

The Bylaws  
of  
OA South Sound Intergroup

Revised: April, 2020

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## ARTICLE I – NAME

The name of this organization shall be OA South Sound Intergroup, also referred to as South Sound Intergroup, Intergroup, or SSIG.

## ARTICLE II – PURPOSE

The primary purpose of OA South Sound Intergroup is to carry the message of recovery to those who identify as compulsive overeaters, or who have other eating disorders, by fostering the practice of the Twelve Steps and the Twelve Traditions of Overeaters Anonymous, and is guided by the Twelve Concepts of OA Service to serve and represent its member groups.

### **Section 1 – Twelve Steps**

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 the steps, we tried to carry this message to compulsive overeaters and to practice these principles in all our affairs.

### **Section 2 – Twelve Traditions**

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.

### **Section 3 – Twelve Concepts of OA Service**

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 the 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, by 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.

## **ARTICLE III – OVEREATERS ANONYMOUS GROUPS**

### **Section 1 – Definitions**

The following five points shall define an Overeaters Anonymous group.

- A. As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service.
- B. All who have the desire to stop eating compulsively are welcome in the group.
- C. No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting).
- D. As a group they have no affiliation other than Overeaters Anonymous.
- E. It has affiliated as an Overeaters Anonymous group by registering with the World Service Office.

## **Section 2 – Composition**

- A. A group may be formed by two or more persons meeting together, as set forth in Article V, Section 1 of Overeaters Anonymous, Inc. Bylaws Subpart B, either in the same physical location (face to face), virtually in real time through a form of telecommunication or electronic device, or both.
- B. The South Sound Intergroup endorses the definition of an OA group as written in Article V, Section 1 of Overeaters Anonymous, Inc. Bylaws Subpart B, or as it may be amended by a future World Service Business Conference. The Intergroup reserves the right to determine, guided by OA Traditions and Concepts, which groups within its geographic service area may affiliate with it.

## **ARTICLE IV – SOUTH SOUND INTERGROUP**

### **Section 1 – Membership**

The South Sound Intergroup shall be composed of the following members. Each member shall have a voice.

- A. The Intergroup Board: Chair, Vice Chair, Secretary, Treasurer, and Public Information Officer.
- B. Intergroup Representatives: one individual from each member group within Intergroup's geographic service area. The service area is defined as the meetings held in the following Washington State counties: Thurston, Mason, Grays Harbor, and Lewis.
- C. Group Members: any OA member not acting as an Intergroup Board member or Intergroup Representative but appointed by Intergroup to carry out specific duties, or who wishes to observe and/or be of service to Intergroup.

### **Section 2 – Voting Rights**

- A. Intergroup Board: each Board member shall have one vote with the exception of the Chair. In the event of a tie vote, the Chair shall cast the deciding vote.
- B. Intergroup Representatives: each Representative shall have one vote.
- C. Group Members: shall not have a vote.

### **Section 3 – Intergroup Representatives**

- A. Intergroup Representatives act primarily as a liaison between the Intergroup and their home group. They are also encouraged to offer service to the Intergroup by helping with events or projects, or by serving on committees.
- B. Each Intergroup Representative shall be selected by any method deemed appropriate by their group. They shall serve for a period designated by their group and will be subject to recall by the group they represent. Each group shall be free to designate an alternate Intergroup Representative when the necessity arises.
- C. It is strongly suggested Intergroup Representatives have at least 90 days of back-to-back abstinence.

## **ARTICLE V – INTERGROUP BOARD**

### **Section 1 – Structure**

- A. The Board shall consist of a Chair, Vice Chair, Secretary, Treasurer, and Public Information Officer.
- B. The immediate past Chair shall serve as an ex-officio member of the Intergroup Board for one year and will serve as mentor to the new Chair.

### **Section 2 – Qualifications**

- A. Committed to working the Twelve Steps of OA.
- B. Familiar with the Twelve Traditions of OA and the Twelve Concepts of Service of OA.
- C. Current abstinence for at least one year and working towards a healthy body weight.
- D. Is currently serving as an Intergroup Representative for at least six months or has served as one in the recent past.
- E. Exceptions can be made on length of abstinence and length of service by a majority vote of the Intergroup provided a quorum is present.

### **Section 3 – Method of Election**

- A. Nominations to the Board may be made from the floor at the time of election or a nominating committee may be formed at the discretion of the Intergroup.
- B. Elections shall be held annually at the regularly scheduled February Intergroup meeting.
- C. A quorum is required to hold elections.
- D. Nominees must receive a simple majority of the votes.
- E. Intergroup Representatives and current or outgoing Board members are eligible to vote.
- F. Newly elected Board members are not eligible to vote.
- G. Voting shall be done by ballot.

### **Section 4 – Nominee Qualifications**

- A. Nominees must meet all qualifications as defined in Article V, Section 2 of these Bylaws.
- B. A nominee shall understand the responsibilities of the position as defined in Intergroup's Bylaws and Intergroup's Policies and Procedures Manual.
- C. Nominees must be present during the election.

## **Section 5 – Term of Office**

- A. Board members shall be elected to serve for a period of one year (12 months).
- B. Board members shall serve no more than two consecutive terms in the same office.
- C. After an interval of one year a member may again be eligible for election to their prior office.
- D. Upon election to the Board, members shall cease to be an Intergroup Representative of their group. That group may choose to elect a new Intergroup Representative or leave the position empty.

## **Section 6 – Board Member Roles and Responsibilities**

- A. Chair
  - a. Shall preside at all regular and special meetings of Intergroup.
  - b. Shall establish an agenda for every regular and special meeting.
  - c. Shall not participate in any votes except in the event of a tie vote, shall cast the deciding vote.
  - d. May attend all committee meetings.
  - e. Shall perform all other duties of the Chair as prescribed in the Intergroup Policies and Procedures Manual.
- B. Vice Chair
  - a. Shall serve in the absence of the Chair.
  - b. Shall preside over the annual audit of Intergroup's financial records and bank account(s) and will provide a written report to the Intergroup.
  - c. Shall perform all other duties of the Vice Chair as prescribed in the Intergroup Policies and Procedures Manual.
- C. Secretary
  - a. Shall keep minutes of all regular and special Intergroup meetings.
  - b. Shall see that a copy of the Intergroup meeting minutes is distributed to each Intergroup member.
  - c. As a cooperative gesture, a copy of the meeting minutes may be sent to the Region 1 Trustee.
  - d. Shall maintain a file of all minutes for a period of seven years.
  - e. Shall maintain a roster of current Intergroup members and current member groups.
  - f. Shall perform all other duties of the Secretary as prescribed in the Intergroup Policies and Procedures Manual.
- D. Treasurer
  - a. Shall maintain checking and/or savings account(s) for the dispersal of Intergroup funds.
  - b. Shall prepare monthly, annual, and special events financial reports and will make them available to each Intergroup member.
  - c. Shall be cosignatory on all bank accounts with one other Board member or an appointee of the Board.
  - d. Shall maintain a file of all financial records for a period of seven years.
  - e. Shall make all financial and bank records available during the annual financial audit.
  - f. Shall perform all other duties of the Treasurer as prescribed in the Intergroup Policies and Procedures Manual.
- E. Public Information Officer

- a. Shall search for and engage in opportunities to attract new members to OA.
- b. Shall ensure all Intergroup events are made public and made available to all member groups.
- c. Shall ensure the meeting information of all member groups is kept current with other OA organizations either through direct means or by delegation.
- d. Shall serve as a liaison between member Groups and Region 1 and World Service Office to ensure the flow of information between entities.
- e. Shall perform all other duties of the Public Information Officer as prescribed in the Intergroup Policies and Procedures Manual.

### **Section 7 – Dismissals and Resignations**

- A. If a member of the Intergroup Board fails to attend two consecutive meetings without prior notice, their office may be declared vacant by a majority vote by ballot of the members present, provided a quorum is present.
- B. Any member of the Intergroup Board may be removed from office for due cause by a majority vote by ballot of the members present provided a quorum is present. The vote can be taken at a regularly scheduled Intergroup meeting or by a telecommunication or electronic means designated by the Board.
- C. Any Board member may resign at any time for any reason by giving the Chair of Intergroup as much written notice as possible.

### **Section 8 – Filling of Vacancies**

- A. Intergroup Board vacancies shall be filled by a simple majority vote by ballot of the members present at that meeting in which the vacancy occurred, or at the next meeting or special meeting of the Intergroup, provided a quorum is present. Persons chosen to fill vacancies shall serve for the remainder of the unexpired term.
- B. A person chosen to fill any vacancy on the Board shall meet the qualifications as defined in Article V Section 2 of these Bylaws, and accepts all responsibilities of that position as described and defined in the Intergroup Bylaws and the Intergroup Policies and Procedures Manual.

## **ARTICLE VI – INTERGROUP MEETINGS**

### **Section 1 – Regular Meetings**

- A. Intergroup shall meet for one hour on the first Wednesday of every month at a convenient place and time designated by Intergroup. The place and time will be listed in the Intergroup Policies and Procedures Manual.
- B. Intergroup can decide to extend a meeting or decide not to meet with a simple majority of votes, provided a quorum is present.

### **Section 2 – Special Meetings**

- A. A special meeting can be called for at any time by a majority vote of the Intergroup, provided a quorum is present.

- B. Notification of special meetings shall be prepared and distributed by the Secretary to Intergroup members and member groups at least ten calendar days prior to the meeting.

### **Section 3 – Quorum**

Five or more voting members of Intergroup present at any Intergroup meeting shall constitute a quorum.

## **ARTICLE VII – COMMITTEES**

### **Section 1 – Types of Committees**

Intergroup may have two types of committees.

- A. Standing Committees - may be established by the Board as required to carry out the recurrent tasks of the Intergroup. Standing committees may include but are not be limited to:
  - a. Budget Committee – Shall meet annually to develop Intergroup’s annual operating budget.
  - b. Treasury Audit Committee – Shall meet annually to perform a financial and records audit of the treasury.
- B. Special Committees - the Board shall designate special committees as deemed necessary for the welfare and operation of Intergroup.

### **Section 2 – Structure of Committees**

- A. Committees shall be comprised of Intergroup members.
- B. Committees shall consist of a chair and at least two other members.
- C. It is strongly recommended the chair of a committee have 90 days of back to back abstinence.
- D. The chair of a committee shall assemble members for the committee.
- E. Members of standing committees may not serve more than two consecutive years on the same committee. After an interval of one year, members of a standing committee may again be eligible to serve on the same standing committee.

### **Section 3 – Committee Procedures**

Each committee shall be responsible for calling and holding meetings, and establishing its methods of procedures, subject to the approval of the Intergroup Board and the guidelines of the Twelve Traditions of OA.

### **Section 4 – Committee Responsibility**

- A. Any committee decision and/or vote which establishes or changes an Intergroup policy, sets a procedural plan for a special event, or expends funds in excess of the approved budget, shall require approval by the Intergroup prior to implementation.
- B. Each committee Chair shall submit a written or oral report to the Intergroup at the regularly scheduled Intergroup meetings and at the end of any specific event coordinated by that committee. If any monies are

expended from an approved budget, a detailed and itemized written report shall be included with the committee report.

### **Section 5 – Ex-Officio Committee Members**

- A. A past committee Chair may serve in an ex-officio capacity of their respective committee.
- B. The Intergroup Chair is an ex-officio member of all committees.

### **Section 6 – Dismissal of Committee Chair**

A committee chair may be removed from office for due cause by a majority vote of Intergroup, provided a quorum is present.

### **Section 7 – Committee Vacancies**

- A. Should a vacancy, resignation, or removal of a committee chair occur, all pertinent information shall be turned over to the Intergroup Chair.
- B. The committee shall designate a new committee chair and inform the Intergroup Chair of the change or, the Intergroup Chair shall appoint a new committee chair to serve the remainder of the committee's purpose.

## **ARTICLE VIII – FUNDS**

### **Section 1 – Source of Funds**

- A. Voluntary contributions by member groups shall be the primary source of funds.
- B. Secondary source of income may be such occasional projects or activities as may be authorized by the Intergroup according to Tradition Six.
- C. The Intergroup may accept donations from OA members provided the donation conforms with the general guidelines of OA and is limited to the maximum dollar value set by OA.
- D. The acceptance of bequests or donations from any outside source is prohibited.
- E. The maximum allowable bequest to the Intergroup by OA members is to be limited to an amount set by the general guidelines of OA.
- F. The Intergroup shall not accept the responsibility for trusteeship over, or enter into the distribution or allocation of, funds set up outside of Overeaters Anonymous.

### **Section 2 – Prudent Reserve**

There shall be no accumulation of funds beyond current budgeted necessities, with retention of only a prudent reserve for contingencies. Funds deemed in excess shall be donated to Region 1 and/or the World Service Office, preferably quarterly, or at least annually as budgeted and directed by a majority vote of the Intergroup, provided a quorum is present.

## **ARTICLE IX – PARLIAMENTARY AUTHORITY**

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, the Twelve Traditions, or any special rules of order this Intergroup may adopt.

## **ARTICLE X – AMENDMENTS TO THESE BYLAWS**

These Bylaws, with the exception of Articles II and III, may be amended at any time by a majority vote of the Intergroup members present at any regular or special meeting of the Intergroup, provided a quorum is present and provided a copy of the proposed amendment has been submitted in writing and received by each group affiliated with this Intergroup at least thirty days prior to the meeting in which action is to be taken on the amendment.

## **ARTICLE XI – MAJOR POLICY MATTERS**

- A. Matters which affect this Intergroup and/or groups within its service area shall be referred to the Board of this Intergroup.
- B. Matters which relate to Overeaters Anonymous as a whole, which affect Subpart A of the Bylaws of Overeaters Anonymous, Inc., shall be referred to the Board of Trustees.
- C. Matters which affect Subpart B of the Bylaws of Overeaters Anonymous, Inc. or which relate to the Twelve Steps, Twelve Traditions, and Twelve Concepts shall be referred to the World Service Business Conference.

## **ARTICLE XII – 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 1, 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 United States 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.

In order to deregister, an Intergroup must submit a written request to the World Service Office, Region 1 Chair, and Region 1 Trustee.

