

## BYLAWS OF BRANDYWINE INTERGROUP OF OVEREATERS ANONYMOUS

### ARTICLE I – NAME

The name of this organization shall be the Brandywine Intergroup of Overeaters Anonymous.

### ARTICLE II – PURPOSE

#### Section 1 – Purpose

The purpose of the Brandywine Intergroup of Overeaters Anonymous is to represent and give service to the member groups and to coordinate area-wide activities of helping the compulsive overeater. The Intergroup is also the guardian of the Twelve Steps and Twelve Traditions of Overeaters Anonymous for the area that includes the Pennsylvania counties of Chester, Delaware, and southwestern Montgomery.

#### Section 2 – The Twelve Steps

The Twelve Steps<sup>1</sup> are suggested for recovery in the Fellowship of Overeaters Anonymous. They cannot be amended by an Intergroup. The Twelve Steps are:

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.

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

### Section 3 – The Twelve Traditions

The Twelve Traditions<sup>2</sup> cannot be amended by an Intergroup. 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 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.

### Section 4 – The Twelve Concepts

The Twelve Concepts cannot be amended by an Intergroup. 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.

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

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 III – HEADQUARTERS

The headquarters and principal office of the Brandywine Intergroup shall be at a place designated by the membership of the Intergroup.

### ARTICLE IV – MEMBERSHIP OF BRANDYWINE INTERGROUP

#### Section 1 – Composition

The membership of the Brandywine Intergroup shall be composed of the following with voice and vote:

- a. Group Representatives to Intergroup.
- b. Officers of Brandywine Intergroup.
- c. Region 7 Assembly Representatives.
- d. World Service Business Conference Delegates.
- e. Chairpersons of standing committees.

Visitors shall have a voice but no vote. No member shall have more than one vote.

#### Section 2 – Duties and Responsibilities

- a. To conduct, manage and control the affairs and business of the Brandywine Intergroup.

- b. To designate a place in the Brandywine Intergroup area for holding membership meetings.
- c. To manage, as they deem best, all funds received and to distribute or dispense the same.
- d. To call to the attention of any group, any violation of the Twelve Traditions that it feels the group has made, but shall act as a whole.
- e. To act as spokesperson for Overeaters Anonymous in the Brandywine Intergroup area in matters affecting Overeaters Anonymous.
- f. To provide and supervise publications of the Brandywine Intergroup of Overeaters Anonymous.
- g. To furnish counsel and guidance to the member groups.
- h. To supervise and guide education and attraction efforts of Overeaters Anonymous in the Brandywine Intergroup area.
- i. To furnish a medium for the interchange of ideas between groups and to be missionaries in carrying the message to persons and places where indicated.
- j. To assist the World Service Office of Overeaters Anonymous and its affiliates in carrying out their functions.
- k. To perform such other duties as may be directed by the Intergroup.

#### ARTICLE V – MEETINGS

- a. The Intergroup shall convene monthly, weather permitting.
- b. Each registered meeting within Brandywine Intergroup may be represented at the Intergroup meeting by its duly selected Intergroup Representative or Alternate. Since the Chairperson votes only in the event of a tie, the Chairperson may not be a representative.
- c. At a Brandywine Intergroup meeting held upon proper notification, those members present shall constitute a quorum and a simple majority shall govern for voting purposes.
- d. Special meetings may be called by the Chairperson or by a majority vote of the membership of the Intergroup.
- e. No other business but that specified in the notice may be transacted at such special meetings without the 2/3 consent of all members at such meetings. Notice of all meetings shall be given to each group entitled to vote there-at. Such notices shall specify the place, day and hour of the meeting and shall state the general nature of the business to be conducted at such meeting. The notice of any election meeting shall designate it as such.
- f. The Intergroup membership may act on any matter by mail vote or by telephone vote (to be verified by mail ballot), and such action shall be deemed valid and binding as if such action were taken at a duly held meeting of the Intergroup. In order to obtain the approval of the pending matter, an affirmative vote of 2/3 of the ballots received shall be required.
- g. All meetings shall be presided over by the Chairperson of the Intergroup. In the absence of the Chairperson, the Vice-Chairperson shall preside over the meeting. In the absence of the Vice-Chairperson, a temporary chairperson shall be elected by a majority of the voting membership assembled, to preside at that meeting only. The Chairperson, knowing in advance that he/she cannot be present, cannot designate someone to take his/her place.
- h. Meetings of the Intergroup shall be conducted in accordance with Robert's Rules of Order, unless otherwise decided by the membership.

## ARTICLE VI – GROUPS

### Section 1 – Definition

- a. As stated in OA, Inc. Bylaws Subpart B, Article V, these points shall define an OA group:
  - 1) As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous.
  - 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 OA.

### Section 2 – Composition

- a. A group may be formed by two or more persons meeting together as set forth in Article VI, Section 1.
- b. Two or more groups shall compose the Intergroup.
- c. Only groups formally registered with the World Service Office will be counted for the purpose of being represented at the World Service Business Conference of Overeaters Anonymous and at Region 7 Assemblies.

### Section 3 – Intergroup Representatives

- a. Each group shall duly elect, by any method of its choosing, its Representative and Alternate to the meetings of the Intergroup.
- b. Each group shall be entitled to one vote in the Intergroup through its duly elected representative or alternate.
- c. The Group Representative and Alternate should be familiar with the workings of Overeaters Anonymous, including the Twelve Steps and the Twelve Traditions.
- d. Each Representative and Alternate may be elected for the term to be decided by his/her group.
- e. Immediately upon election, the Group Representative and Alternate names, addresses, phone numbers, and e-mail addresses shall be forwarded to Brandywine Intergroup.
- f. Communications between the Intergroup and the group shall be through the group's Representative or Alternate.
- g. The Group Representative and Alternate shall serve by making the group's conscience known to Intergroup and by relaying information from Intergroup to the group.

## ARTICLE VII – OFFICERS

### Section 1 – Composition

The officers of Brandywine Intergroup shall be the Chairperson, Vice Chairperson, Recording Secretary, Treasurer and Corresponding Secretary.

## Section 2 – Term

The officers shall serve a term of one year and may run for a second term. An officer should not serve for more than two years except for reasons deemed valid by the membership.

## Section 3 – Duties and Responsibilities of Officers

- a. Chairperson - The Chairperson shall be the chief executive officer of the Intergroup and shall preside at all meetings of the membership. He/she shall manage the affairs of the Intergroup and shall see that all orders and resolutions of the membership are carried out. He/she shall be the spokesperson of the Intergroup for official purposes and correspondence. Upon expiration of his/her term of office, the outgoing Chairperson will, for one year, be an ex-officio member of the Intergroup, lending expertise and guidance.
- b. Vice Chairperson – The Vice Chairperson shall be responsible for maintaining a current update of all changes and additions to the groups in the area, along with current names, addresses, phone numbers, and e-mail addresses of the groups' contact persons and Representatives. He/she will preside at meetings in the absence of the Chairperson.
- c. Recording Secretary – The Recording Secretary shall take the minutes of each Intergroup meeting and shall see to their distribution at the subsequent Intergroup meeting.
- d. Treasurer – The Treasurer shall have the care and custody of all funds of the Intergroup. He/She shall deposit said funds in the Intergroup bank account and disperse funds as appropriate. He/she shall exhibit his/her books and accounts to any member of the Intergroup upon request. The financial condition of the Intergroup shall be presented in full at mid-term and end-term.
- e. Corresponding Secretary – The Corresponding Secretary shall attend to such correspondence as may be assigned to him/her. He/she shall provide the Intergroup bylaws to all groups and Intergroup Representatives. He/she shall maintain an attendance record of the Intergroup meetings.

## Section 4 – Qualifications

- a. The qualifications for Chairperson shall be one year of current abstinence and one year of service to Brandywine Intergroup.
- b. The other officers shall have six (6) months of current abstinence and six (6) months of service to Brandywine Intergroup.

## Section 5 – Election

- a. The officers shall be elected by the membership of the Intergroup at the June meeting, with nominations closing at the May meeting. Election shall be written ballot, and a simple majority shall prevail.
- b. All those elected shall take office immediately at the conclusion of the election meeting.

## Section 6 – Vacancies

- a. An officer may resign at any time by giving written notice of his/her resignation to the Chairperson.

- b. An office can be declared vacant by a 2/3 vote of those present for the following reasons: (1) an admission by the officer of a return to compulsive overeating or (2) dereliction of duties or (3) non-attendance at an Intergroup meeting for three consecutive meetings without prior notification to the Chairperson.
- c. Any office that becomes vacant shall be filled at a subsequent Intergroup meeting or at a special election. The individual elected shall serve for the remainder of the term of office and can, if elected, succeed him/herself for two consecutive terms.

## ARTICLE VIII – CONFERENCE DELEGATES

### Section 1 – Term

- a. The term for Delegates is two years. A Delegate should not serve for more than two consecutive terms except for reasons deemed valid by the membership.
- b. The term for Alternate Delegates shall be one year.

### Section 2 – Duties and Responsibilities of Delegates

- a. To provide communication between the local groups and World Service, enabling all members to become better informed on issues that vitally affect OA.
- b. Delegates shall be instructed as to the wishes of the Intergroup. As participants, Delegates shall not be bound by the wishes of the Intergroup. However, Delegates should not vote against these wishes unless situations arise at a meeting of the Conference and Region that make it necessary to vote against these wishes in the best interest of OA as a whole.

### Section 3– Qualifications

Delegates shall:

- a. have at least one year of current abstinence and at least two years of service above the group level. (Permission for any exception in qualifications for valid reasons, if deemed credible by the trustees, may be received by application to the World Service Office.)
- b. be willing and able to attend Conference and Regional meetings.
- c. be willing and able to attend Brandywine Intergroup meetings.

### Section 4 – Election

- a. The Delegates shall be elected by the membership present at the June Intergroup meeting, with nominations closing at the May meeting. Election shall be by written ballot, and a simple majority shall prevail.
- b. The Alternates shall be elected by the membership present at the June Intergroup meeting, with nominations closing at the May meeting. Election shall be by written ballot, and a simple majority shall prevail.

### Section 5 – Vacancies

- a. A Delegate may resign at any time by giving written notice of his/her resignation to the Chairperson.

- b. The position of Delegate can be declared vacant by a 2/3 vote of the membership present at the Intergroup for the following reasons: (1) an admission by the Delegate of a return to compulsive overeating or (2) non-attendance at an Intergroup meeting for three consecutive meetings without prior notification to the Chairperson or (3) non-attendance at two consecutive Regional Assemblies without prior notification to the Chairperson.
- c. Any delegate position that becomes vacant shall be filled at a subsequent Intergroup meeting or at a special election. The individual elected shall serve for the remainder of the term of office and can, if elected, succeed him/herself for two consecutive terms.

#### ARTICLE IX – REGIONAL REPRESENTATIVE

The Conference Delegate shall also be the Regional Representative for Region 7, which is composed of Pennsylvania, New Jersey, Delaware, Maryland, Virginia, West Virginia, Kentucky and the District of Columbia.

#### ARTICLE X – COMMITTEES

##### Section 1 – Composition

The Committees of the Intergroup shall include, but are not limited to, Public Information, Newsletter, Literature, New Meetings, Auditing, Back to Basics, 12<sup>th</sup> Step Within, and Retreat.

##### Section 2 – Term

The Intergroup Chairperson shall appoint each committee chair with approval of the majority of the members present and voting.

##### Section 3 – Duties and Responsibilities

- a. Committee Chairpersons shall solicit volunteers from the entire OA membership. Attendance of volunteers at Intergroup meetings is not mandatory.
- b. Public Information – Brings OA to the attention of the compulsive overeater. Keeps the community, including the professional community, informed of the availability of OA; handles local public relations; arranges for speakers at request of non-OA groups; arranges newspaper and radio stories with local papers and stations.
- c. Newsletter – The Recovery editor is responsible to obtain articles, edit and publish the Recovery newsletter.
- d. Lifeline – Maintains a supply of kits for the groups to use in soliciting Lifeline subscriptions and keeps groups informed of Lifeline and the need for articles.
- e. Literature – Orders and maintains a supply of literature for Brandywine Intergroup.
- f. New Meetings – Provide new meetings with a speakers list, to advise the new meeting of the services and help available through Intergroup, and to urge their participation and contribution. Inform the Corresponding Secretary of the new meeting.
- g. Auditing Committee – two people shall be appointed by the Chairperson at the June meeting to audit the Treasurer's accounts and report to the September meeting.
- h. Back to Basics – Coordinates several special programs per year.
- i. 12<sup>th</sup> Step Within – Manages the 12<sup>th</sup> Step Within hotline.
- j. Retreat – Plans annual retreat.

Section 4 – Qualifications

- a. Committee Chairpersons shall be willing and able to attend Intergroup meetings.
- b. No Committee Chairperson may chair more than two committees.
- c. Committee Chairpersons WHO HANDLE MONEY shall have six months of current abstinence and six months of current service at Brandywine Intergroup level.

ARTICLE XI – BYLAWS AMENDMENTS

Amendments to these bylaws may be proposed to Intergroup by any individual member or group. The proposed amendment(s) shall be sent to each group, whenever possible, at least 30 days prior to vote. A 2/3 vote of the membership present and voting at Intergroup shall be required for passage of an amendment. Intergroup shall reserve the right to make editorial changes that do not alter the meaning of any bylaws but clarify the wording or bring the bylaws into conformity with OA, Inc. Bylaws. As stated previously, the Twelve Steps, Twelve Traditions, and Twelve Concepts may not be amended.

ARTICLE XII – LEGAL DISCLAIMER

No member of the Intergroup or member of any group which is represented by the Intergroup shall receive at any time any earnings or pecuniary profit from the operation of the distribution of any assets upon the dissolution of the Intergroup whether voluntary or involuntary. Upon such dissolution of the Intergroup, all assets of the Intergroup, after debts have been met, will be divided between Region 7 and the World Service Office of Overeaters Anonymous.