

**BY-LAWS OF NEW HAMPSHIRE INTERGROUP  
OF OVEREATERS ANONYMOUS  
WSO Group # 09190**

2/2/03

**PREAMBLE**

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Overeaters Anonymous is a fellowship of men and women who, through shared experience, strength, and hope are recovering from compulsive overeating. We welcome everyone who wants to stop eating compulsively.

There are no dues or fees for member; we are self-supporting through our own contributions, neither soliciting nor accepting outside donations.

OA is not affiliated with any public or private organization, political movement, ideology, or religious doctrine; we take no position on outside issues.

Our primary purpose is to abstain from compulsive overeating and to carry this message of recovery to those who still suffer.

**ARTICLE I – NAME**

The name of this organization shall be New Hampshire Intergroup (hereinafter referred to as NHI).

**ARTICLE II – PURPOSE**

Section 1 – Purpose

The primary purpose of this organization is to aid those with the problem of compulsive eating through the Twelve Steps of Overeaters Anonymous, and to serve and represent the OA groups from which NHI is formed. NHI is in compliance with and qualifies as an exempt organization under Section 501c(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<sup>1</sup>

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.

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<sup>1</sup> Permission to use the Twelve Steps of Alcoholics Anonymous for adaptation granted by AA World Services, Inc. The OA Steps, Traditions or Concepts cannot be amended by an Intergroup.

### Section 3 – The Twelve Traditions<sup>2</sup>

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.

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<sup>2</sup> Permission to use the Twelve Traditions of Alcoholics Anonymous for adaptation granted by AA World Services, Inc. The OA Steps, Traditions or Concepts cannot be amended by an Intergroup.

## Section 4 – The Twelve Concepts<sup>3</sup>

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

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<sup>3</sup> The OA Steps, Traditions or Concepts cannot be amended by an Intergroup.

- a) no OA committee or service body shall ever become the seat of perilous wealth or power;
- b) sufficient operating funds, plus an ample reserve, shall be OA's prudent financial principle;
- c) no OA member shall ever be placed in a position of unqualified authority;
- d) all important decisions shall be reached by discussion, vote, and whenever possible, by substantial unanimity;
- e) no service action shall ever be personally punitive or an incitement to public controversy; and
- f) no OA service committee or service board shall ever perform any acts of government, and each shall always remain democratic in thought and action.

### **ARTICLE III – MEMBERS**

#### Section 1 – Membership

The membership of NHI shall consist of the following:

- A. The NHI board.
- B. An intergroup representative and an alternate representative (hereinafter referred to as NHIR or NHIAR) from each OA group within the geographical boundaries of the NHI. Visitors are welcome and are encouraged to participate in the discussion.
- C. Group members not acting as NHIRs or NHIARs but elected or appointed to carry out specific duties, e.g., PI Chairman.

#### Section 2 – Qualifications

Qualifications of eligibility for membership in NHI.

- A. Those groups are deemed members provided that such group meets the World Service OA criteria of what constitutes an OA group, shall have been registered with the World Service Office of Overeaters Anonymous and with NHI.

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.
  - 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) A group may be formed by two (2) or more persons meeting together as set forth in Article IV, Section 1 of Overeaters Anonymous, Inc., Bylaws Subpart B.
- B. Each group shall be entitled to one (1) vote through its selected NHIR.
- C. No group may be registered with another Intergroup.

### Section 3 – Intergroup Representatives

- A. Intergroup representatives shall be selected by the group conscience of the group they represent. Each NHIR or NHIAR shall be selected by any method deemed appropriate by their group. These NHIRs or NHIARs 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. NHIRs or NHIARs should be selected for willingness to serve and Commitment to the Twelve Steps and Twelve Traditions of OA.
- C. The primary responsibility of the NHIR, or NHIAR, is to represent their group at all NHI meetings, to act as a liaison between NHI and their group, to see that all communications pertaining to NHI are made available and, where requested, read aloud to the group.

#### Section 4 – Absences of Intergroup Representatives

The NHI secretary shall notify representative groups of any NHIR absences.

#### Section 5 – 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.

### **ARTICLE IV – THE INTERGROUP BOARD**

#### Section 1 – The Intergroup Board

- A. The board shall consist of the officers: Chairman, Vice Chairman, Secretary and Treasurer; and the Parliamentarian, World Service Business Conference delegate(s) and Region Six representative(s)
- B. The immediate past chairman shall serve as an ex-officio member of the NHI board for one year.
- C. The NHI board shall serve as the executive board.

#### Section 2 – Nominations to the NHI Board

Nominations to the board may be made by resume submitted to NHI by the first Sunday in April and/or 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 NHI board

- A. Working the Twelve Steps of OA
- B. Familiarity with the Twelve Traditions of OA
- C. Have a current recovery on all three levels, spiritual, emotional and physical, of at least six (6) months, each person being the sole judge of his/her own recovery.

- D. Regular attendee of an active OA group for a period of one (1) year and to have been an NHIR.
- E. The World Service Business Conference Delegate(s) shall meet qualifications and requirements as outlined and defined in the Overeaters Anonymous, Inc. Bylaws, Subpart B, and as required for election to the NHI Board by Article IV, Section 1, of these bylaws.
- F. The Region Six representative(s) shall meet qualifications and requirements as outlined and defined in the Region 6 Bylaws, and as required for election to the NHI Board by Article IV, Section 4, of these bylaws.

#### Section 4 – Method of Election

- A. Elections shall be held at the NHI Annual Meeting in June.
- B. To be eligible for election to the board, nominees must:
  - 1. Meet all qualifications as defined in Article IV, Section 3.
  - 2. Understand responsibilities of the position as defined in Article IV, Section 6, and as defined in the NHI job descriptions.
- C. In order to be elected to membership on the NHI board, a nominee must be present at the election meetings and must receive a majority vote of the NHIRs present and voting.

#### Section 5 – Term of Office

- A. Board members shall be elected to serve for a period of two (2) years.
  - 1. On even-numbered years, Chairman, Secretary, World Service Business Conference Delegate(s) and Region Six Representative(s) shall be elected. On odd-numbered years, Vice-Chairman, Treasurer and Parliamentarian shall be elected.
  - 2. Newly elected officers shall begin service at the close of the NHI meeting in which they were elected.

- B. Board members shall serve no more than two (2) consecutive terms in the same office.
- C. After an interval of one (1) year, a member may again be eligible for election to their prior office.

#### Section 6 – Responsibilities of the NHI Board

- A. Chairman:
  - 1. shall preside at all regular and special meetings of NHI and NHI board.
  - 2. shall be responsible for establishing the agenda for all NHI meetings.
  - 3. may cast the deciding vote to make or break a tie.
    - a. may participate in a ballot vote.
  - 4. shall be an ex-officio member of and may attend all standing committee meetings.
  - 5. shall be authorized to co-sign checks.
  - 6. shall ensure that the general account of NHI be audited annually (refer to Webster: audit *vt l*: to examine with intent to verify).
- B. Vice Chairman:
  - 1. shall serve in the absence of the Chairman in accordance with Article IV, Section 6A of these bylaws
  - 2. shall perform all other duties as prescribed in the NHI policy for job descriptions.
- C. Recording Secretary:
  - 1. shall see that minutes are kept of all NHI and NHI board meetings and that a copy of the NHI minutes is printed and distributed to each NHI member group. As a cooperative gesture, a copy of the minutes may be sent to the Region 6 Trustee.

3. assign and oversee the duties of the Coordinator and perform such other duties as may be outlined in the Policy and Procedures Manual of NHI.

D. Treasurer:

1. shall maintain a checking account established in the name of New Hampshire Intergroup for dispersal of NHI funds.
2. shall be the guardian of all funds received and disbursed.
3. shall submit financial reports each month at NHI meetings. And shall submit a complete annual accounting of the NHI funds at the Annual Meeting.
4. shall perform all other duties as prescribed in the NHI policy for job descriptions.

E. Parliamentarian:

1. shall settle questions of parliamentary rules and procedures.
2. shall interpret the rules on matters concerning NHI By-Laws and Charter.

F. World Service Delegate(s):

1. Represent NHI at the Annual World Service Business Conference.
2. Provide a written report to NHI regarding the business that transpired at the Annual World Service Business Conference.
3. The World Service Delegate(s) will also serve as Region Six Representatives.

G. Region Six Representative(s):

1. Represent NHI at the Region Six Assemblies.
2. Provide a written report to NHI regarding the business that transpired at the Region Six Assemblies

## Section 7 – Vacancies and Resignations

- A. If a member of the NHI board fails to attend three (3) consecutive meetings without prior notice, her/his 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 Chairman of NHI written notice.
- C. Any board member of NHI may be removed from office for due cause (such as gross violation of the Traditions, unworthy conduct, return to compulsive overeating) by a two-thirds (2/3) vote of the NHIRs at a special meeting announced for that purpose.

## Section 8 – Filling of Vacancies

- A. Vacancies may be temporarily filled by the NHI board until the next regular Intergroup meeting. At the next regular meeting the vacancies shall be filled by a majority vote. 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.

## **ARTICLE V – MEETINGS**

### Section 1 – Regular Meetings

NHI shall meet the first Sunday of the month, or on such dates as the NHI board shall designate. There will be no regular meeting scheduled for the months of July and August.

### Section 1 – Annual Meetings

An annual meeting shall be held in the month of June for the election of officers.

### Section 3 – Special Meetings

A special meeting may be called at any time by a majority vote of the NHI board, or by petition of thirty-five percent (35%) of NHI member groups, 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 NHI secretary and distributed to each group secretary and/or NHIR seven (7) days prior to the date of the meeting. Notification may also be made by placing an announcement in the NHI newsletter, if any, or by mail or electronic transmission, and at the prior NHI meeting.

#### Section 5 – Quorum

A quorum shall be comprised of nine (9) voting members of which two (2) must be officers.

### ARTICLE VI – COMMITTEES:

#### Section 1 – Standing Committees

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

- A. Newsletter
- C. Public Information
- D. Intergroup Activities
- E. Speakers' Bureau
- F. Twelfth Steps
- G. Answering Service

#### Section 2 – Special Committees

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

#### Section 3 – Committee Appointments

The Chairman shall appoint a committee chairman from those NHIRs or NHIARs present who meet the NHIR or NHIAR qualifications. A NHI board member or any OA member present meeting the NHIR or NHIAR 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 NHI board and the guidelines of the Twelve Traditions of OA.

#### Section 5 – Committee Responsibility

Any committee decision and/or vote which establishes or changes a policy, sets a procedural plan for a special event, or expends funds in excess of the approved budget, shall require approval by the NHI prior to implementation. Each standing committee chairman shall submit a written report to NHI semi-annually, but at least by June 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

NHI may have a nominating committee to recommend persons to serve as officers, Region Six Representatives, and World Service Business Conference Delegates and persons to fill vacancies and to serve on the next nominating committee. The number of members on the committee should be specified [*suggest three to five*]. The chairman of NHI 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 chairmen may serve in an ex-officio capacity in their respective committees.
- B. The NHI Chairman is an ex-officio member of all committees except the nominating committee.

## Section 8 – Committee Bank Account

- A. If it is deemed necessary by the NHI board that a committee shall open a bank account, the following procedure shall be followed:
1. The committee chairman and the treasurer of NHI shall be cosigners on the account. Two signatures shall be required on all checks.
  2. The committee chairman shall keep all financial records and shall present a detailed, itemized report of transactions to NHI at the next regular meeting following any event for which monies were expended or received.
  3. The committee chairman shall arrange for an audit of the committee account during the final month of each year. The audit shall take place at the same time as the audit for the general account of NHI.

## Section 9 – Vacancies

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

## Section 10 – Removal of Committee Chairman

A committee chairman may be removed from office for due cause (such as gross violation of the Traditions, unworthy conduct, return to compulsive overeating) by a two-third (2/3) vote of the NHIRs present and voting.

## 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 NHI according to Tradition Six.

- C. NHI may accept donations from OA members, conforming with the general practice of OA.
- D. The maximum allowable annual donation to NHI by OA members is to be limited to an amount set by vote of NHI and listed in the Intergroup policy manual.
- E. The acceptance of bequests or donations from any outside source is prohibited.
- F. The maximum allowable bequest to NHI by OA members is to be limited to an amount set by vote of NHI and listed in the Intergroup policy manual.
- G. NHI shall not accept the responsibility for trusteeship over, or enter into the distribution or allocation of, funds set up outside 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. Funds in excess shall be donated to Region Six and the World Service Office quarterly as budgeted and directed by NHI.

## ARTICLE VIII – PARLIAMENTARY AUTHORITY

### Section 1

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern NHI in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the Overeaters Anonymous, Inc. Bylaws, Subpart B, the Twelve Traditions or any special rules of order NHI may adopt.

## ARTICLE IX – AMENDMENTS TO THESE BYLAWS

### Section 1

These bylaws, with the exception of Article II, Sections 2, 3 and 4, may be amended at any time by a two-thirds (2/3rds) vote of the NHIRs and board members present at any regular or special meeting of NHI, provided a copy of the proposed amendment has been submitted in writing and postmarked to each

group affiliated with NHI at least twenty-one (21) days prior to the meeting in which action is to be taken on the amendment.

## ARTICLE X – MAJOR POLICY MATTERS

### Section 1

- A. Matters which affect NHI and/or groups within its service area shall be referred to the board of NHI.
- 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 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, and/or to Region Six, 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©(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.