

**OVEREATERS ANONYMOUS**

**SYDNEY INTERGROUP Inc.**

Intergroup Number: 09239

**CONSTITUTION / BYLAWS**

**2020**

Sydney Intergroup office  
33 Lewisham Street  
Dulwich Hill NSW 2203

### Version Control

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## **THE CONSTITUTION / BYLAWS OF OVEREATERS ANONYMOUS SYDNEY INTERGROUP Inc.**

### **ARTICLE I: NAME**

In order that the fellowship of Overeaters Anonymous may better function in the State of New South Wales Australia OVEREATERS ANONYMOUS SYDNEY INTERGROUP Inc. be created and hereinafter referred to as Intergroup. None may govern but all may serve. Each member should be permitted certain authority and responsibility. This entails freedom of action by each member in his or her own field of responsibility; but in exercising that freedom, each should naturally respect and help the other and shall be guided by the Twelve Traditions and the Twelve Concepts of OA Service as set out in Article 2.

### **ARTICLE II: PURPOSE**

#### **Section 1: Primary Purpose:**

The primary purpose of Intergroup is to carry the OA message of recovery to compulsive overeaters and those with compulsive food behaviours, 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 the members and groups in its geographical boundaries and affiliated groups outside its geographical boundaries.

#### **TWELVE STEPS OF OA**

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.

#### **TWELVE TRADITIONS OF OA**

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.

#### **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 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.

### **Section 2: Intergroup Definition:**

Intergroup is a committee of OA members, through which OA groups and individual members can communicate quickly and efficiently with one another for the good of the programme and fellowship within the New South Wales geographical area. Intergroup is made up of representatives for the OA groups within its geographical boundaries. Intergroup is guided by the Twelve Steps, Twelve Traditions and the Twelve Concepts of OA Service. Intergroup endorses the definition of an OA group as set out in Overeaters Anonymous, Inc. Bylaws, Subpart B, Article V, Section 1, and as it may be amended by a future World Service Business Conference. Any group(s) outside of Intergroup's geographical boundaries may affiliate with Intergroup providing that they are not affiliated with any other Intergroup. Any group(s) outside of Intergroup's geographical boundaries, who are affiliated with Intergroup, shall be listed on Intergroup's meeting list.

## **ARTICLE III: MEMBERS**

### **Section 1: Membership:**

Membership of the Intergroup with voice and vote includes the following:

- a. Intergroup Executive officers; Chair, Deputy Chair, Secretary, Treasurer, Region Representative(s), World Service Business Conference delegate(s) and Ex-Executive Officers.
- b. Intergroup Representatives (IRs) or their alternates from each group within the geographical area and registered with Intergroup, and also any group outside the geographical area registered with this Intergroup, the geographical area shall be defined as Sydney/New South Wales.
- c. Committee Chairs.

### **Section 2: Qualifications or Eligibility for Membership in Intergroup:**

- a. Qualifications for group membership in Intergroup: Groups registered with the World Service Office (WSO) that are within its region or geographical proximity may affiliate with an Intergroup, except that virtual groups registered with the WSO may affiliate without regard to geographic proximity. Intergroup has the autonomy to determine which groups may affiliate with it; that decision should always be guided by OA's Twelve Traditions and Twelve Concepts of OA Service.

- b. The Intergroup 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.
- c. Each group shall be entitled to one (1) vote through its first elected Intergroup Representative (IR) or elected alternate.
- d. No group affiliated with Intergroup may be registered with another Intergroup.

### **Section 3: Intergroup Representatives (IRs):**

- a. Intergroup Representatives shall be selected by the group conscience of the group they shall represent. Each IR shall be selected by any method deemed appropriate by their group. These IRs shall serve for a period designated by their group, always subject to recall by the group they represent. Each group shall be free to designate an alternate representative when the necessity arises.
- b. IRs should be selected for stability, length of time in the programme, willingness to serve and commitment to the Twelve Steps, Twelve Traditions of OA and the Twelve Concepts of OA Service.
- c. The primary responsibilities of the IR, or alternate, are to represent their group at all meetings of the Intergroup, to act as a liaison between Intergroup and their group, to see that all communications pertaining to Intergroup are made available and, where requested, read aloud to the group.
- d. IRs shall represent one (1) group only at an Intergroup meeting.
- e. Vacancies or resignations of IRs positions shall be acted on at the discretion of the said group.

### **Section 4: Membership with voice:**

Any member of Overeaters Anonymous.

## **ARTICLE IV: THE INTERGROUP EXECUTIVE OFFICERS**

### **Section 1: Executive Officers:**

- a. Executive Officers shall be as follows;  
Chairperson, Deputy Chairperson, Secretary' Treasurer, Delegate(s) to World Service Business Conference, Regional Representative(s) and Ex-Executive Officers as described below,
- b. All Ex-Executive Officers will retain their voting privileges for twelve (12) months after they leave office provided that a minimum term of twelve (12) months has been served.

### **Section 2: Nomination for Executive Office:**

- a. Nomination for Executive Officer may be made from the floor at the Annual General Meeting by those present at the Annual General Meeting.
- b. To be eligible for election to Executive Office a nominee must:
  - i. meet all qualifications as defined in Article IV Section 3.
  - ii. understand the responsibilities of the position as defined in Article IV Section 6.
- c. Nominees must be present at the Annual General Meeting.



- d. A nominating committee may also be formed at the discretion of the Intergroup. The makeup of the nominating committee is outlined in Article VI, Section 6.

### **Section 3: Qualifications for Executive Office:**

A nominee for Executive Office, with the exception of the World Service Business Conference Delegate(s) and Regional Representative(s), shall be an OA Member:

- a. demonstrating faithful adherence to living within the concepts of OA's Twelve Steps, the Twelve Traditions of OA and the Twelve Concepts of OA Service for at least (12) months,
- b. and of an active group preferably for a period of at least six (6) months and to be or have been an Intergroup Representative and / or a Committee Chair for at least (6) months,
- c. and preferably having at least six (6) months current abstinence.

Additional qualifications for World Service Business Conference Delegate(s) and Regional Representative(s) are outlined in Article IV, Section 6.

### **Section 4: Scheduling of Election:**

- a. Elections shall be held annually at the Annual General Meeting with the exception of World Service Business Conference Delegate(s) and Regional Representative(s) who shall be elected in accordance with the requirements of the World Service Business Conference and Regional Assembly effective as of the time of election.
- b. To be eligible for election to Executive Office a nominee must:
  - I. meet all qualifications as defined in Article IV Section 3.
  - II. understand the responsibilities of the position as defined in Article IV Section 6.

### **Section 5: Term of Office:**

- a. Executive Officers shall be elected to serve for a period of twelve (12) months.
- b. Executive Officers shall serve no more than four (4) consecutive terms in the same office.
- c. After an interval of twelve (12) months they may again be eligible for election.
- d. The exceptions to a) b) and c) above are the World Service Business Conference Delegate(s) and the Regional Representative(s) who shall be elected for a term of two (2) Business Conferences and two (2) Regional Assemblies respectively, except for reasons to be decided by a two-thirds (2/3) majority vote of the group conscience of the Intergroup with respect to the Delegate(s) or Representative(s).
- e. Preferably no Executive Officer shall hold more than one (1) position on Intergroup. The exception is that the positions of World Service Business Conference Delegate and Regional Representative may be held concurrently.
- f. An Executive Officer elected to the position of World Service Business Conference Delegate and/or Regional Representative may complete their current term of office.

### **Section 6: Responsibilities of Executive Officers:**

Executive Officers shall submit a monthly written report to the Intergroup meeting. If any monies are expended, a detailed and itemised report together with receipts shall be presented at the next Intergroup meeting.

**Chairperson:**

- a. Shall Chair regular and special meetings of the Intergroup and be responsible for the preparation of an agenda.
- b. Shall act as guardian of the Twelve Steps, Twelve Traditions of OA and the Twelve Concepts of OA Service.
- c. Shall be directed by the Intergroup.
- d. In the event of an emergency or special situation, the Chairperson shall call a meeting of the Executive Officers to decide on the proper course of action whenever possible.
- e. Votes in cases decided by a two-thirds (2/3) majority.
- f. May cast a deciding vote to break a tie only where decision is by simple majority.
- g. May attend all committee meetings.
- h. Shall explain to all new Committee Chairs what their position entails and ensure they receive all material pertaining to their new position from the previous Committee Chair.

**Deputy Chairperson:**

- a. Shall perform the duties of the Chairperson in his/her absence.
- b. Shall serve as liaison between the Intergroup Chairperson and Intergroup committees as required.
- c. Shall be directed by the Chairperson and/or Intergroup and can delegate where necessary.
- d. Shall be responsible for convening meetings of the Bylaws Committee as necessary.
- e. Shall liaise with the Secretary, Group Liaison Officer and Meetings List Chair for the following purposes:
  - Help / advise groups on the registration process with World Service Office.
  - Keeping a record of all registered groups affiliated with the Intergroup.
  - To ensure all groups' details who are affiliated with Intergroup are on the World Service Office electronic media interface are current and correct.
- f. May attend all committee meetings.

**Secretary:**

- a. Shall record the minutes of the Intergroup meetings and the Annual General Meeting.
- b. Shall maintain a record of Intergroup minutes and supply copies to archives.
- c. Shall provide copies of minutes to all Executive Officers, Intergroup Representatives, Committee Chairs and others as directed within a calendar fortnight (fourteen days (14) business days) following the Intergroup meeting.
- d. Shall handle correspondence of Intergroup as directed by the Intergroup.
- e. Liaise with the Treasurer to maintain a list / register of relevant government bodies / agencies that Intergroup is required to provide information.
- f. Liaise with the Treasurer in the filing of any documents required by the Australian Federal or New South Wales State Governments.
- g. May attend all committee meetings.

**Treasurer:**

- a. Shall maintain accurate records of all contributions to Intergroup and of all disbursements of moneys for the operation of Intergroup and its' committees.
- b. Shall provide Intergroup with a monthly and fiscal financial report.

- c. Shall sign all cheques and money orders which shall be countersigned by an Executive Officer of Intergroup.
- d. Shall ensure the filing of any likely tax related documents.
- e. Shall serve as a member of the Budget Committee when this committee is standing.
- f. Shall, on the expiration of his/her term of office, deliver all money, books and other property of Intergroup to his/her successor or to the Chairperson after an audit.
- g. Shall act as the Public Officer.
- h. Shall, once paid, distribute via the Secretary, the Intergroup's Public Liability Insurance Certificate of Currency.
- i. Shall liaise with the Secretary to maintain a list / register of relevant Government bodies / agencies that Intergroup is required to provide information.
- j. Shall liaise with the Secretary in the filing of any documents required by the Australian Federal or New South Wales State Governments.
- k. May attend all committee meetings.

**World Service Business Conference Delegate(s):**

- a. In all areas, the World Service Business Conference (WSBC) Delegate(s) shall meet qualifications and requirements as outlined and defined in the Overeaters Anonymous Inc. Bylaws Subpart B., Article X, Section 3c 1 (refer to Overeaters Anonymous Inc. Bylaws Subpart B).
- b. Shall have twelve (12) months current abstinence.
- c. Shall have been an officer or member of Sydney Intergroup for the two (2) years prior to their election and shall have attended at least a majority of Intergroup meetings held in each of those years.
- d. Shall attend the World Service Business Conference of Overeaters Anonymous.
- e. Shall serve Overeaters Anonymous and the World Service Business Conference until the following Conference.
- f. Shall report in writing the actions of the Conference to all groups the Intergroup represents; keep the Intergroup and represented groups aware of WSO information; communicate important information to the area.
- g. The WSBC Delegate(s) may return after two (2) years and be eligible for re-election.
- h. Whenever possible the WSBC Delegate shall have served as or be the Regional Representative.
- i. May attend all standing committees of Sydney Intergroup.
- j. The WSBC Delegate(s) will be fully funded by the Intergroup to cover costs of travel expenses to and from the Business Conference, meals and shared accommodation during the Business Conference.

**Regional Representative(s):**

- a. In all areas, the Regional Representative(s) (RR) shall meet all qualifications and requirements as outlined in the Region Ten Bylaws (refer to Region Ten Bylaws).
- b. Shall have twelve 12 months current abstinence.
- c. Shall have been an officer or a member of Sydney Intergroup for the two (2) years prior to their election and shall have attended at least a majority of Intergroup meetings held in each of those years.

- d. Shall attend all Regional Assembly meetings.
- e. Shall serve Overeaters Anonymous and Region Ten for the full term as designated by the Region Ten Bylaws.
- f. Shall report in writing the actions of the Region Ten Assembly to all groups the Intergroup represents; keep the Intergroup and represented groups aware of Regional information; communicate important information to the area. The RR may return after two (2) years and be eligible for re-election.
- g. May attend all standing committees of Sydney Intergroup.
- h. RR(s) will be fully funded by the Intergroup to cover costs of travel expenses to and from the Regional Assembly, meals and shared accommodation during the Regional Assembly.

### **Section 7: Election Process for Executive Officers and Committee Chairs**

- a. Order of elections for the Executive officers:
  - i. Chair
  - ii. Deputy Chair
  - iii. Secretary
  - iv. Treasurer
- b. The election of the Intergroup Chair
  - i. If the current Intergroup Chair is intending to nominate for the Intergroup Chair position they shall step down and the Intergroup Deputy Chair shall step into the Intergroup Chairs role to run the election of the Intergroup Chairs position, providing that the Intergroup Deputy Chair is not nominating for the Intergroup Chair position, if they are then the Intergroup Treasurer shall step into the Intergroups Chairs role to run the election for the Intergroup Chairs position
  - ii. The process as set out below in point c point ii to ix shall be followed
  - iii. After the election of the Intergroup Chair has been completed the current Intergroup Chair shall step back into the Intergroup Chairs position to run the rest of the elections.
- c. Procedure for election of all Executive officers (except for the Intergroup Chair) and for the Committee Chairs:
  - i. The Chair shall declare all positions vacant.
  - ii. A member may nominate another member, or a member may nominate themselves.
  - iii. Once nominated, the Chair shall ask for a seconder of the nomination.
  - iv. Once seconded the Chair shall ask if the nominee wishes to accept the nomination.
  - v. The Chair shall ask if there are any other nominations and follow the above process for each nominee.
  - vi. The Chair shall ask each nominee:
    - a. If they meet all the qualifications as set out in ARTICLE IV, Section 6, and read through them if required.
    - b. If they have read the position requirements and duties and if they can and will follow them.
    - c. For executive officer positions, as defined in ARTICLE IV, Section 6, ask them to speak to their service at Intergroup.
  - vii. The Chair will then ask for questions from the floor.
  - viii. Call for a vote, the Chair shall ask the nominee to leave the meeting room and the vote taken as set out below
  - ix. Voting only one nominee
    - 1. The Chair shall ask those members present in the room to raise their hand if they want to elect the nominee.

2. The Chair will ask those members attending via electronic platform, real time audio only or audio/visual to cast their vote in favour of the nominee.
3. The chair shall ask those members present in the room to raise their hand if they want to decline the nominee.
4. The chair will ask those members attending via electronic platform, real time audio only or audio/visual to cast their vote to decline the nominee
5. The chair only votes to break a tie vote

**Section 8: Vacancies and Resignations:**

- a. If any of the Executive Officers fails to attend two (2) consecutive meetings without prior notice, his/her office may be declared vacant by a majority of those present and voting.
- b. Any executive officer may resign at any time for any reason by giving the Chairperson of Intergroup written notice.
- c. Any officer of this Intergroup may be removed from office for inappropriate conduct (e.g. return to compulsive overeating, neglect of duties, etc.) by a two-thirds (2/3) majority vote of the Intergroup members at a special meeting announced for that purpose.
- d. Should a vacancy, resignation or removal occur in any Executive Office, all pertinent information and funds held shall be turned over to the Intergroup Chairperson.

**Section 9: Filling of Vacancies:**

- a. Vacancies shall be filled by a majority vote at that meeting in which the vacancy occurred or at subsequent meetings, or special meeting of the Intergroup. Such persons chosen to fill said vacancies shall serve for the remainder of the unexpired term.
- b. A person chosen to fill any vacancy among the Executive Officers shall meet the qualifications as defined in Article IV Section 3 and be aware of all responsibilities of that position as described and defined in Article IV.

**Article V: MEETINGS**

**Section 1: Regular Meetings:**

The Intergroup shall meet a minimum six (6) times a year. If required, Intergroup can meet more often as decided by the will of the voting members of Intergroup. Intergroup meetings are scheduled for the third week of the month. If required, this may be amended by the will of the voting members of Intergroup.

**Section 2: Annual General Meetings:**

- a. An Annual general meeting (AGM) shall be held within Six (6) months of the financial year for the presentation of annual reports from the Executive officers, Committee Chairs, the election of Executive Officers, Committee Chairs and for other business as appropriate for an AGM.
- b. The exception to the annual reporting and the election of Executive Officers in point (a) is the World Service Business Conference Delegate(s) and the Regional Representative(s) who shall be elected in accordance with the requirements of the World Service Business Conference and the Regional Assembly.

**Section 3: Special Meetings:**

A special meeting may be called at any time by a majority vote of the Intergroup Executive Officers by giving notice as prescribed in Article V Section 4.

**Section 4: Method of Notification:**

- a. Notification of regular Intergroup meetings shall be done via the front cover of the Intergroup minutes and via the publication of the annual planning calendar,
- b. Notification of special meetings shall consist of notices prepared by the Intergroup Secretary and distributed to each Group Secretary and/or Intergroup Representative at least one (1) calendar month prior to the date of the meeting. Methods of notification shall be sent by mail and email in addition to placing an announcement on the Intergroups' website, flagged at the prior Intergroup meetings or other electronic media interfaces.

**Section 5: Attendance at Intergroup and voting by virtual platforms in real time audio only or audio/visual.**

- a. Intergroup, wherever possible, will offer its membership the availability of attending Intergroup Meetings and Annual General Meetings by virtual platforms, real time audio only or audio/visual, depending on the technology in use by Intergroup. Members will be able to interact with Intergroup in real time and those eligible to vote can vote in accordance with ARTICLE V, Section 6
- b. Members who are eligible to vote, as set out in ARTICLE III, Section 1 Membership, point a to c, attending by virtual platforms, real time audio only or audio/visual Intergroup meetings and the Annual General Meeting, have the opportunity to participate in votes on motions before Intergroup and the elections of Executive officers and Committee chairs at the Annual General Meetings

**Section 6: Quorum:**

- a. Those voting members present at any meeting of the Intergroup shall constitute a quorum for all proceedings of the Intergroup provided those present include the Intergroup Chairperson or Deputy Chairperson plus one (1) other executive officer and a minimum of five (5) Committee Chairs and/or Intergroup Representatives.
- b. If no there is no quorum at start of the Intergroup meeting then the Intergroup meeting can still occur, however, no voting may take place.
- c. If a quorum is achieved during the Intergroup meeting then voting is allowable.

**Section 7: Meeting Procedure:**

- a. A regular Intergroup meeting shall be one and a half (1½) hours in duration. If an extension of time is required then this shall be done by a consensus vote, only two (2) extensions of the meeting time allowable per Intergroup meeting.
- b. The Intergroup meeting prior to the AGM may be shortened to one (1) hour. If an extension of time is required then this shall be done by a consensus vote, only two (2) extensions of the meeting time is allowable per Intergroup meeting.
- c. Regular Intergroup meetings and the AGM shall be chaired by the Chair of Intergroup. In the event the Chair is unable to chair any meeting, the Deputy Chair will lead the meeting. In the event the Deputy Chair is not available, the Secretary will open the meeting and hold an election

for a temporary meeting Chair. If all of the above are unavailable then no Intergroup or AGM can be held.

- d. In the event of the AGM being cancelled then an AGM shall be convened at the earliest possible date.
- e. The AGM shall be one (1) hour in duration hour if an extension of time is required then this shall be done by a consensus vote, only two (2) extensions of the meeting time is allowable per Intergroup meeting,
- f. Intergroup shall read at least one of The Twelve Steps, Twelve Traditions and Twelve Concepts of OA Service at the beginning of each meeting.
- g. The Chair shall check if the meeting has a quorum and state the outcome and the process if no quorum (see Article V, Section 5 point b & c).
- h. Any decisions outside the specific bounds of the bylaws should be made in confluent with the Twelve Steps, Twelve Traditions and the Twelve Concepts of OA Service as set out in Article II, Section 2. The bylaws are only valid contingent that they do not conflict with the spirit of the Twelve Steps, Twelve Traditions and the Twelve Concepts of OA Service as set out in Article II, Section 2.

**Section 8: Voting Procedure:** Motion presented at Intergroup Meetings and The Annual General Meeting:

- a. The Chair shall state if there is a Quorum in accordance with ARTICE V, Section 6, Point a and act according to the process set out in ARTICLE V, Section 6, Quorum points b and c.
- b. Only members of Intergroup, as set out in ARTICLE III, Section 1, points a to c, are entitled to vote on motions at the Intergroup meeting.
- c. Each member of Intergroup has only one vote per motion, they cannot represent a group and their Intergroup position during the vote.
- d. Group Representatives have only one vote per motion, they cannot represent more than one group during the vote.
- e. Intergroup members, as set out in ARTICLE III, Section 1, Points a to c, are eligible to vote via electronic platform, real time audio only or audio/visual, this vote will be a vocal vote and the chair shall call on each member attending via electronic platform, real time audio only or audio/visual to cast their vote after the members attending Intergroup face to face at each stage of the vote.
- f. The Chair shall ask for the motion to be read aloud
- g. The Chair will ask for discussion on the motion and if required the motion shall be amended and re read
- h. The Chair will then ask those in favour of the motion to cast their yes vote and numbers counted.
- i. The Chair will ask those members attending via electronic platform, real time audio only or audio/visual to cast their yes vote and number added to the total
- j. The Chair will then ask those against the motion to cast their no vote and numbers counted.
- k. The Chair will ask those members attending via electronic platform, real time audio only or audio/visual to cast their no vote and number added to the total
- l. The Chair only votes to break a tie vote

## ARTICLE VI: COMMITTEES

### Section 1: Standing Committees:

- a. Standing committees may be established at regular Intergroup meetings and or the AGM.
- b. Intergroup may also dissolve or change the name of any standing committee if no longer relevant by a two thirds (2/3) majority of the voting members present.
- c. Each committee is responsible to the Intergroup and the fellowship.
- d. Standing committees may include but not be limited to;

Newsletter	Telephone Answering
Literature	Public Information
Mini-convention Coordinator	Fund Raising
Groups Liaison	Meetings list
Bylaws	Office
Twelfth Step Within	Audio
Webmaster	Retreat

### Section 2: Special Committees:

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

### Section 3: Committee Appointments:

- a. Elections for the Committee Chairs shall be held annually at the Annual General Meeting.
- b. A Committee Chair may be elected during a regular Intergroup meeting from those Intergroup Representatives (IRs) present who have attended at least three (3) Intergroup meetings during the previous two (2) years. IRs meeting these requirements may nominate or be nominated. Committee chairs are to be elected by a majority vote of voting members present. The newly elected committee Chair is only elected until the next AGM, where the position is declared vacant and they may stand again in accordance with Article VI, Section 3, point d – Term of Office.
- c. Upon appointment as a Committee Chair the member will cease to be an Intergroup Representative (IR).
- d. Term of office:
  - i. A Committee Chair is elected at the AGM to serve for a period of twelve (12) months.
  - ii. A Committee Chair shall serve no more than four (4) consecutive terms in the same office.
  - iii. After serving four (4) consecutive terms the member cannot be elected to the same service position. However, after an interval of twelve (12) months they may again be eligible for election for their previous service position.

### Section 4: Committee Procedures:

- a. Each committee may prescribe its own rules for calling and holding meetings and its methods of procedures, subject to the guidelines of the Twelve Traditions of OA and the Twelve Concepts of OA service.

### Section 5: Committee Responsibility:

- a. Each Committee Chair shall submit a written report to the Intergroup, preferably monthly but at least quarterly, and at the end of any specific event coordinated by that committee.



- If any monies are expended, a detailed and itemised report, together with receipts, shall be presented at the next Intergroup meeting.
- b. Each Committee Chair shall inform the Intergroup Chairperson or Deputy Chairperson of proposed committee meetings at least three (3) days prior to such meetings.
- c. All committees are under the jurisdiction of Intergroup.
- d. All major decisions shall be brought to Intergroup for endorsement.

### **Section 6: Nominating Committee:**

The Intergroup may have a nominating committee to recommend persons to serve as Executive Officers, Regional Representatives and World Service Business Conference Delegates. The number of members on the committee shall be a minimum of three (3) and a maximum of five (5).

- The Chairperson of the Intergroup shall not serve on the committee, but may provide background information and input as requested by the committee.

### **Section 7: Vacancies and Resignations:**

- a. If any Committee Chair fails to attend two (2) consecutive committee or Intergroup meetings without prior notice, his/her office may be declared vacant by a majority of those present and voting.
- b. Any Committee Chair may resign at any time for any reason by giving the Chairperson of Intergroup written notice.
- c. Any Committee Chair may be removed from office for inappropriate conduct, (e.g. return to compulsive overeating, neglect of duties, etc.) by a two-thirds (2/3) majority of the Intergroup members.
- d. Should a vacancy, resignation or removal occur in any committee, all pertinent information and funds held shall be turned over to the Intergroup Chairperson. The Chairperson shall then appoint a new committee Chair to serve the remainder of the unexpired term.

## **Article VII: SOURCE OF FUNDS**

### **Section 1: Source of Funds:**

- a. Voluntary contributions of the member groups shall be the primary source of funds.
- b. Secondary source of income may be raised by special fundraising events or special fund appeals from the membership, for specific emergency needs, as authorised by the Intergroup accordance with Tradition 6. Specific emergency needs may include but not limited to short falls in the budget.
- c. The Intergroup may accept donations from OA members, conforming to the general practice of OA in accordance with Tradition 7.
  - The maximum allowable donation to Intergroup by an OA member is to be limited to five thousand dollars (\$5,000) annually – as set at the annual World Service Business Conference.
  - The maximum allowable bequest to the Intergroup by OA members is to be limited to five thousand dollars (\$5,000), as set by the annual World service Business Conference, and any amount in excess of this sum, up to a maximum of one hundred thousand dollars (\$100,000), shall be forwarded to the World Service Office.

- d. The acceptance of bequests of over one hundred thousand dollars (\$100,000).
- e. Any bequests or donations from any outside source are prohibited.
- 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: Surplus Funds:**

There shall be no accumulation of funds beyond current necessities, with retention of only a prudent reserve for contingencies. Funds in excess will be donated to Region Ten and World Service Office on a regular basis as directed by the Intergroup.

### **Section 3: Prudent Reserve:**

The Intergroup Treasurer will maintain a prudent reserve as established by Intergroup after end of year financial report. The prudent reserve is to cover unexpected contingencies. Excess funds will be donated to OA service bodies as determined by the Intergroup.

## **Article VIII: PARLIAMENTARY AUTHORITY**

The Rules contained in the current edition of Robert's Rules of Order 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, the Twelve Concepts of OA Service, Overeaters Anonymous Region Ten Bylaws, Bylaws of Overeaters Anonymous Inc. or any special rules this Intergroup may adopt.

## **Article IX: AMENDMENTS TO BYLAWS**

### **Section 1: Amendment to Intergroup Bylaws:**

These Bylaws may be amended at any time by a two thirds (2/3) majority vote of all members present at any regular or special meeting of the Intergroup. Provided a copy of the proposed amendment has been communicated, to each group affiliated with this Intergroup at least thirty (30) days prior to the voting meeting.

### **Section 2: Amendments to the Steps and Traditions of OA:**

Amendments to the 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 3: Revision of Bylaws:**

These Bylaws shall be revised in accordance with;

- a. Any amendments as adopted by Intergroup.
- b. Any changes to the OA, Inc. Bylaws, Subpart B, as voted on at the annual World Service Business Conference and are directly mentioned in these Bylaws referred to by article and section.
- c. Or every five (5) years. (Next revision of documents due 2025).

## **Article X: MAJOR POLICY MATTERS**

- a. Matters which affect this Intergroup and/or groups within its service area shall be referred to the Intergroup.
- b. Matters which relate to Overeaters Anonymous as a whole shall be referred to the World Service Board of Trustees.
- c. Matter which relate to Overeaters Anonymous Region Ten shall be referred to the Region Ten Trustee.

## **Article XI: DISSOLUTION**

### **Section 1: Deregistration of Intergroup:**

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

### **Section 2: Disbursement of Remaining Funds:**

Upon the dissolution of this association, after paying all creditors, expenses, court costs, and legal fees, any remaining assets shall be paid to World Service Office of Overeaters Anonymous or to any OA service body they choose to designate and which is acceptable to the New South Wales state Government.

### **Section 3: Informing relevant Government organisation(s) / Agencies:**

Upon the dissolution of this association, a member of the Executive officers shall provide information of the dissolution of the Intergroup and required records / information to the appropriate relevant Australian Federal Government and the New South Wales state Government bodies / agencies.