

Greater NY Area SLAA Intergroup Bylaws

ARTICLE I. NAME:

The name of this organization shall be Greater NY Area SLAA Intergroup henceforth referred to as Intergroup. Intergroup is recognized by the U.S. Internal Revenue Service according to the Employer Identification Number (EIN) 20-258-7570.

ARTICLE II. PURPOSE, FUNCTION, and SERVICES:

SECTION A. PURPOSE:

Intergroup originated in keeping with Tradition Five of SLAA: Each group has but one primary purpose to carry its message to the sex and love addict who still suffers.

SECTION B. FUNCTION:

Intergroup acts as a communications and service center for all registered SLAA groups in the Greater NY area.

SECTION C. SERVICES:

The services Intergroup shall provide reflect the primary focus of administration and coordination of SLAA groups comprising its membership.

- 1) Within the Fellowship in the Greater NY Area:
 - a) Meeting lists to be published regularly through the Group Representative and Alternate Representative
 - b) Provide a forum for participating groups and members where they may share ideas, exchange suggestions for growth and promote unity of SLAA within the Intergroup area
 - c) Assist newly formed groups in the area. Intergroup shall maintain a \$75 fund to help new meetings defray their start-up costs. Funds are disbursed based on receipts provided by the new meeting and are subject to the approval of intergroup via group conscience.
 - d) Initiate correspondence/communications between Intergroups in the spirit of sharing our experiences, strengths and hopes.
 - e) Provide Fellowship Wide Services (FWS) with current lists of Intergroup officers, affiliated groups and provide names and addresses of current GR's and AR's.
 - f) Provide a channel through which new literature can be produced, edited, and submitted to FWS.
 - g) Alert FWS of ongoing activities of Intergroup
 - h) Provide a format for selection of Delegates and Alternates to FWS
 - i) Provide a forum for any SLAA member or group to discuss interpretation and application of the Traditions on any issue that may affect the fellowship as a whole.
- 2) Outside the Fellowship in the Greater NY Area:
 - a) Further the SLAA program in accordance with the Twelve Steps and Twelve Traditions of SLAA
 - b) Provide telephone service (with meeting) information
 - c) Connect an inquirer with an experienced, sober member of SLAA who would then encourage or take the newcomer to his/her first meeting
 - d) Educate the public with knowledge of SLAA recovery through regional papers, radio, TV and other public media staying within the Traditions of SLAA

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- e) Disseminate meeting lists, information and literature to the professional community such as hospitals, penal institutions, correctional facilities, mental health clinics, rehabilitation centers, courts, juvenile homes and abused family residences.
- f) Assist mental health professionals by furnishing speakers for non-SLAA organizations who are interested in our recover program and help these professionals to establish and SLAA group at their facility if requested.

ARTICLE III. MEMBERSHIP

SECTION A. CLASS

The membership of Intergroup shall consist of a Group Representative (GR) and Alternate Representative from each SLAA group desiring to participate in Intergroup and the officers of Intergroup who shall not serve as GR's or AR's during their officer terms. Those groups are deemed members provided that such group shall be registered with the Intergroup Secretary.

To qualify to register as a group, the group conscience must accept the 12 steps and Tradition of SLAA and read the SLAA Preamble at every meeting and accept the premises of these by-laws.

SECTION B. ELECTION OF GR'S AND ARS

Each GR and AR shall have three months active continuous participation in SLAA with concurrent affiliation with the group the delegate wishes to represent. In the case of a meeting younger than three months, the concurrent affiliation requirement shall be waived. Each GR and AR shall have a minimum of 30 days self-defined sobriety free from sex and love addiction.

SECTION C. TERM

Each GR and AR shall serve for a 6-month term, always subject to recall by the group they represent. Another AR will be elected thus ensuring equality of representation. The AR will finish the original term of a GR who is unable to complete his/her term.

SECTION D. VOTING PRIVILEGES

- 1) Each group registered with the Intergroup Secretary shall be entitled to one (1) vote in all business matters.
- 2) Only the GR or AR duly elected by their group and registered with the Intergroup Secretary may vote at any meeting of the Intergroup. The vote that is cast should reflect the collective conscience of the group it represents. Visitors or non-registered groups are encouraged to participate in the discussions only on will have no voting privileges. Whenever possible, all those voting shall have 30 days sobriety at that time of the Intergroup meeting.
- 3) The officers of Intergroup (excepting the Chairperson) shall be entitled to one (1) vote in all business matters. (See Section B, Item 12.)

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ARTICLE IV. MEETINGS:

SECTION A. REGULAR MEETINGS:

Intergroup shall meet for its regular business meeting at least six times a year, including the first Monday of Jan., Mar., May, July, Sept., Nov. Day, time, and place to be arranged by the Chairperson, at least 30 days in advance.

SECTION B. NOTIFICATION:

The Secretary shall notify the GR and AR and other officers of the meeting date, time, and place to be received one week (7 days) prior to the date of the event.

SECTION C. SPECIAL MEETINGS:

A special meeting of Intergroup may be called at any other time other than regular meetings by the Chairperson and/or a majority vote of the officers of Intergroup.

SECTION D. AGENDA:

Items for a regular or special meeting of Intergroup shall be suggested to the Chairperson no later than 24 hours before the meeting. The Chairperson will then prioritize, establish and maintain the agenda for each regular or special meeting. The fixed agenda for the regular business meeting shall be:

- I. OPENING**
 - A) Moment of Silence
 - B) Serenity Prayer
 - C) SLAA Preamble
 - D) SLAA Twelve Steps and Twelve Traditions
 - E) Introductions (if necessary)
- II. REPORTS**
 - A) Secretary
 - B) Treasurer
 - C) Other
- III. REQUESTS FOR NEW BUSINESS**
- IV. OLD BUSINESS**
- V. NEW BUSINESS**
- VI. CLOSING WITH SERENITY PRAYER**

ARTICLE V. QUORUM:

SECTION A. INTERGROUP ISSUES

At and Intergroup business meeting held upon proper notification, those GR's and AR's and officers present shall constitute a quorum and a simple majority of those eligible voters present shall govern for voting purposes.

SECTION B. FELLOWSHIP-WIDE SERVICES ISSUES:

At and Intergroup meeting held upon proper notification which is meant to establish a regional consensus or group conscience affecting SLAA as a whole, a vote of three-quarters of the total groups present shall govern.

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ARTICLE VI. OFFICERS AND GROUP REPRESENTATIVES and/or ALTERNATES

SECTION A. NOMINATION AND ELECTION OF OFFICERS

- 1) Election of officers shall be held in November. The meeting will be chaired by the outgoing Chairperson, or in his/her absence, by the outgoing Vice-Chairperson.
- 2) To Provide continuity to the Intergroup's leadership, all out-going officers will continue to perform the responsibilities of their respective offices until the installation of new officers who start their terms at the January meeting.
- 3) The term of office of all officers will be one year from the January meeting, until the next January meeting one year hence. There is no specified limit to the number of consecutive terms and officer may be held by a single individual. The Intergroup's group conscience, as reflected in the new officer election, will determine when an officer shall no longer continue in his or her position. If a term is disrupted, the new officer will finish the term.
- 4) Nominations of Intergroup officers will be made from the floor by any member of the new Intergroup voting body at the election meeting. A Nominating Committee will be considered when the size of Intergroup warrants it.
- 5) To be eligible for election as an Intergroup officer, at the time of the election a person should:
 - A. Be an active SLAA attendee for at least 6 months and have provided a minimum of 3 months service in a registered Greater New York area SLAA group, and have 3 months of self-defined sobriety free from sex and love addiction.
 - B. Be present at the election meeting.
 - C. Possess the qualities necessary to carry out the responsibilities of his/her office: good judgement; experience; stability, willingness and faithful adherence to the Twelve Steps and Twelve Traditions of SLAA.
- 6) To be elected as an officer a person must receive a simple majority vote of the newly elected GR's and AR's present at the election.
- 7) Any officer not present at two (2) consecutive Intergroup meetings shall be contacted and a new officer shall be elected or appointed.
- 8) A vacancy of an Intergroup officer shall be filled by a special election held at the next regularly scheduled Intergroup meeting. If necessary, the Chairperson may appoint an Intergroup member to carry out the responsibilities of the office until that election. Eligibility and voting requirements will be the same as for the regular Intergroup officer elections.

SECTION B. DUTIES AND RESPONSIBILITIES OF THE OFFICERS:

- 1) CHAIRPERSON
 - A. Presides at all Intergroup meetings.
 - B. Serves as Parliamentarian, or may choose to obtain one following Roberts Rules of Order.
 - C. Establishes and maintains the agenda for each Intergroup meeting. All matters of Intergroup policy shall be referred to the group for decision and action with respect to the 12 Traditions.
 - D. Delegates any duties of any individual officer when that officer and the Chairperson deem it necessary.
 - E. Arranges a meeting place for each Intergroup business meeting.
 - F. Acts as liaison to Fellowship Wide Services, and delegates tasks when and if necessary.

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- G. Picks up the mail, reads it and gets it to the appropriate person.
- H. Alternate signer on checks for Intergroup account.
- I. Calls special meetings.
- J. Appoints sub-committees. Appoints chairpersons if necessary and forwards any and all information to sub-committees, i.e. conference steering committee.
- K. Votes only to break a tie.
- L. Picks an auditor for the annual Treasurer's audit.
- M. At the end of term, works with the incoming Chairperson in transferring the duties of the job.

2) VICE-CHAIR PERSON/COMMUNICATIONS

- A. Presides at all Intergroup meetings in the absence of the Chairperson.
- B. Serves as Parliamentarian or may choose to obtain one in the absence of Chairperson.
- C. Assumes all other responsibilities in the absence of Chairperson.
- D. Alternate signer on checks for Intergroup account.
- E. Is alert to the need for meeting lists and arranges for the replacement, distribution and/or production of such.
- F. Ex-officio member of all standing committees.
- G. Picks up the mail, reads it and gets it to the appropriate persons in the event that the Chairperson is unable to do so.
- H. Arranges for maintenance and operation of phone machine, including updating the outgoing message.
- I. Arranges for maintenance and operation of the website.

3) SECRETARY

- A. Takes minutes of all regular, special, or executive meetings.
- B. Types and makes copies of the minutes.
- C. Notifies all GR's and AR's of meetings one week prior to the meeting.
- D. Submits minutes for amendments and/or approval at each meeting of Intergroup. Is an ex-officio member of all special, executive or standing committees, i.e. conference steering committee.
- E. At the end of the term, turns over the minutes for one year past and any service handbooks.
- F. Types correspondence as directed by the Chairperson.
- G. Updates meeting lists regularly.
- H. Provides meeting lists and by-laws to GR's for distribution.
- I. Submits a verbal Secretary's report at each meeting of the Intergroup, updating appropriate activities since the last meeting, if necessary.
- J. Maintains an accurate record of the full name, address and telephone number of each GR and AR.
- K. Keeps the Intergroup accurately registered with Fellowship-Wide Services.
- L. Notifies Fellowship-Wide Services of changes of officers and GR's.
- M. Keeps the dates of election to office of all Intergroup positions (GR's, AR's and Officers).
- N. At the end of the term, turns over correspondence for the year past and any service handbooks, and works with the incoming Secretary in transferring the duties of the job.

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- 4) TREASURER
 - A. Maintains a detailed accounting ledger of the financial activities of Intergroup.
 - B. Maintains a checking account in the name of Greater NY Area SLAA Intergroup. Signs all checks.
 - C. Deposits all donations received by Intergroup into this account.
 - D. Writes checks to cover all authorized Intergroup expenses from this account.
 - E. From the ledger, submits a verbal Treasurer's report at each business meeting of Intergroup containing the following information, to be included in the minutes:
 - (a) Total of donations received since last report.
 - (b) Total of expenses incurred since last report.
 - (c) Cash balance in checking account.
 - (d) Any outstanding debts owed by Intergroup.
 - (e) Net balance after considering indebtedness.
 - F. Receives all special monies, i.e. conferences, literature.
 - G. When necessary, reports on projected expenditures.
 - H. Prepares the books for a yearly audit.
 - I. Makes recommendations for contributions to Fellowship-Wide Services if and when solicited, above and beyond a monthly contribution of \$25.
 - J. At the end of the term, will turn over the books and explain the accounting systems to the new Treasurer.
 - K. Ex-officio member of all standing committees.
 - L. Shall never make an expenditure greater than \$300 without other officers or Intergroup approval and be responsible for maintaining at least a \$100 prudent reserve in the Intergroup account.
 - M. Coordinates funds for any lending services.

SECTION C. DUTIES AND RESPONSIBILITIES OF THE GROUP REPRESENTATIVE and/or ALTERNATE::*

- 1) They represent the voice of their group conscience by one vote per group at all Intergroup meetings.
- 2) They know what material is available from conference approved literature, Intergroup –meeting lists, newsletters, bulletins – and work with their home group to promote its use.
- 3) Submits verbal GR report at each business meeting of Intergroup, if necessary.
- 4) They are familiar with the book Sex and Love Addicts Anonymous, 12 Steps and 12 Traditions; are guardians of the Traditions to their group and are encouraged to learn whatever they can about Intergroup's vital traditions and customs.
- 5) As part of their activities within their home groups, they work with the group Treasurer to establish a proposal for a regular contribution plan to Intergroup, and Fellowship-Wide Services. They help prioritize the proportion of surplus funds allocated to their own home group, then Intergroup, and finally Fellowship-wide Services, if their group conscience deems it appropriate.
- 6) If approved by their home group's conscience, they will serve as contact person for their meeting place for the length of their term.
- 7) They often help with planning, advance registration, and publicity for Intergroup functions. Following these events, they make reports to their group for the benefit of those who could not attend.

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- 8) They may be on the mailing list for Fellowship-Wide Services if they wish and are listed in the SLAA directory as contacts for the individual groups. They receive any Fellowship-wide newsletter or bulletin and keep their groups abreast of SLAA activities all over the country.
- 9) At the end of the term, works with the incoming Group Representative in transferring the duties of the job.

*The Alternate assumes the duties of the GR in the absence of the GR.

ARTICLE VII. FINANCIAL STRUCTURE:

SECTION A.

The activities of the Intergroup shall be financed primarily by the contributions of its member groups. Since this support is crucial, each group is encouraged to establish a regular schedule for contributing. It should be noted, however, that contributing to the Intergroup is not a requirement for an SLAA group's affiliation with the Intergroup.

SECTION B.

A secondary source of financial income to the Intergroup may be from occasional Intergroup projects or activities or sale of Intergroup literature.

SECTION C.

The Intergroup may accept donations of up to \$1,000 per year from individual members in accordance with the Twelve Traditions and general practices of SLAA Intergroup.

SECTION D.

The acceptance of bequests or donations from any outside source is prohibited, as outlined in Tradition Seven.

SECTION E.

The Intergroup shall not accept the responsibility, trusteeship or enter into the distribution or allocation of funds set up outside if Intergroup.

SECTION F.

Upon dissolution of the Intergroup, after paying or adequately providing for any debts or obligations, the remaining assets shall be donated to SLAA Fellowship-Wide Services.

SECTION G.

No part of the net earnings of the Intergroup shall ever inure to or be for the benefit of, or distribution to it's members, trustees, officers, or other private persons, except that the Intergroup shall be empowered to pay compensation for services rendered and to make payments and distributions in furtherance of the exempt purpose for which it was formed.

SECTION H.

Under so circumstances shall the Intergroup carry on any activities not permitted to be carried on by an association exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954.

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ARTICLE VIII. COMMITTEES:

SECTION A.

The Chairperson, together with the Intergroup officers, shall appoint such committees as required in order to carry out the purpose of the Intergroup. Each group shall submit monthly reports on activities and expenditures. The Chairperson, Vice-Chairperson, Treasurer and Secretary of the Intergroup shall be ex-officio members of all standing and ad-hoc service committees.

- 1) A committee head shall be appointed from those GR's or AR's duly elected.
- 2) Any committee head not present at two (2) consecutive Intergroup meetings shall be contacted and a new committee head shall be appointed or elected.

ARTICLE VIII. COMMITTEES:

SECTION A.

Matters which relate to major policy affecting Sex and Love Addicts Anonymous in the Greater NY area shall be referred to the Intergroup for discussion and resolution. Matters which relate to Sex and Love Addicts Anonymous as a whole shall be referred to the Augustine Fellowship, Fellowship-Wide Services Board of Trustees through the position of the Chairperson and when instituted, the Delegate to Fellowship-Wide Services.