

**BYLAWS OF SAN FRANCISCO INTERGROUP OF  
OVEREATERS ANONYMOUS (WSO Intergroup # 09071)**

**ARTICLE I — NAME**

The name of this organization shall be San Francisco Intergroup of Overeaters Anonymous hereinafter known as “Intergroup” or “SFIG”.

**ARTICLE II — PURPOSE**

**SECTION 1:** The specific and primary purpose of this organization is to help those with the problem of compulsive eating overcome that problem.

**SECTION 2:** The purpose of the San Francisco Intergroup is to be guardian of the Twelve Steps and Twelve Traditions of Overeaters Anonymous and serve the groups of which it is composed.

**SECTION 3: The Twelve Steps**

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 4: The Twelve Traditions**

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. OA 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. OA 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 5: Twelve Concepts**

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 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 any acts of government, and each shall always remain democratic in thought and action.

## **ARTICLE III — MEMBERS**

### **SECTION 1: Membership**

**1. The Headquarters** of the SF Intergroup shall be located in San Francisco County, at a place designated by the officers.

#### **2. Member Groups**

- a) Those groups (physical or virtual) within the region or the geographic proximity of SF Intergroup that have formally registered with World Service Office and indicated their intention to belong to SF Intergroup may be considered members. An OA group is defined as the following:

- i. As a group, they meet together to practice the Twelve Steps and Twelve Traditions of OA.
- ii. All who have a desire to stop eating compulsively are welcome in the group.
- iii. No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting).
- iv. As a group, they have no affiliation other than OA.
- v. A group may be formed by two (2) or more persons meeting together as set forth in the Overeaters Anonymous Inc. Bylaws, Subpart B, Article V, Section 2.
- vi. Each group shall be entitled to one vote through its elected Intergroup representative.
- vii. No group may be registered with another Intergroup.
- b) Virtual groups (groups which replicate face-to-face meetings through electronic media) may be an Overeaters Anonymous group if they:
  - i. Otherwise meet the definition of Overeaters Anonymous groups;
  - ii. Are fully interactive; and
  - iii. Meet in “real time.”

**3. Membership of the Intergroup:** Membership of the San Francisco Intergroup Board, representing the SF Intergroup of OA shall be composed of the following delegates with voice and vote (as of 5/1/88):

- a) Officers of the SF Intergroup.
- b) SF Intergroup Representatives from member groups.
- c) Region 2 Representative(s).
- d) World Service Business Conference (WSBC) Delegate(s).
- e) Alternates, in the event the Region 2 and/or Conference Delegates are unable to attend the Intergroup meetings.

## **SECTION 2: Eligibility**

1. Member Group Representatives shall meet the group conscience qualifications required by each individual member group.
2. Each representative to the SF Intergroup shall have one vote. No person may have more than one vote.

## **SECTION 3: Method Of Elections**

1. Member Group Representatives may be elected by any method as determined by each.

#### **SECTION 4: Vacancies and Resignations**

No policy.

#### **SECTION 5: Honorary Members**

1. Membership with voice and no vote may be:
  - a) Any OA employee, as defined by Tradition 8.
  - b) Any member of the Fellowship who is not a duly elected representative or alternate.

### **ARTICLE IV — OFFICERS**

**SECTION 1: The Intergroup Officers** shall consist of the Chairperson, the Vice Chair, the Recording Secretary, the Treasurer, World Service Business Conference Delegate(s) and Region 2 Representative(s), and the Corresponding Secretary.

**SECTION 2: Nominations** to the Intergroup Board may be made from the floor at the time of the election.

#### **SECTION 3: Qualifications for the Intergroup Officers:**

- a) Working the Twelve Steps of the recovery program for two (2) years.
- b) Familiarity with the Twelve Traditions.
- c) A continuous abstinence of six (6) months.
- d) To have participated in six (6) out of the last twelve (12) Intergroup meetings;
- e) To have completed both Steps 4 and 5.
- f) The above conditions may be modified for any Board Officer position by a vote of a majority of the SF Intergroup representatives present.

#### **SECTION 4: Method of Elections**

1. Elections shall be held annually at the October meeting with the 12-month period of service commencing on the first day of November immediately following the meeting at which elections were held.
2. To be eligible for election to the Board, the nominee must:

3. Meet all qualifications as defined in Article IV, Section 3.
4. Understand responsibilities of the position as defined in Article IV, Section 6.
5. 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 of the vote of the Intergroup representatives present.

#### **SECTION 5: Term of Office**

1. Board members shall be elected to serve for a period of one (1) year, with the exception of the WS Conference Delegate(s) and the Region 2 Representative(s) (RR) who may be elected for a two (2)-year term.
2. Board members shall serve no more than three (3) consecutive terms, except for World Service Representative(s) and Region 2 Representative(s) which are subject to the terms outlined Article IV, Sections 6.
3. After an interval of one (1) year, they may be eligible for reelection.
4. Upon election to the Board, members shall cease to be a representative of their group and that group shall elect a new Intergroup representative.

#### **SECTION 6: Responsibilities of the Intergroup Board**

##### **1. Chairperson**

- a) Shall preside at all regular and special meetings of this Intergroup.
- b) Shall be responsible for establishing the agenda for all Intergroup meetings.
- c) Does not have a vote except in the event of a tie, when the Chairperson may cast the deciding vote.
- d) May attend all standing committee meetings.

##### **2. Vice Chair**

- a) Shall serve in the absence of the Chairperson.
- b) Shall assist the Chairperson whenever needed.
- c) Shall serve as head of the Bylaws Committee.
- d) Shall serve in an advisory capacity to the Chairperson on parliamentary procedure.
- e) May attend all standing committee meetings.

### **3. Recording Secretary**

- a) Shall see that minutes are kept of all Intergroup meetings and that a copy of said minutes is printed and/or mailed or e-mailed to each Intergroup representative. As a cooperative gesture, a copy of minutes may be sent to the regional trustee.
- b) Shall maintain a file of all minutes of past meetings.
- c) Shall distribute notices of all meetings of the Intergroup as described in Article V.
- d) Minutes are to be distributed within two (2) weeks following the monthly Intergroup meeting.
- e) May attend all standing committee meetings.

### **4. Treasurer**

- a) Shall maintain a checking and savings account, if necessary, for disbursement of Intergroup funds.
- b) Shall submit financial reports each month at the Intergroup meeting.
- c) Shall serve as chairperson of the Budget Committee.
- d) May attend all standing committee meetings.

### **5. World Service Delegate(s)**

- a) Shall attend the World Service Business Conference of Overeaters Anonymous.
- b) In all areas, the WS Conference Delegate shall meet the qualifications and requirements as outlined and defined in the Overeaters Anonymous Inc. Bylaws, Subpart B, Article X, Section 3.
- c) Shall serve Overeaters Anonymous and the World Service Business Conference until the following Conference.
- d) 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 Delegates.
- e) Shall be willing to report, in writing, the actions of the Conference to SFIG. Report shall be made within two (2) months following attendance at the Conference.
- f) May attend all standing committee meetings.

### **6. Region 2 Representative(s)**

- a) Shall attend the Regional Assembly meetings of Overeaters Anonymous.
- b) In all areas, the RR Delegates shall meet the qualifications and requirements as outlined and defined in the Region 2 Bylaws.

- c) Shall serve Overeaters Anonymous and Region 2 for the full term as designated by Region bylaws. Newly elected delegates shall begin their term at the 1st Assembly of the new year.
- d) 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 Region 2 Representative(s).
- e) Shall be willing to report, in writing, the actions of the Region to SFIG. Report shall be made within two (2) months following attendance at Region Two Assembly.
- f) May attend all standing committee meetings.

### **7. Corresponding Secretary**

- a) Shall retrieve and direct correspondence to the appropriate officer or committee chairperson.
- b) Shall maintain a file of outgoing correspondence.
- c) Shall respond to requests for meeting information and program information.
- d) In the absence of a group liaison chair, shall keep WSO informed of all changes to group information.
- e) May attend all standing committee meetings.

### **SECTION 7: Vacancies and Resignations**

1. If a Board member or committee chair has two consecutive unexcused absences (wherein an unexcused absence is defined as not notifying the Chairperson in advance and not providing a written report), then Chairperson (or another officer) will make three attempts to contact the person to ensure their wellbeing. If there's a third unexcused absence, then his/her office may be declared vacant by a majority of those members present and voting, pursuant to the provisions of Section 8 below.
2. Any Board member may resign at any time for any reason by giving the Chairperson of the Intergroup written notice.
3. Any Board member of this Intergroup may be removed from office by a two-thirds (2/3) vote of the Intergroup representatives at a special meeting announced for that purpose.

### **SECTION 8: Filling of Vacancies**

1. 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 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

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

### SECTION 2: Annual Meetings

1. An annual meeting shall be held in the month of October for the election of Officers. Consideration shall be given to set time of said meeting to 120 days prior to the World Service Business Conference allowing adequate time for election of the World Service Business Conference Delegate(s).

### SECTION 3: Special Meetings

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

### SECTION 4: Method of Notification

1. Notification of any special Intergroup meetings called pursuant to Article V, Section 3 shall consist of a notice prepared by the Intergroup Corresponding Secretary and distributed to each group secretary and/or Intergroup representative ten (10) days prior to the date of the meeting. Notification may be made by placing an announcement in the *The Bridge*, on the OASF.org website, via mail/e-mail, or via an announcement at the prior Intergroup meeting. Notification of the regular monthly meetings of Intergroup will be stated in "*The Bridge*."

### SECTION 5: Quorum

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

## ARTICLE VI — COMMITTEES

### SECTION 1: Standing Committees

1. The following standing committees may be established to carry out the purpose of Intergroup in the most effective and efficient manner:
  - a) Group Liaison and Newsletter (“*The Bridge*”) Committee
  - b) Public Information and Professional Outreach Committee
  - c) Special Events Committee
  - d) Sponsorship Committee
  - e) Newcomers Committee
  - f) Twelfth Step Within Committee
  - g) Electronic Media Committee (OASF web site, SF OA voicemail, Podcasts)
  - h) Anorexic/Bulimic/Compulsive Exerciser Outreach (ABC) Committee
  - i) Diversity Outreach Committee (young people, Ebony OA, LGBTQ, men, and other underserved communities)
  - j) Other committees, standing or special, deemed necessary to carry on special work.

## **SECTION 2: Committee Appointments**

1. The Board shall designate such committees as are deemed necessary for the welfare and operation of Intergroup. The Chairperson shall appoint a committee chair from those representatives present who meet the Intergroup qualification of six months of continuous abstinence and majority approval of an established quorum. Committee chairpersons shall serve a one-year term commencing on November 1 annually. Committee chairpersons shall serve no more than three (3) consecutive years. After an interval of one (1) year, they may be eligible for reappointment.

## **SECTION 3: Committee Procedure**

1. Each standing committee may prescribe its own methods of procedures, subject to the guidelines of the Twelve Traditions and the San Francisco Intergroup Policies and Procedures Manual.

## **SECTION 4: Committee Responsibility**

1. Each standing committee chairperson shall submit a report to the Intergroup monthly. If any monies are expended for a specific event, a detailed and itemized report shall be included in the report.

## **SECTION 5: Committee Bank Accounts**

1. No individual accounts.

## **SECTION 6: Vacancies**

1. Should a vacancy, resignation or removal occur in any standing committee, all pertinent information shall be turned over to the Intergroup Chairperson. The Chairperson shall then appoint a new committee chairperson to serve the remainder of the unexpired term.

## **ARTICLE VII — SOURCE OF FUNDS**

### **SECTION 1: Source of Funds**

1. Voluntary contributions of the member groups shall be the primary source of funds.
2. Secondary sources of income may be such occasional events/activities as may be authorized by the Intergroup according to Tradition Six.
3. The Intergroup may accept donations from OA members, conforming to the general practice of Overeaters Anonymous.
4. The maximum allowable annual donation to the Intergroup by individual OA members is to be limited to One Thousand Dollars (\$1,000.00).
5. The acceptance of bequests or donations from any outside source is prohibited.
6. 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.
7. There shall be no accumulation of funds beyond current necessities, with retention of only a prudent reserve for contingencies. Funds in excess will be donated to Region 2 and the World Service Office on a regular basis as directed by Intergroup.

## **ARTICLE VIII — PARLIAMENTARY AUTHORITY**

**SECTION 1:** The rules contained in the current edition of **Robert's 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.

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

**SECTION 1:** These Bylaws, with the exception of Article II, Sections 3, 4, and 5, may be amended at any time by a two-thirds (2/3) vote of the Intergroup Representatives and Board Members present at any regular or special meeting of the Intergroup. However, Bylaw

amendments to be voted upon at said regular or special meeting must be proposed verbally at the regular Intergroup meeting one month prior, so that Intergroup representatives can present the proposals to their groups for consideration.

## **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:** When this Intergroup ceases operation, and all debts have been paid, all remaining funds shall be distributed to other Overeaters Anonymous service bodies or the World Service Office as in accord with Tradition Six.

**SECTION 2:** No part of the net earnings of this association shall ever 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.

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