BYLAWS OF Northern California Intergroup of Sexaholics Anonymous (NCSAI) approved 9/14 (see additions, 9/28/14, 6/15, 12/16) v. 1/v. 2/v. 3

STATEMENT OF PURPOSE:

Northern California SA Intergroup (NCSAI) is comprised of men and women who share their sobriety, experience, strength, and hope with each other that they may solve their common problem and help others to recover.

NCSAI holds regular teleconferences, in person meetings, and events, becoming the group conscience to discuss individual matters pertaining to individual recovery, group recovery in the NorCal region.

The primary purpose of NCSAI is to help sexaholics recover from sexaholism.
We do not refer to ourselves as a governing body.

Service Addenda to NCSAI Bylaws- Respectfully submitted 12/16



The following is taken from '**The How and Why of Service**', presented by Larry R., Phila. July 2005, SA/S-Anon Int'l Conference. It is based on AA tenets and describes how the 12 Concepts of SA inform the working fellowship. Quoted comments attributed to the author, except as noted.

Concepts 1, 2 , 3, 4, 5

1. Final responsibility and ultimate Authority for SA Service should always reside in the **collective conscience** of this fellowship. This *Emphasizes The Whole Fellowship. All other authority is delegated.* "*We have to get together, share, listen, ask for our Higher Power's guidance, discuss some more, and come to agreement in order to exercise our responsibility and authority.''*

2. The leadership of SA is represented by the General Delegate Assembly and the Board of Trustees… has become, for nearly every practical purpose, the active voice and the effective conscience of our whole society and its service matters. The leaders are to lead in service matters. In this case, the leaders are those who have been appointed or elected to serve us. They are its representatives, delegates and trustees.

"How does the body of SA function on a service level? ***With You!"***

3. To ensure effective leadership, we should endow each element of SA's service structure, the General Delegate Assembly, and the Board of Trustees, its staff and committees with the traditional 'right' of decision. Larry: "***We charge these people with the task of making the decisions…. and therefore we should get out of their way. If our leaders are [found to be] unsatisfactory, replace them!"*** This gives the trusted servants the permission to decide whether to consult or dispose of the assignment.[1] Quoting AA Founder Bill W: "**The delegates are primarily the servants and should cast their votes according to the dictates of their own best judgment at the time.**"

4. At all responsible levels, we ought to maintain the traditional 'right of participation,' allowing a voting representation in reasonable proportion to the responsiblility that each must discharge at that level. Context: Regions receive representation based on numbers of their members [for example, the SW Region currently has (3) delegates and (1) alternate on the GDA, (operating much like the House of Representatives). But our IG runs itself differently: Each of our local groups is reponsible for electing its GSR who has (1) vote on the IG.

5. Throughout our service structure, a traditional right of appeal ought to prevail, so that minority opinion will be heard and personal grievances receive careful consideration. Responsible recovery means that we go out of our way to ensure that the minority gets ample opportunity to express their thoughts and feelings. We must avoid the 'tyranny of

[1] Larry R. is quoting Doreen, past GDA Chair

the majority.' We must protect the minority…and…it is the minority's responsiblity and duty to be sure they are heard and not intimidated through fear of being rejected. "**However, just as we reject the tyranny of the majority, we must also reject tyranny from the *minority. After they've had every opportunity to be heard, [assuming] noone changes their vote, it [minority challenge] ends. We've got work to do."***

*Anonymous: "**Sometimes you will find yourself voting against the group conscience in the name of greater unity, even though you might agree with it. My group and region has entrusted me to do what is right, gave me the authority."***

*Larry: '**Not only does the trusted servant have the right of decision, but is empowered with the right to decide when to exercise it. We as members should distinguish between the right to make a decision and whether or not we think that decision is a good one."***

"Q. What's the difference between polling the groups and a meeting of reps? The poll just counts the various opinions. The meeting has the reps interact, so that all those opinions are shared, considered, and the common points are utilized in an attempt to acquire a result that everybody can accept."

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Article I, Name:

The name of this body is known as Northern California SA Intergroup (NCSAI).

Article II, Objective:

NCSAI shall administer and coordinate the business and activities common to the welfare of SA's within the sub-region, referred to as Northern California or "NorCal."

1. To support the unity, service and recovery at the Intergroup level, and to establish communication with local groups, through individual members, and with the Southwest Region, through its liaison, Intergroup Service Representative and adhering to the principles and traditions of SAICO.

2. To maintain the Twelve Traditions and the Twelve Concepts of SA. For the purpose of these BYLAWS, the term "SA Group" (p. 173) as it applies to this committee shall be defined as stated in Sexaholics Anonymous, edition (Reprinted with footnote added p. 192, 15 October 2001)

Article III, Members:

Section 1, Classes: All members of NCSAI shall be able to vote. No voting member shall hold more than one membership at one time. There are no dues or fees for membership.

Section 2, Voting members: Intergroup Chair, Vice Chair, (see Article V, Section 2) Secretary/Archivist, Treasurer, Website Team Leader, Literature Person, Pass The Message Chair, Spirit of Unity Chair, ByLaws Chair, Intergroup Representative, other elected officers and local group General Service Representatives, known as GSR's.

Section 3, The IG Chair may designate the Vice Chair, or another member to vote in his/her absence, as defined in Article VII of these bylaws. The right of any member to introduce main motions shall be limited to motions made by that member.

Section 4, Observers: SA members (non-designated) shall be classified as observers. Observers shall only have the specific right to request the floor for the purpose of discussion. Discussion will be limited only once initiated by a voting member of this body. Observers shall not have the right to make motions, second motions, or vote.

Article IV, Officers:

Section 1: The officers of this society shall be: Intergroup or IG Chair,* Vice Chair,* Secretary/Archivist,* Treasurer, * Website Team Leader, Literature Person, Pass The Message Chair, ByLaws Chair, Spirit of Unity Chair [former Unity Day],* Intergroup Representative (IGR), Group Service Reps (GSR's) and other elective positions designated from time to time. The **IG Chair shall be defined as the individual elected by NCSAI to represent the group conscience of the local fellowship**. The SA sobriety requirement for these positions (*) as defined in Sexaholics Anonymous (op.cit. pp 191–193) edition Reprinted with footnote added p.192, 15 October 2001 shall be one year (continuous). The sobriety requirement for all other IG positions is six months, (continuous). All officers shall support and adhere to said definition.

Section 2: At the adoption of these ByLaws, each officer shall serve an existing one (1) year elected term, subject to reinstatement. To keep from disrupting business, the start and end dates of each position should be staggered, thereby avoiding multiple resignations of group officers.

Section 3: Officers may serve multiple positions at the discretion of the body. The term limit for officers is generally two (2) terms consecutively in the same office. The body may waive this requirement by a two-thirds majority vote.

Section 4: In the event of an absence by the officers of this body, every attempt shall be made to inform the Chair or Vice Chair of the absence(s) before the regular meeting. **Two consecutive monthly absences** shall require inquiry as to the officer's ability to continue in his/her position.

Section 5: If a vacancy in an office occurs, a qualified SA member (at least 6 months sobriety) may volunteer to fill it. A vote of approval by a majority of NCSAI members is necessary to accept a volunteer into the vacated position. A special meeting, as provided by Article VI, Section 4, may be called for this purpose. The officer shall fill the position for the remainder of the term.

Article V, Duties of Officers:

Section 1: **It is the duty of the Chair** to:

1. Inform the Intergroup on regular or special business conducted at the regional, Intergroup and local levels.
2. Arrange the agenda for each meeting, using the secretary's "Order of Business" as a guide (refer to Article V, Section 5.d).
3. Open the meeting at the appointed time by calling the meeting to order, having ascertained that a quorum is present. (See Article VI, Section 2.)
4. Announce, in proper sequence, the business that arises, using his/her judgment to adjust the agenda as the meeting may require.
5. Expedite Intergroup business compatible with the rights of members and observers.
6. Recognize members or observers who are entitled to the floor.
7. State and put to vote all questions that legitimately come before NCSAI and announce the result of each vote.
8. Protect NCSAI from obviously frivolous or time-wasting motions by refusing to recognize them.
9. Enforce and enact agreed procedure relating to debate, order, and decorum.
10. Decide all questions of order, unless, when in doubt, the Chair prefers to submit such a question to NCSAI for decision.
11. Respond to inquiries of members relating to parliamentary procedure or factual information bearing on the business of NCSAI.
12. Declare the meeting adjourned when NCSAI so votes, or, at the time prescribed in the agenda, or at any time in the event of a sudden emergency affecting the safety of those present.
13. Conduct the general correspondence of NCSAI.
14. Appoint ad-hoc or sub-committee chairs as needed and to review and confirm these appointments annually.
15. Represent NCSAI within the SW region.
16. Maintain appropriate communication with all levels of the fellowship of SA as a whole.
17. Work to advance the effectiveness of NCSAI and enhance its service to the Region according to the statement of purpose.

Section 2: **It is the duty of the Vice Chair to**:

a) Assume the position of NCSAI Chair at the end of the outgoing Chair's term.
b) In the absence of the Chair, to serve as Chair.
c) In the absence of the Secretary, to serve as temporary Secretary.
d) Coordinate the functions of the committees.
e) In the absence of a Treasurer the Vice Chair shall assume duties of Treasurer.
f) Work closely with the Chair to advance the effectiveness of NCSAI and enhance its service to the SA fellowship according to NCSAI's statement of purpose.

Section 3: **It is the duty of the Secretary/Archivist to**:

1. Keep a record of all the proceedings of NCSAI.
2. Tally and record the votes in attendance, and those not, who determine quorum.
3. In the absence of the Chair and Vice Chair, to serve as Chair.
4. In the absence of the Vice Chair, to serve as Vice Chair.
3. Distribute the copies of the minutes to each officer and member before the next NCSAI meeting and to make the minutes and records available to members upon request.
4. Oversee the use of a NCSAI post office box or mail address.
5. Prepare prior to each meeting, an order of business for the use of the presiding officer, showing all matters known in advance that are due to come up.
6. Provide for notification to NCSAI of the time, place, and agenda for each meeting.
76. Send out to the NCSAI membership a notice of each special meeting known as the "call" of the meeting.
8. Declare no quorum in the absence of the Chair, Co-Chair, and designated number of voting members/representatives. (See Article VI, Section 2.)
9. Keep NCSAI official membership roll; and to call the roll where it is required.
10. Notify officers, committee members, and delegates of their election or appointment, to furnish ad-hoc or sub-committees with whatever documents are required for the performance of their duties, and to have on hand at each meeting a list of all existing of these sub-committees and their members.
11. Co-Sign, with the Chair, all approved actions of NCSAI.
12. Conduct and maintain the correspondence of NCSAI.
13. Send via email approved meeting minutes to all NCSAI members and the secretary of the Northern California Region of SA.
14. Work closely with the chair to advance the effectiveness of NCSAI and enhance its service to the SA fellowship in the Region according to the statement of purpose.

Archives Arm - **Additional Responsibilities of Secretary/Archivist**

Maintains a reasonably safe and secure digital copy/record book of all NCSAI documents, including all meeting minutes, bylaws, special rules of order, standing rules, officer reports, and committee reports.
Organize all digital NCSAI files into an easily accessible filing system.
Maintain and organize a hard/or digital copy of the last 3 years of all NCSAI documents into a portable format and bring this to all NCSAI meetings.

Section 4: **It is the duty of the Treasurer**:

a) Be the custodian of the NCSAI funds, not entrusted to other offices or committees.
b) Be a co-signer of the NCSAI bank account.
c) Present a written treasurer's report of receipts and disbursements and a reconciliation of the NCSAI bank accounts at each regular meeting.
d) Submit all records to periodic audit.
e) Make a full financial report at each meeting.
f) Disburse funds in a timely manner as necessary to fulfill the object of the society.
g) Work closely with the IG Chair to advance the effectiveness of the NCSAI and enhance its service to the SA fellowship according to the NCSAI statement of purpose.

Section 5: **It is the resposibility of Website Team Leader**:

a) Assess abilities and assemble a team with resources needed to accomplish the stated goals of the website mission.
b) Write well designed, testable, efficient code by using best software development practices.
c) Create website layout/user interface by using standard HTML/CSS practices
d) Integrate data from various back-end services and databases.
e) Gather and refine specifications and requirements based on technical needs
f) Create and maintain software documentation.
g) Take responsibility for maintaining, expanding, and scaling the site, per decisions of IG group conscience.
h) Stay plugged into emerging technologies, the best of existing SA fellowship sites and apply practices into operations and activities.
i) Cooperate with web designers to match visual design intent.

Section 5: The main duties of **Spirit of Unity Chair are as follows:**

1. Formation of the Steering Committee w/S-Anon co-Chair
2. SA and Joint Programming - Selection of format, theme(s), speakers
3. Securing UD venue

4. Serves on the event Planning Committee
5. Selects Volunteer chairs
6. Helps create announcements, flyers
7. Helps Emcee the event

- NCSAI Spirit of Unity Chair is a year-round position. It is suggested that the Chair have attended Unity Day(s) and SOU events, and gotten to know the persons who previously organized it, or was part of the planning committee of past events.

- A sobriety requirement of at least one to two years is suggested.

Section 6: The duty of the **collective NCSAI body is as follows:**

1. See below.

Section 4: This body is duty-bound to elect a new Vice-Chair at the end of the current Chair's final term. Section 4: This body is duty-bound to elect a new **Vice-Chair** at the end of his/her final term. Two months (2) prior, the **Body** will prepare a list of nominees to present to the body. The voting will take place during the last meeting of the current Vice Chair's term. In the event of multiple nominees, the Chair will call one separate vote for each. A two-thirds majority of voting members is required to confirm a new Vice Chair.

Article VI, Meetings:

Section 1, Regular Meetings: The regular meetings of NCSAI shall be held at a regular time, once a month, at a regular location on the third Saturday, unless scheduled in advance. We find in person meetings, combined with scheduled shares have helped strengthen connections in our relatively spread-out region.

Section 2, Quorum: A simple majority (51%) of the officers shall constitute a quorum.

It is desired but not necessary, to have 66% or 2/3 substantial unanimity on all business motions.
For example, if 5/9 officers are present, it constitutes quorum. In this case, motions requiring approval during this meeting would need 3/5 YEAS. Abstentions are not counted as Y or N.

In the event of no simple majority, the Secretary or IG Chair can ask whetherto dispense with Roberts Rules of Order as it applies to Quorum for NCSAI meetings. He/She can ask the group conscience whether the assembled constitute a '***quorum for the purpose of this meeting.' Note: If no quorum is determined, the meeting can discuss business but no motions are entertained.***

Section 3, Special Meetings: Special meetings may be called by the Chair or upon request of five (5) NCSAI members. The purpose of the meeting shall be stated in the call. No business other than that stated in the call will be conducted. At least ten (10) days notice will be given, unless waived by all NCSAI officers.

Article VII, Ad-hoc or Sub-committees:

Section 1: Standing assignments shall be formed from time to time as NCSAI may deem necessary, to carry on the work of NCSAI. The Chair of these committees shall be appointed by the NCSAI Chair. Such appointments shall be acknowledged at the next NCSAI meeting. Appointments will be reviewed as the Chair changes.

Section 2: Standing Committees

Bylaws Committee

a) Make recommendations to NCSAI regarding changes to NCSAI bylaws.
b) Create and distribute NCSAI election ballots to all GSR's and meeting secretaries as laid out in Article IV Sections 2,3,4 of the NCSAI Bylaws.
c) This body shall receive nominees for Vice Chair from the Nominations Chair. During the final meeting of the current Vice Chair, the body will proceed to vote on the candidate(s). The present IG Chair shall tally the results of the voting, and announce the result to the body at that time.

Meeting AdHoc Committee

a) Tasked with finding a regular area facility with adequate parking within reasonable distance, near restaurant for fellowship.

Fellowship Committee

a) Responsible for putting together and communciating small fellowship gatherings and events.

Outreach Arm

Traditionally, the Body is responsible for outreach to the community at large. This includes, not limited to, community (healing and hospital professionals, prison and jail admin. and chaplancy) to carry the message, keeping current the local meeting contact list, maintaining events lists, the local speakers' list (for Spirit of Unity and for sundry workshops and meetings) at the behest of the IG body.

Other officers' descriptions:

Article VIII, Authority:

Section 1, Ultimate Authority: NCSAI is bound by the Twelve Traditions of SA and the Twelve Concepts of SA as outlined in the latest edition of the SA Service Manual.

Section 2, Parliamentary Procedure: The rules contained in Robert's Rules of Order latest edition shall govern NCSAI in all cases to which they are applicable and insofar as they are not inconsistent with these bylaws and any special rules of order that the committee may adopt. Such special rules of order shall be listed in Appendix A of this document.

Article IX, Amendment of Bylaws:

These bylaws may be amended by two-thirds (2/3) vote of NCSAI at the regular meetings or at a special meeting of the Committee, provided that the exact wording of the amendment has been submitted in writing and announced at least 2 previous regular meetings. To give all NCSAI members adequate opportunity to deliberate and decide on any amendment, an absentee roll call of voting member will be taken by the NCSAI secretary. An amendment passes on 2/3 majority of ballots cast. An abstention does not count as a ballot cast.

Appendix A, Special Rules of Order

There are no special rules of order as of this revision.

Appendix B, Special Committee(s)

Appoint and delegate sub-committees to help with the above stated instructions