

**By-Laws
Of
Central Intergroup Office of the Desert**

Revised October 3, 2002

Revised May 12, 2011

Reviewed and current as of June 2, 2011

BY-LAWS OF THE CENTRAL INTERGOUP OFFICE OF THE DESERT, AN INTERGROUP ASSOCIATION
AS ADOPTED BY THE GENERAL MEMBERSHIP ASSEMBLY MEETING, FEBRUARY 3, 2000, AT
RANCHO MIRAGE, CALIFORNIA.

ARTICLE I

NAME: CENTRAL INTERGOUP OFFICE OF THE DESERT

ARTICLE II

**PURPOSE: THE PURPOSE OF THE CENTRAL INTERGROUP OF THE
DESERT, AN INTERGROUP ASSOCIATION IS TO:**

- A. Unify the efforts of all member groups in the Central Intergroup Office of the Desert.
- B. Supply information and literature to any groups of individuals within our scope.
- C. Assist in forming new groups or help existing groups in carrying out our purpose; and
- D. Help in any way to carry out the sole purpose of Alcoholics Anonymous.

ARTICLE III

**A. THE TWELVE TRADITIONS OF ALCOHOLICS ANONYMOUS SHALL BE
INCORPORATED INTO AND BE A PART OF THESE BY-LAWS:**

THE TWELVE TRADITIONS

- 1. Our common welfare should come first; personal recovery depends on A.A. 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 A.A. membership is a desire to stop drinking.
- 4. Each group should be autonomous except in matters affecting other groups or A.A. as a whole.
- 5. Each group has but one primary purpose - to carry the message to the alcoholic who still suffers.
- 6. An A.A. group ought never endorse, finance or lend the A.A. name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
- 7. Every A.A. group ought to be fully self-supporting, declining outside contributions.
- 8. Alcoholics Anonymous should remain forever non-professional, but our service centers may employ special workers.

9. A.A. as such, ought never be organized; but we may create special boards or committees directly responsible to those they serve.
10. Alcoholics Anonymous has no opinion on outside issues; hence the A.A. 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 and films.
12. Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities.

ARTICLE IV

A. AFFAIRS OF THE CENTRAL INTERGROUP OFFICE OF THE DESERT

The power to conduct the affairs of the Central Intergroup of The Desert and Intergroup Association of Alcoholic Anonymous shall be vested in a Board of Directors consisting of ten (10) members.

B. THE FOLLOWING OFFICERS SHALL BE ELECTED BY AND FROM THE TEN (10) MEMBERS OF THE BOARD:

1. Chairman
2. Vice-Chairman
3. Treasurer
4. Secretary

C. DUTIES OF OFFICERS

1. The chairman shall:
 - a. Conduct meetings; preserve order and only vote to break a tie.
 - b. Enforce the provisions of these By-Laws.
 - c. Be ex-officio member of all committees.
 - d. Sign all checks drawn upon the funds of this association together with the signature of the Treasurer.
 - e. Have a minimum of five (5) years of sobriety.
2. The Vice-Chairman shall:
 - a. Assist the Chairman in the discharge of his duties and perform said duties in and during the absence, sickness or vacation of the Chairman.
 - b. In the absence of the Vice-Chairman, the Treasurer will perform those duties.
 - c. In the event a vacancy occurs in the office of the Chairman, act as Chairman for the un-expired term.
 - d. Have a minimum of five (5) years of sobriety.
3. The Treasurer shall:
 - a. See that adequate bookkeeping records are currently maintained.
 - b. Present to the Board of Directors a proposed annual budget in June of each year.

- c. Have a financial report at each Intergroup meeting and shall at all times keep the Board informed of the financial condition.
 - d. Sign all checks drawn upon the funds of this association, together with the Chairman or the Chairman's alternate.
 - e. When directed by the Board, two members of the Board other than the Treasurer shall conduct an audit of the Treasurer's books.
 - f. Arrange for annual review of internal controls by at least two members of the board and preparation of tax returns, both state and federal, by independent bookkeeper. Tax returns must be filed within 90 days of end of fiscal year.
 - g. Have a minimum of five (5) years of sobriety.
4. The Secretary shall;
 - a. Record the proceedings of all meetings of the Board of Directors and Intergroup, and perform such duties as are required in conducting the affairs of both bodies.
 - b. Read the minutes of the previous Board and Intergroup meetings at the respective meetings.
 - c. Have a minimum of two (2) years of sobriety.

D. BOARD OF DIRECTORS

1. The Board of Directors shall have the power to conduct, manage and control the affairs of the Central Office; to make rules and regulations consistent with these By-Laws; and to incur indebtedness necessary to carry out the objective of the Central Office and Intergroup. The actions of the Board of Directors shall be by majority vote. A quorum consists of a majority of the then current Board, six (6) if there is a full Board of ten (10).
2. No Director shall receive money for services rendered as Director.
3. No person shall be eligible as a Director, until they have had a minimum of two (2) years of continuous sobriety.
4. To be eligible as a Director, a person must have been an Intergroup Representative from a Coachella Valley or adjacent A.A. group for six months and must have attended at least four Intergroup meetings AND be present at the December election meeting. If no group representative is eligible to serve, a former board member may be nominated, elected and serve another term.
5. Any two (2) officers, or an Officer and a Board Member, may call a Special Meeting of the Board, notice to be given two (2) days in advance, and the topic of the meeting to be clearly stated.
6. The Manager of Central Office is a member of the board.

E. MEMBERS OF THE BOARD OF DIRECTORS

1. Members of the Board shall be nominated and elected at the last Intergroup meeting of the year.
2. Board members shall be elected to serve (2) full years as follows:
 - a. Odd number calendar year - five (5) Board members
 - b. Even calendar years - (4) Board members.
3. This staggering of the terms of Board members is done with the knowledge that this procedure will avoid or preclude any election of a complete Board in any one calendar year who are not informed in the procedures and operations of the Central Office.
4. The new Board shall meet as soon as practical for organization purposes after election and to elect current Officers.
5. Regular meetings of the Board of Directors shall be held once each month at the Central Office. A Director shall automatically be removed from office for loss of sobriety, unexcused lack of attendance at three (3) board meetings in one year or by any conduct which is deemed by a three quarters (3/4) vote of Intergroup to be detrimental to the welfare and best interest of the corporation.
6. No Board member shall serve more than two consecutive (2) year terms. However, after a two year interruption in service, said former Board member can be elected or appointed to the Board again.
7. Board vacancies occurring during the year shall be filled by appointment by the remaining members of the Board, with approval of Intergroup at the next meeting. Said appointee shall serve out the term of the vacated position but shall be eligible for re-election at the end of that term.
8. In the event that no replacement can be found that meets the criteria above, the board may appoint a prior Board member that has served within the last two years.
9. The Intergroup shall be informed at its regular monthly meeting of any changes as to date and time of Board meetings.

ARTICLE VI

FINANCES

- A. Upon dissolution of this association, after paying or adequately providing for the debts and obligations of this association, the remaining assets shall be distributed as follows:
 1. Sixty percent (60%) to the Alcoholics Anonymous World services, Inc., New York, N.Y. which has established its tax-exempt status under Section 501(C)(3) of the Internal Revenue Code.
 2. Forty percent (40%) to Mid-Southern California Area Assembly.

- B. If the above named recipients are not then in existence or are no longer a qualified distribute, or are unwilling or unable to accept the distribution, then the assets of this association shall be distributed to a fund, foundation or corporation organized and operated exclusively for the purposes specified in Section 501(C) (3)of the Internal Revenue Code.
- C. No part of the net earnings of this association shall ever inure to or be for the benefit or be distributable to its members, trustees, officers, or other private persons, except that the association shall be empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the except purposes for which it was formed. Notwithstanding any other provisions of these articles, the association shall not carry on any other activities not permitted to be carried on by an association except from Federal Income Tax under Section 501(c) (3) of the Internal Revenue Code of 1954.
- D. The Central Office may advance "seed money" or "start-up funds" to any fund raising activity from which the Central Office is a beneficiary and may include events in the Coachella Valley where a board member maintains regular liaison with the event's planning committee, and reports plans and progress to the board. The amount advanced should then be entered in the financial records an in the Groupvine monthly "Income and Expenses" report as a separate line item reflecting advances and return payments against those advances.
- E. A "prudent reserve" equal to nine (9) months operating expenses shall be maintained by the Central Intergroup Office of the Desert and their Board of Directors.

ARTICLE VII
PARLIMENTARIAN

Any board member or past board member may act as parliamentarian of the Board, or of Intergroup, when directed by the Chairman of the Board.

ARTICLE VIII
AMENDMENTS AND ADDITIONS

Amendments and additions or deletions of these By-Laws shall be presented to the Board of Directors in writing. The Board cannot vote on acceptance or rejection of the proposal but may offer a recommendation to the Intergroup when that body considers the proposed changes or additions. A notice that amendments, additions or deletions are up for adoption shall be put in the next newsletter and will be put up for adoption at the following regular Intergroup meeting. Amendments, additions or deletions must be approved by a two-thirds (2/3) vote of those Intergroup representatives attending the meeting at which the vote is taken.

ARTICLE IX

Robert's Rules of Order shall be used as a guide in conducting all meetings.