

## **Chicago Area S-Anon Intergroup Bylaws**

1. **Purpose.** The purpose of this Intergroup shall be to coordinate services for the groups it serves. These services include:

- a. Maintain and coordinate coverage for Chicago Area S-Anon telephone information line.
- b. Update and distribute list of registered Chicago Area S-Anon meetings.
- c. Maintain Chicago Area S-Anon website.
- d. Obtain and coordinate distribution of Conference Approved Literature (CAL).
- e. Perform community outreach activities.
- f. Plan local and regional S-Anon events.
- g. In cooperation with other Illinois S-Anon groups, coordinate selection of Illinois Delegate and fund Delegate's expenses to attend the World Service Conference.

2. **Membership.** The membership of the Chicago Area Intergroup (CAIG) shall consist of S-Anon groups that fulfill all of the following criteria:

- a. They are registered with the S-Anon World Service Office (WSO).
- b. They participate in CAIG monthly meetings in keeping with the Bylaws 3, 4, & 9.

3. **Representation.** Each member group will select a Group Service Representative (GSR). The GSR will serve as the representative of their group at monthly Intergroup meetings.

4. **GSR Qualification.** Each S-Anon group is responsible for selecting its own representative. It is suggested that Group Service Representatives have six months of regular attendance at a registered S-Anon meeting and be actively working the S-Anon steps with an S-Anon sponsor.

5. **Intergroup Elected Officers.** The officers are Chairperson, Treasurer, Secretary, Literature Coordinator and Communication Coordinator. The recommended terms for these offices shall be two years. S-Anon members who meet the service qualification guidelines may serve in any office. Officers shall not serve as GSRs during their terms.

**6. Officer Service Qualification Guidelines.** Suggested qualifications include:

- at least three years of regular attendance at a registered S-Anon meeting,
- be working or have completed working the S-Anon Twelve Steps with an S-Anon sponsor,
- have a working knowledge of the S-Anon Twelve Traditions and Concepts of Service,
- have a working knowledge of the S-Anon/S-Ateen Service Manual,
- at least twelve months of service as a GSR.

**7. Election of Officers.** Officer elections are staggered, with a new officer being elected when the outgoing officer's term ends. Candidates may be nominated or nominate themselves. Nominees shall submit a service resume including service qualifications and additional relevant service information. A majority vote of GSRs in attendance is required to elect an officer.

**8. Intergroup Meeting Dates.** Intergroup meetings shall be held monthly.

**9. Attendance.** One GSR from each member group shall attend each meeting. If the GSR is not able to attend, groups are encouraged to send an alternate. If a group is not represented for three consecutive meetings, it may be removed from meeting lists maintained and distributed by the Chicago Area S-Anon Intergroup.

**10. Voting.** Each Elected Officer and each Member Group shall be entitled to one vote. In order to exercise its voting right, a GSR from the Member Group must be present. No absentee or proxy voting shall be allowed at any Intergroup meeting.

**11. Quorum.** A quorum shall consist of one half of the total of GSRs from member S-Anon groups and Intergroup Elected Officers.

**12. Reporting.** The Treasurer shall submit a monthly report in writing to the Secretary for distribution to the GSR's. The Treasurer's report shall include a fully itemized listing of expenditures, receipts and account balances. The secretary shall prepare a written record of each Intergroup meeting for distribution to the GSRs.

13. **Ad Hoc Committees.** Ad Hoc committees may be appointed by Intergroup to carry out the business for which they are appointed.

14. **Funding.** Intergroup shall obtain funding from (a) contributions of member groups, (b) individual S-Anon members with annual individual contribution not to exceed 5% of Intergroup's prior year's receipts, and (c) income derived from such projects or activities organized by Intergroup.

15. **Amendments.** These Bylaws may be amended at any time via the following process:

- a. The proposed amendment(s) shall be circulated to the GSRs prior to a monthly CAIG meeting.
- b. The meeting quorum may then decide via majority vote to extend discussion or schedule a vote for approval.
- c. When amendment(s) is/are ready for approval, CAIG will notify all GRSs of the meeting date on which the vote will be taken.
- d. To gain approval, each amendment must be passed by three-fourths of the quorum (rounding up if a fraction occurs).
- e. Amendment(s) will be effective immediately after approval.

16. **Election of Delegate.** Intergroup will cooperate with other Illinois groups to coordinate election of a Delegate to represent Illinois at the World Service Conference. Delegates are elected for three-year terms. Suggested service qualifications for a Delegate shall include:

- a. at least three years of regular attendance at a registered S-Anon meeting,
- b. be working or have completed working the S-Anon Twelve Steps with an S-Anon sponsor,
- c. have service experience above the group level,
- d. have a working knowledge of the S-Anon Twelve Traditions and Concepts of Service,
- e. have a working knowledge of the S-Anon/S-Ateen Service Manual.

**17. Election of Regional Trustee.** Intergroup will cooperate with other Midwest Region Intergroups to coordinate election of a Midwest Regional Trustee. Regional Trustees are elected for three-year terms. Suggested service qualifications for Regional Trustee shall include:

- a. at least five years of regular attendance at a registered S-Anon meeting,
- b. be working or have completed working the S-Anon Twelve Steps with an S-Anon sponsor,
- c. have service experience above the regional level,
- d. be able to apply the S-Anon Twelve Traditions and Concepts of Service as they relate to the challenges of service,
- e. have a working knowledge of the S-Anon/S-Ateen Service Manual.

**18. Three Legacies.** The S-Anon Twelve Steps, Twelve Traditions, and Twelve Concepts of Service are accepted as guidelines regarding the functioning of the Chicago Area S-Anon Intergroup.

Approved August 2, 2014

Amended January 13, 2018

Amended February 10, 2018