

# Northern Nevada Intergroup (NNIG) By-Laws: 2014



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## **NNIG PREAMBLE**

General Warranties of Northern Nevada Intergroup Association of A.A:

In all its proceedings, the Intergroup shall observe the spirit of A.A. Traditions:

- Taking great care that the Intergroup Association never becomes the seat of perilous wealth or power;
- That none of the Intergroup Association members shall ever be placed in a position of unqualified authority over any of the others;
- That all important decisions be reached by discussion, vote and whenever possible, substantial unanimity;
- That no Intergroup Association action ever be personally punitive or an incitement to public controversy;
- That though the Intergroup Association may act for the service of A.A. Groups in the Northern Nevada area and part of North Eastern California, it shall never perform any acts of government and,
- That like the Society of Alcoholics Anonymous, the Intergroup Association itself will always remain democratic in thought and action.

(The above is adapted and modified from “The A.A. Service Manual,” and A.A. Co-Founder Bill W’s Twelve Concepts for World Service; Concept XII, as adopted by the General Service Conference on April 26, 1962. This adaptation of copyrighted A.A. material has been reviewed and approved by the General Service Board.)

## **THE TWELVE TRADITIONS OF ALCOHOLICS ANONYMOUS**

1. Our common welfare should come first; personal recovery depends upon A.A. 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 A.A. membership is a desire to stop drinking.
4. Each group should be autonomous except in matters affecting other groups or A.A. as a whole.
5. Each group has but one primary purpose—to carry its message to the alcoholic who still suffers.
6. An A.A. group ought never endorse, finance or lend the A.A. name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
7. Every A.A. group ought to be fully self-supporting, declining outside contributions.
8. Alcoholics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. A.A. as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Alcoholics Anonymous has no opinion on outside issues; hence the A.A. 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, and films.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

## THE TWELVE CONCEPTS OF ALCOHOLICS ANONYMOUS

- I. Final responsibility and ultimate authority for A.A. world service should always reside in the collective conscience of our whole Fellowship.
- II. The General Service Conference of A.A. has become, for nearly every practical purpose, the active voice and the effective conscience of our whole Society in its world affairs.
- III. To ensure effective leadership, we should endow each element of A.A.—the Conference, the General Service Board and its service corporations, staffs, committees, and executives—with a traditional “Right of Decision.”
- IV. At all responsible levels, we ought to maintain a traditional “Right of Participation,” allowing a voting representation in reasonable proportion to the responsibility that each must discharge.
- V. Throughout our structure, a tradition of “Right of Appeal” ought to prevail, so that minority opinion will be heard and personal grievances receives careful consideration.
- VI. The Conference recognizes that the chief initiative and active responsibility in most world service matters should be exercised by trustee members of the Conference acting as the General Service Board.
- VII. The Charter and By-Laws of the General Service Board are legal instruments, empowering the trustees to manage and conduct world service affairs. The Conference Charter is not a legal document; it relies upon tradition and the A.A. purse for final effectiveness.
- VIII. The trustees are the principal planners and administrators of overall policy and finance. They have custodial oversight of the separately incorporated and constantly active services, exercising this through their ability to elect all the directors of these entities.
- IX. Good service leadership at all levels is indispensable for our future functioning and safety. Primary world service leadership, once exercised by the founders, must necessarily be assumed by the trustees.
- X. Every service responsibility should be matched by an equal service authority, with the scope of such authority well defined.
- XI. The trustees should always have the best possible committees, corporate service directors, executives, staffs, and consultants. Composition, qualifications, induction procedures, and rights and duties will always be matters of serious concern.
- XII. The Conference shall observe the spirit of A.A. tradition, taking care that it never becomes the seat of perilous wealth or power; that sufficient operating funds and reserve be its prudent financial principle; that it place none of its members in a position of unqualified authority over others; that it reach 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; that it never perform acts of government, and that, like the Society it serves, it will always remain democratic in thought and action.

**ARTICLE I NAME:**

1.1 NORTHERN NEVADA INTERGROUP OF A.A. (NNIG):

**ARTICLE II PURPOSE:**

- 2.1 The NNIG exists as the servant of the member groups. NNIG's purpose is to operate as delineated in the Articles of Incorporation, carrying the message of Alcoholics Anonymous (in accordance with the Twelve Steps, Twelve Traditions, and Twelve Concepts of A.A.).
- 2.2 NNIG is the Association Member Group conscience as expressed through the Intergroup Association Representatives who have the final authority on any issue in our Intergroup Association.
- 2.3 NNIG maintains a Central Office as a communication center for A.A. in the area.
- 2.4 Specifically excluded from the objectives of the Intergroup Association is the operation of any club house, drying-out place and / or the endorsement of any public or private projects on alcoholism as outlined in Tradition Six.

**ARTICLE III ARTICLES of INCORPORATION:**

- 3.1 The Articles of Incorporation may be amended by a two-thirds vote of the Intergroup Representatives or Alternates.
- 3.2 Proposed amendments shall be made in writing to the NNIG Chairperson, and will be motioned and approved by the Representatives.
- 3.3 The ExDirCO shall cause the proposed amendment to be published in the "The Bracer" for a period of thirty days from the date of the proposed amendment.
- 3.4 The proposed amendment shall only be voted upon at the next regular scheduled business meeting.

**ARTICLE IV MEMBERSHIP:**

- 4.1 If a group desires membership in the NNIG and all of the privileges afforded members, they must register as a group with Central Office at least thirty days prior to the Intergroup Association Representative Business Meeting to which it intends to send a voting representative.
- 4.2 Groups not presently registered but desiring to be members of NNIG and meet the requirements of paragraph 4.1, shall provide a "New Group" form to the Central Office. The group's Intergroup Representative shall be able to vote on any issue thirty days after the New Group form is filed.

**ARTICLE V MEETINGS:**

- 5.1 The NNIG Business Meeting shall meet monthly on the first Tuesday of each month.

- 5.1.1 Any changes needed or required to the Articles of Incorporation and the By-Laws require approval by at least five percent of registered Groups. (NOTE: five percent is required by law.)
- 5.1.2 Any changes needed or required to the Operating Procedures and any other amendments shall require a majority vote.
- 5.2 An NNIG special meeting may be called at any time.
- 5.3 An NNIG Board of Directors or Steering Committee meeting may be called at any time.
- 5.4 The NNIG Central Service Committees shall meet monthly on the first Tuesday of each month.
- 5.5 The NNIG meeting in June will be known as the Annual Meeting for the purpose of Election of Officers and Central Service Committees only.
- 5.6 Voting for the Board of Directors, Steering Committee, and the Central Service Committees shall be in accordance with Article V, paragraph 5.1, sub paragraph 5.1.1 and 5.1.2. The outcome of their vote shall be brought to the Intergroup Representatives for action.

**ARTICLE VI FINANCIAL SUPPORT:**

- 6.1 There are no dues or fees for membership in NNIG.
- 6.2 Means of Support:
  - 6.2.1 Voluntary A.A. Group Contributions.
  - 6.2.2 Individual Contributions from alcoholics not to exceed \$3,000.00 per year.
  - 6.2.3 Special functions as approved by the Intergroup Representatives.
  - 6.2.4 Faithful Fiver Contributions (five dollars for each month of the year).
  - 6.2.5 Birthday Contributions (one dollar for each year of sobriety).

**ARTICLE VII CENTRAL OFFICE:**

- 7.1 There shall be a Central Office. The Central Office operates in accordance with the A.A. Guidelines published by General Service Office, Articles of Incorporation, By-Laws, Operating Procedures and Policies of NNIG.
- 7.2 The purpose of the Central Office and duties of the employees and volunteers are provided in Section X through XIII of the Operating Procedures.

**ARTICLE VIII NORTHERN NEVADA INTERGROUP REPRESENTATIVES AND ALTERNATES:**

- 8.1 There will be Intergroup Representatives or Alternates. The following stipulations apply:
  - 8.1.1 Each registered Group is entitled to elect an Intergroup Representative or Alternate. He / She is entitled to one vote at the regular business meeting of NNIG. (Ref: "Third Tradition" and "The A.A. Group").
  - 8.1.2 Only the registered Intergroup Representatives or Alternates and Committee Chairpersons or Alternates shall make or second motions and vote.

- 8.1.3 Decisions are made by simple majority, except for revision of Articles of Incorporation and By-Laws. In the case of a tie vote, a second vote will be taken. After two tie votes and upon approval of the voting members, the Chairperson may cast a tie-breaking vote.
- 8.1.4 The Intergroup Representatives or Alternates shall meet the first Tuesday of each month at 7:00 p.m. at a location selected by the Board of Directors, Steering Committee, and approved by the Intergroup Representatives or their Alternates.
- 8.2 The purpose of the Central Office and duties of the employees and volunteers are provided in Section X paragraph 10.1 through 10.13.1 and Section XIII paragraph 13.1 through 13.1.13 of the Operating Procedures.

**ARTICLE IX                   NORTHERN NEVADA INTERGROUP OF A.A.; BOARD OF DIRECTORS AND STEERING COMMITTEE:**

- 9.1           There shall be a Board of Directors composed of:
  - 9.1.1        NNIG Chairperson
  - 9.1.2        NNIG Vice-Chairperson
  - 9.1.3        NNIG Treasurer
  - 9.1.4        NNIG Secretary
- 9.2           There shall be a Steering Committee composed of the Board of Directors and the following:
  - 9.2.1        Two elected Intergroup Representatives
  - 9.2.2        Executive Director of Central Office (ExDirCO).
- 9.3           Composition and Duties of the Board of Directors and Steering Committee are provided in Sections XV through XVIII of the Operating Procedures.

**ARTICLE X                   NORTHERN NEVADA INTERGROUP OF A.A. OFFICERS:**

- 10.1        There will be NNIG Officers composed of:
  - 10.1.1       NNIG Chairperson
  - 10.1.2       NNIG Vice-Chairperson
  - 10.1.3       NNIG Treasurer
  - 10.1.4       NNIG Secretary
- 10.2        Composition and Duties of the NNIG Officers are provided in Section XV through XVII of the Operating Procedures.

**ARTICLE XI                 NORTHERN NEVADA INTERGROUP OF A.A. CENTRAL SERVICE COMMITTEES (CSC):**

- 11.1        There will be a Central Service Committee composed of:
  - 11.1.1       NNIG Chairperson
  - 11.1.2       NNIG Vice-Chairperson
  - 11.1.3       NNIG Treasurer
  - 11.1.4       NNIG Secretary
  - 11.1.5       Two Elected Intergroup Representatives

- 11.1.6 Executive Director of Central Office (ExDirCO)
- 11.1.7 Answering Service Committee (ASC)
- 11.1.9 Cooperation with the Professional Community (CPC)
- 11.1.10 Correctional Facilities Committee (CFC)
- 11.1.11 Treatment Facilities Committee (TFC)
- 11.1.12 Bridging the Gap Committee (BTG)
- 11.1.13 Sunshine Committee (SC)
- 11.1.14 “The Bracer” Committee (TBC)
- 11.1.15 Speaker Committee (SCC)
- 11.1.16 Liaison NAGSC 42
- 11.1.17 Web Master
- 11.1.18 Activities Committee (ACC)
- 11.2 Composition and Duties of the Central Service Committees are provided in Section XVIII, paragraph 18.2 through 18.23.7 of the Operating Procedures.
- 11.3 The Activities Committee is composed of:
  - 11.3.1 New Year’s Gala Chairperson
  - 11.3.2 Cabbage & Cribbage Chairperson
  - 11.3.3 Annual Picnic Chairperson
  - 11.3.4 Halloween Event and dance Chairperson
  - 11.3.5 Annual Gratitude Dinner Chairperson
- 11.4 Composition and Duties of the Activity Chairpersons are provided in Section XVIII paragraph 18.22 through 18.22.8.5.10 of the Operating Procedures.

**ARTICLE XII AD-HOC COMMITTEES:**

- 12.1 Ad-Hoc Committees are appointed by the NNIG Chairperson for only one Event/Development per year and are approved by the NNIG Representatives or Alternates.
  - 12.8.1 Election Committee
  - 12.8.2 By-laws Committee
  - 12.8.2 Other Committees as required
- 12.2 Composition and Duties of the Ad-Hoc committees are provided in Section XIX of the Operating Procedures.

**ARTICLE XIII NORTHERN NEVADA INTERGROUP OF A.A. AMENDMENTS TO THE BY-LAWS:**

- 13.1 These By-Laws may be amended by a two-thirds affirmative vote of the attending registered representatives or alternates at the next regularly scheduled meeting of the NNIG and will constitute adoption of the Amendment. Once the vote has been recorded, no changes shall be made.
- 13.2 Proposed Amendments to the By-Laws will be submitted in writing to the NNIG Chairperson, with a copy to the Secretary for review. Proposed amendments shall specify the ARTICLE and PARAGRAPH to be amended, and the REASON for the amendment. If changes are required to more than one ARTICLE and PARAGRAPH to obtain the desired results, the change may be submitted as one proposal.

- 13.3 The NNIG Chairperson shall announce the proposed amendments to the Intergroup Representatives or Alternates. The ExDirCO and NNIG Secretary shall cause the proposed amendments to be published in the next issue of “The Bracer.” The Amendment shall be automatically tabled for thirty days and referred to the groups for discussion, consideration and recommendations.
- 13.4 The NNIG Chairperson reports as to the compatibility of the change with the Articles of Incorporation and the By-Laws at the next Intergroup Representatives or Alternates business meeting.
- 13.5 All amendments take effect upon adoption unless noted in the motion.
- 13.6 Revised copies of the affected section(s) of the By-Laws are made available within thirty days of adoption.
- 13.7 Amendments may be submitted by elected service members, ExDirCO, Intergroup Representatives, and the By-Laws/Operating Review Ad-Hoc Committee Members.

**ARTICLE XIV           NORTHERN NEVADA INTERGROUP OF A.A. CONFLICTS OF INTEREST:**

- 14.1 The Officers, Committee Chairpersons or Intergroup Representatives will not enter into any contracts or transactions with:
  - 14.1.1 One or more of its Chairpersons.
  - 14.1.2 A Chairperson of a related Organization.
  - 14.1.3 An Organization in or of which a member of Intergroup is a Chairperson, Officer or legal representative, or in some other way has a material financial interest unless:
    - 14.1.3.1 That interest is disclosed to or known by the Board of Directors, the NNIG Chairperson and the NNIG ExDirCO.
    - 14.1.3.2 The Committees approve, authorize, or ratify the action in good faith.
    - 14.1.3.3 The approval is made by a majority of Intergroup Representatives (not counting the interested members).
    - 14.1.3.4 The approval is made at a meeting where a quorum is present (not counting the interested members).
- 14.2 Board Discussion:
  - 14.2.1 The interested persons may be present for discussion to answer questions, but may not advocate for any action to be taken and must leave the room while a vote is taken. The minutes of all actions taken on such matters must clearly reflect that these requirements have been met.

**ARTICLE XV           NORTHERN NEVADA INTERGROUP OF A.A. EMERGENCY POLICIES:**

- 15.1 In the event of an unusual or pressing emergency in the operations of the NNIG, the Intergroup Representatives or Alternates may temporarily suspend the NNIG By-Laws.

- 15.2 Such suspension may only be enacted after a full discussion and with a two-thirds majority vote. Such policy decisions will take effect immediately until such time as the proper amendment can be enacted in the manner outline in Article XIII of these By-Laws. Any emergency policy decision made will automatically expire after four regularly scheduled Intergroup Representatives or Alternates meetings from the date of the By-Laws suspension.
- 15.3 The NNIG Intergroup Representatives or Alternates body cannot temporarily suspend the Articles of Incorporation for any reason without following the procedures outlined in Article III of these NNIG By-Laws.

**ARTICLE XVI        NORTHERN NEVADA INTERGROUP OF A.A. DISSOLUTION OF THE INTERGROUP:**

- 16.1 Upon the dissolution of the organization, the Board of Directors will, after paying or making provision for the payment of all the liabilities of the organization, dispose of all assets of the organization exclusively for the purpose of the organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purpose as shall at the time qualify as an exempt organization or organizations under the Internal Revenue Code as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by any court having jurisdiction in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine.

**Revision to these NNIG By-Laws is consistent with the revisions made to the NNIG Operating Procedures approved by Intergroup Representatives during the August 5, 2014 NNIG monthly Business Meeting.**

**Originals with signatures are on file at Central Office.**