

**2 HOUR -- OA/HOW VIRTUAL SERVICE BOARD (VSB)
OA H.O.W.TWO HOUR FORMAT PHONE MEETING
VIRTUAL SERVICE BOARD (VSB)
BUSINESS MEETING AGENDA**

**MEETING DATE: 4/15/18
TIME: 4:45 pm - 6:00 pm (ET)**

MEETING CALLED TO ORDER: BY CHAIR, Audrey

- Serenity Prayer
- 12 Steps - Molly
- 12 Traditions - Jana
- Welcome - Audrey
- Read Concepts 3, 4 and 5
Timer: (Julie R)
 - 60 seconds per person: one share per person per agenda item
- Robert's Rules of Order -- to the best of our ability
- Quick Guide link on the VSB page on the website
 - Ask to be recognized (this is _____, may I be recognized?)
 - Chair recognizes _____

ROLL CALL -- MEETING REPRESENTATIVES: BY SECRETARY

ROLL CALL

Sunday 3 PM: Deborah R., Barbara N.

Sunday 6 PM: Jana, Julie R.

Monday:

Tuesday:

Tuesday evening: Revital, Howard

Wednesday:

Thursday:

Friday:

Saturday:

ROLL CALL -- VSB TRUSTED SERVANTS, COMMITTEES / MEMBERS: BY SECRETARY

We Care List Committee Members: No Chair present

Website Committee Members: Molly, Interim Chair

VSB Chair – Audrey
Vice Chair - vacant
Treasurer – Molly
Secretary – Helen M.

MINUTES FROM LAST MEETING: BY SECRETARY

ACTION: A Motion was made to correct the minutes to add a “y” to Audrey’s name. Minutes were approved with that correction.

TRUSTED SERVANTS REPORTS

TREASURER’S REPORT: BY SECRETARY

- Treasurer’s Report was mailed to the VSB prior to the meeting. A request was made that the “squarespace” website be spelled out as www.oahow.squarespace for clarity. Molly agreed to make that correction. The Report was approved with that amendment.

WE CARE LIST REPORT- There was no report.

The Chair requested that the VSB review other reports that had been posted to the website and any questions related to them be raised at the next meeting.

OLD BUSINESS FROM PREVIOUS MEETINGS

1. VOTING CLARIFICATION

- History: Submitted by Alyson H. (11/11/17): Reviewed the 12 Concepts of Service: “at most intergroup meetings, voting is limited to group reps, committee chairs, and board members.”

- Original intention from 2012-2013 and ongoing function has been:
 - up to two meeting reps per meeting (both could vote)
 - Officers can vote (except for Chair)
 - Committee Chairs / Coordinators can vote
 - VSB Chair acts as tie-breaker if needed
 - Any member can make a motion
 - Any member can request to add an item to the agenda

ACTION: Following discussion, a motion made to permit voting consistent with “original intention” as indicated above. Motion passed.

2. **WEBSITE COMMITTEE COMMITTEE AMENDS** (Chaired by Secretary) / Submitted by Audrey (was interim Website Committee Chair) & Molly (website committee member and Treasurer) (submitted 12/4/17)

WHAT HAPPENED: OVERVIEW

- \$500 budget for the new website creation was approved July 2017
- Actual budget spent on the new website was \$1085 (over 90 day period)
- \$585 additional budget decision made by Website Committee to purchase images and design structure (mapping) by hosting company -- BridgePact
 - No donations of time or services were donated by any outside companies
 - Website Committee volunteer hours donated: 120+ hours

AMENDS TO BE CONSIDERED BY GROUP CONSCIENCE:

- No future purchases will be made by the website committee without group conscience
- To accept our amends with no further action needed
- Molly is willing to resign as Interim Website Chair and / or Treasurer
- Audrey and Molly willing to reimburse \$585 to the VSB treasury
- Any other amends the group would like us to fulfill

ACTION: Following discussion, a Motion was made to accept the amends, with no further action needed and without requesting reimbursement or that Molly resign as interim Website Chair. The Motion passed.

3. **WEBSITE COMMITTEE CHAIR** -- Currently Interim Chair

- Molly J is willing to continue to serve as Website Chair until end of current term (September 2018)
- (submitted August 2017)
- Other candidates welcome

ACTION: A Motion was made to approve Molly as Website Chair. Motion passed.

4. **RESOURCES COMMITTEE** / a subcommittee of the Website Committee / Submitted by Jana C (submitted 12/14/17)

- **MOTION:** The items on the current website under "Other Resources" specifically "helpful external links" be restricted to those directly connected to 2 hour OA HOW -- While these are valuable resources, we are 2 hour OAHOW and cannot affiliate or endorse them
- **MOTION:** New items to be added to the website be brought to the VSB for a group conscience vote.

ACTION: There was discussion and clarification of the Motion. Jana, who made the original Motion, amended it to read: "That all links that are not 'two hour OA HOW resources' be removed from the website and that a Resource Committee of volunteers review the links and bring recommendations to the next VSB meeting" (as to what links should be on the website.) The Motion passed. Barbara N., Howard, Molly, and Jana (as her time allows) agreed to serve on the Resource Committee.

NEW BUSINESS:

Because of the limited time, the items listed under New Business were handled in a different order, as follows:

6. WE CARE LIST

- **Given the limited time left on the meeting, the Chair moved to this item. She reported on the following:**

Current status

- Review of current references in the by-laws about the We Care List purpose and function
- Access to the We Care List has been requested by the VSB
- We Care List Co-ordinator has requested to function independently from the VSB
- Future of the We Care List
- We Care List Coordinator has requested to function independently from the VSB
- Future of the We Care List

ACTION: Following discussion, a Motion was made that the VSB be given access to the We Care List to communicate with the membership on a monthly basis. The Motion passed.

NEXT MEETING DATE AND TIME

- Do we want to hold a two-hour meeting while we work through the growing list of agenda items?
- Sunday is challenging for many and there are already 2 meetings on Sunday
- Thursday and Saturday nights are the only evenings without a scheduled meeting
- Other

ACTION: There was discussion about the best day to meet, and several expressed a desire to keep the meeting on Sundays.

A Motion was made to add an extra meeting to work through the unaddressed agenda items. Motion passed.

The Meeting closed with the 3rd step prayer, and adjourned at 6 PM Eastern Time.

Respectfully submitted,

**Helen M.
Secretary**

The following agenda items, listed under New Business, were not addressed:

5. **IMMEDIATE OPENING: VSB VICE-CHAIR** - Current opening through end of September 2018
 - Vice-chair role is to be groomed to potentially volunteer as Chair for next term
- 6.
7. **PROPOSED BY-LAWS COMMITTEE TO UPDATE BYLAWS**
 - Submitted by Julie R
 - By-laws recommend that an annual review of the by-laws be done to make sure that they are meeting the needs of our fellowship.
8. **PROPOSED POLICIES AND PROCEDURES COMMITTEE**
 - Submitted by Deborah R
 - Website process
 - We Care List process
 - Treasury process
 - Other
9. **COMMUNICATION WITH OUR FELLOWSHIP THROUGH THE WE CARE LIST**
 - Discussion
 - Current status -- By-laws
 - Challenges
 - Opportunity
10. **TRUSTED SERVANTS NEEDED FOR 2018 - 2019 OFFICERS**
 - Applicants to be considered at the September 2018 VSB meeting

- What do we want them to submit as an application?
- Who is responsible for overseeing this process?
- What is the process that we'd like to have in place so that the positions get filled
- Other

11. **MEETING REP TRUSTED SERVANT COORDINATOR SERVICE POSITION**

- Currently 4 out of 8 meetings have VSB meeting reps (no reps for Mondays; Tuesday afternoons; Thursday afternoons; Saturday mornings)
- Challenging to find out about and serve the needs of the meetings when the meetings don't have reps and there is no way to communicate with the fellowship

12. **TREASURY QUESTION**

- Submitted by Yolanda
- Request for funds for the Monday meeting for Medallions
- No process currently exists for this kind of request
- Several meetings no longer have a treasurer but they do contribute to the VSB through the donations page links

13. **REPORTS**

- Submitted by Officers
- What reports does the fellowship want to be uploaded to the website (if any)
- If so where?
- Do they want a new page section just for the various reports?
- How far back does the group want the documents loaded to the site?
- Other

14. **OPEN FORUM FOR PEOPLE TO SHARE RECOVERY**

- Submitted by John-Eric
- Suggested that there be a section on the website where people can submit their writing anonymously on things like step work, shared learning, etc.

15. **MORE VIRTUAL MEETINGS WITH VISUAL CAPABILITIES**

- Submitted by Revital
- Suggested that more people could be reached if there were more meetings where people could see each other like at a face to face but virtually

16. **REQUESTS TO LIST INTERNATIONAL PHONE NUMBERS FOR MEETINGS**

- UK (London), Australia, Japan and India
- Would each meeting like to submit the list of international numbers to be uploaded to their pages on the website? (available from the dashboard of the free conference call number)

17. INDEX FOR THE WEBSITE

- A frequent request
- Is there a budget to pay someone to do this for the website?
- Is there a volunteer who would like to take this on?

3rd STEP PRAYER

MEETING ADJOURNED