

BYLAWS OF THE
NORTHERN VIRGINIA OUTREACH INTERGROUP
OF OVEREATERS ANONYMOUS

Intergroup No. 046-09358

ARTICLE I - Name

The name of the organization shall be the Northern Virginia Outreach Intergroup, hereinafter known as Intergroup.

ARTICLE II - Purpose

Section 1 - The specific and primary purpose of this organization is to aid those with the problem of compulsive eating overcome their problem and the general purpose and power is to promote the public health, and to work with and furnish charitable and cultural assistance to those with problems of compulsive overeating.

This intergroup is organized for educational, charitable, spiritual and scientific purposes, including for such purposes the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Section 2 -- The Twelve Steps

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

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 whenever 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.

Section 3 -- The Twelve Traditions

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

The Twelve Traditions are:

1. Our common welfare should come first; personal recovery depends upon OA unity.
2. For our group purpose there is but one ultimate authority -- a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for OA membership is a desire to stop eating compulsively.
4. Each group should be autonomous except in matters affecting other groups or OA as a whole.
5. Each group has but one primary purpose - to carry its message to the compulsive overeater who still suffers.
6. An OA group ought never endorse, finance, or lend the OA name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every OA group ought to be fully self-supporting, declining outside contributions.
8. Overeaters Anonymous should remain forever non-professional but our service centers may employ special workers.
9. OA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Overeaters Anonymous has no opinion on outside issues; hence the OA name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, television, and other public media of communication.
12. Anonymity is the spiritual foundation of all these traditions, ever reminding us to place principles before personalities.

Section 4 -- The Twelve Concepts of OA Service

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

The Twelve Concepts are:

1. The ultimate responsibility and authority for OA world services reside in the collective conscience of our whole Fellowship.
2. The OA groups have delegated to 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.

Section 5 Sections 2,3, & 4 above may be not amended or changed without the written permission or direction of Overeaters Anonymous, Inc.

ARTICLE III - Members

Section 1 - Membership of the Intergroup shall consist of the following:

- A. The Intergroup board.
- B. Intergroup Representatives (IR) which shall consist of one (1) member from each group within the geographic area.
- C. Standing committee chairs.

Section 2 - Qualifications or eligibility for membership in the Intergroup.

- A. Those groups that have formally registered with the World Service Organization and indicated their intention to belong to Intergroup may be considered members.

1. These points shall define an OA group.
 - a. As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous.
 - 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 other affiliation other than OA.
 2. Composition of an OA group.
 - a. A group may be formed by two or more persons meeting together as set forth in Article III Section 2, A.1 (immediately above).
 - b. Groups compose the intergroup as set forth in Article III, Section 2, A.1 herein.
- B. Each group shall be entitled to one vote through its elected IR or alternate.
- C. No group may be registered with another Intergroup.

Section 3 - Intergroup Representatives (IR)

- 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 when the necessity arises.
- B. 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 groups, to see that all communications pertaining to Intergroup are made available and, where requested, read aloud to the group.

Section 4 - Membership with voice and no vote may be:

- A. Any employee.
- B. Any member of the Fellowship who is not a duly elected representative or alternate, Intergroup Board member, or standing committee chair.

ARTICLE IV -- The Intergroup Board

Section 1 - The Intergroup Board

- A. The Board shall consist of a chair, vice-chair(s), secretary(ies), treasurer, World Service delegate(s), Region 7 representatives, and alternate delegate(s). The immediate past chair shall serve as an ex-officio member of the Intergroup Board for one year, and the past Treasurer shall serve as an ex-officio member of the Intergroup Board for three months. This Intergroup Board shall serve as the Executive Board.
- B. The number of World Service delegates and Region 7 representatives will be in accordance with the ratios defined in current World Service and Region 7 Bylaws.

- C. All outgoing Board members shall turn over all records and files to the new incumbents within 30 days. Those records and files not needed by the new incumbent shall be turned over to the Archivist.

Section 2 - Nominations to the Intergroup Board

- A. Nominations to the Board may be made from the floor at the time of the election. A nominating committee may also be formed, at the discretion of the Intergroup.
- B. At the meeting prior to the scheduled election of new Intergroup officers in October of each year Intergroup, acting as a committee of the whole, will prepare a slate of candidates from among the total Intergroup membership. Nominees will include one or more individuals for each position who have expressed a willingness to serve in the designated capacity. Any office that becomes vacant due to resignation of the incumbent, or for other reasons, shall be filled at the next Intergroup meeting by special election from among the existing Intergroup members. The individual elected will fill out the remainder of the term of office, serving until the next October election of new officers.
- C. Region 7 representatives and World Service delegates shall be elected in November. Nominations will be open in October. Nominees will include one or more individuals for each position who have expressed a willingness to serve in the designated capacity. Any delegate position that becomes vacant due to resignation of the incumbent, or for other reasons, shall be filled by the first alternate, and a new alternate will be elected immediately. The new delegate will fill out the remainder of the term of office.
- D. Election shall be by written ballot, and a majority shall prevail; the ballots shall be destroyed immediately.

Section 3 - Qualifications for the Intergroup Board

- A. Six (6) months current abstinence prior to election, with the exception of the World Service Business Conference delegates and alternates (See Article IV, Sec. 6.E.), and continual maintenance of abstinence throughout the entire term of office.
- B. Working the Twelve Steps of the recovery program for one (1) year.
- C. Commitment to the Twelve Traditions.
- D. Regular attendee at Intergroup for a period of six (6) months and to be or have been an IR.
- E. Regularly attend an OA meeting in Northern Virginia.

Section 4 -- Method of Election

- A. Elections shall be held annually at a meeting specified for that purpose.
- B. To be eligible for election to the Board, nominee must:
 - 1. Meet all qualifications as defined in Article IV, Sec. 3.
 - 2. Understand responsibilities of the position as defined in Article IV, Sec. 6.
- C. In order to be elected to membership on the Intergroup Board, a nominee must be willing to serve and must receive a majority vote of the members present and voting.

Section 5 - Term of Office

- A. Board members shall be elected to serve for a period of one (1) year, with the exception of the delegate(s), who shall be elected for a two year term. Terms shall be on a calendar year basis.
- B. Board members shall serve no more than two (2) consecutive terms in a specific position. Fulfillment of an unexpired term shall not be considered a term.
- C. After an interval of one (1) year, they may be again eligible for election.
- 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 (IR).

Section 6 - Responsibilities of the Intergroup Board

- A. Chair:
 - 1. Shall preside at all regular and special meetings of this Intergroup.
 - 2. Shall be responsible for establishing the agenda for all Intergroup meetings.
 - 3.
 - a. Resolves issue questions by casting the deciding vote to make or break a tie.
 - b. In elections, is eligible to vote as any other member of the Intergroup Board.
 - 4. May attend all standing committee meetings.
 - 5. Serves as liaison with the meeting facility.
 - 6. Shall foster cooperation and communication between this and adjoining Intergroups.
- B. Vice-Chair(s):
 - 1. Shall serve as primary point of contact for all meeting information, making positive contact to assure that changes are identified.
 - 2. Shall keep WSO, the meeting list Editor, and the Intergroup Secretary informed of all changes to group information in a timely manner.
 - 3. Shall serve in the absence of the chair.
 - 4. Shall assist the chair whenever needed.
 - 5. May attend all standing committee meetings.
 - 6. Shall attend all regular and special Intergroup meetings.
- C. Secretary(ies):
 - 1. Shall see that minutes are kept of all Intergroup meetings and that a copy of said minutes is printed and mailed to each IR at least ten days prior to the next Intergroup meeting. As a cooperative gesture, a copy of the minutes may be sent to the Regional trustee, and other interested intergroups.
 - 2. Shall maintain a file of all minutes of past meetings.
 - 3. Shall direct correspondence to the appropriate officer or committee chair and maintain a file of outgoing correspondence.

4. Shall distribute notices of all meetings of the Intergroup as described in Article V, Section 4.
5. May attend all standing committee meetings.
6. Shall attend all regular and special Intergroup meetings.

D. Treasurer:

1. Shall maintain a checking and/or savings account, as necessary, for dispersal of Intergroup funds.
2. Shall submit financial reports each month at the Intergroup meetings.
3. Shall serve as chair of the Budget Committee and the Delegate Funding Committee.
4. Shall provide for an annual audit of the books, internal or external as voted by the Intergroup.
5. May attend all standing committee meetings.
6. Shall attend all regular and special Intergroup meetings.

E. World Service Delegate(s):

1. Shall attend the World Service Business Conference of Overeaters Anonymous, and shall participate in activities sponsored by the Northern Virginia Intergroup. If a Delegate misses a World Service Business Conference, the position will be declared vacant and will be filled by the first alternate.
2. In all areas, the Delegate shall meet qualifications and requirements as outline and defined in the Overeaters Anonymous, Inc., By-laws, subpart B.
3. The normal term of office for the Delegate shall be two years.
4. Shall have at least one (1) year current abstinence prior to election and continual maintenance of abstinence throughout the entire term of office.
5. Shall have completed steps four and five.
6. Shall have at least two years of service above the group level and have attended at least two region assemblies.
7. Shall serve Overeaters Anonymous, the World Service Business Conference, and the OA groups in Northern Virginia.
8. If during his/her term of office a persons drops from primary delegate status to first alternate status, he/she becomes an alternate and must stand for reelection.
9. Shall report, either orally or in writing as designated by the Intergroup, the actions of the Conference to all groups the Intergroup represents; to keep the Intergroup and represented groups aware of WSO information; to communicate important information throughout the area.
10. Shall, prior to election, agree in writing to bear any expenses incurred in performance of these and any other duties insofar as such expenses are not reimbursed by Intergroup or by

the Region. Delegates shall abide by the guidelines for Delegate funding as set forth by the Intergroup.

11. May attend all standing committee meetings.
12. Shall attend all regular and special Intergroup meetings.
13. A person who holds another Intergroup position, such as chair, vice-chair, or Region 7 representative is not excluded from serving as a World Service Delegate.

F. Region 7 Representative(s):

1. Shall attend all Region 7 assemblies, and shall participate in activities sponsored by the Northern Virginia Intergroup. If a Representative misses any two (2) of the Regional Assemblies during one calendar year, the position will be declared vacant and will be filled by the first alternate.
2. In all areas, the Representative shall meet qualifications and requirements as outlined and defined in the Region 7 By-laws.
3. The normal term of office for the Representative shall be two years.
4. Shall have at least one (1) year current abstinence prior to election and continual maintenance of abstinence throughout the entire term of office.
5. Shall have completed steps four and five.
6. Shall serve Overeaters Anonymous, Region 7, and the OA groups in Northern Virginia.
7. If during his/her term of office a persons drops from primary delegate status to first alternate status, he/she becomes an alternate and must stand for reelection.
8. Shall report, either orally or in writing as designated by the Intergroup, the actions of the Region 7 assemblies to all groups the Intergroup represents; to keep the Intergroup and represented groups aware of Region 7 information; to communicate important information throughout the area.
9. Shall, prior to election, agree in writing to bear any expenses incurred in performance of these and any other duties insofar as such expenses are not reimbursed by Intergroup or by the Region. Representatives shall abide by the guidelines for Representative funding as set forth by the Intergroup.
10. May attend all standing committee meetings.
11. Shall attend all regular and special Intergroup meetings.
12. A person who holds another NOVA position, such as chair, vice-chair, or World Service Delegate is not excluded from serving as a Region Representative.

G. Alternate World Service Delegate(s):

1. Must be able to function as a delegate and fulfill all responsibilities as outlined in Article IV, Section 6.E Must be able to fill out an unexpired term, if necessary.
2. Normal term of office shall be one year.

H. Alternate Region Representative(s):

1. Must be able to function as a delegate and fulfill all responsibilities as outlined in Article IV, Section 6.F. Must be able to fill out an unexpired term, if necessary.
2. Normal term of office shall be one year.

Section 7 -- Vacancies and Resignations

- A. If a member of the Intergroup Board fails to attend two (2) meetings without prior notice to the Chair or a total of four (4) meetings per year, his/her office will be declared vacant. Attendance at the World Service Business Conference and Regional Assemblies are not considered absences.
- B. Any Board member may resign at any time for any reason by giving the chair of the Intergroup written notice,
- C. Any Board member of this Intergroup may be removed from office by a two-thirds (2/3) vote of the members present and voting at a regular or special meeting of the Intergroup.

Section 8 - Filling Vacancies

- A. Vacancies shall be filled by a majority vote at that meeting in which the vacancy occurs, or at the next meeting 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 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 in Article IV, Section 6.

ARTICLE V -- Meetings

Section 1 - Regular Meetings

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 October for the election of officers.
- B. An annual meeting shall be held in the month of November for the election of delegates and alternates.

Section 3 - Special Meetings

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

Section 4 - Method of Notification

Notification of all meetings shall consist of notices prepared by the Intergroup secretary(ies) and distributed to each IR at least ten (10) days prior to the date of the meeting. Notification may also be made by placing an announcement in the Intergroup newsletter, if any, or by mail or at the prior Intergroup meeting.

Section 5 - Quorum

Those voting members present at any meeting of this Intergroup shall constitute a quorum for all proceedings of the Intergroup.

ARTICLE VI -- Committees

Section 1 - The following standing committees may be established as required to carry out the purposes of Intergroup in the most effective and efficient manner.

Standing committees may include but are not limited to:

- A. Newsletter
- B. Literature/Lifeline
- C. Public Information
- D. Twelfth Step Within
- E. Budget/Delegate Funding
- F. Young People
- G. Bylaws
- H. Professional Community/Institutions
- I. Military
- J. When and Where
- K. Ways and Means
- L. Other committees, standing or special deemed necessary to carry on special work.

Section 2 - Committee Appointments

The board shall designate such committees as are deemed necessary for the welfare and operation of the Intergroup. The chair shall appoint a committee chair. The standing committee can make a recommendation for the chair of that committee. Any OA member may be appointed to chair a standing committee with approval of the established quorum. Any OA member may serve on any Intergroup committee.

Section 3 - Committee Procedures

- A. Each standing committee may prescribe its own rules for calling and holding meetings and its method of procedures, subject to the guidelines of the Twelve Traditions of OA.
- B. Members of the Executive Board shall be informed of all Committee meetings,

Section 4 - Committee Responsibility

- A. Each standing committee chair shall submit a 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, written itemized accounting shall be included with the report
- B. If a Committee Chair fails to attend two(2) meetings without prior notice to the Chair or a total of four(4) meetings per year, his/her office will be declared vacant. Attendance at the World Service Business Conference and Regional Assemblies are not considered absences.

Section 5 - Ex-Officio Members

Immediate past committee chairs shall serve in an ex-officio capacity in their respective committees.

Section 6 - Vacancies

Should a vacancy, resignation or removal occur in any standing committee, all pertinent information shall be turned over to the Intergroup chair within 30 days. The chair shall then appoint a new committee chair.

ARTICLE VII -- Source and Distribution 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 practice of OA.
- D. The maximum allowable annual donation to the Intergroup by an OA member is limited to one thousand dollars (\$1,000).
- E. The acceptance of bequests or donations from any outside source is 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 - There shall be no accumulation of funds beyond current necessities, with retention of only a prudent reserve for contingencies.

Section 3 - No funds 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.

ARTICLE VIII -- Parliamentary Authority

Section 1. - The rules contained in the current edition of Roberts' 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 or any special rules of order this Intergroup may adopt. In any case of conflict, the bylaws of OA Inc., shall supercede these bylaws.

ARTICLE IX -- Amendments to These Bylaws

Section 1 - These bylaws may be amended at any time, except as noted above, by a two-thirds (2/3) vote of the IRs and board members present at any regular or special meeting of the Intergroup, provided a copy of the proposed amendment

By Laws of NoVa IG of OA; approved November 18, 2004

has been submitted in writing and received by each group affiliated with this Intergroup at least twenty (20) days prior to the meeting in which action is to be taken on the amendment.

Section 2 – Article II may not be changed or amended without the written authorization of Overeaters Anonymous, Inc.

ARTICLE X -- Major Policy Matters

Section 1 - Matters which affect this Intergroup and/or groups within its service area shall be referred to the Board of this Intergroup. Matters which relate to Overeaters Anonymous as a whole shall be referred to the World Service Board of Trustees.

ARTICLE XI -- Dissolution

Section 1 - 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 Overeaters Anonymous, or to a non-profit fund, association, foundation or corporation, which is organized and operated exclusively for charitable, educational or religious and/or scientific purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

Section 2 - 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.