

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

PREAMBLE

OVEREATERS ANONYMOUS is a fellowship of individuals who, through shared experience, strength and hope, are recovering from compulsive overeating.

We welcome everyone who wants to stop eating compulsively. There are no dues or fees for members, we are self-supporting through our own contributions, neither soliciting nor accepting outside donations.

OA is not affiliated with any public or private organization, political movement, ideology or religious doctrine; we take no position on outside issues.

Our primary purpose is to abstain from compulsive eating and to carry the message of recovery through the Twelve Steps of OA to those who still suffer.

I. NAME AND PURPOSE OF ORGANIZATION

- A. The name of this organization shall be Heart of Texas Intergroup of Overeaters Anonymous also known as HOTIG. The primary purpose of HOTIG is to carry the Overeaters Anonymous message of recovery through the service to member groups and to foster the practice of the Twelve Steps, Twelve Traditions, and Twelve Concepts as stated in OA Inc. Bylaws, Subpart B, Article I, II, and III.

- B. Furthering the OA program in accordance with The Twelve Steps ¹of Overeaters Anonymous as shown below.
 - 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.

¹ Permission to use the Twelve Steps of OA Service granted by OA World Services, Inc. No amendments or changes may be made to the Twelve Steps of Overeaters Anonymous.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

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 our affairs.
- C. Furthering the OA program in accordance with The Twelve Traditions² of Overeaters Anonymous as shown below.
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.

² Permission to use the Twelve Traditions of OA Service granted by OA World Services, Inc. No amendments or changes may be made to the Twelve Traditions of OA Service.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

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.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

- D. Furthering the OA program in accordance with The Twelve Concepts of OA Service³ of Overeaters Anonymous as shown below.
1. The ultimate responsibility and authority for OA world services reside in the collective conscience of our whole Fellowship.
 1. The OA groups have delegated to World Service Business Conference the active maintenance of our world services; thus, the World Service Business Conference is the voice, authority and effective conscience of OA as a whole.
 2. The Right of Decision, based on trust, makes effective leadership possible.
 3. The Right of Participation ensures equality of opportunity for all in the decision-making process.
 4. Individuals have the right of appeal and petition in order to ensure that their opinions and personal grievances will be carefully considered.
 5. The World Service Business Conference has entrusted the Board of Trustees with the primary responsibility for the administration of Overeaters Anonymous.
 6. 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.
 7. The Board of Trustees has delegated to its Executive Committee the responsibility to administer the World Service Office.
 8. Able trusted servants, together with sound and appropriate methods of choosing them, are indispensable for effective functioning at all service levels.
 9. Service responsibility is balanced by carefully defined service authority; therefore duplication of efforts is avoided.
 10. Trustee administration of the World Service Office should always be assisted by the best standing committees, executives, staffs, and consultants.
 11. 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;

³ Permission to use the Twelve Concepts of OA Service granted by OA World Services, Inc. No amendments or changes may be made to the Twelve Concepts of OA Service.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

- 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.
- E. Maintaining an Intergroup telephone service and website for HOTIG.
- F. Specifically excluded from the objectives of the HOTIG is the operation of any club or clubhouse, and the endorsement of any public or private projects on overeating, as outlined in Tradition Six.

II. MEMBERSHIP OF ORGANIZATION

- A. The membership of the HOTIG shall consist of OA groups within the geographic boundaries of the Organization. The geographic boundary is a circle formed by using a 50-mile radius from the State Capitol Building in Austin, Texas. Groups outside of this area may apply for and be accepted for membership by a majority of members present at the business meeting deliberating the admission request.
- B. The HOTIG endorses the definition of an OA group in Overeaters Anonymous, Inc. Bylaws, Subpart B, Article V, Section 1, as written and as it may be amended by a future World Service Business Conference. These points shall define an Overeaters Anonymous Group:
1. As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service.
 2. All who have the desire to stop eating compulsively are welcome in the group.
 3. No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting).
 4. As a group they have no affiliation other than Overeaters Anonymous.
 5. It has affiliated as an Overeaters Anonymous group by registering with the World Service Office.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

- C. Virtual groups (groups which replicate face-to-face meetings through electronic media) may be an Overeaters Anonymous group if they:
 - 1. Otherwise meet the definition of Overeaters Anonymous groups;
 - 2. Are fully interactive; and
 - 3. Meet in real time.
- D. The duty of the group representative is to represent the group at HOTIG meetings and serve as a contact to carry communications between HOTIG and the home meeting.
- E. Each group representative and alternate representative shall serve for the period designated by their group, always subject to recall by the group they represent.
- F. Each representative shall be entitled to one vote in HOTIG business meetings.
- G. Only the HOTIG members or representatives may vote at any meeting of the HOTIG.

III. MEETING TIMES OF THE ORGANIZATION

- A. The regular meeting of HOTIG shall be the first Saturday of each month unless changed by a majority vote.
- B. Notification of the regular meeting of HOTIG shall be oral or written notices given by group or alternate representative prior to the date of the meeting. Notice shall also be published prior to the meeting in written form.
- C. A special meeting may be called at any one time, other than regular meetings, by a majority vote of the HOTIG.

IV. FORMATION OF THE ORGANIZATION'S SERVICE BOARD

- A. The Board shall include the following elected officers: Chairperson, Vice-chairperson, Secretary, and Treasurer.
- B. The HOTIG may also include other positions such as: WSBC delegate/ Regional Representatives, Alternate Regional Rep, and Committee Chairs.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

- C. One Regional Representative is elected for each of 15 meetings or fraction thereof in accordance with Region III By-Laws.
- D. The following Committee Chairs may be appointed by the elected officers at any regular monthly HOTIG meeting.
 - 2. Public Information / Professional Outreach Chairperson
 - 3. Group Outreach Chairperson
 - 4. Literature Chairperson
 - 5. Newsletter Editor
 - 6. 12th Step Within Chairperson
 - 7. Young People Chairperson
 - 8. Webmaster
 - 9. Intergroup Information Contact
- E. Committee Chairs shall be OA members who attend an OA group within the geographic boundaries of the HOTIG and who have attended at least four Intergroup meetings in the past year.
- F. The Board shall solicit nominations before or at the regular October monthly meeting and prepare a slate of candidates. In the case where no slate has been prepared, nominations shall be taken from the floor at the regular November meeting. Each OA group in HOTIG area shall have the right to nominate qualified persons. Elections will take place in November, transition month will be December and new Board will assume responsibilities in January.
- G. To qualify for election to the HOTIG Board, a person must at the time of his or her election:
 - 1. Be an active member of an OA group affiliated with IG# 09229 Heart of Texas Intergroup.
 - 2. Have served as a meeting representative to HOTIG for one year and have attended at least four Intergroup meetings in the past year.
 - 3. Follow the Twelve Steps, Twelve Traditions and Twelve Concepts of OA Service to the best of his/her ability.
- H. The nominee must receive a majority vote to be elected. In the case of a tie vote between nominees for an elected position, a second ballot will be taken in written form and the Chairperson will take part in this ballot to break the tie.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

- I. All HOTIG Board positions shall be for one-year terms, except the terms of Regional Representatives and World Service Delegates and Alternates, which shall be for two years.
- J. No person shall serve more than two consecutive terms for the same office unless he/she began mid-term.
- K. Regional Representatives will be sent to all Region assemblies, depending upon financial resources. The Alternate Representative will attend Region assemblies in the absence of regular representative(s), or in addition to regular representatives, depending upon financial resources.
- L. The HOTIG delegate(s) sent to the World Service Business Conference each year shall be the regular Regional Representative(s), as determined by the HOTIG Board. The HOTIG shall be entitled to have one qualified delegate for up to the first fifteen groups it represents and one for each additional fifteen groups or any fraction thereof.
- M. An elected or appointed position to the HOTIG will be determined vacant when the person holding the position is not in attendance for three (3) consecutive meetings and notification has not been received by any member of the HOTIG explaining the absence.
- N. Removal is based on non-attendance to intergroup meetings, or not fulfilling the designated responsibilities of the office as shown in Bylaws, or relocation outside the HOTIG area. Removal shall be accepted by a majority vote of the HOTIG.
- O. The Intergroup Service Board will accept a written resignation or verbal resignation from the person vacating the elected or appointed office.
- P. Should a vacancy, resignation, or removal of an elected or appointed position occur, all pertinent information should be turned over to the Intergroup Chairperson. The Intergroup Board will then accept nominations for replacement to be appointed to serve the remainder of the unexpired term.
- Q. A vacancy on the HOTIG Board shall be filled for an unexpired term provided at least 10 days' notice has been given to each OA group of the vacancy. Nominees shall be presented and voted upon at the next regular meeting of the HOTIG.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

V. THE HOTIG BOARD AND HOW IT FUNCTIONS

The HOTIG shall hold regular monthly meetings governed by Heart of Texas Intergroup Bylaws and the procedures specified in Robert's Rules of Order. A copy of the Heart of Texas Intergroup HOTIG Bylaws will be sent to the OA World Service Office whenever it is updated with a new revision.

- A. The Chairperson shall preside at all HOTIG meetings. Upon election as Chairperson, a Board member (if s/he has been a group representative up to this point) must resign as a group representative, enabling his/her group to elect a new representative, thus assuring all groups equality of representation. At Intergroup meetings, the Chairperson may vote only in event of a tie or when there is a written ballot. In the absence of the Chairperson, the Vice-chair shall perform the duties of the Chairperson. In the event that both the Chairperson and Vice-chairperson are absent, the Secretary shall perform the duties of the Chairperson.
- B. The Chairperson may call a special meeting at any reasonable time.
- C. A quorum to conduct regular and special Intergroup Board meetings shall consist of no less than three members. When a quorum is present, matters may be decided by a simple majority vote.-
- D. The duties of each elected and appointed member of the HOTIG are:
 - 1. The **Chairperson** shall preside at all HOTIG monthly meetings and at any special meetings. The Chairperson prepares meeting agendas and is one of the signers of the bank accounts.
 - 2. The **Vice-chairperson** shall fulfill all the responsibilities of the Chairperson when the Chairperson is absent.
 - 3. The **Secretary** shall prepare minutes for each intergroup meeting; maintain membership rosters and all original HOTIG Charter, Bylaws and organizational records. S/he handles all correspondence between the Intergroup and Region and the WSO.
 - 4. The **Treasurer** shall be one of the signers of the bank accounts. S/he shall receive and disburse requests for payments, keeping accurate records of each transaction. The Treasurer shall manage all bank accounts and ensure records agree with bank records. S/he

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

shall prepare and present financial reports to the Intergroup as needed and provide counsel on all intergroup financial matters.

5. The **Regional Representatives** and **Alternate(s)** represent the HOTIG at Region 3 Assembly and World Service Business Conference (WSBC) as Delegate. Representatives/Delegates may be instructed as to the desires of the HOTIG, and shall not vote against these wishes unless situations arise that make it necessary for the best interests of OA as a whole.
 - a. Representatives are selected for judgment, experience, stability, willingness and faithful adherence to the Twelve Steps, Twelve Traditions, and Twelve Concepts of OA Service.
 - b. H/She must have a minimum of one-year regular attendance at OA meetings.
 - c. Have completed the fourth and fifth step.
 - d. Shall not be in relapse. Abstinence is defined as the action of refraining from compulsive eating and compulsive food behaviors while working towards or maintaining a healthy body weight. Spiritual, emotional and physical recovery is the result of living the OA Twelve Step program.
 - e. The WSBC Delegate/alternate shall have at least one (1) year of current abstinence and at least two (2) years of service beyond the group level.
 - f. The Region 3 Representative shall have at least one (1) year of current abstinence and at least two (2) years of service beyond the group level.

6. The **Public Information / Professional Outreach (PIPO) Chairperson** carries the message of OA recovery to the level of press, radio, television and other public media of communication. HOTIG public information activities include preparation of newspaper support group notices, coordination of public service announcements for local radio and television stations, conducting local media interviews and handling requests for information. This person will act as the liaison between the HOTIG and interested medical, clergy, military, employee assistance programs and eating disorder therapists. Among their duties is the regular mailing of the Intergroup Meeting Directory to professionals.

7. The **Group Outreach Chairperson** will maintain a current listing of all meetings affiliated with HOTIG # 09229 ensuring

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

- consistency between WSO website, HOTIG website and HOTIG published meeting list. Other activities include creation and maintenance of the HOTIG meetings using the HOTIG Remote Conferencing service, keeping an updated list of group contacts, new group formation assistance to include registration with WSO, and selection of OA literature up to a value of \$35.
8. The **Literature Chairperson** orders and makes available conference approved OA and AA literature to the individual OA groups served by the HOTIG. The Chairperson maintains inventory records, assists groups in literature distribution, and forwards funds received to the Treasurer. S/he also makes recommendations on which pamphlets and books should be used by groups as required. A monthly report of literature sales and purchases shall be presented at the HOTIG meeting.
 9. The **Newsletter Editor** is responsible for the regular publication of a HOTIG Newsletter. Newsletter activities include coordination and/or preparation of articles, media searches for applicable items for publication, coordination of media word processing, artwork, layout, and printing, as well as delivery to Intergroup meetings for distribution to group representatives.
 10. The **12th Step Within Chairperson** coordinates Intergroup activities in support of encouraging existing OA members to become or remain abstinent, to work the Twelve Steps and to give service to the best of their ability. These activities may include: preparing and presenting workshops, marathons and retreats; sponsoring personally or by mail/email; focusing on membership retention; and providing literature that addresses Twelfth-Step-Within concerns.
 11. The **Young People Chairperson** coordinates activities to carry the message of recovery to persons in their teens and twenties, following the WSO Guidelines.
 12. The **Webmaster** acts as the liaison between the website service and HOTIG Board and members.
 13. The **Intergroup Information Contact** maintains HOTIG maintains the HOTIG telephone, email, and website contact form information dispersal.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

VI. SUB-COMMITTEES

The Chairperson, together with the HOTIG Board, shall appoint such sub-committees as are deemed necessary for the welfare and operation of the groups. Such sub-committees shall include, but not be limited to, Intergroup activities, public education, and speaker's bureau. The Chairperson shall be an ex-officio member of all sub-committees.

VII. FINANCIAL STRUCTURE

The activities of the HOTIG office shall be financed primarily by the contributions of its member groups.

- A. Secondary sources of income may be from such occasional projects or activities as may be authorized by the HOTIG within the Twelve Traditions of OA.
- B. The HOTIG may accept donations from OA members, conforming to the general practice of Overeaters Anonymous.
- C. The acceptance of bequests or donations from any outside source is prohibited.
- D. The HOTIG shall not accept the responsibility, Trusteeship or enter into the distribution or allocation of funds set up outside of the Intergroup Service Board.
- E. In order to deregister, the HOTIG must submit a written request to the World Service Office, the region chair and the region trustee. When HOTIG ceases operation, and all debts have been paid, all remaining funds shall be distributed to other Overeaters Anonymous service bodies or the WSO in accordance with Tradition Six.
- F. No part of the net earnings of this association shall ever inure to or for the benefit of 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 payment and distributions in furtherance of the exempt purposes for which it was formed.

BYLAWS of HEART OF TEXAS INTERGROUP OF OVEREATERS ANONYMOUS
September 15, 2023; Revision 15

- G. 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 exempt from Federal income tax under Section 501c(3) of the Internal Revenue Code of 1954.

VIII. MAJOR POLICY MATTERS

Matters which relate to major policy affecting HOTIG meetings or groups, shall be referred to the HOTIG. Matters which relate to Overeaters Anonymous as a whole, shall be referred to the Overeaters Anonymous World Service Organization Board of Trustees.

IX. AMENDMENTS TO BYLAWS

A. Amendments may be made to the HOTIG Bylaws at any time by a majority of the group representatives present at any regular or special meeting of the HOTIG with the exception of Article I Sections B. Twelve Steps, C. Twelve Traditions, and D. Twelve Concepts. Amendments to the Twelve Steps, Twelve Traditions and Twelve Concepts of OA may only be made as per OA, Inc. Bylaws, Subpart B, Article XII, Section 1.

B. Advance notice that the Bylaws are being considered for revision must be provided to all HOTIG members, either by telephone, by mail, email or by publication in the Intergroup Newsletter.

C. Change notification must occur at least 10 days before the meeting at which the actions are to be taken on the amendment(s).

D. A copy of the Heart of Texas Intergroup HOTIG Bylaws will be sent to the OA World Service Office whenever it is updated with a new revision.

X. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern this Intergroup in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, the Twelve Traditions or any special rules of order the Intergroup may adopt. Furthermore, Intergroup's Bylaws must conform to OA, Inc. Bylaws.