

JOSEPHINE COUNTY INTERGROUP BYLAWS

PURPOSE

The purpose of these guidelines is to provide comprehensive guidance regarding administrative and operational procedures of the Josephine County Intergroup (Intergroup). Any changes to these guidelines shall require a majority vote of the steering committee and a 2/3rd vote of the Intergroup voting members present.

PURPOSE OF THE JOSEPHINE COUNTY INTERGROUP

The Intergroup is a service body, guided by the Twelve Traditions, and provides a process to aid the Groups in their common purpose: carrying the A.A. message to the Alcoholic who still suffers.

SERVICES

1. Carries the message of 12 step work for all Groups and members of A.A. by acting as a point of contact with A.A. for the general public, accepting and relaying to the nearest A.A. Group pleas for help from Alcoholics and their families.
2. Functions as a clearinghouse for communication on A.A. meetings and other activities for Groups and members of AA.
3. Provide conference approved literature at cost at Southern Oregon Central Office.
4. Provides speakers on the subject of A.A. for outside organizations or for A.A.Groups whenever requested.
5. Assists in the organization and establishment of new A.A.Groups as outlined by General Service Office (GSO) whenever requested.
6. Publishes and distributes a current meeting list.
7. Operates and maintains the Southern Oregon Central Office.
8. Operates and maintains a 24 hour answering service.
9. Publishes and distributes a newsletter via email and our website.

MEMBERSHIP

1. The Intergroup shall be comprised of A.A. Members that are elected representatives from the A.A. Groups of Josephine County and the city of Rogue River.
2. There is also a Josephine County Roundup representative.
3. It is suggested that a Member have six months of continuous and immediate sobriety.
4. Members should be familiar with the Twelve Traditions of Alcoholics Anonymous.
5. In the spirit of cooperation, a member should be willing to provide his/her name, address, and phone number for Intergroup business purpose only.
6. A Group (as defined in GSO Guidelines) shall exist for three(3) months before their Group representative will be eligible to vote on Intergroup matters.

MEETINGS

Regular meetings of the Steering Committee - group representatives - committee chairpersons shall be held once a month. All AA members are welcomed and encouraged to attend. The Chairperson or a 2/3rd majority of elected Group representatives or the Steering Committee may call special meetings.

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REGULAR MEETING PROCEDURES

1. Regular meetings will be held according to a simplified Roberts Rules of Order.
2. Elections:
 - a. Positions to be filled shall be announced prior to the actual election.
 - b. At the time of election, candidates shall announce their availability to fill the position to the Intergroup, the candidates' names shall be recorded by the Secretary. The Chairperson shall announce the candidates to the Intergroup.
 - c. The voting members shall vote either by a show of hands or by a closed ballot.
 - d. The Chairperson and Secretary shall count and record the results. The Chairperson shall report the results to the Intergroup.
 - e. The candidate receiving the majority of votes wins. In case of a tie, a re-vote shall be taken. If another tie occurs, the names shall be drawn from the hat.
3. A quorum shall consist of at least ten (10) members of the Intergroup, or the average of the preceding three months attendance, whichever is less.
4. All group members, steering committee members and committee chairpersons shall be entitled to one vote, except the steering committee chairperson, who votes only to break a tie.
5. These are the voting members.

STEERING COMMITTEE

1. The Steering committee shall consist of the Chairperson, Vice-Chairperson, Secretary, Treasurer, and Office Manager and shall be known as the Steering Committee for the Josephine County Intergroup.
2. The Steering committee's positions are elected by voting members to handle administrative activities, including Central Office maintenance and staffing and accounting of all funds.
3. It is suggested that Steering committee members have two years continuous and immediate sobriety.
4. It is suggested that Steering committee members have previous time in the Intergroup.
5. Since each member has one vote only, it is suggested that a Steering committee member not serve as a group representative concurrently.
6. All Steering committee members shall be elected by the Intergroup Membership.
7. It is suggested that the terms of office be two (2) years and staggered. Chairperson and Secretary to be elected in February of odd years. Vice-Chairperson, Treasurer and Office Manager to be elected in February of even years. An unexpired term that is vacated shall be filled by a special election.
8. It is suggested that a Steering committee member not hold the same position for consecutive terms. However, anyone filling out an unexpired term may be re-elected to that office.

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COMMITTEE CHAIRPERSONS

A list of committee chairpersons follows. It is suggested that the terms of office be two (2) years. The indication of [odd] or [even] for election years follows each committee chairperson.

1. Literature Chairperson [odd]
2. Newsletter Chairperson [odd]
3. Office Staffing Chairperson (Volunteer coordinator) [even]
4. Men's Jail Chairperson [even]
5. Women's Jail Chairperson [odd]
6. Oregon Youth Authority Chairperson [even]
7. Webservant [odd]

DUTIES OF THE STEERING COMMITTEE AND COMMITTEE CHAIRPERSONS

The duties for the steering committee, office manager and committee chairpersons are described in the documents filed at the Southern Oregon Central Office titled:

1. Josephine County Intergroup Committee Chairperson duties
2. Josephine County Intergroup Office Manager duties

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LIST OF REVISIONS

| DATE APPROVED BY: | SECTION | ORIGINAL TEXT/REVISION |
|---|--|--|
| January 8, 2014 Josephine County Intergroup Steering Committee | Original Document | Original Document |
| August 18, 2017 John Frazer – Office Manager | Committee Chairpersons | Delete 1) Public Information Chairperson (PI) [odd] 2) Cooperation with the Professional Community Chairperson (CPC) [odd] 4) Treatment Committee Chairperson [odd] 10) Bridging the Gap program Chairperson [odd] |
| August 18, 2017 John Frazer – Office Manager | Duties of the Steering Committee Chairpersons | Delete 1) Josephine County Intergroup Steering Committee duties |