

CENTRAL JERSEY INTERGROUP'S BY-LAWS
ARTICLES OF INCORPORATION
CENTRAL JERSEY INTERGROUP OF ALCOHOLICS ANONYMOUS

ARTICLE 1: NAME

The name of the corporation shall be CENTRAL JERSEY INTERGROUP OF ALCOHOLICS ANONYMOUS INC, hereinafter called Intergroup.

ARTICLE II: PURPOSE

The purpose of the Corporation is to coordinate activities, solve common group problems, and maintain friendly group relations in the Central Jersey Area.

The Intergroup shall conduct itself as a New Jersey Non-Profit Corporation. No part of the net earnings of the Intergroup shall be used for the benefit of, or be distributed to, its members, trustees, officers, or other persons, except the Intergroup shall be authorized and empowered to pay reasonable compensation for services rendered to the Intergroup and to make payments and distribution in furtherance of the purposes set forth herein.

The Intergroup shall not carry on any other activities not permitted to be carried on:

- (a) by a corporation exempt from Federal Income Tax under 501(c)(3) of the Internal Revenue Service Code of 1954 as amended (or the corresponding provision of any future United States Internal Revenue law), or
- (b) by a corporation, contributions to which are deductible under 179(c)(2) of the Internal Revenue Service Code of 1954 as amended (or the corresponding provision of any future United States Internal Revenue law).

ARTICLE III: MEMBERSHIP

Membership is open to all AA groups registered with Central Jersey Intergroup.

There are no dues or fees.

Each member group may have (1) one representative and (1) alternate representative, but only (1) vote per group will be allowed.

It is suggested that member groups register with the General Service Office.

ARTICLE IV: BOARD OF TRUSTEES

There shall be a Board of Trustees elected by the body of Intergroup **Representatives**. The Board of Trustees shall serve as advisors to Central Jersey Intergroup. The Board of Trustees shall consist of five (5) members elected to a term of three (3) years on a rotating basis.

To be eligible for election as a Trustee, an AA member must have (10) ten years of continuous sobriety, a record of service in AA, and previous experience and knowledge of Intergroup.

Trustees shall attend monthly Intergroup Steering Committee meetings, monthly Intergroup **Body** meetings, and other meetings as requested by the Chairperson. Trustees will have voting privileges at Steering Committee meetings only.

ARTICLE V OFFICERS

The Officers of Central Jersey Intergroup (CJI) shall consist of a Chairperson, Co-Chairperson, Financial Secretary, Treasurer, and Recording Secretary. These officers shall be elected from duly elected Intergroup representatives. Continuous sobriety requirements shall be two years for all officers. All officers of CJI shall hold office for two years.

Elections shall be held in November of the second year of their term. The newly elected Chairperson shall be immediately replaced as an Intergroup representative by their alternate Intergroup representative, but the other officers shall retain their full status as representatives. The newly elected officers shall assume their duties January 1st. All officers are expected to attend the monthly Body and Steering Committee meetings.

The Chairperson shall be present at all meetings, preside at the Body meeting and maintain general supervision of Intergroup's affairs. The Chairperson shall be entitled to vote only at the Intergroup Body meeting in the event of a tie. **In addition, the Chairperson shall be the CJI representative at District and Area functions.**

The Co-Chairperson shall maintain the office and daytime phone commitments as well as act in the Chairperson's absence.

The Financial Secretary shall pay all the CJI bills and keep related financial records.

The Treasurer shall collect and record all contributions from member groups **and literature sales.**

The Recording Secretary shall record the minutes of the CJI body meeting and the Steering meeting. **These minutes shall be made available to all members upon request.**

All officers may be subject to removal for neglect of duties or other misconduct if approved by a two-thirds vote of the Steering Committee.

ARTICLE VI: COMMITTEES

The committee chair positions shall be filled by the election process in December following the election of officers. In the event no person stands for the position, the Chairperson shall appoint a committee chair. Committee chairs or Co-Chair are expected to attend the monthly Body and Steering Committee meetings.

Continuous sobriety requirements shall be two years for all committee chairs.

Committees may include, but are not limited to, the following:

Archives

Answering Service

Correctional Facilities

Hospitals & Institutions

Literature

Meeting List

Newsletter

Public Information

Steering Committee

Unity

Web Site

The Chairperson may create ad hoc committees and appoint a chairperson as necessary.

It is required that the Steering Committee be a closed meeting. Voting members of the Steering Committee shall consist of the following: current and last term Officers, Committee Chairpersons, and the Board of Trustees. The office worker shall have a vote except in matters compensation or performance. The chairperson of the Steering Committee shall be entitled to vote in the event of a tie. Only voting members may have input. However the committee may request information from other parties on specific issues.

The Steering Committee may approve a one (1) time per year non-recurring expense of five hundred (\$500) or less.

ARTICLE VII: FINANCE

The activities of Intergroup shall be financed primarily from contributions from member groups. Each member group may determine its own contribution, if any, but it is suggested that contributions be a group conscience based on what is suggested by the General Service Office.

All Intergroup funds will be maintained in one (1) checking account. All checks dispersed by Intergroup shall be signed by the Treasurer and/or the Financial Secretary.

Intergroup shall maintain a prudent reserve equal to one year operating expenses. The principal purpose of the prudent reserve is to provide the financial resources to continue the essential services in the event of unexpected and substantial reduction of the normal revenues within the organization. The funds of Intergroup shall be expended only for the purposes of Intergroup and the advancement of the AA program and no other purpose.

ARTICLE VIII: REPORTS

Full and complete reports will be made available to all member groups who are registered with Intergroup.

These reports will include Financial Secretary's and Treasurer's reports and minutes of the preceding Intergroup business meeting.

ARTICLE IX: OFFICE WORKER

Intergroup may employ, as needed, an Office Worker(s). The Office Worker(s) shall be hired by a committee of the Chairperson, Co-Chairperson, and the Financial Secretary. The Office Worker(s) may not hold an office in Intergroup. Selection of the Office Worker(s) will be made after a careful review of the qualifications of the candidates. Candidates shall make application in writing, stating qualifications, experience, and personal background.

Compensation and work hours of the Office Worker(s) shall be reviewed by all the elected officers, approved by the Steering Committee.

Termination of employment may occur when recommended by a majority of elected officers and approved by a two-thirds vote of the Steering Committee. However, a majority of elected officers may suspend the Office Worker(s) without compensation for gross infractions. Termination must still be approved by the Steering Committee.

ARTICLE X: AMENDMENTS

Amendments to these Articles of Incorporation may be adopted by a majority vote at any regular membership meeting of Intergroup after the Intergroup representatives have had the opportunity to present the proposed amendment(s) to their groups.

ARTICLE XI: TWELVE TRADITIONS and TWELVE CONCEPTS

The Articles of Incorporation are based in the spirit of the Twelve Traditions and Twelve Concepts of Alcoholics Anonymous and will be adhered to as closely as possible in all situations. **When these By-Laws are not specific, the CJI Handbook and the AA Service Manual are deemed to be authoritative.**

ARTICLE XII: GENERAL MEMBERSHIP MEETINGS

All Intergroup business, **except elections**, shall be settled by a majority vote (abstentions shall not count as a vote). All A.A. members may attend an Intergroup business meeting. Intergroup business meetings will be held monthly at a time and place designated by Intergroup.

ARTICLE XIII: DISSOLUTION OF CORPORATION

Upon dissolution or other termination of the corporation, no part of the corporation, or any proceeds, shall be distributed to, or used for the benefit of any members, trustees, or other officers of the corporation. All such property and proceeds subject to the discharge of valid obligations of the corporation, shall be distributed to any such organization as the Board of Trustees may direct: provided however, that any transferee organization, at the time of distribution, shall qualify as an exempt organization under 501©(3) of the Internal Revenue Code of 1954, as amended (or the corresponding provision of any future United States Internal Revenue law).

TRENTON NEW JERSEY, APRIL 2011

AMENDMENTS CHANGES FROM MAY 2002