

**HURON VALLEY AREA INTERGROUP, Inc.  
BY-LAWS**

**ARTICLE I: NAME, DEFINITION, and AREA**

**Section I. NAME:** The name of this service organization shall be called "Huron Valley Area Intergroup, Inc."

**Section II. DEFINITION:** This service organization is set up and operates in accordance with the Twelve Traditions and Service Concepts suggested by A.A. World Service in New York.

**Section III. AREA:** It shall include groups within the geographical area of Washtenaw County and nearby groups who will benefit from affiliation with the Intergroup.

**ARTICLE II: PURPOSES and RESPONSIBILITIES**

**Section I. PURPOSE:** The purposes for which the Corporation is organized are:

- A.) To operate exclusively for the purpose set forth in Section 501( C)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), including for such purposes the making of distributions to organizations that qualify as exempt organizations under Code section 501(c)(3).
- B.) To receive and administer funds; to acquire, invest, dispose of, and deal with real and personal property and interest therein, and to apply gifts, grants, contributions, bequest and devises, and the income and proceeds thereof, in furtherance of the purpose of the Corporation, with all the powers conferred upon it by the provisions of the Michigan Nonprofit Corporation Act (the "Act") and by the Articles of Incorporation and the Bylaws of the Corporation.
- C.) To assist and support Alcoholics Anonymous in its mission to carry the message of recovery available through Alcoholics Anonymous to the still suffering alcoholics, specifically through:
  - (1) To encourage cooperation among AA groups in the Huron Valley Area.
  - (2) To carry out certain functions common to all groups; functions which are best handled by an A.A. Service Office.
  - (3) To aid the groups in their common purpose of carrying the A.A. message to the alcoholic who still suffers by providing information and assistance.
- D.) Notwithstanding any other provisions of these Articles, the Corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Code Section 501(c)(3), or by a corporation, contributions to which are deductible under Code Section 170(c)(2).
- E.) No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, its directors, officers or other private persons, except that the Corporation shall be authorized to pay reasonable compensation for services rendered and to make payments in furtherance of the purposes set forth in Article II.
- F.) No substantial part of the activities of the Corporation shall be carrying on propaganda, or otherwise attempting to influence legislation, (except as provided in Code section 501(h) and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of (or in opposition to) any candidate for public office.

**Section II. RESPONSIBILITIES:** The responsibilities of the Intergroup may include, but are not limited to the following:

- A.) Provide an Alcoholic's Anonymous listing in the local telephone directory and an answering service to receive inquiries from those seeking help.
- B.) Print and distribute up-to-date list of meetings and other information about local A.A. Services.
- C.) Coordinate area events such as A.A. dinners, picnics, or conventions, if the participating groups wish it.
- D.) Prepare a newsletter or bulletin for periodic distribution to A.A. groups.
- E.) Maintain contact with local groups in correctional facilities and treatment centers, offering literature and support and arranging A.A. speakers and visitors when requested.
- F.) Set up and maintain a conveniently located office in which paid workers and/or volunteers are available to carry the message of A.A. to the alcoholic.
- G.) Disseminate information about A.A. to non-A.A. persons and cooperate with the community agencies which deal with the alcoholic.
- H.) Maintain a P.O. Box or Central Address for receiving correspondences,
- I.) Establish and maintain a system to assist groups in acquiring literature.

**ARTICLE III. GROUP MEMBERSHIP MEETINGS**

**Section I. REGULAR MEETINGS:** There will be a regularly held membership meeting of Huron Valley Area Intergroup, Inc. with no less than eight (8) meetings per calendar year.

**Section II. SPECIAL MEETINGS:** Special meetings may be called by the Chairperson, Vice-chairperson, or by petition of five (5) Intergroup Representatives. The call for a special meeting shall include the purpose for which the meeting is called and at least five (5) days notice shall be given.

**Section III. ATTENDANCE and PARTICIPATION:** Meetings are open for attendance by any interested persons. Participation is by elected Representatives of Alcoholics Anonymous Group Member in Washtenaw County and Officers of the Intergroup.

**Section IV. VOTING:** All decisions shall be binding by a simple majority vote of elected group representatives present except where otherwise stated by the By-Laws (ART. V, Sect. V; ART. VIII).

**Section V. ORDER:** The Membership meeting shall be conducted in an orderly fashion with reference to Robert’s Rules of Order.

**ARTICLE IV: MEMBERSHIP**

**Section I. MEMBERS:** Membership of Huron Valley Area Intergroup, Inc. shall be Alcoholics Anonymous Groups in Washtenaw County service area that have elected a Group Representative to the Intergroup. On all questions calling for a vote, each AA Member Group shall have one (1) vote.

**Section II. REPRESENTATIVES:** Members shall elect a Representative to participate in the management of the Intergroup. Each Representative may represent only one organization or group. Votes of Members shall be cast by their representative. Members shall notify the Intergroup of the name of their Representative.

**Section III. ALTERNATIVE REPRESENTATION:** Each Member may have one (1) Alternate Representative empowered to vote for the Member in the absence of the Representative. Each represented Member Group shall have one (1) vote.

**Section IV. LENGTH of SERVICE:** It is suggested that elections be held every two (2) years or at the discretion of the groups.

**Section V. VACANCIES:** It is suggested that vacancies be filled immediately to avoid lapses in group representation.

**ARTICLE V. OFFICERS**

**Section I. NOMINATIONS:** Nominations shall begin one (1) month prior to elections and nominees shall be active group Representatives.

**Section II. ELECTIONS:** Elections shall be held annually with the offices of Chairperson and Treasurer elected in November of even-numbered years and Vice-Chairperson and Secretary in November of odd-numbered years. Officers-Elect shall take office on January 1<sup>st</sup> of the year following their election.

**Section III. QUALIFICATIONS:** It is recommended that Intergroup Officers have at least two (2) years of continuous sobriety and some experience related to the office for which they are being nominated.

**Section IV. DUTIES:**

- A.) Chairperson- The chairperson is the official spokes-person for Intergroup and shall preside at all meetings of the Intergroup and the Executive Committee. Upon taking the Office, the Chairperson shall relinquish his/her position as Group Representative to assure the neutrality of this office.
- B.) Vice-Chairperson- The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson. If the Office of Chairperson is vacated, the Vice-Chairperson shall assume the Office until the end of the current term. The Vice-Chairperson shall also supervise committees for special events.
- C.) Secretary- the Secretary shall record the minutes and attendance of all meetings of the Intergroup. The Secretary shall be the custodian of all official documents, reports, and correspondence of Intergroup.
- D.) Treasurer- the Treasurer shall keep safe all monies of the Intergroup. The Treasurer shall be responsible for keeping accurate financial records, including receipt and disbursement of all funds.

**Section V. REMOVAL FROM OFFICE:** A vote of “No Confidence” can be taken at a regular meeting to remove an Officer for the following:

- 1.) Absenteeism- Missing two (2) consecutive meetings or four (4) meetings in a calendar year with out prior notification to a member of the Executive Committee.
- 2.) Non-performance of duties.
- 3.) Inappropriate behavior.

Intention to take a No Confidence vote must be preceded by announcement at the prior regular meeting and two-thirds (2/3) majority of members present is required for removal.

**Section VI. LENGTH of SERVICE:** No person may serve at the level of an Intergroup Officer for more than five (5) consecutive years.

**ARTICLE VI. INTERIM OFFICERS**

**Section I. VACANCIES:** The Chairperson shall appoint an Interim Officer when a vacancy occurs, Nominations shall be opened immediately if possible, or at the next regular meeting to fill the vacancy, with elections held at the following regular meeting. The newly-elected Officer shall complete the term of office created by the vacancy.

**ARTICLE VII. COMMITTEES**

**Section I. APPOINTMENTS:** Committees shall be appointed by the Intergroup Chairperson. Each committee may elect its own Chairperson. All committees shall report to the Intergroup Chairperson or to the Intergroup as a whole as required.

**Section II. EXECUTIVE COMMITTEE:** The Executive Committee shall consist of Intergroup Officers and Standing Committee Chairpersons. The Executive Committee shall meet prior to any regular meeting to prepare the agenda and to make emergency decisions subject to approval at the next regular meeting. Executive Committee Meetings are open to the intergroup membership. Time and place of the meetings shall be made available from any Executive Committee member.

**Section III. STANDING COMMITTEES:** Standing Committees shall be maintained in the following areas: 1.)  
Public Information  
    2.) Answering Service  
    3.) Institutions

Functions of these committees are outlined by the "A.A. Guidelines" from the General Service Office and these Committees exist only to compliment the efforts of the groups.

**Section IV. SPECIAL COMMITTEES:** Special Committees may be appointed and dissolved as needed.

**ARTICLE VIII. AMENDMENTS**

**Section I. Amendments:** These By-Laws may be amended by a two-thirds (2/3) vote of membership present provided a vote on the proposed amendment shall be announced at the regular meeting prior to the meeting at which the amendment is to be considered. In addition, copies of the proposed change will be distributed to members at least two (2) weeks prior to the meeting at which the vote is taken.

**ARTICLE IV. EXPENDITURES**

**Section I. Expenses:** Any expenditure of over and above one hundred dollars (\$100.00), with the exception of normal operating expenses; supplies, phone, rent, answer ring service, etc. must first be submitted for approval at an intergroup meeting.

**ARTICLE V. DISSOLUTION**

In the event of dissolution of the corporation, the Board of Directors shall cause the assets of the Corporation to be distributed as follows:

**Section I. Liabilities:** All liabilities of the Corporation shall be paid or adequate provisions shall be made for payment.

**Section II. Assets:** All of the Corporation's remaining assets, real and personal, shall be distributed to Alcoholics Anonymous or its successor if Alcoholics Anonymous or its successor qualifies as an exempt organization under Code Section 501(c)(3). If alcoholics Anonymous or its successor does not so qualify, then the Corporation's remaining assets shall be distributed to such charitable organization or organizations as are qualified as tax exempt under Code Section 501 (C)(3) as the Board of Directors shall determine. Any such assets not so disposed of, for whatever reason, shall be disposed of by order of the Circuit Court for the County of Washtenaw, Michigan to such organizations as said court shall determine which are organized and operated exclusively for charitable purposes.