

Intergroup no. 9207

Region no. 7

## **BYLAWS OF THE CENTRAL VIRGINIA INTERGROUP OF OVEREATERS ANONYMOUS**

### **ARTICLE I-NAME**

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

### **ARTICLE II-PURPOSE**

#### **Section 1-Purpose**

The primary purpose of this organization is to aid those with the problem of compulsive overeating through the Twelve Steps of Overeaters Anonymous, and to serve and represent the OA groups from which the Intergroup is formed. This Intergroup does not govern. This Intergroup is in compliance with and qualifies as an exempt organization under Section 501 ©(3) of the Internal Revenue Code of 1954 (or the corresponding section of any future United States Internal Revenue Law).

#### **Section 2-The Twelve Steps[1]**

The Twelve Steps are suggested for recovery in the Fellowship of Overeaters Anonymous. 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.

### **Section 3-The Twelve Traditions[2]**

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.
- 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 to 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 of Service are:

- 1.The ultimate responsibility and authority for AA 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 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 two (2) members from each group within the geographic area. Visitors are welcome and are encouraged to participate in the discussion.

C. Group members not acting as IRs, but elected or appointed to carry out specific duties—e.g., Public Information Chair.

## **Section 2-Qualifications**

Qualifications of eligibility for membership in the Intergroup:

A. Those groups within the region or the geographic definition of Intergroup that have formally registered with World Service Office and indicated their intention to belong to Intergroup may be considered members. An OA group is defined as the following:

- 1.As a group, they meet together to practice the Twelve Steps and Twelve Traditions of OA, guided by the Twelve Concepts of OA Service.
- 2.All who have a 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.
- 5.It has affiliated as an Overeaters Anonymous group by registering with the World Service Office.

B. 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.

C. Each group shall be entitled to vote(s) through its elected IR(s).

D. No group may be registered with another Intergroup.

E. Virtual groups (groups that replicate face-to-face meetings through electronic media) may be Overeaters Anonymous groups if they:

- 1.otherwise meet the definition of Overeaters Anonymous groups;
- 2.are fully interactive; and
- 3.meet in real time.

## **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 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 delegate when the necessity arises.

B. IRs should be selected for judgment, experience, stability, and willingness and for their faithful adherence to the Twelve Steps, the Twelve Traditions and the Twelve Concepts of Overeaters Anonymous.

C. The primary responsibility of the IR, or alternate, is to represent the group at all meetings of the Intergroup, to act as a liaison between this Intergroup and their group, to see that all communications pertaining to Intergroup are made available and, where requested, read aloud to the group.

#### **Section 4-Absences of Intergroup Representatives**

The Intergroup secretary shall notify representatives' groups of any IRs' absences.

#### **Section 5-Membership with Voice and No Vote**

Membership with voice and no vote may be given to:

- A. Any employee
- B. Any member of the Fellowship who is not a duly elected representative or alternate.

### **ARTICLE IV-THE INTERGROUP BOARD**

#### **Section 1-The Intergroup Board**

A. The board shall consist of Chair, Vice Chair, Recording Secretary, Treasurer, World Service Business Conference Delegate(s) and Regional Representative(s). A member of the Intergroup Board (with the exception of Chair) may also serve as Intergroup Representative for only one group. When this occurs the Board member will have only one vote, and it will be as the Intergroup Representative.

B. This Intergroup Board shall serve as the executive board. In the event the Chair of the Board should be unable to attend any meeting of the Board, the next-highest-ranking executive officer in attendance shall serve as chair for that meeting. The ranking of these officers is as follows:

- 1.Vice Chair
- 2.World Service Business Conference Delegate

3.Treasurer

4.Secretary

5.Regional Representative

## **Section 2-Nominations to the Intergroup Board**

Nominations to the board may be made from the floor at the time of election. A nominating committee may also be formed, at the discretion of the Intergroup.

## **Section 3-Qualifications for the Intergroup Board**

A. Working the Twelve Steps of OA for not less than one (1) year.

B. Familiarity with the Twelve Traditions of OA.

C. Familiarity with the Twelve Concepts of OA Service.

D. Three (3) months of current abstinence, with the exception of World Service Delegate and Region Representative.

E. Regular attendance at an active group for a period of one (1) year and to be or to have been an Intergroup Representative.

F. The World Service Business Conference Delegate (s) shall have at least one (1) year of current abstinence, at least two (2) years of service beyond the group level, and shall meet current qualifications and requirements as outlined and defined in the Overeaters Anonymous, Inc., Bylaws, Subpart B, Article VIII, Section 3 C 1, **(07/15/24)** and as required for election to the Board by Article IV, Section 4 of these bylaws.

## **Section 4-Method of Election**

A. Elections of all Board members shall be held in August, with new duties starting at the first intergroup meeting in September. **(03/21/25)**

B. Elections for the World Service Delegate(s) and Region Representative(s) shall be held in August, every second year.

C. To be eligible for election to the Board, a nominee must:

1. Meet all qualifications as defined in Article IV, Section 3.
2. Understand the responsibilities of the position as defined in Article IV, Section 6, and as defined in the Intergroup job descriptions.

In the case of an officer candidate not meeting the abstinence and/or other requirements at the time of election, they may be appointed into the position as an “acting” officer and after three (3) months be elected to the position if meeting the abstinence and/or other requirements.

In the case of a break in abstinence during an officer’s term, if the individual desires to continue serving, the Intergroup body will determine by vote at the next meeting whether the officer may remain in the position.

D. In order to be elected to membership on the Intergroup Board, a nominee must be present at the election meeting and must receive a majority vote of the IRs present and voting.

## **Section 5-Term of Office**

A. Board members shall be elected to serve for a period of one (1) year. The exceptions are the Region Representative(s) and World Service Delegate(s), who are elected for a two (2)-year term. Newly elected officers shall begin service at the Intergroup meeting following their election.

B. Board members shall serve no more than two (2) consecutive terms in the same office, except for reasons to be decided by the group conscience of the Intergroup.

C. After an interval of one (1) year, a member may again be eligible for election to his/her prior office.

D. Upon election to the Board, members shall cease to be representatives of their groups, and their groups should elect a new IR.

## **Section 6-Responsibilities of the Intergroup Board**

A. Chairman

- 1.shall preside at all regular and special meetings of this Intergroup and Intergroup Board.
- 2.shall be responsible for establishing the agenda for all Intergroup meetings.
- 3.shall be responsible for establishing a calendar of activities and distributing this calendar to the Intergroup.
- 4.may cast the deciding vote to make or break a tie.
- 5.may attend all standing committee meetings.
- 6.may be removed after two (2) consecutive and unexcused absences.
- 7.shall ensure that the general account of the Intergroup be audited annually (refer to Webster: audit, v. 1: to examine with intent to verify).
- 8.shall be responsible for all internal communications.

#### B .Vice Chair

- 1.shall assist the Chair as agreed upon between the Chair and the Vice Chair.
- 2.Shall preside over Intergroup meetings in the absence of the Chair.
3. Serve as chair of the nominating committee and fulfill the duties described in Article VI – Section VI Committees. Responsible for filling vacancies that occur between annual elections. **(03/21/25)**
4. Create and maintain an information database of all critical information and functions of CVIG. Database to include name(s) of backup personnel and access information (account numbers, websites, passwords, etc.). **(03/21/25)**
5. Conduct a review of the CVIG Bylaws at least annually and initiate any needed changes. **(03/21/25)**
6. May be removed after two (2) consecutive and unexcused absences from meetings of this Intergroup.



### C. Secretary

1.shall see that minutes are kept of all Intergroup and Intergroup Board meetings and that a copy of the Intergroup minutes is sent to each Intergroup representative. As a cooperative gesture, a copy of the minutes may be sent to the regional trustee.

2.shall maintain a file of all minutes of past meetings.

3.may attend all standing committee meetings.

4.may be removed after two (2) consecutive and unexcused absences from meetings of this Intergroup.

### D. Treasurer

1. shall maintain a checking and savings account, if necessary, for dispersal of Intergroup funds.

2. shall submit financial reports each month at the Intergroup meetings.

3. shall be cosignatory with a minimum of one (1) other Board member or an appointee of the Board and will only require the second signature for reimbursements that are not a part of customary operating expenses. Customary operating expenses are hereby defined as: the telephone line, directory listings, rent, the internet service, dues to WSO and Region 7, and the current budgeted amount for newsletter printing.

4. shall regularly pick up mail and distribute it in a timely fashion to appropriate Board members and/or committee chairs.

5. shall be advisor to any committee that maintains a checking account.

6. shall serve as chair of the Budget committee.

7. shall maintain liability insurance for CVIG. **(03/21/25)**

8. may attend all standing committee meetings.

9.may be removed after two (2) consecutive and unexcused absences from meetings of this Intergroup.

E. World Service Delegate(s)

1. May also be a Regional Representative for Regional Assemblies **(07/15/24)**.
2. shall attend the World Service Business Conference of Overeaters Anonymous.  
**(07/15/24)**
3. shall meet all qualifications and requirements in all areas as defined by the Overeaters Anonymous, Inc., Bylaws, Subpart B, and the Region 7 Bylaws.
4. shall have one (1) year of current abstinence.
5. shall serve Overeaters Anonymous and the World Service Business Conference for a two (2)-year term. **(7/15/24)**
6. shall keep World Service informed of all changes in group information.
7. shall serve no more than four (4) consecutive years, except for reasons to be decided by the group conscience of the Intergroup with respect to the Delegate.
8. shall be willing to report, either verbally or in writing, as designated by the Intergroup, the actions of the Conference/Regional Assembly, to keep all groups aware of the World Service/Regional information; to communicate important information to the area.
9. may attend all standing committee meetings.
10. may be removed after two (2) consecutive and unexcused absences from meetings of this Intergroup.
11. shall serve in the absence of the Chair and Vice Chair.
12. shall assist the Chair whenever needed.

F. Region Representative(s)

1. may be the same person as the World Service Business Conference Delegate.
2. shall attend the Regional Assembly meetings of Region 7 of Overeaters Anonymous.

3.shall meet all qualifications and requirements, in all areas, as defined in the Overeaters Anonymous, Inc., Bylaws, Subpart B, and the Region 7 Bylaws.

4.shall have six (6) months of current abstinence.

5.shall serve Overeaters Anonymous and the Region 7 Assembly for a two (2)-year term.

6.shall serve no more than four (4) consecutive years, except for reasons to be decided by the group conscience of the Intergroup with respect to the Regional Representative.

7.shall be willing to report, either verbally or in writing, as designated by the Intergroup, the actions of the Regional Assembly, to keep all groups aware of the Regional information; to communicate important information to the area.

8.may attend all standing committee meetings.

9.may be removed after two (2) consecutive and unexcused absences from meetings of this Intergroup.

G.The Intergroup Board shall provide a means of conducting the Intergroup business in the case of emergencies and/or between meetings of the Intergroup.

H.Other Board positions

## **Section 7-Vacancies and Resignations**

A. If a member of the Intergroup Board fails to attend two (2) consecutive meetings without prior notice, his/her office may be declared vacant by a majority of those members present and voting.

B. Any Board member may resign at any time, for any reason, by giving the Chair of the Intergroup written notice.

C. Any Board member of this Intergroup may be removed from office for due cause by a majority vote of the IRs at a special meeting announced for that purpose.

## **Section 8-Filling of Vacancies**

A. Vacancies shall be filled by a majority vote at that meeting in which the vacancy occurred, or at the next meeting or special meeting of 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 VIII, Section 3 c 1, **(07/15/24)** and be aware of all responsibilities of that position as described and defined in Article IV.

## **ARTICLE V-MEETINGS**

### **Section 1-Regular Meetings**

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

### **Section 2-Annual Meetings**

An annual meeting shall be held in the month of August for the election of officers. **(03/21/25)** The planning and budgeting of the fiscal year will also occur during the August meeting. **(04/27/25)**

### **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 a majority of Intergroup members, by giving notice as prescribed in Article V, Section 4.

B. The membership may act on any matter by mail vote, and such action shall be deemed as valid and binding as if such action were taken at a duly held meeting of the Intergroup. In order to obtain approval of the pending matter, an affirmative vote of the majority of the known voting membership shall be required.

### **Section 4-Method of Notification**

Notification of all meetings shall consist of notices prepared by the Intergroup Secretary and distributed to each group secretary and/or IR, not less than one (1) week prior to the date of the meeting. Placing an announcement in the Intergroup newsletter, if any, or by mail, and at the prior Intergroup meeting is also considered proper notification.

### **Section 5-Quorum**

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

## **Section 6-Meeting Procedure**

It is suggested that at the beginning of every meeting OA's Twelve Steps and Twelve Traditions be read. In addition, it is requested that the Twelve Concepts of OA Service be read.

## **ARTICLE VI-COMMITTEES**

### **Section 1-Standing Committees**

The following standing committees may be established as required to carry out the purpose of Intergroup in the most effective and efficient manner. Standing committees may include but not be limited to:

- A. Newsletter
- B. Public Information
- C. Literature
- D. Telephone
- E. Fun and Fellowship
- F. Website
- G. HIPM (Hospitals, Institutions, Professionals, Military)
- H. Other committees deemed necessary to carry on Intergroup activities

### **Section 2-Special Committees**

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

### **Section 3-Committee Appointments**

The Chair shall appoint a committee chair from those IRs present who meet IR qualifications. A Board member or any OA member present meeting IR qualifications may be appointed to chair a standing or special committee with approval of the majority of the members present and voting.

### **Section 4-Committee Procedures**

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 5-Committee Responsibility**

Any committee decision and/or vote that 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 chair shall submit a written report to the Intergroup two (2) months prior, but at least by one (1) month prior, and at the end of any specific event coordinated by that committee. If any monies are expended from an approved budget, a detailed and itemized report shall be included with the committee report.

### **Section 6-Nominating Committee**

The Intergroup may have a nominating committee to recommend persons to serve as officers, Regional Representatives, WSBC Delegates and persons to fill vacancies and to serve on the next nominating committee. The number of members on the committee should be three to five (3 to 5). The chair of the Intergroup shall not serve on the committee but may provide background information and input as requested by the committee.

### **Section 7-Ex-officio Members**

A. Past committee chairs may serve in an ex-officio capacity in their respective committees.

B. The Intergroup Chair is an ex-officio member of all committees except the Nominating Committee.

### **Section 8-Committee Bank Account**

If it's deemed necessary by the Board that a committee shall open a bank account, the following procedure shall be followed:

- A. The committee chair and any member of the Intergroup Board shall be cosigners on the account.
- B. The committee chair shall keep all financial records and shall present a detailed, itemized report of transactions to the Intergroup no later than the second Intergroup meeting following any event for which monies were expended or received.
- C. The committee chair shall arrange for an audit of the committee account during the final month of each year.

### **Section 9-Vacancies**

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

### **Section 10-Removal of Committee Chairs**

A committee chair may be removed from office by a two-thirds (2/3) vote of the Intergroup Board. Removal is based on unworthy conduct, return to compulsive overeating, or non-attendance, as deemed by the Intergroup Board.

## **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 to the general practice of OA.
- D. The maximum allowable annual donation to the Intergroup by OA members is to be limited to an amount set by vote of the Intergroup. This amount shall be \$2,000. It is subject to change by vote of the Intergroup.

E. The acceptance of bequests or donations from any outside source is prohibited.

F. The maximum allowable bequest to the Intergroup by OA members is to be limited to an amount set by vote of the Intergroup. This amount shall be \$25,000. It is subject to change by vote of the Intergroup.

G. The Intergroup shall not accept responsibility for trusteeship over, or enter into the distribution or allocation of, funds set up outside of Overeaters Anonymous.

## **Section 2-Prudent Reserve**

There shall be no accumulation of funds beyond current necessities, with retention of only a prudent reserve for contingencies. The amount of this prudent reserve shall be \$1,000. Funds in excess shall be donated to Region 7 and the World Service Office quarterly, as budgeted and directed by the Intergroup.

## **ARTICLE VIII-PARLIAMENTARY AUTHORITY**

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, or any special rules of order this Intergroup may adopt.

## **ARTICLE IX-AMENDMENTS TO THESE BYLAWS**

A. These bylaws, with the exception of Article II, Sections 2, 3, and 4, may be amended at any time 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 has been submitted in writing and received by each group affiliated with this Intergroup at least one (1) month prior to the meeting in which action is to be taken on the amendment.

B. Intergroup may not make amendments to the Twelve Steps and Twelve Traditions except as per OA, Inc., Bylaws, Subpart B, Article XIV, Section 1.

C. Amendments to these bylaws which are quoted directly from OA, Inc., 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, and all member groups of this Intergroup shall be notified (Article II, Section 2 (12 Steps), Section 3 (12 Traditions), and Section 4 (12 Concepts); Article III, Section 2 (OA Group Definition); Article IV, Section 3F (World Service Delegate qualifications)).



## **ARTICLE X-MAJOR POLICY MATTERS**

A. Matters that 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 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 and Twelve Concepts shall be referred to the World Service Business Conference.

## **ARTICLE XI-DISSOLUTION**

### **Section 1**

Upon 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 and/or to Region 7.

### **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 purposed for which it is formed.

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

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