

**OVEREATERS ANONYMOUS OF GREAT BRITAIN**  
**(The National Service Board of OA in Great Britain)**  
**BOARD MEETING MINUTES**  
**Date: Saturday 20<sup>th</sup> January 2024**  
**Time: 9.30 am**  
**Venue: Zoom conference room**

**Attendees:**

Caroline – Chair; Robbie – Comms Officer; Mel – Treasurer; Teresa – Secretary;  
Sarah – Literature Liaison; Sharon – minute taker.

**Agenda**

**1. Welcome**

Chair welcomed all to the meeting and opened with the serenity prayer.

**2. Preamble, Traditions and Concepts**

Read by Sarah, Mel, and Robbie.

**3. Apologies**

No apologies.

**4. Brief Personal Shares**

**5. Notify Chair of Any Other Business**

None raised.

**6. Review and adopt agenda, agree ground rules.**

The agenda was shared prior to the meeting and that along with the ground rules were agreed by all.

**7. Approve minutes of AGM October 2023**

These minutes were agreed by all members.

**8. Ratify decisions of November Board call.**

Allocation of PI funds - agreed by all members.

**9. Ratify decisions of December Board call.**

- Charlotte to create a first draft of bylaw amendments – agreed by all members.
- Seek quotes from solicitors for changing the organisational structure - agreed by all members.

**10. Confirm Members/Directors/Trustee details.**

There were no changes to personal details.

**11. Reports**

**Chair – Caroline**

Verbal update was given.

*Action Point 11.1: Teresa to create a confidential file entitled 'Disruptive behaviour 2023' to archive all email correspondence pertaining to this issue in case of reoccurrence.*

### **Secretary – Teresa**

Highlights from the report were:

- Red Dragon IG has booked a venue for the National Assembly and more information will follow from their committee meetings.
- NatWest Bank will amalgamate the literature service bank account & current account into one Business File making access easier, but there will be a 5-day disruption when being carried out.

### **Communications – Robbie**

Highlights from the report were:

- Email responders are working well, and the phone number issue has been put on hold while focus is on new website.
- Website template has been approved and ten examples have been shared. Laura has agreed to build the site as a paid job. This will move across when the domain has expired with 34SP.

Caroline requested that 3 quotes be obtained from web builders for comparison.

### **WSBC – Robbie**

- Robbie has requested to join the WSBC young person's committee for the following year.
- One motion coming back is the bylaw amendment around affiliation brought about by the issue with Greek IG's.
- Registration has been done and costs and flights are booked.
- Other motion being put forward is to change to gender neutral language.

### **Treasurer/R9/Co. Secretary – Mel**

- The accountancy issue has been resolved which will show in March and a line will need to be put into QB to accommodate the transaction.
- R9 literature outstanding situation remains outstanding and Mel will update board & Stella with progress.
- A summary of the 23/24 accounts and the first draft budget for 24/25 will be brought to the April board meeting.
- The annual anonymous donor of £3k has made their final payment and Mel has sent thanks for their support.

*Action 11.2: Mel to formally respond to Teresa's email regarding the payment made to the translation fund.*

*Action 11.3: Caroline & Mel to speak to NatWest about 'decoupling' Caroline from the NatWest banking app.*

### **Literature Liaison Report – Sarah**

- The literature table at the virtual event was not well attended and won't do again when the NA is held in this format.
- New print company has been appointed but a pdf need amending so paused at present.

- Print Officer is required as a volunteer role to start in March when the packers sub-committee will be in place.

*Action 11.4: Robbie to link Sarah with volunteer (schoolteacher) for the Print Officer role.*

*Action 11.5: Sarah to send Caroline the pdf that needs amending to action and return.*

*Action 11.6: Sarah to follow up with Deborah on her reflections of her appraisal.*

It was decided that Robbie will purchase and bring back the OA coins from the WSBC to avoid postage charges and embed this as an annual job for the WSBC rep.

## **12. Literature Admin Report**

This was received by Sarah on the day before the board meeting and shared it on screen with the board members – there were no further questions.

## **13. Election of R9 delegate for 2024.**

It was confirmed that this position does need to be covered by a current OAGB board member and with Mel stepping down from the position, Teresa agreed to cover for the October 2024 conference.

This was seconded by Robbie and agreed by all.

## **14. WSBC 2024 – motions and deadlines.**

Covered in agenda item 11 in the WSBC report.

## **15. National Assembly 2024 – finalise location.**

Red Dragon IG are holding the 2024 NA, and the venue is booked and a committee in place.

All 5 members of the current board finish their terms this year, with 4 having the option to continue and Teresa must finish with completing 2 terms.

*Action Point 15.1: Action for all to think about ways to encourage board membership with nominations in place before the NA & for the document to be found with previous suggestions.*

## **16. Literature Service review – postage, stock selection, printing in UK**

Sarah has created and shared her report on all stock provided in the literature service, but sales figures are to be added at the end of February giving a two-year reflection.

In the book section, her report identified 2 books – Voices of Recovery & For Today workbook – proposed that licenses be sought for printing in the UK to cut down on costs.

The same exercise was done for leaflets and miscellaneous items to review sales levels for the various items in stock.

When seek permission from WSBC to print items in the UK, it may be helpful to liaise with R9 countries to see which items they are printing already (Greece, Italy)

*Action Point 16.1: Sarah to pull together a full report for the NA with all board proposals.*

*Action Point 16.2: Sarah to seek licenses for the proposed literature and find out the process to obtain these.*

*Action Point 16.3: Sarah to produce a document on postage for the February board call.*

### **17. How to implement PIPO funding resolution.**

Mel will implement the funds for the PIPO in the 24/25 budget calculations in the April board meeting.

This will reflect the resolution that that 50% of net surplus from previous financial year will be given to the PIPO going forward.

### **18. Telephone Service – next steps**

It was agreed that this will be revisited when work on updating website is complete.

*Action Point 18.1: Robbie to investigate the options on pausing the phone charges.*

### **19. AOB**

No other business was raised.

Meeting ended with a serenity prayer.

### **Action Table**

Item	Action	By Whom	By when
11.1	Teresa to create a confidential file entitled 'Disruptive behaviour 2023' to archive all email correspondence pertaining to this in case of reoccurrence	Teresa	Feb call
11.2	Mel to formally respond to Teresa's email regarding the payment made to the translation fund.	Mel	Feb call
11.3	Caroline & Mel to speak to NatWest about 'decoupling' Caroline from the NatWest banking app.	Caroline & Mel	Feb call
11.4	Robbie to link Sarah with volunteer (schoolteacher) for the Print Officer role.	Robbie	Feb call
11.5	Sarah to send Caroline the pdf that needs amending to action and return.	Sarah & Caroline	Feb call
11.6	Sarah to follow up with Deborah on her reflections of her appraisal.	Sarah	Feb call
11.7	Robbie to liaise with Sarah/Deborah regarding purchase of coins at WSBC	Robbie	Before WSBC

15.1	Action for all to think about ways to encourage board membership with nominations in place before the NA & for the document to be found with previous suggestions.	All	Feb call & ongoing
16.1	Sarah to pull together a full report for the NA with all board proposals.	Sarah	NA - October
16.2	Sarah to seek licenses for the proposed literature and find out the process to obtain these.	Sarah	April board
16.3	Sarah to produce a document on postage for the February board call.	Sarah	Feb call
18.1	Robbie to investigate the options on pausing the phone charges.	Robbie	Feb call

These minutes are a true and accurate record of the meeting.

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Chair

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Date