> Board Outreach Visit Coordinator Board Calendar Updates Convention North Cascades Intergroup Oregon Intergroup Regina Intergroup Southern Alberta Intergroup
Carrie A. Treasurer <a href="mailto:treasurer@oaregion1.org">treasurer@oaregion1.org</a>	Elected Assembly 2021 for 2-year term (first term).	<b>BFDS Team</b> Sea to Sky Intergroup
Lesley K. Secretary <a href="mailto:secretary@oaregion1.org">secretary@oaregion1.org</a>	Elected Assembly 2020 for 2-year term (first term).	<b>PIPO Team</b> Central Oregon Intergroup Southern Oregon/Northern California Intergroup Peninsula Intergroup Pierce County Intergroup
Beverly M. Technology Coordinator <a href="mailto:technologycoordinator@oaregion1.org">technologycoordinator@oaregion1.org</a>	Elected Assembly 2020 to Assembly 2022 (first term).	<b>Bylaws Team</b> Emerald Empire Lake Country Intergroup Northern Lights Intergroup Southern BC Interior Intergroup Zoom Account Management
Erin F. Member-at-Large <a href="mailto:mal@oaregion1.org">mal@oaregion1.org</a>	Elected Assembly 2021 for a 2-year (first) term.	<b>Speaker List &amp; Strong Recovery Team</b> Anchorage Intergroup Snake River Intergroup
Margie G. Trustee <a href="mailto:r1trustee@oa.org">r1trustee@oa.org</a>	Elected at WSBC 2020 for a 3-year (first) term.	Catch the Wave Intergroup Greater Seattle Intergroup South Sound Intergroup Vancouver Island Intergroup

## Intergroup Roster

<b>Region One Intergroup Roster</b> For more information visit <a href="http://oaregion1.org">oaregion1.org</a> "Find my Intergroup"				
	IG Name	CHAIR	WEBSITE/CONTACT	# OF MEETING S
1	Alaska	Randy	<a href="mailto:chairperson@alaska-oa.org">chairperson@alaska-oa.org</a>	4
2	Anchorage	Kathleen Y	<a href="mailto:oachair@oa-alaska.org">oachair@oa-alaska.org</a>	11
3	Big Sky IG	Rotating Chair	<a href="mailto:BigSkyiG@gmail.com">BigSkyiG@gmail.com</a>	6
4	Bitterroot	Catherine H.	<a href="mailto:bitterrootig@gmail.com">bitterrootig@gmail.com</a>	13
5	Catch the Wave	Judy R.		3
6	Central Oregon	Janice K.	<a href="mailto:centraloregonOA@gmail.com">centraloregonOA@gmail.com</a>	5
7	Emerald Empire	Laura E.	<a href="mailto:intergroup.chair@oaeugene.org">intergroup.chair@oaeugene.org</a>	8
8	Greater Seattle	Annie F.	<a href="mailto:chair@seattleoa.org">chair@seattleoa.org</a>	37
9	Lake Country	Vacant	<a href="http://Lakecountryoa.org">Lakecountryoa.org</a> <a href="mailto:OALCI.webmaster@gmail.com">OALCI.webmaster@gmail.com</a>	8
10	North Cascade	Kathy N./Jaime A.	<a href="http://Oa-nci.org">Oa-nci.org</a> <a href="mailto:cochair7@gmail.com">cochair7@gmail.com</a>	16
11	Northern Lights	Kim B.	<a href="mailto:nlioaedm@gmail.com">nlioaedm@gmail.com</a>	19
12	Oregon	Pat O	<a href="http://oregon-oa.org">oregon-oa.org</a> <a href="mailto:chair@oregon-oa.org">chair@oregon-oa.org</a>	54
13	Peninsula	Cyl M-H	<a href="http://oopeninsula.org">oopeninsula.org</a>	6
14	Pierce County	Barbara W.	<a href="http://piercecountyoa.org">piercecountyoa.org</a> <a href="mailto:chair@piercecountyoa.org">chair@piercecountyoa.org</a>	9
15	Regina	Vivian R.	<a href="mailto:publicinfo.reginaintergroup@gmail.com">publicinfo.reginaintergroup@gmail.com</a>	7
16	Sea to Sky	Zoe	<a href="mailto:chair@oaseatosky.com">chair@oaseatosky.com</a>	16
17	Snake River	Genna A.		14

	IG Name	CHAIR	WEBSITE/CONTACT	# OF MEETINGS
18	South Sound	Kathy B.	<a href="http://oasouthsoundintergroup.org">oasouthsoundintergroup.org</a>	9
19	Southeast Alaska	Cassie J.	<a href="mailto:southeastalaskaintergroup@gmail.com">southeastalaskaintergroup@gmail.com</a>	4
20	Southern Alberta	Alanna C.	<a href="http://oa-southernalberta.com">oa-southernalberta.com</a>	11
21	Southern BC Interior	Floating	<a href="mailto:oa.sbcii@gmail.com">oa.sbcii@gmail.com</a>	10
22	Southern Oregon/Northern California	Kathy Mc.	<a href="http://Oasoregon-norcal.org">Oasoregon-norcal.org</a>	10
23	Vancouver Island	Lorraine T.	<a href="http://Oaviig.org">Oaviig.org</a> <a href="mailto:vancouverislandintergroup@gmail.com">vancouverislandintergroup@gmail.com</a>	17
Total affiliated meetings in Region One				297
Total unaffiliated meetings in Region One				11
Total number of groups in Region One				308
*# of meetings reflects the number indicated on each Intergroup's website. If there is not a website then the number came from the OA World Service records as of August 2022. If this number does not match your Intergroup meeting list, please check to see if some of your meetings need to affiliate with your Intergroup, or if meetings that have been canceled need to be removed from the World Service list.				

## Unaffiliated Groups

<b>Region One Unaffiliated Groups as of August 2022*</b>					
<b>NUMBER</b>	<b>DAY &amp; TIME</b>	<b>ADDRESS</b>	<b>CONTACT</b>	<b>EMAIL</b>	<b>CLOSEST INTERGROUP</b>
50924	Saturday 8:30 AM	Christ the King Lutheran Church 1700 Pennsylvania Ave Coeur d'Alene, ID 83814	Wayne	206-730-0166	Lake Country
51533	Tuesday 7:00 PM	Melville United Church 148 5 <sup>th</sup> St E, Basement Melville, SK S0A 2P0	Sami	306-760-1309	Regina or Northern Lights
52357	Wednesday 6:00 PM	Lions Den Exhibition Drive Prince Albert, SK S6V 7B7	Kathy	306-764-8329	Northern Lights
53946	Thursday 5:30 PM	Christian Science Church 1152 Nicola St Kamloops, BC V2C 2S3	Cheri	250-879-0728	Southern BC Interior
54491	Saturday 10:30 AM	Shalom Church 1052 Valley Mall Pkwy Prayer Room East Wenatchee, WA 98802	Kathy	509-423-0031	Greater Columbia
56220	Tuesday 10:00 AM	City Government Offices 436 E 22 <sup>nd</sup> Ave B, Community Conference Room 156 Torrington, WY 82240	Amy	307-338-0622	Region 3 - N Colorado
56710	Saturday 11:00 AM	Northern Montana Hospital 30 13 <sup>th</sup> St, 4 <sup>th</sup> Floor, Room 4A Havre, MT 59501	Angi	406-262-3988	Big Sky
57333	Thursday 7:00 PM	Wetaskiwin Alberta Canada 5801 52 St. Wetaskiwin, AB T9A2R2	Tori	780-518-6094	Southern Alberta
57346	Saturday 10:00 AM	St Mark's Episcopal Church 140 N Oakdale at 5 <sup>th</sup> Plowman Room on 2nd Floor Medford, OR 97501	Christy	913-530-8773	Southern Oregon/ Northern CA
57496	Wednesday 12:00 PM	Spexarth Building 818 Commercial St. 3rd Fl, Conference Room Astoria, OR 97103	Valerie	425-287-0806	Oregon
57498	Sunday 8:30 AM	Gardenia Center 400 Church St. Sandpoint, ID 83864	Jody	513-263-0682	Lake Country
*Are there meetings on this list that are a part of your Intergroup? Edit the meeting details at <a href="https://oa.org/find-a-meeting">https://oa.org/find-a-meeting</a> to affiliate the meeting with your Intergroup.					

## How to Encourage Unaffiliated Groups to Join an Intergroup

1. Be sure you have information about the Unaffiliated Group (UAG) available for easy reference and notetaking.
2. Call the group's contact person. You could also visit the group during their meeting time. Telephone or in-person contact is usually more effective than email communication.
3. When you make contact with the UAG member, you can say something like:

"Hi, \_\_\_\_\_. I'm \_\_\_\_\_, a member of OA from the \_\_\_\_\_ Intergroup Outreach Team. I'm calling to connect with you about your group in \_\_\_\_\_, which is in our intergroup's service area. Is this a good time to talk?"

4. Ask the following questions. Keep track of the information they give you.
  - How is your meeting doing?
  - What day, time, and place are you meeting? (Verify that all information listed on the OA website is correct – even if the group does not choose to affiliate, you can offer to help update any out-of-date information or give them directions on how to do so themselves).
  - Are you still the contact person for the meeting? (*If not, get new contact information*).
  - Do you know that your meeting is registered with OA World Service, but that it is not affiliated with an Intergroup? (*Some groups do not realize they are unaffiliated*).
  - Tell them about your Intergroup, and explain the advantages of being affiliated. Invite them to become a part of your Intergroup. (*If the group is interested in becoming affiliated, assist them in the process of "Editing an Existing Meeting" online at the OA website*).
5. Share information and make follow-up plans, as appropriate:
  - When finished contacting your assigned groups, let your Intergroup know how the contact went and if any information needs to be updated.
  - Ensure that the Intergroup knows that the group has affiliated, so that they can include the group in their meeting list and "information loop."
  - Notify Region One that the group has affiliated.
  - *Whether or not the group chose to affiliate*, make a calendar note to connect within the next month or two, if appropriate. Consider ways to support this group, regardless of affiliation.

If you need any help with this process, please email [chair@oaregion1.org](mailto:chair@oaregion1.org). Thank you so much for your time and service!

# Section 3:

## Region One

## Bylaws

## NOTES



## Region One Assembly of Overeaters Anonymous Bylaws

### Article I – Name

The name of this organization is Region One Assembly of Overeaters Anonymous, hereafter known as Region One.

### Article II – Purpose

#### Section 1

The primary purpose of this organization is to aid those with the disease of compulsive eating through the Twelve Steps of Overeaters Anonymous, and to serve and represent the OA groups and Intergroups from which it is formed. The organization is in compliance with and qualifies as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding section of any future United States Internal Revenue Law). Region One is organized for educational purposes regarding the disease of compulsive overeating within the meaning of Section (3) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended.

#### Section 2

To provide requested services for OA groups and Intergroups, in accordance with the Twelve Steps and Twelve Traditions of Overeaters Anonymous, and the Twelve Concepts of OA Service.

### THE TWELVE STEPS<sup>i</sup>

1. We admitted we were powerless over food – that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God *as we understood Him*.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.
8. Made a list of all persons we had harmed, and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong, promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God *as we understood Him*, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to compulsive overeaters, and to practice these principles in all our affairs.

### THE TWELVE TRADITIONS<sup>ii</sup>

1. Our common welfare should come first; personal recovery depends upon OA unity.
2. For our group purpose there is but one ultimate authority – a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants, they do not govern.
3. The only requirement for OA membership is a desire to stop eating compulsively.
4. Each group should be autonomous except in matters affecting other groups or OA as a whole.

5. Each group has but one primary purpose – to carry its message to the compulsive overeater who still suffers.
6. An OA group ought never endorse, finance, or lend the OA name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
7. Every OA group ought to be fully self-supporting, declining outside contributions.
8. Overeaters Anonymous should remain forever non-professional, but our service centers may employ special workers.
9. OA, as such, ought never be organized; but we may create service Boards or committees directly responsible to those they serve.
10. Overeaters Anonymous has no opinion on outside issues; hence the OA name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, television and other public media of communication.
12. Anonymity is the spiritual foundation of all these Traditions, ever reminding us to place principles before personalities.

### **THE TWELVE CONCEPTS OF OA SERVICE<sup>iii</sup>**

1. The ultimate responsibility and authority for OA world services reside in the collective conscience of our whole Fellowship.
2. The OA groups have delegated to the World Service Business Conference the active maintenance of our world services; thus the World Service Business Conference is the voice, authority and effective conscience of OA as a whole.
3. The right of decision, based on trust, makes effective leadership possible.
4. The right of participation ensures equality of opportunity for all in the decision - making process.
5. Individuals have the right of appeal and petition in order to ensure that their opinions and personal grievances will be carefully considered.
6. The World Service Business Conference has entrusted the Board of Trustees with the primary responsibility for the administration of Overeaters Anonymous.
7. The Board of Trustees has legal rights and responsibilities accorded to them by OA Bylaws Subpart A; the rights and responsibilities of the World Service Business Conference are accorded to it by Tradition and by OA Bylaws Subpart B.
8. The Board of Trustees has delegated to its Executive Committee the responsibility to administer the OA World Service Office.
9. Able, trusted servants, together with sound and appropriate methods of choosing them, are indispensable for effective functioning at all service levels.
10. Service responsibility is balanced by carefully defined service authority; therefore, duplication of efforts is avoided.
11. Trustee administration of the World Service Office should always be assisted by the best standing committees, executives, staffs and consultants.
12. The spiritual foundation for OA service ensures that:
  - a. no OA committee or service body shall ever become the seat of perilous wealth or power;
  - b. sufficient operating funds, plus an ample reserve, shall be OA's prudent financial principle;
  - c. no OA member shall ever be placed in a position of unqualified authority;
  - d. all important decisions shall be reached by discussion, vote and, whenever possible, by substantial unanimity;
  - e. no service action shall ever be personally punitive or an incitement to public controversy; and

- f. no OA service committee or service Board shall ever perform any acts of government, and each shall always remain democratic in thought and action.

## Article III – Membership

### Section 1 – Members

Membership of Region One consists of:

- A. Those members of all groups registered with the World Service Office of Overeaters Anonymous, hereinafter referred to as WSO which fall within the geographical boundaries of Region One.
- B. Intergroups and unaffiliated groups that are registered with WSO and agree with the Bylaws of Overeaters Anonymous Inc., subpart B, Article V, Section 1 which defines an OA group as follows: Intergroups and unaffiliated groups must be duly registered with the World Service Office of Overeaters Anonymous, hereinafter referred to as WSO and agree with the Bylaws of Overeaters Anonymous Inc., subpart B, Article V;

The definition of an OA group as of September 2016 is:

- a) The following points shall define an Overeaters Anonymous group:
  - 1. As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous., guided by the Twelve Concepts of OA Service.
  - 2. All who have the desire to stop eating compulsively are welcome in the group.
  - 3. No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting.)
  - 4. As a group they have no affiliation other than Overeaters Anonymous.
  - 5. It has affiliated as an Overeaters Anonymous group by registering with the World Service Office.
- b) Composition:
  - 1. A group may be formed by two or more persons meeting together, either
    - i. In the same physical location (face-to- face);
    - ii. Through some form of electronic device (virtually); or
    - iii. Both.
- c) An “unaffiliated group” is one registered with WSO but not affiliated with any Intergroup.

### Section 2 – Geographical Definition:

The geographic area of Region One consists of the states of Alaska, Idaho, Montana, Oregon, Washington, and Wyoming; the provinces of Alberta, British Columbia, and Saskatchewan; and the Yukon and Northwest Territories.

### Section 3 – Membership of the Assembly:

- A. Members of the Region One Assembly, who have voice and vote include:
  - 1. Region One Board members,
  - 2. Representatives from each member Intergroup, and a
  - 3. Representative of any unaffiliated group.
- B. Members with voice but no vote include:
  - 1. Intergroup Chairs
  - 2. Regional Representative alternates
  - 3. Region One World Service Trustee
  - 4. General Service Trustees who reside in Region One

5. Committee Chairs.
- C. Any OA member may attend to observe and may provide information when recognized by the presiding officer.
- D. Visiting non-OA members may attend at the discretion of the presiding officer, but may not participate in discussion.

Motions may be made at the Assembly by Region One Intergroup Representatives, Board Members and Committee Chairs.

## Section 4 – Representatives:

- A. Each Intergroup is entitled to one (1) Representative for up to the first ten (10) groups it represents and one (1) for each additional ten (10) groups or any fraction thereof. An Intergroup may also select Alternate Representatives.
- B. An unaffiliated group may select 1 Representative and 1 Alternate.
- C. Representative(s) and Alternate(s) shall be selected and names forwarded to the Region One Board at least ninety (90) days before the annual Assembly.
- D. Member Intergroups and unaffiliated groups must register their Representative(s) and Alternate(s) with Region One.
- E. If an Intergroup does not select its Representative(s) and Alternate(s) or fails to forward their names to Region One as required in paragraph B, above, such Representative(s) and Alternate(s) may appear with evidence of their due selection. If that evidence is deemed credible by Region One Board, and such Representative(s) and Alternate(s) shall be seated.
- F. The primary responsibility of the Region Representatives at the annual Region One Assembly is to represent their Intergroups and to report back to their Intergroups on actions taken at Assembly.

## Article IV – Meeting

### Section 1 – Annual Meeting:

The Region One Board shall sponsor an annual meeting of Region Representatives, which shall be known as the Region One Assembly (sometimes herein referred to as the “Assembly”) on such date as the Board may designate. This meeting may be in person or virtual, as determined by the Board. The Assembly shall elect Board Officers and serve the conscience of the fellowship of Region One of Overeaters Anonymous as a whole. The Representatives to the Assembly shall be as stated in Article III, Sections 3 and 4.

### Section 2 – Special Meetings:

The Region One Board may call special meetings of the Region Representatives for particular business stated in the call of the meeting.

### Section 3 – Quorum:

A majority of those eligible voting members registered at the Annual Meeting or any meeting of the Region Representatives shall constitute a quorum for all proceedings of the Assembly.

### Section 4 – Vote:

Only those eligible voting members present at the Assembly or other meeting of Region Representatives may vote.

## Article V – Region One Board

### Section 1 – The Region One Board shall consist of the following:

- A. Members with voice and vote: Chair, First Vice-Chair, Second Vice-Chair, Secretary, Treasurer, Technology Coordinator, and Member at Large;
- B. Members with voice, but no vote: The Region One Trustee.

### Section 2 – Nominations:

- A. All Intergroups shall be notified seventy-five (75) days prior to Assembly of offices to be filled.
- B. Applicants may submit an application to the Region One Board or Nominations Committee at any time prior to the election.
- C. Each voting member of the Assembly shall have the right to make nominations from the floor. Those so nominated shall submit an application prior to the election at a time to be determined by the Board.
- D. Candidates for office shall be available in for questioning by the members of the Assembly prior to the election at a time and method to be determined by the Board.

### Section 3 – Qualifications for election:

To be qualified for election, a person must:

- A. Be a member of Overeaters Anonymous within the geographical boundaries of Region One.
- B. Be working the Twelve Step program to the best of his/her ability and have taken the Fifth Step.
- C. Be familiar with the Twelve Traditions of Overeaters Anonymous and the Twelve Concepts of OA Service.
- D. Be presently abstaining from compulsive overeating for at least one (1) year
- E. Have two years of service to Overeaters Anonymous beyond the group level, if a member of an Intergroup.
- F. Be proficient in using various software and digital platforms that the Board utilizes to conduct its day-to-day business, or be willing to learn how to use them.

### Section 4 – Method of elections:

- A. Elections shall be held annually at a meeting specified for that purpose.
- B. To be eligible for election, a nominee must:
  - 1. Meet all qualifications as defined in Article V, Section 3.
  - 2. Understand responsibilities of the position as defined in Article VII, and as defined in the Region One Job Descriptions.
- C. In order to be elected to membership on the Region One Board, a nominee must consent to serve in that position and must receive a majority vote of the Region Representatives and voting members of the Region One Board present and voting.
- D. If two (2) or more ballots are necessary for any position, the nominees receiving less than one-fourth of the total vote will be withdrawn automatically on succeeding ballots except that the top two (2) nominees must remain. If no nominee has less than one-fourth of the votes, the nominee with the lowest number of votes shall be dropped from the ballot.

## Section 5 – Terms of Office:

- A. Board members shall be elected to serve for a period of two years and until their successors are elected.
  - 1. In even-numbered years, elections by ballot shall be held for First Vice-Chair, Secretary, and Technology Coordinator. In odd-numbered years, elections by ballot shall be held for Chair, Second Vice-Chair, Treasurer and Member at Large.
  - 2. Newly elected officers shall take office at the close of the Region One Assembly at which they are elected.
- B. Board members shall serve no more than two (2) full consecutive terms in any one Board position.
- C. After an interval of one year, members may again be eligible for election to their prior Board position.
- D. Upon election to the Board, members shall cease to be a Region Representative for their Intergroup.

## Section 6 – Vacancies:

- A. A vacancy on the Board, other than Chair, may be filled by a majority vote of the Board until the next Assembly, at which time the Assembly will elect that position's unexpired term.
- B. If the position of Chair is vacated, then the First Vice-Chair will automatically fill the Chair's unexpired term. If the First Vice-Chair does not accept the position of Chair, then the First Vice-Chair retains the position of First Vice-Chair and the Board will appoint a new Chair in accordance with Article V, Section 6(A).
- C. No member may hold more than one Board position at the same time. Any present Board member who is either elected to another Board position or has automatically filled another Board position is assumed to have relinquished the former position. A vacancy is then declared for the relinquished position, to be filled in accordance with Article V, Section 6(A).

# Article VI – Board Functions

## Section 1 – The Board shall have general supervision of the affairs of the Assembly between its annual meetings.

- A. The Board shall have regular meetings no fewer than three (3) times a year.
- B. The Chair or a majority of the Board may call special meetings.
- C. A quorum for Board meetings consists of a majority of the current voting members of the Board.
- D. Board meetings, at the direction and discretion of the Board, may be conducted by videoconference, teleconference, or other electronic means, provided that the meeting is conducted by technology which allows all persons participating to hear each other at the same time.
- E. The Board shall be empowered to make emergency decisions between regular Board meetings. These decisions shall be presented at the next regular Board meeting for consideration and a vote on ratification.
- F. To facilitate communication, the Board shall use multiple technologies, including but not limited to: a post office box at a location to be determined by the Board; a website to be maintained by the Board; and email lists as may be deemed appropriate by the Board.

## Article VII – Officers’ Duties

Section 1 – It shall be the responsibility of each Board member to attend all Board meetings.

### Section 2 – The Chair

- A. Shall preside at all meetings.
- B. Is an ex-officio member of all committees except the Nominating Committee.
- C. Shall perform all other duties as prescribed in the Region One Job Description Policies.

### Section 3 – The First Vice-Chair

- A. Is responsible for coordination of Board-related events and Convention, working with the Second Vice-Chair and the hosting Intergroup.
- B. Shall preside at meetings in the absence of the Chair.
- C. Shall perform all other duties as prescribed in the Region One Job Description Policies.

### Section 4 – The Second Vice-Chair

- A. Is responsible for coordination of Board-related events and Convention, working with the First Vice-Chair and hosting Intergroup.
- B. Shall perform all other duties as prescribed in the Region One Job Description Policies.

### Section 5 – The Secretary

- A. Shall take minutes of all Board meetings and meetings of the Assembly.
- B. Shall maintain a file of all minutes of past meetings.
- C. Shall update and maintain the roster of Intergrups.
- D. Shall coordinate registration for the annual Assembly.
- E. Shall perform all other duties as prescribed in the Region One Job Description Policies.

### Section 6 – The Treasurer

- A. Shall maintain bank accounts, as necessary, as directed by the Region One Board.
- B. Shall present a financial report at Board meetings and for the annual Assembly.
- C. Shall prepare financial documents of the fiscal year for the annual audit by the end of the first quarter of the following year.
- D. Shall perform all other duties as prescribed in the Region One Job Description Policies.

### Section 7 – The Technology Coordinator

- A. Shall assist with electronic distribution of materials, as necessary.
- B. Shall provide for the maintenance and updating of the Region One web presence and other public media of communication as necessary.
- C. Shall assist the Board and Region One committees with technology access as deemed necessary by the Region One Board.
- D. Shall perform all other duties as prescribed in the Region One Job Description Policies.

## Section 8 – The Member at Large

- A. Shall provide backup assistance to all Board positions except for Chair. Shall step in to temporarily perform the duties of any Board member other than Chair, as needed.
- B. Shall perform other duties as prescribed in the Region One Job Description Policies.

## Article VIII – Region One Trustee

### Section 1

Region One applicants for Trustee Nominee(s) shall prepare an application in accordance with World Service Business Conference requirements, which shall be presented to the Board or Nominations Committee forty-five days before Assembly.

### Section 2

Applicants must be present at the time of the nomination and present a three-minute qualifying talk.

### Section 3

A majority vote shall be required for election as Trustee nominee(s). If two (2) or more ballots are necessary, the nominee receiving the least number of votes on the previous ballot will be dropped from succeeding ballots.

### Section 4

- A. When no application for Region One Trustee has been received by the time WSBC nominations are due, or else the position falls vacant beyond the deadline for application submittal, the following actions will be taken to fill the position of Region One Trustee: The Region One Board will solicit applications from Region One Intergroups and members.
- B. The Region One Board will consider only those applicants meeting all requirements for Region Trustee as outlined in the Bylaws of Overeaters Anonymous, Inc., Subpart B, Article IX, Section 4.
- C. A majority vote of the Region One Board will constitute affirmation and nomination of the applicant(s).
- D. The Region One Board shall notify all Region One Intergroups, the Board of Trustees, and the World Service Office.

## Article IX – Regional Delegates to the World Service Business Conference

According to OA, Inc. Bylaws; Subpart B, Article X, Section 3 – Delegates, (a) 5: A region that was represented at the last WSBC by fewer than forty percent of its Intergroups and other eligible service bodies may send up to five additional delegates from the region.

Should Region One qualify to send these regional delegates, their election shall occur as follows:

1. Preference shall be given to delegates selected from Intergroups and service bodies which would not otherwise be represented by delegates.
2. Candidates shall be elected at the Region One Assembly and may submit applications to the Region One Board prior to the Assembly or after being nominated from the floor of the Assembly.



3. Election shall take place under the same procedures as the election of Region One Board members at the Assembly.
4. Candidates must meet the same requirement for delegates as set by OA, Inc. Bylaws Subpart B, Article X, Section 3 – Delegates (c) 1.
5. Should too few delegates be elected at the Assembly or if a vacancy occurs between the time of the Assembly and that of the World Service Business Conference, those vacancies may be filled by the Region One Board.

## Article X – Committees

### Section 1 – Standing Committees:

The following standing committees shall be established to carry out the purposes of Region One in the most effective and efficient manner: Budget and Finance, Bylaws, and Membership Outreach.

### Section 2

The Board shall designate such special committees as are deemed necessary for the welfare and operation of Region One. The Board shall set the job descriptions for the committees, and supervise their operations.

### Section 3

The Region One Chair shall appoint all committee members, and each committee shall select a committee chair from its members.

### Section 4

Committees may conduct business by postal mail, email or other electronic means of communication.

## Article XI – Source of Funds

### Section 1 – Source of Funds

The activities of the Assembly shall be primarily financed from:

- A. Contributions from groups and Intergroups
- B. Conventions.
- C. Private donations from members.

### Section 2- Prudent Reserve:

There shall be no accumulation of funds beyond forecast necessities, with retention of a prudent reserve for contingencies.

## Article XII – Major Policy

### Section 1 – Major Policy:

- A. Matters which relate to major policy affecting Region One groups shall be referred to Region One Board.
- B. Matters which relate to Overeaters Anonymous as a whole, which affect Subpart A of the Bylaws of Overeaters Anonymous, Inc., shall be referred to the Board of Trustees of Overeaters Anonymous.

- C. Matters which affect Subpart B of the Bylaws of Overeaters Anonymous, Inc. or which relate to the Twelve Steps, Twelve Traditions, and the Twelve Concepts of OA Service shall be referred to the World Service Business Conference.

## Article XIII – Parliamentary Authority

The rules contained in the current edition of Roberts Rules of Order Newly Revised shall guide Region One in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the Twelve Traditions, the Twelve Concepts of OA Service or any special rules of order Region One may adopt.

## Article XIV – Bylaw Amendments

### Section 1

Amendments to the Bylaws, with the exception of The Twelve Steps of Overeaters Anonymous, The Twelve Traditions of Overeaters Anonymous, and The Twelve Concepts of OA Service, may be submitted to the Annual Assembly.

- A. Amendments may be submitted by Region One Intergroups, the Region One Board and/or the Region One Committees.
- B. Proposed changes shall be submitted to and must be received by the Board or Bylaws Committee sixty (60) days before the annual Assembly. Receipt of all motions shall be acknowledged.
- C. Copies of proposed amendments shall be sent to Region Representatives at least thirty (30) days prior to the annual Assembly.
- D. Amendments require two-thirds (2/3) vote of members present and voting for adoption.
- E. Members of the Assembly may submit proposed amendments to these bylaws from the floor of the Assembly without meeting the other conditions outlined in SECTION 1, Parts A -D, in this article, and such proposed amendments require a nine-tenths (9/10) vote of members present and voting for adoption.

### Section 2

Editorial changes shall be made by the Bylaws Committee which do not alter the meaning of any bylaws but clarify the wording to bring the bylaws and Articles of Incorporation into conformity. A written report of such editorial changes shall be given to Assembly Representatives.

## Article XV – Notice

### Section 1

The Region One Board shall provide notice of at least 150 days of the time and location of the Region One Assembly to all Intergroups, unaffiliated groups and Region One committees

### Section 2

The Region One Board shall provide notice of at least thirty (30) days of the time, location, and purpose of any Special Meetings.

### Section 3

Notice of meetings may be given by postal mail, email, and/or other electronic means of transmission.

## Section 4

For the purpose of distributing any required documents to the Intergroups, committee chairs, and Region One Board members, documents may be sent by postal mail, email, and/or other electronic means of transmission.

# Article XVI – Dissolution

## Section 1

Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to the World Service Office of Overeaters Anonymous or to a non-profit fund, association, foundation or corporation, which is organized and operated exclusively for charitable, education, religious, and/or scientific purposes and which has established its tax - exempt status under Section 501(c) (3) of the Internal Revenue Code.

## Section 2

No part of the net earnings of this association shall ever inure to or be used for the benefit of, or be distributed to, its members, trustees, officers, or other private person, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.

<sup>i</sup> Permission to use the Twelve Steps of Alcoholics Anonymous for adaptation granted by AA World Services, Inc.

<sup>ii</sup> Permission to use the Twelve Traditions of Alcoholics Anonymous for adaptation granted by AA World Services, Inc.

<sup>iii</sup> Copyright 1996-1998, Overeaters Anonymous, All Rights Reserved, reprinted with permission.

## NOTES

# Section 4: Region One Policies and Procedures

## NOTES

## Region One Assembly of Overeaters Anonymous Policies and Procedures

### 1. REGION ONE

- 1.1. The Region One Heart Logo (see below) is adopted for use on Region One Board and Committee Correspondence.



### 2. REGION ONE BOARD

- 2.1. Official correspondence from the Region One Board shall first be submitted to all Board members for input.
- 2.2. A Board member who is unable to fulfill the duties of the office may request a leave of absence of up to two months, or may resign. If the Board member does not take this action, s/he may be asked to take a two month leave of absence or resign.
- 2.3. Any Board member may request a leave of absence of up to two months, which may be granted at the discretion of the Board.
- 2.4. The Region One Board shall maintain and update as necessary a written handout entitled “Guide for Serving as a Region One Representative” to be sent out annually with the “Eligibility for Assembly” form.

### 3. REGION ONE BOARD MEETINGS

- 3.1. The primary purpose of Board meetings will be Region One business and Region One will continue to investigate expansion of the outreach program, i.e., service and tradition workshops, committee networking and service forums.
- 3.2. Board minutes will be sent electronically to current Board members, Intergroup Chairs, and be posted on the Region One website.
- 3.3. The Board shall meet at least four times per year. The Board shall hold an in person meeting each fall immediately following Assembly.
- 3.4. The Board may meet monthly via conference call.
- 3.5. An Intergroup may apply to the Board to host a quarterly meeting in the year following each Assembly.

### 4. REGION ONE BOARD JOB DESCRIPTIONS

- 4.1. **GENERAL RESPONSIBILITIES OF EACH BOARD MEMBER:**
  - 4.1.1. Submits a written report of activity prior to each Board Meeting and Assembly.
  - 4.1.2. Acts as liaison to committees and Intergroups, as assigned.
  - 4.1.3. Keeps records to pass on at the end of term.
  - 4.1.4. May contribute articles to the Region One website blog.

#### **4.2. CHAIR RESPONSIBILITIES:**

- 4.2.1. Presides at all regular and special meetings of the Region One Board, Executive Board and Assemblies.
- 4.2.2. May appoint a Parliamentarian for the Region One Assembly annually to advise the Chair on procedural issues. Factors which shall be used in selection are:
  - 4.2.2.1. Familiarity with the Twelve Steps, Twelve Traditions and Twelve Concepts of Overeaters Anonymous.
  - 4.2.2.2. Familiarity with the Bylaws and Policies and Procedures of the Region One Assembly.
  - 4.2.2.3. Ability to apply Robert's Rules of Order Newly Revised.
  - 4.2.2.4. If the chosen Parliamentarian is a member of Overeaters Anonymous, their expenses will be reimbursed in the same manner as those of the Region One Board.
  - 4.2.2.5. The Parliamentarian may be an ex-officio member of the Bylaw Committee at the discretion of the Region One Chair.
  - 4.2.2.6. Parliamentarian's duties are as follows:
    - 4.2.2.6.1. Advises Chair to maintain the order of Business according to Robert's Rules of Order Newly Revised, Bylaws and established policies.
    - 4.2.2.6.2. During Assembly, gives Chair motions in order of precedence.
    - 4.2.2.6.3. During Assembly, answers questions or parliamentary inquiries when requested to do so by the Chair.
- 4.2.3. Serves as ex-officio member on all committees except Nominations.
- 4.2.4. Represents Region One as a whole at the World Service Business Conference.
- 4.2.5. Participates in the Region Chairs' meetings, and the Region Chairs' Committee meetings at WSBC.
- 4.2.6. Appoints Committee members and assigns duties as necessary.
- 4.2.7. Assumes responsibility for planning of the Assembly.
- 4.2.8. After elections at Assembly, assigns all Board members to Region One committees and intergroups, to serve as liaisons for the coming year.
- 4.2.9. Coordinates production of Assembly Notebooks.
- 4.2.10. Prepares Assembly Evaluation forms and reports on results at the next Board meeting.
- 4.2.11. May call regular meetings of Region One intergroup chairs.

#### **4.3. FIRST VICE-CHAIR RESPONSIBILITIES:**

- 4.3.1. Acts in the capacity of the Chair in his/her incapacity or absence.
- 4.3.2. Maintains open communication with the Chair to be prepared to act in the event of his/her incapacity or absence.
- 4.3.3. Carries out specific assignments as directed by the Chair.
- 4.3.4. Negotiates the hotel contract for Assembly and Convention. The contract is to include hotel room rates and amenities, meeting rooms, audio-visual and other equipment, catering, and any other needs specific to Assembly and Convention.
- 4.3.5. Recommends the final contract to the Board for approval. Co-signs the approved contract with the Chair, and provides the Treasurer with written notice of when hotel deposits are due and ensures that a direct bill application is completed, if necessary.
- 4.3.6. Maintains regular contact with the hotel to ensure that everything remains on track and to keep abreast of any changes in administration that may affect the outcome of Assembly and Convention.
- 4.3.7. Provides an up-to-date manual to Convention Chairs containing job descriptions, deadlines for specific activities, sample forms and other pertinent information.



- 4.3.8. Works with the Convention Chair and the Second Vice-Chair to develop the Convention Program.
- 4.3.9. Works with Intergroups to generate bids for Region Convention.
- 4.3.10. Serves as resource and liaison for Convention Chairs, providing guidance, clarifying expectations, keeping the Board informed of all major decisions and asking for approval/assistance as necessary.
- 4.4. **SECOND VICE-CHAIR RESPONSIBILITIES:**
  - 4.4.1. Acts in the capacity of the First Vice-Chair in his/her incapacity or absence.
  - 4.4.2. Maintains open communication with the First Vice-Chair to be prepared to act in the event of his/her incapacity or absence.
  - 4.4.3. Monitors the number of hotel nights booked, reminds Intergroups of the deadline for registration to help ensure room night quota is achieved if it is part of the contract.
  - 4.4.4. Closely monitors the terms of the hotel contract to ensure all Region financial obligations are met.
  - 4.4.5. Works with the First Vice-Chair and the Convention Chair to develop the Convention Program.
  - 4.4.6. Maintains the Convention checking account and issues reimbursements in a manner consistent with Region One policies.
  - 4.4.7. Works closely with the Convention Committee to ensure no additional expenses are incurred without prior Board approval and that financial accountability is maintained.
  - 4.4.8. Works closely with the Region One Treasurer to ensure that all Convention registration fees are accurately and appropriately recorded and that funds are transferred to the Region One General Fund at the conclusion of the Convention.
  - 4.4.9. Serves as resource and liaison for Board Outreach visits to Intergroups, provides guidance, clarifies expectations, schedules Board visits and keeps the Board informed of all major decisions and asks for approval/assistance as necessary.
  - 4.4.10. Assists the Chair in coordinating regular meetings of the Chair and intergroup chairs.
  - 4.4.11. Serves as a resource for Intergroups in planning their own events, providing formats and advice as needed.
  - 4.4.12. Carries out specific assignments as directed by the Chair.
- 4.5. **SECRETARY RESPONSIBILITIES:**
  - 4.5.1. Records and prepares the minutes of all Region One Board Meetings:
    - 4.5.1.1. Sends draft of minutes to Board Members for input and changes within 30 days of each meeting.
    - 4.5.1.2. Brings records of the Board's actions from the past year to each Board meeting.
    - 4.5.1.3. Develops action list from meeting notes and sends to those persons with assigned tasks within 2 weeks following each Board meeting or Assembly.
  - 4.5.2. Updates and maintains roster of Board members, Committee Chairs, and liaison assignments.
  - 4.5.3. Updates and maintains roster of Region One Intergroups including name, current mailing address, number of groups registered, and Board liaison assigned to each.
  - 4.5.4. Updates and maintains roster of Region One Representatives including complete name, address, telephone number, Intergroup (or unaffiliated group) represented, and email address.
  - 4.5.5. Updates and maintains Region One Bylaws and Policies and Procedures following the annual Assembly then refers them to the Bylaws project team for review and approval. Following approval by the Bylaws project team, provides electronic versions of both documents for posting on the Region website.

- 4.5.6. Coordinates registration for Assembly:
  - 4.5.6.1. Sends out Assembly registration instructions to Intergroups, unaffiliated groups and Region One committees at least one hundred fifty (150) days before the Region One Assembly. Follows up with those Intergroups not responding by deadline.
  - 4.5.6.2. Registers Representatives and Alternates as they arrive at Assembly, provides name tags and ribbons.
  - 4.5.6.3. Gives credentials report on number of voting Representatives and Board members during Assembly.
- 4.5.7. Sends Assembly materials to Intergroups that did not send any Representatives to Assembly.
- 4.5.8. Sends out notices and handles all other correspondence that is not the proper function of a Committee or another Board member.
- 4.6. **TREASURER RESPONSIBILITIES:**
  - 4.6.1. Assume office immediately, but allow sixty (60) days after election to work with the previous Treasurer to balance books and receive all materials for the position.
  - 4.6.2. Maintain a mailing address to receive donations. Retrieve the mail at least every two weeks.
  - 4.6.3. Maintain bank accounts in U.S. funds.
  - 4.6.4. Record receipts and disbursements.
  - 4.6.5. Reimburse Board members and Committee Chairs for approved expenses.
  - 4.6.6. Record donations by group number.
  - 4.6.7. Complete government forms as required, including annual renewal of corporate registration with the state of Oregon and annual federal income tax filing.
  - 4.6.8. Maintain up-to-date financial information including balancing checking accounts monthly.
  - 4.6.9. Submit financial reports to the board, the audit committee, and the budget & finance committee on a monthly basis, and prior year-end and current year-to-date financial reports for inclusion in the Assembly Notebook.
  - 4.6.10. Provide year-end reports and all supporting materials, paper and electronic, to the Chair of the General Audit Committee for the annual audit by February 28.
  - 4.6.11. Provide reports and all supporting materials, paper and electronic, to the Chair of the Convention Audit Committee within 45 days of the close of Convention.
  - 4.6.12. Work with the Budget, Finance and Delegate Support Committee to create a budget proposal for the following year. This proposed budget is submitted to the Board for discussion at the June Board meeting. Submit budget to Assembly for approval.
  - 4.6.13. Review Budget and Finance policies annually.
  - 4.6.14. Provide members with expense and donation forms as requested.
  - 4.6.15. Act as Liaison to Committees and Intergroups, as assigned.
- 4.7. **TECHNOLOGY COORDINATOR RESPONSIBILITIES:**
  - 4.7.1. Solicits, assembles, edits material, maintains website and social media sites as appropriate.
  - 4.7.2. Considers the current Region One policies and World Service guidelines in all publications.
  - 4.7.3. Consults with the Region One Board as to content and information to be published and makes no major changes in format or content without approval of the Board.
  - 4.7.4. Maintains a current backup of Region One digital assets, including the website, any shared file resources or databases, at least monthly.
  - 4.7.5. Oversees user account and password security for Region One accounts.
  - 4.7.6. Promotes appropriate WSO, OA and Regional communications (such as A Step Ahead, WSO Bulletins, Intergroup Newsletters, etc.)

- 4.7.7. Is a resource for intergroups and Service Bodies who request support for setting up and maintaining websites or social media outreach.
- 4.8. **MEMBER AT LARGE RESPONSIBILITIES:**
  - 4.8.1. Shall provide back up to all Board positions, except for Chair. Shall step in to temporarily perform the duties of any Board member other than Chair, as needed.
  - 4.8.2. Support special projects and Intergroup Renewal efforts within Region One, as requested by the Chair.
  - 4.8.3. Update and maintain the Region One speaker list. Actively recruit throughout the year to build the list, and share information when requested by OA members or service bodies.
  - 4.8.4. Update and maintain the Region One sponsorship and contact list. Actively recruit throughout the year to build a diverse list, and share information when requested by OA members or service bodies.
  - 4.8.5. Act as Liaison to Committees and Intergroups, as assigned.
- 4.9. **REGION ONE TRUSTEE RESPONSIBILITIES:**
  - 4.9.1. Fulfills duties as described in World Service Business Conference (WSBC) Bylaws.
  - 4.9.2. Keeps Region informed of current business concerning Region One and OA as a whole.
  - 4.9.3. Attends Region One Board meetings, being a link between Region One and WSO.
  - 4.9.4. Is available to speak throughout Region One as schedule permits and within allowable finances.
  - 4.9.5. Serves on the Nominations Committee during Assembly elections (if not running).
  - 4.9.6. Assists Intergroups with service and tradition-related events.
  - 4.9.7. Maintains communication with unaffiliated groups.

## 5. BUDGET AND FINANCE

### 5.1. FINANCE

- 5.1.1. Region One shall operate its finances in an orderly and cost-effective manner.
- 5.1.2. Region One funds will be accounted for in accordance with recognized financial accounting practices and in compliance with all laws.
- 5.1.3. The Treasurer, the Chair and the Second Vice-Chair shall be authorized signers on Region One accounts. One additional Board member may be an authorized signer if deemed necessary and approved by a majority vote of the Board.
  - 5.1.3.1. Passwords for all accounts holding Region One funds shall be secured and shared with those authorized signers as specified in 5.1.3.
  - 5.1.3.2. Board Members shall immediately surrender all assigned bank cards at the end of their term or upon their resignation.
- 5.1.4. All funds shall be held in registered and insured financial institutions.
- 5.1.5. All expenditures must be supported by related receipts.
- 5.1.6. All accounts which involve Region funds shall be audited on an annual basis. The Chair shall appoint an Audit Committee of at least three people whose duties shall be to audit all such accounts. The committee shall create a written audit report for the year. The written report and the convention and general fund audit shall be included in the Assembly Notebook materials.
  - 5.1.6.1. The Convention audit shall be completed within 90 (ninety) days of the close of Convention.
  - 5.1.6.2. The general fund audit shall be completed by April 30.

### 5.2. BUDGET

- 5.2.1. Region One operates on a fiscal year running from January 1 through December 31.

- 5.2.2. The Budget & Finance Committee shall draft a budget for the upcoming fiscal year, based on realistic expectations of revenue and fund balances above the level of prudent reserve, and the amount of funds required to operate the programs the Assembly has approved, to be submitted to the Assembly for approval. After review and amendment, the Assembly shall adopt the budget for the coming year.
- 5.2.3. Region One funds shall be disbursed in accordance with the budget. Any expenditure that would cause a budgeted line item to be exceeded by 10% shall require approval by the Board. If the Board approves a budgeted override, such action shall be brought forward at the next Assembly for ratification.
- 5.2.4. Half way through the fiscal year, the Budget, Finance and Delegate Support Committee may review the current year's budget and suggest spending reductions if necessary to the Region One Board.
- 5.2.5. Region One shall annually use excess funds as follows:
  - 5.2.5.1. Up to 30% to be used for Board Special Projects
  - 5.2.5.2. Up to 30% to be used for Member Outreach to our members, groups and Intergroups
  - 5.2.5.3. Up to 15% to be used for Representative Support
  - 5.2.5.4. Up to 15% to be used for WSBC Delegate Support
  - 5.2.5.5. Up to 10% for PIPO
  - 5.2.5.6. Up to 10% to increase funding for project teams per their request
  - 5.2.5.7. The remainder, at least 10%, to be sent to the World Service Office of Overeaters Anonymous

Excess funds are calculated as follows: bank balances per book at year-end less Prudent Reserve, less already-budgeted targeted expenses for the coming year. Targeted expenses for this purpose include: Board Special Projects, Member Outreach, Representative Support, and WSBC Delegate Support.
- 5.2.6. Trustee Nominees who are affirmed at Assembly may apply for funding to attend WSBC for the year of their Election.
- 5.2.7. Region One shall provide for sending two of its officers to each World Service Business Conference as follows:
  - 5.2.7.1. The Region One Chair, or if not available, the next available officer as designated below in (5.2.7.3), who shall register as a WSBC Delegate and represent Region One on the Region Chairs Committee and at any other Region Chair activities at the WSBC, and
  - 5.2.7.2. The next available officer as designated below in (5.2.7.3), who is eligible to be registered as a delegate from their intergroup shall assume the duties of the officer listed above in (5.2.7.1) if that officer is unavailable and/or unable to carry out those duties.
 

In such a case where WSBC designates this region as being eligible to send another Region One Delegate to the next WSBC, the second board member sent shall fulfill that position as a voting delegate. If no officer is eligible to serve as a delegate from their intergroup (or when appropriate a Region Delegate) to the WSBC, the officer will register as an Alternate Delegate.
  - 5.2.7.3. The order of the officers will be the following: Chair, Vice Chair, Secretary, Treasurer, Technology Coordinator, and Member at Large.
  - 5.2.7.4. Funds available for sending these officers shall be listed in a separate line item in the budget as "WSBC Representation."

### **5.3. PRUDENT RESERVE**

- 5.3.1. A Prudent Reserve of six months' operating expenses shall be maintained in a separate account. Prudent reserve shall be calculated annually by taking an average of the prior three years' net annual operating expenditures and dividing by two. Targeted funds (Board Special Projects, Member Outreach, WSBC Delegate Support, Representative Support) shall not be included in this calculation of net operating expenditures.
- 5.3.2. If due to extraordinary circumstances, net expenditures of any particular year are less than 70% of either of the other two years in the calculation, the Treasurer will use an average of the previous five years instead of three years.
- 5.3.3. If the Prudent Reserve falls below the required level, a minimum of \$500 per quarter shall be transferred to this account from the general account until the Prudent Reserve level is restored. If the Treasurer's report at any Board meeting indicates a reasonable expectation that transfers out of the Prudent Reserve account shall be required in the next quarter, the Budget & Finance Committee shall meet, and present a plan for reducing operating expenses for Board approval.

### **5.4. REPRESENTATIVE AND DELEGATE SUPPORT**

- 5.4.1. Representative Support
  - 5.4.1.1. Region One may provide support funds to assist Intergroups that would not otherwise be fully represented at Region.
  - 5.4.1.2. Support for Representatives is awarded only to Intergroups registered for the Assembly and may only be used for expenses incurred for the Assembly by the Representative.
  - 5.4.1.3. Applications for Representative support must be received by the Region treasurer from the requesting Intergroups by July 15 prior to Assembly. The applications will be reviewed by the Budget, Finance and Delegate Support committee, which will make recommendations to the board about how to distribute the available Representative support funds. The board will confirm the recommendations by August 1. The Intergroups that applied will be notified of how much, if any, support has been approved by August 15. The Region One Board may waive the deadlines if needed.
  - 5.4.1.4. Where multiple requests are received and funds allow, support for Assembly Representatives shall be awarded as follows:
    - 5.4.1.4.1. First: To new Intergroups or Intergroups that have never sent Representatives to the Region One Assembly.
    - 5.4.1.4.2. Second: To Intergroups that have not sent Representatives to the Region One Assembly in the last five years.
    - 5.4.1.4.3. Third: To Intergroups that have sent Representatives to the Region One Assembly in the past five years.
    - 5.4.1.4.4. Fourth: To Intergroups that would otherwise not be fully represented without financial assistance.
  - 5.4.1.5. In the spirit of Seventh Tradition self-support, it is requested that – where feasible – each applicant intergroup provide *some* portion of the Representative expenses from their available treasury, and/or offer to conduct a fundraising event within their larger service body to help defray their Assembly Representative expenses.
- 5.4.2. WSBC Delegate Support
  - 5.4.2.1. Region One may provide support funds to assist Intergroups that would not otherwise be represented at World Service Business Conference (WSBC).

- 5.4.2.2. Support for Delegates to WSBC is awarded only to Intergroups registered for WSBC and may only be used for expenses incurred for WSBC by the Delegate.
- 5.4.2.3. Applications for WSBC Delegate support must be received by the Region treasurer from the requesting Intergroups by October 1. The applications will be reviewed by the Budget, Finance and Delegate Support committee before Assembly, and they will make recommendations to the board at the first board meeting after Assembly. The Intergroups that applied will be notified immediately. The Region One Board may waive the deadlines if needed.
- 5.4.2.4. To determine the support to be awarded, the Region One Treasurer will inform the Budget, Finance and Delegate Support committee of the fund's budget and add to that any specific donations.
- 5.4.2.5. Where multiple requests are received and funds allow, support for WSBC delegates shall be awarded as follows:
  - 5.4.2.5.1. First: To new Intergroups or Intergroups that have never sent delegates to WSBC.
  - 5.4.2.5.2. Second: To Intergroups that have not sent delegates to WSBC in the last five years.
  - 5.4.2.5.3. Third: To Intergroups that have sent delegates to WSBC in the past five years.
- 5.4.2.6. In the spirit of Seventh Tradition self-support, it is requested that – where feasible – each applicant intergroup provide *some* portion of the delegate expenses from their available treasury, and/or offer to conduct a fundraising event within their larger service body to help defray their Conference delegate expenses.

#### **5.5. PUBLIC INFORMATION/PROFESSIONAL OUTREACH GRANTS**

- 5.5.1. The Region One budget shall include a line item for Public Information grants, the amount to be voted on at each year's Assembly.
- 5.5.2. A single Intergroup, or coalition of Intergroups (service bodies), may make application for grant funds by submitting a request for such funds through the Public Information/Professional Outreach Committee.
- 5.5.3. Proposals shall be in accordance with the Twelve Steps and Twelve Traditions of Overeaters Anonymous.
- 5.5.4. Written proposals shall be submitted to the Public Information/Professional Outreach Committee and must include the following:
  - 5.5.4.1. The identity of the proposing service bodies, including the signature of the Chair(s) and contact information for the person responsible for the project.
  - 5.5.4.2. A complete description of the proposed project, including how the proposal was developed, any research done on locations, demographics, and prices.
  - 5.5.4.3. The target audience and projected number of people to be reached.
  - 5.5.4.4. The projected total cost of the project, including direct and indirect costs, the amount the service body intends to cover or receive from other sources, and the amount of the grant requested.
  - 5.5.4.5. A projected timeline, including the starting and proposed ending date of the project.
  - 5.5.4.6. A proposed method of measuring results.
  - 5.5.4.7. Whether any of the project materials may be useful for other Region One service bodies.
- 5.5.5. When written proposals are approved by the Public Information/ Professional Outreach Committee, they will be forwarded to the Treasurer.

- 5.5.5.1. Requests of under \$200 which fall within the line item budget for Public Information/ Professional Outreach grants may be approved by the Treasurer.
- 5.5.5.2. Requests of over \$200, or if the request would exceed the budgeted amount for Public Information grants, shall be forwarded to the Board for approval, and, if necessary, a budget override.
- 5.5.5.3. Receipts for all monies spent shall be forwarded to the Treasurer in accordance with Region One policies.
- 5.5.6. The project's Chair will keep the Public Information/Professional Outreach Chair advised of the progress and status of the project. The Public Information/ Professional Outreach Chair will include this information in their quarterly reports to the Board. Within 30 days of the close of the project, a final report shall be submitted to the Public Information/Professional Outreach Chair and the Board, and all remaining funds will be returned to the Region One treasury.
- 5.6. REIMBURSEMENT:**
  - 5.6.1. Reimbursement forms accompanied by related receipts shall be submitted to the Treasurer, except that the Treasurer shall submit their own reimbursement requests to the Chair. The Treasurer shall approve reimbursements and issue checks according to the following guidelines:
    - 5.6.1.1. Board members and Committees shall be reimbursed for their reasonable expenses in performing their designated duties. Board members and Committees shall attempt to use the most cost effective means of performing their duties.
    - 5.6.1.2. Board members: travel shall be reimbursed at:
      - 5.6.1.2.1. actual cost; or
      - 5.6.1.2.2. the IRS charitable volunteer mileage reimbursement rate.
    - 5.6.1.3. Lodging shall be reimbursed at double occupancy, unless reasonable circumstances deem otherwise. If rooms are shared with persons not eligible for reimbursement, Region One will reimburse only the Board member's share of the lodging.
    - 5.6.1.4. Up to five nights lodging shall be reimbursed for Assembly/Convention for all current Board members. Newly elected Board members may apply for reimbursement if not already funded by another service body. The Chair, or his/her designee, may be reimbursed for an additional night of lodging at single occupancy if deemed necessary by the Board.
    - 5.6.1.5. Committees shall submit requests for reimbursement to their liaison Board member. The Board member shall forward approved requests for reimbursement to the Treasurer.
  - 5.6.2. Board nominees who are not current Region 1 Representatives may request funding to attend Assembly as follows:
    - 5.6.2.1. Applicant is not presently funded by another service body
    - 5.6.2.2. Applicant does service at Assembly as assigned by the Region 1 Board and policy manual
    - 5.6.2.3. Region 1 will pay for two nights' lodging at half the daily room rate based on double occupancy, and the cost of Assembly registration. Transportation and meals will be compensated on a receipted basis by the Treasurer
    - 5.6.2.4. Deadline for application for funding is sixty (60) days prior to Assembly.
  - 5.6.3. A Board or committee member may request an advance for anticipated expenditures. When the expenditure is made, the related receipts must be forwarded to the Treasurer.

- 5.6.4. If an advance or other prepaid funds are not used for the purpose intended, any funds not used for Region One business shall be returned to Region One. This requirement may be waived if the Board deems the reason the funds were not used for their intended purpose was an emergency.
- 5.6.5. If the Treasurer does not approve a request for reimbursement, either because it is inconsistent with the Region One Policies or because it is not deemed reasonable, the person requesting reimbursement may ask for a decision from the Board. If the member is not satisfied with the decision of the Board, the decision may be brought before the Assembly. At the Treasurer's discretion, advances may be made to cover the portion of the reimbursement that is not under appeal.
- 5.6.6. When Region One elects to send and finance regional delegates to the World Service Business Conference, the selected delegates shall follow the same usage and reimbursement policies and procedures as those stated above for Region Board and committee members. Region One Delegates to WSBC may be compensated for up to four nights lodging at double occupancy.

## **6. REGION ONE ASSEMBLY**

### **6.1. REPORTS:**

- 6.1.1. Each Committee, Intergroup Chair, and Board Member is expected to prepare a report for Assembly. Each report shall include the author's name and date of report. Reports are to be submitted electronically in Word format. When the call for reports is made before Assembly, it would be helpful to the committees if this language is included in the request.

### **6.2. NOMINATIONS:**

- 6.2.1. The written applications of those nominated for Region One positions shall be printed and included in the Assembly notebook if they are received at least thirty (30) days before Assembly. Any nominees applying for a position later than that are responsible for providing a copy of their written application to each member of the Assembly. Applicants may contact the Nomination Chair concerning disbursement of copies.
- 6.2.2. Voting procedures and guidelines shall be included in the Assembly notebook.

### **6.3. MOTIONS:**

- 6.3.1. The Bylaws committee shall create and provide a form for submitting main motions to the Assembly. Main motions, as described in Robert's Rules of Order Newly Revised, are those motions that bring business before the Assembly. These include policy and bylaw changes, and requests for Region One to take action.
- 6.3.2. The Bylaws committee shall send to each Intergroup and Committee Chair a copy of the motion form at least one hundred twenty (120) days prior to the start of the annual Assembly. This communication may be electronic and shall include a copy of the Region One Policies and Procedures and a copy of the Region One Bylaws.
- 6.3.3. Intergroups and committees shall use the form to submit main motions to the Bylaws committee or the Region One Board sixty (60) days prior to Assembly in order to be included in the notebook.
- 6.3.4. Main motions must be provided electronically to Representatives thirty (30) days prior to the Assembly.
- 6.3.5. Main motions may also be made from the floor by Board members, registered Representatives, and committees.
- 6.3.6. Motions may be ruled out of order by the Region One Chair at the Assembly. Any voting member may appeal the Chair's decision if this occurs. If the Chair determines that the



motion is out of order, and that determination is challenged, the conflict is resolved by balloting the Assembly Representatives.

- 6.3.7. Emergency New Business motions are matters of an urgent nature that, if not acted upon before the end of the Assembly, might have a detrimental effect on the welfare of the Assembly or Region One. Such motions shall be submitted to the Board and considered for discussion by an Emergency New Business committee established by the Region One Chair, subject to the rules of the Assembly.

## **7. REGION ONE REPRESENTATIVES**

- 7.1. **EACH REPRESENTATIVE SHALL COMPLETE THE ONLINE ASSEMBLY REGISTRATION FORM** at least forty-five (45) days prior to Assembly and affirm election by his or her service body. The Region One Board may waive this deadline if deemed necessary. The Representative will indicate Committee assignment preferences by completing a survey provided electronically prior to Assembly.
- 7.2. **DURING THE ASSEMBLY, REPRESENTATIVES SHALL:**
  - 7.2.1. Attend all business sessions, arriving on time, as required for voting.
  - 7.2.2. Participate in meetings of their assigned committee, creating an agenda and setting goals for the coming year.
  - 7.2.3. Complete the Assembly evaluation form included in the Assembly notebook.
- 7.3. **AFTER ASSEMBLY, REPRESENTATIVE SHALL:**
  - 7.3.1. Report on the Assembly proceedings orally and/or in writing to the Intergroup and to individual groups whenever possible, encouraging others to become involved in Region One service.
  - 7.3.2. Keep in contact with their assigned committee, fulfilling the agreed-upon committee assignments for the year.
- 7.4. **AS TIME ALLOWS, REPRESENTATIVES ARE ENCOURAGED TO:**
  - 7.4.1. Write articles for their Intergroup or Region One publications and World Service publications.
  - 7.4.2. Lead workshops, as arranged by the Intergroup or Region One.
  - 7.4.3. Provide assistance to the Board as may be requested from time to time.

## **8. REGION ONE CONVENTION**

- 7.5. **HOTEL**
  - 7.5.1. When an Intergroup is awarded the bid to host a Region One Convention, it shall submit a list of possible hotel sites and dates available at the next regularly scheduled Board meeting. The Board shall vote and give the committee their first three choices. The Convention Committee shall have the final selection from those three choices.
  - 7.5.2. The complimentary rooms received from the hotel will be used in the following manner: The first room used as a hospitality room. A decision on the disposition of additional complimentary rooms will be cleared through the Vice Chair.
  - 7.5.3. Consideration of holidays shall be taken into account when scheduling Region One events and dates shall be approved by the Vice Chair. The Canadian Thanksgiving is on the second Monday in October.
- 7.6. **WAYS AND MEANS**
  - 7.6.1. Sales of Ways and Means items during the Region One Convention are restricted to items offered by the Region One Board and the hosting Intergroup(s).
  - 7.6.2. When Region One funds are used to buy Ways and Means items for Region One Convention, all profits on the sale of those items shall go to Region One.

- 7.6.3. The hosting Intergroup(s) may choose to purchase and sell Ways and Means items at the Region One Convention; ten (10) percent of the profits on the sale of those items shall go to Region One.
- 7.6.4. The hosting Intergroup(s) shall present for approval a Ways and Means plan before the March Board meeting preceding the Convention, specifying the proposed source of funds for each item. Region Board approval is required before Region One funds are spent.
- 7.6.5. The Region One Board may conduct raffle fundraisers in relation to the convention that include, but are not limited to, an Annual Convention Raffle, and a 50/50 raffle. Particulars of each fundraiser may be modified at the board's discretion up to the point at which the fundraising effort commences.

## **7.7. REGISTRATION**

### **7.7.1. Fees and Scholarships**

- 7.7.1.1. The annual Region One Convention will have a set registration fees. All OA members attending are expected to pay the set registration fee.
- 7.7.1.2. Newcomers, defined as any OA member who joined OA after the end of the previous Region One Convention, and members' non-member guests shall pay no registration fees.
- 7.7.1.3. Any member who wishes to attend and, because of personal finances cannot pay the full fee, must go through the Vice Chair or designated members of the Convention committee to seek a partial registration scholarship of a fee reduction for admittance to topics, workshops, and speaker sessions.
  - 7.7.1.3.1. Registration scholarships in the amount of half of the set registration fee will be awarded as scholarship funds are available. Scholarships are awarded directly by the Convention Committee. The Convention Committee will encourage all OA Members to make a donation to the scholarship fund.
  - 7.7.1.3.2. In the event that no scholarship funds are available and cannot be raised, the Vice Chair may approve a registration fee reduction to ensure that no OA member is turned away from attending the topics, workshops, or speaker sessions because of lack of funds.
- 7.7.1.4. Records of all scholarships and reduced fees are to be kept as part of registration tracking.

### **7.7.2. Registration Forms**

- 7.7.2.1. Posters, flyers and registration forms for Region One events shall not include the name of the speaker(s).
- 7.7.2.2. The registration and meal costs shall have two columns on the registration forms, one column for U.S. funds and another column for the equivalent in Canadian funds.
- 7.7.2.3. The Vice Chair must approve the flyers before printing.
- 7.7.2.4. Printed and online registration forms are to be available:
  - 7.7.2.4.1. At least six months prior to Convention and in time for World Service Business Conference (WSBC).
- 7.7.2.5. A registration form shall:
  - 7.7.2.5.1. be filled out for every person attending.
  - 7.7.2.5.2. have a number assigned to it.
  - 7.7.2.5.3. be accounted for on a master list.

## **7.8. PROGRAM**

### **7.8.1. Keynote Speaker Selection**

- 7.8.1.1. The Region One Board shall submit an unranked list of at least six (6) possible keynote speakers to the Convention Committee by July 30th of the year prior to Convention for the Committee to research. The Convention Committee may add additional speakers to the list for consideration.
- 7.8.1.2. The Convention Committee shall submit an unranked list of possible keynote speakers of no more than five (5) names to the Board by the January Board meeting. The list shall include at least two (2) choices from the list of names provided by the Board. The Board shall give the Convention Committee an unranked list of three (3) choices from the list of five (5) and leave the final decision from this list up to the Convention Committee.
- 7.8.1.3. The Convention Committee, from this list of three, shall ask a second speaker to keep the Convention date open in case of cancellation by the first speaker.
- 7.8.1.4. All Convention keynote speakers shall have at least five (5) years of current, continuous abstinence.
- 7.8.1.5. No Region One Convention keynote speaker shall be considered again for five (5) years.
- 7.8.1.6. Cost effectiveness shall be taken into consideration in selecting speakers.
- 7.8.2. Topic/Speakers
  - 7.8.2.1. Region One Convention will have only Overeaters Anonymous speakers. Only OA-Approved literature or media may be displayed. No other twelve-step meeting shall be listed on the program.
  - 7.8.2.2. The Region One Convention shall provide meeting space for OA impromptu meetings. Final approval for meetings must be from the Convention Chair, the Chair of Region One, or the Region One Trustee. Topics will be approved only if they are in keeping with the OA traditions. In keeping with Tradition Three, special focus meetings are open to all OA members.

## 7.9. FINANCES

- 7.9.1. Convention finances shall be managed in accordance with Region One Policies, as defined in Section 5 – BUDGET AND FINANCE, except that reimbursement requests for expenses shall be submitted to Region One Vice-Chair for approval and payment.
- 7.9.2. The hosting Intergroup(s) shall present a budget for approval before or at the March Board meeting preceding the Convention.
- 7.9.3. All proceeds, books, supporting documents, and receipts shall be remitted to the Region One Treasurer within thirty (30) days of the close of Convention.
- 7.9.4. Any outstanding invoices and/or receipts after that thirty (30) day period shall be sent directly to the Region One Treasurer for payment and/or reimbursement at the discretion of the Board. No reimbursements shall be made after the Convention Audit is completed.

## 7.10. MISCELLANEOUS

- 7.10.1. The Convention Chair shall submit a written Convention report before each Board meeting during the year before the Convention. Final reports from the Chair and committees are to be submitted before the January Board meeting after Convention. These reports may be included as a part of the Vice Chair's report.
- 7.10.2. The Convention Chair shall be reimbursed for lodging and per diem, consistent with the Board policy on expenses, for the actual Convention days, Friday afternoon from the opening of registration through the Sunday closing ceremony of Convention.

## NOTES

# Section 5:

## Motions to Assembly 2022

## NOTES

## **2022 Region One Assembly Consent Agenda**

As per the Region One Virtual Assembly Standing Rules, item #16:

There will be a Consent Agenda consisting of routine or non-controversial matters. The Chair will determine the matters that will be placed on the Consent Agenda. Any voting member may request that an item from the Consent Agenda be considered separately. The Consent Agenda shall require a two-thirds vote for adoption.

The Chair has determined that the following items are on the Consent Agenda for this year's Region One Assembly:

Bylaws Motions: BL-1, BL-2, BL-3

Policy Motions: P-1, P-2, P-3, P-5, P-6, P-7

## OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

### MOTION BL-1 (on Consent Agenda)

Move to amend Bylaws Article III MEMBERSHIP, Section 3 MEMBERSHIP OF THE ASSEMBLY, by striking and inserting, as follows:

CURRENT WORDING	PROPOSED WORDING
<p>Article III – Membership Section 3 – Membership of the Assembly:</p> <p>A. Members of the Region One Assembly, who have voice and vote include:</p> <ol style="list-style-type: none"> <li>1. Region One Board members,</li> <li>2. Representatives from each member Intergroup, and a</li> <li>3. Representative of any unaffiliated group.</li> </ol> <p>B. Members with voice but no vote include:</p> <ol style="list-style-type: none"> <li>1. Intergroup Chairs</li> <li>2. Regional Representative alternates</li> <li>3. Region One World Service Trustee</li> <li>4. General Service Trustees who reside in Region One</li> <li>5. Committee Chairs.</li> </ol> <p>C. Any OA member may attend to observe and may provide information when recognized by the presiding officer.</p> <p>D. Visiting non-OA members may attend at the discretion of the presiding officer, but may not participate in discussion.</p> <p>Motions may be made at the Assembly by Region One Intergroup Representatives, Board Members and Committee Chairs.</p>	<p>Article III – Membership Section 3 – Membership of the Assembly:</p> <p>A. Members of the Region One Assembly, who have voice and vote include:</p> <ol style="list-style-type: none"> <li>1. Region One Board members,</li> <li>2. Representatives from each member Intergroup, and a</li> <li>3. Representative of any unaffiliated group.</li> </ol> <p>B. Members with voice but no vote include:</p> <ol style="list-style-type: none"> <li>1. Intergroup Chairs</li> <li>2. Regional Representative alternates</li> <li>3. <del>Region One</del> World Service Trustee <u>Liaison to Region One</u></li> <li>4. <del>General Service</del> <u>Other World Service</u> Trustees who reside in Region One</li> <li>5. <u>Outgoing</u> Committee Chairs <u>not attending as an Assembly Representative</u>.</li> </ol> <p>C. Any OA member may attend to observe and may provide information when recognized by the presiding officer.</p> <p>D. Visiting non-OA members may attend at the discretion of the presiding officer, but may not participate in discussion.</p> <p>Motions may be made at the Assembly by Region One Intergroup Representatives, Board Members and Committee Chairs.</p>

**SUBMITTED BY:** Laurie H. – Region One Bylaws Team

**INTENT:** Change the Bylaw to clarify who has membership, voice and vote at Assembly.

**IMPLEMENTATION:** Change the Bylaw.

**COST:** None.

**RATIONALE:** We need to update this Bylaw to reflect changes made at World Service Business Conference (WSBC) 2022. The OA Board of Trustees has been restructured, and there are no longer “Region” Trustees or “General Service” Trustees. Each Region will be assigned a Trustee Liaison. The motion also clarifies that outgoing committee chairs have voice but not vote at the Assembly. The current wording implies that if someone is a committee chair, they would lose their voting privileges at Assembly, even if they were a Representative.



# OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

## MOTION BL-2 (on Consent Agenda)

Move to amend Bylaws Article V, REGION ONE BOARD, by striking and inserting, as follows:

CURRENT WORDING	PROPOSED WORDING
<p>Article V – Region One Board</p> <p>Section 1 – The Region One Board shall consist of the following:</p> <ul style="list-style-type: none"> <li>A. Members with voice and vote: Chair, First Vice-Chair, Second Vice-Chair, Secretary, Treasurer, Technology Coordinator, and Member at Large;</li> <li>B. Members with voice, but no vote: The Region One Trustee.</li> </ul> <p>Section 2 – Nominations:</p> <ul style="list-style-type: none"> <li>A. All Intergroups shall be notified seventy-five (75) days prior to Assembly of offices to be filled.</li> <li>B. Applicants may submit an application to the Region One Board or Nominations Committee at any time prior to the election.</li> <li>C. Each voting member of the Assembly shall have the right to make nominations from the floor. Those so nominated shall submit an application prior to the election at a time to be determined by the Board.</li> <li>D. Candidates for office shall be available in for questioning by the members of the Assembly prior to the election at a time and method to be determined by the Board.</li> </ul> <p>Section 3 – Qualifications for election: To be qualified for election, a person must:</p> <ul style="list-style-type: none"> <li>A. Be a member of Overeaters Anonymous within the geographical boundaries of Region One.</li> <li>B. Be working the Twelve Step program to the best of his/her ability and have taken the Fifth Step.</li> <li>C. Be familiar with the Twelve Traditions of Overeaters Anonymous and the Twelve Concepts of OA Service.</li> <li>D. Be presently abstaining from compulsive overeating for at least one (1) year</li> <li>E. Have two years of service to Overeaters</li> </ul>	<p>Article V – Region One Board</p> <p>Section 1 – The Region One Board shall consist of the following:</p> <ul style="list-style-type: none"> <li>A. Members with voice and vote: Chair, First Vice-Chair, Second Vice-Chair, Secretary, Treasurer, Technology Coordinator, and Member at Large;</li> <li>B. Members with voice, but no vote: The <del>Region One</del> <u>World Service Trustee Liaison to Region One</u>.</li> </ul> <p>Section 2 – Nominations <u>(non-Trustee)</u>:</p> <ul style="list-style-type: none"> <li>A. All Intergroups <u>and unaffiliated groups</u> shall be notified <u>of offices to be filled at least</u> seventy-five (75) days prior to Assembly <del>of offices to be filled</del>.</li> <li>B. Applicants may submit an application to the Region One Board or Nominations Committee at any time prior to the election.</li> <li>C. Each voting member of the Assembly shall have the right to make nominations from the floor. Those so nominated shall submit an application prior to the election at a time to be determined by the Board.</li> <li>D. Candidates for office shall be available <del>in</del> for questioning by the members of the Assembly prior to the election at a time and method to be determined by the Board.</li> </ul> <p>Section 3 – Qualifications for election <u>(non-Trustee)</u>: To be qualified for election, a person must:</p> <ul style="list-style-type: none"> <li>A. Be a member of Overeaters Anonymous within the geographical boundaries of Region One.</li> <li>B. Be working the Twelve Step program to the best of <del>his/her</del> <u>their</u> ability and have taken the Fifth Step.</li> <li>C. Be familiar with the Twelve Traditions of Overeaters Anonymous and the Twelve Concepts of OA Service.</li> <li>D. Be presently abstaining from compulsive <del>overeating</del> for at least one (1) year.</li> </ul>

<p>Anonymous beyond the group level, if a member of an Intergroup.</p> <p>F. Be proficient in using various software and digital platforms that the Board utilizes to conduct its day-to- day business, or be willing to learn how to use them.</p> <p>Section 4 – Method of elections:</p> <p>A. Elections shall be held annually at a meeting specified for that purpose.</p> <p>B. To be eligible for election, a nominee must:</p> <ol style="list-style-type: none"> <li>1. Meet all qualifications as defined in Article V, Section 3.</li> <li>2. Understand responsibilities of the position as defined in Article VII, and as defined in the Region One Job Descriptions.</li> </ol> <p>C. In order to be elected to membership on the Region One Board, a nominee must consent to serve in that position and must receive a majority vote of the Region Representatives and voting members of the Region One Board present and voting.</p> <p>D. If two (2) or more ballots are necessary for any position, the nominees receiving less than one-fourth of the total vote will be withdrawn automatically on succeeding ballots except that the top two (2) nominees must remain. If no nominee has less than one-fourth of the votes, the nominee with the lowest number of votes shall be dropped from the ballot.</p> <p>Section 5 – Terms of Office:</p> <p>A. Board members shall be elected to serve for a period of two years and until their successors are elected.</p> <ol style="list-style-type: none"> <li>1. In even-numbered years, elections by ballot shall be held for First Vice-Chair, Secretary, and Technology Coordinator. In odd-numbered years, elections by ballot shall be held for Chair, Second Vice-Chair, Treasurer and Member at Large.</li> <li>2. Newly elected officers shall take office at the close of the Region One Assembly at which they are elected.</li> </ol> <p>B. Board members shall serve no more than two (2) full consecutive terms in any one Board position.</p>	<p>E. Have two years of service to Overeaters Anonymous beyond the group level, if a member of an Intergroup.</p> <p>F. Be proficient in using various software and digital platforms that the Board utilizes to conduct its day-to- day business, or be willing to learn how to use them.</p> <p>Section 4 – Method of elections <u>(non-Trustee)</u>:</p> <p>A. Elections shall be held annually at a meeting specified for that purpose.</p> <p>B. To be eligible for election, a nominee must:</p> <ol style="list-style-type: none"> <li>1. Meet all qualifications as defined in Article V, Section 3.</li> <li>2. Understand responsibilities of the position as defined in Article VII, and as defined in the Region One <u>Policies</u> Job Descriptions.</li> </ol> <p>C. <del>In order to be elected to membership on the Region One Board, a nominee must consent to serve in that position and must receive a majority vote of the Region Representatives and voting members of the Region One Board present and voting</del> <u>voting members at the Assembly.</u></p> <p>D. If two (2) or more ballots are necessary for any position, <del>the</del> nominees receiving less than one-fourth of the total vote will be withdrawn <del>automatically</del> on succeeding ballots, except that the top two (2) nominees must remain <u>on the ballot</u>. If no nominee has less than one-fourth of the votes, the nominee with the lowest number of votes shall be dropped from the ballot.</p> <p>Section 5 – Terms of Office <u>(non-Trustee)</u>:</p> <p>A. Board members shall be elected to serve for a period of two years and until their successors are elected.</p> <ol style="list-style-type: none"> <li>1. In even-numbered years, elections by ballot shall be held for First Vice-Chair, Secretary, and Technology Coordinator. In odd-numbered years, elections by ballot shall be held for Chair, Second Vice-Chair, Treasurer and Member at Large.</li> <li>2. Newly elected officers shall take office at the close of the <del>Region One</del> Assembly at which they are elected.</li> </ol> <p>B. Board members shall serve no more than two (2) full consecutive terms in any one Board position.</p>
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<p>C. After an interval of one year, members may again be eligible for election to their prior Board position.</p> <p>D. Upon election to the Board, members shall cease to be a Region Representative for their Intergroup.</p> <p>Section 6 – Vacancies:</p> <p>A. A vacancy on the Board, other than Chair, may be filled by a majority vote of the Board until the next Assembly, at which time the Assembly will elect that position’s unexpired term.</p> <p>B. If the position of Chair is vacated, then the First Vice-Chair will automatically fill the Chair’s unexpired term. If the First Vice-Chair does not accept the position of Chair, then the First Vice-Chair retains the position of First Vice-Chair and the Board will appoint a new Chair in accordance with Article V, Section 6(A).</p> <p>C. No member may hold more than one Board position at the same time. Any present Board member who is either elected to another Board position or has automatically filled another Board position is assumed to have relinquished the former position. A vacancy is then declared for the relinquished position, to be filled in accordance with Article V, Section 6(A).</p>	<p>C. After an interval of one year, members may again be eligible for election to their prior Board position.</p> <p>D. Upon election to the Board, members shall cease to be a Region Representative for their Intergroup.</p> <p>Section 6 – Vacancies (<u>non-Trustee</u>):</p> <p>A. A vacancy on the Board, other than Chair, may be filled by a majority vote of the Board until the next Assembly, at which time the Assembly will elect that position’s unexpired term.</p> <p>B. If the position of Chair is vacated, then the First Vice-Chair will automatically fill the Chair’s unexpired term. If the First Vice-Chair does not accept the position of Chair, then the First Vice-Chair retains the position of First Vice-Chair and the Board will appoint a new Chair in accordance with Article V, Section 6(A).</p> <p>C. No member may hold more than one Board position at the same time. Any present Board member who is either elected to another Board position or has automatically filled another Board position is assumed to have relinquished the former position. A vacancy is then declared for the relinquished position, to be filled in accordance with Article V, Section 6(A).</p>
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**SUBMITTED BY:** Laurie H. – Region One Bylaws Team

**INTENT:** Update the Bylaw.

**IMPLEMENTATION:** Change the Bylaws document.

**COST:** None.

**RATIONALE:** We need to update this Bylaw to reflect changes made at World Service Business Conference (WSBC) 2022. The OA Board of Trustees has been restructured, and there are no longer “Region” Trustees or “General Service” Trustees. Each Region will be assigned a Trustee Liaison. The motion also clarifies that qualifications, nomination, election, and terms of office listed in this section of the Bylaws do not apply to Trustees; those qualifications can be found in the OA World Service Bylaws

## OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

### MOTION BL-3 (on Consent Agenda)

Move to amend Bylaw Article VIII, REGION ONE TRUSTEE, by striking and inserting, as follows:

CURRENT WORDING	PROPOSED WORDING
<p>Article VIII – Region One Trustee Section 1 Region One applicants for Trustee Nominee(s) shall prepare an application in accordance with World Service Business Conference requirements, which shall be presented to the Board or Nominations Committee forty-five days before Assembly.</p>	<p>Article VIII – <del>Region One</del> Trustee Nominees Section 1 - <u>Applications</u> <del>Region One a</del> Applicants for Trustee Nominee(s) shall prepare an application in accordance with World Service Business Conference requirements, which shall be presented to the Board or Nominations Committee <u>at least</u> forty-five <u>(45)</u> days before Assembly. <u>Nominations may also be made from the floor at Assembly before the close of nominations listed on the Assembly agenda.</u></p>
<p>Section 2 Applicants must be present at the time of the nomination and present a three-minute qualifying talk.</p>	<p>Section 2 – <u>Qualifying Talk at Assembly</u> Applicants must be present at the time of the <del>nomination</del> <u>Assembly to and</u> present a three <u>(3)</u> minute qualifying talk <u>and answer questions from members of the Assembly.</u></p>
<p>Section 3 A majority vote shall be required for election as Trustee nominee(s). If two (2) or more ballots are necessary, the nominee receiving the least number of votes on the previous ballot will be dropped from succeeding ballots.</p>	<p>Section 3 – <u>Selection of Trustee Nominee(s)</u> A majority vote <u>of the Assembly</u> shall be required for <del>election as</del> <u>selection of</u> Trustee nominee(s) <u>by Region One. Region One may put forward up to three (3) Trustee nominees to stand for election at the next World Service Business Conference. If two (2) or more ballots are necessary, the nominee receiving the least number of votes on the previous ballot will be dropped from succeeding ballots.</u></p>
<p>Section 4 A. When no application for Region One Trustee has been received by the time WSBC nominations are due, or else the position falls vacant beyond the deadline for application submittal, the following actions will be taken to fill the position of Region One Trustee: The Region One Board will solicit applications from Region One Intergroups and members. B. The Region One Board will consider only those applicants meeting all requirements for Region Trustee as outlined in the Bylaws of Overeaters Anonymous, Inc., Subpart B, Article IX, Section 4. C. A majority vote of the Region One Board will</p>	<p>Section 4 – <u>Trustee Vacancies</u> <del>A. When no application for Region One Trustee has been received by the time WSBC nominations are due, or else the position falls vacant beyond the deadline for application submittal, the following actions will be taken to fill the position of Region One Trustee: The Region One Board will solicit applications from Region One Intergroups and members.</del> <del>B. The Region One Board will consider only those applicants meeting all requirements for Region Trustee as outlined in the Bylaws of Overeaters Anonymous, Inc., Subpart B, Article IX, Section 4.</del> <del>C. A majority vote of the Region One Board will constitute affirmation and nomination of the</del></p>

<p>constitute affirmation and nomination of the applicant(s).</p> <p>D. The Region One Board shall notify all Region One Intergroups, the Board of Trustees, and the World Service Office.</p>	<p><del>applicant(s).</del></p> <p><del>D. The Region One Board shall notify all Region One Intergroups, the Board of Trustees, and the World Service Office.</del></p> <p><u>If a vacancy has been declared on the Board of Trustees beyond the deadline for submitting applications for World Service Business Conference, the following actions shall be taken by the Region One Board to assist in filling vacant Trustee position(s).</u></p> <ol style="list-style-type: none"> <li><u>1. The Region One Board shall notify all Region One Intergroups and unaffiliated groups of the vacancy, soliciting applications from Region One Intergroups and members.</u></li> <li><u>2. The Region One Board will consider only those applications meeting all requirements for Trustee as outlined in the Bylaws of Overeaters Anonymous, Inc. Subpart B, Article VII, Section 4.</u></li> <li><u>3. A majority vote of the Region One Board will constitute affirmation of Trustee nominee(s).</u></li> <li><u>4. The Region One Board shall notify all Region One Intergroups and unaffiliated groups, the Board of Trustees, and the World Service Office of Trustee nominees it has affirmed.</u></li> </ol>
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**SUBMITTED BY:** Laurie H. – Region One Bylaws Team

**INTENT:** Change the Bylaw.

**IMPLEMENTATION:** Update the Bylaws document.

**COST:** None.

**RATIONALE:** We need to update this Bylaw to reflect changes made at World Service Business Conference (WSBC) 2022. The motion also clarifies the process for affirming trustee nominees at Assembly and helping fill vacancies on the Board of Trustees.

## OCTOBER 2022 PROPOSED MOTION TO REGION ONE ASSEMBLY

### MOTION BL-4

Move to amend Bylaw Article XIV, Section 2 by striking and inserting the following:

CURRENT WORDING	PROPOSED WORDING
Article XIV	Article XIV
Section 2	Section 2
Editorial changes shall be made by the Bylaws Committee which do not alter the meaning of any bylaws but clarify the wording to bring the bylaws and Articles of Incorporation into conformity. A written report of such editorial changes shall be given to Assembly Representatives.	Editorial changes shall be made by the Bylaws Committee which do not alter the meaning of any bylaws but clarify the wording <del>to</del> <u>or</u> bring the bylaws and Articles of Incorporation into conformity. A written report of such editorial changes shall be given to Assembly Representatives.

**SUBMITTED BY:** Rosanne K. - R1 Bylaws Team

**INTENT:** Clarify the intent and meaning of the Bylaw and bring it into sync with WSBC Bylaws.

**IMPLEMENTATION:** Correct the Bylaw on the website.

**COST:** None.

**RATIONALE:** The Bylaws Team has been hampered in its effort to make the Bylaws more understandable. For example, we are unable to correct grammar and typos because there is no clear Bylaw permitting it. Proposed wording matches wording of OA World Service Bylaws.

# OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

## MOTION BL-5

Move to amend Bylaw Article XVI DISSOLUTION Section 1 by striking and inserting the following:

CURRENT WORDING	PROPOSED WORDING
Article XVI – Dissolution	Article XVI – Dissolution
Section 1	Section 1
Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to the World Service Office of Overeaters Anonymous or to a non-profit fund, association, foundation or corporation, which is organized and operated exclusively for charitable, education, religious, and/or scientific purposes and which has established its tax - exempt status under Section 501(c) (3) of the Internal Revenue Code.	<del>Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to the World Service Office of Overeaters Anonymous or to a non-profit fund, association, foundation or corporation, which is organized and operated exclusively for charitable, education, religious, and/or scientific purposes and which has established its tax - exempt status under Section 501(c) (3) of the Internal Revenue Code.</del>  <u>Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to the Intergroups of Region One. If no such Intergroups exist, funds shall be distributed to the World Service Office of Overeaters Anonymous.</u>  <u>In the event no Overeaters Anonymous service body exists, the remaining assets shall be distributed to another non-profit group organized and operated exclusively for educational purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal revenue Code of the USA.</u>
Section 2	Section 2
No part of the net earnings of this association shall ever inure to or be used for the benefit of, or be distributed to, its members, trustees, officers, or other private person, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.	No part of the net earnings of this association shall ever inure to or be used for the benefit of, or be distributed to, its members, trustees, officers, or other private person, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.

**SUBMITTED BY:** Bev S. - R1 Bylaws Committee

**INTENT:** To have funds that are collected from Region One members, to stay within Region One after dissolution.

**IMPLEMENTATION:** Update Bylaws.

**COST:** None

**RATIONALE:** The majority of Region One's funds are collected from Intergroups and meetings that are part those intergroups in Region One. If dissolution were to ever happen to the Region, funds should be returned to those Intergroups so that they can continue to support their meetings.



## OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

### MOTION P-1 (on Consent Agenda)

Move to amend Policy 5.2 BUDGET; subpart 5.2.7, by striking and inserting as follows:

CURRENT WORDING	PROPOSED WORDING
<p>5.2 BUDGET</p> <p>5.2.7. Region One shall provide for sending two of its officers to each World Service Business Conference as follows:</p> <p>5.2.7.1. The Region One Chair, or if not available, the next available officer as designated below in (5.2.7.3), who shall register as a WSBC Delegate and represent Region One on the Region Chairs Committee and at any other Region Chair activities at the WSBC, and</p> <p>5.2.7.2. The next available officer as designated below in (5.2.7.3), who is eligible to be registered as a delegate from their intergroup shall assume the duties of the officer listed above in (5.2.7.1) if that officer is unavailable and/or unable to carry out those duties.</p> <p>In such a case where WSBC designates this region as being eligible to send another Region One Delegate to the next WSBC, the second board member sent shall fulfill that position as a voting delegate. If no officer is eligible to serve as a delegate from their intergroup (or when appropriate a Region Delegate) to the WSBC, the officer will register as an Alternate Delegate.</p> <p>5.2.7.3. The order of the officers will be the following: Chair, Vice Chair, Secretary, Treasurer, Technology Coordinator, and Member at Large.</p> <p>5.2.7.4. Funds available for sending these officers shall be listed in a separate line item in the budget as "WSBC Representation."</p>	<p>5.2 BUDGET</p> <p>5.2.7. Region One shall provide for sending two of its officers to each World Service Business Conference as follows:</p> <p>5.2.7.1. The Region One Chair, or if not available, the next available officer as designated below in (5.2.7.3), who shall register as a WSBC Delegate and represent Region One on the Region Chairs Committee and at any other Region Chair activities at the WSBC, and</p> <p>5.2.7.2. The next available officer as designated below in (5.2.7.3), who is eligible to be registered as a delegate from their intergroup shall assume the duties of the officer listed above in (5.2.7.1) if that officer is unavailable and/or unable to carry out those duties.</p> <p>In such a case where WSBC designates this region as being eligible to send another Region One Delegate to the next WSBC, the second board member sent shall fulfill that position as a voting delegate. If no officer is eligible to serve as a delegate from their intergroup (or when appropriate a Region Delegate) to the WSBC, the officer will register as an Alternate Delegate.</p> <p>5.2.7.3. The order of the officers will be the following: Chair, <u>First</u> Vice Chair, <u>Second Vice Chair</u>, Secretary, Treasurer, Technology Coordinator, and Member at Large.</p> <p>5.2.7.4. Funds available for sending these officers shall be listed in a separate line item in the budget as "WSBC Representation."</p>

**SUBMITTED BY:** Bev S. - Region One Bylaws Team

**IMPLEMENTATION:** Update the Policy document.

**RATIONALE:** Update Policies to reflect changes to Vice Chair position splitting into two positions at 2020 Region One Assembly.

**INTENT:** Change the Policies.

**COST:** None.

## OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

### MOTION P-2 (on Consent Agenda)

Move to amend Policy 3 - REGION ONE BOARD MEETINGS by striking and inserting as follows:

CURRENT WORDING	PROPOSED WORDING
<p>3. REGION ONE BOARD MEETINGS</p> <p>3.1. The primary purpose of Board meetings will be Region One business and Region One will continue to investigate expansion of the outreach program, i.e., service and tradition workshops, committee networking and service forums.</p> <p>3.2. Board minutes will be sent electronically to current Board members, Intergroup Chairs, and be posted on the Region One website.</p> <p>3.3. The Board shall meet at least four times per year. The Board shall hold an in person meeting each fall immediately following Assembly.</p> <p>3.4. The Board may meet monthly via conference call.</p> <p>3.5. An Intergroup may apply to the Board to host a quarterly meeting in the year following each Assembly.</p>	<p>3. REGION ONE BOARD MEETINGS</p> <p>3.1. The primary purpose of Board meetings will be Region One business and Region One will continue to investigate expansion of the outreach program, i.e., service and tradition workshops, committee networking and service forums.</p> <p>3.2. Board minutes will be sent electronically to current Board members, Intergroup Chairs, and be posted on the Region One website.</p> <p>3.3. The Board shall meet at least four times per year. The Board shall hold <u>an in-person a</u> meeting each fall immediately following Assembly.</p> <p>3.4. <del>The Board may meet monthly via conference call</del> <u>Board meetings may be held in-person or by virtual means.</u></p> <p><del>3.5. An Intergroup may apply to the Board to host a quarterly meeting in the year following each Assembly.</del></p>

**SUBMITTED BY:** Rosanne K. - R1 Bylaws Team

**INTENT:** Update the Bylaws to reflect current practice.

**IMPLEMENTATION:** Update the Bylaws.

**COST:** None.

**RATIONALE:** Eliminate the requirement that the Board Meeting following the Annual Assembly be held in person. Meetings may be held virtually or in person as the situation requires and as the budget allows. Current practice is that Intergroups may apply for a Board outreach visit to be held in-person or virtually; Intergroups are no longer hosting Board meetings.

## OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

### MOTION P-3 (on Consent Agenda)

Move to amend Policy 4 REGION ONE BOARD JOB DESCRIPTIONS, 4.8 – TRUSTEE JOB DESCRIPTION, by striking, inserting and renumbering, as follows:

CURRENT WORDING	PROPOSED WORDING
<p><b>4. REGION ONE BOARD JOB DESCRIPTIONS</b></p> <p><b>4.1. GENERAL RESPONSIBILITIES OF EACH BOARD MEMBER:</b></p> <p>4.1.1.Submits a written report of activity prior to each Board Meeting and Assembly.</p> <p>4.1.2.Acts as liaison to committees and Intergroups, as assigned.</p> <p>4.1.3.Keeps records to pass on at the end of term.</p> <p>4.1.4.May contribute articles to the Region One website blog.</p> <p><b>4.2. CHAIR RESPONSIBILITIES:</b></p> <p>4.2.1.Presides at all regular and special meetings of the Region One Board, Executive Board and Assemblies.</p> <p>4.2.2.May appoint a Parliamentarian for the Region One Assembly annually to advise the Chair on procedural issues. Factors which shall be used in selection are:</p> <p>4.2.2.1. Familiarity with the Twelve Steps, Twelve Traditions and Twelve Concepts of Overeaters Anonymous.</p> <p>4.2.2.2. Familiarity with the Bylaws and Policies and Procedures of the Region One Assembly.</p> <p>4.2.2.3. Ability to apply Robert's Rules of Order Newly Revised.</p> <p>4.2.2.4. If the chosen Parliamentarian is a member of Overeaters Anonymous, their expenses will be reimbursed in the same manner as those of the Region One Board.</p> <p>4.2.2.5. The Parliamentarian may be an ex-officio member of the</p>	<p><b>4. REGION ONE BOARD JOB DESCRIPTIONS</b></p> <p><b>4.1. GENERAL RESPONSIBILITIES OF EACH BOARD MEMBER:</b></p> <p>4.1.1.Submits a written report of activity prior to each Board Meeting and Assembly.</p> <p>4.1.2.Acts as liaison to committees and Intergroups, as assigned.</p> <p>4.1.3.Keeps records to pass on at the end of term.</p> <p>4.1.4.May contribute articles to the Region One website blog.</p> <p>4.1.5.<u>Provides service as a speaker throughout Region One, as schedule permits.</u></p> <p><b>4.2. CHAIR RESPONSIBILITIES:</b></p> <p>4.2.1.Presides at all regular and special meetings of the Region One Board, Executive Board and Assemblies.</p> <p>4.2.2.May appoint a Parliamentarian for the Region One Assembly <del>annually</del> to advise the Chair on procedural issues. Factors which shall be used in selection are:</p> <p>4.2.2.1. Familiarity with the Twelve Steps, Twelve Traditions and Twelve Concepts of Overeaters Anonymous.</p> <p>4.2.2.2. Familiarity with the Bylaws and Policies and Procedures of <del>the Region One Assembly.</del></p> <p>4.2.2.3. Ability to apply Robert's Rules of Order Newly Revised.</p> <p>4.2.2.4. If the chosen Parliamentarian is a member of Overeaters Anonymous, their expenses will be reimbursed in the same manner as those of the Region One Board.</p> <p>4.2.2.5. The Parliamentarian may be an ex-officio member of the</p>

<p>Bylaw Committee at the discretion of the Region One Chair.</p> <p>4.2.2.6. Parliamentarian's duties are as follows:</p> <p>4.2.2.6.1. Advises Chair to maintain the order of Business according to Robert's Rules of Order Newly Revised, Bylaws and established policies.</p> <p>4.2.2.6.2. During Assembly, gives Chair motions in order of precedence.</p> <p>4.2.2.6.3. During Assembly, answers questions or parliamentary inquiries when requested to do so by the Chair.</p> <p>4.2.3. Serves as ex-officio member on all committees except Nominations.</p> <p>4.2.4. Represents Region One as a whole at the World Service Business Conference.</p> <p>4.2.5. Participates in the Region Chairs' meetings, and the Region Chairs' Committee meetings at WSBC.</p> <p>4.2.6. Appoints Committee members and assigns duties as necessary.</p> <p>4.2.7. Assumes responsibility for planning of the Assembly.</p> <p>4.2.8. After elections at Assembly, assigns all Board members to Region One committees and intergroups, to serve as liaisons for the coming year.</p> <p>4.2.9. Coordinates production of Assembly Notebooks.</p> <p>4.2.10. Prepares Assembly Evaluation forms and reports on results at the next Board meeting.</p> <p>4.2.11. May call regular meetings of Region One intergroup chairs.</p> <p><b>4.3. FIRST VICE-CHAIR RESPONSIBILITIES:</b></p> <p>4.3.1. Acts in the capacity of the Chair in his/her incapacity or absence.</p>	<p>Bylaw Committee at the discretion of the Region One Chair.</p> <p>4.2.2.6. Parliamentarian's duties are as follows:</p> <p>4.2.2.6.1. Advises Chair to maintain the order of <u>B</u>business according to Robert's Rules of Order Newly Revised, Region One Bylaws and—<del>established</del> <u>P</u>policies.</p> <p>4.2.2.6.2. During Assembly, gives Chair motions in order of precedence.</p> <p>4.2.2.6.3. During Assembly, answers questions or parliamentary inquiries when requested to do so by the Chair.</p> <p>4.2.3. Serves as ex-officio member on all committees except Nominations.</p> <p>4.2.4. Represents Region One as a whole at the World Service Business Conference.</p> <p>4.2.5. Participates in the Region Chairs' <u>Committee</u> meetings, <u>and including the</u> <del>Region Chairs' Committee meetings</del> at WSBC.</p> <p>4.2.6. Appoints Committee members and assigns duties as necessary.</p> <p>4.2.7. Assumes responsibility for planning of the Assembly.</p> <p>4.2.8. After elections at Assembly, assigns all Board members to Region One committees and intergroups, to serve as liaisons for the coming year.</p> <p>4.2.9. Coordinates production of Assembly Notebooks.</p> <p>4.2.10. Prepares Assembly <u>E</u>evaluation forms and reports on results at the next Board meeting.</p> <p>4.2.11. May call regular meetings of Region One <u>i</u>ntergroup chairs.</p> <p>4.2.12. <u>F</u>ulfills general responsibilities of each Board member listed in Policy 4.1.</p> <p><b>4.3. FIRST VICE-CHAIR RESPONSIBILITIES:</b></p> <p>4.3.1. Acts in the capacity of the Chair in <u>his/her</u> <del>their</del> incapacity or absence.</p>
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<p>4.3.2.Maintains open communication with the Chair to be prepared to act in the event of his/her incapacity or absence.</p> <p>4.3.3.Carries out specific assignments as directed by the Chair.</p> <p>4.3.4.Negotiates the hotel contract for Assembly and Convention. The contract is to include hotel room rates and amenities, meeting rooms, audio-visual and other equipment, catering, and any other needs specific to Assembly and Convention.</p> <p>4.3.5.Recommends the final contract to the Board for approval. Co-signs the approved contract with the Chair, and provides the Treasurer with written notice of when hotel deposits are due and ensures that a direct bill application is completed, if necessary.</p> <p>4.3.6.Maintains regular contact with the hotel to ensure that everything remains on track and to keep abreast of any changes in administration that may affect the outcome of Assembly and Convention.</p> <p>4.3.7.Provides an up-to-date manual to Convention Chairs containing job descriptions, deadlines for specific activities, sample forms and other pertinent information.</p> <p>4.3.8.Works with the Convention Chair and the Second Vice-Chair to develop the Convention Program.</p> <p>4.3.9.Works with Intergroups to generate bids for Region Convention.</p> <p>4.3.10. Serves as resource and liaison for Convention Chairs, providing guidance, clarifying expectations, keeping the Board informed of all major decisions and asking for approval/assistance as necessary.</p> <p><b>4.4. SECOND VICE-CHAIR RESPONSIBILITIES:</b></p> <p>4.4.1.Acts in the capacity of the First Vice-Chair in his/her incapacity or absence.</p> <p>4.4.2.Maintains open communication with</p>	<p>4.3.2.Maintains open communication with the Chair to be prepared to act in the event of <del>his/her</del> their incapacity or absence.</p> <p>4.3.3.Carries out specific assignments as directed by the Chair.</p> <p>4.3.4.Negotiates the hotel contract for Assembly and Convention. The contract is to include hotel room rates and amenities, meeting rooms, audio-visual and other equipment, catering, and any other needs specific to Assembly and Convention.</p> <p>4.3.5.Recommends the final contract to the Board for approval. Co-signs the approved contract with the Chair, <del>and</del> provides the Treasurer with written notice of when hotel deposits are due<sub>2</sub> and ensures that a direct bill application is completed, if necessary.</p> <p>4.3.6.Maintains regular contact with the hotel to ensure that everything remains on track and to keep abreast of any changes <del>in administration</del> that may affect the outcome of Assembly and Convention.</p> <p>4.3.7.Provides an up-to-date manual to Convention Chairs containing job descriptions, deadlines for specific activities, sample forms and other pertinent information.</p> <p>4.3.8.Works with the Convention Chair and the Second Vice-Chair to develop the Convention Program.</p> <p>4.3.9.Works with Intergroups to generate bids for Region Convention.</p> <p>4.3.10. Serves as resource and liaison for Convention Chairs, providing guidance, clarifying expectations, keeping the Board informed of all major decisions and asking for approval/assistance as necessary.</p> <p>4.3.11. <u>Fulfills general responsibilities of each Board member listed in Policy 4.1.</u></p> <p><b>4.4. SECOND VICE-CHAIR RESPONSIBILITIES:</b></p> <p>4.4.1.Acts in the capacity of the First Vice-Chair in <del>his/her</del> <u>their</u> incapacity or absence.</p>
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<p>the First Vice-Chair to be prepared to act in the event of his/her incapacity or absence.</p> <p>4.4.3. Monitors the number of hotel nights booked, reminds Intergroups of the deadline for registration to help ensure room night quota is achieved if it is part of the contract.</p> <p>4.4.4. Closely monitors the terms of the hotel contract to ensure all Region financial obligations are met.</p> <p>4.4.5. Works with the First Vice-Chair and the Convention Chair to develop the Convention Program.</p> <p>4.4.6. Maintains the Convention checking account and issues reimbursements in a manner consistent with Region One policies.</p> <p>4.4.7. Works closely with the Convention Committee to ensure no additional expenses are incurred without prior Board approval and that financial accountability is maintained.</p> <p>4.4.8. Works closely with the Region One Treasurer to ensure that all Convention registration fees are accurately and appropriately recorded and that funds are transferred to the Region One General Fund at the conclusion of the Convention.</p> <p>4.4.9. Serves as resource and liaison for Board Outreach visits to Intergroups, provides guidance, clarifies expectations, schedules Board visits and keeps the Board informed of all major decisions and asks for approval/assistance as necessary.</p> <p>4.4.10. Assists the Chair in coordinating regular meetings of the Chair and intergroup chairs.</p> <p>4.4.11. Serves as a resource for Intergroups in planning their own events, providing formats and advice as needed.</p> <p>4.4.12. Carries out specific assignments as directed by the Chair.</p>	<p>4.4.2. Maintains open communication with the First Vice-Chair to be prepared to act in the event of <del>his/her</del> <u>their</u> incapacity or absence.</p> <p>4.4.3. Monitors the number of hotel nights booked, reminds Intergroups of the deadline for registration to help ensure room night quota is achieved if it is part of the contract.</p> <p>4.4.4. Closely monitors the terms of the hotel contract to ensure all Region financial obligations are met.</p> <p>4.4.5. Works with the First Vice-Chair and the Convention Chair to develop the Convention Program.</p> <p>4.4.6. Maintains the Convention checking account and issues reimbursements in a manner consistent with Region One policies.</p> <p>4.4.7. Works closely with the Convention Committee to ensure no additional expenses are incurred without prior Board approval and that financial accountability is maintained.</p> <p>4.4.8. Works closely with the Region One Treasurer to ensure that all Convention registration fees are accurately and appropriately recorded and that funds are transferred to the Region One General Fund at the conclusion of the Convention.</p> <p>4.4.9. Serves as resource and liaison for Board Outreach visits to Intergroups, provides guidance, clarifies expectations, schedules Board visits and keeps the Board informed of all major decisions and asks for approval/assistance as necessary.</p> <p>4.4.10. Assists the Chair in coordinating regular meetings of the Chair and intergroup chairs.</p> <p>4.4.11. Serves as a resource for Intergroups in planning their own events, providing formats and advice as needed.</p> <p>4.4.12. Carries out specific assignments as directed by the Chair.</p> <p>4.4.13. <u>Fulfills general responsibilities of each Board member listed in Policy 4.1.</u></p>
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<p><b>4.5. SECRETARY RESPONSIBILITIES:</b></p> <p>4.5.1.Records and prepares the minutes of all Region One Board Meetings:</p> <p>4.5.1.1. Sends draft of minutes to Board Members for input and changes within 30 days of each meeting.</p> <p>4.5.1.2. Brings records of the Board's actions from the past year to each Board meeting.</p> <p>4.5.1.3. Develops action list from meeting notes and sends to those persons with assigned tasks within 2 weeks following each Board meeting or Assembly.</p> <p>4.5.2.Updates and maintains roster of Board members, Committee Chairs, and liaison assignments.</p> <p>4.5.3.Updates and maintains roster of Region One Intergroups including name, current mailing address, number of groups registered, and Board liaison assigned to each.</p> <p>4.5.4.Updates and maintains roster of Region One Representatives including complete name, address, telephone number, Intergroup (or unaffiliated group) represented, and email address.</p> <p>4.5.5.Updates and maintains Region One Bylaws and Policies and Procedures following the annual Assembly then refers them to the Bylaws project team for review and approval. Following approval by the Bylaws project team, provides electronic versions of both documents for posting on the Region website.</p> <p>4.5.6.Coordinates registration for Assembly:</p> <p>4.5.6.1. Sends out Assembly registration instructions to Intergroups, unaffiliated groups and Region One committees at least one hundred fifty (150) days before the Region One Assembly. Follows up with those Intergroups not responding by deadline.</p> <p>4.5.6.2. Registers Representatives and Alternates as they arrive at</p>	<p><b>4.5. SECRETARY RESPONSIBILITIES:</b></p> <p>4.5.1.Records and prepares the minutes of all Region One Board Meetings:</p> <p>4.5.1.1. <del>Sends draft of minutes to Board Members for input and changes within 30 days of each meeting.</del> <u>Sends draft minutes to Board members within one (1) week of each meeting. Minutes shall include a record of assigned tasks, decisions, and actions taken by the Board.</u></p> <p>4.5.1.2. <del>Brings records of the Board's actions from the past year to each Board meeting.</del> <u>Provides final approved minutes for posting on the Region One website.</u></p> <p>4.5.1.3. <del>Develops action list from meeting notes and sends to those persons with assigned tasks within 2 weeks following each Board meeting or Assembly.</del></p> <p>4.5.2.Updates and maintains roster of Board members, Committee Chairs, and liaison assignments.</p> <p>4.5.3.Updates and maintains roster of Region One Intergroups including name, current mailing address, number of groups registered, and Board liaison assigned to each.</p> <p>4.5.4.Updates and maintains roster of Region One Representatives including complete name, address, telephone number, Intergroup (or unaffiliated group) represented, and email address.</p> <p>4.5.2. <u>Updates and maintains rosters with contact information for Region One Board members, Intergroups, WSBC Delegates, Assembly Representatives, and Committees. Maintains archive of rosters of attendance at Assembly and WSBC.</u></p> <p>4.5.5. <del>4.5.3. Updates and maintains Region One Bylaws and Policies and Procedures following the annual Assembly, then refers them to the Bylaws project team committee for review and approval. Following approval by the Bylaws project team, provides</del> <u>final approved electronic versions of both</u></p>
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<p>Assembly, provides name tags and ribbons.</p> <p>4.5.6.3. Gives credentials report on number of voting Representatives and Board members during Assembly.</p> <p>4.5.7.Sends Assembly materials to Intergroups that did not send any Representatives to Assembly.</p> <p>4.5.8.Sends out notices and handles all other correspondence that is not the proper function of a Committee or another Board member.</p> <p><b>4.6. TREASURER RESPONSIBILITIES:</b></p> <p>4.6.1.Assume office immediately, but allow sixty (60) days after election to work with the previous Treasurer to balance books and receive all materials for the position.</p> <p>4.6.2.Maintain a mailing address to receive donations. Retrieve the mail at least every two weeks.</p> <p>4.6.3.Maintain bank accounts in U.S. funds.</p> <p>4.6.4.Record receipts and disbursements.</p> <p>4.6.5.Reimburse Board members and Committee Chairs for approved expenses.</p> <p>4.6.6.Record donations by group number.</p> <p>4.6.7.Complete government forms as required, including annual renewal of corporate registration with the state of</p>	<p>documents for posting on the <del>Region</del> website.</p> <p><del>4.5.6</del> <u>4.5.4.</u> Coordinates registration for Assembly:</p> <p><del>4.5.6.1</del> <u>4.5.4.1.</u> Sends out Assembly registration instructions to Intergroups, unaffiliated groups and Region One committees at least one hundred fifty (150) days before the <del>Region One</del> Assembly. Follows up with <del>those</del> Intergroups not responding by <u>the</u> deadline.</p> <p><del>4.5.6.2</del> <u>4.5.4.2.</u> <u>Registers</u> Records Representatives, <del>and</del> Alternates, and Board members as they arrive at Assembly, <del>provides name tags and ribbons.</del></p> <p><del>4.5.6.3</del> <u>4.5.4.3.</u> Gives credentials reports on number of voting Representatives and Board members during Assembly.</p> <p><del>4.5.7.</del> <u>4.5.5.</u> Sends Assembly materials to Intergroups <u>not represented</u> <del>that did not send any Representatives at</del> to Assembly.</p> <p><del>4.5.8.</del> <u>4.5.6.</u> Sends out notices and <del>handles all</del> other correspondence that is not the proper function of a Committee or another Board member.</p> <p><u>4.5.7. Fulfills general responsibilities of each Board member listed in Policy 4.1.</u></p> <p><b>4.6. TREASURER RESPONSIBILITIES:</b></p> <p>4.6.1.Assumes office immediately, but allows sixty (60) days after election to work with the previous Treasurer to balance books and receive all materials for the position.</p> <p>4.6.2.Maintains a mailing address to receive donations <u>and retrieves the mail at least monthly.</u> <del>Retrieve the mail at least every two weeks.</del></p> <p>4.6.3.Maintains bank accounts in U.S. funds.</p> <p>4.6.4.Records receipts and disbursements.</p> <p>4.6.5.Reimburses Board members and Committee Chairs for approved expenses.</p> <p>4.6.6.Records donations by group number.</p> <p>4.6.7.Completes government forms as required, including annual renewal of</p>
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<p>Oregon and annual federal income tax filing.</p> <p>4.6.8.Maintain up-to-date financial information including balancing checking accounts monthly.</p> <p>4.6.9.Submit financial reports to the board, the audit committee, and the budget &amp; finance committee on a monthly basis, and prior year-end and current year-to-date financial reports for inclusion in the Assembly Notebook.</p> <p>4.6.10. Provide year-end reports and all supporting materials, paper and electronic, to the Chair of the General Audit Committee for the annual audit by February 28.</p> <p>4.6.11. Provide reports and all supporting materials, paper and electronic, to the Chair of the Convention Audit Committee within 45 days of the close of Convention.</p> <p>4.6.12. Work with the Budget, Finance and Delegate Support Committee to create a budget proposal for the following year. This proposed budget is submitted to the Board for discussion at the June Board meeting. Submit budget to Assembly for approval.</p> <p>4.6.13. Review Budget and Finance policies annually.</p> <p>4.6.14. Provide members with expense and donation forms as requested.</p> <p>4.6.15. Act as Liaison to Committees and Intergroups, as assigned.</p>	<p>corporate registration with the state of Oregon and annual federal income tax filing.</p> <p>4.6.8.Maintains up-to-date financial information including balancing <del>checking</del> <u>all</u> accounts monthly.</p> <p>4.6.9.Submits financial reports to the <del>B</del>board, the audit committees, and the <del>budget &amp; finance</del> <u>Budget, Finance and Delegate Support</u> committee on a monthly basis, and prior year-end and current year-to-date financial reports for inclusion in the Assembly Notebook.</p> <p>4.6.10. Provides year-end reports and all supporting materials, paper and electronic, to the Chair of the General Audit Committee for the annual audit by February 28.</p> <p>4.6.11. Provides reports and all supporting materials, paper and electronic, to the Chair of the Convention Audit Committee within 45 days of the close of Convention.</p> <p>4.6.12. Works with the Budget, Finance and Delegate Support Committee to create a budget proposal for the following year. This proposed budget is submitted to the Board for discussion at the June Board meeting. Submits budget to Assembly for approval.</p> <p>4.6.13. Reviews Budget and Finance policies annually.</p> <p>4.6.14. Provides members with expense and donation forms as requested.</p> <p>4.6.15. <u>Fulfills general responsibilities of each Board member listed in Policy 4.1.</u></p> <p><del>4.6.16. Act as Liaison to Committees and Intergroups, as assigned.</del></p>
<p><b>4.7. TECHNOLOGY COORDINATOR RESPONSIBILITIES:</b></p> <p>4.7.1.Solicits, assembles, edits material, maintains website and social media sites as appropriate.</p> <p>4.7.2.Considers the current Region One policies and World Service guidelines in all publications.</p> <p>4.7.3.Consults with the Region One Board as</p>	<p><b>4.7. TECHNOLOGY COORDINATOR RESPONSIBILITIES:</b></p> <p>4.7.1.<del>Solicits, assembles, edits material,</del> <u>M</u>aintains website and social media sites as appropriate.</p> <p>4.7.2.Considers <del>the current</del> Region One <u>P</u>policies and World Service guidelines in all publications.</p> <p>4.7.3.Consults with the Region One Board as</p>

<p>to content and information to be published and makes no major changes in format or content without approval of the Board.</p> <p>4.7.4.Maintains a current backup of Region One digital assets, including the website, any shared file resources or databases, at least monthly.</p> <p>4.7.5.Oversees user account and password security for Region One accounts.</p> <p>4.7.6.Promotes appropriate WSO, OA and Regional communications (such as A Step Ahead, WSO Bulletins, Intergroup Newsletters, etc.)</p> <p>4.7.7.Is a resource for intergroups and Service Bodies who request support for setting up and maintaining websites or social media outreach.</p> <p><b>4.8. MEMBER AT LARGE RESPONSIBILITIES:</b></p> <p>4.8.1.Shall provide back up to all Board positions, except for Chair. Shall step in to temporarily perform the duties of any Board member other than Chair, as needed.</p> <p>4.8.2.Support special projects and Intergroup Renewal efforts within Region One, as requested by the Chair.</p> <p>4.8.3.Update and maintain the Region One speaker list. Actively recruit throughout the year to build the list, and share information when requested by OA members or service bodies.</p> <p>4.8.4.Update and maintain the Region One sponsorship and contact list. Actively recruit throughout the year to build a diverse list, and share information when requested by OA members or service bodies.</p> <p>4.8.5.Act as Liaison to Committees and Intergroups, as assigned.</p>	<p>to content and information to be published and makes no major changes in format or content without approval of the Board.</p> <p>4.7.4.Maintains a current backup of Region One digital assets, including the website, any shared file resources or databases, at least monthly.</p> <p>4.7.5.Oversees user account and password security for Region One accounts.</p> <p><del>4.7.6.Promotes appropriate WSO, OA and Regional communications (such as A Step Ahead, WSO Bulletins, Intergroup Newsletters, etc.)</del></p> <p><del>4.7.7. 4,7,6.</del> Is a resource for intergroups and Service Bodies <del>who</del> <u>which</u> request support for setting up and maintaining websites or social media outreach.</p> <p><u>4.7.7. Fulfills general responsibilities of each Board member listed in Policy 4.1.</u></p> <p><b>4.8. MEMBER AT LARGE RESPONSIBILITIES:</b></p> <p><del>4.8.1.Shall Pprovides back up to all Board positions, except for Chair. Shall step in to tTemporarily performs the duties of any Board member other than Chair, as needed.</del> <u>Provides backup to and may temporarily perform the duties of any Board member, other than Chair, as needed.</u></p> <p>4.8.2.Supports special projects and Intergroup Renewal efforts within Region One, as requested by the Chair.</p> <p>4.8.3.Updates and maintains the Region One speaker list. Actively recruits <u>new speakers</u> throughout the year to build the list, and shares <u>information the list</u> when requested by OA members or service bodies.</p> <p><del>4.8.4.Updates and maintains the Region One sponsorship and contact list. Actively recruits throughout the year to build a diverse list, and shares information when requested by OA members or service bodies.</del></p> <p><del>4.8.5.</del> <u>4.8.4. Works with the Trustee Liaison to maintain communication with unaffiliated groups.</u></p> <p><u>4.8.5. Fulfills general responsibilities of each</u></p>
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<p><b>4.9. REGION ONE TRUSTEE RESPONSIBILITIES:</b></p> <p>4.9.1.Fulfills duties as described in World Service Business Conference (WSBC) Bylaws.</p> <p>4.9.2.Keeps Region informed of current business concerning Region One and OA as a whole.</p> <p>4.9.3.Attends Region One Board meetings, being a link between Region One and WSO.</p> <p>4.9.4.Is available to speak throughout Region One as schedule permits and within allowable finances.</p> <p>4.9.5.Serves on the Nominations Committee during Assembly elections (if not running).</p> <p>4.9.6.Assists Intergroups with service and tradition-related events.</p> <p>4.9.7.Maintains communication with unaffiliated groups.</p>	<p><u>Board member listed in Policy 4.1.</u></p> <p><del>4.8.5.Act as Liaison to Committees and Intergroups, as assigned.</del></p> <p><b>4.9. <del>REGION ONE</del> TRUSTEE <u>LIAISON</u> RESPONSIBILITIES:</b></p> <p>4.9.1.Fulfills duties as described in World Service Business Conference (WSBC) Bylaws.</p> <p>4.9.2.Keeps Region informed of current business concerning Region One and OA as a whole.</p> <p>4.9.3.Attends Region One Board meetings, <u>being acting as</u> a link between Region One and WSO.</p> <p><del>4.9.4.Is available to speak throughout Region One as schedule permits and within allowable finances.</del></p> <p><del>4.9.5.</del><u>4.9.4.</u>Serves on the Nominations Committee during Assembly elections (if not running).</p> <p><del>4.9.5.4.9.6. Assists Intergroups with service and tradition-related events.</del> <u>4.9.7.</u> <u>Works with the Member at Large to maintain communication with unaffiliated groups.</u></p> <p>4.9.6.<u>Promotes OA World Service newsletters, bulletins and other communications within Region One.</u></p> <p>4.9.7.<u>General responsibilities of each Board member listed in Policy 4.1.</u></p>
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**SUBMITTED BY:** Laurie H. – Region One Bylaws Team

**INTENT:** Change the Policies.

**IMPLEMENTATION:** Update the Policy document.

**COST:** None.

**RATIONALE:** To update, clarify and simplify job descriptions, and to reflect current practice. Removes reference to a “Region One” Trustee. Adds duty to Member at Large to work with Trustee Liaison on contact with unaffiliated groups, making this a shared responsibility and helping ensure that unaffiliated groups have a contact person from Region One, even if our assigned Trustee Liaison does not live within our Region. Removes keeping a sponsorship list from the Member at Large job description; instead, Region One has a virtual sponsorship program. We have not kept a sponsor list in years.

# OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

## MOTION P-4

Move that Policy 5.6.1 be amended by inserting the following:

CURRENT WORDING	PROPOSED WORDING
<p><b>5. BUDGET AND FINANCE</b></p> <p>5.1. (unaffected, not included for brevity)</p> <p>5.2. (unaffected, not included for brevity)</p> <p>5.3. (unaffected, not included for brevity)</p> <p>5.4. (unaffected, not included for brevity)</p> <p>5.5. (unaffected, not included for brevity)</p> <p><b>5.6. REIMBURSEMENT:</b></p> <p>5.6.1. Reimbursement forms accompanied by related receipts shall be submitted to the Treasurer, except that the Treasurer shall submit their own reimbursement requests to the Chair. The Treasurer shall approve reimbursements and issue checks according to the following guidelines:</p> <p>5.6.1.1. Board members and Committees shall be reimbursed for their reasonable expenses in performing their designated duties. Board members and Committees shall attempt to use the most cost effective means of performing their duties.</p> <p>5.6.1.2. Board members: travel shall be reimbursed at:</p> <p>5.6.1.2.1. actual cost; or</p> <p>5.6.1.2.2. the IRS charitable volunteer mileage reimbursement rate.</p> <p>5.6.1.3. Lodging shall be reimbursed at double occupancy, unless reasonable circumstances deem otherwise. If rooms are shared with persons not eligible for reimbursement, Region One will reimburse only the Board member's share of the lodging.</p> <p>5.6.1.4. Up to five nights lodging shall</p>	<p><b>5. BUDGET AND FINANCE</b></p> <p>5.1. (unaffected, not included for brevity)</p> <p>5.2. (unaffected, not included for brevity)</p> <p>5.3. (unaffected, not included for brevity)</p> <p>5.4. (unaffected, not included for brevity)</p> <p>5.5. (unaffected, not included for brevity)</p> <p><b>5.6. REIMBURSEMENT:</b></p> <p>5.6.1. Reimbursement forms accompanied by related receipts shall be submitted to the Treasurer, except that the Treasurer shall submit their own reimbursement requests to the Chair. The Treasurer shall approve reimbursements and issue checks according to the following guidelines:</p> <p>5.6.1.1. Board members (<u>other than Trustee Liaison</u>) and Committees shall be reimbursed for their reasonable expenses in performing their designated duties. Board members and Committees shall attempt to use the most cost effective means of performing their duties.</p> <p>5.6.1.2. Board members: travel shall be reimbursed at:</p> <p>5.6.1.2.1. actual cost; or</p> <p>5.6.1.2.2. the IRS charitable volunteer <del>mileage</del> reimbursement rate <u>times miles or kilometers</u>.</p> <p>5.6.1.3. Lodging shall be reimbursed at double occupancy, unless reasonable circumstances deem otherwise. If rooms are shared with persons not eligible for reimbursement, Region One will reimburse only the Board member's share of the lodging.</p> <p>5.6.1.4. Up to five nights lodging shall</p>

<p>be reimbursed for Assembly/Convention for all current Board members. Newly elected Board members may apply for reimbursement if not already funded by another service body. The Chair, or his/her designee, may be reimbursed for an additional night of lodging at single occupancy if deemed necessary by the Board.</p> <p>5.6.1.5. Committees shall submit requests for reimbursement to their liaison Board member. The Board member shall forward approved requests for reimbursement to the Treasurer.</p> <p>5.6.2. Board nominees who are not current Region 1 Representatives may request funding to attend Assembly as follows:</p> <p>5.6.2.1. Applicant is not presently funded by another service body</p> <p>5.6.2.2. Applicant does service at Assembly as assigned by the Region 1 Board and policy manual</p> <p>5.6.2.3. Region 1 will pay for two nights' lodging at half the daily room rate based on double occupancy, and the cost of Assembly registration. Transportation and meals will be compensated on a receipted basis by the Treasurer</p> <p>5.6.2.4. Deadline for application for funding is sixty (60) days prior to Assembly.</p> <p>5.6.3. A Board or committee member may request an advance for anticipated expenditures. When the expenditure is</p>	<p>be reimbursed for Assembly/Convention for all current Board members. Newly elected Board members may apply for reimbursement if not already funded by another service body. The Chair, or <del>his/her</del> <u>their</u> designee, may be reimbursed for an additional night of lodging at single occupancy if deemed necessary by the Board.</p> <p>5.6.1.5. Committees shall submit requests for reimbursement to their <del>liaison Board member.</del> <u>Board Liaison, who.</u> <del>The Board member</del> shall forward approved requests for reimbursement to the Treasurer.</p> <p>5.6.1.6. <u>Trustee expenses shall generally be reimbursed by World Service, except under special circumstances approved in advance by the Region One Board.</u></p> <p>5.6.2. Board nominees who are not current Region <del>1</del> <u>One</u> Representatives may request funding to attend Assembly as follows:</p> <p>5.6.2.1. Applicant is not presently funded by another service body</p> <p>5.6.2.2. Applicant does service at Assembly as assigned by the Region <del>1</del> <u>One</u> Board and policy manual</p> <p>5.6.2.3. Region <del>1</del> <u>One</u> will pay for two nights' lodging at half the daily room rate based on double occupancy, and the cost of Assembly registration. Transportation and meals will be compensated on a receipted basis by the Treasurer</p> <p>5.6.2.4. Deadline for application for funding is sixty (60) days prior to Assembly.</p> <p>5.6.3. A Board or committee member may request an advance for anticipated</p>
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made, the related receipts must be forwarded to the Treasurer.	expenditures. When the expenditure is made, the related receipts must be forwarded to the Treasurer.
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**SUBMITTED BY:** Diane D. - Budget Finance Delegate Support Team

**INTENT:** To clarify the mileage reimbursement policy for both United States and Canadian travelers, to indicate that trustee expenses are reimbursed by WSO, and to change 'Region 1' to 'Region One' in 3 places.

**IMPLEMENTATION:** To modify the policy.

**COST:** None.

**RATIONALE:** 5.6.1.2.2. includes the reimbursement of mileage to travelers according to the IRS charitable reimbursement rate. Questions arose as to how this applies to Canadians who travel in kilometers, how would they calculate the charitable reimbursement rate for kilometers? The reason for the amendment is to state both miles and km in the policy so that it is clear to all travelers that the IRS rate is applicable to both miles and kilometers (1 mile = 1.609 km).

5.6.1.6. It is current practice that Trustee expenses are paid by World Service. Since trustees are assigned by WSO the policy should indicate that the expenses are reimbursed by WSO other than in special circumstances approved by the board.

# OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

## MOTION P-5 (On Consent Agenda)

Move that Policy 5. BUDGET AND FINANCE be amended by inserting and renumbering, as follows:

CURRENT WORDING	PROPOSED WORDING
5.1. FINANCE	5.1. FINANCE
5.2. BUDGET	5.2. BUDGET
5.3. PRUDENT RESERVE	5.3. PRUDENT RESERVE
5.4. REPRESENTATIVE AND DELEGATE SUPPORT	5.4. REPRESENTATIVE AND DELEGATE SUPPORT
5.5. PUBLIC INFORMATION/PROFESSIONAL OUTREACH GRANTS	5.5. PUBLIC INFORMATION/PROFESSIONAL OUTREACH GRANTS
	<p><u>5.6. MEMBER OUTREACH GRANTS</u></p> <p><u>5.6.1. An Intergroup may make an application for a Member Outreach grant by applying for such funds through the Budget Finance Delegate Support Committee Member Outreach Application form.</u></p> <p><u>5.6.2. Grants will be awarded on a first come first serve basis until available Member Outreach funds are depleted.</u></p> <p><u>5.6.3. Applications shall be submitted to the Budget Finance Delegate Support Committee and must include the following:</u></p> <p><u>5.6.3.1. The identity of the applying Intergroup including the signature of the Chair or another Intergroup officer and the contact information for the person responsible for the project.</u></p> <p><u>5.6.3.2. The intended use of the Member Outreach Funds with a brief description including research done on project and costs.</u></p> <p><u>5.6.3.3. The projected total cost of the project and the amount of the grant requested.</u></p> <p><u>5.6.3.4. A proposed method of measuring</u></p>

<p>5.6. REIMBURSEMENT:</p>	<p><u>and documenting the results.</u></p> <p><u>5.6.4. When written proposals are approved by the Budget Finance Delegate Support Committee, they will be forwarded to the Region One Board for approval, then to the Region One Treasurer for disbursement.</u></p> <p><u>5.6.4.1. Receipts for all Member Outreach monies spent shall be forwarded to the Treasurer in accordance with Region One policies.</u></p> <p><u>5.6.4.2 Any unused funds may either be used for another approved Member Outreach project or returned to the Region One treasury.</u></p> <p><u>5.6.5 The Intergroup will keep the Budget Finance Delegate Support Committee Chair and the Region One Treasurer advised of the use of the funds. By year end, a final report shall be submitted to the Budget Finance Delegate Support Committee Chair and the Region One Treasurer.</u></p> <p><u>5.6.7. REIMBURSEMENT:</u></p>
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**SUBMITTED BY:** Diane D. - BFDS Team

**INTENT:** To clarify the handling of unused Member Outreach Funds.

**IMPLEMENTATION:** To modify the policy.

**COST:** None.

**RATIONALE:** This year the Treasurer and the Budget Finance Delegate Support team wanted clarity on the handling of the Member Outreach funds once they are granted. The policy is not as clear on the handling of Member Outreach funds as it is for the PIPO funds, or the Representative and Delegate Support funds.

We see a need for a separate Member Outreach section on the handling of unused Member Outreach funds. We would like to propose that we include that Intergroups can have the option to submit another project to BFDS for approval for unused grant funds or to return the funds to Region One. We propose that the Member Outreach section should follow the PIPO section as 5.6 and that the Reimbursement section should be 5.7.



## OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

### MOTION P-6 (On Consent Agenda)

Amend Region One Policy 8, REGION ONE CONVENTION, by striking and inserting, and renumbering follows:

CURRENT WORDING	PROPOSED WORDING
<p><b>8. REGION ONE CONVENTION</b></p> <p>8.1. <i>(unaffected, not included for brevity)</i></p> <p>8.2. <i>(unaffected, not included for brevity)</i></p> <p>8.3. <i>(unaffected, not included for brevity)</i></p> <p><b>8.4. PROGRAM</b></p> <p>8.4.1. Keynote Speaker Selection</p> <p>8.4.1.1. The Region One Board shall submit an unranked list of at least six (6) possible keynote speakers to the Convention Committee by July 30th of the year prior to Convention for the Committee to research. The Convention Committee may add additional speakers to the list for consideration.</p> <p>8.4.1.2. The Convention Committee shall submit an unranked list of possible keynote speakers of no more than five (5) names to the Board by the January Board meeting. The list shall include at least two (2) choices from the list of names provided by the Board. The Board shall give the Convention Committee an unranked list of three (3) choices from the list of five (5) and leave the final decision from this list up to the Convention Committee.</p> <p>8.4.1.3. The Convention Committee, from this list of three, shall ask a second speaker to keep the Convention date open in case of cancellation by the first speaker.</p> <p>8.4.1.4. All Convention keynote speakers shall have at least five (5) years of current, continuous abstinence.</p> <p>8.4.1.5. No Region One Convention</p>	<p><b>8. REGION ONE CONVENTION</b></p> <p>8.1. <i>(unaffected, not included for brevity)</i></p> <p>8.2. <i>(unaffected, not included for brevity)</i></p> <p>8.3. <i>(unaffected, not included for brevity)</i></p> <p><b>8.4. PROGRAM</b></p> <p>8.4.1. Keynote Speaker Selection</p> <p>8.4.1.1. The Region One Board shall submit an unranked list of at least six (6) possible keynote speakers to the Convention Committee by July 30th of the year prior to Convention for the Committee to research. The Convention Committee may add additional speakers to the list for consideration.</p> <p>8.4.1.2. The Convention Committee shall submit an unranked list of possible keynote speakers of no more than five (5) names to the Board by the January Board meeting. The list shall include at least two (2) choices from the list of names provided by the Board. The Board shall give the Convention Committee an unranked list of three (3) choices from the list of five (5) and leave the final decision from this list up to the Convention Committee.</p> <p>8.4.1.3. The Convention Committee, from this list of three, shall ask a second speaker to keep the Convention date open in case of cancellation by the first speaker.</p> <p>8.4.1.4. All Convention keynote speakers shall have at least five (5) years of current, continuous abstinence <u>in Overeaters Anonymous.</u></p>

<p>keynote speaker shall be considered again for five (5) years.</p> <p>8.4.1.6. Cost effectiveness shall be taken into consideration in selecting speakers.</p> <p>8.4.2.Topic/Speakers</p> <p>8.4.2.1. Region One Convention will have only Overeaters Anonymous speakers. Only OA-Approved literature or media may be displayed. No other twelve-step meeting shall be listed on the program.</p> <p>8.4.2.2. The Region One Convention shall provide meeting space for OA impromptu meetings. Final approval for meetings must be from the Convention Chair, the Chair of Region One, or the Region One Trustee. Topics will be approved only if they are in keeping with the OA traditions. In keeping with Tradition Three, special focus meetings are open to all OA members.</p>	<p>8.4.1.5. No Region One Convention keynote speaker shall be considered again for five (5) years.</p> <p>8.4.1.6. Cost effectiveness shall be taken into consideration in selecting speakers.</p> <p>8.4.2. <u>Topic/Speakers</u> <u>Convention workshop speakers (other than keynote) shall have a minimum of one (1) year of continuous abstinence in Overeaters Anonymous.</u></p> <p><del>8.4.2.1. Region One Convention will have only Overeaters Anonymous speakers. Only OA-Approved literature or media may be displayed. No other twelve-step meeting shall be listed on the program.</del></p> <p><u>8.4.3</u> Only OA-approved literature or media may be displayed. No other Twelve-Step meeting shall be listed on the program.</p> <p><u>8.4.4</u> <del>8.4.2.2.</del>The Region One Convention shall provide meeting space for OA impromptu meetings. <del>Final approval for meetings must be from the Convention Chair, the Chair of Region One, or the Region One Trustee. Topics will be approved only if they are in keeping with the OA traditions. In keeping with Tradition Three, special focus meetings are open to all OA members.</del></p>
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**SUBMITTED BY:** Sue B. - Region One First Vice Chair

**INTENT:** Modify the policy.

**IMPLEMENTATION:** Update the policy.

**COST:** None.

**RATIONALE:** Update policy to current practice. Clarify workshop speaker requirements, which include membership to OA and a minimum abstinence requirement. Remove restrictions on impromptu OA meetings during convention.

## OCTOBER 2022 MOTION TO REGION ONE ASSEMBLY

### MOTION P-7 (On Consent Agenda)

Move to amend Policy 8. REGION ONE CONVENTION; part 8.5 FINANCES; subpart 8.5.1 by striking and inserting as follows:

CURRENT WORDING	PROPOSED WORDING
8.5 FINANCES	8.5 FINANCES
8.5.1. Convention finances shall be managed in accordance with Region One Policies, as defined in Section 5 – BUDGET AND FINANCE, except that reimbursement requests for expenses shall be submitted to Region One Vice-Chair for approval and payment.	8.5.1. Convention finances shall be managed in accordance with Region One Policies, as defined in Section 5 – BUDGET AND FINANCE, except that reimbursement requests for expenses shall be submitted to Region One <u>Second Vice-Chair Vice Chair</u> for approval and payment.
8.5.2. The hosting Intergroup(s) shall present a budget for approval before or at the March Board meeting preceding the Convention.	8.5.2. The hosting Intergroup(s) shall present a budget for approval before or at the March Board meeting preceding the Convention.
8.5.3. All proceeds, books, supporting documents, and receipts shall be remitted to the Region One Treasurer within thirty (30) days of the close of Convention.	8.5.3. All proceeds, books, supporting documents, and receipts shall be remitted to the Region One Treasurer within thirty (30) days of the close of Convention.
8.5.4. Any outstanding invoices and/or receipts after that thirty (30) day period shall be sent directly to the Region One Treasurer for payment and/or reimbursement at the discretion of the Board. No reimbursements shall be made after the Convention Audit is completed.	8.5.4. Any outstanding invoices and/or receipts after that thirty (30) day period shall be sent directly to the Region One Treasurer for payment and/or reimbursement at the discretion of the Board. No reimbursements shall be made after the <u>c</u> Convention <u>a</u> Audit is completed.

**SUBMITTED BY:** Bev S. - Region One Bylaws Team

**INTENT:** Change the Policies.

**IMPLEMENTATION:** Update the Policy document.

**COST:** None.

**RATIONALE:** Second Vice Chair looks after convention finances, not First.

## NOTES

# Section 6:

# Financial Reports

## NOTES

## 2021 Actuals vs Budget

			Jan - Dec 21	Budget	\$ Over Budget	% of Budget	
Income							
	Assembly Income - Registrations		0.00	1,100.00	-1,100.00	0.0%	
	Convention Net Income		4,677.56	14,900.00	-10,222.44	31.39%	
	Donations						
		Groups	3,507.69	5,000.00	-1,492.31	70.15%	
		Individual	3,616.13	500.00	3,116.13	723.23%	
		Intergroup Service Body	11,769.40	5,000.00	6,769.40	235.39%	
		7th tradition	0.00	1,000.00	-1,000.00	0.0%	
	Total Donations		18,893.22	11,500.00	7,393.22	164.29%	
	Ways and Means Income						
		Journal sales	4,703.67	3,275.00	1,428.67	143.62%	
		WSBC Boutique Sales	0.00	700.00	-700.00	0.0%	
	Total Ways and Means Income		4,703.67	3,975.00	728.67	118.33%	
Total Income			28,274.45	31,475.00	-3,200.55	89.83%	
Gross Profit			28,274.45	31,475.00	-3,200.55	89.83%	
Expense							
	Administrative Expense						
		Bank Charge	0.00	50.00	-50.00	0.0%	
		CAD exchange	0.00	250.00	-250.00	0.0%	
		COVID/Virtual/Zoom	1,372.22	1,500.00	-127.78	91.48%	
		Liability Insurance	0.00	250.00	-250.00	0.0%	
		Misc. Administrative	200.00	100.00	100.00	200.0%	a
		PayPal charges	212.67	200.00	12.67	106.34%	
		Postal Services (not W&M)	188.00	150.00	38.00	125.33%	b
		Printing and copying other than	0.00	100.00	-100.00	0.0%	
		Software/Internet Services	416.04	800.00	-383.96	52.01%	
	Total Administrative Expense		2,388.93	3,400.00	-1,011.07	70.26%	
	Assembly Expense						

			Jan - Dec 21	Budget	\$ Over Budget	% of Budget	
		Audio, Visual, Digital Expenses	0.00	100.00	-100.00	0.0%	
		Hotel	0.00	2,500.00	-2,500.00	0.0%	
		Parliamentarian	0.00	1,100.00	-1,100.00	0.0%	
		Print, Copy, Ship, Admin	0.00	600.00	-600.00	0.0%	
	Total Assembly Expense		0.00	4,300.00	-4,300.00	0.0%	
	Board Travel Expense						
		Assembly	0.00	3,500.00	-3,500.00	0.0%	
		Officer to WSBC	0.00	1,200.00	-1,200.00	0.0%	
		RCC Region Chair Committee	0.00	1,200.00	-1,200.00	0.0%	
		Within Region 1	0.00	4,900.00	-4,900.00	0.0%	
	Total Board Travel Expense		0.00	10,800.00	-10,800.00	0.0%	
	Contributions to other service						
		World Service delegate support	500.00	500.00	0.00	100.0%	
		World Service general fund	7,177.00	7,177.00	0.00	100.0%	
		WS PI/PO Fund	500.00	500.00	0.00	100.0%	
		WS Translations Fund	1,000.00	1,000.00	0.00	100.0%	
	Total Contributions to other service		9,177.00	9,177.00	0.00	100.0%	
	Project Teams						
		Audit	0.00	25.00	-25.00	0.0%	
		Binder	0.00	25.00	-25.00	0.0%	
		Budget Finance Delegate Support	0.00	25.00	-25.00	0.0%	
		By Laws	0.00	25.00	-25.00	0.0%	
		Nominations (+travel)	0.00	625.00	-625.00	0.0%	



			Jan - Dec 21	Budget	\$ Over Budget	% of Budget	
		Nurturing Newcomers	0.00	25.00	-25.00	0.0%	
		Public Info and Prof Outreach	300.00	300.00	0.00	100.0%	
		Strong Recovery	0.00	100.00	-100.00	0.0%	
	Total Project Teams		300.00	1,150.00	-850.00	26.09%	
	Targeted Funds Expenses						
		Board special project	5,072.84	12,013.00	-6,940.16	42.23%	
		Delegate Support, WSBC	0.00	9,356.00	-9,356.00	0.0%	
		Member Outreach	1,566.00	11,513.00	-9,947.00	13.6%	
		Rep Support for Assembly	0.00	1,000.00	-1,000.00	0.0%	
	Total Targeted Funds Expenses		6,638.84	33,882.00	-27,243.16	19.59%	
	Ways and Means Expense						
		Journal PayPal-Fees Sales Exp	219.56	1.00	218.56	21,956.0%	c
		Journal Postage (d	1,012.48	699.00	313.48	144.85%	d
		Journal Printing (w S&H)	1,310.22	1,300.00	10.22	100.79%	
		WSBC Boutique	0.00	500.00	-500.00	0.0%	
	Total Ways and Means Expense		2,542.26	2,500.00	42.26	101.69%	
Total Expense			21,047.03	65,209.00	-44,161.97	32.28%	
			7,227.42	33,734.00	40,961.42	-21.43%	

### Budget Overage Explanations

Budget Overage Explanations			
[a]	--	\$150 of CORP FEES.	Board-Ratified, at MAR-2021 meeting.
[b]	--	\$188 (Seattle) PO Box cost.	Board-Ratified, at APR-2021 meeting.
[c]	--	PayPal Fees higher than planned with online-sales-only during COVID.	Board-ratified for 2021, at MAR-2021 meeting.
[d]	--	Shipping Fees higher than planned with online-sales-only during COVID.	Board-ratified for 2021, at MAR-2021 meeting.

### Cash Balances

Cash balances 12/31/2021			
	Convention checking		\$1,000.00
	General fund checking		\$45,277.72
	Savings prudent reserve		\$17,643.55
	PayPal		\$1,164.26
		<b>Total</b>	<b>\$65,085.53</b>

# Section 7:

# Elections

## NOTES

## 2022 Region One Assembly Election Process

**POSITIONS OPEN FOR ELECTION ARE:** (See [Bylaws](#) Articles V, VI and VII and [Policies](#) Section 3 and 4 for job descriptions.)

- First Vice Chair: 2 year term - Assembly 2022 to Assembly 2024
- Secretary: 2 year term - Assembly 2022 to Assembly 2024
- Technology Coordinator: 2 year term - Assembly 2022 to Assembly 2024

We will also be confirming up to three Trustee Applicants

### **QUALIFICATIONS FOR ELECTION ARE DEFINED IN ARTICLE V, SECTION 3 OF OUR BYLAWS:**

- Be a member of Overeaters Anonymous within the geographical boundaries of Region One.
- Be working the Twelve Step program to the best of his/her ability and have taken the Fifth Step.
- Be familiar with the Twelve Traditions of Overeaters Anonymous and the Twelve Concepts of OA Service.
- Be presently abstaining from compulsive overeating for at least one (1) year.
- Have two years of service to OA beyond the group level, if a member of an intergroup.
- Be proficient in using various software and digital platforms that the Board utilizes to conduct its day-to-day business or be willing to learn how to use them.

### **NOMINATIONS – SATURDAY AFTERNOON:**

- Chair appoints a head teller.
- Open positions announced by the Chair.
- Chair calls for nominations from the floor—you may self-nominate.
- Completed applications are in the Assembly Notebook.
- Blank applications are available on the Region One website. Please complete an application and return an electronic copy to [nominations@oaregion1.org](mailto:nominations@oaregion1.org) as soon as possible, but before the start of Sunday's session.

### **REVIEW OF APPLICATIONS – SUNDAY PRIOR TO ELECTIONS:**

- Nominations Committee reviews all new applications received for eligibility.

### **SPEECHES AND Q&A:**

- Nominations Committee will email copies of new applications to voting Representatives.
- Chair presents nominees for each position.
- Nominees address the Assembly (3 minutes each) and answer questions (5 minutes each) in the following order: First Vice Chair, Secretary, Technology Coordinator.

**VOTING PROCEDURES FOR THE ELECTION:** Voting for all officers shall take place simultaneously on individual electronic ballots.

1. Each ballot counts as a single ballot.
2. Mark ballot only when instructed by the Chair to do so.
3. Do not vote for more candidates than instructed.
4. All ballots collected by the teller will be counted as votes cast.

### **Application for Region One First Vice Chair**

2 year term - Assembly 2022 to Assembly 2024

No applications received by publication date

Application form available here: [oaregion1.org/2022-region-one-assembly.html](https://oaregion1.org/2022-region-one-assembly.html)

Completed applications can be emailed to [nominations@oaregion1.org](mailto:nominations@oaregion1.org)

### **Application for Region One Technology Coordinator**

2 year term - Assembly 2022 to Assembly 2024

No applications received by publication date

Application form available here: [oaregion1.org/2022-region-one-assembly.html](https://oaregion1.org/2022-region-one-assembly.html)

Completed applications can be emailed to [nominations@oaregion1.org](mailto:nominations@oaregion1.org)

### **Application for Trustee Nominee**

3 year term – WSBC 2023 to WSBC 2026

No applications received by publication date

Application form available here: [oaregion1.org/2022-region-one-assembly.html](https://oaregion1.org/2022-region-one-assembly.html)

Completed applications can be emailed to [nominations@oaregion1.org](mailto:nominations@oaregion1.org)

## Application for Secretary-

2-year term – Assembly 2022-to Assembly 2024

Application form available here: [oaregion1.org/2022-region-one-assembly.html](http://oaregion1.org/2022-region-one-assembly.html)

Completed applications can be emailed to [nominations@oaregion1.org](mailto:nominations@oaregion1.org)

Name: Lisa S	Intergroup: Oregon
Date joined OA: May, 2000	Date continuous abstinence began: August 1, 2020
<b>SUMMARY OF OA SERVICE:</b> Group Treasurer Intergroup Representative Intergroup Newsletter Editor 2022 Region Convention Committee member/Keynote and Sessions Speakers subcommittee chair Moderator and Sharing Team Coordinator for 12 Steps and 12 Traditions Non-Real Time Virtual Meeting	
<b>WHAT BUSINESS, PROFESSIONAL OR OTHER EXPERIENCE AND SKILLS DO YOU BRING TO THE BOARD?</b> Microsoft Word and Excel Google Docs and Google Sheets Volunteer Coordinator	
<b>WHY DO YOU WANT TO SERVE IN THIS BOARD POSITION?</b> I was asked by a current member giving service at the Region level. I want to do my part to ensure that OA continues to be a strong, self-supporting, fellowship in our region. Giving service is essential to my personal recovery. I have office skills from my profession that I believe will be put to good use in the secretary position.	
<b>BRIEF ACCOUNT OF YOUR OA STORY:</b> I attended my first meeting in May 2000. It took me two years to become abstinent. I spent those two years trying to use OA as a support group while I continued to try to control my food with diets. For the next several years. I would be abstinent for a bit, rest on my laurels, relapse, and then get abstinent again. I never stopped being a member of OA until 2010. At that time, I returned to working outside of the home and began sporadically getting to a meeting or OA event and my program became a hobby. In the fall of 2020, I called someone and asked them to sponsor me and, I'm not entirely sure why, but I was given the willingness to call her when I was supposed to, complete the step assignments she gave me and complete all 12 steps with her. I have continued to work steps 1 - 3, 10, 11, and 12 on a daily basis, get to meetings, use the tools, and give service, imperfectly, since then and am gratefully abstinent today.  I commit to physical, emotional, and spiritual recovery, one day at a time, while serving on the Region One Board. I pledge to provide support and encouragement to the recovery of my fellow board members. As a Region One Board nominee, my signature confirms that I meet the qualifications found in <u>Bylaws</u> , Article V, Section 3.	
Signature: Lisa S	Date: 08/13/2022

## NOTES



# Section 8:

## Board Reports

## NOTES

## **Chair Report to Assembly 2022**

This continues to be a year filled with opportunities to learn and grow as the new Region One Chair. I am grateful for the many mentors my Higher Power has placed in my path exactly at the time I needed them, and for the dedication of those who love OA as much as I do.

The challenges for me over this past year include a bout with long COVID-19, which sent me into a tailspin of fear that forced me to work my program harder than I have in many years. Those old, biting, hateful messages began to overwhelm my foundation of recovery. It was my connection with my fellows that saved me. Connections I have made over the years through loving service to this program that continues to save my life.

As I slowly came out of my post-COVID haze, I was given the opportunity to take a brutally honest look at my biggest challenge as Chair – Communication. I fell short of my goal to hold a monthly meeting with Intergroup Chairs (meaning I have yet to hold one). I was not keeping my Board informed of upcoming events and did not reach out to new Board members enough. The good news is that I am facing my character defects (procrastination, perfectionism - also known as unrealistic expectations, and fear), and asking my Higher Power each day for the courage and strength to grow in all areas of my life as I go on from here.

### **Intergroups**

Two of our Intergroups folded this year: Eagle Cap and Greater Columbia. I am pleased to report that the meetings associated with Eagle Cap quickly associated with a nearby Intergroup. I am hopeful that those meetings in Greater Columbia have followed suit.

We lost our Intergroups due to a lack of fellows willing to step into a service role. Or those who have been holding positions for years being no longer willing or able to continue to serve. The difficulty to find fellows willing to step up for service above the group level is occurring throughout OA. It is an issue that we need to address as a fellowship. As a matter of fact, the WSBC theme for 2023 is Concepts of Service: The Heart of Fellowship. We will discuss the topic at our Assembly to discover how we can support our Intergroups around service and the return to face-to-face meetings.

### **Outreach/Connection/Carrying the Message**

For the most part, Board visits were held virtually this year.

#### **Outreach:**

- ✓ March 19 Northern Lights workshop: Hope
- ✓ April 9 Emerald Empire workshop: Strong Hope and Recovering Together
- ✓ April 23 Sea to Sky IG Renewal
- ✓ May 7 Southern Oregon/Northern California workshop
- ✓ June 3-5 Kelowna Southern BC Interior In Person Retreat (canceled due to Board members with COVID)
- ✓ August 21 Jefferson State workshop: Newcomers: A Different Way of Looking at Sponsoring
- ✓ September 10 Pierce County IG Renewal/Building Strong Meetings
- ✓ TBD Sept/Oct Southeast Alaska workshop

#### Connection:

- Providing Zoom accounts to Intergroups in financial need
- Providing each Intergroup with [Journals](#) and copies of the new Voices of Recovery
- Liaison connection – all Intergroups in Region One have a dedicated liaison to go to for support and resources. Click here to connect with your liaison [oaregion1.org/contact--liaison-list.html](http://oaregion1.org/contact--liaison-list.html)
- 1:1 work with Intergroups transitioning their leadership or experiencing conflict
- Robust website with resources, events, recovery blog, virtual sponsorship service

#### Carrying the Message:

- PIPO Project Team created a webpage
- Nurturing Newcomers created a podcast
- Four PIPO grants awarded to Intergroups
- Three Member Outreach grants awarded to Intergroups (coordinated by Budget, Finance & Delegate Support Project Team)
- [Region One Blank and Guided Journals are now available on Amazon](#)
- Virtual Sponsorship Program

#### Strategic Planning and 2022-2023 Mission Statement

During our annual Strategic Planning meeting, the Board decided that our Region One mission shall remain “Sharing Hope, Offering Resources, Recovering Together.” It reminds us of our primary purpose and keeps us moving forward in service.

What we came up with instead of a new mission was the idea that we want to focus on helping our Intergroups support our meetings as they move back to Face-to-Face. To that end, we are hosting two meetings to understand what our meetings need to get going. From those conversations, we will provide ways to support our Intergroups in their efforts to return to Face-to-Face meetings. If you have any suggestions, please email me ([chair@oaregion1.org](mailto:chair@oaregion1.org)) and I will share your views with the Board.

#### Virtual WSBC 2022

After initially planning to have the World Service Business Conference in person, rising COVID rates caused the Board of Trustees to change the conference to virtual. Region One had a WhatsApp group set up during the conference to help each other understand procedures and clarify issues when debates were held. We also met on Zoom after most days to check in with each other and process any residual feelings left at the end of the day. It helps to decompress with your fellows, which, for me, is a major aspect that we are missing when we attend WSBC virtually.

#### Region Chair Committee

The Region Chairs Committee was an eye opening experience for me. Working with so many fellows with such strong recovery was a blessing as I navigated the many demands of the Chair position. As a new Chair, I was invited to listen and learn as the committee planned the 2023 WSBC Forum, “*Using Spiritual Principles to Do Together What We Could Never Do Alone*”. The forum included speakers sharing how using a spiritual principle helped them overcome a specific situation. We then went into breakout rooms to share our own experiences. The forum was very well received. We are already working on the forum for WSBC 2023, which will be in person! We are all very excited to be together again.

The Region Chair Committee also discussed the region redistribution ad hoc committee formed by the Board of Trustees and how important we felt it was that the Region Chairs have a voice in the process. We were very pleased when Susan M., Region 10 Chair was invited to be on the committee. Susan will be our voice as decisions are made on how to restructure the regions to better help us carry the message.

**Shout Out To Our Project Teams**

Region One Project Teams have shown such dedication to Region One and the fellowship throughout the year. From the Assembly Binder Project Team to Bylaws and Nominations, our Project Teams have done amazing work this year. In particular, I want to thank the Budget Finance and Delegate Support Team for standing strong in the wake of so many departures. At one point, the team was down to two members. They are now a strong, solid team of four.

I also want to thank the Nurturing Newcomers team for their new podcast and the team's desire to continue working on a Spanish translation of the podcast to reach a wider audience. I appreciate your devotion to this amazing project.

Our PIPO Project Team has designed a new webpage on our Region One site that is dedicated to all things PIPO. It gives us a much needed resource to build our fellowship. Be sure to bring it to the attention of your Intergroup.

**Unaffiliated Groups**

Unaffiliated groups are OA meetings registered with WSO that choose not to associate with an Intergroup. Eleven meetings in Region One are currently unconnected with a Region One Intergroup. As we are notified of new meetings registered with World Service we will continue to identify those that have not affiliated with an Intergroup to let them know about the many advantages of doing so.

The Board looks forward to conducting our third virtual Assembly on October 15-16, followed by our virtual Convention (November 11-13). Our Convention theme this year is Joy is in the Journey. Many of us have had to reach deep to find joy over these past COVID-impacted years. This convention is sure to help us find that joy again and embrace our recovery with a full, open heart. I look forward to seeing you there as we walk with purpose on the Road of Happy Destiny.

In loving service,  
Alice W.

## **First Vice-Chair Report to Assembly 2022**

### **Convention 2021:**

Thank you Alice W. and all the others whose combined efforts made our virtual Convention 2021 such a success! An effort such as this definitely takes a village of committed and helpful volunteers giving service back to their OA fellows. We appreciate your willingness to be available!

### **Bellingham Hotel:**

Our Hotel in Bellingham did not have staffing in place to put on an event of our size and we found many other hotels were also still recovering from their COVID restrictions without adequate staffing for an event of our size. After discussion about hotel situations and the uncertainty of COVID continuing, the Region 1 Board decided to host another virtual Convention for 2022.

On a side note: Since event planning at the Bellingham hotel remains uncertain, our deposit has been sent back to Region 1. Planning for Convention 2023 will need to move forward in November to find a hotel and negotiate a contract. Hopefully by that time hotel event staffing is available.

### **Convention 2022 – Virtual—*The Joy Is In The Journey* – November 11-13, 2022**

We are indeed fortunate to have an equally wonderful convention planning team in place willing to serve Region 1 OA by putting together another virtual convention. The theme of the Region 1's 2022 Convention is *The Joy Is In the Journey*, and we have a great group of willing volunteers to help bring you a wonderful, recovery-oriented convention!

### **Intergroup Renewal – *Sea to Sky Intergroup***

Carrie and I worked with S2S IG via Zoom to conduct an Intergroup Inventory, Survey, and Survey results session. This was the first time I've done an Intergroup Renewal via Zoom and it worked out well (missed seeing people in person though...). This was a very productive process, and they collected some very helpful data via the survey of their membership. The Intergroup ended up with key focus areas for developing activities for the next two-years!

### **Region 1 Board Service**

After completing this 1-year service position I will be stepping down. I am ready to travel more during the next 10 years. I have always found my work on the Region 1 Board over the years my most rewarding service and life experience! Meeting and working with people who love OA and recovery who serve on the Board is always a highlight in my recovery journey. I encourage anyone wanting a positive experience in OA service to think about service at Region 1!!

**Submitted by:** Sue B.

## **Second Vice-Chair Report to Assembly 2022**

### **Board Visits**

I have enjoyed corresponding and coordinating Board Visits in 2022. The one and only in person visit, had to be cancelled just before the meet up, due to the spread of COVID I believe. This was a highly anticipated event, everyone was looking forward to serving, in Kelowna, BC. We'll hope for next year!

The following were served via Zoom:

- March 19 Northern Lights
- April 9 Emerald Empire
- April 23 Sea to Sky
- May 7 Southern Oregon/Northern California
- September 10 Pierce County
- September Date TBD SE Alaska

### **Nurturing Newcomer Project Team**

It has been the highlight of my service on the Board to work with the most amazing members on this team. We've developed a What is OA? Podcast. We will gladly give the first premier at assembly.

### **Region One 2022 Convention**

Again, just an amazing group of our members who show up prepared and ready to work, participate, brainstorm and problem solve every month via zoom. The convention was not able to be held in person as we had hoped. The hotel in Bellingham just wasn't feeling well enough staffed to provide quality service to a crowd of our size. We are excited about our theme this year; *The Joy is in the Journey!* Our convention to be held on Zoom November 11<sup>th</sup> to 13<sup>th</sup>, 2022.

**Submitted by:** Laurie A.

## Secretary Report to Assembly 2022

### **What does the Region One Secretary do?**

- Takes notes at all Board meetings and meetings of the Assembly. Then turning these notes, with help from the Board, into minutes of our meetings, which are posted on the website and sent to the Intergroup Chairs.
- Maintains a file of all minutes of past meetings.
- Updates and maintains a database of Region One's Intergroups.
- Coordinates registration at the annual Assembly.
- Along with the rest of the Board, conducts workshops around the region.
- Stays in touch with 3 or 4 liaison intergroups, offering help and encouragement.
- Writes blog entries for the Region One Website approximately every six weeks.

### **Project Team**

Each Board member is a liaison with one of the Project teams. I have been liaison with the PI/PO team. We sent out a survey to the Intergroups asking about their needs and explaining in what ways we could help them. We received several replies and answered the questions and sent a resource list. We also now have a PI/PO link to a page which gives further resources for them to use and the application to receive funds for PI/PO work.

### **Strategic Planning**

The Region One Board met over Zoom on August 6, 2022. We will continue with the focus: Sharing Hope, Offering Resources, Recovering Together in the upcoming year. Two Zoom meetings were planned for Supporting Strong Meetings – Virtual and Face-to-Face. A flyer was sent out for the August 23<sup>rd</sup> and September 18<sup>th</sup> meetings. Board members will lead the discussion.

Thank you for attending Assembly 2022 and representing your Intergroup!

**Submitted by:** Lesley K., Region One Secretary



## Treasurer Report to Assembly 2022

I've participated in the OA program for years, but for the ten years before COVID, I was a shut-in and couldn't go to meetings or do administrative service. Then, everything switched to Zoom, and I was back connected with OA people. I started attending meetings in my Intergroup, South Sound, and attended as delegate to the virtual Region One Assembly and World Service Business Conference. I was happy to hear the OA Region One treasurer position was open, and I've been serving as treasurer on the Region One Board since last October.

I've found the OA Region One books very professional and organized. Region One purchased a laptop this year for the use of QuickBooks and other treasurer functions which has been great.

2021 was another pandemic year. Region One's Assembly and Convention were held virtually. Also in 2022, the Assembly and Convention will be virtual. Donations have continued strong with most coming from intergroups; these offset fewer donations from meetings which are not meeting face to face. Much of the Region One budget in previous years was spent on travel. There was no travel in 2021 nor much in 2020. This year, 2022, had the first board travel tickets purchased in a long time for a face-to-face retreat in Kelowna, British Columbia in August. By the time the retreat was to begin, several COVID cases had broken out, no one traveled, and the retreat had to be postponed until next year.

Lower than budgeted (or no) travel to Assemblies, Conventions, and even for the World Service Business Conference has meant surplus at every level of service body. Having financial resources gives an opportunity to dream big on how to reach suffering compulsive eaters who don't know about OA (and the numbers are vast.) Also, we see the surpluses as stability as OA starts holding their events in person. We know inflation is high and there are many uncertainties as we begin to hold in-person events and travel again.

Region One's budget for 2023 anticipates a return to in-person events, with the 2023 convention proceeds as a large part of our income. However, we did budget conservatively, due to so many financial uncertainties for 2023. From the surpluses of the last two years, we do expect to remit a substantial donation to the World Service Office this year as we did for 2021.

As the OA Concepts imply, giving service at the Region level is a step down from the meeting level. The individual OA members, their meetings and Intergroups, is who we serve in the wonderful upside-down OA model. My qualification is like all, I'm a COE who needs this Twelve Step OA program to live in recovery. I'm looking forward to the next couple years of continued change for OA and hope to be able to make positive contributions.

Submitted by: Carrie A., Region One Treasurer

## **Member at Large Report to Assembly 2022**

Report not available by publication date

## Technology Coordinator Report to Assembly 2022

I maintain our website and Facebook page, provide technology support to the Board and to intergroups requesting help, and serve as Liaison to four Intergroups and the Bylaws Project Team.

### **Google Workspace**

At the end of 2021, I moved Region One to Google Workspace for Non-profits. This platform gives us a shared “workspace” and Google drive for document storage. Email accounts can be easily transitioned to new Board members and having a Region One Google drive means electronic files no longer need to be stored on members’ personal drives. Each of our project teams has drive space, as well as a Google group for email and a one-stop place for access to email and documents from year to year. In short, Region One now has access to all the apps that come with Google, with common, shared storage so that documents and history are not lost when positions rotate.

### **The Region One Website: [oaregion1.org](http://oaregion1.org)**

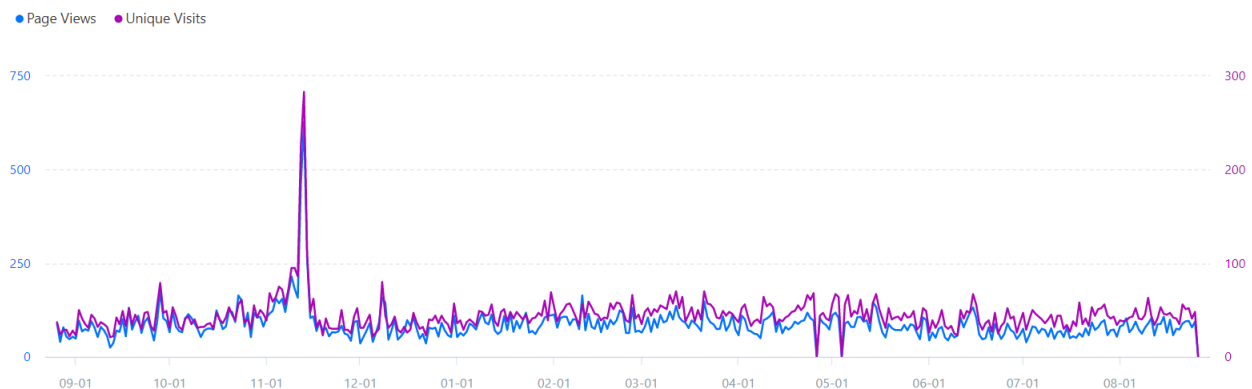
Weebly is a good choice for us, as an easy “drop and drag” website builder. When the position rotates, it will be easier for the next person to step into this service, even if they are new to building and maintaining websites.

I enjoy working on the website and am happy with the overall look and functionality. I have not made major changes this year. I try to change content on the home page regularly. Backups and a “bad-link” check are done monthly. I’ve added a privacy policy to the website

The number of visits to our website has increased from August 2021 to August 2022:

Page views: 31,784:	up 1,690%
Unique visits: 16,363	up 1,861%
Average pages per unique visit: 1.9523	up 1,168%

Our highest traffic day of the year? See the spike in traffic on November 13, 2021, on this graph? That was the Saturday of Convention!



Most of our site traffic (as of August 2022) comes from Google (541), followed by Facebook (121). There have been 26 visits via Region One Intergroup websites this month. After the home page, the pages most often visited are (in order and from mid-August):

- Meetings During COVID-19
- Events
- Journals
- Board Blogs
- Podcast Speakers
- Virtual Sponsorship
- 2022 Assembly
- Contact & Liaison List
- Find Your Intergroup
- Documents
- Sponsorship
- Newcomers
- Resources for Specific OA Populations
- Board Calendar
- For Health Care Professionals
- Intergroup Renewal

#### **Team Tech - Website Support for Intergroups**

Team Tech only met a couple of times this year. I receive emails from our Intergroup website admins and am happy to help when I can. A couple of intergroups have hired outside help to run their websites, and one intergroup applied for a grant from Region One pay for website help.

#### **The Region One [Facebook Page](#)**

- 2020 - 307 followers
- 2021 – 544 followers
- 2022 – 648 followers

The more followers we have, the more Facebook will suggest our page to others, which increases our ability to carry the message. I hope you will “like” our posts, follow and share our page. Doing this is simply saying that you support our page or find the content interesting—very different than saying “I am a member of OA” on Facebook!

We post OA events, our blogs, Lifeline articles, and “Heard @ a Meeting” and “Wisdom from Our Sponsors” snippets. Our page follows other OA pages, including the World Service page and we occasionally repost from those pages. Thank you to Laurie A., our Second Vice-Chair, who helps me keep our page active with great recovery content!

We ran several Facebook ads in the Fall of 2021. Here is a summary of results:

- New guided journals – 2 ads – total reach of 586, post engagements 47, cost \$24.12
- Convention – 3 ads – total reach of 2,318, post engagements of 233, cost \$63.80

### **Intergroup Liaison/Intergroup Outreach**

I am Liaison to Emerald Empire, Lake Country, Northern Lights, Southern BC Interior Intergroups. It is a pleasure to visit with these Intergroup Chairs. If there is an area of concern, I try to share what has worked elsewhere, or what worked for me when I was an Intergroup Chair.

Erin and I co-led a Zoom workshop for Emerald Empire Intergroup in April on service above the group level, and how that has helped our programs. I enjoyed the workshop, and it seemed to be well received. Alice and I were scheduled to do an outreach visit for a Southern BC Interior Intergroup retreat in June, but we BOTH came down with COVID and were not able to go.

Laurie and I co-led a Zoom workshop in August on how to support our in-person, virtual and hybrid meetings. It was very interesting to hear about the strengths and challenges of our meetings, and to hear everyone's positive solutions. One great suggestion from the workshop has already been implemented at one of my meetings! This workshop will be held again in September, and Region One plans to use the notes to put together a resource page for meetings.

### **Project Team Liaison**

This year I have been liaison to the Bylaws Team, and I could not have asked for a better group. Take a look at their report in the Assembly Notebook—this group has been busy clarifying our Bylaws, Policies and the 2022 Assembly Standing Rules, as well as providing the Region One Chair with a spreadsheet of important notice dates and other time-sensitive deadlines in our governing documents. This team also receives motions and assists the maker of the motion if any help is needed presenting a clear motion to the Assembly.

Thank you Tawna, Rosanne, Leila, Bev, and Laurie for your amazing work on this team!

### **Journals**

I worked with the BFDS Team this year to expand our offering of journals. Last year I was part of a subcommittee that made significant improvements to our guided journals, and moved Region One from holding inventory and shipping to self-publishing on Amazon and letting them do the shipping for us. This year I had fun creating covers for our new blank journals.

### **Outstanding Projects (as of August 2022)**

- website “opt in” for Region One emails
- website newcomer info request
- update Facebook page banner
- password vault
- move virtual sponsorship to Google Workspace

This service is interesting and rewarding—thank you for this opportunity to be of service.

Submitted by: Beverly M., Technology Coordinator

## Trustee Report to Assembly 2022

Region One	August 2020	June 2022
Number of Affiliated Groups	349	343
Number of Unaffiliated Groups	12	11
Total Number of groups	361	354
Number of Virtual meetings		79
Number of Intergroups	25	25

I have had the honor to serve as Region One Trustee (now known as trustee liaison) for nine and a half years. My term is up in April at the 2023 WSBC. Some of the things I have enjoyed the most have been conducting workshops on such topics as Traditions, Concepts, Service and Sponsorship. I enjoy the Intergroup renewals, helping people to see that the purpose of Intergroup is to serve the groups and individuals in OA. "We can do together what we could never do alone."

As a Trustee, I serve OA - not simply Region One. Each Trustee serves on Board committees, and many are Co-Chairs for a Conference Committee. The first two years of this term I served as the Chair of Conference Planning and on the Board Website Review Committee. This year I rotated out of Conference Planning and am the Trustee Co-Chair for the Young Person's Committee, the Chair for the Board Ad Hoc Restructuring committee, and I serve on the Board Approved Literature Committee. Board Approved literature is literature which has already been approved by Conference such as updating pamphlets, Guidelines, the workbooks for steps or Traditions, and other such documents.

### Other Activities

- Liaison with 4 Intergroups this year: Catch the Wave, Greater Seattle, Vancouver Island, and South Sound.
- Answer email sent from WSO for Region One and Young People Conference Committee.
- Participate in leading workshops with other Region One Board members.
- Participate in Region One Strategic planning workshop for the board annually. It will happen on August 6, 2022.

In Love and Service,

Margie G. - Region One Liaison Trustee

# Section 9:

## Project Team Reports

## NOTES



## Assembly Notebook Team Report to Assembly 2022

### Members:

Alice W.	Region One Chair
Sharon B.	Emerald Empire Intergroup
Lorri B.	Southern BC Interior Intergroup

The first few months we met monthly on Zoom and as the work increased, we met more often. By the end of summer, we were meeting every week. At first, there were six members on this committee. Within a couple of months, three members left for various reasons leaving only three of us to continue.

We reviewed the 2021 Notebook and decided to use the Region 1 website (in the form of links) to make some of the resources and workshops available to more members. The number of the notebook's pages have been reduced and access to this valued information has been increased.

The original request for reports was emailed in July with a soft deadline of August 1<sup>st</sup>. We realized that many intergroups do not hold a business meeting in the summer and may not be aware of the request.

The proofreaders' guidelines created in 2021 were followed. We saw no need for change. A request for proofreaders was sent out in July with a response from several members.

Reports were stored and accessed on Google drive which allowed easy access for everyone. A folder was set up for each section.

We had help to prepare the notebook for publication and thank you to Beverly M. for her experience and practical recommendations.

We recommend the initial request for reports be sent out in June.

## 2021 Audit of Region One - General Business Account

Jeri K.  
Nancy M.  
Heather M.

The Audit Committee conducted an audit of OA Region One books with the help of Treasurer Carrie A. The audit was structured using seven questions received from Alice W. and was conducted using emailed documents and Zoom conversations with the Treasurer.

We received the following documents from Carrie:

1. Budget vs Actual statement at 12/31/2021 and Actual statements at 12/31/2020
2. Monthly bank statements from Bank of America for 2021
3. Monthly statements from PayPal for 2021
4. General Ledger for 2021
5. Check Register for 2021
6. List of Donations from Groups and Intergroups for 2021
7. List of Region One Grants for 2021

Audit Findings:

1. Bank balances at 12/31/21 were verified as the same as those in the General Ledger. The bank balance shown in the 2021 statement differs from actual cash on hand by \$1164.26. As this is a small amount (only 1.8% of the statement balance) and is almost certainly due to timing differences we didn't believe it warranted further investigation. At the current time, only the Treasurer has signing authority, but the process is in place to add Alice W and Lauri A as signers.
2. The August 17 Board minutes confirm that the Board of Directors is investigating obtaining Errors and Omissions Insurance.
3. We received a report on the grants made but did not receive any supporting receipts for the money spent by the grant recipients. We recommend that grant recipients be provided with a simple form to complete and return with receipts supporting their purchases due within a specific timeline - perhaps 6 months.
4. We reviewed the 2021 financial statements and confirmed that deviations more than 10% from budget were ratified by the Board. We compared the 2021 financial statements with the 2020 financial statements. The only variations of any significance were on the grants which increased as more funding was available.
5. We did not receive a report of convention expenses. However, convention income and expenses are included in the overall statements.
6. We requested backup documentation for several cheques. Despite a diligent search, the Treasurer was unable to provide it. We directed her not to pursue it further. We were able to confirm that deposits were properly recorded, using the Greater Seattle Intergroup as a sample.
7. There were no payments made to the Treasurer in this time period.

In conclusion, the statements provided appear to fairly represent the financial position of OA Region One. However, it is concerning that the supporting documents for payments made were not readily available. We recommend that a system of retaining supporting documentation be implemented for general accounts payable as well as special grants.

Thank you for the opportunity to be of service.

The 2021 Audit Committee

## **Budget/Finance/Delegate Support Team Report to Assembly 2022**

Diane D.	Northern Lights Intergroup
Cindy C.	Greater Seattle Intergroup
Carrie A	Board Liaison, Treasurer
Alice W.	Region One Chair

**Purpose:** To assist the Treasurer in the review and management of Region One's financial health and well-being, create and maintain a yearly budget, and support as much representation from our intergroups at Assembly and World Service Business Conference (WSBC) as possible within the budget.

Throughout 2022 the Budget and Finance/Delegate Support (BFDS) team and Region One continue to work with coronavirus restrictions and the changes that has meant for our revenue and expenses.

### **2021-2022 Activities:**

1. WSBC Delegate Support 2022: Region One approved funding for \$5,000. Since WSBC 2022 was held virtually, these funds were not spent.
2. WSBC Delegate Support 2023: Our preliminary budget for support is \$5,000. A form was sent to intergroups at the beginning of July, due back to BFDS October 1. Should intergroups need additional funding from WSBC, their application would be sent to World Service before November 1.
3. Assembly Representative Support 2021: \$3,500 was budgeted. None of this was spent, since Assembly was held virtually.
4. Assembly Representative Support 2022: We did not prepare an application for support, since Assembly 2022 will be held virtually, with minimal intergroup expense.
5. The team prepared the 2023 draft budget for Assembly approval.
6. Ways and Means WSBC 2022: This project was set aside, since WSBC was held virtually. A new Ways and Means project was launched in July: new blank journals with cover designs created by our own Webmaster.
7. Member Outreach or other grant activity: We have funded \$1,320 in Member Outreach Grants to date.
8. The team prepared two policy amendments to be presented at Assembly 2022.
9. The team moved all Region One Journal sales to a print-on-demand platform (Amazon KDP). All journals are ordered through Amazon only; physical inventory is no longer maintained by Region One.

**Respectfully submitted:** Diane D. – Budget/Finance/Delegate Support Team Lead  
August 15, 2022

## Bylaws Team Report to Assembly 2022

Tawna W.	Greater Seattle Intergroup, Bylaws Team Lead
Leila L.	Snake River Intergroup
Rosanne K.	Oregon Intergroup
Bev S	Northern Lights Intergroup
Laurie A.	Big Sky Intergroup
Beverly M.	Oregon Intergroup, Region One Board Liaison/Technology Coordinator

As one of three Region One standing committees (the other two are Budget and Finance and Membership Outreach), the Bylaws Team coordinates with Region One committees and service bodies to bring new business to the Assembly for consideration.

Following the October 2021 Assembly, the Bylaws Team reviewed the newly adopted Bylaws and Policies for accuracy before they were posted on the region website. At the request of the Region One Chair, we revised the Standing Rules for consideration by the 2022 Assembly. We also reviewed a list of various notice requirements found in the Bylaws and Policies, and from that list updated the Excel document that will automatically generate a list of action deadlines calculated from each year's Assembly date. We then forwarded this list to the Region One Chair.

In preparation for reviewing motions to amend the Bylaws and Policies, the Bylaws Team edited the motion template for 2022, and received motions from other committees for consideration by this year's Assembly. We reviewed those motions and gave assistance and feedback to the drafters as needed. As an essential part of the Bylaws Team's ongoing mission, we reviewed current Region One Bylaws and Policies for other necessary changes and submitted relevant motions to the Assembly.

Respectfully submitted,

Tawna W. – Bylaws Team Lead

August 15, 2022

## Nominations Team Report to Assembly 2022

Margie G.                      Trustee, liaison with Region One  
Sue B.                         First Vice Chair

We use a list with names OA members who are active at Region One Assemblies and World Service Business Conference. We spend some time going through the list with the open positions in mind, we try to identify people who are a good fit for each position. The list is divided among the Region One Board members to be contacted about the possibility of doing service for Region One.

The majority of those on the list have been contacted but so far, we have only identified one person who has put in an application. We will need to do some more recruiting.

Margie G.  
Nominations Chair

## Nurturing Newcomers Team Report to Assembly 2022

James G.	Bitterroot Intergroup
Julienne P.	Greater Seattle Intergroup
Nicole C.	Greater Seattle Intergroup
Margaret T.	Southern Oregon/Northern California Intergroup; Team Lead
Laurie A.	Big Sky Intergroup, Region One Board Liaison

### **Our team's goals for the 2021-2022 year were to:**

- Build on, but not duplicate, the body of valued work that had been done by prior Region One Nurturing Newcomers Teams.
- Provide an easy-to-use resource for newcomers who want to learn more about OA.
- Give newcomers a base of knowledge that would help them to feel comfortable in participating in both face-to-face and virtual meetings.

### **In support of those goals, we engaged in the following activities:**

- Met monthly on Zoom.
- Took advantage of our shared Region One Google Drive to collaborate and to document major milestones.
- Began by surveying members of each of our Intergroups to better understand the questions that newcomers have when they attend a meeting. This was followed by lively discussion about which questions we should focus on.
- Discussed how we would deliver answers to those questions: pamphlets, workshops, or via podcast. We chose to record each podcast accompanied by a script written in the same language.
- Interviewed two OA leaders who understand best podcasting practices within the OA community.
- Researched the leading languages in Region One and California to help to prioritize which languages to translate first. We decided to begin with English and Spanish.
- Wrote an English script based on the "Where Do I Start?" pamphlet published by the OA World Service Organization.
- Submitted the written script to the Region One Board for comment and approval.
- Two of our team members recorded the English script while a third edited it and completed post-production work. These activities required extensive team collaboration outside of – and in addition to – team monthly meeting commitments.

Looking ahead, we plan to make available a written English script that can be used as a template by others for adapting the podcast to other languages. Also, we are looking into recording our basic script into more than two languages if time and resources permit.

We hope to make the podcasts and scripts available on the Region One website and to share with interested intergroups. We believe that the podcasts we produce will be fun and informative "go-to" resources for newcomers seeking recovery from the disease of compulsive eating.

Thank you for the opportunity to serve!

Respectfully submitted: Nurturing Newcomers Team - August 15, 2022

## Public Information/Professional Outreach Team Report to Assembly 2022

Sheryl T.	Greater Seattle Intergroup
Leslie K.	South Alaska Intergroup
Annie F.	Greater Seattle Intergroup
Teri O.	Sea to Sky Intergroup

This year's PIPO committee consisted of four members and met monthly during the year and bi-monthly during the summer.

Our Team's goal this year was to survey the Intergroups to gain an understanding of what Intergroups needed for support in Public and Professional Information Outreach.

We had many ideas of our own; however, we wanted to ensure that this was member driven and provided meaningful and useful support for the member groups.

We decided to focus on two specific areas:

1. Develop and administer a survey of Intergroup needs related to PIPO
2. Develop a website Intergroup can go to find PIPO resources

### **SURVEY**

We developed a survey to investigate current challenges Intergroup face around public and professional outreach.

The survey consisted of several questions identifying different areas of Public and Professional outreach. The survey was sent to all Intergroups in Region One and data was compiled to generate specific themes to prioritize in coming years.

We received thirty-eight responses from sixteen different intergroups. We provided follow up emails to the Intergroups that had not responded to ask what support or resources they needed.

### **WEBSITE**

Based on the results of the survey, we developed a Public Information and Professional Outreach website and tailored content based on the survey results.

We wanted to develop a PIPO website that clarified PIPO'S purpose, was uncluttered, and easy to access. The website was also an opportunity to acknowledge the request members had provided in the survey and take actionable steps to fulfil those requests.

The proposed website was submitted to Region One for approval. Once approved, a link was added to the Region One website. To ensure continuity for future PIPO teams, the PIPO Region One email address will be maintained to access the website for editing purposes.



## SURVEY

The responses breakdown is as follows:

Are you interested in receiving a list of things your intergroup can do for outreach?	36
Do you know there are OA pamphlets of information for medical professionals you can give to your doctor(s)?	33
Have you talked to your doctor about OA?	31
Would you be interested in learning more about how to reach out to your local educational institutions to inform future professionals about OA?	29
Are you interested in a Region 1 PIPO representative to come talk to your intergroup?	26
Do you feel that the Region 1 PIPO committee can help you set and achieve goals?	24
Would you be interested in learning more about how to make your intergroup meetings more accessible to people with disabilities and how to reach out to those communities?	23
Are you aware you can ask for grants from the Region 1 PIPO group?	21
Would you be interested in being matched with a PIPO sister intergroup in your region?	20
Do you need person power to help support you in completing your PIPO/outreach goals?	16
Do you need help paying for billboards, brochures, flyers, or other forms of information and awareness materials?	12
Do you have a PIPO committee?	10
Do you need help starting a PIPO committee?	7
Do you have PIPO/general outreach goals?	6
Do you need help applying for grants from the Region 1 PIPO group?	5
Has your Intergroup hosted PIPO workshops/events since COVID?	4

The survey identified several areas where Intergroups require support. This information can help shape the activities of subsequent PIPO committees in the next several years.

## Strong Recovery Report to Assembly 2022

Our team started off with an enthusiasm to encourage strong recovery with the idea of possibly doing something with the booklet, “Growing Together...A Guide for Sponsors and Sponsees”. This booklet was given to all participants of the OA Region One Assembly in 2021. The idea was to review, edit, and perhaps replace some of the pages with other recovery information.

Although a good idea, it never quite came into fruition. Perhaps the team for this coming year might like to run with it. 😊

Nadine D.

Strong Recovery Project Team

## Virtual Sponsorship Report to Assembly 2022

I began in the service position of Virtual Sponsorship Co-Coordinator September 1, 2021. Michelle M. and I began at the same time and worked on it together, dividing the duties for several months. It is a very fulfilling position; helping fellow members find sponsors. While most of the applicants and sponsors live in Region One, there are many in other parts of the U.S. and Canada, as well as Central America, Europe, Africa, Asia, and Australia.

Potential sponsees and sponsors fill out an application found on the Region 1 website. They come to us through an email account. Sponsees are sent an anonymity protected list (using just initials) with brief descriptions of 3-4 available sponsors who have similar backgrounds, and hopefully are in their time zone or a neighboring one. Once the sponsee has chosen someone that they would like to work with, both sponsor and sponsee are sent contact information for the other. Sponsorship is accomplished through phone, email, text, WhatsApp, and/or various forms of video conferencing.

Records are kept of sponsors and sponsees on Google Docs and Google Sheets - no full names are used. In the past year, 157 potential sponsees have submitted applications. Of those, all have been sent a list of choices, and 67 successful matches have been made. Many people do not respond to the emailed list, or they let us know that they have found someone at a meeting to work with.

Some sponsors are available to help newcomers with “The First 12 Days” downloadable guide ([“Where Do I Start?”](#)) if there are no long-term sponsors available at the time they apply. Currently there are 17 available sponsors: 12 females and 5 males.

In loving service,

Gail M.

## NOTES

# Section 10:

## Intergroup Reports

## NOTES

## Alaska Intergroup

**Website address:** [alaska-aa.org](http://alaska-aa.org)

**Intergroup Chair:** Randy

**Number of Groups:** 4

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No report available by publication date

## Anchorage Alaska Intergroup

**Mailing Address:** 3705 Arctic Blvd PMB 1805  
Anchorage AK 99503-5774  
**Website:** [OA-Alaska.org](http://OA-Alaska.org)  
**Chair name:** Kathleen Y.  
**Number of Groups:** 8

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### **Information and Services:**

Our intergroup is small and trying to hold steady. We are still meeting primarily over Zoom except for two meetings that meet in a hybrid of Zoom/in-person. The eight meetings continue to have consistent attendance, although at times meetings can have small attendance (for example, in the summer when we have beautiful weather and members are traveling). We have OA members from outside Alaska who regularly attend some of our meetings, especially some who used to live in Alaska. We do not have many newcomers and suspect that it is hard for them to connect with fellow OA members without that face to face connection. Having to contact a meeting rep to get the Zoom password may be a barrier to newcomers.

We were working through the Intergroup inventory as a part of Intergroup renewal until we took our summer break. A committee of three has been moving that forward.

Our tech committee maintains a Google Group for email communication with members. We send out announcements and meeting updates.

### **What is working for your Intergroup that you want to celebrate?**

Our technology committee did a beautiful job redesigning our website, with the goal of making it simple and clean and very easy for a newcomer to navigate to find the information they need.

Several intergroup meetings where we had representatives present from all 8 groups.

Delegates attended Region One Assembly and WSBC and did committee work.

### **What challenges is your Intergroup experiencing?**

Meeting attendance is small and steady, but we are not bringing in many newcomers. We have a nice fund set aside for outreach but are having a hard time getting off the ground with outreach efforts. Limited energy? Interest? People? to do service at the intergroup level. We have not had a Treasurer since ours resigned earlier in the year.

We're having a hard time working out the best way for our Treasurer to do the 60/30/10 split on donations since all groups send their 7<sup>th</sup> tradition dollars directly to intergroup rather than doing the split themselves. Before intergroup expenses or after? How often to send in? Since our decision to close our leased office/meeting space, our expenses are lower, and we have funds in the bank that we need to decide what to do with.



**Has your Intergroup participated in Region One's Intergroup Renewal Process? Please tell us about your experience and outcomes.**

We made progress through the intergroup inventory every month until we took our summer break. Discussed how to tie all intergroup activities back to our primary purpose of carrying the message.

**What are you doing to make OA known in your community?**

Maintaining our website, oa-alaska.org. Maintain listing on alaska211.org, the United Way hub for help in our community.

**How are you nurturing and retaining newcomers?**

Members reach out to them and sponsoring them.

**How are you helping those in OA who are struggling?**

Individuals reaching out to individuals.

**What are you doing to encourage members to step up for service?**

Our Vice Chair, Elizabeth, contacted all meetings and asked the secretaries to make sure the groups had a meeting rep to attend intergroup meetings. She also contacted secretaries and reps to remind them of subsequent meetings. Working on getting intergroup meeting notes or summaries to all meeting secretaries.

**What experiences from other Intergroups would you like to hear about?**

Keeping OA members in our area connected and inspired when most are meeting over Zoom. How to hold events over zoom. Ideas on simple events that don't take too much advance work.

**Do you have any Tips and other News you'd like to share?**

No

Submitted By: Kathleen Y.

## **Big Sky Intergroup**

**Mailing address:** P.O. Box 21644, Billings, MT 59104  
**Website:** [montana-overeatersanonymous.org](http://montana-overeatersanonymous.org)  
**Chair name:** Laurie H.  
**Number of Groups::** 5

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### **Intergroup Information and Services:**

Our core members are healthy and committed to sharing the Overeaters Anonymous program of action.

#### **What is working for your Intergroup that you want to celebrate?**

We have a quarterly speaker meeting coordinated by one of our members; they have been very hopeful and inspiring. The Zoom networking has allowed members from other states to join our meetings; this has been a great addition and input to our meetings.

#### **What challenges is your Intergroup experiencing?**

Maintaining, newcomers, and contributions.

#### **Has your Intergroup participated in R1's Intergroup Renewal Process?**

Yes, we have in the past and hope to have once again in the future.

#### **What are you doing to make OA known in your community?**

We are in contact with our local treatment center by sharing pamphlets and work with the Montana OA website link.

#### **How are you nurturing and retaining newcomers?**

We are sending out newcomer packets, doing reach-out calls, and sharing our website.

#### **How are you helping those in OA who are struggling?**

We do reach-out calls, encourage 12 stepping a problem and green workbook, as well as promoting the Region One Guide of Growing Together Sponsorship Guide.

#### **What are you doing to encourage members to step up for service?**

We are proactive by asking personally for their service.

#### **Do you have any Tips and other News you'd like to share?**

Big Sky Bi-monthly Intergroup Meeting with Rotating Chair is working well for us.

**Submitted by:** Laurie H.

## **Bitterroot Intergroup**

**Website:** [montana-overeatersanonymous.org](http://montana-overeatersanonymous.org)  
**Chair Name:** Catherine H.  
**Number of Groups:** 8 most meetings are hybrid

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### **Intergroup Information and Services:**

We meet the last Wednesday of each month; we find that meetings are shorter, and stuff gets done in an efficient manner. We sponsor a Spring retreat at the end of May and a Fall retreat on the first weekend after Labor Day (this year Sept 9th, 10th, and 11th) ...both are held at resorts.

#### **What is working for your Intergroup that you want to celebrate?**

For all of us, COVID has been a challenge and a blessing with the Zoom meetings.

#### **What are you doing to make OA known in your community?**

This is a challenge...experienced members take info to their personal physicians...some show interest. We, at our latest meeting, thought to contact the nutrition program at the University to invite students and educators to attend some of our meetings.

#### **How are you nurturing and retaining newcomers?**

We try to contact newcomers and pass our numbers and names on to them.

#### **What are you doing to encourage members to step up for service?**

We try to make sure positions are announced at meetings.

**Submitted By:** Catherine H.

## Catch the Wave Intergroup

**Chair name:** Cynthia 'Cindy' T.

**Number of Groups:** 2 meetings (Monday at 7:00 p.m. and Thursday at 10:00 a.m.)

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### **Intergroup Information and Services:**

#### **Tell us about the state of your intergroup and about your Intergroup's activities over the past year.**

We have not had much "in person" because of our membership being so spread out geographically but have had a couple of meetings after our Monday night meeting and are planning on an informal meeting and picnic the 13th of August.

#### **What is working for your Intergroup that you want to celebrate?**

We are getting some interest in our meetings and have had 5 people call and express interest. Three of the five have attended meetings and we think one is really committed. We have some group consensus on behavior at meetings and compiling a list of group leaders so each person can chair a meeting every 10 weeks, so we don't waste time asking for volunteers.

#### **What challenges is your Intergroup experiencing?**

Principles before personalities. Regular attendance, some long-time members leaving the fellowship and participating instead in outside literature. Some people not paying any attention to Zoom etiquette or meeting guidelines. Has improved after a business meeting discussion.

#### **Has your Intergroup participated in R1's Intergroup Renewal Process?**

Yes, not everything we tried worked for long: mainly a phone meeting before the pandemic. It did get us to look at alternatives to improve what works for us and look at other resources.

#### **What are you doing to make OA known in your community?**

We have a contact number at World Service and word of mouth. Members have talked to their doctors, and we have put out information via posters, but the posters have gotten torn down.

#### **How are you nurturing and retaining newcomers?**

Sending regular reminders about meetings to all persons who have attended past and present. Welcoming new members and reaching out to them by phone or e-mail, publishing our phone numbers, and providing literature they might need.

#### **How are you helping those in OA who are struggling?**

Trying to be open to discussion topics that might help everyone. Being honest and open in meetings.

#### **What are you doing to encourage members to step up for service?**

We rotate meeting leadership and have just instituted a list of leaders to serve once every ten weeks as people have been reluctant to step up to service. If they only have to do it every 10 weeks, it helps those who do not volunteer regularly as well as those whom the leaderships falls on more often than not.

**What experiences from other Intergroup would you like to hear about?**

Retaining members, attracting members, get service positions filled in a more equitable way.

**Do you have any Tips and other News you'd like to share?**

Zoom continues to work well for us since we have members from Florence to Brookings on the coast, San Diego, Ann Arbor Michigan, and Roseburg.

**Submitted By:** Cynthia T., Chair of Catch the Wave Intergroup, Southern Oregon Coast

## Central Oregon Intergroup

**Website:** [centraloregonoa.org](http://centraloregonoa.org)  
**Intergroup Chair:** Janice K.  
**Number of Groups:** 5

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No report available by publication date

## **Emerald Empire Intergroup**

**Mailing address:** P.O. Box 11172, Eugene, OR 97440  
**Website:** [oeugene.org](http://oeugene.org)  
**Intergroup Chair:** Laura E.  
**Number of Groups:** 6 on Zoom, 2 in person

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### **Intergroup Information and Services:**

Emerald Empire Intergroup is struggling for more involvement from member groups. We meet once a month on Zoom for an hour but have only officers and two or three group reps attending. With the support of the region, we have put ads in the local paper, purchased literature, and participated in Pride celebrations over the last few years, and offered two events on Zoom. Still, participation is slim.

#### **What is working for your Intergroup that you want to celebrate?**

One member had been participating in Eugene Pride with a table and banners offering OA as a solution to food addiction. She decided she didn't want to do it again this year but urged us to get a table and show up anyway. Because she stepped down, we rallied and got together a group who showed up in shifts to manage the table this year. It was surprising to most of us that so many people had not heard of OA. What a gift our member gave to us by stepping down. We just let her do it in the past and didn't offer to help. Rotation of service has shown itself to be the most successful motivation of all.

Our Chair and Secretary also stepped down last December, and two new people offered to run for those positions. Having little or no experience, these two brave souls have stepped up to meet the challenge and are doing great work. Again, rotation of service is demonstrating how important it is to let go of the old guard.

We also sponsored two events this year: A Unity Day event and two members of Region One's Outreach committee led a Zoom workshop on service in April. Both events were well attended and appreciated by our members.

#### **What challenges is your Intergroup experiencing?**

Our intergroup is experiencing apathy among members in terms of stepping into service and we are not sure what to do about it. We are struggling motivating members to get involved.

#### **Has your Intergroup participated in Region One's Intergroup Renewal Process?**

Yes. As explained above, we were able to put ads in our local paper, participated in Eugene Pride, and purchased literature for the Pride event.

#### **What are you doing to make OA known in your community?**

We maintain and sustain a website, put ads in our local paper for several weeks, and participated in the Eugene Pride Celebration in August.

**How are you nurturing and retaining newcomers?**

We are welcoming newcomers at meetings by acknowledging them and asking them to share. We also ask them to stay online after the meeting so we can get to know them better.

**How are you helping those in OA who are struggling?**

There are some members who have taken it upon themselves to reach out to those we are missing in meetings. It hasn't been consistent, and we have not made it a priority. Something to consider.

**What are you doing to encourage members to step up for service?**

Begging?

**What experiences from other Intergroup would you like to hear about?**

We would like to hear about how other intergroups are reaching out to newcomers and those who are no longer going to meetings. How to motivate members to step into service.

**Do you have any Tips and other News you'd like to share?**

Rotation of service works!

**Submitted By:** Sharon B.

Region 1 Rep for Emerald Empire Intergroup



## Greater Seattle Intergroup

**Mailing Address:** PO Box 17415. Seattle, WA 98127  
**Website:** [seattleoa.org/](http://seattleoa.org/)  
**Phone number:** Hotline 206-264-5045  
**Chair name:** Annie F.  
**Number of Groups:** 41

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### **Intergroup Information and Services:**

- The 12-Step Within committee hosted a Zoom workshop on the Steps
- Intergroup struggling to fill Committee Chairs, Board & Service positions
- Started a 30 min. Speaker meeting before the Intergroup meeting in hopes of encouraging attendance

### **What is working for your Intergroup that you want to celebrate?**

- 41 meetings including 3 Face to face & 1 hybrid

### **What challenges is your Intergroup experiencing?**

- Lack of members stepping up for service positions at all levels
- Lack of attendance at Intergroup meetings.

### **Has your Intergroup participated in R1's Intergroup Renewal Process?**

- Not yet. Planning for the fall???

### **What are you doing to make OA known in your community?**

- Hosting web page & Zoom meetings
- Most meetings also posted on OA.org web page

### **How are you nurturing and retaining newcomers?**

- Lots of 12-day sponsors
- Newcomer meetings
- Encouraging people to come back

### **How are you helping those in OA who are struggling?**

- Plans to start closed relapse group focused on A NEW BEGINNING are being discussed

### **What experiences from other Intergroup would you like to hear about?**

- How they are encouraging members to step up for service

**Submitted By:** Annie F., Chair

## Lake Country Intergroup

**Website:** [lakecountryoa.org](http://lakecountryoa.org)  
**Intergroup Chair:** Vacant  
**Number of Groups:** 15

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No report available by publication date

## North Cascade Intergroup

**Website:** [oa-nci.org/](http://oa-nci.org/)  
**Chair's Name:** Jaime and Kathy  
**Number of Groups:** 12

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### **Intergroup Information and Services:**

We provide services to the OA meetings in Northern Washington (North Cascades) and the San Juan Islands. We host a speaker meeting every quarter along with our business meeting. During the pandemic we helped get meetings online. What is working for your Intergroup that you want to celebrate? We successfully passed the reigns of leadership to new folks this year, reworked the business meeting agenda, and are hoping to find more volunteers for service roles soon.

### **What challenges is your Intergroup experiencing?**

We are hoping for more input from more groups in order to provide more services to meetings.

### **What are you doing to make OA known in your community?**

This year we are focused on digital marketing. We would like to reach newcomers where they are, online, and are working on what those ads might look like, what they cost, and how they can be OA World Service approved.

### **How are you nurturing and retaining newcomers?**

By keeping the website updated, we hope to catch any newcomer in the area who wants to recover.

### **What are you doing to encourage members to step up for service?**

Our quarterly speaker meetings pull in a large audience because the speakers are usually from around the country with a lot of recovery. We make sure people know we are looking to fill service roles, and to let their groups know.

### **What experiences from other Intergroups would you like to hear about?**

If they have any success and/or tips with online advertising locally. We are thinking that we would just send people to the OA.org website to find a local meeting, but I'd love to see other intergroup's ads and learnings.

Submitted By: Jaime

## **Northern Lights Intergroup**

**Website address:** [oaedm.com](http://oaedm.com)

**Intergroup Chair:** Kim B.

**Number of Groups:** 17

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### **What is working for your Intergroup that you want to celebrate?**

We now have an almost full board—it has been a struggle for some time! We feel confident that we have a board that is really working for us and will improve the OA experience in the region. We have hired a professional service to manage our website, and that seems to be working out well. The person responsible for managing this website is also an OA member and understands the ins & outs of our needs thoroughly! There have been some new meetings started!

Currently, in the main, we have members that are working at their positions and their program of recovery. As mentioned above, our Board is now full, except for one position. Many of our members are aging but having new & younger “blood” on the board is certainly a boost!

### **What challenges is your Intergroup experiencing?**

Transitioning from the Zoom meetings during COVID back to face-to-face meetings is a struggle. The groups are not as connected to the intergroup as they could be. There have been a few meetings that have folded, so the overall number is staying the same.

We faced time & technical problems which interfered with our going ahead with the spring retreat, and this prevented us from following through with it.

Another challenge is the attendance and participation of group reps at intergroup meetings; the chair and co-chair are acting on this this.

### **Has your Intergroup participated in Region One’s Intergroup Renewal Process? Please tell us about your experience and outcomes.**

Yes, we have. This spring we had a "Marathon" with Region One which was a good boost to recovery!

### **What are you doing to make OA known in your community?**

We ran a “tell your Dr. about OA” campaign recently, have a telephone line, and have information regarding our meetings on our website.

The position of PIPO has been filled; we have not received much action yet.

**How are you nurturing and retaining newcomers?**

We now have a group dedicated to newcomers on Saturday evenings. Nurturing newcomers is done at the group and individual OA member level in their own special way.

At the Edmonton meetings we try very hard to make them feel welcome. Increasing our follow-up phone calls is something that would help.

**How are you helping those in OA who are struggling?**

At the intergroup level this is an area we could improve on. At the meeting level, there are phone calls, and welcoming faces and shares full of ESH.

**What are you doing to encourage members to step up for service?**

Vacant positions are mentioned at all our NLI meetings and group reps are asked to mention this at their meetings. We have also had a Service workshop in past years.

Requests for service are generally made weekly at OA meetings; appropriate individuals are approached face-to-face to encourage them to take service positions. We keep announcing the open positions and encouraging sponsors to encourage their sponsees.

**What experiences from other Intergroup would you like to hear about?**

How are the other intergroups handling questions 4, 5, & 6?

What things are occurring in other regions that are working for those OA members?

**Do you have any Tips and other News you'd like to share?**

Never give up!

**Respectfully submitted:** Kim B.

## Oregon Intergroup

**Website address:** [oregon-oa.org](http://oregon-oa.org)

**Intergroup Chair:** Pat O.

**Number of Groups:** 55 in person pre pandemic 2020 -2022: 37 on Zoom, 10 Face to Face, 1 hybrid, 3 phone Total: 51 one of these is monthly Speaker meeting, one is monthly Intergroup meeting.

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### **Intergroup Information and Services:**

We continue to meet monthly on the 2nd Wednesday of every month. Average attendance 18-20 persons counting Board members and meeting reps. We have decided to continue IG meetings on Zoom indefinitely. Intergroup has divested from our physical assets. We had a "Literature Liquidation" Parking Lot sale. Now all we need to keep track of are a few boxes of Retreat materials and our electronic assets.

### **What is working for your Intergroup that you want to celebrate?**

We have really doubled down on meeting support. We offer Zoom licenses and technical training for all meetings. We offer financial support to get face to face/hybrid meetings back on their feet. The Intergroup has gone BIG on financial support to make our first in person Retreat since 2020 a success. All first-time retreat attendees are invited to register for only \$50. Sliding registration fees help everyone join us Sept 9-11 at Twin Rocks on the Oregon Coast.

### **What challenges is your Intergroup experiencing?**

Mentoring new folks into service remains a challenge. The Treasurer is a tough spot to fill.

### **Has your Intergroup participated in R1's Intergroup Renewal Process?**

Not yet. We would love to virtually or in person.

### **What are you doing to make OA known in your community?**

We ran electronic billboard ads in Jan - Feb 2022. Our website saw a big uptick in clicks. We purchased 3000 imprinted pens which our members were given for free to "lose" all over town. These were distributed at the Parking Lot sale.

The parking lot sale was used as an opportunity to reach out to newcomers. We advertised on social media and put in a free Craig's List ad. Although we garnered 503 website clicks from the ad, we did not have any new to OA people at the sale. (One person showed up from the Craig's List notice)

Our Intergroup has budgeted \$600 quarterly for social media ads. We also budget \$30/month to give away *Where Do I Start* guides. We average 10 requests a month. This will be discontinued now that *Where Do I Start?* is available on OA.org as a free download. We sponsor a weekly New to OA meeting every Sat at 6PM PDT. We estimate that over 600 - 800 newcomers have joined us since we started in July 2020.

**How are you nurturing and retaining newcomers?**

See above

**How are you helping those in OA who are struggling?**

Sponsor List, We Care notice

**What are you doing to encourage members to step up for service?**

Representative summary sent out after each IG meeting to make being a meeting representative easier and to hopefully allow more members to know what's happening.

**What experiences from other Intergroup would you like to hear about?**

Outreach success, service training/recruitment

**Do you have any Tips and other News you'd like to share?**

Go for it!! Our members have been super supportive of every outreach and meeting support initiative! We can channel the love of OA in many positive ways. Make it tangible and let everyone feel good about it.

**Submitted By:** Pat O., Chair

## Peninsula Intergroup

**Website address:** [oopeninsula.org](http://oopeninsula.org)  
**Intergroup Chair:** Cyl M.  
**Number of Groups:** Six meetings in three towns

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### **Intergroup Information and Services:**

Our Intergroup is small but hard-working and service minded. We meet on Zoom the 3rd Saturday of every month. Attendance has been strong. We sponsor 2 workshops per year: for Unity Day in February and for I.D.E.A. day in November. We try to get the word out through our quarterly newsletter which is emailed to a general mailing list, and we encourage everyone to regularly visit our website for current information – especially about events and meetings.

### **What is working for your Intergroup that you want to celebrate?**

Because of the restrictions of the pandemic there has not been any real mingling of our individual members. This year we addressed this issue by sponsoring a *Summer Gathering* at a park about midway in our service area. We had a topic (“Fellowship”) meeting, lunch, and fun activities, followed by an Intergroup meeting with everyone invited. It was such a success that we have decided to make it an annual event!

### **What challenges is your Intergroup experiencing?**

Unfortunately, we do not have Representatives for 2 of our groups. Maintaining representatives seems to be our #1 on-going problem! Another challenge continues to be recruiting group members to serve on our committees, especially for Public Information.

### **Has your Intergroup participated in R1’s Intergroup Renewal Process?**

Yes! We are still reaping the rewards of the process. We now have a better sense of direction on what needs to be done and are focused on solutions!

### **What are you doing to make OA known in your community?**

We are attempting to find ways of getting the word out to those still suffering through Public Information.

### **How are you nurturing and retaining newcomers?**

Several of our groups now have a member or two who welcome and assist newcomers. Through our newsletter and website, we share information on meetings especially for newcomers. Many of our sponsors are now using the *Newcomers’ First Twelve Days* program.



**How are you helping those in OA who are struggling?**

Sponsorship, workshops, Zoom & hybrid meetings which attract other sufferers beyond our immediate group areas.

**What are you doing to encourage members to step up for service?**

This is probably our weakest area, not only for our intergroup but also for the individual groups.

**What experiences from other Intergroup would you like to hear about?**

Participation in the Intergroup Chair group's Zoom meetings on solutions to our common problems.

**Do you have any Tips and other News you'd like to share?**

Nothing specific, just keep working it! Along with the intergroups working with each other.

**Respectfully Submitted By:** Cyl M-H, Peninsula OA Intergroup Chair and Newsletter Editor

## Pierce County Intergroup

**Website address:** [oopeninsula.org](http://oopeninsula.org)  
**Intergroup Chair:** Barbara W.  
**Number of Groups:** Six meetings in three towns

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### **Intergroup Information and Services:**

Pierce County Intergroup has been meeting monthly since meetings were suspended during COVID in Spring 2020 and resumed in November 2020. The number of our meetings dropped from eight to six. Two meetings currently do not have an intergroup representative, and two meetings have moved to Hybrid meetings. We send announcements to all known Pierce County OA members, encouraging their attendance at Intergroup meetings.

In November of 2020 and November of 2021, we elected new Boards. Not all slots are filled, such as WSO Delegate/Region One Rep and Public Information Representative. In September of 2021 we held Meeting in the Park for our first in-person meeting since COVID had struck. We held a special Thanksgiving Day meeting in November 2021. We held a Speakers Meeting on April 23, 2022.

### **What is working for your Intergroup that you want to celebrate?**

Regular attendance of group representatives.

### **What challenges is your Intergroup experiencing?**

- Getting reps from all groups
- COVID challenges to resuming in-person meetings
- Need more evening meetings, on Zoom to start
- More in-person meetings
- Meetings in local communities, like Puyallup, Parkland-Spanaway, Graham

### **Has your Intergroup participated in Region One's Intergroup Renewal Process? Please tell us about your experience and outcomes.**

No, not recently.

### **What are you doing to make OA known in your community?**

Website with weekly meeting schedule

### **How are you nurturing and retaining newcomers?**

Sending out newcomers packets and doing First Step meetings with them.

**How are you helping those in OA who are struggling?**

Phone calls or texts, Mailing cards to them

**What are you doing to encourage members to step up for service?**

Explaining roles and sending out announcements

**What experiences from other Intergroup would you like to hear about?**

Anything encouraging or inspiring. Ideas that are working to generate increase meeting attendance, encouraging group reps

**Do you have any Tips and other News you'd like to share?**

No

Submitted By: Barbara W., Chair  
Pierce County Intergroup

## **Regina Intergroup**

**Mailing Address:** Box 572 Pilot Butte, SK, S0G 3Z0  
**Website address:** [oaregina.com](http://oaregina.com)  
**Intergroup Chair:** Vivian R.  
**Number of Groups:** One In-person group and four Zoom groups

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### **Intergroup Information and Services:**

Our intergroup has been inactive over the past year. We have seen a decline in in-person meetings. Where we had 6 in-person meetings prior to the pandemic, we have only one active in-person meeting now. Zoom was a life saver for us, and we continue to have 4 active Zoom meetings. In late 2021 our intergroup decided to suspend meetings until the fall of 2022. We complete any required business for OA and the Intergroup through email and group chat. We have completed our financial obligations such as renewing our Zoom account and receiving donations in this manner. We will resume intergroup meetings in September and will assess our current situation and what we need/want to do.

### **What is working for your Intergroup that you want to celebrate?**

Being able to use Zoom, group chats and emails is working well for our intergroup. We are still able to serve the needs of newcomers, distribute literature and ensure that the few meetings we have continue to be available and are strong meetings.

### **What challenges is your Intergroup experiencing?**

Our membership in OA in Regina and area is small. The term of the current intergroup representatives has far exceeded the normal terms, however the interest in participation of members is low. The current Intergroup made a conscious decision to “keep the lights on” and to re-convene in the fall 2022 and review what we can do going forward. We will be meeting in September.

### **Has your Intergroup participated in R1’s Intergroup Renewal Process? Please tell us about your experience and outcomes.**

No, we have not, but we will discuss this when we reconvene our meetings.

### **What are you doing to make OA known in your community?**

We are not doing much with awareness at the moment, but this will be on our agenda to talk about in September.

### **How are you nurturing and retaining newcomers?**

We do have a strong process for welcoming newcomers. When we have a newcomer, we ensure we talk about step one. We invite the newcomer to stay after the meeting and some members also stay to answer any questions the newcomer has. We make the newcomer aware of all the resources available to them both on our website and through Region One and OA.org. If the newcomer is local to our area, we follow up with literature.

**How are you helping those in OA who are struggling?**

The few meetings we do have are strong meetings and we continue to be there for people who are struggling to draw strength from. We are assisting with Sponsorship, literature, and fellowship.

**What are you doing to encourage members to step up for service?**

We encourage members to participate in service through doing some of the readings at meetings, sharing at meetings, leading meetings. We've encouraged members to carry the message and made literature and guidance available to them. This is something we will need to focus on in the future to encourage participation in intergroup and to refresh our Intergroup.

**What experiences from other Intergroup would you like to hear about?**

Grateful for any experience from small intergroup and how they keep going.

**Do you have any Tips and other News you'd like to share?**

Nothing I can think of right now.

**Submitted By:** Vivian R.

## Sea to Sky Intergroup

**Mailing Address:** OA Sea to Sky, P.O. Box 95085, Kingsgate RPO, Vancouver, BC V5T 4T8  
**Website:** [oaseatosky.com](http://oaseatosky.com)  
**Phone number:** 604-878-4575  
**Chair name:** Zoe H.  
**Number of Meetings:** 16

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### **Intergroup Information and Services:**

Our intergroup has been online since the start of COVID-19 in March of 2020. This year we voted to remain an online intergroup as it proved to be easier for members to attend meetings as we are spread over a large geographical area (entire lower mainland of BC). Our activities have been less this year due to a lack of service and some lack of direction / experience in service positions. We continue to support our member groups by sharing ESH at our monthly Intergroup meetings. This year, one of our board members spearheaded the running of Intergroup Renewal. With the help for Sue and Carrie from Region One, we have had our Intergroup Inventory and Member Survey and are in the process of striking committees to better support the top priorities of members and member groups in our area.

### **What is working for your Intergroup that you want to celebrate?**

We are willing to move through the discomfort of uncertainty together, led by our collective Higher Powers. Although these past few years have been challenging with so much changing in the world, we continue to strive to support our members and member groups, as best we can, learning more each day.

We also want to celebrate the Intergroup Renewal process currently underway – it is an opportunity for us to inspire hope in our area and positively affect the lives of our members as they work towards abstinence and recovery.

### **What challenges is your Intergroup experiencing?**

Filling Intergroup positions; non tech members find it difficult to provide feedback to Intergroup. Lack of direction (no formal training for how to 'be' a board member in various positions; no service hand-off from previous officers, many of which left before the end of their terms).

### **Has your Intergroup participated in Region One's Intergroup Renewal Process? Please tell us about your experience and outcomes.**

Yes - very recently. Our intergroup met with a person from Region One to go over the results of the survey. She was impressed by membership response to the survey and identified four themes or areas of focus for Intergroup. These were ***Sea to Sky Vision Statement, Strengthening Individual Recovery, Strengthening Group Meetings, and Strengthening our Intergroup***. A group met to brainstorm ideas to address these four areas of focus.

For more information survey go to service resources/intergroup renewal Link

[https://www.oaregion1.org/uploads/1/4/0/4/14047174/member\\_survey\\_results\\_2022\\_.pdf](https://www.oaregion1.org/uploads/1/4/0/4/14047174/member_survey_results_2022_.pdf)

**What are you doing to make OA known in your community?**

We are participating in Recovery Day this coming September with a booth and investing in signage.

**How are you nurturing and retaining newcomers?**

Encouraging friendly, supportive, and accepting atmosphere in meetings; having committed members, providing opportunity to share, updating meeting information on intergroup site and oa.org. Having fellowship time 15 minutes before and after meetings for newcomers to ask questions.

**How are you helping those in OA who are struggling?**

Currently we do not have officers in service positions that support these members (e.g., 12<sup>th</sup> Step Within, Retreats and Marathons Coordinator)

**What are you doing to encourage members to step up for service?**

Asking Group Reps to bring Intergroup-level service opportunities back to their meetings and sharing; trying to instill the idea that ***we are ALL Intergroup***, that it's about ***WE***.

**What experiences from other Intergroups would you like to hear about?**

How have they encouraged members to volunteer for service positions? How have they made OA known in their communities? How they have approached workshops for sponsorship, abstinence/recovery, and relapse prevention/recovery – these are our topic areas of focus for 2022/23.

**Do you have any tips and other news you'd like to share?**

None

Submitted By: Zoe H.

Intergroup Renewal Brainstorming notes

## Snake River Intergroup

**General geographic area:** South Central Idaho  
**Intergroup Chair:** N Lynne  
**Number of Groups:** 15

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No report available by publication date



## South Sound Intergroup

**Website address:** [oasouthsoundintergroup.org](https://oasouthsoundintergroup.org)  
**Intergroup Chair:** Barbara D. (Temporary)  
**Number of Groups:** 7 meetings: 5 on Zoom and 2 Face to Face

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### **Intergroup Information and Services:**

- We have paid for Zoom access to all of our meetings, workshops and special interest groups, and we will continue to offer this service as long as needed.
- We continue to review and look for ways to improve our outreach through our website.
- We have started a monthly on-line step-study group using the Twelve Step Workshop and Study Guide.
- We sent one representative to Assembly and one to World Service. The attending members brought back valuable updates and information to intergroup meetings.
- We've continued regular intergroup meeting monthly on Zoom even as the pandemic continued another year.

Sound Intergroup is planning a workshop on "Carrying the Message." The workshop will be on Zoom Sunday October 23, 2022 from 1 – 3pm Pacific time.

Although it may be too soon to decide – and each meeting is discussing this in its business meetings-South Sound Intergroup plans on continuing its support of at least one virtual meeting per week for those who cannot or prefer not to return to face to face.

South Sound Intergroup is supporting the possible transition to hybrid by researching what other meetings are doing and gathering information to be a resource for meetings.

We are focusing on outreach through an active Public Information Officer. We have been mailing newcomer pamphlets to newcomers. We are offering donated literature from closed meetings to members at no cost; the literature is delivered or sent out using Intergroup funds.

**What challenges is your Intergroup experiencing?** We have some open service positions on intergroup, but people have been covering and we have had good meetings during 2021-2022.

**What are you doing to make OA known in your community?** Our intergroup did a significant PIPO project this year, in the Olympia area where we are located. We had a photo and article about our local OA published in a local on-line newspaper, Thurston Talk. The link to the article is found on the South Sound Intergroup website.

Submitted By: Carrie A. August 12, 2022

## **Southeast Alaska Intergroup**

**Mailing address:** P. O. Box 35173 Juneau, Alaska 99803  
**Website:** [oa-southeastalaska.org](http://oa-southeastalaska.org)  
**Email address:** [southeastalaskaintergroup@gmail.com](mailto:southeastalaskaintergroup@gmail.com)  
**Intergroup Chair:** Cassie J.  
**Number of Groups:** 4

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### **Intergroup Information and Services:**

This year we instituted a website whereby:

- We uploaded the monthly speaker files of the speaker series we implemented in January 2020
- And uploaded the quarterly workshop speaker files we implemented (as part of the speaker series) in quarter 1 2021.
- Turned to online donations (as well as by mail).
- We also had the first in person retreat since 2018!

### **What is working for your Intergroup that you want to celebrate?**

- Connecting us all throughout Southeast Alaska via Zoom meetings, a monthly speaker meeting, a weekly check-in conference call.
- One meeting returned to face-to-face many months ago.
- One meeting that closed because of being unable to meet in person reopened in July 2022 at the same location, same time, and a different day.

### **What challenges is your Intergroup experiencing?**

- We lack members who are able or oriented to do service work. We have a core group of people doing most of the Intergroup business and work. One of those members will move out of the area soon and another has committed to other service work.

### **Has your Intergroup participated in R1's Intergroup Renewal Process? Please tell us about your experience and outcomes.**

- We have in the past and have plans to do so again.

### **What are you doing to make OA known in your community?**

- We are varied from very little outreach (especially the last couple of years) to notices in the local newsletter or cafe placemats. Our new website has recently helped local persons find us.

**How are you nurturing and retaining newcomers?**

- We have very few local newcomers although we occasionally have newcomers on Zoom meetings. We welcome them, let them know we have literature available and stay after the meeting is over to talk if they care to. We also offer sponsors and have sponsors available for newcomers who want a sponsor.

**How are you helping those in OA who are struggling?**

- Twelfth Step Within has been our focus for the last three years. That focus has led to the monthly speaker meeting, the quarterly workshops, organization/cataloging of the literature we had on hand. Our literature coordinator will deliver or email literature.
- We also do other/personal outreach and voice the availability of willing sponsors.

**What are you doing to encourage members to step up for service?**

- The fourth quarter workshop topic is service, what service is all about.

**What experiences from other Intergroups would you like to hear about?**

- We would like to hear about how to make OA known in our community.
- We are interested in other Intergroups success stories in general but especially smaller Intergroups.
- How to attract members to service positions.

**Do you have any Tips and other News you'd like to share?**

- Our new website is well worth the time and expense to develop it – it is giving us visibility, a way to do outreach locally and can increase donations especially when meetings are on Zoom.

**Submitted By:** Cassie J., Southeast Alaska Intergroup Chair

## Southern Alberta Intergroup

**Website address:** [oa-southernalberta.com](http://oa-southernalberta.com)

**Intergroup Chair:** Alanna C.

**Number of Groups:** 11

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### **Intergroup Information and Services:**

Due to the virtual nature of life and recovery over the past year, there has been less than usual activity within Southern Alberta Intergroup. We have managed to keep the lights on and have done our best to carry the message to the compulsive overeater who still suffers. Despite having a vacancy in the Retreat & Marathon Chair position, we have had trusty meeting groups step up to plan and host retreats and a handful of marathons. We have been present at virtual Region One Assembly and World Service Business Conference. A huge thank you goes out to all members of our Intergroup Board for their adaptability, perseverance, and especially their commitment to service in the fellowship. We are excited about what the upcoming year and HP has in store for OA in Southern Alberta.

### **What is working for your Intergroup that you want to celebrate?**

Our monthly Intergroup meetings have solid attendance and great discussion. Newer member to the Board with fresh energy and enthusiasm are stepping up to fill key positions to help our Intergroup to thrive. One thing that is working well for our Intergroup is our retreats. They are well-attended and elicit positive feedback from the attendees. This is a key way our Intergroup is helping to carry the message to the still-suffering Compulsive Overeater.

### **What challenges is your Intergroup experiencing?**

We have had some challenges filling some of our key Board positions.

### **Has your Intergroup participated in Region One's Intergroup Renewal Process?**

The last time we participated in Intergroup Renewal was 2020. Two areas we identified as areas to grow were Public Information/Professional Outreach and 12-Step Within. Together we brainstormed ideas for how we can grow in these areas, however, both the Public Information Chair and 12-Step Within Chair positions remain vacant and have been for some time.

### **What are you doing to make OA known in your community?**

Although our Public Information Chair position is currently vacant, and we do not have an official Public Information Project Team, our Intergroup was present at Recovery Day, a locally facilitated event for recovery groups and agencies to make their presence known to the public.

**How are you nurturing and retaining newcomers?**

Our newcomer-focused meeting provides weekly speakers of OA members committed to their recovery. This meeting includes a focus on connecting newer members with those willing and able to sponsor. Sponsorship is something that is discussed and encouraged in our Intergroup.

**How are you helping those in OA who are struggling?**

As our 12-Step Within Chair is currently vacant, we do not have a specific plan in place to help struggling OA members. This was previously mentioned as an area we have identified as an area to grow.

**What are you doing to encourage members to step up for service?**

Group representatives and Board members communicate with member groups the need for service at the Intergroup level. Intergroup meetings are announced, and individuals are welcomed to attend, even if only to learn more about what service at the Intergroup level is all about. Vacant positions on the Board are broadcast to member groups and individuals that have been identified as appropriate candidates for vacant positions have been approached directly and asked to do service. We discourage members from taking on more than one position at the Intergroup level, to ensure rotation of leadership.

We have taken time at our Intergroup meetings to "spotlight" the different Board positions. We have had members who has served in each position, past or current, to present the requirements, tasks, benefits, and lessons learned from serving in the position.

**What experiences from other Intergroup would you like to hear about?**

For Intergroups that have filled the positions of Public Information and 12-Step Within, or that have solid Public Information/Professional Outreach and 12-Step Within plans and strategies that are working: How do you do it?

**Do you have any Tips and other News you'd like to share?**

At each Intergroup meeting we take time to review the Tradition and the Concept of the month. This helps remind members how the Traditions and Concepts can be applied both in service and life.

Submitted By: Alanna C.

## Southern BC Interior Intergroup

**Email address:** [oa.sbcii@gmail.com](mailto:oa.sbcii@gmail.com)  
**Intergroup Chair:** We use a floating chair used for business meetings  
**Number of Groups:** 6

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### **Intergroup Information and Services:**

Our intergroup has been refreshed after a couple of years of inactivity. We restarted intergroup in September 2021 and decided to hold all the intergroup meetings on Zoom due to the large geographic area it covers. It has been a slow refresh, with consistent attendance from several members rotating into the Chair and Secretary positions on a meeting-by-meeting basis.

Recently we have been getting calls from more newcomers, and they have returned to meetings in following weeks.

### **What is working for your Intergroup that you want to celebrate?**

The contribution of members willing to share their time and energy to relaunching SBCII. We offer the intergroup Zoom license to groups for the weekly meetings. Intergroup creates the meeting room on request. Groups run the meeting independently using the "Claim Host" feature to control the meeting.

### **What challenges is your Intergroup experiencing?**

After being inactive for a few years we are finding it difficult to reach some of the former groups that existed. Where there is no contact information, we don't know if there are current meetings running in some areas. They may be listed on OA.ORG, but don't respond to our inquiries.

### **Has your Intergroup participated in R1's Intergroup Renewal Process? Please tell us about your experience and outcomes.**

When we did participate in the Region One Intergroup Renewal, Greta from Vancouver came up with another member. We elected a new Chair and Secretary but because of some personality conflicts, the Chair and Secretary quit without telling anyone. The Intergroup died a slow death. We have been working to be revive it with Beverly M's help and encouragement.

### **What are you doing to make OA known in your community?**

At the moment we don't have a website and rely on Region One's webpage to publish our retreat and our membership's word of mouth to promote functions.

### **How are you nurturing and retaining newcomers?**

Newcomers and returning members are warmly welcomed at each meeting. At the Kelowna hybrid meeting they are given a "Where Do I start?" pamphlet.

**How are you helping those in OA who are struggling?**

Sharing is encouraged, members are accepted where they are, and encouraged to keep coming back.

**What are you doing to encourage members to step up for service?**

In the announcement portion of the weekly meetings, the intergroup meeting is mentioned about two weeks before each monthly meeting. Everyone welcome is emphasized. Most of our groups have reps attend and give updates.

**What experiences from other Intergroup would you like to hear about?**

How to hold virtual workshops that encourage connection to other OA members, and how to help new groups start up even if distance prevents in person attendance.

**Do you have any Tips and other News you'd like to share?**

The 2022 retreat was cancelled due to complications from COVID. The good news is there was no cost to the intergroup for cancelling and we are setup for June 2, 3 & 4, 2023. The learning here is trust HP and never give up!

Submitted By: Willa (Treasurer) & Lorri (Region 1 Rep)

## Southern Oregon and Northern California Intergroup

**Website:** [oasoregon-norcal.org](http://oasoregon-norcal.org)  
**Chair name:** Kathleen (Kathy) Mc  
**Number of Groups:** 11 meetings, 10 of which are currently active

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### **What is working for your Intergroup that you want to celebrate?**

The Intergroup has had a very active and productive year. The following are several activities and initiatives that have been initiated and/or completed in the past year:

- The Intergroup reviewed, revised and obtained approval of our new bylaws from Region One and the OA World Service Office. This process intentionally resulted in a change of name for our Intergroup from Jefferson State Intergroup to Southern Oregon/Northern California Intergroup. In addition, this process allowed us to consider the many changes necessary in our bylaws given the changes in how groups operate including sometimes using virtual formats and taking these changes into account as we crafted our new bylaws.
- Our Region One Representative participated in the Nurturing Newcomers Project Team for the Region. To answer some of the questions newcomers have about OA, the team recorded two podcasts -- one in English and another in Spanish. The "What is OA?" podcasts are informative, but fun. They will be made available throughout the Region and on social media.
- The Intergroup approved a plan submitted and implemented by our Public Information Committee (PIC) to help spread information about OA and in our area. The plan included the following:
  - Purchase of labels with updated Intergroup and group information to be placed on books, pamphlets, etc. for distribution (Completed)
  - Purchase of *Bulletin Sticky Board Notes*, *OA, It Works* flyers, and Public Information Posters with tear-offs to be distributed to groups (Completed)
  - Creation and placement of ads and public information notices of meetings in local media (In Process, targeted completion Dec. 2022)
  - Creation of new links on our website to Newcomer meetings, regional websites, and various special focus OA meetings (Completed)
  - Purchase and placement of *OA The Twelve Steps and Twelve Traditions of Overeaters Anonymous* (with labels for local information) in all county libraries, libraries of higher education institutions and the residential VA facility in our area. A total of 33 books were distributed. (Completed)
  - A virtual 90-minute workshop, *Carrying the Message of Recovery*, was prepared and presented in collaboration with Region One and focused on obstacles and successes in carrying the message of OA through "attraction rather than promotion" and included a segment on how to create an "elevator speech" to share one's experience in OA. (Completed May 7<sup>th</sup>, 2022).
  - Outreach mailing to health care professionals including health care professionals in our local institutions of higher education (Recommended for focus in 2023)



- The Intergroup approved moving forward with a plan suggested by our Communications Coordinator to implement the following:
  - Increase efforts to include more members on our MailChimp email list to inform them of upcoming events locally and beyond and what is happening at the Intergroup level. (Ongoing)
  - Create a monthly newsletter to be sent to all who have signed up to be on our MailChimp email list. (Ongoing)
  - Continually update our website to include events, meetings, and information from the Intergroup. Information regarding changes in meetings including in-person or virtual status and contact information is provided.
  - Encourage meetings to consider ways in which they can become more welcoming including welcoming diverse groups and individuals.
  - A Unity with Diversity Committee was created and recommended making the following suggestions to our groups recognizing that each group was autonomous and had the option to implement these suggestions going forward:
    - Update their meeting format with statement on diversity provided on the OA World Service website. (Outcome: Most of our meetings have voted to include this statement in their format.)
    - Ask all groups to consider studying the new *Unity with Diversity* pamphlet (Outcome: several meetings have agreed to implement reading the *Unity with Diversity* pamphlet when there is a fifth week/meeting in a month and share on the reading in their meetings. These meetings have been well received.)
    - Encourage all groups to consider using the Diversity Meeting Checklist at their meetings. (To be completed in 2023).
  - The Intergroup approved a plan to provide training on how to deal with “Zoom bombing” incidents that increased in frequency earlier in the year and to provide other technical support to our groups as needed. Several members of the Intergroup including the Communications Coordinator and others with technical expertise participated in these trainings. Subsequently “Zoom bombing” incidents decreased in frequency. Ongoing training is provided as needed.

#### **What experiences from other Intergroups would you like to hear about?**

- We would appreciate ideas/actions that promote increased interest in serving at the intergroup level.
- Our intergroup would be very interested in hearing from other intergroups and groups on how to attract and retain newcomers, particularly men, young people, people of color, and members of other underrepresented groups. We would like to connect with other intergroups who are working to increase the diversity of their membership.

**Do you have any Tips and other News you'd like to share?**

- Although quite arduous and time consuming, reviewing, revising, and updating our bylaws for the Intergroup proved to be very worthwhile for a number of reasons. Reviewing our bylaws which had not been reviewed and revised for over ten years helped us to 1) become more familiar with our bylaws and guiding principles and 2) recognize that our bylaws did not address the reality of virtual meetings and that we needed to update the bylaws to reflect the current situation with regard to virtual meetings, workshops, retreats, etc. and 3) allowed us to consider how our bylaws could reflect greater diversity (for example, using gender neutral pronouns throughout the document). It has also been helpful to use the *Sample Intergroup Bylaws* available on the World Service OA website.

**Submitted by:** Kathleen M., Chair Southern Oregon/Northern California Intergroup

## **Vancouver Island Intergroup**

**Mailing Address:** P.O. Box 5332 Stn B, Victoria B.C. V8R 6S4  
**Website address:** [oaviig.org](http://oaviig.org)  
**Intergroup Chair:** Lorraine T.  
**Number of Groups:** 19/20

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### **Intergroup Information and Services:**

Vancouver Island Intergroup met six times via Zoom this year. Our meetings included the Chair, Vice-Chair, Treasurer, Secretary, Literature Rep, Newsletter Editor, Group Coordinator and Webmaster. Other positions remain vacant. This year our Intergroup encouraged members to join many online retreats, seminars, and national and international meetings as a means to strengthen their personal programs. Some attended conventions such as Region One and WSBC as they were held online. Vancouver Island Intergroup has maintained an effective presence online through our website. The contact feature helps steer newcomers to both online and face-to-face meetings. Our e-newsletter, AnchorsOA, has a strong membership list. With the gradual loosening of face-to-face restrictions caused by the pandemic we are looking forward to forming an Ad Hoc committee to carry out Public Information tasks in the fall.

### **What is working for your Intergroup that you want to celebrate?**

The use of Zoom to maintain both hybrid and virtual meetings over the pandemic proved to be very useful. Many people have decided to continue Zoom meetings as we gradually return to many face-to-face venues.

### **What challenges is your Intergroup experiencing?**

The challenges we have faced over this last year have been in Public Information activities. With little face-to-face opportunities and no chairperson for Public Information it has been hard to come up with strong committees to carry out strong campaigns.

### **Has your Intergroup participated in R1's Intergroup Renewal Process?**

We have not participated in R1's Intergroup Renewal Process. At present we are few in number and feel a larger base of members needs to be built up in order to create a strong working board.

### **What are you doing to make OA known in your community?**

We maintain and support a strong website. We offer our e-newsletter to all those approaching us through the contact feature on our website.

### **How are you nurturing and retaining newcomers?**

To nurture and retain newcomers we connect them with a temporary sponsor and/or include them in the We Care call list. All groups have supportive and inclusive strategies that help newcomers in face-to-face situations such as "newcomer packets" and encourage access to literature online if attending virtual meetings.

**How are you helping those in OA who are struggling?**

We help those struggling in OA through personal sharing, recommending a variety of meetings, suggesting accountability partners, volunteering as temporary sponsors, suggesting podcasts and speakers. We also suggest alternative format meetings such as “writing/step study/Big Book” meetings, 90 meetings in 90 days and other meetings that require a specified commitment.

**What are you doing to encourage members to step up for service?**

We encourage members to step up for service by circulating information about positions that are vacant. We ask group reps to report back to their home meetings the need for more members to step up for service.

**What experiences from other Intergroup would you like to hear about?**

How to improve Public Information. How to encourage people to do service at the Intergroup level.

**Do you have any Tips and other News you’d like to share?**

Now that the Pandemic restrictions are easing we are planning to strike a committee to improve our outreach. Often these positions on the board go vacant because one person feels the job is too big for one person.

**Submitted By:** Lorraine T.

# Section 11:

## Project Team Resources

## NOTES

## 2022 Project Teams

When you register for Assembly, regardless of your role during Assembly, you are encouraged to be a part of a Project Team. Project Teams help keep Region One moving forward and bring resources and strength to recovery in Region One.

Our 2022-2023 Project Teams are:

- ✓ Assembly Notebook
- ✓ Budget/Finance/Delegate Support (including Ways & Means)
- ✓ Bylaws
- ✓ Nominations (this team begins work in the spring of 2023)
- ✓ Nurturing Newcomers
- ✓ Public Information & Professional Outreach
- ✓ Sponsorship/Strong Recovery

Project Teams will meet during Assembly to get to know each other, select a Team Leader, and schedule the next meeting. As time allows, you can also begin to generate ideas and create an action plan for the coming year.

Please go to the Region One website and review some action plans and resources which you may find helpful to prepare for your Project Team meeting. You can also look at reports in this year's Assembly Notebook as a source of information and ideas, as well other reports from past Assemblies on [oaregion1.org](http://oaregion1.org).

To find these documents on the website:

1. Go to [oaregion1.org](http://oaregion1.org).
2. On the left side of the page, under the Region One logo, click on DOCUMENTS.
3. Scroll down to PROJECT TEAM RESOURCES AND PAST PROJECTS and click on the heading.
4. For past Assembly documents, click on HISTORICAL DOCUMENTS.

You can also use the links provided below.

Thank you for sharing your time, energy, and RECOVERY to strengthen Region One!

## Project Teams: Purpose, Action Plan and Resources

The information on the following pages may be helpful to Project Teams as a “**starting point**” when setting goals, tasks and timelines for the coming year. The process for some of our teams is set by our Bylaw and Policy documents; other teams have more room to be creative.



## Assembly Notebook Project Team

**Purpose:** Help our next Assembly run smoothly by providing a complete, accurate, and easy-to-use Assembly Notebook. Include amazing resources to strengthen our meetings, Intergroups, personal recovery and Region One as a whole. Consider creating a resource section to go with the theme of Assembly.

### **Action Plan:**

1. CREATE NOTEBOOK VISION, TIMELINE AND WORKSPACE
  - a. **Identify areas for improvement.** Review Assembly evaluations for comments about the notebook.
  - b. **Create a new Google Drive space and grant edit access to Team members.** Use last year's content as a guide, but don't copy over or delete it. Create a folder for each notebook section, plus folders to hold your goal sheet, timeline, outline, agendas and minutes. Hold a Google Drive session, if needed. Designate an official "uploader" of documents.
  - c. **Create a new outline and timeline.** Seek input from the Board, communicating proposed content and due dates for each section. Find out when the focus of next year's Assembly will be decided. Keep the timeline and outline updated with notes and status updates.
  - d. **Create proofing guidelines.** Designate a proofing coordinator, update guidelines if needed, and search for proofreading volunteers early.
2. SHARE DRAFTS, COMMUNICATE EXPECTATIONS, GATHER CONTENT
  - a. **Email draft sections to persons responsible for new content.** Email the final sections from last year for use as a starting point.
  - b. **Email report templates to Board, Intergroup Chairs and Project Teams.** Ask the Board for input on templates. Consider including a copy of reports from the previous year. Include expectations for format, etc.
  - c. **Request contributions for special focus and local resource sections.** Create a short writing prompt and a request for resources and ask members around the Region to contribute to the notebook. (Review with the Traditions in mind.)
  - d. **Upload documents and sections when received.** Before uploading, check for obvious issues and resolve. Name the uploaded files with DRAFT in the file name. All documents should be in Word format. Follow up as needed.
3. PROOFREAD
  - a. **Proofread materials as received.** Team proofing coordinator should email completed sections to volunteers for review according to established proofing guidelines.
  - b. **Review the edits made by proofreaders.** Upon receipt of proofed documents, compare DRAFT and PROOFED versions using Word's "compare documents" feature, accepting or rejecting edits. Upload proofed version and with PROOFED in file name.
4. COMPILE, REVIEW AND CREATE TABLE OF CONTENTS
  - a. **Compile proofed sections into one Word file.** Add headers, footers, title pages, section covers, etc. Use Word's search/replace feature to check items on proofing guidelines. Double-check your pick-up list for outstanding items. Ensure page breaks are appropriate and other formatting issues are resolved. Do one last check to be sure no last names or other personal information are included.
  - b. **Create Table of Contents (TOC).** Mark entries and generate TOC after all edits. Proof again for structural issues, ensuring all documents are listed in TOC. If content must be edited, re-

generate the TOC, as page numbers may change. Save file as a PDF and upload to Google Drive as both a Word and a PDF file, with “FINAL” in the file name.

5. PUBLISH

- a. **Publish on Region website at least 30 days before Assembly.** Provide notebook as a PDF to the Region Chair. Upon approval, request that the Technology Coordinator post the PDF on the website and provide a link to the Chair and the Assembly Notebook Team. The Chair may then provide the required 30-day notice to Intergroups and Representatives.
- b. **Publish on Amazon (Kindle Direct Publishing).** Upload final notebook to the Region One account at [kdp.amazon.com/en\\_US/](https://kdp.amazon.com/en_US/). Follow instructions. Review product carefully before publishing.
- c. **Purchasing hard copies.** Provide Region Chair with a link. Chair may purchase “author copies” for Assembly at a significant savings, provided adequate time is allowed for shipping (author copies are not available for Prime shipping). Provide Chair with link for others to purchase non-author copies through Amazon Prime. Request Technology Coordinator post purchase link on Assembly webpage.

6. NOTEBOOK INTRO AT ASSEMBLY, AND HELPING THE INCOMING TEAM

- a. **Introduce the notebook at Assembly.** Ask the Chair for a ten-minute time slot at the Assembly Kickoff. Provide a short notebook intro and a few highlights, particularly of any special focus and resource sections.
- b. Provide a draft Goal Sheet, timeline, outline and Google Drive links to the incoming Assembly Notebook Team. Sharing documents with the new Team will help them get started and have a successful year.

**Resources:**

1. This year’s Notebook will be an excellent reference—be sure to keep your hard copy.
2. Ask last year’s Assembly Notebook Team for information and help. Review their goal sheet, timeline, minutes, outlines and report.
3. Ask your Board Liaison for necessary emails and other contact information, and for help getting reports from their Project Teams and Intergroups, if needed.
4. Use the Region One Google Group to ask for contributions to special focus or local resource sections.
5. Screen sharing is a great tool for Team meetings. Region One has a Zoom account.

## **Budget/Finance/Delegate Support Project Team (BFDS)**

**Purpose:** To assist the Treasurer in the review and management of Region One's financial health and well-being, create and maintain a yearly budget, and support as much representation from our Intergroups at Assembly and WSBC as possible within the budget.

### **Action Plan:**

1. Read the Region One Policies, making special note of all sections relating to finances.
2. Create a calendar for completing time-sensitive tasks for the year.
3. Work with the Treasurer in the monthly review of the current budget.
4. Review Region One Policies related to finances each year; and submit motions to Assembly as needed.
5. Develop next year's budget proposal for presentation to the Region One Board and to Assembly for approval. The General Fund budget and Convention budget should be separate.
6. Encourage and assist with the Seventh Tradition and donations to any special appeal campaigns.
7. Help Region One's Intergroups apply for financial support from Region to send Representatives to Assembly and to send Delegates to WSBC. Provide applications for both support funds in a timely way. Ensure that Region One Intergroups are notified of the deadline to apply for Delegate Support Funding from OA World Service.
8. Decide how to allocate budgeted support funds based on Region policies and submit a recommendation to the Board.
9. Assist with offering Ways and Means items for Region One Convention and WSBC, and throughout the year. Note: Some projects, such as journal sales, are ongoing and will require minimal organization. Other projects, such as the Quilt raffle, are traditional, but require more work. Your Team may choose to create (or solicit) a quilt subcommittee if a quilt income is included in this year's budget.

### **Resources:**

1. The past few years' BFDS reports are in the Assembly Notebook.
2. The Treasurer or prior BFDS chair can provide templates for necessary timelines, applications and budget spreadsheets. These are available on the Team's cloud folder (see the Treasurer for link.)
3. Budget documents are available on the Region One website documents page.

## Bylaws Project Team

**Purpose:** To review and propose changes (if needed) to Region One Bylaws and Policies, and to assist those submitting motions to Assembly, ensuring that motions brought before the Assembly are clear and presented in proper form. If possible, serve on the Reference Committee at Assembly.

### **Action Plan:**

1. Each member of the Team should become very familiar with Region One Bylaws and Policies.
2. Review Bylaws and Policies updated by the Secretary before they are posted to the Region One website.
3. Set a meeting early in the year for discussion of questions and concerns about these documents, noting areas that may need clarification, update, or correction.
4. Create a calendar for completing time-sensitive tasks for the year, based on notice deadlines contained in the Bylaws and Policies.
5. Create a Google Drive location for storage of team documents.
6. Provide an electronic form and instructions for submitting motions to Region One Assembly. This form should be available on the Region One website and provided to the Region One Secretary for sending out with the annual notice of Assembly.
7. Encourage early submission of motions to allow for time to provide assistance to those submitting motions.
8. Submit motions from the Bylaws Team, if any are recommended.
9. Number motions in a clear and consistent manner (for instance, BL-1 for Bylaws motions, P-1 for Policies motions).
10. After ensuring that all motions have been proofread, in order, and presented clearly, provide electronic copies to the Assembly Notebook Project Team.
11. Ensure that required notice of motions is provided to Region One Intergroups and Assembly Representatives. Note: Current requirement per Bylaws is 30 days before the opening of Assembly.
12. If attending Assembly, be available to serve on the Reference Committee, if needed; to clarify motions referred by the Chair, motions which receive three or more amendments, or Emergency New Business motions.
13. Help next year's Bylaws Team be successful by organizing materials in the Google Drive folders, ensuring that all documents are current.

### **Resources:**

1. The past few years' Bylaws Team reports are in the Assembly Notebook.
2. The Region One Parliamentarian is an excellent resource for your team.
3. When in doubt about wording, check to see if OA World Service has a similar Policy or Bylaw. You may not need to re-invent the wheel.
4. Check other Region websites for Bylaws and Policy documents to see if they have wording you can use.

## Nominations Project Team

**Purpose:** To publicize Board positions open for election at Assembly, encourage nominees for those offices, and assist in the election process at Assembly.

**Action Plan:**

1. Each member of the Team should become familiar with the election requirements, notice requirements and job descriptions in the Region One Bylaws and Policy documents.
2. Create a calendar and an outreach plan for contacting Intergroup Chairs, Representatives, Delegates and others in Region One who may know, or be, potential nominees.
3. Update and post downloadable application forms on the Region One website at least six months prior to Assembly.
4. Review applications received for eligibility requirements and notify any applicants who do not meet the qualifications for office.
5. Provide electronic copies of applications received to the Assembly Notebook Project Team.
6. Arrange to copy and distribute applications resulting from nominations from the floor at Assembly.
7. Obtain volunteers from guests attending Assembly to serve as scrutineers/counters of ballots.
8. When requested, announce applications received for each position open for election.
9. Gather ballots when required; count ballots with assistance of at least two non-voting volunteers.
10. Provide voting results to the Chair at Assembly.

**Resources:**

1. The past few years' Nomination Team reports in the Assembly Notebook.
2. The voting instructions are included in the Assembly Notebook.
3. Contact information for Intergroup Chairs, Representatives, Delegates, etc. is available from your Board Liaison.
4. When a person declines to put their name forward for office ask them who else they would recommend.

## Nurturing Newcomers/Newcomer Retention Project Team

**Purpose:** To provide resources to assist newcomers in their first year of membership in OA. To increase newcomer retention in Region One.

### **Action Plan/Ideas:**

1. Consider/discuss: What kept you coming back when you were a newcomer?
2. Send literature to the newcomer, for example, "Where Do I Start?" Pamphlet and "To the Young Person" (both available in e-format).
3. Help Intergroups organize a monthly newcomer meeting (pick one meeting location a month and advertise Intergroup-wide).
4. Publicize the many "newcomer" resources available on the oa.org website.
5. Offer opportunities for members to "practice" welcoming newcomers and answering their questions.
6. Help Intergroups create a newcomer page on their website.
7. Research what is already available for newcomers and where it is available.
8. Insert your wonderful ideas here!

### **Resources:**

1. Check out "Suggestions for Nurturing Newcomers" on the Region One website.
2. The First Twelve Days in OA Sponsorship Program is available at:  
[oa.org/app/uploads/2020/05/Temporary-Sponsors-1.pdf](https://oa.org/app/uploads/2020/05/Temporary-Sponsors-1.pdf).
3. Check out the Newcomer Meeting Leader Kit at:  
[oa.org/files/pdf/Newcomer-Meeting\\_Leader-2016.pdf](https://oa.org/files/pdf/Newcomer-Meeting_Leader-2016.pdf).
4. Contact information for Intergroup Chairs, Representatives, Delegates, etc. is available from your Board Liaison.

## **Public Information & Professional Outreach Project Team**

**Purpose:** To share and generate ideas for carrying the message in newspaper, radio spots, television, and other media and to spread the word to professionals and help individual Intergroups do the same.

### **Action Plan/Ideas**

1. Start a PIPO campaign encouraging OA members to do “One Brave Thing” to make OA known in their communities.
2. Contact Intergroups and Professional and Public Information Project Teams and help them with information events.
3. Help locate newspapers and websites that will run ads or feature stories for compulsive overeaters.
4. Link-up groups and Intergroups, so that Professional and Public Information people can be shared within the Region.
5. Assist the hosting Intergroup of Convention to use the event as an opportunity to carry the message outside of the Fellowship. Current Region Policy 8.3.1 states that “newcomers and members’ guests shall pay no registration fees.”
6. Review and approve (within budget and guidelines) applications from Intergroups seeking Region funding for PIPO projects.
7. Create a virtual workshop to provide members with ideas to enthusiastically and confidently carry the 12-step message to health professionals, family and friends.
8. Insert your wonderful ideas here!

### **Resources:**

1. World Service PIPO materials and/or World Service PIPO committee.
2. Audio and call notes from the Region One PIPO focus meeting: [oaregion1.org/audio--speakers.html](http://oaregion1.org/audio--speakers.html)
3. Contact [r1trustee@oa.org](mailto:r1trustee@oa.org).
4. PIPO funding from Region One.
5. Reduced-cost literature for health fairs is available from OA World Service.

## Sponsorship/Strong Recovery Project Team

**Purpose:** To strengthen, support and equip sponsors in Region One, as well as assist in increasing the number of sponsors. To offer opportunities and resources for members to strengthen their meetings and their personal recovery.

### **Action Plan/Ideas:**

1. Target potential sponsors with “The First 12 Days in OA Sponsorship” document.
2. Publish “Easy Ideas” to build sponsors for Intergroup newsletters and websites as well as through Region One OA Google Group.
3. Create/distribute a Sponsorship workshop format (view one format on oa.org).
4. Promote “Sponsorship on Demand” at the end of every meeting (assign a sponsor to volunteer to stay after the meeting to answer questions from new sponsors).
5. Contact Intergroup retreat organizers to suggest a sponsorship workshop during their retreat.
6. Work in cooperation with Region One Board, Intergroups and groups, utilizing and sharing the resources of the WSO Twelfth Step Within Committee.
7. Encourage formation of group and Intergroup Membership Outreach and Twelfth Step Within Project Teams.
8. Contact Region One OA groups requesting assistance with communicating with isolated groups.
9. Share ideas for Membership Outreach and Twelfth Step Within events.
10. Post articles with ideas for membership outreach and Twelfth Step Within events to the Region One Google Group, and/or to the Region One website.
11. Using the Strong Meeting Checklist, design an interactive twenty-minute “mini workshop” for use during Intergroup meetings.
12. Create a calendar for outreach to small Intergroups, unaffiliated groups and remote groups in Region One. Enlist others to help you with this outreach.
13. Insert your wonderful ideas here!

### **Resources:**

1. Refer to “Growing OA Recovery Worldwide: Building Healthy Service Bodies Workshop” [oaregion1.org/uploads/1/4/0/4/14047174/building\\_healthy\\_service\\_bodies\\_2018\\_wsbc\\_workshop.pdf](http://oaregion1.org/uploads/1/4/0/4/14047174/building_healthy_service_bodies_2018_wsbc_workshop.pdf) pages 59 – 62.
2. Audio recordings on Sponsorship, available [oaregion1.org/podcasts--speakers.html](http://oaregion1.org/podcasts--speakers.html) and on many other OA websites.
3. WSO Virtual Workshop: “Sponsorship Success.”
4. Sponsorship packet from OA World Service.
5. Many more sponsorship resources are available on the OA website.
6. Your Board Liaison can give you contact information for Intergroup Chairs and unaffiliated groups in Region One.
7. The Technology Coordinator can help you post information to the Region One Google Group.
8. Many Twelfth Step Within resources are available on oa.org, as well as other Regions’ websites.



## Project Team Goal Sheet

**Team Name:** \_\_\_\_\_

**Team Leader:** \_\_\_\_\_

**Team Secretary:** \_\_\_\_\_

**Team Members: Name / Email / Phone**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_


5. \_\_\_\_\_

Team email?


**Follow-up: (next meeting details)**

Note: Each section below can be used for separate goals, or for phases of a larger project.

### **Goal 1:**


Action Item	Assigned to	Resources	Complete by	

### **Goal 2:**


Action Item	Assigned to	Resources	Complete by	

## Project Team Goal Sheet


### Goal 3:

Action Item	Assigned to	Resources	Complete by	

### Goal 4:

Action Item	Assigned to	Resources	Complete by	

### Goal 5:

Action Item	Assigned to	Resources	Complete by	

fillable form at [oaregion1.org/documents.html](http://oaregion1.org/documents.html)

# Section 12:

## Special Focus

## NOTES

## The Pandemic and Oregon Intergroup 2020 and beyond – A Partial Story

By the end of February 2020, COVID-19 already concerned us. Social distancing of three feet had been suggested. Schools discussed the possibility of closures.

As March began, events evolved so swiftly, it was hard to keep up.

At our noon OA meeting on March 2, a member suggested that we begin using hand sanitizer, wipe down the tables and chairs before and after use, and quit passing books and pamphlets around for members to read. She also suggested that if one of us had cold or flu-like symptoms, we should stay home. The group suggested we have a group conscience meeting after our regular meeting to discuss her suggestions. Meanwhile in the corner sat a woman who coughed and sneezed. We asked her to leave even though she said that she'd stay in the corner away from the rest of us. She did leave upon our urging.

March 8, the governor of Oregon declared a state of emergency. March 12, she issued another edict, ruling that large public gatherings were prohibited if 3 feet social distancing could not be maintained.

WSO sent out notices dated March 11, suggesting that the OA face-to-face meetings may consider not shaking hands or holding hands in their meetings for the time being.

Meanwhile in Region One, per Cindy C. who was Chair then, she and Pat O. who was Region One Trustee put their heads together and presented the idea of offering Zoom licenses to the Intergroups in the Region.

Per Cindy C.: "Pat and I worked on the Zoom licenses together in March of 2020. We had 8-10 intergroups who wanted a Zoom license. Over the last few years, as Intergroups saw their finances stabilize, they were able to fund their own Zoom accounts ("self supporting through our own contributions). I think we currently assist with fewer than five licenses for Region One Intergroups."

Per Pat O.: "Region 1 came through for our members. The initial Zoom licenses were Region One's. I got the training to figure out how to do it from the Virtual Region of OA, specifically Claire M. She was training hundreds of people and I was able to get up to speed and assist her as the pace was outrageous.

Region One's board responded very quickly to the situation with help for our Intergroup with licenses and training. I think Region One may have the first or maybe the only land-based Region to offer Intergroup access to Zoom licenses so the meetings could transition quickly. I think OA was one of the most successful 12 Step fellowships in transitioning to online meetings for the pandemic. The silver lining for the whole COVID thing for OA was that our fellowship grew as folks confined to their homes found it was just them and the food!

The Annual Oregon Intergroup Spring Retreat had been scheduled for mid-March 2020. We had at least 72 scheduled to attend in person. The Oregon Intergroup reports said: "Our Twin Rocks Retreat in March was a success despite the Coronavirus. We had over 20 cancellations, including our retreat leader, but were not dismayed. Together we rallied and pulled off an awesome retreat! Twin Rocks closed their facility right after we left, so we made it just in time."

March 23, the state of Oregon issued a stay-at-home order. Eventually it was extended to June 8. Social distancing increased to 6 feet.

Before the end of March Oregon Intergroup had OA Meetings on Zoom every noon Monday thru Friday. The evening meetings soon followed suit. Some meetings at other times were offered by OA groups who purchased their own licenses or took advantage of the ones offered by Region One and Oregon Intergroup.

To help with the transition, one Saturday, OIG held two consecutive workshops: “Introduction to Zoom Basics,” and Zoom Hosting.” These were much appreciated as more people were required to host the growing number of meetings transitioning to the Zoom platform. They also wrote a Zoom OA meeting format that could be posted on our website and used by any group.

The results amazed us. Participants came from all over – Seattle WA, Central WA, Central and Southern Oregon, Vancouver Island, BC; Mainland British Columbia, Calgary, Alberta; both Montana Intergroups, Iowa, Florida, San Diego, UK, South Africa, plus some from all over who dropped in while they were doing “visit all 50 states on Zoom” challenges.

The year 2021 brought new challenges. One was security. Some of our groups experienced “Zoom Bombing” plus member to member harassment by someone misusing the Chat and/or the contact information in the Chat. More workshops were held to help us learn Zoom security measures.

At the end of 2021, Oregon Intergroup voted to purchase 5 licenses for 2022 to make available to all groups within the Intergroup. We also elected a Zoom license administrator. This person assigns licenses to new meetings and keeps track of Zoom license usage. The cool thing about a monthly license is that it can be used 24/7 as long as the meeting times do not overlap.

Finances: Since we didn’t spend the money budgeted for sending delegates/representatives to WSBC and Region One Assembly, OIG has been able to try several outreach projects, including offering an electronic copy of “Where Do I Start?” free to all newcomers who request it, Facebook ads, billboards, and pens with an OA blurb and website on it that we plan “lose” around the community. Our Intergroup Webmaster keeps track of new hits on our IG website in order to see if any of these methods improve traffic.

The surprising thing is even though more members from the outlying areas attend the Intergroup meetings because they don’t have to drive, overall participation in attendance at Intergroup and folks stepping up for service positions has dropped.

Today and going forward? Although some groups are going back to face-to-face and others are experimenting with hybrid meetings, many of the Zoom meetings are planning to stay on Zoom because of the regular participation of folks who don’t live nearby.

Oregon Intergroup is sponsoring an in-person retreat in September. A group conscience was held recently to decide what to recommend as precautions and safeguards to prevent the transmission of COVID-19.

Per Beverly M., Region One Technology Coordinator: A few months ago, the board voted to keep offering licenses to Intergroups through January 2023.

## There's Always Something . . .

Yep. Yep, that's right. There is always something – something that you can do in service to the Overeaters Anonymous 12 Step program and therefore to others. Why? Why do we do service? Is it important?

Why do we do service? We do service, not just for ourselves, but we do service for others. The limit to service is only limited to our imagination and ability to see something that needs doing or something that could be done for benefit for others. For ourselves, service is important. It is important and can become an integral part of our very own Twelve step recovery program.

Is it important? Heck yeah! It's important! Of course, it's important! When we do service we ourselves and others benefit. Others benefit because there is a need that they sometimes don't realize this that they can take advantage of. Inspiration is another often overlooked advantage and benefit. For ourselves, we get the benefit of getting our minds off of ourselves keeping our thoughts on others leaves not much room for only staying in our brains and stewing in our own juices.

Service. Service is a cornerstone, a key, and more to keeping and staying abstinent to our recovery from a deadly disease. So what can you do for service? Anything! For example, volunteer to open up the meeting space, make the coffee (if you are lucky enough if your meeting space allows you to have a maker in the meeting room), chair a meeting, volunteer to establish a new meeting time and date for your area, contact the Professional and Public Out-reach Chair in your Region/Intergroup, volunteer to hold an office at the local, Intergroup or regional level, be a treasurer, become an editor, volunteer to master the website for your Inter-group or Region, or even volunteer to work a job doing something you have never done before.

Yes. I know its scary! I know your knees are shaking. I also know your hand is dying to shoot up in the air. I also know that your voice is anxious and eager to pipe up and say, "I'll do it! I'll be . . . " (you fill in your blank), you know there is an office, a task no matter how trivial, a chore that you are curious about and would love to learn more about what it would take to perform it.

Okay. Consider yourselves armed and inspired. Now reach out to your local home group, your Intergroup, and your Region and ask questions. Ask what needs doing, what could you do to help OA as a whole.

How do I know what I know? I know I looked all over to try to find a website for my chosen local Intergroup. I did not find one. Since I did not find one, I reached and asked my local Intergroup board members at a quarterly meeting if I could put together and author my Intergroup's website. They all said something like, "go for it." So that is what I did – I went for it, trepidation in hand.

Submitted by: Laura "Mama A"

## Hybrid Meeting Experiences in Kelowna

Kelowna has been very fortunate to maintain a face-to-face meeting through much of the pandemic. We have the use of 2 rooms. If there are too many members for the smaller room, we can move to a larger room.

We were aware of other areas in our intergroup unable to hold in-person meetings. We wanted to invite them to join us. We started out small, sending a zoom link to those from other zoom meetings in our intergroup area. As we became more familiar with Zoom, and how to set up the room for sound and camera angle we became more confident and with WSO's help changed our meeting to hybrid on [oa.org](https://www.oa.org).

We have several members who regularly join by Zoom and take part in all aspects of a meeting: reading the literature and sharing as part of the group, we have not yet had the meeting chaired by someone on Zoom.

### **Some of the things we've learned are:**

- A member brings a laptop and signs into the account at least 15 minutes before the meeting starts so those on Zoom can be included and sound checked. It can get quite noisy in the room so for the sake of those online, the laptop is muted until the meeting starts.
- Hosting is best done from a computer or laptop from a member Zooming in rather than someone in the room. The host has better control, able to see the Zoom participants and respond to any audio issues effectively. (the host has control over mute, video, and security) We've found it works very well to have at least 1 cohost to help with security and other issues. (we've had one meeting with bombers being an issue, which was quickly resolved)
- We've used a smart phone in the room when no laptop was available and that had mixed reviews. Maybe we just need more practice.
- We tried a remote microphone and speaker, which improved the sound quality especially for the Zoom attendees. However, it was delicate and after being knocked over a couple of times, stopped working. We found we could manage without it, and it seems to be fine for everyone.
- We do not have the ability to accept donations by e-transfer, we receive donations by mail from members attending via Zoom.

### **The benefits:**

- The hybrid meeting gives depth to our meeting, and we've had members join us from other countries as well as those unable to attend locally due to health or mobility issues.
- We've become more confident using Zoom. We are still learning. Patience, feedback and understanding from everyone is appreciated.
- We hear the Experience, Strength and Hope from members who may drop in just for a meeting or attend on a regular basis.

### **The challenges & changes:**

- Our meeting format has not changed and needs to some additions such as Zoom etiquette and including Zoom members equally in the format.
- Create a separate format and backup plan for remote Zoom members in case the Wi-Fi room is unavailable or other technical difficulties.
- Create a process for including everyone (especially newcomers) in the "We Care List" and contact information – online and in the rooms.



# Section 13:

## Region One Resources

## NOTES

## Region One Resources for Personal Recovery and Service

[oaregion1.org](http://oaregion1.org) has many resources for recovery!

**Audio from Convention and Other Events** – Check out our growing virtual speaker collection at [oaregion1.org/podcasts--speakers.html](http://oaregion1.org/podcasts--speakers.html)

**Board Blog** – The Region Board is blogging! Go to [oaregion1.org/board-blog](http://oaregion1.org/board-blog)

**Board Outreach Visits** – We want to visit your intergroup! Two Board members will lead your workshop, marathon, or retreat on a topic chosen by your intergroup. Travel costs are paid by Region One. Fill out an application at [oaregion1.org/documents.html](http://oaregion1.org/documents.html).

Form: [oaregion1.org/uploads/1/4/0/4/14047174/board\\_outreach\\_visit\\_app\\_2022.pdf](http://oaregion1.org/uploads/1/4/0/4/14047174/board_outreach_visit_app_2022.pdf)

**“Connections for Recovery”** – We want to help you CONNECT to others in recovery and service. Don’t work your program in isolation or feel you have to “go it alone” at your intergroup or meeting. Contact your Region One Liaison or email [board@oaregion1.org](mailto:board@oaregion1.org) to ask for help.

**Convention** – This annual event is a fantastic weekend of connection and recovery inspiration, with keynote speakers, OA meetings, topic workshops and FUN!

**Events** – List your OA event or get information about other events in Region One at [oaregion1.org/events.html](http://oaregion1.org/events.html)

**Experience, Strength, and Hope for Intergroup Officers**  
[oaregion1.org/uploads/1/4/0/4/14047174/esh\\_for\\_intergroup\\_officers.2.pdf](http://oaregion1.org/uploads/1/4/0/4/14047174/esh_for_intergroup_officers.2.pdf)

**Facebook** – Like “[Region 1 Overeaters Anonymous](#)” to get event reminders, links to recovery inspiration, and program wisdom on your newsfeed.

**Google Group** – This email group is for sharing news that will benefit all members of Region One. Get in the loop by sending a blank email to [oaregion1+subscribe@googlegroups.com](mailto:oaregion1+subscribe@googlegroups.com).

**Healthcare Professionals** – a brand new page specifically for healthcare professionals:  
[oaregion1.org/for-health-care-professionals.html](http://oaregion1.org/for-health-care-professionals.html)

**Hybrid Meetings Help** – Nassau County IG/Region 6 has put together a helpful document to plan for a Hybrid meeting: [Hybrid meetings "how to" from Region 6](#)

**Intergroup Liaisons** – Each intergroup and Project Team has a Board Liaison, who shares information and resources to help your Intergroup or Team thrive. Liaisons are listed at [oaregion1.org/contact--liaison-list.html](http://oaregion1.org/contact--liaison-list.html)

**Intergroup Renewal** – The purpose of an intergroup is to provide support for its groups and members in carrying the message of recovery. Learn more about this simple and amazing process of focusing intergroups on Tradition 5 work at [oaregion1.org/intergroup-renewal.html](http://oaregion1.org/intergroup-renewal.html)



**Journals** –Daily writing prompts for morning and evening review, using the Big Book as a guide. Blank and Guided Journals available at [oaregion1.org/journals.html](http://oaregion1.org/journals.html)

**PIPO Funding** – Region has money to help your intergroup with Public Information and Professional Outreach projects: [oaregion1.org/documents.html](http://oaregion1.org/documents.html)

**Region One Trustee** – Our Trustee is available to answer questions or lead workshops about OA Service, Traditions & Concepts and provide resources and information from World Service. Email [r1trustee@oa.org](mailto:r1trustee@oa.org)

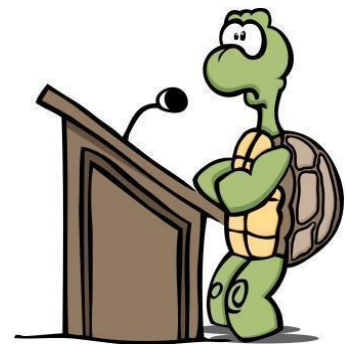
**Speaker List** – Would you like to be on the Region One speaker list? Need a speaker for your OA event? Email [mal@oaregion1.org](mailto:mal@oaregion1.org) for more info and a copy of our current speaker list.

**Suggestions for Nurturing Newcomers at Your Meetings**

[oaregion1.org/uploads/1/4/0/4/14047174/suggestionsfornurturingnewcomers.pdf&sa=D&source=editors&ust=1663372407727536&usg=AOvVaw3Exq2UVGjKKJLQNc8IWfJO](http://oaregion1.org/uploads/1/4/0/4/14047174/suggestionsfornurturingnewcomers.pdf&sa=D&source=editors&ust=1663372407727536&usg=AOvVaw3Exq2UVGjKKJLQNc8IWfJO)

**Recovery Resources for Specific OA Populations** – This page of our website provides helpful links for OA members who identify as Anorexic/Bulimic, BIPOC, Men, Young People, and more. Go to [oaregion1.org/resources-for-specific-oa-populations.html](http://oaregion1.org/resources-for-specific-oa-populations.html).

**Representative Support for Assembly** – Our goal is to have ALL of our Intergroups represented at Assembly. There is financial support available from Region One. All Intergroup Chairs will receive an email about Representative Support. Email [treasurer@oaregion1.org](mailto:treasurer@oaregion1.org).



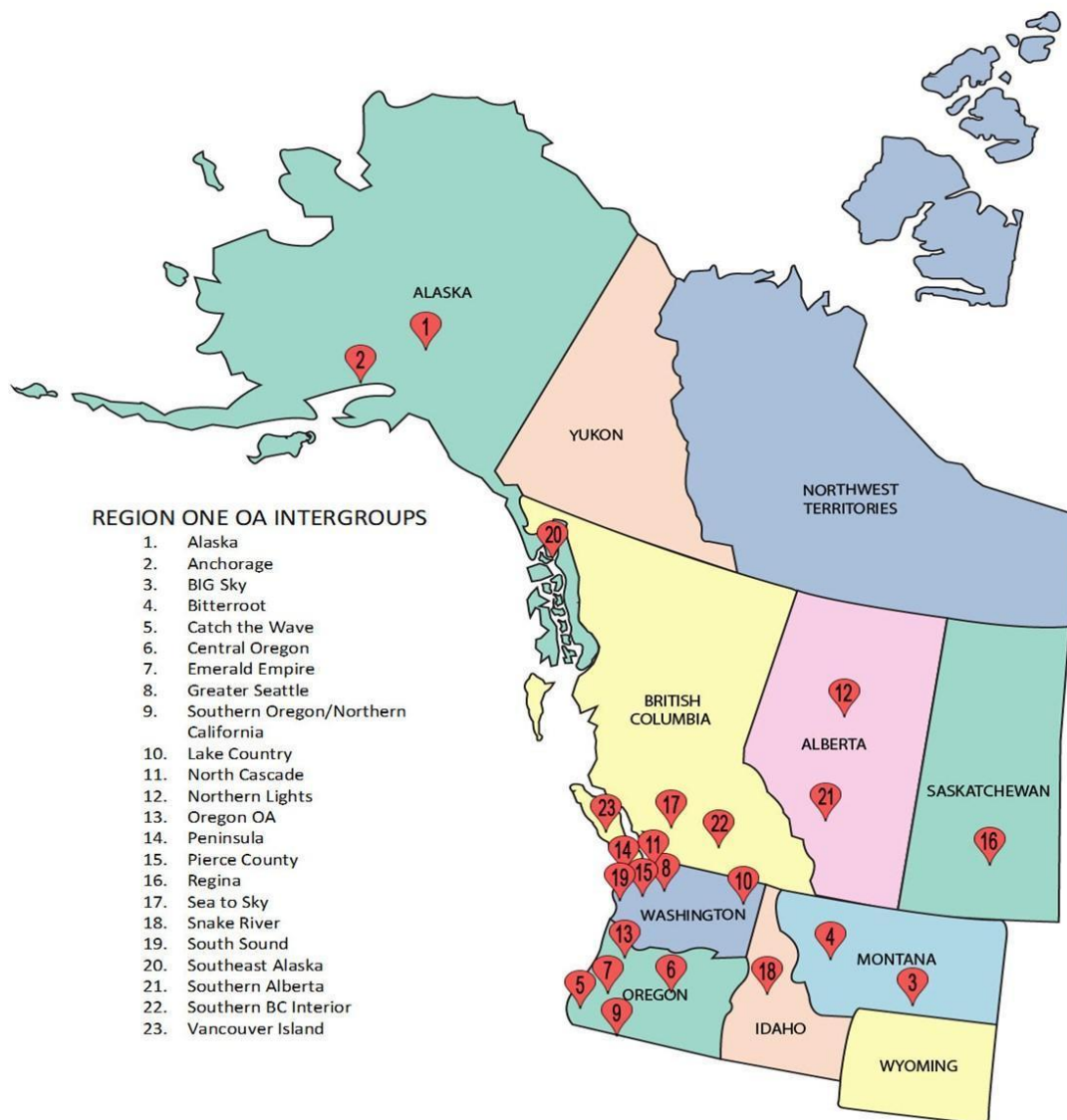
**Virtual Sponsorship** – Are you looking for a sponsor or sponsee, but can't find one in a face-to-face meeting? Fill out an application at [oaregion1.org/virtual-sponsorship.html](http://oaregion1.org/virtual-sponsorship.html).

**Website** – our website is FULL of information and resources for personal recovery and service. Explore at [oaregion1.org](http://oaregion1.org)

**Website Support** – contact [technologycoordinator@oaregion1.org](mailto:technologycoordinator@oaregion1.org) if you'd like to be part of our Intergroup Website Tech Support Team.

**WSBC Delegate Support Funding** – Be a part of the group conscience of OA as a whole—send a Delegate from your Intergroup to World Service Business Conference! Applications for Region One support to WSBC 2022 are available at [oaregion1.org/2023-wsbc.html](http://oaregion1.org/2023-wsbc.html) and are due by October 1, 2022. Email [bfd@oaregion1.org](mailto:bfd@oaregion1.org).

**Zoom Accounts** – Region One can help with Zoom accounts for Intergroups in financial need. Contact: [chair@oaregion1.org](mailto:chair@oaregion1.org)



### Save the Dates!

- Region 1 Virtual Convention November 11-13, 2022
- World Service Business Conference—April 26—29, 2023, Albuquerque, NM
- Region 1 Virtual Assembly, Date TBA
- Region 1 Convention, Fall 2023, Location TBA

Check [oaregion1.org/events](http://oaregion1.org/events) for updates and more events

Check [oa.org](http://oa.org) for World Service events

Follow "Region 1 Overeaters Anonymous" on Facebook