

**BLUEGRASS INTERGROUP OF ALCOHOLICS ANONYMOUS
LEXINGTON KENTUCKY
BY LAWS**

The Alcoholics Anonymous Groups of the Central Kentucky area consider it essential that cooperative action be taken in carrying the A.A. message to the still suffering alcoholic.

BE IT RESOLVED, that here be established an intergroup office of the Bluegrass Intergroup, a 501(c)(3) group, and that the following Bylaws be adopted to govern the operation of this office.

ARTICLE I

INTERGROUP REPRESENTATIVE COMMITTEE

Section 1

The Intergroup Representative Committee, herein referred to as the Intergroup Committee, shall be composed of one (1) member from each A.A. group. The selection of the A.A. intergroup representative shall follow the suggestion in the A.A. Service Manual and the A.A. Guidelines pertaining to intergroup offices. It is suggested that the member chosen have at least one (1) year of current continuous sobriety at the time of selection.

Section 2

Intergroup meetings shall be held each month on the first Thursday of each month at 7:00 pm, and location to be determined by the intergroup steering committee. All intergroup representatives will be notified monthly, with meeting information. The meetings may be subject to change due to inclement weather or other circumstances at the discretion of the intergroup steering committee.

Section 3

Only members of Alcoholics Anonymous may attend intergroup meetings. Exceptions may be made only by approval of the Intergroup Committee conscience prior to the meeting at which the guest's presence is requested. Concerns of A.A. members shall be heard only through their representative or alternate. Each A.A. group shall have one (1) vote in the proceedings, which will be cast by the representative or designated alternate.

Section 4

The intergroup committee is concerned with all matters affecting A.A. as a whole, within the intergroup service area. The committee shall be responsible for reviewing all actions of the steering committee and to amend or rescind any action which does not meet the approval of the intergroup committee's conscience as a whole.

ARTICLE I - INTERGROUP REPRESENTATIVE COMMITTEE, CONTINUED

Section 5

The representatives present at any meeting shall constitute a quorum, except in the case of an amendment, alteration, repeal, or addition to these bylaws; **such action to require an affirmative vote of two-thirds majority of at least half the affiliated groups with intergroup representatives.**

Section 6

The suggested order of business at meetings is as follows:

1. Non A.A. announcements
2. Open meeting with a moment of silence and Serenity Prayer
3. Read Traditions
4. A.A. announcements
5. Roll Call of IGRs/Introductions
6. Reading of minutes of previous meeting/motion to suspend reading or acceptance
7. Financial Report
8. Old Business
9. New Business
10. Office Coordinator's Report
11. Standing Committee Reports and District Liaison Reports
12. Open Discussion (any questions or problems with a group)
13. Adjournment with the Responsibility Pledge of Alcoholics Anonymous

*I am responsible.....When anyone, anywhere, reaches out for help,
I want the hand of A.A. always to be there. And for that: I am responsible.*

ARTICLE II

INTERGROUP OFFICE STEERING COMMITTEE

Section 1

The steering committee shall be composed of six (6) members: Chairperson, Vice Chairperson, Recording Secretary, Treasurer, Committee Member At-Large, and Intergroup Office Coordinator. Qualifications for election as an office of the steering committee are one(1) year of previous service as an intergroup representative and three (3) years of continuous sobriety.

Section 2

In the event that a member of the steering committee fails to attend two (2) consecutive steering committee meetings and/or intergroup meetings, except for due cause, it will be assumed that he/she has resigned and the intergroup committee will be asked to elect another member to complete the unexpired term.

ARTICLE II – INTERGROUP OFFICE STEERING COMMITTEE (continued)

Section 3

The Election of the steering committee members shall be conducted during the December intergroup committee meeting in the odd year. The election of officers of the steering committee shall be accomplished in the following manner: the office coordinator shall compile a list of intergroup representatives, past and current. The eligible intergroup representatives shall be polled by the chairperson as to their willingness to stand for elections. The vote for each office shall be secret ballot. Following the first ballot for each office, if no candidate has a seventy-five (75%) majority, of those present and eligible to vote, the name with the least votes shall be dropped and the balloting continues. After five (5) ballots without a seventy-five (75%) majority, the remaining names are dropped in a hat and the one pulled out is elected. Those eligible to vote are both the outgoing and incoming intergroup representatives or their alternate.

For position chairperson, the runner-up shall be the vice-chairperson. For the position of treasurer, the runner-up shall be alternate treasurer. For the position of recording secretary, the runner-up shall be alternate recording secretary. For the position of committee member at-large, the runner-up shall be alternate committee member at-large. The position of office coordinator is not an elective position. This position is filled by steering committee appointment, subject to the approval of the intergroup committee. If there is no runner-up, another election will be held for the alternate position.

Section 4

The term of chairperson , vice chairperson, secretary, treasurer, and committee member at-large shall be for two (2) years. These members may succeed themselves for another (2) two year term. Following service for four (4) consecutive years, steering committee officers, except for the intergroup office coordinator which is appointed, may not be re-elected to the steering committee until a period of one (1) year has passed.

Section 5

Elections for new officers for the steering committee shall take place during the December meeting of the odd years, with terms of service to begin January of the even year. Outgoing steering committee members shall familiarize elected successors with service responsibilities for each position.

It is suggested that both the outgoing IGR and incoming IGR attend the December intergroup committee meeting together.

Section 6

In the event of removal of a steering committee member for any reason, the intergroup committee will elect a successor to complete the unexpired term. Serving an unexpired term will not make an officer ineligible to stand for re-election for the office in the next election the following December. Said officer, if not currently serving on the steering committee will be eligible to stand for two (2) full terms.

ARTICLE II – INTERGROUP OFFICE STEERING COMMITTEE (continued)

Section 7

The steering committee shall meet monthly, preceding the intergroup meeting. The chairperson or vice-chairperson may convene a special meeting upon reasonable notice, if he/she deems it necessary and proper. Minutes of the steering committee meetings shall be taken and will be available to intergroup representatives upon request.

Section 8

Any four (4) members if the steering committee present at a properly convened steering committee shall constitute a quorum.

Section 9

The steering committee is responsible for the general operation of the intergroup office and coordination of matters affecting A.A. as a whole in the area. The actions and policies of the steering committee are subject to the approval of the intergroup committee. The chairperson shall appoint subcommittees to handle specific assignments, as the need arises.

Section 10

The steering committee shall make a recommendation for the office coordinator and other intergroup office employees' continuing employment of a new office coordinator and other intergroup office employees, to the intergroup committee for approval on an annual basis in November. At the time of this review, a review of office coordinator's salary and other intergroup office employees' salary(s) will also be performed.

Section 11

The presiding chairperson of the steering committee shall not have a vote in the proceedings of the steering committee and the intergroup committee, except in cases of a tie vote, when he/she may cast the deciding vote.

ARTICLE III

FINANCE COMMITTEE

Section 1

The chairperson, treasurer, committee member at-large and office coordinator of the steering committee shall constitute the finance committee.

Section 2

The finance committee recommends and provides ways and means for the financing of the intergroup office. The committee is responsible for auditing all of the intergroup accounts in February of each year, and performs all other normal services the committee should assume. Said audit will be published for the intergroup committee in March of each year.

ARTICLE III - FINANCE COMMITTEE

Section 3

The committal or disbursement of intergroup funds of an unusual nature **(in excess of two hundred dollars (\$200.00))** must have the approval of the finance committee in order to assure a sound financial status, in keeping with current financing methods.

Section 4

The treasurer shall make a written monthly summary report to the intergroup committee and a quarterly detailed financial report in written form to the intergroup committee.

Section 5

Three (3) voting members of the finance committee must be present in order to have a quorum for any finance committee meeting.

ARTICLE IV

OPERATING EXPENSE/PRUDENT RESERVE

Section 1

The finance committee shall establish the monthly operating expense amount in February of each year. The monthly operating expense shall be determined by totaling the previous year's necessary expenses, dividing by 12 and adding \$1500.00.

Section 2

The prudent reserve amount shall be twice the monthly average expenses as per Section 1.

Section 3

Semiannually, all monies above the operating expense amount shall be deposited into the prudent reserve account. Donations specifically designated for the prudent reserve from groups or individuals will be accepted, as per A.A. Guidelines.

Section 4

The finance committee shall have the responsibility to administer the prudent reserve account.

The finance committee shall report the prudent reserve balance to the IGR's in March. The IGR's shall decide how to disperse all monies above the prudent reserve as per A.A. Guidelines.

ARTICLE V

INTERGROUP OFFICE COORDINATOR

Section 1

The intergroup office coordinator is responsible for the daily operation and supervision of the intergroup office and its employees, under the general direction of the steering committee.

Section 2

The steering committee is responsible for the hiring or appointment of the intergroup office coordinator and other employees and payment they receive with the approval of the intergroup committee.

ARTICLE VI

AFFILIATED GROUPS

Section 1

The term "Group" used herein shall mean any A.A. group in the designated area, which subscribes to the principles of Alcoholics Anonymous and a mutual undertaking of cooperation. Regular contributions to the intergroup office based upon the group conscience are needed, but not required for affiliation.

Section 2

A.A. groups may become affiliated with the Bluegrass Intergroup by submitting the name of their intergroup representative, group information to be listed in the meeting directory, and initiating a regular contribution, if possible. Group information should be in writing to the intergroup office coordinator.

ARTICLE VIII

DESIGNATED AREA

Section 1

Where the term "area" is used in these bylaws, it shall mean the whole of Fayette County and those groups located in Kentucky which desire to become affiliated with the Bluegrass Intergroup.

ARTICLE VIII

TRADITIONS

Section 1

The Twelve Traditions of Alcoholics Anonymous shall be part of these bylaws in reference thereto as though fully incorporated herein.

AMENDMENTS

Section 1

These bylaws may be amended, altered, repealed, or additions made hereto by an affirmative vote of a two-thirds majority of at least half of the affiliated groups with intergroup representatives; such action to be taken at any regular meeting of intergroup representatives, following recommendation by the steering committee and upon providing the intergroup representatives thirty (30) days advance notice prior to the intergroup committee meeting at which the vote will be taken.

ARTICLE X

APPROVAL AND EFFECTIVE DATE

Section 1

These bylaws will be submitted to the intergroup committee and, upon approval of a two-thirds majority of at least half the affiliated groups, will be effective on the date approved.

Section 2

The correctness of these bylaws, as approved, will, before publication, be attested to by the chairman of the steering committee and the intergroup office coordinator.

Section 3

Upon approval of these bylaws, previously adopted bylaws and any amendments thereto in conflict with these bylaws are considered null and void.

Bylaws submitted to the intergroup committee and approved by the committee on the _____ day of _____, 2019

James Mastin
Chairman, Steering Committee

Mary A. Wollersheim
Intergroup Office Coordinator