

**Proposal Item:** \_\_\_\_\_

**Order of Debate Number:** \_\_\_\_\_

**REGION NINE ASSEMBLY 2021**  
**NEW BUSINESS MOTIONS**

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**MOTION:**

Move that provision is made in our bylaws, policies and budget for the creation of a Region 9 Office which can employ “special workers” to support the administration of Region 9.

**\*SUBMITTED BY:**

NAME: ALEXANDRA D

SERVICE BODY OR COMMITTEE: CHAIR OF OA REGION 9

**INTENT:**

THE INTENT OF THIS MOTION IS TO ENSURE THAT THERE IS PROVISION IN THE BYLAWS TO ESTABLISH A SERVICE OFFICE FOR REGION 9 WITH A PAID ADMIN MANAGER AND WEBMASTER. AS REGION 9 IS IN THE PROCESS OF ESTABLISHING ITSELF AS A LEGAL ENTITY (COMPANY OR CHARITY) WE INTEND TO ENSURE THAT WE ARE ABLE TO BE DUE DILIGENT AND MEET OUR LEGAL REQUIREMENTS FROM THE START WITHOUT UNDUE PRESSURE OR RESPONSIBILITY FALLING ON THE BOARD.

**IMPLEMENTATION:**

THE PATHWAY TO THE CREATION OF THE NEW LEGAL ENTITY WILL DEPEND ON THE OUTCOME OF THE LEGAL ADVICE WE ARE CURRENTLY SEEKING BUT WE MOVE HERE TO MAKE PROVISION IN POLICY SO THAT WHEN THE TIME COMES TO CREATE SUCH AN ORGANISATION WE CAN APPOINT A MANAGER TO OVERSEE THAT PROCESS.

UPON READING THE BYLAWS AND POLICIES WE SEE NOTHING THAT WOULD PREVENT US FROM EMPLOYING A STAFF. HOWEVER WE FEEL THAT IT IS NECESSARY TO MAKE IT CLEAR THAT WE CAN AND HOW IT WILL BE MANAGED.

THIS IS AN INTERIM AMENDMENT TO THE POLICIES AND PROCEDURES BECAUSE ONCE WE KNOW WHAT THE LEGAL ENTITY OF OA REGION 9 WILL BE WE WILL HAVE TO BRING MORE AMENDMENTS TO FUTURE ASSEMBLIES.

IN THE **POLICIES AND PROCEDURES** IT IS SUGGESTED THAT WE ADD TO THE ROLES OF CHAIR, VICE CHAIR AND TREASURER A REFERENCE TO LINE MANAGEMENT RESPONSIBILITIES IN THE EVENT OF EMPLOYING STAFF.

UNDER SECTION 2 CHAIR’S RESPONSIBILITIES 2.3 IT IS SUGGESTED WE ADD A FURTHER POINT VIII “ACT AS LINE MANAGER OF ANY PAID STAFF ON BEHALF OF THE BOARD”

UNDER SECTION 2.4 VICE CHAIR'S RESPONSIBILITIES IT IS SUGGESTED WE ADD A FURTHER POINT V "SUPPORT THE CHAIR AND THE BOARD IN THE MANAGEMENT OF ANY PAID STAFF"

UNDER 2.5 TREASURER'S RESPONSIBILITIES IT IS SUGGESTED WE ADD A FURTHER POINT IV "SUPPORT THE CHAIR AND THE BOARD IN THE MANAGEMENT OF ANY PAID STAFF" AND POINT V "LIAISE WITH PAID STAFF ON MATTERS OF FINANCE"

UNDER 2.6 SECRETARY'S RESPONSIBILITIES IT IS SUGGESTED WE ADD A FURTHER POINT G "SUPPORT THE CHAIR AND THE BOARD IN THE MANAGEMENT OF ANY PAID STAFF"

UNDER 2.7 COMMUNICATIONS OFFICER RESPONSIBILITIES IT IS SUGGESTED WE ADD A FURTHER POINT F. "SUPPORT THE CHAIR AND THE BOARD IN THE MANAGEMENT OF ANY PAID STAFF" AND POINT F1 "ACT AS LIAISE WITH PAID STAFF ON MATTERS OF TECHNOLOGY AND COMMUNICATIONS"

### **Cost:**

There is no cost to changing the policies; it simply demonstrates that the Assembly has acknowledged the changes that are coming up and have adequately delegated the responsibility of managing these changes to the Board. And that anyone standing in positions on the Board also are aware of the changes coming up and take on that responsibility fully informed.

### **RATIONALE:**

OA REGION 9 CURRENTLY DOES NOT HAVE A LEGAL ORGANISATIONAL STATUS (IN THE USA THE REGIONS ARE REGISTERED AS 501C NON-PROFIT ORGANISATIONS. REGION 9 COVERS EUROPE, MIDDLE EAST, AFRICA AND PARTS OF ASIA BUT THE BANKING ARRANGEMENTS ARE IN THE UNITED KINGDOM. WE ARE BLESSED TO HAVE A BUSINESS BANK ACCOUNT WITH NATWEST BANK IN THE UK DESPITE NOT HAVING ANY LEGAL STANDING AS AN ORGANISATION. WE USED TO BE REGISTERED AS AN "UNINCORPORATED GROUP" BUT OUR INCOME NOW FAR EXCEEDS THE SCOPE OF SUCH AN ORGANISATION. SO THE BOARD OF REGION 9 ARE IN THE PROCESS OF APPOINTING A LEGAL ADVISOR TO HELP US DETERMINE THE BEST COURSE OF ACTION AND THE MOST APPROPRIATE LEGAL CONSTITUTION (EG COMPANY, CHARITY) FOR US TO BE IN LINE WITH THE REQUIREMENTS OF THE TAX BODY IN THE UK WHERE WE BANK.

HISTORICALLY THERE HAS BEEN A HIGH TURNOVER OF OFFICERS ON THE REGION 9 BOARD FOR A VARIETY OF REASONS BUT IT IS NOT EASY TO GET FELLOWS TO UNDERTAKE SUCH INVOLVED SERVICE AND COMMIT FOR THE DURATION OF THEIR TERM. ONCE WE BECOME A LEGALLY CONSTITUTED ORGANISATION A TURNOVER OF BOARD MEMBERS WOULD PRESENT A RISK TO BUSINESS CONTINUITY AND THE RESPONSIBILITY OF BEING ON THE BOARD OF A LEGAL ENTITY MIGHT DISCOURAGE FOLKS FROM GIVING SERVICE IF THERE WAS NO ONE MANAGING IT.

THE INTENT IS TO CREATE A REGION 9 OFFICE AND EMPLOY STAFF TO MANAGE REGION 9'S DUE DILIGENCE REGARDING THE REPORTING REQUIREMENTS TO THE UK GOVERNMENT, HMRC AND TO PROVIDE A CO-ORDINATED ADMINISTRATIVE SUPPORT TO

THE BOARD AND TRUSTEE. THERE ARE 2 PAID POSITIONS WE WOULD LIKE TO MAKE PROVISION FOR OUR IN POLICIES:

1. A CO-ORDINATOR / ADMIN MANAGER ROLE
2. A PAID WEBMASTER ROLE

THE INTENT IS TO PROVIDE DUE DILIGENCE FROM THE START OF OUR NEW ORGANISATION TO ENSURE WE HAVE PROPER PROCEDURES THAT MEET OUR LEGAL REQUIREMENTS

TO PROVIDE CONTINUITY OF BUSINESS THROUGH ANY POTENTIAL CHANGES IN THE BOARD

TO CREATE A REGIONAL ADMINISTRATIVE HUB WITH PAID STAFF THAT CAN HOLD RECORDS AND SUPPORT DEVELOPMENT OF:

GDPR COMPLIANT DATA LISTS  
UPDATED POLICIES AND PROCEDURES  
TRANSLATIONS  
LITERATURE  
PUBLIC INFORMATION

THIS WILL NOT TAKE AWAY THE NEED FOR THE VOLUNTARY SERVICE POSITIONS OF OUR MEMBERSHIP; BUT WILL SUPPORT THOSE WHO DO TAKE THOSE POSITIONS.

THE ADMIN MANAGER AND WEBMASTER WOULD BE MANAGED BY THE CHAIR AND COMMS OFFICER WITH THE SUPPORT OF THE WHOLE BOARD.

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Per our R9 Bylaws, Article XII 1b:

***Any motions submitted to the Region 9 Chair and/or Region 9 Bylaws Committee ninety (90) days or more prior to the annual Assembly, can only be submitted by a Region 9 Service Body or a Region 9 Committee.***

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