

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

In attendance: -

Sandra	Chair	NSB
Lisa	Treasurer	NSB
Caroline M	Communications Officer	NSB
Alan	Literature	NSB
Hilary	Secretary	NSB
Laura	Board Administrator	NSB
Catherine	OA member	NSB
Caroline P	Chair	North West Intergroup (NW IG)
Bea	Secretary	Devon & Cornwall Intergroup (D&C IG)
Teresa	Vice Chair	Heart of England Intergroup (HoE IG)
Veronica	Chair	Alba Intergroup (A IG)
Donna	Chair	Caledonian Intergroup (Cal IG)

Item	Action
1. Sandra welcomed everyone.	
2. Preamble, Traditions and Concepts were read.	
3. All attendees gave brief personal shares to introduce themselves to the group.	
4. Apologies were received from: - Rachel, Chair, North England (NE IG) Elaine, Chair, South Coast (SC IG) South & East England IG (S&E IG) Gillian, Electronic Communications committee	
5. Laura offered to start a car park to capture any AOB items to be discussed at agenda point 28, which the group agreed.	
6. Sandra covered housekeeping and explained everyone's input was very much welcomed today, but only NSB members had a vote. The group adopted the agenda and agreed to the suggested ground rules of raising hands to ask questions via Sandra as the chair.	
7. Review last meeting's minutes a. Sandra questioned the item on page 4 under Subcommittees, Literature subcommittee, where she had an action to contact the chair to have her email address used. There was uncertainty among the board on what this actually meant.	Sandra - to follow up with board members to see if any further action is needed.
b. The rest of the minutes were reviewed and agreed as accurate	
8. Matters arising Sandra highlighted she was to check guidelines re increase to NA delegate registration fees from £20 to £22. She confirmed there was no formal guidance on this so she discussed with a previous NSB chair who confirmed it would be for the NSB to decide. It had therefore been voted on and agreed by the NSB to go ahead with this.	Hilary – to include this point in the NA Hosting Guidelines

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>9. Ratify decisions of Conference calls. Sandra explained the NSB were having more frequent ad hoc conference calls to make decisions in-between board meetings. This helped move business along and made for a more manageable agenda. Other decisions were made via email so a record was kept of decisions and discussions. There were no decisions on recent calls to be ratified.</p>	
<p>10. Confirm Directors/Trustees Details The NSB members confirmed there had been no changes to personal details since the last meeting, so no updates for the trustee's information required for OAGB to remain a registered charity.</p>	
<p>11. NSB member reports – Questions a. Chair, Company Secretary or Region 9 report - no questions</p>	
<p>b. Communications Officer report</p> <ul style="list-style-type: none"> i. Sandra highlighted in addition to her report, Caroline had also been hugely instrumental in the recruitment of the Board administrator. Caroline confirmed the recruitment process had involved applicant submitting a CV, completing a practical task as an assessment of skills, and an interview which was conducted via conference call with herself and Sandra. At each stage, the rest of the NSB were emailed with updates and finally voted to offer the position when the process was completed, with Laura being the successful candidate. Sandra explained a formal offer of employment, contract and induction was in place as OAGB was a registered charity and so had to follow the usual rules of employment as with any other small company. A further update on the role would follow later in the agenda at point 15. ii. Caroline confirmed the Communications subcommittee was still looking for a coordinator for the newsletter Step by Step, and later in the agenda requirements for these volunteers was being discussed iii. It was highlighted how useful the statistics on the email bulletins were, and suggested this should be shared with a wider audience 	<p>Caroline - to have the email statistics added to next Board news update</p>
<p>c. WSBC delegate – agreed to cover later in agenda at point 14.</p>	

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>d. Treasurer Report - copies of the OAGB accounts were passed round the group</p> <ul style="list-style-type: none"> i. Lisa confirmed OAGB was financially sound, despite a slight dip in the last quarter ii. Sandra highlighted group contributions dipped slightly last year from £15k to £14k from the previous year, and asked if this trend had continued. Lisa explained she was managing the accounts in a different format to the previous Treasurer so it was difficult at this point to compare previous years, however her intention was to transfer the previous accounts to this same format iii. Hilary asked where spending was versus budgets, Lisa confirmed she did not have full details of the budgets, which Sandra agreed to send on. Sandra clarified OAGB financial year ran from 1 September till 31st August iv. Lisa highlighted ad hoc donations were very much welcomed at any time, however regular contributions via standing orders from groups and intergroups, no matter how small, made it easier to make financial projections 	<p>Lisa - to update with group contributions trends and review of this quarter versus previous years</p> <p>Sandra - to send full budget information to Lisa</p> <p>Sandra - to clarify the suggestions made by WSO around how to split contributions across OAGB, Region 9 and WSO and share with IG chairs</p> <p>IG Chairs - ask any IG and groups planning to send a financial contribution to OAGB soon, to do this before end of financial year on 31st August 2017 if possible.</p> <p>IG Chairs - ask any groups who are in a position to send regular contributions of even a few pounds to OAGB to set up standing orders</p>
<p>e. Secretary Report – Hilary clarified it was the NA hosting guidelines pack she had been reviewing and looking to update, and the agenda item later today was a review of the NA pack issued to delegates. It was agreed the hosting guidelines pack would need a separate discussion perhaps involving the recent host intergroup.</p>	<p>Hilary - to continue review and bring to a future meeting for discussion</p>
<p>f. Literature Liaison Report - Sandra apologised for the delay in circulating the full Literature accounts and shared copies with the group.</p> <ul style="list-style-type: none"> i. Sandra explained the Literature accounts were at a £150 deficit which was a large reduction from £2,260 deficit back in 2015. This drop occurred due to the need to use up/dispose of surplus and take on storage for literature stock at this time. It is thought the deficit will be cleared by the end of 2017 financial year on 31st August ii. Lisa asked for clarification of what the items listed Cash Float and initials next to them were, and it was confirmed this was Packer postage floats iii. Alan shared that OAGB currently pay 10% royalties to WSO, and the proposal was for this to be increased to 25% for all English-speaking countries. OAGB could not sustain this level of increase and would have to close down its Literature service if it took effect, therefore not paying any royalties, so they are trying to find a middle ground which works for both parties 	<p>Laura - to circulate Literature accounts with minutes of today's meeting</p>

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>12. Co-opt PI Officer Chris stepped down earlier in the year which left the PI officer role vacant. Catherine was attending the meeting today to ask to be co-opted onto the Board, which meant she would be added as a NSB member until NA in October. At this point if she wanted to remain on the NSB, she would apply through the usual process. Sandra confirmed the NSB had voted via email prior to the meeting and unanimously agreed for Catherine to be co-opted on, and so welcomed and congratulated her as a new NSB member. She confirmed there would be a NSB buddy assigned and job description notes to help support her in the new role.</p>	<p>Caroline M - to set up access to electronic systems for Catherine and act as NSB buddy, with Laura supporting Catherine – to complete necessary OAGB Trustee paperwork Sandra - to update info on Companies House</p>
<p>13. OAGB Reps to Region 9</p> <ol style="list-style-type: none"> a. Heart of England and Caledonian Intergroups confirmed they were sending a rep to the Region 9 assembly in Iceland in November this year. b. South and East England and North West intergroups confirmed they have funds to send someone but no delegate in place at this time, however this was being looked into. c. Sandra clarified IGs should apply to Region 9 directly for delegate assistance, as OAGB did not have a budget for this, having only set aside money one year when it was thought the Region 9 assembly was to be held in South Africa and could have meant very high travel costs. d. It was explained that IG chairs had the right to vote at the Region 9 assembly, and observers were also welcomed across the 5day event, with business meetings held from Wednesday to Friday, and workshops on Saturday and Sunday. More information on the assembly could be found on their website www.oaregion9.org, and the Region 9 newsletter coming out soon will include shares of previous attendees. 	
<p>14. WSBC Update – Questions on report Caroline explained everyone attending the World service business conference was assigned to a committee and then did ongoing work throughout the year. She highlighted there is funding available from WSO for Intergroups to send a representative, and lots of support for those attending. She found it a hugely positive experience and would encourage everyone to look into sending a delegate.</p>	
<p>15. Board Support Worker Update</p> <ol style="list-style-type: none"> a. Caroline explained the decision to go ahead with an additional paid worker in the form of a Board Administrator was approved at the 2015 NA, so the NSB were pleased to have someone in place on this six-month trial basis to see how it worked. The NSB were also keen to see how this impacts on volunteer levels and added value. b. Laura thanked the NSB for her welcome and introduction to the role, explaining she had been an OA member for 6 years 	

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>and had previously been involved with service at NSB level via the email responder role. She was delighted to be involved in such an exciting project and felt focused on getting the best out of the role and hours for the NSB, and the fellowship overall. She looked forward to being in touch with the IG chairs over the next few months.</p>	
<p>16. Security</p> <p>a. Lisa highlighted her concerns around the level and type of information the NSB members stored, in particular in her role as Treasurer she had bank account numbers and access codes. The security and protocols for backing up and changing this information needed to be explored from various angles, including tightening up the handover procedure. The group discussed the various areas of concern, including banking information, electronic systems passwords and access and data protection legislation, and it was agreed for the relevant NSB member to investigate and come back with proposals.</p>	<p>Lisa - to visit bank and seek advice on their suggestions on security overall for a small business, as well as establish what emergency powers and controls she and other signatories have in case of an incident of the access codes being compromised</p> <p>Caroline M and Laura - to brainstorm what electronic systems need security protocols reviewed.</p> <p>Sandra - to review official guidance on data protection and security for small businesses, including reviewing latest General Data Protection Regulations and help from the National Data Commissioner at ico.org.uk</p>
<p>b. Bea D&C IG highlighted an issue where a newcomer had mistaken the IG registered address on the WSO meetings page on the website as the location for a meeting, and had arrived at a member's home. The group agreed they were not fully aware this information would be shown on the website, and shared one further similar incident in another area. However, in order to register with WSO an IG must provide an address and few IG would have a PO Box address to use. The potential issues with personal addresses being shown online in terms of anonymity and privacy were discussed, and it was suggested IG contact WSO directly to ask for this not to be shown online, and only held on internal databases for mailing purposes.</p>	<p>Caroline M - to investigate with WSO whether the default position can be changed to not show the IG service body registered address on the website as this is likely to be a member's address.</p>

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>17. Update on hosting NA 2017</p> <ul style="list-style-type: none"> a. Caroline P NW IG confirmed the NA Task group were on track, with a strong team of members and taking regular advice from the previous year's hosting committee. b. A letter was being issued to all meetings asking them to focus on trying to send a delegate given the financial commitment would be less as this year was local. c. The September IG meeting was to be held in the NA venue to let the team get a feel for the space and how to use it. d. Flyers had been printed and were available for people to take back to their groups today, as well as being issued over the OAGB email loop, on display at the HoE convention, and with the Literature packers to send out with orders. e. A question had been asked around whether the core members attending to give service for the running of the day should pay registration fees or whether this should be covered by the hosting IG. Sandra confirmed there is no set OAGB policy on this and it is up to each IG, Caledonian IG last year decided to pay these. It was agreed this would be useful to include in the Hosting pack guidelines. f. Questions were asked around the accessibility of the venue for wheelchair users. 	<p>Hilary - to include information on service volunteer's registration fees in hosting pack guidelines</p> <p>Caroline P - to confirm on NA information whether venue is wheelchair accessible and if wheelchair accessible rooms are available</p> <p>IG chairs - to take flyers and pass to their local groups</p>
<p>18. NA Pre-Pack</p> <ul style="list-style-type: none"> a. Sandra confirmed the NA registration form, FAQs and OAGB Delegate Assistance application form was issued as part of today's meeting pack for IGs to share with all their meetings, the groups agreed it would be useful to have those documents in a separate email to forward on electronically. b. Sandra highlighted to the group – <ul style="list-style-type: none"> i. Bylaw amendment proposals must ideally be received by 31st July (the absolute final deadline is 10th August, but a bit more notice is appreciated) – the group confirmed they were not aware of any planned proposals at this time ii. IG Chairs are responsible for circulating the links to NA pack 1 and 2 out to every meeting iii. Pack 1 will be issued from NSB by end August iv. Pack 1 will contain a report from each IG, so the deadline for receiving these is 31st July. c. Bid intentions for future NAs – <ul style="list-style-type: none"> i. D&C IG for NA 2018 ii. HoE IG for NA 2019 d. At this time, no one was aware of any further applications to join the NSB, Sandra suggested all IGs put this on their agenda for discussion at the next meeting as applications are included in the NA pack 2 which must be issued to groups in September. Earlier applications are, however, welcomed. The requirements for applying to the NSB were discussed and a suggestion was made to put these and the OAGB Bylaws on a central point in the website so it was more accessible, which the NSB voted unanimously for. 	<p>Caroline M - to put NSB application requirements and OAGB bylaws on the website</p> <p>Laura - to share the link for where these are with IG chairs</p> <p>Laura - to issue NA info to IG chairs via email for forwarding to their meeting contacts</p> <p>IG Chairs – circulate NA packs 1 & 2 when they're passed on</p> <p>IG Chairs – submit an IG report by 31st July for inclusion in NA pack 1</p> <p>IG Chairs – raise the topic with IG to see if anyone interested in applying for the NSB</p>

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>19. NA Workshops</p> <ul style="list-style-type: none"> a. Sandra confirmed a previous member of the WSO board of trustees is coming to the UK for a visit around the time of the NA, and has agreed to do a workshop on the Saturday morning and act as our parliamentarian. The NSB had previously reviewed and voted on the session being on the Saturday morning, as the workshop will be light and entertaining, and hopefully set the scene for the afternoon business meeting. b. Sandra asked the group for suggestions on themes for the Friday evening workshops, and the group had lots of discussion about what has worked previously. c. The group agreed the focus of the workshops should:- <ul style="list-style-type: none"> i. Help break the ice and have members interact with each other from different areas ii. Offer support and advice on the NA process and any anxieties the attendees may have, particularly first time delegates iii. Help make NSB members more accessible iv. Raise awareness of what the NSB is for and the work involved v. Highlight the requirements to do service at NSB level and what an individual can gain from it for their recovery vi. Highlight the service opportunities available working at NSB level but not on the board, i.e. electronic subcommittee vii. Showcase how OAGB and the fellowship could grow with additional support from members d. Some suggestions for making this work were:- <ul style="list-style-type: none"> i. Current and previous NSB members to be involved and help facilitate small group discussions ii. Use a speed dating/moving chairs in a circle type format so people mix iii. Have taster sessions of various service opportunities across the hall or throughout the weekend where people can see what is actually involved iv. Not use the term 'committee', instead look to be task/position focused, ie doing rather than having meetings talking about doing v. Have a visual element, perhaps where people stand up to show what the NSB could look like, show the juggling of roles with banners or cards 	<p>Caroline P – to confirm with NA venue the meeting room will be needed after Friday evening's meal has finished for the workshop, and to suggest the 'Green Dot' system used by WSO to offer support to new Delegates</p>
--	--

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>20. Amendments to Bylaws and resolutions</p> <p>a. Hilary summarised the Bylaw amendment suggestions and led the group in a discussion on Bylaws:-</p> <p>i. Bylaw A – a query was made around whether removing some of the deadlines and deregulating some of the application process would be easier than adding in new bylaws</p> <p>ii. Bylaw B – a query was made around whether a change directed from WSO on something like a definition of a group could just be adopted by OAGB rather than have it voted on</p> <p>iii. Sandra highlighted Bob our parliamentarian had reviewed the current Bylaws and also made suggestions around several other amendments to bring them up to date. A query was made around whether adopting the standard WSO suggested bylaws would be easier than making lots of small changes, but it was highlighted the NA vote would then potentially be on the new Bylaws as an overall document and not every change, so could be difficult to be successfully voted in</p> <p>iv. Sandra suggested a separate Bylaws committee be set up with volunteers from this group to take these points away and work together to come back with proposals, which would need to be within the next 6 weeks to allow time for NA preparations</p> <p>v. Volunteers were noted as – Sandra, Veronica, Bea, Donna, Hilary, Caroline M</p>	<p>Caroline M – to share Bylaws and suggested amendments, and set up an initial call to discuss</p>
<p>b. Hilary led the group in a discussion around the proposed Policy and Procedure change:-</p> <p>i. The group agreed in principle this could attract more NSB applications</p> <p>ii. The group agreed any policy should include suggested ways a member could potentially attend and be funded by acting as Group rep for a local meeting, etc., and Hilary confirmed these were included in the proposals</p> <p>iii. The group discussed the overall financial implications for this and if a budget needed to be set. Sandra referred back to the proposal at the previous meeting where a suggested amount of £2,500 could be ringfenced for this, and agreed further investigations needed to be made on this</p>	<p>Lisa and Sandra – to review budgets and propose a fund for this proposal</p>
<p>21. NA subcommittees and feedback</p> <p>a. Sandra asked the group for feedback from members about the subcommittees set up as part of last year’s NA.</p> <p>b. Caroline M confirmed the Electronic Communications subcommittee is ongoing, but its main focus is the General email box responders. The Step by Step newsletter group started and issued one copy, but now need a new Co-ordinator to move forward, and a call to service was put out in the last Board News email update.</p>	<p>Caroline M – to collate list of all possible service opportunities at Board level</p>

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<ul style="list-style-type: none"> c. Public Information and Professional Outreach committees appeared to not get fully started, and the 12 Step within and Literature committees were also now disbanded. d. The group agreed last year's set up where attendees attended a workshop and therefore automatically became part of a committee is similar to the set up at WSBC. However it appeared members attending the NA did not seem to realise what the plan was about, and so it felt a little forced and lacked enthusiasm. e. The group also agreed committees and subcommittees are not a new concept and are essential for the running of the NSB due to the low number if NSB members. f. The group discussed the co-ordination of these groups, and how much time this in itself can take, and how people seem willing to be involved but not take lead (Step by Step newsletter for example) g. The group discussed what opportunities were actually available, considering perhaps members have skills but weren't aware they were needed or feel they were able to use. h. The group agreed to feed these observations and learnings into the plans for the Friday evening NA workshops, and identify all the possible service opportunities. 	
<p>22. Board Support option – volunteering (originally item 26 on agenda)</p> <ul style="list-style-type: none"> a. Sandra brought the above agenda item forward, and asked the group for feedback on using something like this flyer to attract new volunteers to the wider NSB service teams. b. The group overall felt the flyer was positive and suggested it include mention of a call to national service, and stated clearly this was not about being on the NSB itself. c. Caroline M shared that S&E IG had used something similar but hadn't had a strong response so far, however further work was to be done locally. d. A question was raised around how any issues around dishonesty or disruption would be dealt with if there were a large number of volunteers. Sandra highlighted the subject of qualifications for doing service at Board level was to be discussed later in the agenda, and any issues would be dealt this in the spirit of the program and in line with traditions as with any other time. e. The group suggested this could be included in the NA packs to let people know there was a call to service at Board level. f. The group were keen to have this template available to use locally. g. The NSB members discussed and voted unanimously to add information to the website on Service positions available. 	<p>Sandra/Caroline M - to update template with some current service opportunities and circulate on the next OAGB email loop</p> <p>Caroline M - to set up 'Service' area on the OAGB website and share link, and add template flyer for local service bodies to use</p> <p>Laura - to send link to template flyer to IG chairs</p> <p>Sandra/Hilary - to include call to service flyer with full list of service positions in NA packs</p>

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>23. Qualifications for email responders and NSB sub committees (originally item 22 on agenda)</p> <p>a. The group discussed and agreed the need for qualifications for service positions at this level. They should be seen as a motivation and not a disqualification; members have opportunities to do service at group and intergroup level where the requirements may be different, and support can be given by sponsors and intergroups to help willing volunteers achieve what is needed to obtain them, e.g. reading literature or attending workshops on the traditions.</p> <p>b. The NSB voted unanimously to adopt the following requirements for all NSB subcommittees:-</p> <ul style="list-style-type: none"> i. 3 months abstinence ii. Be working the steps with a sponsor iii. Have some understanding of the traditions iv. Been a member of OA for at least one year 	<p>Caroline M – to update policy and procedures manual with new wording, ensure any call to service reflects these requirements.</p>
<p>24. NA Packs 1 & 2 (originally item 23 on agenda)</p> <p>a. The group discussed the current contents of the packs issued to IGs and delegates attending the NA. The NSB voted unanimously to:-</p> <ul style="list-style-type: none"> i. Move the agenda for the AGM of the NSB to Pack 2, to allow more time for this to be finalised ii. Include the application form for joining the NSB to Pack 1, to allow potential candidates more time to review and submit <p>b. The group then had a general discussion about the level and relevance of information currently in the packs, and suggestions to improve this were to:-</p> <ul style="list-style-type: none"> i. Include a warm and welcoming introduction to explain what the NA and all the information is for ii. Include a detailed contents page with why and when each part of the pack will be needed iii. Try and have the layout and running order in line with when it will be used over the weekend, potentially try to use colour coding or a similar system iv. Have separate documents rather than one amalgamated pack for easy of reference v. Have some non NSB/IG members review the pack to test its ease of use prior to issuing. 	<p>Sandra/Hilary – to review and include these suggestions when collating the NA packs</p>

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>25. Intergroup Chair's feedback (originally item 24 on agenda)</p> <p>a. Donna, Chair, Cal IG</p> <ul style="list-style-type: none"> i. Covers most of Scotland, 24 meetings in total from next month which are mostly across the central belt ii. 2 new IG Board members joined at March AGM bringing total to 8 iii. New Board roles of Communications with a focus on a Call to Service flyer, and 12 Step Within focusing on a workshop and supporting members find sponsorship options iv. Hosted NA 2016 which was a positive experience v. Sending Delegates to Region 9 and WSBC this year, both fully funded by IG vi. Difficult issue has arisen with a group of sponsors asking sponsees to abstain from caffeine, alcohol and prescription medication, which goes out with the scope of OA and against the traditions vii. Stella, Region 9 Trustee is providing support and advice on this, helping IG to issue advice locally to groups and members with clarification on the remit of sponsors and OA viii. Sandra asked if the NSB could offer support on this topic, which was gratefully received ix. Teresa, HoE highlighted she was also aware of a similar local issue so would like to be kept in the loop with progress as her IG may have to take similar action 	<p>Donna – to provide NSB with draft communication before issue</p> <p>Sandra – to share with the NSB and provide feedback to Cal IG, and share finalised guidance with IG chairs</p>
<p>b. Veronica, Chair, A IG</p> <ul style="list-style-type: none"> i. Youngest IG in UK, has 4 meetings in the West of Scotland, and 4 IG Board members ii. Every second month IG has a workshop on a tradition or concept to further understanding 	
<p>c. Teresa, Vice Chair, HoE IG</p> <ul style="list-style-type: none"> i. 9 IG members including subcommittee who organise the annual Convention in Birmingham, 15 meetings, IG meet 6 times a year with a workshop in the afternoon ii. Attended Primary Care 3 day event for Health professionals, stand cost £1,500 with assistance from OAGB and WSO, very positive experience so plan to do again iii. Bidding to host NA 2019 	
<p>d. Bea, Secretary, D&C IG</p> <ul style="list-style-type: none"> i. IG covers 9 meetings, numbers have fluctuated with 2 meetings closing but 2 new meetings opening ii. New Board member joined who is PI Officer iii. Bidding to host NA 2018 	

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>e. Caroline M, providing update on behalf of S&E IG</p> <ul style="list-style-type: none"> i. 2 vacancies to be filled on the IG Board as both the Chair and Vice Chair stepped down last month, however a strong Board with 8 other service positions filled ii. Cover 80 meetings, however attendance at IG meetings is roughly 15 to 20 people iii. Project started to survey all groups by phone to check in and reconnect iv. Hosting Region 9 Assembly in September 2018 in London v. Recently voted to add a Social Media officer to the Board to explore how can use this forum, position to be filled at next meeting vi. Suggested to all groups to send all contributions to IG, and they will send up contributions in the appropriate amounts to OAGB, Region 9 and WSO vii. Currently a budget surplus of £3k due to funds being kept aside for various projects which did not take place, to be sent to OAGB, Region 9 and WSO. 	
<p>f. Caroline P, Chair, NW IG</p> <ul style="list-style-type: none"> i. Covers 14 groups across a large geographical area, some fluctuation as some meetings closed, opened, or moved to fortnightly or monthly ii. New Board roles of Communications, PI and Deputy Chair iii. Location of IG rotates to include all meetings, and hosting area do a workshop in the afternoon following the meeting iv. IG have a budget to allow chair to attend each meeting once a year v. Groups have responded well to the call for more funds; trying to be conservative to ensure have budget for NA covered vi. Have funds to send a Region 9 delegate, however this position is vacant at present vii. Common feedback from the groups is there are not enough abstinent sponsors viii. The group discussed this feedback and agreed it was a trend; suggestions to overcome this included members visiting different meetings, attending workshops and conventions, and actively seeking out sponsorship opportunities as opposed to looking locally. 	
<p>26. Shared Space on website for IGs (originally item 25 on agenda)</p> <ul style="list-style-type: none"> a. Hilary explained her suggestion to help connect IGs and improve communication between NSB and members was to share key documents on a shared space on the NSB website. b. The group agreed this could be useful and save different IGs 're-inventing the wheel'. c. A suggestion for items to include would be the report from HoE on the Primary Care event. 	<p>Sandra – to include Shared space for IGs on the August NSB meeting agenda</p>

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<ul style="list-style-type: none"> d. Caroline M highlighted the website only had so many tabs and there was a lot to update on an ongoing basis with no volunteer currently trained, so was all being done by herself. e. The NSB agreed this needed exploration, and voted unanimously to look into this as a project. 	
<p>27. Company Calendar Review</p> <ul style="list-style-type: none"> a. Sandra highlighted the NSB had a calendar of tasks to be done each month and reviewed the actions for June with the group:- <ul style="list-style-type: none"> i. Deadline for Annual Return to Charity Commission is 30 June - Done ii. WSO and Region 9 Contribution Due – Done, covered at a previous NSB meeting iii. Board Meeting with Intergroup Chairs attending – Done iv. Report from World Service Business Conference - Done v. Review Updates to the Procedures Manual – Being discussed on the agenda today at various points vi. Book rooms for National Assembly – Board members / R9 Chair / trustee, and Parliamentarian and/or centre mike – Hilary is looking into this vii. National Assembly packs (decide who does what / when) - Being discussed on the agenda today at various points b. Sandra confirmed the following had all been highlighted with IG Chairs: - <ul style="list-style-type: none"> i. Review OAGB bylaw amendments from the Board or Chairs ii. Review Resolutions to be proposed to the board at the NA iii. Ensure IG Chairs know they are responsible for notifying groups of NSA packs 1 and 2 prior to NSA in October iv. Enquire which Intergroup will host the following years NSA v. Enquire if anyone from the IGs interested in joining the board vi. Any other business the Intergroup would like to discuss 	

**MINUTES of the SATURDAY 17TH JUNE 2017 QUARTERLY MEETING of
OVEREATERS ANONYMOUS GREAT BRITAIN (The National Service Board of OA in Great Britain)
held at Methodist Central Buildings, Oldham Street, Manchester M1 1JQ**

<p>28. Any other business – (reviewed from the various points collated across the meeting by Laura, as agreed at agenda item 5)</p> <ul style="list-style-type: none"> a. Ringfencing budget for Board application financial assistance – covered at agenda point 20 b iii b. Heart of England bid for 2019 National Assembly – covered at agenda point 18 c c. Process for considering Delegate Assistance applications <ul style="list-style-type: none"> i. Sandra highlighted the deadline for applications was 31st July, and the current Bylaws stated applications would be considered ‘equitably’, however what this meant in practice was not specified ii. The group discussed the options of considering on a first come first served basis or waiting until all applications were received and reviewing overall iii. Potential pros for first come first served were Groups would know the outcome sooner and could work towards an accurate budget, book travel potentially at a lower cost iv. Potential pros for reviewing all applications after the deadline were this felt fairer and more in line with the spirit of the word ‘equitable’, plus more groups may receive some assistance rather than the budget being used up and some groups receiving nothing v. Teresa highlighted groups needed to know a timescale when they would get feedback on their application so they could budget and make plans, and suggested early August as a deadline vi. The NSB voted unanimously in favour of reviewing all applications soon after the 31st July deadline 	<p>Sandra/Lisa – to review Delegate Assistance applications first week in August</p> <p>Sandra – to set up NSB conference call to discuss decisions second week in August</p>
<ul style="list-style-type: none"> d. Public Information Mobile Phone <ul style="list-style-type: none"> i. The mobile phone held by the PI Officer was still with Chris, and needs to be transferred to Catherine ii. Mobile number listed on the website needs to be checked for accuracy. 	<p>Catherine – to liaise with Chris to collect PI mobile and confirm the number</p> <p>Caroline M – check what mobile number is on the website</p>
<p>Meeting closed with the Serenity Prayer</p> <p>Date and place of next meeting: Methodist Central Buildings, Oldham Street, Manchester M1 1JQ, 10 for 10.30am on 19.8.17</p>	