

BYLAWS OF OA FOOT STEPS VIRTUAL INTERGROUP

Adopted on June 28, 2020

Revised July 1, 2020

Revised January 15, 2021

Revised July 27, 2021

Revised September 1, 2021

Revised December 10, 2022

Article I – Name

The name of this organization shall be OVEREATERS ANONYMOUS FOOT STEPS VIRTUAL INTERGROUP (OAFSVIG) also known as “OA Foot Steps” or “OA Foot Steps VIG”.

OA Foot Steps is a Virtual Intergroup and is primarily composed of virtual groups.

Article II – Purpose

Section 1 – Mission statement

Our mission is to *“follow in the footsteps of many others who have walked this way before us, and we’re grateful to be making footprints of our own for others to follow,”* (Voices of Recovery, April 14). In the delivery of our primary purpose, we will at all times act in accordance with our founding reading which is to follow in the footsteps of those who have come before us and leave footsteps of our own for others to follow.

Section 2 – Delivery of Purpose

The specific and primary purpose of OA Foot Steps is to aid those with the problem of compulsive eating and compulsive food behaviors to overcome that problem through a Twelve Step program of recovery.

This is accomplished through the practice of the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of Overeaters Anonymous Service; and to serve and represent member groups.

The general purpose and power are to promote public health, to work with and furnish charitable and cultural assistance to those with problems of compulsive eating and to conduct such other activities as are appropriate to these objectives.

To enable OA Foot Steps to carry the message, the Intergroup will adopt an official Logo, which must be adopted by the Intergroup and approved, if required, by the World Service Office.

For more information on implementation of the delivery of purpose, including the use of the OA Footsteps Logo please see the OA Foot Steps Policy and Procedure manual.

Section 3 – 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 affairs.

Section 4 – 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.

Section 5 – Twelve Concepts

The Twelve Concepts of Overeaters Anonymous 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 – Members

Section 1 – Membership

1. Membership of OA Foot Steps with voice and vote is limited to the following:
 - a. OA Foot Steps Board Members
 - i. No Board Member may hold two officer positions at the same time
 - ii. No Board Member will be permitted to serve as an Intergroup Representative or Committee Chair.
 - b. One (1) elected Intergroup Representatives from each registered meeting
 - c. Committee chairs
 - i. Each OA Foot Steps committee will be entitled to one voting member.
 - ii. This member should be the committee chair in the first instance.
 - iii. If the OA Foot Steps committee chair is unavailable, another OA Foot Steps committee member may attend on behalf of the committee.
 - iv. No committee chair will be permitted to serve as an Intergroup Representative or Board Member.
 - d. Region representative(s)
 - e. World Service Business Conference delegate(s)
2. Individuals with no Voice or Vote but who may address the Intergroup on behalf of the membership will be limited to the following
 - a. Parliamentarian
 - b. Center Microphone Monitor

- c. Special Workers
3. Any member of the fellowship who is not a duly elected representative may attend all Meetings of OA Foot Steps as a visitor and, at the discretion of the Chair, may have a voice.

Section 2 – Qualifications

1. Each Representative to OA Foot Steps must be a member of a registered group or committee of OA Foot Steps, as defined in OA Inc., Subpart B Article V Sections 1 and 2 as well as Article VI.
2. Each Representative shall have a minimum of thirty (30) days of current continuous abstinence as defined by Overeaters Anonymous while practicing the Twelve Steps and Twelve Traditions of Overeaters Anonymous.
3. Each Representative shall be the sole judge of their abstinence from compulsive eating and compulsive food behaviors.

Section 3 – Group Definition

OA Foot Steps endorses the definition of an Overeaters Anonymous group in Overeaters Anonymous Inc., Bylaws, Subpart B, Article V, p4, and as it may be amended by a future World Service Business Conference.

Section 4 – Service Body Definition

OA Foot Steps endorses the definitions of an Overeaters Anonymous service body in the Overeaters Anonymous, Inc., Bylaws, Subpart B, Article VI and as it may be amended by a future World Service Business Conference.

Section 5 – Affiliation/Participation

A group may affiliate with only one Intergroup or national service Board. Groups may also participate in the activities (including voting) of another service body (Intergroup, national service Board, language service Board, special focus Board, and/or region) with their permission (OA Inc., Bylaws Subpart B Article VI Section 3).

Section 6 – Voting Rights

Each member of OA Foot Steps as defined in Article III (Members), Section 1 Membership, shall have only one (1) vote even if also serving in other positions within OA Foot Steps.

Section 7 – Intergroup Representatives

1. Intergroup representatives will be selected by the group conscience of the group they represent.
2. Intergroup representatives shall have a minimum of thirty (30) days of current abstinence.
3. The Intergroup Representative may resign at any time.
4. A member meeting may elect an alternate Intergroup representative to vote on Intergroup matters when the representative will be absent from the business meeting.

Article IV – The OA Foot Steps Board

Section 1 – Composition

1. The Board consists of the following officers:
 - a. Chair
 - b. Deputy Officer
 - c. Secretary
 - d. Treasurer
 - e. Digital Coordinator
2. Meetings shall be chaired by the Chair of the Board.
3. In the event the Chair is unable to chair any meeting, the order of succession of leadership will be: Deputy Officer, Treasurer, and Digital Coordinator.

Section 2 – Qualifications

Qualifications for the OA Foot Steps Board are:

1. Regular attendance at an OA Foot Steps affiliated meeting.
2. One (1) year of continuous recovery in Overeaters Anonymous as evidenced by one (1) year of current abstinence.
3. It shall be a requirement that the officer shall demonstrate continued recovery, in accordance with the Overeaters Anonymous definition of ‘abstinence and recovery’ throughout the entire term of office.
4. Each person shall be the judge of their own recovery.
5. Have worked the Twelve Steps and have a working understanding of the Twelve Traditions and Twelve Concepts of OA Service.
6. Have attended at least three (3) prior OA Foot Steps Business Meetings within the past twelve (12) months as a voting member.
7. When a Board position cannot be filled in line with these qualifications, the qualifications may be set aside by a two-thirds majority of a regular or special business meeting of OA Foot Steps provided a quorum is present.

Section 3 – Nominations to the Board

1. Nominations should be sent in advance via the approved website form at least thirty (30) days before the election meeting will be held.

Note: The Board will communicate the location and manner of the submission of the form at least 14 days before the deadline.

2. A nominating committee may be formed at the discretion of the Intergroup Board.
3. Candidates must meet all qualifications.
4. If there is no nominee for Chair, the Deputy Officer will fill the role of chair until the next meeting when a new selection for the position of Chair will take place.
5. In the event that no one applies for or is elected to an open position, the Board will follow the rules for vacancies in Section 8.

Section 4 – Election

1. An annual meeting will be held during the month of December, or at any other point deemed necessary by a majority of the Board for the election of Board Members or other service volunteers.
 - a. The positions of Chair, Secretary, and Digital Coordinator will be elected in even years.
 - b. The positions of General Officer and Treasurer will be elected in odd years.
2. Nominees must be present at the election meeting.
3. For election, the candidate must receive a majority vote of ballots cast.
4. Nominees will have five minutes to address the Intergroup and five minutes for questions.
5. Voting will be by ballot.
6. If there are more than two nominees and no nominee receives a majority, the candidate receiving the lowest number of votes will be dropped from consideration and another vote will be taken.
7. If there are two candidates and neither receives a majority, a second ballot will be taken.

Section 5 – Term of Office

1. Board members may serve no more than two (2) complete consecutive terms.
2. The term of office is two (2)-years starting on the 3rd Sunday of January.
3. A member may serve again on the board after a leave of one (1) year.

Section 6 – Resignation or Removal

1. If a Board member is absent without due cause from a Board or Business meeting more than four (4) times in a term of office they may be removed from the position by a majority vote of the ballots cast either at a regular or special meeting announced for that purpose.
2. An absence (due cause) is excused if a majority of the other OA Foot Steps Board members vote to excuse the absence.
3. Where necessary, a Board meeting may be called for the removal of an officer.
4. Any Board member may be removed from office for due cause by a two-thirds vote of the ballots cast at a regular or special meeting of the Board or Intergroup meeting that has been announced for that purpose.
5. Any Board officer who advises the Board that they have broken their abstinence will be deemed to have resigned as of the time of receipt of such notice by at least three (3) OA Foot Steps Board members.
6. Any Board member may resign at any time for any reason by giving OA Foot Steps written notice by emailing at minimum the chair (or acting chair) and two other OA Foot Steps Board members.

Section 8 – Filling Vacancies

1. A vacancy after the resignation or removal of any Board member will be filled, as far as practicable, within 45 days of notification to OA Foot Steps of the vacancy.
2. An announcement will be sent to all OA Foot Steps Registered Meetings.
3. A regular or special meeting will be called for the election of any vacant role.
4. The member will fill the role on the OA Foot Steps Board and shall meet the qualifications as defined in Article V, Section 2.
5. The OA Foot Steps Board member will participate fully as a member of the OA Foot Steps Board.
6. The position is filled for the remainder of the term.

ARTICLE V – OA FOOT STEPS WORLD SERVICE BUSINESS CONFERENCE DELEGATES

1. Delegate elections will take place at the January Business Meeting which precedes the World Service Business Conference application deadline, and shall be in accordance with OA Foot Steps voting procedures.
2. In the event of a delegate being disqualified or if not enough delegates are elected within clause 1 of this article a regular or special meeting may be called for election of vacant delegate positions.
3. When insufficient delegates are selected by meetings held in accordance with paragraph two (2) of the article, the OA Foot Steps Board may select members for any remaining delegate positions, provided they meet the qualifications.
4. OA Foot Steps may send one delegate for every 15 meetings or part thereof.
5. Applications must be submitted no later than thirty (30) days before the meeting at which the election will be held.
6. The World Service Business Conference delegate(s) will have full responsibility for attending on the behalf of OA Foot Steps.
7. Delegate(s) will participate in all World Service Business Conference activities and submit a report to OA Foot Steps following the World Service Business Conference.

ARTICLE VI – THE OA FOOT STEPS BANKER

Section 1 – Qualifications

Qualifications for the OA Foot Steps Banker are:

1. Regular attendance at an OA Foot Steps affiliated group.
2. One (1) year of continuous recovery in Overeaters Anonymous.
 - a. It shall be a requirement that the Banker shall demonstrate continued recovery, in accordance with the Overeaters Anonymous definition of ‘abstinence and recovery’ throughout the entire term of office.
 - b. Each person shall be the judge of their recovery.
3. Have worked the Twelve Steps and have a working understanding of the Twelve Traditions and Twelve Concepts of OA Service.

4. Have attended at least three (3) prior OA Foot Steps Business Meetings within the past twelve (12) months as a voting member.
5. When the Banker position cannot be filled in line with these qualifications the qualifications may be set aside by a two-thirds majority of a regular or special business meeting of OA Foot Steps provided a quorum is present.

Section 2 – Nominations for OA Foot Steps Banker

1. Nominations should be sent in advance via the approved website form, at least thirty (30) days before the election meeting.

Note: The Board will communicate the location and manner of the submission of the form.

2. Candidates must meet all qualifications.
3. In the event that no one applies for or is elected to the Banker Position, the Board will follow the rules for vacancies in Section 7.

Section 3 – Election of OA Foot Steps Banker

1. A meeting will be held during the month of December.
2. Such a meeting may be held at the same time as the Board elections, or at any other point deemed necessary by a majority of the Board for the election of the OA Foot Steps Banker.
3. Nominees must be present at the election meeting.
4. For election, the candidate must receive a majority vote of ballots cast.
5. Nominees will have five minutes to address the Intergroup and five minutes for questions.
6. Voting will be by ballot.
7. If there are more than two nominees and no nominee receives a majority, the candidate receiving the lowest number of votes will be dropped from consideration and another vote will be taken.
8. If there are two candidates and neither receives a majority, a second ballot will be taken.

Section 4 – Term of Office

1. The term of office is two (2) years starting on the 3rd Sunday of January.
2. The OA Foot Steps Banker may serve no more than two (2) complete consecutive terms.
3. A member elected as Banker after serving two complete terms may serve again after a leave from the position of at least two (2) years.
4. Any member elected as the OA Foot Steps Banker may also serve as a group Representative, Committee member, Committee Chair, or Board member.

Section 5 – Resignation or Removal of the OA Foot Steps Banker

1. The OA Foot Steps Banker may be removed from office for due cause by a two-thirds vote of the ballots cast at a regular or special meeting of the Board or Intergroup that has been announced for that purpose.
2. Where necessary, a Board meeting may be called for the removal of the OA Foot Steps Banker, if deemed in the best interests of the Intergroup.
3. If the OA Foot Steps Banker advises the Board that they have broken their abstinence they will be deemed to have resigned as of the time of receipt of such notice by the Board.
4. The OA Foot Steps Banker may resign at any time for any reason by giving the Chair of OA Foot Steps written notice by email.

Section 6 – Filling an OA Foot Steps Banker vacancy

1. A vacancy after the resignation or removal of the OA Foot Steps Banker will be filled, as far as practicable, within 45 days of notification to OA Foot Steps of the vacancy.
2. An announcement will be sent to all OA Foot Steps Registered Meetings.
3. The member chosen to fill any vacancy of the OA Foot Steps Banker shall meet the qualification as defined in Article V, Section 2.
4. The new OA Foot Steps Banker will carry out all the duties of the Banker, and the position will be filled for the remainder of the term.

ARTICLE VII – SPECIAL WORKERS

In accordance with Overeaters Anonymous Tradition eight, OA Foot Steps may employ special workers if deemed necessary by a two-thirds majority of the voting members at any regular or special business meeting as long as a quorum is present.

ARTICLE VIII – MEETINGS

Section 1 – Meetings

1. OA Foot Steps will meet at a time, place and platform designated by the OA Foot Steps Board.
2. An annual meeting shall be held for the election of officers.
3. Meetings will follow the guidelines as outlined in the OA Foot Steps Policy and Procedure Manual and the OA Foot Steps Standing Rules.

Section 2 – Special Meetings

A special meeting may be called at any time by a majority vote of the OA Foot Steps Board, or by ten percent (10%) of voting representatives as defined in Article III – Members, Section 1 – Membership, paragraph 1(b-e), provided sufficient notice is provided to the membership.

Section 3 – Meetings by Virtual Conference

1. Members may participate in a meeting through the use of electronic means, so long as all members participating in such meetings can hear one another and have a way to

- participate in any voting.
2. Materials presented during the meeting shall be made available to those participating virtually.
 3. Participation by members in a meeting in the manner provided in this section constitutes presence in person at such meetings.

Section 4 – Method of Notification

1. The OA Foot Steps Board will provide at least seven (7) days' notice in writing of any regular meeting via any OA Foot Steps Approved Communication Platform.
2. The OA Foot Steps Board will provide as far as practicable at least seven (7) days' notice in writing of any special meeting via any OA Foot Steps Approved Communication Platform.

Note: Seven (7) days' notice is defined as seven (7) twenty-four (24) hour periods prior to the commencement of the business meeting.

Section 5 – Quorum

The quorum for voting purposes shall be, at a minimum, fifty percent (50%) of Board Members and ten percent (10%) of all OA Foot Steps representatives as defined in Article III – Members, Section 1 – Membership, paragraph 1(b-e).

Article IX – Committees

OA Foot Steps may establish committees as are needed for the welfare and operation of OA Foot Steps.

Article X – Prudent Reserve

The OA Foot Steps Treasurer will maintain a prudent reserve of twelve (12) months of expenses to cover expected operational needs.

Article XI – Parliamentary Procedure

OA Foot Steps will be conducted in accordance with the following hierarchy of governing document:

1. OA Steps, Traditions and Concepts
2. Bylaws
3. Policies and Procedures
4. Standing Rules and Meeting Procedures
5. Roberts Rules of Order, Newly Revised when not in conflict with the law, these Bylaws or special rules that delegates may adopt.

Article XII – Amendments

1. Amendments to these Bylaws may be proposed by any registered meeting of OA Foot Steps , the OA Foot Steps Board or an OA Foot Steps Committee.
2. Except as otherwise specified by these Bylaws, amendments to these Bylaws may be adopted by a two-thirds majority of those persons present and voting at any regular or special business meeting of OA Foot Steps provided a quorum is present.
3. Amendments shall be submitted electronically to OA Foot Steps.

Note: The method of submission will be determined by the Board.

4. The Bylaws Committee will review the amendment and suggest changes if necessary.
5. The Bylaws Committee will submit the completed motion in order to be published on the Website.
6. All proposed amendments must be communicated in writing on the OA Foot Steps website or by electronic mail at least sixty (60) days prior to the voting meeting.
7. Amendments to the Twelve Steps, Twelve Traditions, and Twelve Concepts of OA Service may only be made as per OA, Inc. Bylaws, Subpart B, Article XII, Section 1e.
8. Such changes made in accordance with the Overeaters Anonymous Inc., Bylaws to the Twelve Steps, Twelve Traditions or Twelve Concepts of OA Service will be automatically adopted in these Bylaws without the need for any further vote or action by OA Foot Steps.
9. Any changes to the World Service or Virtual Region Bylaws upon notice from the World Service Office, or Virtual Region shall be made in these Bylaws, and such change will be communicated to OA Foot Steps at the next Business Meeting.

ARTICLE XIII – DISSOLUTION

1. Upon dissolution of OA Foot Steps and after paying and adequately providing for the debts and obligations of OA Foot Steps, the remaining assets shall be distributed to a non-profit fund, association foundation, or corporation which is organized and operated exclusively for charitable, educational and/or scientific purposes.
2. In accordance with Overeaters Anonymous Traditions, such a non-profit fund, association foundation, or corporation should be either the Overeaters Anonymous World Service Office or another Overeaters Anonymous service body.
3. No part of the funds of OA Foot Steps shall ever inure to or be used for the benefit of or be distributed to, its members, trustees, officers, or private persons, except that OA Foot Steps shall be empowered to pay reasonable compensation for services rendered and to make payment and distribution in furtherance of the express purposes for which it is formed.

Note: All documents will be found on the OA Foot Steps website, (www.oafootsteps.com)

The Virtual Region Bylaws are located at <https://oavirtualregion.org/bylaws/>

The OA Inc., Bylaws are located at <https://www.oa.org/world-service-business-conference>