

BINDER SECTION A

ASSEMBLY KEY INFORMATION

1. INTRODUCTION

As Region 9 Representatives to assembly, you will be:

- Sharing ideas and solutions
- Reaching informed group conscience on issues
- Voicing your (and your Service bodies) opinions
- Choosing people who are R9's trusted servants
- Looking at finances and setting the budget
- Discussing and voting on motions
- Participating in workshops
- Helping set goals for R9 coming year
- Committing to service work for the coming year.

Your ideas, questions and participation are vital to recovery in Region 9 whether you are a "seasoned" representative or a "Green Dot."

COMMITTEES:

This year we will not be selecting new committees. The committees that were created last year will continue for at least one more year. Those committees are: Translations, Twelfth Step Within, and Love The Differences. This service work within R9 committees depends on the interests and willingness of the Region 9 reps and visitors. These are YOUR committees and your ideas about what goals we set for Region 9. Bring your ideas for goals for Region 9.

SERVICE COORDINATORS:

Along with the three Region 9 Committees, we continue to use volunteers from Region 9 for the service areas below so that this vital work is carried out in the coming year.

We also choose different "coordinators" that allow us a flexible structure in addressing goals and tasks to help Region 9 carry the message.

These positions can be filled by R9 Reps or by other fellows in Region 9. Please consider if you - or someone in your service body - would like to serve Region 9 as:

- Newsletter Coordinator (1 position; helped by others for editing etc.)
- Countries Outreach Coordinators (2 positions)
- Bylaws and P&P Coordinator (Chair and committee members)
- Language Lists Coordinator (if not filled with the Translations Committee)
- Website Coordinator (currently filled)

Sponsor List Coordinators (2 positions filled)
Spanish Language Service Board Rep to R9 (1 position filled)

Depending on the committee selected at the assembly, these positions may change. We are also open to new ideas for service coordinator positions. More volunteers helping with these positions are always helpful.

For questions or to express interest in these positions, please contact the R9 Chair (chair@oaregion9.org). Our intent is to fill these positions in the best possible manner so service work gets done yet Representatives are not overly tasked.

ELECTIONS:

We will be holding elections for: Chair, Treasurer, Secretary and Communications Officer, and WSBC 2020 Delegate from R9 (1 delegate and an alternate). You can send your application for these ahead of time, or stand for the office at the assembly.

If needed, we will also elect Committee Chair positions: responsible for coordination efforts, maintaining focus, leading the group, and reporting progress. Reports and attendance at Zoom meetings (every other month) is a requirement for the Committee Chair positions.

This year we will also be affirming nominations for the position of Region 9 Trustee. Every three years, we also need to reaffirm nominees for Trustee to Region 9. The election of Trustees takes place at World Service Business Conference, but the Region 9 Assembly can affirm up to 3 nominees for this position.

MOTIONS:

This year we will be considering several business motions and proposals. Please see section D for details and read carefully. Please contact the Chair if you have any questions.

WORKSHOPS:

We will hold several workshops this year covering topics including Service, Translations and more. The workshops are listed in the schedule and Representatives are expected to participate in them. Visitors are welcome at the workshops.

HOSTING FOR 2020 / 2021 R9 ASSEMBLY AND CONVENTION:

We are in a wonderful position, already knowing who will be hosting Region 9 Assembly and Convention for the next 3 years. As such, we will not be discussing this at Assembly 2020.

I look forward to serving with you at the Region 9 Assembly and hope you enjoy yourself while serving. My wish is you each find that this experience enhances your recovery.

David S,
Region 9 Chair

2. GENERAL INFORMATION

The three days of the assembly (on Zoom) may seem intense, spending a lot of time in front of the screen. There will also be fellowship and opportunities to get to know one another during the 2 weeks. **Please go through the attached assembly packet ahead of time.**

Green Dots: Green dots are service body representatives at assembly for the first time. Each “green dot” will be assigned to a more experienced representative – a mentor - who will assist them. (More information on this will come to you via email before assembly.)

Vital Link: PLEASE Read the “Vital Link” document as it will address many of your questions about assembly and your duties there.

Assembly Material: This is your assembly packet. We’ve tried to include everything you will need here. Sometimes we send corrections or additions later. Take your time but review all the material carefully before Assembly starts. Make notes where things are unclear or you have questions. If you are a green dot – talk to your mentor about what you need to “print”, keeping in mind that you may find it easier to refer to a printed version of a document while interacting on screen with Zoom. Suggestions are made in the document for what should be printed.

Business Discussions: We are all passionate about OA, but we don’t all have the same opinions and views. At times, debate can get passionate as we decide what’s best for Region 9. The R9 Board will do its best to answer questions, keep us on track, and move through our agenda items timely. Anyone can ask for the “serenity prayer” to be said if needed.

Motions: Please review the “motions” section of your binder. If you have any questions ahead of the assembly regarding the motions, please contact the Chair or talk to your mentor.

OA Meetings: There will be OA meetings during the assembly days and/or during the

two weeks. Details will be given at the beginning of the assembly. Your recovery comes first here as always. Ask for help or support if you need it.

Other Purposes of Assembly:

- To carry the OA message of recovery within Region 9.
- To reaffirm OA unity within Region 9.
- To report and discuss the different activities in the Region since the last assembly.
- To serve as a place where R9 fellows can get together to share their common experiences, problems, and solutions.
- To receive input from the BOT (Board of Trustees) through the Trustee and receive more information and news about OA as a whole.

Assembly Evaluation: We welcome feedback and look for ways to improve the experience for all of us in Region 9.

Service Opportunities: Elections will be held for officer positions and for other R9 Service positions. Please consider how you may be of service to Region 9 this coming year. The assembly is only two days, but our efforts to carry the message of recovery in Region 9 continue throughout the year.

Bringing the Message Home: Keep in mind reporting back to your service body the activities, details of workshops, and business proceedings as you experience the assembly.

Thank you for being at assembly, for giving service, and representing your service body. If you have questions or concerns prior to attending the assembly – please contact your assigned mentor or a Region 9 officer.

3. AGENDA REGION 9 ASSEMBLY 2020

Region 9 Assembly October 15, October 29, October 30 - Zoom [ALL TIMES – UK]

Each 2-hour session will have a 5-10 minute break approximately midway through the session.

AGENDA

THURSDAY, October 15, 2020

08:00 – 10:00 ASSEMBLY SESSION 1 - INTRODUCTION

Getting Started

Welcome
Thank yous
Green Dots
Explanation of next 2 weeks

Credentials Report

Unaffiliated Service Bodies (voting)

Business Basics

Assembly Overview & Process (binder)
Agenda Approval
Adoption of Ground Rules
Timekeeper & Timing

Introductions

Presentation of Committees

Presentation of new motions + questions

THURSDAY, October 29, 2020

08:00 – 10:00 ASSEMBLY SESSION 2

Parliamentary Procedure
Approval of the 2019 Assembly Minutes
Appointment of the Minutes Approval Committee
Summary of 2-week period

New Business Motions and Proposals

10:00 – 11:00 Break

11:00 – 13:00 ASSEMBLY SESSION 3

Workshop 1 R9 Budget Workshop

Approval of budget (Any changes 2020-21; 2022)

Workshop 2 – Ask it basket

13:00 – 14:00 Break

14:00 – 16:00 ASSEMBLY SESSION 4

Workshop 3 – Service, Traditions, and Concepts

Committees – introduction, current goals, new ideas, schedule time to meet

16.00 **Deadline** to submit R9 WSBC 2020 delegate applications

FRIDAY, October 30, 2020

08:00 **Deadline** for submitting Emergency new business motions

08:00 – 10:00 ASSEMBLY SESSION 5

New Business Motions and Proposals (cont)

Workshop 4 - Translations

10:00 – 11:00 Break

11:00 – 13:00 ASSEMBLY SESSION 6

Elections
R9 Chair (1 year term)
R9 Treasurer (2 year term)
R9 Secretary (2 year term)
R9 Communications Officer (1 year term)
WSBC 2021 R9 Delegate (1 and alternate)
Trustee affirmation (up to 3 candidates)

Emergency Business (time permitting)

13:00 – 14:00 Break

14:00 – 16:00 ASSEMBLY SESSION 7

Wrap up session

7th Tradition collected from Assembly
Green Dot Ceremony
Personal Sharing
Closing
Readings & Responsibility Pledge

16:05 – 17:00 Region 9 Board Meeting

Former and Incoming Board and Committee Chairs

Hand - over of service positions; then Officers orientation.

4. GROUND RULES FOR REGION 9 VIRTUAL ASSEMBLY 2020

1. Each Representative, alternate, officer, and committee chair is to be registered in advance by the R9 Secretary.
2. Instead of badges this year we will introduce a system to make it easier to be identified. Upon entering the Zoom room, please change your name according to the following system:
 - Reps should begin their name with “R”.
 - Board members will begin with “B”
 - Visitors will begin with “V”
 - Trustee will be “T”
 - Parliamentarian will be “P”

In addition to the “R”, Green dots should add a “G” after the “R”
3. A Minutes Approval Committee consisting of an Officer and two (2) Representatives shall help with the minutes of the Region Nine Assembly.
4. Representatives from at least five countries constitute a quorum in accordance with Article VI of Region 9 Bylaws.
5. OA visitors are welcome at the Region Nine Assembly. Visitors from Region 9 who are already represented will not be given a voice or a vote. Suggestions from visitors may be send to the Chair by private message in Zoom for consideration. Visitors must obtain prior permission from the Chair to speak during the assembly. Visitors may join workshops and service work sessions where they have a voice but no vote.
6. Robert’s Rules are the basic parliamentary guidelines that will be used for conducting the Assembly.
7. In assembly deliberations, we preserve the idea of OA group conscience decisions.
8. Discussion of main motions is limited to three (3) speakers for pro and three (3) speakers for con. Each speaker is limited to three (3) minutes. Discussion of debatable subsidiary motions is limited to two (2) speakers for pro and two (2) speakers for con. Each speaker is limited to two (2) minutes. Questions are limited to fifteen (15) minutes.
9. If a proposal gets stuck in discussion, or there is a need for clarification before making a decision, the Chair may ask to refer motion(s) to an Ad Hoc Reference committee.

This Committee will discuss the proposal and bring back a recommendation at the time allotted. Any resultant amended proposals will be submitted to the Secretary prior to continued discussion and voting.

10. Only voting members of the Assembly may enter into debate on actual motions proposed at the Assembly, or make said motions. (Please see reference below for “Voting and Non-Voting” members of Region 9.)
11. A consent agenda may be used for motions whereby no debate is entered. Any motion may be removed from the consent agenda by request to the Chair at the designated time during the assembly.
12. All motions not adopted in the Consent Agenda will be discussed and voted upon separately.
13. Votes will be by show of hand or “polling” on Zoom function unless a written ballot is requested. Bylaws amendments require a 2/3 majority, and new business motions require a simple majority to be adopted.
14. No personal voice-recorders are to be used during business sessions of the Assembly, except by the Secretary. Please note, the Zoom call will be recorded for the specific purpose of assisting the Secretary with the minutes. After the minutes are complete, the recording will be deleted.
15. Business motions that are adopted take effect immediately unless otherwise specified.
16. Emergency New Business motions have to be submitted to the Chair in writing by 9:00 on Friday of the assembly.

FOR REFERENCE:

The voting membership of the Assembly is defined in the Region 9 Bylaws, Article IV Section 2 (a) as follows:

- (i) Representatives from Intergroups who are registered with the World Service Office and who are within the geographical boundaries of Region Nine.
- (ii) Representatives from National/Language Service Boards who are registered with the World Service Office and who are within the geographical boundaries of Region Nine, National/Language Service Boards shall not represent Intergroups that have sent Representatives to the Assembly. However, if all Intergroups are represented, the

National/Language Service Boards will still be entitled to one Representative.

(iii) Region Nine Board Members.

(iv) The Chair shall have no vote at the Assembly, except to break a tie and for elections.

(v) Committee Chairs, who are not Intergroup or National/Language Service Board Representatives.

(vi) In the event of a Region Nine Representative from a registered unaffiliated group receiving a voice as per Article IV, Section 2 b (iii) of these Bylaws, they may also be given a vote, subject to majority approval of the voting body.

The non-voting membership of the Assembly is defined in the Region 9 Bylaws, Article IV Section 2 b as follows:

(i) The Region 9 Trustee is entitled to a voice but no vote at the Assembly,

(ii) Region 9 OA members who are not represented, are entitled to a voice but no vote at the Region 9 Assembly,

(iii) A Representative from a registered unaffiliated group within Region Nine may be given a voice if they receive the majority approval of the voting body. Consideration may also be given to giving such a Representative a vote – see Article IV, Section 2 a (vi) of the Region 9 Bylaws.

iv) Virtual Intergroups may participate in the activities of Region 9, including voting, with the permission of the Region.

5. REGION 9 VITAL LINK

QUESTIONS AND ANSWERS FOR REPRESENTATIVES ATTENDING REGION 9 ANNUAL ASSEMBLY

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INTRODUCTION

The Representative is a vital link in the chain of OA's Service Structure – You have been elected by your Intergroup (IG) or Language/National Service Board (NSB/LSB) to attend the R9 Assembly – congratulations!

If you are lucky, your predecessor has briefed you on the job or given you a file with information in it. If not, you may need to find out a lot, very quickly. We hope this booklet helps you.

Here are some of the questions that experienced members in OA are frequently asked about R9 service matters. These answers may give you a clearer idea of what the role of a Representative is in relation to the R9 assembly.

It must be emphasized that there are no 'right answers', only shared experience of what has worked well for others. All the suggested answers are to be found either in the Twelve Traditions and Twelve Concepts of OA, the R9 Bylaws or the Policies and Procedures (P&P) Manual of R9. Other sources of information are Groups, IGs and NSB/LSBs and previous year's R9 minutes, which are available [online](#). When in doubt, don't hesitate to ask the advice of more experienced OAs.

GLOSSARY

OA	Overeaters Anonymous
IG	Intergroup
BoT	Board of Trustees
WSBC	World Service Business Conference (also known as the Conference)
NSB/LSB	National/Language Service Board
R9	Region 9
WSO	World Service Office
RCC	Region Chairs Committee
BL	Bylaws
P&P	Policies and Procedures Manual
REP	Representative

REGION 9 STATEMENT OF PURPOSE

Our statement of purpose reads: "Our primary purpose is to carry the OA message to the still suffering compulsive overeater, wherever they may live and whatever language they may speak. In fulfilling our purpose, we should ever strive to achieve worldwide unity and common policies among all countries. With love and tolerance as our code, together we can do what we could never do alone".

WHERE AND WHEN DO WE MEET?

Every year we hold an Assembly in which the officers of R9 meet with representatives from IGs and National/Language Service Boards (NSB/LSBs) from all over R9. Non-affiliated groups (groups which are not part of an IG) may also be represented.

We meet within R9. IGs and NSB/LSB who feel able to host the event make an application, with the selection usually taking place one-two years in advance.

WHY SHOULD MY INTERGROUP (IG) SEND A REPRESENTATIVE?

Because this is the only way to get your IG or NSB/LSB's views heard by the group conscience of R9 as a whole. If your representative isn't there you cannot contribute or change anything or indeed listen and take home to your IG or NSB/LSB news and views of what's going on elsewhere. When more representatives are present, the group conscience process is strengthened.

WHAT QUALIFICATIONS ARE REQUIRED TO BE A REPRESENTATIVE?

Your local IG or NSB/LSB decides. Successful representatives are OA members who have previously had some active experience of service at group, IG or NSB/LSB level and are familiar with the 12 Traditions, 12 Concepts of OA Service and the OA Service structure. This service is not appropriate for a newcomer. Qualifications are set by the local IG, or NSB/LSBs in their Bylaws.

WHAT IS THE ROLE OF THE REPRESENTATIVE?

The representative at R9 Assembly has two important roles to carry out. First is to be the liaison person between their home Service Body and R9. In particular informing their home SB of R9 matters and informing the R9 assembly of the needs and wishes of their home SB. The other is take an active part in service at region level. This service may take the form of participation in one of the Task Forces, fulfilling one of the many volunteer positions in the Region, becoming a Board member, or any combination of these positions.

You should be aware that some service commitment may be required during the year after the Assembly. Each IG or Service Body decides for themselves the term that their representative will participate in R9 Assembly. As the first year is often a learning year, we recommend that representatives should serve a term for at least two years, providing some essential continuity which is beneficial to both R9 and the individual representative.

If the representative speaks English as their second language, it may take some time to become comfortable in the R9 Assembly environment. In this instance it may be more appropriate for the representative to bring this to the attention of their SB with a view to them serving for longer than the suggested two years.

WHAT IS THE REGION ASSEMBLY COMPOSED OF?

The Assembly is composed of a Board, and IG and NSB/LSB representatives. The Board members are elected at the Assembly for a period of two years and a further two-year term if re-elected. The board members are: Chair, Secretary, Treasurer and Communications Officer. In addition, Committees are formed (from the representatives present) and Committee Chairs are elected or nominated. The R9 Trustee attends the Assembly and has a voice but no vote. Visitors are welcome as observers.

WHAT IS THE PURPOSE OF THE ASSEMBLY?

- To carry the OA message of recovery within R9
- To re-affirm OA unity within R9

- To report and discuss the different activities in the Region since the last Assembly
- To vote on Bylaw and Policy & Procedure manual changes, if any are proposed
- To elect new officers and Committee chairs
- To serve as a place where representatives from throughout the Region can get together to share their common experiences, problems and solutions
- To receive input and more information and news about the WSO from the BoT through the Trustee.

WHAT SERVICES DOES R9 PROVIDE?

Through our committees and other volunteer positions that operate year-round, R9 offers the following services to its members, NSB/LSBs, IGs and groups:

Budget and Finance

The Treasurer's main function is to project expenditure for the upcoming year, produce a budget and promote contributions throughout the Region. Details of our expenses are listed further in this document. The Treasurer is also responsible for our Projects and Translations Assistance fund.

Bylaws

The Assembly operates in accordance with Bylaws that were first laid down in the second Assembly of R9 (Munich 1985). Bylaws volunteers evaluate the Bylaws and P&P and propose changes/additions to ensure that they continue to meet the needs of the Assembly and the Region as a whole and are in accordance with OA Bylaws Subpart B.

Public Information (PI)

The PI committee selects one or more projects to work on throughout the year, to help bring the message about OA to the general public, or to help other members of OA in R9 with this important service.

Translations and Literature

We have volunteers reviewing our master lists of translated materials and literature, as well as a large glossary of OA terms. R9 Translation guidelines are available on the [website of R9](#).

Webmaster

R9 has a dedicated volunteer who assumes the role of webmaster for our website, www.oaregion9.org. The website is an important tool for us to keep vital information available to our member groups.

Sponsorship list

Individual OA members in R9 have access to a unique resource coordinated by two volunteers in the Region. Available sponsors are invited to register on the list, which is provided to OA members looking for a sponsor. Sponsors are available in many languages represented throughout the Region. Members can email sponsors@oaregion9.org to be added to the list and to find a sponsor or a sponsee.

WHAT ARE THE MAIN R9 DOCUMENTS?

Bylaws – Our Bylaws form our main official document which defines our structure, our affiliation with OA, our Purpose and our legal status as an organization.

Policies and Procedures – commonly referred to as our P&P, this document details how we go about achieving our goals, with a large portion devoted to our financial procedures, as well as job and taskforce descriptions.

Changes to these documents can only take place at our Annual Assembly, and as such, they are only updated once a year. The latest version of these documents can be found [here](#).

WHO IS ON THE R9 BOARD AND WHO IS THE TRUSTEE?

R9 Chair

The R9 Chair is elected by the R9 Assembly for a period of two years and fulfills a variety of duties; re-election for another two-year term is possible.

- Represents R9 at WSBC and is involved in different Conference Committees and activities
- Is invited with other Region Chairs to attend one BoT meeting each year
- Attends one additional Region Chairs Committee meeting held in conjunction with an assembly of one of the other regions
- Is a member of the WSBC's Region Chairs Committee (RCC), working in cooperation with the Chairs of the other 9 regions, meeting and communicating about the services and needs of all the regions
- Chairs the annual R9 Assembly, and R9 Board meetings
- Attends different functions within the Region and may hold Service and Traditions workshops where budget allows.
- Coordinates all activities of the R9 Board, its task forces and its volunteers

R9 Treasurer

The Treasurer is elected by the R9 Assembly for a period of two years and fills a variety of duties:

- Prepares an annual budget for approval of the assembly.
- Maintains records of all Income and expenses incurred by the different activities in the Region.
- Provide an annual report of all contributions received, as well as income and expenses.
- Maintains the R9 bank account and records of monies kept by different functions in other countries
- Liaises with the Accountant, signatories and the Banker as necessary.
- Liaison with some of the R9 volunteers.

R9 Secretary

The Secretary is elected by the R9 Assembly for a period of two years and fills a variety of duties:

- Maintaining accurate minutes and records of all Region decisions and actions at the Assembly.
- Scheduling regular Board meetings throughout the year, and recording decisions and reports.
- Coordinating various Assembly documents before Assembly
- Liaison with some of the R9 volunteers.

R9 Communications Officer

The Communications Officer (CO) position was created in 2016 to assist other board members and perform the duties of any board position when required. The CO is elected for two years, and fulfills a variety of duties, including:

- Liaison with the R9 fellowship through regular communications.
- Maintaining updated contact lists for OA members, groups and Service Bodies in R9.
- Liaison with some of the R9 volunteers.

R9 Trustee

The R9 Trustee is elected by the WSBC for a period of three years and fulfills a variety of duties:

- The Trustee is a member of the BoT (see more information below).
- Attends BoT meetings with BoT members and WSO staff in a face-to-face capacity or electronically.
- Is involved in different committees and activities at WSBC level and/or within the BoT.
- Carries the message of the BoT in the Region, by visiting and communicating with the NSB/LSB, IGs and groups within the Region and by holding workshops (these may have varying topics covering service, traditions, concepts, OA's primary purpose & topics from the strategic plan) in different locations throughout the Region.
- Works with the other trustees and the Region chairs on the strategic operations plan for OA.
- The Trustee attends, WSBC and WSO convention.
- The Trustee's expenses are met in part from the budget set and agreed upon by the trustees (this is funded from contributions from the worldwide fellowship) and in part when conducting a workshop, from the local SB.
- The Trustee also attends the R9 Assembly as the representative of the BoT and has a voice but not a vote.

HOW DOES THE REGION COORDINATE WITH OTHER SERVICE BODIES?

World Service Business Conference (WSBC)

The WSBC (the Conference) is an annual meeting of delegates from NSB/LSBs and IGs worldwide, held in April/May in Albuquerque, New Mexico, USA. The conference lasts five days with discussions, workshops, committees, debates and decisions relating to OA as a whole, and represents the Group Conscience of OA as a whole.

The WSBC discusses and provides guidelines for all aspects of OA group, IG and NSB/LSB activities – literature, budget, group handbook, committee guidelines, public information etc. All literature that is approved at the WSBC carries the ‘conference seal of approval’ which means that it represents the group conscience of OA as a whole.

OA also offers a Delegate support fund aimed at assisting NSB/LSBs and IGs for their delegates to attend WSBC. Contributions are received from service bodies throughout the fellowship and are distributed to NSB/LSBs and IGs who apply for assistance. Details can be received from www.oa.org.

Board of Trustees (BoT)

The BoT is comprised of Trustees from the ten different Regions, and six General Service Trustees, plus one Virtual Service Trustee each of whom are elected directly by the delegates to the WSBC. Candidates for Region Trustee are put forward to the Conference by the Regions. The main functions of the BoT are to represent OA as a whole, to act as guardians of the 12 Steps, 12 Traditions and 12 Concepts of Overeaters Anonymous and to promote education within the fellowship worldwide.

World Service Office

The WSO located in Albuquerque New Mexico, USA, provides a variety of services for the BoT, WSBC, Regions, NSB/LSBs, IGs and Groups, including:

- Clearing house for worldwide inquiries
- Providing information about OA to the still suffering compulsive overeater, to media representatives and health professionals interested in OA’s Twelve-Step approach to recovery from compulsive overeating
- Supporting individual members and OA groups worldwide
- Registration of all OA groups, IGs and NSB/LSBs (available online)
- Providing everything new groups need to get started in the Group Starter Kit
- Providing office services to the BoT, WSBC and the World Service Convention, including printing and distribution of material
- Producing all the Conference and BoT approved literature
- Selling over 100 literature and recovery-related items which can be ordered from the Catalogue
- Producing and distributing of the quarterly newsletter *A Step Ahead*, and the *Courier* (newsletter for professionals) to all NSB/LSBs, IGs (available online)
- Website – maintaining the OA Website (www.oa.org)

HOW IS R9 FUNDED?

R9 is self-supporting, receiving contributions from its member NSB/LSBs, IGs, groups and non-affiliated groups. The surplus from our conventions/assemblies is an important source of funding for activities.

WHAT ARE OUR EXPENSES?

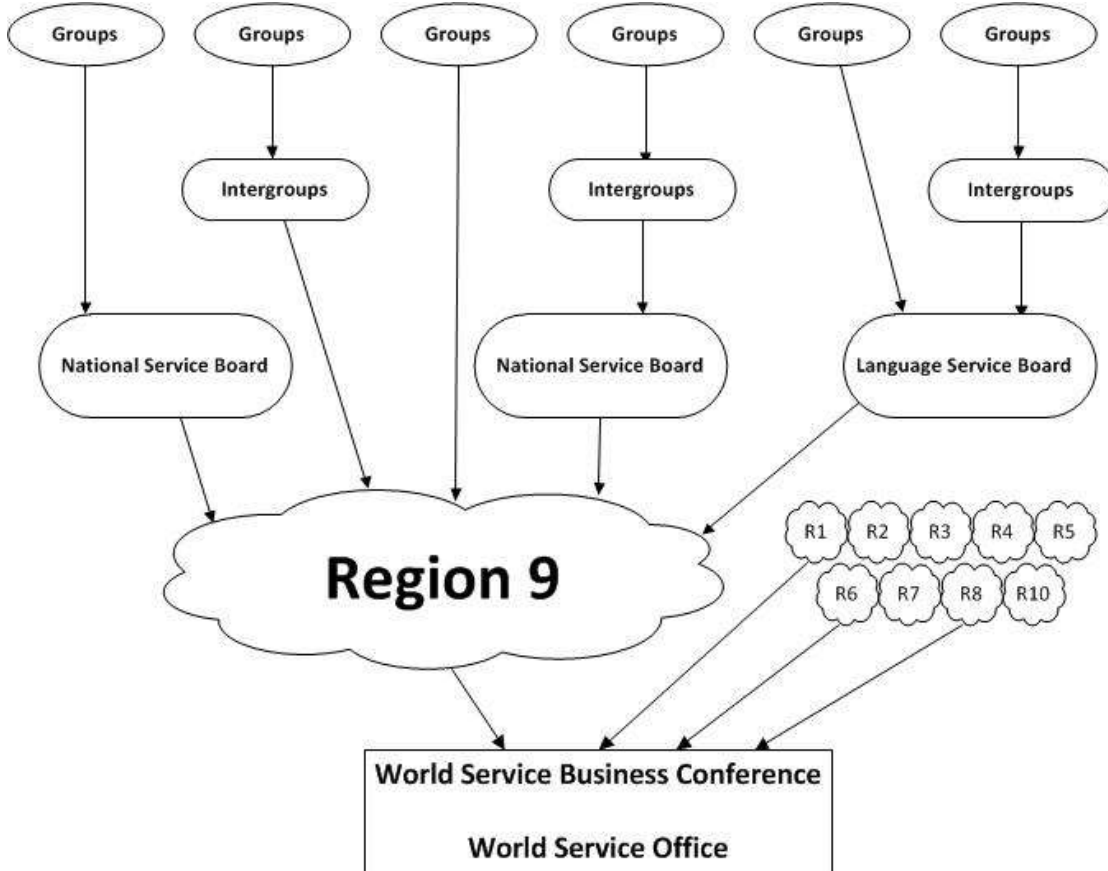
Due to the vast geographic range of our Region and our diversity in language, our expenses for travel and accommodation etc. are much higher than some other Regions and they are:

- Funding of R9 Officers to R9 Assemblies.
- Funding R9 Chair to WSBC; funding R9 Chair to Region Chairs Committee meetings when appropriate and when funds are available.
- Subsidizing NSB/LSB and IG representatives to attend R9 Assembly.
- Assistance to IGs, NSB/LSBs for translations and other projects.
- Website – maintaining the R9 Website – www.oaregion9.org.

WHAT AREA DOES R9 COVER?

R9 is composed of OA groups and IGs and NSB/LSBs in Africa, Europe, Middle East and Western Asia.

SERVICE STRUCTURE OF OA IN THE COUNTRIES THAT MAKE UP R9



Overall Service Structure

This chart shows the overall flow of service within the OA Fellowship.

One of the most important points to emphasize here is that there is no 'us' and 'them' in OA. We all are responsible for establishing OA policies and participating in group conscience decisions at all levels. Our views are important and participating in decision making on all levels is important. Members of our meetings are sent to IG, and IG sends representatives to the Region where perspectives can be heard from other members within in our Region. Then, at the WSBC, the GROUP CONSCIENCE of the body as a whole decides how we carry out our primary purpose.

OA is OUR PROGRAM, but it works only if you work it! If your meeting isn't sending a representative to IG, then your meeting does not have input into the process.

We can give service at all levels, and service of all kinds is essential to our continuing recovery as a Fellowship. We would not exist if people were not willing to extend their hands.

All of us can do some kind of service every day - let's all try to incorporate service into our daily lives by using this valuable tool of recovery.

Parliamentary Procedures: Placing principles before personalities

Basic Principles Include:

- Only one question can be considered at a time. It must be put in the form of a motion by one member and seconded by another (or from a committee, where no second is required) and must be stated by the Chair, after which it is open to debate and amendment.
- No one can make a motion or speak in debate until they have come to the Pro or Con microphone have been “recognized” by the Chair.
- No member can speak a second time on the same question provided anyone desires to speak who has not spoken on that question.
- Remarks should not be addressed to another member; they must be addressed to the Chair.
- When a question is before the assembly it must be adopted or rejected by a vote, or disposed of in some other way before any other subject can be introduced (except for certain privileged motions).
- All members are equal. Every member has the same rights.
- A quorum (minimum number of members) must be present to transact business.
- Once a question is settled, it may not be presented again in the same form in the same session. The only way to bring it back in the same meeting is to move to reconsider (some motions may not be reconsidered).
- A majority vote decides a question except in cases where basic rights of members are involved.
- A two thirds vote is necessary for any motion that deprives a member of their rights – such as changing rules of debate, cutting off debate, closing nominations, closing polls, rescinding action without notice, etc.
- Silence gives consent. Those who do not vote when a vote is taken, by their silence, agree to go along with the decision of the majority.

A motion is the means by which all business is introduced to an Assembly. There are

six (6) steps necessary to putting a motion on the floor and disposing of it:

1. Make the Motion (“I move that...”)
2. Second the Motion (a seconder need not rise or address the chair)
3. Chair states the motion
4. Chair calls for debate and questions
5. Chair puts the question to a vote
6. Chair announces the results.

The ‘Rules’

Point of Privilege: Pertains to noise, personal comfort, etc. - may interrupt only if necessary!

Parliamentary Inquiry: Inquire as to the correct motion - to accomplish a desired result.

Request for Information: Ask a question. If the Chair feels that the question is actually debate (i.e. Asking “Is it not true...” followed by a statement is probably not a question), he/she may choose not to answer.

Orders of the Day (Agenda): A call to adhere to the agenda (a deviation from the agenda requires Suspending the Rules).

Point of Order: Infraction of the rules, or improper decorum in speaking. Must be raised immediately after the error is made.

Main Motion: Brings new business (the next item on the agenda) before the assembly.

Divide the Question: Divides a motion into two or more separate motions (each must be able to stand on their own).

Consider by Paragraph (‘in Seriatim’): Adoption of multiple similar motions (or a single, highly complex motion) may be considered at the same time. Adoption is held until all parts of the motions are debated and amended.

Amend: Inserting or striking out words or paragraphs, or substituting whole paragraphs or resolutions.

Withdraw/Modify Motion: Applies only after question is stated; mover can accept an amendment without obtaining the floor.

Commit /Refer/Recommit to Committee: State the committee to receive the question or resolution; if no committee exists include size of committee desired and method of selecting the members (election or appointment).

Extend Debate: Applies only to the immediately pending question; extends until a

certain time or for a certain period of time.

Limit Debate: Closing debate at a certain time, or limiting to a certain period of time.

Postpone to a Certain Time: State the time the motion or agenda item will be resumed.

Object to Consideration: Objection must be stated before discussion or another motion is stated.

Lay on the Table: Temporarily suspends further consideration/action on pending question; may be made after motion to close debate has carried or is pending.

Take from the Table: Resumes consideration of item previously "laid on the table."

Reconsider: Can be made only by a member who voted on the prevailing side of a question who has changed position or view.

Postpone Indefinitely: Kills the question/resolution for this session - exception: the motion to reconsider can be made this session.

Previous Question: Closes debate if successful - may be moved to "**Close Debate**" if preferred.

Informal Consideration: When the assembly goes into a "**Committee of the Whole**," a (possibly time-limited) discussion [chaired by someone other than the assembly Chair] is held. All votes if taken during an informal consideration are considered recommendations.

NOTE: Robert's Rules of Order prohibits straw polls calling them "meaningless and dilatory" as they neither adopt nor reject a measure (RONR 11th ed. p 429).

Appeal from the Decision of the Chair: Appeal for the assembly to decide - must be made before other business is resumed; NOT debatable if relates to decorum, violation of rules or order of business.

Suspend the Rules: Allows a violation of the assembly's own rules (except Bylaws); the object of the suspension must be specified.

Parliamentary 'Tips,' or What to Do & Why

The following summary will help determine when to use the actions described in Robert's Rules.

A main motion must be moved, seconded, and stated by the Chair before it can be discussed.

If you want to move, second, or speak to a motion, *stand and address the Chair.*

If you approve the motion as is, *vote for it.*

If you disapprove the motion, *vote against it.*

If you approve the idea of the motion but want to change it, *amend it or submit a substitute for it.*

If you want advice or information to help you make your decision, *move to refer the motion to an appropriate group or committee with instructions to report back.*

If you feel they can handle it better than the assembly, *move to refer the motion to a group or committee with power to act.*

If you feel that there the pending question(s) should be delayed so more urgent business can be considered, *move to lay the motion on the table.*

If you want time to think the motion over, *move that consideration be deferred to a certain time.*

If you think that further discussion is unnecessary, *move the previous question.*

If you think that the assembly should give further consideration to a motion referred to a committee, *move the motion be recalled.*

If you think that the assembly should give further consideration to a matter already voted upon and you voted on the prevailing side, *move that it be reconsidered.*

If you do not agree with a decision rendered by the Chair, *appeal the decision to the assembly.*

If you think that a matter introduced is not germane [relevant and appropriate] to the matter at hand, *raise a point of order.*

If you think that too much time is being consumed by speakers, *you can move a time limit.*

If a motion has several parts, and you wish to vote differently on these parts, *move to divide the motion.*

If there are several motions that are similar, and you feel the outcome for all of them should be the same, *move to consider by paragraph (or 'in seriatim').*

If you would like the Assembly to say the Serenity Prayer at any time, *raise a point of privilege.*

Bylaws / Policy / Parliamentary Procedure / Standing Rules

Bylaws, which include the 12 Steps, 12 Traditions and 12 Concepts, take precedence over all other rules of the assembly. They describe things such as who can vote at an Assembly and Roles (e.g. officers), how often meetings are held, etc.

Policy discusses how bylaws are to be implemented and practiced. They include things such as Officer Duties, financial practices, Committee responsibilities, etc.

Standing Rules limit the practice of Parliamentary Law with regards to the Assembly being held. They speak to items such as limiting debate, election procedures, etc.

Parliamentary Procedure provides the Assembly with rules so that the business of an Assembly can be processed effectively and efficiently and more than anything else, fairly.

Parliamentary information is based on contents of Robert's Rules of Order, Newly Revised (11th edition) [RONR] and Region 9 Bylaws, Policies & Procedures and Standing Rules.