BYLAWS OF THE SOUTH JERSEY INTERGROUP OF OVEREATERS ANONYMOUS

POLICY MANUAL
OF THE SOUTH JERSEY INTERGROUP OF
OVEREATERS ANONYMOUS

Intergroup No. 09069 Region No. 7

Last Update: January 2026

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BYLAWS – SJIG

ARTICLE I - NAME

The name of this organization shall be South Jersey Intergroup, hereinafter known and referred to as SJIG.

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 and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service and to serve and represent the OA groups from which SJIG is formed. This intergroup complies and qualifies as an exempt organization under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding section of any future United States Internal Revenue Law). Tax ID: 22-2139132.

Section 2 - The Twelve Steps

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

The Twelve Steps of Overeaters Anonymous 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

The Twelve Traditions of Overeaters Anonymous 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 Overeaters Anonymous 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 non-professional, 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 for those they serve.**
10) **Overeaters Anonymous has no opinion on outside issues; hence, the Overeaters Anonymous 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 Overeaters Anonymous Service are:

1) **The ultimate responsibility and authority for OA world services resides 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 By-Laws, 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.

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 - SJIG MEMBERS

Section 1 - SJIG Membership and Voting

1. Membership of the SJIG shall consist of the following:

A) The SJIG Service Board.

B) SJIG Standing and Ad-Hoc Committee Chairpersons.

C) Intergroup Representatives (IRs), or Alternate Intergroup Representatives (AIRs), which shall consist of one member (or their alternate) from each affiliated group as defined below. Each affiliated group should elect one IR and one AIR.

1) The geographic area is defined as Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Salem and parts of Mercer and Monmouth Counties in the State of New Jersey (01/24).

2) Virtual meetings may choose to affiliate with SJIG.

D) Voting of the SJIG shall consist of the following:

1) Members with voting privileges

- IR (Intergroup Representative) or in his/her absence the AIR (Alternate Intergroup Representative)
- Standing or Ad-Hoc Committee Chair
- Board members excluding SJIG Chair
- The SJIG Chairperson shall only vote in order to break a tie or make a two-thirds vote.
- Members appointed to carry out specific duties

2) Members with voice but no vote

- Any Intergroup employee
- Any member of the Fellowship who is not a duly elected IR or AIR, Board Member or Standing or Ad-Hoc Committee Chair

Section 2 - Group Qualifications

A) Qualifications for OA Groups to have membership in the SJIG:
Definition: SJIG endorses the definition of an OA group in Overeaters Anonymous, Inc., Bylaws Subpart B, Article V, Section 1, as written and as it may be amended at a future World Service Business Conference. (4/1/17)

These points shall define an Overeaters Anonymous group: (4/1/17)

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

B) Composition:

A group may be formed, as set forth in Article III Section 2A, by two or more people meeting together, either:

1) **in the same physical location (face-to-face).**
2) **through some form of electronic device (virtually).**
3) **or both (4/1/17)**

C) Each group shall be entitled to one vote at SJIG Meetings through its elected IR or AIR.

D) No group that is part of the SJIG may be registered with another Intergroup or Service Board. (4/1/17)

Section 3 - Intergroup Representatives

A) Intergroup Representatives (IRs) 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 should also designate an Alternate Intergroup Representative (AIR), for when the necessity arises that the appointed IR cannot be present at the SJIG meetings.

B) Intergroup Representatives should be selected by their willingness to serve and their commitment to working the Twelve Steps and Twelve Traditions of OA. (6/1/09)

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

ARTICLE IV-THE SJIG SERVICE BOARD

Section 1 - The SJIG Service Board

A) The Service Board of the SJIG shall consist of a Chairperson, Vice-Chairperson, Recording Secretary, Corresponding Secretary, Treasurer, and any additional members serving as Regional Representatives and/or World Service Delegates as allowable by the number of current groups.

B) The duties of the members of the SJIG Service Board shall be set by policy adopted by the Intergroup and contained in the SJIG Job Descriptions (see Article IV, Section 6).

C) The SJIG Service Board shall also serve as the SJIG Executive Board. In the event the Chairperson of the Service Board should be unable to attend any meetings of the Intergroup or Board, the next highest-ranking Executive Officer in attendance shall serve as Chair for that meeting. The ranking of these officers shall serve as follows:

1) Vice-Chairperson,
2) Recording Secretary,
3) Corresponding Secretary,
4) Treasurer

Section 2 - Nominations To the SJIG Service Board

Nominations to the SJIG Service Board may be made from the floor at the regular scheduled meeting in the month of August.

Section 3 - Qualifications For the SJIG Service Board

A) Nominee must have been a member of Overeaters Anonymous for at least one (1) year. (4/1/17)

B) Nominee must regularly attend meetings within the SJIG area.

C) Nominee must have attended at least 3 SJIG Meetings in the past 12 months.

D) Nominee must have at least six (6) months of abstinence. (4/1/17)

E) Nominee should be selected by their willingness to serve and their commitment to working the Twelve Steps and Twelve Traditions of OA. (4/1/17)

F) Conflict of Interest - Nominee agrees not to have any financial, personal or family interest in any matter involving their duties as a Service Board Member. (4/1/17)

All Regional Representatives and/or their Alternates shall meet the qualifications and requirements as outlined and defined in the Region 7 Bylaws, and as required for election to the SJIG Service Board by Article IV, Section 4, of these Bylaws.
All World Service Delegates and/or their alternates must meet the qualifications and requirements as outlined and defined in the World Service Bylaws of Overeaters Anonymous, Inc., Subpart B, Article X, Section 3, and as required for election to the SJIG Board by Article IV, Section 4, of these Bylaws.

Section 4 - Method Of Election

A) Elections shall be held annually at the September Meeting of the SJIG.

B) To be eligible for election to the Board, nominees 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.
3) Any member can only hold one Board/Chair position at a time except that any person may serve in any other capacity and serve as a World Service Delegate and/or Regional Representative concurrently.
4) Present their qualifications to the Intergroup prior to election and answer questions regarding their qualifications. The presentation and question periods shall be limited to five (5) minutes each.

C) In order to be elected to membership on the SJIG Board, a nominee must be present at the September election meeting and must receive a majority vote of the eligible voters present at the meeting. If a nominee is running unopposed, the nominee must receive 2/3 vote of eligible voters present at the meeting.

Section 5 - Term Of Office

A) All Board members shall be elected to serve for a period of one (1) year. Exceptions are the Regional Representatives and/or World Service Delegates who shall serve a term of two (2) years.

B) Board members may succeed themselves in their position for a second term or may be elected to serve in another capacity. After an interval of two (2) years a member may again be eligible for election to their prior

office. In the event of a vacancy with prior notice given, a Board member can be replaced by nomination and a majority vote at any SJIG meeting.

C) The Regional Representatives and/or World Service Delegates may be re-elected for a second term when their term is served. In the event of a vacancy, with prior notice given, the SJIG may nominate a replacement person and elect that person to the Board position with a majority vote at any SJIG meeting. The replacing member shall serve until the following SJIG election at the September meeting. If he/she has served less than half of the term, he/she may serve a full (2)-year term. Any Rep/Delegate can only serve for a maximum of 5 years. After an interval of two (2) years a member may again be eligible for election to their prior position.

D) Newly elected SJIG Board members shall begin service immediately following the Intergroup meeting at which they were elected. Upon election to the SJIG Board, members shall cease to be an IR of their group, and that group shall elect a new IR.

E) Any Board member who advises any Board member or the Intergroup that he/she has returned to compulsive eating will be considered as having resigned as of the moment of receipt of such notice.

Section 6 - Responsibilities Of the SJIG Service Board

All Board Members shall be responsible for organizing their respective materials and passing on all essential information and/or records to their successors, at the end of their service term or after the September SJIG elections, whichever applies. Board Members are required to attend the regular monthly SJIG Meetings unless excused by the Chairperson. An absence is unexcused when a Board Member does not contact the SJIG Chairperson prior to the SJIG Meeting that he/she cannot attend, unless the Board member was reasonably unable to provide such notice due to unexpected health or personal emergency. (4/4/20)

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

A) Chairperson:

1) Shall preside at all regular and special meetings of the SJIG and SJIG Board.
2) Shall be responsible for establishing the agenda for all SJIG meetings.
3) Shall submit a concisely written report on the Chair business, at all SJIG Meetings to the Secretary.
4) Shall coordinate all activities of the SJIG.
5) Shall serve as an ex-officio member of all committees, except nominating committee.
6) Shall serve as a Regional Representative.
7) Shall ensure that the general account of the Intergroup be audited annually.
8) May cast the deciding vote to break a tie or make a 2/3 vote.
9) May attend all Standing Committee Meetings.
10) Ensures that all updates to the SJIG By-Laws are emailed via Google Group and sent to Website Chair for posting on the website.
11) Shall be cosignatory with the Treasurer when necessary or indicated by these Bylaws.

B) Vice Chairperson:

1) Shall serve in the absence of the Chairperson.
2) Shall assist the Chairperson at the SJIG meetings.
3) Shall submit a concisely written report on the Vice Chair business at all SJIG Meetings to the Secretary.
4) Shall act as first Alternate Regional Representative (if not a delegate in his/her own right).
5) Serve as a resource for groups within the SJIG structure for issues dealing with the health of the group.
6) Shall conduct an annual group inventory for the SJIG meeting

7) **Contact any meetings that have not attended SJIG in three months.**

C) Recording Secretary:

1) **Shall record the minutes of the SJIG meetings and SJIG Board Meetings in the format of "News You Can Use" (NYCU).**
2) **Shall submit a concisely written report of all SJIG Meetings in "News You Can Use" (NYCU).**
4) **Shall serve as an archivist, maintaining copies of NYCU and other SJIG records.**
5) **Shall include motions brought before the SJIG and record in NYCU.**
6) **Shall serve as a clearinghouse for all incoming mail to SJIG, except for that clearly marked for specific members.**

   a). Physical mailbox will be checked at least weekly by Secretary or designee.

   b). Mail to be opened and appropriate Board Member/Committee Chair notified within 5 days. Special attention shall be given to any mail received from either World Service or Region 7.

7) Secretary or designee shall forward PO Box annual rent payment billing to Treasurer for payment.

D) Corresponding Secretary or designee:

1) **Shall serve as a clearinghouse for all incoming emails to SJIG, except for those clearly marked for specific members. SJIG website emails shall be reviewed, answered, or forwarded to the appropriate Board member/Committee Chair within 7 days.**

E) Treasurer:

a. **Shall maintain a record of all accounts, receivable and payable.**
b. **Shall keep the SJIG books and submit monthly written reports and yearly financial reports to the SJIG Board.**
c. **Shall maintain a checking account for the authorized dispersal of SJIG funds.**
d. **Shall submit concisely written report on the Treasurer business, at all SJIG Meetings to the Secretary.**
e. **Shall submit a yearly report to the IRS, and an annual N.J. Charities Registration Form. (4/4/20)**
f. **Shall be cosignatory with the Board Chairperson if needed.**
g. **Reimbursement checks shall be issued no later than 2 weeks after any receipts are received. Any discrepancy shall be reviewed with another Board member & brought to a resolution within the same two (2) week timeframe.**
h. **Shall oversee a committee annually to prepare the SJIG budget.**
i. **All monies given to the Treasurer shall be deposited in a timely manner in the SJIG bank account.**

F) Regional Representatives (including the current Intergroup Chairperson):

a. **Shall attend Regional Assemblies.**
b. **Shall participate on Regional Committees.**
c. **Shall submit concisely written reports at SJIG Meetings to the Secretary.**
d. **If a Regional Representative cannot attend a Regional Assembly, Alternate Representatives shall attend in lieu of the regular Representative(s). The Alternate(s) shall assume the responsibilities of the regular Representative(s) in their absence, without initiating any new responsibilities.**
e. **Shall submit an article for publication after each Regional Assembly. (3/3/18)**

f. If the number of elected representatives exceeds the SJIG budget and/or allocation from Region 7, then a selection process shall be established by the SJIG Chairperson. Those delegates not selected shall serve as first Alternates.

g. May serve concurrently as an officer or committee Chairperson for SJIG.

h. May serve concurrently as a World Service Delegate for SJIG.

i. In the event that neither the Chairperson nor the Vice-Chairperson can serve as the Alternate Regional Representative, an Alternate shall be selected as specified in Article IV, Sections 2,3, 4 an d5. Any Alternate must meet the qualifications as set forth in Article IV, Section 3 D.

G) World Service Delegates

a. Shall attend the annual World Service Business Conference (WSBC).

b. Shall participate in WSBC Committees.

c. Shall submit concisely written reports at SJIG Meetings to the Secretary.

d. If a World Service Business Conference Delegate(s) cannot attend, Alternate Delegate(s) shall attend WSBC in lieu of the regular Delegate. The Alternate shall assume the responsibilities of the regular Delegate in their absence, without initiating any new responsibilities.

e. Shall submit an article for publication after the WSBC. (3/3/18)

f. If the number of elected delegates exceeds the SJIG budget and/or allocation from WSO, then a selection process shall be established by the SJIG Chairperson. Those delegates not selected shall serve as first Alternates.

g. May serve concurrently as an officer or committee chairperson for SJIG.

h. May serve concurrently as a Region Representative for SJIG.

i. No person may serve as World Service Delegate unless he/she has attended at least one Regional Assembly as a Representative.

j. In the event that neither the Chairperson nor the Vice-Chairperson can serve as the Alternate World Service Delegate, an Alternate shall be selected as specified in Article IV, Sections 2, 3, 4 and 5. Any Alternate must meet the qualifications set forth in Article IV, Section 3.D. At no time will an Alternate be a World Service Delegate unless he/she has attended at least one Regional Assembly as a Representative.

Section 7 - Vacancies and Resignations

A) If a member of the SJIG Board fails to attend two (2) SJIG Meetings unexcused within a six (6) month period, his/her office shall be declared vacant. (3/3/18)

B) Any Board member who advises the SJIG Chair, that based upon the Board Member's honest self-appraisal that he/she has lost his/her abstinence, will have resigned his/her position as of the moment such notice has been provided to the SJIG Chair. (4/4/20)

C) Any Board member may resign at any time for any reason by giving the Chairperson of the Intergroup written notice.

D) Any Board member of SJIG may be removed from office for due cause by a 2/3 vote of the governing body (including chair) then present and voting, at a regular SJIG meeting.

Section 8 - Filling of Vacancies

A) Board vacancies shall be filled by nomination, and a majority vote at the meeting in which the vacancy occurred, or at the next meeting, or at a special meeting of the SJIG. Such persons chosen to fill said vacancies shall serve for the remainder of the un-expired term. If a nominee is running unopposed, the nominee must receive 2/3 vote of eligible voters present at the meeting.

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, Section 6.

ARTICLE V - SJIG MEETINGS

Section 1 - Regular Meetings

Unless otherwise changed with advance notice from the SJIG Board per Article V, Section 4, the SJIG will meet on the first Saturday of each month at a time and place designated by the SJIG Board. Currently, SJIG meets virtually via video conferencing platform. (01/24). The SJIG Meetings generally occur on the first Saturday of each calendar month between the hours of 10am and 12pm but are subject to change with notice from the SJIG Board. (3/3/18)

Section 2 - Annual Meetings

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

Section 3 - Special Meetings

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 voting members, by giving notice as prescribed in Article V, Section 4.

Section 4 - Method of Notification

Notification of all meetings consists of announcements via the South Jersey Website, email via Google Group, and South Jersey Intergroup Social Media Platforms. Placing an announcement one week prior to the SJIG meeting is also considered proper notification.

Section 5 - Quorum

A quorum shall consist of two (2) members of the Board of Directors and 30% of the Representatives or their alternates. A quorum must be present for issues to be voted upon at all meetings. Votes may be taken by voice or by show of hands (virtually or on screen), or by ballot as called for by the presiding Chairperson. (1/24/25)

ARTICLE VI - SJIG COMMITTEES

Section 1 - SJIG Standing Committees

All Committee Chairpersons shall be responsible for organizing their respective materials and passing on any and all essential information and/or records to their successors, at the end of their service term or after the September SJIG elections, whichever applies. Committee Chairpersons are required to attend the regular monthly SJIG Meetings unless excused by the Board Chairperson. An absence is unexcused when a Committee Chairperson does not contact the Board Chairperson prior to the SJIG Meeting that he/she cannot attend, unless the Committee Chairperson was reasonably unable to provide such notice due to an unexpected health or personal emergency. Any 2 unexcused absences within a six (6) month period will mandate dismissal of the person from their Committee Chairperson position. (4/4/20)

The Standing committees of the SJIG are established as required to carry out the purposes of Intergroup in the most effective and efficient manner. Reports submitted to the SJIG at the regular meetings by the Committee Chairpersons will be submitted in writing to the Chair and Secretary on the provided "Report Form".

The Standing committees for SJIG include: (3/2/19)

A) Registrar
B) Public Information and Professional Outreach (Otherwise Known as "PI/PO")
C) 12th Step Within
D) Website and Technology
E) Young Adults (ages 18-30)

Section 2 - Special Committees

The SJIG Board shall designate such special committees as are deemed necessary for the welfare and operation of the Intergroup. The SJIG board shall designate qualifications for special Committee Chairpersons.

Section 3 - SJIG Committee Appointments

A Service Board member or any OA member present meeting committee chair qualifications may be appointed to Chair a Standing or Special Committee with approval of two-thirds majority of the members present and voting.

Section 4 - Committee Chairperson Qualifications.

Committee Chairpersons must meet the following qualifications:

- **A) Nominee must have been a member of Overeaters Anonymous for at least one year.**
- **B) Nominee must regularly attend meetings within the SJIG area.**
- **C) Nominee must have attended at least 3 SJIG Meetings in the past 12 months.**
- **D) Nominee must have at least six (6) months of abstinence.**
- **E) Nominee should be selected by their willingness to serve and their commitment to working the Twelve Steps and Twelve Traditions of OA. (4/1/17)**
- **F) Conflict of Interest - Nominee agrees not to have any financial, personal or family interest in any matter involving their duties as a Committee Chairperson. (4/1/17)**

Section 5 - Method of Election

- **A) Elections shall be held annually at the September Meeting of the SJIG**
- **B) To be eligible for election to a committee chair, nominees must:**
  - **1) Meet all qualifications as defined in Article VI, Section 4.**
  - **2) Understand the responsibilities of the position as defined in Article VI, Section 7.**
  - **3) Any member can only hold one Board/Chair position at a time except that the World Service Delegate and/or Regional Representative may serve in those positions and one (1) additional position concurrently.**
- **C) In order to be elected to committee chair, a nominee must be present at the September election meeting and must receive a majority vote of the eligible voters present at the meeting. If a nominee is running unopposed, the nominee must receive 2/3 vote of eligible voters present at the meeting.**

Section 6 - Term of Office

- **A) All committee chairs shall be elected to serve for a period of one (1) year.**
- **B) Committee chairs may succeed themselves in their position for a maximum of four terms or may be elected to serve in another capacity. After an interval of two (2) years a member may again be eligible for election to their prior office. In the event of a vacancy with prior notice given, a Committee Chair can be replaced by nomination and a majority vote at any SJIG meeting.**
- **C) Newly elected committee chairs shall begin service at the Intergroup Meeting following their election. Upon election as committee chair, members shall cease to be an IR of their group and that group shall elect a new IR.**
- **D) A Committee Chair may be removed from office by a two-thirds (2/3) vote of the SJIG Service Board based on unworthy conduct. Also, any Committee Chair who advises the SJIG Chair, that based upon the Committee Chair's honest self-appraisal, that he/she has lost his/her abstinence, will have resigned his/her position as of the moment such notice has been provided to the SJIG Chair. (4/4/20)**

Section 7 - Responsibilities of the SJIG Individual Committees

The elected Chairpersons of the SJIG Standing Committees (see Section 3) are encouraged to form their respective committees from the SJIG Membership and OA members of SJIG member groups and to guide their Committees in the performance of the following responsibilities: (3/2/19)

A) **Registrar Chairperson**

1) **Shall be responsible for updating the SJIG meeting list (01/24)**
2) **Shall be responsible for sending updated meeting lists to the Website Chair for uploading to the website and to the Chair for distribution at the monthly business meeting.**
3) **Submit financial reimbursement requests using the proper form as found on the SJIG website to the Treasurer when necessary.**
4) **Check with WSO to ensure that SJIG meeting directory information is current & accurate**
5) **Assist new meetings in registering with WSO.**

B) **Public Information and Professional Outreach (PI/PO), Chairperson**

1) Recruit and meet with Committee members:

- **Determine what activities to pursue, form a resulting plan of action and make assignments**
- **Determine what materials, speaker lists and literature may be needed.**
- **Activities may include but are not limited to:**
  - **Health Fairs**
  - **Men's and/or Women's Expositions**
  - **Providing speakers for community groups such as Senior Centers, Men's and /or Women's Clubs, etc.**
  - **Distributing literature to doctor's waiting rooms.**
- **Distributing flyers to grocery store bulletin boards.**
- **Other activities to reach health professionals, people who would benefit from the program (obese, anorexics, diabetics, heart patients, etc.).**

2) Submit a monthly report at the SJIG meeting.

3) Submit financial reimbursement requests using the proper form as found on the SJIG website to the Treasurer when necessary.

C) **12th Step Within Chairperson (01/24)**

1) **Shall be responsible for establishing a committee to plan a yearly calendar of at least four (4) events for the SJIG.**
2) **Shall help organize and find Chairpersons to run the events of the SJIG.**
3) **Shall report monthly on 12th Step Within activities at the SJIG Meetings.**
4) **Submit monthly income/expense report to treasurer at each Intergroup meeting.**
5) **Submit financial reimbursement request using the proper form as found on the SJIG website to the Treasurer when necessary**

D) **Website and Technology Chairperson**

1) **Shall be responsible for upgrading and maintaining the SJIG Website with current information about the SJIG and the SJIG group meetings.**
2) **Shall report monthly on Website activity at the SJIG Meetings.**
3) **Submit financial reimbursement requests to the Treasurer when necessary.**

E) **Young Adults Chairperson**

1) Recruit and meet with Committee members

- **Determine what activities to pursue, form a resulting plan of action and make assignments**
- **Determine what materials and literature may be needed.**
- **Activities may include but are not limited to:**
  - **Health Fairs**
  - **Young Adults Expositions**
  - **Providing speakers for community groups**
  - **Distributing literature to college student activity centers, medical and nursing schools.**

- Distributing flyers to grocery store bulletin boards
- Other activities to reach health professionals, people who would benefit from the program (obese, anorexics, diabetics, heart patients, etc.).

2) Submit a monthly report at the SJIG meeting.
3) Submit financial reimbursement requests using the proper form as found on the SJIG website to the Treasurer when necessary.

Section 8 - 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 SJIG Service Board and the guidelines of the Twelve Traditions of OA.

Section 9 - Committee Responsibility

Any Committee decision and/or vote which establishes or changes a policy, or expends funds in excess of the approved budget, shall require approval by the SJIG prior to implementation. If such a situation arises, the Standing Committee Chairperson shall submit a written report to the SJIG at least one week prior to the regularly scheduled meeting of SJIG, and/or 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 10 - Vacancies

Should a vacancy, resignation, or removal of a Committee Chairperson occur, all pertinent information shall be turned over to the SJIG Chairperson. The SJIG shall then elect by majority vote a new Committee Chairperson to fill the vacancy and serve the remainder of the term. If a nominee is running unopposed, the nominee must receive 2/3 vote of eligible voters present at the meeting

Section 11 - Removal of Committee Chairpersons

A Committee Chairperson may be removed from office by a two-thirds (2/3) vote of the SJIG Service Board. Removal is based on unworthy conduct, return to compulsive overeating, or/and non-attendance. If a Committee Chairperson fails to attend two (2) SJIG Meetings unexcused, within a six (6) month period, his/her office shall be declared vacant. (3/3/18)

ARTICLE VII - SOURCE OF SJIG 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 SJIG according to Tradition Six.

C) The SJIG may accept donations from OA members, conforming to the general practice of OA.

D) The maximum allowable annual donation or bequest to the SJIG by OA members is to be limited to the same as allowable WSO amounts.

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

F) The SJIG shall not accept the 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 equal to an average of six (6) months (calculating by taking total expenses from January through December, dividing by 12, then multiplying by 6) SJIG expenses, for contingencies. Funds in excess may be donated to Region 7 and the World Service Office as needed and voted on at SJIG.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the SJIG 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 SJIG may adopt. The SJIG Chairperson may appoint a Parliamentarian to assist in these matters.

ARTICLE IX - AMENDMENTS TO SJIG BYLAWS

The SJIG Bylaws, with the exception of Article II, Sections 2, 3 and 4 and Article III section 2, may be amended as follows:

1) **Proposed amendments to the SJIG Bylaws may be submitted in writing by any member of SJIG to the SJIG Service Board Chairperson no less than (7) days prior to any monthly meeting of the SJIG, and it shall be presented to the membership at the next meeting.**
2) **An Ad Hoc Bylaws Committee may be formed for an annual review of these bylaws to discuss and propose possible amendments to the SJIG Bylaws. These amendments shall be presented to the February or March meeting of SJIG. (1/24/25)**
3) **All amendments shall be discussed and voted upon at the Meeting of SJIG following presentation, or, during consecutive months if deemed necessary by a majority of the governing body of SJIG. To become effective, a proposed amendment to the Bylaws shall require a 2/3 vote.**

Amendments to sections of these bylaws which are required by Overeaters Anonymous, Inc. for the purpose of conformity (currently Article II section 2, 3, 4, Article III section 2) are not amendable except when the Intergroup is notified of updates by the Board of Trustees or the World Service Office of Overeaters Anonymous, Inc. Such changes shall be considered editorial and shall be made upon receipt. The Intergroup Chairperson shall inform the intergroup of such changes at the next regular meeting of the Intergroup.

ARTICLE X - MAJOR POLICY MATTERS

Section 1 - In General

A) **Matters that affect the SJIG and/or groups within its service area shall be referred to the Service Board of the SJIG.**

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 OA 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 at the World Service Business Conference.**

Section 2 - Motions And Voting

All policy motions pertaining to, and presented to the SJIG, shall be decided upon by a simple majority vote of the Governing body then present and voting at any SJIG Meeting.

In the event that an issue is presented to the SJIG that requires a decision prior to the next regularly scheduled meeting of the SJIG, a vote may be conducted via telephone or virtually and shall be passed with a simple majority vote of the SJIG Service Board and Committee Chairpersons. This shall exclude any major SJIG Policy Motions or By-Law changes.

Section 3 – Execution of Checks, Notes, Contracts

A) **Contracts. The SJIG Executive Committee may authorize any officer or officers, Committee Chairperson, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of SJIG, and such authority may be general or confined to specific instances.**

B) Checks, Drafts and Other Financial Instruments. Except as otherwise provided by law, checks, drafts, orders for the payment of money, and other evidence of indebtedness of SJIG shall be signed by:

1. **The treasurer or other designated officer and only countersigned by the chair of the board or by other specified officer if the sum exceeds the budgeted amount and has been previously approved prior to distribution.**

ARTICLE XI - DISSOLUTION & DISCLAIMER

The SJIG does not contemplate pecuniary gain or profit to the members thereof and it is organized solely for non-profit purposes. Should the intergroup decide to disband, notification shall be sent to the Region Chair, Region Trustee and the World Service Office.

Section 1 - Asset Distribution

Upon the dissolution of the SJIG, after paying or adequately providing for the debts and obligations of the SJIG, the remaining assets shall be distributed to the World Service Office of Overeaters Anonymous, and/or to Region 7 of Overeaters Anonymous, 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(c)(3) of the Internal Revenue Code.

Section 2 - Beneficiaries

No part of the net earnings of the SJIG 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 SJIG 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.

ARCHIVE LISTING

This section will list any major additions, revisions or deletions to the SJIG Bylaws:

2024 Review Additions /Revisions/ Deletions

- 12th Step Within added as a committee (formerly an Ad Hoc Committee).
- Program Committee was deleted as workshops are available virtually.
- Monthly Intergroup Meetings are held virtually. The section was revised to accommodate these changes.

2025 Review Additions /Revisions/ Deletions

- Registrar Chairperson updated to include changes resulting from 1/2025 installation of new SJIG Website.
- Website and Technology Chairperson updated to include changes resulting from 1/2025 installation of new SJIG Website.
- Young Adult Chairperson and Committee are now a stand-alone committee. The committee and member responsibilities have been developed and added to this document.
- Execution of contracts, checks and financial instruments was added.
- Quorum requirements were updated.
- Secretary responsibilities were updated.

2026 Review Additions/Revisions/Deletions

- Established a Recording and Corresponding Secretary where before the Secretary performed both functions. Website and Technology Chairperson was adjusted for a duplicated task.