

Region 8 Nov. 2008 Assembly Forum

1. Does the meeting start and end on time?
 - a. What does your group do to ensure that the meeting starts and ends on time?
 - Leader puts up a sign before the meeting starts
 - Place a red dot on a wall clock at 55 minutes
 - Leader is responsible for start and end and watches watch
 - Timer service position, Use timer and signs for shares
 - Leader reminds people to keep sharing to 3 to 5 minutes
 - Group members emphasize time discipline in program
2. Are all attending, including newcomers, greeted and made to feel welcome and accepted?
 - a. What does your group do to greet and include the newcomer?
 - Group service position: A group member volunteers to call Newcomers
 - Approach newcomers to welcome them to the meeting personally
 - Add to the meeting format a section in which newcomers are asked to identify themselves (first name) and group welcomes them
 - Have group conscious to do a step 1 meeting
 - Before and after the meeting ask newcomers if they have any questions
 - b. What does your group do for the newcomer?
 - Give newcomer packets with phone numbers / phone lists, and meeting lists
 - Offer hugs
 - Provide a newcomer meeting before the main meeting in which to introduce OA and answer questions.
 - Stay after the meeting to answer newcomer questions
 - c. What does your group do for the returning member?
 - Give welcome back packet or newcomer packet
 - Provide 12 step within relapse recovery workshops
 - Keep coming back ourselves ☺
3. Does the meeting focus on OA recovery through the Twelve Steps and Twelve Traditions?
 - a. How does your group go about studying the OA twelve steps and OA twelve traditions?
 - Regularly scheduled step meetings
 - Read both steps and traditions at meetings
 - Focus on both steps and traditions at meetings
 - Read both the OA and the AA step books
 - b. How does the group encourage the use of the OA Twelve Steps?
 - Group conscious to study the OA 12 steps
 - Emphasis on the solution and hope the steps offer.
 - c. How does the group encourage the use of the OA Twelve Traditions?
 - Read 12 traditions or tradition of the month at every meeting
 - Conduct workshops & tradition seminars
4. Do we offer our own experience, strength and hope, sharing the solution we have found?
 - a. How does your group encourage sharing the solution?
 - Encourage sharing the solution and not the problem in the meeting format
 - Meeting leader and secretary provides positive and loving enforcement through gentle reminders
 - Individual responsibility, individuals modeling positive sharing

- b. How does your group discourage sharing the problem?
 - Defining positive sharing in the meeting format asking members to share problems with other OA members (such as their sponsor) one on one
 - Modeling positive sharing
 - Positive or compassionate correction not shaming
5. Is the group contributing financially to all levels of OA service as per our Seventh Tradition?
 - a. How can we change the group mentality from “It takes two!” to “Give as if your life depends on it!”?
 - Have group conscious meetings
 - Announce it at meetings
 - Show by example
 - Create posters with suggested donations
 - Remind people of OA structure & where the money goes
 - Stop saying “if you are new don’t give” instead say “if this is your first meeting don’t give”
 - Put what is to be said in the meeting format
6. Are sponsors available and identified at the meeting?
 - a. How do groups encourage members to sponsor?
 - Sponsorship is talked about during a discussion of the tools
 - Benefits and Types of sponsorship is explained during meetings or workshops
 - Sponsors are introduced at meetings
 - Help alleviate any feelings of fear about sponsoring through group discussions
 - b. How are sponsors identified at meetings?
 - Sponsors are identified in the meeting book
 - During meeting or at the close of the meeting have all available sponsors identify themselves
 - Identify members at meetings who are temporary sponsors
 - During meeting have sponsors identify themselves and give short qualification
 - c. How can we encourage newcomers to get sponsors?
 - Talk to newcomers after the meeting encouraging them to get a sponsor
 - Even if there are no sponsors available encourage newcomers to make phone calls anyway and even ask those who are sponsors but are not identifying themselves as available at meetings to sponsor
7. Does the group practice anonymity by reminding members not to repeat who is seen or what personal sharing is heard at a meeting?
 - a. How do members explain and encourage anonymity at meetings?
 - In meeting format at the closing add the slogan: “What You See Here, What You Hear Here, When You Leave Here, Let It Stay Here”
 - Sponsors discussing anonymity with sponsees
 - Meeting and workshop discussions on the tools
 - b. OA itself is not anonymous. Under what condition is it appropriate to share your OA membership?
 - Someone needs help
 - Sharing to your own comfort
 - Within the membership is OK but not with the public media
 - c. How can we personally respond to a break of anonymity?
 - With love and tolerance, without shaming
 - By teaching or discussing one on one after the meeting or over the phone.

Region 8 Nov. 2008 Assembly Forum

8. Does the group follow a meeting format?
 - a. What is appropriate in an Overeaters Anonymous Meeting Format?
 - Anything suggested on the OA website
 - Preamble, Tools, Steps, Traditions
 - Readings from the AA Big Book, OA 12 & 12or other OA literature
 - b. What is not appropriate in an Overeaters Anonymous Meeting Format?
 - Any reference to religion, politics, or outside enterprises
 - Non-OA Announcements
 - Outside issues
 - Recipes
9. Is only OA-approved literature on display and for sale?
 - a. What is OA-approved literature? What AA approved literature is also OA-approved?
 - All OA and AA Conference approved material. There is a complete list on OA.org
 - Don't hand out or sell non-OA approved literature at a meetings, workshops, conventions, or retreats.
 - b. How does your group address when non-OA-approved literature is referenced and/or distributed at your meeting?
 - Stop the meeting immediately and say "I am sorry but this is no OA approved literature" or apologize for interrupting the meeting and say something to the effect that I am uncomfortable with non-OA approved literature being referenced or distributed at the meeting.
 - With love and tolerance, without shaming
 - By teaching or discussing one on one after the meeting or over the phone.
10. Are group conscience meetings held regularly?
 - a. What is group conscience?
 - The process where by a group reaches a decision democratically.
 - More than the majority of the group agrees to a specific decision
 - A group conscious meeting is otherwise known as a business meeting
 - b. What can groups do to encourage attendance at group conscience meetings?
 - Regularly scheduled (possibly monthly) business meetings immediately after the close of the meeting announced at least one week prior to the meeting.
 - It is important that members (including meeting leader and secretary) encourage feelings that everyone is equal and everyone's opinion is equally valued
 - c. How can members honor the group conscious?
 - Announce decisions (group secretary or leader)
 - Incorporate decisions into the meeting format
 - Accept and support the decision even if you don't agree with it
11. Are all service positions filled, and is rotation of service practiced?
 - a. How can groups encourage service participation?
 - Encouragement by sponsors
 - Have special events requiring service. Ask people to do specific tasks
 - Make service requirements clear
 - Make service duties and length of service clear (job descriptions)
 - Group discussion of the benefits of service
 - Announce open positions (secretary) or distribute a service signup sheet or book

Region 8 Nov. 2008 Assembly Forum

- b. How can groups encourage rotation of service?
 - Limit service position terms
 - Announce open positions (secretary) or distribute a service signup sheet or book
 - Group discussion of the benefit of service (rotation)

12. Is the meeting information readily available and the WSO informed of all meeting details and changes so that newcomers and visitors can find our meeting?
 - a. How can groups ensure the accuracy of meeting information?
 - Have a group secretary
 - Group secretary checks OA.org website regularly
 - Intergroup service position: Group Outreach encourages that information is updated on the OA.org website.

 - b. How can groups keep information current at the World Service Office?
 - By checking at least quarterly
 - By caring about it

13. Are cross talk and advice-giving avoided?
 - a. What is Cross Talk and Advice Giving?
 - Cross talk during an OA meeting is giving advice to others who have already shared, speaking directly to another person rather than to the group and questioning or interrupting the person speaking / sharing at the time.
 - On OA suggested format downloadable from OA.org

 - b. How can groups address cross talk and advice giving at meetings?
 - Read definition and request not to cross-talk from the meeting format
 - Place cross-talk definition in the meeting signup book
 - Meeting leader and secretary provides positive and loving enforcement through gentle reminders causing no shame