

PINELLAS TRADITIONS INTERGROUP

#09412

BYLAWS

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TABLE OF CONTENTS

ARTICLE I - NAME.....	4
ARTICLE II - PURPOSE.....	4
Section 1 - Purpose.....	4
Section 2 - The Twelve Steps.....	4
Section 3 - The Twelve Traditions.....	4
Section 4 - The Twelve Concepts of Service.....	5
ARTICLE III – MEMBERS.....	6
Section 1 - Membership.....	6
Section 2 - Qualifications for Membership in the Intergroup.....	6
Section 3 - Intergroup Representatives.....	6
ARTICLE IV - MEETINGS.....	7
ARTICLE V - OVEREATERS ANONYMOUS GROUPS.....	7
ARTICLE VI - THE INTERGROUP BOARD.....	8
Section 1 The Intergroup Board.....	8
Section 2 Election of Board Members.....	8
Section 3 - Term of Office.....	8
Section 4 - Resignations and Vacancies.....	8
Section 5 - Qualifications for the Intergroup Executive Board.....	9
ARTICLE VII- DUTIES OF OFFICE.....	9
Section 1 – Chair.....	9
Act as Guardian of overall unity and group conscience as expressed in the Twelve Steps, Twelve Traditions and 12 Concepts of Service.....	9
Section 3 - Secretary.....	9
Section 4 - Treasurer.....	10
Section 5 – Webmaster.....	10
Post any communications from members or committees that have been approved by the Chair or Vice Chair.....	10
Section 7 - Region 8 Representative or Alternate (hereinafter known as RR).....	10
ARTICLE VIII - COMMITTEES.....	11
Section 1 - Committees.....	11
Section 2- Qualifications.....	11
Section 3 -Committee Appointments.....	11
Section 4- Committee Procedures.....	12
Section 5- Committee Reports.....	12
Section 6- Records, Property Funds.....	12
Section 7 - Term of Office.....	12
Section 8 - Committee Descriptions.....	12
ARTICLE IX - FINANCES.....	13

ARTICLE X - PARLIAMENTARY AUTHORITY	13
ARTICLE XI - AMENDMENTS TO THESE BYLAWS	13
ARTICLE XII - MAJOR POLICY MATTERS	13
ARTICLE XIII - DISSOLUTION.....	14

ARTICLE I - NAME

The name of this organization shall be the Pinellas Traditions Intergroup (PTI)

ARTICLE II - PURPOSE

Section 1 - Purpose

The primary purpose of PTI is to aid those with the problem of compulsive eating through the Twelve Steps, Twelve Traditions and Twelve Concepts of Overeaters Anonymous as well as to serve and represent the OA groups from which the Intergroup is formed: this Intergroup is in compliance with and qualifies as an exempt organization under the Section 501 (c)(3) of the Internal Revenue Code of 1954 (or the corresponding section of any future United States Internal Revenue Law) as of April 18, 2016. PTI acknowledges that abstinence is the foundation of physical, emotional, and spiritual recovery.

Section 2 - The Twelve Steps

1. We admitted that 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 whenever 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 the 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.

Section 3 - The Twelve Traditions

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.

Section 4 - The Twelve Concepts of Service

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 the World Service Business Conference the active maintenance of our world services; thus, the 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 acts of government, and each shall always remain democratic in thought and action.

ARTICLE III – MEMBERS

Section 1 - Membership

- A. Meetings within the geographic definition of Intergroup properly registered with World Service Office and who meet the requirements of WSO, and this Intergroup shall be considered for membership and a vote shall be taken for admission. (Geographic area shall be defined as Pinellas County & Pasco County)
- B. An OA meeting is defined as the following:
 - 1. Any two (2) or more persons meeting in conformity with these bylaws and who practice the 12 Steps, 12 Traditions, 12 Concepts and policies as set forth by OA World Service and Region 8 and this Intergroup.
 - 2. All who have a 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 OA.
 - 5. No meeting group may be registered with another Intergroup.

Section 2 - Qualifications for Membership in the Intergroup

- A. Groups within the geographic definition of Intergroup properly registered with World Service Office and who meet the requirements of WSO, Region 8, and this Intergroup shall be considered for membership and a vote shall be taken for admission. (Geographic area shall be defined as Pinellas County & Pasco County)
- B. An OA group is defined as the following:
 - 1. Any two (2) or more persons meeting in conformity with these bylaws and who practice the 12 Steps, 12 Traditions, 12 Concepts and policies as set forth by OA World Service and Region 8 and this Intergroup.
 - 2. All who have a 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 OA.
 - 5. No meeting group may be registered with another Intergroup.

Section 3 - Intergroup Representatives

- A. Intergroup representatives (IR) will be selected by the group conscience of the group they represent. Each meeting group shall determine selection method.

- B. The primary responsibility of the IRs (or alternate(s) when appropriate) shall be to represent their group at all functions of the Intergroup and to report back to their meeting group the actions of the Intergroup.
- C. Whenever possible, Intergroup Representatives, intergroup board officers and committee chairs positions will be held by different people.
- D. Establishing the qualifications for their intergroup representatives is the responsibility of the individual groups.
- E. Intergroup representatives physically reside in Pinellas/Pasco County area.

ARTICLE IV - MEETINGS

Section 1 - Regular Meetings

The regular business meeting of PTI shall be held once a month at a regular time and place including video conference to be published in the newsletter.

Section 2 - Annual Meetings

The regular business meeting in November shall be the Annual meeting, held in person or video conference. It shall be for the purpose of electing Executive Board members, World Service Delegate(s) and Region 8 Representative(s)/alternate(s), and for receiving annual reports from the board members and committees.

Section 3 - Special Meeting

A special meeting may be called at the request of any board member(s) or five (5) intergroup representatives, provided a ten (10) day notice is given to each by phone, e-mail or in writing.

Section 4 - Quorum

For the purpose of conducting business at any meeting held upon proper notification, except a Board Meeting, a quorum shall be defined as five (5) voting members.

Section 5 - Board Meeting

The Executive Board shall meet as required to conduct PTI business in person or video conference. Any authority that is not given to a specific officer or committee or to the entire Intergroup shall be exercised by the agreement of three (3) members of the board.

Section 6 - Intervals Between Meetings

Decision on minor issues that are time sensitive that arise between regularly scheduled meetings shall be made by a minimum of ¾ of the board members via telephone, video conference or e-mail and be confirmed by general membership at the next meeting.

ARTICLE V - OVEREATERS ANONYMOUS GROUPS

- A. 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.

ARTICLE VI - THE INTERGROUP BOARD

Section 1 The Intergroup Board

- A. The PTI Executive Board is the group of trusted servants tasked with leading PTI in the carrying out of its duties. The Executive Board does not govern. The Executive Board consists of the Chair, Vice Chair, Secretary, and Treasurer. The immediate past Chair may serve as ex-officio member of the Intergroup Board for a period of one (1) year.
- B. Each member has only one vote.
Chair of this Board shall be entitled to voice and one (1) vote to break a tie.
In the absence of the Chair, the following order shall preside: Vice Chair, Treasurer and Secretary (at which time a temporary Secretary shall be appointed). If no Board Members are present, the Intergroup will appoint a temporary Chair and Secretary by majority vote for that specific meeting.

Section 2 Election of Board Members

- A. Notice of October Nominations and November Elections shall be published in the October Newsletter; to include date time and place.
- B. Elections shall be held at the November meeting.
- C. To be elected to any of the offices being voted upon, each nominee must be present and receive a majority of the vote.
- D. A vote will be taken even if there is only a single nominee for the position.
- E. Vice Chair and Treasurer are elected in the even years.
- F. Chair and Secretary are elected in the odd years.

Section 3 - Term of Office

- A. The Officers of the Executive Board shall serve no more than two (2) consecutive two (2) year terms, in the office that they were elected.
- B. The term of office commences on the first of January.
- C. If an incoming officer cannot assume charge immediately, the outgoing officer's term will be extended until the newly elected officer can begin to officiate.

Section 4 - Resignations and Vacancies

- A. Anyone holding an elected service position may resign at any time for any reason by submitting a written resignation to the Chair or Secretary.
- B. Any elected official no longer active at the group level will be asked to resign.
- C. Anyone holding an elected service position requiring abstinence must resign if he/she has relapsed.
- D. Upon missing two (2) consecutive Intergroup meetings, an officer may be asked to resign.
- E. Regional Representative can be asked to allow the alternate to attend the next Conference/Business Assembly, providing the alternate has been in attendance and meets PTI requirements (See Article VII, Section 7).
- F. A WSBC Delegate can be asked to allow the alternate to attend the next WSBC, providing the alternate has been in attendance and meets the WSO requirements (See Article VII, Section 6).
- G. If a board position has been vacant for two months, the board has the responsibility to nominate a member that meets the requirements to fill that position for the remainder of the term.
- H. If a board position has been vacant for two months, the board has the ability to nominate a member that meets the requirements to fill that position for the remainder of the term.

Section 5 - Qualifications for the Intergroup Executive Board

- A. Nominee must have arrested their compulsive eating and be practicing the principals of the Twelve Steps and Twelve Traditions.
- B. Nominee must have awareness and an understanding of the Twelve Concepts of OA Service.
- C. Nominee must be working an abstinent food plan, be a regular attendee of an active PTI OA meeting group for a period of six (6) months and have attended intergroup meetings.
- D. Nominee must have six (6) months of current and consecutive abstinence for the Intergroup Board.
- E. Nominee physically resides in Pinellas/Pasco County area.

ARTICLE VII- DUTIES OF OFFICE

Section 1 – Chair

Act as Guardian of overall unity and group conscience as expressed in the Twelve Steps, Twelve Traditions and 12 Concepts of Service.

- A. Vote at Intergroup meetings and at elections, only to break a tie.
- B. Serve as liaison and maintains updates with the World Service Office and Region 8.
- C. Maintains the Certificate of Eligibility up to date with Region 8 every January.
- D. Maintain meeting list and notify webmaster.
- E. Every even year apply for OA logo approval.
- F. Establish the agenda. Send out the agenda, treasurer’s report and last month’s minutes prior to intergroup meetings.
- G. May attend standing committee meetings.
- H. Have possession of Roberts Rules of Order, current edition and bring to all meetings.
- I. Delegate duties as needed.
- J. Shall turn over all records and materials belonging to the Intergroup to his/her successor.
- K. Holds one (1) of two (2) debit cards. The chair has a flash drive.

Section 2 - Vice Chair

- A. Assume the office of Chair if vacated or in the absence of the chair.
- B. Shall assist the Chair whenever needed.
- C. Serve as Committee Liaison.
- D. May attend standing committee meetings.
- E. Delegate duties as needed.
- F. Turn over all records and materials belonging to the Intergroup to his/her successor.

Section 3 - Secretary

- A. Shall record minutes of all regular and special meetings of the Intergroup.
- B. Records attendance during introductions.
- C. Distribute copy of the unapproved minutes to PTI all members at, allPTI@oapinellas.org 5 days prior to intergroup meetings.
- D. Send a copy of approved minutes to the Webmaster each month.
- E. Maintain an electronic file of all past minutes and records of the Intergroup.
- F. Turn over all records and material belonging to the Intergroup to his/her successor.
- G. Direct correspondence to the appropriate officer or committee Chair and maintain a file of all outgoing correspondence.
- H. The Secretary will store the secretary minutes, the bylaws and P&P on the computer: back up files monthly and store the external flash drive.

Section 4 - Treasurer

- A. Maintain the treasury and checking account as needed for dispersal of Intergroup funds.
- B. Submit monthly financial report at all regular meetings of the Intergroup from the first of the month to the last day of the previous month.
- C. Send a copy of previous month's approved treasurer's report to editor for newsletter by the 25th of each month.
- D. Serve as the Chair of the budget committee, which shall consist of at least three members (Chair, Treasurer and one other voting member).
- E. The annual audit shall be performed by the audit committee (The Chair and two other voting members) for the previous year, January through December, and completed by the month of January.
- F. Treasurer will serve as a member of the scholarship committee.
- G. Hold one (1) of two (2) debit cards.

Section 5 – Webmaster

Post any communications from members or committees that have been approved by the Chair or Vice Chair.

Section 6 - World Service Business Conference Delegate/Alternate (hereinafter known as WSBC)

- A. Applicant should have at least one year of active/continuous group attendance in meetings that are affiliated with Pinellas Traditions Intergroup and physically resides in Pinellas/Pasco County area.
- B. Attend World Service Conventions and /or Conferences of OA, except when to do so would place an economic burden upon the Intergroup. All such attendance involving Intergroup funds shall be approved in advance.
- C. WSO elected delegates from this Intergroup shall meet all qualifications and requirements as defined by the World Service Organization of Overeaters Anonymous. requirements in the World Service Bylaws, Subpart B, Article X, Section 3c 1. Current requirement are one (1) year current abstinence and at least two (2) years of service above the group level, term beginning in January, unless vacant.
- D. Shall be elected to one two (2) year term which must conform to the requirements of WSO, may be elected to a second two (2) year term, and not to serve more than 4 years consecutively, unless a waiver is applied for to WSO.
- E. Shall keep the Intergroup advised of the business of WSO and make regular reports of activity and information received as the Intergroup Delegate.
- F. Turn over all records and materials belonging to the Intergroup to his/her successor.
- G. The Intergroup shall designate a 1st and 2nd elected Delegate in the event that the number allowed changes due to the per capita allocation.

Section 7 Region 8 Representative or Alternate (hereinafter known as RR)

- A. Applicant should have at least six (6) months of active/continuous group attendance in meetings that are affiliated with Pinellas Traditions Intergroup and physically resides in Pinellas/Pasco County area.

- B. Attend Regional Assembly meetings, except when to do so would present an economic hardship to the Intergroup.
- C. All attendance involving intergroup funds shall be approved in advance.
- D. Representatives should be selected for sound judgment, experience, stability, and willingness to serve and for faithful adherence to the program of the Twelve Steps of Overeaters Anonymous and the Twelve Traditions. A Region 8 Representative should have a minimum of six (6) consecutive month's current abstinence.
- E. Shall be elected and serve as RR for a two (2) year term in conformity with, and as prescribed in the Region 8 Bylaws, and may be elected to a second two (2) year term, beginning in January, unless vacant.
- F. Upon leaving office, turn over all pertinent records and materials belonging to the Intergroup to his/her successor.

ARTICLE VIII - COMMITTEES

Section 1 Committees

- A. Committees shall be formed by PTI as necessary for the welfare and operation of the Intergroup and constituent groups.
- B. Each Committee shall have a designated head chair. Chair will either volunteer or be chosen at the discretion of the individual committee.
- C. Standing committees may include, but are not limited to:
 - 1. Bylaws & Electronic Documents
 - 2. Intergroup Outreach (IGOR)
 - 3. Professional Outreach and Public Information (PIPO)
 - 4. Ways and Means
 - 5. Twelfth Step Within
- D. Ad Hoc Committees may be formed when needed. These committees are temporary and dissolve when their function is completed.
 - 1. Nominating Committee
 - 2. Budget Committee
 - 3. Audit Committee
 - 4. Scholarship committee

Section 2 Qualifications

- A. Commit to the Twelve Steps, Twelve Traditions and the Twelve Concepts of Service, and to OA as a way of life.
- B. Involvement at the group level
- C. In addition, the Committee Chair must be active at the Intergroup level.

Section 3 Committee Appointments

- A. The Board shall designate such committees deemed necessary for the welfare and successful operation of the Intergroup.
- B. The Intergroup Chair with the approval of the established quorum shall appoint a committee chair.

Section 4 Committee Procedures

Each committee may establish its rules with respect to meetings, procedures and actions, subject to the guidelines of the Twelve Traditions and Twelve Concepts of Service of OA, these bylaws and World Service requirements.

Section 5 Committee Reports

- A. Each committee chair shall submit a report of all activities at each meeting of the Intergroup.
- B. When monies are spent a detailed and itemized report should be included with the report.

Section 6 Records, Property Funds

Immediately upon leaving any committee position all records, property and funds shall be turned over to the Intergroup Chairperson.

Section 7 Term of Office

The term of office for the Committee Chair shall be two (2) years, unless otherwise stated, beginning in January, unless vacant.

Section 8 Committee Descriptions

1. Work with PTI Board and membership to submit motions to be voted on at PTI, as needed.
2. Ensure that PTI motions, Bylaws, policies, and procedures comply with OA, Inc. Bylaws, and that none of our internal document's conflict with each other.
3. Update bylaws and policy and procedure documents to reflect changes addressed at PTI meetings. Shall review/update the bylaws and policies and procedures annually beginning in August.

A. Twelfth Step Within (TSW)

1. Plan intergroup sponsored events at the discretion of the group. This may include celebrating OA holidays: OA January Birthday (3rd weekend), Unity Day (4th weekend in February), Sponsorship Day (3rd weekend in August), IDEA (3rd weekend in November), and TSW Day (December 12th).
2. Organize and support other activities to retain members within OA groups, such as the Florida State Convention and the Franciscan Center Retreat.
3. Help members in relapse and recovery by sharing information and ideas on how to strengthen their program, through abstinence and the spiritual principles of the 12 Steps and the 12 Traditions.

B. Professional information Public Outreach (PIPO)

1. Carries the message of OA to all Health care professionals of our community.
2. Carries the message of OA to the public.

C. Intergroup Outreach (IGOR)

1. Act as a liaison between other intergroups, Region 8 and World Service, sharing information of upcoming events.

D. Ways and Means

Raise funds to support our intergroup.

E. Ad Hoc Committees

1. The Intergroup may form ad hoc committees aside from the standing committees to address events or concerns as determined by the Intergroup membership.

2. An ad hoc committee would have a specific goal and limited time frame of action and would have a chair who is not a member of the executive board.

ARTICLE IX - FINANCES

Section 1 Reimbursement of Expenses

- A. Actual expenses incurred by those attending official functions of World Service, Region 8, or any other approved activities by the intergroup shall be reimbursed. Such costs including but not limited to transportation, tolls, meals, lodging and registration costs, providing necessary funds are available, when turning in receipts and voucher.
- B. Depending on available funds reimbursement costs allowed may be modified by the Intergroup. In all cases every effort should be made to conserve funds made available by the Intergroup.

Section 2 Miscellaneous expenses

- A. Each such authorization for reimbursement shall be approved in advance by the Intergroup.
- B. Depending on available funds reimbursement costs allowed may be modified by the Intergroup. In all cases every effort should be made to conserve funds made available by the Intergroup.
- C. General operating expenses.
- D. Regular donations to World Service Office (WSO) of OA.
- E. Regular donations to the Southeastern Overeaters Anonymous Region 8 (SOAR)
- F. Funding for new groups (seed money) with the understanding that they send an Intergroup representative and abide by PTI's Bylaws.

ARTICLE X - PARLIAMENTARY AUTHORITY

Parliamentary procedure shall be used in conduction of business. The current edition of "Roberts Rules" shall govern disputes when they are applicable, and are not inconsistent with these bylaws, the Twelve Steps, Twelve Traditions and Twelve Concepts of Service. The parliamentarian shall enforce these rules during the meeting.

ARTICLE XI - AMENDMENTS TO THESE BYLAWS

These bylaws may be amended at any time, with the exception of Article II, Sections 2, 3, and 4, by a two-thirds (2/3) vote of eligible Intergroup voting members at any regular or special meetings of the Intergroup, provided the proposed amendment has been submitted in writing and received by each meeting group affiliated with this Intergroup at least thirty (30) days prior to the meeting at which action is to be taken on the proposed amendment.

ARTICLE XII - MAJOR POLICY MATTERS

Matters, which affect the Intergroup or meeting groups within its service area, shall be referred to the Executive Board of this Intergroup. Matters, which relate to Overeaters Anonymous as a whole shall be referred to the World

Service Board of Trustees. Matters, which affect Subpart B of the Bylaws of Overeaters Anonymous, Inc., or which relate to the Twelve Steps, Twelve Traditions and the Twelve Concepts of Service shall be referred to the World Service Business Conference.

ARTICLE XIII - DISSOLUTION

Upon dissolution of this Intergroup, after paying any and all debts that is owed, or obligations of this Intergroup, the remaining assets shall be forwarded to Region 8, in the amount of 25 % and the World Service Office of Overeaters Anonymous in the amount of 75%. No part of the funds of this Intergroup shall ever be used for the benefit of, or be distributed to its members, officers, representatives, delegates, or private persons, except that the Intergroup shall be empowered to pay reasonable reimbursement of expenses as may be incurred.

If this office holds any assets on trust, such assets shall be disposed of in such a manner as may be directed by decree of the Superior Court of the County in which this corporation's principal office is located, upon petition thereof by the Attorney general or by any person connected in liquidation.

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

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Revised 8-18-2017

Revised 8-17-2018

Revised 4-19-2019

Revised 8-17-2019

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