



July 2014

Dear OA Intergroup / Service Board Representative.

Region 9 Assembly 2014 – Agenda & Motions

Please find attached:-

Chart 1 - Consent Agenda

Chart 2 – Proposed Motions to be considered separately.

Thank you for your service.

Susan
Region 9 Chair

For and on behalf of OA Region 9

Extract from R9 Bylaws

Article V Section 4

Agenda for the Region 9 Assembly will be emailed at least sixty days prior to the Assembly to all those service associations and registered Intergroups.

The material for the Assembly will be emailed when possible only to registered representatives and invited visitors to the Assembly. The Agenda and materials for the Assembly, except for the list of attendants, will also be placed on the Region 9 website.

Extract from R9 Principles & Procedures

1999h – Bylaws Committee Chair

The duties would include:

Sending a printed copy of all proposed Bylaw Amendments to the Chair of the Board to be included in the mailing with the Agenda for Assembly.

CHART 1: CONSENT AGENDA

BL/ BM No.	Article/ Section	What motion does	Submitted by	Intent	Cost to R9 Budget	Rationale
BL A	A IV S2(i)	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in Bylaws	None	As per Intent
BL B	A IV S4a	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in Bylaws	None	As per Intent
BL C	A V S2	Change the word delegate to representative when referring to Region 9 Representatives Update to current process of emailing, instead of posting	Bylaws Committee	Update wording in Bylaws To save on cost for R9 and time for R9 secretary	None	As per Intent
BL D	A VII S4a	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in Bylaws	None	As per Intent
BL E	A VIII S2d	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in Bylaws	None	As per Intent
BL F	A IX S6e	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in Bylaws	None	As per Intent
BL G	A VII S2a	Change wording due to advance in technology Update to current process of emailing, instead of posting	Bylaws Committee	To save on cost for R9 and time for R9 secretary	It would reduce expenses for R9	As per Intent
BL H	A VIII S2b	To fix a deadline or Trustee nominations without having a fixed date	R9 Trustee	To fix a deadline or Trustee nominations without having a fixed date as the date of Assembly changes from year to year	None	As per Intent
BL J	A IX S3c	Correct Spelling	Bylaws Committee	Correct spelling	None	As per Intent
BL K	A IX S4b	Change the name of Committee	Bylaws Committee	To change name of Finance Committee to Finance and Budget Committee as voted on previously.	None	As per Intent

CHART 1: CONSENT AGENDA - continued

BL/ BM No.	Article/ Section	What motion does	Submitted by	Intent	Cost to R9 Budget	Rationale
BL L	A IX S5	Update role of the Banker	Finance and Budget Committee	Update role of the Banker	None	As per Intent
BL M	A IX S6e	To put the entire election process of Banker in the Bylaws; it was previously split between Bylaws and P&P	Finance and Budget Committee	Update Bylaws	None	As per Intent
BM 1	S IX	Correct Spelling	Bylaws Committee	Change the word Chairman to Chair	None	As per Intent
BM 2	S V	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in P&P	None	As per Intent
BM 3	S XI	Clarify current names of Newsletter Coordinator and add that the Coordinator will furnish a yearly report	Bylaws Committee	To ensure P&P reflects current practice and add	None	As per Intent
BM 4	S VIII	Clarify wording; delete policy that is not carried out	Bylaws Committee	Clarify wording and delete outdated policy	None	As per Intent
BM 5	S XI	Insert Policy	Bylaws Committee	Insert Policy regarding R9 Archives so members know they are in existence	None	As per Intent
BM 6	S 1	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in P&P	None	As per Intent
BM 7	S II	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in the P&P	None	As per Intent
BM 8	S I	Clarify wording	Bylaws Committee	Clarify wording	None	As per Intent
BM 9	S II	Correcting Grammar	Bylaws Committee	Ensuring Continuity throughout the document	None	As per Intent
BM 11	S VIII	Delete outdated policy	Bylaws Committee	Delete Policy that is no longer needed	None	As per Intent

CHART 1: CONSENT AGENDA - continued

BL/ BM No.	Article/ Section	What motion does	Submitted by	Intent	Cost to R9 Budget	Rationale
BM 12	App B	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in the P&P	None	As per Intent
BM 13	App B	Change the word delegate to representative when referring to Region 9 Representatives	Bylaws Committee	Update wording in the P&P	None	As per Intent
BM 14	S II	Change wording due to advance in technology Update to current process of emailing, instead of posting	Bylaws Committee	To save on cost for R9 and time for R9 secretary	None	As per Intent
BM 15	S V	As the Translations Fund was changed to Translation/Projects Fund in 2012; This motion outlines criteria for when applying for this fund to mirror this change.	Finance and Budget Committee	Update P&P with current practice	None	As per Intent

CHART 2: PROPOSED MOTIONS TO BE DISCUSSED AND VOTED ON SEPARATELY

BL/ BM No.	Article/ Section	What motion does	Submitted by	Intent	Cost to R9 Budget	Rationale
BL I	A VIII 2f	Change the Bylaws	Finance and Budget Committee	To change the limit of reimbursement of expenses to delegates from Region 9 travelling to WSBC	None	As per Intent
BL N	A IX S6c	Change the election of Banker and Treasurer to happen on alternate years	Finance and Budget Committee	Ensure continuity in the roles of Treasurer and Banker	None	As per Intent
BM 10	S V	To allow the R9 Board to transfer an unrestricted amount of money from the Service account to the delegate account to enable them to assist more countries to send representatives to Region 9 Assembly	Bylaws Committee	To change current practice	Money will be transferred between accounts	As per Intent
BM 16	S V	Replace the current Finance and Budget Section of the P&P with a Manual to reorganise and ease understanding of this section	Finance and Budget Committee	Update P&P	None	As per Intent
BM 17	S V	As part of the reorganisation of Section V in the P&P	Finance and Budget Committee	Update P&P	None	As per Intent
BM 18	S V	Provide a more detailed job description for the R9 Treasurer	Finance and Budget Committee	Ensure job description matches current updated practices	None	As per Intent
BM 19	S V	Provide a more detailed job description for the banker	Finance and Budget Committee	Ensure job description matches current updated practices	None	As per Intent
BM 20	S V	Reorganising P&P; this policy is already in existence	Finance and Budget Committee	Reorganising of the Finance and Budget Section of the P&P	None	As per Intent

CHART 2: PROPOSED MOTIONS TO BE DISCUSSED AND VOTED ON SEPARATELY - continued

BL/ BM No.	Article/ Section	What motion does	Submitted by	Intent	Cost to R9 Budget	Rationale
BM 21	S V	Reorganising P&P; this policy is already in existence	Finance and Budget Committee	Reorganising of the Finance and Budget Section of the P&P	None	As per Intent
BM 22	S V	As part of the reorganisation of Section V in the P&P	Finance and Budget Committee	Reorganising the Finance and Budget Section of the P&P	None	As per Intent
BM 23	S V	Adding policies with regard to Online banking and R9 Financial records	Finance and Budget Committee	Adding policies to ease understanding and update P&P	None	As per Intent
BM 24	S V	Establishing Policies and procedures for reimbursement of expenses for members claiming payment from Region 9	Finance and Budget Committee	To clarify procedures	None	As per Intent
BM 25	S V	Establish guidelines for fund raising products	Finance and Budget Committee	To clarify procedures	None	As per Intent
BM 26	S V	Establish a standard expense form	Finance and Budget Committee	To clarify procedures	None	As per Intent
BM 27	S V	Establish a letter of receipt for contributions	Finance and Budget Committee	To clarify procedures	None	As per Intent
BM 28	SV	Establish a section for Charity Commission Registration within the P&P	Finance and Budget	To clarify procedures	None	As per Intent
BM 29	S V	To establish a Financial Archive section in the P&P	Finance and Budget Committee	Update P&P	None	As per Intent
BM 30	S V	To reorganise the order in which these sections are in the P&P and add a heading to the section	Finance and Budget Committee	Reorganising of the Finance and Budget Section of the P&P	None	As per Intent

CHART 2: PROPOSED MOTIONS TO BE DISCUSSED AND VOTED ON SEPARATELY - continued

BL/ BM No.	Article/ Section	What motion does	Submitted by	Intent	Cost to R9 Budget	Rationale
BM 31	S V	To establish a section 'A Day in the Life of R9 Treasurer/Banker	Finance and Budget Committee	Reorganising of the Finance and Budget Section of the P&P	None	As per Intent
BM 32	S IX	Remove a duplicated policy;	Finance and Budget Committee	To clarify procedures	None	As per Intent