

# BYLAWS OF THE PENN-JERSEY INTERGROUP OF OVEREATERS ANONYMOUS

Revised November 5, 2018

## ARTICLE I – NAME

The name of this organization shall be the Penn-Jersey Intergroup also known as PJIG or the Intergroup.

## ARTICLE II – PURPOSE

The primary purpose of the Penn-Jersey Intergroup of Overeaters Anonymous is to carry the message of recovery to those with the problem of eating compulsively, by fostering the practice of the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service; and to serve and represent member groups and/or intergroups.

### A) Twelve Steps

The Twelve Steps suggested for recovery in the Fellowship of Overeaters 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 affairs.

### B) Twelve Traditions

The Twelve Traditions of Overeaters Anonymous are:

- 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 non-professional, 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) Twelve Concepts

The Twelve Concepts of OA Service are:

- 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 World Service Business Conference the active maintenance of our world services; thus, 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 any acts of government, and each shall always remain democratic in thought and action.

### **ARTICLE III – MEMBERS**

#### ***Section 1 – Membership***

Membership of the intergroup (IG) with voice and vote includes the following:

- A) The intergroup board.
- B) Intergroup representatives (IRs) from any group in the PJIG area. Anyone attending the intergroup meetings, who belongs to a group within PJIG shall be considered a voting representative for that meeting. Each shall represent only one group and have one vote. (If the intergroup meetings become overly large, more limiting qualifications shall be set.), which consist of member(s) from each group.
- C) Committee chairs (e.g. group members appointed to carry out specific duties such as Public Information, Newsletter generation, etc.)
- D) Visitors are welcome and may join in discussions; however, visitors do not vote.

#### ***Section 2 – Qualifications***

- A) PJIG endorses the definition of an OA group in Overeaters Anonymous, Inc. Bylaws, Subpart B, Article V, Section 1, as written and as it may be amended by a future World Service Business Conference.
- B) These points shall define an Overeaters Anonymous group:
  - 1) As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service.
  - 2) All who have the desire to stop eating compulsively are welcome in the group.
  - 3) No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting).
  - 4) As a group they have no affiliation other than Overeaters Anonymous.
  - 5) It has affiliated as an Overeaters Anonymous group by registering with the World Service Office.

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

- A) The duty of the Intergroup Representative is to represent the group at intergroup meetings and to serve as a contact to carry communications between the intergroup and the represented group.

### **ARTICLE IV – THE INTERGROUP (IG) BOARD**

### ***Section 1 – The Intergroup Board***

- A) The board consists of the following officers: chair, vice chair, secretary, treasurer, Region 7 representative and WSBC delegate.
- B) Region 7 Representative and WSBC Delegate may be held concurrently as well as by a person serving PJIG in another position (e.g. Board, Committee, or group representative).
- C) All board members must be regular attendees at intergroup meetings prior to election or appointment must believe in the OA program and be in recovery from compulsive eating (evidenced by working the Steps, practicing the principles of the program, adhering to the Traditions and Concepts and showing some physical recovery). It is preferred that all board members have at least one year of abstinence.
  - a. Region Representatives shall have a minimum of 6 months abstinence from compulsive eating.
  - b. WSBC Delegates shall have a minimum of one year of abstinence, and where possible two years service above the group level. WSBC Delegates shall have attended Region 7 Assemblies at least twice (for continuity and efficiency of information, election preference will be given to current Region 7 Representatives).
- D) Meetings shall be chaired by the chair of the board. In the event the chair is unable to chair any meeting, the vice chair will lead the meeting. In the event the vice chair is not available, the secretary will open the meeting and hold an election for a temporary chair.

### ***Section 2 – Nominations to the IG Board***

Nominations to the board shall be held in August and elections held in September. Elected board members shall have two-year terms and officers may be re-elected. Rotation of service shall be practiced when feasible.

### ***Section 3 – Election of Board Members***

- A) Nominations may be made from the floor at the time of election.
- B) Nominees must be present at the election meeting. For election, the candidate must receive a majority vote of ballots cast.
- C) Voting will be by ballot.

### ***Section 4 – Term of Office***

- A) The term of office for a board member is two years starting upon close of the meeting where elections are held.
- B) Once elected, a board member may not serve also as a group representative at the intergroup.

### ***Section 5 – Responsibilities of the Intergroup Board Members***

- A) Serve as guardians of the Twelve Steps, Twelve Traditions, and Twelve Concepts with respect to the functions of the intergroup.
- B) Perform the duties of their offices.
- C) Serve as guardian of IG funds; participate in an annual financial audit.
- D) Provide a forum for the interchange of ideas and information among member groups.

***Section 6 – Vacancies and Resignations***

- A) Any board member may resign at any time for any reason by giving the chair of the IG written notice.
- B) Any board member of this IG may be removed from office for due cause by a 2/3 vote of the ballot cast at a regular or special meeting announced for that purpose.

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

- A) Vacancies shall be filled by a majority vote at the next meeting or special meeting of the IG after the vacancy occurs. Such persons chosen to fill said 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 IV, Section 1.B.

**ARTICLE V – BOARD DUTIES**

***Section 1 – Chair***

- A. Shall preside at all intergroup meetings.
- B. Establish and distribute agendas for meetings.
- C. May cast the deciding vote (make or break a tie).
- D. May vote when a ballot is used (may not vote twice to make or break a tie).

***Section 2 – Vice-Chair***

- A. Shall serve in the absence of the chair.
- B. Shall assist the Chair where needed.
- C. May attend all standing committee meetings.

***Section 3 – Secretary***

- A. Shall take minutes at intergroup meetings.
- B. Shall see that all intergroup members and groups in the intergroup get copies of the minutes. ( A copy of the minutes should be sent to the Region 7 Trustee.)
- C. Shall check that meeting lists are up to date and available.

***Section 4 – Treasurer***

- A. Shall maintain a checking account for depositing and dispersing intergroup funds.
- B. Shall submit a financial report at each intergroup meeting.
- C. May attend all standing committee meetings.

***Section 5 – WSBC Delegate***

- A. Shall attend World Service Business Conference.
- B. Shall meet the requirements for delegate as outline in the OA Inc. bylaws, sub part B.
- C. Shall serve until the following conference.
- D. Shall serve no more than 4 consecutive years except for reasons to be decided by intergroup conscience.
- E. Shall give an oral or written report of the actions of the conference and participation

there to the IG.

- F. Shall communicate important information to all groups within the intergroup.
- G. Shall be available to attend and speak at groups within the intergroup upon request.

***Section 6 – Region 7 Representative***

- A. Shall attend all Region 7 Assembly meetings.
- B. Shall meet the requirements stated in Region 7 bylaws.
- C. Shall serve Region 7 for the full term as designated by the Region 7 bylaws.
- D. Shall serve no more than 4 consecutive years except for reasons to be decided upon by the intergroup conscience.
- E. Shall report either orally or in writing the actions of the Assembly and the reps own participation to the intergroup.
- F. Shall communicate important information to all groups within the intergroup.
- G. Shall be available to speak to groups within the intergroup upon request.

**ARTICLE VI – MEETINGS**

***Section 1 – Regular Meetings***

- A. Meetings shall be usually held monthly at a time and place mutually agreed upon.
- B. Some meetings will be held at intergroup events, or PJIG may visit other areas within the intergroup to interest others in the meetings.
- C. Meeting dates and place shall be listed in the minutes two months in advance.
- D. Less than four attending members shall not be considered a quorum.

**ARTICLE VII – COMMITTEES**

The board may establish committees as are needed for the welfare and operation of the intergroup. Each committee is responsible to the IG board.

The following committees may be established to carry out the purpose of intergroup whenever there are volunteers willing and able to do the service. (The board will have approval of such volunteers) Newsletter, Literature, Public Information/HIPM, Special events, Bylaws, and other committees deemed necessary to carry on 12<sup>th</sup> step work.

**ARTICLE VIII – FUNDS**

The main sources of funds are contributions from groups in the intergroup and some individuals within the groups or intergroup or funds representing profits from events or fund raisers. Literature is sold at cost. A prudent reserve shall be kept should future donations make it possible.

**ARTICLE IX – PARLIAMENTARY PROCEDURE**

The rules contained in the current edition of Robert's Rule of Order Newly Revised shall guide this intergroup except when inconsistent with these bylaws or the Twelve Traditions.

**ARTICLE IX – AMENDMENTS TO THESE BYLAWS**

***Section 1 – Amendments***

These bylaws may be amended at any time by a two-thirds vote of the voting members present and voting (provided a quorum is present) at any regular or special meeting of the intergroup. The proposed amendment must be announced at an intergroup meeting prior to meeting where a vote will be held. Amendments to the definition of an OA Group, Twelve Steps, Twelve Traditions, and Twelve Concepts of OA may only be made as per OA, Inc. Bylaws, Subpart B, Article XIV, Section 1.

***Section 6 – Quorum***

The quorum for voting purposes shall be, at a minimum, 2 intergroup officer(s) and at least 3 other voting members.

**ARTICLE X – DISSOLUTION**

***Section 1 – Deregistration***

In order to deregister, an intergroup must submit a written notice to the World Service Office, region chair, and region trustee.

***Section 2 – Disbursement of Remaining Funds***

Upon the dissolution of this association, after paying 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 7, or to other OA Intergroups or service bodies with the USA.

No part of the net earnings of this association shall ever inure to be or be used for benefit of, or be distributed to its members, trustees, officers, or other private person, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the expressed purpose for which it was formed.