

OVEREATERS ANONYMOUS BALTIMORE AREA INTERGROUP BYLAWS (Adopted 5/15/2016)

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ARTICLE I. NAME

The name of this organization shall be the Baltimore Area Intergroup of Overeaters Anonymous, or BAIG.

ARTICLE II. PURPOSE

- A. The purpose of BAIG is to uphold the principles embodied in OA's Twelve Steps and Twelve Traditions and to provide support and outreach to member groups' reps and all members of OA. Our primary purpose is to help the still-suffering compulsive overeater.
- B. Basic Functions
1. Serve as a liaison to facilitate the flow of information between R7, WSO and participating groups,
 2. Initiate, support and/or oversee BAIG or OA sponsored activities, such as marathons, retreats, conventions, etc.
 3. Maintain an "Overeaters Anonymous" listing in local print and online media to handle inquiries, routing them to the appropriate local group.
 4. Handle local public relations and requests from those in the community who are interested in compulsive overeating and want information about OA:
 - a. Arrange for speakers at request of non-OA groups,
 - b. Assist newspapers looking to publish stories about OA,
 - c. Coordinate with other agencies in the community that work with compulsive overeaters.
 5. At regular intervals, publish and distribute up-to-date lists of meetings in the area.
 6. Publish and distribute a newsletter to all BAIG groups that includes current information on BAIG officers and publicizes area events and articles involving OA recovery.

ARTICLE III. THE TWELVE STEPS, TWELVE TRADITIONS and TWELVE CONCEPTS

A. The Twelve Steps of Overeaters Anonymous

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.

Permission to use the Twelve Steps of Alcoholics Anonymous for adaptation granted by AA World Services, Inc.

B. The Twelve Traditions of Overeaters Anonymous

1. Our common welfare should come first; personal recovery depends upon OA unity.
2. For our group purpose, there is but one ultimate authority—a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for OA membership is a desire to stop eating compulsively.
4. Each group should be autonomous except in matters affecting other groups or OA as a whole.

5. Each group has but one primary purpose—to carry its message to the compulsive overeater who still suffers.
6. An OA group ought never endorse, finance or lend the OA name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every OA group ought to be fully self-supporting, declining outside contributions.
8. Overeaters Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. OA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Overeaters Anonymous has no opinion on outside issues; hence the OA name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion, we need always maintain personal anonymity at the level of press, radio, films, television, and other public media of communication.
12. Anonymity is the spiritual foundation of all these traditions, ever reminding us to place principles before personalities.

Permission to use the Twelve Traditions of Alcoholics Anonymous for adaptation granted by AA World Services, Inc.

C. The Twelve Concepts of OA Service

1. The ultimate responsibility and authority for OA world services reside in the collective conscience of our whole Fellowship.
2. The OA groups have delegated to the World Service Business Conference the active maintenance of our world services; thus, the World Service Business Conference is the voice, authority and effective conscience of OA as a whole.
3. The Right of Decision, based on trust, makes effective leadership possible.
4. The Right of Participation ensures equality of opportunity for all in the decision-making process.
5. Individuals have the right of appeal and petition in order to ensure that their opinions and personal grievances will be carefully considered.
6. The World Service Business Conference has entrusted the Board of Trustees with the primary responsibility for the administration of Overeaters Anonymous.
7. The Board of Trustees has legal rights and responsibilities accorded to them by OA Bylaws Subpart A; the rights and responsibilities of the World Service Business Conference are accorded to it by Tradition and by OA Bylaws Subpart B.
8. The Board of Trustees has delegated to its Executive Committee the responsibility to administer the OA World Service Office.
9. Able, trusted servants, together with sound and appropriate methods of choosing them, are indispensable for 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.

ARTICLE IV. AMENDMENTS TO BAIG BYLAWS

- A. BAIG Bylaws may be amended at any time using the following process:
 - 1. The proposed change shall be presented at any BAIG meeting with the reasons for the change. Presentation of proposed changes shall be made no later than the BAIG meeting prior to the vote on the proposed amendment(s).
 - 2. BAIG reps shall inform their meetings of the proposed change, and that the matter will be discussed and voted upon at the next BAIG meeting.
 - 3. A 2/3 vote of authorized voting members is required for a bylaw amendment to be adopted.
- B. Amendments to Article III A (Twelve Steps), IIIB (Twelve Traditions), III C (Twelve Concepts), V (OA Group Definition), VI A (Intergroup Registration) and IX B1 (WSBC Delegate Requirements) of these Bylaws, which are quoted directly from OA Bylaws Subpart B shall only be made upon receipt of official notification by the Board of Trustees and/or the World Service Office. In that event, the changes shall be considered editorial; the changes shall be made immediately and BAIG member groups shall be notified.
- C. BAIG Bylaws shall be posted on the BAIG website within two weeks of the adoption of any amendments.
- D. A copy of BAIG Bylaws will be supplied to the WSO when requested or whenever these Bylaws are amended.

ARTICLE V. INTERGROUP

- A. Registration - Each IG shall be duly registered with the WSO by submitting:
 - 1. A completed intergroup registration form;
 - 2. Bylaws and/or a summary of its purpose and operating procedures, neither of which shall be in conflict with OA, Inc. Bylaws. At a minimum, such bylaws or summary of purpose shall include a statement indicating that its primary purpose is to aid those with the problems of compulsive eating through the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service, and to serve and represent the OA groups from which it is formed and complete registration information on each of its affiliated groups.
- B. Membership Composition of BAIG
 - 1. BAIG is comprised of Baltimore-area OA groups or virtual groups that have registered their affiliation with World Service as being affiliated with BAIG. BAIG reserves the right to remove a member group from its area meeting list if that group fails to honor OA's Traditions or acts in ways that adversely affect OA as a whole.
 - a. Per OA Bylaws Subpart B, these points shall define an OA 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.
 - b. Composition. A group may be formed, as set forth in OA Bylaws Subpart B, Article V, Section 1, by two or more persons meeting together, either
 - 1. in the same physical location (face-to-face);
 - 2. through some form of electronic device (virtually); or
 - 3. both.

2. Each BAIG group is entitled to cast one vote through a designated representative (or alternate)
 3. While a group rep may provide information to more than one OA meeting, the representative represents a single group and is entitled to only one vote.
 4. Any OA member is welcome to attend and have a voice at a BAIG meeting; however, only an authorized group rep or someone holding an elected BAIG service position may vote.
 5. Any Group Representative, Committee Chair, R7 Representative, WSBC Delegate or Officer (except the Chair) may make a motion on any matter regarding OA, provided it does not violate the 12 Traditions. Motions shall receive pro and con discussion, followed by a vote. Motions will be recorded by the secretary in the Policy Manual.
 6. Motions concerning bylaw changes, expenditures and elections require a 2/3 majority to pass. All other motions require a majority (more than 50%).
- C. Group Representative and Alternate Qualifications
1. Reps and alternates are OA members who are committed to regularly attending BAIG meetings.
 2. Rep and alternates shall be practicing the steps, traditions and concepts to the best of their ability.
 3. BAIG shall set no abstinence requirements for participation as a representative or alternate. Member groups may choose to set abstinence requirements for these positions by a group conscience vote.
- D. Duties of Group Representatives and Alternates:
1. Serve their group by attending BAIG meetings, by serving on committees, and by participating in the group conscience of BAIG.
 2. Keep informed of trends and developments within the Fellowship.
 3. Listen to and present matters of concern as a liaison between their group and BAIG.

ARTICLE VI. CONDUCT OF BAIG MEETINGS

- A. Monthly meetings
1. BAIG will meet monthly at a regularly scheduled time and place. A calendar of scheduled meetings shall be determined by the BAIG Board immediately following the December BAIG meeting and shall be published on the BAIG Website and emailed to all meeting representatives, Committee Chairs and Board members within 10 days of the meeting.
 2. A quorum for an IG meeting is the number of reps and officers present at any regular or special meeting.
 3. Meetings shall use Robert's Rules of Order except if they are superseded by BAIG Standing Rules or appear to violate OA Traditions.
- B. Participation and voting
1. All officers (with the exception of the Chair), R7 Representatives, WSBC Delegates, Committee chairs, meeting representatives, as well as all attending OA members, may participate in discussions.
 2. Each IG rep (or alternate serving as a rep), committee chair and Board member, with the exception of the BAIG Chair, may cast a vote. The Chair votes only in the case of a tie or a written ballot (but in that case may not cast an additional vote if there is a tie).

ARTICLE VII. OFFICERS

- A. The Officers of BAIG consists of the Chair, Vice Chair, Secretary, and Treasurer. They comprise the BAIG EXECUTIVE BOARD.
- B. QUALIFICATIONS OF OFFICERS
1. Nominees must have attended at least six intergroup meetings within the two years prior to their election.

2. Executive officers must have at least six months of continuous abstinence and be practicing the principles embodied by the 12 Steps, 12 Traditions and 12 Concepts of OA Service.
3. They agree to attend quarterly board meetings and to fulfill the responsibilities of the position
4. All shall be selected for judgment, stability, willingness and faithful adherence to OA's Steps, Traditions and Concepts of Service.

C. TERM OF OFFICE

1. These positions are elected for a 12-month term, and may serve three consecutive terms, unless extended by BAIG through a formal vote. An officer who has served the maximum number of terms must rotate out of that office for a minimum of 12 months.
2. The continuing service of an officer who misses two consecutive BAIG meetings or three altogether, shall be reviewed and determined by the Board, taking into consideration
 - a. reasons for the absences,
 - b. if the officer's duties are being fulfilled in spite of the absences, and
 - c. if the person wishes to continue to serve.

This would not include an officer's absence due to involvement in other IG or official OA business.

D. Officer Responsibilities

1. Chair
 - a. Shall preside at all BAIG meetings.
 - b. May cast a vote only to break a tie
 - c. Shall perform all other duties described in the BAIG Policy and Procedure manual.
2. Vice Chair
 - a. Shall serve as Chair in the absence of the Chair.
 - b. Shall perform all other duties described in the BAIG Policy and Procedure manual.
3. Secretary
 - a. Shall take and disburse minutes of all meeting.
 - b. Shall perform all other duties described in the BAIG Policy and Procedure manual.
4. Treasurer
 - a. Shall maintain bank accounts as necessary for dispersal of BAIG funds.
 - b. Shall perform all other duties described in the BAIG Policy and Procedure manual.

ARTICLE VIII. WSBC DELEGATES AND R7 REPRESENTATIVES

- A. BAIG shall elect and send representatives to Region 7 Assemblies and delegates to the annual World Service Business Conference (WSBC). The maximum number of reps shall conform to World Service Office (WSO) and Region Assembly current standards. BAIG shall decide each year, in November, the number of representatives and/or delegates it chooses to send in the subsequent year.

B. QUALIFICATIONS

1. **WSBC Delegate:** To be nominated as a WSBC Delegate, a member must have at least one year of continuous abstinence, and be practicing the principles embodied by the 12 Steps and 12 Traditions of Overeaters Anonymous. In addition, the member shall have fulfilled two years of service beyond the group level and should have served as a Region 7 Representative (either currently or in the past).
2. **Region 7 Representative:** To be nominated as a Region 7 Representative, a member must have at least six months of continuous abstinence prior to taking office, and be practicing the 12 Steps and 12 Traditions of Overeaters Anonymous.
3. To be nominated as a WSBC Delegate and/or a Region 7 Representative, a member must have attended at least three BAIG meetings within the year prior to election, except for reasons deemed appropriate by the IG.

C. TERM OF OFFICE

1. A R7 Representative and/or a WSBC Delegate shall serve for two years, and may not exceed two consecutive terms, except for reasons deemed appropriate by the IG, and, in the case of WSBC Delegates, with the consent of the WSO prior to WSBC registration. Notwithstanding an approved exception, the individual must step down from this service for a minimum of 12 months in order to be eligible to serve in this capacity again.
2. A R7 Representative missing two Region 7 Assemblies within a two-year term shall be considered to have resigned.

- D. **BAIG Chair as Region Representative or WSBC Delegate:** The BAIG Chair may serve as a rep/delegate during their term without being specifically elected as a rep/delegate. The Chair must meet all eligibility requirements of a rep or delegate in order to serve in that capacity.

ARTICLE IX. COMMITTEES

- A. **BAIG STANDING COMMITTEES** – duties and responsibilities are listed in the BAIG Policy Manual.

1. Stepping Stone (Stepping Stone Editor; Chair)
2. Web (Web Manager; Chair)
3. Twelfth Step Within Committee
4. Public Information/Professional Outreach Committee (PI/PO)
5. Special Events Committee (EC)
6. Finance Committee (FC)

- B. **AD HOC COMMITTEES:** The Board shall designate special committees as needed for the welfare and operation of the IG.

C. QUALIFICATIONS

1. To be nominated as a Committee Chair, a member must have attended at least three intergroup meetings, have three months of continuous abstinence prior to taking office, and be practicing the 12 Steps and 12 Traditions of Overeaters Anonymous. By the time of the election, the nominees must be aware of the duties of the position for which they seek election.

D. TERM OF OFFICE

1. Positions are elected for a 12-month term (January – December), and may serve three consecutive terms, unless extended by BAIG through a formal vote. A Committee Chair who has served the maximum number of terms must rotate out of that office for a minimum of 12 months.
2. The continuing service of a Committee Chair who misses two consecutive BAIG meetings or three altogether, shall be reviewed and determined by the Board, taking into consideration a) reasons for the absences, b) if the Committee Chair's duties are being fulfilled in spite of the absences, and c) if the person wishes to continue to serve. This would not include any absence due to involvement in other IG or official OA business.

ARTICLE X. BAIG STEERING COMMITTEE

- A. **The BAIG STEERING COMMITTEE** consists of the Executive Officers, WSBC Delegate(s), R7 Representative(s) and Committee Chairs.

B. STEERING COMMITTEE MEETINGS

1. The Steering Committee meets in January, April, July and October. Dates for future meetings shall be determined at the January meeting.
2. Attendance at Steering Committee meetings is required.
3. Additional meetings may be called, but those meetings may be handled by email and/or documented phone conversations.

4. The purpose of Steering Committee meetings is to review intergroup activities to focus our actions on BAIG’s strategic needs and the needs of Region 7 and OA as a whole as they impact local membership.
5. Frequent absences of members from required meetings shall be reviewed by the Board and a determination made as to their continuing service.

C. CONCURRENT SERVICE

1. Any Committee Chair or Officer may serve concurrently as a WSBC Delegate and/or as a R7 Representative.
2. The BAIG Chair may serve as a WSBC Delegate and/or a R7 Representative during their term of office without being specifically elected to the position. The Chair must meet all eligibility requirements of a WSBC Delegate in order to serve in that capacity.

ARTICLE XI. ELECTIONS

A. METHOD OF ELECTION

1. Elections are held annually in December.
2. Four months prior to the regularly scheduled BAIG elections, a nominating committee of three members will be formed to recommend a slate of nominees from among the total eligible BAIG membership
3. A Chair for this nominating committee will be appointed by the BAIG Chair and the two other persons will be selected by BAIG. The committee shall search for one or more qualified nominees for each position
4. Further nominations, including self-nominations, will be accepted from the floor prior to the election and prior to the vote on the day of election. Nominees shall be given the right to decline the nomination before the vote.
5. Prior to voting, each nominee shall qualify as to their eligibility for the job to which they are nominated.
6. Process:
 - a. If a single candidate stands for election, a written ballot may be held, and a 2/3 vote shall be required for election.
 - b. If more than one candidate stands for election to a position, a written ballot will be held, and a majority vote shall be required for election.
7. If the term is nine months or more, it shall be considered a first term. The person can then be re-elected for a second term at the next election. If the time served is less than nine months, the person, if “re-elected,” shall be considered to be serving their first full term of office.
8. If the alternate representative must attend two or more remaining Region Assemblies, it shall be considered a first term as a Region Representative.
9. If the alternate delegate must attend one or more WSBC’s, it shall be considered a first term as a WSBC Delegate.

ARTICLE XII. RESIGNATIONS AND REMOVAL FROM OFFICE

- A. Any Officer or Committee Chair who desires to resign their position may do so either by written resignation, or by stating their wish to resign to the Chair or Vice-Chair. Resignation is effective upon receipt of the notice.
- B. Any Officer or Committee Chair may be removed from office if they fail to fulfill the responsibilities of their office as specified in the BAIG Bylaws and/or Policies, acts irresponsibly in matters directly affecting BAIG, or violates any of the Traditions of Overeaters Anonymous.
- C. A motion for removal from office may be adopted at any regular BAIG meeting. Removal from office requires a 2/3 vote.

- D. An Officer or Committee Chair of BAIG is expected to offer his/her resignation upon a relapse into compulsive eating.
- E. An election will be held at the next BAIG meeting to fill the position(s) of the person who resigned. Upon a person's removal from office, an election will be held immediately to replace the person removed. The individual elected will serve for the remainder of the normal term of office (see Section X, Article D).
- F. If there are no candidates that meet the eligibility requirements, the Board may appoint a replacement or leave the position vacant, using their best judgement.

ARTICLE XIII. FINANCES

- A. Sources of finances are voluntary contributions from OA groups and individual members as well as occasional projects or activities as may be authorized by BAIG according to Tradition Six.
- B. A minimum prudent reserve of \$1,000 will be maintained in the treasury before delegates or reps will be funded.
- C. Donations from outside of OA shall be declined.
- D. Any motion which involves IG money shall require a 2/3 vote by eligible voters present to be adopted.

ARTICLE XIV. POLICY MANUAL:

- A. BAIG will maintain a Policy Manual
- B. The Policy Manual will include a list of all active motions of BAIG.
- C. The Policy Manual will be maintained by the Secretary.

ARTICLE XV. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order - Newly Revised shall guide this Intergroup in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the Twelve Steps of Overeaters Anonymous, the Twelve Traditions of Overeaters Anonymous or the Twelve Concepts of OA Service.

ARTICLE XVI. DISSOLUTION

- 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 the World Service Office of OA, and/or to Region 7, or to a non-profit fund, association, foundation or corporation which is organized and operated exclusively for charitable, education, religious and/or scientific purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.
- B. In order to deregister, the Baltimore Area Intergroup must submit a written request to the World Service Office, region chair and region trustee.
- C. No part of the net earnings of this association shall ever inure to or be used for the benefit of, or be distributed to, its members, trustees, officers or other private persons, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.