



**Overeaters Anonymous Region 2
2020 Spring Assembly
A Vision of Recovery
APRIL 3-4, 2020
OAKLAND, CA**

The OA Responsibility Pledge

Always to extend the hand and heart of OA to those who share my compulsion, for this I am responsible.

R2 Mission Statement

To support Individuals in need of recovery from compulsive eating (e.g., overeating, bulimia, anorexia) through empowering all groups within the region.

Read Your Assembly Packet & Win!

The phrase “*A Vision of Recovery*” is printed 3 times in this Assembly Packet (excluding this page).

Find all 3 and write down the page numbers. Drop them into the Contest Jar at Registration to be eligible for a prize drawing at Assembly!

Please Print Out This Packet and Bring a Hard Copy with You to the Assembly

Overeaters Anonymous Region 2
4733 Torrance Blvd, PMB #335, Torrance, CA 90503
www.oar2.org

ALL ASSEMBLIES ARE FRAGRANCE FREE

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Hotel Information

Location: Hilton Oakland Airport
One Helgenberger Rd.
Oakland, CA 94621
510-635-5000

Room Rate: \$ 155.00 per night

- Complimentary Shuttle from OAK
- Complimentary Wi-Fi in all guest rooms
- Discounted \$12.00 parking for day and overnight attendees
- Discounted \$ 12.00 restaurant hot breakfast buffet

Reserve early for best rate!

Reservations: 510-635-5000 (use group code: SAS for discounted room rate)

Please Note

- Review the business meeting times carefully and make your travel arrangements accordingly so that you are present for all business meetings.
- The “New Representative Orientation” is at 7:15 AM on Saturday morning and is required for new reps. Please be prompt!
- Ice water will be available in the meeting rooms. Due to costs, R2 does not provide Wi-Fi in the meeting rooms.
- Temperature in the meeting rooms varies from Too Hot to Too Cold. We suggest wearing layered clothing.

Key Dates

Region 2 Convention

July 10-12, 2020

Hilton Oakland Airport

1 Hegenberger Rd | Oakland, CA 94621

Room Rate: \$155.00 per night

- Complimentary Shuttle from OAK
- Complimentary Wi-Fi in all guest rooms
- Discounted \$12.00 parking for day and overnight attendees

Reservations: **510-635-5000** (use group code: **OVA** for discounted room rate) **Register Today!**

Region 2 Fall Assembly

October 23-25

Doubletree by Hilton SFO

835 Airport Boulevard | Burlingame, CA 94010

Room Rate: \$99.00 per night

(Complimentary Shuttle from SFO)

More Details to Come!

Assembly Agenda

Friday April 3, 2020

6:00 PM Early Registration Begins

7:30 PM Grand Opening of the Region 2 Assembly

Welcome from the R2 Board, Introduce Board

7:45 PM Speakers

8:30 PM Announcements

8:45 PM Closing

Saturday April 4, 2020

7:00 AM OA Meeting (Optional)

7:00 AM Registration (Continued)

7:15 AM New Representative Orientation (Essential for new Reps)

8:30 AM Call to Order

- Serenity Prayer
- Cell Phones Off
- Introduce the Board
- Introduce Green Dots / Assign Mentors
- Acknowledge Retiring Reps
- Readings: 12 Concepts, Assembly Rules
- Roll Call: Your IG cannot be counted if you are not present!
- Adoption of Previous Assembly Minutes
- Ask-It-Basket Circulated

9:00 AM Icebreaker

9:30 AM Board Reports

10:00 AM BREAK

10:15 AM 7th Tradition, Region / Intergroup Concerns, Ask-It-Basket

10:45 AM Unfinished Business & New Business

11:00 AM Intro to Committee Work and Committee Meetings

11:45 AM 2020 Convention Report

12:00 PM Salad Bar Lunch with Speakers

1:30 PM Committee Meetings

2:30 PM BREAK

2:45 PM New Business (Continued)

3:15 PM Region / Intergroup Best Practices, Ask-It-Basket

3:45 PM Workshop

4:45 PM Committee Reports (5 minutes each)

5:20 PM Announcements

5:30 PM Adjourn

Board of Directors

Chair
Anne O.
chair@oar2.org

Treasurer
Patti W.
treasurer@oar2.org

Vice Chair
Jeri A.
vicechair@oar2.org

Events Coordinator
Lynn K.
events@oar2.org

Secretary
Jeremiah A.
secretary@oar2.org

Publication Coordinator
Luanne B.
publications@oar2.org

Trusted Servants

R2 Trustee
Hanna S.
trustee@oar2.org

Webmaster
Mary H.
webmaster@oar2.org

Committee Liaisons

- Committees: Be sure you know who your committee Liaison is so you can get current information.
 - Intergroup Outreach [HANNA \(Trustee\)](#)
 - Young Persons [JEREMIAH \(Secretary\)](#)
 - Public Information [LUANNE \(Publications\)](#)
 - Bylaws [PATTI \(Treasurer\)](#)
 - 12 Step Within [JERI \(Vice Chair\)](#)
 - Unity with Diversity [ANNE \(Chair\)](#)
 - 2020 Convention Committee [Lynn \(Events\)](#)

Motions

Motions to amend the Policy & Procedure manual or other new business motions are eligible to be presented at the assembly.

See Section III. REGION 2 ASSEMBLY RULES for instructions on how motions are presented at the assembly. (Page 2 of the P&P is attached in the appendix.)

Motions to amend the Bylaws can be presented at the Spring assembly.

See ARTICLE XVIII- Amendments to Bylaws for a detailed explanation. (Bylaws are attached in the appendix.)

Financial Aid

Does your intergroup need financial assistance to attend Region 2 assemblies? You have a few options that can help make it possible to participate. Application forms and an explanation about each application can be found on the Region 2 website at:

<https://www.oar2.org/financial-aid.html>

The deadline to receive Financial Aid applications is 45 days prior to Assembly (**February 18th**). Please allow an additional four weeks for delivery if mailing in your application. Currently, the fastest delivery method is to scan and email your application directly to the Region 2 Treasurer, treasurer@oar2.org

Chair Report by Anne O.

Overeaters Anonymous turned 60 in January! What a blessing this program is in my life. Looking forward to another year of recovery – one day at a time.

In November, I led 4 workshops in Hawaii on three islands in 3 days. It was a whirlwind trip and I met some wonderful Hawaiian program people who opened their homes to me. OA is small in Hawaii and scattered over the various islands. About 20 people attended the workshops.

2019 Fall elections results left an opening for Events Coordinator. At the end of Assembly, the Board appointed James from LA Intergroup. However, James withdrew a few weeks later as his new business left him with no time for extra service. In December, the Board appointed Lynn K from Mid-Peninsula Intergroup as Events Coordinator.

Elections will be held again at the 2020 Fall Assembly. The following positions will be available. Please review the job descriptions for each position which are included in the packet along with a Board application form.

- Chair – 2 yr. term
- Treasurer – 2 yr. term
- Publications – 2 yr. term
- Events Coordinator – 1 yr. term

The Board will be appointing a nominating committee at this Assembly to identify and contact potential candidates for these open positions. If you are interested in being on the committee, please let me know (chair@oar2.org). If you are interested in applying for one of the positions, complete the application form and send it to me. A Vision of Recovery

I made some changes to the Saturday afternoon agenda that we will pilot for this assembly. Please include comments on the evaluation regarding your opinion on the changes. Thanks.

In Loving Service,

Anne O

R2 Chair

Vice Chair Report by Jeri A.

Thank You Region 2 for the opportunity to do service as Vice Chair—I will do my best to carry the message in this position.

Since I have taken office I have:

-attended and participated in all Board meetings which are held each month.

-I have worked with our former Vice Chair, Carolina, as she has completed updating the 'R2 Speaker List'.

-I have sent the 'Speaker List' to any OA person who has requested it. (we ask that it be kept within OA only.)

-I have worked with our former Vice Chair and the R2 Board on the 'Green Dot' orientation format in preparation for the new Region Representatives that will be attending the Spring Assembly.

– I am also working on the Spring Assembly Workshop at this time

As a reminder to all of you who are looking for Speakers, we have a list of many who are willing to do this service. (we only ask that it be kept within OA)

If you are interested in being on the list of R2 Speakers, let me know

The requirements are 2 years of abstinence and have worked up through Steps Four and Five.

Thank You Region 2 for the opportunity to work for OA in the position of Vice Chair. It is an honor.

Thank You, God, for another day of abstinence. It is a matter of life.

Jeri

Secretary Report by Jeremiah A.

Thank you for electing me to another term as your R2 Secretary. I am excited to be able to continue my work and initiatives alongside a dynamic group of fellows who share in my compulsion. My reason for standing for service at the Region level is to meaningfully contribute to serving our fellowship and its primary purpose. For me, that's common sense.

I'd like to share three major benefits to me of serving on the R2 Board in the hopes that it will encourage others to look into Board service: 1. You get a valuable seat behind the wheel of a major organization, and you play a key role in strategizing. 2. Your voice is likely to be heard – and it has impact. 3. You'll care more than you thought you could.

New perspectives aid evolution. Please consider Board service.

ACCOMPLISHMENTS:

1. Produced Minutes from Fall 19 Assembly
2. Produced & ratified Board Meeting Minutes
3. Promptly voted on R2 Board business as due
4. Assembled Board electronic vote results for Board ratification
5. Organized and executed the agreement for the new R2 storage space
6. Prepared and presented the Fall 2019 Assembly Evaluation reports
7. Attended ST&C workshop with 2020 Convention Committee
8. Aggregated and presented Fall Assembly Committee Reports & Contacts for Board review
9. Interacted with the YP Committee on progress reports and to support initiatives
10. Participated in ad-hoc committee relating to filling vacant R2 Board positions

Treasurer Report by Patti W.

Early last year I listened to the call from my HP and applied for the Treasurer position left vacant after the 2018 Fall Assembly elections. My application was reviewed by the R2 Board, but I had to wait until I completed my position as Region 2 Representative at the 2019 Spring Assembly before the R2 Board could vote and appoint me to the position. I was holding my breath for a long time, but it was well worth the wait! So, it was April 2019 that I started learning to perform the duties of Treasurer.

I guess the best experience for me so far was at the 2019 Fall Assembly when elections were officially held and it was time for YOU to review the applications for open positions, including Treasurer and I was unanimously voted in. I know I was the only applicant, but all your words of encouragement and appreciation meant a lot and I thank you from the bottom of my heart. It was an emotional moment I won't soon forget. I am looking forward to seeing you again and to meet hopefully more representatives from Intergroups within Region 2 of Overeaters Anonymous. A Vision of Recovery

So below are the cliff notes of what has been going on for the past several months. Please do not hesitate to provide feedback or ask questions when you see me at the assembly.

The following items should be included within the 2020 Spring Assembly packet:

1. Group Donation Summary 2019
2. 2019 Budget to Actuals (final report)
3. 2020 Proposed Budget

TASKS ONGOING

1. Supervise payment of all R2 bills: board expenses, convention expenses, external vendors
2. Audit the recording and deposit of donations
3. Supervise the reconciling of bank statements to our online accounting system (Xero)
4. Respond to R2 e-mails as appropriate – both Board and member inquiries
5. Travel logistics for delegates, board member for outreach events

6. Funding assistance applications, including those traveling from Mexico and Hawaii
7. Continual learning (or refresher) of the Treasurer position. There are many documents that help me such as the Bylaws, Policies and Procedures, Board of Directors Operating Manual, Convention Policies and Procedures as well as the Memorandum of Understanding (MOU) for our Bookkeeper.

TASKS COMPLETED

1. The 2020 Proposed Budget was presented, discussed and approved at the 2019 Fall Assembly
2. Switched multiple accounts from outgoing Treasurer (various bank accounts, vendors, accounting software, donation software, R2 secure site to current and historical data, email account, etc.)
3. Review / update account structure of the on-line accounting system (Xero) used to process R2 finances.
4. Review software and fee structure used for R2 donations (Donor box).
5. Established a Memorandum of Understanding (MOU) to transition bookkeeping responsibilities to bookkeeper
All tax reports and forms filed on time

TASKS PENDING

1. Be available to the 2020 Convention committee. I hope to see you all there in July!
2. Improve various Funding Assistance Program Applications

Events Coordinator Report by Lynn K.

I want to thank the board for their vote of confidence in appointing me Acting Region 2 Events Coordinator mid-December 2019. I feel honored to have been asked to take on this position. I officially transitioned out of the role of Co-Chair for the 2020 Convention in January.

Since that time, I have:

- 1) Attended my first Region 2 Board Meeting in January
- 2) Opened the 2020 Spring Assembly for Registration
- 3) Am working on a master calendar for upcoming conventions/assemblies
- 4) Have made introductory contact with the 2021 Convention Chair (San Diego)

Our outgoing Events Coordinator Marjorie has been very helpful, as I get orientated in this role. And - this opportunity comes at a time of personal transition for me as well, as I completed a job move in January! With guidance and support from HP, I look forward to serving Region 2 at the board level.

Publications Coordinator Report by Luanne B.

Hello R2 reps and fellow Compulsive Overeater,

Thank you for your service to OA, your intergroup and to Region 2. I am glad you are here and part of the solution. This is my first year on the board as the Publication Coordinator. I have enjoyed the position thus far. Connecting with other compulsive overeaters and being of service is an important part of my recovery program. Part of my responsibilities as publication coordinator is to keep the website updated. Thank you all who has asked for your events to be posted on the region's website, <https://www.oar2.org/>. I also have the responsibility to put together this assembly packet. I hope it has all the information you need to make this assembly a success for you. I have participated in the board meeting, which are held via video conference on a monthly basis. On a personal note, I attended the 60th Birthday Party in LA this past January. What an event. If you missed it, you can still order the audio recordings from <http://www.allstartapes.com/the-60th-annual-oa-birthday-party/>.

I am grateful for the opportunity to be of service to you and OA as a whole. I look forward to continuing to work with each one of you. Thank you for letting me be of service.

Your Trusted Servant

Luanne B.

Publication Coordinator

Region 2 Trustee Report by Hanna S.

Thanks to the Intergroups who have updated their Bylaws. I can't emphasize enough how important this is. Intergroup Bylaws should be updated every two years or whenever a change has been voted on at the annual World Service Business Conference.

If you are not sure when your Bylaws were last updated, please see me at the Region 2 Assembly. I will be able to tell you if your Bylaws need to be revised/updated. I always have a sample of the latest Bylaw forms with me.

This year – 2020 – is the sixtieth anniversary of Overeaters Anonymous. We will celebrate it at our next World Service Business Conference in April and in Orlando, Florida in August. If you have never been to a World Service Convention, this is the one I would not want to miss. I will have bookmarks, stating the convention information, to hand out at the assembly.

We have a new book coming out soon. It's ready to go to the printer. The book is titled: Body Image, Relationships and Sexuality and I know that several young members have been waiting for it to be published. This should be another wonderful addition to our OA library.

There will be changes pertaining to trustees at the next World Service Business Conference. Your intergroup delegates will be able to tell you all about such changes after the conference. This is another reason to send a delegate to the 2020 WSBC. There are quite a few motions, presented by intergroups from all regions (10 Regions and 1 Virtual Region) and several bylaw amendments. You will have a voice, please send a delegate.

Submitted by Hanna S., Region 2 Trustee

Update Your Intergroup Bylaws

This is a reminder to all Region 2 Intergroups. If you haven't updated your bylaws yet, please do so at your earliest convenience. A motion, pertaining to Virtual Meetings, was adopted during the previous World Service Business Conference.

ARTICLE III – MEMBERS, item D) should be deleted. The part (to be deleted) reads as follows:
D) Virtual groups (groups which replicate face-to-face meetings through electronic media) may be an Overeaters Anonymous group if they:

- 1) Otherwise meet the definition of Overeaters Anonymous groups.
- 2) Are fully interactive; and
- 3) Meet in real time.

After completing please send a copy of the updated bylaws by email to the Region 2 Trustee at trustee@oar2.org

You will receive a copy of a "Service Body Bylaws Review Checklist" for your files. This checklist, along with your bylaws will be sent to World Service by the region trustee.

To find a sample copy of the current intergroup bylaws go to:

<https://oa.org/?s=bylaws+sample+pdf>

Click on Item #6

Intergroup Outreach Committee Report by Dorthea K.

The committee members were assigned groups not having attended the R2 Fall Assembly. They wrote a script to be used when contacting intergroups by phone. The committee decided that, if they could not reach the OA group by phone, they would try to locate the intergroup email address to send an email. The script had been submitted to the R2 Board and approved by the board. If contact had been established, the member should report the results to the committee. When contacting the intergroups, the committee member was to explain the advantages of attending assemblies and advise them that funds are available if needed for travel expenses. Only one of the committee members is fluent in Spanish, she will work with the former Region 2 Vice-Chair to contact intergroups in Mexico. Committee members were able to contact six intergroups, several of them did reply and stated that they would take the information to their intergroup meeting.

The committee is also planning to contact groups not affiliated with an intergroup. Another script was approved by the R2 Board to be used when contacting the groups by phone or email.

Submitted by:

Dorthea K., Chair

Hanna S., Trustee

Region 2 Liaison

Young Persons Committee Report by Maggie B.

Since the Fall 2019 Assembly the Young Persons (YP) Committee has made progress on their three identified initiatives.

- 1) One member is investigating to see that the Thursday OA YP phone meeting is active.

2) The committee plans to have a table at the 2020 Convention and will be in communication with the Convention committee about this.

3) The committee is pursuing a podcast database for young people's shares and is looking into using shares already posted on the Los Angeles and San Francisco podcast streams. We are excited about this possibility and look forward to Spring Assembly!

MAGGIE B., CHAIR

Public Information Committee Report by Jill S.

We had 4 action items on the committee form from the fall assemble.

1. Public information table at the R2 convention in July, Marian has arranged to have a table at the convention which we will share with the Diversity committee. She has contacted seasoned members to intergroup in her area with experience working in public information and is collecting ideas to have available for the resource table. we will both work on staffing the table during the convention.
2. 2-Flyer for MD offices introducing Oa. - no action has been taken.
3. link to OA.org on Kaiser website. We have researched the website and having difficulty communicating with someone weather this will be an option they would like to offer. We will continue to investigate this.
4. Community with diversity committee meeting. This committee ask that we work with them. not sure on what but we have agreed to have a table at the convention with them. They will be having a phone meeting in February and I will try to attend that meeting. It is at noon so not sure if that will work but will try.

I was the only person who signed up for this committee, so I was put in as the chair. I did recruit Marian to be on the committee. So, it is just the 2 of us. Not sure of what we are supposed to be doing or what actions the board would like us to take. We are trying to be of service but could use some leadership and direction. We had to come up with a report at assemble so we came up with some general items. Marian was already working on the table with the R2 convention committee. Any guidance would be greatly appreciated.

In Recovery,

Jill

Bylaws Committee Report by Steve P.

Bylaws Statement of Purpose

The purpose of the Bylaws Committee is to review and initiate bylaw amendments, changes to policies and procedures, and provide recommendations for these to the R2 Assembly

1. The Bylaws Committee primarily addressed clarifying our Policies & Procedures Manual-section III, subsection 3b to remove ambiguity in the maximum no. of speakers (allowed for) pro & con discussions on main motion to (3) for each side.

We also brought a motion on the same provision to clarify that (2) speakers' maximum each for pro & con for substantive amendments to main motions.

2. The committee discussed at length how to have the membership, and not the board; elect to fill vacancies in board positions absent exigencies. Additionally, we discussed the feasibility of having elections for vacancies in the Spring. Because these would necessitate Bylaws revisions, we don't have the necessary time to bring these motions at this time. They will be addressed later.

12 Step Within Committee Report by Vivian T.

At the 2019 Fall Assembly, the 12 Step Within Committee had 6 members and Jeri as our Board Liaison. This was my first conference and I was not clear on what the 12 Step Within Committee was about. Now I know it is designed to encourage the return of former OA members who are no longer participating. The group discussed how reaching out to former members is a great way to do service. For whatever reason people who know what OA is about are not continuing to seek recovery through the program. It behooves us to reach out and make sure they know we still meet and would welcome them back at any time. If there is some impediment to their attending the meeting they once did, maybe other options can be offered.... phone meetings, online meetings, etc.

The "First 12 Days in OA – Sponsorship Program" from Sydney IG Region 10 was shared with the group. This document has not yet been approved by WSO.

An inventory of pamphlets was taken, and it was agreed that the "Welcome Back" trifold be updated for the 2020 Convention 12 Step Within table.

Some TSW Committee Goals:

To increase general awareness of TSW in our respective IGs and membership meetings

To promote International TSW Day of December 12

R2 Relapse and Recovery Speaker List

TSW table set up for 2020 Oakland Convention with updated, tri-fold board and literature relevant to Relapse and Recovery.

Encourage the respective IGs to sponsor TSW programs within their IG

Aloha, Vivian Representative from Hawaii Big Island IG 09654

Diversity Committee Report by April H.

Goal

Our goal is to encourage meetings, intergroups and Region 2 to reach out to under-served/under-represented communities to let them know about Overeaters Anonymous, and to be a program of attraction through inclusivity.

Supporting the 2020 Convention Planning

1. The Diversity Committee met with the chair of the 2020 Convention Program Committee at the end of the Fall Assembly. We shared with her our recommendations for workshop panels on the following topics:
 - “How to Say No to Mama’s Cooking”
 - “Diverse Cultural Expressions of Health & Beauty”
 - Panel of people that have reached out to marginalized communities and discuss what has/hasn’t worked for them
 - Have a panel to explore how we can grow OA in under-served communities

Our vision is that each panel would be representative of different cultures/ethnicities.

2. We made the following suggestions as well:
 - Spanish language meetings
 - Keynote speakers with ASL and Spanish interpreters
 - Diverse Keynote speakers
 - The committee also requested the convention make anorexic and bulimic members feel included and welcome, remembering that ‘We come in all shapes and sizes.
3. We have also expressed the willingness to participate in planning meetings where we can be helpful. Sukhi of our committee has joined the Program Committee.

Special Focus Meetings follow up for Atheists and Agnostics

Hannah reported to April that the Board of Trustees at their November meeting agreed that Atheists and Agnostics could be designated as a Special Focus meeting.

Note: We had asked about a special focus meeting, not a special topic meeting, which is what has been added to oa.org.

Note: the oa.org website has been updated to say that OA fellows don’t have to believe in God.

Working with Public Information

We are seeking a joint meeting with the Public Information Committee to explore possible joint work. One possibility is sharing an information table at Convention.

Personnel

Both our Vice Chair and Secretary resigned from our committee in order to take on service commitments in their intergroups. Our current Vice Chair is Wendy J and Ellen G is the Secretary. April continues to chair.

Convention Committee Report by Lynn K.

Between the November assembly and the writing of this report (Feb 1, 2020) your Convention Committee has been hard at work.

The committee participated in a Service and Traditions Workshop in November immediately following the Fall Assembly. Thanks so much to Ann and members of the R2 Board for facilitating this workshop after a long weekend of Board meetings and the two-day assembly.

The committee continues to meet monthly to finalize details and submit deliverables for approval to open registration ASAP as early as February 2020. Be on the lookout for more announcements!

Region 2 Convention

July 10-12, 2020

A Vision of Recovery

Hilton Oakland Airport

1 Hegenberger Rd | Oakland, CA 94621

Room Rate: \$155.00 per night

- Complimentary Shuttle from OAK
- Complimentary Wi-Fi in all guest rooms
- Discounted \$12.00 parking for day and overnight attendees
- Discounted \$ 12.00 restaurant hot breakfast buffet

We've had some questions pertaining to the benefits of staying at the convention hotel, and why to book using our special link versus discounted sites:

We encourage everyone to book hotel rooms from our "block" of rooms and to use the link provided on the R2 Convention website or the code when by phone. Firstly, staying at the convention hotel keeps you close to all the activities during the weekend – and adds to the overall experience.

In addition, our contract stipulates a number of rooms we are committed to book in order to receive the discounted room pricing and the meetings rooms we use at these events. Should we fail to meet this commitment, we are penalized – which detracts from the fundraising efforts. Discounted booking site reservations do not apply credits towards our minimums. We appreciate your understanding and hope that you can view some possible additional costs as contribution to Region 2.

2020 Approved Budget Report

	2020 Budget - Approved 11-2019 Region 2 of OA	Acct	2018 Actuals	2019 Actuals 10/26/19	2020 Budget	Comments
	Income	-				
1	Assembly Registrations	3900	2,490	3,840	7,000	
2	Bequests/Personal Donations	4210	1,011	-	300	includes those made at convention
3	Group Donations	4200	28,699	35,411	34,000	
4	Interest Income	4400	104	4	50	
5	Miscellaneous Income	4500	343	133	50	example: royalties CD sales at prior year's convention
6	Seventh Tradition	4220	483	405	600	those made at spring & fall assembly
7	Unspecified Donations	4205	552	505	500	unidentified / group number missing
8	Subtotal Non-Convention Revenue	-	33,682	40,298	42,500	
9		-				
10	Convention	-				
11	Event Registrations Received	4000	18,712	-	23,000	
12	Event Optional Meals	4010	16,243	-	8,000	
13	Convention Merchandise	4100	2,077	-	1,200	example: t-shirts
14	Boutique	4110	1,925	-	2,000	
15	Drawings	4120	4,216	-	3,500	example: silent auction
16	Subtotal Convention Revenue	-	43,172	-	37,700	
17		-				
18	Total Income	-	76,855	40,298	80,200	
19		-				
20	Expenses	-				
21	Tradition 5 - IFAP Primary	2100	897	325	2,000	amount is mileage based
22	Tradition 5 - IFAP Secondary	2110	-	-	300	amount is mileage based: a 2nd RR 50% of Primary
23	Tradition 5 - Scholarship	2120	-	60	500	To assembly
24	Tradition 5 - Mexico OA IG Sponsorship	2130	2,291	1,686	3,000	to fall assembly & WSBC
25	Tradition 5 - Hawaii OA IG Sponsorship	2140	306	-	1,000	to fall assembly only
26	Tradition 5 - Health Fair Subsidy	2150	-	147	200	
27	Tradition 5 - Literature Subsidy for New	2160	21	-	50	
28	Tradition 5 - IG Delegate to WSBC	2170	-	-	3,000	
29	Subtotal Tradition 5 Subsidies	-	3,516	2,218	10,050	
30		-				
31	Event Registration	5120	532	149	1,300	Board and personnel
32	Hotel Rooms	5200	7,004	353	7,000	Board and personnel
33	Meals	5300	2,290	749	3,000	Board and personnel
34	Travel	5400	5,883	2,496	6,500	Board and personnel Air, taxi, shuttle, mileage, car rental
35	Subtotal Board et al Travel	-	15,710	3,747	17,800	Board and personnel include Parliamentarian, Admin, trustee, outgoing board For business only to assembly, convention, workshops, trainings, etc.
36		-				
37	Bank Service Charges	6700	42	48	50	NSF fees, \$26 bank fee for large cash deposits to convention acct
38	Computer & Office Equipment	1300	594	-	400	examples: Cell phone, computer, projector, credit card machine
39	Credit Card Fees	6750	286	378	350	donations and assembly registrations paid by credit card
40	Liability Insurance	6300	1,592	-	850	for R2 events only
41	Miscellaneous	6800	237	30	250	example: online filing fee for 1099 (taxes), Lifeline subscription
42	Membership Communications	6000	17	-	50	Supplies for Mexico Congress
43	Office Supplies	6510	114	171	150	
44	Postage	6500	1,401	789	1,000	mail forwarding service, PO Box rental; postage
45	Printing Costs	6100	889	42	900	newsletter, packets, ST&C workshop materials
46	Professional Services Procured	5800	2,670	4,177	7,000	parliamentarian, tax preparer, Bookkeeper, Admin Assistant, any legal service
47	Storage Space	6530	810	824	900	Recordkeeping, convention items & recordings, R2 assembly items
48	Website - New Work	6200	-	-	750	adding new forms or functionality
49	Website Hosting	6220	292	533	750	provides technology needed for website to be viewed in the Internet
50	Website Maintenance	6210	1,780	875	2,000	posting items, making changes to website
51	World Service Donations	5600	750	-	500	determined at fall assembly
52	Xero Subscription	6520	270	226	400	online accounting software subscription
53	Subtotal Overhead Expenses & Liabilities	-	11,743	8,093	16,300	
54		-				
55	Assembly Facilities Charges	5100	5,274	4,850	2,700	Mtg rooms, AV; fall 2020- spring 2025 deposits pd in 2019
56	Assembly Meals	5110	4,514	-	7,000	Food & Beverage (F&B)
57	Assembly Committee Projects	5500	341	-	300	all R2 committees; funds approved in fall spent in 2020
58	Subtotal Assemblies	-	10,129	4,850	10,000	
59		-				
60	Convention Audio Visual	5007	2,419	-	2,500	
61	Convention Decorations	5010	811	-	600	
62	Convention Entertainment	5005	245	-	500	
63	Convention Facilities Charges	5008	-	-	1,300	Mtg rooms; 2021 deposit: due 30 days prior to event per contract (not in 2020)
64	Convention Goods Purchased	5000	1,232	-	500	
65	Convention Meals	5006	16,715	-	15,000	Food & Beverage (F&B)
66	Convention Miscellaneous Purchases	5002	1,073	-	850	hospitality, hotel liaison
67	Convention Office Supplies	5004	397	59	500	
68	Convention Printing/Copies	5001	596	401	1,000	programs, flyers
69	Convention Signage	5009	544	-	500	
70	Convention Website	6230	88	-	300	
71	Convention Credit Card Fees	6755	829	358	2,000	
72	Miscellaneous Convention Fundraising	5003	99	-	500	
73	Subtotal Convention	-	25,048	818	26,050	
74		-				
75	Total	-	66,146	19,726	80,200	
76		-				
77	Overall Recap					
78	Income		76,855		80,200	
79	Expenses		(66,146)		(80,200)	
80	"Profit" or Loss		10,709		-	
81						
82	2019 Prudent Reserve Calculation		2016 Expenses	2017 Expenses	2018 Expenses	TOTAL
83	Convention expenses not included here →		50,143	43,683	41,527	\$135,353
84	1-year reserve - based on the 3 year average					\$45,118
85	9-month reserve - based on the 3 year average					\$33,838
86	6-month reserve - based on the 3 year average					\$22,559
87	see P & P Sec. VIII, B. page 8: policy on prudent reserve					
88						
89	Cash on hand as of October 30, 2019		46,531			

2019 Budget to Actual Reports (Final)

	Acct	2019 Actuals	2019 Budget	Comments
Income	-			
Assembly Registrations	3900	4,060	3,000	
Group Donations	4200	41,817	30,000	
Unspecified Donations	4205	658	-	unidentified / group number missing
Bequests/Personal Donations	4210	-	250	includes those made at convention
Seventh Tradition	4220	2,186	250	unidentified / group number missing
Interest Income	4400	4	10	
Miscellaneous Income	4500	133	400	example: royalties CD sales at prior year's convention
Subtotal Non-Convention Revenue	-	48,858	33,910	
Convention:	-			
Event Registrations Received	4000	-	20,000	
Event Optional Meals	4010	-	8,000	
Convention Merchandise	4100	-	1,200	example: t-shirts
Boutique	4110	-	2,000	
Drawings	4120	-	3,500	example: silent auction
Subtotal Convention Revenue	-		34,700	
Total Income	-	48,858	68,610	
Expenses	-			
Tradition 5 - IFAP Primary	2100	1,450	2,500	amount is mileage based
Tradition 5 - IFAP Secondary	2110	224	750	amount is mileage based: a 2nd RR 50% of Primary
Tradition 5 - Scholarship	2120	403	500	To assembly
Tradition 5 - Mexico OA Intergroup				
Sponsorship	2130	2,546	3,000	to fall assembly & WSBC
Tradition 5 - Hawaii OA Intergorup				
Sponsorship	2140	1,000	1,000	to fall assembly only
Tradition 5 - Health Fair Subsidy	2150	339	1,000	
Tradition 5 - Literature Subsidy for New Meetings	2160	-	100	
Tradition 5 - IG Delegate to WSBC	2170	-	3,000	
Subtotal Tradition 5 Subsidies	-	5,962	11,850	
Event Registration Paid	5120	149	1,000	Board and personnel
Hotel Rooms	5200	2,559	7,500	Board and personnel
Meals	5300	1,707	4,000	Board and personnel
Travel	5400	5,637	6,500	Board and personnel Air, taxi, shuttle, mileage, car rental
Subtotal Board et al Travel	-	10,051	19,000	Board and personnel include Parliamentarian, Admin, trustee, outgoing board
				For business only to assembly, convention, workshops, trainings, etc.
Bad Debt	5700	-	50	
Bank Service Charges	6700	48	65	Examples: NSF fees, \$26 bank fee for large cash deposits to convention acct
CA Sales Tax	2310	-	750	
Computer & Office Equipment	1300	-	800	examples: Cell phone, computer, projector, credit card tablets (Square)
Credit Card Fees	6750	460	350	donations and assembly registrations paid by credit card
Donorbox Fees	6740	22		
Liability Insurance	6300	750	850	for R2 events only
Membership Communications	6000	-	100	Supplies for Mexico Congressso
Miscellaneous	6800	60	500	example: online filing fee for 1099 (taxes), Lifeline subscription
Office Supplies	6510	304	150	
Other Expenses	5900	95		
Postage	6500	881	1,200	mail forwarding service, PO Box rental; postage
Printing Costs	6100	616	1,000	newsletter, packets, ST&C workshop materials
Professional Services Procured	5800	6,642	10,000	parliamentarian, tax preparer, Bookkeeper, Admin Assistant, any legal service
Storage Space	6530	374	900	R2 assembly items, recordkeeping, convention items & recordings
Website - New Work	6200	-	1,000	adding new forms or functionality
Website Hosting	6220	619	500	provides technology needed for website to be viewed in the Internet
Website Maintenance	6210	1,150	2,000	posting items, making changes to website
World Service Donations	5600	250	250	determined at fall assembly
Xero Subscription	6520	271	375	online accounting software subscription
Subtotal Overhead Expenses & Liabilities	-	12,544	20,790	
Assembly Committee Work	5500	-	500	all R2 committees: funds approved in fall spent in 2020
Assembly Facilities Charges	5100	2,032	7,000	Mtg rooms, AV; fall 2020- spring 2025 deposits pd in 2019
Assembly Meals	5110	4,005	4,500	Food & Beverage (F&B) - should be covered by Assembly Registrations
Subtotal Assemblies	-	6,037	12,000	
Convention Audio Visual	5007	-	2,000	
Convention Decorations	5010	-	600	
Convention Entertainment	5005	-	500	
Convention Facilities	5008	-	2,500	
Convention Goods Purchased	5000	-	500	
Convention Meals	5006	-	12,000	
Convention Miscellaneous Purchases	5002	36	750	
Convention Office Supplies	5004	-	500	
Convention Printing/Copies	5001	401	1,000	programs, flyers
Convention Signage	5009	-	500	
Convention Website	6230	-	1,000	
Credit Card Fees	6755	-	2,000	
Miscellaneous Convention Fundraising	5003	-	500	
Subtotal Convention	-	437	24,350	
Total Expenses	-	35,031	87,990	
Overall Recap:				
Income		48,858	68,610	
Expenses		(35,031)	(87,990)	
Net Income (Profit or Loss)		13,828	(19,380)	
Cash on hand as of 1/31/2020	43,984			
2019 Prudent Reserve Calculation	2016	2017	2018	Total
Convention expenses not included here →	Expenses 50,143	Expenses 43,683	Expenses 41,527	\$135,353
1-year reserve - based on the 3 year average				\$45,118
9-month reserve - based on the 3 year average				\$33,838
6-month reserve - based on the 3 year average				\$22,559
see P & P Sec. VIII, B, page 8: policy on prudent reserve:				
15. Prudent reserve policy:				
a) It shall be the policy of Region 2 to maintain a prudent reserve to cover a minimum of six (6) months, and a maximum of one (1) year's, operating expenses, plus outstanding liabilities and one-time capital expenditures.				
b) The monthly operating expense amount shall be based on the average for the previous three (3) years.				

2019 Group Donation Summary Report

Meeting#	Meeting City/Day/Time	Total Donations
05788	Agoura Tues. 6:30 pm	\$67.31
54009	Agoura Hills, Fri. 7 am	\$20.90
56768	Agoura Hills, Mon. 6 pm	\$22.28
24397	Alameda, Mon. 7 pm HOW	\$50.00
10933	Alameda, Sat. 10 am	\$12.71
32537	Alameda, Sat. 10:30 am	\$20.00
29290	Alameda, Wed. 6 pm	\$20.00
45442	Ajjjac,Jalisco,MX, Fri., noon	\$16.95
45441	Ajjjac,Jalisco,MX, Tue., noon	\$17.17
13584	Anaheim, Sun. 4:30 pm	\$78.62
27910	Anaheim, Sun. 10:30 am	\$84.12
52210	Aptos, Tues. 6:30 pm	\$60.00
52064	Atascadero, Thurs. 7 pm	\$31.96
17624	Bakersfield, Sat. 11 am	\$257.00
49454	Berkeley, Thurs. Noon	\$10.00
41024	Berkeley, Fri. 12:10 pm	\$62.29
13898	Beverly Hills, Sat. 8:45 am	\$214.11
07343	Beverly Hills, Sun. 10:30 am	\$340.90
53592	Beverly Hills, Sun. 10:00am	\$12.76
53548	Borrego Springs, Wed. 7 am	\$31.00
45854	Brentwood, Sat. 5:30 pm	\$340.27
28225	Burbank, Sat. 7:30 am	\$255.81
51599	Burbank, Tues. 6:30 pm	\$48.12
56380	Camarillo, Wed. 12:00 pm	\$11.60
47265	Capistrano Beach, Wed. 7 pm	\$32.60
00401	Carlsbad, Sat. 7 am	\$82.99
50936	Carson City, NV Fri. Noon	\$33.06
10299	Carson City, NV Mon. 5:30 pm	\$12.00
47974	Carson City, NV Sat. 9:30 am	\$55.10
52295	Castro Valley, Tues. 6 pm	\$59.00
IG 09222	California Central Coast	\$1,246.88
IG 09068	Channel Islands Intergroup	\$500.00
52849	Chico, Tues 7 pm	\$140.00
45601	Chico, Sun. 6 pm	\$124.00

56387	Chula Vista, Wed. 7 am	\$20.00
23866	Claremont, Fri. noon	\$52.17
51333	Claremont, Mon. 6:30 pm	\$33.41
36914	Claremont, Mon. 9 am	\$52.52
37014	Claremont, Thurs. 10 am	\$73.80
51025	Claremont, Tues. 10 am	\$95.18
29956	Claremont, Tues. 5:30 pm	\$7.00
00593	Corona, Sat. 10 am	\$10.00
00222	Corona, Thurs. 10 am	\$30.00
47806	Coronado, Sat. 1 pm	\$72.00
56312	Corte Madera, Sun. 4:30 pm	\$25.00
17713	Corte Madera, Mon. 9:30 am	\$140.00
18924	Corte Madera, Fri. 9:30 am	\$160.00
10912	Costa Mesa, Fri. 10 am	\$172.69
19504	Costa Mesa, Mon. 10 am	\$103.57
00446	Costa Mesa, Tues. 5:30 pm	\$55.00
00078	Costa Mesa, Wed. 7 pm	\$158.50
26322	Costa Mesa, Sun. 10:30 am	\$38.00
31481	Cotati, Mon. 12:15 pm	\$193.79
26367	Culver City, Fri. 1 pm	\$119.96
00882	Culver City, Sun. 7 pm	\$29.40
54029	Culver City, Wed. 1 pm	\$39.65
50870	Dana Point, Sat. 10 am	\$29.40
52811	El Cerrito, Sat. 9 am	\$178.89
56102	El Segundo, Tue. 7 pm	\$34.80
45445	Elk Grove, Sun. 7 pm	\$48.03
00201	Encinitas, Mon. 7 pm	\$21.50
22922	Encinitas, Sat. 9:30 am	\$267.50
29761	Encinitas, Sun. 6:15 pm	\$20.00
07791	Encino, Mon. 7:45 pm	\$194.78
53639	Escondido, Tues. 9 am	\$40.00
50691	Fairfield, Tues. 7 pm	\$82.42
53903	Fairfield, Thurs. 7:30 pm	\$30.00
39494	Folsom, Sat. 9 am	\$216.48
IG 09003	Foothill IG	\$866.59
40852	Fresno, Tues. 10 am	\$73.63
51497	Fullerton, Tues. 7 pm	\$17.00

28470	Fullerton, Wed. 9:30 am	\$79.00
53461	Gardnerville, NV Wed. 5:30 pm	\$34.71
21666	Glendale, Sun. 10:15 am	\$201.00
53319	Glendora, Mon. Noon	\$20.00
23784	Glendora, Sat. 8:15 am	\$233.18
23893	Glendora, Sun. 8:15 am	\$112.20
32642	Goleta, Mon. Noon	\$38.55
15648	Goleta, Thurs. Noon	\$83.55
00842	Grass Valley, Fri. 5 pm	\$65.00
53377	Half Moon Bay, Sat. 10 am	\$12.50
40306	Hayward, Sun. 4 pm	\$20.00
54099	Healdsburg, Tues. 4 pm	\$10.00
56466	Hermosa Beach, Thur. 6:pm	\$37.95
26692	Hesperia, Thurs. 7 pm	\$60.00
54532	Hesperia. Sat. 10 am	\$70.00
49207	Hilo, Tues. 5-6 pm	\$18.54
56394	Hilo, Thurs. 5:00pm	\$11.00
00547	Honolulu, Mon. 5:30 pm	\$71.63
10884	Huntington Beach, Sat. 10 am	\$63.63
22255	Huntington Beach, Tues. 7 pm	\$24.78
19502	Huntington Beach, Sat. 9 am	\$166.46
47412	Irvine, Fri. 6:30 pm	\$14.00
38814	Irvine, Sat. 9 am	\$133.86
45024	Irvine, Sun. 6:30 pm	\$145.15
50244	Jackson, Fri. 5:30 pm	\$45.00
40370	Jackson, Mon. 5:30 pm	\$15.00
34020	Kailua Oahu, Sat. 4 pm	\$106.30
20553	Kihei Maui, Mon. 6:30 pm	\$200.00
40723	La Crescenta, Fri. 6:30 pm	\$15.00
47892	Lafayette, Wed. 6 pm	\$145.46
50826	Laguna Hills, Wed. 6:00 pm	\$21.75
51846	Laguna Niguel, Tues. 7 pm	\$61.30
04950	Lakewood, Sat. 10:30 am	\$72.96
48494	Lakewood, Sat. 4 pm	\$19.60
15224	Lakewood, Tues. 6:30 pm	\$40.66
31477	Long Beach, Fri. 7:30 pm	\$10.00
52590	Long Beach, Mon. 7 pm	\$46.44

27906	Long Beach, Sun. 5 pm	\$102.56
53426	Long Beach, Mon. 6 am	\$57.00
52168	Long Beach, Wed. 6 am	\$6.00
54517	Long Beach, Wed. 6 pm	\$10.00
51287	Long Beach, Thurs. 6:30 pm	\$30.00
56288	Long Beach, Thurs. 6 am	\$42.00
IG 09004	Los Angeles IG	\$6,087.00
26046	Los Angeles, Mon. 12:15 pm	\$21.84
05322	Los Angeles, Sat. 10 am	\$15.00
53318	Los Angeles, Tues. 7:30 am	\$37.00
00459	Los Angeles, Fri. 7 pm	\$10.00
52911	Los Angeles, Sat. 9 am	\$38.10
48453	Los Feliz, Mon. 6 pm	\$43.64
47610	Los Feliz, Tues. 6:30 pm	\$10.80
51470	Manhattan Beach, Mon. 5:45 pm	\$40.60
54374	Manhattan Beach, Wed. 6 pm	\$46.00
40803	Manhattan Beach, Fri. 9 am	\$33.29
46138	Mendocino, Fri. 12:30 pm	\$25.00
09329	Mexico Intergroup	\$10.00
No Number	Mexico Congress (Mexico City)	\$160.00
IG 09294	Mid-Peninsula Intergroup	\$579.08
53863	Mill Valley, Tues. 7 pm	\$55.80
20268	Mission Viejo, Fri. 10 am	\$116.20
22800	Mission Viejo, Tues. 10 am	\$55.30
53717	Modesto, Mon. 7 pm	\$90.00
51676	Monterey, Tues. 6:30 pm	\$11.97
47453	Monterey, Thurs. 5:30 pm	\$45.00
48953	Monterey, Sat. 9 am	\$15.00
22186	Napa, Sat. 9:30 am	\$57.50
56700	Napa, Tues. 6:00 pm	\$21.50
53250	Nevada City, Mon. 12:30 pm	\$42.64
01305	Nevada City, Sat. 10 am	\$31.86
46348	Newhall, Tues. 7 pm	\$114.00
50284	Newbury Park, Wed. 6 pm	\$60.58
IG 09331	Northern California - HOW IG	\$125.00
05544	North Hollywood, Sat. 10:30 am	\$33.00
40122	Oak Park, Sun. 10 am	\$50.60

24336	Oakland, Fri. 7 am	\$14.48
46479	Oakland, Fri. 6 pm	\$109.39
24411	Oakland, Mon. 7 am	\$14.48
46536	Oakland, Mon. 7:30 pm	\$11.00
31306	Oakland, Sat. 7 am	\$22.58
37431	Oakland, Sat. 9 am	\$146.73
31305	Oakland, Sun. 7 am	\$283.14
40366	Oakland, Sun. 7 am HOW	\$56.00
36950	Oakland, Sun. 8:30 am	\$21.60
26575	Oakland, Sun. 5:30 pm	\$144.89
37833	Oakland, Sun. 10:30 am	\$152.18
24350	Oakland, Thurs. 7 am	\$14.48
46535	Oakland, Thurs. 7:30 pm	\$56.19
24383	Oakland, Tues. 7 am	\$14.48
24366	Oakland, Wed. 7 am	\$14.48
54825	Oakland, Sun. 6:00pm	\$63.00
52609	Oceanside, Mon. 6 pm	\$18.00
47208	Ojai, Tues. 6:15 pm	\$184.42
IG 09005	Orange County	\$240.00
34839	Orange, Fri. 7pm	\$123.60
22636	Orange, Tues. 10 am	\$50.00
12673	Orange, Wed. 5pm	\$24.00
47863	Palm Desert, Sat. 10:30 am	\$85.00
54907	Palm Desert, Tues. Noon	\$10.00
26560	Palm Desert, Fri. noon	\$40.00
41167	Palm Springs, Mon. 7 am	\$37.34
39102	Palm Springs, Tues. 5:30 pm	\$40.00
22430	Pasadena, Sat. 8:30 am	\$185.70
53638	Pasadena, Mon. 6:00pm	\$10.00
25388	Pasadena, Thurs. Noon	\$20.00
16599	Pasadena, Tues. 6:30 pm	\$20.00
25538	Pasadena, Tues. Noon	\$30.00
35998	Pasadena, Wed. Noon	\$40.00
46114	Pasadena, Wed. 7 pm	\$85.00
28652	Petaluma, Thurs. 7:30 pm	\$60.08
37831	Piedmont, Tues. 7:30 pm	\$32.00
47333	Piedmont, Wed. 7:30 pm	\$155.58

34017	Pleasant Hill, Sat. 10 am	\$60.68
00124	Pleasant Hill, Wed. 11 am	\$165.00
23050	Rancho Bernardo, Mon. Noon	\$20.00
45680	Rancho Cordova, Mon. 7 pm	\$103.74
54678	Rancho Cucamonga, Thurs. 7:00pm	\$11.00
17175	Rancho Mirage, Wed. 5:30 pm	\$46.70
37073	Rancho Mirage, Sun. 9:30 am	\$30.00
41148	Reno, NV Mon. 5:30 pm	\$51.46
39878	Reno, NV Thurs. 5:30 pm	\$23.00
50938	Reno, NV, Sat. 9 am	\$125.00
06412	Reseda, Sat. 10 am	\$21.30
53816	Richmond, Thurs. 10 am	\$7.20
23177	Riverside, Mon. 6 pm	\$48.00
54913	Riverside, Wed. 10 am	\$10.00
39169	Riverside, Wed. 6 pm	\$30.00
49049	Rocklin, Mon. 7 pm	\$55.00
18446	Rocklin, Sat. 9 am	\$209.00
53605	Rocklin, Thus. 6 pm	\$24.00
38906	Rohnert Park, Sat. 8:15 am	\$245.39
34774	Sacramento, Fri. 5:30 pm	\$92.33
20105	Sacramento, Mon. 5:30 pm	\$194.30
29079	Sacramento, Sat. 9 am	\$556.73
36145	Sacramento, Tues. Noon	\$306.10
31758	Sacramento, Wed. 5:30 pm	\$69.00
30499	Sacramento, Wed. 7 pm	\$30.00
20215	Sacramento, Thurs. Noon	\$62.40
54797	Sacramento, Sun. 4 pm	\$108.40
52049	San Anselmo, Fri. 6:15 pm	\$23.91
00064	San Bernardino, Tues. 6 pm	\$69.72
31354	San Diego, Fri. noon	\$79.35
10844	San Diego, Mon. Noon	\$30.00
45264	San Diego, Sat. 10:30 am	\$155.17
30159	San Diego, Sat. 7 am	\$81.85
37520	San Diego, Sat. 7 pm	\$68.10
13631	San Diego, Sat. 8:30 am	\$210.35
10829	San Diego, Sat. Noon	\$21.77
52155	San Diego, Sun. 2:30 pm	\$0.00

50575	San Diego, Sun. 5:30 pm	\$62.25
37977	San Diego, Sun. 9 am (Men's)	\$55.24
16189	San Diego, Sun. 9 am (OASIS)	\$125.00
38376	San Diego, Thurs. Noon	\$122.08
41222	San Diego, Thurs. Noon	\$8.50
26657	San Diego, Tues. 7 am	\$19.00
35605	San Diego, Tues. 7:30 pm	\$37.00
47658	San Diego, Tues. noon	\$73.70
56384	San Diego, Thurs. 6:30 pm	\$9.21
46409	San Diego, Sat. 6: 30 pm	\$95.01
56537	San Diego, Wed. 6 pm	\$8.85
IG 09071	San Francisco Intergroup	\$3,579.57
54431	San Francisco, Wed. Noon	\$10.64
51366	San Leandro, Mon. Noon	\$20.00
56751	San Marcos, Sun. 7:00 am	\$15.40
17667	San Pedro, Sat. 10:30 am	\$20.66
53992	San Pedro, Wed. 7 pm	\$124.44
25454	San Rafael, Mon. 6 pm	\$55.00
22506	San Rafael, Sat., 10:15 am	\$183.00
21777	Santa Ana, Tues. 7 pm	\$37.64
36031	Santa Barbara, Wed. 7:30 pm	\$24.41
47110	Santa Clarita, Sat. 9:30 am	\$138.12
54505	Santa Clarita, Fri. Noon	\$63.92
56214	Santa Clarita, Mon. 7 am	\$10.00
52196	Santa Cruz, Thurs. 1 pm	\$47.00
15299	Santa Cruz, Sat. 9 am	\$218.62
16421	Santa Cruz, Sun. 9:05 am	\$155.11
29997	Santa Cruz, Tues. 1 pm	\$60.00
49668	Santa Cruz, Wed. 10:30 am	\$56.09
08089	Santa Monica, Fri. 7:30 am	\$31.60
24825	Santa Monica, Mon. 7 pm	\$51.15
14663	Santa Monica, Mon. 7:15 pm	\$2.95
14277	Santa Monica, Mon. 7:30 am	\$42.87
05590	Santa Monica, Sat. 9:30 am	\$95.00
30724	Santa Monica, Sun. 9 am	\$117.48
16063	Santa Monica, Sun. 4:30 pm	\$3.00
10562	Santa Monica, Tues. 6:30 pm	\$7.70

00469	Santa Monica, Tues. 1 pm	\$54.06
13033	Santa Monica, Wed. 7:30 am	\$142.64
46306	Santa Rosa, Mon. 7 pm	\$75.88
48664	Santa Rosa, Tues. 9 am	\$15.00
26186	Santa Rosa, Thur. 12:15 pm	\$14.00
00156	Santa Rosa, Fri. 6:30 pm	\$112.30
48662	Santa Rosa, Fri. 9 am	\$85.00
48361	Santee, Tues. 6 pm	\$83.14
07394	Seal Beach, Sat. 8 am	\$536.70
12292	Sebastopol, Wed. 7:30 pm	\$120.00
24676	Sherman Oaks, Sun. 5 pm	\$122.49
46542	Sherman Oaks, Tues. 6 pm	\$48.30
IG 09020	Silicon Valley IG	\$2,481.66
45718	Simi Valley, Thurs. 7 pm	\$62.00
49985	Simi Valley, Tues. 7 pm	\$35.14
56247	Simi Valley, Sat. 9am	\$48.00
IG 09245	Sonoma County	\$104.02
30658	Soquel, Mon. 7 pm	\$80.00
IG 09051	Southern Alameda City	\$1,030.63
54883	Sparks, NV - Wed. 10:30 am	\$60.00
40425	Stateline, NV Wed. 5:45 pm	\$17.00
50675	Stockton, Mon. Noon	\$10.00
56073	Stockton, Wed. 10:00 am	\$10.00
22193	Studio City, Fri. 7:30 am	\$62.51
22237	Studio City, Mon. 7:30 am	\$22.00
02098	Studio City, Sat. 2:30 pm	\$157.16
25200	Studio City, Sun. 7:30 am	\$412.25
23078	Studio City, Thurs. 7:30 am	\$51.10
36520	Studio City, Tues. 7:30 am	\$26.10
51339	Studio City, Wed. 6:00 pm	\$43.59
22327	Studio City, Wed. 7:30 am	\$32.00
48306	Sun City, Mon. 10 am	\$34.20
38404	Sun City, Wed. 7 pm	\$0.00
51705	Temecula, Sat. 8:30 am	\$15.40
09008	Thousand Oaks, Mon. 6 pm	\$94.12
56169	Thousand Oaks, Thurs. 7 pm	\$46.77
08719	Thousand Oaks, Sat. 10 am	\$188.73

12163	Torrance, Sat. 8:30 am	\$106.00
07682	Torrance, Sun. 11 am	\$210.20
19487	Torrance, Tues. 11 am	\$62.70
15653	Torrance, Tues. 7:30 pm	\$60.00
53362	Tustin, Tues. 7 pm	\$30.98
47034	Tustin, Thurs. 7 pm	\$30.36
36617	Tustin, Friday Noon	\$120.00
IG 09599	Valley Sierra OA/HOW IG	\$70.00
47758	Valley Village, Thurs. 7:15 pm	\$121.17
38106	Venice, Fri. 7:30 am	\$161.00
51450	Ventura, Mon. 8:45 am	\$51.00
31329	Ventura, Mon. 7 pm	\$43.00
36038	Ventura, Sat. 10 am	\$120.00
35960	Ventura, Wed. noon	\$20.00
IG 09501	Veracruz IG	\$331.00
46269	Visalia, Sat. 10 am	\$247.75
00805	Vista, Wed. 1 pm	\$105.00
13186	Vista, Thurs. 7:30 pm	\$50.00
45101	Vista, Fri. 10 am	\$95.20
46425	Vista, Sun. 5:30 pm	\$60.00
38060	Walnut Creek, Sat. 7 am	\$250.00
56112	Walnut Creek, Tues 5 pm	\$134.89
51719	Watsonville, Sat. 11 am	\$90.00
56757	Watsonville, Wed. 7:30 pm	\$10.00
50761	W. Hollywood, Fri. 12:30 pm	\$0.00
26759	W. Hollywood, Sun. 10:30 am	\$202.54
20948	W. Hollywood, Sun. Noon	\$25.16
32553	W. Hollywood, Wed. 7:30 am	\$114.83
54858	W. Hollywood, Thurs. 12:30 pm	\$25.10
38481	W. Los Angeles, Sat. 10:30 am	\$116.42
00414	W. Los Angeles, Wed. 7:30 pm	\$79.35
38208	Westchester, Sat. 9 am	\$31.68
07346	Westchester, Thurs. 7:30 pm	\$138.03
54298	W. Sacramento, Thurs. 6 pm	\$75.50
24919	Westwood, Mon. 6:30 pm	\$23.80
40823	Westwood, Wed. 7 pm	\$20.00
54418	Woodland, Fri. 6:00 pm	\$41.00

10054	Woodland Hills, Sun. 9 am	\$299.76
38407	Woodland Hills, Fri. Noon	\$8.14
48337	Woodland Hills, Tues. 11:30 am	\$12.30
45721	Woodland Hills, Thurs. Noon	\$52.09
50354	Woodland Hills, Thurs. 7:30 pm	\$88.86
07776	Woodland Hills, Sat. 10 am	\$150.32
52984	Yuba City, Fri. 7:00pm	\$42.02
56430	Yorba Linda, Mon. 6 pm	\$100.00
46021	Yucaipa, Sat. 7:30 am	\$62.00
25165	Yucca Valley, Mon. 5:30 pm	\$15.00
00048	Yucca Valley, Thurs. 6 pm	\$85.00
TOTAL		\$41,817.21
	Personal or Unspecified Donations	\$657.67

Minutes from Last Assembly



OA R2 2019 FALL ASSEMBLY MEETING MINUTES

"...together we can do what we could never do alone."

OAKLAND, CA – HILTON OAKLAND AIRPORT

FRIDAY, NOV 1 - SUNDAY, NOV 3, 2019

PREPARED BY: JEREMIAH A., R2 SECRETARY

Friday, November 1, 2019

- 6:00p Early Registration
- 6:30p Meet & Greet Session
- 7:00p Grand Opening of the R2 Fall Assembly (ASY)
- Serenity Prayer; Welcome & Introductions of the R2 Board
- Speakers
- 8:00p Announcements & Closing with Rozanne's Promise

Saturday, November 2, 2019

- 7:00a OA Meeting
- 7:00a Registration *cont.*
- 7:15a New Rep (*Green Dot*) Orientation
- 8:30a Call to Order – Anne O., R2 Chair
- Serenity Prayer & Board Introductions
- For Today reading
- Introduction of new Reps (*Green Dots*) / Assignment of Mentors
- 12 Concepts reading – Hanna S., R2 Trustee
- Assembly Rules – David M., Parliamentarian
- Acknowledge Retiring Reps
- Roll Call: – Jeremiah A., R2 Secretary, Your IG cannot be counted if you are not present.
- 22 of 35 IGs represented; Quorum Established (30% of total IGs)
- 30 RRs, 5 Voting members of BoD, 2 Non-Voting Attendees
- Adoption of Previous ASY Minutes – Jeremiah A., R2 Secretary

Motion	Topic	Results
Motion #1	Adoption of Previous ASY Minutes (SP19)	Motion Carried

Ask-It-Basket circulated

- 9:00a Ice Breaker – Carolina R., R2 Vice Chair
 - 9:25a Board Reports As located within the FA19 ASY packet
- | | | |
|-----------|--------------|-------------|
| Chair | Publications | Events |
| Secretary | Coordinator | Coordinator |
| Treasurer | Vice Chair | R2Trustee |

10:15a BREAK
 10:25a Ask-It-Basket/ Region & Intergroup Concerns
 10:45a NEW BUSINESS - 2020 Budget
 12:00p Lunch with Guest Speakers
 1:30p Roll Call: – Jeremiah A., R2 Secretary, Your IG cannot be counted if you are not present
 25 of 35 IGs represented; Quorum Established (30% of total IGs)
 30 RRs, 5 Voting members of BoD, 2 Non-Voting Attendees
 1:40p Ask-It-Basket

- 1:50a NEW BUSINESS - 2020 Budget

Summary of Motions presented in the table below.

Motion	Topic	Results
Motion #3	Regarding Line 45 of the 2020 Budget, MOTION to strike \$900 and insert \$400	Motion Failed
Motion #2	Adoption of the 2020 Budget as written	Motion Carried

2:00p Introduction to Committee Work & Committee Meetings
 4:05p BREAK

Summary of motions presented in the table below.

Motion	Topic	Results
Proposed Motion #4	Change Policies & Procedures Section III subsection 3b. The discussion will be limited to three speakers maximum for each side, pro & con, per motion. Two speakers maximum are permitted for each side, pro & con per substantive amendment.	Motion Carried

4:05p Roll Call: – Jeremiah A., R2 Secretary, *Your IG cannot be counted if you are not present.*
 22 of 35 IGs represented; Quorum Established (30% of total IGs)
 29 RRs, 5 Voting members of BoD, 2 Non-Voting Attendees
 4:15 Workshop – Carolina R., R2 Vice Chair
 5:00p Ask-It Basket
 5:15p Meeting adjourned

Sunday, November 3, 2019

8:00a OA Meeting
 9:00a Call to Order – Anne O., R2 Chair
 Serenity Prayer & Board Introductions
 12 Concepts reading – RRs
 Assembly Rules – David M., Parliamentarian
 Acknowledge Retiring Reps
 Roll Call: – Jeremiah A., R2 Secretary, Your IG cannot be counted if you are not present.
 22 of 35 IGs represented; Quorum Established (30% of total IGs)
 30 RRs, 5 Voting members of BoD, 3 Non-Voting Attendees
 9:15a R2 Board Election

Vice Chair – 2 year Term
Applicant #1 - Jeri A.
Elected - Jeri A.
Secretary - 2 year Term
Applicant #1 - Jeremiah A.
Elected - Jeremiah A.
Events Coordinator - 2 year Term
No applicants
Treasurer - 1 year Term
Applicant #1 - Patti W.
Elected - Patti W.
Publications Coordinator- 1 year Term
Applicant #1 - Luanne, Sacramento Valley IG
Elected - Luanne, Sacramento Valley IG
10:20a Ask-it Baskets
10:30a 7th Tradition
10:30a Committee Reports
10:45a Ask-it Baskets - Taken from the Assembly Floor
11:30a 2020 Convention Presentation
11:45a Wrap-up/ Announcements/ Retiring Reps & Board presentations/ Green Dots

*There will be a brief Board meeting with newly elected Board officers immediately following the Assembly.

ASK-IT-BASKET QUESTIONS FA19 ASY, OAKLAND

- How does the Board achieve oversight of the use of the debit card? Treasurer is the trusted servant. Board will explore regular audits.
- Do I take all this (ASY) information to IG now, or will there be a letter going out? Draft Minutes will be made available 1 month following ASY. You can request directly from the Secretary.
- What happened with our storage unit? Some of the board members spent a few hours sorting through 11 boxes of papers that were in the storage unit. We got them down to 2 boxes. Now we need to take stock of what else is there and what needs to be there to determine the future need for a storage unit. We will still have one but maybe a different size and/or a different place.
- Would it be possible to have a contact list (names and phone numbers) of all Reps at ASY? This was addressed with the yellow sheet that went around for reps to add name and contact information. Those who wanted it took a photo on their phone.

- Some meetings within our IG have decided that OAs suggested donation is too low and are discussing changing the language in the 7th Tradition announcement to read 'the suggested donation is \$5 or more.' Is this OK, or does Tradition 4 mean that we cannot change the suggested donation since that language was put out by WS? Each group is autonomous, and they are welcome to suggest in their meeting format to ask for \$5 as long as they state it is a "suggested" donation.
- Please explain why we need to submit Motions in triplicate. These are our business rules. One copy is for the Chair, one copy to the Secretary, one copy for the Motion presenter.
- Why doesn't R2 pay its bills electronically? We are going to look into this.
- Why not have ASY at a Motel 6 or a Denny's? No meeting room space.
- My IG is now sending taxes to FTB on literature but are we liable for previous years that we may not have documentation for? I would not worry about it unless you are contacted by FTB.
- Should Board members not step down & encourage others to run? Board members are limited to 2 terms of 2 years each.
- My group has weak recovery. The requirement for an 'abstinence panel' was 1-day w/o sugar. Senior members don't feel serene - feels more like a friend support group. How do we change group culture? Is it best to start a new meeting? Suggest having an ST&C workshop and/or have a group conscious meeting to discuss what would be best for all members.
- What is the best way to bring new ideas, new blood into a group which has old ways that are not moving forward? Invitation. Fellows available and willing to volunteer to invite.
- How much was available for travel to WSBC that was not used? \$3k; none was used.
- How do we determine if our group is needy when it comes to asking for reimbursement or funds from R2 or WS? Looking at the budget to determine the needs of the individual IG. If the income is low, seek the courage to ask for help. Additionally, what is the individual IGs doing to be self-supporting through their own contributions? Looking at ways expenses can be reduced to find the most immediate need.
- What is our budget cycle? Annual; Jan-Dec
- What is the difference between motion carried and motion passed? The terms are interchangeable.
- In order to print a poster in Spanish and display it in the public bus system, do I need permission? Not as long as it is an OA approved poster.
- What is the justification for a 2020 budget that is over 2019 income? Planning for potential expenses which may or may not come to fruition or may or may not be required. R2 does not spend monies it does not have. See question 13 as an example.

- We are a small seasonal community with at least one meeting a day. Several are strong, but tiny. Suggestions for growing them. OA pdf file - Small meetings. As long as two members are attending, try to keep it going. Some meetings have combined two meetings and that increased the number of attendees.
- Where can I find the service structure of OA, and read about the 12 Concepts of Service? OA.ORG > Search for 'Service Structure', OA.ORG > Search for '12 Concepts of Service'.
- Thoughts on paying more for the meeting room and saving on the F&B? I dk if that is possible. It may be cheaper to just have higher F&B
- Can we please add a rationale section to the Motion form? Done.
- Why do candidates not leave the room for a voice vote? It does not allow the space for dissent. Bylaws/ Roberts rules of Order dictate the structure of our elections
- The 7th Tradition at Assembly? Where will it be used? Our General Fund
- What are the minimum requirements to establish an IG? 2 meetings
- Is it true that people under 18 cannot attend OA meetings w/o parental consent? Does it vary by location? None of us have seen anything in writing. Trustee will try to get more information.
- Please clarify what the responsibilities are to protect R2 Committee members anonymity When a message is sent to a large distribution list, it is always best to bcc the recipients. That way anonymity is preserved. If it is the members of your committee, you already know each other, and the committee can decide how they want to handle it.

Roll call Sheets

SB #	SB Name	# of Affiliated Meetings	# of Allowable RRs	Roll Call 1	Roll Call 2	Roll Call 3	Roll Call 4
9222	California Central Coast IG	11	2				
9068	Channel Islands IG	11	2				
9667	Comite De Companeros De Aoyo OA Mex AC (CCAOA MEX) IG	36	4				
9100	East Bay Unity IG	38	4				
9003	Foothill IG	18	2				
9654	Hawaii Big Island IG	3	1				
9331	HOW-OA Northern California IG	12	2				
9329	IG Mexico City	299	30				
9492	Inland Empire IG	20	2				
9326	Kern County Overeaters Anonymous IG	5	1				
9651	Lake Chapala Mexico IG	2	1				
9301	Lake Mendocino IG	4	1				
9004	Los Angeles IG	51	6				
9083	Marin County IG	12	2				
9294	Mid-Peninsula IG	20	2				
9356	Monterey County IG	5	1				
9400	North Rivers IG	6	1				
9434	North coast IG	4	1				
9325	Northern Nevada Sierra IG	12	2				
9111	OA Hawaii IG	14	2				
9005	Orange County IG	46	4				
9051	SACO Southern Alameda County IG	3	1				
9012	Sacramento Valley IG	37	4				
9007	San Diego County IG	44	5				
9008	San Fernando Valley IG	43	4				
9071	San Francisco IG	28	3				
9009	San Gabriel Valley Inland Empire IG	23	3				

9013	San Joaquin Valley IG	7	1				
9267	Santa Cruz County IG	10	1				
9020	Silicon Valley IG	30	3				
9245	Sonoma County IG	17	2				
9010	South Bay IG	26	3				
9494	Unity with Diversity Desert IG	10	1				
9599	Valley Sierra OA/HOW IG	5	1				
R2 IGs / 30% Quorum Required (34 /10)							
Voting Members RRs							
Region 2 Board				Roll Call 1	Roll Call 2	Roll Call 3	Roll Call 4
	Chair						
	Vice Chair						
	Secretary						
	Treasurer						
	Events Coordinator						
	Publications Coordinator						
Voting Members R2 Board							
Non-Voting Attendees				Roll Call 1	Roll Call 2	Roll Call 3	Roll Call 4
	Regin 2 Trustee						
	Alternates						
	Visitors						
	Parliamentarian						
Total							

The Twelve Concepts of OA Service

1. The ultimate responsibility and authority for OA world services reside in the collective conscience of our whole Fellowship.
2. The OA groups have delegated to World Service Business Conference the active maintenance of our world services; thus, World Service Business Conference is the voice, authority and effective conscience of OA as a whole.
3. The right of decision, based on trust, makes effective leadership possible.
4. The right of participation ensures equality of opportunity for all in the decision- making process. Together we can do what we could never do alone.
5. Individuals have the right of appeal and petition in order to ensure that their opinions and personal grievances will be carefully considered.
6. The World Service Business Conference has entrusted the Board of Trustees with the primary responsibility for the administration of Overeaters Anonymous.
7. The Board of Trustees has legal rights and responsibilities accorded to them by OA Bylaws, Subpart A; the rights and responsibilities of the World Service Business Conference are accorded to it by Tradition and by OA Bylaws, Subpart B.
8. The Board of Trustees has delegated to its Executive Committee the responsibility to administer the OA World Service Office.
9. Able, trusted servants, together with sound and appropriate methods of choosing them, are indispensable for effective functioning at all service levels.
10. Service responsibility is balanced by carefully defined service authority; therefore, duplication of efforts is avoided.
11. Trustee administration of the World Service Office should always be assisted by the best standing committees, executives, staffs and consultants.
12. The spiritual foundation for OA service ensures that:
 - a. No OA committee or service body shall ever become the seat of perilous wealth or power.
 - b. Sufficient operating funds, plus an ample reserve, shall be OA's prudent financial principle.
 - c. No OA member shall ever be placed in a position of unqualified authority.
 - d. All important decisions shall be reached by discussion, vote and, whenever possible, by substantial unanimity.
 - e. No service action shall ever be personally punitive or an incitement to public controversy; and
 - f. No OA service committee or service board shall ever perform any acts of government, and each shall always remain democratic in thought and action.

Board Job Descriptions

Chair

1. Represent R2 in all matters involving outside enterprises.
2. Propose an agenda of business items for R2 Assemblies and R2 Board meetings.
3. Chair R2 Assemblies and R2 Board meetings in accordance with the R2 Bylaws.
4. Develop and present activity reports at R2 Assemblies and R2 Board meetings.
(Note: R2 Assembly report must be written and delivered to the R2 Secretary before the R2 Assembly begins.)
5. Submit interim report to the Publications Coordinator to be included in the Assembly Packet.
6. Schedule Parliamentarian for R2 Assemblies.
7. Act as liaison to the R2 Committees as assigned.
8. Function as a fiduciary in matters requiring allocation and disbursement of the funds provided for R2 business.
9. Attend R2-sponsored activities, as directed, to represent R2 interests and support the activity.
10. Draft all correspondence from R2 directed within the fellowship of Overeaters Anonymous on matters affecting R2 as a whole.
11. Draft all correspondence between R2 and outside enterprises.
12. Serve as R2 delegate to the World Service Business Conference and provide a written report to the R2 Board and R2 Assemblies, including updated changes in the policies and procedures and bylaws.
13. Develop with the R2 Board the annual schedule for R2 Assemblies and R2 Board meetings.
14. Appoint R2 Committee Chairs and the R2 Representative to the Worlds Service Business Conference Reference Committee.
15. Sign R2 Assembly and R2 Board-approved legal contracts between R2 and outside enterprises as required.
16. Co-sign financial documents as requested by the R2 Treasurer.
17. Investigate and report to R2 Assembly on any Intergroup-raised issue affecting R2 as a whole.
18. Interact with other Region Chairs to continually seek improvements in R2 service.
19. Provide a written report to each Board member at every Board meeting.
20. Attend three annual meetings as part of the Regional Chairs Committee as follows:
 - a) One meeting with World Service Board of Trustees (date to be determined each year).
 - b) One meeting the day prior to the World Service Business Conference.
 - c) One meeting at a Regional Service Event (location/date to be

determined each year).

21. Facilitate Service, Traditions & Concepts Workshops as needed.
22. Coordinate entertainment for assemblies with the Hosting intergroup.
23. Other duties as may be required by the R2 Assembly.
24. Assist in maintaining Region 2 website, as specified in Appendix A of this manual.

Vice Chair

1. Attend all R2 Board meetings, R2 Assemblies and R2 Conventions.
2. Chair R2 Assemblies and R2 Board meetings in the absence of the Chair, in accordance with the R2 Bylaws.
3. Assume the position as Chair in an orderly manner in the event of an absence or vacancy.
4. Act as liaison to all R2 Intergroups.
5. Act as liaison to the R2 Committees as assigned.
6. Maintain a supply of R2 Board of Director applications.
7. Maintain and distribute nametags for all RR's, Alternates and Visitors at R2 Assemblies.
8. Prepare and distribute newcomer packets for RR's at R2 Assemblies.
9. Update and distribute R2 speaker/leader list annually.
10. Coordinate Service, Traditions and Concepts Workshops.
11. Coordinate workshops and committee presentations at R2 Assemblies.
12. Facilitate R2 fund-raising efforts other than those under the responsibility of the Events Coordinator, i.e. Conventions and Special Events.
13. Co-sign financial documents as requested by the R2 Treasurer.
14. Provide a written report to each Board member at every Board meeting.
15. Provide a written report and present activity report at R2 Assemblies.
16. Submit interim report to the Publications Coordinator to be included in the Assembly Packet.
17. Maintain Master Calendar for events held within R2.
18. Provide the R2 Master Calendar to the Newsletter Editor 60 days prior to the R2 Assembly.
19. Oversee the R2 Display Board, scheduling use by requesting Intergroups, facilitated by the R2 administrative assistant.
20. Facilitate Service, Traditions and Concepts workshops as needed.
21. Assist in maintaining Region 2 website, as specified in Appendix A of this manual.
22. Other duties as may be required by the R2 Assembly or delegated by the R2 Chair.

Secretary

1. Attend all R2 Board meetings, R2 Assemblies and R2 Conventions.
2. Record and transcribe minutes of all R2 board meetings and R2 Assemblies.
3. Record roll call of R2 Assemblies.
4. Act as liaison to R2 Committees as assigned.
5. Provide Ask-it-Basket, Speed-Memos (for motions), committee rosters, and voting ballots at R2 Assemblies.
6. Maintain R2 Committee logs.
7. Prepare an interim report, as well as the minutes, agenda, motions, etc. and deliver it to the Publications Coordinator for inclusion in the Assembly Packet.
8. Distribute and solicit responses to the R2 Assembly Evaluation forms at each assembly. Compile information and inform R2 Board of opinions and suggestions included in responses. Include information in report to next assembly.
9. Provide forms for the R2 Assembly and R2 Board, as needed.
10. Type and submit all correspondence to Intergroups and Committee Chairs.
11. Draft correspondence to any routine matters covered by existing policy and procedure.
12. Maintain a record of approved minutes of all assemblies and board meetings.
13. Act as liaison between legal counsel and the R2 Board.
14. Co-sign financial documents as required by R2 Treasurer.
15. Sign (with the Chair) R2 Assembly, R2 and R2 Board-approved legal contracts between R2 and outside enterprises as required.
16. Provide a written report to each Board member at every Board meeting.
17. Other duties as may be required by the R2 Assembly or delegated by the R2 Chair.
18. Administer the R2 Audio library.
19. Send welcome letter with enclosures to all new Intergroups.
20. Facilitate Service, Traditions and Concepts Workshops as needed.
21. Draft operating policies and procedures as directed by the R2 Assembly, the R2 Board, or as required by business operations.
22. Administer the R2 history and archives.
23. Update the R2 Policy and Procedures manual and make it available as specified in the R2 Policy and Procedures Manual, Section VIII, K.
24. Assist in maintaining Region 2 website, as specified in Appendix A of this manual.

Publication Coordinator

1. Attend all R2 Board meetings, R2 Assemblies and R2 Conventions.
2. Develop and supervise communications to RRs and intergroups via website, mailing, emails, etc. Communications will convey information on assemblies, conventions, financial assistance, news and education about Region 2, and other information requested by the R2 Board.
3. Prepare content of two mailings prior to each assembly, including one preregistration mailing and the packet mailing (to include cover letter and other enclosures listed in administrative assistant guidelines).
4. For each assembly, develop Assembly Packet to include copies of minutes, agenda, board reports, motions to amend the Bylaws or P&P manual, etc. and supervise distribution to all Intergroups, RRs and Unaffiliated Groups no later than 45 days prior to

- assembly as mandated in the Bylaws and/or Policy and Procedures manual.
5. Email RRs assembly information prior to assemblies; with RR listings and other information, as needed, post-assembly.
 6. Maintain current R2 and RR addresses and phone numbers.
 7. Provide Board Members with the current listing of RR's and Alternates after each assembly.
 8. Act as liaison to the webmaster to the Region 2 website, including overseeing updates to ensure effectiveness and consistency of content (See Appendix A of this manual for specifics).
 9. Act as liaison to R2 Committees as assigned.
 10. Perform duties of R2 Newsletter Editor, developing R2 Newsletters as needed, Including board approved content, working with volunteer RRs on its design, coordinating with printer, etc.
 11. Co-sign financial documents as requested by R2 Treasurer.
 12. Provide a written report to each Board member at every Board meeting.
 13. Provide a written report and present activity report at R2 Assemblies.
 14. Submit interim report to be included in the Assembly Packet.
 15. Other duties as may be required by the R2 Assembly or delegated by the R2 Chair.
 16. Facilitate Service, Traditions and Concepts Workshops as needed.

Treasurer

1. Attend all R2 Board meetings, R2 Assemblies and R2 Conventions.
2. Maintain checking, savings and other accounts established in the name of "Region 2 of Overeaters Anonymous, Inc."
3. Be the guardian of all funds received and disbursed.
4. Act as liaison with the R2 Intergroup Funding Assistance Program (IFAP) and other committees as assigned.
5. Provide the most recent full period report to the R2 Newsletter Editor 60 days prior to the R2 Assembly.
6. Submit interim report to the Publications Coordinator to be included in the Assembly Packet.
7. Co-sign documents for R2 expenditures, as specified in the R2 Bylaws.
8. Submit a complete account of R2 funds at each meeting of the R2 Assembly.
9. Submit "Income From All Sources Treasurer's Report" annually, either at an R2 Assembly, in the R2 newsletter, or by mail.
10. Oversee the Administrative Assistant in matters relating to mail and financial procedures.
11. Draft correspondence for all financial matters including donations, invoices and requests for reimbursements.
12. Act as liaison with the accountants, insurance companies, and the IRS. Notify accountants of name/address of current Treasurer.
13. Maintain appropriate records showing all fiduciary transactions.
14. Create the annual Budget Subcommittee and chair the meeting.
15. Oversee the current R2 Convention Accounts, and other accounts. The following applies

to the Convention accounts:

- a. There will be two (2) Convention checking accounts. One for odd-numbered year conventions and one for even-numbered year conventions.
 - b. Each convention checking account will have \$1,000.00 'seed' money provided initially.
 - c. An additional \$2,000.00 in 'seed' money will be made available to the next convention 60 days after the current convention is held.
 - d. Each account will be reduced to \$1,000.00 after its convention is completed.
16. Provide a written report to each Board member at every Board meeting regarding all contributions, disbursements and Board expenses.
 17. Provide the R2 Assembly with the R2 donations report once yearly provided at the first assembly of the year with the information from the previous fiscal year (which is the calendar year).
 18. Other duties as may be required by the R2 Assembly or delegated by the R2 Chair.
 19. Facilitate Service, Traditions and Concepts Workshops as needed.
 20. Assist in maintaining Region 2 website, as specified in Appendix A of this manual.

Events Coordinator

1. Attend all R2 Board meetings, R2 Assemblies and R2 Conventions.
2. Attend all R2 sponsored activities or arrange for alternate Board representation.
3. Make all meetings room space arrangements for R2 events, including Board meetings, R2 Assemblies and Conventions.
4. Act as a liaison to R2 Events and Convention committees.
5. Act as hotel and on-site liaison for the Region.
6. Co-sign R2 Assembly and R2 Board-approved contracts with the facilities.
7. Prepare e-mails concerning matters that involve R2 Convention Committees or other matters delegated by the R2 Chair.
8. Organize suggested changes from Convention Chairs for the R2 Convention Policy and Procedure Manual and submit them to the post-convention subcommittee including incoming and outgoing Convention Chairs and a Board member (usually Events Coordinator) to implement changes to the Convention P&P.
9. Co-sign financial documents as requested by the R2 Treasurer.
10. Provide a written report to each Board member at every Board meeting.
11. Provide a written report and present activity report at R2 Assemblies.
12. Submit interim report to the Publications Coordinator to be included in the Assembly Packet.
13. At R2 Assemblies, be responsible for the following:
 - a. Verify all meeting room space, set-up and materials.
 - b. Obtain additional items needed for R2 Assembly on site, as available. (Requests to be made in advance when possible.)
 - c. Coordinate with hotel staff and oversee all beverage/meal service ordered for meeting rooms as well as temperature of meeting room.
 - d. Oversee hotel (sleeping) rooms for Board members and reps from Mexico and

Hawaii.

- e. Review bill with R2 Treasurer at end of R2 Assemblies and Conventions to verify charges.
- f. Work with hotel to expedite restaurant staffing/service and airport pick-up during R2 Assemblies and Conventions.
14. At R2 Conventions, oversee hotel sleeping rooms for Board members, retiring Board members, and the next R2 Convention Chair. Arrange for a Master Account with the hotel.
15. Other duties as may be requested by the R2 Assembly or delegated by the R2 Chair.
16. Facilitate Service, Traditions and Concepts Workshops as needed.
17. Assist in maintaining Region 2 website, as specified in Appendix A of this manual.

Board Application Form

<https://www.oar2.org/uploads/1/2/2/7/122756664/r2-board-applications-alt-form-2.pdf>

Board Applications

Elections will be held again at the 2020 Fall Assembly. The following positions will be available. Please review the job descriptions for each position which are included in the packet along with a Board application form.

- Chair – 2 yr. term
- Treasurer – 2 yr. term
- Publications – 2 yr. term
- Events Coordinator – 1 yr. term

If you are interested in applying for one of the positions, complete the application form and send it to Chair@oar2.org



A Vision of Recovery

OA REGION 2 CONVENTION 2020

JULY 10-12, 2020
OAKLAND AIRPORT HILTON

We look forward to seeing everyone at the convention, where there will be opportunities for fun and recovery for everyone.
Tell a friend and help spread the word!

Immerse yourself in fellowship and recovery!

- ❖ Fellowship with members of OA from across the region (California, Hawaii, Northern Nevada and Mexico)!
- ❖ Attend Workshops and Special Focus Meetings!
- ❖ Entertainment at Friday Night Opening and on Saturday Night!
- ❖ Commemorative Items, Silent Auctions, Drawings, we put the **fun** in fundraising!
- ❖ Speaker Dinner Saturday / Speaker Breakfast Sunday

Hotel Details

- ❖ Rooms: \$155/per night + taxes. Rate available 7/9/20 through 7/13/20
- ❖ Complimentary Wi-fi in all guest rooms
- ❖ Free airport shuttle from OAK | Discounted parking \$12/day
- ❖ Link from the R2 website to reserve your room! (Please – be sure R2 gets credited for your room booking by booking direct versus reservation sites)

Registration Opening Soon – Online Registration @ www.oar2.org

Questions? Contact us at convention@oar2.org