

# **BY-LAWS**

## **BALTIMORE AREA INTERGROUP # 09088**

### **OF OVEREATERS ANONYMOUS**

Updated August 2008

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## **CHARTER**

### **BALTIMORE AREA INTERGROUP OF OVEREATERS ANONYMOUS BALTIMORE, MARYLAND, USA (Revised August 2008)**

The Baltimore Area Intergroup of Overeater's Anonymous (BAIG) has as its purposes:

- to guard the Twelve Steps and Twelve Traditions of Overeaters Anonymous,
- to give service to OA groups and OA members,
- to help the still-suffering compulsive overeater.

Intergroup Committees carry out the purposes of Intergroup in the most effective, efficient manner.

The Board members of BAIG are:

1. Chairperson
2. Vice-chairperson
3. Secretary
4. Treasurer
5. Stepping Stone Editor
6. Web Manager
7. Librarian
8. Representative(s) to Region VII
9. Delegate(s) to World Service

The Chairperson, Vice-chairperson, Secretary and Treasurer, Region VII Representative(s), World Service Delegate(s) and Immediate Past Chairperson comprise the Executive BAIG Board. The Executive Board meets quarterly: January, April, July, and October. Commitment to these meetings is a requirement of Executive Board positions. All Board members are welcome to attend, and key representatives of committees and processes may be invited as needed. Additional meetings may be called if necessary, but business between formal executive meetings can also be handled by email and recorded phone conversations including accountable members.

The Intergroup's Bylaws provide guidelines for the following matters that affect Intergroup:

1. Name of Intergroup
2. Purpose of Intergroup
3. 12 Steps and 12 Traditions
4. OA groups
5. Membership of Intergroup
6. Conduct of Intergroup Meetings
7. Officers of Intergroup
8. Regional Assembly Representatives/World Service Delegates
9. Executive Board
10. Committees
11. Finances
12. Bylaw Amendments
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15. Legal disclaimer/disposition of assets upon dissolution
16. Disposition of Bylaws
17. Policy Manual

## BYLAWS OF BALTIMORE AREA INTERGROUP OF OVEREATERS ANONYMOUS

### **I. NAME**

The name of this organization shall be the Baltimore Area Intergroup of Overeaters Anonymous, or Baltimore Area Intergroup (BAIG).

## **II. PURPOSE**

A. The purpose of Intergroup is to guard the Twelve Steps and Twelve Traditions of OA and to give service to member groups' representatives and all members of OA. Our primary purpose is to help the still-suffering compulsive overeater.

### **B. Basic Functions**

1. Serves as a clearinghouse for an exchange of Information involving all participating groups,
2. Initiates, supports and/or oversees all sponsored area wide activities: marathons, retreats, conventions, etc.,
3. Maintains "Overeaters Anonymous" listings in local phone books and web pages and handles inquiries, routing them to the appropriate local group,
4. Provides 24-hour telephone answering service,
5. Handles local public relations and requests from those in the community who are interested in compulsive overeating and want information about OA:
  - a. arranges for speakers at request of non-OA groups
  - b. arranges newspaper stories with local editors if requested.
  - c. Coordinates with other agencies in the community that deal with compulsive overeaters, basing such cooperation on the principals in the 12 Traditions.
6. At regular intervals publishes and distributes up to date lists of meetings in the area,
7. Prepares a bulletin to be distributed to all group meetings. Included in bulletin will be changes of the Intergroup officers and announcements of area events and articles which share experience, strength and hope of members.

## **III. THE TWELVE STEPS [1], TWELVE TRADITIONS [2], and TWELVE CONCEPTS [3]1-4**

### **A. The Twelve Steps**

The Twelve Steps suggested for recovery in the fellowship of Overeater's Anonymous are as follows:

1. We admitted we were powerless over food – that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God as we understood Him.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.

8. Made a list of all persons we had harmed, and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong, promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God as we understood Him, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as the result of these steps, we tried to carry this message to compulsive overeaters and to practice these principles in all our affairs.

## B. The Twelve Traditions

The Twelve Traditions of Overeaters Anonymous are as follows:

1. Our common welfare should come first; personal recovery depends upon OA unity.
2. For our group purpose, there is but one ultimate authority—a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for OA membership is a desire to stop eating compulsively.
4. Each group should be autonomous except in matters affecting other groups or OA as a whole.
5. Each group has but one primary purpose—to carry its message to the compulsive overeater who still suffers.
6. An OA group ought never endorse, finance or lend the OA name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every OA group ought to be fully self-supporting, declining outside contributions.
8. Overeaters Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. OA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Overeaters Anonymous has no opinion on outside issues; hence the OA name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion, we need always maintain personal anonymity at the level of press, radio, films, television, and other public media of communication.
12. Anonymity is the spiritual foundation of all these traditions, ever reminding us to place principles before personalities.

### C. The Twelve Concepts

The Twelve Concepts of Overeaters Anonymous are as follows:

1. The ultimate responsibility and authority for OA world services reside in the collective conscience of our whole Fellowship.
2. The OA groups have delegated to the World Service Business Conference the active maintenance of our world services; thus, the World Service Business Conference is the voice, authority and effective conscience of OA as a whole.
3. The Right of Decision, based on trust, makes effective leadership possible.
4. The Right of Participation ensures equality of opportunity for all in the decision-making process.
5. Individuals have the right of appeal and petition in order to ensure that their opinions and personal grievances will be carefully considered.
6. The World Service Business Conference has entrusted the Board of Trustees with the primary responsibility for the administration of Overeaters Anonymous.
7. The Board of Trustees has legal rights and responsibilities accorded to them by OA Bylaws Subpart A; the rights and responsibilities of the World Service Business Conference are accorded to it by Tradition and by OA Bylaws Subpart B.
8. The Board of Trustees has delegated to its Executive Committee the responsibility to administer the OA World Service Office.
9. Able, trusted servants, together with sound and appropriate methods of choosing them, are indispensable for effective functioning at all service levels.
10. Service responsibility is balanced by carefully defined service authority; therefore, duplication of efforts is avoided.
11. Trustee administration of the World Service Office should always be assisted by the best standing committees, executives, staffs and consultants.
12. The spiritual foundation for OA service ensures that:
  - a) no OA committee or service body shall ever become the seat of perilous wealth or power;
  - b) sufficient operating funds, plus an ample reserve, shall be OA's prudent financial principle;
  - c) no OA member shall ever be placed in a position of unqualified authority;
  - d) all important decisions shall be reached by discussion, vote and, whenever possible, by substantial unanimity;
  - e) no service action shall ever be personally punitive or an incitement to public controversy; and
  - f) no OA service committee or service board shall ever perform acts of government, and each shall always remain democratic in thought and action.

[1] Permission to use the Twelve Steps of Alcoholics Anonymous for adaptation granted by AA World Services, Inc.

[2] Permission to use the Twelve Traditions of Alcoholics Anonymous for adaptation granted by AA World Services, Inc.

[3] Permission to use the Twelve Concepts of Alcoholics Anonymous for adaptation granted by AA World Services, Inc.

[4] Amendments cannot be made to the Twelve Steps, Traditions or Concepts by the Baltimore Area Intergroup or national language/service board.

## **IV. OVEREATERS ANONYMOUS GROUPS**

### **A. Definition**

These points shall define an OA group:

1. Groups meet to practice the Twelve Steps and the Twelve Traditions of Overeaters Anonymous.
2. All who have the desire to stop eating compulsively are welcome in the groups.
3. No member is required to practice any actions in order to remain a member or to have a voice, i.e. share at meetings.
4. Groups have no affiliation other than Overeaters Anonymous.

## **V. MEMBERSHIP**

### **A. Composition of Intergroup**

1. Intergroup is composed of all OA groups located within the Baltimore area which practice the 12 steps and 12 traditions of Overeater's Anonymous, support the purposes of Intergroup as stated in these Bylaws and have a desire to participate.

Intergroup has the right to accept groups into its membership and also, for reasons which could affect OA as a whole, to exclude groups from its membership.

2. Intergroup shall be composed of one representative and one alternate from each member group in Intergroup. Each member group shall be entitled to one (1) vote.

This vote shall be cast by the duly authorized group representative or in his/her absence, by the duly authorized alternate. The absence of both from a meeting shall deprive that group of a vote at that meeting.

A representative of a group may also unofficially represent another group, but for purposes of voting, each person attending Intergroup may only vote one time.

3. Any OA member is welcome to attend Intergroup and to have a voice at the meeting; however, they may not vote (see V,A, 2 above).

4. Any member of Intergroup may make a motion on any matter regarding Overeater's Anonymous, provided it does not violate the 12 Traditions.

If the motion is seconded, a discussion of both pros and cons of the motion shall be entertained. Following the close of the discussion, a vote shall be taken, usually by a show of hands. Motions will be recorded by the secretary in the Policy Manual.

A simple majority is required for a motion to pass, except for bylaw changes, any matters involving money, and elections, which require a 2/3 majority as designated in those sections which follow.

### **B. Group Representative and Alternate Qualifications**

1. Representatives and alternates are OA members who are committed to regularly attending Intergroup meetings.
2. Representatives and alternates shall be familiar with and practicing the twelve steps and twelve traditions to the best of their ability.

3. There are no abstinence requirements for participation at Intergroup as a representative or alternate.

#### C. Duties of Group Representatives and Alternates

1. Group representatives and alternates serve their group by attending Intergroup meetings, by serving on committees, and by participating in the group conscience of Intergroup.
2. They keep informed of trends and developments within the Fellowship.
3. They listen to and present matters of concern as a liaison between their group and BAIG.

#### D. Term of Office

The term of office of the group representative and alternate is determined by individual OA groups.

### **VI. CONDUCT OF INTERGROUP MEETINGS**

#### A. Monthly meetings

1. Intergroup will meet monthly at a regularly scheduled time and place.
2. A quorum for an Intergroup meeting is the number of representatives and officers present at any regular or special meeting.
3. Meetings may be conducted by Robert's Rules of Order wherever they do not interfere with the Traditions.

#### B. Participation and voting

1. All Intergroup officers (with the exception of the chairperson), representatives, as well as all attending OA members, participate in discussions.
2. Each Intergroup representative and board member, with the exception of the chairperson, votes as the representative of one OA group (see V,A, 2 above). The chairperson votes only in the case of a tie.

### **VII. INTERGROUP OFFICERS**

A. The Intergroup Executive Board officers consist of a chairperson, vice chairperson, secretary, and treasurer as well as the Region VII Representative(s), World Service Business Conference Delegate(s) and the Immediate Past Chair of Intergroup.

#### B. Qualifications of executive officers

1. At the time of the election, nominees for office shall have at least six months experience at the Intergroup, level, not necessarily continuously.
2. Executive officers shall have obtained and be maintaining at least six (6) months of continuous abstinence.
3. They shall have knowledge of and be practicing the 12 Steps and 12 Traditions to the best of their ability.

4. They shall commit to the quarterly board meetings, to fulfilling the responsibilities of the position.

C. The remaining Intergroup officers consist of the Stepping Stone Editor, Web Manager, and Librarian. Qualifications for these positions are:

1. At the time of the election, nominees for Stepping Stone Editor, Web Manager, and Librarian shall be aware of the Intergroup And committee structure, and be willing to participate within this structure.

2. nominees for Stepping Stone Editor, Web Manager, and Librarian shall have obtained and be maintaining at least three (3) months of continuous abstinence.

3. They shall have knowledge of and be practicing the 12 Steps and 12 Traditions to the best of their ability.

C. Duties of Officers

1. Chairperson (Chair)

a. conducts Intergroup meetings,

b. arranges the meeting place for Intergroup meetings,

c. prepares an agenda to be presented each month,

d. is available to consult with Intergroup officers and chairpersons of all committees as a sounding board in the decision-making process,

e. is responsible for overseeing the year- to -year maintenance of official files of Intergroup agendas, minutes, and treasury records, as fulfilled and forwarded by members of the board.

f. in conjunction with other executive board members, attends the full listing of meetings within the Intergroup area to support Intergroup – meeting relationship.

g. is chairperson of the Executive Board and as such, schedules and conducts quarterly Board meetings.

h. depending upon the level of involvement in meetings, events, and committees, the time commitment may vary from 20 hours to 40+ hours per month.

2. Vice-chairperson

a. fills in for chairperson whenever necessary,

b. attends Board meetings as called by the Chair,

c. regularly contacts all groups within Intergroup to assist with problems if necessary and also to determine validity of group for inclusion into Directory,

d. maintains current up-date of OA Directory and forwards this information to the OA Directory chairperson and also WSO,

e. provides Intergroup with current addresses and phone numbers of all group contacts for communication purposes, as well as for Intergroup members,

f. maintains a listing of all persons who attend Intergroup and the Intergroup services they perform,

- g. in conjunction with other executive board members, attends the full listing of meetings within the Intergroup area to support Intergroup – meeting relationship.
- h. depending upon the level of involvement in meetings, events, and committees, the time commitment may vary from 15 hours to 40+ hours per month.

### 3. Secretary

- a. attends Board meetings as called by the Chair,
- b. keeps minutes of all Intergroup meetings, submits them the following month for approval, and maintains them in a permanent record, including providing them to the Web Manager and Librarian for publication and archiving.
- c. takes roll and keeps a record of all groups that are represented and are not represented at each meeting,
- d. maintains any required correspondence, and mails and/or e-mails out communications or announcements as needed,
- e. mails or e-mails a copy of Intergroup minutes to the Region 7 Trustee each issue,
- f. exchanges Marathon and Retreat Fliers with surrounding Intergroups.
- g. mails or e-mails pre-Intergroup information supplied by the Chairperson and/or Board when necessary,
- h. Maintains the email addresses of the BAIG email group, and gathers and disseminates via the email list Intergroup and meetings information, and invitations to events and service opportunities.
- i. keeps a supply of Bylaws on hand for Board members, Intergroup representatives and for OA groups which request a copy.
- j. in conjunction with other executive board members, attends the full listing of meetings within the Intergroup area to support Intergroup – meeting relationship.
- k. depending upon the level of involvement in meetings, events, and committees, the time commitment may vary from 10 hours to 30+ hours per month.

### 4. Treasurer

- a. attends Board meetings as called by Chair,
- b. pays all Intergroup bills and expense reimbursements within a maximum of 30 days
- c. maintains checking account in name of Baltimore Area Intergroup,
- d. accepts and acknowledges all donations to Intergroup,
- e. keeps records of all financial transactions of Intergroup,
- f. provides a monthly financial report to Intergroup and has records of past three years available for inspection given prior notice,
- g. provides budget and expense guidelines and forms to representatives planning events and other commitments involving expenses, and is available to consult as needed.

- h. projects budget and advises Intergroup of feasibility of expenses,
- i. chairs the Finance committee.
- j. is prepared to present the books for audit at any time.
- k. maintains a standard operating procedure manual which is provided to the incoming treasurer each new year.
- l. depending upon the level of involvement in meetings, events, and committees, the time commitment may vary from 15 hours to 30+ hours per month.

#### 5. Steppingstone Editor

- a. additional qualifications: moderate computer, writing, editing, word processing skills.
- b. recruits, compiles, edits, has printed, and distributes a regularly scheduled newsletter representative of BAIG membership, which adheres to the 12 steps and traditions, and is uplifting to readership and appropriately represents OA as a whole.
- c. actively recruits articles and fields inquiries re: the newsletter.
- d. is an active member of the PR/PI committee during tenure.
- e. Provides copies of Steppingstone to World Service Office, Region 7 Trustee, all Intergroups in Region 7, and to other interested parties upon request.

#### 6. Web Manager

- a. additional qualifications: shall have basic writing, editing, and computer skills, with a willingness to learn any additional skills required to maintain website.
- b. maintains a relevant and up-to-date website for the Baltimore Area Intergroup for the BAIG public relations policy of attraction, including current meeting and events information.
- c. receives input , requests and updates from the BAIG community, and responds to, or forwards to appropriate members, requests which come to the webmaster email.
- d. supports the events committee, librarian, PR/PI committee, and secretary in making materials available in a timely manner on the website materials and information.
- e. maintains records of and current status of web domain and web hosting.

#### 7. Librarian

- a. additional qualifications: shall be willing and able to maintain historical records of meeting minutes, policies, procedures, documents as appropriate to the ongoing functioning of the OA board and Intergroup.
- b. in active conjunction with the secretary, web manager, and events and PR/PI committee, will maintain electronic archives available to members of past event documents and resources, as well as minutes and operating documents of previous years.

#### D. TERM OF OFFICE

1. Officers are elected for a period of 12 months and may be re-elected for terms not to exceed a total of three consecutive years, except for reasons to be determined by Intergroup in a formal vote.
2. The continuing service of an Intergroup officer who misses two consecutive Intergroup meetings or three altogether, shall be reviewed and determined by the Board.

The following shall be taken into consideration: a) reasons for the absences, b) if the job description of the officer is being fulfilled in spite of the absences, and c) if the person wishes to continue to serve as an officer.

An exception to this would be an officer's absence due to participation in an OA Intergroup service or official OA business.

#### E. METHOD OF ELECTION FOR OFFICERS

1. Four months prior to the scheduled election of new Intergroup Officers, a nominating committee of three members will be formed to recommend a slate of new officers and Region 7 representatives from among the total Intergroup membership.
2. A chairperson for this nominating committee will be appointed by the Intergroup Chair and the two other persons will be selected by Intergroup.
3. Nominees will include one or more individuals for each position. They shall meet the requirements of that position, and be willing to serve in the designated capacity.
4. Further nominations, including self-nominations, will be accepted from the floor prior to the election and prior to the vote on the day of election. Nominees shall be given the right to decline the nomination before the vote.
5. Prior to the voting, each candidate for office shall qualify. The election itself shall be by written ballot, in all cases. A 2/3 majority of those present and authorized to vote is necessary for the person to be elected.
6. Any office that becomes vacant for any reason shall be filled at the next Intergroup meeting by special election from the existing Intergroup members. The individual elected will fill out the remainder of the term of office, serving until the next election of new officers.
7. If the term is nine months or more, it shall be considered a first term. The person can then be re-elected for a second term at the next election. If the time filled is less than nine months, the person could subsequently be elected to a first full term of office.

### **VIII. REPRESENTATIVES TO REGIONAL ASSEMBLY AND DELEGATES TO WORLD SERVICE BUSINESS CONFERENCE**

A. Baltimore Intergroup shall elect and send representatives to the Regional Assembly and delegates to the World Service Business Conference.

The maximum number of representatives shall agree with WSO and Regional Assembly current standards.

B. Qualifications of Regional Representatives and World Service Business Conference Delegates:

1. Representatives and delegates shall meet the current requirements of Region 7 and World Service for nomination.
  2. They shall be maintaining abstinence, have knowledge of and be practicing the 12 steps and 12 traditions, to the best of their ability.
  3. They shall be selected for judgment, experience, stability, willingness and for faithful adherence to the program of Overeaters Anonymous.
- [5] Delegates and alternates to the World Service Business Conference must be in compliance with OA, Inc. Bylaws, Subpart B, Article X, Section 3 c) 1\*.  
“Qualifications for selection of World Service delegates/alternates shall be set by each intergroup, region (in the case of region delegates) or national/language service board provided that each delegate/alternate shall have at least one year of current abstinence and at least two years of service above the group level. (Permission for an exception in qualifications for valid reasons, if seemed credible by the trustees, may be received by application to the World Service Office.)

#### C. Duties

1. Regularly attend all Intergroup and Intergroup Board meetings.
2. Attends regional Assemblies and World Service Business Conference.
3. Serves on committees at region and conference levels, if possible.
4. Reports to Intergroup at regular intervals to pass on information from the Region and WSO.

#### D. Term of office

1. The term of office shall be for three (3) years, not to exceed 2 consecutive terms, except for reasons to be decided by Intergroup.
2. A regional representative missing 2 (two) meetings of the regional assembly (within a two-year term) shall be considered to have resigned and shall be notified by the Intergroup chairperson.
3. A regional representative missing 2 (two) consecutive or a total of 3 Intergroup meetings within a year shall be reviewed by the Board.

The following shall be taken into consideration on coming to a decision: a) reasons for the absences, b) if the person has been fulfilling the job as regional representative adequately, and c) if the person wishes to continue to serve.

#### E. Election of Representatives and Delegates

1. Elections are held annually in October for World Service Business Conference delegates and December for Region Representatives.
2. Candidates shall submit names to the nominating committee prior to the annual election. The nominating committee may also add names of other Intergroup members expressing willingness to serve in this position and who meet the requirements.

Voting for representatives and delegates will be done by secret ballot, and a 2/3 majority of electors present.

3. If a representative or delegate resigns before their term has expired, he/she shall be replaced by an alternate elected from Intergroup.
4. If the time filled by the alternates is 2 or more regional assemblies, it is a first term.

#### F. INTERGROUP CHAIRPERSON AS REPRESENTATIVE OR DELEGATE

The Intergroup chairperson may serve as a representative/delegate, during their term without being specifically elected as a representative/delegate. The chairperson will meet all other requirements of a representative or delegate.

### **IX. EXECUTIVE BOARD**

A. The Executive Board of Baltimore Area Intergroup consists of Chairperson, Vice-Chairperson, Secretary, Treasurer, the immediate past chairperson of Intergroup, the representatives to Region 7 and the delegates to WS.

This Board meets quarterly, in January, April, July, October. The first meeting is called and all attend and set the dates for the remaining year. Commitment to these meetings is a requirement of Executive Board positions. All Board members are welcome to attend. Additional meetings may be called if necessary, but business between formal executive meetings can also be handled by email and recorded phone conversations which include members responsible for the area of decision. The purpose of Board meetings is to prepare and discuss Intergroup business and agenda items which would benefit OA as a whole.

B. Board members are expected to attend Board meetings. Frequent absences of members from required meetings shall be reviewed by the Board and a determination be made as to their continuing service.

C. Intergroup can remove from office any board member who neglects his/her responsibilities for any reason whatsoever. A majority vote is required.

D. Any Board member who returns to compulsive overeating during his/her term, may request a leave of absence for two months to work on personal recovery and subsequently resume the office. During that time, someone may be appointed by the Board to fulfill the person's duties, if necessary.

### **X. INTERGROUP COMMITTEES**

#### A. TERM OF OFFICE

1. The term of office for committee chairpersons is one year; however, they may succeed themselves.
2. If a committee chairperson resigns during their term of office, he/she will be replaced immediately or at the next session of Intergroup following the resignation.

#### B. QUALIFICATIONS

Committee chairpersons shall have been active in OA on the Intergroup level for 3 months, shall have 3 months of continuous abstinence prior to assuming the role of

committee chairpersons and shall be practicing the 12 steps and 12 traditions of OA. Committee chairpersons should attend Intergroup, and be available to attend board meetings as needed. They are responsible to Intergroup.

### C. STANDING COMMITTEES

1. PUBLIC INFORMATION PUBLIC RELATIONS COMMITTEE - The public information committee carries the OA message to the still suffering compulsive overeater through the mass media, speaker's programs for local organizations and other appropriate ways, always in keeping with Tradition Eleven.

An answering service is provided for those who seek information about OA. The number shall be listed in the telephone book. A list of current meetings of Intergroup is published and distributed regularly.

The Steppingstone serves the Baltimore OA community by providing a forum for ideas in printed form. It shall be published bi-monthly and distributed free of charge to all member groups.

2. TWELFTH STEP COMMITTEE - The primary purpose of this committee shall be to provide outreach to new or struggling groups and to OA "loners" in outlying areas. The committee shall include such services as maintaining a list of OA members who are willing to speak at OA meetings.

3. EVENTS COMMITTEE- Provides outreach to OA meetings to invite ideas, suggestions, and participation in OA sponsored events.

Provides a support system, and a means for oversight and fiscal responsibility for OA events. This committee works directly with the PI/PR Committee and the Librarian to archive and make available documents and resources from previous events. This committee works directly with the executive and full board as needed to establish the proposed events calendar for the upcoming calendar year, with updates as available and needed.

This committee identifies and recruits chairs to lead events, and provides technical assistance, including guidance in marketing, contracts, and in suggesting experienced OA event chairs from previous years to provide guidance and other resources. Maintains events-only email list, which is updated by ongoing outreach to BAIG meetings.

#### 4. FINANCE COMMITTEE

Chaired by the BAIG Treasurer, the finance committee will oversee the books and make recommendations to keep BAIG solvent.

### D. AD HOC COMMITTEE

The Board shall designate special committees as are deemed necessary for the welfare and operation of the Intergroup.

## **XI. FINANCES**

- A. Sources of finances are voluntary contributions from OA groups and individual members as well as occasional projects or activities as may be authorized by the Intergroup according to Tradition Six.
- B. A prudent reserve of \$1,000.00 will be maintained in the treasury before delegates or representatives will be funded.
- C. Donations from outside of OA shall be declined.
- D. Any motion which involves Intergroup money shall require a 2/3 vote by eligible voters present to be passed.

## **XII. PARLIAMENTARY**

The rules contained in the current edition of Robert's Rules of Order - Newly Revised shall govern this Intergroup in all cases to which they are applicable and in which they are not inconsistent with these bylaws, Twelve Traditions or any special rules of order this Intergroup may adopt as determined by the Chair.

## **XIII. BYLAWS AMENDMENTS**

These Bylaws may be amended by Intergroup at any time using the following process:

1. The proposed change is presented to Intergroup with the reasons for the change.
2. Intergroup reps present the proposed change at meetings they represent, explaining that the proposed change will be voted upon at the next Intergroup meeting.
3. The proposed change is discussed at the next Intergroup meeting, and pros and cons entertained followed by a vote. A 2/3 majority of those who are present and authorized to vote is required for a Bylaw amendment to pass.

## **XIV. POWERS**

The powers of this organization are restricted to activities necessary to achieve the stated purpose.

## **XV. DISSOLUTION**

Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to the World Service Office of Overeaters Anonymous, and/or to Region Seven, or to a non-profit fund, association, foundation or corporation, which is organized and operated exclusively for charitable, education, religious and/or scientific purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code. No part of the net earnings of this association shall ever inure to or be used for the benefit of, or be distributed to, its members, trustees, officers or other private persons, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.

## **XVI. DISPOSITION OF BYLAWS**

Intergroup Board members shall have a copy of current Bylaws and an additional 15 copies will be available for use at Intergroup meetings.

A copy of Intergroup Bylaws shall be made available for OA groups if they wish to have them. They can be obtained upon request. A copy of these Bylaws will be duly registered with WSO.

## **XVII. POLICY MANUAL**

BAIG will maintain a Policy Manual

- A. The Policy Manual will include a list of all active motions of BAIG.
- B. The Policy Manual shall be maintained by the Secretary.