Meeting is called to order at 6:46pm and we begin with the serenity prayer. Sarah WB reads and reviews the 12th Tradition. Sean B reads and reviews the 12th Concept. Reps go around the room and introduce themselves.

There were:

* 0 new IG members
* 16 attendees at peak
* 15 voting members
* 5 board members

A quorum is established.

Minutes

Erin notifies Intergroup that we will vote on November minutes during New Business.

Committee Reports

#1: Kate K. gives a Treasury Report (attached)

#2: Sunny W. gives a Special Events Committee Chair Report

#3: Kate K. gives a Retreat Committee Chair Report (attached)

#4: Adam W. gives an Outreach Committee Chair Report

#5: Sunny W. gives a Publications Committee Chair Report (attached)

#6: Andy P. gives a Bylaws Committee Chair Report (attached)

Pending Business

#1: Erin asks for an update on Moravian meetings.

#2: Erin asks for an update on the meeting location change for the St. Mary’s Body Image Meeting. As of now, no new location has been found and the meeting has folded. Intergroup discussed options for a new location.

#3: In our November meeting, we elected Adam and Diana as our World Service Business Conference Delegates for this year’s WSBC from May 6th-May 11th in Albuquerque, NM but still need to secure an alternate WSBC delegate. Erin volunteers to be a WSBC alternate delegates and shares why she is interested in running.

**Sean calls to vote on our volunteer WSBC alternate delegate. A vote is taken. All are in favor of Erin becoming an alternate WSBC delegate. Erin is elected as our 2019-2020 WSBC alternate delegate.**

**Erin appoints herself as an unfunded WSBC delegate.**

New Business

#1: The 7th Tradition is collected.

#2: **Jeff** **makes a motion to accept the November minutes. Scott seconds the motion. November minutes are approved.**

#3: Erin notifies the group that Diana submitted a proposal for Adam to present at the WSBC. The proposal due date was December 10th as the Intergroup Board had to vote on this proposal. The wording is: *“Funding for Regional Trustees’ travel, lodging, and meals in connection with all Regional Trustees’ duties is the financial responsibility of each of the respective regions.”* Diana gives a brief explanation why she made this motion. The board voted to include the proposal submission to the WSBC Agenda Questionnaire.

#4: The Intergroup board would like to ask the Twelfth Step Within Committee to promote (via a neon flier) the suggestion of an updated contact person for meetings. Often, members are changing the contact person to the office phone number and the Google Voice volunteers are getting “The door is locked. Is the meeting still happening?” Rebecca explains her vision of the flier. Sarah reached out to LAIG to share what they do to keep their meeting contact people current, and shared with Intergroup what LA’s Intergroup does.

#5: Rebecca B. will share a selected document (“OA Handbook for Members, Groups and Service Bodies: Recovery Opportunities” pamphlet) from oa.org for our January meeting.

#6: Kate N. and Scott D. agree to be our Google Voice volunteers.

#10: Mildred C. to read 1st Tradition.

#11: Rey to read 1st Concept.

Announcements

#1: Erin announces that we have collected $67 in 7th tradition contributions.

#2: Reminder that our Step Workshop is continuing in 2019 from January-June and pink fliers are being distributed. Steps 1-3 on January 13th, Steps 4 + 5 on February 10th, Steps 6 + 7 on March 10th, Steps 8 + 9 on April 14th, Steps 10-12 on May 12th, and Traditions 1-12 on June 9th.

#3: Region 6 Convention 2019 is happening from October 18-20th at the Crowne Plaza in White Plains, NY.

#4: **Rebecca moves that we have an informal discussion of the terms of board members. Andy seconds the motion. The motion carries.**

#5: A group discussion ensues in whichIntergroup reviews the current by-law provision which specifies that each board member serve one year in each position. Members address the possibility of extending the term to two years by making changes to the term for some of the board members next year (and for the remainder, the following year).

**#6**: **Rebecca makes a motion to adjourn the conversation. Scott seconds the motion. The motion carries.**

Wrapping Up

Meeting closes at 8:10 pm with the OA pledge and the serenity prayer.

**Committee Reports:**

|  |  |  |
| --- | --- | --- |
| **Position** | **Person** | **Email Contact** |
| Chair | Erin B. | Chair@oanyc.org |
| Vice Chair | Sean B. | ViceChair@oanyc.org |
| Treasurer & Finance | Kate K. | Finance@oanyc.org; Treasurer@oanyc.org |
| Corresponding Secretary | Rebecca B. | CorrespondingSecretary@oanyc.org |
| Recording Secretary | Sarah WB. | Recording Secretary@oanyc.org |
| Archives Committee Chair | Beth S. | Archives@oanyc.org |
| Bylaws Committee Chair | Andy P. | Bylaws@oanyc.org |
| Outreach Committee Chair | Adam W. | Outreach@oanyc.org |
| Publications Committee Chair | Sunny W. | Publications@oanyc.org |
| Retreat Committee Chair | Kaitlin K. | Retreat@oanyc.org |
| Special Events Committee Chair | Lauren H. | SpecialEvents@oanyc.org |
| 12th Step Within Committee Chair | Liz D. | TwelfthStepWithin@oany.org |
| Web Committee Chair | Iva L. | WebCoordinator@oanyc.org |

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***Bylaws Committee Chair Report / Andy P***: The Bylaws Committee updated the Bylaws and Policies & Procedures to reflect the changes adopted at the last meeting and sent the updated version to the Web Chair.  Changes at the last meeting were to implement a $5,000 limit on donations accepted from OA members and set bequests accepted from OA members to unlimited.

***Publications Committee Chair Report / Sunny W***: This past month the Publications Committee (PUB) has made updates to the printed meeting list, sent out the promo email reminder for the Step Workshop Series, and published two separate editions of the Metro Memo. We sent out a Special Edition for Twelfth Step Within Day, and today we are debuting the second quarterly hard copy Memo at this month's meeting. We will be sending out a home-printer-friendly version on 12/22 via MailChimp as a PDF attachment. We're also working closely with the Retreat Committee on a promo email for the upcoming winter retreat in January which is slated to send out on 12/15.

Our MailChimp analytics are looking promising since the pop up subscription box launched on OANYC.org. We've gotten 13 new subscribers in the past 30 days, which is a significant figure for us. We also enjoyed a significant boost in people opening the Special Edition of the Memo (37.5% as of 12/10) which we believe can be attributed to it being sent on a weekend day (in  previous months we've chosen to send out on weekdays). Going forward we plan to capitalize on this increase in engagement and send out the subsequent Memos on the weekends.

This month PUB will work on the Retreat promo, continue updating the meeting list as requests come in, and publish the digital January edition of the Metro Memo. The next quarterly hard copies of the Metro Memo are planned for February and May 2019, so there's lots of time to start considering a submission!

**Highlight:** In January, OA celebrates its 59th birthday! We'd love to hear about how OA has changed your life for this celebration issue! The deadline for the January issue is Wednesday, January 9. Send submissions to: [Publications@oanyc.org](mailto:Publications@oanyc.org).

**Not a writer? Not a problem! According to the *Guidelines for OA Newsletters*, "original sketches, cartoons, pictures, etc." are also acceptable material for OA newsletters. Contact Publications for more information!**

***Retreat Committee Chair Report / Kaitlin K:*** We've been meeting twice a month and things are really starting to take shape. We have 28 confirmed registrants, our minimum is 32, goal is 55. We are writing and sending out two email blasts, calling fellows and reaching out to people one on one to help recruit additional registrants. Gigi Cafe has closed for business so going forward, we will be meeting at Rail Line Cafe at 3:00 this coming Sunday.

We will be reaching out to select individuals to be speakers at the retreat as well as other registrants who indicated an interest in various other service positions. The schedule is being solidified and we are actively recruiting additional participants.

**Highlight:** The retreat will be held January 18-20, 2019. There are rooms still available and all are strongly encouraged to attend. If you are interested in doing service, there is plenty of opportunity to do so. please reach out to Kaitlin at [retreat@oanyc.org](mailto:retreat@oanyc.org) with any questions.