

**2OA INTERGROUP MEETING Minutes  
November 2021**

TO BE UPDATED AT THE MEETING	
Dianna P.	Literature Chair
Kim K.	Service List Committee Chair
Pauline G.	Online Communications Chair
Lee T.	Group Rep – Toledo Thursday Night
Ellen	Group Rep
Debbie B.	Group Rep
Vicky P.	Group Rep
Cecilia S.	Co-Chair
Steve S.	Co-Chair
Lynn F.	Treasurer
Peg H.	Acting Secretary
Martie A.	Visitor
Nancy C.	Group Rep
Ellen	Group Rep

**2 - SECRETARY'S REPORT**

- Minutes of meeting (Provided by Cecilia, motion by Pauline, seconded by Debbie, approved)
- Open item: update OA.org info be updated to match A2OA.org Groups prefer to manage their own information especially local versus global *contact*, but may need help. The critical issue is that meeting info (zoom, in person etc) be correct on BOTH sites.

**3 - TREASURER'S / FINANCE COMMITTEE REPORT**

- Treasurer's Report Highlights: we got a deal on Constant Contact renewal. Doing very well. Finance Committee meeting Dec 3 at 3:00. (Submitted by Lynn, motion by Peg, seconded by Kim, approved)

**4 - LITERATURE REPORT – Dianna will order some pamphlets including NEW PLAN OF EATING pamphlets**

**5 – ONLINE COMMUNICATIONS COMMITTEE REPORT**

- Facebook report from Fall Workshop
- Support needed in the following areas (more details avail) – Status?
  - Facebook Support (gather info and post)
  - Website Support adding events to calendar
- We agreed to post completed IFI's on our website – We will post under MINUTES AND REPORTS
- IDEA: GRs to follow up with new attendees following meeting attendance
- IFI –How to followup with first time attendees (newcomers) to workshop or meetings. (Kim, Lynn, Pauline, Cecilia)

**6 – PUBLIC OUTREACH COMMITTEE UPDATE**

- Fall Workshop held on Zoom on **11/13/2021**
- **Poll results:**
  - Zoom venue preferred (no votes for F2F!)
  - Saturday morning preferred time
  - 2 hours got most votes, just beating out 1-1/2 and 2-1/2
- **IDEA: Have more than two workshops?**

**NEWSLETTER CONTENT FOR NEXT ISSUE**

- Include 2022 Goals, 2021 Accomplishments. Divided goals into ongoing, to-do and in process
- Report of Workshop
- Results of the poll
- Meeting of the month (take a different slant?)
  - Common topic, favorite literature or reading, what do you use as opening and closing?
- New PLAN OF EATING pamphlet
- Remember contact info available under Intergroup on website
- GR: Begin to track how newcomers heard about OA

**7 – SERVICE LIST COMMITTEE – No Update**

**8 – BYLAWS AND POLICY & PROCEDURE COMMITTEE REPORT NO CHANGE**

- ✓ Build IG Calendar
  - Co-chair
  - ✓ Secretary
  - Treasurer
  - Literature (next up)
  - Compare all Committee Guidelines to Bylaws
  - ✓ Service List Committee Guidelines
  - Bylaws and Policy & Procedure Guidelines
  - Service List Committee Guidelines need reviewed
- NOTE: List of recommended bylaw changes is being compiled as we go

**9 - CO-CHAIR / OFFICER'S REPORT NO CHANGE**

- Secretary Vacancy (may delegate minute creation)
- Will put together first cut of calendar

**10 - Region 5 and World Service (WSO) NO CHANGE**

- **Issue:** When meeting is in Ohio, could not select the Michigan intergroup. Cecilia to follow-up.

**GOALS: Next meeting: approve the goals for 2022; approve 2022 meeting dates!!**  
**The TO-DO and IN PROCESS goals reviewed.**

## 11 – OLD BUSINESS

- **Add to Policy and Procedure Manual NO CHANGE**
  - Review onboarding of new meeting – Literature subsidy; help with OA.org info loaded. Register meeting with WSO (which also updates Region). Include how to add hybrid meeting to OA.ORG

### Hybrid Meetings **MORE DISCUSSION TO DO AT NEXT MEETING!**

- Tested hybrid set up twice in October; results were fine with just the tripod and speaker. Projector units too complicated, not suitable for meeting place.
- Officers approved spend of up to \$200 for equipment to test

Tripod & Speaker	50.15
Projector	63.51 returned
Phone clamp	7.24 not needed; returned
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	\$120.90 reduced to \$50.15

Best option is to use venue's built in projector systems for face to face to view gallery.  
Can also use call in.

### IFIs ready to discuss

None

### IFIs in process

- IFI –How to followup with first time attendees (newcomers) to workshop or meetings. (Kim, Lynn, Pauline, **Cecilia**)
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- **How do co-chairs vote? REVIEW FINAL IFI**  
IFI updated such that
  - Our bylaws do not provide for a “co-chair” of a committee
  - Within a committee, responsibilities can be delegated.This removes the quandary of voting status of a co-chair and requires no updated to bylaws or any further action.

## 12 - NEW BUSINESS

- SPRING 2022 WORKSHOP DATE – Saturday April 9<sup>th</sup>. Zoom **NO CHANGE**
- Fall Workshop Poll clearly wanted Zoom, preferred 1-1/2 to 2 to 2-1/2 hours, preferred Saturday afternoon. (See Poll details). Chat used to capture speaker's key points – by everyone!

## 13 - IG REP SUMMARY

- Election results – Still looking for permanent Secretary (Peg serving as acting secretary)
- Fall Workshop attendance 50 people. Speakers well received and key points captured in Chat. Look for these in upcoming Newsletter and CC workshop follow-up email

- Spring Workshop 2022 on Saturday April 9
- New PLAN OF EATING pamphlet! IG is ordering to make available to meetings
- December IG meeting is on Dec 11 (early for holidays)

**14 - ON OUR RADAR NO CHANGE**

**Onboarding of new meeting** – Literature & equipment? subsidy; help with OA.org info loaded. Register meeting with WSO (which also updates Region). Include how to add hybrid meeting to OA.ORG

**Renewal Follow up:** Perform 2<sup>nd</sup> survey.

**Renewal Follow up:** Newcomers to get updated IG graphic, bylaws and policy and procedure manuals. Make the written material available as part of our literature.

**Renewal Follow up:** To support sponsors in the area, we discussed having a meeting once per month for sponsors to allow support and sharing.

**Proposed** shared list of officers, committee chairs and meeting reps **in process!**

**Register Meetings:** Establish process to ensure all meetings are properly registered with WSO. Ypsilanti meeting is registered. Develop meeting checklist?

Robert’s Rules of Order (Cecilia, Steve, Peg)

**Sponsor Zoom Meeting** (monthly? Quarterly? Need guidance of members, WSO, guidance for new sponsors...) No urgency to this issue. IFI / Initial meeting? Any energy for this right now?

**CLOSE with Serenity Prayer**