

SECTION E

ELECTIONS

1. REGION 9 BOARD APPLICATIONS 2020

In 2020, we are electing the positions of **Chair, Treasurer, Communications Officer and Secretary.**

This form should be submitted to Region 9 Secretary and copying in the Region 9 Chair at least four weeks prior to Assembly at which election will be held.

Please submit to secretary@oaregion9.org and to chair@oaregion9.org by **October 1st, 2020.**

I am applying for the position of: _____

Name:	
Address:	
Email:	
Phone:	
Years in OA:	
Current Service Body:	

Please complete the following (if possible on a separate page):

1. Brief account of your OA story:

2. Summary of your OA Service (including service beyond the Group level):

3. Business and/or professional skills, or other experience/skills that you can bring to the Board:

4. Why do you want to be a member of the Region 9 Board?

Date: _____

Signature: _____

THE REGION 9 BYLAWS (updated 2016) STATE: ARTICLE VII – COMPOSITION OF REGION 9 BOARD

VII	ARTICLE VII – COMPOSITION OF REGION 9 BOARD
1	Section 1- Composition
	The Region 9 Board shall consist of a Chair, Secretary, Treasurer, and Communications Officer.
2	Section 2 – Duties
	Duties of members of the Region 9 Board shall include but not be limited to the following:
2 a	The Chair is responsible to see that a notification of the Assembly is emailed in accordance with Article V – Section 2; to see that Region 9 Intergroups, National/Language Service Boards are notified that amendments to these Bylaws should be sent in accordance with Article XII – Section 1; to prepare an agenda for the Assembly and see that the agenda is emailed in accordance with Article V – Section 4; to preside over the Assembly; and in accordance with the Bylaws of Overeaters Anonymous, Inc. – Subpart B is entitled to be a voting delegate to the annual World Service Business Conference.
2 b	The Secretary is responsible for maintaining accurate minutes and records of all Region decisions and actions at the Assembly. The Secretary must see that the Minutes are emailed when possible within 45 days of the Assembly to all participants of the Assembly, unaffiliated groups in Region 9 and Service Bodies that have not sent a representative to the Assembly. Any Service Body interested can ask the Region 9 Secretary for a copy of the Minutes by email.
2 c	The Treasurer is responsible for the finances of Region 9; and to see that the annual financial statements are mailed to all members Intergroup and National/Language Service Boards.
2 d	The Communications Officer shall assist other board members and perform the duties of any board position when required.
2 e	In an emergency situation, approval of two members of the Region 9 Board is required to execute decisions deemed necessary for Region 9 as a whole. Notification of such decision shall be sent within 45 days to all registered Groups, Intergroup and National/Language Service Boards within Region 9.
2 f	For additional and a more detailed explanation of duties for Chair, Secretary and Treasurer refer to the Region 9 Principles & Procedures manual.
3	Section 3- Elections
3 a	Nominations and elections shall be held in each year at the Region 9 Assembly.

3 b	To be eligible for election to membership of the Region 9 Board, a person must be present at the meeting and be an OA member from Region 9. In addition a person standing for the office of Chair must have been a representative at a previous Region 9 Assembly. To be elected, a member must receive a majority vote of the representatives present. In addition each candidate for the Region Board shall have where possible at least one year of current abstinence and at least two years of service beyond group level at the time of election. In the event of a candidate with these qualifications not being present a candidate who has not these qualifications can be elected provided that they comply with ARTICLE IV – Section 3 c and can demonstrate that they have a good record of service to the Fellowship, and faithful adherence to the Twelve Steps, Twelve Traditions and guided by the Twelve Concepts of OA.
3 c	Board members are elected for a term of two consecutive years in the same position.
3 d	Board members are elected to serve for a two (2) year term. Board members should not serve more than two consecutive terms in the same position. A member who has just completed eight (8) consecutive years of service may stand for re-election only after an interval of two (2) years.
3 e	Nominations for qualified nominees to the Region 9 Assembly may be made from the floor at the Assembly. Upon nomination, the nominees shall be called upon to present their qualifications briefly to the Assembly.
3 f	Any vacated position may be temporarily filled by a representative on request of the Region 9 Chair at the Assembly with the approval of the Region 9 representatives.
3 g	Vacancies that occur during the term of office between Assemblies shall be filled by a person appointed by the Chair. In the event that the position of Chair becomes vacant, the Secretary shall act as the Chair until the next Assembly with the authority to perform all prescribed duties and responsibilities. In the event that the position of Secretary becomes vacant, the Treasurer shall act as the Chair until the next Assembly with the authority to perform all prescribed Chair’s duties and responsibilities. All vacancies shall be filled by an election at the next Region 9 Assembly.
3 h	Each officer of Region 9 who will be selected as a delegate or alternate for the World Service Business Conference should comply with the requirements in the OA Inc. Bylaws, Subpart B, Article X, Section 3c 1. Current requirements are one (1) year current abstinence and at least two (2) years of service beyond the group level.

BOARD POSITIONS AND DUTIES, AS DETAILED IN THE REGION 9 POLICIES AND PROCEDURES DOCUMENT, SECTION 2

2	BOARD POSITIONS AND DUTIES
2.1	The following Job Descriptions outline duties and responsibilities for the R9 officers. The R9 Board and Committees need be mindful that the authority for their actions lies within the decisions agreed upon in previous years as contained within the current R9 Bylaws and P&P. Any deviation from these decisions must be brought via a motion and the Assembly of R9 before any action is taken. At all times transparency needs to be uppermost in our minds and actions. (2017)
2.2	"R9 Best Practices" for officers tasks and duties are kept electronically and updated by the officers. (2017)
2.3	CHAIR: (2017)
(a)	The Chair is elected by the Region 9 Assembly for a period of two years and fills a variety of duties: (2017)
(i)	Chairs the R9 business assemblies, including preparation of the Agenda.
(ii)	Chairs the R9 Board.
(iii)	Communicates with the different R9 officers during the year. (2017)
(iv)	Attends functions within the Region, where budget allows, or at the expense of the country hosting the OA event (2013b).
(v)	Represents R9 at the World Service level, including at the WSBC.
(vi)	Represents R9 in the Region Chairs Committee (RCC). Participates in the RCC, and attends RCC face-to-face meetings when possible. (2017)
(vii)	Works with the R9 Trustee on some of the issues directly concerning the Region.
2.4	TREASURER:
(a)	The Treasurer is elected by the Region 9 Assembly for two year term and fills a variety of duties:
(i)	Coordinates any finance and budget matters with committees or other OA members in R9. (2017)
(ii)	Prepares an annual budget for approval of the assembly.
(iii)	Maintains records of all Income and expenses incurred by the different activities in the Region.
(iv)	Provides an annual report of all contributions received, as well as income and expenses.
(v)	Maintains the R9 bank accounts and records of monies. (2017)
(vi)	Liaises with the Banker, signatories, and accountant as necessary. (2017)
(vii)	Provides quarterly financial updates to the R9 Board. (2017)
2.6	SECRETARY:
(a)	The main responsibilities of the Secretary are to distribute the R9 Assembly and Convention invitation, the R9 Assembly Binder, and minutes of all Region 9 Assemblies. (2017)
(b)	The Secretary also produces and distributes R9 Board Meeting minutes. (2017)
(c)	ASSEMBLY INVITATION AND BINDER MATERIALS (2017)
(i)	The Secretary is responsible for ensuring that the Assembly invitation and associated necessary documents are sent to all registered service bodies and officers. (2017)

(ii)	The Secretary is responsible for the Assembly Binder and materials (compiled by all officers) to be distributed prior to the assembly. The binder includes reports, motions and other information about the business of the assembly. The binder includes a bid form for hosting future R9 Assembly/Convention. (2017)
(d)	MINUTES OF THE ASSEMBLY:
(i)	The secretary will produce minutes of each assembly in conjunction with the Minutes Approval Committee (MAC). (2017)
(ii)	A recording device may be used if required.
(iii)	The Secretary is responsible to obtain copies of any information to be included with the minutes. Motions made at the assembly are given to the Secretary in writing which must include the name of the proposer and seconder. (2017)
(iv)	The time scale for producing the minutes is short. The Secretary along with the Minutes Approval Committee send the draft to the R9 Chair. Once the minutes are agreed by all (Secretary, MAC, Chair) the minutes can be distributed. (2017)
(v)	The Secretary sends the minutes to all those present at the assembly. The minutes are also distributed to all registered service bodies in R9 by email announcement and are also posted to the website. (2017)
(e)	THE REGION 9 MINUTES WILL CONTAIN
(i)	Date/Time and place of Region 9 Assembly,
(ii)	Names of Officers,
(iii)	Number of representatives present,
(iv)	Record of action taken on the minutes of the previous meeting,
(v)	The exact wording of each motion as it was voted on, and whether it passed or failed,
(vi)	The proposer and seconder of each motion. (2017)
(vii)	If the vote is counted, or balloted, the count should be included, (2017)
(viii)	Any notice given at the meeting,
(ix)	Points of order and appeals,
(x)	Committee reports and any other reports occurring during or about the assembly, (2017)
(xi)	Revised copies of the R9 Bylaws and R9 P&P manuals.
(f)	Names and email addresses of all representatives at assembly are provided on the contact list sent after the assembly. Anyone not willing to have their address shared with the other attendants, should advise the secretary at the Assembly. (2017)
2.7	COMMUNICATIONS OFFICER
(a)	In addition to assisting the other officers as needed, the Communications Officer is responsible for R9 announcements sent to the R9 mailing list. The Communications Officer also maintains and updates R9 listings. The Communications Officer also sends reminders of important dates to the Board. (2017)
(b)	R9 ANNOUNCEMENTS
	The Communications Officer distributes announcements to the R9 fellowship, regarding OA in R9 and other applicable OA news or information (such as from WSO), along with information from the Officers, Trustee, R9 Service Bodies, and other information determined of import to R9 members. (2017)
(c)	UPDATE OF LISTS
(i)	The Communications Officer maintains the up to date list (Countries and Contacts) of all R9 contacts and group representatives. (2017)

(ii)	The Communications Officer reconciles the WSO quarterly listings of all R9 Intergroups and National/Language Service Boards with R9 listings for R9 Board use. (2017)
(iii)	The Communications Officer provides data for the binder showing (per WSO listing) 1. Count of R9 service bodies. 2. Meeting count per country in R9 . 3. Also where possible languages and currencies of R9 countries. (2017)
(d)	OUTREACH TO R9 COUNTRIES / SERVICE BODIES
	The Communications Officer works with other officers and/or volunteers to reach out to countries / service bodies not present at assembly or in contact with Region 9. (2017)
2.8	ALL OFFICERS:
(a)	Serve on the R9 Board,
(b)	Attend Region 9 board meetings, virtual or in person, (2017)
(c)	Maintain communication with other officers. (2017)
(d)	WORKSHOPS
	Facilitate Service, Traditions and Concepts (STC) workshops when and where possible within Region 9. (2017)
(e)	UPDATING OF R9 DOCUMENTS
	The officers will periodically check and coordinate updating of various R9 documents including but not limited to Vital Link and the Bid to Host Assembly Convention. (2017)

2. REGION 9 WSBC DELEGATE APPLICATION – 2020

Introduction

At the 2019 R9 Assembly in Rome, we approved a budget to send one delegate to represent “Region 9 as a whole” at the World Service Business Conference (WSBC) in 2021.

This service position is open to all Reps and R9 Officers present at the Region 9 Assembly, EXCEPT people who will be representing their own Service Body at WSBC.

Selection of delegates is made at the Annual Region 9 Assembly.

All candidates have to comply with the qualifications for delegates in the Bylaws OA Inc., Subpart B Article X Section 3), c), 1) in that **“each delegate/alternate shall have at least one year of current abstinence and at least two years of service beyond the group level.”**

Additionally, in keeping with WSBC Policy Manual 1988a section 3) c) Delegate candidates shall “be selected for judgement, experience, stability, willingness, and for faithful adherence to living within the concepts of the Twelve Steps, Twelve Traditions, and Twelve Concepts of Overeaters Anonymous.”

It is further suggested that a World Service Delegate be a current or past representative.

Service Bodies (IG’s NSBs LSBs) that submit candidates to be selected as Region 9 Delegates to the WSBC may file an application before Assembly, or during the Assembly itself, but *“no later than the day before the elections at Assembly at the end of the last session, before the formal lunchtime break”*.

The duties of the elected delegate are outlined in the following excerpt from Section 8.2 of our P&P. The elected delegate is expected to **give service to Region 9 throughout the following year**. Please read these to ensure you are able to comply if elected.

Application forms will also be available at Assembly.

REGION 9 WSBC DELEGATE APPLICATION FORM

Name of Delegate: _____

Address: _____

Email: _____

Current/Previous Service Position: _____

Reason for requesting to participate in this WSBC Committee: _____

Service for Region 9 that I plan to do after WSBC: _____

Name of Service Body: _____

Type of Service Body (Intergroup, National/Language Service Board): _____

Will your service body be sending any other Delegates to WSBC? _____

By signing this application form, I am declaring that I have read all the conditions and responsibilities expected of a Delegate from Region 9 to the World Service Business Conference (WSBC), and that I meet the qualifications as stated.

I also understand and agree to the following:

- I will be reimbursed for airfares totalling the lowest fare for the most direct route from my city to WSBC.
- I will be reimbursed for shared accommodation at the WSBC hotel.
- All expenses MUST be approved in advance by the R9 Treasurer.
- Total accommodation expenses will not exceed 7 nights.

Signed: _____

Date: _____

The following are extracts from the Region 9 Policies and Procedures document pertaining to this position and its responsibilities:

6	FINANCE AND BUDGET
6.1	Considerations for financial matters and budgeting: (2017)
(a)	R9 is mindful of being fully self-supporting. (2017)
(b)	The assembly shall be reliably informed so as to make the best financial decisions. (2017)
(c)	We consider using funds efficiently to carry the message within the region. (2017)
(d)	We also consider OA as a whole and thus contribute to our WSO. (2017)
(e)	The R9 Board needs to be aware of the various financial policies so that where it affects their role, they can act accordingly. (2017)
6.3	R9 CHAIR AND DELEGATES FUNDING TO WSBC
(b)	The officer as delegate will be prudent with the use of Region 9 funds. (2017)
(c)	When WSBC starts on a Monday, the Chair and Delegates will be reimbursed for a total of seven nights, starting on Sunday, in order to settle in properly and adapt to the different time zone. Meals are reimbursed unless included in the room fee. (2017)

8	WORLD SERVICE BUSINESS CONFERENCE (2017)
8.2	REGIONAL DELEGATES TO WSBC
(a)	If the Region is represented by less than forty percent of its Intergroups, up to 5 additional delegates to WSBC could be selected.
(b)	Any Region 9 representative who wishes to be selected as a Region 9 Delegate to the WSBC must complete and submit a written application to the Region 9 Treasurer by no later than the day before the elections at Assembly at the end of the last session before the formal lunchtime break. (2017)
(c)	Candidates are selected at the yearly Region 9 Assembly. An alternate may also be designated. 2017
(d)	Candidates must comply with the qualifications for delegates in the Bylaws OA, Inc., Subpart B Article X Section 3), c), 1) in that "each delegate/alternate shall have at least one year of current abstinence and at least two years of service beyond the group level," Additionally, in keeping with WSBC Policy Manual 1988a Section 3) c) Delegate candidates shall "be selected for judgement, experience, stability, willingness and for faithful adherence to living within the concepts of the Twelve Steps, Twelve Traditions and Twelve Concepts of Overeaters Anonymous. It is further suggested a World Service delegate be a current or past representative.
(e)	The Region 9 Treasurer will provide copies of all written applications submitted to him/her to each Assembly member by email no later than the end of the business of the Assembly on the day before the elections at Assembly. (2017)

(f)	All applications are to be sent to the Region 9 Treasurer.
(g)	The funding of the Region 9 Delegate will depend on the availability of funds. If the funds are available the Region 9 Delegate to the WSBC will be funded according to the Policy and Procedure 1996h.
(h)	Prior to selection of the delegates, the Treasurer will inform the Assembly of the funds available for this purpose.
(i)	The number of delegates selected will depend on the funds available, but in any case shall not be more than five. (2006c)
(j)	The Treasurer will inform the Region 9 Assembly of candidate applications on the Friday. The Assembly will make a selection from among those having filed the Application provided they meet the requirements. If it is determined R9 is able to send more delegates than have applied, additional delegates shall be elected as per 3 above from the R9 assembly voting members which shall include R9 officers provided these candidates meet the requirements.
8.3	The delegate/s representing Region 9 as a whole will be expected to:
(a)	Register for WSBC (WSBC Policy Manual 1991a Section 3 “by March 1”). Make travel and hotel arrangements in advance in consultation with the R9 Treasurer. Submit expense reimbursement forms to the Treasurer as soon as possible. Be prudent with use of R9 funds while participating as a delegate.
(b)	Vote during group conscience business meetings at WSBC in a manner in keeping with WSBC Policy Manual 1988a Section 3 d) and e) which states delegates “may be instructed as to the desires of the [region].” “As participants, delegates shall not be bound by the wishes of their [region], but should not vote against these wishes unless situations arise at the Business Conference that make it necessary for the best interests of Overeaters Anonymous as a whole.”
(c)	Participate in a WSBC Committee during conference and follow up committee work during the following year. A committee preference form, submitted by the delegate (by April 1 in order to be considered for committee membership – see WSBC Policy Manual 1991a Section 3) should give consideration to where other R9 delegates are serving so as to spread R9 committee participation across the various WSBC committees. If necessary, the delegate may be asked to serve on a committee other than their choice.
(d)	Delegates should be willing to serve as part of the Reference Subcommittee, the Region Appeals Committee, and/or assist with R9 7th Tradition fundraisers if asked to do so.
(e)	Write a report on their activities as Region Delegate and submit that report to the region representatives (and their own service body) within 45 days of close of conference. It is suggested this report be sent electronically to the R9 representatives. (2015u)