

Intergroup or Service Board Inventory

Attendees:

Ron – (Tuesday/Chair)
Carolyn (Tuesday/Saturday/Literature)
Nikki (Thursday/Newsletter)
Lori (Thursday/Monday/Fund Raising)
Rebecca (Monday/World Service)
Christina (Thursday/Website-Media)

This inventory is divided into three parts:

- *A look at the function of the intergroup or service board*
- *Twelfth-Step work within the Fellowship*
- *Carrying the message to the still-suffering compulsive overeater*

When you have completed the inventory, you will probably discover that your intergroup or service board has more strengths than you realized. After all, it takes commitment to be willing to do an inventory in the first place. You may also find some weaknesses. Just as in your personal recovery, appreciate your strengths. As for your weaknesses, remember that help is available to you from your region, your regional trustee and the World Service Office.

The following sets of questions are suggestions only. Their purpose is to evaluate the intergroup/service board's present performance and to share some ideas about service from other intergroups or service boards.

Take a deep breath, and good luck!

a. Preliminary Questions

1. Are we satisfied with the function of our intergroup/service board? If not, why not?

No. There is poor communication between committees and IG. Also some people have reported poor experiences to IG when volunteering for some service committees. We find some committees do not attend IG or send reports, that there is a lack of accountability to IG, and there is a lack of communication between groups and IG (both information shared with and share back).

2. Have we ever taken an intergroup/service board inventory? If not, why not? If so, what were the results?

Yes, but it was so long ago no one at this meeting was a part of it, or knows the results.

b. Part 1: The Function of the Intergroup/Service Board

1. What is the purpose of our intergroup/service board?

We are here to support the groups and help them flourish, assist in attracting new members and support new functions.

2. Do we have a Statement of Purpose or Bylaws?

We have by-laws, but we are not aware of a statement of purpose.

Action – IG – after December Meeting – Ask the groups to put together a statement of purpose for IG.

Action – Christina – Before December 3 – Ask for a soft copy of the by-laws and post them on the IG webpage.

Action – IG – Ongoing – Ensure each group has a copy of the statement and the by-laws.

3. Do we use *Robert's Rules of Order* and our bylaws during our business meetings?

We think so, but require more investigation.

Action – Christina – supply IG with a copy of Robert’s Rules.

4. Do the Twelve Traditions take precedence over “Robert’s Rules” in our intergroup/service board’s bylaws?

Yes, but we get bogged down by the mechanics, and spend a lot of time in the weeds. We need to have a vision and a purpose more to be accomplished in the IG meetings.

5. Do intergroup/service board bylaws and policies protect and/or extend the tenure of certain “trusted servants”?

We fail at this in some ways. Due to lack of volunteers, we have extended tenure in some service positions. Also, some people have felt bad about leaving unless they have a replacement, and end of providing service, so as an IG we need to support of members better and work on a contingency for these situations.

6. Does our intergroup/service board dictate or suggest?

Neither. **Action** – IG – December meeting is going to focus on the results of this inventory, and IG to work out what events/actions items they need to take more leadership on.

7. Are we incorporated? Do we have a nonprofit tax status?

Action – Nikki before Dec 3 – Investigate steps on getting nonprofit tax status.

8. Do we set realistic short- and long-term goals?

Action – IG – Agenda Item on Dec 3 Meeting.

9. Does our intergroup/service board have a need for regular steering committee meetings or board meetings?

Yes. Definition of steering committee - a committee that decides on the priorities or order of business of an organization and manages the general course of its operations.

10. Are there frequent steering committee meetings for discussions and decisions beyond the purview of the entire group conscience?

No.

11. Does a select group make most of our intergroup/service board’s “important” decisions?

No.

12. Is ours an exclusive club or an inclusive intergroup/service board?

Our goal is to be inclusive, but we realize we might seem exclusive.

13. Are all our intergroup/service board’s activities open to the scrutiny of each member of the Fellowship?

We are happy to share information, information does not always get shared.

Action – IG Agenda Item for Dec 3 Meeting – How to assist group reps carry information back to their groups. One suggestion from this

14. How can we keep the WSO group registrations up-to-date?

Monthly Christina references the active Manitoba meeting list on the IG website against the OA.Org meeting list. Most meetings make updates for their own meetings, but Christina also makes on updates if changes are communicated to her.

Action – Christina – Week of Nov 10-17 - Confirm OA.Org meeting list is a validation of being registered with WSO

15. Are committee meetings open to all members?

Yes

16. Are committees' recommendations presented to the entire intergroup/service board for consideration and deliberation?

When they need approval to proceed with something, yes, but otherwise most committees go with past history. IG feels we need more information from some committees, and would like more input as well.

17. Do we choose our service people with care and consideration, placing principles before personalities?

No. We have had a hard time filling positions, so we have been happy with whomever volunteers.

18. Is anonymity honored within our intergroup/service board?

Yes.

19. Is an opportunity given to each member to participate in the intergroup/service board's activities?

We have lots of opportunities, but due to previously identified poor communication, we feel home groups do not necessarily know, plus they are not excited as we have not been clear of job descriptions.

20. Do we have a budget which includes a prudent reserve and contributions to region and WSO?

Yes

21. Have we done all we can to provide an attractive and convenient meeting place?

Yes

22. Are we committed to participating in the region and world service structure?

Yes

23. Do we make every effort to fund our representatives to regional assemblies and the World Service Business Conference?

Yes

24. How often do our "trusted servants" say, "Trust me, I know what's best"?

Never

25. Is there a frequent need for quick decisions?

No

26. Is there a place on our intergroup/service board's agenda for open sharing and expressing group concerns?

Yes, but it is at the end of the IG meeting as a "round table", so we do not feel this is a good time. The meetings have usually gone on for too long, and everyone is just ready to leave, so this get short-shifted.

27. Who decides how our intergroup/service board spends money?

We do this as a group conscience.

28. Do we see complete monthly financial reports, or just the general fund's beginning and ending balance?

Our treasurer provides detailed reports.

29. Does our intergroup/service board have special savings accounts?

We believe we have one account, but the "books" itemizes what the funds are allocated for.

30. Are funds readily available, or are they invested?

Readily available.

31. Is the prudent reserve really prudent, or is it a hedge against a worldwide recession?

Prudent reserve.

32. Are the requests for intergroup/service board contributions consistent with expenditures shown on the financial reports?

Yes.

33. How long has the treasurer been in control of the books?

4 Years, and she let us know that she wanted to step down, but we have not filled the position yet. This speaks to IG needing a contingency so our members do not feel bad if they have to step down for any reason, and we can make sure tasks are getting done.

34. Are there multiple signatories on all accounts?

Yes.

35. Does someone other than the treasurer reconcile bank accounts?

No, but we do review the statements.

36. Have the books been audited lately?

No

c. Part 2: The Twelfth Step Within

1. Do all the groups in our geographic area know about our intergroup/service board and the services we provide?

No. All the groups know there is an IG, but we are certain that they do not know what services we provide.

2. Do all the groups in the area belong to an intergroup/service board?

Yes, but we have very little contact with Brandon and Treherne, so they may not feel like they belong.

3. Do we keep in touch with groups who don't send representatives or contributions to intergroup/service board?

No, we have very little contact with Brandon and Treherne.

4. Do we let all groups know how they can support the intergroup/service board through service and financial contributions?

Yes, through requests for service, but we recognize we are not doing this very well.

Action – Carolyn/Christina week of Nov 10-17 – Carolyn to share updated information Brandon/Treherne meeting information with Christina, and Christina to update IG and .Org websites.

5. Do we encourage the Seventh Tradition's 60/30/10 contribution formula, making sure our area groups know about it?

Of those attending, some knew the formula, but we did not know if our groups all knew this information.

Action – Meeting agenda item for Dec 3 meeting.

6. Do we inform all members and groups of the structure of OA?

No. There is a misconception that IG is higher in the structure, as opposed to the inverted triangle.

7. Do we sponsor OA workshops and marathons for OA's in our area?

Yes, but we feel we need to do more of these.

8. Do we keep our meeting list current?

Yes.

9. Do we publish a newsletter for the groups in our area?

Yes, approximately quarterly.

10. Do we maintain a stock of OA-approved literature for sale? Do we encourage subscriptions and written contributions to *Lifeline*?

Yes we are well stocked with OA approved literature. Not much is done for promoting lifeline subscriptions or contributions.

11. Do we help new members find sponsors?

No

12. Do we arrange a system for groups to obtain abstinent OA speakers?

No – Action – Meeting Agenda Item for Dec 3 meeting

13. How do we help floundering groups?

No.

14. Do we assist unaffiliated groups in nearby areas to form their own intergroup/service boards?

We have not, but we have not been aware of unaffiliated groups.

15. Do we address the special needs of our members, e.g., young people or the physically challenged, and try to find ways to meet their needs without isolating them?

Yes to some, but no in others. Example – all but one meeting in the city is wheelchair accessible, but we have not been able to afford an interpreter for convention for deaf members.

d. Part 3: Carrying the Message

1. Do we have a permanent address and phone number that is answered twenty-four hours a day?

The instructions for the phone line indicate someone is to check multiple times daily.

2. Is our intergroup/service board phone number listed in area phone books?

Yes

3. Are we reaching compulsive overeaters in our community through

- meeting listings in local newspapers
- radio and TV public service announcements (PSAs)
- calendar notices
- newspaper and magazine articles
- news releases about special OA events
- bulletin board notices
- OA literature in libraries
- special newcomer meetings

- speakers list for various community organizations
- other _____

Some items we noted from these questions are:

- ! We have an active PI committee, but we are not in regular contact with them, and have not had them at an IG meeting in a long time
- ! The city does not have a newcomer meeting.
- ! As an intergroup we need to communicate more, and require more communication/feedback from committees.

4. What have we done to bring the OA message to the attention of the professional community, such as:

- medical professionals
- physicians
- nurses
- dietitians
- nutritionists
- medical technicians
- psychiatrists
- psychologists
- counselors
- teachers
- social workers
- clergy
- military
- employee assistance counselors
- other _____

We have an active PI committee, but we are not sure about all the efforts they have been making. We need to be more involved with them.

Action – Carolyn before Dec 3 meeting – contact PI committee members and invite them to the December IG meeting or to provide a report, and ask to get an idea of their plans for 2019.

5. What are we doing to carry the message into institutions, such as:

- schools
- prisons and detention centers
- hospitals
- training facilities:
- nursing homes and retirement communities
- other _____

e. Final question

Are there other alternatives to the present intergroup/service board structure that might be more useful in meeting the area's needs? If so, what?

Some of the ideas we had here are:

- ! Ask if one of the meetings would be willing to identify themselves as a newcomer meeting, and then check with each of the groups how they are greeting/supporting newcomers.
- ! IG needs to clarify the various roles/jobs and the responsibilities. **Action** – Carolyn before Dec 3 meeting – check with Eva if the job descriptions are in the by-laws.
- ! We need a statement of purpose. This was captured as an action item above.

- ! The December IG meeting will be devoted to discussion about this inventory so we can:
 - o Share what we found out.
 - o Identify the problems to all IG and start working toward solutions.
 - o Provide answers to the action items with Dec as a due date
 - o **Action** – Ron to write up a job description for the group reps to be reviewed at next IG.
 - o **Action** – set up an IG Steering committee.

*We all know, of course, how to identify dysfunction. So, it isn't so much an issue of not knowing there's a problem as it is about doing something. Being long on **wisdom**, do we opt for **serenity**, or **courage**? Do we accept it or change it? Intervention or avoidance? If not you, who?*

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