

BYLAWS OF OA FOOT STEPS VIRTUAL INTERGROUP

**Adopted on June 28, 2020
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Article 1 – 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 2 – 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 the intergroup is to assist individuals struggling with compulsive eating and compulsive food behaviors in overcoming these challenges 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 authority are to promote public health, provide charitable and cultural assistance to individuals struggling with compulsive eating and undertake other activities aligned with these objectives.

To enable the intergroup 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 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 3 – Members

Section 1 – Elected Voting Membership

1. Elected Voting Membership of the Intergroup with voice and vote is limited to the following:
 - a. Board Officers
 - b. One (1) elected Intergroup Representative from each registered meeting
 - c. Committee chairs
 - d. Region representative(s)
 - e. World Service Business Conference delegate(s)

Note: Duties of the above positions are defined in the Policy and Procedures Manual.

2. Individuals with no Voice or Vote but who may address the Intergroup on behalf of the membership will be limited to Special Workers
3. Any elected member of the fellowship who is not a duly elected representative may attend all Meetings of the Intergroup as a visitor and, at the discretion of the Chair, may have a voice, but no vote.
4. Each member will have one (1) vote even if serving in more than one position within the Intergroup.

Section 2 – Qualifications

1. Each Representative must be a member of a registered group or committee, 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

The intergroup 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

The intergroup 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 the intergroup as defined in Article 3 (Members), Section 1 Membership, shall have only one (1) vote even if also serving in other positions within the intergroup.

Section 7 – Intergroup Representatives

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

Article 4 – The Board

Section 1 – Composition

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

Section 2 – Qualifications

Qualifications for the Board are:

1. Regular attendance at an 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 an understanding of the Twelve Traditions and an awareness of the Twelve Concepts of OA Service.
6. Have attended at least three (3) prior intergroup Business Meetings within the past twelve (12) months.
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 the intergroup.

Section 3 – Nominations to the Board

1. Nominations may be sent in advance via the approved website form at least seven (7) days before the election meeting will be held. A member may also nominate themselves or another person from the floor at the Intergroup.
2. Candidates must meet all qualifications.
3. If there is no nominee for Chair, the Vice Chair will fill the role of chair until the next meeting when a new election for the position of Chair will take place.
4. 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 Officers or other service volunteers.
 - a. The positions of Chair, Secretary, and Digital Coordinator will be elected in even years.
 - b. The positions of Vice-Chair 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 up to five minutes for questions. Each answer will be limited to one (1) minute.
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.
8. In the case of a tie after the second ballot, the chair shall announce that the choice will be made by lot.

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.
4. Once elected as a Board member, that member may not serve in another voting role with the exception of Region Representative and World Service Delegate.

Section 6 – Resignation or Removal

1. Where necessary, a Board meeting may be called for the removal of an officer.
2. 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 that has been announced for that purpose.
3. 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) Board members.
4. Any Board member may resign at any time for any reason by giving written notice by emailing at minimum the chair (or acting chair) and two other Board members.

Section 8 – Filling Vacancies

1. A vacancy will be filled, as far as practicable, within 45 days of notification to the Board of the vacancy.
2. Any vacant position may be temporarily filled until an election meeting can be held.
3. The member will fill the role on the Board and shall meet the qualifications as defined in Article V, Section 2.
4. The Board member will participate fully as a member of the Board.
5. Once elected the position is filled for the remainder of the term.

ARTICLE 5 – THE BANKER

1. The Board may appoint a banker to assist the Treasurer.
 - a. The Banker will have one (1) year of continuous recovery in Overeaters Anonymous as evidenced by one (1) year of current abstinence.
 - b. It is necessary that the Banker demonstrates ongoing recovery for the entirety of their term in office

- c. The banker must be able to demonstrate prior service to Overeaters Anonymous.
2. These qualifications may be set aside by a two thirds majority of the Board.

ARTICLE 6 – MEETINGS

Section 1 – Meetings

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

Section 2 – Special Meetings

A special meeting may be called at any time by a majority vote of the 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 Board will provide at least seven (7) days' notice in writing of any meeting via Communication channels. 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 active Board Members and five percent (5%) of all intergroup members as defined in Article III-Elected Voting Members.

Article 7 – Committees

The intergroup may establish committees as are needed for the welfare and operation of the intergroup .

Article 8 – Prudent Reserve

The Treasurer will maintain a prudent reserve of twelve (12) months of expenses to cover

expected operational needs.

Article 9 – Parliamentary Procedure

The intergroup will be conducted in accordance with the following hierarchy of governing document:

1. Canadian non-profit law
2. OA Steps, Traditions and Concepts
3. Bylaws
4. Policies and Procedures
5. Meeting Guidelines
6. Roberts Rules of Order, Newly Revised

Article 10 – Amendments

1. Amendments to these Bylaws may be proposed by any registered meeting , the Board or a 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.
3. Amendments shall be submitted electronically.
4. Upon receiving any motion, the Board will determine if the motion needs to be discussed immediately; if so, it will be considered at the next meeting. Otherwise, it will be transferred to the next amendments meeting.
5. All proposed amendments must be communicated in writing on the website or by electronic mail at least thirty (30) days prior to the voting meeting.
6. 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.
7. 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.
8. 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 at the next Business Meeting.

ARTICLE 11 – DISSOLUTION

1. In order to deregister, an intergroup must submit a written notice to the World Service Office, Region Chair and Region Trustee Liaison.
2. Upon dissolution and after paying and adequately providing for the debts and obligations, 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.

3. 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.
4. No part of the funds shall ever inure to or be used for the benefit of or be distributed to, its members, trustees, officers, or private persons, except that the intergroup 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 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>