

# BYLAWS OF THE GREATER KANSAS CITY AREA INTERGROUP OF OVEREATERS ANONYMOUS

Region 5, Intergroup 09525

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## **ARTICLE I – Name of Organization**

The name of this organization shall be the Greater Kansas City Area Intergroup, hereinafter known as GKCAI.

## **ARTICLE II – Purpose of Organization**

### ***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 the Intergroup is formed. This Intergroup is in compliance with and qualifies as an exempt organization under Section 501 C(3) of the Internal Revenue code of 1954 (or the corresponding provision of any subsequent United States Internal Revenue Law).

### ***Section 2: The Twelve Steps<sup>1</sup>***

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<sup>2</sup>***

1. Our common welfare should come first; personal recovery depends upon OA unity.

<sup>1</sup>Permission to use the Twelve Steps of Alcoholics Anonymous with adaptation granted by AA World Services, Inc.

<sup>2</sup>Permission to use the Twelve Traditions of Alcoholics Anonymous with adaptation granted by AA World Services, Inc.

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 or 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.

#### ***Section 4: The Twelve Concepts of Service<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 OA World Service Office.

<sup>3</sup>Copyright 1995 Overeaters Anonymous, Inc. All rights reserved.

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: Composition of Membership***

- A. OA Groups (the definition of a group is given in Article III, Section 2). No member group may be registered with another Intergroup.
- B. Intergroup Representatives.
- C. The Intergroup Board (chairperson, vice-chairperson, secretary, treasurer, communications coordinator)
- D. Committee chairs
- D. Region Representatives
- E. World Service Business Conference Delegates

#### ***Section 2: Definition of Member Groups***

The Greater Kansas City Intergroup 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 by a future World Service Business Conference.

### **ARTICLE IV – The Intergroup Board**

#### ***Section 1 : The Intergroup Board***

- A. The Board shall consist of at least a Chairperson, Vice-Chairperson, Secretary and Treasurer.
- B. The immediate past Chairperson shall serve as an ex-officio member of the Intergroup Board for one year. The Intergroup Board may also include other positions such as the World Service Conference Delegates, committee chairs, and Regional Representatives. Their duties shall be set by policy adopted by the Intergroup and contained in the Intergroup job descriptions.
- C. The Intergroup Board shall serve as the Executive Board.

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

Nominations to the Board must be made one month in advance of the election at the meeting prior to the election meeting.

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

- A. Working the Twelve Steps of OA at least one year.
- B. Familiarity with the Twelve Traditions of OA.
- C. Familiarity with the Twelve Concepts of OA Service.
- D. Preferably one year of current abstinence for officers.
  - 1. Abstinence is defined as the action of refraining from compulsive eating and compulsive food behaviors while working towards or maintaining a healthy body weight. Spiritual, emotional and physical recovery is the result of living the Overeaters Anonymous Twelve-Step program.
  - 2. In working Overeaters Anonymous' Twelve-Step program of recovery from compulsive overeating, members have found a number of tools to assist in achieving and maintaining abstinence and recover from the disease. The Tools of Recovery are a plan of eating, sponsorship, meetings, telephone, writing, literature, anonymity, service and an action plan.
- E. Regular attendee of an active group for a least one year and to be or have been an IR or have relevant Intergroup experience for one year.
- F. Qualification for selection of World Service delegates/alternates shall be set by each intergroup provided that each delegate/alternate shall have at least one (1) year of current abstinence and at least two (2) years of service beyond the group level.

### ***Section 4: Method of Election***

- A. Elections shall be held annually at a meeting specified for that purpose.
- B. To be eligible for election to the board, nominee 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 Intergroup job descriptions.
- C. In order to be elected to membership on the Intergroup Board, a nominee must be present at the election meetings and must receive a majority vote of the IRs present and voting.

### ***Section 5: Terms of Office***

- A. Board members shall be elected to serve for one year.
- B. Board members shall serve no more than 2 consecutive terms.
- C. After an interval equivalent to time in elected office, a member may be again eligible for election.
- D. 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***

- A. Chairperson
  - 1. Shall preside at all regular and special meetings of this Intergroup and Intergroup Board.

2. Shall be responsible for establishing the agenda for all Intergroup meetings.
  3. May cast the deciding vote to make or break a tie.
  4. May not participate in a ballot vote.
  5. May attend all standing committee meetings.
- B. Vice Chairperson
1. Shall serve in the absence of the Chairperson.
  2. Shall perform all other duties as assigned or that s/he volunteers to do.
- C. Secretary
1. Shall see that minutes are kept at all Intergroup and Intergroup Board meetings and that a copy of the Intergroup minutes is printed and mailed to each Intergroup Representative (IR). As a cooperative gesture, a copy of minutes may be sent to the Regional Trustee.
  2. Shall maintain a file of all minutes of past meetings.
  3. Shall assist in distribution of the newsletter.
- D. Treasurer
1. Shall maintain a checking and savings account, if necessary, for dispersal of Intergroup funds.
  2. Shall submit financial reports each month at the Intergroup meetings.
  3. Shall be the cosignatory with one other Board member or an appointee of the Board.
  4. Shall assist, when called upon and able, to keep financial records for any Intergroup special function or project.
- E. Communications Coordinator
1. Shall maintain member email list, updating as needed.
  2. Shall receive newsletters, emails, and other correspondence from World Service, Regions, and Intergroups, and choose what is valuable to the Kansas City groups and members. Relevant sources include: World Service newsletters such as A Step Ahead and The Courier, Region newsletters such as the R4ward, and event flyers; information on service opportunities, additions and changes to OA literature, public information opportunities, Intergroup announcements, meeting changes, and World Service and region event information.
  3. Shall provide members on the email list relevant information.
- F. Other Board Positions
- Special and standing committee chairpersons and special-duty members (such as Public Information Officer) may be established as voluntary and/or appointed positions as required.

### ***Section 7: Vacancies and Resignations***

- A. If a member of the Intergroup Board fails to attend 2 consecutive meetings without prior notice, his/her office may be declared vacant by a majority of those members present and voting.
- B. Any board member may resign at any time for any reason by giving the Chairperson of the Intergroup Board written notice.
- C. Any Board member of this Intergroup may be removed from office by two-thirds vote of all eligible voting members at a special meeting announced for that purpose.

### ***Section 8: Filling of Vacancies***

- A. Vacancies shall be filled by a majority vote at the next meeting or special meeting of the Intergroup. Such persons chosen to fill said vacancies shall serve for the remainder of the unexpired term.
- B. A person chosen to fill any vacancy on the board shall meet the qualifications as defined in Article IV, Section 3 and be aware of all responsibilities of that position as described and defined in Article IV.

## **ARTICLE V – Intergroup Representatives**

- A. Intergroup representatives shall be selected by the group conscience of the group they represent. Each IR shall be selected by any method deemed appropriate by their group. These IRs shall serve for a period designated by their group, always subject to recall by the group they represent. Each group shall be free to designate an alternate delegate with the necessity arises.
- B. IRs should be selected for willingness to serve, commitment to the Twelve Steps and Twelve Traditions of OA, and length of time in program.
- C. The primary responsibility of the IR is to represent their group at all meetings of the Intergroup, to act as a liaison between this Intergroup and their group, to see that all communications pertaining to Intergroup are made available and, where requested, read aloud to the group.
- D. The Intergroup secretary shall notify representative groups of any IRs absences.

## **ARTICLE VI - Meetings**

### ***Section 1: Regular Meetings***

- A. The Intergroup shall meet monthly at a time and place designated by a majority of the voting members.
- B. Intergroup Board members and Intergroup Representatives compose the voting members at a meeting.
- C. Visitors are welcome and are encouraged to participate in discussion.

### ***Section 2: Annual Meetings***

An annual meeting shall be held in the month of October 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.

### ***Section 4: Method of Notification***

Notification of all meetings shall consist of notices prepared by the Intergroup secretary and distributed to each group secretary and/or IR two weeks prior to the date of the meeting. Notification may also be made by placing an announcement in the Intergroup newsletter, or by mail, and at the prior Intergroup meeting.

### ***Section 5: Quorum***

A quorum is all voting members present.

### ***Section 6: Voting Eligibility***

- A. The vice-chair, secretary, treasurer, communications coordinator, and IRs each have one vote. The chairperson will vote only in the case of a tie.
- B. Membership with no voice and no vote may be:
  - 1. Any employee
  - 2. Any member of the Fellowship who is not a duly elected representative or alternate.

## **ARTICLE VII - Committees**

### ***Section 1: Standing Committees***

The following standing committees may be established as required to carry out the purposes of the Intergroup in the most effective and efficient manner:

- A. Newsletter
- B. Public Information
- C. Other committees deemed necessary to carry on Intergroup work.

### ***Section 2: Special Committees***

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

### ***Section 3: Committee Appointments***

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

### ***Section 4: Committee Procedures***

Each standing or special committee shall be responsible for calling and holding meetings, and establishing its method of procedures, subject to the approval of the Intergroup Board and the guidelines of the Twelve Traditions of OA.

### ***Section 5: Committee Responsibility***

Any committee decision and/or vote 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 prior approval by the Intergroup. Each standing and special committee chairperson shall submit a written report to the Intergroup monthly and at the end of any specific event coordinated by that committee. When any monies are expended from an approved budget, a detailed and itemized financial report shall be included with the committee report.

### ***Section 6: Nominating Committee***

The Intergroup may have a nominating committee to recommend persons to serve as officers, regional representatives, and WSO delegates and persons to fill vacancies and to serve on the next nominating committee. The number of members on the committee



should be between three and five. The Chairperson of the Intergroup shall not serve on the committee, but may provide background information and input as requested by the committee.

***Section 7: Ex-officio Members***

- A. Past committee chairpersons may serve in an ex-officio capacity in their respective committees.
- B. The Intergroup Chairperson is an ex-officio member of all committees except the nominating committee.

***Section 8: Committee Bank Account***

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

- A. The committee chairperson and the Treasurer of the Intergroup shall be co-signers on the account. Two signatures shall be required on all checks.
- B. The committee chairperson shall keep all financial records and shall present a detailed, itemized report of transactions to the Intergroup monthly and following any event for which monies were expended or received.
- C. The committee chairperson 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 the Intergroup.

***Section 9: Vacancies***

Should a vacancy, resignation or removal of a committee chairperson occur, 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.

***Section 10: Removal of Committee Chairpersons***

A Committee Chairperson shall be removed from office on recommendation of the Intergroup Chairperson with approval of two-thirds of all voting members. Removal may be based on unworthy conduct, return to compulsive overeating, or non-attendance.

**ARTICLE VIII - Region Representatives**

***Section 1: Membership and Number***

The number of Region Representatives will be in compliance with the Region V Bylaws. Any member of the Delegate and Region Advisory Committee, with the approval of the Committee, may serve as an Alternate Region Representative.

***Section 2: Terms of Office***

- A. The term for a Region Representative shall be two (2) years. A Region Representative may not serve more than three (3) consecutive two (2) year terms. Elections shall take place at the October Intergroup meeting, which has been designated for elections. However, vacancies may be filled by a special election at a



monthly meeting of Intergroup. If elected, the Region Representative may only serve until the next October meeting. This short-term vacancy election is not to be included in the maximum terms that a Region Representative may serve.

- B. In order to be elected, nomination forms shall be submitted to the Intergroup Board 15 – 30 days prior to the October meeting date in order for the forms to be included with the agendas.
- C. Region Representatives are elected on a priority-list basis for purposes of funding attendance at Region meetings. Priority rotates whenever a Region Representative has served in the #1 position for two (2) years from the date of their first funded Region meeting. An additional term may be added if the Region Representative has not served in the #1 priority for the allowed time.
- D. If a Region Representative shall fail to attend three (3) consecutive Intergroup meetings, s/he is not fulfilling her/his duties and the office may be declared vacant or priority number changed by a majority of the voting body of Intergroup present at the time of the vote.
- E. If a Region Representative shall fail to attend three (3) consecutive Delegate and Region Advisory Committee meetings, s/he is not fulfilling her/his duties and the office may be declared vacant or priority number changed by a majority of the voting body of Intergroup present at the time of the vote.
- F. When a Region Representative has been elected to a Region V office, s/he shall resign as the Region Representative but shall continue to serve on the Delegate and Region Advisory Committee.

### ***Section 3: Qualifications and Eligibility***

All Region Representatives elected shall be required to have:

- A. At least one (1) year in Overeaters Anonymous.
- B. Six (6) months current abstinence.
- C. Regularly attended group and Intergroup meetings for the preceding year.
- D. Willingness to fulfill the duties of a Region Representative.
- E. These qualifications shall be met except for reasons the sufficiency of which shall be decided by the voting body of Intergroup.

### ***Section 4: Duties***

- A. Attend Intergroup and Delegate and Region Advisory Committee meetings regularly throughout their entire term.
- B. Actively represent the needs and desires of Intergroup and the Region at Region Assemblies.
- C. Inform the Intergroup and member groups of the actions of the Region and items of interest regarding other groups and Intergroups throughout the Region.
- D. Provide a written report within 30 days of any assemblies they attend, with emphasis on ideas and business actions taken by the Region that may be of use to the Intergroup
- E. Actively use the knowledge and skills gained by service as a Region Representative to benefit the Intergroup and individual compulsive overeaters who still suffer in our area.

## **ARTICLE IX – World Service Business Conference Delegates**

### ***Section 1: Membership and Number***

The number of World Service Business Conference Delegates (or alternates) will be determined by the current OA, Inc. Bylaws, Subpart B.

### ***Section 2: Terms of Office***

- A. A term of a World Service Business Conference Delegate/alternate shall be for two (2) years. A World Service Business Conference Delegate may not serve more than two (2) consecutive two (2) year terms. Elections shall take place at the October Intergroup meeting, which has been designated for elections. However, vacancies may be filled by a special election at a monthly meeting of Intergroup. If elected, the World Service Business Conference Delegate may only serve until the next October meeting. This short-term vacancy election is not to be included in the maximum terms that a World Service Business Conference Delegate may serve.
- B. In order to be elected, nomination forms shall be submitted to the Intergroup Board 15 – 30 days prior to the October meeting date in order for the forms to be included with the agendas.
- C. World Service Business Conference Delegates are elected on a priority-list basis for purposes of funding attendance at WSBC meetings. Priority rotates whenever a World Service Business Conference Delegate has served in the #1 position for two (2) years from the date of their first funded WSBC meeting. An additional term may be added if the World Service Business Conference Delegate has not served in the #1 priority for the allowed time.
- D. If a World Service Business Conference Delegate shall fail to attend three (3) consecutive Intergroup meeting, s/he is not fulfilling her/his duties and the office may be declared vacant or priority number changed by a majority of the voting body of Intergroup present at the time of the vote.
- E. If a World Service Business Conference Delegate shall fail to attend three (3) consecutive Delegate and Region Advisory Committee meetings, s/he is not fulfilling her/his duties and the office may be declared vacant or priority number changed by a majority of the voting body of Intergroup present at the time of the vote.
- F. Should a World Service Business Conference Delegate be elected as a World Service Trustee, s/he shall resign as the World Service Delegate.

### ***Section 3: Qualifications and Eligibility***

- A. A World Service Business Conference Delegate/alternate shall have at least one (1) year of current abstinence at the time of application submission, and must have continuous abstinence throughout the term(s).
- B. A World Service Business Conference Delegate/alternate shall have at least two (2) years of service beyond the group level and shall have been active at group and Intergroup service levels for the preceding year.
- C. Be willing to fulfill the duties of a World Service Business Conference Delegate.

- D. These qualifications shall be met except for reasons the sufficiency of which shall be considered by the voting body of Intergroup who may apply to the OA Board of Trustees to waive the qualifications.

#### ***Section 4: Duties***

- A. Attend Intergroup meetings regularly throughout their entire term.
- B. Represent the needs and desires of the Intergroup to World Service Office and World Service Business Conference.
- C. Inform Intergroup and member groups of the actions of World Service Office and the items of interest regarding other groups and Intergroups throughout the world.
- D. Provide a written report within thirty (30) days of any Conferences they attend, with emphasis on ideas and business actions taken by the WSBC that may be of use to the Intergroup.
- E. Actively use the knowledge and skills gained by service as a World Service Business Conference Delegate to benefit the Intergroup and the individual compulsive overeater in our area.

### **ARTICLE X –Funds**

#### ***Section 1: Source of Funds***

- A. Voluntary contributions of the member groups shall be the primary source of funds.
- B. Secondary source of income may be such occasional projects or activities as may be authorized by the Intergroup according to Tradition Six.
- C. The Intergroup may accept donations from OA members, conforming with the general practice of OA.
- D. The maximum allowable annual donation to the Intergroup by OA members is to be limited to five thousand dollars (\$5,000).
- E. The acceptance of bequests or donations from any outside source is prohibited.
- F. The Intergroup shall not accept the responsibility for trusteeship over, or enter into the distribution or allocations of funds set up outside of Overeaters Anonymous.

#### ***Section 2: Prudent Reserve***

There shall be no accumulation of funds beyond current necessities, with retention of only a prudent reserve for contingencies. Funds in excess shall be donated to Region 5 and to the World Service Office semi-annually as budgeted and directed by the Intergroup.

### **ARTICLE XI – Parliamentary Authority**

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

### **ARTICLE XII – Amendments To These Bylaws**

These bylaws, with the exception of Article II, Sections 2, 3 and 4, may be amended at any time by a vote of two-thirds of all voting members present. Copies of the proposed amendments must be submitted in writing and received by each group affiliated with this Intergroup at least one month prior to the meeting in which action is to be taken on the amendment. The Twelve Steps, Twelve Traditions and Twelve Concepts may not be amended except as per OA, Inc. Bylaws, Subpart B, Article XIV, Section 1.

### **ARTICLE XIII - Major Policy Matters**

- A. Matters which affect this Intergroup and/or groups within its service area shall be referred to the Board of this Intergroup.
- B. Matters related 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 the Twelve Concepts of Service shall be referred to the World Service Business Conference.

### **ARTICLE XIV - Dissolution**

#### ***Section 1: Deregistration***

In order to deregister, an intergroup must submit a written request to the World Service Office, region chair and region trustee.

#### ***Section 2: Disbursement of Remaining Funds***

Upon dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to the World Service Office of Overeaters Anonymous, and/or to Region 5

, in accordance with Tradition 6.

***Section 3: US Non-Profit with 501c (3) Status***

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 the services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.