

**GUIDELINES OF THE NORTH COAST INTERGROUP (#09434)  
of OVEREATERS ANONYMOUS – JULY 2016  
HUMBOLDT AND DEL NORTE COUNTIES, CALIFORNIA**

**ARTICLE I – NAME**

The name of this organization shall be the North Coast Intergroup of Overeaters Anonymous (NCIG).

**ARTICLE II – PURPOSE**

**Section 1 – Primary Purpose**

The primary purpose of North Coast Intergroup of Overeaters Anonymous is to carry the message of recovery to those with the problem of eating compulsively, by fostering the practice of the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service; and to serve and represent member groups.

**Section 2 – Spiritual Foundation**

The spiritual foundation for OA service is ensured by the warranties in Concept 12:

- A. That no OA service body shall ever become the seat of perilous wealth or power;
- B. That sufficient operating funds plus an ample reserve, shall be OA's prudent financial principle;
- C. That no OA member shall ever be placed in a position of unqualified authority;
- D. That all important decisions shall be reached by discussion, vote and whenever possible, by substantial unanimity;
- E. That no service action shall ever be personally punitive or an incitement to public controversy;
- F. And that no OA service committee or service body shall ever perform any acts of government, and each shall always remain democratic in thought and action.

**ARTICLE III – MEMBERS and MEMBER GROUPS**

**Section 1 – Membership**

Membership of the North Coast Intergroup with voice and vote includes the following:

- A) The NCIG officers: Chair, Vice-Chair, Secretary, and Treasurer.
- B) Intergroup Representatives (IRs), which consist of a member from each group with an alternate possible if a group chooses one.
- C) Region Representative
- D) WSB Delegate
- E) Committees may be created to perform special functions as determined by NCIG. A committee chair or officer, like every other NCIG member, will have only one vote even if also serving as an IR.

**Section 2 – Group Qualifications**

- A) Qualifications for group membership in NCIG: Groups registered with the World Service Office (WSO) that are within its region or geographic proximity may affiliate with the Intergroup. Virtual groups registered with the WSO may affiliate without regard to geographic proximity may also qualify for membership in NCIG.
- B) NCIG has the autonomy to determine which groups may affiliate with it; that decision will always be guided by OA Traditions and Concepts.
- C) NCIG endorses and abides by the definitions and bylaws of Overeaters Anonymous, Inc. and the bylaws of Region 2 of Overeaters Anonymous.

**Section 3 – Visitors** Any visiting OA member can have a voice but not a vote on matters at an NCIG Meeting.

**ARTICLE IV – ELECTIONS, TERMS, RESPONSIBILITIES**

**Section 1 – Nominations to NCIG**

Nominations for officers may be made from the floor at the time of election. A nominating committee may be formed at the direction of NCIG to seek candidates before the Election Meeting.

## **Section 2 – Qualifications for NCIG officers**

To qualify for election to NCIG, an individual must:

- A) Be working the Twelve Steps and Twelve Traditions of OA Service to the best of her/his ability.
- B) After election, it is recommended that the member read the 12 Concepts of World Service and be willing to study and abide by them as soon as may be.
- C) Have current abstinence (each person shall be the sole judge of her or his abstinence) and 6 months continuous attendance in OA meetings.
  - 1) World Service Business Conference delegates must comply with the abstinence and length of service requirements in the OA, Inc. Bylaws, Subpart B, Article X, Section 3(c)(1).
  - 2) Region representatives must comply with the abstinence and length of service specified in the OA, Inc. Bylaws, Subpart B, Article X, Section 3(c)(1).
- D) Be a regular member of an affiliated group.

## **Section 3 – Election of Officers**

- A) Nominations may be made from the floor at the time of election.
- B) Nominees must be present at the election meeting or have authorized their election in advance through a proxy. For election, the candidate must receive a majority vote.
- C) Voting will be by raised hands. Vice Chair and/or Treasurer will count the hands.

## **Section 4 - Election of Intergroup Representatives**

- A) Intergroup Representatives (IRs) will be selected by the group conscience of the group they represent. A group may also designate an alternate IR.
- B) The duty of the IR is to represent the group at NCIG meetings and to serve as a contact to carry communications between the NCIG and the represented group.
- C) Qualifications for an IR will be determined by the group they represent.

## **Section 5 – Term of Office**

- A) The term of office for a member of NCIG is one year starting in January.
- B) Members may serve no more than two consecutive terms in the same position. A member may serve again after a leave of four months or two NCIG meetings (whichever is less) from the position or may serve in a different position immediately.
- C) An officer may serve also as an Acting Intergroup Representative for a member group at NCIG until that group selects another member to represent them.
- D) The term of office for the Region Representative is two years starting in January of odd years. The Region Rep may serve two consecutive terms.

## **Section 6 – Responsibilities of the NCIG Members**

- A). Serve as guardians of the Twelve Steps, Twelve Traditions and Twelve Concepts with respect to the functions of the Intergroup.
- B). Perform the duties of their offices in accordance with NCIG practices.
- C). Serve as guardian of NCIG funds; perform an annual financial audit if appointed by NCIG.
- D). Provide a forum for the interchange of ideas and information among member groups.
- E). Assist in outreach events organized by NCIG.

## **Section 7 – Vacancies and Resignations**

- A) If an officer is absent from regular NCIG meeting more than two times without prior notice during a calendar year, she/he may be removed from the position by a majority vote of the Intergroup.
- B) Any officer may resign at any time for any reason by giving the Chair of the NCIG written, telephone or email notice. If the Chair wishes to resign, notice may be given to any other officer of NCIG.

**Section 8 – Vacancies** of officers shall be filled by a majority vote at the next meeting of NCIG after the vacancy occurs. Such persons chosen to fill said vacancies shall serve for the remainder of the unexpired term.

## **ARTICLE V – MEETINGS**

### **Section 1 – Regular Meetings**

- A). NCIG will meet regularly six times per year in the odd-numbered months on the third Saturday of the month at 11:10 am after the Arcata Saturday meeting. Occasional meetings may be cancelled due to short or non-urgent agenda or busy schedules of members.
- B). The usual meeting place is at Humboldt State University in the room used by the Arcata Saturday meeting but NCIG may occasionally decide to travel to other locations with notice given as described in Section 3 of this Article. This section may be amended without prior notification of the groups but notification must be given as soon as possible after.

### **Section 2 – Annual Meetings**

An annual meeting shall be held in the month of November for the election of officers whose term starts the following January.

### **Section 3 – Method of Notification**

The NCIG will provide at least two weeks' notice to each member group by email and by Intergroup Representative whenever possible. If necessary, IR's may be telephoned if no other means is available.

### **Section 4 – Quorum**

The quorum for voting purposes shall be, at a minimum, three NCIG officers or Intergroup Representatives or other NCIG members.

### **Section 5 – Meeting Procedure**

- A). The Twelve Traditions and the long form of the Concept of that month and the previous month(s) if there were no NCIG meeting the previous month shall be read at the beginning of each meeting.
- B). NCIG will operate under the attached Simplified Roberts Rules, incorporating the Traditions and Concepts of OA and ever striving for courtesy and substantial unanimity.

## **ARTICLE VI – PRUDENT RESERVE**

The NCIG treasurer will maintain a prudent reserve to cover expected operational needs including expenses incurred by Region 2 representatives and World Service Business Conference delegates. Excess funds will be donated to OA service bodies as determined by NCIG.

## **ARTICLE VII – AMENDMENTS TO THESE GUIDELINES**

These Guidelines may be amended at any time by a majority vote of the voting members present and voting at any regular meeting of the Intergroup. It is recommended that the endorsement of NCIG be obtained at the meeting prior to amending in order to notify the member groups in a timely manner. But urgent matters can be adopted provisionally to get final approval at the next NCIG meeting.

## **ARTICLE VIII – DISSOLUTION**

### **Section 1 – Deregistration**

In order to deregister, the Intergroup must submit a written notice to the World Service Office, Region Chair and Region Trustee.

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

If NCIG ceases operation and all debts have been paid, all remaining funds shall be distributed to other Overeaters Anonymous service bodies or to the local OA groups or the WSO in accordance with Tradition Six.

**ARTICLE IX**  
**NCIG PROCEDURE – SIMPLIFIED ROBERTS RULES OF ORDER**

The NCIG Meetings shall be announced at regular meetings and all members encouraged to attend.

1. The Chair shall prepare an agenda and email it to members. Items can be added at the start of the business meeting by approval of the group. Final agenda is approved by the members present.
2. At the beginning of the meeting, the Secretary shall record the date and the members attending. The secretary shall keep record of motions: who made them, who seconded and the final vote.
3. According to Tradition 2 and the OA Concepts, substantial unanimity is desired. Listening to others is essential to a loving higher power. It is preferable to continue discussion until everyone understands all points of view. Compromises are encouraged so that most points of view are considered in the group conscience.
4. The Chair can gently interrupt the discussion to keep order and to keep the discussion on track.
5. At all times speakers shall be courteous and respectful. Newcomers especially are treated with patience and are equal members. Not everyone may know the rules and traditions.
6. Minutes from previous meetings are approved or amended.
7. A motion is made by one person and seconded by another then becomes open for discussion. The body shall keep to the item at hand until it is approved, denied or tabled.
8. An amendment to the motion may be offered during the discussion to be approved by the maker of the motion.
9. If the discussion goes on too long or it becomes too heated, tabling the motion shall be considered until the next meeting striving for gaining a group conscience that expresses a loving higher power and substantial unanimity.
10. After the vote is taken on an important or controversial issue, at least one or two dissenting voices will be heard again and the vote taken a second time. (OA Concept 5).
11. After all agenda items are considered or if the meeting lasts too long, a motion is made to adjourn and shall be voted on by the members.
12. A loving higher power recognizes and considers all points of view with patience and courtesy.