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Monday, January 28, 2002
Preface

To ensure our future we must preserve our past.

"We know what A.A. has done in the past 65 years, but where do we go from here? Well, that depends on every member of A.A. It is possible for us to grow or not to grow, as we elect. If we fight shy of entangling alliances, if we avoid getting messed up with controversial issues (religious or political or wet-dry,) if we maintain unity through our Intergroups/Central Offices, if we preserve the simplicity of our program, if we remember that our job is to get sober and to stay sober and to help our less fortunate brother to do the same thing, then we shall continue to grow and thrive and prosper.

Reprinted with permission of A.A. World Services, Inc.
From the pamphlet, "Co-founders of Alcoholics Anonymous"

Our By-Laws of Current Practices help guide us through the best possible direction in conducting our monthly business meetings, that the result of these practices exercised will keep both ourselves and our groups we represent, well informed and ultimately help the still suffering alcoholic who steps into our rooms of A.A.
ARTICLE 1

PURPOSE AND DUTIES

Section 1. The purpose of the Sara-Mana Intergroup Association hereinafter referred to as, “This Intergroup” shall be to coordinate the efforts of the A.A. Groups in Sarasota and Manatee Counties who are members of this Intergroup. In an attempt to establish policies aimed at making our combined efforts to carry the message to the suffering alcoholic more effective and to provide such services to the Groups as deemed necessary or desirable by the Groups it serves, all actions shall be in conformity with the Twelve Traditions of A.A.

Section 2. This Intergroup shall observe the spirit of A.A. Traditions, taking care that it never becomes holder of excess funds or power; that only sufficient operating funds and reserve be its prudent financial principle; that it places none of its members in a position of unqualified authority over others; that it reaches all important decisions by discussion, vote and whenever possible by substantial unanimity; that its actions never be personally punitive nor an incitement to public controversy, and like the society it serves it will always remain democratic in thought and action.
ARTICLE II

MEMBERSHIP

Section 1. Each Group in the counties of Sarasota and Manatee is entitled to have one Group Representative and one alternate to represent said Group at all Intergroup meetings.

Section 2. Each Group shall be entitled to only one vote by either the Group Representative or alternate on any issue before this Intergroup.

Section 3. Group Representatives shall be selected by Group action of the Group they represent. No Group Representative shall be selected by Group Representative or alternate may represent more than one Group, unless by arrangement satisfactory to this Intergroup membership.
ARTICLE III

MEETINGS

Section 1. Regular meetings of this Intergroup shall be held on the third Tuesday of the month at 7:30 P.M. at such place as shall be decided upon by the majority of this Intergroup at regular business meetings.

Section 2. Special meetings of this Intergroup may be called by the Chairperson or by a petition representing seven member Groups of Intergroup, provided ten days notice is given to all member Groups.

Section 3. A quorum for the conducting of business at any meeting shall consist of the Group Representatives or alternates of the member Groups.

Section 4. If the Group Representative or alternate is unable to attend, a Group Representative should designate a qualified member of his or her Group to act for such a Group Representative by proxy.

Section 5. At all meetings, except special meetings, there shall be the following order of business:

A. Reading of the minutes of the last meeting.
B. Treasurer's report
C. Reports of committees
D. Unfinished business. (Typed Old Business)
E. New Business.
ARTICLE IV

OFFICERS

Section 1. The following officers shall be elected by a majority at the October business meeting and shall assume office at the November meeting. The officers shall serve terms of one year from the date of their taking office. Each officer may be elected to succeed himself for not more than one more term. The officers shall perform the duties provided herein:

A. Chairperson.

1. Preside at meetings of this Intergroup and conduct same in accordance with these Bylaws.

2. Call each meeting to order after ascertaining there is a quorum of ten representing the member Groups.

3. Make such committee appointments as authorized by these Bylaws, and serve as ex officio member on all committees.

4. Require that all checks drawn on Intergroup funds should be subject to a full accounting.

5. Refer ant questions for study to an appropriate committee.

6. Be the official spokesman for this Intergroup and represent same whenever necessary, a duty which he may delegate to another officer or Intergroup member at his discretion.

7. The Chairperson will see to an orderly transfer of all records or property of this Intergroup in his possession to his successor.

8. Chairperson shall inform Vice Chairperson of all current activities and proposals.

9. Perform such other duties as provided for by these Bylaws.
ARTICLE IV

OFFICERS

B. Vice Chairperson

1. Serve as Chairperson in absence of or at the request of the duly elected Chairperson.

2. Perform such other duties as may be assigned by the Chairperson or these Bylaws.
ARTICLE IV

OFFICERS

C. Recording Secretary.

1. Maintain an accurate, complete and permanent record of all proceedings of this Intergroup.

2. Receive and file all committee reports and proxies and notify the Chairperson thereof.

3. Mail minutes of this Intergroup meetings to member Groups not later than 12 days following each meeting.

4. Promptly deliver to his or her successor all records of this Intergroup in his or her custody.

5. Perform such other duties as may be assigned by the Chairperson or these Bylaws.
ARTICLE IV

OFFICERS

D. Treasurer.

1. Be the custodian of this Intergroup funds, administer deposits in a duly constituted banking institution in Sarasota or Manatee County All such funds; disburse same as authorized.

2. Keep an accurate, complete and permanent record of all receipts and disbursements of such funds, verify such records with the Chairperson and make same available to any member or committee of this Intergroup.

3. Require that all checks drawn on Intergroup funds should be subject to full accounting.

4. Make a report of receipts, disbursements and balance on hand at each meeting of this Intergroup.

5. Promptly deliver to his or her successor all records and monies of this Intergroup within his or her custody.

6. Prepare quarterly reports of all Group contributions with sufficient copies to distribute to the Groups.

7. Perform such other duties as may be assigned by the Chairperson or these Bylaws.
ARTICLE IV
OFFICERS

Section 2. The order of succession shall be:

Chairperson
Vice Chairperson
Treasurer
Secretary

Section 3. Any officer who misses a total of more than two (2) meetings without authorization shall be deemed to have resigned, and will start to be replaced at the following regular business meeting.

Section 4. Any officer may be removed from office and his or her office declared vacant upon a two-thirds vote of the membership present at any regular meeting, provided that a ten days notice be given to the membership of this Intergroup that a motion for this purpose will be considered at the meeting.

Section 5. In the event of a vacancy in a elected office, such vacancy shall be filled by using the election procedures in Article VII, Section 3, at the next regular meeting. Filling of such vacancies shall be the first item of new business at such meeting, provided that ten days notice of such election shall be given to each member of this Intergroup.
ARTICLE V

COMMITTEES

Section 1. Meeting List Committee - shall prepare, publish and keep on hand an up-to-date list of all A.A. Group meetings held each week in the area covered by this Intergroup.

Section 2. Answering Service Committee - shall maintain an adequate service to take care of calls originating in this Intergroup area.

Section 3. Planning Committee - shall be responsible for the certification of all Group Representatives and/or alternates and see to that all votes balance with the number eligible to vote.

Section 4. The Chairperson may form new committees as may be needed.
ARTICLE VI
FINANCES

Section 1. All contributions and receipts from various Groups shall be deposited in a qualified banking institution in Sarasota or Manatee County designated by this Intergroup.

Section 2. All disbursements shall be subject to the discretion of this Intergroup and approved by a majority vote of the Intergroup members present and voting at an Intergroup meeting.

Section 3. All checks other than for normal operations shall be approved by the Finance Committee, which has the option of asking the full body of Intergroup for approval.

Section 4. All checks drawn on Intergroup funds shall have two (2) authorized signatures.

Section 5. All records of this Intergroup shall be available for examination by any member of this Intergroup upon request to the Chairperson.
ARTICLE VII

NOMINATING COMMITTEE

And

ELECTION OF OFFICERS

Section 1. At the August meeting of this Intergroup, Chairperson shall appoint two Group Representatives of this Intergroup to serve on the Nominating Committee. Three additional members shall be elected from the membership-at-large. These five shall constitute the Nominating Committee, which shall select a candidate for each office whose names they will place in nomination at the September meeting for the consideration of this Intergroup. Any member of A.A. in the Sara-Mana area is eligible to stand for election to an office in the A.A. Intergroup election.

Section 2. The first order of business at the October meeting will be the election of officers for the coming year. The Chairperson of the Nominating Committee will officially place the names of their selection of candidates in nomination for the offices to be filled. At this time, and before the start of the election, the Intergroup Chairperson will ask the nominations from the floor. At the close of nominations, the election will proceed.

Section 3. Election to each office shall be determined by a simple majority of the votes cast by the Group Representatives present and voting. In the case of a tie vote, voting shall continue until the tie is broken and, if not decided after three (3) ballots, the choice will be decided by lot.

Section 4. The officers elected at the October meeting will take office at the November meeting.
ARTICLE VIII

ADOPTION OF BYLAWS

Section 1. These Bylaws shall become effective when approved by this Intergroup by a two-thirds majority vote at a regular meeting after presentation and consideration by the members of this Intergroup, and may be amended in the same manner at any regular meeting provided that the suggested change or addition shall be considered and discussed at one meeting and the voting on the same shall be done at the next subsequent meeting.
ARTICLE IX

SARA-Mana INTERGROUP ASSOCIATION

Revision adopted May 25th 1986

Section 1. The purposes for which the Sara-Mana Intergroup Association is organized are exclusively charitable within the meaning of section 501(c) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law.

Section 2. Notwithstanding any other provision of these articles, this association shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law.

Section 3. In the event of dissolution, the residual assets of the organization will be turned over to one or more organizations which themselves are exempt as organizations described in sections 501 ( c ) (3) and 170 ( c ) (2) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future Internal Revenue Code, or to the Federal, State, or local government for exclusive public purpose.

Section 4. Our tax number is 06 00632 00 68.