

OVEREATERS ANONYMOUS OF GREAT BRITAIN
(The National Service Board of OA in Great Britain)
BOARD MEETING MINUTES
Date: Saturday 14th January 2023
Time: 9.30 am
Venue: Zoom conference room

Attendees:

Caroline – Chair; Robbie – Comms Officer; Mel – Treasurer; Teresa – Secretary;
Sarah – Literature Liaison; Sharon – minute taker.

Agenda

1. Welcome

Chair welcomed all to the meeting and opened with a serenity prayer.

2. Preamble, Traditions and Concepts

Read by Robbie, Mel and Teresa

3. Apologies

None

4. Brief Personal Shares

5. Notify Chair of any other business

None notified.

6. Review and adopt agenda, agree ground rules

All agreed with the agenda and therefore adopted.

7. Review Minutes of October 2022 AGM

As this is the first board meeting, for the minutes, all the new board members were formally appointed in their new positions.

The emergency by law accepted at the NA requires another sentence to be added within 3 months. *Action Point 7.1 – Teresa to review the update with Caroline and bring to the April meeting.*

Action Point 7.2 – Robbie to add the Intergroup and Group Treasurers to the website

Action Point 7.3 – Teresa to check if the SE IG did a feedback survey and to get the results published on the website

Mel checked on the R9 processes and the reason for attending 'FOC' was for online only.

Action Point 7.4 – Mel to action the payment contribution to WS.

Action Point 7.5 – Teresa to send WhatsApp QR code to Robbie to add to website.

Minutes were approved by all.

8. Ratify decisions of board call (November 2022)

- New books have been ordered for printing.
- Proposal – to not replace/employ a replacement Board Admin for Gavin = all agreed.

9. Ratify decisions of board call (December 2022)

- Teresa has filed the outstanding tasks from last years board on 'word for web'.
- Minutes have been reviewed and verified & to be completed by Teresa and forwarded to Robbie to put on the website.
- Ratification of using an external minute taking service for board meetings = all agreed.

10. Confirm Members/Directors/Trustee details

Chair = Caroline; Secretary = Teresa; Robbie = Communications Officer; Mel = treasurer & Company Secretary & R9 rep; Sarah = Literature Liaison

All positions were voted in with a majority vote each therefore motion carried.

11. Reports

Chair report (Caroline) – no further questions.

Secretary report (Teresa) – no further questions.

Communications report (Robbie) – no further questions.

Action Point 11.1 – Mel & Robbie to add the OAGB debit card to the website to cover hosting payments.

Treasurer report (Mel) – no further questions but action points arose:

Action Point 11.2 – Teresa to log into bank account in next 24 hours to check if direct debits are being paid & speak to business banking about the issues

Action Point 11.3 – Teresa to send fresh invite to QBO to Mel and change the mobile number on the account

R9 update – Mel will reshare the flyer on the workshop being held later that day. The annual assembly will be hybrid – online and in person in Llandudno.

Company Secretary (Mel) – all updates have been made with Companies House.

Literature Liaison (Sarah) – no further questions.

Teresa agreed to undertake the stocktake on 28th February with Mel shadowing.

12. Elect WSBC delegate and review timeline of actions

Robbie volunteered to be WSBC delegate – all were in favour and therefore duly elected.

The next action is to complete the registration form to confirm he is the rep for OAGB. Familiarise with the motions and bring those needed to come to the board.

13. NSB priorities for the year ahead

Caroline had updated the development plan identifying the officer role tasks and can be picked up by the officer dependant on their capacity and feedback to the board if anything undertaken.

Robbie is working on improving communications and will produce a calendar that will include events and newsletters. Sarah asked if there can be a spotlight on literature to promote books and flyers.

Teresa is to set up and add numbers to the new WhatsApp group 'Together we can' with an intro message on its purpose.

14. National Assembly 2023

There is currently no plan in place for the 2023 National Assembly, an appetite to continue being in person was identified but a shortage of time and manpower were identified. Several alternative suggestions were put forward.

Decision – February board call will focus on brainstorming ideas for the National Assembly, but it was agreed it would not be the typical format done in the past.

15. NSB meetings for 2023

June meeting is to be updated as in-person; the timing was agreed at 10 am until 3.30pm with a venue in Birmingham to be sourced.

16. Nominations for NSB at NA 2023

Succession planning is a key, and all members were asked to invite suitable members to join the board if identified.

17. Company Calendar Review

To be actioned via email and WhatsApp.

18. AOB

None.

19. Chair closed the meeting with a serenity prayer.

Action Table

Item	Action	By Whom	By when
7.1	Review the update on the by law and bring to the April meeting.	Teresa/ Caroline	April meeting
7.2	Add the Guidance for Group Treasurers to the website	Robbie	asap

7.3	Check if the SEE IG did a feedback survey and circulate to Board	Teresa	asap
7.4	Action the payment contribution to WSO	Mel	Asap
7.5	Send the WhatsApp QR code to Robbie to add to website	Teresa/ Robbie	asap
11.1	Add the OAGB debit card to the website to pay for the hosting	Mel/ Robbie	Asap
11.2	Log in to the bank account & check if direct debits are being paid & speak to business banking about issues	Teresa	Asap
11.3	Issue fresh invite to QBO & change the mobile number on the account	Teresa/ Mel	Asap
13	Add numbers to WhatsApp group and post an introduction to the group and it's purpose	Teresa	
15	Investigate venues in Birmingham for Chair's Meeting in June	Teresa	

These minutes are a true and accurate record of the meeting.

Chair

Date