

**BYLAWS OF THE OA H.O.W. TWO HOUR FORMAT VIRTUAL MEETINGS
VIRTUAL INTERGROUP OF OVEREATERS ANONYMOUS**

Approved May 19, 2019

ARTICLE I – NAME

The name of this organization shall be the **OA H.O.W. TWO HOUR FORMAT VIRTUAL MEETINGS VIRTUAL INTERGROUP**, also known as **HVIG**.

ARTICLE II – PURPOSE

The primary purpose of **OA H.O.W. TWO HOUR FORMAT VIRTUAL MEETINGS VIRTUAL 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 and/or intergroups. In order to achieve this purpose and serve the specific needs of the OA HOW Virtual meetings, the HVIG will:

- A) Oversee, manage and maintain a website for all affiliated groups;
- B) Oversee, manage and maintain a collective “We Care” list of members of OA following the Two Hour HOW format; and
- C) Send a delegate to the World Service Business conference whenever possible.

D) Twelve Steps

The Twelve Steps suggested for recovery in the Fellowship of Overeaters Anonymous are as follows:

- 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.

E) Twelve Traditions

The Twelve Traditions of Overeaters Anonymous are:

- 1) Our common welfare should come first; personal recovery depends upon OA unity.
- 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 and 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 non-professional, 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.

F) Twelve Concepts

The Twelve Concepts of OA Service are:

- 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.
- 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 – MEMBERSHIP

Section 1 – Membership

Membership of the HVIG with voice and vote includes the following:

- A) The HVIG officers;
- B) Intergroup representatives (IRs), which consist of two representatives from each OA H.O.W. Two Hour Format Virtual Meeting that seeks to be a part of this intergroup and is affiliated with this HVIG by registering with the OA World Service Office;
- C) World Service Business Conference delegate(s);
- D) Region representative(s); and
- E) Standing Committee chairs. (NOTE: No person shall have more than one vote even if serving in more than one capacity.)

Section 2 – Qualifications

- A) A virtual intergroup is composed primarily of virtual groups, which are telephone, online, or non-real time meetings as defined by Overeaters Anonymous and include video and hybrid meetings. With permission, a land-based group may affiliate with a virtual intergroup and a virtual group may affiliate with a land-based intergroup.
- B) The HVIG 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.
- C) These points shall define an Overeaters Anonymous group:
 - 1) As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service.

- 2) All who have the desire to stop eating compulsively are welcome in the group.
- 3) No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting).
- 4) As a group they have no affiliation other than Overeaters Anonymous.
- 5) It has affiliated as an Overeaters Anonymous group by registering with the World Service Office.

Section 3 – Intergroup Representatives

- A) Intergroup representatives (IRs) are OA HOW Sponsors selected by the group conscience of the group they represent. Each group may have two representatives.
- B) The duty of the IR is to represent the group at HVIG meetings as guided by the 12 Concepts of OA and to serve as a contact to carry communications between the HVIG and the represented group.
- C) Intergroup representatives should be working the Twelve Steps, Twelve Traditions, and Twelve Concepts of OA Service to the best of his/her ability;
- D) Groups may designate, on a meeting by meeting basis, an alternate to represent the group's voice and vote on behalf of that meeting if the designated representative is unable to attend.

ARTICLE IV – THE INTERGROUP (HVIG) BOARD

Section 1 – The HVIG Board

- A) The board consists of the following officers: Chair, Vice Chair, Secretary, and Treasurer.
- B) The HVIG board also shall include Chairs of Standing Committees, World Service Business Conference delegate(s), and region representative(s.)
- C) Meetings shall be chaired by the Chair. In the event the Chair is unable to chair any meeting, the Vice Chair will lead the meeting. In the event the Vice Chair is not available, the Secretary will open the meeting and hold an election for a Temporary Chair.

Section 2 – Qualifications for the Intergroup Board

To qualify for election to the HVIG board, an individual must:

- A) Be working the Twelve Steps, Twelve Traditions, and Twelve Concepts of OA Service to the best of his/her ability;
- B) Have at least one year of current OA H.O.W. abstinence (as determined by the person in consultation with their sponsor) except as follows:
 - 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 3c (1). Current requirements are one-year current abstinence and at least two years of service beyond the group level.
 - 2) Region representatives must comply with the abstinence and length of service specified in the region's bylaws; and
- C) Be a regular member of an affiliated group.

Section 3 – Nominations to the HVIG Board

Nominations to the HVIG board may be made prior to the September meeting and included in the agenda or from the floor at the time of election, or by a nominating committee formed at the discretion of the HVIG board.

Section 4 – Election of Board Members

- A) Elections will take place at the September meeting and the new newly elected officers will take office as of October.
- B) Nominees must be present at the election meeting.
- C) Voting will be by voice ballot, and the candidate must receive a majority vote of votes cast.
- D) Individual voice ballot of each voting Intergroup member may be conducted, as needed, in an order determined by the Intergroup Chair.

Section 5 – Term of Office

- A) The term of office for a board member is one year, except for the Treasurer position, which is a term of two years. Terms shall start on October 1st of each year.
- B) A Board member may serve not more than two consecutive terms in the same position. A member may serve again after a leave of two years from the position.
- C) A Board member may not serve on the Board in any capacity for more than six consecutive years and must rotate off of the Board for a minimum of one year before returning to a Board position.
- D) Once elected, a board member may not also serve as a group representative at the intergroup level.

Section 6 – Responsibilities of the HVIG Board 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 HVIG Policies and Procedures Manual.
- C) Serve as guardian of HVIG funds and participate in an annual financial audit.
- D) Provide a forum for the interchange of ideas and information among member groups.

Section 7 – Vacancies and Resignations

- A) If a board member is absent from an HVIG meeting more than two times within a twelve-month term of office without notification to the Chair, he/she may be removed from the position by a majority vote of the ballots cast either at a regular HVIG meeting or a meeting announced for that purpose.
- B) Any board member may resign at any time for any reason by giving the chair of the HVIG written notice.
- C) Any board member of this HVIG may be removed from office for due cause by a majority vote of the ballots cast at a regular or 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 HVIG after the vacancy occurs. 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 2.

ARTICLE V – MEETINGS

Section 1 – Regular Meetings

The HVIG will meet at a time and place designated by a majority of the voting members and shall meet no fewer than six times per year.

Section 2 – Annual Meetings

An annual meeting shall be held in the month of September for the election of officers.

Section 3 – Special Meetings

A special meeting may be called at any given time by a majority vote of the HVIG board, or by a quorum of HVIG members, provided sufficient notice is given to the membership.

Section 4 – Meetings by Virtual Conference

Members of the HVIG may participate in a meeting through use of electronic means, so long as all members participating in such meeting can hear one another and have a way to participate in any voting. Materials presented during the meeting shall be made available to those participating virtually. Participation by HVIG members in a meeting in the manner provided in this Section constitutes presence in person at such meeting.

Section 5 – Method of Notification of Meetings and of Draft Agenda

- A. The HVIG will provide at least 10 days’ notice of meetings and draft agenda to board members, to each group representative and/or alternatively contact person, if there is no group representative, and by posting on the HVIG website.
- B. Notification to Members - The HVIG will provide notification of upcoming meetings to the membership in a monthly correspondence. It will include a notice of topics likely to be covered and a list of issues addressed at the last HVIG meeting.

Section 6 – Quorum

The quorum for voting purposes shall be three group representatives and two Intergroup officers.

Section 7 – Meeting Procedure

The Twelve Steps, Twelve Traditions, and at least three of the Twelve Concepts shall be read at the beginning of each meeting.

ARTICLE VI – COMMITTEES

There shall be two Standing Committees as follows:

- A. Website Committee
- B. We Care/Sponsor List Committee

The Intergroup may establish additional committees, Standing and Ad Hoc, as defined in the HVIG Policies and Procedures Manual and as are needed for the welfare and operation of the HVIG. Every committee is directly responsible to the Intergroup as expressed by group conscience.

ARTICLE VII – PRUDENT RESERVE

The HVIG Treasurer will maintain a prudent reserve of \$1,500 to cover expected operational needs. Excess funds will be donated to OA service bodies as determined by the HVIG.

ARTICLE VIII – PARLIAMENTARY PROCEDURE

Parliamentary procedure shall be used to conduct business, guided by Robert's Rules of Order, Newly Revised.

ARTICLE IX – AMENDMENTS TO THESE BYLAWS

These bylaws may be amended at any time by two-thirds of the voting members present and voting at any regular or special meeting of the intergroup. The proposed amendment must be communicated in writing to each member group via their intergroup representative or their listed group contact if there is no representative at least 30 days prior to the voting meeting. Additionally, the intergroup will use electronic means of communication with the fellowship as a whole and post the proposed amendment on the HVIG website. Amendments to the Twelve Steps, Twelve Traditions, and Twelve Concepts of OA may only be made as per OA, Inc. Bylaws, Subpart B, Article XIV, Section 1.

ARTICLE X – DISSOLUTION

Section 1 – Deregistration

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

Section 2 – Disbursement of Remaining Funds

When this intergroup ceases operation and all debts have been paid, all remaining funds shall be distributed to other Overeaters Anonymous service bodies or the WSO in accordance with Tradition Six.

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

Upon the 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, or to a non-profit fund, association, foundation, or corporation which is organized and operated exclusively for charitable, educational, or religious and/or scientific purposes, and which has established its tax exempt status under Section 501c (3) of the Internal Revenue Code. In accordance with Overeaters Anonymous Traditions, such non-profit fund, association, foundation, or corporation should be either the OA World Service Office or another OA service body.

No part of the net earnings of this association shall ever inure to be or be used for benefit of, or be distributed to its members, trustees, officers, or other private person, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the expressed purpose for which it was formed.