

By-Laws of the SAA Big Book Study Intergroup

Preamble

The SAA Big Book Study Intergroup exists solely to support its member groups in their *primary purpose* which is to carry the message of the 12-Steps of recovery to the sex addict who still suffers. We use the book *Alcoholics Anonymous* (a.k.a. the A.A. Big Book, or the Big Book) as our source, although we follow the 12 Traditions of Sex Addicts Anonymous. Our purpose is further defined by the Guiding Principles of the SAA Big Book Study Intergroup as adopted on April 3, 2021 and as they may be amended. We are ultimately governed a loving God (Higher Power) as that God may express himself in our meetings.

1 Name

- 1.1 The name of the group shall be ‘the SAA Big Book Study Intergroup’ (hereinafter called ‘the Intergroup’).

2 Objectives and Powers

- 2.1 The Intergroup shall be a service committee directly responsible to its registered groups to help them carry the message of the Twelve Steps to the sex addict who still suffers.
- 2.2 The Intergroup may only do things that are necessary to fulfill this responsibility and are consistent with the Twelve Traditions.

3 Registered Groups

- 3.1 SAA groups that follow the “Guiding Principles of the SAA Big Book Study Intergroup” may be registered with the Intergroup at a regular meeting.

4 Group representatives

- 4.1 Each registered group may send any number of representatives to Intergroup meetings, but they will send information to the Secretary of the Intergroup identifying their Official Representative.
- 4.2 The Intergroup may exclude a group representative from meetings in accordance with the voting threshold outlined in section 7.4.1, only if the representative acts in bad faith to disrupt the functioning of the group.
- 4.3 The Registered Group may change their Official Representative as often as they choose.
- 4.4. Only one member from each Registered Group may vote on an agenda item at a regular meeting. If the Official Representative is in attendance, they will be the voting member.

5 Officers

- 5.1 Officers shall be elected from among representatives from Registered Groups at the Annual Meeting and will begin their term of service at the first meeting after the Annual meeting. The Officers of the Intergroup are:
 - 5.1.1 A Chair responsible for the efficient conduct of meetings and developing the draft agendas.
 - 5.1.2 A Secretary responsible for sending notice and minutes of meetings and other duties as may be assigned by the BBSI.
 - 5.1.3 A Treasurer that is responsible for maintaining an account, and reporting to the Intergroup as required.
 - 5.1.3.1 A Vice-Treasurer. The term of the Vice-Treasurer shall coincide with the Treasurer, but service time does not count against being available for election for any other office. The Vice-Treasurer shall assist the Treasurer in his duties and will assume the duties of the Treasurer if the Treasurer is unable to fulfill the duties of the office. This interim period shall not extend beyond the next Annual Meeting.
 - 5.1.4 The Intergroup may elect a Vice-Chair. The Vice-Chair shall assist the Chair in their duties and will assume the duties of the Chair if the Chair is unable to fulfill the duties of the office. This interim period shall not extend beyond the next Annual Meeting.
- 5.2 Officers may serve multiple terms subject to the following limitations:
 - 5.2.1 Officers shall not serve in the same position for a third consecutive year, but may serve two terms and the remainder of an unexpired term. Except that the Treasurer may serve for four terms plus any fraction of an unexpired term.
 - 5.2.2. A person may serve as any two of the following positions, provided that there are at least three persons serving as Officers: Secretary, Treasurer, Web Coordinator.
- 5.3 The Intergroup shall dismiss an officer only if the officer prevents the Intergroup from functioning effectively.
- 5.4 If an officer resigns or is dismissed or is otherwise unable to perform their office then the Intergroup shall elect an acting officer from among group representatives to serve until replaced or elected at the next Annual Meeting.

6 Meetings

- 6.1 The Intergroup shall meet for regular business meetings at least six times a year. The Annual Meeting counts as toward those six meetings. The Intergroup Officers, and subcommittees of the Intergroup may meet as often as necessary, but no decision affecting the entire Intergroup may be made at any meeting except an official business meeting of the Intergroup.
- 6.2 Notice of each meeting shall be sent by email to the email provided by a registered group for their Official Representative. Notice of any official meeting shall be sent at least seven days before the meeting. An agenda for the meeting shall be adopted at the meeting a proposed agenda shall be sent out with as much notice as possible. The BBSI may adopt policies that are more strict concerning notice and the delivery of the agenda.
- 6.3 Notice of any of the following business shall be included on the adopted agenda and discussed at two consecutive business meetings before a decision can be made:
 - 6.3.1 To cancel membership of a group;
 - 6.3.2 To dismiss an officer or exclude a group representative;
 - 6.3.3 To schedule or ratify an amendment to these By-Laws;
 - 6.3.4 To schedule or ratify dissolution of the Intergroup.
- 6.4 Any business of the Intergroup shall require a quorum. A quorum shall exist for a meeting if representatives of six registered member groups are present or at least half of the registered representatives, whichever is less.
- 6.5 The Annual Meeting shall be held at the first official business meeting after September 30. The following shall be done at the Annual Meeting:
 - 6.5.1 Election of Officers.
 - 6.5.2 Adoption of the Annual Budget
 - 6.5.3 Other annual business as the Intergroup may determine from time to time.

7 Voting

- 7.1 Thorough discussion of all issues should precede voting. Substantial unanimity is always the desired goal. (as described in AA Concept Twelve) For our purpose substantial unanimity is defined as 3/4th of voting members present.
- 7.2 When voting is deemed necessary by the Chair, only one representative per group may vote.
- 7.3 The Officers may vote either for their office or as the representative of their group, but not both.

- 7.4 Any of the following business shall require a [three-fourths (3/4ths)] seventy-five percent (75%) majority of those present and voting (per the requirement of Section 6.3)
- 7.4.1 To dismiss an officer or exclude a group representative;
 - 7.4.2 To cancel membership of a group;
 - 7.4.3 To ratify an amendment to this By-Laws (see also language in section 10.1);
 - 7.4.4 To ratify dissolution of the Intergroup.
- 7.5 While substantial unanimity is always the desired goal these are exceptions that are allowed:
- 7.5.1 If substantial unanimity cannot be reached on the first vote, the Chair shall ask for a motion to table the item until the next meeting except for any motion to adjourn, a motion to adopt an agenda, and any motion to table an item.
 - 7.5.2 A simple majority vote will be considered the decision of the Intergroup if no motion to table is made and passed. Where a vote requires substantial unanimity, a request for a motion to table shall not be required.
- 7.6 The “Right of Appeal” grants those voting on the side of the minority (non-prevailing side) the chance to express their minority opinion verbally and/or in writing to the chair should they wish. If done in writing, they shall be placed in the meeting minutes. After the minority have waived or exercised their right of appeal, the Chair shall ask if a motion to reconsider from two members (one to make the motion the other to second motion) of the majority (prevailing side) would like to be made. If a motion is made and seconded the motion shall proceed according to Robert’s Rules of Order.

8 Committees

- 8.1 The Intergroup may appoint committees and subcommittees as they see fit.

9 Paid and volunteer staff

- 9.1 The Intergroup may employ group representatives or other members of the Fellowship to perform tasks for which it might otherwise have to employ others. These positions shall be approved in the Annual Budget.

9.1.1 The Intergroup may choose by election to hire a Web Coordinator or other as a volunteer or employee, or by a successful motion and vote, authorize the Chair, or a select committee to select a Web Coordinator.

10 Amendments

- 10.1 The Intergroup may ratify an amendment to these By-Laws only if the precise wording was included in the agenda in two consecutive meetings. The amendment shall be included in the minutes of the first meeting where it was presented and cannot be passed the same meeting in which substantial changes have been made.

11 Reserved

12 Dissolution

- 12.1 The Intergroup shall send a notice to all Official Group Representatives within seven days of the first meeting dissolution is discussed.
- 12.2 On ratification of dissolution, the Intergroup shall use available assets to meet any debts and donate any remaining assets wherever possible to the International Service Organization of Sex Addicts Anonymous, or another institution or institutions having similar objectives named in the motion for dissolution.