

CENTRAL FLORIDA INTERGROUP OF OVEREATERS ANONYMOUS BYLAWS

ARTICLE I - NAME

The name of this organization shall be the Central Florida Intergroup, herein after known as CFI or Intergroup.

ARTICLE II - PURPOSE

Section 1

The primary purpose of this organization is to aid those with the problem of compulsive eating, or other eating disorders, through the Twelve Steps of Overeaters Anonymous and to serve and represent the OA groups from which the Intergroup is formed in accordance with the Twelve Traditions of Overeaters Anonymous.

- A. Specifically excluded from the objectives of CFI is the operation of any club, clubhouse, and the endorsement of any public or private projects on compulsive eating as outlined in Tradition 6.
- B. This Intergroup is in compliance with and qualifies as exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954.

Section 2 - The Twelve Steps¹

The 12 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.

¹ Permission to use and adapt the Twelve Steps of Alcoholics Anonymous granted by AA World Services, Inc.

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 the 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 of our affairs.

Section 3 - The Twelve Traditions²

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 full 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 brought 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 4 - 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 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.

² Permission to use and adapt the Twelve Traditions of Alcoholics Anonymous granted by AA World Services, Inc.

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 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 shall consist of the following:

- A. The Intergroup Board
- B. Intergroup Representatives (IR) which shall consist of one member and one alternate within the geographic area.
 1. Geographic area shall be defined as Central Florida.
- C. Group members not acting as IR's but elected or appointed to carry out specific duties, (e.g., committee chairmen.)

Section 2 - Qualifications

Qualifications of eligibility for membership in the Intergroup.

- A. Those groups within the geographic definitions of Intergroup that have formally registered with the World Service Office and indicated their intention to belong to CFI may be considered members.
 - 1. An OA group is defined as follows:
 - a) As a group they meet to practice the Twelve Steps and Twelve Traditions of OA,
 - 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 OA and
 - e) A group may be formed by two (2) or more persons meeting together as set forth in Article IV, Section 1 of Overeaters Anonymous Inc., Bylaws Subpart B.
- B. Each group shall be entitled to one (1) vote through its elected IR or Alternate, when applicable.
- C. No group may be registered with another Intergroup.

Section 3 - 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 by their group. These IR's shall serve for a period designate by their group, always subject to recall by the group they represent. Each group shall be free to designate an Alternate IR when the necessity arises.
- B. IR's should be selected for willingness to serve and commitment to the Twelve Steps and Twelve Traditions of OA. CFI recommends that IR's and their alternates be abstinent as defined by OA.
- C. The primary responsibility of the IR or Alternate is to represent their group at all meetings of CFI, to act as a liaison between CFI and their group, to see that all communications pertaining to CFI are made available and, where requested, read aloud to their group

Section 4 - Voting Members

- A. Those listed in Article 3, Section 1.
 - 1. Each group shall be entitled to one vote in the business meeting of CFI.
 - 2. No member shall be elected or appointed to serve as representative or alternate for more than one group.
 - 3. When an IR is also a committee chairman that IR votes as a committee chairman. When an alternate IR from the committee chairman's OA group is present, that alternate IR may vote as the IR for his or her group.

ARTICLE IV - THE INTERGROUP BOARD

Section 1 - The Intergroup Board

- A. The Board shall consist of the Chairman, the Vice Chairman /Special Events Coordinator, Recording Secretary, Treasurer, Literature Chairman, WSO/Region 8 Delegate #1, and WSO/Region 8 Delegate #2.
- B. The immediate past Chairman shall serve as an ex-officio member of the Intergroup Board for one (1) term.
- C. This Intergroup Board shall serve as the Executive Board.

Section 2 - Nominations To The Intergroup Board

- A. Nominations will be made at the regular CFI meetings two months and one month immediately preceding the day of elections.
- B. Nominations will be made from the floor.
- C. A Nominating Committee may be formed, at the discretion of the Intergroup

Section 3 - Qualifications Of The Intergroup Board

- A. Working the Twelve Steps of the Overeaters Anonymous recovery program for one (1) year. Have good judgement, experience, stability and willingness.
- B. Familiarity with the Twelve Traditions.
- C. One year current abstinence.
- D. Regular attendee of an active CFI group, be or have been a CFI IR, and has attended Intergroup meetings for a minimum of 6 months prior to being nominated.
- E. The World Service Business Conference Delegate shall meet qualifications and requirements as outlined and defined in the Overeaters Anonymous Inc. Bylaws, Subpart B, and as required for election to the Board by Article IV, Section 6, of these bylaws.
- F. The Regional Representative shall meet qualifications and requirements as outlined and defined in the Region 8 Bylaws, and as required for election to the Board by Article IV, Section 6, of these bylaws.

Section 4 - Methods Of Election

- A. Elections shall be held annually at the regular December CFI meeting. Nominations will take place in October and November.
- B. To be eligible for election to the Board, nominee must:
 - 1. Meet all qualifications as defined in Article IV, Section 3.
 - 2. Understand responsibilities as defined in Article IV, Section 6.
- C. Proxy votes will be allowed if the voting member submits a signed letter of intent, indicating the vote for each office being elected.
- D. In order to be elected to membership on the Intergroup Board a nominee must be present at the time of the election and must receive a majority vote of IR's present and/or voting.
- E. CFI may elect to require a written application for nomination to the Board.

Section 5 - Term Of Office

- A. Board members shall be elected to serve for a period of two (2) years.
 - 1. During the odd years, the Chairman, Treasurer, and WSO/Region 8 Delegate #1 will be elected. During the even years, Vice Chairman /Special Events Coordinator,

- Recording Secretary, Literature Chairman, and WSO/Region 8 Delegate #2 will be elected.
2. Newly elected officers shall begin service at the CFI meeting immediately following their election
- B. Board members shall serve no more than two (2) consecutive terms in the same office.
- C. After an interval of two (2) years they may be again eligible for election to their prior office.
- D. Upon election to the Board, members shall cease to be a Representative of their group; and that group shall elect a new Intergroup Representative.

Section 6 - Responsibilities Of The Intergroup Board

- A. Chairman
1. Shall preside at all regular meetings of this Intergroup and Intergroup Board. .
 2. May cast the deciding vote to break a tie.
 3. May attend all standing committee meetings.
 4. May call special meetings with a minimum of 48 hours notice.
 5. Shall ensure that the general account of the Intergroup be audited annually (refer to Webster: audit *vt* I: to examine with intent to verify.)
 6. Shall attend Region 8 Business Assemblies and World Service Business Conferences as **third Region 8 -WSO delegate, funds permitting.**
- "7. Shall appoint a parliamentarian with the approval of the Board to serve a two year term.**
- a. The parliamentarian shall advise as to proper parliamentary procedures for conducting the business of the Intergroup meeting.**
- b. The parliamentarian shall perform duties as agreed upon and assigned by the Board.**
- c. The parliamentarian shall remain neutral and not have a vote."**
- B. Vice Chairman /Special Events Coordinator
1. Shall serve in the absence of the Chairman.
 2. Shall provide a written agenda for all Intergroup meetings.
 3. Shall serve as the coordinator of Intergroup special events.
 4. Shall perform all other duties as prescribed in the CFI policy for job descriptions.
- C. Treasurer
1. Shall maintain bank accounts as necessary for dispersal of Intergroup funds
 2. Shall be the signer of all bank accounts.
 3. Shall submit written financial reports including status of prudent reserve each month at the Intergroup meetings.
 4. Shall perform all other duties as prescribed in the CFI policy for job descriptions.
- D. Recording Secretary
1. Shall see that the minutes are kept of all Intergroup and Intergroup Board meetings and that a copy of the minutes is printed and made available to each Board member and Intergroup Representative.

2. Shall maintain a file of all minutes of past meetings.
3. Shall direct correspondence to the appropriate Officer or Committee Chairman and maintain a file of outgoing correspondence
4. Shall distribute notices of all meetings of the Intergroup as described in Article V.
5. Shall keep WSO informed of all changes to group information.
6. Shall perform all other duties as prescribed in the CFI policy for job descriptions.

- E. Literature Chairman
 1. Shall make conference approved literature available to CFI members
 2. Shall maintain a bank account with an established prudent reserve as prescribed in the CFI Policy and Procedures Manual.
 3. Any excess monies shall be transferred to the CFI treasury.
 4. Deficits shall be funded by the CFI treasurer.
 5. Any increases to prudent reserve shall be granted by a majority vote of the CFI members and the CFI Policy and Procedures Manual shall be amended to reflect the change.
 6. Shall perform duties as prescribed in the CFI policy for job descriptions.

- F. World Service Conference Delegates/Region 8 Representatives
 1. Shall attend the World Service Business Conference of Overeaters Anonymous.
 2. Shall attend all Region 8 Assembly meetings.
 3. Shall report in writing, at the first IG meeting occurring after the WSBC and/or Region 8 Assembly the actions of the Conference and/or Assembly.
 4. Shall perform all other duties as prescribed in the CFI policy for job descriptions.

Section 7 - Vacancies And Resignations

- A. If a member of the Intergroup Board fails to attend two consecutive meetings without prior notification, the office will be declared vacant.
- B. Any Board Member may resign at any time for any reason by giving the Chairman of the Intergroup written notice.
- C. Any Board Member of this Intergroup may be removed from office for due cause (i.e. not practicing the Twelve Steps) by a majority vote of the IRs at a regular Intergroup monthly meeting.

Section 8 - Filling The Vacancies

- A. Vacancies shall be filled by the Chairman accepting nominations from qualified persons at that meeting in which the vacancy occurred and at the next meeting or special meeting of the Intergroup. Said nominees shall be given an opportunity to speak at the following Intergroup meeting and the Intergroup shall fill the vacancy by majority vote at that time. Such persons chosen to fill said vacancies shall serve for the remainder of the unexpired

- B. A person chosen to fill any vacancy on the Board shall meet the qualifications as defined in Article IV, Section 3 and be aware of all responsibilities of that position as described and defined Article IV, Section 6.

ARTICLE V - MEETINGS

Section 1 - Regular Meetings

- A. The Intergroup shall meet monthly at a time and place designated by a majority of the voting members.

Section 2 - Annual Meetings

- A. An annual meeting shall be held in the month of December for the election of Officers.

Section 3 - Special Meetings

- A. A special meeting may be called at any time by a majority vote of the Intergroup Board or by petition of at least ten Intergroup members by giving notice as prescribed in Article V, Section 4.

Section 4 - Method Of Notification

- A. Notification of all meetings shall consist of notices prepared by the Intergroup Corresponding Secretary and distributed to each group at least 72 hours prior to the date and time of the meeting. Notification may also be made by placing an announcement in the Intergroup newsletter, if any, or by mail, email, and at the prior Intergroup meeting.

Section 5 - Quorum

- A. A minimum of two elected Intergroup Board members and five Intergroup Representatives shall constitute a quorum for all monthly proceedings of the Intergroup.
- B. The Parliamentarian shall advise the meeting chairman of the presence of a quorum. In the absence of the Parliamentarian, the meeting chairman shall determine the presence of a quorum.

ARTICLE VI - COMMITTEES

Section 1 – Standing Committees

- A. The following Standing Committees may be established as required to carry out the purpose of Intergroup in the most effective and efficient manner, may include, but not be limited to:
1. Newsletter.
 2. Public Information.
- B. Other Committees deemed necessary to carry on Intergroup work.
- C. Other committees may be prescribed in the CFI Policy and Procedures manual.
- D. Deleted

Section 2 – Special Committees

- A. The board shall designate such special committees as are deemed necessary for the welfare and operation of the Intergroup.

Section 3 - Qualifications Of Committee Chairman

- A. Working the Twelve Steps of the Overeaters Anonymous recovery program for six (6) months. Have good judgment, experience, stability and willingness.
- B. Familiarity with the Twelve Traditions.
- C. Six (6) months current abstinence.

Section 4 - Committee Appointments

- A. The chairman shall appoint a committee chairman from those IRs present who meet Committee Chairman qualifications. Any OA member presently meeting Committee Chairman qualifications may be appointed to chair a standing or special committee. The Intergroup Chairman may call for approval of the members present.

Section 5 - Committee Procedures

- A. Each standing or special committee shall be responsible for calling and holding meetings and establishing its method of procedures, subject to the approval of the Intergroup board and the guidelines of the Twelve Traditions of OA.

Section 6 - Committee Responsibility

- A. Any committee decision and/or vote which establishes or changes a 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. Each standing committee chairman shall submit a written report to the Intergroup Chairman at least one week prior to the next CFI meeting, and at the end of any specific event coordinated by that committee. If any moneys are expended, a detailed and itemized report shall be included with the report.

Section 7 - Ex-officio Members

- A. Past committee chairmen may serve in an ex-officio capacity in their respective committees.
- B. The Intergroup chairman is an ex-officio member of all committees except the nominating committee.

Section 8 - Vacancies

- A. Should a vacancy, resignation or removal of any committee chairman occur, all pertinent information shall be turned over to the Intergroup chairman. The chairman shall then appoint a new committee chairman to serve the remainder of the unexpired term.

Section 9 – Removal of Committee Chairman

- A. Any committee chairman may be removed from office for due cause (e.g., not practicing the Twelve Steps, non-attendance, etc.) by a majority vote of the IRs at a regular Intergroup monthly meeting.

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 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, conforming with the general practices of OA.
- D. The acceptance of bequests or donations from any outside source is prohibited.
- 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.

Section 2 – Prudent Reserve

- A. 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 8 and World Service Office on a regular basis as budgeted and directed by the CFI Policy and Procedures manual.

ARTICLE 8 - PARLIAMENTARY AUTHORITY

Section 1

- A. 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 Overeaters Anonymous, Inc. Bylaws, Subpart B, the Twelve Traditions or any special rules of order this Intergroup may adopt.

ARTICLE IX - AMENDMENTS TO THESE BYLAWS

Section 1

- A. These bylaws, with the exception of Article II, Sections 2, 3, and 4, may be amended at any time by a majority vote of the IRs and Board Members present at any regular or special meeting of the Intergroup, provided a copy of the proposed amendment has been submitted in writing at a regular or special meeting of the Intergroup at least ten days prior to the meeting in which the action is to be taken on the ammendment.

ARTICLE X - MAJOR POLICY MATTERS

Section 1

- 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 WSO 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, or the Twelve Concepts shall be referred to the World Service Business Conference.

ARTICLE XI - DISSOLUTION

Section 1

- A. 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 Region 8, and/or the World Service Office of Overeaters Anonymous.

Section 2

- A. 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 reimbursement expenses related to dissolution and to make payment and distribution in furtherance of the express purposes for which it is formed.

ARTICLE IV - THE INTERGROUP BOARD

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