

THE BYLAWS OF  
TIDEWATER INTERGROUP OF OVEREATERS ANONYMOUS  
REGION # 7

INTERGROUP # 046-09136

APRIL 7, 2008

**ARTICLE I. NAME**

The title of this organization shall be “Tidewater Intergroup of Overeaters Anonymous”, hereinafter referred to as Intergroup.

**ARTICLE II. PURPOSE**

The specific and primary purpose of Intergroup is to aid those with the problem of compulsive overeating to overcome that problem through the Twelve Steps, Traditions, and Concepts of Overeaters Anonymous as written in the Appendix to these Bylaws. The Steps, Traditions and Concepts may not be amended by Intergroup. The general purpose and power is to promote the public health, and to work with and furnish charitable and cultural assistance to those with problems of compulsive overeating. This objective shall be met by providing services for the member OA groups which can be best accomplished by the formation of an Intergroup organization. These services include, but are not limited to:

1. Secure an OA community answering service authorized to answer inquiries concerning OA activity in the Tidewater area and to forward action items to cognizant contact personnel.
2. Answer inquiries about OA.
3. Establish local public information procedures servicing individual, organizational, and institutional groups seeking information and/or OA support.
4. Provide a meeting list for Intergroup and member groups.
5. Provide a newsletter about local, regional, national, and worldwide OA events.
6. Order, sell, and distribute OA and AA World Service Office approved books and literature.

7. Intergroup is organized exclusively for charitable, spiritual, and scientific purposes, including for such purposes the making of distributions to organizations under the Section 501 (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

### **ARTICLE III. MEMBERS**

Section 1. Membership of Intergroup shall consist of the following:

1. The Intergroup Board.
2. Intergroup Representatives (IRs) which shall consist of one member from each group recognized and chartered OA group within the geographic area.
3. Standing Committee Chairpersons.

Section 2. Qualifications for membership

1. Those groups within the region or the geographic definition of Intergroup that have formally registered with World Service Office and indicated their intention to belong to Intergroup may be considered members. An OA group is defined as the following:
  - A. As a group, they meet together to practice the Twelve Steps and Twelve Traditions of OA.
  - B. All who have a desire to stop eating compulsively are welcome in the group.
  - C. No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting).
  - D. As a group, they have no affiliation other than OA.
  - E. A group may be formed by two (2) or more persons meeting together as set forth in Article IV, Section 1 of Overeaters Anonymous, Inc., Bylaws Subpart B.
2. Each group will be entitled to one vote through its elected IR.
3. No group may be registered with another Intergroup.

Section 3. Intergroup representatives (IRs)

1. IRs shall be selected by the group conscience of the group they represent and shall serve for a period of time designated by their group, always subject to recall by the group they represent. Each group shall be free to designate an alternate delegate when the necessity arises.
2. Groups are encouraged to consider stability, length of time in program, and time in grace of abstinence in selecting members to serve as IRs.
3. The primary responsibility of the IR, or alternate, is to represent their OA group at Intergroup. This is best accomplished by acting as a liaison between Intergroup and their OA groups, ensuring that all communications pertaining to Intergroup are made available and, where requested, read aloud to the group. Other responsibilities are:
  - A. If unable to attend because of illness or emergency, to notify alternate as soon as possible.
  - B. Participate in Intergroup meetings in accordance with the intent and spirit of the Bylaws, faithfully representing their designated OA group.
  - C. Bring Intergroup summary before local group.
  - D. Bring unresolved group problems or questions to Intergroup.
  - E. Explain to new members of their OA group the purpose and function of Intergroup.
  - F. Ensure that a copy of these Bylaws is available to OA group members for study upon request.
  - G. Keep alternate IR informed of pertinent data so alternate may effectively represent OA group and IR as need arises.

NOTE: While service to OA fellowship is an important part of the OA recovery program, individual care must be taken to ensure that the number of service positions accepted are not excessive and, in fact, potentially counterproductive to the individual's personal recovery program and the OA effort.

Section 4. Vacancies or Resignation of IRs

1. Failure of an IR to attend two (2) consecutive meetings of Intergroup may cause their position to be declared vacant. The Intergroup

Secretary then shall notify the secretary of the representative's group. Further action shall be at the discretion of the cognizant group.

2. IRs may resign at any time by notifying the secretary of the OA group they represent with a notification to Intergroup.

Section 5. Membership with voice and no vote may be:

1. Any employee.
2. Any member of the fellowship who is not a member of the Tidewater Intergroup Board, a duly elected IR, designated IR alternate, or a committee chairperson.

## **ARTICLE IV. THE INTERGROUP BOARD**

Section 1. Tidewater Intergroup Board (TIB) shall consist of:

1. Chairperson
2. Vice Chairperson
3. Secretary
4. Treasurer
5. World Service Conference Delegate (s)
6. Regional Representative (s)
7. The immediate past Chairperson shall serve as an ex-officio member of the TIB for one year.

NOTE: The TIB shall serve as the Executive Board.

Section 2. Nomination to the TIB. Nomination may be made from the floor at the time of selection. A nominating committee may also be formed at the discretion of Intergroup in accordance with these Bylaws.

Section 3. Recommended qualifications for the TIB.

1. Working the Twelve Steps of the recovery program for one (1) year.
2. A working knowledge and admitted support of the Twelve Traditions.

3. Six (6) months current abstinence with the exception of the World Service Conference Delegate (s) (see Article IV, Section 6.6C).
4. Regular attendee of an active group for a period of one (1) year and is currently an IR or Alternate.
5. Understand responsibilities of the position as defined in these Bylaws.
6. In order to be elected to the TIB, a nominee must be present at the election meeting and must receive a majority vote of the Intergroup.
7. Upon election to the TIB members should cease to be a representative of their group and that group should elect a new IR.

#### Section 4. Method of Election

1. Schedule of Election. Election shall be held during the Annual Meeting, which is held in November, with the exception of Region 7 Representatives which will be held in August, prior to the fall Region 7 Assembly.
2. Nomination. The Chairperson shall appoint a nominating committee to interview, screen, and recommend candidates for election. This appointment shall occur during New Business at the August regular meeting.
3. Election Procedure. Each attending vote-eligible member of the Intergroup shall cast one vote. A simple majority wins for respective candidates. Ties will cause a revote for a maximum of four (4) attempts to elect to each office. If neither of the top two candidates can receive a majority, there will be a show of hands to conduct a fifth and final ballot. If the motion is defeated, balloting is over and the names of the top two candidates shall be put in a hat and the choice made by lot from the hat. The one drawn becomes the Officer.
4. Term of Office. All officers are elected for a term of one (1) year, commencing on January 1<sup>st</sup> and terminating on December 31<sup>st</sup>, with the exception of World Service Delegate (s) and Region 7 Representative (s) who are elected for a two (2) year term.
5. Succession in Office. An officer, if elected, may succeed himself/ herself for one additional term at his/her present position. Thereafter, succession in office will not be allowed, however election and acceptance to a position in another capacity is permitted.

6. Unexpected Terms (Vacancy). See Article IV, Section 9.

Section 5. Responsibilities of the TIB

1. Chairperson

- A. Shall preside at all regular and special meetings of the Intergroup.
- B. Shall be responsible for establishing the agenda for all Intergroup meetings.
- C. May cast the deciding vote to break a tie.
- D. Shall appoint the Committee Chairs, concurrent with confirmation of the attending Intergroup by majority vote.
- E. Be an ex-officio member of all committees and of Intergroup at expiration of term for the following twelve (12) month period.
- F. Shall be listed with the bank as a second person who is empowered to sign checks in the event the Treasurer is not available.
- G. Perform the duties of the Treasurer in the event of the absence, resignation, or inability of the Treasurer to perform assigned duties.

2. Vice Chairperson

- A. Shall serve in the absence of the Chairperson.
- B. Shall assist the Chairperson.
- C. Keep a calendar of things that must be done or started each month.
- D. Help prepare agenda for monthly meetings.
- E. Help prepare list of meetings, parties, dances, etc., for monthly newsletter.
- F. Serve as Vice Chairperson of Budget Committee and Newsletter Committee.
- G. Perform Chairperson duty, as situational absence of Chairperson may require, until the incumbent Chairperson is able to resume duty, or a new Chairperson can be elected in accordance with the provisions of these Bylaws.

### 3. Secretary

- A. Shall be the recorder of the minutes of all meetings of Intergroup and shall present a copy of said minutes to each IR and Board Member at the next Intergroup meeting. Acceptance of the minutes at the meeting constitutes delivery in accordance with the Bylaw definition of this duty.
- B. Shall maintain the Intergroup's records as follows: Keep the meeting sign-in sheet and agenda until that meeting's minutes are approved. Keep the meeting minutes and all related reports for three years.
- C. Shall distribute notices of all meetings of Intergroup as described in Article V.
- D. Shall keep World Service Office informed of all changes to Intergroup information.
- E. At least 60 days before the date of the Annual (election) meeting in November, the Secretary shall notify all of the candidates placed in nomination as to the date, time, and place of the meeting and provide candidate qualification forms.
- F. Maintain a complete and up-to-date list of all charter member OA groups, showing group officers with special attention to the IRs, Alternates, and Treasurers.
- G. Call roll call at every Intergroup meeting.
- H. When a charter meeting OA group is not represented at an Intergroup meeting—IR and Alternate both for two (2) consecutive meetings, contact OA group to determine reasons for absence. If absence continues, notify OA group again and ask them to provide new IR and Alternate.
- I. When a Board Member or Committee Chair is absent without notice or substitute for one (1) meeting, contact that individual to determine reason for absence.
- J. Shall check Intergroup Post Office Box on a regular basis to pick up all incoming mail to Intergroup.
- K. Shall disseminate all information received from other OA sources (WSO, Region 7, other Intergroups or groups) at Intergroup meetings.

- L. Shall immediately respond to all requests for information about OA and the Tidewater Intergroup. In cases where action is out of the realm of the Secretary's authority, the matter should be brought up at the next Intergroup meeting. In cases of grave emergency (i.e., the closing of the area hotline) where immediate action must be taken, the matter will be brought as soon as possible to the Chairperson of Intergroup for further guidance.

4. Treasurer

- A. Take and maintain charge of the Intergroup funds.
- B. Make disbursements necessary to carry out the usual Intergroup monthly business.
- C. Secure approval of Intergroup for unusual expenses.
- D. Maintain accurate and current record of all funds.
- E. Hand to the IR or Alternate present a receipt of the previous month's contribution.
- F. Pass receipts for OA groups not represented to the Secretary for mailing.
- G. Present a written report of Intergroup financial status at each meeting, showing receipts, expenditures and contributions by source. These reports will be maintained for three years.
- H. Treasurer bookkeeping duties are outlined in Article VII, Section 3.
- I. Be second signature on two-party signature account for any committee checking accounts authorized by Intergroup.

5. World Service Conference Delegate(s)

- A. Shall attend the World Service Conference of Overeaters Anonymous.
- B. Shall meet and comply with all qualifications and requirements as outlined and defined in the Overeaters Anonymous, Inc. Bylaws, Subpart B.
- C. Shall have one (1) year abstinence.

- D. Shall serve Overeaters Anonymous and the World Service Conference until the following Conference.
- E. Shall serve no more than four (4) consecutive years, except for reasons to be decided by the group conscience of Intergroup with respect to the Delegate(s).
- F. Shall be willing to report, either orally or in writing as designated by Intergroup, the actions of the Conference to all Intergroup charter member OA groups, and to keep TIB, Intergroup, and charter member OA groups aware of World Service Office information.

6. Regional Representative (s) (RRs)

- A. Shall attend all regional assembly meetings or arrange for an alternate to attend.
- B. Shall meet all qualifications and requirements as outlined in the Region 7 Bylaws.
- C. Shall serve Overeaters Anonymous and Region 7 for the full term as designated by the Region 7 Bylaws.
- D. Shall serve no more than four (4) consecutive years, except for reasons to be decided by the group conscience of Intergroup with respect to the RR.
- E. Shall be willing to report, either orally or in writing as designated by Intergroup, the actions of the region assembly to all groups they represent; to keep TIB and Intergroup aware of regional information; to communicate important information to the charter member OA groups.

NOTE: OA experience seems to indicate that greater continuity of service is achieved when the World Service Conference Delegate(s) and the Region Representative(s) are the same person(s).

Section 6. Vacancies and Resignations

1. If a member of TIB fails to attend two (2) consecutive meetings without prior notice, that office may be declared vacant by a majority of those members present and voting.
2. Any TIB member may resign at any time for any reason by giving the

Chairperson written notice.

3. Any TIB member may be removed from office by a two-thirds (2/3) vote of the IRs at a special meeting announced for that purpose.

Section 7. Filling Vacancies

1. Vacancies shall be filled by a majority vote at that meeting in which the vacancy occurred, or at the next meeting or special meeting of Intergroup. Such person(s) chosen to fill vacant office(s) shall serve the remainder of the unexpired term.
2. Remainder of an unexpired term shall not be considered in determining eligibility to be selected for appointment or reappointment to office.
3. Person(s) selected to fill any vacancy on the TIB should meet the qualifications as defined in Article IV, Section 3 and be aware of all responsibilities of the position as described and defined in Article IV.

Section 8. TIB Relationship to Committee Meetings. Any member of the Executive Board may attend any and all Committee meetings; serving as an observer, advisor, and resource.

Section 9. TIB Attendance. All members of the Intergroup Board must attend at least six (6) Intergroup meetings each year and may not miss more than two consecutive meetings.

## **ARTICLE V. MEETINGS**

Section 1. Regular Meetings. The regular monthly Intergroup meeting shall be held on the first Monday of each month with the exception of the September meeting which shall be held on the second Monday of September. Voting on all matters during a “regular” meeting shall be by a simple majority vote of the TIB, Committee Chairs, and charter OA IRs present. Any number of vote eligible Intergroup members in excess of five (5) shall constitute a quorum.

Section 2. Special Meetings of the TIB

1. The person who calls the special meeting is responsible for notifying the other Board members.
2. All members are to be notified five (5) days prior to meeting and provided the date, place, and meeting time by the Secretary.

Section 3. Annual Meeting. The annual meeting is to be held on the first Monday in November. This meeting agenda shall include at a minimum:

1. Election of new officers to Intergroup Board.
2. Recognition of new officers, who will take office officially on January 1<sup>st</sup> of the following year.
3. Annual report from all officers and Committee Chairs.
4. Other pertinent Intergroup business items.

Section 4. Notice of Meetings. Inasmuch as all regular meetings are held at a predetermined date and prepublished time, no notice will be mailed; however it will be published in the issue of the newsletter next preceding the meeting.

Section 5. Specially Called Intergroup Meetings. May be called by the Chairperson when deemed necessary, or at the written request of five (5) Intergroup members. All officers and members of the Intergroup must be notified by mail at least five (5) days prior to the meeting by the Secretary. This notice must specify reason for the special meeting and give date, time, and place. No other business than that specified shall be transacted.

## **ARTICLE VI. COMMITTEES**

Section 1. The following standing committees may be established as required to carry out the purposes of Intergroup in the most effective and efficient manner. Standing committees may include but are not limited to the following:

1. Newsletter/Meeting lists
2. Literature
3. Public and Professional Outreach
4. Twelfth Step
5. Budget
6. Special Events
7. Retreat
8. Bylaws

Section 2. Committee Appointments. TIB shall designate such committees as are deemed necessary for the welfare and operation of Intergroup. The Chairperson shall appoint a Committee Chairperson from those IRs present who meet IR qualifications. Any OA

member present, meeting IR qualifications, may be appointed to chair a standing committee with approval of the established quorum.

Section 3. Committee Procedures. Each standing committee may prescribe its own rules for calling and holding meetings and its method of procedures, subject to the guidelines of the Twelve Traditions of Overeaters Anonymous.

Section 4. Committee Responsibilities. Each Committee Chairperson shall attend the monthly Intergroup meeting to submit a report. If any monies are expended, a detailed and itemized accounting shall be included with the report. Further, all committees shall provide articles for publication to the editor of the newsletter on a continuing and timely basis. If a Committee Chair fails to attend two (2) consecutive Intergroup meetings without prior notice, that office may be declared vacant by the majority of those members present and voting.

Section 5. Ex-officio Members. Past Committee Chairs may serve in an ex-officio capacity in their respective committees.

Section 6. Committee Bank Account. If it is deemed necessary by TIB that a committee shall open a bank account, the following procedures shall be followed:

1. The Committee Chairperson shall keep all financial records and shall present a detailed, itemized report of transactions to Intergroup one (1) month following any event for which monies were expended.
2. The Committee Chairperson shall arrange for an audit of the account once each quarter and during the final month of each year. The audit shall take place at the same time as the audit of the general Intergroup account.

Section 7. Vacancies. Should a vacancy, resignation or removal occur in any Committee Chairperson office, all pertinent information shall be turned over to the Intergroup Chairperson. The Chairperson shall then appoint a new Committee Chairperson to serve the remainder of the unexpired term

## **ARTICLE VII. FUND ACCOUNTING**

Section 1. Source of Funds

1. Voluntary contributions of the member groups shall be the primary source of funds.
2. Secondary source of income may be such occasional projects or activities as may be authorized by Intergroup according to Tradition Six of OA.
3. Intergroup may accept donations from OA members, conforming with the

general practice of OA.

4. The maximum allowable annual donation to the Intergroup by an individual OA member is to be limited to five hundred dollars (\$500.00).
5. The acceptance of bequests or donations from any outside source is prohibited.
6. Intergroup shall not accept the responsibility for trusteeship over, or enter into the distribution of allocations of funds set up outside OA.

Section 2. Accumulation of Funds. There shall be no accumulation of funds beyond current necessities, with retention of only a prudent reserve for contingencies. Funds in excess will be obligated at the next regular meeting or forwarded to Region 7 and/or World Service Office on a regular basis as directed by Intergroup.

Section 3. Duties of the Treasurer. The duties of the Treasurer are twofold. To receive and disburse funds for the Intergroup in an accountable and auditable manner. The following is an outline of the bookkeeping procedures to be followed most generally on a monthly basis.

1. Receipts.

- A. All receipts, whether in the form of contributions from groups, individuals, special events or any other source, shall be entered in a suitable journal or accounts receivable ledger.
- B. When a sufficient amount has been received, a deposit is to be made. Duplicate deposit slips should be kept. Their total should equal receipts on accounts receivable ledger.

2. Disbursements

- A. All bills must be paid by check except for small purchases by a Treasurer.
- B. Check stubs must be filled in properly.
- C. The DATE PAID and the CHECK NUMBER shall be entered on the bill.
- D. All paid bills are to be placed in a file maintained by the Treasurer. They are to be kept by the Treasurer until the books are closed at end of the month, then transferred to a permanent file.
- E. Checks are to be entered in suitable journal or accounts payable

ledger. Entry must show CHECK NUMBER, DATE PAID, TO WHOM PAID, and AMOUNT.

3. Checks and bank statements.

- A. UNDER NO CIRCUMSTANCE SHALL A CHECK BE MADE PAYABLE TO THE ORDER OF "CASH".
- B. If, for any reason, a check is voided, it must be retained and stapled to the check stub. (This is important since every check number must be accounted for.)
- C. Monthly bank statements must be reconciled so that they agree with the checkbook balance.

4. Petty cash.

- A. Should it be deemed necessary, a petty cash fund will be appropriated for the Treasurer.
- B. This fund shall not exceed fifty dollars (\$50.00).
- C. Cash register tapes or signed bills must be secured for all payments made out of petty cash and turned over to the Treasurer for reimbursement by check.

5. Monthly report.

- A. Books shall be closed at the end of each calendar month and report made to Intergroup at the regular monthly meeting.
- B. Monthly report should be made on a form approved by the Intergroup showing contributions received from each group, total receipts, total disbursements and the cash balance on hand at the end of the month. (CASH ON HAND shown on the report MUST AGREE with the CHECKBOOK BALANCE.)

## **ARTICLE VIII PARLIAMENTARY AUTHORITY**

Section 1. The rules contained in the current edition of Robert's Rules of Order shall govern this Intergroup in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, OA, Inc. Bylaws, the Twelve Traditions of OA, or any special rules of order this Intergroup may adopt.

## **ARTICLE IX AMENDMENTS TO THESE BYLAWS**

**Section 1.** Amendments to these Bylaws will be made in the following manner.

1. Motion to amend Bylaws.
  - A. Motion must be made in writing to Intergroup at the regular monthly Intergroup meeting or a special Intergroup meeting if such meeting is for the specific purpose of making a motion of amendment to these Bylaws.
  - B. If motion is made from a TIB member or IR, then a second is needed to accept the motion.
  - C. If motion is made from an established committee (i.e., Bylaws Committee) then the motion is automatically accepted, a second to the motion is deemed unnecessary.
2. Any motion for a change to these Bylaws that is accepted by Intergroup shall be automatically tabled until the following Intergroup meeting.
3. There will be a minimum waiting period of at least one month between announcement of motion to amend the Bylaws and voting on the amendment.
4. There must be a two-thirds (2/3) vote, with a quorum present, for an amendment to these Bylaws to be passed.

NOTE: In accordance with Article V, Section 1, a quorum of Intergroup is considered any number of vote eligible Intergroup members in excess of five (5).

**Section 2.** Normally the Chairperson of the Bylaws Committee has the responsibility for incorporation of all passed amendments into these Bylaws unless the Chairperson has made arrangements for someone else to do this task.

## APPENDIX

### The Twelve Steps of Overeaters Anonymous

1. We admitted that 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.
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.

### The Twelve Traditions of Overeaters Anonymous

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 nonprofessional, 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.
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.

## The Twelve Concepts of OA Service

1. The ultimate responsibility and authority for OA world services resides in the collective conscience of our whole Fellowship.
2. The OA groups have delegated to the 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.
3. The right of decision, based on trust, makes effective leadership possible.
4. The right of participation ensures equality of opportunity for all in the decision-making process.
5. Individuals have the right of appeal and petition in order to ensure that their opinions and personal grievances will be carefully considered.
6. The World Service Business Conference has entrusted the Board of Trustees with the primary responsibility for the administration of Overeaters Anonymous.
7. 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.
8. The Board of Trustees has delegated to its Executive Committee the responsibility to administer the OA World Service Office.
9. Able, trusted servants, together with sound and appropriate methods of choosing them, are indispensable for effective functioning at all service levels.
10. Service responsibility is balanced by carefully defined service authority, therefore duplication of efforts is avoided.
11. Trustee administration of the World Service Office should always be assisted by the best standing committees, executives, staffs and consultants.
12. 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;
  - 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 acts of government, and each shall always remain democratic, in thought and action.