**MINUTES OF THE 2018 NATIONAL ASSEMBLY OF OAGB**

**Minutes of the National Service Assembly of Overeaters Anonymous Great Britain 2018 on Saturday 27th October, at the Future Inn, Plymouth, Devon**

Abbreviations used:

NSA - National Service Assembly of Overeaters Anonymous Great Britain;

IG - Intergroup

OAGB – Overeaters Anonymous Great Britain;

NSB - National Service Board of OAGB;

WSBC - Overeaters Anonymous World Service Business Conference;

WSO - World Service Office of Overeaters Anonymous.

1. Welcome

The Chair called the meeting to order and welcomed everyone, especially members attending for the first time. Representatives from each Intergroup stood in turn and were welcomed. There was a celebration of the abstinence in the room, with attendees having from one day up to 30+ years of abstinence. The Assembly observed a moment of silence followed by the Serenity Prayer.

1. Readings

OA Preamble – Klaudija, Eltham Monday group

12 Steps – Linda, Wimbledon group

12 Traditions – Wendy, Cumbernauld group

12 Concepts – Marion, Frome group

1. Establishing quorum

There are currently:

* + **190** registered groups, affiliated to Overeaters Anonymous Great Britain (OAGB)
	+ **10** Intergroups
	+ **4** members of the National Service Board
	+ Total eligible to vote = **204**
	+ Therefore a quorum of **51** voting members is required to conduct business

The credentials as recorded by the hosting Intergroup showed that the following numbers were present:

* + 47 delegates from groups
	+ 10 delegates from Intergroups
	+ 3 members of the National Service Board

This gave a total of 60 voting members, therefore the Chair declared the meeting quorate.

1. Apologies

Apologies were received from Lisa, NSB Treasurer

1. Purpose of the National Assembly

The Chair read from the OAGB Bylaws reminding everyone of the purpose of the National Assembly.

1. Agreement of Agenda

The agenda was reviewed by the group, and after a unanimous vote, was adopted.

1. Approval of minutes from 2017 Assembly

Sandra thanked the members of the Minutes Review Committee for 2017 –

Laura (Board Administrator)

Caroline (NSB Communications Officer)

Lisa (NSB Treasurer)

Hilary (outgoing NSB Secretary)

Shelley (Weston-Super-Mare group)

Veronica (Vale of Leven group)

The minutes were proposed and seconded as an accurate record.

1. Appointment of the Minutes Review Committee for 2018

The 2018 Minutes Review Committee was appointed as follows:

Caroline (Minute taker and NSB Communications Officer)

Sandra (NSB Chair)

Catherine (NSB Literature Liaison)

Juliet (Ashley Green group)

Sam (Manchester Tuesday group)

1. Matters Arising

The Chair stated that she had reviewed the minutes from last year and confirmed that there were no matters arising from the previous National Assembly minutes which would not be covered in the Board Reports later in the agenda.

1. Time keeper

Fleur from Devon and Cornwall was appointed as timekeeper for the morning session and Sandra thanked her for her service.

1. Introductions

Sandra introduced herself as Chair, Region 9 delegate and Company Secretary, and welcomed the NSB Officers: -

Caroline, Communications Officer and WSBC delegate

Catherine, Literature Liaison Officer

The Chair also introduced and welcomed Stella, our Parliamentarian and Chic, our Centre Mic. The Parliamentarian and Centre Mic gave a brief overview of their roles.

1. Rules of order

The Special Rules of Order were adopted as set out in NA Pack 2

1. Board Reports

 The Chair invited questions on the officer reports which had been circulated in Pack 2

 ***Chair’s Report***

 No questions

 ***Communications Report***

Q. Are there still only 2 email responders? What happens if none come forward?

A. We have 2 currently, with 2 more potential volunteers. 5-6 is the ideal number so we’re still looking for more volunteers to help.

Q. How do you get involved with answering the OAGB telephone?

A. Contact the Communications Officer (communications@oagb.org.uk) or any member of the Board. Any OA member, group or Intergroup can offer to help and the usual time is 3 months – there are requirements such as having been in OA for a year and abstinent for 6 months.

***Company Secretary Report***

Q. What is the report that we need to submit?

A. It is a roughly 20 page document that gives an overview of what the Board have done the previous year – the previous year’s report is used as a template and updated each year.

***Literature Liaison Report***

Q. Is the literature service currently sustainable?

A. The Literature Service isn’t currently self supporting as it ran at a loss this year. We would hope to be in a better financial situation next year now that the royalties issue has been resolved. The service relies on the literature volunteers who reduce the costs of running the service substantially. The Literature Liaison Report says that we are conducting a review of the service, and part of that is a questionnaire for OA members asking about their experiences of using the literature service. This will be available to complete online until the end of November, and can be found on the literature shop page on the OAGB website.

Q. Has the delivery time improved in the last couple of months, as have previously had to wait 7 weeks for new starter packs and 5 weeks for a book?

A. We don’t have specific information about delivery times, so we would like you to tell us your experiences by completing the literature questionnaire, so we can get a sense of how the service is performing.

***Board Administrator Report***

Q. What is the future of Board Administrator role?

A. The role is not filled at present. The role was originally created because the Board were too small to cover all the roles needed. The new Board will need to decide if they feel this paid position is necessary, so it is not clear at this point what will happen with role.

***Literature Administrator Report***

Q. Was it worth the effort of negotiating a new royalty agreement with WSO and how significant is the income from literature for OAGB?

A. To answer the second part first, the literature service is not self-supporting at present, it costs us to run it. The negotiation of the royalties was very significant. A lot of service work has gone into bringing us to the position where we are able to print literature in the UK. If royalties that we need to pay had stayed at 25%, it would make it entirely unsustainable for us to print any literature. The WSO were very supportive during the process, but it did take a long time and meant that production of certain literature was significantly delayed.

Q. What would be the impact on groups and Intergroups if we didn’t have a national literature service?

A. They would have to buy literature elsewhere, and for some items this would increase costs.

Q. What is the feeling about virtual books and leaflets?

A. We don’t have any virtual leaflets available at present, as we don’t have a way of charging for PDF downloads. Virtual books are available to buy, purchases contribute some money to WSO but not to OAGB. Please do give us your feedback about what you’d like to see available by filling in the survey.

***Region 9 Delegate Report***

The report in the NA Pack related to the Region 9 Assembly in 2017, and next year’s report will be on the 2018 Assembly.

Q. Is Pat still the Region 9 Banker?

A. At time of the 2017 Assembly it was Pat. At the 2018 Assembly Anne was elected to the role.

Q. Is there a delegate assistance fund for attending Region 9?

A. Region 9 have a delegate assistance fund so any Intergroup unable to fund someone to attend can apply for help. Alternatively, you could suggest to your IG that they host to bid the Assembly and bring it to you!

Q. How many languages is OA literature translated into within Region 9?

A. About 50 languages

***Treasurer’s Report***

Q. Why is the prudent reserve £35,000?

A. The Board discussed and voted on what they though the prudent reserve should be and decided on one year of running costs for the Board and the Literature Service, which was calculated as £35,000.

Q. How much of the £35,000 annual running cost is for the running of the Board and how much is for the running of the Literature Service?

A. This covers the costs of running both but we don’t have a break down between the two.

Q. Is the prudent reserve worked out in the same way as for groups, based on looking at the key outgoings that are required?

A. Yes.

Q. If demand for online literature is high, why are eBooks not available from the OAGB literature shop?

A. Please give your feedback in the literature survey, the Board are always open to being directed by the wider fellowship, however their capacity to undertake new projects is limited and so they would also need more volunteers to help with any new tasks.

Q. The Literature Service has annual outgoings of around £12,000, what is that money spent on?

A. The biggest expenses are around £8000 in salary costs, £1500 for the storage unit and £700 for insurance.

***World Service Business Conference Delegate Report***

Q. What is it like to attend the World Service Business Conference? Is it scary?

A. It’s a really great experience. As at National Assembly, first-time delegates have a green dot on their badges and everyone goes out of their way to be friendly and welcoming. Everyone is really excited to have delegates attending from Region 9!

Q. Is there only one World Service Business Conference each year?

A. Yes. There is also a World Service Convention, a separate recovery event that happens once every 3 years.

Q. Do we now have a Region 9 Trustee?

A. The vacancy of Region 9 Trustee was due to be filled at this year’s Conference, but no candidates came forward. Applications to fill the role on a temporary basis until the next WSBC were invited, and Bob F from Canada was appointed by the Board of Trustees. Applications are open until December to find someone to fulfil the remaining two years of the current term.

Q. Can you tell us more about the committee to support men in OA?

A. A committee of around 30 men and women in OA are working on ways to encourage more men to come to OA and to find recovery. One of their projects is the website [www.oamen.org](http://www.oamen.org) and they are working on other projects to support men’s recovery.

Q. How is the week structured?

A. The main business takes place on Thursday, Friday and Saturday morning. All delegates to the Conference participate in a committee, and the committees have a day-long meeting on the Wednesday. There are introductory workshops and events on Tuesday.

1. NSB Officer Elections

The Chair gave an overview of the nominations for the Board that had been received, and reminded everyone that:

Any person elected to serve on the National Service Board will be required to become a Trustee of OA(GB). Trustees of OA(GB) will be subject to Section 72 of the Charities Act 1993 (Appendix III). It will be the responsibility of the nominee to ensure this.

**Candidate A** (Juliet from South and East IG) spoke about her application for the Board and answered questions.

**Candidate B** (Lisa from North of England IG and current NSB Treasurer) was not able to attend the Assembly.

The Chair explained that our bylaws require candidates for the Board to be present at the Assembly in order to be elected “except in exceptional circumstances”. The NSB had voted that Lisa’s situation met the requirements for exceptional circumstances, and asked the Assembly if they accepted this decision.

Q. What are exceptional circumstances?

A. There are a number of situations that could be considered exceptional circumstances. Lisa has given further information that can be provided to the Assembly if required.

The Chair asked for any objections to considering Lisa’s application, and no objections were made.

Claire from Devon and Cornwall Intergroup read out a statement from Lisa regarding why she would like to stand again for the Board.

**Candidate C** (Chic from Caledonian Intergroup) spoke about his application for the Board and answered questions

**Candidate D** (Sam from North West Intergroup) spoke about her application for the Board and answered questions.

Candidates for the Board need to receive a majority of votes cast to be elected.

Juliet was elected to the Board with 60 votes.

Lisa was elected to the Board with 60 votes.

Chic was elected to the Board with 59 votes.

Sam was elected to the Board with 60 votes.

 Anne from the Kingston group moved that the ballot papers be destroyed.

 ? seconded the motion

 The motion was adopted by voice vote.

1. Motions for discussion

***Motion A – Reducing the number of OAGB Board members***

Caroline presented the motion on behalf of the NSB.

There were no further pro or con speakers on the motion.

Questions on the motion:

Q. How was the suggested number of 10 OA Board members decided on?

A. The Board discussed the key officer roles and settled on this number as a good size for a team to work together effectively. The total number of positions on the Board is 2/3 OA members and 1/3 non-OA members, so by deciding that the number of OA Board members required is 10, this means the size of the Board overall would be 15 members (10 OA, up to 5 non-OA).

Q. Doesn’t having non-OA Board members allow for the introduction of outside issues into OA?

A. We are only discussing the section of the bylaw which is changed in the proposed amendment, which is the number of members of the Board. The way that this is broken down between OA and non-OA members is outside of the scope of this motion.

Q. What is the difference between the non-Board volunteers mentioned in the rationale and the non-OA Board members mentioned in the bylaws?

A. The non-Board volunteers are OA members who do service at the national level, and the non-OA Board members are people outside of OA who may be asked to join the Board if there are skills or experience required by the Board that cannot be provided by Board members who are in OA.

Q. Is 15 Board members enough? What happens if people get ill or leave?

A. The process of co opting Board members is covered in Motion B.

The Assembly voted on Motion A by raised hand.

Motion A was adopted

***Motion B – Recruitment of Board members other than at the National Assembly***

Catherine presented the motion on behalf of the NSB.

There were a further two pro speakers and no con speakers.

Questions on the motion:

Q. What is the process of co-opting Board members?

A. The Board would contact the Intergroups, inviting them to put forward candidates. The Intergroups would need to endorse the application of any potential candidates, and these would then be voted on by the Board at their next meeting.

Q. Could Intergroups nominate candidates to be co-opted even if the Board did not ask for applications?

A. No, this decision is made by the Board

Q. Did the Board consider setting the number higher than 5?

A. Yes, we did talk about a higher number, and even about allowing every vacant space on the Board to be filled in this way. However, we thought this might lead to Board members joining the Board all through the year and felt this could be confusing, so we settled on 5 as being the minimum number for the Board to function effectively.

Q. Was it discussed as to whether the role of PI Officer was a core Board role?

A. Yes, this was discussed, in an ideal situation all roles would be filled but it was felt that having a minimum of 5 members was a good starting point.

Sam from Manchester Tuesday group proposed an amendment to the motion, so that the Board could co-opt if the number of members is less than 6, instead of less than 5.

 Yvonne from Cumbernauld group seconded the amendment.

Sam and a further two speakers spoke for amendment to the main motion, three speakers spoke against.

Questions on the amendment to the main motion:

Q. Would the NSB be obliged to co-opt more members?

A. If there were less than 5 members on the Board following the National Assembly, the Board would invite applications to be considered at the next Board meeting. They would then decide whether to continue to invite applications if there were still less than 5 Board members.

The Assembly voted on the amendment to the main motion by raised hand, which required a two-thirds majority to pass.

The amendment to the main motion failed.

The Assembly voted on Motion B by raised hand.

Motion B was adopted.

 ***Motion C – Amendments to the OAGB Bylaws***

 Caroline presented the motion on behalf of the NSB

 There were no further pro or con speakers

Questions on the motion:

Q. Does this go against the Tradition that states we are autonomous?

A. As our parliamentarian stated, there are some decisions things that we don’t have the ability to make at the national level. However, any Intergroup has the ability to suggest changes at WSBC if they want to have a say in those decisions.

Q. Why do we need to debate motions again that have already been discussed at WSBC?

A. At present we do because that’s what our bylaws require, so that’s why we are proposing to change them.

Q. What if the WSBC propose something ridiculous?

A. We need to trust the group conscience process at WSBC, that the delegates there will consider and vote in a reasonable way.

Q. When and how would a change to the WSBC bylaws become part of OAGB bylaws?

A. If this motion is passed, the Board would review whether there are any outstanding WSBC decisions which need to be included in our bylaws. Going forward, WSBC is in May and the bylaws are sent out to all groups in August in advance of the National Assembly, so the amendments would probably be made between would suggest that Board make any necessary amendments between May and August.

The Assembly voted on Motion C by raised hand.

Motion C was adopted

1. Time keeper

Jason from Devon and Cornwall was appointed as timekeeper for the afternoon session and Sandra thanked him for his service

1. Emergency New Business Motions

No emergency new business motions were made.

1. Update from hosting committee for 2019 Assembly and Convention

Sue, Rachel and Pat from Heart of England IG gave a review of the arrangements for next year’s Assembly. The dates for the Assembly will be Fri 18th to Sun 20th October, and the theme will be finalised in January. Accommodation prices are not yet confirmed, but likely to be around £147 for 2 nights dinner bed and breakfast. There will be no single supplement on rooms.

1. Bid to host National Assembly 2020

The Chair asked if there were any further bids to host the Assembly in 2020 in addition to the bid already received from Caledonian Intergroup. No additional bids were received.

Tommy and Yvonne from Caledonian Intergroup spoke for 3 minutes about their bid. They read out some statements from OA members about their experiences of attending the National Assembly in Glasgow in previous years. Accommodation prices have been confirmed as £68 per night for a shared room and £98 for single occupancy.

Q. Last year we voted on Heart of England’s bid to host the National Assembly two years in advance because of needing to secure the hotel. Is that the same reason this year?

A. We understand that the Board like to have hosts in place two years in advance if possible. Also, by booking the hotel now we were able to secure our booking for 2020 at the 2018 prices.

Carol from Alba Intergroup moved that 2020 Assembly be hosted by the Caledonian Intergroup. This was seconded by Edie from Paisley group.

The Assembly voted by voice, and the motion passed.

The National Assembly in 2020 will be hosted by the Caledonian Intergroup.

1. Intergroup Reports

Intergroup chairs or their representatives spoke for up to two minutes to give an update on their written reports, and answered questions for up to three minutes.

1. Any Other Business

No further business was raised

1. 7th Tradition

£219.86 was collected, with the money going to OAGB.

1. Closing

The Chair asked all the green dots to come to the front of the room, she thanked them for coming and everyone gave them a round of applause.

The Chair thanked all the volunteers who have been working to support the National Service Board over the past year:

Email Responders: Veronica, Gillian, Claire and Justine

Mailing List and Website: Sam D

Literature Packers: Chic, Juliet and Phyll

Literature (Newcomer Packs): Kathleen

Literature Print Officer: Pam

Newsletter Co Ordinator: Helen

Website (Events Page): Caroline H

Website (Audio Shares Page): Margaret

The Chair thanked Chic for his service as Centre Mic, Stella for Parliamentarian, Caroline Juliet and Sam for taking minutes, Fleur and Jason as timekeepers and all the volunteers who helped with handing out and counting ballots for voting.

The Chair thanked the organizing committee from Devon and Cornwall Intergroup for all their hard work in making arrangements for the weekend.

The Chair thanked outgoing NSB officer Caroline for all her work in the Communications role on the Board.

Caroline thanked outgoing NSB officer Sandra for all her work in the role of NSB Chair and for chairing the Assembly.

The Chair thanked all the delegates for coming to the Assembly and for their participation.

The meeting ended with the Serenity Prayer.