

BYLAWS OF INLAND EMPIRE INTERGROUP OF SEXAHOLICS ANONYMOUS

STATEMENT OF PURPOSE:

The Inland Empire Intergroup of Sexaholics Anonymous (herein after referred to as IEIGSA) is a service board, representative of Sexaholics Anonymous (SA) Groups in the Inland Empire, whose members put their experience, strength, and hope into practice to solve common problems and help carry the message to sexaholics who still suffer.

Its primary purpose is to strengthen the unity of SA and help sexaholics achieve sobriety. To this end, IEIGSA shall meet regularly, providing a forum for communication and unified action by the various Inland Empire groups in matters of publicity, outreach, fellowship, regional and national service, and such other matters as may require cooperative effort.

It is to be remembered that this Intergroup is dedicated to service in the interest of all SA groups in the Inland Empire; it is not a governing body.

Article I, Name:

The name of this society shall be the Inland Empire Intergroup of Sexaholics Anonymous – (IEIGSA).

Article II, Object:

The object of IEIGSA shall be to administer and coordinate the business and activities common to the welfare of the SA Groups within the Inland Empire; to support the general needs of these groups; to serve as a link between these groups and the Southern California Intergroup Service Committee, the Southwest Region Service Committee, the SA Central Office, and the fellowship of SA as a whole; and to maintain the Twelve Traditions of SA. For the purpose of these BYLAWS, the term "SA Group" shall be defined as stated in *Sexaholics Anonymous*, as revised 10/15/01.

Article III, Members:

Section 1, Classes: This society shall have two (2) classes of members only: that of voting and the other of non-voting. Only voting members shall have voting rights. No person shall hold more than one membership in a class or combination thereof. There shall be no dues or fees for membership.

Section 2, Voting members: The voting members of the society shall be the elected officers and Group Service Representatives (GSRs) or, in a GSR's absence, the Group Service Representative Alternate of each SA Group within the Inland Empire Regional Area. For the purpose of these

bylaws, the term "Group Service Representatives" and "Group Service Representative Alternates" shall be defined as the individuals elected by each autonomous group within the Inland Empire Region and to act as a liaison between their respective meeting and IEIGSA. Unless otherwise stated, all voting members shall have a minimum of 90 days of continuous sobriety.

Section 3, Non-voting members: The non-voting members of this society shall be the representatives of the committees as defined in Article VII of these bylaws. The right of a non-voting member to introduce main motions shall be limited to motions made by that member's committee.

Section 4, Observers: SA members not addressed elsewhere in these bylaws shall be classified as observers. Observers shall only have the specific right to request the floor for the purpose of debate. Observers shall be limited to debate only after discussion has been initiated by an elected voting member of this body. Observers shall not have the right to make motions, second motions, or vote.

Article IV, Officers:

Section 1: The officers of this society shall be: Chair, Co-Chair, Secretary, Treasurer, Intergroup Representative (IGR), and Alternate Intergroup Representative. The SA sobriety requirement for these positions as defined in *Sexaholics Anonymous* (op. cit. pp 191–193) shall be 6 months.

Section 2: Beginning at the IEIGSA meeting held each October, IEIGSA ballot nominations shall be open. Group representatives shall petition their groups for volunteers for Intergroup positions from October through December of each year. At the IEIGSA meeting in December, all voting members shall finalize the IEIGSA ballot. Ballots shall be distributed to all SA groups no later than the date of the January IEIGSA meeting. It shall be the duty of IEIGSA to confirm candidates for the offices to be filled at the meeting in February.

Section 3: The officers shall be elected, by counting the ballots of all the SA fellowship, at the IEIGSA meeting in February to serve for one (1) year or until the successors are elected. Their 1 year term of office shall begin at the start of the IEIGSA March meeting.

Section 4: No officer shall hold more than one office in this society at one time, and no officer shall be eligible to serve more than two (2) terms consecutively in the same office.

Section 5: In the event of an absence by the officers of this body, every attempt shall be made to inform the chair or co-chair of the absence prior to the regular meeting. Two consecutive or four absences in a year, without cause or attempt to inform this body, shall be cause for dismissal. Dismissal is to be voted upon by the voting members of this body.

Section 6: If a vacancy in an office occurs, a qualified SA member (at least 6 months sobriety) may volunteer to fill it. A vote of approval by a majority of IEIGSA members is necessary to

accept a volunteer into the vacated position. A special IEIGSA meeting, as provided by Article VI, Section 4, may be called for this purpose. The officer shall fill the position for the remainder of the term.

Article V, Duties of Officers:

Section 1: It is the duty of the Chair to:

- a) Call and conduct regular and/or special Intergroup meetings.
- b) Arrange the agenda for each meeting, using the secretary's "Order of Business" as a guide (refer to Article V, Section 5.d).
- c) Open the meeting at the appointed time by calling the meeting to order, having ascertained that a quorum is present. (See Article VI, Section 2.)
- d) Announce, in proper sequence, the business that arises, using his/her judgment to adjust the agenda as the meeting may require.
- e) Expedite business in a way compatible with the rights of members and observers.
- f) Recognize members or observers who are entitled to the floor.
- g) State and put to vote all questions that legitimately come before IEIGSA and announce the result of each vote.
- h) Protect IEIGSA from obviously frivolous or dilatory motions by refusing to recognize them.
- i) Enforce the rules relating to debate, order, and decorum.
- j) Decide all questions of order, unless, when in doubt, the Chair prefers to submit such a question to IEIGSA for decision.
- k) Respond to inquiries of members relating to parliamentary procedure or factual information bearing on the business of IEIGSA.
- l) Authenticate by the Chair's signature, when necessary, all acts, orders, and proceedings of IEIGSA.
- m) Declare the meeting adjourned when IEIGSA so votes or, at the time prescribed in the agenda, or at any time in the event of a sudden emergency affecting the safety of those present.
- n) Conduct the general correspondence of IEIGSA.
- o) Be co-signer of IEIGSA's bank account.
- p) Sign all certified copies of acts of IEIGSA.
- q) Make a report of the year's work at the February meeting.
- r) Be a non-voting member of all committees.
- s) Appoint special committees as needed.
- t) Represent IEIGSA to the community and to the SA groups within San Bernardino and Riverside Counties.
- u) Maintain appropriate communication with all levels of the fellowship of SA as a whole.
- v) Work to advance the effectiveness of IEIGSA and enhance its service to the SA fellowship in The Inland Empire according to IEIGSA's statement of purpose.

Section 2: It is the duty of the Co-Chair to:

- a) Assume the position of IEIGSA Chair at the end of one year's service as Co-Chair.
- b) In the absence of the Chair, to serve as Chair.
- c) In the absence of the Secretary, to serve as temporary Secretary.
- d) Coordinate the functions of the committees.
- e) In the absence of the Treasurer the Co-Chair shall conduct the duties of the treasurer.
- f) Work closely with the Chair to advance the effectiveness of IEIGSA and enhance its service to the SA fellowship in The Inland Empire according to IEIGSA's statement of purpose.
- g) The Chair and Co-Chair are considered the same office for the purposes of term limits as described in Article IV, Section 4.

Section 3: It is the duty of the Intergroup Representative to:

- a) In the absence of the Chair and Co-Chair, to serve as Chair.
- b) Regularly attend local and regional service committees, and national fellowship functions when possible, to represent the Inland Empire Fellowship in matters that affect SA as a whole.
- c) Represent IEIGSA to the Southwest Region of SA.
- d) Provide reports to IEIGSA at each meeting covering the business of the Southwest Region.
- e) Work closely with the chair to advance the effectiveness of IEIGSA and enhance its service to the SA fellowship in The Inland Empire and internationally according to IEIGSA's statement of purpose.

Section 4: It is the duty of the Alternate Intergroup Representative to:

- a) In the absence of the Intergroup Representative, to serve as temporary Intergroup Representative.
- b) Assume the position of Intergroup Representative at the end of one year's service as Alternate Intergroup Representative .
- c) The Intergroup Representative and the Alternate Intergroup Representative are considered the same office for the purposes of term limits as described in Article IV, Section 4.

Section 5: It is the duty of the Secretary to:

- a) Keep a record of all the proceedings of IEIGSA.
- b) Distribute the copies of the minutes to each officer and member by the next IEIGSA meeting and to make the minutes and records available to members upon request.
- c) Oversee the use of IEIGSA post office box.
- d) Prepare prior to each meeting, an order of business for the use of the presiding officer, showing all matters known in advance that are due to come up.
- e) Provide for notification to IEIGSA of the time, place, and agenda for each IEIGSA meeting.

- f) Send out to the IEIGSA membership a notice of each special meeting known as the "call" of the meeting.
- g) Declare no quorum in the absence of the Chair, Co-Chair, and Intergroup Representative. (See Article 6, Section 2.)
- h) Maintain record book(s) in which the bylaws, special rules of order, standing rules, and minutes are entered, with any amendments to these documents properly recorded, and to have the current record book(s) on hand at every meeting.
- i) Keep on file all committee reports.
- j) Maintain IEIGSA files and archives.
- k) Keep IEIGSA official membership roll; and to call the roll where it is required.
- l) Notify officers, committee members, and delegates of their election or appointment, to furnish committees with whatever documents are required for the performance of their duties, and to have on hand at each meeting a list of all existing committees and their members.
- m) Sign all certified copies of acts of IEIGSA.
- n) Conduct and maintain the correspondence of IEIGSA which is not a function proper to the others offices or committees.
- o) Work closely with the chair to advance the effectiveness of IEIGSA and enhance its service to the SA fellowship in The Inland Empire according to IEIGSA's statement of purpose.

Section 6: It is the duty of the Treasurer of IEIGSA to:

- a) Be the custodian of IEIGSA funds, not entrusted to other offices or committees.
- b) Be a co-signer of IEIGSA bank account.
- c) Present a written treasurer's report of receipts and disbursements and a reconciliation of IEIGSA bank accounts at each regular meeting.
- d) Submit all records to periodic audit.
- e) Make a full financial report at each meeting.
- f) Disburse funds in a timely manner as necessary to fulfill the object of the society.
- g) Work closely with the chair to advance the effectiveness of IEIGSA and enhance its service to the SA fellowship in The Inland Empire according to the IEIGSA statement of purpose.

Article VI, Meetings:

Section 1, Regular Meetings: The meetings of IEIGSA shall be held on the first Saturday of each month at 8:15 a.m., unless otherwise ordered by IEIGSA.

Section 2, Quorum: A simple majority (51%, 4 officers) of the officers shall constitute a quorum.

Section 3, Special Meetings: Special meetings may be called by the Chair or upon written request of five (5) IEIGSA members. The purpose of the meeting shall be stated in the call. No business other than that stated in the call will be conducted. At least ten (10) days notice will be given, unless waved by all IEIGSA officers.

Article VII, Committees:

Section 1: Standing committees shall be formed from time to time as IEIGSA may deem it necessary, to carry on the work of IEIGSA. The Chair of these committees shall be appointed by the IEIGSA Chair. Such appointments shall be acknowledged at the next IEIGSA meeting.

Article VIII, Authority:

Section 1, Ultimate Authority: IEIGSA is limited to activities in furtherance of its primary purpose, and is bound by the Twelve Traditions of SA.

Section 2, Parliamentary Procedure: The rules contained in *Robert's Rules of Order Newly Revised* (1981) shall govern IEIGSA in all cases to which they are applicable and insofar as they are not inconsistent with these bylaws and any special rules of order that IEIGSA may adopt. Such special rules of order shall be listed in Appendix A of this document.

Article IX, Amendment of Bylaws:

These bylaws may be amended by two-thirds (2/3) vote of IEIGSA at the regular meetings or at a special meeting of IEIGSA, provided that the exact wording of the amendment has been submitted in writing and announced at least 2 previous regular meetings. To give all IEIGSA members adequate opportunity to deliberate and decide on any amendment, absentee ballots are allowed and will be distributed to each voting member by the IEIGSA secretary. An amendment passes on 2/3 majority of ballots cast. An abstention does not count as a ballot cast.

Appendix A, Special Rules of Order:

There are no special rules of order as of this revision.