

SOUTHERN DELAWARE INTERGROUP BY-LAWS

Adopted: April 5, 2012

ARTICLE I-NAME

The name of this unincorporated organization shall be “Southern Delaware Intergroup” and shall be referred to hereinafter as “Intergroup.”

ARTICLE II-PURPOSE

The purpose of the Intergroup shall be the administration and coordination of AA activities common to the various groups comprising its membership. Intergroup’s scope of operations shall be Sussex County, designated adjacent locales, as well as other Intergroups within the State of Delaware.

The Twelve Traditions and the AA Guidelines are accepted, approved, and adopted as guides regarding the conduct of Southern Delaware Intergroup.

ARTICLE III-MEMBERSHIP

The membership of Intergroup shall consist of each present AA group or any future group, in the above-mentioned area, which shall elect to participate in Intergroup. Said group shall elect a representative and if appropriate, an alternate representative. Each participating group shall be entitled to one vote at meetings of Intergroup representatives and each representative can represent only one group.

ARTICLE IV-MEETINGS

Regular meetings of the representatives shall be held the first Thursday of each month at such time and place as shall be designated from time to time by the Chairperson or the representatives.

ARTICLE V-Registration of Representatives attending Intergroup Meetings-

All attendees shall sign in and indicate if they are a voting representative from their respective group. This is for the purpose of establishing a vote count in the room which will dictate the number of votes needed for a majority.

Intergroup meetings are open to all AA members; however, only officers of the Intergroup and representatives have a vote in the proceedings. If an officer is the designated representative of a group they can only cast one vote.

DCM’s* , the Delegate and other members of the AA Area Committee are considered invited guests of Intergroup and may deliver reports pertinent to their position. They cannot take part in the business proceedings of the Intergroup meeting unless so recognized by the Chairperson. Example: cannot make motions or speak on them.

ARTICLE VI-OFFICERS

The officers shall consist of a Chairperson, Vice-Chairperson, Secretary and Treasurer.

DUTIES OF OFFICERS

Section 1. The Chairperson shall preside at all meetings of Intergroup and shall participate as an "ex officio" member of all committees. The Chairperson shall appoint all committees necessary to the orderly administration of the affairs of the association. Said appointments shall be with the approval of the representatives. Term of office shall be two years. Furthermore, the Chair shall be responsible for the preparation and presentation of the annual budget, said presentation to be no later than the January meeting.

Section 2. The Vice-Chairperson shall perform all the duties of the Chairperson when the Chairperson is absent for any reason. In addition, the Vice-Chairperson shall, under the supervision of the Chairperson, oversee any special committee assignments as designated by the Chairperson. Term of office shall be two years.

Section 3. The Secretary shall keep correct minutes of all meetings of the Intergroup and be responsible for their safe keeping for his/her entire term of office. Term of office shall be two years.

Section 4. The Treasurer shall be responsible for the financial records of all monies paid to Intergroup, or any committee thereof. The Treasurer shall keep a monthly record of all monies received and disbursed, report monthly the financial status to Intergroup, and submit the books and records to audit as requested. The Treasurer shall issue an annual report (calendar year) providing categorized revenues and expenditures. Term of office shall be two years.

The Treasurer and/or the Chairperson shall have authority to sign checks issued against the Southern Delaware Intergroup. Checks for amounts exceeding \$200.00 shall be signed by both officers.

ARTICLE VII-ELECTION OF OFFICERS

Officers shall be elected in a staggered manner to aid in the continuity of office and ease transition. The Chairperson and Vice-Chairperson shall be elected in odd numbered years, and the Secretary and Treasurer in even numbered years. Chairperson will appoint a Nominating Committee at the September meeting who will prepare a slate of nominees for election. The Nominating Committee will present their nominees at the October meeting.

The representatives at the November meeting shall elect officers to fill the appropriate positions for that given year. All newly elected officers shall assume their duties in January. Nominations from the floor may be made at the November meeting. In the event an office becomes vacant for any reason whatsoever between annual elections, the Chairperson shall give notice of an election to fill such vacancy at the next regularly scheduled meeting.

ARTICLE VIII-STANDING COMMITTEES

Standing Committees are, but not limited to: CPC/PI*, Corrections, Where and When, Newsletter, Answering Service, Treatment, Website, Archives and Special Events. The committee chairs are appointed by the IGCHMN*, and are approved by the membership. They are not elected offices.

Term of office is two years and expires with the election of a new IGCHMN. This is in accordance with AA's Spirit of Rotation. In the event of a vacancy occurring, the IGCHMN shall appoint a replacement to fulfill the TERM of the original appointment. Any person appointed to fulfill a vacancy IS NOT prohibited from making themselves available to fulfill a full term concurrent appointment (i. e. succeed themselves).

Committee chairs are responsible for their budgets and should maintain accurate records. Some committees will have bills paid for them by the treasurer such as printing, telephone bills, etc. Others will be managed by the chair person. Committee chairs cannot spend more than 50% (fifty per cent) of their budget in one transaction without first reviewing same with IGCHMN.

Any monies given directly to a committee by an individual or group must be processed through the Treasurer like any other monies received by Intergroup. Said money can be earmarked for the intended committee, but it must be recorded properly. Any material items given directly to a committee chairperson for the use of his/her committee, i. e. Big Books, etc., must be properly reported to Intergroup.

ARTICLE IX-FINANCING

The activities of the association shall be financed by (a) contributions from Member Groups; (b) individual AA member contributions; and (c) income derived from such projects or activities as may be authorized from time to time by the representatives.

ARTICLE X-SOBRIETY

In order to be eligible to hold an office of Intergroup, a member should have at least two years of continuous sobriety and some service experience. In order to serve as a committee chairperson a member should have at least one year continuous sobriety.

ARTICLE XI-REMOVAL FROM OFFICE

All officers of Intergroup may be subject to RECALL by a majority vote at a duly constituted meeting.

ARTICLE XII-AMENDMENT TO BY-LAWS

The by-laws may be amended at any time by a two-thirds majority of the members at any regular meeting, provided that a copy of the proposed amendment has been submitted to the membership one month prior to the vote.

*IGCHMN: Intergroup Chairman

*DCM's: District Committee Member

*CPC/PI: Cooperation with the Professional Community/Public Information