Virtual Region Assembly
November 16, 17 2024
Assembly 2 2024

Table of Contents

Section 1: Welcome and About Assembly

Letter from the Chair

Thank you to all the members, meetings, service bodies, representatives, delegates, committee members, committee chairs, board members, and trustees who have lent their voices, 7th tradition, and time contributing to the extraordinary growth of the OA Virtual Region

Your contributions are immeasurable and help us carry the message every day!

Assembly registration is now open and welcome to all who will join as service body representatives, committee members, and interested guests.

 At this assembly, we ask you to join us in a strategic action plan to accomplish measurable growth over the next six months. **We are invited to take actions that will change and grow the region.**

Growth that will achieve the following goals

A) Support members in recovery and foster abstinence.

1) Four Step Studies serve and participate

2) The Convention will include six keynote speakers and 40-plus workshops. Have your service body or meeting sponsor a workshop, a newcomer meeting, and a sign-up for service. Make sure to announce the convention at your meetings.

3) Have your service boards or intergroups sponsor a workshop with the 12-step within /workshop committee.

4) Get a member to join one of our region committees to give service - our goal is to fill all secretary and committee co-chair positions on all committees and all the convention subcommittees chair positions and secretary.

5) Share our e-blast sign-up at your meeting

6) Translate OA 12 & 12, the green workshop, and the study guide into Spanish. Interpret at workshops.

7) Make sure your meeting information is correct on OA.org. For all newcomer meetings, check the virtual site for accuracy and inform us of any changes.

B) Increase the number of affiliated meetings and service bodies.

1) Reach 375 (we have 410) unaffiliated meetings directly. Seventy-five members will attend meetings and directly contact meeting leaders, one monthly meeting for five months.

2) Get your service body to participate in the region fair

C) Renew our—existing service bodies.
1) Attend the first 3 (of 6) intergroup renewal workshops, announce Renewal at intergroup, and encourage current and future board members to join. Our goal 46 members attend the first renewal workshops.
2) Supply Monthly updates from region committees- and intergroups that will be included in our e-blast. Goal quarterly updates at minimum.

3) Monthly meetings: the chair brings questions and concerns. Our goal is for 14 members to attend monthly

D) Carry the Message in new and old ways ways

1) 500 when to refer to OA distributed before our next assembly

125 by representatives, committee members, and board

125 distributed by intergroups and service. Boards and delegates

125 distributed by meetings

125 distributed by members

2) The region license translate digital copies available in French, Spanish, Greek, Arabic, and German was requested
3)   distribute radio PSA to 100 radio stations

25 distributed by representative committees, board

25 distributed intergroup service board delegates

25 Distributed by meeting

25 by members

    4)   Distribute convention welcome center flyer 500 self-print

125 by representative committees and board

125 distributed by intergroups and service. Boards delegate

125 distributed by meeting

125 distributed by members

4)Launch 2 new social media platforms

5)Region Initiate Google ads grant

6) Increase Facebook followers to 18,000

8) Sign up for newcomer open house

You were asked to take simple steps and pass the need to take these steps on to your service body, meeting sponsors, and other members.

These actions will transform the virtual region, your service body, and your meetings and strengthen your recovery.

Thank you again for working the miracle along with the Virtual – let's make recovery possible for so many more - Together in loving service.

Forever Grateful

VIrtual Region Chair

Tentative Agenda

Assembly 2 November 2024

All times are in Eastern Standard Time (New York) (UTC -5)

Please plan to arrive 15–30 minutes early to allow time for all to get organized.
Please do not leave the Zoom room, if possible, during the breaks.
There will be a 5-minute break approximately every hour.
The chair will determine one 20 or 25-minute break.

Saturday, November 16, 2024
Part One (Approximate times may change)
Starting Time 10:00 AM ET UTC-5
Please plan to arrive 30 minutes early
NOTE: Please do not call or text the Chair during the assembly.

Part 1
Opening
Serenity Prayer (In the language of all voting reps)
Readings:
Reading of Steps
       Traditions
        Concepts of Service
Introductions:
       Board Members
       Parliamentarian
       Center Mic
       Committee Chairs
Roll Call of Representatives
11th Step Prayer
3-minute Meditation
Reading For Today
Secretary's announcement of a quorum
Explanation of the Voting Process
Parliamentarian: Explanation of the Consent Agenda and Amendments

Center Mic: Explanation of the Center Mic

Adoption of Standing Rules
Adoption of the Agenda
Approval of Minutes from Assembly 1 2024
Adoption of the Consent Agenda
Reading: Voices of Recovery

Treasurer Report
Budget Presentation
NB Motion 1: Budget Approval
Break 12:30-1:00 (Approximate time)

Part 2
Board Elections

Vice Chair
Candidate 1: 5 minutes. QA 5 minutes
Candidate 2: 5 minutes. Q&A 5 minutes

Digital Coordinator.
Candidate 1: 5 minutes. Q&A 5

Secretary
Nominations from the floor.
Approximate 7-minute break

New Business Motion 2:
Language Services Committee

Return Green Dot Recognition
Reading OA 12 & 12 Step 12 last two paragraphs.
Responsibility Pledge

Motions Removed from consent if needed
Emergency business motions
10-minute break

Part 3

Virtual Region Chair Strategic Action Plan with Question & Answers:
    45 minutes - 1 hour

Action Plan for all, service bodies and meetings
    1) Convention
    2) Carry the Message
    3) Outreach to unaffiliated meeting
    4) 7th Tradition Annual Appeal
    5) Intergroup renewal

Committee Announcements: 3 minutes per committee

Serenity Prayer

Sunday, November 17, 2024

All are Welcome! All times are Eastern UTC -4
Sunday Assembly
Board & Committee Meetings

Board. 8:15 am
Language Services 9:00 AM
Convention 9:30 AM
Data 11:00
Tech. 11:45
Digital   12:30
Finance. 1:00 PM
Public Information Professional/ unity with diversity 1:30pm
12 Step within workshop 2:00 PM
Bylaws 2:30
Board. 3:30

Schedule Overview

Note: All Times are ET UTC-5
All times are approximate as the Chair will adjust to allow business
to be conducted in the best possible manner.

NOTE: Please do not call or text the Chair during the assembly.

Saturday, November 16, 2024
Please Arrive between 9:30 AM and 9:45 AM

Part 1. 10 AM - 1 PM. During this period, we will take one 10-minute
break, and at approximately 12:30* we will take a 30-minute break.
*(may shift to just before or after the half hour).

Part 2. 1:00-3:00 PM
Note: We will start ½ hour after the long break.
There will be two 7-minute breaks during this period.

Part 3. 3:00 PM- 4:30 PM
The start and end of this session is approximate.

Sunday, November 16, 2024   8:15 AM - 4:15 PM

8:15 AM – 9:00 AM ET: Board and Trustee reports and Q & A

9:00 AM – 2:30 PM ET: Committee Meetings
    Allow the last 10 minutes for Q & A on Committee Reports
    Each committee meeting will be 30-45 minutes in length

        Language Services 9:00 AM
         Convention 9:30 AM
        Data 11:00 AM
        Tec. 11:45 AM

Digital   12:30 PM
Finance 1:00 PM
Public Information Professional/Unity with diversity
1:30 PM
12 Step within workshop 2:00 PM
Bylaws 2:30 PM
IGOR 3:00 PM

3:30 PM – 4:15 PM ET: Board and Trustee reports and Q & A

Section 2: Standing Rules Virtual Region Assembly

1. **Standing Rules**

   These rules take precedence over Robert's Rules of Order, Newly Revised with which they may conflict. They may be suspended by a two-thirds vote using a Motion to Suspend the Rules.

   The Standing Rules will be published 45 days in advance of any business meeting and may be amended at any time during a meeting through a motion from the floor; it requires the motion to be seconded, debated, and the majority vote. Proposed amendments may be submitted in advance and then voted on at the assembly.

2. **General Practice**

   1. The group conscience prevails over all motions.

   2. Parliamentary procedure according to Robert's Rules of Order, Newly Revised, will be followed with these noted exceptions.

   3. Members who require special consideration for extended time to speak in a timed debate or question situation may request the same from the chair, either from the floor or in advance of the meeting.

   4. Anyone who wishes to address the assembly must contact the center mic, who will manage the queue and notify the chair. The chair will then recognize the member in the appropriate order.

   5. After being recognized, a person shall state their name, service body, and business.

   6. The only recording allowed at the assembly will be by the secretary for the sole purpose of assisting with the accuracy of minutes.

      a. Any such recordings shall be retained until the minutes are approved, then erased or destroyed.

    b. Recording by any participant at the business assembly is not allowed.

7. No screenshots or photographs of the assembly members will be taken.

8. Etiquette

    a. During the assembly, all participants will be muted until they are recognized by the chair. To be recognized, they will use the 'raise hand feature of the platform unless otherwise instructed.

    b. Attendees are requested to sit quietly in front of their cameras.

    c. Attendees are requested to turn off their video if they are moving around, eating, or chewing gum. Beverages are permitted.

    d. No smoking or vaping on camera.

    e. One person will speak aloud the words of a prayer or a similar reading while the rest of the participants remain muted.

    f. Attendees are requested to use any indicated personal pronouns in reference to any individual indicating their personal pronoun preference.

3. Minutes Review Committee

1. A Minutes Review Committee will be appointed at the beginning of each Assembly.

2. The committee will consist of the Secretary and two service volunteers.

3. These service volunteers will record the results of all business, including the number of yes and no votes on each side.

4. Participation in a Virtual Region Assembly

1. Any voting member, as defined in the Bylaws of the Virtual Region Article III, Section 1, may participate in assembly procedures, e.g., vote, make a motion, speak to a motion, etc.

2. Visitors may have a voice at the discretion of the chair.

3. An unaffiliated meeting of OA Virtual Region or a meeting or an Intergroup or other Service Body of Overeaters Anonymous (OA) may request voting rights at the business assembly by taking the following actions:

   a. The meeting, intergroup or service body will submit a written statement on why they wish to have full rights (voice and vote) at the business assembly.

   b. The proposed representative must confirm that they:

      1. Are a member of a meeting, intergroup or service body of OA, as defined in OA Inc., Subpart B Article V Sections 1 and 2 as well as Article VI.

      2. Have a minimum of six months of current continuous abstinence as defined by Overeaters Anonymous, while practicing the Twelve Steps and Twelve Traditions of OA.

4. Should a voting member, service member or visitor become abusive or disruptive during the Assembly, the presiding officer will

   a. Remind them that there is an expectation of courtesy towards all in attendance.

   b. If they continue to be disruptive, the members will be placed in the waiting room or a breakout room until they have had time to collect themselves.

   c. If they desire to speak with someone about what is upsetting them, the presiding officer will appoint a non-voting member, with first preference being the Trustee, to discuss the matter with them and to act as an advocate in resolving the issue.

   d. The business of the Assembly will continue during this time.

5. Credentials

1. At an assembly, voting members must display their credentials by indicating their status using the on-screen naming convention established by the chair.

2. The secretary shall make a credentials check at the beginning of each session, and as requested through the chair.

6. Consent Agenda

1. The chair may propose a consent agenda of routine, non-controversial matters.

2. Any voting members may request that an item be removed from the consent agenda to be considered as a separate motion.

3. Once the consent agenda is established, it shall require a two-thirds vote for adoption.

7. Voting Procedures

1. Registered representatives (reps) or alternates, board members, and committee chairs are entitled to a vote.

2. Except when using polls, the chair votes only to break a tie.

3. Any discussions (including electronic chats) will be discontinued once the debate is closed.

4. During a vote, members will appear on camera unless an exception has been granted by the chair.

5. Should a member be unable to cast their vote in the primary manner due to limitations of the device they are using, they will be given directions on how to cast their vote during the meeting.

6. At the Chair's discretion, all visitors will be moved to a separate location during the voting process. After the vote, visitors will be returned to the main location and the results will be announced.

8. Elections

1. All elections will be held by poll.

2. Should a member be unable to cast their vote in the primary manner due to limitations of the device they are using, they will be given directions on how to cast their vote during the meeting.

3. The results of the election will include the number of votes cast and the number of yes or no votes.

9. Motion and Debate

1. No motions other than emergency motions will be taken from the floor at the assembly.

2. Emergency motions shall be submitted to the chair, who will determine if such a motion is considered an emergency.

3. During consideration of a motion, members who wish to speak will <u>raise their hand and</u> contact the center mic monitor to be recognized. <u>The chair will recognize the first two hands raised. However, if a member raising a hand has spoken previously the chair may refer the member to the center microphone.</u>

4. Any method or recognition other than at point 3 above will be announced by the chair.

5. There will be a maximum of three pro and three con speakers for each motion.

6. There will be a maximum of two pro and two con speakers to each amendment.

7. Debate on motions and amendments shall be limited to two minutes for each pro or con, or three minutes if granted an exception by the chair.

8. To save time on a simple amendment to an admissible motion, the chair may ask the business assembly if there is any objection.

9. If there is no objection, the motion is changed to include the amendment.

10. A voting member may not speak on two consecutive motions or amendments unless the maximum number of speakers has not been reached, or they are the maker of the motion.

11. The first speaker is always pro, and is usually the maker of the motion, unless they wish to have another voting member speak.

12. There shall be at least one pro speaker before any question on the motion is taken.

10. Questions on the Motions

1. Following the debate, the discussion, which consists of questions to the chair, is limited to seven minutes and may be extended by a majority vote.

2. A voting member is allowed one question per motion, with one follow-up question if they require clarification.

3. A motion to close debate (Previous Question) is in order only after five minutes have passed and requires a two-thirds vote.

Last Adopted June 22, 2024.

Section 3: Prior Assembly Minutes (Pending Approval)

DRAFT - Virtual Region Assembly Minutes
Date of Assembly: Saturday, June 22, 2024

Names have been removed for the protection of personal data, and financial information [in brackets] has been removed for protection when posted on the website (public domain).

<mark>NOTE: Full Assembly Minutes including names and financial information will be provided to registered assembly voting members via a password after registration.</mark>

Minutes of Assembly 1 of the Virtual Region Saturday, June 22, 2024

VIRTUAL REGION OF OVEREATERS ANONYMOUS
ASSEMBLY MINUTES 2024 ASSEMBLY 1

Date: 22nd June 2024
Time: 10 am Eastern Time

Serenity Prayer, Opening Readings and Opening Remarks

The serenity prayer was followed by the opening readings and the chair's remarks.

Role Call

The Secretary and Data officer conducted a roll call.

NOTE: For a list of members present, contact the Data Officer at data@oavirtualregion.org

Introduction of Parlimatrain and Centre Microphone Monitor

The Chair introduced the Parliamentarian and Centre Microphone Monitor.

Adoption of Standing Rules

The Standing Rules were <u>adopted</u> without objection.

Approval of Minutes From Assembly 2, 2023

The minutes from the previous assembly were **<u>adopted</u>** without objection.

Consent Agenda

The consent agenda was presented.

Policy Manual Amendment 4 was removed.

Policy Manual Amendments 6, 7 and 8 were **<u>adopted</u>** on the consent agenda.

Quorum

The Secretary and Data officer announced the results of the roll call, and the Chair declared that the assembly had a quorum present.

Nominations for Secretary

The Chair announced that nominations would be taken from the floor for the secretary role.

Call for Orders of The Day

The Data Officer advised the chair that we were meant to adopt the agenda and called for the day's orders.

Agenda

The agenda was <u>adopted</u> without objection.

Treasurer's Report

The Treasurer presented a report on the current financial position of the Region.

Point of Order - Minutes Review Committee

The Centre Microphone Monitor raised to a point of order on behalf of a voting member. He reminded the Chair that by Article III of the standing rules, she was to appoint a minutes review committee. The chair agreed.

Appointment of the Minutes Review Committee

Two Footsteps reps were appointed along with the incoming secretary to serve on the minutes' review committee.

Nominations for Secretary

The Chair announced that nominations would be taken from the floor for the secretary role.   No one nominated at this time accepted the nomination.

No further nominations were received. The chair stated that we would return to nominations later in the meeting.

New Business Motion 1 - Budget Amendment

Sandy C (Virtual Region Treasure) presented the motion. The motion was **<u>adopted</u>** without objection.

New Business Motion 2 - Interpretation Committee

The Virtual Region Data Coordinator presented the motion.

<u>Amendment to New Business Motion 2 (Amendment 1)</u>

An amendment was presented as follows:

> **VIII.Committees**
>
> 1. The board will determine committees to serve the Virtual Region.
> 2. These committees will be reviewed every 24 months.
> 3. Each committee will establish internal guidelines, which will be reviewed by the board.
>   I. Committee guidelines are documented separately and will be maintained by the committee.
>   II. Each committee will comply with the document management system established by the Virtual Region Board.
>   III. Each committee will comply with all board-approved guidelines.
> 4. The current committees of the Virtual Region consist of Bylaws, Convention, Data Protection, Digital Resources, Finance, Intergroup Outreach, ~~Interpretation~~ <u>Language and Literature</u>, Public Information/Professional Outreach (including Unity with Diversity) and Twelve Step Within (including Workshop).

An OA Foot Steps rep proposed the amendment, which another OA Foot Steps rep seconded.

The Virtual Region Vice-Chair made an amendment to the motion that the chair ruled out of order.

A Footsteps rep attempted to request that the assembly consider the motion in the committee of the whole. The Chair ruled that she would now allow the assembly to go to committee of the whole.

The Bylaws Committee Chair motioned for the assembly to go into caucus for 3 minutes to attain consensus on the wording. The chair put the assembly at ease and placed those interested in a breakout room. After 3 minutes, the Chair asked if any consensus had been reached; it had not.

The parliamentarian advised the Chair to use the fill-in-the-blank procedure. The chair proceeded to use this procedure and asked for all options.

Refer to Committee

A OA Foot Steps rep made a motion to refer to committee, such committee to be Chaired by the Data Coordinator, and any voting member of the region would be invited to be a committee member. The committee would work on the name of the "translation" committee and refer a motion to the next Assembly. The current "translation" committee would remain ad-hoc until the next assembly.

The motion was seconded by an OA Foot Steps rep.

The motion to refer to committee was **adopted** without objection.

NEW BUSINESS MOTION 3 – DELEGATE SUPPORT FUND

The Virtual Region Treasurer presented the motion.

Amendment to New Business Motion 3 (Amendment 1)

An amendment was presented as follows:

II Financial Policies
    M. The region shall support service boards of the region in sending one representative per service board to the World Service Business Conference via the Virtual Region Delegate Scholarship Fund.
        1. The limit of the money set aside shall be that of the Delegate Support Fund line in each year's annual budget.
        2. Preference will be given to new Service Bodies.
        3. Applications will only be accepted from Service Bodies that otherwise would be unable to send a representative.
        4. ~~Service bodies that apply for and receive WSBC scholarships from the Region shall have at least one registered region representative and one alternate for each assembly before and after the WSBC for which they are receiving funds. The registered representative and alternate will have been recorded at assembly and they or another representative from the service body shall be active serve on a Region committee. Service bodies in their first year of registration are exempt from this policy.~~
        4. <u>Service bodies applying for and receiving WSBC scholarships from the Region must have:</u>
           i. <u>At least one registered region representative.</u>
          ii. <u>At least one alternate representative.</u>
         iii. <u>These representatives must be in place for each assembly before and after the WSBC for which funds are received.</u>
          iv. <u>The registered representative and alternate must be recorded at the assembly.</u>
           v. <u>They or another representative from the service body must actively serve on a Region committee.</u>
          vi. <u>Service bodies in their first year of registration are exempt from this policy.</u>

Sharlotte G (OA Foot Steps) proposed the amendment, which Renee D (OA Foot Steps) seconded.

There was no debate on the amendment.

The Chair asked for questions, which were asked and answered.

The amendment was **adopted** without objection.

New Business Motion 3 as Amended

II Financial Policies
    N. The region shall support service boards of the region in sending one representative per service board to the World Service Business Conference via the Virtual Region Delegate Scholarship Fund.
        1. The limit of the money set aside shall be that of the Delegate Support Fund line in each year's annual budget.
        2. Preference will be given to new Service Bodies.
        3. Applications will only be accepted from Service Bodies that otherwise would be unable to send a representative.
        4. <u>Service bodies applying for and receiving WSBC scholarships from the Region must have:</u>
            i. <u>At least one registered region representative.</u>
           ii. <u>At least one alternate representative.</u>
          iii. <u>These representatives must be in place for each assembly before and after the WSBC for which funds are received.</u>
          iv. <u>The registered representative and alternate must be recorded at the assembly.</u>
           v. <u>They or another representative from the service body must actively serve on a Region committee.</u>
<u>Service bodies in their first year of registration are exempt from this policy.</u>

The chair resumed the debate on the main motion. There was no debate.

The chair asked if there were any questions. Questions were asked and answered.

New Business Motion 3, as amended, was **adopted** without objection.

New Business Motion 5 - Zoom Platform

PROPOSED WORDING

IX. ~~Virtual Region Meeting Platform~~ <u>Zoom Account</u> Guidelines and Usage Procedures

1. Use of the Virtual Region ~~Meeting Platform is~~ <u>Zoom Accounts are</u> managed by the Virtual Region Board and limited to: Virtual Region board, committees, subcommittees, service bodies and registered meetings for the purpose of conducting OA business or OA recovery events.
2. <u>The Virtual Region board shall appoint a Zoom Administrator to manage Zoom room scheduling and Zoom settings. The Zoom Administrator will maintain the Virtual Region Calendar with links to the scheduled Zoom meetings.</u>
3. Any other use of the ~~platform~~ <u>Zoom account</u> will be at the discretion of the chair and Virtual Region Board. Non-Virtual Region Service Bodies may request use of the ~~platform~~ <u>Zoom accounts;</u> such use will be at the discretion of the Virtual Region Board.
4. Non-Virtual Region service bodies given access to the Virtual Region ~~Meeting Platform~~ <u>Zoom accounts</u> will be asked to give a contribution for the use of the meeting space.
5. Virtual Region ~~Meeting Platform~~ <u>Zoom account</u> availability will be on a first come, first served basis with the Virtual Region Board and Virtual Region committee meetings taking precedence.
6. No member or group shall use the ~~room~~ <u>Zoom accounts</u> for any purpose other than OA business or OA recovery events.

7. If misuse of the ~~room~~ <u>Zoom accounts</u> occurs, the code will immediately be changed, and all registered users will be notified.
8. Any misuse of ~~any room or of the Virtual Region Meeting Platform~~ <u>the Zoom accounts</u> will be brought before the Board, whereupon the Board will consider appropriate action which may include the removal of service permissions and service access to the ~~Virtual Meeting Platform~~ <u>Zoom accounts,</u> which may also include the need to attend training on the proper use of the Virtual Region ~~Meeting Platform~~ <u>Zoom accounts</u>.

~~VRMP Protocol~~ <u>Zoom Policies and Procedures</u>

1. ~~Scheduled meetings will provide trained, approved Dashboard operators.~~
1. At least two trained ~~dashboard operators~~ <u>Zoom hosts/co-hosts</u> must be present at all scheduled meetings, one of whom will be designated as lead host.
2. If the meeting is large, three or more ~~dashboard operators~~ <u>Zoom hosts/co-hosts</u> are preferred.
3. After using the Virtual Region ~~Meeting Platform~~ <u>Zoom accounts,</u> the meeting must be closed by the ~~lead~~ <u>Zoom</u> host selecting "end meeting for all."
4. ~~Before any~~ Recordings may be permitted <u>only if</u>, the ~~lead host~~ <u>Zoom hosts/co-hosts</u> ~~must~~ have received data protection training from the Data Coordinator ~~or committee and have signed a release stating that they understand the implications of recording surrounding data protection and other such issues~~. <u>The Zoom Administrator and team are responsible for organizing with the Data Coordinator the storage and distribution of recordings.</u>
5. ~~Virtual Region business meeting recordings, including assemblies, conventions, board meetings and committee meetings may be saved to the cloud by notifying the data coordinator.~~

The Virtual Region Digital Committee Chair presented the motion.

There was no debate.

The chair called for questions. Questions were asked and answered.

The motion was **<u>adopted</u>** without objection.

New Business Motion 6 - Data Coordinator Role

<div align="center">

PROPOSED WORDING

</div>

D. Data Coordinator
1. ~~Maintains the region systems and policies for protecting and managing the personal data of all service members and region visitors for the benefit of carrying the message, specifically:~~
   a. ~~Will oversee service volunteers to manage all outgoing mass emails from the region.~~
   b. ~~Ensure proper transfer storage and deletion (in required timeframes) of large amounts of personal data such as from the region's convention.~~
   c. ~~Review global regulations with a committee and propose updates to the Virtual Regions Policies and Procedures.~~
   d. ~~Assess and evaluate user-friendly and affordable technologies to align with global privacy and data protection practices.~~
   e. ~~Train committee chairs and committee service fellows in use of global privacy and data protection practices and associated technologies.~~
   f. ~~Oversee creative releases for submissions to the region's digital outputs, speakers' releases, and other new forms that may be developed.~~
   g. ~~Oversee the global privacy and data protection of digital technologies and train new users on the use of secured systems and associated accounts.~~

> h. ~~Oversee registration for all Virtual Region events and ensure that there are appropriate speaker releases, service volunteer releases and releases for creative materials.~~
> i. ~~Administers the Virtual Region Meeting Platform, this includes but is not limited to~~
>> i. ~~Approval and signing off on persons receiving administrative features such as the host code.~~
>> ii. ~~Maintains an email list of all registered users with administrative features.~~
>> iii. ~~Changes access to administrative features as necessary and notifies the users.~~
>> iv. ~~Deletes all recordings on a routine basis.~~
>> v. ~~May appoint assistants as needed.~~

2. ~~Manage collection and archiving of executed documents and act as a liaison with the Virtual Region Board where needed.~~
3. ~~Oversees compliance with all procedures outlined in the global policy data and data protection practices that have been approved. These documents are located on the Virtual Region website at https://oavirtualregion.org/vr-privacy-data-protection/~~
4. ~~Coordinates with the board secretary as needed.~~

1. <u>Reviews and understands the core principles underlying the current regulations that protect the personal data of OA members; these principles to be applied by the Data Coordinator as the foundation and focus of their work.</u>
2. <u>Works with the Data Protection Committee to update the Region's data protection and information security policies and procedures in line with regulations affecting the Region.</u>
3. <u>Works with the Data Protection Committee to oversee and ensure the proper management of the personal data that is collected on behalf of the Region, including the limited processing, the storage, archiving, and deletion of such personal data.</u>

4. Evaluates and oversees the technologies used by the VR to align with data protection principles and with the OA principle of Anonymity.
5. Administers training protocols concerning data protection procedures and practices, and the use of associated technologies.
6. Coordinates and works with other officers and with the Data Protection Committee.
7. Other duties as assigned.

This motion was adopted on the consent agenda.

New Business Motion 7 - Secretary Role

PROPOSED WORDING

V. Board Members Duties by Position

C. Secretary
3. Additionally, secretary shall:
   a. ~~Maintain a contact list of all representatives, intergroup chairs, committee chairs and board members including but not limited to their name, phone, email and time zone.~~
   a. Have access through the Data Coordinator to contact listings of all representatives, intergroup chairs, committee chairs and board members including but not limited to their name, phone, email and time zone.

This motion was adopted on the consent agenda.

New Business Motion 8 - Quorum

PROPOSED WORDING

ARTICLE VII –BUSINESS MEETINGS

Section 4– Quorum

At the Virtual Region business assembly attendance of one quarter of those who are entitled to participate and <u>have registered to</u> vote in the assembly <u>with the Secretary</u> (as listed in these Bylaws Article III, Section 1) will be necessary to hold an assembly.

This motion was adopted on the consent agenda.

<u>PLEASE NOTE: This motion was adopted as an amendment to the Policy Manual; it was, however an amendment to the Bylaws. The incorrect categorisation has been identified and acknowledged. This correction is essential for maintaining the accuracy and integrity of our records, ensuring that all members are informed.</u>

New Business Motion 4 - Vice Chair Role

<div align="center">

PROPOSED WORDING

</div>

V. Board Members Duties by Position

    B. Vice-Chair
        1. Assumes all duties of chair in their absence.
        ~~2. Maintains the Virtual Region Calendar and reports on usage of the Virtual Region Media Platform.~~
        2. Other duties as assigned.

This motion was pulled from the Consent agenda.

The Virtual Region Vice-Chair presented the motion.

<u>Amendment to New Business Motion 4 (Amendment 1)</u>

An amendment was presented as follows:

<div align="center">

AMENDMENT WORDING

</div>

1. Vice-Chair
   i. ~~Maintains the Virtual Region Calendar and reports on usage of the Virtual Region Media Platform.~~
   I. **The Vice Chair's primary role is to promote community, collaboration, and unity among members, service bodies, and the Region.**
   ii. Assumes all duties of chair in their absence.
   iii. Other duties as assigned.

An OA Foot Steps rep proposed the motion, which another OA Foot Steps rep seconded.

The motion was debated.

Point of Order: Is the motion in order

An OA Foot Steps rep asked if the amendment was in order.

The Chair consulted with the parliamentarian and ruled that the motion was in order.

Amendment to New Business Motion 4 (Amendment 1)

The Chair continued the debate on the amendment.

The Chair called for questions; there were no questions.

The Chair called the vote. 19 yes votes. 16 no votes. Motion 4 (Amendment 1) **Adopted**

New Business Motion 4 as Amended

MOTION AS AMENDMENT

2. Vice-Chair
   II. **The Vice Chair's primary role is to promote community, collaboration, and unity among members, service bodies, and the Region.**
   i. Assumes all duties of chair in their absence.
   ii. Other duties as assigned.

The chair resumed the debate on the main motion. There was no further debate on the motion.

The chair asked for and answered questions.

Motion to Extend

An OA Foot Steps rep moved to extend the meeting by 30 minutes. The Chair ruled this out of order as the meeting was scheduled until 4 p.m. Eastern Time.

New Business Motion 4 as Amended

MOTION AS AMENDMENT

3. Vice-Chair
   I. **The Vice Chair's primary role is to promote community, collaboration, and unity among members, service bodies, and the Region.**
   i. Assumes all duties of chair in their absence.
   ii. Other duties as assigned.

The chair continued answering questions.

The Chair called the vote. 23 yes votes. 11 no votes. Motion 4 as Amended **Adopted**

Nominations for Secretary

The Chair resumed the nomination process for Secretary.

An OA Foot Steps rep declined the earlier nomination.

The Chair called for further nominations.

The Virtual Region Secretary nominated a rep from the Mens Virtual Intergroup. Nomination was declined.

The Virtual Region Treasure nominated one of the Translators. They asked for time to consult their sponsor.

The Virtual Region Secretary nominated someone from the Virtual Region Convention Committee. Nomination was declined.

An OA Foot Steps rep) nominated the Virtual Region Bylaws Committee chair. Nomination was declined.

The VR Vice Chair nominated a rep from OA Rainbow. Nomination was declined

Bylaws Amendment 1

The Virtual Region Bylaws Committee Chair presented the motion.

The motion was debated.

The chair called for and answered questions.

The Chair called the vote. 10 yes votes. 22 no votes. Bylaws Amendment 1 **Defeted**

Bylaws Amendment 1a

The virtual Region Bylaws Committee chair withdrew Bylaws Amendment 1a due to the defeat of Bylaws Amendment 1.

Nominations for Secretary

The Chair asked the translator nominee if she was willing to accept the nomination. She said she was.

The Chair invited her to speak to the assembly, followed by questions from the floor.

She was elected without objection.

The Chair called the vote. 32 yes votes. 0 no votes. She was **Elected.**

Green Dot Ceronomy

A ceremony recognising green dots was conducted.

Closing

The assembly was closed with announcements and the serenity prayer.

Section 4: Board Applications

These are the redacted (personal data removed) applications.
The original applications will be made available to registered members.

Vice Chair

Vice-Chair 1

Current Service Body

VR

Years in Overeaters Anonymous

6

Qualifications

I confirm that I meet all qualifications as listed above and defined in Virtual Region Bylaws, Article V - The Virtual Region Board.

Brief account of your OA story

I came into OA in September of 2018 after having had a near-death experience that paved the way for me to be divinely inspired to recover and to get on with the business of carrying out God's work.

Summary of your OA Service

Current: Vice Chair of the VR; VR Board Liaison to PIPO/UWD and to VR Digital Resources Committee; Creator and Chair of a new VR project: The Interview, which entails a monthly, talk-show type of special event to spotlight various VR Service Bodies and Specific Focus Groups; VR Editor of the resurrected VR Newsletter with a publication due out on October first of 2024;
Chair of WUIG of Region 6, Chairing both the Special Events Committee and 12th Step Within Committee with Greater NY Metro IG of Region 6. Prevous OA Service: Editor of forth coming printing of OA's For Today daily reader; Trustee of Greater New York Metro IG; Meeting IG Rep for NYC's Daily 7:15am Meeting; Publications Chair for Greater NY Metro IG and for WUIG; WSBC Delegate; Region 6 Assembly Representative; WSBC PIPO Subcommittee Chair; VR Digital Resources Committee member; and Meeting IG Representative for several WUIG meetings.

Skills and experience you can bring to the Role

I know the position, since I've already been in it, and I'm looking forward to building on what I've taken on.
I have had successful experiences with following through with God's direction for OA service, including designing and chairing an in-person retreat in December 2022 for WUIG, and creating and running several unique OA events. Writing, editing, and proofreading skills; experience in overseeing and creating unique, special events; PIPO/UWD Committee experience with having co-chaired the VR's committee, and having served on the PIPO Committees with World Service and with Region 6.

Skills and experience you can bring to the Board

I tend to work and play well with others, having grown up in a large, extended family. Like our board members, each of my four siblings and both of my parents are/were brilliant, successful, and worked together as a team since day one. I thrive in environments where I can learn from others who inspire me. Having been a college professor, I am used to synthesizing information, from groups of people, and simply and efficiently helping put into action what is for the good of the group as a whole. God often graces me with innovative ways of accomplishing goals.

Why do you want to be a member of the Virtual Region Board?

I want to stay on as Vice Chair and to continue with helping build and unify the Virtual Region, as I believe the Virtual Region will become the largest and strongest region within OA, far surpassing other regions as well as absorbing groups of other regions. As a result, and as exemplified by how far the region has grown in a short amount of time since its inception, I want to be an integral beam of that board support, continuing to work for the greater good of OA. As our region continues to expand, it will be ever more vital that meetings, intergroups, specific focus groups, service boards, and service bodies not only know each another exist, but also have ample opportunity to help carry the message together.

Resurrecting the VR Newsletter and creating the new series of events, The Interview, are just a few of the projects that I believe God will assign me to create in forifying our region with the help and support of the VR Board.

I am also passionate about assisting the VR Chair and board members however I may serve. United in recovery, growth, and service, we are the future of Overeaters Anonymous.

Date of Application

August 18, 2024

Board Service Position

Vice-Chair 2

Current Service Body

OA Foot Steps

Years in Overeaters Anonymous

3.8

Qualifications

I confirm that I meet all qualifications as listed above and defined in Virtual Region Bylaws, Article V - The Virtual Region Board.

Brief account of your OA story

I feel I have been a compulsive eater pretty much my whole life. It started as a young child, but it really veered out of control in the 10 years prior to coming to program. After a few halfhearted attempts of attending OA over the span of many years, I found myself once again feeling desperate over my weight and the state of my physical, spiritual and mental health. I wasn't living. And I decided that I wanted to change that. I felt limited in every way & I didn't know where to turn to for help. But my Higher Power knew where I needed to be and in November 2020 I attended my first OA zoom meeting and I immediately knew I was in the right place. I got a sponsor right away, developed a food plan that worked for me and in the process found physical, emotional and spiritual recovery. I still have a ways to go to achieve a "healthy" body weight, but I've managed to lose over 100 pounds, gain confidence, friendships and a sense of purpose in the process. The most important thing that I gained was recovery and serenity. I love this program and am so grateful for giving me my life back.

Summary of your OA Service

Having attended OA in the past and not being so successful, I knew I needed to do anything and everything possible to change that if I was going to find recovery. When I came back to the program in late November 2020, I started attending zoom meetings where I was introduced to the virtual region by way of OA Foot Steps. Because I knew I needed to do things completely different this time, I got a sponsor and I told her I was willing to do whatever it took. She recommended that I get involved with service somehow. So, despite my social anxiety and my incredible amount of self-doubt especially as a disabled person I have no idea if there was anything I could even do. But,I started serving as a newcomer greeter and security at a meeting within the first three weeks back. Not long after that I started giving service whenever and wherever I could. I quickly knew that service was the key for me. Service has been a game changer and I loved it so much. The following is a list of some of the service I have given:

Sponsor

Current Chair Of OA Foot Steps Virtual Intergroup

Previous OA Foot Steps Intergroup Secretary

Meeting Level Service- Leading, Speaking, Security, Screen Sharing, Anything needed at the meeting level I have done and am still doing

Intergroup Rep For OA Footsteps

OA Foot Steps Security Committee Member

OA Foot Steps 12th Step Within Committee Member

OA Foot Steps Bylaws Committee Member

Speaker At Convention/Workshops

Co-Facilitator of Several 15 Week Step Studies

Virtual Region Assembly Representative multiple times

Previous Chair Of PI/PO Virtual Region Committee

World Service Business Conference Delegate twice

Co-Chair Of World Service Business Conference Unity With Diversity Subcommittee

Region 2 Assembly Representative multiple times

Inland Empire Intergroup Meeting Representative

Region 2 Diversity Community Member

Member of Several Virtual Region, Region 2 and OA Foot Steps Committees

Skills and experience you can bring to the Role

Serving as Chair of an intergroup I have learned a lot about working with others, organization, time management and leading with my heart.
I work well with others
Strong communication skills
Willing to help wherever needed
Proficient with zoom
Strong working knowledge of Google Docs
I learn technology pretty easily
I also have a strong willingness to learn
Experience with creating agendas, and preparing Minutes
Experience with running Intergroup meetings

Skills and experience you can bring to the Board

The skills and experience that I bring to the board:
Over 3 years of experience on the OA Foot Steps Board
A year of experience as OA Foot Steps Intergroup secretary and working closely with the board.
Current Chair of OA Foot Steps, for about 2 years.
I work well with people. And easily prioritize principles over personalities.
Good at taking direction, and delegating tasks when needed.
The ability to recognize when I have made a mistake. And then I learned from those opportunities.
I have learned patience and acceptance and I am very open to others ideas.
Consistently studying the Steps, Traditions and Concepts.
I work the OA program in every aspect of my life every day, one day at a time to the very best of my ability.

Why do you want to be a member of the Virtual Region Board?

I feel as though in OA I grew up in the Virtual Region. I have served the Region in some form or fashion for over 3 years by either serving at an intergroup within the Region or on a Virtual Region committee. I served as an intergroup rep and then Secretary of my intergroup. For the past two years, I have had the privilege to serve as the Chair. Serving in that capacity my recovery was strengthened. Service is what was always missing from my life. Being a part of OA, and finding a home within the Virtual Region at OA Foot Steps has been one of the greatest joys of my life. Serving and helping people at this level, is just one small way that I can attempt to give back the gift that OA has given me… my life. And I feel serving on the board, would give me opportunities to do just that at a different level.

I would love to continue serving the Region by joining the Board and continue to grow the region as a diverse, welcoming space of recovery, service, fellowship, and learning by practicing the OA traditions and principles in all that we do.

Being a part of the board would offer such a learning experience and an opportunity to help others in a way that I dream of. What I have learned in the time that I have served in OA footsteps is priceless. And my hope is to bring that experience with me to the Virtual Region Board. Following guidelines and rules are important but leading with love and respect and understanding of others, in my humble opinion, is the most important guideline of all. I would love to serve as a board member of this amazing Region, if you all see fit.

Thank you for the opportunities that I have already been given. I am forever grateful.

Date of Application

September 16, 2024

Secretary (no application received prior - nominations from the floor at assembly)

Digital Coordinator

Position:

Current Service Body

Virtual region

Years in Overeaters Anonymous

19

Qualifications

I confirm that I meet all qualifications as listed above and defined in Virtual Region Bylaws, Article V - The Virtual Region Board.

Brief account of your OA story

I joined overeaters anonymous in October 2004. I have been abstinent since the start. I have worked the steps.

I am currently down about 45 pounds from my top weight. I have sponsored people. I have a fellow traveler who I check in with. I mostly go to virtual meetings, tho I am still involved with my land-based Intergroup

Summary of your OA Service

I have served in my land-based Intergroup as recording secretary, treasurer, and Chair. I have been a Region 6 representative from my land based Intergroup. I have been digital coordinator of the virtual region for about a year now.

Skills and experience you can bring to the Role

I am mostly retired, intellectual property attorney. I have a double Ivy education. I'm familiar with a large number of software packages, including Microsoft office, various Google

programs, various Adobe programs, Auto desk, Maya, various social media platform, Quickbooks,

Skills and experience you can bring to the Board

I am an excellent writer. I'm also an artist and actress.

I was at one time a professional computer programmer. I recently took a course in Java.

I did take a course in accounting when I was in law school.

I am a mother of special needs children. I managed a nursing home in my mother's home during her final illness, coordinating people from at least five different agencies.

I am Fluent in French. I have a working knowledge of Spanish. I did take Russian in college, though I do not consider myself fluent.

I have also been active in other 12 step fellowships

Why do you want to be a member of the Virtual Region Board?

Having been on the board for about a year, I feel that I am just starting to figure out what is going on. I would like to have more opportunity to grow in this position.

Date of Application

September 11, 2024

Trustee - no applications were received for Trustee. We do not take applications from the floor for this position.

Section 5: Consent Agenda

There will be a Consent Agenda consisting of routine or non-controversial matters. The Chair will determine the matters that will be placed on the Consent Agenda. Any voting member may request that an item from the Consent Agenda be considered separately. The Consent Agenda shall require a two-thirds vote for adoption.

The Chair has determined that the following items are on the Consent Agenda for the Virtual Region Assembly 2 2024:

New Business Motions:

New Business Motion 3: Secretary Duties.

Section 6: Board Reports

Chair's Report - Assembly 2 2024

Thank you to all our members, meeting, intergroups, region service volunteers and committee members, committee and sub committee secretary, vice chairs and chair, representatives, the board our trustee. The service commitment to the regions is nothing short of Extraordinary. You know what that means now we are going to call on all our members, meetings and service bodies to further support the region in growing and carrying the message — at the region, at your service body, and your meetings–

Please look at all the reports of the board, committee and trustees, Please consider what your service body or meeting may be do to support our committees– and let us know how we can better support you.

We continue to grow in meeting numbers, our outreach and workshops have support and attract newcomers and recovery. As region chair I believe I may have fallen short in setting accountable achievable goals since last assembly. And as whole there is a problem in the message within and without OA not being effectively carried at the meeting level – by all meetings. We have had some disturbing occurrences with unaffiliated meetings yet these meetings do provide strong financial support and in some instances support OA members. Let´s work together to:
support, empower, and grow our membership, meetings, intergroups and service boards!

Update and Revise Strategic Goals
Support, Empower, and grow our membership, meetings and intergroups.

1. Reach Newcomers and expand membership in all our groups while supporting the growth of diverse, specific focus groups to grow in OA. Empower members , groups and service bodies to conduct public information and professional outreach through Carry the message resources.

   Top Goals
   > Request Intergroup Outreach and Public Relations Professional Outreach in coordination with the chair– attend at least 4 service bodies to present the Carry The Message tools on Website
   1) Intergroup renewal will host part one of a series of workshops Carry the Message for meeting leaders, intergroup representatives and officers (any member may attend).-- Goal attendance of 65 % of our service bodies with 2 representatives and 10 % of our meetings with representatives. Additional workshops will be hosted at the convention. Collaboration translation and interpretation committee to ensure digital copies are available in Greek, French and Spanish.
   2) The region Intergroups members and meetings distribute when I should refer someone to OA to 150 nutritionists, 150 doctors, 5 0 dentists, 5o nurses/nurse practitioners, 100 psychologist or social workers, 25 universities health facility for deans of relative department and 50 clergy.
   3) One Meet the Chair for all members to discuss using the outreach tools for Carry the message workshop.
   4) Support Public Relations Professional Outreach in host its 3 planned 2025 open house–and 20 convention newcomer meetings goal of added non profit google ads, distribution of printed posted by members to 100 physical locations for each

outreach event, support outreach to professional organization, addition of new social media platform supporting the digital resources committee.

2. Support member retention via building Step study models, sponsorship best practices and sponsorship workshops, Traditions studies, literature, and podcast availability. Address equity issues in literature availability and language retention. Abstinence and relapse prevention- meet the chair meeting and groups abstinence web

Top Goals

1)Host 2 17 Week Workshop and Study Guides(Launching in October and will be ongoing at assembly.
2) Collaborate with region 10 on the Steps Traditions Concepts workshop
3) Collaborate with 12 Step Within digital and convention ensuring there are sponsorship, relapse prevention and abstinence workshops at region level ie
4) Intergroup renewal second workshop will focus on how service bodies and meetings can support, sponsorship, abstinence and relapse prevention.
5) Collaboration with our committees to support the translation of the 30 question from sponsorship kit in digitally available pamphlet– in Greek, Spanish ,and Frech, Supporting the neutral translation in Spanish of the OA 12 & 12 and Green 15 WeekWorkshop and Study Guide our ti next assembly
6)Develop a Multilingual Digital Delivery platform for literature sales that encourages fellowship, newcomer outreach and sales.

3. We are strengthening our service bodies through revising intergroup renewal and are developing new methods and outreach

Goals

100A web link will. Be provided in update to this report
Intergroup Renewal workshop dates the ere will be 3 additional sessions
A) Existing Service Traditions Concepts Workshop
B)All about OA– the many documents, pamphlets and web links that can be used regularly to support meeting will be focus
C)Best Practices for Meeting and Service Body Inventory– how to renew your intergroup, increase service, member retention and abstinence and support 7th tradition will be

2)Region Fair– Date to be announced at assembly outreach to unaffiliated meetings– goal is to have 10% of the unaffiliated meetings attend the fair.

3) Intergroup Renewal is asking each board member, committee Member, representative and each board members of all our service bodies to approach 1 unaffiliated meeting within 4 weeks of assembly– announcements will include
A) The Digital Committee will create an interactive page for unaffiliated meetings and members to learn the benefits of affiliation. Link will be provided
B) Announce the Regions annual appeal
C) Invite meeting to convention, Fair and sign up for a newsletter, and meet the chair.

4. Increase support of the Region's 7th Tradition contribution in funds and service.

1)Sharing link in meetings region annual appeal in all affiliated and unaffiliated meetings

2) How important the impact of meeting affiliations will be in this area.

3) By the week after assembly we are targeting to have 80 % of all convention newcomer meetings and service body supported workshops accounted for. How you can accomplish this vote at your service body or meeting a convention representative who is empowered to pick a workshop, newcomer meeting slot or serve on the committee. The convention is a key contributor to both the finances and service structure of the region.

4) As you read this, get 1 member from your service body and 1 member from your home meeting to register for assembly.

5) Improving communications in region and amongst our service bodies and meeting

1) Continue to support the data committee and provide it more resources that mean fine the committee 5 new members.
2) Developing a new format or eblast and newsletter which Vice chair and digital committee are already working on
3) Create a delivery network for non real time meetings- securing 20 participants before the next assembly

I am grateful to all of our committee chairs who have been regularly attending monthly board meetings, have shared their voices at the meetings, and have all participated in the shared board/committee Whatsapp group.

- We strongly encourage our intergroups to consider sending members to the monthly region's board meeting
- I will be requesting that we create a region goal chart through digital committee to keep track of reporting on our objectives in accountable responsible and tangible format.

Thank you again from the heart of the region for all you and your service bodies do– it saves lives— and fulfills our primary purpose.

Working the Miracle

Virtual Region Chair

Virtual Region Meeting Counts

As of September 5 2024, we have a total of **410 unaffiliated** and **597 affiliated** meetings broken down as follows:

Non-Real-Time Meetings:

Phone Meetings (as of May 2024)

	Unaffiliated	Affiliated
English	0	216
French	0	5
German	0	10
Hebrew	0	1
Norwegian	0	1
Swedish	0	23
Spanish	0	7
Total Phone Meetings	**0**	**263**

Non-Real-Time Meetings

	Unaffiliated	Affiliated
English	10	30
French	0	1
German	4	0

Hebrew	1	0
Spanish	6	1
Portuguese	3	0
Total Non-Real-Time Meetings	**24**	**32**

Online Meetings

	Unaffiliated	**Affiliated**
Arabic	7	2
Croatian	1	0
Croatian/English	1	0
Dutch	1	0
English	142	325
English/Maltese	0	1
English/Spanish	3	0
Farsi/Persian	2	0
French	1	16
German	12	2
Greek	3	21
Hebrew	1	0
Hungarian	0	1
Italian	9	0
Lithuanian	1	1
Luxembourgish	1	0
Polish	5	0

Portuguese	1	13
Romanian	3	1
Russian	12	0
Spanish	58	37
Ukrainian	1	0
Total Online Meetings	**265**	**420**

Face to Face Meetings

	Unaffiliated	**Affiliated**
English	0	3

Trustee Liaison Report

Virtual Region Trustee Report
Assembly II, 2024

After the World Service Business Conference in May, I was assigned to the Board Approved Literature Committee and the International Interpretation and Publications Committee. I continue to Chair the Unity with Diversity Committee and the World Service 2025 Convention Planning Committee. Both of these committees have new members and the Unity with Diversity Committee, particularly, has taken on new and exciting goals for the '24-'25 term.

Since our last assembly, I have helped our Atheist/Agnostic/Secularist Service Board develop and get approval for a suggested format for their meetings, participated in the development of the Rainbow Service Board, and visited and participated in several in several intergroup meetings. I am also in the process of helping the Men's Intergroups "Suggestions for Attracting Men to OA" being approved for distribution throughout the fellowship.

OA World Service has not had a Convention since 2016. Several had been scheduled, then cancelled due to COVID. Come August 21st -23rd, 2025, A World Service Convention is Back! It will be held in Orlando, Florida and will be a weekend of blessed recovery and an OA party (not a business event)! This is a great opportunity for those of us in the Virtual Region to meet Face-to-Face with all our online friends. Plan on coming. To be kept up to date with convention information, email Conventioninfo@OA.Org

The most recent Board of Trustees meeting was held on August 22nd -August 24th . The PIPO and Website Committees are now working on a "Welcome Room, " first developed and proposed by our region chair in 2019. The Board is now asking the Virtual Region to show the relevant committees how we have set up our Welcome Room. That is, once again the Virtual Region is leading the way for OA world-wide. We are the advent-guard of OA.

The Strategic Planning Committee is working on proposals for the fellowship to adopt efforts at 12th Step work, a campaign called "each one, reach one." Details on this will follow. In the meantime, please make use of the OA "Business Cards," or "New Prospect Cards" available at the OA Bookstore.

Some news from this Board meeting you might have heard about is the new policy statement on minors at meetings. The new policy statement

doesn't really change anything that wasn't already true, but makes OA Inc.'s position clear. Simply put, OA inc. does not endorse allowing minors to attend meetings. That doesn't mean minors can't attend. That means the decision of whether or not to allow minors to attend is solely up to the local meeting. However, it is strongly suggested that the group check with the laws in the local jurisdiction. As has always been the case, OA policy is that all meetings and service bodies are to follow all governing local and national laws.

Thank you, once again, for the opportunity to serve in such a dynamic and forward-thinking region. It really is a privilege, and one I don't take for Granted.

Yours in OA Recovery
Gary Davis,
Trustee Liaison to the Virtual Region

Vice Chair Report
Virtual Region Vice Chairman Assembly Report for 11/2024

Assisting the VR Chair, Committees, and intergroups within our region have been my priority in supporting the vision of helping build and unite our region. Two projects, recently commenced, to further this goal, have been the resurrection of the Virtual Region's newsletter, projecting a quarterly publication, with our first issue launched the fourth quarter of 2024. The second project has been the series of monthly, talk show type of special events, entitled The Interview, where intergroups, specific focus groups, and pertinent OA information is presented via a speaker panel and then followed up by Q & A and shares.
With both projects, I have been working with the Digital Resources Committee, the 12 th Step Within and its Workshop Sub Committee, the Interpretations and Translations Committee, as well as with the PIPO/UWD Committee. Members have been gladly stepping up to serve, and excitement has been building since the first episode of The Interview on August 25 th with The Bridge Intergroup. The Virtual Region Newsletter will take time to grow as more service bodies contribute their experience, strength, and hope pieces, as well as with their calls for service, news, and events. This type of newsletter had been the consensus of many voices who had filled out the Virtual Region inventory form.

It is my goal to have both of these projects fluidly up and running, to then pass the baton to service bodies eager to build on the projects, and to then allow me to work on launching and building more projects that will emulsify and expand our region.

Impromptu and regular weekly meetings with the VR Chair help us to align our vision in accordance with the needs of the region, to keep one another abreast of projects, concerns, goals, and to troubleshoot challenges that can arise for the region.

Treasurer Report

VIRTUAL REGION TREASURER'S REPORT

FOR VR ASSEMBLY, 11-15-2024

Current balance:
Cash on hand, as of 09/01/24:

Available for use (checking account at BOA)	33,311.32
Prudent Reserve (savings account at BOA)	25,001.56
Total	**$58,312.88**

BY-LAWS, ARTICLE VIII – PRUDENT RESERVE The Virtual Region shall maintain a prudent reserve of not less than four (4) months' expenses. Therefore: 2024 Annual Approved Budget: $75,000 4 months expenses = $ 25,000

2024 Month End/Year End Reports, *see google sheets file***:**
- Comparison of actual income and expenses to budget, 1/1/24 - 12/31/24
- Contribution details, year to date, 1/1/24 – 6/30/24

Tasks completed since last assembly:
  Working with Virtual Region intergroups and other regions
  Calls and Zooms with:
- Chair of the Secular Service Board to discuss alternatives to opening a 501c3
- Treasurer of the Secular Service Board to help them open a PayPal account
- Hay Una Solucion Chair to discuss forming a 501c3
- Una Vision Para Ti unaffiliated meetings to discuss 7th tradition contributions and corporate structure

- Footsteps Treasurer to discuss their annual budget, setting a prudent reserve and policy for making contributions to the Virtual Region and WSO
- Better Together Treasurer on changing banks
- OA Rainbow Treasurer to discuss 7th tradition and opening a 501c3
- Region Treasurers and BOT Treasurer to share best practices and challenges

World Service Business Conference (WSBC) and Delegate Support Fund (DSF)
- DSF: Supported seven Virtual Intergroups and one Virtual Service Board in attending WSBC 2024
- Attended WSBC 2024 as temporary Virtual Region Chair

Tax prep and corporate filings
- Filed the annual report filing for New Mexico due 05-15-24
- Filed the biennial gross receipts tax filing for New Mexico due 07-25-24
- Filed extensions for our 2023 tax returns in New Mexico and with the IRS. Now due dates are 11/15/24

Other:
- Made a donation of $500 to WSO on 07-01-24 – this is our 2024 Quarter 3 donation per our 2024 Annual budget
- Worked with Data Coordinator to back up shared drives and workshop recordings to a flash drive kept in a safe at my house

Next Action Steps:
- File Annual Report at the New Mexico Corporate Database, due January 15, 2025
- Review and renew insurance by 01/09/25
- Follow up with the tax preparer on the 2023 990-EZ IRS tax return, due November 15, 2024
- File the New Mexico Charitable Organization annual filing – need to finish the 990-EZ first.
- Create a VR IG treasurer's forum
- Create a VR Treasurer's binder/how-to manual
- Follow up with the bank to add Claire as a signer to the bank accounts and order Claire a debit card (for travel)
- Develop an internal audit procedure – from P&P: Serve as guardian of Virtual Region funds, participating in an annual financial audit

Finance Committee:
The Finance Committee meets every or every other month, on the 2nd Sunday at 6 pm ET/UTC -4 (summers), UTC -5 (winters)

Grateful to be of service,
Sandy C, Treasurer, Treasurer@oavirtualregion.org

Virtual Region of Overeaters Anonymous Inc
2024 BUDGET, AMENDED 11-18-23 - FY24 P&L
January - June, 2024

	Total			
	Actual	**Budget**	**over Budget**	**% of Budget**
Revenue				
CASH CARRIED FROM PREVIOUS YEAR		0.00	0.00	
CONTRIBUTIONS	50.00		50.00	
FROM INDIVIDUALS	4,119.06	2,500.02	1,619.04	164.76%
FROM INDIVIDUALS, RECURRING	859.36		859.36	
FROM INTERGROUPS		10,000.02	-10,000.02	0.00%
FROM NON-VR INTERGROUPS	-654.22		-654.22	
FROM VR INTERGROUPS	9,936.69		9,936.69	
Total FROM INTERGROUPS	$ 9,282.47	$ 10,000.02	-$ 717.55	92.82%
FROM MEETINGS / GROUPS	4,410.28	4,000.02	410.26	110.26%
FROM WORKSHOPS	496.34	499.98	-3.64	99.27%
Total CONTRIBUTIONS	$ 19,217.51	$ 17,000.04	$ 2,217.47	113.04%
CONVENTION REGISTRATIONS	19,553.93	10,000.02	9,553.91	195.54%
FUNDRAISING/SPECIAL APPEAL		9,000.00	-9,000.00	0.00%
HELP CARRY THE MESSAGE FUND	382.68	1,500.00	-1,117.32	25.51%
Total Revenue	**$ 39,154.12**	**$ 37,500.06**	**$ 1,654.06**	**104.41%**
Gross Profit	**$ 39,154.12**	**$ 37,500.06**	**$ 1,654.06**	**104.41%**
Expenditures				
OPERATIONS			0.00	
ASSEMBLY EXPENSES	120.00	499.98	-379.98	24.00%
CONTRIBUTION FEES		600.00	-600.00	0.00%
BANK FEES	18.21		18.21	
DONORBOX FEES	339.14		339.14	
FEES FROM CONVENTION	1,021.80		1,021.80	
PAYPAL FEES	164.76		164.76	
Total CONTRIBUTION FEES	$ 1,543.91	$ 600.00	$ 943.91	257.32%
FILING FEES, QUICKBOOKS SUBS	86.95	625.02	-538.07	13.91%
INS / GDPR COMPLIANCE SUBSCRIPTIONS	4,484.89	4,000.02	484.87	112.12%
INSURANCE	9,093.93	4,750.02	4,343.91	191.45%
INTERNATIONAL TRANSACTIONS FEES		25.02	-25.02	0.00%
POSTAGE AND MAILBOX	79.27	100.02	-20.75	79.25%
SERVICE WORKERS		499.98	-499.98	0.00%
TRUSTEES NOMINEES TO WSBC		3,750.00	-3,750.00	0.00%
VR CHAIR TO WSO & OTHER REGIONS	558.61	3,000.00	-2,441.39	18.62%

VR CONTRIBUTIONS TO WSO	1,000.00	1,000.02	-0.02	100.00%
VR TO WSBC REG FEES / TRAVEL	725.40	1,249.98	-524.58	58.03%
WEBSITE	2,988.15	1,249.98	1,738.17	239.06%
ZOOM	2,498.87	1,500.00	998.87	166.59%
Total OPERATIONS	**$ 23,179.98**	**$ 22,850.04**	**$ 329.94**	**101.44%**
OUTREACH			0.00	
CONVENTION EXPENSES	6,120.22	2,500.02	3,620.20	244.81%
DIGITAL CONTENT		499.98	-499.98	0.00%
IGOR		499.98	-499.98	0.00%
LANGUAGE TRANSLATION	2,487.37	1,249.98	1,237.39	198.99%
LITERATURE		150.00	-150.00	0.00%
PIPO PUBLIC INFORMATION PROF OUTREACH	130.00	499.98	-369.98	26.00%
HELP CARRY THE MESSAGE - SOCIAL MEDIA	4,607.56	1,500.00	3,107.56	307.17%
Total PIPO PUBLIC INFORMATION PROF OUTREACH	**$ 4,737.56**	**$ 1,999.98**	**$ 2,737.58**	**236.88%**
SCHOLARSHIPS TO NEW INTERGROUPS		499.98	-499.98	0.00%
SPECIAL PROJECTS		1,000.02	-1,000.02	0.00%
TWELVE STEP WITHIN (TSW)		250.02	-250.02	0.00%
WORKSHOP COMMITTEE EXPENSES		0.00	0.00	
WSBC DSF SCHOLARSHIPS FOR IGS	11,907.51	6,000.00	5,907.51	198.46%
Total OUTREACH	**$ 25,252.66**	**$ 14,649.96**	**$ 10,602.70**	**172.37%**
Total Expenditures	**$ 48,432.64**	**$ 37,500.00**	**$ 10,932.64**	**129.15%**
Net Operating Revenue	**-$ 9,278.52**	**$ 0.06**	**-$ 9,278.58**	**-15464200.00%**
Other Revenue				
AMAZON KDP ROYALTIES	1.72		1.72	
INTEREST EARNED	0.93		0.93	
Total Other Revenue	**$ 2.65**	**$ 0.00**	**$ 2.65**	
Net Other Revenue	**$ 2.65**	**$ 0.00**	**$ 2.65**	
Net Revenue	**-$ 9,275.87**	**$ 0.06**	**-$ 9,275.93**	**-15459783.33%**

Date	Name	Memo/Description	Amount
CONTRIBUTIONS			
Total for FROM INDIVIDUALS			**$ 4,169.06**
Total for FROM INDIVIDUALS, RECURRING			**$ 859.36**
FROM INTERGROUPS			
Total for FROM NON-VR INTERGROUPS		Corrections to prior period - contributions made by mistake and refunded\	**-$ 1,287.42**
FROM VR INTERGROUPS			
02/19/2024	09672 The Men's Intergroup of OA	09672 Men's Virtual Intergroup of OA (MIGOA)	126.29
06/16/2024	09682 Greek Virtual IG Syndesis GR-VIG-SYN	INTERGROUP 09682 Greek Virtual IG Connection (GR-VIG-SYN)	323.06
01/18/2024	90 DAY PHONE	From OA 90 Virtual Inter Group	468.08
01/18/2024	COES	09659 12 Steps 4 COE's Virtual Intergroup	30.00
02/18/2024	COES	09659 12 Steps 4 COE's Virtual Intergroup	30.00
03/18/2024	COES	09659 12 Steps 4 COE's Virtual Intergroup	30.00
04/08/2024	COES	INTERGROUP 09659 12 Steps 4 COE's Virtual Intergroup	5,000.00
04/18/2024	COES	INTERGROUP RECURRING 09659 12 Steps 4 COE's Virtual Intergroup	30.00
05/18/2024	COES	INTERGROUP RECURRING 09659 12 Steps 4 COE's Virtual Intergroup	30.00
06/18/2024	COES	INTERGROUP RECURRING 09659 12 Steps 4 COE's Virtual Intergroup	30.00
01/20/2024	EBONY	09662 Ebony Overeaters Anonymous Virtual Intergroup	20.02
03/31/2024	EBONY	09662 Ebony Overeaters Anonymous Virtual Intergroup	18.80
03/31/2024	EBONY	09662 Ebony Overeaters Anonymous Virtual Intergroup	18.83
05/31/2024	EBONY	INTERGROUP 09662 Ebony Overeaters Anonymous Virtual Intergroup	20.12

01/02/2024	HOW	UNITED CHARITABLE CK BKOFAMERICA MOBILE 12/31 XXXXX32473 DEPOSIT *MOBILE NM	1,800.00
03/07/2024	OAUKEB	Treasurer OAUKEB 7th Tradition -Thank you for your continued service on behalf of OAUKEB Intergroup (09676)	341.03
04/26/2024	R9 WHATS APP GC	INTERGROUP R9 GCC	1,086.00
06/25/2024	THE BRIDGE IG	INTERGROUP 09696 The Bridge Virtual IG	124.00
01/20/2024	VIG	09661 The Virtual Intergroup of OA Intergroup	26.27
02/15/2024	VIG	from virtual inter group	246.98
02/20/2024	VIG	09661 The Virtual Intergroup of OA Intergroup	26.27
03/14/2024	VIG	From Virtual Inter Group	192.00
03/20/2024	VIG	09661 The Virtual Intergroup of OA Intergroup	26.27
03/21/2024	VIG	From Virtual Inter Group	205.86
04/18/2024	VIG	INTERGROUP From OA 90 Virtual Inter Group	188.83
04/20/2024	VIG	INTERGROUP RECURRING 09661 The Virtual Intergroup of OA Intergroup	26.27
05/20/2024	VIG	INTERGROUP RECURRING 09661 The Virtual Intergroup of OA Intergroup	26.27
05/25/2024	VIG	INTERGROUP 09661 The Virtual Intergroup of OA Intergroup	52.37
06/20/2024	VIG	INTERGROUP RECURRING 09661 The Virtual Intergroup of OA Intergroup	26.27

Total for FROM VR INTERGROUPS			**$**	**10,569.89**
Total for FROM INTERGROUPS			**$**	**9,282.47**

FROM MEETINGS / GROUPS

01/01/2024	MEETINGS GROUPS	7th tradition for MENS HOLIDAY MEETING New Years Day MIGOA	5.52
01/02/2024	MEETINGS GROUPS	Meeting/Group Tuesday 8PM Eastern 88959 Tuesday night Gay Men's meeting MIGOA 88959	31.96
01/03/2024	MEETINGS GROUPS	Meeting/Group recurring Saturday 10:30 AM Eastern 89539 Saturday Solutions Footsteps 89539	26.27
01/08/2024	MEETINGS GROUPS	Recovery from Relapse and 100 Lbers 7th Traditions	30.00

01/10/2024	MEETINGS GROUPS	Meeting/Group Wednesday 4:00 PM PST 89282 Mens 100++ MIGOA 89282	38.60
01/10/2024	MEETINGS GROUPS	Meeting/Group Sunday 7am est 800282 sunrise12 i dont know 800282	15.93
01/16/2024	MEETINGS GROUPS	#45499?Chelsea Mens OA	13.00
01/20/2024	MEETINGS GROUPS	Meeting/Group Saturday 8:30-10:30 eastern 800387 Our Recovery Circle HVIG 800387	226.00
01/27/2024	MEETINGS GROUPS	Meeting/Group recurring Thursday 6:45 AM Eastern 55036 Sunrise Virtual 55036	25.00
01/29/2024	MEETINGS GROUPS	OA MEDITATION MTGS # 800242-248 BKOFAMERICA MOBILE 01/29 XXXXX26484 DEPOSIT *MOBILE NM	334.86
01/30/2024	MEETINGS GROUPS	Group # 88974	9.46
02/03/2024	MEETINGS GROUPS	Meeting/Group recurring Saturday 10:30 AM Eastern 89539 Saturday Solutions Footsteps 89539	26.27
02/07/2024	MEETINGS GROUPS	Meeting/Group Wednesday 4pm Pacific 89282 100++ Virtual 89282	247.50
02/08/2024	MEETINGS GROUPS	Recovery from Relapse and 100 Lbers 7th Traditions	30.00
02/23/2024	MEETINGS GROUPS	Meeting/Group recurring Friday 10:00am Mountain 89370 Specific focus: Atheist/Agnostic/Secular Specific focus: Atheist/Agnostic/ 89370	25.00
02/25/2024	MEETINGS GROUPS	#45499/Chelsea Mens OA	12.00
02/27/2024	MEETINGS GROUPS	Meeting/Group recurring Thursday 6:45 AM Eastern 55036 Sunrise Virtual 55036	25.00
02/29/2024	MEETINGS GROUPS	Group #88974	22.88
02/29/2024	MEETINGS GROUPS	7th Tradition for February 2024 $20 to Monday 10 am #55003 $20 to Tuesday 9:30 am #55245 $20 Wednesday 10 am #55244 $60 TOTAL	60.00
03/03/2024	MEETINGS GROUPS	Meeting/Group recurring Saturday 10:30 AM Eastern 89539 Saturday Solutions Footsteps 89539	26.27
03/06/2024	MEETINGS GROUPS	Meeting/Group Sunday 7am est 800282 sunrise12 i dont know 800282	21.13
03/08/2024	MEETINGS GROUPS	Recovery from Relapse and 100 Lbers 7th Traditions	30.00

Date	Category	Description	Amount
03/14/2024	MEETINGS GROUPS	Group #88974	22.88
03/15/2024	MEETINGS GROUPS	Meeting/Group Sunday 3:30 Pacific 89042 OA Sunday WLS Virtual Unk. #89042 OA Sunday WLS Virtual	46.70
03/23/2024	MEETINGS GROUPS	Meeting/Group recurring Friday 10:00am Mountain 89370 Specific focus: Atheist/Agnostic/Secular Specific focus: Atheist/Agnostic/ 89370	25.00
03/24/2024	MEETINGS GROUPS	Meeting/Group Sunday 830 EST 89652 Sunday OA Mens Zoom sorry don't know 89652	234.57
03/27/2024	MEETINGS GROUPS	Meeting/Group recurring Thursday 6:45 AM Eastern 55036 Sunrise Virtual 55036	25.00
03/28/2024	MEETINGS GROUPS	$20 to Monday 10 am #55003 $20 to Tuesday 9:30 am #55245 $20 Wednesday 10 am #55244 $60 TOTAL	60.00
03/29/2024	MEETINGS GROUPS	#42499/Chelsea Mens OA	6.00
03/31/2024	MEETINGS GROUPS	Meeting/Group Monday 8:00 PM Pacific 89080 Pacific Newcomers 90-day Virtual Intergroup 89080	40.00
03/31/2024	MEETINGS GROUPS	Meeting/Group Sunday 830 AM Eastern 89118 Sunday OA Men 90-day Virtual Intergroup WSO #89118	80.00
04/03/2024	MEETINGS GROUPS	Meeting/Group RECURRING Saturday 10:30 AM Eastern 89539 Saturday Solutions Footsteps	26.27
04/08/2024	MEETINGS GROUPS	MEETING Recovery from Relapse and 100 Lbers 7th Traditions	30.00
04/09/2024	MEETINGS GROUPS	MEETING - The name of the Group: OA UK Men's Focus Zoom Meeting - The day and time of the meeting: Tuesday 8PM UK Time - OA Registration number: # 88918	156.49
04/18/2024	MEETINGS GROUPS	Meeting/Group Wednesday 7:00pm Central Meeting #: 800582 Multiracial Focus Meeting None	151.00
04/23/2024	MEETINGS GROUPS	Meeting/Group RECURRING Friday 10:00am Mountain 89370 Specific focus: Atheist/Agnostic/Secular Specific focus: Atheist/Agnostic/	25.00
04/26/2024	MEETINGS GROUPS	Meeting/Group RECURRING Friday 1800 Central Daylight Time 89410 Bill S None	26.34

04/27/2024	MEETINGS GROUPS	Meeting/Group RECURRING Thursday 6:45 AM Eastern 55036 Sunrise Virtual	25.00
04/29/2024	MEETINGS GROUPS	MEETING $25 to Monday 10 am #55003 $25 to Tuesday 9:30 am #55245 $20 Wednesday 10 am #55244	70.00
04/29/2024	MEETINGS GROUPS	Meeting/Group Monday 6:30 AM Eastern 800242-248 OA Meditation Meeting Virtual IG	318.88
05/03/2024	MEETINGS GROUPS	Meeting/Group RECURRING Saturday 10:30 AM Eastern 89539 Saturday Solutions Footsteps	26.27
05/18/2024	MEETINGS GROUPS	MEETING Group #88974	12.59
05/21/2024	MEETINGS GROUPS	Meeting/Group Sunday 10:30am British Summer Time 52721 Sunday Soho Big Book study none	52.37
05/23/2024	MEETINGS GROUPS	Meeting/Group RECURRING Friday 10:00am Mountain 89370 Specific focus: Atheist/Agnostic/Secular Specific focus: Atheist/Agnostic/	25.00
05/26/2024	MEETINGS GROUPS	MEETING Family Afterward - Sat 8pm est - 89572	150.00
05/27/2024	MEETINGS GROUPS	Meeting/Group RECURRING Thursday 6:45 AM Eastern 55036 Sunrise Virtual	25.00
05/27/2024	MEETINGS GROUPS	Meeting/Group RECURRING Friday 1800 Central Daylight Time 89410 Bill S None	26.34
05/28/2024	MEETINGS GROUPS	Meeting/Group Monday 07:00 - Every day BST 88895 (also includes contributions from 88896, 88897, 88898, 88899, 800099, 89425) Early Birds OAUKEB	654.90
05/31/2024	MEETINGS GROUPS	MEETING #45499/Chelsea Mens OA	17.00
06/03/2024	MEETINGS GROUPS	Meeting/Group RECURRING Saturday 10:30 AM Eastern 89539 Saturday Solutions Footsteps	26.27
06/17/2024	MEETINGS GROUPS	General Payment Seventh Tradition Group #88974 OA Foot Steps Monday-Friday 12:30pm ET Lunch Break meeting	9.03

06/21/2024	MEETINGS GROUPS	Meeting/Group Saturday 8:30-10:30AM CST 800387 OUR RECOVERY CIRCLE OA HOW PHONE MEETINGS	300.00
06/23/2024	MEETINGS GROUPS	Meeting/Group RECURRING Friday 10:00am Mountain 89370 Specific focus: Atheist/Agnostic/Secular Specific focus: Atheist/Agnostic/	25.00
06/24/2024	MEETINGS GROUPS	MEETING Family	121.15
06/26/2024	MEETINGS GROUPS	Meeting/Group Wednesday 7pm EDT 89282 Men's 100 pounder++ MIGO	22.00
06/27/2024	MEETINGS GROUPS	Meeting/Group RECURRING Thursday 6:45 AM Eastern 55036 Sunrise Virtual	25.00
06/27/2024	MEETINGS GROUPS	Meeting/Group RECURRING Friday 1800 Central Daylight Time 89410 Bill S None	26.34
06/28/2024	MEETINGS GROUPS	MEETING $20 to Monday 10 am #55003 $20 to Tuesday 9:30 am #55245 $20 Wednesday 10 am #55244	60.00
06/29/2024	MEETINGS GROUPS	MEETING #45499/Chelsea Mens OA	15.00
06/30/2024	MEETINGS GROUPS	Meeting/Group Sunday 3:30 Pacific #89042 Sunday OA WLS Virtual Region	79.24
05/08/2024	RECOVERY FROM RELAPSE	INTERGROUP Recovery from Relapse and 100 Lbers 7th Traditions	30.00
06/08/2024	RECOVERY FROM RELAPSE	INTERGROUP Recovery from Relapse and 100 Lbers 7th Traditions	30.00

Total for FROM MEETINGS / GROUPS	**$ 4,410.28**
Total for FROM WORKSHOPS	**$ 496.34**
Total for CONTRIBUTIONS	**$ 19,217.51**
Total for CONVENTION REGISTRATIONS	**$ 19,553.93**
Total for HELP CARRY THE MESSAGE FUND	**$ 382.68**
TOTAL	**$ 39,154.12**

Friday, Sep 13, 2024 03:04:15 AM GMT-7 - Cash Basis

Secretary Report

Hello everyone, fellow Virtual Region members!

Wow, what a journey it has been since I was appointed as your Secretary at the June 2024 Assembly! Imagine learning to surf but with amazing instructors by your side. That's how my learning curve has felt, filled with support from my mentor, the Board, and our Committee Chairs. Thank you all for your patience and guidance!

I've dived into my role with a focus on data security and privacy, making sure everything runs smoothly and safely. I've also learned the right way to take meeting minutes and helped update our Bylaws and Policies to keep things organized and efficient.

Part of my job is managing our files, and I've been organizing everything on Google Drive so that our region's information is at everyone's fingertips. We're gearing up for our Assembly on November 16-17, and it's been so inspiring to see everyone's dedication. The energy is incredible!

I have been processing Board and Trustee applications, compiling this binder and making sure all the documents are in order and deadlines are met for our next Assembly. I've also been mentoring the Chair of our new International Languages Committee, and their upcoming projects are going to be amazing!

On top of that, I've connected with our Spanish-speaking groups, encouraging them to join in on the many events and activities we have going on at the Region. ¡Estamos creciendo!

As my term as Secretary comes to a close, I'm preparing a comprehensive manual to help the next Secretary hit the ground running. It's all about making sure they have the tools and support they need.

I want to send a heartfelt thank you to each and every one of you for trusting me with this role. It has been an honor to serve, and I've loved every moment of working with such a passionate and supportive community. You've made this journey truly rewarding, and I can't wait to see what we accomplish next!

With gratitude and warm regards,   *Alejandra*

Data Coordinator Report

From   Data Coordinator   **data@oavirtualregion.org**)

Reporting also for the Data Protection Committee and the

Tech Committee (both committees need committee chairs)

What we have accomplished since the last assembly:

Data Coordinator and Data Protection Committee

We finished writing and editing our Data Protection Committee Policies and Procedures document.   This is the first time our policies and procedures have been documented.

Put into place, with the help of the Digital Committee, a password protection application.   Passwords are currently being migrated to this new application.

Ongoing auditing of the google drives which included auditing of website media files, and files from our former website.

Worked with committee chairs to update their committee listings and associated distribution lists

Did data protection onboarding for new board members, committee chairs, and service volunteers.

Made a recommendation, which the board adopted, to no longer use "Dropsign" for speaker releases.   We will be implementing Adobe Pro which has a signature application included.

Moved all the files from Dropbox and Dropsign to our google drives so those accounts can be closed when we move to Adobe Pro.

Notice any speakers who may have been affected by the hack to Dropsign.

Started collating the "how to" files the Data Committee has and will collaborate with the Tech Committee and Digital Committee to move these into a 'library' which is accessible to those who need the information.

Data Coordinator:

Assisting with the Assembly support team.

Conducted an STC workshop with the Trustee for the Virtual Region.

Conducted a survey for naming the new committee as voted at the last assembly.

Facilitated an IG inventory and goal setting session for one of the VR IG's.

Ad Hoc Tech Committee

The ad hoc Tech Committee is now a sub-committee of the Data Protection Committee.   We are in the early stages of determining tasks and are also now moving on to prioritising tasks, and determining who can handle which tasks.   We have written up 'roles and responsibilities' for the Google/Cloud Administrator, the assistant administrator, Data Management, and the WhatsApp facilitator.   We are currently looking for volunteers to fill these important positions.   (See the website for details.)

What do you want to accomplish before the next Assembly?

 For both Data Protection and Tech bring new members and leaders into our committees.   To fill the roles in the Tech committee with willing and qualified service volunteers.

Tech and Data Committee to continue with Digital Committee to edit and update "how to" documents and start the digital library for access.

Date Committee to begin archives and deletion actions and policies.

Data Committee to continue to look at how to update Constant Contact and ensure it's data protected.

Tech Committee to automate data protection processes for ease and reliability by reviewing current data protection systems in preparation for recommending a system that is more automated and affords easier protection.

Data Coordinator to continue with the Digital Committee to update the passwords list including verifying vendors.

Data Coordinator to continue 'data protection' training for officers, committee chairs, and service volunteers.

Data Coordinator to continue to liaise with the Tech Committee to provide policies and procedures for data protection to be implemented though the best technologies that work well.

Anything else you want to include in your report

We are still looking for an archivist who could develop and implement a system for archiving our historical documents whilst protecting those with data. This person would be part of the data committee and work in conjunction with us. Please consider if this service opportunity has your name on it!

The Tech Committee has several service openings.   Please see the website for details.   We really would appreciate people to step up and serve in these important roles.

Digital Resources Coordinator Report

Joint report of the Digital Resources Committee and Digital Coordinator

(For Assembly 2, 2024)

Loss of project leader for website design — but we continue to work on this new project

and we have recently had some training that is relevant.

We have a new vice chair of the committee, but we still need a permanent secretary.

We updated security due to a malware attack. Our service reports over 18k malware attacks prevented.

The committee took over responsibility for updating the calendar from the region secretary. (Policies and procedures change at the last Assembly).

Exploring our relationship with the new Tech committee — and we defined a list of areas that we need training resources for.

We are exploring options for expanding social media coverage.

Current tasks are preparing the convention website, the Assembly 2 website and supporting Newcomer Open Houses.

We continue to post flyers for ongoing region and intergroup events. The webmaster makes 25-30 posts per month. Some audio recordings have been uploaded as podcasts.

In a subcommittee, we are transferring passwords from a file to a password manager, in conjunction with the Data Committee.

We have had some issues with our new security service, our existing translation software and the way they work together. One problem has been solved but another one requires further investigation.

Section 7: Committee Reports

Bylaws Committee Report

There have not been any meetings in this committee.

Convention Committee Report

ASSEMBLY 2 REPORT
From Convention Committee (dates:) 2/28, 3/1, 3/2
November, 2024

CONVENTION THEME UPDATE:
The main theme is: There is a Solution!
We need the tagline which will guide further the names of the tracks and sessions.
Step 1: We are sending out top 12 themes for committee to vote their top 5.
Step 2: We will then ask members to vote their top 5.
"Our February 2025 Virtual Region Convention, There is a Solution, needs a theme, and we want to hear your voice! Please select your favorite first, as #1, on down the list, with your last choice as #5."

We are asking Intergroup's to send liaisons to convention committee meetings and for assembly.

~

3 POSITIONS OPEN SEE BELOW:
1. Co-chair: Oversee all aspects of planning the Convention, from pre-Assembly meetings toConvention and through final reports; report to the board.
Review any legal compliance issues for global events; work with the chair in determining best practices; data coordinator, treasurer update registrations and policy and procedures annually.
• Duties and Responsibilities:
1. Coordinate all activities of the Virtual Region Convention.
2. Obtain support of Virtual Region service bodies for the convention.
3. Become thoroughly familiar with all aspects of the Virtual Region Policy once adopted.

4. No later than eight (8) months before Convention convene the first Virtual Region Convention Committee meeting and delegate/outline the duties of each Committee. Appoint Chairs/Co-chairs of sub-committees as needed.

5. Use suggested "Convention Timeline" as a guide.

6. Identifies Keynotes. Keynotes must have a minimum three years abstinence, have worked the Twelve Steps and are committed to the Twelve Traditions.

7. Be an ex-officio member of EVERY sub-committee. Regularly meet and communicate with committee chairs.

8. Oversee and approve the contact with any past registered attendees or service volunteers in coordination with the region's data coordinator.

9. Support outreach within and out of the fellowship to encourage diverse focus groups and service boards to be represented.

10. Encourage the participation of national, specific focus and language service boards.

11. Report progress regularly to the Virtual Region Convention Committee and the region board. Attend Virtual Region Board meetings during the planning period or send a designated representative from the committee.

12. Provide monthly reports to the Convention Committee in advance of the Committee meetings.

13. Encourage and support all volunteers/workers, and attempt to involve as many people as possible, ever mindful that Twelve Step work is essential to recovery.

14. Work closely with the Virtual Region: Virtual Region Treasurer, Convention Treasurer and Committee Chairs to set up initial budget and monitor accounts (See: Projected Budget Form)

15. Obtain Virtual Region Tax-Exempt # (form) from Virtual Region Treasurer and distribute it to the Convention Committee Chairs for use with vendors for this event (This is in US only).

16. Submit a report to the Virtual Region Convention Committee at each Assembly.

17. Coordinate save the date skit and promotion for the next Convention;

18. Facilitate the wrap-up meeting with Convention Committee Chairs.

2. Secretary: Record minutes of meetings; maintain roster of Convention Committee's names, mail/email addresses, and cell phone/phone numbers; write correspondence as requested; send copy of minutes to Virtual Region Convention Committee Chair and Virtual Region Trustee.

3. Service Committee chair: Coordinating service schedule; maintain WhatsApps group for Convention volunteers; assist in orientation or training of volunteers as needed. Utilize Sign up genius for service sign up. Coordinate Hosts, Co-hosts, Timers and Moderators.

Data Committee Report

The Committee chair role is vacant; for Data Committee activities, see the Data Coordinator report.

Digital Resource Committee Report

See the Digital Coordinator Report above.

Finance Committee Report

The Finance Committee has worked on a couple of consequential matters in recent months.

1. **Annual Appeal Letter**. We've created an appeal letter for distribution later in the fall so as not to compete with the OA annual appeal. The letter follows a similar format but we've added several brief vignettes to help communicate the story of recovery in our fellowship.
2. **The Cost of Paper Check Processing.** The region pays $15/month for a post office box to which the checks are mailed. Then, the back charges a $2.50 processing fee for each check deposited. Some of those donations are for $5.00. The $2.50 processing fee greatly reduces the impact of those smaller gifts. The committee agreed that Sandy will add a note to the website informing donors of the $2.50 processing fee per check. She'll also add that note to the form that is printed out and mailed in with each check.

Sincerely,
Charles H.
Chair, VR Finance Committee

Intergroup Outreach Committee (Renewal)

The committee currently has three sub-committee chairs but is without a main chair. I am submitting this brief report on our activities and goals, and we are asking members to consider taking on the position of chair.

What we are working on and what we need:

- **Region 6 Intergroup Renewal**: We've decided to move forward with a five-part renewal series to support service bodies and meetings. We need editors, researchers (to gather source documents from OA.ORG), and members with skills in graphic design and digital arts.

- **Region Fair**: The date will be announced at the assembly. The goal is to have 10% of the unaffiliated meetings attend the fair. We will need a team of service volunteers to staff the event, along with members interested in organizing it.
- **Intergroup Renewal**: We are asking each board member, committee member, representative, and board member of all service bodies to reach out to at least one unaffiliated meeting within four weeks of the assembly. Announcements will include details about this initiative.

The committee will provide a script at the assembly for members to use when visiting or contacting meetings, whether by phone or email. The chair/liaison is also working with the webmaster and digital vice chair to create an interactive information page for unaffiliated meetings.

Language Services Committee Report

Name of the person submitting the report: Dani P

Service Role: Committee Chair

Name of your committee: Language Services Committee

What have you or your committee accomplished since your last report?

Since my last report, we had a committee meeting on 31/08/24 with 6 members attending.

We elected a secretary, Heather B kindly volunteered for this service position.

We reviewed our short-term goals: assembly Package Translation and getting interpreters (volunteers or professionals) for Virtual Region events (assembly, convention, workshops, webinars)

 Our long-term goals involve addressing issues related to English Spanish translation such as the inaccuracy of the translation of the 12 steps (the VR Chair is looking for certified translators' assistance) and the translation of the

OA literature to Spanish, maintaining the purpose of a neutral Spanish. A lot of the OA literature has been translated to Spanish without this major concern of removing all the culturally and local specific terms of the Spanish-speaking country where the translation was performed. Our Spanish-speaking intergroups request we strive for a neutral Spanish norm in the translation of the literature to facilitate the standardization, understanding and universal access to OA literature by all the Spanish-speaking fellows. This objective might require the participation of professional translators, specialized in neutral Spanish. The VR Chair is looking into the already existing translated literature, to ensure we are not duplicating efforts. The committee is assessing the VR budget available for translation and interpretation and considering the possibility of applying for additional WSO funds. Furthermore, we already invest in artificial intelligence (deepL translation program) and the assistance of professional interpreters when needed. To address this major goal, we decided to form a Spanish subcommittee.

What have we accomplished so far?

- Committee name definition: **Language Services Committee**
- Define service positions within the committee: **Secretary**
- Define Subcommittee: **Spanish**
- Update interpreters and translators list
- Support VR events with interpretation and translation, Valor para Cambiar Intergroup has had a major role in supporting interpretation with 7ᵗʰ tradition.

What do you or your committee want to accomplish before the next assembly?

- Elect a vice chair
- Use deep L efficiently, work on the glossary
- Recruit members for the Spanish subcommittee
- Work on Assembly package translation
- Revised budget for interpretation

- Start working on priorities

Public Information/Professional Outreach & Unity With Diversity Committee

Since the last Assembly, we have:
- Held the June 1 and 2, 2024, Newcomer Open House.
- Planned for the September 21, 22, 2024, Newcomer Open House.
- Set a tentative date for the first 2025 Newcomer Open House (January 24, 25, 2025).
- Had two unaffiliated groups participate in the open house: Una Vision Para Ti IG (in talks about joining VR) and Asian, Pacific Islanders, Desi (APID) IG (https://oaapi.square.site)
- Worked on PIPO/UWD outreach projects including the BIPOC PSA and a PIPO/UWD flyer.

Before the next Assembly, we plan to execute the September 2024 Newcomer Open House

Newcomer Open House statistics:

6/1 and 6/2, 2024

- 365 total guests with 100 newcomers (27%) and 265 current

1/27/2024

- 721 total guests with 403 as newcomers (56%) and 318 current

9/2023

- 368 total guests, with approximately 147 newcomers (40%) and 221 current

Lori B is now on-board as a vice-chair. Addie has resigned as co-chair. We need a new co-chair and a secretary.

We may perhaps need help in standardizing our approach in reaching out to IGs that have not participated in Newcomer Open Houses.

Toby L
Co-chair, PIPO and UWD Committee

Twelfth Step Within/Workshop Committee

After a change in chair and some rebuilding we are still reaching out to persons who've indicated interest in serving on the committee, however we now have enough members to begin our work in earnest.
We're offering two concurrent 17-Week Step Study Workshops starting in October, 2024. One will be held on Wednesdays at 2PM ET, the other will be held on Thursday night from 8:30-10:30PM ET. The latter seeks to offer an alternative to persons living in Pacific and similar time zones.

Also, in November we're collaborating with an intergroup to offer a Two-Way Prayer workshop.

Our committee members were in service to the recent 2-day Newcomers Open House.

2025 goals:

- Increase the TSW committee by 5 members and have 20-25 persons available for workshops;
- Offer a step workshop 2-3 times per year; and

- Partner with meetings and intergroups to offer at least six workshops per year.

The region continues to do a great job serving us 'leads'.

Cee Z
Chair, 12th Step Within/Workshop Committee

Section 8: Contacts

Virtual Region Contacts 2024	
Chair	chair@oavirtualregion.org
Trustee	trustee@oavirtualregion.org
Vice Chair	vicechair@oavirtualregion.org
Treasurer	treasurer@oavirtualregion.org
Secretary	secretary@oavirtualregion.org
Data Coordinator	data@oavirtualregion.org
Digital Content Coordinator	digital@oavirtualregion.org
Bylaws Committee Chair	bylawschair@oavirtualregion.org
Convention Committee Co-Chairs	chair1VRC@oavirtualregion.org chair2VRC@oavirtualregion.org
Data Committee Co-Chairs	(position vacant)
Digital Committee Chair	digitalchair@oavirtualregion.org
Finance Committee Chair	finance.chair@oairtualregion.org
Intergroup Outreach (Renewal) Committee Chair	igor.chair@oavirtualregion.org
Public Information Professional Outreach Committee Chair	pipochair1@oavirtualregion.org
Twelfth Step Within/Workshop Committee Chair	12StepwithinChair@oavirtualregion.org

Section 9: Motions For Assembly 2, 2024
Policy & Procedure Amendments (all New Business Motions)

NBM1: Operating Budget

MOTION:
Move to adopt the OA Virtual Region 2025 Operating Budget

See attached

SUBMITTED BY:
Sandy C
Virtual Region Treasurer, Treasurer@OAVirtualRegion.org

INTENT:
To follow the Virtual Region Policy and Procedure Manual

III. Financial Policies
The fiscal year is January 1 through December 31.
A balanced budget for the next fiscal year shall be proposed at the last assembly of the calendar year.
The proposed budget is subject to the approval of the Virtual Region business assembly.

IMPLEMENTATION:

COST:
$ 0.

PRIMARY PURPOSE:
To ensure that the Virtual Region can continue to carry the message

RATIONALE:
See intent above

Virtual Region of Overeaters Anonymous Inc
Budget Overview: VR Budget 2025 proposed 11-15-24 - FY25 P&L

January - December 2025

	Total
Revenue	
CASH CARRIED FROM PREVIOUS YEAR	0.00
CONTRIBUTIONS	
FROM INDIVIDUALS	7,000.00
FROM INTERGROUPS	21,800.00
FROM MEETINGS / GROUPS	8,000.00
FROM WORKSHOPS	1,000.00
Total CONTRIBUTIONS	$ 37,800.00
CONVENTION REGISTRATIONS	22,800.00
FUNDRAISING/SPECIAL APPEAL	18,000.00
HELP CARRY THE MESSAGE FUND	3,000.00
Total Revenue	$ 81,600.00
Gross Profit	$ 81,600.00
Expenditures	
OPERATIONS	
ASSEMBLY EXPENSES	1,000.00
CONTRIBUTION FEES	3,000.00
FILING FEES, QUICKBOOKS SUBS	1,000.00
INS / GDPR COMPLIANCE SUBSCRIPTIONS	8,000.00
INSURANCE	9,500.00
INTERNATIONAL TRANSACTIONS FEES	50.00
POSTAGE AND MAILBOX	250.00
SERVICE WORKERS	3,500.00
TRUSTEES NOMINEES TO WSBC	500.00
VR CHAIR TO WSO & OTHER REGIONS	9,000.00
VR CONTRIBUTIONS TO WSO	2,000.00
VR TO WSBC REG FEES / TRAVEL	300.00
WEBSITE	3,000.00
ZOOM	3,000.00
Total OPERATIONS	$ 44,100.00
OUTREACH	
CONVENTION EXPENSES	8,000.00
DIGITAL CONTENT	1,000.00
IGOR	500.00
INTERPRETATION	5,750.00
LANGUAGE TRANSLATION	5,000.00

LITERATURE			0.00
PIPO PUBLIC INFORMATION PROF OUTREACH			5,950.00
HELP CARRY THE MESSAGE - SOCIAL MEDIA			3,000.00
Total PIPO PUBLIC INFORMATION PROF OUTREACH		**$**	**8,950.00**
SCHOLARSHIPS TO NEW INTERGROUPS			500.00
SPECIAL PROJECTS			2,000.00
TECH			1,000.00
TWELVE STEP WITHIN (TSW)			500.00
WORKSHOP COMMITTEE EXPENSES			0.00
WSBC DSF SCHOLARSHIPS FOR IGS			4,300.00
Total OUTREACH		**$**	**37,500.00**
Total Expenditures		**$**	**81,600.00**
Net Operating Revenue		**$**	**0.00**
Net Revenue		**$**	**0.00**

NBM2: New Language Services Committee

PROPOSED OA NEW BUSINESS MOTIONS

MOTION:

Move to amend the OA Virtual Region Policy Manual, Article VIII, Item 4, Committees of the Virtual Region to add a Languages Services committee by inserting the following:

CURRENT WORDING	PROPOSED WORDING

VIII.Committes
 	
 A. The board will determine committees to serve the Virtual Region.
 B. These committees will be reviewed every 24 months.
 C. Each committee will establish internal guidelines, which will be reviewed by the board.
     1. Committee guidelines are documented separately and will be maintained by the committee.
     2. Each committee will comply with the document management system established by the Virtual Region Board.
	VIII. Committees
	
	 A. The board will determine committees to serve the Virtual Region.
	 B. These committees will be reviewed every 24 months.
	 C. Each committee will establish internal guidelines, which will be reviewed by the board.
	     1. Committee guidelines are documented separately and will be maintained by the committee.
	     2. Each committee will comply with the document management system established by the Virtual Region Board.

3. Each committee will comply with all other board-approved guidelines.	3. Each committee will comply with all other board-approved guidelines.
D. The current committees of the Virtual Region are Bylaws, Convention, Data Protection, Digital Resources, Finance, Intergroup Outreach, Public Information/Professional Outreach (including Unity with Diversity) and Twelve Step Within (including Workshop).	D. The current committees of the Virtual Region consist of Bylaws, Convention, Data Protection, Digital Resources, Finance, Intergroup Outreach, <mark>Language Services</mark>, Public Information/Professional Outreach (including Unity with Diversity) and Twelve Step Within (including Workshop).

SUBMITTED BY:
OA Virtual Region ad hoc naming committee and the committee itself

Contact Name: Dani P   Language Services Chair
Language Services Chair @oavirtualregion.org

INTENT:
To create a committee concerned with translations, interpreters, and other language issues in the virtual region. Note this motion was brought to the last assembly (A1 2024) and it was requested that an ad hoc committee work on the name of the committee as it could not be decided at that assembly.   The "Language Services Committee" was the name preferred and is acceptable to the current committee.

IMPLEMENTATION

COST:

PRIMARY PURPOSE:
Brief explanation of how this motion will help carry the message of recovery.

Purpose: 1. To Carry the Message by supporting the translation and distribution of OA Conference-Approved literature to members beyond the English-speaking world. 2. Provide more language translations for our service bodies, support more efficient means of distribution, utilizing new technologies to meet the demand of our global membership. 3. Build on the live interpretation resources of the region, in supporting regional events, and in carrying the message to non-English language speakers.

RATIONALE: The Virtual Region consists of members who speak many different languages. We will better serve our members with this committee.

NBM3:Secretary´s Duties.

PROPOSED OA NEW BUSINESS MOTIONS

MOTION:
Move to amend the OA Virtual Region Policy Manual, Article V, Item 3, Secretary by striking and inserting the following:

CURRENT WORDING V. Board Members Duties by Position	PROPOSED WORDING V. Board Members Duties by Position

3) Secretary
    a) Takes minutes of all assembly and board meetings.
        i) The Secretary will provide within 10 days after the Assembly a
	3) Secretary
	    a) Takes minutes of all assembly and board meetings.
	        1) The Secretary will provide within ~~10~~ 15 days after the Assembly a draft of the

draft of the Assembly minutes for the Minutes Review Committee review.
    ii) Committee members will provide the Secretary with additions or corrections within 10 days upon receipt of the minutes.
    iii) If there is a discrepancy, the secretary will review the recording and advise the committee.
    iv) After the committee has been advised as to the contents of the recording, the committee will vote on the inclusion or removal of any found discrepancies of any element of the minutes. This requires a two-thirds majority.
b) Once the minutes are completed
    i) Will submit a copy of the unapproved minutes to the Digital Communications Committee to be posted on the Virtual Region website.
    ii) Send application forms of trustee nominees to the World Service Office within one week of affirmation of candidates.
c) Additionally, secretary shall:
	Assembly minutes for the Minutes Review Committee to review.
	2) <u>Minutes Review </u>Committee members will provide the Secretary with additions or corrections within ~~10~~ 15 days upon receipt of the minutes.
	3) If there is a discrepancy, the secretary will review the recording and advise the committee.
	4) After the committee has been advised as to the contents of the recording, the committee will vote on the inclusion or removal of any found discrepancies of any element of the minutes. This requires a two-thirds majority.
	b) Once the minutes are completed
	    1. Will submit a copy of the unapproved minutes to the Digital Communications Committee to be posted on the Virtual Region website.
	    2. Send application forms of trustee nominees to the World Service Office within one week of affirmation of candidates.
	c) Additionally, <u>the</u> secretary shall:

<table>
<tr>
<td>

i) Create a digital copy of all Virtual Region documents for storage on the appropriate platform.

ii) Have access through the Data Coordinator to contact listings of all representatives, intergroup chairs, committee chairs and board members including but not limited to their name, phone, email and time zone.

iii) Be responsible for keeping and giving out passwords for all digital platforms to those authorized by their position, unless restricted or otherwise assigned.

iv) Be responsible for preparation of registration and Virtual Region business assembly-related materials.

v) Be responsible for updating credentials and roll call for and at the Virtual Region business assembly.

vi) Review updates resulting from motions at the Virtual Region business assemblies and then submits Bylaws and Policy and Procedures for posting

</td>
<td>

1. Create a digital copy of all Virtual Region documents for storage on the appropriate platform.

2. Have access through the Data Coordinator to contact listings of all representatives, intergroup chairs, committee chairs and board members including but not limited to their name, phone, email and time zone.

iii~~Be responsible for keeping and giving out passwords for all digital platforms to those authorized by their position, unless restricted or otherwise assigned.~~

d. Assembly Duties

1. Be responsible for <u>assembling a team to do the</u> preparation of registration and Virtual Region business assembly-related materials<u>, including</u> updating credentials and roll call for assembly.

2. ~~Create a digital copy of all Virtual Region documents for storage on the appropriate on the appropriate platform~~

3. <u>The Secretary shall maintain copies of all pertinent assembly materials in the appropriate Google Drive.</u>

4. Be responsible for updating credentials and roll call for and at the Virtual Region business assembly.

5. Review updates resulting from motions at the Virtual Region business assemblies and then submits Bylaws and Policy and

</td>
</tr>
</table>

	within 25 days of the business assembly.	Procedures for posting within 25 days of the business assembly.
vii)	Works with the data coordinator as needed to accomplish the goals of the region.	
viii)	Other duties as assigned.	6. Works with the data coordinator as needed to accomplish the goals of the region.
		7. Other duties as assigned.

SUBMITTED BY: Virtual Region Board
Contact Alejandra: +50683177443   secretary@oavirtualregion.org

INTENT:
These updates reflect our current practices. The Secretary no longer handles certain duties listed, as they have been reassigned to other committees. Additionally, the Assembly is now prepared by a team rather than solely by the Secretary, making this amendment necessary to accurately represent the collaborative nature of the work.

IMPLEMENTATION:

This change formalizes current practices. The duties that have been reassigned, such as managing Zoom rooms and other tasks, have been removed from the Secretary's responsibilities. The Assembly is already prepared by a team rather than solely by the Secretary, so this motion aligns the official duties with how things are currently being managed.

COST:
There is no cost to this motion.

PRIMARY PURPOSE:
This motion supports the message of recovery by ensuring that the responsibilities are clearly defined and appropriately distributed. By formalizing the team-based approach to Assembly preparation, we encourage collaboration and shared responsibility, which are core principles of our recovery process. This alignment allows each member to focus on their strengths, ultimately fostering a more effective and unified effort in carrying the message.

RATIONALE:

The reason for submitting this motion is to align the official duties of the Secretary with current practices and to enhance efficiency in our Assembly preparation process. Over time, some responsibilities previously assigned to the Secretary, such as managing Zoom rooms, have naturally shifted to other committees or team members. Additionally, the Assembly is now prepared by a collaborative team rather than solely by the Secretary. This motion formally recognizes these changes, ensuring our structure reflects our existing operations. By clearly defining roles and responsibilities, we can better support our members and strengthen our collective efforts in carrying the message of recovery.

Section 10: Virtual Region Bylaws

Adopted 6/22/24

Virtual Region Bylaws

Adopted 6/22/24

ARTICLE 1 – NAME

The name of this organization shall be the Virtual Region of Overeaters Anonymous, Inc. herein referred to as the Virtual Region or Virtual Region. The Virtual Region is nongeographic and is primarily composed of virtual groups and virtual service bodies.

ARTICLE 2 – PURPOSE

The Virtual Region is organized and incorporated under the laws of the State of New Mexico to operate as an exempt organization within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or similar provision of any future revenue law) (the "Code") without profit to any officer or director. The specific and primary purpose of the Corporation is to aid those with the problem of compulsive eating to overcome that problem through a Twelve Step program of recovery. This is accomplished through the practice of the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service; and to serve and represent member groups and service bodies. The general purpose and power is to promote public health, and to work with and furnish charitable and cultural assistance to those with problems of compulsive eating and to conduct such other activities as are appropriate to these objectives.

Section 1 -The Twelve Steps

The Twelve Steps suggested for recovery in the Fellowship of Overeaters Anonymous are as follows:

1. We admitted we were powerless over food — that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God as we understood Him.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.
8. Made a list of all persons we had harmed and became willing to make amends to them all.

9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong, promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God, as we understood Him, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to compulsive overeaters and to practice these principles in all of our affairs.

Section 2 – The Twelve Traditions

The Twelve Traditions of Overeaters Anonymous are:

1. Our common welfare should come first; personal recovery depends upon OA unity.
2. For our group purpose, there is but one ultimate authority — a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for OA membership is a desire to stop eating compulsively.
4. Each group should be autonomous except in matters affecting other groups or OA as a whole.
5. Each group has but one primary purpose — to carry its message to the compulsive overeater who still suffers.
6. An OA group ought never endorse, finance or lend the OA name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose
7. Every OA group ought to be fully self-supporting, declining outside contributions.
8. Overeaters Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. OA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Overeaters Anonymous has no opinion on outside issues, hence the OA name ought never be brought into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, television, and other public media of communication.
12. Anonymity is the spiritual foundation of all these traditions, ever reminding us to place principles before personalities.

Section 3 – The Twelve Concepts of OA Service

The Twelve Concepts of OA Service are:

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.
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 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, executive 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.

ARTICLE 3 – MEMBERS

Section 1 – Membership
The membership of the Virtual Region business assembly shall consist of the following:

Virtual Region representatives or alternates from each affiliated service body

  a. Each virtual intergroup shall be entitled to one representative in the business assembly for each ten groups or part thereof.
  b. Other Virtual Region affiliated service bodies (such as but not limited to special focus service boards) will be entitled to one representative in the business assembly regardless of the number of meetings they represent.
  c. Each service body being autonomous, selects its representatives in any manner it chooses, as long as it stays within the framework of the Twelve Steps and Twelve Traditions and meets the qualifications.
  d. No service body shall also be registered with or be a member of any geographic region.

Virtual Region board members,

Virtual Region committee chairs.
  a. Each Virtual Region committee will be entitled to one voting member.
  b. This member should be a committee chair in the first instance or a designated appointee.
  c. No committee chair will be permitted to stand as a service body representative.

Section 2 – Representative Qualifications

1. Representatives to the Virtual Region assemblies must:

   a. Be a member of a service body or committee of the Virtual Region of Overeaters Anonymous (OA), as defined in OA Inc., Subpart B Article V Sections 1 and 2 as well as Article VI. and
   b. Have registered with the Virtual Region secretary as a voting representative on behalf of your service body or committee.
2. A Virtual Region representative shall have a minimum of six months current continuous abstinence as defined by Overeaters Anonymous while practicing the Twelve Steps and Twelve Traditions of OA.

3. Each person shall be the sole judge of their abstinence from compulsive eating and compulsive food behaviors.

Section 3 – Group Definition

The Virtual Region endorses the definition of an Overeaters Anonymous group in OA Inc., Bylaws, Subpart B, Article V, p4, and as it may be amended by a future World Service Business Conference.

Section 4 – Service Body Definition

The Virtual Region endorses the definitions of an Overeaters Anonymous service body in OA, Inc., Bylaws, Subpart B, Article VI and as it may be amended by a future World Service Business Conference.

Section 5 – Affiliation/Participation

1. A group may affiliate with only one intergroup or national service board through the registration process. Any group or service body may participate in the activities (including voting) of another service body with their permission. (OA Inc., Bylaws Subpart B Article V Section 2).
2. Any non Virtual Region service body that is composed of not less than 55% of virtual meetings will be entitled to full rights on request at any regular or special meeting.

   a. A request for participation rights must be submitted at least 14 days prior to a scheduled meeting to the Virtual Region Secretary.
   b. The secretary will confirm their participation rights (in consultation with the Virtual Region Board) at least 72 hours prior to the start of the business meeting.

Section 6–Virtual Region Representative Responsibilities

1. To represent their service body or a Virtual Region committee at all meetings of the Virtual Region business assembly.
2. To act as liaison between the Virtual Region Business Assembly and their respective service body or a Virtual Region committee.
3. To ensure that all communications pertaining to the Virtual Region are made available to their service body or committee.
4. Service on a committee is strongly encouraged and the commitment is maintained until the following assembly.
5. To review all documents pertaining to any regular or special business assembly prior to the meeting.

ARTICLE 4 – THE VIRTUAL REGION WORLD SERVICE BUSINESS CONFERENCE (WSBC) DELEGATES

1. If the Virtual Region is represented by less than 40 percent of its virtual intergroups and service bodies at the prior year's World Service Business Conference, it may send up to five additional delegates to WSBC. (OA Inc, Bylaws, Subpart B, Article VIII, Section 3, a, 5, p. 15)
2. Applications must be submitted no later than sixty (60) days before the assembly at which the election will be held.
3. Preference shall be given to nominees selected from virtual intergroups and service bodies which would not otherwise be represented.
4. The World Service Business Conference delegate(s) will have full responsibility of attending on the behalf of the Virtual Region. They will participate in all World Service Business Conference activities and submit a report to the Virtual Region Assembly following the World Service Business Conference.

ARTICLE 5 – THE VIRTUAL REGION BOARD

Section 1 – Composition

1. The Virtual Region board shall consist of the following officers:

   a. Chair,
   b. Vice-Chair
   c. Secretary
   d. Treasurer
   e. Data Coordinator
   f. Digital Coordinator
   g. The assigned trustee serves as liaison to the Virtual Region board and has a voice.

2. In the event the chair of the board should be unable to attend any meeting of the board or a business meeting, the succession to serve as chair for that meeting shall be as follows:

   a. Vice-Chair
   b. Treasurer
   c. Data Coordinator
   d. Digital Coordinator
   e. Secretary

Section 2 – Qualification for the Virtual Region Board

Qualifications for the Virtual Region board are:

1. Two years of service beyond the group level,
2. Two years of continuous recovery in Overeaters Anonymous as evidenced by:

    a. Two years of current abstinence
    b. It shall be a requirement that the officer shall demonstrate continued recovery, including abstinence and working towards or maintaining a healthy body weight throughout the entire term(s) of office.
    c. Each person shall be the judge of their recovery,
3. Having worked the Twelve Steps and having a working understanding of the Twelve Traditions and Twelve Concepts of OA Service.
4. Have attended at least one prior Virtual Region assembly within the past 36 months as a voting member or service volunteer.
5. When a board position cannot be filled in line with these qualifications the qualifications listed in paragraphs 1 through 3 above may be set aside by a two thirds majority of the Virtual Region Board or Assembly.

Section 3 – Nominations to the Virtual Region Board

1. Applications must be submitted no later than sixty (60) days before the Assembly at which the election will be held.
2. In the absence of applicants, nominations may be made from the floor, with the exception of the Virtual Region chair or trustee positions.
3. Candidates must meet all qualifications.
4. If a nomination is taken from the floor, the member will stand for election at that time.
5. If there is no nominee for Virtual Region chair, the vice-chair will fill the role of chair until the next assembly when a new selection for the position of chair will take place. The position of vice-chair will be declared vacant.
6. In the event that no one applies for or is elected to an open position, the Virtual Region board will follow the rules for vacancies in Section 10.

Section 4 – Trustee Nominees

1. Trustees are elected at the World Service Business Conference; however, Virtual Region nominees for the position of Trustee will be selected from members of Overeaters Anonymous within the Virtual Region who meet the requirements of the Virtual Region Assembly and the OA Inc., Bylaws Subpart B.

      a. The Virtual Region requires:

         1. Being a regularly attending member of a Group within the Virtual Region.
         2. An awareness of the time and expenses involved in service as a trustee.
         3. People wishing to be nominated must submit a Trustee Application.

         4. Applications must be submitted no later than sixty (60) days before the Assembly at which the election will be held.
         5. Applicants must be present at the Assembly, prepared to respond regarding qualifications for trustee service.

2. In the event that there are no applicants for Trustee at an Assembly where applications are needed, or if a vacancy occurs where there is no Virtual Region Assembly prior to the date required for submission of applications or if the Board of Trustees calls for further Trustee applications for appointment, the following options will be taken:

      a. The Virtual Region board will solicit applications from the Virtual Region service bodies.
      b. A board meeting will be held for the purposes of affirmation of the candidate.
      c. A majority vote of the Virtual Region Board will constitute affirmation of the application.
      d. Notification of the results of the affirmation process shall be sent to the e. Virtual Region service bodies. unaffiliated meetings and will be posted on the Virtual Region website.

Section 5 – Election of the Virtual Region Board Members

1. Nominees must be present for election.
2. Elections will be held at the last assembly of the calendar year unless otherwise required by these bylaws.
3. Each board member is elected for a two-year term.
4. Chair, treasurer, and data coordinator are elected in odd years.
5. Vice-Chair, secretary and digital coordinator are elected in even years.
6. Nominees will have five minutes to address the assembly and five minutes for questions.
7. When board elections coincide with that of the Virtual Region trustee, the trustee ballot shall be completed first.
8. For election, the candidate must receive a majority of the ballots cast.
9. If there are more than two nominees and no nominee receives a majority, the candidate receiving the lowest number of votes will be dropped from consideration and another vote will be taken.
10. If there are two candidates and neither receives a majority, a second ballot will be taken.

Section 6 – Term of Office

1. Newly elected officers will begin service immediately following the close of the business meeting in which they were elected.
2. Board members shall serve no more than two complete consecutive terms in the same position.
3. After an interval of two years, they may again be eligible for election to a prior position.
4. Upon election to Virtual Region board, members shall cease to be a representative of their virtual service body or committee and that service body or committee may elect another Virtual Region representative.

Section 7 – Responsibilities of the Virtual Region Board Members

For details about the Virtual Region board member responsibilities, refer to Item V in the Virtual Region Policy and Procedure Manual.

Section 8 – Board of Directors

The officers of the Virtual Region shall be the directors of the corporation.

1. The Virtual Region board of directors shall meet regularly, or when notified by the chair of the need for an additional meeting.
2. The purpose of the Virtual Region board of directors shall be to provide for continuity between regular meetings of the Virtual Region and to address such issues as are appropriate.

   a. The Virtual Region board of directors may approve, by two-thirds vote, reallocation of budgeted funds, or expenditures from the prudent reserve as deemed necessary throughout the year.
   b. The treasurer will report any such decisions to the Virtual Region at the next assembly.

Section 9 – Resignation or Removal of Region Board Members

1. Where necessary, a board meeting may be called for the removal of an officer.

   a. Any board member of this region may be removed from office for due cause by a two-thirds vote of the ballots cast at a regular or special meeting announced for that purpose.
   b. An absence is excused if a majority of the other board members vote to excuse the absence.
2. Any board member may resign at any time for any reason by giving the Virtual Region board written notice.

3. Any officer who advises the board that they have broken their abstinence will be deemed to have resigned as of the time of receipt of such notice by the board.

Section 10 – Filling Vacancies

1. A vacancy after the resignation or removal of any board member will be filled, as far as practicable, within 45 days of notification to the Virtual Region of the vacancy.
2. An announcement will be sent to the Virtual Region service bodies asking for nominations to be submitted within 20 days of the vacancy deadline.
3. The member chosen to fill any vacancy on the Virtual Region board shall meet the qualification as defined in Article V, Section 2.
4. The Virtual Region board will interview all candidates and appoint the position at the next meeting of the Virtual Region board.
5. The appointed board member will participate fully as a member of the Virtual Region board.
6. The appointed board member will be ratified at the beginning of the next assembly.
7. The position is filled for the remainder of the term.

ARTICLE 6 – TRUSTEE LIAISON

Section1. Trustee

The Board of Trustees is elected at the World Service Business Conference.

Nominees can be affirmed to stand for election to the Board of Trustees from members of Overeaters Anonymous within the Virtual Region who meet the requirements of the Virtual Region Assembly and the OA Inc., Bylaws Subpart B. Consult the OA Bylaws for current qualifications.

Section 2 – Qualifications for Trustee Affirmation

1. Be a regularly attending member of a Group within the Virtual Region or the assigned trustee liaison.
2. Have an awareness of the time and expenses involved in service as a trustee.
3. Demonstration of service to the Virtual Region beyond the group level.

Section 3 – Election to the Board of Trustees

1. People wishing to be nominated must submit a Trustee Application.

2. Applications must be submitted no later than sixty (60) days before the Assembly at which the election will be held.
3. Applicants must be present at the Assembly, prepared to respond regarding qualifications for trustee service.
4. If a vacancy occurs where there is no Virtual Region Assembly prior to the date required for submission of applications or if the Board of Trustees calls for further Trustee applications for appointment, the following actions will be taken:

   a. The Virtual Region board will solicit applications from the Virtual Region service bodies.
   b. A board meeting will be held for affirmation of the candidate.
   c. A majority vote of the Virtual Region board will constitute affirmation of the application.
   d. Notification of the results of the affirmation process shall be sent to the Virtual Region service bodies and unaffiliated meetings and will also be posted on the Virtual Region website..

Section 4 – Participation in the Virtual Region

1. The Trustee Liaison will attend Virtual Region Board meetings where they have a voice and no vote.
2. Trustee Liaison will attend Virtual Region Assembly or special business meetings, where they have a voice but no vote.

ARTICLE 7 –BUSINESS MEETINGS

Section 1 – Meetings

1. The Virtual Region will meet at least annually at a time and place designated by the Virtual Region board.
2. An annual meeting shall be held for the election of officers.
3. The annual meeting may be held at the same time as the meeting of section 1 of this article or at any other time as decided by the Virtual Region board.
4. A special meeting may be called by a majority of the Virtual Region board or by a quorum of Virtual Region representatives provided sufficient notice is provided to the membership.

For more information about meetings, reference the Virtual Region Assembly Standing Rules.

Section 2 – Virtual Conference Meetings

1. Members of the Virtual Region may participate in a meeting through use of electronic means, so long as all members participating in such a meeting can hear one another and have a way to participate in any voting.
2. Materials presented during the meeting shall be made available to those participating virtually.
3. Participation by Virtual Region members in a meeting in the manner provided in this Section constitutes presence in person at such meeting.

For more information about meetings, see the Virtual Region Assembly Standing Rules.

Section 3- Method of Notification

Notification of regular or special Virtual Region business assemblies shall consist of electronic notice to each registered Virtual Region service body and representative, committee chair, board member, and the trustee at least 45 days prior to the assembly.

Section 4– Quorum

At the Virtual Region business assembly attendance of one-quarter of those who are entitled to participate and have registered to vote in the assembly with the Secretary (as listed in these Bylaws Article III, Section 1) will be necessary to hold an assembly.

ARTICLE 8 – PRUDENT RESERVE

The Virtual Region shall maintain a prudent reserve of not less than four (4) months expenses.

Refer to the Virtual Region Policy and Procedure Manual III, Financial Policies for additional information.

ARTICLE 9 – PARLIAMENTARY PROCEDURE

All meetings of the Virtual Region representatives shall be conducted in accordance with the latest edition of *Robert's Rules of Order, Newly Revised,* where not in conflict with the law, Articles of Incorporation, these bylaws or any standing rules that the Assembly may adopt.

ARTICLE 10 – AMENDMENTS

1. Amendments to these bylaws may be proposed by any registered Virtual Region service body, the Virtual Region board, or a Virtual Region committee.
2. Amendments shall be submitted to the chair and secretary at least 60 days prior to the Business Assembly.

a. Motions must be submitted using the region-approved form.
b. Motions will be reviewed by the bylaws committee for accuracy no later than 50 days prior to the assembly.
3. Except as otherwise specified by these bylaws, amendments to these bylaws may be adopted by a two-thirds majority of those persons voting at any regular or special business meeting of the Virtual Region.
4. Amendments to the Twelve Steps, Twelve Traditions and Twelve Concepts of OA Service may only be made per OA, Inc. Bylaws, Subpart B, Article XII, Section 1e.
5. Such changes made in accordance with the OA Inc., Bylaws to the Twelve Steps, Twelve Traditions or Twelve Concepts of OA Service will be automatically adopted in these bylaws without need for any further vote or action by the Virtual Region.
6. Any amendments adopted by the World Service Conference that impact these bylaws, shall be updated by the Virtual Region Bylaws Committee and the assembly membership will be notified.

ARTICLE 11 – DISSOLUTION

1. Upon dissolution of the Virtual Region, after paying and adequately providing for the debts and obligations of the Virtual Region, the remaining assets shall be distributed to a non-profit fund, association foundation, or corporation which is organized and operated exclusively for charitable, educational and/or scientific purposes and which has established its tax status under Section 501(c)(3) of the Internal Revenue Code.
2. In accordance with Overeaters Anonymous Traditions, such a non-profit fund, association foundation, or corporation should be either the Overeaters Anonymous World Service Office or another Overeaters Anonymous service body.
3. No part of the funds of the Virtual Region shall ever inure to or be used for the benefit of or be distributed to, its members, trustees, officers, or private persons, except that the Virtual Region shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.

Note: All documents (such as vouchers, registration for assembly, applications, these Bylaws, Articles of Incorporation, Virtual Region policy and procedures, etc.) will be found on the Virtual Region website, (oavirtualregion.org) under documents. The OA Inc., Bylaws Subpart B are located on oa.org/world-service-business-conference.

Adopted 6/22/24

Section 11: Virtual Region Policy and Procedure Manual

Adopted 6/22/24

1. Introduction

This Virtual Region Policy and Procedure Manual guides the business practices of the Virtual Region.

All documents (such as expense reports, registration for assembly, applications, bylaws, this policy and procedure manual, the standing rules, etc.) will be found on the Virtual Region website. The OA Inc., Bylaws Subpart B are located on oa.org/world-service-business-conference/.

2. Purpose of the Region

- A. Carry the message, virtually, globally, and in many languages
- B. Encourage unity within the region
- C. Communicate with groups all over the region
- D. Offer assistance to groups and service bodies as they form and function
- E. Selects Trustee nominees for Trustee
- F. Establish region office address

3. Financial Policies

- A. The fiscal year is January 1 through December 31.
- B. A balanced budget for the next fiscal year shall be proposed at the last assembly of the calendar year.
- C. The proposed budget is subject to the approval of the Virtual Region business assembly.
- D. Requests for budget increases shall be submitted to the Virtual Region treasurer at least 60 days prior to the assembly where the budget will be approved.
- E. The balance of the treasury will include the established prudent reserve (See Bylaws Article VIII) in addition to the general operations funds.

F. Funding for Non-Travel Expenses

   a. Expenses incurred in the performance of assembly-sanctioned work are reimbursable.
   b. All funded expenses shall stay within budgeted allocations.
   c. Requests for budget overrides, including reason(s) for the same, are to be submitted in writing to the Virtual Region treasurer seven days prior to the next Board meeting.
G. Requests for overrides will be approved by the board before the expense is incurred
H. Funding for Travel Expenses
   Positions that may be considered for travel expenses are:

   a. Region chair for World Service Business Conference, World Service Convention and one Region Chairs Committee meeting.
   b. Virtual Region trustee nominees to World Service Business Conference

      1. Affirmed Virtual Region trustee nominees may be appointed by the board to fill any vacant Virtual Region delegate positions.
      2. If the number of trustee nominees exceeds the number of vacant Virtual Region delegate positions, the Virtual Region trustee nominees shall be chosen according to the highest number of Virtual Region trustee nominee ratification votes received.
   c. Virtual Region World Service Business Conference delegates
      The number of Virtual Region delegates to be selected will depend on the funds available, but in any case, shall not be more than five.
   d. Any other travel expense if agreed by a majority motion of the board or assembly
   e. Reimbursement of travel expenses shall be limited to transportation, lodging (double occupancy), meals, and registration.
   f. Reasonable adjustments can be accepted by a majority vote of the board or assembly.
   g. An expense report and receipts must be properly completed, authorized, and submitted to the treasurer prior to reimbursement or advance of any funds.
   h. Requests for reimbursement shall follow these guidelines:

      1. Each person shall complete and verify an expense report.
      2. An expense report must accompany all receipts and any unused funds must be returned to the Virtual Region treasurer within six weeks of the expense.
      3. The Treasurer shall make reimbursement or request additional information, within thirty days of receipt of request.

i. The VR accepts designated monies, provided a temporarily restricted fund has been established by the assembly.
    The current temporarily restricted fund is for Carry the Message. The funds are used to run social media outreach to attract newcomers.
j. The treasurer and the chair are authorized to withdraw funds from all region financial accounts.
k. When money is not adequate for full funding purposes, the Virtual Region treasurer shall inform the board, who will then set priorities based on the current financial position.
l. In addition to any line item in the annual budget for World Service Office contributions, the board shall send surplus funds as determined by the finance committee and approved by the board to the World Service Office on an annual basis.
m. The region shall support service boards of the region in sending one representative per service board to the World Service Business Conference via the Virtual Region Delegate Scholarship Fund.

    1. The limit of the money set aside shall be that of the Delegate Support Fund line in each year's annual budget.
    2. Preference will be given to new Service Bodies.
    3. Applications will only be accepted from Service Bodies that otherwise would be unable to send a representative.
    4. Service bodies applying for and receiving WSBC scholarships from the Region must have
        a. At least one registered region representative.
        b. At least one alternate representative.
        c. These representatives must be in place for each assembly before and after the WSBC for which funds are received.
        d. The registered representative and alternate must be recorded at the assembly.
        e. They or another representative from the service body must actively serve on a Region committee.
        f. Service bodies in their first year of registration are exempt from this policy.

n. The Virtual Region's guideline for Seventh Tradition is that intergroups and service boards will keep 40 percent above their prudent reserve and anticipated expenses, and send 30 percent to the Virtual Region and 30 percent to the World Service Office.

4. Duties of Board Members

A. Serve as guardian of the Twelve Steps, Twelve Traditions, and Twelve Concepts of OA Service.
B. Perform the duties of their offices in accordance with the Bylaws and this Virtual Region Policy and Procedure Manual.
C. Serve as guardian of Virtual Region funds, including review of the annual financial audit.
D. Provide a forum for the interchange of ideas and information among Virtual Region Service Bodies and Virtual Region committees.
E. Attend all assemblies during term of office unless excused by the chair.
F. Become familiar with and assume responsibility for adherence to: Virtual Region and World Service Office Bylaws and this Policy and Procedure Manual.
G. Assists others in becoming familiar with the Twelve Traditions and Twelve Concepts of OA Service.
H. Reports:

    a. Submit a written report to the virtual region at least 60 days prior to the next assembly.
    b. At the assembly, present an update to the written report for up to five minutes and then answer questions for an additional five minutes.
I. Respond to all correspondence, phone calls, and questions in a timely manner.
J. Maintain a consolidated record of all assets, including passwords for security protection as directed by the chair and the data coordinator.
K. Administers the Virtual Region meeting platform.
L. Upon completion of service term, provides the successor with any information and documents from their service period via either written or electronic media.
M. Serve as board liaison to committees as determined by the chair.

5. Board Members Duties by Position

a. Chair
    a. Is responsible for unity and group conscience of the Virtual Region.
    b. Establishes and maintains agendas for all board meetings and business sessions.
    c. Presides at all board meetings and business sessions.
    d. Is ex officio member of all committees.
    e. Appoint a parliamentarian for the assembly.
    f. Attends World Service Business Conference as the representative of all unaffiliated meetings and any Virtual Region service bodies that are not in attendance.
    g. Attends other meetings of the region chairs committee, virtually with the exception of the annual Region Chairs Committee meeting held at one region's assembly.
    h. Is an authorized signer on all cash accounts.

   i. Other duties as required.
 b. Vice-Chair
   a. Assumes all duties of the chair in their absence.
   b. The Vice Chair's primary role is to promote community, collaboration, and unity among members, service bodies, and the Region.
   c. Other duties as assigned.
 c. Secretary
   a. Takes minutes of all assembly and board meetings.

     1. The Secretary will provide within 10 days after the Assembly a draft of the Assembly minutes for the Minutes Review Committee review.
     2. Committee members will provide the Secretary with additions or corrections within 10 days upon receipt of the minutes.
     3. If there is a discrepancy, the secretary will review the recording and advise the committee.
     4. After the committee has been advised as to the contents of the recording, the committee will vote on the inclusion or removal of any found discrepancies of any element of the minutes. This requires a two-thirds majority.
   b. Once the minutes are completed

     1. Will submit a copy of the unapproved minutes to the Digital Communications Committee to be posted on the Virtual Region website.
     2. Send application forms of trustee nominees to the World Service Office within one week of affirmation of candidates.
   c. Additionally, secretary shall:

     1. Create a digital copy of all Virtual Region documents for storage on the appropriate platform.
     2. Have access through the Data Coordinator to contact listings of all representatives, intergroup chairs, committee chairs and board members including but not limited to their name, phone, email and time zone.
     3. Be responsible for keeping and giving out passwords for all digital platforms to those authorized by their position, unless restricted or otherwise assigned.
     4. Be responsible for preparation of registration and Virtual Region business assembly-related materials.
     5. Be responsible for updating credentials and roll call for and at the Virtual Region business assembly.

6. Review updates resulting from motions at the Virtual Region business assemblies and then submits Bylaws and Policy and Procedures for posting within 25 days of the business assembly.
7. Works with the data coordinator as needed to accomplish the goals of the region.
8. Other duties as assigned.

d. Data Coordinator
   a. Reviews and understands the core principles underlying the current regulations that protect the personal data of OA members; these principles to be applied by the Data Coordinator as the foundation and focus of their work.
   b. Works with the Data Protection Committee to update the Region's data protection and information security policies and procedures in line with regulations affecting the Region.
   c. Works with the Data Protection Committee to oversee and ensure the proper management of the personal data that is collected on behalf of the Region, including the limited processing, the storage, archiving, and deletion of such personal data.
   d. Evaluates and oversees the technologies used by the VR to align with data protection principles and with the OA principle of Anonymity.
   e. Administers training protocols concerning data protection procedures and practices, and the use of associated technologies.
   f. Coordinates and works with other officers and with the Data Protection Committee.
   g. Other duties as assigned.

e. Digital Coordinator
   a. Oversee the region Digital Communications Committee
   b. Ensures the website is maintained.
   c. Coordinates social media/outreach strategy such as Blogs, ad campaigns etc.
   d. Other duties as assigned.

f. Treasurer
   a. Manages all the Virtual Region funds according to financial policies in the bylaws, policies and procedures and any other governance documents of the Virtual Region.
   b. Maintains financial records in alignment with accepted accounting practices.
   c. Maintain accounts for operational funds.
   d. Pays bills and reimburses expenses in a timely manner.
   e. Reports the Virtual Region financial status as follows:

1. Current balance: monthly to the board.
2. Last month's contributions: monthly to the board.
3. Comparison of actuals to budget: quarterly to the board.
4. Itemized report showing all income and expenses year-to-date: quarterly to the board.
5. Contribution details: year to date: quarterly to the board.
6. Average monthly contributions for the preceding 12 months: quarterly to the board.
7. Quarterly reports listed above will also be provided for assemblies.

   f. Provides financial information for the annual audit, to be conducted by Virtual Region Chair and the finance committee, within the first quarter of the next fiscal year.

   g. Other duties as assigned.

6. Virtual Region Trustee

A. To be eligible as a Virtual Region trustee candidate, members must meet qualifications stated in Overeaters Anonymous, Inc. Bylaws, Subpart B, Article IX, Section 4.
B. The Virtual Region trustee serves a three-year term on the World Service board of trustees.
C. Although each region trustee represents a specific region, they serve Overeaters Anonymous as a whole.
D. Trustees meet periodically throughout the year to conduct OA business.

7. Parliamentarian

Duties of the parliamentarian are to assist the Virtual Region chair and the Virtual Region board in parliamentary procedures.

8. Committees

A. The board will determine committees to serve the Virtual Region.
B. These committees will be reviewed every 24 months.
C. Each committee will establish internal guidelines, which will be reviewed by the board.
1. Committee guidelines are documented separately and will be maintained by the committee.
2. Each committee will comply with the document management system established by the Virtual Region Board.
3. Each committee will comply with all other board-approved guidelines.
D. The current committees of the Virtual Region are Bylaws, Convention, Data Protection, Digital Resources, Finance, Intergroup Outreach, Public

Information/Professional Outreach (including Unity with Diversity), and Twelve Step Within (including Workshop).

E. Committees will appoint a chair from among their members with the exception of the Convention and Data Protection Committees. The Chair or Co-Chairs of these committees will be appointed by the Board.

   1. Committee chairs will be selected from the committee members.
   2. The committee chair may serve for up to two terms of two years
   3. Committee chairs must have six months of current continuous abstinence, except for the Convention Committee chair or co-chairs, who must have one year of current continuous abstinence. Each person shall be the sole judge of their abstinence from compulsive eating and compulsive food behaviors.
   4. If a Committee Chair fails to meet the requirements stated in paragraph c, they must resign from the chair position.
   5. Should a vacancy occur within a committee, the Board will be notified, and the committee will appoint a new chair to complete the term.
   6. The Virtual Region Board, by a two-thirds vote, may waive the abstinence requirement of a committee chair.

F. Committee Chairs Duties:

   1. Submit a report of activities 60 days prior to each assembly and a monthly update report seven days prior to the Board meeting.
   2. Maintain comprehensive files detailing committee activities using region-approved resources and technologies
   3. Upon completion of term of office or resignation, information transfer shall be coordinated by the Data Coordinator in consultation with the outgoing committee chair.
   4. May submit articles about the committee's work to the Virtual Region Digital Resources Committee for publication in the appropriate publication medium.
   5. Submit a proposed annual budget to the Virtual Region Treasurer at least 90 days prior to the assembly where it will be addressed.
   6. Review the work of subcommittees and appoint chairs or program heads as needed.

9. Zoom Account Guidelines and Usage Procedures

A. Use of the Virtual Region Zoom Accounts is managed by the Virtual Region Board and is limited to: Virtual Region board, committees, subcommittees, service bodies and registered meetings for the purpose of conducting OA business or OA recovery events.

B. The Virtual Region board shall appoint a Zoom Administrator to manage Zoom room scheduling and Zoom settings. The Zoom Administrator will maintain the Virtual Region Calendar with links to the scheduled Zoom meetings.

C. Any other use of the Zoom accounts will be at the discretion of the chair and Virtual Region Board. Non-Virtual Region Service Bodies may request the use of the Zoom accounts; such use will be at the discretion of the Virtual Region Board.

D. Non-Virtual Region service bodies given access to the Virtual Region Zoom accounts will be asked to give a contribution for the use of the meeting space.

E. Virtual Region Zoom account availability will be on a first come, first serve basis with the Virtual Region Board and Virtual Region committee meetings taking precedence.

F. No member or group shall use the room for any purpose other than OA business or OA recovery events.

G. If misuse of the room occurs, the code will immediately be changed, and all registered users will be notified.

H. Any misuse of any room or of the Virtual Region Zoom accounts will be brought before the Board, whereupon the Board will consider appropriate action which may include the removal of service permissions and service access to the Zoom accounts, which may also include the need to attend training on the proper use of the Virtual Region Zoom accounts.

Zoom Policies and Procedures

A. At least two trained Zoom hosts/cohosts must be present at all scheduled meetings, one of whom will be designated as lead host.

B. If the meeting is large, three or more Zoom hosts/cohosts are preferred.

C. After using the Virtual Region Zoom accounts, the meeting must be closed by the Zoom host.

D. Recordings may be permitted only if, the Zoom host/cohost have received data protection training from the Data Coordinator. The Zoom Administrator and team are responsible for organizing with the Data Coordinator the storage and distribution of recordings.

10. Amendments

A. Amendments to this Policy and Procedure Manual may be proposed by any Virtual Region service body, the board, or committee.

B. Amendments shall be submitted to the region chair and secretary at least 60 days prior to the Business Assembly.

C. Motions must be submitted using the region-approved form.

D. Motions will be reviewed by the bylaws committee no later than 50 days prior to the assembly

E. Except as otherwise specified amendments to this Policy and Procedure Manual may be adopted by a majority of voting members at any business meeting of the Virtual Region.

F. Any amendments adopted by the World Service Conference that impact this Policy and Procedure Manual, shall be updated by the Virtual Region Bylaws Committee and the Virtual Region assembly membership will be notified.

Adopted 6/22/24

Section 12: Readings

Twelve Steps of Overeaters Anonymous

1. We admitted we were powerless over food — that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God as we understood Him.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.
8. Made a list of all persons we had harmed and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong, promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God as we understood Him, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these Steps, we tried to carry this message to compulsive overeaters and to practice these principles in all our affairs

The Twelve Traditions of Overeaters Anonymous

1. Our common welfare should come first; personal recovery depends upon OA unity.
2. For our group purpose there is but one ultimate authority — a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for OA membership is a desire to stop eating compulsively.
4. Each group should be autonomous except in matters affecting other groups or OA as a whole.
5. Each group has but one primary purpose — to carry its message to the compulsive overeater who still suffers.

6. An OA group ought never endorse, finance or lend the OA name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
7. Every OA group ought to be fully self-supporting, declining outside contributions.
8. Overeaters Anonymous should remain forever non-professional, but our service centers may employ special workers.
9. OA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Overeaters Anonymous has no opinion on outside issues; hence the OA name ought never to be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, television and other public media of communication.
12. Anonymity is the spiritual foundation of all these Traditions, ever reminding us to place principles before personalities.

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.
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.

GLOSSARIES OF PARLIAMENTARY PROCEDURES

ENGLISH

Ad Hoc Committee	A special (temporary) committee formed for a specific purpose or project.
Affiliate	Choosing to partner with another organized entity for the purpose of communication
Affiliate d Group	A group that chooses to partner with a specific intergroup or service board for the purpose of communicating and supporting OA's work in carrying the message. This partnership allows for consolidation of resources and avoids duplication of effort.
Affiliated Intergroup	An intergroup associated with a service board and/or region for the purpose of communicating and supporting OA's work in carrying the message. This partnership allows for consolidation of resources and avoids duplication of efforts.
Agenda Questionnaire	A list of proposed motions that the World Service Office receives for consideration at the next World Service Business Conference. This list is then distributed to all intergroups and registered service boards who are encouraged to discuss the contents with their members and decide if they feel the proposed motions should be voted on at the next World Service Business Conference.
Agent	A designated person acting on behalf of a specific organization or position of the organization *(Bylaws of OA, Inc. Subsection A, Article VII)*.
Alternate	An OA member selected by a service body to serve as a delegate in the event the elected delegate is unable to attend or attend the full Conference *(OA Bylaws, Subparagraph B, Article X, Section 3)*.
Amendment	The process of altering or modifying the main motion or amendment.
Anonymity	A tradition in OA where individual members are not identified outside our organization by name or otherwise. Within the organization, we may share names but they are not shared with those not affiliated with OA. OA members are anonymous, the organization is not.
Automatic Recurring Contributions (ARC)	The OA program is a simple and secure way to make a monthly or quarterly Seventh Tradition contribution directly to the World Service Office.
Articles of Incorporation	Articles establishing the existence of a corporation and that it is registered in New Mexico (OA, Inc. Central Office) executed by the Secretary of State. The legislation guiding the articles of

	incorporation are found in the New Mexico Statutes, Chapter 53, Article 2, Section 12.
Ask-It-Basket	Questions posed by delegates to the World Service Work Conference are distributed to trustees after the Conference for response. The answers are included in a document posted on oa.org. OA members, groups and service bodies may also submit questions to the World Service Office for response by the council and may be included in the Question Basket archives on oa.org.
A Step Ahead	Quarterly electronic newsletter from the World Service Office for OA groups and service bodies. Published online in January, April, July and October.
Board-Approved Literature	Board-approved OA literature consists of literature that has been approved by the Representative Council and includes literature that has been created by a council or Conference Committee and is not directed to the brotherhood as a whole, and literature that has been compiled from already approved publications or the *Lifeline.*
Board Committee	A standing or special (ad hoc) committee of a board of directors that is created for a special purpose or project.
Board Meeting	A formal meeting of a board of directors created to consider policy issues and serious problems. At the world service level, it is the regular meeting of the seventeen-member Board of Trustees. This Board meets four times a year, usually in Albuquerque, New Mexico.
Board of Trustees (BOT)	The seventeen members of the OA, Inc. board are composed of ten regional councilors, one virtual services councilor and six general service trustees. All positions are elected by the World Service Working Conference *(OA, Inc. Bylaws Subsection B, Article IX, Section 2).*
Board Reference Manual (BRM)	Document provided by the Board of Trustees with measures and procedures for each specific responsibility and task.
Business Conference Policy Manual	List of ongoing policies adopted from previous conferences. The manual is published on oa.org.
Bylaw Amendment Proposals	Proposed changes to Subsection B of the OA Bylaws presented at the Annual Conference. These changes affect OA members in relation to the (stock) company.
Calendar-Year Budget	Budget approved for OA, Inc. by the Board of Trustees for the calendar year (January 1 through December 31).
Center Microphone Monitor	A person (chosen by the chairperson) who sits in the middle of the center aisle of the Conference floor and is given the task of approaching the center microphone. The monitor may instruct the delegate when to approach the microphone for or against if his or her question is opened for debate; and the monitor may provide forms for submitting amendments to motions, and the monitor raises a signal to let the presiding officer know what type of question is to be asked or what request is being made. This person

	should be familiar with OA guidelines and procedures as well as Robert's Rules of Order.
Chair of the Board	The highest office in a group that is chosen or selected by the group. In a world-wide service, this is a trustee chosen by the board of trustees who presides at board meetings. The chair of the board may be called upon to make decisions about procedures, organize the agenda for board meetings, and ensure that meetings are conducted efficiently. The duties of the director are described in the Bylaws of OA, Inc. Subsection A, Article VI, Section 3 and in the Board Reference Manual.
Conference	A word frequently used in this document as a substitute for World Service Business Conference (WSBC).
Conference-Approved Literature	Literature approved by the Conference and meriting the Conference Seal of Approval (as per WSBC policy 1985).
Conference Committee	A standing or ad hoc committee created for the conference at the world service level formed for a particular project or proposal. Membership on the committee is limited to one delegated co-chair, one trustee co-chair and up to 30 members of the World Service Business Conference (WSBC). In addition, a combination of up to six past trustees, current trustees and non-delegated members may be appointed to participate in the work of the committee during the year *(WSBC Policy 1991a(2)).*
Conference Evaluation Form	The electronic form sent by email to delegates in the week following the Conference requesting comments on the Conference and suggestions for future Conferences.
Conference Secretary	Salaried person responsible for taking the minutes of the Conference. This person is also the BOT administrator.
Conference Standing Rules	The rules for conducting the business meetings of the Conference. These rules are adopted at the beginning of the business meeting with a two-thirds consensus vote.
Coference Support Committee (CSC)	Committee of veteran OA members who volunteer to assist delegates with on-site conference logistics.
With Microphone	The microphone used to debate against the motion in debate.
Corporate Seal	Sturdy stamp engraved with the official company seal. The seal is used to authenticate all important corporate documents.
Courier	The archive of the OA professional community's electronic newsletter published on oa.org. Members are invited to reproduce it and distribute it to health professionals.
Credentials	Identification badges for attendees that serve as evidence of their right to vote.
Credentials Report	Report presented at the beginning of each business meeting before voting, stating the number of members entitled to vote.
Delegate	A person elected at the service body level who represents that service body at the annual World Service Business Conference and reports the results of the meeting to the local areas. Region

	chairpersons and trustees also serve as Conference delegates) (*OA Bylaws, Subsection B, Article X, Section 3*).
Delegate's Badge	The identification badge that Conference delegates wear when registering at the OA registration desk. The delegate must always wear this badge in order to be recognized as a voting member of the Conference.
Direct Material Financial Interest	If a director is interested in any transaction, present or future, in which OA is involved, he or she must declare his or her interest before such transaction is discussed and voted upon at OA.
Duly Registered	A company or partnership officially registered by an entity that confirms who are the owners or who are the members of its board.
Emergency New Business	New business motions not submitted by the assembly deadline that are considered urgent and important to OA as a whole, and which, if not acted upon immediately at the assembly, may be detrimental to the welfare of OA. At the global working level, the Reference Committee determines whether motions submitted are of an urgent nature, needing immediate attention at this year's Conference. Amendments to the bylaws cannot be presented in this manner.
Executive Committee (EC)	Subgroup on the Board of Trustees with the task of oversight of the World Service Office. The executive committee consists of the six general service trustees. If both the director and treasurer of the Board of Trustees are regional or virtual service trustees, they also serve on the Executive Committee. The Executive Committee meets in person or by conference call each month.
Ex-Office	A member who holds his or her position or affiliation because of the power or influence of an office and not by election or appointment. A president, for example, may be an ex-officio member of all committees with appointed boards. Such positions and their voting decisions along with other privileges are detailed in the organization's bylaws.
Final Conference Report	The report of activities conducted at the Annual World Service Business Conference. This report contains minutes of business meetings; summaries of workshops and presentations/discussions; reports of conference committees; and revision of the bylaws and the Working Conference Policy Manual. The report can be viewed as an electronic document at oa.org.
Financial Statement	A report that provides information on the financial status of the organization. The financial statements also provide a means to make informed decisions about the present and future direction of the organization. OA's financial statements are evaluated annually by an independent public company. The annual statement is available in the delegated folder or upon request.
First Vice Chair	A member of the committee, board or group designated as the immediate subordinate of the chairperson and to perform the

	duties of the chairperson in the absence of the chairperson; a person who performs the duties of the chairperson.
Fiscal Year	The period of time that the organization uses for accounting purposes and prepares financial statements. The fiscal year for OA runs from January 1 to December 31.
Founder	Rozanne S., the founder of OA. Rozanne passed away in 2014.
General Service Trustee (GST)	The six trustees of the Executive Committee who have general authority with respect to the habits of conduct to the business of the Association. They are elected at the World Service Business Conference by the Brotherhood at large (*OA Bylaws, Subparagraph B, Article IX*).
Green Dot	A term used for delegates attending the World Service Work Conference for the first time. New delegates are asked to wear a green dot on their badges to differentiate them from more experienced delegates who can assist them.
Group	Two or more people who wish to stop binge eating, meeting to practice the Twelve Steps and Twelve Traditions of OA, guided by the Twelve Concepts of OA service.
Group Conscience	The collective consciousness of group membership. Although OA arrives at group conscience through the voting process, spiritually it is more than majority voting: indeed, the term "group conscience" is the collective will of a specific group of OA (perhaps coming from a simple majority vote). The term "group conscience" comes from Tradition Two: "For the purpose of our group there is only one ultimate authority: a loving God as He manifests Himself in our group conscience. Our leaders are but faithful servants, they do not rule." Each individual OA member, each group, and each intergroup/service board becomes part of the collective group conscience of OA as a whole.
Group Conscience of Overeaters Anonymous "as a whole".	For the purpose of voting at the World Service Business Conference, which according to the Second Concept the "effective voice, authority and conscience of OA as a whole, OA has adopted rules defining what constitutes a group conscience vote. Significant unanimity is achieved by either a simple majority or a two-thirds consensus, depending on the nature of the motion being addressed.
Indemnify/Indemnification	Protect against any loss, damage or injury and thus prevent an agent working on behalf of OA from being held legally responsible for any action taken on behalf of the organization.
Intergroup (IG)	A working board composed of groups in the same geographic area and providing service to those groups. Virtual groups may associate without regard to geographic proximity (*OA Bylaws, Subparagraph B, Article VI, Section 2a*).

Intergroup Office/ Service Center	Office facilitating groups in the local area with services such as literature, meeting information and answering emails and phone calls.
International Day Experiencing Abstinence (IDEA)	Celebrated on the third Saturday of November, this day encourages OA members around the world to begin or reaffirm their abstinence from binge eating.
Language Service Board (LSB)	The service board that provides services to groups and/or intergroups that share a common language regardless of geographic proximity. Both groups and intergroups must affiliate with a Language Service Board (*OA Bylaws, Subparagraph B, Article VIII, Section 2b*).
Lifeline	OA magazine that publishes recovery stories written and submitted by OA members (10 issues per year). Available in electronic or print subscription.
Lot	Method of electing an individual, e.g., pulling a piece of paper with his or her name on it out of a hat or seeing who draws the shortest straw. In the OA Bylaws, Subsection A, Article VI, Section 2, it is stated that in elections, a tie of candidates is decided in this manner.
Managing Director/Secretary to the Corporation	A salaried member of the World Service Office who manages the day-to-day operations of the Office. The executive director also serves as the secretary of the corporation (*OA Bylaws, Subsection A, Article VI, Section 5*).
National Boundaries	The geographic demarcation of legal entities or political jurisdiction, such as the border between the United States and Canada.
National Service Board (NSB)	The service board that provides services to groups and/or intergroups within a country. In some cases, the National Service Board may serve more than one country. (OA Bylaws, Subparagraph B, Article VIII, Section 2a).
New Business Motion	Bylaws motions submitted to the Annual Conference that affect the OA Sisterhood as a whole.
Nominee	OA member interested in a seat on the board of directors. (*OA Bylaws Subparagraph B, Article IX, Section 5 a), c) and d) for OA Board of Trustees requirements*).
OA, Inc. Bylaws, Subpart A	Statutory document of the corporate organization for OA (*OA Bylaws, Subsection A, Article II*).
OA, Inc. Bylaws, Subpart B	Statutory document providing for the identity, rights and privileges of OA members and service bodies in relation to the society. (*OA Bylaws, Subparagraph B, Article IV, Section 1*) **This document may only be amended by delegates at the World Service Working Conference**.
Officer	Someone who holds a position of authority and importance in an organization. OA's bylaws, Subsection A, Article VI specify how OA elects its officers and the duties of some officer positions.

Overeaters Anonymous, Inc.	The official legal structure of the organization subject to the laws of the State of New Mexico (*OA Bylaws, Subsection A, Article I*).
Page	Conference Support Committee volunteers who distribute announcements and motions, count votes when necessary, rotate delegate seating, and other services specified by the Conference Support Committee chairperson
Parliamentarian	A paid professional who advises the chair of the meeting on how to conduct the business of the meeting in an orderly and legal manner. At the world service level, the parliamentarian is available to consult with the chairperson during the Board of Trustees and World Service Business Conference as deemed necessary.
Policy	A course or principle of action adopted or proposed by an entity. The introduction to the World Service Work Conference Manual states that "until modified, these motions establish the self-imposed boundaries of the Fellowship.
Presiding Officer	A person who presides at or directs a meeting. Pursuant to OA Bylaws Article V, Section 13, Subparagraph 13, the Board of Trustees elects a chairperson for board meetings and must elect a first and second vice chairperson to preside in his or her absence. As provided in the OA Bylaws, Subparagraph B, Article X, Section 6, the chairperson of the Board of Trustees also presides at all meetings of the delegates to the World Service Labor Conference.
Procedure	The official or established way to accomplish something. The statement on the page titled "Parliamentary Procedures" in the World Service Labor Conference delegates' binder indicates that "these procedures are general and are based on the latest revision of Robert's Rules of Order. OA bylaws and Conference Rules take precedence over parliamentary rules in case of discrepancy."
Pro Microphone	The microphone used to debate in favor of the motion in debate.
Quorum	The number of registered members required to legally conduct a business meeting.
Receipt of Notification	Proof that the agency or entity has received a notice; sometimes, action must be taken after acknowledgement of receipt. An example of this is found in the OA Bylaws, Subsection B, Article VI, Section 3c, "Each intergroup shall evaluate its bylaws with acknowledgement of receipt by the World Service Office of amendments to the OA Bylaws".
Reference Subcommittee	A subcommittee of the Committee on Bylaws of the World Service Labor Conference consisting of the delegated co-chair of the Committee on Bylaws, the trustees' co-chair and up to two representatives from each region and the virtual service board, which is formed to create a forum for discussion of amendments to motions on new work and amendments to the bylaws.

Region Assembly	The business meeting of the region to which service bodies and non-member meetings send representatives (*OA Bylaws Subparagraph B, Article VII, Section 3*).
Region Boundaries	The demarcation of legal entities or political jurisdiction. As stipulated in the OA Bylaws, Subparagraph B, Article VII, Section 2a. "Ten regions composed of intergroups, groups in each region, and service boards that fit within regional boundaries are formed." The geographical boundaries of each region are specified in Section 2b.
Region Representatives	Individuals elected at the service body level to represent that service body at the regional assembly and carry the results of the assembly to their local area. Non-affiliated meetings may send a representative and may have a vote as determined by the regional bylaws *(OA Bylaws, Subparagraph B, Article VII, Section 3)*.
Regions	Ten geographic areas specifically defined in the OA Bylaws (Regional Map on oa.org or OA Bylaws, Subsection B, Article VII, Section 2b).
Region Trustees	The ten members of the Board of Trustees who act as liaisons between OA's geographic areas and world service (*OA Bylaws, Sub-section B, Article IX, Section 2) c) 2)*
Restricted	Constrained by agreed guidelines, standards or policies.
Robert's Rules of Order, Newly Revised	The parliamentary authority to be followed in directing the board and the Labor Conference. Copies of this book may be obtained from any bookstore or library (*OA Bylaws Subparagraph B, Article X, Section 7*).
Self-Dealing Transaction	A transaction in which a fiduciary (a person who has a legal or ethical relationship of trust with another person or group of persons) takes advantage of his or her position to seek personal benefit at the expense of the beneficiaries or shareholders. At the world service level, any transaction requires the approval of the Executive Committee.
Service Board	The service body that provides services to local area and/or intergroup groups in a country or language area outside the U.S. and Canada or virtual groups. (*OA Bylaws, Subparagraph B, Article VIII, Section 1) (see also language service boards, national service board and virtual service board*).
Service Body	Any service entity above the group level (intergroups, service boards, regions) (*OA Bylaws, Subparagraph B, Articles VI, VII, VIII*)
Sponsorship Day	Celebrated on the third Saturday in August, this day celebrates the role of the godmother/godfather in recovery.
States/Provinces/ Countries/Territories	An internal autonomous or political unit constituting a federation under a government.
Substantial Unanimity	Concept twelve states: "the spiritual foundation for OA service ensures that d) all important decisions should be made after discussion, vote and, whenever possible, by a large majority." To be unanimous means to be of one mind or to have the agreement and consent of all. Broad means to be abundant but not absolute as

	specified. In practice, and according to the Robert Rules of Order, "large majority" is defined as a two-thirds consensus to accept the literature approved at the Conference or the Bylaws and simple majority for rule changes.
Summary of Purpose	A brief statement outlining the main points of some goal or objective. At the world service level: at a minimum, documents such as bylaws or summary of purpose should include a statement indicating that the primary purpose is to help those who still suffer from binge eating through the twelve Steps and twelve Traditions of OA, guided by the Twelve Concepts of OA service, and to serve and represent the OA groups that are formed.
Tellers	World Service Office staff and Conference Support Committee volunteers who collect and count written ballots for the Conference. Staff and volunteers never vote for delegates.
Treasurer	One who is in charge of funds or income. At the world service level, the board treasurer is elected from among the trustees.
Treasurer's Report	Summary of the organization's financial status.
Twelfth Step Within Day	Held on December 12 (12/12) each year to encourage service boards, meetings and individual OA members to get the message out to those compulsive overeaters in the Fellowship who still suffer.
Unaffiliated Registered Group	A group that has decided or is unaware that it is not affiliated with a specific intergroup or service board.
Unity Day	Celebrated on the last Saturday in February at 11:30 Pacific Time, this day recognizes the Brotherhood's worldwide effort. OA members pause to reaffirm the inherent strength of OA unity.
Unrestricted	Accessible to all, without obstacles or restrictions of any kind. Generally refers to income or invoices for a fiscal year. Unlimited funds can be used for any purpose.
Virtual Group	A group of OAs that mimic physical meetings through digital means. Virtual groups can affiliate with intergroups regardless of geographic proximity. They are represented by the custodian of virtual services.
Virtual Service Board (VSB)	The service body that provides services only to virtual groups (*OA Bylaws, Subparagraph B, Article VIII, Section 1).*
Virtual Services Trustee (VST)	Member of the Board of Trustees acting as liaison between OA service groups/boards and world service (OA Bylaws, Subparagraph B, Article IX*).*
Virtual World	An on-line community environment designed and shared by individuals so that they can interact in a personalized simulated world. Modes of interaction include forums, blogs, wikis, chats, instant messaging, teleconferencing (telephone meetings) and video conferencing.

Workshops	Sessions during an event where topics of interest to OA members are addressed. Attendees are encouraged to gather information from the workshops for use in their service bodies and local groups.
World Service Business Conference (WSBC)	The annual OA business meeting that ensures that the OA process is maintained through the group conscience represented therein (*OA Bylaws, Subparagraph B, Article X, Section 1a*).
World Service Business Conference Chair	The chair of the Board of Trustees, which directs the business meetings of the World Service Labor Conference (*OA Bylaws, Subparagraph B, Article X, Section 6*).
World Service Convention (WSC)	A recovery event held every 5 years by the World Service Office.
World Service Office (WSO)	The World Service Office is based in Rio Rancho, New Mexico, USA and is staffed by salaried personnel who manage the day-to-day operations of OA.

Amend Something Previously Adopted	Change an action that has not yet been taken. Your debate may include the qualities of the original motion.
Appeal from the Decision of the Chair	To ask the assembly to vote on whether it agrees or disagrees with a decision of the chair. The chair may intervene in the debate twice (at the beginning and at the end); the rest may intervene only once. A vote in favor upholds the decision; a vote against nullifies the decision.
Consent Agenda	Motions that are voted on as a whole without discussion or debate. Items on the consent agenda may be considered if they are habit, non-controversial or domestic. This is a way of handling motions that the chair believes are not open to question or debate. At the world service level, any voting delegate should go to the central microphone to request that an item not be part of the consent agenda and be considered separately. The consensus agenda item is voted on immediately after the adoption of the Conference Adoption Policy at the first business meeting. A two-thirds consensus is required for agreement.
Debate	The two different points of view on the same subject.
Divide the Question	A motion that allows two or more parts of a motion under discussion to be considered separately. Each segment must stand alone in a separate motion.
General or Unanimous Consent	Vote obtained without any objection in tacit agreement.
Incidental Motion	Related to the parliamentary situation so that it must be decided before the matter proceeds (e.g., an appeal, consideration of a paragraph, division of a question, parliamentary procedure, request for information, request for permission to withdraw a motion, suspending the rules)
Lay on the Table	Set aside a proposed motion temporarily in order to deal with other matters.

Main Motion	Bring business before the assembly (e.g., motions distributed in the event packet).
Majority Vote	More than half of the voters.
Objection to the Consideration of the Question	It enables the assembly to completely avoid a specific original motion when it is believed that bringing it before the assembly may be problematic. This objection may be raised as soon as the motion is presented to the chair. It requires a two-thirds consensus against to consider the objection.
Parliamentary Inquiry	A question related to the parliamentary process on the matter to be debated.
Point of Order	Requires a resolution from the chair to strengthen the Conference Adoption Policy or parliamentary process.
Privileged Motion	Deals with matters of immediate importance that are not related to the pending business (e.g., adjournment, recess). Ask a question of privilege, indicate the order of the day).
Proviso	It is usually used to facilitate a transition (e.g., when a change is going to happen) A proviso needs to be voted on by a majority. The proviso must be added to the motion as an amendment. Parliamentary assistance must be sought in writing the amendment.
Reconsider	Reopen an action for further consideration to be taken on the same day of the vote or on the day after. Can only be done by someone whose vote is the same as the decision made on the motion.
Request for Information	Used when there is a question on the subject to be discussed. At the world service level, it is presented at the central microphone.
Scope of Notice	The parameters within which a change can be made from the existing rules and bylaws to the proposed amendment. For example, if a number in the original amendment indicates "8" and the motion wishes to change it to "10", the range in which any change can be made would be between 8 and 10. If an amendment is subject to change to "11", that amendment would be out of range and would not be acted upon. In the case of OA bylaws, the proposed amendment cannot be addressed if it is outside the range. In the case of amendments to Conference bylaws, proposed amendments outside the range can be acted upon, but require a two-thirds consensus to be adopted.
Seal the Doors	The closing of the assembly prior to voting. Members may not enter or leave the room during the voting process.
Subsidiary Motion	Assists the assembly in modifying or disposing of a major motion and sometimes other motions (e.g., "lay on the table," closed debate, limited debate, postpone to another time, referral to committee, amend, postpone indefinitely).
Substitute Amendment	To amend by deleting by complete deletion a paragraph, section, article, an entire motion or resolution and inserting a new paragraph or a new unit in its place.
Suspend the Rules	Motion that allows consideration of an agenda item out of the established order in order to present an urgent matter that is not on

	the agenda. Establishes the purpose for which the agenda may be interrupted when the motion is made.
Taken from the Table	Remove a motion from the table to be considered again. A motion dies if it is not removed from the table at the end of the business meeting.
Tie Vote	Rejection of a motion. The chair must vote to make or break a tie vote. In addition, the chair may vote to make or break a two-thirds consensus of those voting.
Two-Thirds Vote	Two thirds of the vote.
Withdrawal of a Motion	Before the motion is introduced by the chair, it may be withdrawn or modified by the maker. After being presented by the chair, the motion may only be withdrawn with the general consensus of the majority of the assembly.

END