

BY-LAWS OF THE PALM BEACH COUNTY OVEREATERS ANONYMOUS INTERGROUP

As amended January 2005 to comply with World Service Office guidelines

As amended December 2005 to comply with IRS instructions and Exempt Organizations Ruling and Agreements

As amended December 2012 to comply with World Service Office guidelines

As amended August 2013 to comply with World Service Office guidelines

The name of this organization shall be Palm Beach County Intergroup, hereinafter known as PBCIG.

I. PURPOSE OF PBCIG OVEREATERS ANONYMOUS

- A. The primary purpose of this organization is to aid those with the problem of compulsive eating through the Twelve Steps of Overeaters Anonymous, and to serve and represent the OA groups from which the intergroup is formed; PBCIG is organized exclusively for charitable, educational purposes including, for such purposes, the making of distributions to organizations qualifying as an exempt organization from Federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future Federal tax code.
- B. The 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 these Steps, we tried to carry this message to compulsive overeaters and to practice these principles in all our affairs.
- C. The 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 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.

D. The Twelve Concepts

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.

II. THE MEMBERSHIP OF THE PALM BEACH COUNTY INTERGROUP

- A. The membership of this association shall consist of
 1. The Intergroup Board
 - a. Intergroup representative (IR): one (1) member from each group within the geographic area.
 - b. Geographic area shall be defined as Palm Beach and adjacent counties. *(Amended 2013)*
 2. Group members not acting as IR but elected or appointed to carry out specific duties eg. committee chairs.
- B. Qualifications of eligibility for membership

Those groups are deemed members provided that each such Overeaters Anonymous Group shall have been registered by written petition to the Palm Beach County Intergroup. An OA Group is defined as the following:

A Group may be formed by two (2) or more persons meeting together as set forth in Article V, Section I of Overeaters Anonymous, Inc., Bylaws Subpart B.
- C. The World Service Board of Trustees of Overeaters Anonymous shall be considered a participating group.
- D. Each group representative and alternate shall serve for the period designated by their group, always subject to recall by the group they represent.
- E. Each member group shall be entitled to one (1) vote in the business meeting of the Palm Beach County Intergroup when represented by their designated delegate.
- F. No member shall be elected or appointed to serve as Intergroup representative or alternate for more than one group. No group may be registered with another Intergroup.
- G. Only duly elected officers (with the exception of the chairperson of the Palm Beach County Intergroup) and/or representatives or their alternates, duly elected by their

respective groups and registered with the Palm Beach County Intergroup, may vote at any meeting of the Palm Beach County Intergroup. Visitors are encouraged to participate in the discussion only.

- H. 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 Overeaters Anonymous, Inc. Bylaws, Subpart B or any special rules of order this Intergroup may adopt.

III. MEETING TIMES OF THE PALM BEACH COUNTY INTERGROUP

The regular meeting of the Intergroup shall be held on the second Saturday of the month. Eleven (11) meetings per year minimum, no meeting in July. *(Amended 2011)*

- A. A special meeting may be called at any time by a majority vote of the Palm Beach County Intergroup Board of Officers or by petition of a member, as prescribed in Article V, Section 4 if the Board of Officers fails to do so.
- B. Notification of a special meeting of the Palm Beach County Intergroup shall consist of notices prepared by the Intergroup Secretary to be conveyed to each group secretary and/or representative within seven (7) days of the date of the meeting. Placing an announcement in the Intergroup newsletter, by e-mail or at the prior Intergroup meeting is also considered proper notification.
- C. Those voting members present at any meeting of the Palm Beach County Intergroup shall constitute a quorum for all proceedings of the Intergroup.
- D. A majority of the Board of Officers shall be considered a quorum for board meetings.
- E. It is suggested that meeting procedure should include the reading of OA's Twelve Steps, Twelve Traditions and Twelve Concepts of Service at the beginning of every meeting.

IV. Intergroup Representatives

- A. Intergroup representatives shall be selected by the group conscience of the group they represent. Each IR shall be selected by any method deemed appropriate for their group. These IR's shall serve for a period designated by their group, always subject to recall by the group. Each group shall be free to designate an alternate.
- B. IR's should be selected for willingness to serve, commitment to the Twelve Steps and Traditions of OA, length of time in program and length of service.
- C. The primary responsibility of the IR, or alternate, is to represent their group at all meetings of the Intergroup, to act as liaison between this Intergroup and their group, to see that all communications pertaining to Intergroup are made available and, where requested, read aloud to the group.
- D. The Intergroup Secretary shall notify representative's group of any IR's absences.
- E. Membership with a voice but no vote may be an employee or member of the Fellowship who is not a duly elected representative or alternate.

V. The Intergroup Board

Section 1. The Intergroup Board

- A. The board shall consist of at least a chairman, vice chairman, secretary and treasurer.
- B. The Immediate past chairman shall serve an ex-officio member of Intergroup Board for one year. The Intergroup Board may also include other positions such as World Service Business Conference Delegate (s), Committee Chairs and Region Representative(s). Their duties shall be set by policy adopted by Intergroup and contained in the Intergroup job descriptions.
- C. PBCIG Board shall serve as the executive board. In the event the chairman of the board should be unable to attend any meeting of the board, the next highest ranking executive officer in attendance shall serve as chair for the meeting. The ranking of these officers shall serve as follows: Vice Chair, treasurer, secretary.
- D. Nominations to the Intergroup Board may be made from the floor at the time of election. A nominating committee may also be formed, at the discretion of the Intergroup.

Section 2. Qualifications to the Intergroup Board

- A. Finished working the Twelve Steps for one year, be a person of good judgment, experience, willingness and stability.
- B. Familiarity with the Twelve Traditions of OA
- C. Familiarity with the Twelve Concepts of OA.
- D. 6 months current consecutive abstinence.
- E. Regular attendance at a group within PBCIG for a period of 1 year and has served as Intergroup Representative.
- F. The World Service Business Conference Delegate/alternate shall have at least one year current abstinence and meet the qualifications and requirements as outlined and defined in the Overeaters Anonymous, Inc. Bylaws, Subpart B, Article X, Section 3c 1, and as required for election to the Board by Article V, Section 1 of these bylaws.
- G. The regional representative/alternate shall meet qualifications and requirements as outlined and defined in Region 8 Bylaws as required for election to the board by Article IV, Section 4 of these bylaws.

Section 3. Method of Election

- A. Elections shall be held annually at the September meeting.
- B. To be eligible for election to the board a nominee must:
 - 1) Meet all qualifications as defined in Article V, Section 2.
 - 2) Understand responsibilities of the position as defined in Article V, Section 5, and as defined in the Intergroup job descriptions.
- C. In order to be elected to membership on the Intergroup Board, a nominee must be present at the election meeting and must receive a majority vote of the IR's present

and voting. If a member wishes to run for a specific office but cannot be present at the election meeting for valid reasons, he/she may submit a written statement confirming that they will accept the office if elected. This statement must be submitted to the PBCIG chairperson or secretary prior to the election.

- 1) A voice vote may be taken if there is only a single nominee for the position.
- 2) One candidate for each vacancy is acceptable.

Section 4. Term of Office

- A. Board members and the third Region Representative shall be elected to serve for a period of 2 years. *(Amended 2013)*
- B. Newly elected officers shall begin their service at the Intergroup meeting following their election.
- C. Board members shall serve no more than 2 consecutive terms in the same office.
- D. The third Region Representative shall serve one term of office. *(Amended 2013)*
- E. Alternate representatives and delegates shall be elected annually. *(Amended 2013)*
- F. After an interval of 2 years, a member may again be eligible for election to their prior office.
- G. Upon election to the board, members shall cease to be representatives of their group and that group shall elect a new Intergroup representative.

Section 5. Responsibilities of the Intergroup Board

- A. Chairman:
 - 1) Shall preside at all regular and special meetings of the PBCIG and Board Meetings.
 - 2) Shall be responsible for establishing the agenda for all PBCIG meetings.
 - 3) May cast the deciding vote to break a tie. May not participate in the regular ballot.
 - 4) May attend all standing committee meetings.
 - 5) Shall ensure that the general account of PBCIG be audited annually.
 - 6) #1 Delegate to World Service and #1 Region 8 Representative.
- B. Vice Chair:
 - 1) Preside at meetings in the absence of the chairperson.
 - 2) Serve as Activities Coordinator.
 - 3) #2 Delegate to World Service and #2 Region 8 Representative.
- C. Secretary:
 - 1) Shall see that the minutes are kept of all PBCIG meetings and Intergroup Board meetings.
 - 2) Shall perform all other duties as prescribed in PBCIG policy manual.
 - 3) Shall maintain a file of all minutes of past meetings.

4) Shall answer correspondence as requested.

D. Treasurer:

1) Shall maintain a checking account and be a co-signer on the bank accounts along with another officer of PBCIG.

2) Shall submit a financial report each month at Intergroup meeting.

3) Shall perform all other duties as prescribed in PBCIG policy manual.

E. Sub-committees:

1) The chairperson, together with PBCIG board of officers, shall appoint such sub-committees as are deemed necessary for the welfare and operation of the groups. Such sub-committees shall include but not be limited to Public Information, Outreach, Nominating, Convention, Newsletter, Telephone Answering, Twelve Step Within and Speakers. The chairperson shall be an ex-officio member of all standing committees.

2) Chairperson and Public Information committee shall speak in the name of PBCIG in an emergency.

3) Committee appointments shall be by chairperson and from those IR's present who meet IR qualifications. A board member or any OA member present who meets the IR qualifications may be appointed to chair a standing or special committee with approval of the majority of the members present and voting.

4) Each standing or special committee shall be responsible for calling and holding meetings and establishing its method of procedures, subject to approval of the IG Board and the guidelines of the Twelve Traditions of OA.

5) Committee responsibilities which include decisions and/or a vote which establishes or changes a policy, sets a procedural plan for a special event, or expends funds in excess of approved budget, shall require approval by the PBCIG prior to implementation. Each standing committee chairman shall submit a written report to the PBCIG at each IG meeting or at least by 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.

6) Nominating Committee may be used to recommend persons to serve as officers, Region Representatives and WSBC delegates and persons to fill vacancies and to serve on the next nominating committee. The number of members on the committee shall be four. The chairman of PBCIG shall not serve on the committee but may provide background information and input as requested by the committee.

7) Should a vacancy arise from the resignation or removal of a committee chair, all pertinent information shall be turned over to the IG chair. The chairperson shall then appoint a new committee chairman to serve the remainder of the term.

8) Removal of a committee chair requires a two-thirds vote of the PBCIG Board. Removal is based on unworthy conduct, return to compulsive overeating, non-attendance, etc.

9) Intergroup may employ special outside workers.

Section 6. Vacancies and Resignations

- A. If a member of PBCIG failed to attend three consecutive meeting without prior notice, his/her office may be declared vacant by a majority of those members present and voting.
- B. Any board member may resign at any time for any reason by giving the Chairperson written notice.
- C. Any board member of PBCIG may be removed from office for due cause by a majority vote of the IR's at a special meeting announced for that purpose.
- D. Vacancies shall be filled by a majority vote at that meeting in which the vacancy occurred, or at the next meeting or special meeting of PBCIG. Such persons chosen to fill said vacancies shall serve for the remainder of the unexpired term.
- E. A person chosen to fill any vacancy on the board shall meet the qualification as defined in Article V, Section-2, and be aware of responsibilities of that position as described and defined in Article V Section 5.

VI. Source of Funds

- A. Voluntary contributions of the 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 PBCIG according to Tradition Six.
- C. The Intergroup may accept donations from OA members, conforming to general OA practice.
- D. The maximum allowable annual donation to the PBCIG by an OA member is to be limited to an amount set by vote of the IG and listed in the IG policy manual.
- E. 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.
- F. There shall be no accumulation of funds beyond current necessities, with retention of only a prudent reserve for contingencies as determined by the executive board based on an annual budget that has been approved by voting members of the Intergroup. Funds in excess shall be donated to Region 8 and The World Service Office quarterly as budgeted and directed by the Intergroup. *(Amended 2011)*

VII. Amendments to these ByLaws

- A. These bylaws, with the exception of Article 1, Sections B, C and D may be amended at any time by a majority vote of IR's and board members present at any regular or special meeting of PBCIG, provided a copy of the proposed amendment has been submitted in writing and received by each group affiliated with this Intergroup ten (10) days before the meeting at which the action is to be taken on the amendment.
- B. The Twelve Steps, The Twelve Traditions and The Twelve Concepts may not be amended.

VIII. Dissolution

- A. Upon dissolution of PBCIG, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, (World Service Headquarters, 6075 Zenith Court NE. Rio Rancho, NM 87174-4020) exclusively for such purposes or to such organization or organization, as said Court shall determine, which are organized and operated exclusively for such purposes.
- B. No part of the net earnings of this organization shall inure to 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. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including publishing or distributing of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document the organization shall not carry on any other purpose not permitted to be carried on
 - a. by an organization exempt from Federal income tax under 501 (c) (3) of the Internal revenue Code or corresponding section of any future Federal tax code, or
 - b. by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal revenue Code, or corresponding section of any future Federal tax code.
- C. In order to deregister, the intergroup must submit a written request to the World Service Office, region chair and region trustee.